

**MINUTES OF RESOURCES & SERVICES COMMITTEE HELD  
13 SEPTEMBER, 2004 CIVIC CENTRE, OXLEY STREET, CAMDEN**

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**Present:** Cr Anderson (Mayor/Chairperson), Cr Dewbery, Cr Elliott, Cr Kernohan, Cr Campbell, Cr Whiteman, Cr Cagney, Cr Funnell  
Cr Johnson.

**Staff:** General Manager, Director Development & Environment,  
Director Governance & Outcomes, Director Works & Services,  
Manager Development, Manager Outcomes, Manager  
Environment & Health, Manager Engineering, Manager  
Community Services, Manager Employee Relations, Senior  
Governance Officer.

**APOLOGIES**

There were no apologies.

**DECLARATION OF PECUNIARY OR CONFLICT OF  
INTEREST**

There were declarations to be noted.

**1. Investment Monies**

(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

1. 30 April 2004
2. 31 May 2004
3. 30 June 2004
4. 31 July 2004

**was provided as an attachment at the end of the report.**

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) have returned an average daily yield of 5.88% for the months April, May and June 2004. July 2004 returned an average daily yield of 5.86%.

The average return of all investments both call and term was

1. 5.89% for the month of April 2004
2. 5.90% for the month of May 2004
3. 5.88% for the month of June 2004
4. 5.80% for the month of July 2004

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 for April, May, June and July 2004 be noted.

(iii) The following average monthly interest rate returns be noted:

1. 5.89% for the month of April 2004
2. 5.90% for the month of May 2004
3. 5.88% for the month of June 2004
4. 5.80% for the month of July 2004

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*Resolved on the Motion of Cr Campbell, seconded Cr Johnson  
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 for April, May, June and July 2004 be noted.*
  
- (iii) The following average monthly interest rate returns be noted:*
  - 1. 5.89% for the month of April 2004*
  - 2. 5.90% for the month of May 2004*
  - 3. 5.88% for the month of June 2004*
  - 4. 5.80% for the month of July 2004*

*RS068/04 THE MOTION ON BEING PUT WAS **CARRIED.***  
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**2. Draft Code Of Conduct – Submissions**

(Director Governance and Outcomes) ()

**Purpose Of Report**

To inform Councillors of the receipt of the Draft Code of Conduct prepared by the Department of Local Government and a call for submissions.

**Background**

The Local Government Act, 1993 requires Councils to prepare and adopt a Code of Conduct. The Act goes on to say, the Minister may prepare a Model Code and a Council may adopt the Model Code. A Council must review its Code of Conduct within 12 months of each ordinary election.

Camden Council adopted the Departmental Model Code in 1995 with some modifications. The most recent review of the Code took place in May, 2003.

Over the past few months, the Department has worked with a review group of representatives from Local Government and State agencies to review the Code. The review has involved updating the model taking into account recent standards of good practice.

The Government currently has legislation before parliament that will, among other things, impose the Model Code as a mandatory minimum for Councils and will potentially implement an enforcement process to ensure compliance with the Code.

The Department has invited Councils to lodge comments on the draft by Friday, 17th September, 2004.

**Main Report**

The key principles on which the Draft Code is based are:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership and
- Respect.

The draft Code sets out general conduct obligations, including compliance with the provisions of the Local Government Act, to act lawfully, honesty and exercise reasonable care and diligence, respect all community members and Council officials

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and treat them with courtesy at all times, avoid behaviour that could be deemed misbehaviour, to consider issues consistently, fairly and promptly and not to harass, discriminate or assist other who harass or discriminate.

The Draft Code differs from Council's current Code in the areas of Personal Benefit (Part 6), Relationship between Council Officials (Part 7), Access to Information and Council Resources (Part 8) and Reporting Breaches, Investigation Procedures and Sanctions (Part 9).

Personal Benefit - Defines Token Gifts and Gifts of Value and generally clarifies the situation relating to acceptance of gifts by Councillors, staff or family members.

Relationship between Council Officials - Draft expands on inappropriate interactions between Councillors and Staff, in particular approaching staff directly to obtain information or attempting to influence recommendations. Highlights specific inappropriate interactions.

Access to Information and Council Resources - Draft specifically outlines procedures restricting Councillor access to Council Buildings.

Reporting Breaches, Investigation Procedures & Sanctions - The Draft provides for the establishment of a Conduct Committee, consisting of the Mayor, General Manager, Council's nominated legal advisor or other independent person. Reported instances of suspected breaches of the Code to be reported to the General Manager, who will then refer the matter to the Conduct Committee.

Where a Councillor has been found to have breached the Code, sanctions may be imposed, Council may resolve to impose several listed sanctions.

A set of guidelines also accompanies the Draft Code containing the key topics to be addressed in a code of conduct and outlines the role of the Code of Conduct and also contains examples and/or case studies to illustrate the ethical problems Council officials may encounter. The Code is intended to be the mandatory minimum standard for a Council's own Code of Conduct.

Camden Council's current Code is more comprehensive than the Model Code and was endorsed by the Department of Local Government when last reviewed in 2003. When the draft Model Code is adopted and enshrined in the legislation it will be necessary for Council to incorporate those matters not currently contained within its own Code into that Code.

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**Conclusion**

A copy of the Draft Code of Conduct and guidelines has been circulated separately for the information of Councillors. Councillors should determine if any issue or issues require the lodgement of a formal submission to the Department by 17th September, 2004.

Recommended: That Council determine if a formal submission is to be made to the Department of Local Government.

**MOTION**

Moved Cr Johnson, seconded Cr Whiteman that no submission be made to the Department of Local Government.

RS069/04 THE MOTION ON BEING PUT WAS **CARRIED**.  
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**3. Purchase of Land – Mount Annan District Centre**

(Director, Governance and Outcomes)(3731/3)

**Purpose of Report**

To inform Council of progress in negotiations for purchase of land in the Mount Annan District Centre and authorise affixing of Council seal on documents and categorisation of land.

**Background**

At the Ordinary Meeting on 22nd October, 2001, Council was advised of the possibility of purchasing land within the Mount Annan District Centre for future Council use. As a result of continuing negotiations, a site suitable to Council's requirements has recently been subdivided and registered with the Land Titles Office.

**Main Report**

Over the past several months, Council officers have been in discussion with the current owner of the site, Woolworths Limited and the owners of adjacent land to agree on a co-ordinated approach to a proposed extension of development of the District Centre.

Council's Contributions Plan identifies the need for the acquisition of a site in the Mt Annan commercial area for future community facilities. The purchase of the site will be fully met from Section 94 contributions and funds are currently available in the Plan.

The land in question is Lot 205 DP1070297 located in Annanvale Circuit, Mount Annan. Lot 205 is approximately 3462 sq metres in size and is adjacent to the Mount Annan Market Place. It is ideally located to provide Council with an excellent presence in the main commercial centre of Mount Annan. **A Plan showing the land in question was attached.**

Negotiations have been proceeding and appropriate valuations have been determined for the purchase of the site. While those negotiations have not yet been finalised the price to be agreed will be within an appropriate market range for the site given its location and zoning.

**Conclusion**

Negotiations are continuing with Woolworths Limited for the purchase of the site and in order for the transaction to proceed smoothly at the appropriate stage, Council is now required to confirm the purchase and to authorise the affixing of the Council seal to the Contract of Sale and relevant documents.

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The land when purchased will be classified in terms of Section 31 of the Local Government Act, 1993 as Operational land.

Recommended: That Council

- i) Proceed with the purchase of Lot 205 DP 1070297 Annanvale Circuit, Mount Annan from Woolworths Limited;
- ii) affix the seal of Council to any documents relevant to the purchase; and
- iii) The land upon transfer to Council to be categorised as "Operational" land under the Local Government Act, 1993.

**MOTION**

*Moved Cr Campbell, seconded Cr Kernohan that Council determine if a formal submission is to be made to the Department of Local Government.*

- i) Proceed with the purchase of Lot 205 DP 1070297 Annanvale Circuit, Mount Annan from Woolworths Limited;*
- ii) affix the seal of Council to any documents relevant to the purchase; and*
- iii) The land upon transfer to Council to be categorised as "Operational" land under the Local Government Act, 1993.*

THE MOTION ON BEING PUT WAS **LOST**.

*(Cr Anderson, Cr Dewbery, Cr Elliott, Cr Kernohan, Cr Whiteman, Cr Cagney, Cr Funnell and Cr Johnson voted against the Motion).*

**FURTHER MOTION**

*Moved Cr Kernohan, seconded Cr Funnell that*

- (iv) Council proceed with negotiations for the purchase of Lot 205 DP1070297 Annanvale Circuit, Mount Annan from Woolworths Limited.*
- (v) The proposed purchase price be referred back to Council for approval prior to signing of contracts.*

RS070/04 THE FURTHER MOTION ON BEING PUT WAS **CARRIED**.

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*(Cr Campbell voted against the Motion).*

**4. Council Meeting – 25<sup>th</sup> October, 2004 – Cancellation**

(Director, Governance and Outcomes)(3802)

Council at the Resources and Services Committee on 9 August, 2004, nominated Councillors Anderson, Cagney, Elliott, Johnson and Kernohan to attend the Local Government Association Conference to be held in Armidale from Saturday, 23rd October to Wednesday, 27 October, 2004.

However, it is noted an Ordinary Council Meeting is scheduled for the 3rd Monday, being 25 October 2004. As 5 Councillors will be attending the LGA Conference, there will not be a quorum present to enable the scheduled Meeting to occur.

In past years, it has been practice to cancel this meeting and it is again recommended this meeting be cancelled and the necessary public notification be given in local papers.

Recommended: That the Ordinary Council Meeting scheduled for Monday, 25 October, 2004 be cancelled due to the attendance of Councillors at the Local Government Association Annual Conference and the necessary public notification be given.

Resolved on the Motion of Cr Kernohan, seconded Cr Johnson that the Ordinary Council Meeting scheduled for Monday, 25 October, 2004 be cancelled due to the attendance of Councillors at the Local Government Association Annual Conference and the necessary public notification be given

RS071/04 THE MOTION ON BEING PUT WAS **CARRIED.**

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**5. Youth Employment – Camden Council**

(Director Governance & Outcomes)()

**Report Purpose**

To inform Councillors of the success of a number of initiatives aimed at assisting young people gain entry into the workforce by providing employment opportunities within the Council workforce.

**Main Report**

In October 2000 Council commenced a program in conjunction with Macarthur Group Companies to provide traineeships for young people in the area. These traineeships provide opportunities for young people to gain a nationally recognised qualification through accredited training and valuable work experience. Since that time a total of 24 young people have been employed in Administrative Traineeships.

Of that number, 18 of the 19 trainees completed their traineeships and went on to permanent employment or further study. Another five administrative trainees are currently employed and will graduate in January 2005.

In April this year Council, again in partnership with Macarthur Group Companies, employed an apprentice horticulturalist, Lauren Acklerley. This was the first time for a number of years that an apprentice had been employed at Council and has proven to be most successful. At the recent Awards Ceremony, Lauren was selected as the 2<sup>nd</sup> Year Apprentice of the Year 2004.

In addition to the above program Camden Council also offers the following employment programs:

- three Award based trainees are currently employed in the areas of Employee Relations, Library and Land Information Systems.
- two part-time student Planners are currently employed in the Development and the Outcomes Branch.
- two supported wage employees (this is a program specifically designed for people with a disability).

Camden Council is also a strong supporter of work experience programs through TAFE Colleges, Universities and local High Schools with a total of 25 students participating over the past twelve months. Recently, in response to specific requests, Camden Council provided opportunities for two young people with a disability who were experiencing difficulty gaining work experience.

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It can be seen from the above information that Camden Council is strongly committed to providing employment opportunities for young people in our local area. In addition, the above figures satisfy Council's strategic objective of having at least 5% of the workforce made up of trainees and people with a disability.

*Recommended: That Council endorse the program and support its continuation.*

**MOTION**

*Moved Cr Johnson, seconded Cr Funnell that*

- (i) Council endorse the program and support its continuation.*
- (ii) Council congratulate Lauren Ackerley on her achievement as second year Apprentice of the Year 2004.*
- (iii) Investigate opportunities to increase Council employment of apprentices.*

RS072/04 THE MOTION ON BEING PUT WAS **CARRIED.**  
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**6. Councillor Conferences**

(General Manager)

At the Council Meeting on 23 August 2004, Councillor Eva Campbell requested a report to Council on how many Councillors had attended conferences since March 2004, were their expenses paid by Council or from their allowances and the details of expenses paid by Council.

Two Councillors have attended conferences since March 2004. The details and expenditure are as follows:

**Cr Cindy Cagney**

Communities in Control Conference, 7/8 June 2004, Melbourne

**Expenses**

Air travel	\$343.38
Shuttle	\$ 75
Accommodation	\$300
Registration	<u>\$295</u>
<i>Total</i>	\$743.38

**Cr Peter Johnson**

National Local Roads Conference, 11-13 July, Barossa Valley, SA

**Expenses**

Air travel	\$406.56
Accommodation	\$448.50
Registration	<u>\$760</u>
<i>Total</i>	\$1615.06

All costs were paid for from budget allocation for Councillor Expenses as is the normal practice.

Recommended: That the report be noted.

*Resolved on the Motion of Cr Funnell, seconded Cr Whiteman that the report be noted.*

RS073/04 THE MOTION ON BEING PUT WAS **CARRIED.**

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**7. Lease Of Camden War Memorial Swimming Pool**

(2463/6) (Director Works and Services)

**Purpose Of Report**

To recommend the appointment of a new lessee for the Camden War Memorial Swimming Pool for the seasons 2004/05 – 2005/06 (2 year period) with an option for a further season extension (2006/07)

**Background**

The lease with current operators, Breakpoint Leisure Management Inc. expired on 1 May, 2004, following a 1 year extension on the previous lease.

**Main Report**

As required by the Local Government Act, 1993, adjacent landowners were notified of Council's intention to call for expressions of interest for leasing of the Swimming Pool. No submissions have been received. Subsequently, the formal expressions of interest for the management and operation of the Pool for the 2 year period were called and closed on 3 August, 2004. Advertisements were placed in the Sydney Morning Herald and local media on 13, 20 and 27 July, 2004. A total of eleven Expression of Interest documents were issued to interested parties, including current lessees Breakpoint Leisure and J.A. Nichols (lessees of Mount Annan Leisure Centre). At the close of the deadline, two written submissions were received. The applicants were:

- Robert and Janice Weir trading as R & J Swim; and
- LeisureCo Pty Limited.

**R & J Weir (R & J Swim)** are a husband and wife entity with 20 years experience in the Aquatic and Leisure industry. They currently manage the Moree Swimming Centre. The Centre currently has 14 permanent staff plus up to 10 casuals. They operate Swim Schools for the Council and are certified Coaches. They have had previous experience in swimming centres at Warren Shire, Narromine Shire, Gloucester Shire, Warrant, Inverell and currently at Moree Shire.

**LeisureCo Pty Limited** is an established and substantial leisure management company operating more than twenty leisure facilities around Australia. The Head Office is in South Australia. LeisureCo has managed swimming pools, public sporting venues, function centres and health clubs since 1983 with sites in capital cities and remote regional areas. A list of the current sites are: Bateau Bay Recreation Centre & Lake Haven Recreation Centre (Wyong Shire Council); Five Dock Leisure Centre (Canada Bay Council); Whitlam Leisure Centre

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(Liverpool City); Hurstville Leisure Centre (Hurstville Council); Bunbury-South West Sports Centre (City of Bunbury WA); Noalunga Leisure Centre (City of Onkaparinga SA) and Mt Gambier Aquatic Centre (City of Mt Gambier SA).

In addition to the above brief outline of the applicants, the submissions were assessed on the criteria outlined in the Expression of Interest document, addressing the following issues:

**Access and Hours of Operation.**

The submission from R & J Swim did not address this criterion. LesureCo will comply with the hours stated in the Expression of Interest document.

**Safety and Professionalism**

This criterion covers such items as Occupational Health & Safety, Child Protection, RLS Pool Operations, compliance with Public Swimming Pool guidelines and Insurance.

The submission from R & J Swim did not address many of the items directly in this section, such as compliance with Occupational Health and Safety, Child Protection, Workcover, Department of Health Public Swimming Pools and Spa Guidelines. The applicants did state experience in dealing with staff in these matters, no specific outline of the level of exposure was given. While the applicants do currently operate a Swimming Centre in Moree, and the application shows experience at previous swimming centres, it would be implied the applicants have the expertise and experience, however, this was not provided in the submission. R & J Swim would require an OH & S audit to be completed prior to commencement in order to obtain insurance for the facility.

LeisureCo provided a detailed response to this criterion. All staff are Royal Life Saving Society qualified, emergency procedure drilled with safety audits and strict safety standards are central to the "Swimway Safety Service." The company has sufficient Public Liability Insurance (\$30M) Professional Indemnity Insurance (\$5M on any one claim) and Professional Liability (\$5M). The company has been contacted and has the past record with a number of high profile aquatic facilities to satisfactorily cover all induction, child protection, safe work method procedures and on-going operation and compliance issues.

Proof of this documentation, internal policies and guidelines; and compliance will be required to be lodged before sign up of the lease.

**Inter-related Services**

Kiosk

R & J Swim did not provide a statement, although they do hold food hygiene qualifications.

LeisureCo implied the current service would be maintained at a minimum. Their program and events Plan identifies service expansion and improvement. Human resource staff numbers identified will be beyond minimum standard.

Club Bookings

R & J Swim did not provide a statement, although previous experience and qualifications would imply knowledge of this area.

LeisureCo indicate the current service level will be maintained at minimum and possibly expanded.

Teaching/Coaching

R & J Swim stated previous experience and qualifications in this area, but made no comment on programme for Coaching.

LeisureCo indicate the current service level will be maintained at minimum and possibly expanded.

Financial details

R & J Swim request a retainer of \$150,000 to be paid by instalments, over an eight-month period. R & J Swim will accept the full expense of operating the facility.

LeisureCo have requested a single service fee of \$25,000 in the first year for the operation of the facility. This includes all LeisureCo safety systems and protocols, staffing with qualified staff. LeisureCo will operate the facilities in Year 1 within the 2003/04 fee structure with no price increase. LeisureCo would return to Council any surplus earned, or that part of the Management fee, not required to operate the facility over the \$25,000 service fee through an "open book" approach to financial management of the Camden Pool. From Year 2 onwards, when an accurate trading pattern has been established, it is proposed to enter into a performance based agreement with Council based on alternative fees and operational models to improve the financial performance of the Centre.

Accommodation

No reference is made to the use of the Flat at the Swimming Centre by either applicant.

LeisureCo have determined they do not need access to the pool flat, as they plan to use local people to staff all aspects of supervision of the facility. Availability of the pool flat will be addressed with the successful leasee.

Proposed programmes

R & J Swim enclosed in the submission, copies of promotional magazines and leaflets, which indicate experience in this area. No specific mention of a package

of proposed events or calendar was made in the submission.

LeisureCo have proposed a full "Program and Events Plan" and a Promotion Plan. This Plan outlines activities and events such as open days, sample sessions and diverse community based leisure and cultural activities. Low fee activities aimed at providing leisure opportunities for the young, elderly and disabled are also nominated. The Calendar runs from October, 2004 to April, 2005 and is itemised on a monthly basis.

### **Summary**

The submission of R & J Swim complies in the area of overall experience in leisure centre management, however, does not address specific issues requested such as OH & S and Child Protection qualifications. The submission provides the resume of both partners in the entity but does not address the key issues requested in sufficient depth.

LeisureCo appear to have a consistent track record of management of large aquatic facilities. The performance of the company has been checked with other Councils for whom they operate Aquatic Leisure Centres. The company approach appears to be geared to make the most of the centre; and to provide high risk management initiatives. Their application notes an organisational structure to adequately manage the Camden Pool facility.

### **Recommended: That:**

- (i) Council accept the submission by LeisureCo Pty Ltd for the operation and management of the Camden War Memorial Swimming Pool for the period 2004/05 to 2005/06, with the option of a further season (2006/07) for a single fee of \$25,000 for the first season;
- (ii) Consideration be given to a performance based contract for years 2005/06 and 2006/07, after successful completion of 2004/05 season;
- (iii) Acceptance is based on suitable proof of documentation being lodged prior to signing of the lease.
- (iv) The Council seal be affixed to the lease document.

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**MOTION**

*Moved Cr Dewbery, seconded Cr Johnson that:*

- (i) Council accept the submission by LeisureCo Pty Ltd for the operation and management of the Camden War Memorial Swimming Pool for the period 2004/05 to 2005/06, with the option of a further season (2006/07) for a single fee of \$25,000 for the first season;*
- (ii) Consideration be given to a performance based contract for years 2005/06 and 2006/07, after successful completion of 2004/05 season;*
- (iii) Acceptance is based on suitable proof of documentation being lodged prior to signing of the lease.*
- (vi) The Council seal be affixed to the lease document.*
- (v) Council incorporate into the lease an extension of the swimming season to include the Easter School holidays each year.*

RS074/04 THE MOTION ON BEING PUT WAS **CARRIED**.  
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**8. Argyle Street, Camden – Pedestrian Safety**

(File 1947) (Director Works and Services)

**Purpose of Report**

Council has received two petitions regarding safety concerns at the pedestrian crossings in Argyle Street, Camden. This report outlines the concerns raised in the petitions and the progress of the investigation of these concerns.

**Petition**

A recent search of this file found two petitions regarding resident's concerns of safety at these pedestrian crossings received in June 2004. Council has notified the lead signatories that the matter will be addressed by Council and the Traffic Committee.

*Two petitions, signed by total of 147 people have been received by Council. The petition states:*

The petitioners have concerns that the pedestrians are nearly struck down by drivers who fail to stop or slow down to give way to pedestrians. The petitions suggested the following measures to improve the safety of pedestrians in Argyle Street:

- *Paint zigzag marking on the approach to the pedestrian crossings;*
- *Install traffic lights at the pedestrian crossings;*
- *Reduce speed to 40 kph in Argyle Street;*
- *Place more warning signs around the pedestrian crossings;*
- *Paint bright coloured zebra crossings;*
- *Place warning strips to vibrate vehicle tyres to warn drivers; and*
- *Provide Police enforcement.*

**Investigation**

The concerns and suggestions by the two petitions are being investigated. As part of this process, the Roads and Traffic Authority have been requested to consider reducing the speed limit in Argyle Street.

In response the Roads and Traffic Authority has provided Council with the following suggestions:

- *Install an advance pedestrian crossing sign at the start of the zigzag road marking on each side of the crossings on Argyle Street;*

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- Remove all vegetation located in front the pram ramp to improve sight visibility to pedestrians preparing to walk onto the marked foot crossing;
- Increase the “No Stopping” zones to improve sight distance to the crossing adjacent to the footpath. The existing “No Stopping” restrictions do not comply with the Council/RTA standards; and
- Undertake 7 day 24 hour vehicle speed survey to ascertain travel speed profile prior to considering implementing a lower speed limit.

A speed survey in Argyle Street is being currently undertaken. A report outlining the outcomes of the investigations into the pedestrian safety at the marked crossing in Argyle Street will be reported to Council’s next Local Traffic Committee meeting (October).

Recommended: That Council

- (i) note a report on the investigation of safety of pedestrians at the marked crossing in Argyle Street will be reported to the next Local Traffic Committee meeting.
- (ii) the lead signatories to each petition be advised of current investigations of the concerns noted in their petitions.

Resolved on the Motion of Cr Cagney, seconded Cr Campbell that Council

- (i) *note a report on the investigation of safety of pedestrians at the marked crossing in Argyle Street will be reported to the next Local Traffic Committee meeting.*
- (ii) *the lead signatories to each petition be advised of current investigations of the concerns noted in their petitions.*

RS075/04 THE MOTION ON BEING PUT WAS **CARRIED.**  
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**9. Bicentennial Equestrian Park Strategic Plan and Master Plan**

(File 1500/660) (Director, Works and Services)

**Purpose of the Report**

This report advises Council of the preparation of the Camden Bicentennial Equestrian Park (BEP) Strategic Plan 2004 – 2010, including a master plan.

**Background**

Council resolved to establish the Camden Bicentennial Equestrian Park on 23 August 1999. This followed an extensive period of consultation, investigation and assessment of the most beneficial use of the Park. The Bicentennial Equestrian Park officially commenced operation in August 2000, with the appointment of the 355 Community Management Committee. Since this time the Committee has worked to establish the Park as a leading equestrian facility.

**Discussion**

**Draft strategic plan**

At the 355 Committee Meeting held in April 2004, the Committee resolved to prepare a strategic plan for the Park, with Council Officers facilitating the process. This workshop took place on Wednesday 12 May 2004 with the members of the BEP 355 Community Management Committee.

The aim of this workshop was to develop a vision and clearly focus the activities and strategic direction of the Park. Following the workshop the draft document was circulated to the members of the 355 Management Committee for final comment. The result is a draft Strategic Plan (circulated separately to Councillors).

The draft Strategic Plan sets out the:

- Vision for the Park;
- Background to the establishment of the Park;
- What has been achieved to date;
- Parks strategic position in relation to 2025 and Camden as the 'Working Country Town'; and
- Master plan for the Park.

**Key strategic directions**

The Plan sets out the following four (4) key strategic directions for the Park.

- *A hive of equestrian activity: The Park will provide for the whole community through equestrian and passive recreation pursuits.*
- *A picturesque setting – keeping the rural lifestyle: The environment of the park will be visually beautiful providing picturesque setting for events but also as an entry to Camden Township.*
- *A place for all: The Park will be horse and ‘people’ friendly providing a valuable asset for the whole Camden community to enjoy*
- *A well managed facility: The Park will have in place strategies to ensure that it is financially sustainable. Management of the Park will ensure that resources are maximised and the whole community benefits.*

A key element of the Strategic Plan is the master plan. The master plan provides a detailed plan for the development of infrastructure and amenities on the Park to ensure that the Park is able to meet its objectives as a national equestrian facility as well as its broader community objectives in terms of meeting passive recreation needs.

#### **Development of a Master Plan**

The 355 Committee resolved in December 2003 to engage Tim Court and Co. to undertake a master plan to guide the future development of the Park. The brief included incorporating the following elements:

- Equestrian requirements;
- Other infrastructure requirements such as event announcement facilities, meeting room and event management centre; signage; spectator seating, camping facilities;
- Traffic;
- Landscaping; and
- Environmental considerations.

In addition, in the development of the master plan the following principles were to be applied:

- treat the Park as a whole (not segmented pieces);
- a stage Plan for implementation over the coming 10 years with key milestones;
- meet the needs of horses, equestrian groups and individuals as well as encouraging general community use of the Park; and
- position the Park to bid for major events.

The need for an overall master plan for the site was in recognition of the need to maximise the \$360,000 grant that Council received from the Commonwealth Government under the Sustainable Regions Program and also the desire of the Committee and various equestrian groups to further develop the Park.

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The Master Plan has been developed over the past six (6) months in conjunction with the 355 Community Management Committee members as well as other key equestrian groups, such as the Equestrian Federation of Australia (EFA). **Was provided as an attachment at the end of this report** sets out the process for development of the Plan.

Comments from the 355 Community Management Committee on the draft Strategic Plan and Master plan

The 355 Committee were involved in the development of the master plan. The Committee are generally satisfied with the final draft master plan however have expressed concern over two elements. These elements were referred to Tim Court and Co. for their consideration and comment.

Set out below are the two concerns and the responses from the consultant:

<p>Lack of space on the park for the activities of the pony club</p>	<p>The inability of the Pony Club to fit on the existing site was raised by Tim Court and Co. at the first presentation of the preliminary master plan. Possible locations were discussed at length through the various meetings held with the Cobbitty Pony Club and other members of the 355 Committee. However, the requirements identified for pony club activities by Cobbitty Pony Club meant that there was not sufficient space on the existing park grounds to satisfactorily accommodate these.</p> <p>These requirements included:</p> <ul style="list-style-type: none"><li>• Arena Space Requirements</li><li>• 7-10 acre fenced paddock (minimum 80m wide)</li><li>• 2x 60m x 20m fenced dressage arenas</li><li>• Cross Country training course - including water jump</li><li>• Access to toilets close by</li><li>• Storage requirements 60 sqm</li><li>• Canteen &amp; Clubhouse</li><li>• Parking area for truck/ float parking</li></ul> <p>The Club indicated that this area would be used every weekend or every second weekend.</p> <p>Working within the specifications of the Pony Club the consultant was not able to accommodate these requirements with the requirements of the other user groups.</p> <p>In June 2004 the Club advised that the requirements provided to the Consultants could be reduced. At this time the Consultants advised that they were willing to work with both Council and the Committee on a</p>
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	<p>revised brief and master plan should Council and the Committee wish to pursue this work.</p> <p>During this time Council officers have been working to identify suitable land that would allow for the Pony Club to be accommodated on or adjoining the Park. This course of action was taken so as not to compromise the other elements of the master plan but at the same time recognising that the Pony Club was an integral part of the Equestrian Facility. The Pony Club were advised by Council Officers in April 2004 that alternate options for accommodating their needs were being investigated.</p>
<p>Omission of the approved buildings adjoining the campdrafting arena</p>	<p>The master plan indicates a number of buildings immediately north of the camp draft and rodeo arenas. These master planned buildings house facilities that have been approved by Council previously.</p> <p>In relation to the approved canteen and refreshments buildings the master plan report states that: <i>“It is our recommendation that these facilities are not built as separate buildings as approved, but are actually an extension to the existing open pavilion, matching the cross section and character of the existing building. This would reduce cost and minimise the number of buildings on the site.”</i></p>

Strategies to address the issue of providing for the pony club on the Park

Council Officers have had discussions with an adjoining landowner with the view to securing additional land to provide appropriate accommodation to the Pony Club.

Initial discussions regarding the possible purchase of the site have proved positive; with an in principle agreement reached that such a proposal would be considered. Further detailed work is required and final agreement with the landowner, so that a report can be presented to Council. It is envisaged that a further report to Council advising of the outcome of these discussions will be presented at the October meeting when the strategic plan and a master plan will be presented to Council, after the public exhibition period for final adoption.

**Community consultation and communication strategy**

During the development of the master plan the primary user groups were consulted as to their requirements, however given the significance of the Park to the Camden community and the region, it is proposed that the Plan be placed on public

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exhibition for a period of 28 days to seek comment prior to adoption.

During this period the draft will be:

- placed on display at the Council's libraries as well as at both Customer Service Centres;
- distributed to all groups who have participated in events at the park over the past 12 months, this includes equestrian groups, show society, craft markets and local schools; and
- distributed to Mac Tourism, Chambers of Commerce, Camden Mainstreet and the Equestrian Federation of Australia.

An information session is also proposed to explain the vision for the park and the element of the master plan, which support this. This session will involve a brief presentation by Tim Court and Co. the consultants who developed the master plan.

**Conclusion**

The draft strategic plan and master plan will provide the blueprint for the Camden Bicentennial Equestrian Park to guide it's development. The master plan will provide clear direction to ensure that the development of the Park is in keeping with the character of Camden as the *Working Country Town* and will position the Park to effectively realise its vision as an equestrian and passive recreation park for the enjoyment of the whole community.

The public exhibition period will provide an opportunity to promote the pivotal role of the Park to the whole community and gain further input to ensure that views of the whole community are taken into consideration as the Park continues to develop.

Recommended: That the Draft Strategic Plan, including master plan be placed on public exhibition for a period of 28 days and that a further report be presented to Council after this time.

*Resolved on the Motion of Cr Kernohan, seconded Cr Elliott that the Draft Strategic Plan, including master plan be placed on public exhibition for a period of 28 days and that a further report be presented to Council after this time.*

RS076/04  
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THE MOTION ON BEING PUT WAS **CARRIED.**

**10. Introduction of a bond for equestrian events held at  
the Camden Bicentennial Equestrian Park**  
(File 1500/660) (Director Works and Services)

**Purpose of the Report**

This report seeks Council approval to extend the bond arrangements in place for non-equestrian events held at the Camden Bicentennial Equestrian Park to include equestrian related events.

**Discussion**

The Camden Bicentennial Equestrian Park provides for both equestrian and non-equestrian based activities at the Park. This involves various groups hiring the Park for their activities.

The 2004/2005 fees for the Park were developed in consultation with the 355 Community Management Committee, however the application of bonds for equestrian based hire was overlooked.

Council received a letter from the Committee on 17 August 2004 requesting that:

“All Users of the Park (excluding Premier User Groups) must pay a bond of \$500 when booking the Park.”

Council adopted as part of the 2004/2005 budget process a schedule of fees and charges for use of the Park, which included bonds to meet the cost of any damage to the facility as a result of hire. The bond is fully refundable if there has been no breach of the Conditions of Hire Agreement.

The request of the Committee is reasonable and in line with the fees and charges approach to other community facilities. As further infrastructure is developed on the Park there is a need to ensure that mechanisms are in place to recover any costs associated with the repair of the facility following damage as a result of an event at the Park.

**Legal Implications**

Council is required under the Local Government Act 1993 to advertise all fees and charges on public exhibition for 28 days seeking comments on the proposed fees.

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Recommended: That

- (i) A refundable bond of \$500 for equestrian hire of the Bicentennial Equestrian Park be approved for exhibition for 28 days and then subject to objection adopted by Council as part of the 2004 – 2005 Fees and Charges Schedule; and
- (ii) Council write to the Bicentennial Equestrian Park 355 Committees to confirm the new bond arrangement.

Resolved: *on the Motion of Cr Campbell, seconded Cr Kernohan that*

- (i) *A refundable bond of \$500 for equestrian hire of the Bicentennial Equestrian Park be approved for exhibition for 28 days and then subject to objection adopted by Council as part of the 2004 – 2005 Fees and Charges Schedule; and*
- (ii) *Council write to the Bicentennial Equestrian Park 355 Committees to confirm the new bond arrangement.*

RS077/04 THE MOTION ON BEING PUT WAS **CARRIED.**  
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**11. Camden Bicentennial Equestrian Park Future  
Management Models**

(File 1500/660) (Director Works and Services)

**Purpose of the report**

This report advises Council of issues with the current management arrangements for the Camden Bicentennial Equestrian Park and provides a recommended model to ensure that the Park can be effectively managed.

**Background**

Council resolved to establish the Camden Bicentennial Equestrian Park on 23 August 1999. This followed an extensive period of consultation, investigation and assessment of the most beneficial use of the Park. The Bicentennial Equestrian Park 355 Community Management Committee was formally endorsed at Council's meeting held on 24 July 2000. Council resolved that:

- (i) *The following nominees be endorsed as members of the Camden Bicentennial Equestrian Park Management Committee*

*Mr Jack Allan – Camden Horse Trials*

*Mr Keith Parrish – Equestrian Course Builder and Advisor*

*Mr Ray Moore – Various equestrian interests*

*Ms Elva Plantzos - Illawarra Dressage Club*

*Jenny Frankum – Cobbitty Pony Club*

*Anette Arany – Hawkesbury Nepean Catchment Management Trust*

*Greg Bray – Horticulturalist*

*Professor Wayne Briden – The University of Sydney Farms*

*Kylee Cowgill - Equestrian interests and Council staff member*

*John Vallance – International Course Designer*

*David Head – Camden Show Society (member nominee)*

*Ken Sharp – Camden Show Society (alternate member)*

- (ii) *Council delegate, to the Committee, the care, control and management of the Camden Bicentennial Equestrian Park.*
- (iii) *Councillor Campbell be nominated as Council's representative on the Committee.*

The current Committee was appointed at the last Annual General Meeting held on Wednesday 27 November 2002, following a period of public notice and a call for expression of interest for membership from the community.

- (i) At its Annual General Meeting on the 27 November 2002 twelve (12) people subsequently are being recommended to Council to participate on the 355 Management Committee. At this time following nominees be endorsed as members of the Camden Bicentennial 355 Management Committee.
- Mr Anthony Olds – Sydney Polocrosse  
Mr Jack Allan – Camden Horse Trails  
Ms Elva Plantzos – Illawarra Dressage  
Mr Paul Freat – Camden Rodeo  
Ms Annette Arany – Community Representative, Horticulturalist  
Mr Raymond Moore – Community Representative  
Ms Jennifer Frankum – Cobbitty Pony Club  
Mr Robert Blacker – County of Cumberland Camp Drafting  
Dr Jennifer Hodgson – The University of Sydney Farms  
Mr David Head – Camden Show Society  
Mr Ken Sharpe being the Camden Show Society alternate member.  
Cr. Eva Campbell Councillor Representative until March 2004. Cr Liz Kernohan from April 2004.

This Committee is the current Committee.

### **Discussion**

#### **Current management arrangements**

Over the past 4 years the Committee has worked to establish the Park as a leading equestrian facility. However, during this time there have been continuing issues with the management arrangement and the Committee has not taken on the full functions of a 355 Community Management Committee.

Council has retained the functions of bookings for the Park and the financial administration. These functions were originally performed by the Co-ordinator Customer Services and over the past 11 months by the acting Co-ordinator, Bicentennial Equestrian Park. This has been the subject of much discussion and debate at the Committee meetings at various points over the past four (4) years, each time the majority of the Committee resolving that Council was best placed to undertake these functions.

The Committee has however elected a Chairperson and Minute Secretary to take and distribute meeting agendas and minutes. Over the past four (4) years the Committee has provided advice on various elements of the Park's operations and development with some member clubs contributing significantly to the development of the Park through contributions of material, labour and funds. This contribution has in most cases been

assisted by Council funds and / or grant funds applied for by Council from external organisations on behalf of the Equestrian Park. The most substantial of these being the Sustainable Regions Grant of \$360,000 secured from the Commonwealth Government.

**Summary of issues associated with the current management model**

There are a number of issues with the current management model, which are adversely impacting on the effective management and administration of the Park.

These issues have arisen from a range of factors including:

**1. The complexity and the specialised nature of the facility.**

The Park caters for a broad range of pursuits from recreational riding, small training days and clinic through to large-scale events requiring the whole Park. In addition to the equestrian activities on the Park there is also a need to balance community needs and interests especially in relation to passive recreation pursuits and other uses for the Park such as use by schools, charities and the craft markets.

**2. Competing roles that committee members are required to take, especially members who are representing the various equestrian interests.**

There is a conflict of interest between the role as a member of a Council 355 Community Management Committee and that of representing the interests of their individual clubs. This conflict at times has caused difficulties within the Committee and concern to Council Officers. On one occasion an issue relating to this conflict was referred to Council's independent Probity Auditor for advice and then subsequently the Independent Commission Against Corruption (ICAC). On this occasion the ICAC did suggest the implementation of the Auditor's suggestion *"that Council dissolve the 355 Committee and form an Advisory Committee to change its role and function into one of planning and co ordination rather than care, control and management without delegations or operational responsibilities, appears to warrant some consideration."*

Issues surrounding pecuniary interest have also caused concern within the Committee as well as with Council Officers.

**3. Lack of clarity between the role of Council Officers and Committee members.**

*This has arisen from predominantly two factors. Firstly despite the Committee being formed as a voluntary 355 Community Management Committee it has never had full care, control and management responsibilities as these have been undertaken by Council Officers. Secondly, as Council Officers have retained a number of management functions when elements of Council's policies have been required to be implemented, such as environmental or development policies, this has caused some angst for some members of the Committee resulting in Council Officers being seen as obstructionist.*

Despite the efforts of individual committee members and Council officers to manage these issues and work towards a satisfactory resolution the current management model inhibits a satisfactory resolution. As a result of these factors and ongoing conflict between some members of the Committee and Council officers and between Committee members themselves an alternate management model is required.

**Future management options**

Experience over the past 2 years has shown that the current management model is not conducive to the effective management of the Park. The Park is at a particularly critical stage of its development with the need to implement the works associated with the grant received from the Commonwealth and also ensure that preparations are in place to cater for the 2006 National Polocrosse Championships. Council in conjunction with the Polocrosse Club is also considering a bid for an international event, however prior to this submission the future management arrangements at the Park need to be resolved.

There has been recognition from various members of the Committee that the current arrangements, which see the functions of a 355 Management Committee split between a Committee and Council, are not functional. However there is not an agreed position of what structure should be in place.

A number of possible options have been considered for the future management of the Camden Bicentennial Equestrian Park. In developing the options for consideration advice was sought from the Probity Auditor in particular issues relating to the Local Government Act and implications for the various management models.

These options are set out below:

**Option1: Provide current user groups with licence agreements for their portion of the Park**

Description

Each of the current user groups be provided an area on the Park with an agreement established between Council and the user group for a specific period, for example a three (3) year period. The user group would pay Council an annual fee for the use of the Park. The Group would then be responsible for all maintenance of their section and development. Under this arrangement the licensed groups would come together 3 or 4 times per year to outline what they have done, how often they are using the Park, for Council to ensure that they are performing at a reasonable level. Under this model the user groups would 'manage' other groups including co ordinating bookings amongst the various groups.

Advantages

- Provides stronger sense of ownership and security of tenure to those groups already using the Park
- Encourages user groups with proactive membership to get in and do things
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Disadvantages

- Liability issues will be complex as each group would be responsible for their own area however Council would still be liable for common areas such as the creek lines even if Council has no control of them
- Proposal would exclude groups not already on the Park, i.e. no recreational riders, schools and community groups who utilise the Park for cross country runs and other equestrian events such as the carriage drivers
- Segments the Park rather than looking at whole and would limit the potential of the Park
- Limits the ability of the Park to raise sufficient revenue to be financially viable and reinvest money across the Park
- Reinforces the perception that the Park is for a select group of people and may limit community access.
- Increased difficulty in bidding for, attracting and co ordinating large scale events at the Park
- Difficulties in managing environmental issues on the Park as a whole, for example who would be responsibly for the creeks and wetland areas
- Potential conflict over the management and use of the Multi Use Arena and club house as these are being set up to service all park users

Comment

This option provides security of tenure for the existing equestrian groups at the Park, which would in turn encourage these groups to further, develop their areas. However segmenting the Park may add to the community perception that the Park is exclusively for a few equestrian groups. This model would also be complex in the development of shared infrastructure such as the Multi purpose arena, clubhouse, walkways, picnic areas that are proposed as part of the master plan.

In order for this model to be successfully implemented, the Park as a whole would need to be licensed and agreements reached where areas overlapped for example the cross-country course and the polocrosse fields.

In addition the licence agreements would need to provide for stringent clauses in relation to access and equity issues, as it is a public facility, environmental management and risk management procedures to ensure that Council's asset is maximised and Council's liability is minimised. If this options was considered the implications for the current lease with Sydney Water would also need to be reviewed.

This option would lead to under utilisation of the full potential of the Park, limit Council's ability to make any improvements or carry out works on the Park during the period of any licenses and has the potential for extremely complex legal/liability issues to arise. E.g. if a member of the public is injured while walking on the park in an area licensed to a group which has not been properly maintained Council, which would not have been able to ensure the proper maintenance of the Park, is still likely to be joined in any proceedings and may be required to pay any claim.

As well, if there are problems in relation to the management of the Park these could potentially become quite complex to resolve. If there were issues with the holder of the licence not complying with the requirements of the License then this would need to be resolved via a legal process. However, if the issues related to operating outside of the terms of the License this would need to be resolved by Council Officers.

A draft Plan of Management for the Park is currently being developed for the Bicentennial Equestrian Park and the adjoining Onslow Park. This Plan has been based on the draft strategic plan and master plan for the Equestrian Park. This option does introduce a number of additional complexities in relation to the natural areas.

Under the Local Government Act 1993, Section 36 Council is required to meet core objectives for the management of community land as categorised as a natural area, water course

or wetland. This includes “to restore and regenerate degraded wetlands; and to facilitate community education in relation to wetlands, and the community use of wetlands without compromising the ecological values of wetlands.” Requirements such as these would need to be incorporated into potential licenses and be complied with by the licensee.

*Comment by the Probity Auditor:*

*Council may grant a licence to the various users for their portion of the park only if expressly authorised by the Plan of Management for the park and as provided under the Local Government Act. This model may be more appropriate for the routine ongoing management of the park however may not best provide for the overall development, coordination and strategic purpose of the park.*

**Under Option 1 the General Manager would be responsible for the efficient and effective management of the park and the various licences. The General Manager would delegate to officers and/or allocate resources to provide for the management of the park. The General Manager is accountable to the Council for the Council’s organisation and with this option, for the operation and risk management of the park.**

*The Plan of Management governs the use and management of the land in question and any licence granted and expressly authorised under the Plan of Management and Local Government Act would need to contain an appropriate control environment and reporting requirement to ensure the discharge of the General Manager’s overall accountability. This would also include the effective discharge of the responsibility for insurance against public and professional liability as provided under Section 382 of the Local Government Act. In this manner the general accountability of the General Manager would be delegated to officers (to monitor effective performance of the park and any licences) and provided under any licences granted (stipulating performance and reporting requirements) to ensure the efficient and effective operation of the park.*

*This would be similar to the General Manager’s accountability for the performance of staff with the responsibility for the various functions, actions and risk management etc. being allocated to various positions/individuals by position descriptions/contracts.*

**Option 2: A fully functioning 355 Community Management Committee with equestrian and community members - open membership with full care, control and management**

Description

This would involve expanding the role of the existing 355 Committee to take on the full responsibilities of a voluntary

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355 Community Management Committee. This would mean that the Committee would have:

- Care – maintenance and upgrade of Park;
- Control – take Park bookings, manage finances; and
- Management – handle complaints, disputes, development and promotion.

This would remove the need to have a Co-ordinator's position, as all functions would be undertaken by members of the Committee, in the same way that other 355 Community Management Committees manage their facilities and functions. The Committee would have access to Council Officers for professional advice and assistance as required. For example, financial, insurance and planning and approvals.

Advantages

- Strong community ownership and stronger sense of control in the management and direction of the Park
- Continued community and transparent management underpinned by the 355 Community Management Manual
- Ability to bid for large scale events as a single entity
- Able to organise clinics and other activities for the benefit of the Park

Disadvantages

- Does not address the conflict of interest and pecuniary interest of equestrian groups users and the conflict between the competing roles
- Potential burden on a voluntary committee for a developing and complex facility
- Lack of a central contact point that is available on a large spread of hours
- Need to ensure stringent practices are in place to manage liability issues and with risk management practices in place
- Difficulty in making the Park financially viable, conducting longer term planning and strategic linkages with other key Council activities such as the Dairy Farm and passive recreation opportunities along the Nepean.

**Comment**

This option has the capacity to develop strong ownership of the Park by the various equestrian groups and would continue to provide for community input and management. However as the Park grows especially in light of the development planned in relation to the Master Plan and the large scale events planned for the Park there would need to be a substantial amount of time dedicated to the management of the Park by the various committee members and their respective clubs to enable this to occur successfully.

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At present the Committee has limited functions such as producing meeting minutes and newsletters which at times have proved difficult.

If this option is implemented there would need to be a stronger direction and greater focus and time commitment of the Committee members to address and resolve the issues. There would also have to be acceptance and recognition of the need to put aside the needs of individual groups for the greater good of the Park.

This option would only work if the Committee were prepared to take on all these responsibilities including managing liability and risk and dealing with all conflicts between users as well as dealing with community complaints. Any complaints from user groups or the community would be the responsibility of the Committee to resolve and respond to, not Council Officers.

It should also be noted that under this option the Committee is not able to employ a person to undertake this work as the person would in fact be an employee of Council. Only the General Manager can employ and delegate to Council staff.

If the Committee is unable to commit to these responsibilities the Park would quickly become unmanageable with a likelihood of high levels of complaints.

*Comment by the Probity Auditor*

*Council's adopted 355 Management Committees Handbook provides detailed guidance for the daily care, control and management of community facilities and provides for voluntary community participation. This form of management is well suited to routine management of established facilities and provides for the involvement of users and interested community citizens.*

**Under Option 2 the elected body of Council would be responsible for the appointment of the Management Committee and for the efficient and effective management of the park. The appointment of the Management Committee is entirely at the discretion of the Council and may be dissolved by resolution of the Council at any time. The Council also has the right to remove any member of the Management Committee after consultation with that committee. The Management Committee is accountable to the Council for its operations and the risk management of the park.**

**Option 3: A 355 Community Management Committee consisting of invited representatives and a separate Equestrian Advisory Group**

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Description

This option would involve a 355 Committee by invitation only with an Equestrian Advisory Group established to provide specialist advice and input.

This 355 Committee would include, but not be limited to a Councillor representative; and representatives from tourism, an environmental group, Sydney University (Camden Campus) and the general community who are not affiliated with any equestrian group.

This Committee would be delegated with the full functions and responsibility of a 355 Committee that is the care, control and management of the Park, as per Option 2. The Committee would have access to Council Officers for professional advice and information as required. For example, information about financial, insurance and planning and approvals, however the Committee would be responsible for enacting the advice.

A separate Equestrian Advisory Group would be established with membership drawn from the current Committee as well as involvement from the Equestrian Federation of Australia and other equestrian disciplines and governing bodies.

The group would meet 3 or 4 times per year to discuss and provide input into the management and direction for the Park. This may include:

- input into the development of fees and charges for the Park;
- development of the annual calendar of events with premier user groups being given priority in selection of dates;
- organising rosters for 'working bee' days at the Park; and
- Consultation in relation to the development of the Park – which would initially be around the implementation of the master plan.

The Advisory Group would ensure that all equestrian interests are considered and heard however; they would have no legal responsibility for the management, control or care of the Park. Premier user groups would be provided with agreements to provide security of tenure in recognition of their contribution to the Park in both terms of infrastructure as well as ongoing maintenance.

Advantages

- Would address the current issues with conflicts of interest with equestrian groups directly managing the park however maintains expertise and involvement
- Utilise key expertise from specialists such as tourism representative

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- Continued input from the university and general community members
- Strong community ownership and stronger sense of control in the management and direction of the Park
- Continued community and transparent management underpinned by the 355 Community Management Manual
- Ability to bid for large scale events as a single entity
- Able to organise clinics and other activities for the benefit of the Park

Disadvantages

- Significant time would be required by the Committee in order to manage bookings, develop and promote the Park
- Potential burden on a voluntary committee for a developing and complex facility
- Lack of a central contact point that is available on a large spread of hours
- Need to ensure stringent practices are in place to manage liability issues and with risk management practices in place

Comment

This option has the potential to be unmanageable. It has all the disadvantages of Option 2 plus some further problems. As the 355 Committee would be smaller, the management burden on the Park would fall on fewer people. If they are not prepared to accept this responsibility the option will not work. Also there is potential for conflict between the 355 Committee and the Advisory Committee which Council staff would not be able to assist in resolving, requiring each matter to be placed before Council for resolution.

*Comment by the Probity Auditor:*

*Council would need to develop an alternative 355 Management Committee guide for this model. The current handbook provides for the traditional open public invitation and membership election by the community representatives present at the convened public meeting, subject to adoption by Council. Guidelines specific for this model would need to clearly state:*

- *the role, responsibility and reporting requirements of the Committee;*
- *the role, responsibility and reporting requirements of an Equestrian Advisory Group; and*
- *the role, responsibility and reporting requirements of Council officers.*

*The above roles must be clearly stated to ensure the required effective, efficient and ethical operations of the park. The brief history of the park has experienced inappropriate behaviour of a*

*community participant by the (isolated) failure to comply with public sector standards of conduct and required reporting. Under any model, but particularly when the facility is intended to focus beyond the ongoing day to day activities, it is essential that accountability and transparency be established at the outset. The authority and level of support to be provided by the Council representative would need to be communicated and accepted by all involved.*

*Similar to Option 2, the Council would be responsible for the efficient and effective management of the park under this option.*

**Option 4: Directly managed by Council and a separate Equestrian and Community Advisory Group**

Description

Council would directly manage the Park with the existing part time co-ordinator.

A separate Equestrian and Community Advisory Group would be established with membership drawn from the current Committee as well as involvement from the Equestrian Federation of Australia and other equestrian disciplines and governing bodies and environmental groups.

The group would meet 3 or 4 times per year to discuss and provide input into the management and direction for the Park. This may include:

- input into the development of fees and charges for the Park;
- advice on the environmental management and regeneration of the natural aspects of the Park;
- development of the annual calendar of events with premier user groups being given priority in selection of dates;
- organising rosters for 'working bee' days at the Park; and
- consultation in relation to the implementation of the master plan.

The Advisory Group would ensure that all equestrian and broader community interests are considered and heard however they would have no legal responsibility for the management, control or care of the Park. Premier user groups would be provided with agreements to provide security of tenure in recognition of their contribution to the Park in both terms of infrastructure as well as ongoing maintenance.

Advantages

- Clear liability responsibility with Council with a consistent approach

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- Establishes a clear line of management and single face for the Park who is able to go out and market the Park as a venue and Camden as a destination
- Removes issues associated with conflicts of interest and pecuniary interest
- ensures that the Park is managed as a whole entity not segmented maximising the community asset and ensuring it is accessible for a variety of community activities
- Revenue raised from events held on the Park would be funnelled back into the development of the Park assisting in the Park becoming financially sustainable over time
- Increases strategic links with the Dairy Farm and tourism of Camden
- Opportunity for user groups and Council to run equestrian joint ventures on the National and International Scale, plus clinics, expos and equestrian games.
- Reduction in Council's exposure to risk through imposition of the same liability and risk management regimes as apply to all Council operations
- Ability to implement long term plans for park development through Council's management plan and budget

Disadvantages

- Perceived reduction in community ownership and by existing equestrian groups
- Requirement ultimately for increased staff resources

Comment

This model provides for direct Council management with professional staff resources. This will also allow a focus on grant applications for further development the Park, effective marketing of the Park and development of the Park in line with the strategic plan and master plan.

Over the past 18 months Council officers have secured funds of \$360,000 through the Sustainable Regions Program and have also been providing support to the Camden RSL in their application for funds associated with a walking trail through the Park and surrounding areas. This has been possible through a dedicated professional officer to manage these processes.

This option does however rely on effective consultation and communication with the equestrian groups and the broader community. The Equestrian Advisory Group provides the continued involvement and expertise, which is critical in the success of the Park, whilst removing any potential conflict or pecuniary interest associated with being directly responsible for the management of the Park.

*Comment by the Probity Auditor:*

*This model, in my opinion, would provide the highest level of direct control and opportunity in ensuring the strategic realisation of the park's full potential and also for the planning and coordination of major events. The proposed Equestrian Advisory Group would be an effective means of providing community/user group comment to ensure the coordination, planning and provision of local events and community needs.*

*Similar to Option 1, the General Manager would be responsible for the efficient and effective management of the park and involvement of an Equestrian Advisory Group as outlined.*

**Recommended option**

It is recommended that Option 4 be implemented as the most appropriate model for the future management of the Park.

Option 4 provides for the professional management of the Park, with Council directly managing the Park however still retains the valuable input from a broader range of equestrian and broader groups in relation to the Park. This input would include co ordination of a calendar for the Park, staged development of infrastructure, feedback on fee proposals and environmental management and restoration of the Park.

This approach is similar to other large-scale complex facilities such as the Camden Civic Centre that are professionally managed however seek feedback from the community and users regularly to guide the activities of the facility. In the case of the Civic Centre this involves informal feedback provided by hirers, initiating strategies in response to identified community needs through community planning processes as well as formal evaluations. This information is then included within the strategic plan for the Centre as well as in the annual operating plans for the facility.

In addition, the Premier user groups who have invested a large amount of time and funds in the development of the Park will be provided security of tenure via an agreement.

Under this agreement groups obtain and retain 'Premier status through meeting three of the four points:

- 1. Groups that have made a substantial contribution to the infrastructure on the park and/or continue to the ongoing scheduled volunteering maintenance days of the Park and its assets/infrastructure;*
- 2. Groups that continuously and exclusively use the park as their home ground;*
- 3. Majority (51%) of the groups membership is derived from equestrian users in the Camden Local Government or its designated district;*

4. *Groups must act with probity within the equestrian and local community.*

In return the Premier User Groups receive a range of benefits including:

- *reduced hire fees associated with the use of the Park and its facilities,*
- *access to an equestrian facility and home ground without the ongoing costs such as rates, lease fees, water rates, maintenance associated with mowing and weed control;*
- *free publicity and exposure of their club and events staged at the Park via Council's website ; and*
- *intangible benefits derived from being part of a larger equestrian facility; and*
- *participating on an Equestrian Advisory Committee providing advice on the development of the Park.*

This style of agreement addresses the key concern of the existing premier user groups in providing security of tenure, recognising their significant and ongoing contribution to the Park and facilitates the vital active involvement of these groups.

Currently there are three (3) groups that meet this criteria, these being the Camden Horse Trials Club, County of Cumberland Campdrafting and the Sydney Polocrosse Club.

Options 2 and 3 accountability lies with the 355 Committee or with the Council. For Option 1 the General manager is accountably through the requirements sets out in the licence agreements.

Option 4 is the only option whereby the Council can hold the Council Officers fully accountable for the operation of the Park. Under this option, staff will continue to be involved in the day to day operation of the Park, dealing with community complaints and issues, ensuring liability, risk, and environmental management matters are dealt with in accordance with the same requirements as any other Council facility.

#### **Consultation with the existing 355 Community Management Committee**

The Bicentennial Equestrian 355 Management Committee was advised that a report would be presented to Council at their meeting held on Wednesday 1 September. The Committee was advised that due to the ongoing management issues that the Mayor and Councillors Representatives on the Committee had requested that a report on the management arrangements be presented to Council. The Committee was also provided with an overview of each of the four options contained in this report.

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Following discussion with the members present, the Committee requested that the item be deferred to enable them to prepare a considered response, including preparation of possible alternatives.

**Conclusion**

The Bicentennial Equestrian Park is a valuable asset to the Camden Community and the broader Macarthur Region. The significance of the Park to the region, in terms of the social, economic and environmental aspects was recognised by the Commonwealth through the provision of the grant under the Sustainable Regions Program.

In order for the Park to succeed and meet the challenges of the major events that are scheduled in 2005 / 2006 and to restore the credibility of the Park, a new management structure needs to be put in place incorporating the positive and productive elements of the current structure but returning the management responsibility back to Council rather than through delegated Committee.

The vision for the Park as a national equestrian park but also as a place for all relies on a consistent, professional and well-managed facility. Option 4 provides for this in providing sufficient resources to ensure its success but also the continued involvement of the equestrian and broader community through an advisory group.

Recommended: That

- (i) Council note the report;
- (ii) Council defer a decision on the future management model for the Park for one month to enable the members of the current Bicentennial Equestrian Park 355 Management Committee to prepare a considered response.

**MOTION**

Moved Cr Kernohan, seconded Cr Cagney that

- (i) Council note the report;
- (ii) Council defer a decision on the future management model for the Park for one month to enable the members of the current Bicentennial Equestrian Park 355 Management Committee to prepare a considered response.
- (iii) The Bicentennial Equestrian Park 355 Management Committee submit comments or alternative proposals to Council by Wednesday 29<sup>th</sup> September, 2004.

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- (iv) *The Council report on the matter for the meeting of 11<sup>th</sup> October, 2004 be delivered to Councillors by Tuesday 5<sup>th</sup> October, 2004.*

RS078/04 THE MOTION ON BEING PUT WAS **CARRIED.**  
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**12. Disability Action Plan Progress Report**

(File 4747) (Director Works and Services)

**Purpose of Report**

This report provides Council with an update on the access improvements that have been achieved during the 2003/2004 financial year as outlined in the Disability Action Plan (DAP). The report also provides an overview of the proposed action to be undertaken in the 2004/05 financial year.

**Background**

Council endorsed the Disability Action Plan at its meeting held on 22 September 2003.

The Disability Action Plan assists Council to identify and remove barriers in policies, programs and services for people with a disability, therefore assisting Council in meeting its obligations under the Disability Discrimination Act and the Building Code of Australia.

Camden Council is committed to enhancing and building the well being of its community, and acknowledges that this is vital for long term sustainability.

The DAP is consistent with the principles of Council's Community Wellbeing Policy and provides a key document in ensuring accessible and equitable services and facilities are provided by Council to Camden's citizens.

The DAP includes strategies to remove as far as possible barriers for people with a disability to access services, facilities or information that Council provides. The DAP sets out a range of strategies in relation to:

- Managing urban growth, to plan for appropriate infrastructure;
- Accessibility, to ensure equitable access to facilities and services;
- Environmental Systems, to maintain the environment to be enjoyed by everyone;
- Economic and Community Development, to enhance access to participation and a broad range of opportunities such as equal employment;
- Governance, to enable community participation in decision making; and
- Regular evaluation of the Disability Action Plan.

Identified access improvements in the DAP have been prioritised under four (4) categories *Very High, High, Medium and Low*, each priority area was also allocated a timeframe for completion.

**Funding Allocation to Assist with Physical Improvements**

In the 2003/2004 financial year \$30,000 was allocated from the capital works budget, this will also be available annually until 2006/2007 when the plan is completed.

In 2003, Councillor Ward funds were also made available from the South Ward to address items at Kings Bush Reserve, Onslow Showground and Camden Senior Citizens Centre.

**Progress on the Implementation of the DAP 2003/04**

A total of 15 key strategies were identified to be undertaken in the year ending June 2004, including ongoing activities. These strategies focussed primarily on:

- improving physical access within Council buildings;
- implementing the findings of the Pedestrian Access Mobility Plan (PAMPS);
- reviewing and identifying opportunities to extend disability parking provisions;
- ensuring appropriate planning policies and instruments are in place;
- provision of appropriate housing choices;
- provision of accessible information about Council services and activities;
- accessible commercial precincts;
- improving Road Safety for people with a disability (PWD);
- increasing library services providing services for PWD through alternate formats;
- development of Consultation and Communication mechanisms;
- providing staff with information and appropriate training to raise awareness of disability issues.

**The attachment at the end of the report** provides a summary of actions completed for the period 2003/04.

**The attachment at the end of the report** sets out the priority works that have been planned for the 2004/2005 financial year, and lists the facility or park where improvements are required, the nature of the problem and the progress to date.

**The attachment at the end of the report** sets out a range of strategies to be implemented in 2004/05 including:

- options for adaptable housing;
- checklist for designing playgrounds and reserves;
- reviewing recruitment practices;
- reviewing the accessibility of Council's website;
- provision of disability awareness training to staff;
- production of Council documents in accessible formats; and

- wide promotion of the DAP's progress.

### **Communication Strategy**

The Disability Action Plan (DAP) is available on Council's website, in hard copy or on cd-rom version. The Plan has also been submitted to the Human Rights and Equal Opportunity Commission (HREOC) website to increase awareness and accessibility.

The progress of the Disability Action Plan will be communicated to the community via;

- six monthly updates on Council's website in 'Camden Area Information';
- the Community Services Newsletter, Lets Connect for residents and the Management Plan reports; and
- Council's Annual Report.

### **Conclusion**

The Disability Action Plan (DAP) was endorsed by Council on 22 September 2003, with the purpose of identifying and removing barriers to Council's services, programs, facilities and policies, hence meeting it's obligations under the Disability Discrimination Act and Building Code of Australia.

Since September 2003 twenty eight (28) access improvements prioritised as *very high priority* have been completed under the recommendations of the DAP (Table 1). Additional improvements have also been identified and undertaken work practices and procedures to enhance access to Council services and facilities by people with a disability.

Recommended: That Council note the progress on implementing actions in 2003/2004 and the actions to be implemented in 2004/2005.

Resolved on the Motion of Cr Elliott, seconded Cr Johnson that Council note the progress on implementing actions in 2003/2004 and the actions to be implemented in 2004/2005.

RS079/04  
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THE MOTION ON BEING PUT WAS **CARRIED.**

**13. Recreational Water Assessment and Management**

**Program (RWAMP)**

(File No: TC3573/9 (Director, Development & Environment Division))

**Purpose of Report**

The purpose of this report is to advise Council that it is the intention of the Department of Infrastructure Planning and Natural Resources (DIPNR) to discontinue the Hawkesbury – Nepean Recreational Water Assessment and Management Program (RWAMP).

**Background**

The Hawkesbury–Nepean River was originally sampled to assess water quality in relation to the impacts of surrounding land uses. Through this assessment process it became apparent that the river was a regular source of recreation for a large number of users.

RWAMP commenced under the guidance of the DLWC, now DIPNR and has been in operation for more than ten years. The program involved the investigation of water quality at over 20 popular swimming and boating locations during the summer recreation period throughout the Hawkesbury–Nepean Catchment.

Data obtained from these investigations was used to determine a site's suitability for recreational water activities with results reported to local and state governments, other state government organisations and the general community.

Organisations participating in RWAMP include:

- Baulkham Hills Shire Council
- Blue Mountains Council
- Camden Council
- Campbelltown City Council
- Department of Infrastructure Planning and Natural Resources (DIPNR)
- Department of Environment and Conservation (DEC)
- Hawkesbury City Council
- Hornsby Shire Council
- National Parks and Wildlife Service (Bents Basin)
- NSW Department of Health
- Penrith City Council
- Sydney Catchment Authority
- Sydney Water Corporation
- Wingecarribee Shire Council
- WSROC

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**Main Report**

RWAMP was a project forming part of the larger Hawkesbury–Nepean Integrated Water Monitoring Framework (IWMF) of which Camden Council was an active participant. The purpose of IWMF was to facilitate the sharing of information between stakeholders, provide cost savings, and allow timely reporting.

Since RWAMP began Camden Council has taken an active role in participating in steering committee meetings. More recently during the previous summer Council’s Environmental Health Officers have contributed significantly to the program by assessing river water quality across three locations within the Camden Local Government area.

The river locations within Camden that were being assessed included:

- Belgenny Reserve
- Macquarie Grove Bridge
- Cobbitty Bridge

**Comparison of recreational compliance with previous years**

A summary of recreational compliance at sites in Camden Councils LGA is presented in Table 6. All sites have complied to secondary contact recreation where there were sufficient data, with exception of Belgenny Reserve in 1998. Belgenny Reserve and Cobbitty Bridge have consistently failed to comply to primary contact recreation for the period of record.

Care must also be taken when interpreting changes over time, as compliance is likely to depend on the wetness of the year. Total rainfall data for January to April each monitoring year are presented but are not included in the overall compliance (tick or cross) rating.

**Table 6 - Compliance with ANZECC guidelines for PCR and SCR 1998-2004**

Location	1998		1999		2000		2001		2002		2003		2004	
	PCR	SCR	PCR	SCR	PCR	SCR	PCR	SCR	PCR	SCR	PCR	SCR	PCR	SCR
Nepean R at Belgenny Reserve	x	x	x	✓	x	✓	x	✓	x	✓	x	✓	x	✓
Nepean R at Macquarie Grove Bridge	x	✓	✓	✓	x	✓	x	✓	ID	ID	✓	✓	x	✓
Nepean R at Cobbitty Bridge	ID	ID	ID	ID	x	✓	ID	ID	x	✓	x	✓	x	✓
Total Rainfall from January to April at Camden Airport (mm)	288.4		228		251.4		272.6		400.8		216.4		185.2	

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(Boey *et al.* 2000; Sonter *et al.* 2002; Wilson *et al.* 2003; Wood *et al.* 2004)

Rainfall data from Bureau of Meteorology

ID = Insufficient data

PCR = Primary Contact Recreation

SCA = Secondary Contact Recreation

A copy of a RWAMP weekly report **was provided as an attachment at the end of the report.**

During the last eleven years DIPNR acknowledges that RWAMP has delivered a number of achievements that include:

- Multi- stakeholder contribution to implementation of water monitoring and cost savings;
- Annual reports on water quality of the Hawkesbury-Nepean River;
- Consistent state of the environment reports for local Government;
- Site management plan guidelines to assist land managers with prioritising actions for responding to monitoring information (such as risk signage on waterways);
- 10 year water quality trend reports for Hawkesbury-Nepean River;
- Regular update reports / presentations to the Hawkesbury- Nepean Local Government Advisory Group on river health issues;
- Weekly updates on the compliance of the river against national guidelines during the monitoring periods;
- Provided training to council staff in water sampling and data management systems;
- Improved collaboration between 30 organisation involved in water monitoring and the sharing of information between organisations.

On 12 August, 2004, Council received written advice from DIPNR advising that the RWAMP program will be brought to a close. The advice informed Council that DIPNR will instead focus on the implementation of a new Water Management and Native Vegetation Acts. No further explanation of why RWAMP was discontinued was offered by DIPNR.

**Conclusion**

DIPNR has advised Council that the Recreational Water Assessment and Management Program will be discontinued. Camden Council, and the community at large, will no longer be able to share in the benefits / achievements of such a program nor utilise future water quality data for use in Council's Environmental Reports such as the annual State of the Environment Report (SOE). No longer will there be a reasonably accessible data set available to report on the changes in water quality in the river and there are real concerns that community safety will be jeopardised for not being fully informed.

Recommended: That

- (i) Council write to the Minister requesting an explanation of why the RWAM program has been discontinued, express Council's concern that funding for this eminent and valuable program has been removed and demand its reinstatement; and
- (ii) Council make representations to the local member, Mr G Corrigan, requesting his support to have the program reinstated.

Resolved on the Motion of Cr Campbell, seconded Cr Kernohan that

- (i) Council write to the Minister requesting an explanation of why the RWAM program has been discontinued, express Council's concern that funding for this eminent and valuable program has been removed and demand its reinstatement; and
- (ii) Council make representations to the local member, Mr G Corrigan, requesting his support to have the program reinstated.

RS080/04 THE MOTION ON BEING PUT WAS **CARRIED.**

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(Cr Cagney voted against the Motion).

**14. Metro Pride Award - Biodiesel**

(File No: TC4734/1) (Director, Development & Environment Division)

**Purpose of Report**

The purpose of this report is to advise Council that Camden Council was awarded a Highly Commended prize in the Sustainable Communities category of the Metro Pride Awards presented by Keep Australia Beautiful at a ceremony on 26 August 2004.

The secondary purpose of the report is to advise Council of the completion of the Biodiesel trial and to recommend the way forward in the use of alternative fuels in the Council truck fleet.

**Background**

Camden Council was successful in gaining funding through the Local Air Quality Improvement Grants in 2003 to undertake a scientifically validated comparative trial in the use of 100% Biodiesel (B100) and Ultra Low Sulphur diesel in two waste management vehicles.

Biodiesel is a renewable fuel manufactured from waste cooking oils, tallow or virgin oil seed crops such as Canola, Mustard seed, peanut oil, palm oil, soy bean or many other vegetable oil seed crops. Biodiesel has been manufactured since the 1930's and now retains approx. 8% of the diesel fuel market in Europe. What makes the fuel 'renewable' is that the crop uses Carbon Dioxide in its growth phase and gives off oxygen. When the fuel is burnt in the presence of oxygen it produces carbon dioxide that is then used by plants for growth.

It is a direct replacement for conventional diesel which is a fossil fuel produced from a diminishing supply of crude oil. The diesel fuel that has been marketed in Australia to date has had a sulphur content ranging between 2000 parts per million (ppm), 500ppm and 50ppm. It is the sulphur content that gives the fuel its lubricating qualities and therefore reduces wear on gaskets and seals. Council initially installed Catalytic Converters on all waste management vehicles to improve emissions and then sourced out the supply of Ultra Low Sulphur diesel (50ppm) for use in the entire Council fleet.

Camden is geographically situated within a basin that receives polluted air from Sydney and the Illawarra. There is little that Council can do in relation to air quality but the organisation does use large quantities of fuel and it should set a good example for the community. Recognising this, Council Officers began looking at alternative fuels that provided improvements in emissions. Compressed Natural Gas (CNG), Liquefied Petroleum Gas (LPG) and low sulphur diesels were considered.

Research in Europe and USA gave hope that Biodiesel might offer significant reductions in emission without costly modifications or losses in efficiencies. A trial was proposed which received widespread support using fuel produced at Berkley Vale (near Wyong).

The trial proposed a full operational assessment of the use of the two fuels and to quantify emission reductions. The trial gained significant interest and a number of partners came on board to add value to the performance and evaluation of the trial. They included the RTA, Cummins, Tri City Trucks, Gilbarco, Australian Biodiesel Consultancy, Pacific Air & Environment.

The primary source of funds to conduct the trial were provided by EPA. The RTA also contributed funds through Environment Australia to have the CSIRO to undertake air toxic emission tests, Gilbarco undertook fuel pump calibration and services and Tri City Trucks undertook routine servicing at cost price.

Apart from the now proven reductions in toxic emissions, one of the remarkable aspects about the use of Biodiesel is that there are no modifications to modern engines required. In the past there has been some resistance to the use of some alternative fuels as evidence does exist that many older engines were affected by the use of fuels with low lubricating qualities. The reductions in Sulphur content in petrodiesel over the past twelve months to 50 parts per million sulphur would have seen that the majority of seals and gaskets that are susceptible to damage would have already been replaced. Other than fuel quality this appears to be the only impediment to the conversion to the use of Biodiesel.

### **The Results**

The B100 fuel has been trialled over a period of six months and the performance and emissions evaluated. The trial has concluded however results have not been fully collated to date. The final report is due to be submitted to the EPA for ratification in late September. Preliminary results, however, indicate a very favourable result with significant reductions in emissions.

Preliminary results indicate a 91% reduction in the emission of particulates, 79% reduction in Hydrocarbons and 68% reduction in Smoke. As well, the air toxics were at the threshold of measurement by the CSIRO. These results should be considered in light of the fact that the comparative vehicle was measured using Ultra Low Sulphur diesel.

These are exceptional results, however they need to be incorporated into a final report. As soon as the report has been signed off by the EPA, Council will be able to make the full details available.

### **Awards**

The work undertaken in conducting a trial was nominated for consideration in the awards granted by Keep Australia Beautiful and Council has been presented with the Highly Commended award in the Sustainable Communities Category.

This reflects the level of interest in the trial and it is predicted that this will be the first of a number of awards that Council may receive for this innovative program.

### **The Future**

In terms of an on-going commitment to the use of Biodiesel it is considered that Council should further investigate the use of a blended fuel possibly B20 or B40. This is where Biodiesel is blended with petrodiesel at a mix of 20 or 40% biodiesel. As Biodiesel is a renewable fuel the use of a blended fuel would have the effect of extending the life of remaining resources of fossil fuels by the ratio of its use. The full use of B100 is probably not viable at this point in time despite Council being able to immediately convert most of the fleet to its use. This is because of the current limitations on guaranteed supply.

There is a need for more research to be conducted in use of various blends to establish the break point of where the environmental gains are maximised and the capacity of the Biodiesel industry to produce sufficient product is reached.

### **Conclusion**

In conclusion, Council should be aware that over the coming months there will be significant media attention to the conclusion of the Camden trials. As part of the funding agreements with the EPA there is a requirement that a number of public forums be held to disseminate the findings of the trial. Concurrent to the Camden trial, Newcastle City Council also conducted a trial of the use of Biodiesel but a B20 blend. They are in the same position as Camden at this point in time with their final report due to be released over the next few weeks. In the meantime however the initial public forums are commencing under the direction of the EPA.

It was decided that both Councils should conduct joint forums so that the public had the complete picture in the use of Biodiesel. The first of these forums was arranged by Newcastle City Council and held at Windsor on 7 September. There will be a number of similar forums held around the state as part of the grant.

At the time of the release of the final report a forum will be held at Camden for the information of our local community.

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Recommended: That:

- (i) Council note the receiving of the Metro Pride Award.
- (ii) Council further investigate the use of Biodiesel blends in its fleet.

**MOTION**

Moved Cr Kernohan, seconded Cr Funnell that

- (i) Council note the receiving of the Metro Pride Award.
- (ii) Council further investigate the use of Biodiesel blends in its fleet.
- (iii) Council congratulate all staff involved in the Award.

RS081/04 THE MOTION ON BEING PUT WAS **CARRIED.**  
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**15. Tender - Sale of Plant**

(File No: TC4454) (Director, Development & Environment Division)

**Purpose of Report**

The purpose of this report is to advise Council of the closing of a tender in relation to the disposal by sale of one of Council's Waste Management vehicles and to award the tender to sell the truck to Sita Environmental Solutions.

**Background**

The fleet of Waste Management vehicles is managed in such a way that each vehicle has a predetermined life of five to seven years. These figures have been established over time and reflect a comparable life to that of waste contractor operated vehicles. Each year the waste management budget incorporates an allowance for replacement of vehicles in light of the life expectancy. Sale of the surplus vehicle has been subject to tender and has been predicted as income within the budget.

**Main Report**

Advertisements for the sale of the vehicle were placed in the local and national newspapers and the Tenders closed on 3 September. Only two submissions were received at the closing date. Sita Environmental Solutions offered \$52,000 and W&P Truck Sales (Victoria) offered \$46,711. These prices are within the range expected and there are no reasons why one or the other should not be accepted other than price.

The Local Government Act Tendering legislation requires that the result of tenders be considered by Council.

**Conclusion**

The tender received from Sita Environmental Solutions for the purchase of the 1998 International ACCO waste collection vehicle reg. VMU – 094 for the price of \$52,000 represents the best value to Council and is therefore recommended.

Recommended: That the tender received from Sita Environmental Solutions for the sale of the 1998 International ACCO waste collection vehicle reg. VMU – 094 be accepted for the price of \$52,000.

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*Resolved on the Motion of Cr Johnson, seconded Cr Elliott that the tender received from Sita Environmental Solutions for the sale of the 1998 International ACCO waste collection vehicle reg. VMU – 094 be accepted for the price of \$52,000.*

RS082/04 THE MOTION ON BEING PUT WAS **CARRIED.**  
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**NOTICE OF MOTION**

I, Councillor David Funnell hereby give notice of my intention to move the following at the Council Meeting of 13 September, 2004;

“That Councillors be given a list of conventions, seminars, meetings officers and staff attend, and a report of the benefit of these to Camden Council”.

Signed:..... Cr David Funnell

*The Notice of Motion was formally*

*Moved Cr Funnell, seconded Cr Cagney that Councillors be given a list of conventions, seminars, meetings officers and staff attend, and a report of the benefit of these to Camden Council.*

RS083/04 THE NOTICE OF MOTION ON BEING PUT WAS **CARRIED**.  
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*(Cr Campbell voted against the Motion).*

**NOTICE OF MOTION**

I, Councillor Liz Kernohan hereby give notice of my intention to move the following at the Council Meeting of 13 September, 2004;

“That the delegation of authority to the General Manager to authorise any development application in the heritage Camden Town Centre and its support zones be withdrawn and officer’s recommendations referred to the Council for decision”.

Signed:..... Cr Liz Kernohan

*The Notice of Motion was formally*

*Moved Cr Kernohan, seconded Cr Funnell that the delegation of authority to the General Manager to authorise any development application in the heritage Camden Town Centre and its support zones (including all land within LEP 45) be withdrawn and officer’s recommendations referred to the Council for decision.*

RS084/04 THE NOTICE OF MOTION ON BEING PUT WAS CARRIED.

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*(Cr Whiteman and Cr Campbell voted against the Motion).*

**NOTICE OF MOTION**

I, Councillor David Funnell hereby give notice of my intention to move the following at the Council Meeting of 13 September, 2004;

“That Camden Council lobby both State and Federal Governments to relocate Government Departments to this area to enhance employment opportunities”.

Signed:..... Cr David Funnell

*The Notice of Motion was formally*

*Moved Cr Funnell, seconded Cr Johnson that Camden Council lobby both State and Federal Governments to relocate Government Departments to this area to enhance employment opportunities.*

RS085/04 THE NOTICE OF MOTION ON BEING PUT WAS **CARRIED**.  
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**SUSPENSION OF STANDING ORDERS**

*Resolved on the Motion Cr Campbell, seconded Cr Elliott that Standing Orders be suspended to allow the presentation to Councillors concerning the Narellan Country Club to be held at this time.*

RS086/04 THE MOTION ON BEING PUT WAS **CARRIED**.

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**PRESENTATION**

The presentation by representatives of Narellan Country Club was made.

**RESUMPTION OF STANDING ORDERS**

*Resolved on the Motion of Cr Johnson, seconded Cr Whiteman that Standing Orders be resumed.*

RS087/04 THE MOTION ON BEING PUT WAS **CARRIED**.

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The time being 9.34pm.

**CLOSURE OF MEETING TO THE PUBLIC**

The Council may, by resolution, deem it necessary to close the meeting to the public during discussion of the following matter:

**Potential Legal Action**

Council has been advised of a potential legal action. The Local Government Act (1993) permits the closure to discuss matters concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege, under Section 10A(2) (g).

The Council may, by resolution, allow members of the public to make representations as to whether the meeting should be closed before any part of the meeting is closed to the public. A representation by a member of the public as to whether a part of the meeting should be closed to the public can only be made for a fixed period immediately after the motion to close the part of the meeting is moved and seconded. That period would be determined by resolution of the committee.

The meeting will only be closed during discussion of the matters directly the subject of the reports and no other matters will be discussed in the closed section of the meeting.

Members of the public will be readmitted to the meeting immediately after the closed section is completed and if the Council passes a resolution during that part of the meeting that

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is closed to the public, the chairperson will make the resolution public as soon as practicable after that closed part of the meeting has ended.

Recommended: That Council

- (i) temporarily close the meeting to the public, in accordance with Section 10A(2)(g) of the Local Government Act, for the discussion of advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- (ii) allow members of the public to make any representations as to whether the meeting should be closed.

**MOTION**

*Moved Cr Johnson, seconded Cr Campbell that the meeting be closed to the public, in accordance with Section 10A(2)(g) of the Local Government Act, for the discussion of advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.*

RS088/04 THE MOTION ON BEING PUT WAS **CARRIED.**  
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**ADJOURNMENT OF MEETING**

The Meeting was adjourned at 9.35pm.

**OPEN COUNCIL**

*All Councillors as previously recorded were present in the Chamber when Council resumed at 9.45pm.*

*The General Manager communicated to the public and press the decision of the Closed Committee.*

**Update in Relation to the Former Camden High School Site**

(File No: PF4375.30/2) (Director, Development & Environment Division)

*Resolved on the Motion of Cr Johnson, seconded Cr Kernohan that*

- (i) Council note the current situation in relation to the resolution of 12 July 2004; and

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- (ii) *That where the information in relation to the matter does not require a Council decision and is for information purposes only, the information be provided to Councillors by way of a memo instead of a formal report to Council.*

RS089/04 THE MOTION ON BEING PUT WAS **CARRIED.**

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The meeting closed at 9.46pm.