

**MINUTES OF THE RESOURCES AND SERVICES COMMITTEE HELD ON
10 JUNE, 2003 CIVIC CENTRE, OXLEY STREET CAMDEN**

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**MINUTES OF THE RESOURCES AND SERVICES COMMITTEE HELD ON
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Present: Cr Anderson(Mayor/Chairperson) Cr Corrigan, Cr Patterson, Cr Campbell, Cr Winn, Cr. Batros.

Staff: General Manager, Director Development and Environment, Director, Works and Services, Director Governance and Outcomes, Manager Outcomes, Manager Environment, Manager Engineering, Manager Corporate Services, Manager Community Services, Administration Officer.

Apologies:

An apology was received from Councillors Senise, Fekete and McFadden from this meeting.

Resolved on the Motion of Cr Winn, seconded Cr Campbell that leave of absence be granted to Crs Senise, Fekete and McFadden from this meeting.

RS035/03 THE MOTION WAS **CARRIED.**

1. Investment Monies: Period Ended, 30th April, 2003
(Director Governance & Outcomes)

In accordance with clause 19 (3a & 3b) of the Local Government (Financial Management) Regulation 1993, a list of investments held by Council as at 30th April, 2003, is provided as **Tabled Document "RS 1"**.

It is further 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.

Current investments of the General Fund both term and call are returning an average daily yield of 4.98% and during the month of April 2003, the average return on all investments both call and term was 4.98%.

Recommended: That

- (i) Council note that the Principal Accounting Officer has certified that all investments held by Council have been made in accordance with the Local Government Act, Regulations and Council's Investment Policy.
- (ii) The list of investments as at 30th April, 2003 be noted.
- (iii) The interest rate return of 4.98% for the month of April 2003, be noted.

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Resolved Cr Winn seconded Cr Corrigan that

- (i) Council note that the Principal Accounting Officer has certified that all investments held by Council have been made in accordance with the Local Government Act, Regulations and Council's Investment Policy.*
- (ii) The list of investments as at 30th April, 2003 be noted.*

RS 036/03 THE MOTION WAS **CARRIED.**

**2. Determination of Councillor Fees – Local Government
Remuneration Tribunal 2003/04**

(719/6) (Director Governance and Outcomes)

Each year, the Local Government Remuneration Tribunal reviews and determines fees paid to Councillors and Mayors for the ensuing 12 month period as required under the Local Government Act, 1993.

The Tribunal has recently released its Report and Determination for 2003/04. As in previous years, the Tribunal also considered submissions from individual Councils for a review of the category of the Council as well as a general claim for an increase in fees from the Local Government and Shires Association. The matters relied on related to the time and effort Councillors and Mayors put in for good governance of their communities and changes in the level of responsibilities.

The Tribunal took all matters into consideration when determining applications for re-categorisation of Councils and noted that the practice has developed for some Councils to apply for re-categorisation on an annual basis. The Tribunal is of the view, it is preferable and more equitable for changes in categories to be considered in a general inquiry held at three year intervals so all Councils are aware of possible changes. Councils can keep the Tribunal advised of changes in their activities annually so that proper consideration can be given to the maximum scale of the fees for each category. As a result, the Tribunal for the next review will not call for, nor will it consider individual applications for re-categorisation.

For the 2004 review, the Tribunal will be seeking submissions generally on the quantum of fees only. The next general review of categories will be in 2006.

On the issue of the annual review of fees, the Tribunal noted the determination is subject to the economic circumstances of the time, as well as changes in the duties and responsibilities of elected members in carrying out the statutory duties outlined in the Act.

The Tribunal has determined to increase the fees for Councillors by 3.5% and the fees for Mayors by 7% effective on and from 1st July, 2003.

The following table below represents the new fees payable for the period 1st July, 2003 to 30th June, 2004:

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		Councillor Annual Fee		Mayoral Fees (paid in addition to Councillor Fees)	
		Minimum	Maximum	Minimum	Maximum
Category 2 Council		\$5,705	\$12,550	\$12,125	\$27,395

Council has discretion to determine the level of fees between the maximum and minimum figures. The annual current fees, set on 11th June, 2002 are \$12,125 for Councillors and \$25,605 for the Mayor.

Recommended: That Council determine the remuneration payable to the Mayor and Councillors for the 2003/2004 financial year.

Resolved on the Motion of Cr Corrigan, seconded Cr Winn that the remuneration payable to the Mayor and Councillors for the 2003/2004 Financial year be the maximum as determined by the Department of Local Government Remuneration Tribunal for a Category 2 Council, being \$27,395 for the Mayor and \$12,550 for Councillors.

RS037/03 THE MOTION WAS **CARRIED.**

(Councillor Batros voted against the Motion.)

3. Draft Camden Council Community Financial Assistance Policy

(File 4694) (Director Works and Services)

Purpose

This report advises Council of the comments received during the public exhibition period of the draft Community Financial Assistance Policy.

Background

Council at its meeting held in December 2001, requested a policy to guide the provision of sponsorship and donations to groups. This was in response to concern over a lack of clear guidelines to assist Council in the allocation of funds.

In the course of developing a sponsorship and donations policy it became apparent that a more strategic and holistic approach to the provision of funds was required. As a result a draft Community Financial Assistance Policy was developed which aims to cover all financial assistance provided by Council to community groups and organisations.

Councillors participated in two separate workshops on 14 October, 2002 and 2 December, 2002, where the key features of the proposed policy were discussed and comments suggested.

Key features of the policy are outlined below. A copy of the full policy is contained in **Tabled Document "RS 2"**

1. Establishment of a special fund to enable Council to respond to emergency relief requests such as bushfire or flood. Allocation of this pool of funding would be at the discretion of the Mayor. It is proposed that \$5,000 be allocated for this purpose.
2. All types of financial assistance offered by Council to community organisations will be covered by the policy, with no distinction between sponsorship, subsidy, grants and donations (including Civic Centre fee relief);
3. Clear procedures and guidelines to support the policy, including clear criteria for eligibility will relate directly to the needs identified in the Community Plan and emerging needs in the community and accountability requirements;
4. Two funding rounds will be held, with applications received in March and September of each year;
5. Categories for financial assistance are established and documented;

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6. Funding is available for community cultural development, sport and recreation and community development projects;
7. The policy will replace the existing policy 2.1.18 Community Support Policy – Civic Centre fee relief;
8. A merit based application system that is widely advertised and available to all community groups to access;
9. Introduction of an allocation of \$5,000 for funding requests of less than \$250 to be assessed against a clear criteria, with approval delegated to a panel consisting of the Mayor, Deputy Mayor and General Manager; and
10. Council's Gifted Persons Policy (2.1.1) will continue to operate in tandem with the new policy - funding will be allocated from Pool 2 (\$250 and under).

Council at its meeting held on 28 January, 2003 resolved that:

- (i) *Council place the draft '**Camden Council Community Financial Assistance Policy**' and supporting documents on public exhibition for a period of 2 months and that all groups currently receiving assistance will be asked to comment.*
- (ii) *Council reserve its decision on funding for any individual organisations until all public submissions are received and reported back to Council.*

Discussion

1. Public Exhibition Period

The draft Community Financial Assistance Policy was placed on public exhibition from 17 February to 14 April 2003.

The public exhibition period was advertised through the local newspaper (Camden-Wollondilly Advertiser). All groups and organisations listed in Council's Community Directory mailing list were sent information and invited to the community information sessions scheduled during the public exhibition period. Information on the draft policy was also distributed via the:

- Macarthur Community Forum's newsletter 'Forum Flash' (peak body for community organisations in the Macarthur area);
- Community noticeboards;
- Camden Council Customer Service Desks - Narellan and Camden;

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- Camden and Narellan Libraries;
- Cobbitty General Store, 357 Cobbitty Road, Cobbitty;
- Leppington Post Office and Newsagency, 1469 Camden Valley Way, Leppington; and
- Catherine Field Newsagency and General Store, 169 Catherine Field Road, Catherine Field.

Two community information sessions were held during the consultation period to explain the draft policy and assist groups make informed submissions. These were held on:

- 6pm, Tuesday 25 February, 2003, The Art Gallery, Camden Civic Centre; and
- 10am, Wednesday 12 March, 2003 at The Undercroft, Camden Civic Centre.

In addition, meetings were held with representatives from organisations that are currently receiving recurrent funding in the form of subsidies. These groups included:

- Camden International Friendship Association – Section 355 Committee;
- Camden Art Prize Committee;
- Ingleburn RSL Club and Campbelltown Community Pipes and Drums;
- Campbelltown-Camden District Band;
- South West Sydney Academy of Sport; and
- Camden Main Street Committee.

These meetings provided an informal opportunity to discuss the potential impact of the draft policy and any specific issues or concerns of the individual organisations.

Representatives from Camden Rugby Big Band were contacted and offered an opportunity to meet with Council Officers. This offer was not acted upon, although a written submission was received from the Band.

2. Summary of comments received during the public exhibition period

Following the public exhibition period a total of twenty-two (22) responses were received.

Copies of submissions received have been circulated to Councillors separately.

Comments received fell into two main categories:

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1. General comments on the policy structure and purpose; and
2. Comments on the potential impact of the draft policy on specific organisations.

A summary of submissions received by Council during the public exhibition period are provided in **Tabled Document "RS 3"**.

1. General Comments on the policy structure and purpose

A number of suggestions were offered. These included:

- (In relation to the \$250 and under pool) Financial assistance of \$250 is too low - \$500 was suggested as more appropriate;
- The policy is one-off project focussed and does not cater for on-going costs incurred by groups;
- Annual/bi-annual submission would be time-consuming and inefficient way to assist worthy groups;
- Policy should use numerals or letters rather than bullets – to assist in identifying them;
- Planning takes place 12 months in advance - Six-monthly funding rounds would make this difficult;
- Category for long term funding/annual funding should be established;
- Funding levels should be increased; and
- Emergency Relief Fund – amount should be allocated each year into the fund and accumulate until required.

2. Comments on the potential impact of the draft policy from specific organisations currently receiving an annual subsidy

Generally organisations agreed with the principles of the draft policy in providing fair and equitable access to Council funds. However, many groups felt that the draft policy should not apply to their particular organisation.

These comments have been grouped by organisation.

- (i) Camden International Friendship Association (CIFA)

CIFA felt that its policies and practices were consistent with the aims of the draft policy. In the group's submission to Council it stated that due to the particular circumstances of the group and the fact that it is established as a 355 Committee of Council it should be considered as separate from the policy and its current subsidy be made available to the group annually.

CIFA considers that as Council is a signatory to the friendship agreement with Shonan Town, it has a continuing obligation to support the programs and activities associated with this agreement.

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(ii) Camden Art Prize Committee

At present the Camden Art Prize receives approximately \$15,000 per annum in the form of a subsidy which is paid to the Committee and is based on the hire fees for the use of the Camden Civic Centre.

In their submission, the Camden Art Prize Committee felt that it was inappropriate for the Committee to be included within the parameters of the draft policy, as the amount currently received from Council was outside the maximum amount permissible in the draft policy, that is, a maximum of \$5,000 per funding round.

The Committee's submission stated that the amount received each year should be sufficient to cover hire of the Civic Centre, but that the Committee were willing to work towards minimising the period required to set up and stage the exhibition.

The Committee also felt that the Art Prize offered significant value to the community as an ongoing cultural activity and provides an ongoing valuable art collection to Council.

The Committee raised concerns about their ability to continue in its present form without guaranteed financial support from Council.

(iii) Ingleburn RSL Club and Campbelltown Community Pipes and Drums

No formal submission was received from this organisation, however a Council officer met with two members of the organisation, and discussed the draft policy and its implications for the group.

The group indicated that that they were comfortable with the draft policy and application process.

(iv) Campbelltown-Camden District Band

Band members submitted individual submissions on the draft policy. A total of twelve (12) submissions were received, nine (9) were from band members and three (3) from the office bearers.

The submissions consistently raised the following issues and concerns, that the:

- Band has always been accountable for funding received and displays Council logo at events;

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- Draft policy will not offer continuity of funding and that the Band would face difficulty in planning in advance;
- Policy does not cater for 'ongoing costs' incurred by the organisation;
- Band represents Camden at local, regional, state and international events;
- Band provides low cost, quality training for band members;
- Band requires regular income to continue good work and encourage excellence;
- Band consists of a number of dedicated volunteers, who give up their time on a regular basis to teach younger members and perform at community events; and
- Value to Council for performances over the year outweighs the subsidy received annually.

The Campbelltown-Camden District Band stated that the policy itself is '*excellent*', but that the activities of the Band are not catered for within the draft policy. The Band has requested that Council reconsider inclusion of the District Band within the draft policy and continue to support the organisation by way of an annual subsidy.

(v) South West Sydney Academy of Sport (SWSAS)

Council Officers met with the Executive Officer of SWSAS during the public exhibition period and discussed the draft policy and the potential implications for the organisation.

During discussions, the Executive Officer raised that financial assistance to SWSAS (\$5,000 per annum) should not be considered as part of the draft policy, as the contribution was in-line with support from other regional Councils, and is similar to contributions that Council currently makes to the members of other organisations, such as the Macarthur Regional Organisation of Councils (MACROC).

No formal submission was received from the organisation.

(vi) Camden Main Street Association

Council officers met with representatives from the Camden Main Street Association (CMSA) to discuss the draft policy and its implications for the Association.

A submission was received from the President of the Association outlining their concerns.

The Association stated that they appreciated the need to supervise and document the provision of monies to organisations, however they voiced some concerns, which included that the:

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- CMSA consists of a group of volunteers that represent the traders of Camden Central Business District;
- CMSA work conjunction with the Camden Chamber of Commerce for many years to organise the Christmas festival and that last year the budget for this exceeded the \$5,000 subsidy received from Council; and
- Christmas festival requires forward planning and therefore the Association would need to know in advance if funding was available, or the event would need to be cancelled.

(vii) Camden Rugby Big Band (CRBB)

A submission was received from the CRBB Bandmaster, which outlined the Band's position with regard to the draft policy. This included that the:

- Band appreciated the benefit of having a more strategic and holistic approach to the provision of funds to community groups;
- CRBB plan twelve months in advance and would find six monthly applications 'unsettling' as there is no guarantee that funding would be granted; and
- Band members are all volunteers and number over 100 members.

The CRBB suggested that Council consider a category for long-term or annual funding within the draft financial assistance policy.

3. Submissions received from individuals and/or organisations not currently receiving annual subsidy

Council also received a number of submissions from organisations and individuals that do not currently receive any ongoing financial assistance from Council. These submissions generally supported the draft policy and offered further comment. Submissions were received from:

- Camden Society of Artists;
- Vinnies Youth Housing;
- Camden Antique Fair Committee;
- Camden Reds Baseball Club;
- Camden Seniors Events 355 Committee; and
- Dr Liz Kernohan.

Comments made are summarised below: (a detailed summary of comments is provided in **Tabled Document "RS 3"**).

(i) Camden Society of Artists

This group stated that the policy was 'very acceptable' and suggested that the \$250 and under category was very low and

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should be raised to \$500 (which is 10% of the maximum amount available under the draft policy.)

(ii) Vinnies Youth Housing

This organisation stated that the policy appeared to be:

'a clear, comprehensive and fair process for applicants'

(iii) Camden Antique Fair Committee

The above group generally supported the need for a comprehensive financial assistance policy, but requested that the policy be reviewed to allow the Antique Fair access to Civic Centre Fee relief.

The draft financial assistance policy would replace the existing Civic Centre Fee Relief policy. Under the current 'Civic Centre fee relief policy' groups cannot apply for Civic Centre fee relief if they are charging an entry fee to the event.

Under the proposed policy all non-profit community groups would be eligible to apply for funding to assist with the hire costs of venues as part of a pre-determined program of events or project.

(iv) Camden Reds Baseball Club

This group felt that the policy was 'standard' and offered constructive feedback on the use of numerals rather than bullet points. They also thanked Council for asking their opinion.

(v) Camden Seniors Events 355 Committee

The above Committee suggested that a system that provided one funding allocation per annum in excess of \$5000 would be preferable.

(vi) Dr Liz Kernohan

Dr Kernohan, provided the only response received from an individual during the exhibition period.

The main points contained in the submission included that:

- The proposed policy is unacceptable due to the need for one-off grants for particular activities or pieces of equipment;
- The policy denies recurrent funding which is unsuitable for the 7 groups currently receiving subsidies from Council;

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- The Camden Art Prize (CAP) subsidy is a book entry which covers the cost of hire of the Civic Centre for the duration of the exhibition;
- Camden International Friendship Association, Camden Art Prize, South West Sydney Academy of Sport & Camden Rugby Big Band be considered as separate entities entitled to uncapped recurrent funding;
- Any change to annual subsidy to be decided at Council meeting 12 months in advance;
- Campbelltown-Camden District Band & Camden Rugby Big Band be guaranteed their existing funding and special assistance given when the Civic Centre is used for community concerts; and
- Ingleburn RSL Pipes & Drums to be dealt with under policy (does not use Civic Centre except for massed band concert).

Emergency Relief Fund

Council currently has a Mayoral Relief Fund which can be used when required. Unexpended funds are revoted annually.

To ensure that there are sufficient funds available in the event of an emergency it is proposed that an annual allocation of \$5,000 is provided under the Draft Community Financial Assistance Policy. This fund allows Council to respond to emergency relief requests such as bushfire or flood. Allocation of this pool would be at the discretion of the Mayor. It is proposed that \$5,000 be allocated for this purpose as an addition to the proposed community support pool.

Assessment

The intention of the draft Community Financial Assistance Policy is to create a more strategic and holistic approach to the provision of funds to community organisations and groups. The draft policy proposes a more streamlined application process, greater accountability for groups who receive funding and stronger links between projects funded and community needs.

Whilst it is recognised that the non-recurrent nature of the grants would cause some uncertainty to the groups that have traditionally received funding, it would increase the funds available to other groups in the area.

While Council has long supported a number of community groups within the Camden community it should be noted that Council is not a funding body. There are a number of alternative sources of funding such as MACAAS (Macarthur Area Assistance Scheme), CDSE (Community Development Support Expenditure Scheme), other State and Federal grants, as well as a number of philanthropic trusts and private

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companies who donate funding to community organisations and groups.

Council needs to ensure that the allocation of public funds is administered in a fair and equitable manner. There are approximately two hundred and ten (210) non-profit organisations located in and/or providing services and programs in the Camden Local Government area that are eligible to apply for funds and over time this will continue to grow.

Council has a role to support Community organisations so that they can provide opportunities to our citizens, however, Council also has a role to assist organisations to become self sufficient so that Council resources can be used to assist other groups as needs arise.

If Council chooses to support individual organisations on an ongoing basis, then it needs a clear rationale and the ability to review arrangements over time to ensure that funds are directed to where they are of greatest benefit to the overall community.

Whilst the two funding rounds may cause some concern to groups, the two funding rounds to provide greater flexibility and two opportunities to apply for funds in the financial year.

Proposal

The following proposal for the implementation of the draft policy is presented for Council's consideration.

- (i) Groups currently receiving recurrent funding \$5,000 and under

These groups would be able to apply for the same or greater level of funds they currently receive. However, under the policy their application would be assessed against identified priorities and on merit against other applications received.

This includes the:

- Ingleburn RSL Club and Campbelltown Community Pipes and Drums;
- Campbelltown-Camden District Band;
- Camden Rugby Big Band;
- South West Sydney Academy of Sport; and
- Camden Main Street Committee.

To assist these groups it is proposed that they be provided with their annual subsidy in the 2003/2004 financial year, that they are subject to the same accountability requirements as successful applicants under the *'Community Financial*

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Assistance Program' CFAP. However, these groups would need to apply through the CFAP there after.

(ii) CIFA as a 355 Management Committees

CIFA's request to maintain their funding is consistent with Council's treatment of other 355 Committees. That is, all 355 committees receive an annual amount to support their activities, for example, maintenance of a facility or funding of events/activities.

It is therefore reasonable that the Committee retain its contribution from Council. However, it should be recognised that the contribution is reviewed each year in the context of Council's budget development, as with other Council activities.

As a Committee of Council, CIFA would not be eligible for further financial assistance under the Community Financial Assistance Program.

(iii) Camden Art Prize Committee

The Art Prize Committee is the only organisation whose current annual subsidy exceeds the maximum amount allowable per funding round, that is \$5,000, under the draft policy.

The Committee has received their subsidy of \$15,003 as allocated in the 2002/2003 budget to assist with the Camden Art Prize held in May 2003. The Committee has expressed a willingness to work towards minimising the period required to host the event. This would help to reduce the cost to the group of hiring the Civic Centre, minimise lost revenue for Council and increase opportunities for other groups to utilise the Civic Centre. These fees are set to assist to meet the costs of using the Civic Centre. Therefore fees charged by the Civic Centre represent the real costs of running the venue, as opposed to simply a book entry.

The Camden Art Prize Committee is a valued group and has contributed enormously to the cultural richness of Camden for the past twenty-nine years. However, there are other cultural organisations that with Council's support could contribute equally to the local community. Council needs to ensure that any financial assistance that is provided is done so in a fair and equitable manner. Given the length of time and the substantial subsidy that the Council has provided, any changes to the current situation will require an appropriate transition arrangement to be implemented.

Three options are therefore put forward to Council for their consideration.

Option 1: The Art Prize Committee continues to receive its annual subsidy for Civic Centre hire subject to the

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Camden Art Prize's willingness to negotiate for a reduction of the hire period.

Option 2: The Art Prize Committee is to apply under the revised policy effective from the 2003/2004 financial year.

Option 3: The Art Prize Committee is provided with a one year transition period to assist the move to the new policy. A \$10,000 subsidy is paid to the Committee for the 2003/2004 financial year, with the Committee submitting an application and meeting all accountability requirements. In 2004/2005 the Committee would apply for funds through the Community Financial Assistance Policy.

Council officers will also work with the Camden Art Prize Committee to identify other sources of funding and revenue such as the Ministry for the Arts, that will assist the Committee in the delivery of the Art Prize.

Conclusion

The draft Community Financial Assistance Policy outlines a number of fundamental changes to the way Council distributes funding to community groups and organisations within the Camden Local Government Area. The draft policy offers Council the opportunity to put in place a program that is strategic and holistic in its approach.

It is recognised that the proposed changes will have a particular impact on groups that have been receiving annual subsidies for a number of years. These groups undoubtedly contribute enormously to the cultural fabric of Camden, and their commitment and dedication to the provision of quality outcomes remains unquestioned. This view however needs to be balanced with the demand placed on Council to provide fair and equitable access to available funds, and provide opportunities for all community groups and organisations to benefit from Council's support.

The Community Financial Assistance Policy proposes a larger pool of funds that will allow Council to allocate funds according to changing community needs and priorities. The draft policy also provides a level of flexibility, rather than being 'locked in' to a series of annual subsidies; allows for greater recognition of Council support and ensures Council is accountable and best placed to respond to community need.

Recommended: That:

- (i) Council adopt the draft Community Financial Assistance Policy and commence implementation in the 2003/2004 financial year;

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- (ii) Council nominate which option it wishes to implement in relation to the future funding of the Camden Art Prize;
- (iii) Council continue to fund the Camden International Friendship Association (CIFA) 355 Community Management Committee as a Committee of Council; and advise CIFA that they are not eligible as a Committee of Council to seek additional funding through the Community Financial Assistance Program; and
- (iv) Council allocate \$5000 to establish an emergency relief fund as outlined in the draft Community Financial Assistance Policy.

MOTION

Moved Cr Campbell, seconded Cr Winn that Council adopt the Draft Community Financial Assistance Policy when the following amendments are incorporated into the policy:

- (i) *A category be established under the Cultural Development and the Arts category for designated cultural groups which provides a basic amount of recurrent funding for their annual use;*
- (ii) *The designated Cultural Development and the Arts category include the groups previously listed as the groups receiving line items amounts in the Council's Annual Budget.*
- (iii) *The designated groups within the Cultural Development and the Arts category for the purposes of accountability be required to provide an annual statement to Council outlining their membership, functions attended, contribution to the community and detailing how the funding was expended during the year;*
- (iv) *The designated groups within the Cultural Development and the Arts category be eligible to make submissions for additional funding through the Community Financial Assistance Policy;*
- (v) *The Camden Art Prize Committee continue to receive its annual subsidy for Civic Centre Hire subject to the Committee's willingness to negotiate a reduction in the duration of the hire;*
- (vi) *In the Sport and Recreation category, the South Western Academy of Sport be included to receive an ongoing annual grant but not be eligible to make a submission for additional funding and for the purposes of accountability be required to provide an annual statement to Council detailing their membership, activities undertaken, contribution to the community and outline how the funding was expended during the year;*

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- (vii) *Under the Community Development category, the Camden Main Street Committee receive an ongoing annual grant for the Camden Light Up Festival and for the purposes of accountability be required to provide an annual statement to Council outlining how the funding was expended during the year;*
- (viii) *The Community Financial Assistance Policy overall reflects yearly funding lines with yearly submissions in the \$251 - \$5,000 category; and*
- (ix) *Submissions to Council be accepted at any time from groups who consider they may be entitled to be designated a Cultural Group for an annual recurrent funding amount.*

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

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

FURTHER MOTION

Moved Cr Corrigan, seconded Cr Campbell that further consideration of the report be deferred until the next meeting to enable the printing and circulation to Councillors of the points to Cr Campbell's motion.

RS038/03 THE MOTION ON BEING PUT WAS **CARRIED.**

(Cr Campbell voted against the Motion)

4. Department of Community Services Funding Agreement.

(File 1323) (Director Works and Services)

Purpose

Council is advised that it is required to sign the New South Wales Department of Community Services funding agreement in relation to the provision of funding for the Community Project Officer (Children and Families) and Community Project Officer Generalist positions.

Discussion

The Department of Community Services provides funding to Council for the position of Community Project Officer (Children and Families). This position provides the children services sector with resources, timely dissemination of information, training opportunities, funding submission assistance as well as ongoing support and advocacy on a day to day basis.

The Department also provides funding to a second Community Project Officer position, for the purpose of assisting the development of capacity building and general community work.

Prior to receiving funding for the 2003 – 2004 financial year Council is required to enter into the funding agreement with the Department of Community Services.

The funding agreement is for the period 1 July 2003 to 30 June 2004. It is anticipated that Council will receive \$49,722 for the Community Project Officer (Children and Families) and \$11,098 for the Community Project Officer, Generalist.

Recommended: That

- (i) Council enter into the agreement with the Department of Community Services for the provision of funds for the Community Project Officer (Children and Families) and Community Project Officer, Generalist positions; and
- (ii) the Common Seal be affixed to the required documents.

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Resolved Cr Corrigan, seconded Cr Winn that

- (i) Council enter into the agreement with the Department of Community Services for the provision of funds for the Community Project Officer (Children and Families) and Community Project Officer, Generalist positions; and*
- (ii) the Common Seal be affixed to the required documents.*

RS039/03 THE MOTION WAS **CARRIED.**

5. Draft Community Wellbeing Policy
(File 4695) (Director Works and Services)

Purpose

This report advises Council of the comments received during the public exhibition period of the draft Community Wellbeing Policy.

Background

Council at its meeting held on 10 February 2003 resolved that:

“Council endorse the draft Community Wellbeing Policy and that it be placed on public exhibition for a period of six weeks.”

Discussion

1. Public Exhibition Period

The draft Community Wellbeing Policy was placed on public exhibition from 17 February 2003 until 31 March 2003.

The public exhibition period was advertised through the local newspaper (Camden Wollondilly Advertiser). All groups and organisations listed in Council’s Community Directory mailing list were sent information about the exhibition period and community information sessions. Information on the draft policy was also distributed through the Macarthur Community Forum’s newsletter ‘Forum Flash’ (peak body for community organisations in the Macarthur area) as well as on community noticeboards.

The draft policy was made available at the following locations:

- Camden Council Customer Service Desks - Narellan & Camden;
- Camden and Narellan Library;
- Cobbitty General Store, 357 Cobbitty Road, Cobbitty;
- Leppington Post Office and Newsagency, 1469 Camden Valley Way, Leppington; and
- Catherine Field Newsagency and General Store, 169 Catherine Field Road, Catherine Field.

Two community information sessions were held during the consultation period to provide information on the policy and assist groups make informed submissions, these were held on:

- Tuesday 25 February, 2003 at The Art Gallery, Camden Civic Centre; and
- Wednesday 12 March, 2003 at The Undercroft, Camden Civic Centre.

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2. Summary of comments received during the public exhibition period

Following the public exhibition period a total eight (8) responses were received, of these:

- Four (4) responses were received from individuals; and
- Four (4) from community groups/organisations.

Comments received fell into three (3) main categories:

1. Amendments to grammar, word use;
2. Suggested additions to draft policy; and
3. General Comments on the policy structure, direction, purpose.

A detailed summary of comments in contained in **Tabled Document "RS 5"**. Copies of full submission have been circulated to Councillors separately.

1. Amendments to grammar, word use

A number of minor changes to sentence structure, terminology and word usage were suggested. These suggestions, where possible, have been incorporated into the draft policy. Examples included the word '*wellbeing*' being hyphenated in some parts of the document.

2. Suggested additions to draft policy

A number of suggested inclusions were offered. These included:

- Additional statements relating to accessibility and life long learning as components of Community Wellbeing;
- Extending the definition of active citizenship and participation to include reference to 'stimulating debate' amongst the community;
- Balancing the rights of citizens with responsibilities towards other citizens and making a positive contribution to community life;
- A statement under 'social capital' to reflect that Council wants to encourage an environment where people feel free to express diverse opinions and know that they are valued;
- Replacing the word 'tolerance' with 'valuing diversity'; and
- In relation to community consultation, that feedback is provided to citizens who have participated in the community consultation process on the outcome.

These suggestions have been incorporated into the draft policy.

3. General comments on the policy structure and purpose

There were a number of questions raised during the consultation period. These are set out below.

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- (i) *'Will the Community Wellbeing policy replace the existing Access and Equity policy?'*

It is proposed that the Community Wellbeing Policy replace the existing Access & Equity Policy. The Community Wellbeing policy is designed as a tool to support social sustainability within the Camden Local Government Area. It is an overarching policy statement that sets the tone and direction of future Council activities by fostering and developing the four underlying principles of Social Justice, Social Capital, Democratic Governance and Active Citizenship.

The principles of access and equity are included within '*social justice*' one of the four underlying principles of social sustainability or community wellbeing. The current Access and Equity policy is primarily a Local Ethnic Affairs Priority Statement or (LEAPS) and focuses mainly on Non-English Speaking or Culturally and Linguistically Diverse (CALD) people within our community. The Macarthur Migrant Resource Centre has requested in their submission that:

"Council develop and maintain an active 'Access and Equity for CALD Communities' policy."

It is envisaged that specific actions around CALD issues would be addressed through Council's social planning process.

- *Does the policy relate to any other state/federal legislation?*

The policy is consistent with the principles of the NSW policy on Social Justice, Disability Discrimination Act etc. However, the policy does not make specific reference to these documents.

- *If the policy is not available in other languages – how can Council endorse a policy that promotes social justice?*

Several respondents expressed concern that the policy was not available in other languages. It is recognised that the numbers of people living within the Camden community who speak a language other than English at home is increasing. In 1996, 2,558 of Camden residents stated that they spoke another language at home. By 2001, 3,701 of residents spoke another language at home.

The need to produce information must be weighed against the many priority areas facing Council. Council does not currently have a dedicated budget to 'translate' information into community languages. However, it is proposed as part of the 2003/2004 budget to provide a translated message with relevant community information distributed to the public. This message advises customers to access the Translating and Interpreting Service (TIS) (a free service for non-English

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speaking people) who can contact Council on behalf of the customer and communicate the information in their language.

It should also be noted that Councils with high non-English speaking populations do not translate all materials but rather select a few key documents, in particular, general brochures on Council services and regulations as well as translated messages on the reverse of letterheads. Apart from the cost of translating all materials, the level of literacy in particular language groups can also vary significantly.

- *How will the policy objectives be met – why is there no action plan?*

Concerns were raised that the community wellbeing policy did not contain actions. The community wellbeing policy is the lead policy within a broader social sustainability policy framework that contains a series of policies that cascade down to the more specialist operational policies. **Tabled Document “RS 6”**

The community wellbeing policy is a statement of principles that are broad and that can be applied in a variety of situations to guide Council’s decision making thus ensuring that its practices are consistent with the promotion of social sustainability.

Actions that Council will take to implement the policy will be contained in plans, such as the social/community plan, Youth Strategic Plan etc. Specific actions and strategies will change over time. However, the underlying principles will remain constant.

- *Language used is not user friendly – how will the community understand this?*

Several respondents raised that the language used in the draft policy was difficult to understand and not user friendly.

The language used in the draft policy is technical language and used widely within the community sector. While it is acknowledged that the terms such as ‘social capital’, ‘social justice’, ‘democratic governance’ and ‘active citizenship’ are not widely understood, a full explanation of the terms is contained within the policy.

It is proposed to produce a ‘plain’ English brochure on Community Wellbeing for general community use. This is consistent with the approach undertaken with other Council policies such as the banners and signs on road reserves. It should also be noted that unless the words such as ‘social capital’ are actively introduced into our language they will not become widely understood and accepted, as once was the case with terms such as ‘ecologically sustainable development’.

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It was suggested through the public consultation process to place the 'policy statement' at the front of the document, and to add the explanation of the terminology at the end. This has been done to aid general understanding of the policy.

Conclusion

The Community Wellbeing Policy is designed to outline Council's role in promoting social sustainability within the Camden Local Government Area. It is an overarching policy statement that sets the direction for Council's activities and supports the principles of social justice, social capital, democratic governance and active citizenship.

Recommended: That:

- (i) Council adopt the Community Wellbeing policy and rescind the existing Access and Equity Policy 2.2.; and
- (ii) Council write to all individuals/groups that made submissions to advise them of the outcome.

MOTION

Moved Cr Corrigan seconded Cr Winn that further consideration of this report be deferred to the next Council Meeting to allow time for appropriate examination.

RS040/03 THE MOTION WAS **CARRIED.**

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NOTICE OF MOTION

I, Councillor Campbell hereby give notice of my intention to move the following at the Council meeting of 10th June, 2003:

“I move, that Council reimburse the costs of hall hire and sound operator for the Camden Band Festival to be held at the Camden Civic Centre on 20th June, 2003. The hall hire costs are \$715.00 and operator \$220.00 which totals \$935.00. Funding is available from the Hall Subsidy Music & Performance Budget (Job No. 1886.212) and I move that the normal requirement that no entry fees be charged be waived in this instance.”

Signed:

Cr Eva Campbell

The Notice of Motion was formally moved Cr Campbell seconded Cr Corrigan -

That Council reimburse the costs of hall hire and sound operator for the Camden Band Festival to be held at the Camden Civic Centre on 20th June, 2003. The hall hire costs are \$715.00 and operator \$220.00 which totals \$935.00. Funding is available from the Hall Subsidy Music & Performance Budget (Job No. 1886.212) and I move that the normal requirement that no entry fees be charged be waived in this instance.

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THE NOTICE OF MOTION WAS **CARRIED.**

(Cr Anderson voted against the Motion)

The Meeting closed at 7.20pm.