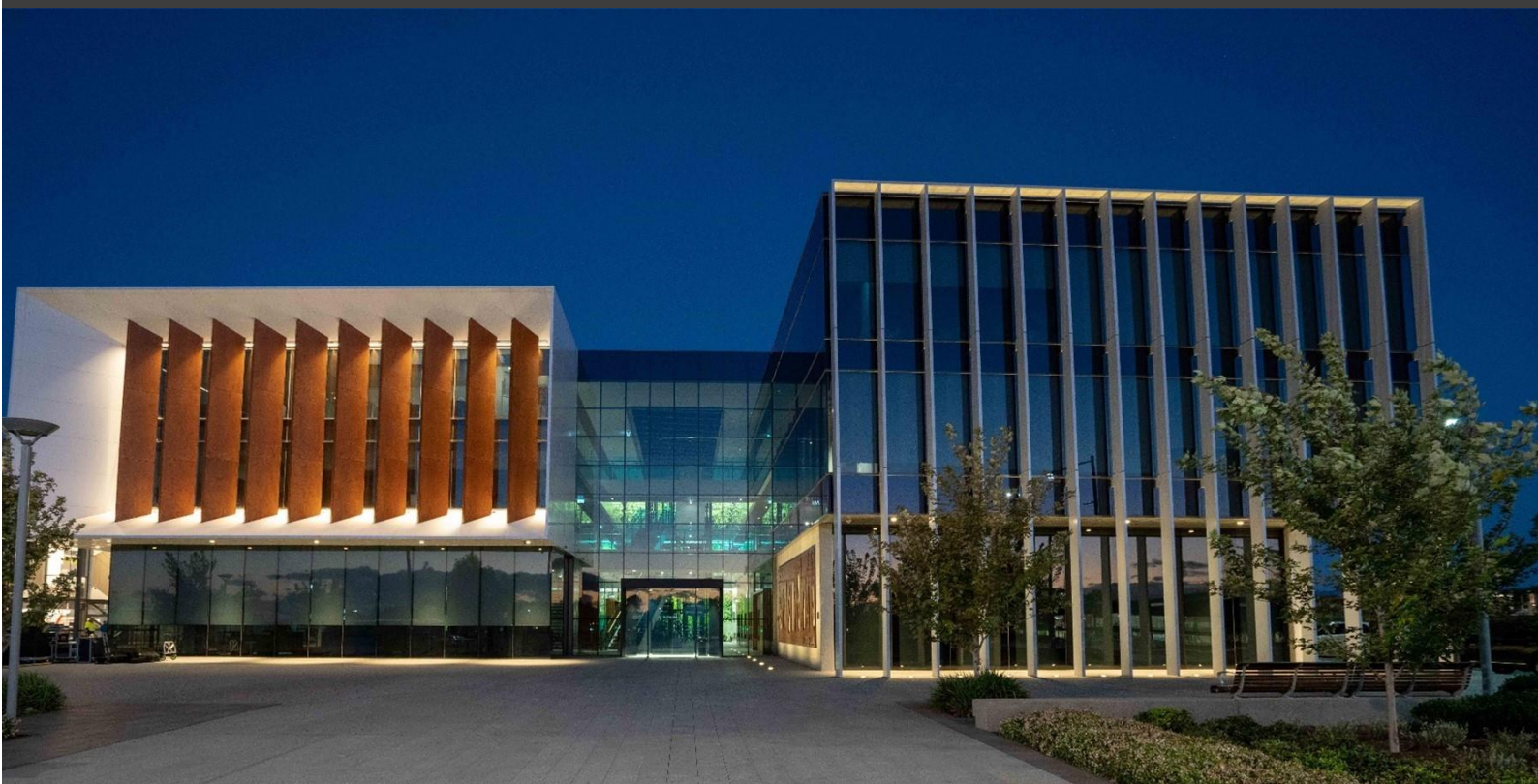


Business Paper

Ordinary Council Meeting

Camden Council
Administration Centre
70 Central Avenue
Oran Park

9 August 2022

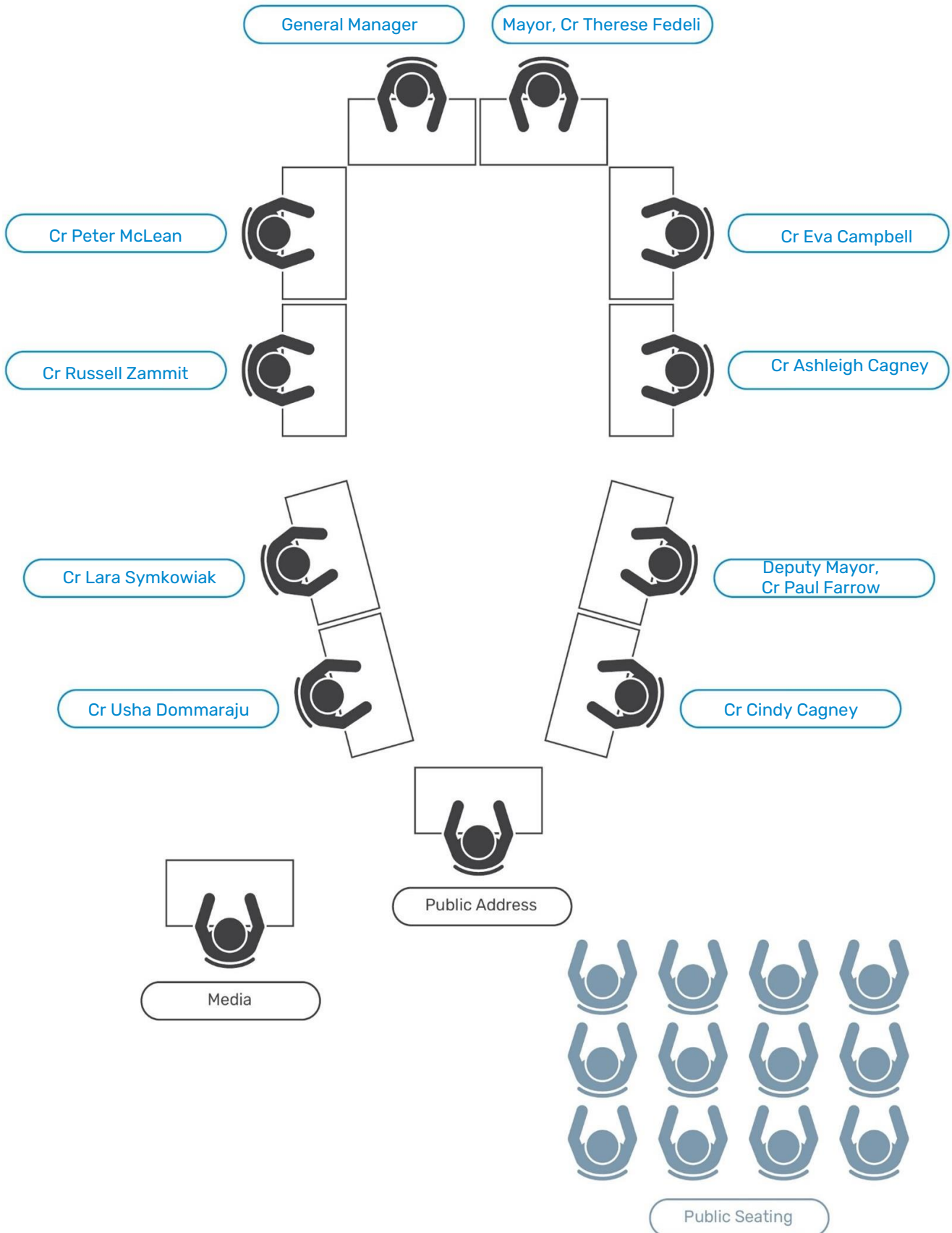


The public can also view the meeting via Council's webcast. A link to this webcast can be found on Council's webpage - <http://webcast.camden.nsw.gov.au/video.php>

camden
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COMMON ABBREVIATIONS

AEP	Annual Exceedance Probability
AHD	Australian Height Datum
CLEP	Camden Local Environmental Plan
CP	Contributions Plan
DA	Development Application
DCP	Development Control Plan
DPE	Department of Planning & Environment
TfNSW	Transport for NSW
EIS	Environmental Impact Statement
EP&A Act	Environmental Planning & Assessment Act
EPA	Environmental Protection Authority
EPI	Environmental Planning Instrument
FPL	Flood Planning Level
GCC	Greater Cities Commission
LAP	Local Approvals Policy
LEP	Local Environmental Plan
LGA	Local Government Area
LSPS	Local Strategic Planning Statement
NCC	National Construction Code
REP	Regional Environmental Plan
PoM	Plan of Management
RL	Reduced Levels
S10.7 CERTIFICATE	Certificate as to zoning and planning restrictions on properties
S603 CERTIFICATE	Certificate as to Rates and Charges outstanding on a property
S73 CERTIFICATE	Certificate from Sydney Water regarding Subdivision
SEPP	State Environmental Planning Policy
SREP	Sydney Regional Environmental Plan
STP	Sewerage Treatment Plant
VMP	Vegetation Management Plan
VPA	Voluntary Planning Agreement



OATH AND AFFIRMATION FOR COUNCILLORS

In accordance with section 233A of the *Local Government Act 1993*, all elected Councillors must take an oath of office or make an affirmation of office at or before the first meeting of the Council.

The oath or affirmation may be taken or made before the General Manager, an Australian legal practitioner or a Justice of the Peace.

A Councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of the office in accordance with the Act is not entitled to attend a meeting as a Councillor, until the Councillor has taken the oath or made the affirmation.

OATH

"I [*name of councillor*] swear that I will undertake the duties of the office of Councillor in the best interests of the people of the Camden Local Government Area and the Camden Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment".

AFFIRMATION

"I [*name of councillor*] solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of the Camden Local Government Area and the Camden Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment".

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SUBJECT: PRAYER

PRAYER

Almighty God, bless all who are engaged in the work of Local Government. Make us of one heart and mind, in thy service, and in the true welfare of the people we serve: We ask this through Christ our Lord.

Amen

Almighty God, give thy blessing to all our undertakings. Enlighten us to know what is right, and help us to do what is good: We ask this through Christ our Lord.

Amen

Almighty God, we pause to seek your help. Guide and direct our thinking. May your will be done in us, and through us, in the Local Government area we seek to serve: We ask this through Christ our Lord.

Amen

AFFIRMATION

We affirm our hope and dedication to the good Government of Camden and the well being of all Camden's residents, no matter their race, gender or creed.

We affirm our hope for the sound decision making by Council which can improve the quality of life in Camden.

Either – “So help me God” or “I so affirm” (at the option of councillors)

We pledge ourselves, as elected members of Camden Council, to work for the provision of the best possible services and facilities for the enjoyment and welfare of the people of Camden.

Either – “So help me God” or “I so affirm” (at the option of councillors)

SUBJECT: ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the traditional custodians of this land on which we meet and pay our respect to elders both past and present.

SUBJECT: WEBCASTING OF COUNCIL MEETINGS

In accordance with Camden Council's Code of Meeting Practice and as permitted under the *Local Government Act 1993*, this meeting is being live streamed and recorded by Council staff for minute taking and webcasting purposes. The recording will also be made publicly available on Council's website.

No other webcasting or recording by a video camera, still camera or any other electronic device capable of webcasting or recording speech, moving images or still images is permitted without the prior approval of Council. Council has not authorised any other webcasting or recording of this meeting.

I remind those that are participating in this meeting that your image and what you say will be broadcast live to the public and will also be recorded so please be mindful of your actions and comments. You should avoid making statements that might defame or offend, or that release any personal information about another individual without their consent. Council accepts no liability for any damage that may result from your actions and comments.

Under Council's Code of Meeting Practice, individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting.

SUBJECT: LEAVES OF ABSENCE

Leaves of absence tendered on behalf of Councillors from this meeting.

RECOMMENDED

That leaves of absence be granted.

SUBJECT: APPROVAL TO ATTEND BY AUDIO-VISUAL LINK

Requests by Councillors to attend and participate in Council meetings by audio-visual link.

A decision whether to approve a request must be made by a resolution of Council. A resolution must state:

- The meetings the resolution applies to, and
- The reason why the Councillor is being permitted to attend the meetings by audio-visual link (unless the ground is illness, disability, or caring responsibilities).

RECOMMENDED

That the requests to attend and participate by audio-visual link be granted for the meetings as determined by Council and for the reasons noted.

SUBJECT: DECLARATION OF INTEREST

Council's Code of Conduct also deals with pecuniary and non-pecuniary conflict of interest and Political Donations and how to manage these issues (Clauses 4.28-5.19).

Councillors, and where applicable, all other persons, must be familiar with the conflicts of interest provisions contained in the Code of Conduct.

This item of business provides an opportunity for Councillors to declare and manage any conflicts of interest that they may have in matters being considered at this meeting of Council.

RECOMMENDED

That the declarations be noted.

SUBJECT: PUBLIC ADDRESSES

The Public Address session in the Council Meeting provides an opportunity for people to speak publicly on any item on Council's Business Paper.

The Public Address session will be conducted in accordance with the Public Address Guidelines.

Where a member of the public raises a question during the Public Address session, a response will be provided where Councillors or staff have the necessary information at hand; if not, a reply will be provided at a later time. There is a limit of one question per speaker per meeting.

All speakers are limited to four minutes, with a one minute warning given to speakers prior to the four minute time period elapsing. The commencement and conclusion of time shall be advised by the Mayor/Chairperson.

It should be noted that speakers at Council meetings do not enjoy any protection from parliamentary-style privilege. Therefore they are subject to the risk of defamation action if they make comments about individuals. In the event that a speaker makes potentially offensive or defamatory remarks about any person, the Mayor/Chairperson will ask them to refrain from such comments.

The Mayor/Chairperson has the discretion to withdraw the privilege to speak where a speaker continues to make inappropriate or offensive comments about another person, or make a point of order ruling if a speaker breaches the Guidelines.

Only the audio recording of the public address speakers will be heard on Council's webcast. Visual images of the speaker will not be captured as part of that webcast.

RECOMMENDED

That the public addresses be noted.

SUBJECT: CONFIRMATION OF MINUTES

Confirm and adopt Minutes of the Ordinary Council Meeting held 12 July 2022.

RECOMMENDED

That the Minutes of the Ordinary Council Meeting held 12 July 2022, copies of which have been circulated, be confirmed and adopted.

SUBJECT: MAYORAL MINUTE

Consideration of Mayoral Minute (if any).

ORD01**ORD01**

SUBJECT: COUNCIL SUBMISSION ON STATE SIGNIFICANT DEVELOPMENT APPLICATION - PROPOSED MINARAH COLLEGE AT 268-278 CATHERINE FIELDS ROAD, CATHERINE FIELD

FROM: Director Planning & Environment

EDMS #: 22/263958

PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of a draft submission (objection) to a State Significant development application (DA) currently being assessed by the Department of Planning and Environment (DPE). The DA proposes to construct a new school (Minarah College) for up to 1,580 students at 268-278 Catherine Fields Road, Catherine Field.

BACKGROUND

The proposed new school has a capital investment value exceeding \$20 million and is therefore classified as State Significant Development pursuant to *State Environmental Planning Policy (Planning Systems) 2021*. Consequently, the Minister for Planning is the consent authority for the proposal.

The site is known as 268-278 Catherine Fields Road, Catherine Field and is described as Lot 11 DP833983 and Lot 12 DP833784. The site has a western frontage to Catherine Fields Road of approximately 192 metres and a total area of 4.5ha.

The surrounding area is rural in character and is currently unsewered. To the north and east of the site are large rural residential properties, with single dwellings and ancillary structures. To the south are smaller residential lots that are zoned R5 Large Lot Residential.

The site is zoned RU4 Primary Production Small Lots under Camden Local Environmental Plan 2010. *'Educational establishments'* are permissible with consent in the zone.

The subject DA was on public exhibition from Tuesday 28 June 2022 to Monday 1 August 2022.

A Councillor briefing was provided on this matter on 26 July 2022.

ORD01



Figure 1 – The site and surrounding development (source: Environmental Impact Statement – Minarah College Catherine Fields)

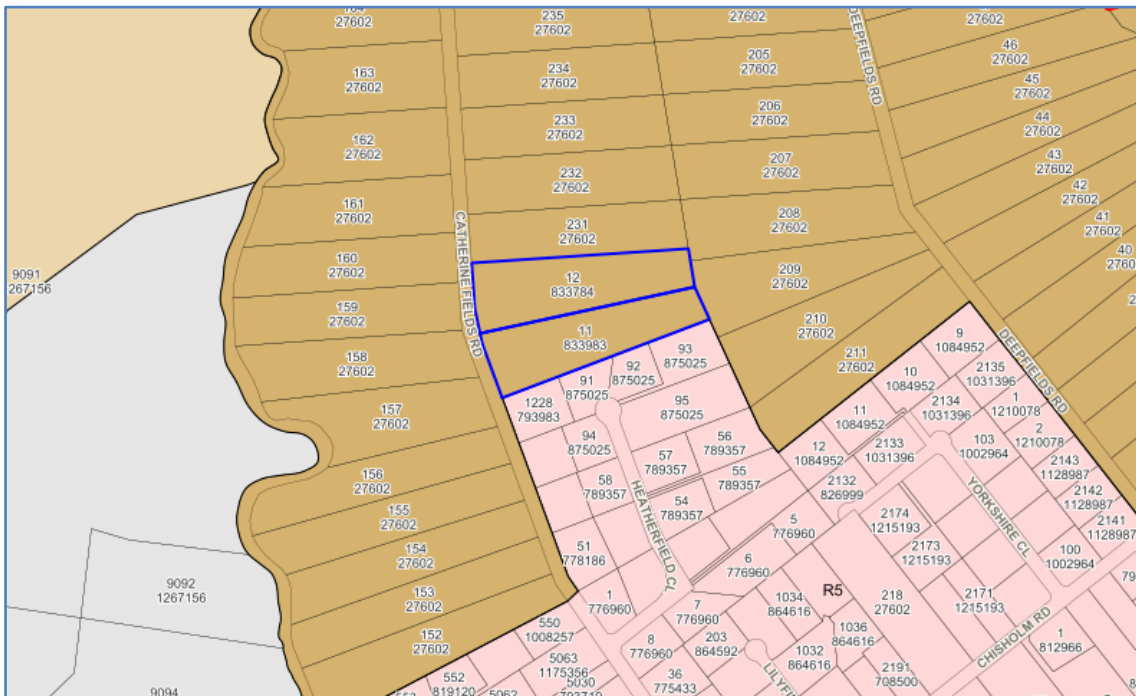


Figure 2 – Zoning Map

MAIN REPORT

The proposal seeks to establish a new school (Minarah College) on the site in five construction stages to cater for up to 1,580 students (Kindergarten to Year 12), including:

- Demolition of the existing dwellings and ancillary structures on-site;
- Bulk earthworks across the site;
- The construction of the following:
 - One-storey early learning centre (ELC) with attached two-storey administration building to service the high school and early learning centre;
 - Two-storey primary school building comprising of primary school classrooms;
 - School for Specific Purposes (SSP) classrooms;
 - Primary school hall with attached outside of school hours care (OOSH);
 - Two-storey high school building comprising high school classrooms;
 - Two-storey high school hall;
 - Shared one-storey canteen adjoining the high school building; and
 - Shared library located on the second storey above the administration building below.
- Site access from Catherine Fields Road at two points with a bus zone, 30 kiss and drop car parking spaces and car parking;
- Works within Catherine Fields Road to allow for a right-turn bay from Catherine Fields Road and bus bays on the eastern side of Catherine Fields Road;
- Removal of 230 trees and replacement planting and landscaping;
- On-site effluent management including the construction of a sewerage treatment plant to be used on a temporary basis until the site can connect to reticulated sewerage infrastructure;
- Associated site landscaping and public domain improvements;
- An on-site car park for 138 parking spaces; and
- Construction of ancillary infrastructure and utilities as required.

The proposed hours of operation are outlined below for the different components of the proposed development:

- ELC: 7:00am to 6:00pm, Monday to Friday;
- OOSH: 7:00am to 6:30pm, Monday to Friday;
- School Hours: 8:20am to 3:20pm, Monday to Friday;
- Multi-purpose Hall: 9:00am to 10:00pm, Saturday to Sunday;
- Primary Hall: 8:20am to 3:20pm, Monday to Friday;
- Sports field (during the week): During school hours and 5:00pm to 9:00pm, Monday to Friday;
- Sports field (weekend): 9:00am to 9:00pm, Saturday and Sunday.

The school is not proposed to be used on weekends during Stage 1 to Stage 3. The weekend use of the school is proposed to occur from Stage 4 onwards once the multi-purpose hall and sports fields are constructed and to align with infrastructure upgrades including road upgrades to Catherine Fields Road and sewer upgrades.

The proposal has an overall capital investment value of \$93,399,314.

The site plan of the proposed school is provided in Figure 3 below.



Figure 3 – Site plan of proposed school

As noted above the development is proposed to occur in five stages, as described below:

- **Stage 1:**
Stage 1 involves the construction of the western wing for temporary use by primary and ELC students. Stage 1 also comprises the construction of a portion of the northern carpark and the kiss and drop area. The applicant proposes that Stage 1 would be operational by 2025.
- **Stage 2:**
Stage 2 involves the construction and landscaping of the western portion of the primary school and the completion of a portion of the administration offices along the frontage of the site. The construction of the northern carpark is also proposed be completed under this stage. The applicant proposes that Stage 2 would be operational by 2031.
- **Stage 3:**
Stage 3 involves the completion of the primary school wing and associated landscaping. It also includes the construction of a portion of the southern carpark and the second lane of kiss and drop parking. The applicant proposes that Stage 3 would be operational by 2035 and is reliant on reticulated sewer services being available to the site.

- Stage 4:**
 Stage 4 involves the partial construction of the high school wing, with the playing field and outdoor play areas also proposed to be finalised. The applicant also proposes that Stage 4 will see the implementation of proposed road widening and upgrades to Catherine Fields Road including the introduction of a right-hand turning lane and bus parking along the frontage. The applicant proposes that Stage 4 would be operational by 2038.
- Stage 5:**
 Stage 5 involves the completion of the secondary school, with the addition of the Secondary School Hall. The applicant proposes that Stage 5 would be operational by 2040.

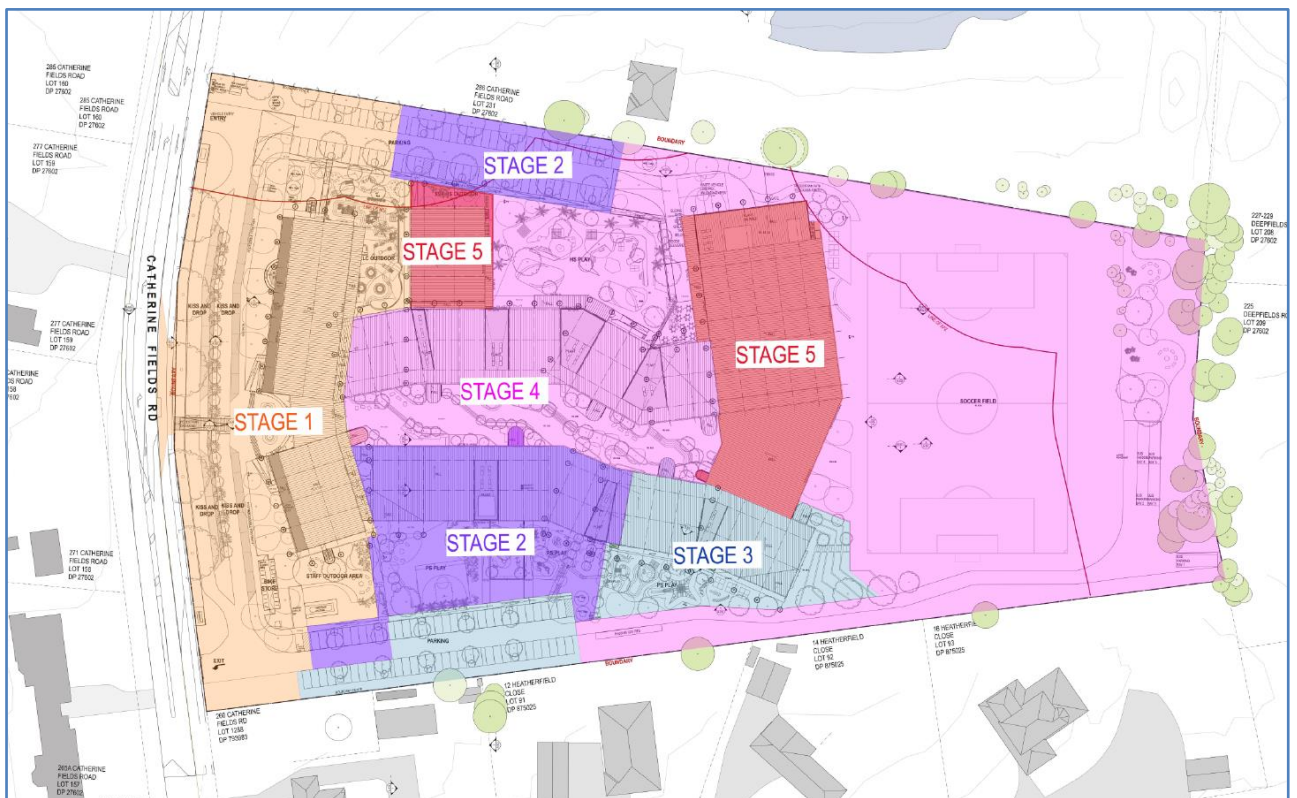


Figure 4 – Staging plan of proposed school

A full copy of the proposed plans is provided as **Attachment 1** to this report.

Assessment

Council staff have undertaken a review of the Environmental Impact Statement and have concerns regarding the suitability of the site for the proposed development. It is recommended that Council object to the proposed development as detailed in the Council officer submission attached to this report.

A summary of the key issues is provided below:

Public Interest

Council has received a significant number of letters, emails and phone calls from concerned residents in relation to this proposal. All of the residents have expressed their strong objection to this proposal. The community has raised the following key concerns with the proposed development:

- The site is an inappropriate location for a school.
- The proposal will result in unacceptable traffic impacts.
- Catherine Fields Road is a rural road that is not designed to cater for the level of traffic (both vehicle and pedestrian) that will result from this proposal
- The site and surrounding area are not serviced by sewer.
- There will be significant water runoff and there is a lack of established drainage system to cater for the runoff.
- The site and Catherine Fields Road are subject to flooding.
- Being a rural area there is a lack of infrastructure to support a school.
- There are no footpaths/bike paths for the use of students.
- The proposed school will have an unreasonable impact on the rural amenity of the area.
- The proposed school does not cater for the local community and yet results in significant/unreasonable impacts for surrounding residents.
- The poor local infrastructure (rural road with no lighting) will result in safety issues for vehicles and pedestrians.
- The approval of this school will have a significant impact on future planning within the Catherine Fields Precinct.

Given the significant and substantiated concerns raised by the community, approval of the application would not be in the public interest.

Site suitability

The proposed school site is currently zoned RU4 Primary Production Small Lots and is located on a rural road with no shoulder, formed kerb and gutter, footpath, lighting or piped underground stormwater system. The land is also not served by reticulated sewer. A rural site of this nature is not suitable for the proposed school.

Inconsistent with zone objectives

The objectives of the RU4 Primary Production Small Lots zone are:

- *To enable sustainable primary industry and other compatible land uses;*
- *To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly those that require smaller lots or that are more intensive in nature;*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*

The proposed development is not compatible with primary industry, does not encourage or promote employment opportunities in relation to primary industry enterprise, and does not minimise conflict between land uses within this zone. A school of this scale (or any scale) effectively alienates any potential primary industry on adjoining or nearby sites due to conflicts in terms of amenity for school children.

Impact on future precinct planning

The proposed development precludes future urban and employment development land uses from this site and the development will hinder the orderly and co-ordinated provision of infrastructure for the Catherine Fields Growth Centre. If approved, the school would need to be 'planned around' rather than forming part of the precinct planning process itself.

Schools are a critical piece of infrastructure for Growth Centres, which often have ramifications for the placement of collector roads, playing fields, recreation spaces and neighbourhood centres. By approving the location of the school ahead of any precinct planning occurring, the consent authority would be 'putting the cart before the horse' rather than planning the location of a future school within the Catherine Fields Growth Centre in an orderly and co-ordinated fashion.

Developer contributions

The Camden Contributions Plan applies to the site. No contributions are applicable to the development. As such, the school is not required to contribute to any of the future road upgrades or other infrastructure works which may be planned as a result of precinct planning for this area of Catherine Field.

It is noted that the Growth Area Contributions Plan in Camden requires contributions based on net developable area (NDA) rather than land use and, as such, the school would be required to contribute towards the infrastructure for which it will directly benefit.

Approval of this application, prior to the finalisation of any precinct planning/development of a Contributions Plan, will provide a private benefit to the proponent to the detriment of the wider community. The proposed school, with a capacity of up to 1,580 students, will generate a demand for public infrastructure (road, stormwater drainage etc) and yet the proposed school will make no contribution to the provision of this infrastructure.

Unsewered land

The site is currently unsewered and the applicant will rely on either on-site wastewater disposal or a pump out system for Stages 1 and 2. The development will be unable to proceed to Stage 3 until the connection of reticulated sewer. Given the uncertainty as to the timing of any reticulated sewer, it is considered inappropriate to approve a development that relies on the provision of this essential infrastructure (past Stage 2).

Noise

The noise from children participating in outdoor play will exceed Council's Environmental Noise Policy (2018) criteria. The noise exceedance demonstrates that the proposal is an overdevelopment of the site/inappropriate use for the locality.

Furthermore, it is not appropriate to attempt to resolve the noise issues with the use of acoustic walls as this has an unreasonable impact on the rural landscape character of the area.

A copy of the Council officer's submission is provided as **Attachment 2** to this report.

FINANCIAL IMPLICATIONS

This matter has no direct financial implications for Council.

CONCLUSION

The Department of Planning and Environment has publicly exhibited a State Significant DA to construct a new school (Minarah College) at 268-278 Catherine Fields Road, Catherine Field. Council staff have prepared a submission (objection) for Council's consideration and endorsement.

RECOMMENDED

That Council:

- i. **endorse the Council officer's submission objecting to the State Significant Development Application to construct a new school (Minarah College) at 268-278 Catherine Fields Road, Catherine Field;**
- ii. **forward a letter of endorsement of the Council officer's submission (objection) to the Department of Planning and Environment for consideration as part of its assessment of the Development Application; and**
- iii. **forward a copy of the submission and Council's endorsement of the objection to Mr Peter Sidgreaves MP, Member for Camden.**

ATTACHMENTS

1. Architectural Plans of Proposed Minarah College
2. Council Officer Submission (Objection) - Minarah College

ORD02**ORD02****SUBJECT: NSW EMPLOYMENT ZONES REFORM****FROM:** Director Planning & Environment**EDMS #:** 22/229864**PREVIOUS ITEMS:** ORD02 - Draft Submission to NSW Employment Zone Reforms - Ordinary Council - 13 July 2021 6.30pm**PURPOSE OF REPORT**

The purpose of this report is to seek Council's endorsement of a draft submission on the Department of Planning and Environment (DPE) Employment zones reforms.

BACKGROUND

In May 2021, the DPE released an Employment zones reform framework proposing significant changes to Business and Industrial zones under the Standard Instrument (SI) Local Environmental Plan (LEP).

The Employment zones reforms are mandatory and, when finalised, will replace existing Business and Industrial zones with new Employment zones, by amending all Local Environmental Plans (LEPs) in the State, including the Camden LEP 2010.

On 13 July 2021, Council endorsed a submission in response to the Employment zones reforms. Council's submission sought further consideration and clarification in relation to the following:

- Potential unintended consequences and land use conflict;
- Potential impacts on complying development;
- Applicability to the South West Growth Area;
- Clarity on changes to residential uses in employment zones;
- Impact on retail hierarchy;
- Legibility and consistency; and
- Community and industry consultation.

The DPE formally exhibited the Employment zones reforms from 31 May 2022 and 12 July 2022.

Councillors were briefed on the reforms on 29 June 2021, 13 December 2021 and 15 February 2022.

MAIN REPORT

According to the DPE, the Employment zones reforms will be finalised in December 2022. At that time, the existing Business and Industrial zones under Camden LEP 2010 will transition to four new zones:

- E1 Local Centre;
- E3 Productivity Support;
- E4 General Industrial; and
- MU1 Mixed Use.

ORD02

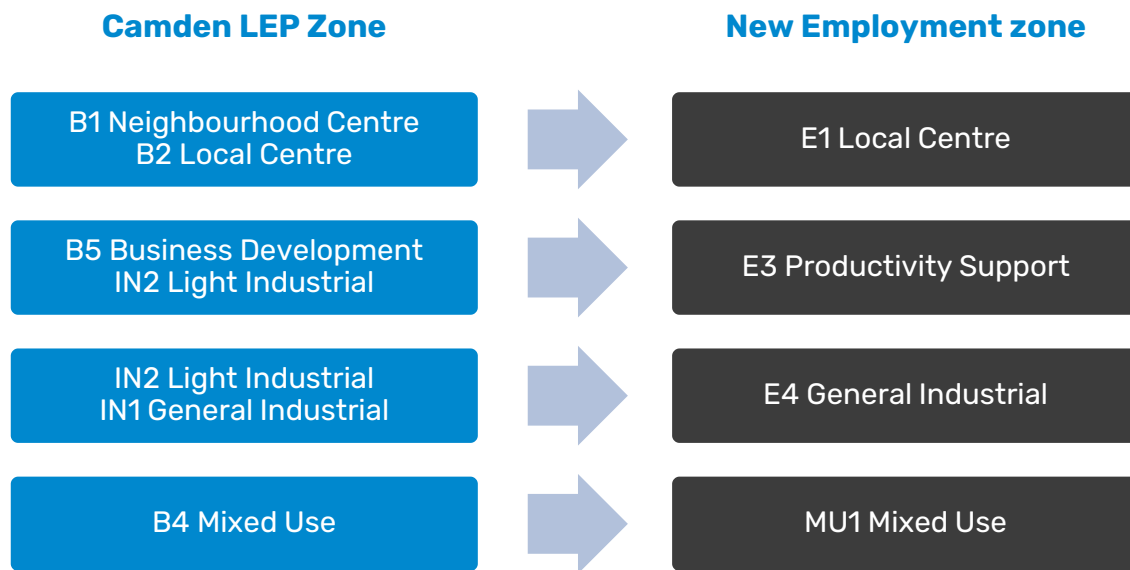


Figure 1 – Translation of New Employment Zones

The reforms exclude land in the South West Growth Area (SWGA) zoned under *State Environmental Planning Policy (Precincts – Western Parkland City) 2021* (Precincts SEPP). Council will undertake a review of employment zoning in the SWGA in the future in collaboration with the DPE.

Draft Submission – Key Considerations

Whilst DPE consulted with Council officers, there remain a number of concerns regarding these reforms and their potential impact. Council officers have prepared a draft submission and a summary of the key issues identified in the submission is provided below.

Potential Unintended consequences

Existing Neighbourhood Centres

The reform results in the amalgamation of the existing B1 Neighbourhood Centre and B2 Local Centre zones. As a result, existing neighbourhood centres within the LGA are essentially up-zoned to Local Centres with a change in permissible land uses.

It is proposed to insert a specific provision in the Camden LEP to manage this issue. However, Council officers remain concerned about the implementation of these measures and their ability to manage development in existing neighbourhood centres and retain the existing centres hierarchies.

Complying Development

It is unclear how development of small-scale centres and light industrial areas will be managed with an increase in permissibility in these areas through the Complying Development approval pathway. Further clarification is required to ensure poor planning outcomes are not a result of expanded permissibility through Complying Development.

Erosion of the local planning framework

It is considered that this reform demonstrates an ongoing erosion of the local planning framework and localised planning outcomes. This is evident through inappropriate zone translations, such as the Little Street Precinct, which do not consider the current or desired future character of localised areas.

Little Street Zoning

Little Street, Camden is currently zoned IN2 Light Industrial and is proposed to be rezoned to E4 General Industrial, as shown in Figure 2, under these reforms.

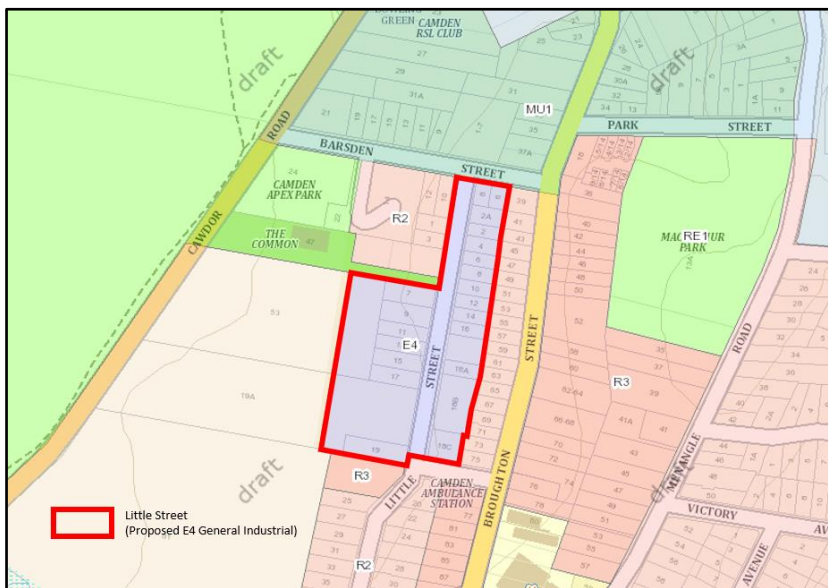


Figure 2 – DPE’s proposed zoning for Little Street, Camden

Under Council’s adopted ‘Centres and Employment Land Strategy’, it is proposed to review the Little Street precinct to support mixed use development. Consistent with this action, Council officers recommended that DPE apply the MU1 Mixed Use zone to the precinct. DPE did not support Council officer’s recommendation and have applied the E4 General Industrial zone to the Little Street precinct.

Council’s submission raises concern about this translation due to the potential unintended consequences on the character of the Little Street precinct. To manage the concerns raised by Council officers, the DPE has proposed an additional local provision for Little Street to address potential land use conflicts for nearby residential land uses. This additional local provision will include assessment criteria, which will be considered in any new development applications submitted to Council.

This local provision will be supported by existing land use controls within the Camden Development Control Plan 2019 (DCP) that Council introduced in 2020, which aim to reduce the impact of new industrial developments on existing residential properties within Little Street and the surrounding area.

In accordance with Council’s ‘Centres and Employment Lands Strategy’, a review of zoning at Little Street will be undertaken to address the existing land use conflict and provide strategic direction for the future of Little Street.

Community Consultation

Council officers are concerned about the limited consultation undertaken with the local community. The DPE has not undertaken any direct engagement with affected landowners and has not provided any resourcing for Councils to assist with notification and engagement.

While the public exhibition was administered by the DPE, Council has informed the local community by:

- Notifying Council's established business network;
- Notifying the community about the exhibition on social media;
- Providing an information page linking to the NSW Planning Portal on the Council website noticeboard; and
- Notifying the affected business properties in Little Street, Camden.

The draft submission is provided as **Attachment 1** to this report.

FINANCIAL IMPLICATIONS

There are no direct financial implications for Council as a result of this report.

CONCLUSION

The DPE's Employment zones reforms will replace existing Business and Industrial zones with new Employment zones by amending all Local Environmental Plans in the State, including the Camden Local Environmental Plan 2010.

The reforms exclude land in the South West Growth Area that is zoned under State Environmental Planning Policy (Precincts-Western Parkland City) 2021.

Council officers will continue to work with DPE prior to finalisation of the reforms to address concerns raised.

The Little Street precinct will continue to be reviewed by Council officers, in accordance with the 'Centres and Employment Land Strategy', to address the existing land use conflict and to provide future strategic direction.

It is proposed that Council endorse the **attached** submission and forward to the DPE for consideration.

RECOMMENDED

That Council:

- i. **endorse the submission on the Employment Zones Reform, provided as Attachment 1 to this report;**
- ii. **forward a copy of the endorsed submission to the NSW Department of Planning and Environment for consideration; and**
- iii. **forward a copy of Council's submission to Mr Peter Sidgreaves MP, Member for Camden.**

ATTACHMENTS

1. Draft Submission to DPE Employment Zones Reform

ORD02

ORD03

SUBJECT: COMMUNITY REPRESENTATION ON ADVISORY COMMITTEES AND REFERENCE GROUPS

FROM: Director Customer & Corporate Strategy

EDMS #: 22/296334

PREVIOUS ITEMS: ORD04 - Community Representation on Advisory Committees and Reference Groups - Ordinary Council - 10 May 2022 6.30pm
ORD07 - Councillor Representation on Committees - Ordinary Council - 08 Mar 2022 6.30pm

PURPOSE OF REPORT

The purpose of this report is to determine additional community representation on Council's advisory committees and reference groups and determine Councillors' membership to the Events Reference Group.

BACKGROUND

At the Ordinary Meeting of Council on 10 May 2022, Council resolved to undertake further community engagement to encourage additional Expressions of Interest (EOI's) to be submitted, if considered necessary, where there are vacant positions in an advisory committee or reference group because the desired number of members had not been reached.

Subsequent to this resolution, further community engagement has been undertaken and EOI's sought for advisory committees and reference groups where community representative positions remained available.

A Councillor Briefing on this matter was held on 26 July 2022.

MAIN REPORT

Floodplain Risk Management Advisory Committee

In accordance with its Terms of Reference, the membership of the Floodplain Risk Management Advisory Committee includes:

- Up to six community representatives – two community representatives from each catchment, being Upper South Creek, Narellan Creek and Nepean River (except Narellan Creek) Catchments;
- Up to three NSW State Emergency Service (SES) representatives.

There is currently one representative each from the Narellan Creek and Nepean River Catchments and one representative from the SES.

A further EOI process for community representatives on the Floodplain Risk Management Advisory Committee was advertised on Council's 'Your Voice Camden' community engagement website from 20 June 2022 to 15 July 2022. Social media posts also promoted the EOI process.

The outcome of this was that one EOI was received from the Narellan Creek Catchment.

It is recommended that this additional community representative be appointed to the Floodplain Risk Management Advisory Committee.

Heritage Advisory Committee

In accordance with its Terms of Reference, the membership of the Heritage Advisory Committee includes:

- Up to three community representatives, one resident in each of the North, Central and South Wards of the Camden Local Government Area;
- One representative of the Camden Historical Society;
- Up to two community representatives from Camden's Aboriginal and Torres Strait Islander community.

If there are no suitable nominees available from a ward, more than one community representative may be appointed to the Advisory Committee from a ward, up to a maximum of three community representatives. These additional representatives can remain on the Committee even if suitable nominees from other wards are subsequently appointed.

There are currently two community representatives from the South Ward, one representative of the Camden Historical Society and one community representative from Camden's Aboriginal and Torres Strait Islander community.

A further EOI process for community representatives on the Heritage Advisory Committee was advertised on Council's '*Your Voice Camden*' community engagement website from 31 May 2022 to 9 June 2022. Social media posts and a media release also promoted the EOI opportunity.

The outcome of this was that five EOIs were received. Three of these were from the South Ward and two from the North Ward, with no nominations received from the Central Ward. One of the applicants from the South Ward requested that their EOI be withdrawn if other suitable EOIs were received.

It is recommended that the two community representatives from the North Ward be appointed to the Heritage Advisory Committee, to balance the current two community representatives from the South Ward. This increase in the number of members will necessitate an amendment to the Advisory Committee's Terms of Reference.

Events Reference Group

In accordance with its Terms of Reference, the Events Reference Group enables up to six community representatives to provide input into the following events:

- Australia Day;
- Camden Festival;
- Paws in the Park;
- Camden Christmas (Jacaranda) Festival.

An initial EOI process for community representatives on the Events Reference Group was advertised on Council's 'Your Voice Camden' community engagement website from 20 May to 9 June 2022. Social media posts and a media release also promoted the EOI opportunity.

The outcome was that seven EOIs were received.

In addition, it is necessary to determine Councillors' membership to the Events Reference Group. It is noted that Council had previously appointed the following Councillors to the original reference groups:

- Australia Day – Cr Ashleigh Cagney;
- Camden Festival – Cr Dommaraju, Cr Farrow;
- Paws in the Park – Cr Symkowiak, Cr Zammit.

As Council has since dissolved these reference groups, it is necessary to appoint Councillors to the new group. In accordance with the Events Reference Group Terms of Reference, up to two Councillors are to be appointed as members.

It is recommended that the seven community representatives be appointed to the Events Reference Group. It is also recommended that the five Councillor representatives previously appointed to the original reference groups be likewise appointed to the Events Reference Group. This increase in the number of members will necessitate an amendment to the Reference Group's Terms of Reference.

Camden Access Reference Group

In accordance with its Terms of Reference, the membership of the Camden Access Reference Group includes:

- A minimum of two and a maximum of five community representatives;
- Up to five sector organisational representatives.

There are currently two community representatives and four sector organisational representatives and Council has now received one additional EOI from a sector organisational representative.

It is recommended that this additional sector organisational representative be appointed to the Camden Access Reference Group.

Camden Youth Reference Group

In accordance with its Terms of Reference, the Camden Youth Reference Group can have up to 15 community representatives. There are currently 13 members appointed to the Reference Group and Council has now received one additional EOI.

It is recommended that this additional community representative be appointed to the Camden Youth Reference Group.

Recommended community appointments

Appropriate Council staff for each of the relevant advisory committees and reference groups, in consultation with relevant Managers, assessed the submitted EOIs against the relevant selection criteria. The selection criteria were tailored for each Advisory Committee and Reference Group and included in the relevant position descriptions that were published on Council's 'Your Voice Camden' community engagement website as part of the EOI process.

A list of the recommended community representative appointments to Council's advisory committees and reference groups is provided at **Attachment 1**. A copy of the EOIs that were submitted is provided as a **supporting document**.

Following their appointment, the community members will undertake induction in the form of onboarding and training. This induction will address Council's volunteer management policy framework, Code of Conduct and work health and safety obligations.

FINANCIAL IMPLICATIONS

There are no financial implications.

CONCLUSION

It is recommended that Council determine community representation on the relevant advisory committees and reference groups and determine Councillors' membership to the Events Reference Group.

RECOMMENDED

That Council:

- i. nominate and appoint Councillors A Cagney, Dommaraju, Farrow, Symkowiak and Zammit as members of the Events Reference Group;**
- ii. appoint community representatives as members of the respective advisory committees and reference groups in accordance with the proposed nominations outlined in Attachment 1;**
- iii. delegate to the General Manager the authority to make amendments to the Terms of Reference for an advisory committee or reference group required as a result of the appointment of Councillors and community representatives as members; and**
- iv. write to each person who submitted an Expression of Interest to join an advisory committee or reference group, thanking them for their application and informing them of the outcome.**

ORD03

ATTACHMENTS

1. Recommended Appointments to Advisory Committees and Reference Groups
2. Expressions of Interest Submitted for Advisory Committees and Reference Groups - *Supporting Document*

ORD04

SUBJECT: INVESTMENT MONIES - JUNE 2022
FROM: Director Customer & Corporate Strategy
EDMS #: 22/293040

PURPOSE OF REPORT

In accordance with Part 9, Division 5, Section 212 of the *Local Government (General) Regulation 2021*, a list of investments held by Council as at 30 June 2022 is provided.

MAIN REPORT

The weighted average return on all investments was 1.39% p.a. for the month of June 2022. The industry benchmark for this period was 0.61% (Ausbond Bank Bill Index) and the current official cash rate as determined by the Reserve Bank of Australia (RBA) as at 30 June 2022 was 0.85%.

On the 5 July 2022, the Board of the Reserve Bank of Australia subsequently increased the cash rate to 1.35%.

The Responsible Accounting Officer (the Chief Financial Officer) has certified that all investments have been made in accordance with Section 625 of the *Local Government Act 1993*, the relevant regulations and Council's Investment Policy.

Council's Investment Report is provided as an **attachment** to this report.

RECOMMENDED

That Council:

- i. **note that the Responsible Accounting Officer has certified that all investments held by Council have been made in accordance with the *Local Government Act 1993*, Regulations, and Council's Investment Policy;**
- ii. **note the list of investments for June 2022; and**
- iii. **note the weighted average interest rate return of 1.39% p.a. for the month of June 2022.**

ATTACHMENTS

1. Investment Report - June 2022

SUBJECT: DRAFT CAMDEN YOUTH STRATEGY 2022-2026 - POST EXHIBITION
FROM: Acting Director Sport, Community & Activation
EDMS #: 22/296320
PREVIOUS ITEMS: ORD06 - Public Exhibition - Draft Camden Youth Strategy 2022-2026 - Ordinary Council - 10 May 2022 6.30pm

PURPOSE OF REPORT

The purpose of this report is for Council to consider the outcome of the public exhibition and post exhibition changes to the draft Camden Youth Strategy 2022 – 2026.

It is recommended that Council adopt the draft Camden Youth Strategy as amended, which is provided as an **attachment** to this report.

BACKGROUND

The Camden Youth Strategy (the Strategy) will provide a framework to ensure young people in the Camden LGA are supported with a focus on the strategic priorities identified in the Strategy including:

1. Youth Mental Health and Wellbeing;
2. Youth Employment;
3. Community Connections;
4. Youth Voice and Empowerment; and
5. Safety.

At its meeting on 10 May 2022, Council endorsed the draft Strategy for public exhibition. Subsequently, the Strategy was placed on exhibition for a period of 28 days from 18 May 2022 until 15 June 2022.

Councillors were briefed on the outcome of the public exhibition on 19 July 2022.

MAIN REPORT

The Strategy was on public exhibition from 18 May 2022 to 15 June 2022, which included:

- Copies of the Strategy were on display at Council's Oran Park Administration building and Camden, Narellan and Oran Park Libraries;
- Development of a Strategy-specific webpage on the Your Voice Camden community consultation platform;
- Promotion via Council's communication channels including social media; and
- Direct provision to key stakeholders including the Camden Youth Network and Camden Youth Council.

Outcomes of the Public Exhibition

Over the course of the public exhibition period, a total of six long form submissions and 13 quick poll submissions were received. Three key themes were identified as outlined below. Detailed submissions received are provided as an **attachment** to this report.

1. General support for the draft strategy

“I believe that this youth strategy is an amazing strategy. First of all, I love the way that they chose to present all this information...The youth will also get the chance to find services they need such as therapists or organisations that can even help with school or home life.”

2. Need for more actions that relate to Arts and Culture

“...The Julia Reserve Precinct strategy (pg. 40) is an excellent example of a long term and regular community space, but I believe there needs to be an arts and cultural equivalent that is respected in a way that allows a young person to engage in arts and culture, to perform, to tour and to find paid employment opportunities...”

3. Safety concerns and lack of service supports for young people facing homelessness

Through quick poll submissions a total of 92.3% of respondents indicated that they either strongly supported or supported the Strategy (Image 1).

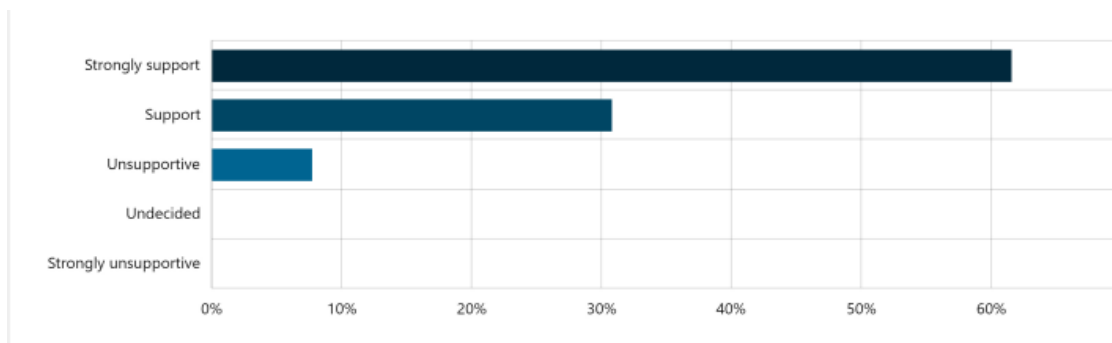


Image 1 – Overview of quick poll submissions

Recommended amendments to the draft Strategy

As a result of feedback received from the community during the public exhibition, two additional strategic actions are recommended as outlined below.

Strategic Priority 4 – Youth Voice and Empowerment

Two formal submissions were received outlining the need for more action on arts and cultural avenues for Camden’s Young People.

As a result, it is recommended that the Strategy include an additional action (below) to address the need for ongoing consultation with youth with regards to their needs relating to arts and culture and the ways they can be met during program development.

Additional action – 4.5 Proactive consultation with local young people to ensure Camden’s key Cultural Assets support young people who are passionate about Arts and Culture.

Strategic Priority 5 – Safety

One submission was received highlighting safety concerns around youth homelessness and the lack of youth refuges in the Macarthur region for people under the age of 18 and the lack of affordable housing for people aged 18-24.

As a result, it is recommended the Strategy include an additional action (below) to advocate for additional services relating to youth homelessness and housing support in the Macarthur region.

Additional action – 5.5 Advocacy for more youth homelessness support and housing options within the LGA and across the wider Macarthur region.

Data and Statistics

Since the Strategy’s development, updated Census data for 2021 has become available. Minor amendments to the Strategy have been made to reflect changes in the available data in section two of the Strategy – An Introduction to Camden’s Young People as outlined below:

- Young people aged 12 to 24 years make up 16.5% (Census 2021) of the total Camden population.
- Forecast ID figures estimate that the Camden Local Government Area will grow to have a total population of 243,531 by 2041.

Next Steps

Subject to Council endorsement, an implementation plan will be developed to inform Council’s delivery of the Strategy including an ongoing program of engagement and consultation with key stakeholders. Submitters will also be advised of the outcomes of the public exhibition.

FINANCIAL IMPLICATIONS

There are no direct financial implications for Council as a result of this report. Costs associated with the recommended works and programs will be considered through the annual budget process.

CONCLUSION

The Camden Youth Strategy 2022 – 2026 provides a strategic framework through which Council will continue to support both local young people and the local youth sector, ensuring the provision of high-quality and consistent support that meets the changing needs of Camden’s growing community.

Following the public exhibition process, two additional strategic actions are recommended for inclusion in the Strategy as outlined in this report, in addition to minor amendments to statistics contained in the Strategy to align with recently released Census data.

It is recommended that Council adopt the amended draft Camden Youth Strategy 2022-2026 as attached.

RECOMMENDED

That Council:

- i. adopt the updated Camden Youth Strategy 2022-2026 included as an attachment to this report; and**
- ii. write to submitters to advise them of the outcome of this report.**

ATTACHMENTS

1. Draft Camden Youth Strategy 2022 - 2026
2. Public Exhibition - The Camden Draft Youth Strategy - Summary Table of Submissions

ORD05

SUBJECT: CULTURAL PERFORMANCE SUBSIDY - JULY-DECEMBER 2022
FROM: Acting Director Sport, Community & Activation
EDMS #: 22/309816

PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of the recommended allocations for the Cultural Performance Subsidy Program for July-December 2022.

BACKGROUND

Applications for Cultural Performance Subsidy were invited for Camden Civic Centre and Julia Reserve for the period 1 July-31 December 2022. Applications were assessed using set guidelines and criteria to ensure equity, probity and consistency in evaluating requests.

Councillors were briefed on the matter on 26 July 2022.

MAIN REPORT

The Cultural Performance Subsidy provides funding for individuals, not-for-profit organisations, and groups based in the Camden Local Government Area (LGA) or undertaking a performance of direct benefit to the community and people of the LGA.

Applicants could apply for up to \$1,200 (excl. GST) for the Camden Civic Centre or up to \$800 (excl. GST) for Julia Reserve.

A summary of the applications is provided as an **attachment** to this report.

Council received five Cultural Performance Subsidy applications in total for Camden Civic Centre, requesting \$5,980 (excl. GST) for in-kind support through subsidised room hire.

Julia Reserve received no applications.

Each application was assessed against the program guidelines and criteria, with consideration given to:

- Provision of a clear outline of the performance and the target audience;
- Proposed outcomes that align to the annual cultural program;
- Evidence of a well-planned event and marketing strategy; and
- A proposed budget and confirmation of date.

Two applications are recommended for funding through the Cultural Performance Subsidy Program.

No.	Name of Applicant	Performance Name	Amount Recommended (excl. GST)
1.	One Voice Entertainment	ALFIO – The Voice in Camden	\$1,200 In-kind
2.	Macarthur Art Group Inc	Artists in Action, Camden 2022	\$1,180 In-kind
Total value of projects recommended for funding (excl. GST)			\$2,380 In-kind

FINANCIAL IMPLICATIONS

There is sufficient budget allocation to fund the applicants, allocating \$2,380 (excl. GST) as outlined in this report.

CONCLUSION

A total of five applications were received for Cultural Performance Subsidy for events within Camden Civic Centre. No applications were received for Julia Reserve. The recommendation as outlined in this report is to support two applications to the value of \$2,380 (excl. GST).

Applications include programs that will bring unique entertainment and cultural programs to the community. Both applicants provide cultural opportunities that have not been presented previously within the venue.

RECOMMENDED

That Council approve funding under the Cultural Performance Subsidy totalling \$2,380 (excl. GST) in-kind support, as set out in this report.

ATTACHMENTS

1. Cultural Performance Subsidy - Summary of Recommendations

SUBJECT: REDUCTION OF FEES - WINTER SPORTSGROUND HIRE
FROM: Acting Director Sport, Community & Activation
EDMS #: 22/269760

PURPOSE OF REPORT

The purpose of this report is to recommend that Council endorse a 50% reduction to the 2022 winter season (April – September 2022) sportsground fees for regular hirers.

BACKGROUND

The flooding and wet weather experienced throughout the LGA throughout March and April 2022 has heavily impacted the playability of Council's turf sportsgrounds, with a total of 116 days conditional or closed usage (competition only, no training) for the period March through to the end of July.

The closure of grounds due to the wet weather has further exacerbated the impact on our sports clubs, following two seasons heavily impacted by COVID-19 restrictions.

Councillors were briefed on the matter on 26 July 2022.

MAIN REPORT

Between the period of March 2022 and July 2022, Council's turf sportsgrounds have been closed or under conditional usage for a total of 116 days. This has severely impacted sporting clubs' ability to train and participate in organised community sports.

Due to the impact on local sports clubs, it is recommended that Council endorse a waiver of 50% to the fees applicable to regular hirers for the winter season period (April – September 2022) for sportsground hire, which represents a reduction in income of approximately \$48,000 (excl. GST).

FINANCIAL IMPLICATIONS

A 50% fee waiver for the regular winter season hirers for sportsgrounds represents a reduction in income of approximately \$48,000 (excl. GST). The reduction in income could be funded at the next available quarterly budget review.

CONCLUSION

Following the significant flooding events during March and April 2022 and subsequent wet weather conditions, it is recommended to apply a fee waiver of 50% to the fees for regular winter sportsground hirers due to high number of days where fields were closed and/or under conditional use.

RECOMMENDED**That Council:**

- i. endorse a 50% fee waiver for the regular 2022 winter season hirers for sportsgrounds, which represents a reduction in income of approximately \$48,000 (excl. GST), to be funded at the next available quarterly budget review; and**
- ii. notify regular hirers of the reduced fees.**

ORD07

SUBJECT: ANNUAL SUBSIDY - CAMDEN MUSICAL SOCIETY
FROM: Acting Director Sport, Community & Activation
EDMS #: 22/311537

PURPOSE OF REPORT

The purpose of this report is for Council to consider an Annual Subsidy for the Camden Musical Society (CMS) for productions held at the Camden Civic Centre.

BACKGROUND

The CMS was founded in 2019 to provide a musical society for the ongoing development of theatre, drama and music students in Camden. The CMS provides an opportunity for students of all ages to develop new skills, participate in regular theatre activity, and engage in the development and delivery of their annual musical production in Camden.

As part of the Community Sponsorship Grants Program, Council endorsed the CMS to receive funding of \$5,000 (excl. GST) for the 2021/22 financial year for their upcoming production of High School Musical.

Councillors were briefed on this matter on 26 July 2022.

MAIN REPORT

Following a one-off trial of in-kind support for its first production in 2021, Council currently support the CMS through the Community Sponsorship Grants Program.

It is considered that an Annual Subsidy is the most appropriate mechanism for Council to provide ongoing support to the CMS and facilitate the continued growth of theatre production in the Camden Local Government Area. This approach is consistent with Council's support of other comparable groups.

It is recommended that an Annual Subsidy of in-kind support valued at \$11,000 (excl. GST) be provided to the CMS, commencing in the 2022/23 financial year.

The Annual Subsidy would be provided to support the CMS in the delivery of their annual program with specific reference to their theatre production(s). The subsidy value would include space hire, standard Audio-Visual (AV) packaging and Council promotion of the production to a total value of \$11,000 (excl. GST). Fees and charges are applied as per Council's endorsed fees and charges and booking terms and conditions of the venue.

The Annual Subsidy would not include the following items: ticket sale administration, additional AV requirements and space hire requirements beyond the value of the subsidy.

The CMS will be required to provide an annual acquittal including a financial statement and report to Council which details membership numbers and any income and expenditure related to productions.

The Annual Subsidy and terms provided to the CMS will be subject to a review after no more than a four-year period.

The CMS has declared that they are a not-for-profit organisation and the Annual Subsidy is contingent on this status.

FINANCIAL IMPLICATIONS

The financial implications associated with this request would equate to an annual ongoing contribution from Council of \$11,000 (excl. GST) in kind.

It is proposed that the costs associated with the 2022/23 Annual Subsidy be funded at the next available Quarterly Budget Review and for this amount to be included recurrently in Council's budget.

CONCLUSION

The CMS provides ongoing development of theatre enthusiasts, drama and music students in Camden. It is recommended that the CMS is provided an Annual Subsidy of in-kind support valued at \$11,000 (excl. GST).

RECOMMENDED

That Council approve \$11,000 (excl. GST) funding required to provide an in-kind Annual Subsidy to the Camden Musical Society in financial year 2022/23, to be funded at the next available Quarterly Budget Review and for this amount to be included recurrently in Council's budget.

SUBJECT: ACCEPTANCE OF GRANT FUNDING - HEALTHY STREETS DEMONSTRATION PROGRAM

FROM: Director Community Assets

EDMS #: 22/270634

PURPOSE OF REPORT

The purpose of this report is to advise Council of the receipt of grant funding in the sum of \$10,000 (excl. GST), through the Healthy Streets Demonstration Program administered by South Western Sydney Local Health District, to undertake a Healthy Streets Assessment of the design for John Street, Camden.

BACKGROUND

Healthy Streets Assessments are a qualitative and quantitative assessment tool for public roads. South Western Sydney Local Health District has offered councils in the region the opportunity to apply for grant funding to support development of an active project utilising the tool as part of a demonstration program.

MAIN REPORT

The Camden Town Centre Urban Design Framework identifies the John Street Precinct for an upgrade. Council is developing this project which has been put forward in a submission to WestInvest, a NSW Government investment program for Western Sydney, through the competitive round for project grants.

This project will use the Healthy Streets indicators and assessment process (Figure 1) to score the design of the project area against the criteria below.



Figure 1 – Health Street Indicators

The Healthy Streets assessment will support the business case and evaluation of this project, ensuring that the project will provide health benefits to the Community.

The Healthy Streets funding will support the cost of the assessment and the development of a concept design for John Street, Camden.

FINANCIAL IMPLICATIONS

Through the NSW Government's Healthy Streets Demonstration Program, administered by South Western Sydney Local Health District, Council has been offered \$10,000 (excl. GST) to undertake a Healthy Streets assessment in John Street, Camden during the 2022/23 financial year.

CONCLUSION

Council has been successful in its application for \$10,000 (excl. GST) under the Healthy Streets Demonstration Program to undertake a Healthy Streets Assessment of the design for John Street, Camden. It is therefore recommended that the grant funds be accepted.

RECOMMENDED

That Council:

- i. accept grant funding of \$10,000 (excl. GST) from South Western Sydney Local Health District under the Healthy Streets Demonstration Program for inclusion in the 2022/23 budget for John Street, Camden;**
- ii. write to The Hon. Brad Hazzard MP, Minister for Health, thanking him for the grant; and**
- iii. write to Mr Peter Sidgreaves MP, Member for Camden, thanking him for his support.**

SUBJECT: TENDER T002/2022 – PRINCIPAL CONTRACTOR – ORAN PARK LEISURE CENTRE
FROM: Director Community Assets
EDMS #: 22/312685

PURPOSE OF REPORT

The purpose of this report is to advise Council of the tenders received for T002/2022 – Principal Contractor for the Oran Park Leisure Centre and recommend that Council accept the tender submitted by ADCO Group Pty Ltd.

BACKGROUND

At the Council meeting on 28 April 2020, Council endorsed an amendment to the Oran Park Voluntary Planning Agreement (VPA). This amendment changed responsibility for delivery of the Oran Park Leisure Centre from Greenfields Development Company to Council.

Council is using a two-stage process to engage a Contractor and ensure high-quality submissions are received.

The first stage was to issue an open Expression of Interest (EOI) with no restrictions as to those organisations that may respond. The EOI was for the purpose of selecting Contractors to be invited to tender.

The second stage is the request for tender with the firms selected via the EOI process invited to Tender. Council's approval of the successful tenderer is the subject of this report.

The successful tenderer will be required to engage and manage all sub-contractors and direct, coordinate and integrate their output at all stages. The tendered scope of works includes:

- Four indoor sports courts;
- Indoor 50m pool, learn to swim pool and leisure pool;
- Gym and two program rooms;
- Undercover carparking; and
- Associated amenities, café, foyer, and landscaping.

MAIN REPORT

Legislation

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021* and Council's Procurement Policy and Guidelines.

Contract Term

The contract term is for the duration of the construction works which, based on the tender program submitted, COVID implications, assessment of likely permissible extensions of time such as inclement weather and site conditions, is anticipated to be approximately 19 months.

Construction works are scheduled to commence on site in September 2022 and be completed in May 2024.

Work, Health & Safety Requirements

The selected tender meets all WHS requirements for this contract.

Certificates of Currency

The selected tender provides all current insurances as required for this contract.

Expressions of Interest

Advertising for EOI

An open invitation for expressions of interest (EOI) was advertised on 14 October 2021 and was available through the e-tendering website and publicly advertised on Council’s website.

The request for EOI was open for a period of 34 days until the closing date of 17 November 2021 and was available through the e-tendering website: www.tenders.nsw.gov.au.

EOIs Received

Council received expressions of interest from the following organisations:

Organisation	Suburb
ADCO Group Pty Ltd	North Sydney, NSW
Belmadar Pty Ltd	Naremburn, NSW
BREC Pty Ltd	Smeaton Grange, NSW
HPAC Pty Ltd	Lane Cove, NSW
Icon SI (Aust) Pty Ltd	Edgecliff, NSW
J Hutchinson Pty Ltd	Rosebery, NSW
Kane Constructions Pty Ltd	Waterloo, NSW
Lipman Pty Ltd	North Sydney, NSW
Lloyd Group Pty Ltd	Pymont, NSW
Makki Constructions Pty Ltd	Rockdale, NSW
Mono Constructions Pty Ltd	Rydalmere, NSW
Richard Crookes Constructions Pty Ltd	Artarmon, NSW
Taylor Construction Group Pty Ltd	North Sydney, NSW

EOI Evaluation Process

EOIs were assessed by the Tender Evaluation Panel, in accordance with Council’s Procurement Procedures and Guidelines. Following the close of the request for EOI period, each EOI was evaluated by the members of the Tender Evaluation Panel using an Evaluation and Matrix on the following criteria:

- Company capacity and ability;
- Aquatic centre experience on contracts of a similar size, type and complexity;
- Proposed personnel experience and team structure;
- Proposed subcontractors;
- Quality assurance methodology;
- Local Supplier within LGA; and
- References.

The Evaluation Panel recommended that the following organisations be selected to Tender:

Organisation	Suburb
ADCO Group Pty Ltd	North Sydney, NSW
J Hutchinson Pty Ltd	Rosebery, NSW
Icon SI (AUST) Pty Ltd	Edgecliff, NSW
Kane Constructions Pty Ltd	Waterloo, NSW
Lipman Pty Ltd	North Sydney, NSW
Richard Crookes Constructions Pty Ltd	Artarmon, NSW
Taylor Construction Group Pty Ltd	North Sydney, NSW

Request for Tender

Advertising of Tenders

A Request for Tender was issued to the selected tenderers via the NSW e-tendering website on 13 April 2022.

The request for tender was open for a period of 63 days until the closing date of 15 June 2022.

Tenders Received

Council received tender responses from the following organisations:

Tender	Suburb
ADCO Group Pty Ltd	North Sydney, NSW
Icon SI (AUST) Pty Ltd	Edgecliff, NSW
Kane Constructions Pty Ltd	Waterloo, NSW
Lipman Pty Ltd	North Sydney, NSW

Tender Evaluation Process

Tenders were assessed by the Tender Evaluation Panel, in accordance with Council's Procurement Procedures and Guidelines. Following the close of the tender period, each tender was evaluated by the members of the Tender Evaluation Panel using a Tender Evaluation and Pricing Matrix on the following criteria:

- Price and Pricing Schedules;
- Approach and Methodology;
- Team and Subcontractors;
- Interview;
- Workplace health and safety accreditation;
- Conformance to the conditions; and
- Insurances.

A summary of the tender assessment is provided as a **supporting document**. Please note this information is commercial-in-confidence.

Tender Compliance Panel

Tender submissions and evaluations were reviewed and endorsed by the Tender Compliance Panel.

CONCLUSION

It is recommended that Council accept the tender from ADCO Group Pty Ltd. This tenderer overall provided a submission that demonstrated a thorough understanding of the project, provided evidence of relevant experience in similar sized projects and demonstrated best value for money.

RECOMMENDATION

That Council accept the tender provided by ADCO Group Pty Ltd as per the terms and conditions of Tender T002/2022 - Principal Contractor for Oran Park Leisure Centre, for the lump sum of \$56,606,871 (excl. GST) in accordance with Council's adopted budget.

ATTACHMENTS

1. T002-2022 Tender Evaluation Report - Confidential - *Supporting Document*

ORD11

SUBJECT: MINUTES TO THE 4 MAY 2022 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
FROM: General Manager
EDMS #: 22/298291

PURPOSE OF REPORT

The purpose of this report is to provide Council with the minutes of the 4 May 2022 Audit, Risk and Improvement Committee meeting.

BACKGROUND

Council endorsed the implementation of a Business Assurance and Risk Management framework in June 2014. This framework included the establishment of a Business Assurance and Risk Committee (renamed Audit, Risk and Improvement Committee).

Council resolved to adopt the Committee's current Audit, Risk and Improvement Committee Charter on 8 June 2021. The Charter includes a requirement to report draft minutes to Councillors via the Councillor Update, and to subsequently report the final minutes to Council for noting after they have been approved at the next Audit, Risk and Improvement Committee meeting.

MAIN REPORT

The Audit, Risk and Improvement Committee met on 4 May 2022. The agenda discussed at the meeting included:

- Enterprise Risk Management;
- Work Health and Safety Presentation – alignment to ISO 45001;
- External Audit Update;
- Family Day Care Update;
- Audit Recommendations Implementation Status Update;
- Update on Information and Privacy Commission Audit Report;
- Update on the Application of the NSW *Modern Slavery Act 2018*;
- Internal Audit Plan Status Update; and
- Update on Reports from Authoritative Bodies.

The draft minutes of the 4 May 2022 Audit, Risk and Improvement Committee meeting were circulated to Councillors as part of the Weekly Councillor Update on 10 June 2022 and subsequently approved at the 6 July 2022 Committee meeting. The approved minutes are provided as an **attachment** to this report.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

CONCLUSION

The Audit, Risk and Improvement Committee plays an important role in supporting the governance framework of Council. Reporting the minutes from Committee meetings keeps Council informed of the outcomes from those meetings and they are submitted for information.

RECOMMENDED

That Council note the minutes of the 4 May 2022 Audit, Risk and Improvement Committee meeting.

ATTACHMENTS

1. Minutes to the Audit Risk and Improvement Committee Meeting 4 May 2022

ORD11

NOTICE OF MOTION

SUBJECT: NOTICE OF MOTION - DEFIBRILLATORS AT SPORTS FIELDS
FROM: Cr C Cagney
EDMS #: 22/325728

"I, Councillor Cindy Cagney, hereby give notice of my intention to move the following at the Council Meeting of 9 August 2022:

MOTION

That Council staff prepare a report for Councillors that contains:

- a summary of signage visibility for the sports fields defibrillators;
- a plan of action that can be delivered asap on increasing their visibility; and
- are the defibrillators easily accessible?

BACKGROUND

As Councillors are aware, several years back Council installed defibrillators in all of our local facilities to ensure that the best possible response could be given to a person who experiences sudden heart failure.

Recently, I have noticed that there is a lack of signage at these facilities to alert coaches, players and spectators to the fact that these life-saving machines are onsite.

Many of our grounds are quite extensive in size and it is highly unlikely that people know that the equipment is there to be used in case of emergency.

At a minimum, there should be a sign on every side of each building and possibly in a few other strategic places throughout the fields.

There would be nothing more tragic than, in the case of an emergency, people relying on CPR and waiting for an ambulance without knowing that they can access the defib device.

In these types of instances, the first three minutes are extremely vital in saving a life."

RECOMMENDED

That Council receive a report that contains:

- i. a summary of signage visibility for the sports fields defibrillators;**
- ii. a plan of action that can be delivered as soon as possible on increasing the visibility of the defibrillators; and**
- iii. details on the accessibility of the defibrillators.**

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