



Camden Council

Business Paper

Ordinary Council Meeting
26 June 2018

Camden Council
Administration Centre
70 Central Avenue
Oran Park



COMMON ABBREVIATIONS

AEP	Annual Exceedence Probability
AHD	Australian Height Datum
BCA	Building Code of Australia
CLEP	Camden Local Environmental Plan
CP	Contributions Plan
DA	Development Application
DCP	Development Control Plan
DDCP	Draft Development Control Plan
DoPE	Department of Planning & Environment
DoT	NSW Department of Transport
EIS	Environmental Impact Statement
EP&A Act	Environmental Planning & Assessment Act
EPA	Environmental Protection Authority
EPI	Environmental Planning Instrument
FPL	Flood Planning Level
GSC	Greater Sydney Commission
LAP	Local Approvals Policy
LEP	Local Environmental Plan
LGA	Local Government Area
MACROC	Macarthur Regional Organisation of Councils
NSWH	NSW Housing
OEH	Office of Environment & Heritage
OLG	Office of Local Government, Department of Premier & Cabinet
OSD	Onsite Detention
REP	Regional Environmental Plan
PoM	Plan of Management
RL	Reduced Levels
RMS	Roads & Maritime Services (incorporating previous Roads & Traffic Authority)
SECTION 149 CERTIFICATE	Certificate as to zoning and planning restrictions on properties
SECTION 603 CERTIFICATE	Certificate as to Rates and Charges outstanding on a property
SECTION 73 CERTIFICATE	Certificate from Sydney Water regarding Subdivision
SEPP	State Environmental Planning Policy
SREP	Sydney Regional Environmental Plan
STP	Sewerage Treatment Plant
VMP	Vegetation Management Plan
WSROC	Western Sydney Regional Organisation of Councils

General Manager
Ron Moore Mayor
Lara Symkowiak

Director Customer and
Corporate Strategy
David Reynolds

Director Sport
Community and Recreation
Sandra Kubecka

Chief Financial Officer
Paul Rofe

Manager Governance and Risk
Charles Weber

Director Planning and Environment
Nicole Magurren

Acting Director Community Assets
Dick Webb

SEATING DIAGRAM

Camden Council Meeting

Councillor
Rob Mills

Councillor
Theresa Fedeli

Councillor
Peter Sidgreaves

Councillor
Michael Morrison

Councillor
Ashleigh Cagney

Councillor
Eva Campbell

Councillor
Paul Farrow

Councillor
Cindy Cagney

Public Address

Public Seating

Media



ORDINARY COUNCIL

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ORDINARY COUNCIL

SUBJECT: PRAYER

PRAYER

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

Amen

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

Amen

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

Amen

AFFIRMATION

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

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

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

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

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

ORDINARY COUNCIL

SUBJECT: ACKNOWLEDGEMENT OF COUNTRY

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

ORDINARY COUNCIL

SUBJECT: RECORDING OF COUNCIL MEETINGS

In accordance with Camden Council's Code of Meeting Practice and as permitted under the *Local Government Act 1993*, this meeting is being audio recorded by Council staff for minute taking purposes.

No other recording by a video camera, still camera or any other electronic device capable of recording speech, moving images or still images is permitted without the prior approval of the Council. The Council has not authorised any other recording of this meeting. A person may, as provided by section 10(2)(a) or (b) of the *Local Government Act 1993*, be expelled from a meeting of a Council for using or having used a recorder in contravention of this clause.

ORDINARY COUNCIL

SUBJECT: APOLOGIES

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

RECOMMENDED

That leave of absence be granted.

ORDINARY COUNCIL

SUBJECT: DECLARATION OF INTEREST

NSW legislation provides strict guidelines for the disclosure of pecuniary and non-pecuniary Conflicts of Interest and Political Donations.

Council's Code of Conduct also deals with pecuniary and non-pecuniary conflict of interest and Political Donations and how to manage these issues (Clauses 7.5-7.27).

Councillors should be familiar with the disclosure provisions contained in the *Local Government Act 1993*, *Environmental Planning and Assessment Act, 1979* and the Council's Code of Conduct.

This report provides an opportunity for Councillors to disclose any interest that they may have or Political Donation they may have received relating to a Report contained in the Council Business Paper and to declare the nature of that interest.

RECOMMENDED

That the declarations be noted.

ORDINARY COUNCIL

SUBJECT: PUBLIC ADDRESSES

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

The Public Address session will be conducted in accordance with the Public Address Guidelines. Speakers must submit an application form to Council's Governance team no later than 5.00pm on the working day prior to the day of the meeting.

Speakers are limited to one topic per Public Address session. Only seven speakers can be heard at any meeting. A limitation of one speaker for and one speaker against on each item is in place. Additional speakers, either for or against, will be identified as 'tentative speakers' or should only be considered where the total number of speakers does not exceed seven at any given meeting.

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

Speakers should ensure that their statements, comments and questions comply with the Guidelines.

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

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

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

RECOMMENDED

That the public addresses be noted.

ORDINARY COUNCIL

SUBJECT: CONFIRMATION OF MINUTES

Confirm and adopt Minutes of the Ordinary Council Meeting held 12 June 2018.

RECOMMENDED

That the Minutes of the Ordinary Council Meeting held 12 June 2018, copies of which have been circulated, be confirmed and adopted.

ORDINARY COUNCIL

SUBJECT: MAYORAL MINUTE

Consideration of Mayoral Minute (if any).



ORDINARY COUNCIL

ORD01

SUBJECT: ADOPTION OF THE REVISED 2017/18 - 2020/21 DELIVERY PROGRAM (INCLUDING 2018/19 BUDGET).

FROM: Director Customer & Corporate Strategy

TRIM #: 18/154276

PURPOSE OF REPORT

The purpose of this report is to adopt:

- The Revised 2017/18 - 2020/21 Delivery Program (DP), which includes the 2018/19 Operational Plan (Budget); and
- The 2018/19 Revenue Policy, 2018/19 Fees and Charges Schedule and Long-Term Financial Plan (LTFP).

As required under the *Local Government Act 1993*, Council is also required to resolve the following:

- Making of the rates and annual charges for 2018/19; and
- Authorisation of expenditure and voting of money for 2018/19.

BACKGROUND

Council adopted the 2017/18 - 2020/21 Revised Delivery Program and 2018/19 Draft Operational Plan (including Budget) on 22 May 2018. The *Local Government Amendment (Planning and Reporting) Act 2009*, states that any major variations to the adopted Delivery Program must be publicly exhibited for a period of 28 days (minimum).

As part of the 2018/19 annual budget process, there have been a number of recommended inclusions to the 2018/19 budget over and above what was included in the 2017/18 - 2020/21 Delivery Program and therefore public exhibition is required.

A copy of the 2017/18 - 2020/21 Draft Revised Delivery Program, Draft 2018/19 Operational Plan (Budget), Draft 2018/19 Revenue Policy, Draft 2018/19 Fees and Charges and Draft 2018/19 LTFP were distributed to Councillors under separate cover on 20 April 2018. A Council budget briefing was held on 30 April 2018.

PUBLIC EXHIBITION

The 2017/18 - 2020/21 Revised Delivery Program, 2018/19 Operational Plan (Budget), including 2018/19 Revenue Policy, 2018/19 Fees and Charges and 2018/19 LTFP were publicly exhibited from 23 May to 19 June 2018 inclusive. The exhibition was advertised in a local paper and copies of the documents were made available on Council's website as well as at Council's Customer Service Centre at Oran Park and the Camden and Narellan Libraries.

No submissions were received by Council during the exhibition period.

ADDITIONAL 2018/19 BUDGET ADJUSTMENTS RECOMMENDED

Review of Upper South Creek Flood Study – Grant funding

Council has received a grant offer of \$130,000 (excl. GST) from the Office of Environment & Heritage (OEH) to review the Upper South Creek Flood Study. Council is required to contribute \$65,000 (excl. GST) to this study in order to receive the funding.

It is recommended that Council accept the Office of Environment & Heritage Grant Funding of up to \$130,000 and approve an allocation of \$65,000 from the Capital Works Reserve. The funding will be included in the 2018/19 budget as part of the 2018/19 September Quarterly Budget Review.

Fees and Charges unknown at the time of preparing the Draft 2018/19 Budget

A new fee for the Alan Baker Art Gallery is recommended for inclusion in the 2018/19 Fees and Charges being an Art Workshop Fee of \$12.00 (Incl. GST).

A new fee for Criterium Racing at the Narellan Sports Hub is recommended for inclusion in the 2018/19 Fees and Charges being an annual fee of \$1,000 (Incl. GST) for use of the roads and carpark surrounding the Narellan Sports Hub. This also provides access to the amenities.

A new fee for Oran Park Library Community Rooms is recommended for inclusion in the 2018/19 Fees and Charges being the Sandown Rooms 1, 2 & 3 Commercial Non-Peak time (rate per hour per room) of \$42.00 (Incl. GST) for Casual Hire and \$32.50 (Incl. GST) for Regular Hire.

2018/19 OPERATIONAL PLAN (BUDGET)

In summary, the draft 2018/19 Operational Plan is as follows:

Draft Operational Plan	2018/19
Operating Expenditure	\$111,353,200
Capital Expenditure	\$194,526,900
Gross Expenditure Budget	\$305,880,100
Non-cash and Reserve Transfers	
Less: Works in Kind – Land & Infrastructure	(\$147,969,000)
Less: Non-cash Depreciation Expense	(\$20,174,300)
Less: Transfer to Cash Reserves	(\$16,220,000)
Net Cash Expenditure Budget	\$121,516,800

Council’s proposed gross expenditure budget for 2018/19 is \$305,880,100. Upon removing non-cash expenditure and transfers to reserve, Council’s proposed cash budget for 2018/19 is \$121,516,800.



BUDGET RESULT AND ALLOCATION OF SURPLUS

The 2018/19 Operational Plan (Budget) provides the financial resources for Council to continue to deliver the services, programs and activities outlined within the Delivery Program. In reviewing the 2018/19 Operational Plan (Budget), Council has prudently considered both the needs of the community and long term financial sustainability of the organisation.

A review of the 2018/19 Operational Plan identified a budget surplus of \$1,583,500.

The proposed allocation of the budget surplus is shown in the following table:

Budget Surplus	2018/19
Draft Budget Surplus	(\$1,583,500)
Surplus Allocation	
1 - Workforce Positions (Net cost to budget)	\$665,000
2 - Operational Expenditure (Net cost to budget)	\$1,077,500
3 - Capital Expenditure (Net cost to budget)	\$150,000
4 - Transfers from Reserve (Net transfer)	(\$900,000)
5 - Community Priority Projects	\$591,000
2018/19 Revised Draft Budget (Balanced)	0

1. Additional Workforce Positions

A total of 16.6 additional positions have been proposed for inclusion in the 2018/19 budget. These are considered high priority positions and are consistent with Council's adopted workforce plan. The increase in staffing is primarily to maintain a consistent service level to our rapidly growing community. Key areas of focus include:

- Water Play and Youth Facilities – cleanliness/maintenance.
- Path Paving.
- Customer Service.
- Alan Baker Art Gallery.
- Project Management.
- Domestic Waste Management.
- Development Services.

2. Operational Expenditure

In addition to the funds allocated in the 2017/18 - 2020/21 Draft Delivery Program, Council has proposed the following additional operational items for inclusion in the 2018/19 budget:

Operational Expenditure	2018/19
New Buildings Maintenance	\$60,000
Public Tree Maintenance	\$60,000
Water Play & Youth Facilities – Cleanliness/Maintenance	\$30,000
Information Technology Licences & Network	\$217,000
Advocacy/Community Studies and Reports	\$150,000
Strategies & Studies (Narellan Town Centre, Camden Town Centre, S10.7, Rural Lands Assessments, Emerging Centres)	\$160,000
Community Events	\$80,000

Shelf Ready Books for Narellan & Camden Library	\$30,000
PinForce Mobile, Infringement Issuing and Management system (Net Cost) – Field Technology (Rangers)	\$40,000
Camden Regional Economic Taskforce (CRET) (Operational Budget)	\$165,500
Alan Baker Art Gallery @ Macaria, (Operational Budget)	\$85,000
Path Paving	\$205,000
Funding from Program Budgets for Path Paving	(\$205,000)
Domestic Waste Management	\$230,000
Funding from Domestic Waste Management Reserve	(\$230,000)
Total – Operational Funding Requests (net)	\$1,077,500

3. Capital Expenditure

In addition to the capital projects already approved as part of the 2017/18 - 2020/21 Delivery Program, it is proposed to also include the following capital items in the 2018/19 budget and 2017/18 - 2020/21 Delivery Program:

Capital Expenditure	2018/19
Water Play & Youth Play facilities – maintenance vehicle	\$30,000
IT Hardware Replacement Strategy Desktops and Servers – Transfer to IT Reserve	\$120,000
Domestic Waste Management Trucks x 2	\$830,000
Funding from Domestic Waste Management Reserve (Trucks)	(\$830,000)
Total – Capital Funding Requests (Net)	\$150,000

4. Reserve Transfers

In addition to the reserve transfers already approved as part of the 2017/18 - 2020/21 Delivery Program, the following reserve transfers are also proposed to be made as part of the 2018/19 budget and 2017/18 - 2020/21 Delivery Program:

Proposed Reserve Transfers (Net)	2017/18	2018/19	2019/20	2020/21
Transfer from Capital Works Reserve		(\$750,000)		
Transfer from Asset Renewal Reserve		(\$150,000)		
Total		(\$900,000)		

Other minor or recurrent reserve transfers are contained within the draft 2018/19 Operational Plan (budget). This report will recommend that Council approve all internal reserve transfers.

5. Priority Community Projects

Council has proposed the following additional priority works for inclusion in the 2018/19 budget:

Priority Community Projects	2018/19
Narellan Sports Hub – Rugby League facility – amenity renewal works (Narellan Jets)	\$90,000
Fairfax Reserve, Harrington Park – Clubrooms Security Gates	\$10,000
Harrington Park Community Centre – Kitchenette (additional) & Air Conditioning	\$75,000
Liquidamber Reserve, Narellan Vale – conversion of one tennis court to multi-purpose courts or small sided street football	\$100,000
Harrington Park Soccer, storage container	\$10,000
Pindari Reserve, Camden South - playground upgrade and landscaping	\$80,000
Bubbler Installation: Camden Bike Track near Cowpasture Road	\$8,000
Bubbler Installation: Thomas Donovan Reserve, Gregory Hills	\$8,000
Sportsground Defibrillators – all Sportsgrounds	\$65,000
Jack Nash Reserve, Currans Hill Carpark – resurfacing and additional parking bays	\$145,000
Total – Priority Community Projects	\$591,000

Major Projects Update

The following table provides a highlight of Major Capital Works to be completed over the next three years including references to major projects already completed or nearing completion as part of Council's adopted 2017/18 budget and 2017/18 - 2020/21 Delivery Program. The projects continue to be a prudent response to the needs of a growing community over the remaining three years of the Delivery Program.

CAPITAL PROJECTS (PROJECT DESCRIPTION)	COST	EXPECTED DELIVERY
Harrington Park youth facility	\$1,141,821	2018/19*
Sedgewick Reserve youth facility	\$1,359,424	2018/19*
Curry Reserve water play facility	\$2,405,000	2018/19*
Camden Town Centre Upgrade Stages 3-4	\$6,950,000	2018/19
Concept Design Upgrade of Ingleburn Rd, Rickard Rd & Edmondson Ave	\$2,900,000	2018/19
Camden Valley Way / Macarthur Rd, Elderslie Intersection renewal	\$3,685,000	2018/19*
Graham Hill/Richardson/Camden Valley Way Roads, Narellan Upgrade	\$3,575,000	2018/19*
Kirkham Sports Fields/BMX Skate Park	\$3,005,000	2019/20
Spring Farm Community Facility	\$3,009,000	2019/20
Camden – Cricket Facility Stage 1 – Fergusons Land	\$6,100,000	2019/20
Council Depot Redevelopment Stage 1	\$2,700,000	2019/20
Oran Park water play facility (Cost to Council \$733k, \$805k from Developer Agreement)	\$1,537,900	2019/20

(*To be completed within the 2018 calendar year)

Other major projects that are completed or nearing completion include:

Completed

- Mount Annan Leisure Centre \$12.8 million;
- Narellan Sporting Hub (Stage 1) \$11.2 million;
- Camden Decked Carpark \$3.6 million.

Completion June 2018

- Oran Park Library \$13.7 million.

OTHER OPERATIONAL PLAN (BUDGET) INFORMATION

Rate Income

Council was advised in November 2017 that IPART had determined an allowable increase in rating income for 2018/19 of 2.30%. Rate estimates included within Council's Revenue Policy have been prepared on the basis of a 2.30% rate increase. The impact on the average residential assessment is approximately \$19.36 per year (37c per week).

Council has not made an application for a rate increase above the allowable increase of 2.30% for the 2018/19 financial year. Council does have in place a one-off 1.10% special rate variation, which was approved by IPART in June 2013. This revenue is used to part fund the Community Infrastructure Renewal Program and was approved for a period of six years. After the sixth year, the special rate variation is required to be reversed, reducing rate income by 1.1% in 2019/20.

Council has the option to apply to IPART for a continuation of the special rate variation following public consultation. For this purpose, a letter of intent to apply for a continuation is required by IPART by December 2018. Any proposed letter of intent to IPART would require a resolution of the Council.

Pensioner Subsidy

Pensioner rebate estimates have been revised to reflect the current number of residents who can claim a pensioner rebate. As at May 2018, Camden has 3782 residents who are eligible for a pensioner rebate.

As part of the 2014/15 budget, the Federal Government announced that it would cease paying its 5% subsidy towards pensioner rebates. This decrease has subsequently been covered by the NSW State Government. NSW Councils are yet to be advised if the State Government will cover the 5% gap for 2018/19. If Council is required to fund the gap, an adjustment will be made at the next available quarterly budget review.

Fees and Charges

Proposed fees and charges for 2018/19 have generally been increased by 2.20% in line with CPI with the exception of fees which are set by regulation, are prepared on a cost recovery basis or where Council provides the service in a competitive market.

Council's Fees and Charges Schedule for the 2018/19 financial year was placed on exhibition for public comment.



Investment Income

Council has an adopted investment policy which outlines the manner in which Council may invest funds, risk profile considerations and the types of institutions and products which it may invest in.

Interest projections for 2018/19 have been prepared on the basis of generating a return on investment of 2.80% (this includes a performance factor of 1%). This is the same projected rate used as part of the 2017/18 budget. Council is currently achieving a return on its investment portfolio of approx. 3.00% (May 2018).

Community Infrastructure Renewal Program (LIRS Round 2) (Six Year Program)

The six year \$6.4 million Community Infrastructure Renewal Program is funded by a combination of internal reserves (\$1.5 million), a special rate variation of 1.10% including interest (\$2.9 million) and loan borrowings via the Loan Infrastructure Renewal Scheme (\$2 million). The 2018/19 financial year is the final year of this program.

The total programmed expenditure for the first five years of the Community Infrastructure Renewal Program was \$5.3 million. As at 31 May 2018, \$4.8 million (91%) of the identified works program has been completed.

It should be noted that Council will realise loan interest savings of over \$700,000 through Rounds Two and Three of this scheme.

Total Capital Works Program Summary

The Capital Works Program for 2018/19 is \$177,893,200. A breakdown of this program is shown in the following table:

Local Service	2018/19
Road/Transport Infrastructure	\$69,564,300
Drainage Infrastructure	\$35,781,000
Waste Management	\$1,872,900
Parks & Playgrounds	\$32,220,000
Community Facilities	\$25,475,000
Public Libraries	\$11,515,000
Administration and Depot Buildings	\$1,000,000
Governance & IT	\$465,000
	\$177,893,200
Funded By	
Works in Kind Agreements	\$147,969,000
Section 94 Funds (Cash Reserves)	\$8,689,000
Waste Management Reserve	\$1,692,900
External Grants	\$5,011,600
Community Infrastructure Renewal Program	\$1,173,000
Internal Reserves	\$6,439,500
General Fund	\$6,918,200
	\$177,893,200

Loan Borrowings – External

Council has no proposed loan borrowings for 2018/19. Council’s Long Term Financial Plan does include an indicative increase in the level of loan borrowing and estimated debt servicing in 2021/22 and 2022/23 to fund stage 2 of the new Central Administration Centre and part fund the Oran Park Leisure Centre. The actual loan borrowings (if any) will be known once detailed designs and the funding packages have been endorsed by the Council.

Council’s proposed debt is shown in the table below:

	2018/19	2019/20	2020/21	2021/22
Principal Outstanding	\$28,408,000	\$24,687,000	\$23,316,000	\$36,106,000
Debt Servicing Costs (principal & interest)	\$4,946,800	\$4,905,800*	\$2,463,000*	\$2,231,400

*the decrease in debt servicing is a result of 2019/20 being the last year of repayments to NSW Treasury for the Lodges Rd/Hilder St upgrade project.

Department of Planning (DOP) Interest Free Loan – Lodges Rd/Hilder St upgrade

In 2010, Council borrowed \$11.8 million dollars from the DOP to upgrade Lodges Rd and Hilder St, Elderslie. The loan was over ten years and was interest free under the Local Infrastructure Fund (LIF). Upon completion of the works, not all funds had been expended leaving an unspent loan balance including interest (to date) of approximately \$3.5 million in reserve.

By December 2019, Council will have fully repaid the loan meaning the unspent loan funds held in reserve could be utilised by Council for other purposes. The reserve funds have been identified as a funding source for the 2017/18 - 2020/21 Delivery Program (Major Capital projects). These funds are not proposed to be utilised until the 2019/20 Operational Plan (budget).

Future Quarterly Budget Reviews

Future quarterly budget review surpluses have been used as a funding source for Council’s major projects over the next three years. Council endorsed this as part of adopting its 2017/18 - 2020/21 Delivery Program. It is estimated that \$500,000 could be funded from each quarterly review from September 2017 through to March 2021. This could provide up to \$7.5 million in funding. Council will require \$5.7 million from future quarterly reviews to fund its Capital Works Program. At each quarterly budget review \$500,000 is transferred to the Capital Works Reserve until the \$5.7 million is fully funded.

To date, Council has funded \$1.5 million of the required \$5.7 million which means the funding plan is on track to meet the target amount. If Council is unable to fund the remaining balance of \$4.2 million through quarterly budget reviews, other Council reserves or loans could be considered.



RATES & CHARGES FOR 2018/19 AND AUTHORISATION OF EXPENDITURE

Rates and charges must be made by resolution of Council. In moving the adoption of the appropriate resolution, it is necessary to note that under the *Local Government Act 1993*:

- All Councils are required to levy a separate Domestic Waste Management Charge. This charge must reflect the reasonable cost of providing the service as general rate revenue cannot be used to finance domestic waste management services.
- Revenue derived from domestic waste management services must be accounted for as a distinct activity from any trade waste or other waste service activity.
- Ratepayers who become eligible for pensioner concessions during the course of the year will become entitled to claim a proportionate rebate of their rates.
- Pension ratepayers who sell their land or lose eligibility for this concession will lose entitlement to a proportion of any previously granted rebate.
- Quarterly rate billing of each instalment must be given unless a ratepayer has, of course, paid their rates in full.
- Interest charges on overdue rates will only be applied to an overdue instalment.
- Interest charges on overdue instalments will be calculated on a daily basis.
- Rate instalments become payable on prescribed dates.
- Ratepayers who fail, for any reason, to pay an instalment on time will not be required to pay the balance of annual rates assessed immediately and will not be prevented from paying by quarterly instalments.
- The rate of interest on overdue rates and charges is fixed by the Minister for Local Government pursuant to Section 566 of the *Local Government Act, 1993*. The Minister for Local Government has determined that the maximum rate of interest payable on overdue rates and charges for the 2018/19 rating year is 8.00%.

Authorisation of Expenditure

In relation to the authorisation of expenditure, Regulation 211 of the *Local Government (General) Regulation 2005* provides:

- A Council, or a person purporting to act on behalf of a Council, must not incur a liability for the expenditure of money unless the Council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:
 - a) has approved the expenditure; and
 - b) has voted the money necessary to meet the expenditure.
- A Council must each year hold a meeting for the purpose of approving expenditure and voting money.

2018/19 RATING POLICY

Rating Income

Council has agreed to maintain its current rating structure and as such:

1. Council has the following categories/sub-categories for rateable land in the Camden Local Government Area:
 - Residential
 - Business
 - Farmland Ordinary
 - Farmland Intensive

2. Up to 50% of total rates will be raised by a base amount on all rateable assessments and such charge be the same for each category/sub-category.

3. The ad-valorem rate for each category/sub-category is based on the following rating mix:

Residential	1.0	
Business	3.3	(i.e. 3.3 times the residential ad-valorem rate)
Farmland Ordinary	0.5	(i.e. half the residential ad-valorem rate)
Farmland Intensive	0.9	(i.e. 0.90 times the residential ad-valorem rate)

4. Based on the above rating categories, the ad-valorem rates and base charges would be charged as follows:

Rate Category	Base Charge	Ad-ValoremRate
Residential	\$645.00	0.151572
Business	\$645.00	0.500188
Farmland Ordinary	\$645.00	0.075786
Farmland Intensive	\$645.00	0.136415

The above base charge and ad-valorem includes the allowable increase in rate income approved by IPART of 2.30%.

5. Based on the above rating categories, the percentage of base amount to total yield for the 2018/19 financial year for each class of rate is:

Rate Category	% Base Amount
Residential	48.52%
Business	13.49%
Farmland Ordinary	23.37%
Farmland Intensive	27.83%

(*this table is not meant to add to 100%)

The change in the ad-valorem rates from council's draft Revenue Policy is largely a result of recognising additional rateable assessments and the re-categorisation of land in new release areas throughout the LGA. The subsequent budget adjustment relating to this change will be reported to Council at the first quarterly review (September) of the 2018/19 budget.



Domestic Waste Management Service Charges

It is proposed to increase the domestic waste charges by 2.50%. The impact on the average 120 litre service is approximately \$8.70 per year (17c per week). This increase is required to recover the cost of providing the service, future increases in disposal costs and funding Council's waste plant replacement program.

The list of proposed charges applicable to waste services can be found in Council's Fees and Charges schedule for the 2018/19 financial year.

Stormwater Management Levy

It is proposed to increase the Stormwater Levy from \$20 to the maximum allowable of \$25 as part of the 2018/19 budget. The increase of \$5 will generate an additional \$145,000 per annum and is proposed to be used for the cleaning of gross pollutant traps, wetlands and raingardens that are being delivered in new release areas. Development activity has significantly increased the number of stormwater management devices such as gross pollutant traps (73% increase over the last 4 years), wetlands (an increase of 76%) and drainage infrastructure generally. The cleaning of gross pollutant traps assists with water flow and promotes cleaner waterways. The impact on a residential assessment is an additional \$5.00 per year (10c per week).

The proposed charges for the Stormwater Management Levy can be found in Council's Fees and Charges schedule for the 2018/19 financial year.

Ratepayers who currently receive a pension rebate are exempt from this levy providing they qualify for the pension rebate at 1 July of any given rating year.

Stormwater Management Levy Program of Works

The Stormwater Management Levy will generate approximately \$736,900 in the 2018/19 financial year. Council will need to adopt the program of works as part of this report. Further details of the works to be funded from the levy can be found in Council's 2018/19 Revenue Policy.

CONCLUSION

The 2017/18 - 2020/21 Revised Delivery Program and 2018/19 Operational Plan (Budget) has been publicly exhibited for a period of 28 days from 23 May to 19 June 2018. No submissions were received by Council during the exhibition period.

The 2017/18 - 2020/21 Revised Delivery Program and 2018/19 Operational Plan (Budget) is a responsible allocation of funds, it addresses resourcing and maintenance needs to both enhance and maintain existing service levels, and addresses much needed infrastructure and a focus on customer experience.

Council has adopted small increases in rates and charges. Rates will increase by 2.3% (Ministers allowable limit for all NSW Councils), an increase in domestic waste charges of 2.5% and an increase in the Stormwater Management Levy of \$5 per annum. The average increase in rates and charges for 2018/19 will be 64 cents per week.

Council continues to demonstrate prudent financial management by adopting a balanced budget position. Council's financial health ratios continue to be within or

better than the IPART benchmarks which supports Camden Council’s assessment by IPART and the Office of Local Government of being ‘fit for the future’.

With over 500 new residents per month, Council continues to respond to the needs of a rapidly growing community.

The 2017/18 - 2020/21 Revised Delivery Program and 2018/19 Operational Plan (Budget) are recommended for adoption by Council.

RECOMMENDED

That Council:

- i. adopt the Revised 2017/18 - 2020/21 Delivery Program;**
- ii. adopt the 2018/19 Operational Plan (Budget) as set out below:**
 - **expenditure totalling \$305,880,100 as summarised in the 2018/19 Operational Plan and that the funds to cover such expenditure be voted;**
 - **the 2018/19 Fees and Charges (includes Domestic Waste Management Fees), including new fees and charges for the Albert Baker Art Gallery, Narellan Sporting Hub (Criterion track), Oran Park Library Community Rooms and the 2018/19 Revenue Policy;**
 - **increase the Stormwater Management Levy to the maximum charge of \$25 as outlined in this report and adopt the program of works in the 2018/19 Revenue Policy;**
 - **adopt a 2.30% rate increase under Section 506 of the *Local Government Act*, in accordance with the allowable increase announced by IPART;**
 - **adopt the following ad-valorem rates to be levied on the land value of all rateable assessments for 2018/19 financial year:**

Rate Category	
Residential	0.151572
Business	0.500188
Farmland Ordinary	0.075786
Farmland Intensive	0.136415

- **in accordance with Section 537(b) of the *Local Government Act, 1993*, note the percentage of base amount to total yield for the 2018/19 financial year for each class of rate is:**

Rate Category	
Residential	48.52%
Business	13.49%
Farmland Ordinary	23.37%
Farmland Intensive	27.83%

- **adopt a base amount of \$645.00 to be levied for each rateable assessment for the 2018/19 financial year;**



-
- adopt the rate permitted by the Minister for Local Government for the allowable interest rate on overdue rates of 8.00%;
 - approve the following reserve transfers:

Proposed Reserve Transfers (Net)	2017/18	2018/19	2019/20	2020/21
Transfer from Capital Works Reserve		(\$750,000)		
Transfer from Asset Renewal Reserve		(\$150,000)		

- iii. accept the Office of Environment & Heritage Grant Funding of \$130,000, approve an allocation of \$65,000 from the Capital Works Reserve and include the funding in the 2018/19 budget at the September Quarterly Budget Review.

ORDINARY COUNCIL

ORD02

SUBJECT: ACCEPTANCE OF GRANT FUNDING FROM DEPARTMENT OF PLANNING AND ENVIRONMENT FOR CAMDEN LOCAL ENVIRONMENTAL PLAN REVIEW

FROM: Director Planning and Environment

TRIM #: 18/173851

PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement to participate in the Accelerated LEP Review Program and accept up to \$2.5 million (excl GST) from the NSW State Government to review the Camden Local Environmental Plan (LEP) 2010 including undertaking related studies to inform the review.

BACKGROUND

In March 2018, the State Government released the Greater Sydney Region Plan – A Metropolis of Three Cities, and five District Plans including the Western City District Plan, which includes the Camden LGA.

In accordance with the District Plan and changes to the *Environmental Planning and Assessment Act 1979* (the Act), all councils are required to review and update their LEPs and prepare Local Strategic Planning Statements (LSPS) to align with the strategic direction of the District Plans.

The LSPS are a new requirement under the Act, setting out the strategic vision for land use in the local area, the special values and how character is to be preserved.

MAIN REPORT

The NSW Government through the Department of Planning and Environment (DPE) identified up to 18 councils across Greater Sydney eligible to receive up to \$2.5 million in funding to undertake preparation of LSPS and review of their LEP's.

As a high growth council, and signatory to the Western Sydney City Deal, Camden has been identified as a priority council and therefore eligible to receive the funding.

The DPE has provided a roadmap to inform the LEP review process. Under the terms of the funding agreement, the review of LEPs including LSPS need to be completed within a two year timeframe commencing in July 2018. A copy of the roadmap is included as an **attachment** to this report.

If Council accepts the funding, a detailed project plan will be prepared outlining the key activities and timelines, including community engagement and technical studies to be undertaken. Further information will be provided to Council on the project plan and technical studies to be undertaken, including studies into Council's existing and future centres across the LGA.



Funding Payments

The funding agreement identifies the following payment milestones for Council.

Milestone	Funding Amount	Completion Date
1. LEP Review – Agreement Date	\$ 250,000	TBC
2. Approval of Project Plan	\$500,000	TBC
3. Exhibition of draft LSPS	\$625,000	TBC
4. Submission of Planning proposal for Gateway determination	\$625,000	TBC
5. Submission of the planning proposal to the Secretary to arrange for the drafting of the updated LEP	\$500,000	30 June 2020

Under the terms of the agreement, Council will need to acquit the requirements of each milestone to be eligible for funding for the subsequent phases.

FINANCIAL IMPLICATIONS

Council is eligible to receive funding of up to \$2.5 million under the Accelerated LEP Review Program from the NSW State Government. This project is funded by the grant and will have no impact on Council's budget should the funding be accepted by Council.

CONCLUSION

Camden has been identified as a priority Council by the DPE to accelerate the preparation of LSPS and the review of the Camden LEP 2010. As a priority council, Camden is eligible to receive up to \$2.5 million funding to undertake this work within a two year timeframe, concluding in June 2020.

RECOMMENDED

That Council:

- i. agree to participate in the Accelerated LEP Review Program and accept the funding of up to \$2.5 million (excl GST);**
- ii. write to the Hon. Anthony Roberts, the Minister for Planning, thanking him for the funding; and**
- iii. write to Mr Chris Patterson MP, Member for Camden, thanking him for his support.**

ATTACHMENTS

1. LEP Roadmap May 2018

ORDINARY COUNCIL

ORD03**SUBJECT: COBBITTY VOLUNTEER FIRE SERVICE - REQUEST TO REFUND APPLICATION FEES****FROM:** Director Customer & Corporate Strategy**TRIM #:** 18/181260

PURPOSE OF REPORT

The purpose of this report is to seek Council's determination of a request from the Cobbitty Volunteer Fire Service for a refund of the application fees associated with the proposed alterations and additions at 219A Cobbitty Road, Cobbitty.

BACKGROUND

On 29 May 2018, Council received a development application (DA), for the proposed alteration and additions at 219A Cobbitty Road, Cobbitty.

This request seeks a refund of the fees which have been paid to Council.

Council has in the past refunded fees and charges where an applicant demonstrates hardship, or for volunteer organisations, where the purpose supports the general community.

MAIN REPORT

Council received a request for a refund of the fees associated with this development. Based on the estimated project value of \$35,000, the total Council fees paid for this development are listed below:

Council Fee	Purpose	Amount
DA fee	The assessment of the DA by Council	\$275.00
Archiving fee	The physical and electronic storage of the applications by Council	\$31.50
CC fee	Construction Certificate	\$488.00
Building Inspection Fee	Building Inspection for alterations and additions	\$531.82
	Total Council fees available for refund	\$1,326.32

A copy of the letter is an **attachment** to this report.

FINANCIAL IMPLICATIONS

The current balance of Councillor Ward Funds is \$61,225. The refund could be funded from available Ward Funds or at the Year End Budget Review.

CONCLUSION

A request has been received seeking a refund of the fees paid to Council associated with the proposed alterations and additions at 219A Cobbitty Road, Cobbitty. The total



amount of those fees available for refund is \$1,326.32. Should Council decide to refund the fees, a funding source will need to be determined as provided in the financial implications section of this report.

RECOMMENDED

That Council:

- i. determine whether to grant a refund of \$1,326.32;**
- ii. subject to Council authorising the refund, identify the funding source as detailed in the financial implications of this report; and**
- iii. advise the applicant of Council's decision.**

ATTACHMENTS

1. Letter to Camden Mayor - request for refund of fees - Cobbitty Volunteer Rural Fire Brigade

ORDINARY COUNCIL

ORD04

SUBJECT: INVESTMENT MONIES - MAY 2018
FROM: Director Customer & Corporate Strategy
TRIM #: 18/176879

PURPOSE OF REPORT

In accordance with Part 9, Division 5, Section 212 of the *Local Government (General) Regulation 2005*, a list of investments held by Council as at 31 May 2018 is provided.

MAIN REPORT

The weighted average return on all investments was 3.00% p.a. for the month of May 2018. The industry benchmark for this period was 2.05% (Ausbond Bank Bill Index).

It is 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.

The Responsible Accounting Officer is the Chief Financial Officer.

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

RECOMMENDED

That Council:

- i. note that the Responsible Accounting Officer has certified that all investments held by Council have been made in accordance with the *Local Government Act 1993*, Regulations, and Council's Investment Policy;**
- ii. note the list of investments for May 2018; and**
- iii. note the weighted average interest rate return of 3.00% p.a. for the month of May 2018.**

ATTACHMENTS

1. Investment Report - May 2018



ORDINARY COUNCIL

ORD05

SUBJECT: COMMUNITY SPONSORSHIP PROGRAM JULY TO DECEMBER 2018
FROM: Director Sport, Community and Recreation
TRIM #: 18/182831

PURPOSE OF REPORT

This report seeks Council's endorsement of the recommended sponsorship allocation requests received for this round, both monetary and in-kind, by the Sponsorship Allocation Committee as outlined in the Community Sponsorship Program.

BACKGROUND

The Community Sponsorship Program was adopted by Council as a component of the Community Financial Assistance Policy. It sets out how Council will administer incoming sponsorship requests from community groups and organisations.

The program is intended to provide encouragement and support to community organisations, based on the needs of such groups, by supplementing funds raised for their events/activities.

Applications can be made twice per year and are assessed by the Sponsorship Allocation Committee using set guidelines and criteria to ensure probity and consistency in evaluating requests.

The July to December 2018 allocations were presented to Councillors at a briefing held on 12 June 2018.

MAIN REPORT

All previous applicants for sponsorship and those organising external events were sent an application form and application timeframes were also advertised in the local newspaper and on Council's website.

A total of 16 applications were received. Each application was assessed against the Program guidelines and criteria with consideration given to the social and economic benefit for the local community, level of appeal and demonstrated need for funding. Applicants must have fully acquitted grants from previous rounds and have adhered to the Conditions of Sponsorship.

After assessment against the guidelines and criteria, 13 applications have been recommended for monetary and/or in-kind support under the sponsorship program.

The following 13 events/activities are recommended for funding from the Community Sponsorship Budget:

	Event	Total Recommended Monetary	Total Recommended In-Kind
1	Relay for Life 201	\$3,000	\$3,844
2	Small Ford Car Club of NSW (Inc) Display Day	\$500	\$295
3	Leukemia Foundation – Light the Night	\$0	\$507
4	The Lions Club of Narellan Inc Car Show	\$1,500	\$1,042
5	Hope Anglican Church Leppington Community Carols	\$0	\$282
6	Camden Anglican Parish Council Carols by Candlelight	\$1,000	\$282
7	The Argyle Street Business Collective Macarthur Jacaranda Festival (including lighting of the Christmas Tree)	\$10,000	\$5,000
8	Harrington Park Anglican Church Community Carols and Fireworks	\$1,000	\$178
9	The Greater Narellan Business Chamber Christmas in Narellan	\$10,000	\$444
10	Macarthur Astronomical Society Inc Astronomy Forum	\$2,000	\$0
11	Camden Meals on Wheels Trivia Night	\$1,300	\$0
12	Just 4 Tots Family Day Care Centre Superheroes Disco	\$0	\$940
13	Camden Rugby Club State U12 Rugby Union Championships	\$3,000	\$630
Total		\$33,300	\$13,444
Total of both In-Kind and Monetary		\$46,744	

Three applications received were not recommended for sponsorship. A detailed spreadsheet outlining the Community Sponsorship Program requests and recommended allocations is **attached** for your information.

FINANCIAL IMPLICATIONS

The total recommended sponsorship, including both monetary and in-kind, is \$46,744 (GST exclusive). A comprehensive breakdown of the amounts recommended can be found in the **attached** spreadsheet.



The total budget allocation for Community Sponsorship, as per the 2018/19 budget, is \$69,800. This budget covers two funding rounds each year.

CONCLUSION

The number of events/activities being undertaken by a range of community organisations continues to grow in both number and quality, contributing to the increase in social capital and improved community well-being, within the Camden LGA. This has been demonstrated by the quality and range of worthwhile events and activities seeking sponsorship assistance from Council.

Applications have been assessed against the criteria contained in the Program guidelines and recommendations reflect this assessment.

Projects recommended for funding will complement existing events and/or activities within the community and provide improved opportunities for the community to access and attend events and/or activities within the Camden LGA.

RECOMMENDED

That Council:

- i. approve sponsorship for the events and activities totalling \$46,744 (GST exclusive) (comprising \$33,300 cash and \$13,444 in-kind) as recommended in this report by the Sponsorship Allocation Committee, funded from the 2018/2019 Community Sponsorship budget allocation; and**
- ii. write to each applicant advising them of the outcome and thanking them for their participation in the program.**

ATTACHMENTS

1. 2018 July to December events - SAC Spreadsheet Community Sponsorship Program

ORDINARY COUNCIL

ORD06

SUBJECT: CLOSURE OF THE MEETING TO THE PUBLIC
FROM: General Manager
TRIM #: 18/180916

In accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, the following business:

- Land Acquisition – Hardship Claim;

is, in the opinion of the General Manager, of a kind referred to in Section 10A(2)(b) of the Act, being:

- The personal hardship of any resident or ratepayer;

and should be dealt with in a part of the meeting closed to the media and public.

Before a part of the meeting is closed, members of the public may make representations as to whether that part of the meeting should be closed. Representations can only be made in writing to the General Manager prior to the commencement of the meeting or a fixed period immediately after the motion is moved and seconded. That period is limited to four minutes under Council's Code of Meeting Practice.

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

Members of the public will be readmitted to the meeting immediately after the closed part has ended and, if Council passes a resolution during the closed part, the Chairperson will make the resolution public as soon as practicable after the closed part has ended.

RECOMMENDED

That Council:

- hear any objection or submission by a member of the public, limited to a period of four minutes, concerning the closure of the meeting; and**
- close the meeting to the media and public to discuss a report concerning the personal hardship of a resident or ratepayer in accordance with the provisions of Section 10A(2)(b) of the *Local Government Act 1993*.**