

**MINUTES OF THE ORDINARY COUNCIL MEETING
HELD 22 SEPTEMBER, 2003, CIVIC CENTRE, OXLEY STREET
CAMDEN – 8.00PM**

ORDER OF BUSINESS – ORDINARY COUNCIL MEETING

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Present: Cr Anderson (Mayor/Chairman), Cr Corrigan, Cr Batros, Cr Fekete, Cr McFadden, Cr Senise, Cr Campbell.

Staff: General Manager, Director Works & Services, Director Governance & Outcomes, Director Development & Environment, Manager Development, Acting Manager Outcomes (Senior Project Officer), Manager Environment & Health, Manager Engineering, Project Officer, Capital Works Engineer, Project Officer, Administration Officer.

Apologies: An apology was received from Cr Winn and Cr Patterson, from this meeting.

Resolved on the Motion of Cr Corrigan, seconded Cr Batros that leave of absence be granted to Cr Winn and Cr Patterson for this meeting.

Cr Patterson attended the Meeting from 8.21pm to 9.25pm.

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THE MOTION WAS **CARRIED.**

DECLARATION OF PECUNIARY OR CONFLICT OF INTEREST

Cr Campbell declared a pecuniary interest in Item 4 and Public Addresses as a shop owner in the Camden CBD.

Cr Corrigan declared a conflict of interest in Item 2 as the President of the Camden Rugby League Football Club.

Cr Patterson declared a pecuniary interest in Item 4 as Manager of a hotel in the Camden CBD.

SUSPENSION OF STANDING ORDERS

Resolved on the Motion of Cr Corrigan, seconded Cr McFadden that Standing Orders be suspended to allow Mr Morrison to address the Council in relation to Item 4.

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THE MOTION WAS **CARRIED.**

(Cr Campbell having declared a Pecuniary Interest in this matter took no part in discussion or voting and left the Chamber – the time being 8.06pm).

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GENERAL PUBLIC ADDRESSES

Mr Morrison addressed the Council in relation to Item 4.

RESUMPTION OF STANDING ORDERS

Resolved on the Motion of Cr Corrigan, seconded Cr McFadden, that Standing Orders be resumed.

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THE MOTION WAS **CARRIED.**

(Cr Campbell returned to the Chamber – the time being 8.10pm).

PUBLIC QUESTION TIME

There were no public questions.

CONFIRMATION OF MINUTES – 25 August, 2003

Moved Cr Corrigan, seconded Cr Batros that the confirmation of the Minutes of the Meeting of 25 August, 2003, copies of which have been circulated, be included in the Order of Business and be confirmed and adopted.

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THE MOTION WAS **CARRIED.**

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**1. Expenditure Revotes to be carried forward to the
2003/04 Budget**

Purpose of Report

The purpose of this report is to seek Council's approval to revoke a list of specific projects that were incomplete as at 30 June 2003.

Introduction

At the end of each financial year a review is undertaken to identify the status of specific projects with a view to having funds carried forward in order to complete the works.

Most of the projects have been committed in terms of works or services rendered but not yet paid for by Council (ie still waiting for invoice to arrive from the supplier).

All projects submitted for revoke have satisfied the criteria outlined in Council's adopted 'Expenditure Revotes Policy' and have been determined as essential to meet either the strategic or operational requirements of Council.

Total Value of Expenditure Revotes

The reports titled 'Budget Review as at 31 December 2002' and 'Budget Review as at 31 March 2003' identified a list of projects totalling \$1,510,406 that would require funds to be carried forward (ie revoke) in order to complete the works.

The final list of projects totals \$2,461,317 and whilst the final result of year ending 30 June 2003 is yet to formally audited, a preliminary review of all income and expenditure allocations indicate a surplus sufficient to fund all additional expenditure revotes.

Please Note: Council has already adopted a list of projects totalling \$1,510,406 that were identified in the December and March Reviews. It is only the additional \$950,911 (\$2,461,317 less the \$1,510,406) that requires Council's authorisation.

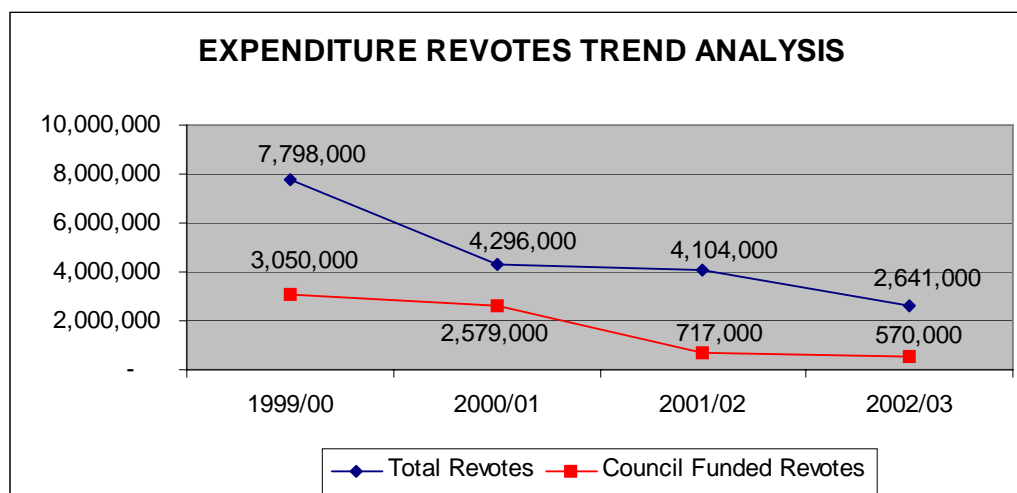
The following table shows a comparison of the combined December and March Review revoke estimates to the actual year-end revoke required. The shaded column highlights the **additional revotes** requiring Council's authorisation:

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Source of Funds	December & March Review Estimate	Actual Year-end Revote Required	Additional Revotes Requiring Authorisation
Section 94 Contributions	980,000	733,967	(246,033)
Grants	97,926	462,051	364,125
Trust/Reserves	300,000	622,830	322,830
Sale of Assets	0	72,000	72,000
General Revenue (ie Council Funds)	132,480	570,469	437,989
TOTAL	1,510,406	2,461,317	950,911

Comparison with Previous Year's Expenditure Revotes

It is pleasing to report that the total value of expenditure revotes continues to decline, both in terms of the total value of Revotes and the General Revenue portion (ie Council funds) of Revotes compared to previous years. The following graph highlights this positive trend.



The Local Government industry benchmark suggests a Revote of between 2-5% of the total Annual Budget is satisfactory. Council's Revote result represents 4.95% of our total Annual Budget, a significant improvement on recent year-end results (17.69% in 1999/2000, 11.92% in 2000/01 and 8.76% in 2001/02).

Tabled Document "BPA 1" represents the list of projects requiring Council's approval for revote.

If approved by Council, the General Revenue (ie Council funds) portion will be transferred to the 'Works in Progress Reserve' in 2002/03 and transferred from this Reserve in 2003/04 to fund the completion of projects. This is in accordance with

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procedures as set out in Council's adopted Expenditure Revotes Policy.

Recommended: That

- (i) Council adopt the list of projects requiring revote as identified in **Tabled Document "BPA 1"**.
- (ii) These projects be added to the 2003/04 Budget and the necessary additional funding be sourced from the following areas:

Source of Funds	\$
Section 94 Contributions	(246,033)
Grants	364,125
Trust/Reserves	322,830
Sale of Assets	72,000
General Revenue (ie Council Funds)	437,989
TOTAL	950,911

Resolved on the Motion of Cr Corrigan, seconded Cr McFadden that

- (i) Council adopt the list of projects requiring revote as identified in **Tabled Document "BPA 1"**.
- (ii) These projects be added to the 2003/04 Budget and the necessary additional funding be sourced from the following areas:

Source of Funds	\$
Section 94 Contributions	(246,033)
Grants	364,125
Trust/Reserves	322,830
Sale of Assets	72,000
General Revenue (ie Council Funds)	437,989
TOTAL	950,911

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THE MOTION WAS CARRIED.

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2. Assignment of License – Kirkham Park – Camden Rugby League Football Club Limited

(Director, Governance and Outcomes) (1300.190/4)

Council currently has a licence agreement with the Camden Rugby League Football Club Limited signed in October, 1993 for a period of 20 years for the use of portion of Kirkham Park.

Council has received a request from the Camden Rugby League Club to vary the licence by assigning the rights to the Senior and Junior Clubs jointly. The Rugby League Club Limited is a company limited by guarantee and at the time of signing the current licence and previous licences, the Club was heavily involved in fund raising in order to develop the facilities now in place at the football ground. As a result, the licences were correctly entered into with the Company as the major entity involved with the ground development. Over the years, both the Camden Senior Rugby League and the Junior Rugby League clubs have become the primary occupiers of the ground.

However more recently, with the greater emphasis on the availability of insurance coverage, the Club Limited has found it increasingly difficult to obtain the necessary public liability coverage. This situation is brought about by virtue of two factors namely, the Club Limited is the Lessor on the licence and, secondly they are a limited company and not actually an incorporated sports club entity and subsequently not able to obtain insurance. It is noted, both the Senior and Junior Clubs are incorporated bodies.

As a way around this difficulty, it is recommended to assign the licence to the actual users of Kirkham Park, namely the Camden Senior Rugby League and Junior Rugby League Clubs jointly. In this way, the Clubs will be able to obtain the necessary insurances and in fact, more correctly identify the current users of the ground.

(Cr Corrigan having declared a Conflict of Interest relating to Item 2, took no part in discussion or voting and left the Chamber – the time being 8.11pm)

Recommended: That

- (i) Council agree to the variation of the Licence to permit the assignment of the licence from Camden Rugby League Football Club Limited jointly to Camden Rugby League Football Club Incorporated and Camden Junior Rugby League Football Club Incorporated; and
- (ii) The Council Seal be affixed to the necessary Deed of Assignment.

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Resolved on the Motion of Cr McFadden, seconded Cr Fekete that

- (i) Council agree to the variation of the Licence to permit the assignment of the licence from Camden Rugby League Football Club Limited jointly to Camden Rugby League Football Club Incorporated and Camden Junior Rugby League Football Club Incorporated; and
- (ii) The Council Seal be affixed to the necessary Deed of Assignment.

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THE MOTION WAS **CARRIED.**

(Cr Corrigan returned to the Chamber – the time being 8.12pm)

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3. Local Sustainability Indicators

(File 4598)(Director Governance & Outcomes)

Purpose of Report

To provide Council with the final set of Local Sustainability Indicators for adoption.

Introduction

At the Ordinary Council meeting held on 28 January, 2003, Council resolved to adopt a set of draft local sustainability outcomes and indicators for the purpose of exhibition. The draft indicators were placed on exhibition from 4 February, 2003 to 4 March, 2003 with five submissions received. A summary of the submissions is contained in **Tabled Document “BPA 2”**.

As a result of the exhibition the draft indicators have been modified and are now presented for adoption by Council.

Camden 2025

In order to measure the progress of Council and the community in terms of achieving the objectives in Camden 2025, a set of indicators have been prepared. Given that the Strategic Plan sets a vision for a Sustainable Camden, based on five “quality of life” themes, it was appropriate to develop indicators based on these five themes. Whilst many of the sustainability indicators relate to a number of the themes in Camden 2025, the principle relationships are shown in the following table.

Camden 2025 Theme	Indicator Theme
Managing Urban Growth	There are Housing Choices There are Places to Play We Use Our Resources Wisely We Have the Best of Both Worlds
Accessibility	I Can Obtain What I Need We Leave The Car at Home
Environmental Systems	The Water is Clean People Breath Clean Air Bushland Is Abundant You Can Hear The Sounds of Nature Nothing is Wasted
Economic and Community Development	People Feel Safe People Feel They Belong There is Community Pride People are Healthy

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	There is a Commitment to Learning People Have the Jobs They Want People Feel They Have Enough
Governance	It is Well Governed I Have a Say In It's Future

The Sustainability Indicators

The sustainability outcomes (themes) are listed below, along with the key indicator(s) for each outcome. Full details, including alternative indicators for each outcome and rationale for each indicator are provided in **Tabled Document "BPA 3"**.

Camden is sustainable if:

- **People Feel Safe**

Key Indicator

Percentage of people who feel safe in their community.

- **People Feel They Belong**

Key Indicators

Participation in community events, cultural events & civic activities.

Membership in sporting clubs, volunteering organisations & community groups.

- **There is Community Pride**

Key Indicators

Percentage of people who feel a sense of pride about living in their community.

- **People Are Healthy**

Key Indicator

Level of diabetes, obesity and asthma per capita.

- **There Is Commitment to Learning**

Key Indicator

Proportion of population who participate in education annually.

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- **There Are Housing Choices**

Key Indicator

Proportion of detached houses to other housing forms.
Proportion of home ownership to other housing tenures.

- **I Can Obtain What I Need**

Key Indicator

Proportion of population who are satisfied with their level of access to services, information and facilities locally.

- **There Are Places To Play**

Key Indicator

Proportion of people who feel satisfied that there are sufficient opportunities for sport, recreation and leisure activities within the Camden LGA.

- **The Water Is Clean**

Key Indicator

Level of macro-invertebrates (water bugs) found in local streams and rivers.

- **People Breathe Clean Air**

Key Indicator

No. of days per annum with high, medium and low pollution levels. (Regional Pollution Index)

- **Bushland Is Abundant**

Key Indicator

Percentage of land area of bushland under active management.

- **You Can Hear The Sounds of Nature**

Key Indicator

Percentage change in ambient noise levels, compared to percentage change in population.

- **Nothing Is Wasted**

Key Indicator

Kilograms per capita of domestic waste produced that is:

- (a) Waste to landfill
- (b) Green waste
- (c) Recycling

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- **We Use Our Resources Wisely**

Key Indicators

Electricity, gas and greenpower consumption per capita.
Proportion of total electricity, gas, transport fuels and
greenpower consumption by total energy use

- **We Have The Best Of Both Worlds**

Key Indicator

Proportion of urban land, environmental land and rural
land within the Camden LGA.

- **We Leave The Car At Home**

Key Indicators

Average distances travelled in a private vehicle per day
for journey to work trips.
Mode of travel to work on weekdays and for all trips on
weekends.

- **People Have The Jobs They Want**

Key Indicators

No. of jobs per 100 resident workers.
Proportion of Camden's resident labour force who work
in Camden.

- **People Feel They Have Enough**

Key Indicators

Proportion of people who feel they have enough.
Proportion of people who are actively reducing their
consumption.

- **It Is Well Governed**

Key Indicator

Local Government Financial Health Indicators – Report
Card.

- **I Have A Say In Its Future**

Key Indicator

Proportion of people who participated, or knew how to
participate, in local democracy.

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Additional Technical Indicators

In addition to the key and alternative indicators for each sustainability outcome, many of the outcomes will require more technical data to be gathered and collated. Such technical details will provide supporting information for a full and proper understanding of the key indicators.

Additional technical indicators will also be required to satisfy legislative requirements relating to State of the Environment reporting and Social Plan reporting.

The extent of this additional indicator development requires further consideration.

Regional Sustainability Indicators

A set of regional sustainability indicators is also being developed for Camden and Campbelltown through a project funded by the Federal Government Sustainable Regions Program.

These regional indicators, which will be put to the region's community for consideration during October, will closely relate to Camden's local sustainability indicators and local indicators being developed by Campbelltown Council.

In many areas, the indicators for the region will be the same as the local indicators, except that the geography of measurement is different. This will enable local progress to be compared with regional progress. Other indicators may be different to the local indicators where there are specific regional issues, such as interregional transport, employment and education.

Both the local and regional indicators will be presented to the community through one web site that will be developed and linked to each Council's web site. Further discussion of the web site is contained below.

The Web Site

A consultant has been selected to develop a web site on which the indicators will be located for community access. This web site will also contain a set of regional sustainability indicators being developed through the Sustainable Region funded project called "Mapping Macarthur's Future: Camden-Campbelltown Sustainability Reporting".

A workshop for Councillors will be conducted in late October or early November to inform Councillors of the development of the web site and to provide a demonstration of the web site.

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Conclusion

The development of the proposed sustainability indicators for Camden has occurred with input from a wide selection of the community, including students, staff members, the general public and Councillors.

Each indicator has been selected on the basis of the value of the information it will provide to Council and to the community in terms of progress towards or away from sustainability. The indicators as a whole will provide an overview of the way in which Camden is progressing over time and in comparison to other places.

The indicators will be presented to the community in electronic form through a web-site currently being developed that will be linked to Council's own web site. This web site will be set up to enable hard copy full reports and summary report cards to be downloaded and printed for easy access and distribution.

It is proposed to conduct the first community survey to provide initial statistics for the perception type indicators before Christmas this year, with a view to reporting the outcomes early in 2004. For each subsequent year, reporting will be targeted to occur in conjunction with the Annual Report.

Sustainability indicators are a dynamic tool used to measure the progress of a region. Over time, as needs and issues change, the indicators will need to be reviewed in order to remain relevant.

It is recommended that Council re-confirm its commitment to the strategic goal of a sustainable Camden and adopt the proposed sustainability outcomes and indicators

Recommended: That:

- (i) Council re-confirm its commitment to the strategic goal of a sustainable Camden.
- (ii) Council adopt the sustainability outcomes and indicators as detailed in **Tabled Document "BPA 3"** .
- (iii) Council note the timeframes contained within the report for community surveying, additional technical indicator development and for the initial sustainability reporting.

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Resolved on the Motion of Cr Corrigan, seconded Cr Batros that:

- (i) Council re-confirm its commitment to the strategic goal of a sustainable Camden.*
- (ii) Council adopt the sustainability outcomes and indicators as detailed in **Tabled Document “BPA 3”**.*
- (iii) Council note the timeframes contained within the report for community surveying, additional technical indicator development and for the initial sustainability reporting.*

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THE MOTION WAS **CARRIED**.

(Cr Patterson arrived at the meeting – the time being 8.21pm)

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4. Provision of a Decked Parking Structure in Camden
(File 4157)(Director of Governance and Outcomes)

Purpose of the Report

This report advances a consultation strategy regarding the proposal to construct a decked car park at the site of the existing John/Murray Street car park in Camden.

Background

At the Resources and Services meeting of 11th August 2003 the outcome of a meeting between the General Manager, The Mayor and the Department Of Local Government Director General, Mr Garry Payne was reported through a Mayoral Minute, forms **Tabled Document “BPA 4”**.

The meeting addressed issues associated with a proposal to include provision for a decked parking structure in Council’s already adopted 2003-2004 annual budget. In summary the advice from the Director General was for Council to defer the project until the 2004-2005 budget and consult the community regarding the cost and siting of such a car park at the John/Murray Street location.

Consultation to Date

Council’s most recent public consultation on this issue occurred when it considered the feasibility of a multi storey car park in Larkin Place. This consultation took the form of a survey of both consumer and business interests and was undertaken by Twyford Consulting on 14th and 15th December 2001. Copies of the results of this survey form part of a separate hand out to Councillors.

A Consultation Strategy

In response to the resolution of 11th August it is proposed that an appropriate consultation strategy will involve:

- The conduct of a professionally developed, managed and reported telephone survey of 500 residents and businesses throughout the Camden local government area targeting responses to questions about the need and relative merits of the car park. A draft of the proposed survey questions was **provided separately to Councillors**.
- A call for public submissions on the issue supported by an appropriate advertising campaign.
- Direct discussions with recognised business and community organisations.

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To support both the call for submissions and the telephone survey it is proposed to develop a fact sheet that can be made available by post, email, fax and website to residents seeking background information on the issues surrounding the proposal. That fact sheet, a draft of which was **provided on Monday**, will detail the previous survey outcomes, the costs and benefits of the proposed car park, the need for loan funding, the opportunity cost to other programs of building the car park and the process involved in Council coming to a decision about the capital expenditure.

The Cost of Consultation

It is envisaged that the cost of the telephone survey will be approximately \$15,000 and it is proposed to contract Iris Consulting to undertake the work in view of that firm's experience in surveys of this type and its familiarity with Local Government issues. The cost of advertising and other sundry expenses will be met from within the normal votes. The contract for the survey will include all written reports and a presentation to Council of the findings.

Timing

In accordance with the timetable developed in consultation with the Director-General of the Department of Local Government it is proposed to undertake the consultation, both survey and submissions, during the four weeks of October, 2003. Following the conclusion of the consultation, a report will be considered by Council at its meeting of 24 November, 2003 to enable Council to determine whether the matter proceeds. If the project is endorsed at that point, Council will need to approach the Minister for a possible increase in Council's loan allocation and inclusion of the project in the 2004/2005 Management Plan and Budget.

(Cr Campbell and Cr Patterson having declared a Pecuniary Interest, took no part in discussion or voting on this matter and left the Chamber – the time being 8.26pm)

Recommended: That Council:

- (i) Adopt the above-mentioned consultation strategy for determining the community's view of the construction of a decked car park at the John/Murray Street location in Camden
- (ii) Adopt the draft Fact Sheet for use in the consultation process

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- (iii) Endorse the draft questions for the telephone survey
- (iv) Approve the costs of the consultation being funded by the Camden Car Parking Reserve

MOTION

Moved Cr Corrigan, seconded Cr McFadden that this item be deferred until the Resources & Services Committee Meeting held on 13 October, 2003.

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THE MOTION WAS **CARRIED.**

(Cr Campbell and Cr Patterson returned to the Chamber – the time being 8.40pm)

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5. Sustainable Water Challenge Award – “Greenfields”
(File 3345/19)(Director Governance & Outcomes)

Purpose

To congratulate Council on winning the greenfield category of the sustainable water challenge for the Elderslie release area water cycle management plan, and to appropriately publicise the achievement.

Background

‘Water Sensitive Urban Design (WSUD) in the Sydney Region’ is a cooperative project between: Sydney Coastal Councils Group, Western Sydney Regional Organisation of Councils and the Upper Parramatta River Catchment Trust.

The project is supported through the Environmental Protection Agency Stormwater Trust and aims to enhance the capacity and willingness of Sydney Councils to promote and implement sustainable water management practices.

In addition to the sustainable water challenge, the project ran a series of seminars to outline the main opportunities and challenges of WSUD and developed planning and technical guidelines.

The Elderslie Project

In the sustainable water challenge, Councils were asked to form a multi-disciplinary team to oversee the implementation of a project involving WSUD in their Council. The projects were entered in the Challenge and judged by an expert panel.

Camden Council entered the Elderslie infill water cycle management plan into the greenfield category with the Elderslie cross-divisional team forming the multi-disciplinary group. Camden Council was successful in winning the category.

Conclusion

This award recognises Camden’s willingness to rise to the challenge of managing urban growth in a manner that does not compromise the sustainability of the region.

The award reinforces Council’s status as a leader in the field of sustainable development

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Recommended: That :

- (i) Council note the award.
- (ii) Council provide appropriate publicity for the award.

Resolved on the Motion of Cr Corrigan, seconded Cr McFadden that :

- (i) Council note the award.
- (ii) Council provide appropriate publicity for the award.

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THE MOTION WAS **CARRIED.**

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**6. Roads and Traffic Authority 2003/2004 Program
Funding**

(File 3212/6) [Director Works and Services]

This report considers a further item of funding under the RTA's Memorandum of Understanding (MoU) for three projects. Source project matching is required.

Current Offer

The RTA has extended Council an offer of funding in accordance with the RTA's Memorandum of Understanding (MoU) and the Authority's document "*Arrangements with Councils for Road Management*". These monies, offered to Council on a 50:50 basis, include;

Project Description	Allocation
Camden to Narellan Cycleway 2003/2004	\$40,000
PAMP: Camden – Implementation	\$15,000
Camden Road Safety Program	\$35,000
Total	\$90,000

With respect to the Camden Road Safety Program, an allocation of \$35,000 has been included in Council's 2003/2004 Budget to match the RTA's level of funding and extend the Community Road Safety Officer (CRSO) program for a further 12 months.

Similarly an allocation has been included within Council's 2003/2004 Budget to match RTA funding for PAMP implementation.

Council is currently finalising a PAMP (Pedestrian Access Mobility Plan) for the entire LGA which will shortly be presented to Council for consideration. The Plan will identify a series of prioritised implementation strategies to address pedestrian accessibility issues throughout the LGA. The combined budget of \$30,000 will work towards implementing several of the recommendations from the Plan.

Should Council accept the RTA's funding offer of \$40,000 for the next stage of the Camden to Narellan Cycleway then matching additional funding will need to be allocated. The combined budget of \$80,000 will reconstruct the existing footpaths on Camden Valley Way between the Narellan Town Centre entrance and Coghill Street; and between Wilson Crescent and Wilson Crescent as cycleways.

A further two stages are required to complete the cycleway link from Camden to Narellan and are subject to funding applications currently with the RTA. Council's submission for this cycleway project has been made on an ongoing staged construction basis.

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Recommended: That Council

- (i) Advise the RTA that it will accept funding of \$90,000 for the Camden to Narellan Cycleway (\$40,000), PAMP Implementation (\$15,000) and Community Road Safety Officer Program (\$35,000).
- (ii) Allocate \$40,000 within the 2003/2004 Budget towards the construction of the Camden to Narellan Cycleway to match the RTA funding offer.
- (iii) The additional matching funds are to be sourced from the September 2003 Review.

Resolved on the Motion of Cr Fekete, seconded Cr McFadden that Council

- (i) Advise the RTA that it will accept funding of \$90,000 for the Camden to Narellan Cycleway (\$40,000), PAMP Implementation (\$15,000) and Community Road Safety Officer Program (\$35,000).
- (ii) Allocate \$40,000 within the 2003/2004 Budget towards the construction of the Camden to Narellan Cycleway to match the RTA funding offer.
- (iii) The additional matching funds are to be sourced from the September 2003 Review.

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THE MOTION WAS **CARRIED.**

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7. Mount Annan Leisure Centre – Fee Change

(File 4140) [Director Works and Services]

The Centre Management of Mount Annan Leisure Centre has advised that they propose to increase fees for admission and programs at the Centre.

In accordance with the MALC contract the Centre Management has the right to manage the centre which includes amendment of fees charged for services provided at the centre. The contract is currently in the second year of a five year term, with consideration of a further five year extension.

Current and proposed fees to apply to access the:

- General Swimming
- Fitness Centre
- Swim School
- Squads or teams
- School Programs
- Other Programs

are detailed on “**Table Document “BPA 5”**”.

New fees have been included in the program of fees for attendance at Squad, and fee increases vary from nil to 29.8% (Family access for general swimming).

Centre Management proposes to introduce the amended fees effective from 1st October 2003.

Recommended: That Council note the proposed new and increased fees for entry to access programs offered at Mount Annan Leisure Centre.

Resolved on the Motion of Cr Corrigan, seconded Cr McFadden that Council note the proposed new and increased fees for entry to access programs offered at Mount Annan Leisure Centre.

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THE MOTION WAS **CARRIED.**

(Cr Campbell and Cr Senise voted against the Motion).

8. Narellan Library – Request for Concept Design and Tender for Architectural Design and Documentation
(File 4710/6) (Director Works and Services)

Purpose of the Report

This report advises Council of the concept designs received from the four architectural companies selected from the Expression of Interest process, and for Council to approve the appointment of a company to undertake the detailed design and documentation of the preferred concept.

Background

At its meeting of 11 August 2003, the Resources and Services Committee resolved:

“That the following four architectural companies be requested to:

- *prepare a building concept for the New Narellan Library; and*
- *submit a proposal to resolve the concept design into a detailed architectural design and documentation for construction.*

*Brewster Hjorth Architects
Stephenson & Turner International Architects
Group GSA
Daryl Jackson Robin Dyke Pty Ltd”*

As detailed in the report tabled at the meeting of 11 August, each of the four architectural companies will be paid a fee of \$10,000 for the provision of a concept design.

The four architectural companies were provided with a comprehensive brief that was made up of two parts:

- A – Urban Design & Building Concept Brief; and
- B – Detailed Design & Documentation Brief

The Urban Design & Building Concept Brief set out the concept design parameters to be met. This brief clearly set out Council’s objectives for the Narellan Library site as envisaged by the urban design planning that has been undertaken in the Narellan Urban Improvement Program. The expected role of the library and adjoining plaza, which is to create a prominent landmark civic presence that anchors the corner of Elyard Street and Queen Street and develop an important focal point for the community, was stressed.

The Detailed Design & Documentation Brief provided detailed information on the space requirements for each functional area of the library, as well practical and physical issues which influence the way in which the building is planned, designed

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and fitted out. This section of the brief was prepared with the assistance of the State Library Building & Planning Advisory Service.

In the request to tender, the Respondents were required to prepare their submission in the following parts:

- A Two Board Presentation: In order to provide the Respondents with clear and precise details of what concept design information was required to be produced, and to assist in the assessment of the concepts, Council staff devised a ‘two board’ presentation format. The Respondents were required to produce two A1 size boards, adhering to a layout of panels each requiring definite set information (be it in the form of text, sketches or architectural drawings).
- A Written Submission: The written component required a statement of compliance or consideration of the budget parameters, spatial parameters, ecologically sustainable development factors, and project delivery methodology with adherence to a strict timeframe.
- A Fee Structure for Remuneration for Services

The deadline for submissions was 9 September 2003.

Presentation of Submissions

The four architectural companies were invited to “speak to their submission” before both Council’s senior staff and Councillors. This was done by the way of two workshops.

A presentation to a Councillors workshop was undertaken on 15 September 2003.

Assessment of Submissions

A panel made up of appropriate Council staff undertook an assessment of the submissions received, and consulted with the Urban Designer currently involved in the Narellan Urban Improvement Program, a representative from the State Library Building & Planning Advisory Service, and a project management consultant.

The submissions were assessed on the following criteria:

- standard of submission
- consideration of place and context
- demonstration of a building of the nature envisaged
- demonstration of a logical composition of solutions that engender confidence in the practicality of operation
- demonstration of a level of enthusiasm and a level of capability that underpins confidence that the produced outcome will meet the aspirations for the site and the facility.

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- comparisons for remuneration required by each respondent.

As part of the review a value assessment was undertaken to help select the proposal that provides Council with the best value for money. The value assessment process involves an objective assessment of the proposals to enable both price and non-price attributes to be taken into account. This evaluation places a weighting to each of the assessment criteria.

The following table summarises the fee proposals required by each of the respondents to resolve their concept design into viable design and documentation for construction:

Respondent	Fee Proposal (excluding GST)
Brewster Hjorth Architects	\$247,000
Stephenson & Turner International	\$179,800
Group GSA	\$211,265
Daryl Jackson Robin Dyke Pty Ltd	\$221,750

The fee proposal by Brewster Hjorth Architects is based on 5.5% of the estimated project cost. They have qualified their submission advising that should the estimated cost of construction increase, the fees for their work will be increased by the same percentage. The other companies provided a fee proposal on a lump sum basis.

From the assessment, it was considered that the two stand out submissions were those by Group GSA and Brewster Hjorth Architects. However, the concept design and submission by Group GSA was considered to more fully satisfy Council's aspirations for the site and more likely to be able to adhere to the Council's budget constraints than that provided by Brewster Hjorth.

The panel chose the submission by Group GSA as the preferred concept design due to the following:

- The architect demonstrated a clear understanding of Council's aspirations for the site, together with a clear understanding of the constraints in terms of budget and timeframe. Their presentation displayed that their concept was very well thought through and that they have a passion for the project.
- The design is simple but innovative and imaginative. It is modernistic, which reflects the place, and it creates a definite landmark statement.
- The concept is a sensible and clever building arrangement with a likely economical construction system. The design allows a degree of flexibility in the choice of materials.

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- The design provides flexible, multifunctional spaces, and controlled but flexible accesses.
- The plaza is interesting and welcoming. It has characteristics that will see it become a focal and active meeting place, and also an area that can be used for public events.
- The building and plaza have a spectacular relationship to the town park and the landscape.
- The street address will create activity on Queen Street, and it relates well to the existing Council administrative office and the carpark.
- The architect has a proven track record in library and civic building design. Their team is confident with good communication skills. They instil confidence that they would be a good team to work with and that they have the capability to deliver Council's aspirations for the site.

Of the four concept designs submitted Stephenson & Turner International were deemed to least meet urban design aspirations for the site.

The concepts submitted by Brewster Hjorth Architects and Daryl Jackson Robin Dyke Pty Ltd were considered high quality, functional designs. However, the concept by Group GSA was considered superior in its consideration of place and context, and demonstration of a building of the nature envisaged for the site.

Discussion

Although all four companies were complimentary of the brief issued, all four raised some concern in regard to the budget and the timeframe.

In the brief provided to the architects, the proposed construction and fit out budget for this project was estimated at \$4,495,000. This estimate did not include amounts for design fees, specialist consultants fees and contingencies. The estimate was provided in an attempt to achieve a match between the concept design and the budget.

Following the receipt of the concept designs and the accompanying estimates, the construction budget has been revised to a more realistic amount being in the order of \$4,625,000. There are funds available within the Section 94 contributions plan to meet the full cost of the project, inclusive of construction and fitout, design and supervision fees, and an allowance for contingencies.

The submission by Group GSA included a review of their concept scheme by a quantity surveyor. They stated that the

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budget is modest and will require careful review through the design and documentation phase. In order to maintain budget expectations, careful analysis of the function and spaces will need to be undertaken. This will include their further investigations into procurement strategies such as:

- value engineering to all components (such as cladding systems, glazing, fitments and service utility systems).
- analysis of the building structure.
- careful assessment of the plaza areas and paving options.

The concept designs submitted by Brewster Hjorth Architects and Daryl Jackson Robin Dyke Pty Ltd were for very high quality buildings, their problem being the actual cost of the concept presented. The submission by Brewster Hjorth Architects advised that their estimated cost to construct the library and plaza as per their concept would substantially exceed Council's proposed budget, in the order of a third over.

For concepts submitted by Brewster Hjorth Architects and Daryl Jackson Robin Dyke Pty Ltd to be developed within the budget constraints of this project, it would be necessary to make severe modifications that would compromise the designs.

It is considered feasible that the concept design by Group GSA can be resolved into a viable design that can be constructed within the budgetary constraints of the funds that Council has collected from developers through Section 94 for libraries and community facilities.

In regard to the timeframe, the objective is to have the design and documentation completed by the end of December 2003, which will allow the calling of construction tenders in January 2004, and the awarding of the construction contract by the end of March 2004. This will allow a sufficient duration to complete construction by the end of 2004.

All four companies, while stressing that it is very tight timeframe, stated for it to be achievable it will be necessary that there is no delays in the process. To meet the timeframe, it will be necessary that no major changes to the design are required. It will also be necessary for the architect, the sub-consultants (namely the quantity surveyor, the civil/structural engineer, the engineering services consultant, and the landscape architect) and Council staff to work closely together. There needs to be agreed sign off points synchronised with budget checks throughout the design process, together with a quick turn around of information.

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Community Consultation and Communication Strategy

The brief provided to the architects has been based on the vision as set out in the Library Services Strategic Plan: Vibrant Places - People Spaces. During the development of the strategic plan over 900 people were consulted on the future direction of Council's library services, including location, feel, program to be provided and the role they should take. Our community's vision for the Narellan Library provided:

The main information and technology library focussing on current and evolving technologies and "How to..." information reflecting the new growth characteristics of surrounding suburbs.

The proposed draft vision recommends that Council provide a built presence on its land fronting Elyard Street reinforcing a civic presence in this emerging heart of Narellan. It is envisaged that civic presence will be a library co-located with other community agencies.

The site is ideal and offers opportunities for Council to meet one of its key strategic directions through the creation of a civic and community focus in the Narellan area. The proposal to move the library to the corner of Elyard and Queen Streets will complement the extended community activities proposed. This extension includes the development of a Children's and Family Services Resource Centre.

The building will be designed to be flexible so that over the years it can accommodate growth.

There will be a unified identity to the building with a central foyer displaying community information, local arts and culture

This vision has been used as a basis for the development of the concept design and will inform the preparation of the detailed specifications.

In addition it is proposed that the presentation boards of the successful concept design will be placed on exhibition at the Camden Customer Services Centre and Narellan Library to seek feedback from the community to assist the architects in completing detailed designs.

A further key way in which the local community will be involved in the development of the new library facility at Narellan will be through inclusion in public art and community art projects. This will be a key strategy to ensure that the community and

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the library services will be reflected in the building, and the Library facility is place based.

Regular updates of the implementation of the strategic plan have been provided to library patrons through a quarterly brochure. Regular updates on the progress of the design and construction of the building may also be provided by articles in the local newspapers and via Council's website.

Conclusion

From the assessment process undertaken, the concept design by Group GSA best meets the tender specifications.

It is considered that Group GSA can resolve their concept design into viable design and documentation for construction, with regard to the necessary budget and timeframe constraints.

Recommended: That

- (i) Council appoint Group GSA Pty Ltd to resolve their concept design into viable design and documentation for the construction of the new Narellan Library for a fee of \$211,265 (exclusive of GST);
- (ii) Authority be granted for the necessary documentation to be completed with Group GSA Pty Ltd to undertake the design and documentation works covered by the Deed of Agreement; and
- (iii) Authority be granted for the documentation to be completed under Seal of Council.

Resolved on the Motion of Cr Fekete, seconded Cr Corrigan that

- (i) Council appoint Group GSA Pty Ltd to resolve their concept design into viable design and documentation for the construction of the new Narellan Library for a fee of \$211,265 (exclusive of GST);
- (ii) Authority be granted for the necessary documentation to be completed with Group GSA Pty Ltd to undertake the design and documentation works covered by the Deed of Agreement; and
- (iii) Authority be granted for the documentation to be completed under Seal of Council.

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THE MOTION WAS **CARRIED.**

(Cr Campbell voted against the Motion).

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9. Draft Disability Action Plan

File 1323/14 (Director Works and Services)

Purpose

This report seeks Council's endorsement of the draft Disability Action Plan.

Background

The report identifying the need for a Disability Action Plan originally went to the Council meeting held on the 29 January, 2002.

One of the five major areas identified in Council's Strategic Plan Vision 2025 is to ensure the future of Camden includes all elements that provide quality of life is Accessibility. Transport, service and physical accessibility are the three main objectives outlined in this area.

Within the framework of Council's Community Plan (1999) a target plan was developed for People with Disabilities. One of the recommendations of this target plan was the development of a Disability Action Plan to assist in meeting Council's accessibility objectives, Access and Equity responsibilities and the issues raised under the DDA.

While Council is not required under legislation to produce a DAP, a DAP is a pro-active approach to ensuring Council meets the Commonwealth Disability Discrimination Act 1992 (DDA), that makes it unlawful to treat people with a disability less favourably than people without a disability.

Discussion

1. Purpose of a Disability Action Plan

The aim of the Action Plan is to assist Council to identify and remove barriers in policies, programs, and services for people with a disability and so it meets its obligations under the Disability Discrimination Act. The Plan is also about taking a pro-active approach to important issues affecting a growing population of people who have, or will have a disability, be they the person directly, their family or those associated with them.

2. Development of the Action Plan

The Disability Action Plan has been developed over the past 12 months in consultation with staff, community organisations and community representatives.

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The draft Plan was developed following an extensive process, which included:

- a) **The formation of a Community advisory group** consisting of community representation, service providers, Council Officers and Councillors,
 - Provide advice and direction on the process of Action Plan development
 - Assist to identify current barriers to accessing services
 - Assist in developing the Action Plan draft
 - Be involved in evaluation and review of the Action Plan.

- b) **Undertaking Community Consultation:**
 - To identify people's experiences when using Council's services and facilities and seek solutions. Feedback was gained through a service provider's forum, disability groups and community surveys.

- c) **A Review of other Disability Action Plans**
 - To identify strengths and weaknesses

- d) **Conducting Access Audits of Council's facilities and buildings**
 - To identify physical barriers that restrict access to premises

- e) **Conducting an Audit of Council's Policies and Practices**
 - To identify direct/indirect discrimination

- f) **Implementing a Staff Survey**
 - To assess awareness and identify the need for training.

Summary of the Plan

The Disability Action Plan (DAP) will provide a key strategy for changing those Council practices that may result in discrimination against people with disabilities. A DAP identifies practices and offer a blueprint for change.

The Plan demonstrates clear linkages to Camden Council's strategic directions, including its relationship to 2025 and its place within Council's Community Plan and provides

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background information on our community- the people, our place and Council's current activities.

In particular, the DAP supports the following principles of the Community Wellbeing Policy:

Social justice – social justice is the achievement of equal access to power, resources, information, opportunities, participation, choices and outcomes.

Social capital – social capital is "community connectedness," the extent to which people are involved with other people in social networks and relationships that are characterised by norms of trust and reciprocity, and lead to mutually beneficial outcomes.

Democratic governance – good local governance exists where there is a strong, democratically elected and pro-active council, dedicated to the interests and progress of the community.

Active citizenship and participation – active citizenship is about making contributions to the community. It is about being informed, participating, creating ownership of community issues, stimulating debate, safety and security, and providing local solutions to local issues.

Key findings from the development of the Plan

Set out below is a summary of the key findings from community consultations, access audits, staff surveys and audit of Council's policies

a) Key issues identified through Macarthur Disability Network

- Poor accessibility in older parts of buildings
- A need for alternatives for accessing Council information
- Access improvements needed in Mount Annan Leisure Centre, Curry Reserve for example
- Safety/signage/respect/inclusiveness of people with a disability in decision making (eg: input into Development Applications)

b) Issues from Community Questionnaires:

- Inadequate handrails-John Street Camden
- People with a disability having difficulties accessing information through Library on for eg Camden Show & everyday services
- Wheelchair access issues to Civic Centre, Sporting Fields
- Communication with people with a disability

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- Options for vision impaired at Council elections and services and facilities

c) Access Audit Findings:

A first stage access audit of Council's facilities and parks was conducted. The first stage audit was based on facilities and parks that had high usage by the community. These included Community Centres; Libraries; Parks and Reserves and the public areas of Council's Customer Service Centres.

A detailed list of the facilities audited are contained in the draft Disability Action Plan circulated to Councillors separately.

The top ten key issues from the access audits were found to be:

1. Inappropriate displaying of International symbol for Disability, or no symbol shown at all.
2. Inadequate lighting
3. Lack of designated accessible parking bays
4. Lack of Tactile Ground Surface Indicators (TGSI's to alert of hazards)
5. Ramps/Pathways/Accessways-too steep, handrails were lacking from most ramps, lack of slip resistant surfaces, objects obstructing pathways of travel
6. Doorways- not wide enough
7. Not all places audited had accessible toilets
8. Some doors unable to open from the outside or be removed in emergency
9. Issues in toilet facilities-eg, lack of call buttons, equipment/fixtures installed
10. Lips on paths or buildings were too high from ground - trip hazard

Strategies to address these through a staged approach have been incorporated into the draft plan.

d) Staff Survey Findings

The purpose of the staff survey was to identify staff training needs in regards to disability awareness. The survey was distributed to 250 staff, with 66 being returned.

The information from the surveys have indicated that there is a need and high interest for staff to receive disability awareness training.

The results have also shown that most employees have interacted with people who have a disability whether it be outside of work or at work.

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e) Findings from the Audit of Council's Policies and Practices

Council's policies were audited with the purpose of identifying any direct or indirect instances of discrimination. The main finding was that certain policies did not reflect the rights of people with a disability in their statement.

Implementation of the Plan

Some strategies require raising awareness and implementing change in everyday Council practices. These include the provision of accessible information about Council services and activities, raising community awareness of the correct use of Council's accessible car parking bays and providing staff with information and appropriate training to raise awareness of disability issues. Such initiatives will be implemented over the next 4 years.

Some strategies require physical changes to facilities and parks. As part of its 2003/04 budget, Council has allocated an amount of \$30,000 for some of these changes be completed. The highest ranking audit priorities have been included in this total amount.

Other items will be rectified over time as a part of capital upgrades, for example toilets at Curry Reserve.

Additional funding will be required over time to rectify the remaining audit priorities and will be considered in future budget processes. Future access audits will also be conducted on Council's remaining leased facilities.

Communication Strategy

A variety of extensive consultations have taken place throughout the Plan's development, such as surveys, public meetings, and meetings with service providers.

The Plan, once endorsed will be available on Council's website and CD Rom. It will also be made available in Arial Font to increase the accessibility of the Plan to people with disabilities.

Steps Required in Finalising the Plan

Following Council's endorsement of the draft Plan, the Plan will then be submitted to the Human Rights and Equal Opportunity Commission (HREOC), to be reviewed and adopted as a working document of Camden Council. The reason for this is that it is important that HREOC, being a Federal body, review the plan in regards to anti discrimination and ensure that the Plan contains relevant and appropriate information. It is also

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necessary that they are aware of which local Councils have Disability Action Plans.

Conclusion

The Disability Action Plan has been developed from the support and direction of the Community Advisory Group, undertaking research with the community, service providers, staff, conducting physical access audits and reviewing Council's policies and practices.

The Plan is a working strategic document that will assist Council in achieving: *"A Camden that provides convenient and equitable access to services, facilities and places for all members of the community through a range of technological and physical opportunities."*(*Accessibility outcome, Camden 2025*)

The Disability Action Plan (DAP) will be the tool to ensure that Camden Council's current and future services and facilities are accessible and inclusive for people living and visiting in the Camden Local Government Area, and further promote the principles of the Community Wellbeing through equitable access to services, facilities and information provided by Council.

Recommended: That

- (i) Council endorse the draft Disability Action Plan 2003-2007; and
- (ii) The Plan be submitted to the Human Rights and Equal Opportunity Commission for their information.

Resolved on the Motion of Cr Batros, seconded Cr Corrigan that

- (i) Council endorse the draft Disability Action Plan 2003-2007; and
- (ii) The Plan be submitted to the Human Rights and Equal Opportunity Commission for their information.

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Delegated Committees

Development Committee – Held 25 August 2003

Development Committee - Held 8 September 2003

Resources & Services Committee – Held 8 September 2003

Resolved on the Motion of Cr Corrigan, seconded Cr Batros that the Minutes of the Development Committee of the 25 August, 2003, and the 8 September, 2003, and the Minutes of the Resources & Services Committee of the 8 September, 2003 copies of which have been circulated, be confirmed and adopted.

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THE MOTION WAS **CARRIED.**

Other Committees

Traffic Committee – Held 8 September 2003

Resolved on the Motion of Cr Corrigan, seconded Cr Senise that the Minutes of the Traffic Committee Meeting of the 8 September, 2003 copies of which have been circulated, be confirmed and adopted with the exception of Item 5 to be amended to read:.

TC95/03

Recommended: That

- (i) *The request for pick-up and drop-off area along Sir Warwick Fairfax Drive not be supported as the facility will be catered for within the abutting carpark serving Fairfax Reserve.*
- (ii) *The request for a zebra crossing on Harrington Parkway at Sir Warwick Fairfax Drive and a crossing on Harrington Parkway at Fairwater Drive not be supported due to safety concerns with crossings being in close proximity to any roundabout.*

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THE MOTION WAS **CARRIED.**

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NOTICE OF MOTION OF RESCISSION

We, the undersigned Councillors, hereby give notice of our intention to move that Minute No.DC084/03 relating to Item No 1 of Development Committee “Demolition of two Existing dwellings and outbuildings, Construction of Two Detached Two storey Dwellings and Three Attached Two Storey Dwellings each with Attached Double Garages, the removal of eight trees and a Strata Subdivision, 19 Murrandah Avenue, Camden” of the 8th September,2003 be rescinded.

Signed: Cr Bev Batros

Signed: Cr Eva Campbell

Signed: Cr Shirley Winn

(EXTRACT OF MINUTE NO. DC084/03)

That Development Application No. 380/2003 at No 19 (Lots 15 & 16, DP 24039) Murrandah Avenue, Camden, be approved subject to standard conditions that would usually be incorporated in any development consent for multi unit housing as determined by the Director Development & Environment with the following additional conditions being imposed:

- (i) Carparking spaces meet the requirements of Clause 7.4 of DCP 58.*
- (ii) Garages provide an unobstructed width and length as required by the DCP.*
- (iii) Driveway layout to allow adequate sight distances for internal vehicle movements.*

Should the above Motion of Rescission be carried, it is our intention to move the following further motion: -

- (i) That Development Application No. 380/2003 be deferred to allow additional consultation between officers and the applicants.*
- (ii) That the matter be reported back to Council in one month.*

NOTICE OF MOTION OF RESCISSION

The Notice of Motion of Rescission was formally

Moved Cr Batros, seconded Cr Campbell that Council Resolution Minute Number DC084/03 relating to Item No 1 of Development Committee “Demolition of two Existing dwellings and

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outbuildings, Construction of Two Detached Two storey Dwellings and Three Attached Two Storey Dwellings each with Attached Double Garages, the removal of eight trees and a Strata Subdivision, 19 Murrindah Avenue, Camden” of the 8th September, 2003 be rescinded.

THE RESCISSION MOTION ON BEING PUT WAS **LOST** ON THE CASTING VOTE OF THE MAYOR.

(Cr McFadden, Cr Corrigan, Cr Patterson and Cr Anderson voted against the Motion).

(Cr Patterson left the Meeting – the time being 9.25pm).

QUESTIONS WITHOUT NOTICE

There were no Questions without Notice.

The Meeting closed at 9.26pm.