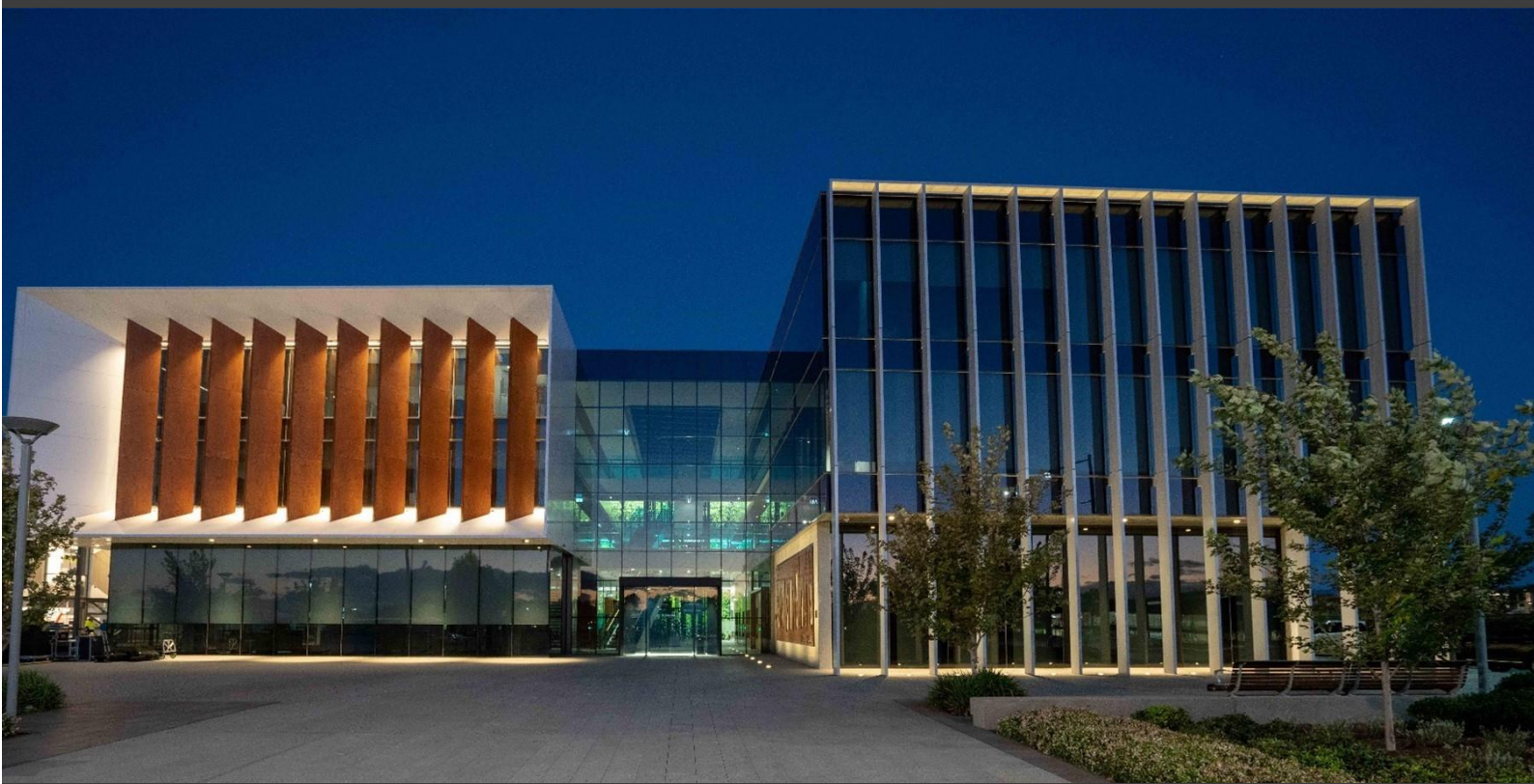


Business Paper

Ordinary Council Meeting

Camden Council
Administration Centre
70 Central Avenue
Oran Park

10 May 2022

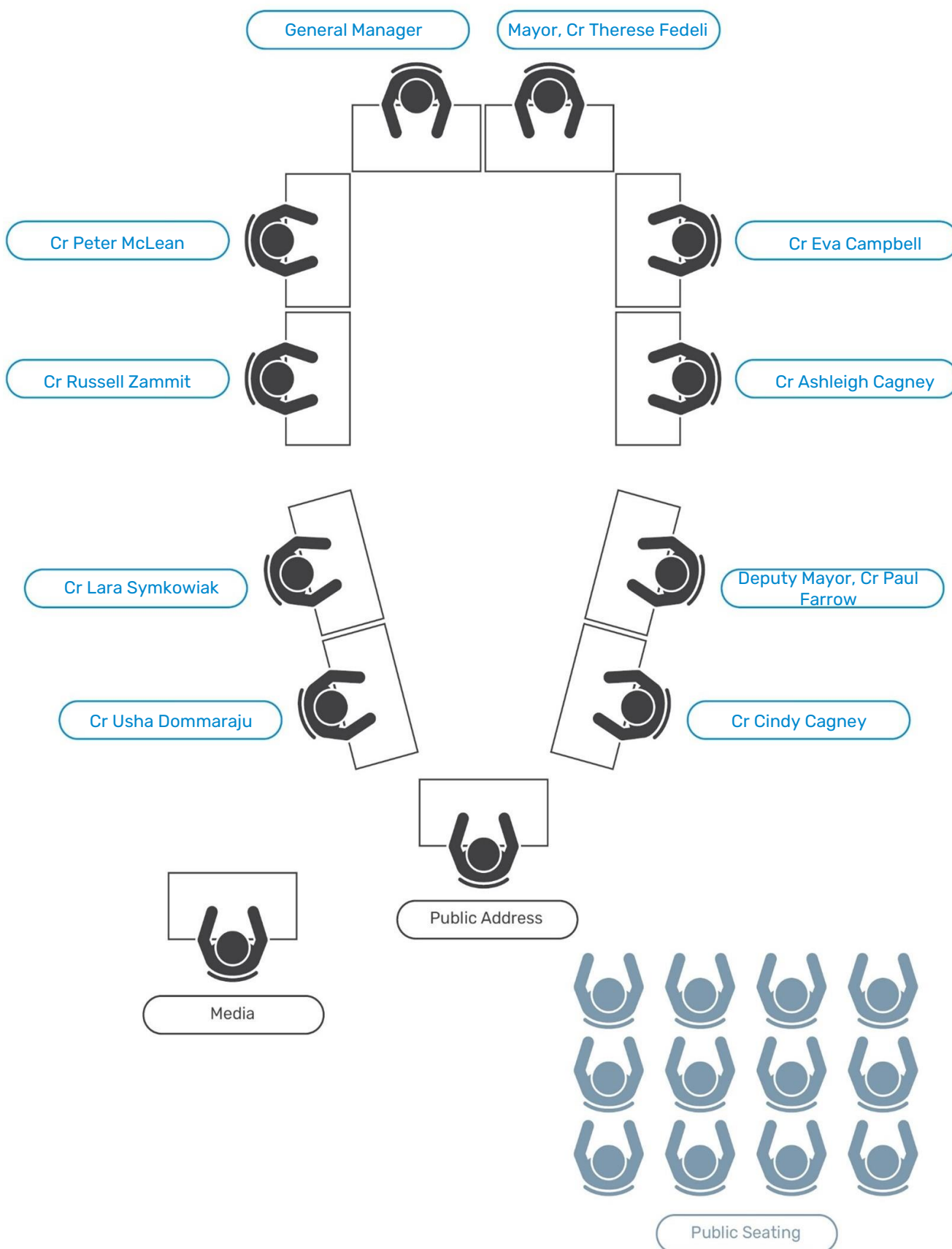


The public can also view the meeting via Council's webcast. A link to this webcast can be found on Council's webpage – <http://webcast.camden.nsw.gov.au/video.php>

camden
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COMMON ABBREVIATIONS

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



OATH AND AFFIRMATION FOR COUNCILLORS

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

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

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

OATH

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

AFFIRMATION

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

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SUBJECT: PRAYER

PRAYER

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

Amen

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

Amen

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

Amen

AFFIRMATION

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

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

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

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

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

SUBJECT: ACKNOWLEDGEMENT OF COUNTRY

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

SUBJECT: WEBCASTING OF COUNCIL MEETINGS

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

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

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

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

SUBJECT: LEAVES OF ABSENCE

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

RECOMMENDED

That leaves of absence be granted.

SUBJECT: DECLARATION OF INTEREST

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

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

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

RECOMMENDED

That the declarations be noted.

SUBJECT: PUBLIC ADDRESSES

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

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

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

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

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

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

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

RECOMMENDED

That the public addresses be noted.

SUBJECT: CONFIRMATION OF MINUTES

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

RECOMMENDED

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

SUBJECT: MAYORAL MINUTE

Consideration of Mayoral Minute (if any).

ORD01

SUBJECT: PLANNING PROPOSAL - SUBDIVISION FOR ROAD CLOSURE AS EXEMPT DEVELOPMENT

FROM: Director Planning & Environment

EDMS #: 22/164818

ORD01

PURPOSE OF REPORT

The purpose of this report is to advise Council of a draft Planning Proposal that seeks to permit the subdivision of a public road that is subject to closure as exempt development.

The report recommends that Council endorse the draft Planning Proposal and forward the proposal to the Department of Planning and Environment (DPE) for Gateway Determination. The draft Planning Proposal is provided as an **attachment** to this report.

BACKGROUND

The Camden Local Environmental Plan 2010 (Camden LEP 2010) was prepared in accordance with the Department of Planning and Environment's (DPE) Standard Instrument LEP (SI LEP), with the approach taken to zone local roads. As roads are zoned, the Camden LEP 2010 development standards, including minimum lot size, apply to roads.

In December 2019, the responsibility for road closures was transferred from the Department of Planning Industry and Environment (DPIE) Crown Lands (now DPE Crown Lands) to Council.

Council is currently in the process of closing two roads where the minimum lot size for subdivision cannot be complied with. As a result, the proposed subdivision is unable to obtain development consent to allow the issue of a subdivision certificate to finalise the road closure. Details of the road closures are outlined in a **supporting document** and summarised in the draft Planning Proposal, provided as an **attachment** to this report.

Road closures do not currently constitute 'exempt development' under State Environmental Planning Policy (Exempt and Complying Development) 2008 Exempt and Complying (SEPP), State Environmental Planning Policy (Infrastructure) (Infrastructure SEPP) and Camden LEP 2010.

Councillors were briefed on the draft Planning Proposal on 26 April 2022.

MAIN REPORT

The draft Planning Proposal seeks to introduce a provision to permit subdivision of a public road as exempt development for the purpose of road closure. This will occur through an amendment to Schedule 2 Exempt Development of the Camden LEP 2010.

Proposals to initiate a road closure will continue to be reported to Council for determination. Where Council resolves to proceed with a road closure, the draft Planning Proposal will streamline the process by removing the need for a development application to subdivide the road.

The Proposal's Objective

The objective of the draft Planning Proposal is to facilitate road closure consistent with Council's functions under the *Roads Act 1993*.

Road Closure Scenarios – Summary

Council is currently in the process of closing two roads where the minimum lot size for subdivision cannot be complied with.

In one example, the site is zoned RU1 Primary Production with a minimum lot size of 40 hectares under the Camden LEP 2010. The area of road to be closed is approximately 11,297m², meaning development consent for subdivision is unable to be granted.

In another example, the site is zoned R5 Large Lot Residential with a minimum lot size of 4,000m² under the Camden LEP 2010. The area of road to be closed is approximately 965m², meaning development consent for subdivision is unable to be granted.

Under the draft Planning Proposal, these sites would not need to go through the DA process to gain a subdivision certificate, allowing the road closure process to proceed to finalisation.

Assessment against Key Strategic Documents

The draft Planning Proposal has been assessed against key strategic documents including the Greater Sydney Region Plan, the Western City District Plan, the Camden Community Strategic Plan, Camden Local Strategic Planning Statement and Camden Local Housing Strategy. The proposal is generally consistent with the objectives of these key strategic documents, with a detailed assessment provided as an **attachment** to this report.

Camden Local Planning Panel

On 19 April 2022, the Camden Local Planning Panel (Panel) considered the draft Planning Proposal. The Panel was supportive of the proposal proceeding to Gateway Determination and recommended the current road closure matters outlined in this report be dealt with via a DA and application of LEP Clause 4.6 to vary the minimum lot size development standard. A copy of the Panel's meeting minutes is provided as an **attachment** to this report.

Officer comment

Council officers have considered the application of LEP Clause 4.6 against the current road closure scenarios and are satisfied the clause does not permit variation of the minimum lot size development standard to the extent that is required. The draft Planning Proposal has been prepared to facilitate the current road closure scenarios outlined in this report.

Assessment of Planning Merit

It is considered the proposal demonstrates sufficient planning merit to proceed to Gateway Determination. The proposal:

- Enables public road closure consistent with Council's role under the *Roads Act 1993*; and
- Facilitates Council's ability to provide for the changing needs of the community by removing redundant infrastructure.

Next Steps

Subject to Council endorsement, the draft Planning Proposal will be submitted to the DPE for a Gateway Determination.

Subject to a favourable Gateway Determination, the draft Planning Proposal will be placed on public exhibition. If unresolved submissions are received during the public exhibition period, a further report to Council will be prepared. If no unresolved submissions are received, the draft Planning Proposal will be submitted to DPE for finalisation.

Recommended Community Participation Methods

On 14 September 2021, Council endorsed the Camden Community Participation Plan 2021 (CPP). The CPP identifies that, where a draft Planning Proposal demonstrates strategic merit, the report to Council will recommend the community participation methods for the public exhibition period.

Subject to Council endorsement and a favourable Gateway Determination, it is recommended that the following community engagement methods be undertaken at public exhibition of the draft Planning Proposal:

- Social media posts directing the community to Council's website for further information on the proposal.

FINANCIAL IMPLICATIONS

There are no direct financial implications for Council as a result of the draft Planning Proposal. It is noted the road closures may lead to the disposal of land however land disposal is a separate matter for Council's determination.

CONCLUSION

The draft Planning Proposal seeks to amend the Camden LEP 2010 to facilitate the subdivision of a public road that is subject to closure as exempt development.

Council officers have assessed the draft Planning Proposal and consider the proposal demonstrates planning merit to proceed to Gateway Determination as outlined in this report.

ORD01

RECOMMENDED

That Council:

- i. endorse the draft Planning Proposal for subdivision of a public road as exempt development, to be forwarded to the Department of Planning and Environment for Gateway Determination;
- ii. subject to receiving a favourable response from the Department of Planning and Environment, proceed to public exhibition for the draft Planning Proposal in accordance with the requirement of the Gateway Determination and the *Environmental Planning and Assessment Act 1979* and *Environmental Planning and Assessment Regulation 2021*;
- iii. subject to no unresolved submissions being received, forward the draft Planning Proposal to the Department of Planning and Environment for the plan to be made; or
- iv. if unresolved submissions are received, consider a further report outlining the results of the public exhibition.

ATTACHMENTS

1. Draft Planning Proposal - Subdivision for Road Closure as Exempt Development
2. Assessment of Planning Proposal Against Key Region, District and Local Strategic Documents, State Environmental Planning Policies and Ministerial Directions
3. Minutes - Camden Local Planning Panel - 19 April 2022
4. Council Report - Subdivision for Road Closure as Exempt Development - *Supporting Document*

ORD02

SUBJECT: PLANNING PROPOSAL - INCREASED MINIMUM LOT SIZE AND ZONE BOUNDARY ADJUSTMENT FOR LAND AT ABERCROMBIE PLACE, HARRINGTON PARK

FROM: Director Planning & Environment

EDMS #: 22/139798

ORD02

PROPERTY ADDRESS

Abercrombie Place, Harrington Park (Lots 1-12, DP: 280059)

PROPONENT

Dandaloo Pty Ltd

OWNER

Dandaloo Pty Ltd

PURPOSE OF REPORT

The purpose of this report is to advise Council of a draft Planning Proposal that seeks to increase the minimum lot size and amend the boundaries of the R5 Large Lot Residential and C2 Environmental Conservation zones for land at Abercrombie Place, Harrington Park (Lots 1-12, DP 280059).

The report recommends that Council endorse the draft Planning Proposal and forward the proposal to the Department of Planning and Environment (DPE) for Gateway Determination.

The draft Planning Proposal is provided as an **attachment** to this report.

BACKGROUND

In January 2022, a draft Planning Proposal was lodged by the proponent to amend the Camden Local Environmental Plan 2010 (Camden LEP 2010). The proposal seeks to increase the minimum lot size standard to 6,000m² and amend the boundaries of the R5 Large Lot Residential and C2 Environmental Conservation zones to align with the approved property boundary of Lots 1 and 2.

On 19 April 2022, the Camden Local Planning Panel (the Panel) considered the draft proposal and supported the Council officer's recommendations. The minutes from the Panel meeting are provided as an **attachment** to this report.

Councillors were briefed on the draft Planning Proposal on 26 April 2022.

Locality

The site is part of the Harrington Grove community title development which was rezoned in 2007. The adjacent areas include Kirkham Meadows, a large lot residential subdivision to the west, Narellan Creek to the south, The Northern Road to the east and Orielson Homestead to the North. Orielson Homestead and its curtilage is listed on the State Heritage Register, with the listing comprising of the homestead, associated outbuildings, and the landscape setting. The subject site is located next to Orielson's heritage curtilage, shown in **Figure 1**.

ORD02

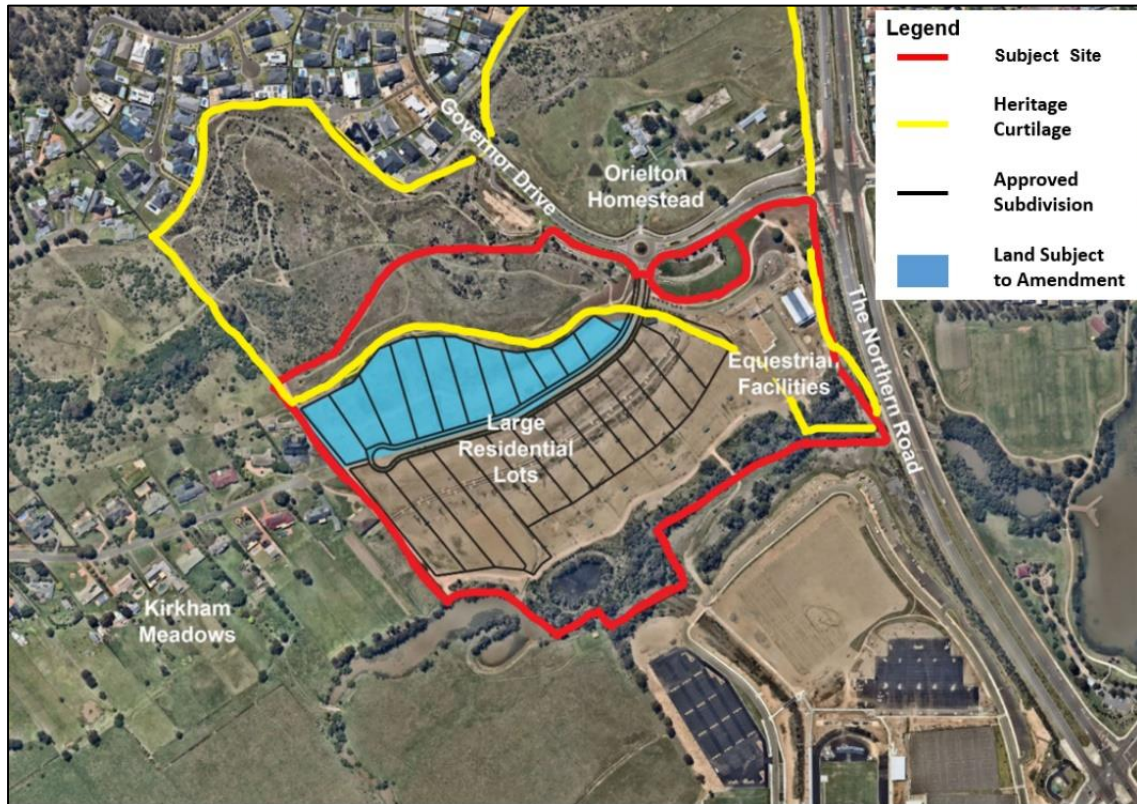


Figure 1: Site Context

Site

The site is part of The Stables precinct, which is envisioned as a unique, equestrian themed large lot residential subdivision. The Development Application (DA) approved subdivision for this precinct is shown in **Figure 2**. It includes 25 large residential lots, ranging in size from 1,242m² to 5,510m² and a precinct association lot with communal equestrian facilities.

Development History

In October 2018, a DA (DA/2018/1218) was lodged with Council for a proposed integrated equestrian park and residential development on the site (The Stables). The DA required the above-mentioned Planning Proposal to be supported to enable its determination. A modified consent was granted for the DA on 1 April 2020.

The current draft Planning Proposal aims to protect the outcomes of the approved DA.

Initial Notification

Initial notification has not been undertaken. While the residential lots have recently been registered, their ownership remains vested with the proponent, who has advised a change in ownership to purchasers is expected in the coming months. Subject to the draft Planning Proposal being supported, Council officers will consult with the proponent to ensure that purchasers, along with other stakeholders, are consulted at the public exhibition stage.

MAIN REPORT

The draft Planning Proposal seeks to:

- Align the C2 Environmental Conservation and R5 Large Lot Residential zone boundaries with the boundaries of the approved lots; and

- Prevent further subdivision of the residential lots.

The site has been envisioned and designed as an equestrian themed large-lot residential subdivision. The proposal aims to protect this vision by preventing further subdivision of the site to maintain a consistent large residential lot setting.

Zoning and permissibility

As shown in **Figure 3**, the site is zoned R5 Large Lot Residential and C2 Environmental Conservation. The proposal seeks to align the boundary of lots 1 and 2, as shown in **Figure 4**.

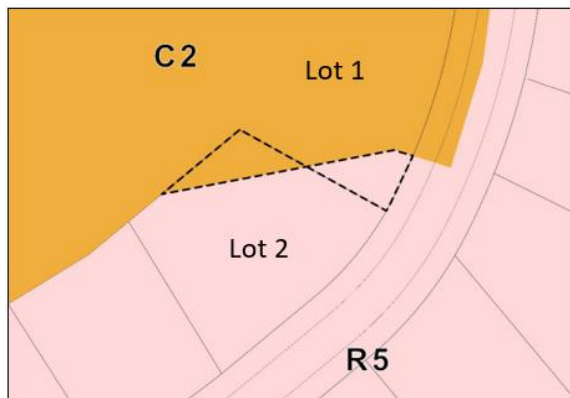


Figure 3: Existing Zoning

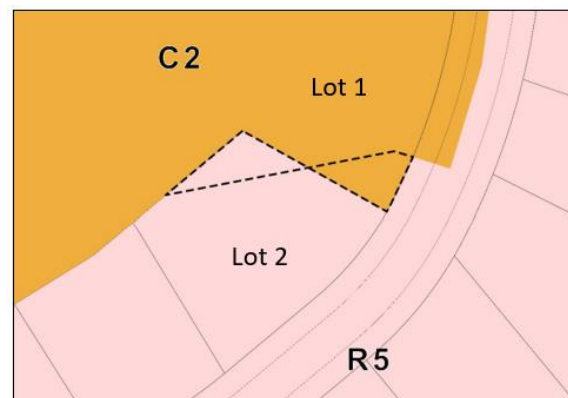


Figure 4: Proposed Zoning

As shown in **Figure 5**, a minimum lot size of 2,000m² (Lot 12) and 700m² (Lots 2-11) currently applies to the site. It is proposed to increase the minimum lot size to 6,000m², as shown in **Figure 6**.

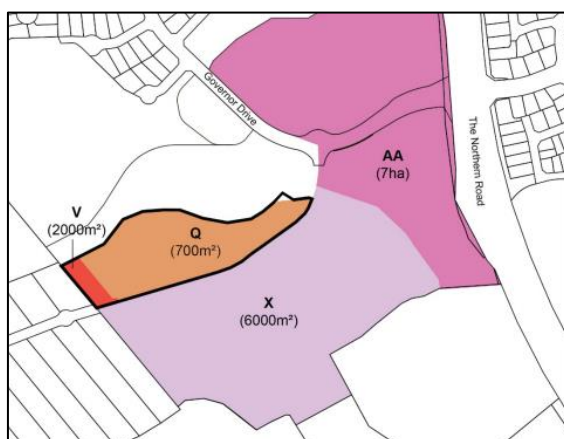


Figure 5: Existing Lot Size Map

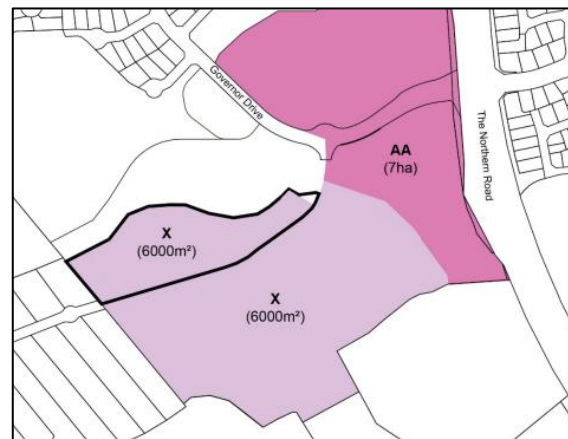


Figure 6: Proposed Lot Size Map

Specialist Studies

The draft Planning Proposal was not submitted with any supporting specialist studies. It is considered that specialist studies are not required as key matters associated with this proposal were considered as part of the assessment and determination of the DA.

Supporting specialist studies may be required post-Gateway, should the draft Planning Proposal be supported.

Officer Assessment

Council officers have assessed the draft Planning Proposal and a summary of key issues is provided below.

Prevention of further subdivision

The approved and constructed subdivision was designed to facilitate large residential lots with community equestrian facilities to create a semi-rural character. Its amenity is sympathetic to the lower lying areas of Orielton homestead.

The current minimum lot size could permit further subdivision of the lots which would have a negative impact on the character and amenity of the area.

Officer Comment

The proposed minimum lot size of 6,000m² is larger than the existing lots and will prevent further subdivision of the site. Lots 13 to 25 of The Stables, located on the southern side of the subject site, are already subject to a minimum lot size standard of 6,000m². The proposed amendments will provide consistency across the subdivision and prevent further subdivision.

Changes to the C2 Environmental Conservation and R5 Large Lot Residential Zones

As shown in **Figure 3**, Lots 1 and 2 are currently subject to a split zoning. The proposal seeks to amend this by aligning the C2 Environmental Conservation and R5 Large Lot Residential zone boundaries with the approved property boundary of Lots 1 and 2.

Officer Comment

The split zoning for these lots was considered as part of the DA assessment, with the proposed zoning arrangement shown in Figure 4 considered to provide Lot 2 with a shape more suited for residential development. The proposed amendment will not change the current approved uses of the lots and is considered to have minimal impact on the land zoned C2 Environmental Conservation.

Amending the land zoning map will create more certainty for future owners around the development controls applying to the site. It will also provide more clarity around the application of the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (Codes SEPP).

Heritage Significance

The site is adjacent to Orielton Homestead's heritage curtilage. A number of heritage documents were considered as part of the assessment of the previous Planning Proposal and DA for the site, including a Statement of Heritage Impact, with Heritage NSW providing its concurrence for the development.

Officer Comment

The draft Planning Proposal does not alter the development of the proposed integrated equestrian park and residential development that these documents considered, but rather aims to protect its outcomes. The subdivision layout of The Stables was designed to be sympathetic to the heritage significance of Orielson Homestead. In seeking to prevent further subdivision of the lots the proposal will ensure the layout of the subdivision is not altered.

Environmental Constraints

The subject site is affected by both flood and bushfire risk.

Officer Comment

These environmental constraints were considered and addressed as part of the DA assessment, and in the case of bushfire, through a bushfire assessment and referral to the NSW Rural Fire Service. The DA demonstrated that there is sufficient building envelope to enable a compliant dwelling to be positioned above the flood planning level on all lots.

Assessment against Key Strategic Documents

The draft Planning Proposal has been assessed against key strategic documents, including the Greater Sydney Region Plan, Western City District, Community Strategic Plan and the Local Strategic Planning Statement. The proposal is generally consistent with the objectives of these key strategic documents, with a detailed assessment provided as an **attachment** to this report.

Camden Local Planning Panel

On 19 April 2022, the Camden Local Planning Panel considered the draft Planning Proposal. The Panel were supportive of the proposal proceeding to Gateway Determination. A copy of the Panel's meeting minutes is provided as an **attachment** to this report.

Assessment of Site-Specific Planning Merit

It is considered that the proposal demonstrates planning merit to proceed to Gateway Determination. The proposal is considered to:

- Preserve the character of a unique residential subdivision that contributes to housing diversity;
- Ensure that consistent development controls apply for the site; and
- Protect the development and amenity outcomes of the approved and constructed subdivision layout which addressed and considered the heritage and environmental constraints of the site.

Next Steps

Subject to Council endorsement, the draft Planning Proposal will be submitted to the DPE for a Gateway Determination.

Subject to a favourable Gateway Determination, the draft Planning Proposal will be placed on public exhibition. If unresolved submissions are received, a further report to Council will be prepared. If no unresolved submissions are received, the draft Planning Proposal will be submitted to DPE for finalisation.

Recommended Community Participation Methods

On 14 September 2021, Council endorsed the Camden Community Participation Plan 2021 (CPP). The CPP identifies that where a draft Planning Proposal demonstrates strategic merit, the Gateway report to Council will recommend the community participation methods for the public exhibition period.

Subject to Council endorsement and a favourable Gateway Determination, it is recommended that the following community engagement methods be undertaken at public exhibition of the draft Planning Proposal:

- Notification letters to landowners (approximately 37 letters). Whilst ownership of the site currently remains vested with the proponent, a change of ownership is expected shortly. Council officers will consult with the proponent to ensure that purchasers, along with other stakeholders, are consulted at the public exhibition stage. Notification letters to landowners will include those of the subject lots and adjacent properties. The extent of the notification area for this proposal provided as an **attachment** to this report.
- Signage to be provided at the site advising that the proposal is on exhibition; and
- Social media posts directing the community to Council's website for further information on the proposal.

FINANCIAL IMPLICATIONS

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

CONCLUSION

The draft Planning Proposal seeks to amend the Camden LEP 2010 to increase the minimum lot size and adjust the C2 Environmental Conservation and R5 Large Lot Residential zone boundaries to align with the approved residential subdivision of the subject site.

Council officers have assessed the draft Planning Proposal and consider the proposal demonstrates planning merit to proceed to Gateway Determination, as outlined in the report.

RECOMMENDED

That Council:

- i. **endorse the draft Planning Proposal for land at Abercrombie Place, Harrington Park (Lots 1 to 12 DP 280059), to be forwarded to the Department of Planning and Environment for Gateway Determination;**
- ii. **subject to receiving favourable response from the Department of Planning and Environment, proceed to public exhibition for the draft Planning Proposal in accordance with the requirement of the Gateway Determination and the *Environmental Planning and Assessment Act 1979* and *Environmental Planning and Assessment Regulation 2021*;**

ORD02

- iii. subject to no unresolved submissions being received, forward the draft Planning Proposal to the Department of Planning and Environment for the plan to be made; or
- iv. if unresolved submissions are received, consider a further report outlining the results of the public exhibition; or
- v. should the draft Planning Proposal not receive Gateway Approval, notify the proponent that the draft Planning Proposal will not proceed.

ATTACHMENTS

1. Planning Proposal - Abercrombie Place, Harrington Park
2. Minutes - Camden Local Planning Panel - 19 April 2022
3. Assessment Against Key Region, District and Local Strategic Documents, State Environmental Planning Policies and Ministerial Directions Abercrombie Place, Harrington Park
4. Notification Area - Abercrombie Place, Harrington Park

ORD03

ORD03

SUBJECT: MARCH QUARTERLY REVIEW OF THE 2021/22 BUDGET
FROM: Director Customer & Corporate Strategy
EDMS #: 22/94742

PURPOSE OF REPORT

This report presents the March Quarterly Operational Plan (Budget) Review for the 2021/22 financial year in accordance with Part 9, Division 3, Clause 203 of the *Local Government (General) Regulation 2021*.

Its purpose is to inform Council of the necessary changes to the 2021/22 Operational Plan for the reporting period ending 31 March 2022, and to consider other changes put forward for determination.

BACKGROUND

In adopting the 2021/22 Budget, Council approved a balanced budget position. Budget adjustments identified at the March Quarterly Review represent a projected surplus of \$302,494 for the 2021/22 financial year.

A Councillor Workshop was held on 26 April 2022 to brief Council on this report.

MAIN REPORT

ALLOCATION OF THE 2021/22 PROJECTED BUDGET SURPLUS

It is recommended that the projected surplus of \$302,494 be allocated as follows:

Proposed Budget Surplus Allocation		
Budget Surplus Available for Allocation		\$302,494
Less: Transfer to Capital Works Reserve	\$302,494	
Total - Allocation of Budget Surplus		\$302,494
Budget Position		Balanced

CURRENT RESERVE BALANCES

Capital Works Reserve

The Capital Works Reserve is predominantly used to fund capital works or to match grant funding as part of a capital grant funding agreement. The balance of the Capital Works Reserve is as follows:

ORD03

Capital Works Reserve	
Reserve Balance	\$1,864,083
Add: Proposed March 2022 Review Transfer	\$302,494
Proposed Balance of Reserve	\$2,166,577
Committed Funds Held in Reserve	
Less: 2020/21 Revoted projects	(\$886,266)
Less: 2022/23 Community Support Package Round 3 Funding	(\$205,000)
Less: 2022/23 Overland Flow Study of the Narellan Creek Catchment	(\$133,333)
Less: 2023/24 Proposed Camden Memorial Pool Funding*	(\$330,000)
Total Committed Funds	(\$1,554,599)
Uncommitted Balance – Capital Works Reserve	\$611,978

*Subject to adoption of the 2022/23 Operational Plan (budget) by Council at its June 2022 Ordinary Council meeting.

Acceptance of Grant Funding - Detailed Overland Flow Study of the Narellan Creek Catchment of the Nepean River

Council has recently been advised of its successful grant application to undertake a detailed Overland Flow Study of the Narellan Creek Catchment of the Nepean River under the 2021/22 Floodplain Management Program from the Department of Planning and Environment.

The funding secured under the 2021/22 Floodplain Management Program is for \$186,666 (Exclusive of GST). Under the conditions of the grant, it is a requirement that Council contribute \$133,333 (Excl. GST) towards the cost of the project.

It is recommended that Council's contribution towards the study be funded through the Capital Works Reserve in the 2022/23 Budget. A future Councillor Briefing will be arranged to outline the expected outcomes of the study.

Asset Renewal Reserve

Council approved the creation of the Asset Renewal Reserve as part of adopting the 2013/14 - 2016/17 Delivery Program. Funds from this reserve are primarily used for the replacement and/or maintenance of existing assets. The balance of the Asset Renewal Reserve is as follows:

Asset Renewal Reserve	
Reserve Balance	\$662,000
Committed Funds Held in Reserve	
Less: 2020/21 Revoted projects	(\$89,973)
Less: 2022/23 Community Support Package Round 3 Funding	(\$291,800)
Total Committed Funds	(\$381,773)
Uncommitted Balance – Asset Renewal Reserve	\$280,227

MARCH QUATERLY REVIEW OF THE 2021/22 BUDGET

Further information and explanation of the projected budget surplus of \$302,494 for the 2021/22 financial year is detailed below.

Proposed Variations to Budget

Proposed variations which have been identified as part of the March Quarterly Review has led to a projected budget surplus of \$302,494. A list of the variations (greater than \$20,000) is provided in the following table. Brief explanations follow the table.

March Review of the 2021/22 Budget Proposed Variations	Budget Impact Increase/ (Decrease)
Income Adjustments	
Note: Increase in income is an increase to the budget Shortfall in income is a decrease to the budget	
1. Supplementary Rate Income	\$162,000
2. Traineeship Program - Boosting Apprenticeship Wage Subsidy and Job Saver Payments	\$93,800
Sub Total - Income Adjustments	\$255,800
Expenditure adjustments	
Note: Increase in expenditure is a decrease to the budget Saving in expenditure is an increase to the budget	
3. NSW Emergency Services - Annual Statutory Contribution	\$129,694
4. Risk Management - Insurance Premium (Property & Buildings)	(\$58,000)
5. Corporate Management - Valuation Services	(\$25,000)
Sub Total - Expenditure Adjustments	\$46,694
Council Authorised Variations	\$0
TOTAL - Proposed Variations to Budget	\$302,494

Income Adjustments Commentary

1. Supplementary Rate Income – Increase in Income of \$162,000

Supplementary rate income is received upon the re-zoning or subdivision of land. It is additional rate income to the amount levied at the beginning of the financial year. The increase in rate income realised during the third quarter of 2021/22 is primarily due to new lots created through subdivisions in the Oran Park, Gregory Hills and Leppington land release areas.

2. Traineeship Program - Boosting Apprenticeship Wage Subsidy and Job Saver Payments – Increase in Income \$93,800

The Federal Government's Boosting Apprenticeship Commencements Wage Subsidy supports businesses and Group Training Organisations to take on new apprentices and trainees, to build a pipeline of skilled workers to support sustained economic recovery and assist with recovery from the impact of COVID-19.

Council employs trainees and apprentices through Macarthur Group Training Ltd and has received wage subsidies through these employment arrangements. This is the second payment to Council under this program with the first payment recognised as part of the December Quarterly Budget Review.

Expenditure Adjustments Commentary

3. NSW Emergency Services Annual Statutory Contribution – Savings in Expenditure of \$129,694

Council's statutory contribution towards the cost of the NSW Rural Fire Services, Fire and Rescue NSW and the NSW State Emergency Services has resulted in savings when compared to the adopted 2021/22 budget allocation.

4. Risk Management Insurance Premium (Property & Buildings) – Increase in Expenditure of \$58,000

Council's property insurance premium has increased when compared to estimated premium costs for the 2021/22 financial year. This increase is primarily due to higher property and building insurance costs in the insurance market, which has experienced increases of approximately 30% over the past 12 months. The premium has also been impacted by an increase in Council's insurable assets value, which is a combination of new buildings constructed and improvements to existing buildings.

5. Corporate Management Asset Valuation Services – Increase in Expenditure of \$25,000

Council has a three-year rolling revaluation program for infrastructure assets as part of its compliance program to ensure assets are reported at fair value, which is a requirement under the Accounting Standards and Local Government Code of Accounting Practice. For the 2021/22 financial year, Council will obtain updated valuations for operational land and buildings.

This information is also used to complement the asset inspection programs Council already has in place. The valuations will be provided by an appropriately qualified independent valuer following a competitive procurement process.

COUNCIL AUTHORISED VARIATIONS

There were five Council authorised budget variations during the period 1 January 2022 to 31 March 2022.

Council approved variations	Expenditure (Increase)/ Decrease	Income Increase/ (Decrease)	Budget Impact Increase/ (Decrease)
Grant Funding - NSW Small Business Month 2022 ORD10/22	(\$2,500)	\$2,500	\$0
Grant Funding - NSW Seniors Festival Program ORD11/22	(\$3,500)	\$3,500	\$0
Grant Funding – 2021/22 Pedestrian Safety Program ORD12/22	(\$410,000)	\$410,000	\$0
Grant Funding - 2022 Women's Week Program ORD32/22	(\$5,000)	\$5,000	\$0
Grant Funding – NSW Youth Week 2021/22 Grant ORD33/22	(\$2,036)	\$2,036	\$0
TOTAL	(\$423,036)	\$423,036	\$0

It is important to note that at its meeting held on the 8 March 2022, Council accepted grant funding from the NSW State Government's Accelerated Infrastructure Fund of \$23.61million (ORD34/22) towards the Scalabrini Creek East and Heath Road projects.

This grant has been included in the 2023/24 and 2024/25 financial years of the draft Capital Works Program (Budget) and LTTP.

CONTRA ADJUSTMENTS

These adjustments relate to movements of income and expenditure within Council's adopted budget. The adjustments have no impact on Council's projected budget result as both movements of income and expenditure are of equal value.

During this quarter (1 January 2022 to 31 March 2022), there has been fourteen (14) contra adjustments which have been required amounting to \$1,437,518. A detailed list of these adjustments is provided in **Attachment 1**.

Disaster Recovery Funding Arrangements – March 2022 Floods

On the 5 March 2022, Council was notified that it was one of 45 Local Government Areas (LGAs) across NSW which had been declared as a disaster area and was to receive support through the joint Australian Government-State Disaster Recovery Funding Arrangements (DRFA).

Initial funding assistance of \$1 million has been provided to Council under the DRFA (Category D). The initial \$1 million has been included as part of the 2021/22 March Quarterly Budget Review. A further report will be presented to a future meeting of Council to put forward recommendations on programs and projects to be funded.

Council officers are continuing to assess the damage sustained to infrastructure as a result of the recent floods and will submit further funding applications under the DRFA once the cost of these events is known.

Local Roads and Community Infrastructure (LRCI) Round 3 Funding

Council was advised as part of the December Quarterly Review of the 2021/22 Budget that a further round of funding under the Local Roads and Community Infrastructure (LRCI) program had been announced by the Federal Government.

The amount of funding secured in the third round of the LRCI Program is \$1,749,384. Projects approved under the third round of grant funding must be delivered by 31 December 2023.

A Councillor briefing session was held on the 19 April 2022 which recommended that this funding be allocated to roof rectification works at the Mount Annan Leisure Centre. This report contains a separate recommendation seeking Council approval to allocate these funds into the 2022/23 Budget.

COUNCILLOR CONSOLIDATED WARD FUNDS

As part of the Annual Budget process, an allocation of \$30,000 is included within the budget which is available for Councillor endorsed funding requests, fee waivers and/or support for specific community requests.

The available balance of the Consolidated Ward Funds at the end of the March 2022 reporting period was \$108,754.

Consolidated Ward Funds	
2021/22 Budget Allocation	\$30,000
2020/21 Ward Funds Revote	\$78,754
Total Funds Available	\$108,754
Funding Allocated:	
Nil	
Total Funding Allocated in 2021/22	\$0
Balance of Consolidated Ward Funds	\$108,754

It should be noted that the balance of Consolidated Ward Funds is over and above the projected balanced budget position as advised in this report.

SUMMARY OF MARCH REVIEW ADJUSTMENTS

The following table is a summary of budget adjustments up to 31 March 2022.

Budget Adjustment Summary	Expenditure (Increase) / Decrease	Income Increase / (Decrease)	Budget Impact Increase / (Decrease)
2020/21 Carry-Forward Working Funds			\$1,000,000
2021/22 Adopted Budget Position			\$0
Less: Minimum Level of Working Funds			(\$1,000,000)
September 2021 Adjustments	(\$11,931,636)	\$11,931,636	\$0
December 2021 Adjustment	\$5,647,885	(\$5,647,885)	\$0
Available Working Funds 31 March 2022			\$0
Note 1: Proposed Variations	\$46,694	\$255,800	\$302,494
Note 2: Authorised Variations	(\$423,036)	\$423,036	\$0
Note 3: Contra Adjustments	(\$1,437,518)	\$1,437,518	\$0
Sub Total - March Review Adjustments	(\$1,813,860)	\$2,116,354	\$302,494
Available Working Funds (uncommitted cash)			\$302,494

ON-TIME PAYMENT POLICY REPORTING

At the end of each quarter, Council is required to report on compliance with its adopted On-Time Payment Policy. This Policy requires Council to pay interest where an invoice received from small business (turnover less than \$2 million p.a.) has been held by Council for more than 20 days and the interest payable is more than \$20.

For the reporting period 1 January 2022 to 31 March 2022, Council processed 56 invoices from registered small businesses. None of these invoices became overdue during the reporting period.

STATEMENT BY RESPONSIBLE ACCOUNTING OFFICER

The following statement is made in accordance with Clause 203(2) of the *Local Government (General) Regulation 2021*:

'It is my opinion that the Quarterly Budget Review Result for Camden Council for the period ending 31 March 2022 indicates that Council's projected financial position is satisfactory. No remedial actions are required based on the financial position presented within this report.'

A copy of the Quarterly Budget Review Statement for the period ending 31 March 2022 is provided as **Attachment 2** of this report.

CONCLUSION

The March Quarterly Budget Review of the 2021/22 Budget has been completed and is recommended for adoption by Council.

ORD03

RECOMMENDED**That Council:**

- i. **adopt the budget variations contained within this report and confirm the allocation of the March Quarterly Review Surplus of \$302,494 to the Capital Works Reserve;**
- ii. **allocate the funding secured in the third round of the Local Roads and Community Infrastructure (LRCI) program of \$1,749,384 to roof rectification works at the Mount Annan Leisure Centre and that the funds be allocated to the 2022/23 Budget;**
- iii. **accept grant funding of \$186,666 under the 2021/22 Floodplain Management Program from the Department of Planning and Environment for the detailed Overland Flow Study of the Narellan Creek Catchment of the Nepean River and include the funding in the 2022/23 Budget;**
- iv. **allocate \$133,333 from the Capital Works Reserve for the detailed Overland Flow Study of the Narellan Creek Catchment of the Nepean River and include the funding in the 2022/23 Budget; and**
- v. **write to The Hon. James Griffin MP, Minister for Environment and Heritage, and Mr Peter Sidgreaves MP, Member for Camden, thanking them for the Grant.**

ATTACHMENTS

1. 2021-22 March Review - Budget Appendix
2. 2021-22 March Review - QBRs

ORD04**ORD04**

SUBJECT: COMMUNITY REPRESENTATION ON ADVISORY COMMITTEES AND REFERENCE GROUPS

FROM: Director Customer & Corporate Strategy

EDMS #: 22/129742

PURPOSE OF REPORT

The purpose of this report is to determine community representation on Council's advisory committees and reference groups. It also recommends that Council endorse Terms of Reference (TOR) for each Advisory Committee and Reference Group.

BACKGROUND

At the Ordinary Meeting of Council on 8 March 2022, it was resolved (ORD26/22) that Council:

- i. nominate and appoint Councillors as members of the respective committees and reference groups in accordance with the proposed nominations outlined in Attachment 1 or as otherwise determined by Council;
- ii. dissolve the Camden Seniors Program Committee, Camden Bicentennial Equestrian Park Committee, Camden International Friendship Association Committee and Camden Town Farm Committee and revoke all of the functions delegated on 13 December 2016 to the Committees and the members thereof;
- iii. delegate to the General Manager's Performance Review Panel authority to conduct reviews of the General Manager's performance;
- iv. endorse the Model Terms of Reference for Advisory Committees provided at Attachment 2 and the Model Terms of Reference for Reference Groups provided at Attachment 3;
- v. endorse the Expressions of Interest process for community representatives as detailed in this report; and
- vi. receive a further report to the 10 May 2022 Ordinary meeting of Council providing the customised terms of reference for each Advisory Committee and Reference Group and the recommendations for appointing community representatives to membership of Committees and Reference Groups.

Subsequent to this resolution, Council appointed Councillor representatives to committees and reference groups.

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

MAIN REPORT

Expressions of Interest

The Expressions of Interest (EOI) process for community representatives was advertised on Council's 'Your Voice Camden' community engagement website from 16 March to 4 April 2022. Extensions for submitting EOIs were provided to community representatives where requested. Social Media posts, a Media Release and emails from Council Officers to previous Committee members also promoted the EOI process. Community members could register their interest via an electronic form or submit a hard copy application for the following advisory committees and reference groups:

- Camden Companion Animals Advisory Committee;
- Floodplain Risk Management Advisory Committee;
- Heritage Advisory Committee;
- Australia Day Reference Group;
- Bicentennial Equestrian Park Reference Group;
- Camden Access Reference Group;
- Camden Festival Reference Group;
- Camden International Friendship Association Reference Group;
- Camden Town Farm Reference Group;
- Camden Youth Reference Group;
- Cohesive Communities Reference Group;
- Paws in the Park Reference Group;
- Seniors Reference Group.

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

Events Reference Group

After further consideration, it is proposed that the Australia Day, Camden Festival and Paws in the Park reference groups should be combined into one Events Reference Group together with the Camden Christmas Festival (Jacaranda Festival).

The same three community members applied to be on all three events Reference Groups and only two other members applied specifically for Paws in the Park (Macarthur Vet Representative) and Camden Festival (Camden Show Representative). It is recommended that all five applicants be invited to join a combined Events Reference Group.

It is noted that Council has already appointed the following Councillors to the original reference groups:

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

If Council agrees to dissolve the Australia Day, Camden Festival and Paws in the Park reference groups and replace them with the formation of the Events Reference Group, it will be necessary to appoint Councillors to the new group. It is proposed that, following completion of the EOI process seeking additional community representatives to participate in the Events Reference Group, as outlined below, Councillor representation will be finalised.

Recommended community appointments

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

It is proposed that each advisory committee and reference group will operate even where there are vacant positions that were not filled through the EOI process due to insufficient interest.

If necessary, where there are vacant positions because the desired number of members has not been reached, efforts will be made to encourage further EOIs to be submitted through additional engagement with relevant interest groups and organisations or further advertising of the EOI opportunity.

Following their appointment, the community members will undertake induction in the form of onboarding and training. This induction will address Council's volunteer management policy framework, the Code of Conduct and work health and safety obligations. Meetings will commence from June onwards once this process has been completed.

However, in the case of the Camden Cycling Reference Group, for which no EOIs were submitted, it is proposed that this reference group remain inactive for the time being.

Terms of Reference

The Model TOR for Advisory Committees and Model TOR for Reference Groups have been customised for each advisory committee and reference group. Copies are provided at **Attachment 2**.

Any variations to the model content to suit the operations of a particular advisory committee or reference group are identified by way of tracked changes. These are summarised in Table 1 below.

This summary does not include the edits that were made to the content that was specifically marked for customisation, such as the objectives of the Advisory Committee / Reference Group, the required skills and knowledge, meeting frequency and venue, and the timeframes for producing the agenda and minutes.

It is also noted that the TORs do not yet includes links to the Community Strategic Plan (CSP) and Delivery Program (DP) as a new CSP and DP will be adopted by Council before 30 June. It is recommended that the General Manager be delegated the authority to update these parts of the TORs accordingly once the CSP and DP are adopted.

ORD04

Table 1 – Summary of changes to the Model Terms of Reference

Relevant TOR	Change and Reason
All Advisory Committees and Reference Groups	The original clause 3.9 (Reference Group) and 3.10 (Advisory Committee) was amended to note that relevant community groups as well as agencies and industry bodies may have representation on a Reference Group or Advisory Committee, where applicable. This change is merely a point of clarification.
All Advisory Committees and Reference Groups	The original clause 4.4 was amended to note that the committee support staff in addition to the responsible Manager are both liaison points for the members regarding matters within the scope of the TOR. This change reflects the practical application of the administrative support provided by staff whilst affirming the overall supervisory responsibility of the Manager.
All Reference Groups	The original clauses 3.2 and 7.2 were amended to note that an alternate Chairperson will be appointed by a Reference Group in addition to the appointment of a Chairperson. This change improves administrative efficiency by reducing the likelihood that a Reference Group will need to appoint a replacement Chairperson for a particular meeting.
All Reference Groups	<p>The original clause 3.9 in relation to limits on the duration of membership and the number of Advisory Committees or Reference Groups a community member can participate in at the same time was amended to note that the limits may not apply in the circumstance where specialist knowledge or experience is required and there is no suitable alternate nominee for a community representative position.</p> <p>This change provides greater flexibility for the appointment of members to Reference Groups. However, given the technical and strategic nature of Advisory Committees and the particular desirability of enabling diversity of civic participation in such Committees, it was considered that this change should not be extended to the Advisory Committee TORs.</p>
Camden Companion Animals Advisory Committee	At clause 3.1, it is noted that a maximum of four community representatives will be members of the Advisory Committee. This is an increase from the three community representatives that were provided for in the previous iteration of the TOR for this Advisory Committee, so as to enable greater community representation.
Floodplain Risk Management Advisory Committee	A new clause 1.3 and Part 2 were inserted to note the application of the NSW Government's Flood Prone Land Policy and its Floodplain Development Manual to the work of the Advisory Committee and the importance of a 'whole of community' approach to floodplain risk management.

Relevant TOR	Change and Reason
	<p>A new clause 4.8 was inserted to reflect that relevant study consultants may be invited to attend the meetings for the presentation of flood / floodplain risk management study and plan outcomes.</p> <p>New clauses 7.2 and 7.3 were inserted to note that the operation of the Advisory Committee may require the formation of sub-committees or working groups from time to time, to work on particular issues and tasks in more detail.</p>
Heritage Advisory Committee	<p>A new clause 3.11 was inserted to enable the appointment of more than one community representative from a ward (up to a maximum of three) where there are no suitable nominees available from another ward. This change provides greater flexibility for appointing members to the Advisory Committee. Additional representatives can remain even if suitable nominees from other wards are subsequently appointed.</p> <p>A new Part 13 was inserted in relation to the engagement of heritage experts to assist the Advisory Committee, to reflect previous practice of the Committee.</p>
Camden Youth Reference Group	<p>The original clauses 3.1 and 3.4 in relation to membership and attendance at meetings by Councillors were amended to remove references to Councillors being part of the Reference Group membership.</p> <p>This change reflects that membership is for youth aged from 12-24 who live, work or study in the Camden LGA.</p>

FINANCIAL IMPLICATIONS

There are no financial implications.

CONCLUSION

It is recommended that Council dissolve the three events reference groups and replace them with one combined Events Reference Group, determine community representation on advisory committees and reference groups, and endorse the customised TORs for each advisory committee and reference group.

RECOMMENDED

That Council:

- i. **appoint community representatives as members of the respective advisory committees and reference groups in accordance with the proposed nominations outlined in Attachment 1;**

- ii. **endorse further community engagement to encourage additional EOIs to be submitted, if considered necessary, where there are vacant positions in an Advisory Committee or Reference Group because the desired number of members has not been reached;**
- iii. **note that the Camden Cycling Reference Group will remain inactive until there are sufficient community representatives willing to participate as members, with a report to be submitted to Council in that event;**
- iv. **dissolve the Australia Day Reference Group, Camden Festival Reference Group and Paws in the Park Reference Group and replace them with the Events Reference Group;**
- v. **endorse the customised Terms of Reference for Advisory Committees and Terms of Reference for Reference Groups provided at Attachment 2 and delegate to the General Manager the authority to update the specific references to the Community Strategic Plan and Delivery Program in each Terms of Reference once these documents are adopted by Council; and**
- vi. **write to each person who submitted an Expression of Interest to join an advisory committee or reference group, thanking them for their application and informing them of the outcome.**

ATTACHMENTS

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

ORD05

ORD05

SUBJECT: INVESTMENT MONIES - MARCH 2022
FROM: Director Customer & Corporate Strategy
EDMS #: 22/149228

PURPOSE OF REPORT

In accordance with Part 9, Division 5, Section 212 of the *Local Government (General) Regulation 2021*, a list of investments held by Council as at 31 March 2022 is provided.

MAIN REPORT

The weighted average return on all investments was 0.71% p.a. for the month of March 2022. The industry benchmark for this period was 0.04% (Ausbond Bank Bill Index) and the current official cash rate as determined by the Reserve Bank of Australia (RBA) is 0.10%.

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

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

RECOMMENDED

That Council:

- i. note that the Responsible Accounting Officer has certified that all investments held by Council have been made in accordance with the *Local Government Act 1993*, Regulations, and Council's Investment Policy;
- ii. note the list of investments for March 2022; and
- iii. note the weighted average interest rate return of 0.71% p.a. for the month of March 2022.

ATTACHMENTS

1. Investment Report - March 2022

ORD06

SUBJECT: PUBLIC EXHIBITION - DRAFT CAMDEN YOUTH STRATEGY 2022-2026
FROM: Director Sport, Community & Activation
EDMS #: 22/151628

PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement to place the draft Camden Youth Strategy 2022-2026 (the draft Strategy) on public exhibition for a period of 28 days.

BACKGROUND

In 2020, Council undertook an extensive consultation process to inform the preparation of a Youth Strategy. The consultation saw almost 1500 young people participate and provide responses on what issues matter to them, and what support they saw as important.

The consultation identified five strategic priorities that form the basis of the draft Strategy. The draft Strategy also outlines a range of strategic actions to address and implement the priorities:

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

The draft Strategy aligns with the aims, objectives and actions of Camden's draft Community Strategic Plan 2036 and the NSW Strategic Plan for Children and Young People 2022.

The draft Strategy was provided to Councillors through Councillor Updates in April.

MAIN REPORT

Background

Camden Local Government Area (LGA) is one of the fastest growing LGA's in Australia with exponential growth being experienced across the region. Estimated figures show that Camden LGA had a population of 114,971 in 2020 and is forecasted to grow to 233,299 by 2036.

To support this growth, Council has developed the draft Strategy to support local young people and drive improvement in the delivery of services to Camden's young people.

Young people aged 12 to 24 years make up 17.5% (Census 2016) of the total Camden population. In addition, the percentage of people in the primary school and high school age groups in Camden LGA is higher than that of the Greater Sydney region.

The draft Strategy, informed by Camden's young people, will guide Council's support of our local young people, to ensure they are mentally, physically, and socially connected, and foster a strong sense of belonging to Camden.

Strategic Context

The Camden Community Strategic Plan (CSP) outlines the Camden community's long-term vision and goals. It sets the key directions for the whole LGA and aims to improve the quality of life for all residents.

The draft Strategy supports the directions and associated, objectives/strategies of the draft Camden Community Strategic Plan with specific actions outlined against the key domains of the CSP.

How will the Camden Youth Strategy support the state-wide plan for Children and Young People?

The NSW Strategic Plan for Children and Young People developed by the Office of the Advocate for Children and Young People and launched in April of 2022 highlights six commitments made by the NSW Government to the children and young people of NSW. The commitments, as outlined below, are aligned to the draft Strategy:

- i. *Hope for the future - Children and young people's individual learning and interests are fostered through education, training and skills development which supports them to grow and prepares them for their future;*
- ii. *Love, connection and safety - Children and young people feel safe, loved and nurtured. They can connect and build friendships with others. They feel that they belong to a wider community, social or cultural group. They are free from neglect, abuse and violence;*
- iii. *Health and wellbeing - Children and young people's mental, physical and emotional health is nurtured and supported to enable them to flourish;*
- iv. *A good standard of living - Children and young people are provided with the necessities they need to thrive;*
- v. *Environments for joy and fun - Children and young people have spaces and opportunities to engage in activities for recreation and leisure. These spaces are enjoyable, welcoming and safe; and*
- vi. *Respect and Acceptance - Children and young people feel respected, accepted and included in society. They are part of a community that supports them to be proud of their culture, diversity and individual identity. They are free from discrimination, racism and structural violence.*

Community Consultation and Engagement

As part of the development of the draft Strategy, a range of consultations were undertaken to ensure local young people had the opportunity to have input into its development.

Two surveys were conducted to develop our understanding of the issues impacting Camden's young people and to develop an understanding of what matters to them. Across the two surveys a total of nearly 1500 survey responses were received.

Following the surveys, a focus group session was undertaken with the Camden Youth Network to gain input from the local youth sector. A total of 23 people from local schools, youth services and government agencies attended and contributed to this consultation. This consultation aimed to develop strategies and actions that could support the needs of local young people based on the results of the two surveys.

Key Priorities of the Strategy

As a result of the consultations, the draft Strategy identifies five key priorities:

- I. **Youth Mental Health and Wellbeing** – The need for more mental health services, awareness and education and mental health programs
- II. **Youth Employment** – The need for training and employment opportunities, awareness, and employment related events.
- III. **Community Connections** – More community events and activities, creating inclusive communities, and supporting environmental sustainability
- IV. **Youth Voice and Empowerment** – Creating opportunities for youth participation through surveys, creative workshops, online forums and suggestion boards/boxes.
- V. **Safety** – Including all forms of safety from providing safe places, education to be safe online or to make safe decisions and to have services and adult support systems.

Next Steps

It is proposed to place the draft Strategy on public exhibition for a period of 28 days. During the exhibition period hard copies of the draft Strategy will be available at Camden Libraries, Council's Customer Service reception and the Julia Reserve facility.

On-line / in-person engagement sessions will be held with Youth specific services and young people to give them with an opportunity to provide feedback.

The document will also be available for comment through Council's online engagement site, *Your Voice Camden*. At the conclusion of the exhibition period, submissions received will be reported back to Council with the draft Strategy for formal consideration.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

CONCLUSION

Council has prepared a draft Youth Strategy. The draft Strategy seeks to improve the outcomes for Camden's young people through the implementation of the actions as outlined in the draft Strategy.

It is proposed to place the draft Youth Strategy on public exhibition for a period of 28 days and provide a further report to Council at the conclusion of the public exhibition period.

RECOMMENDED**That Council:**

- i. **endorse the public exhibition of the draft Camden Youth Strategy 2022-2026 for a period of 28 days; and**
- ii. **consider a further report at the conclusion of the public exhibition period.**

ATTACHMENTS

1. Draft Camden Youth Strategy 2022-2026

ORD07

SUBJECT: ACCEPTANCE OF GRANT FUNDING - NSW DEPARTMENT OF PLANNING AND ENVIRONMENT - STREETS AS SHARED SPACES (ROUND 2) - LARKIN PLACE ACTIVATION PILOT

FROM: Director Sport, Community & Activation

EDMS #: 22/153172

PURPOSE OF REPORT

The purpose of this report is to advise Council of the receipt of grant funding of \$500,000 (excl. GST), through the NSW Government Streets as Shared Spaces (Round 2) (SaSS) grant administered by the Department of Planning and Environment (DPE), to deliver the *Larkin Place Activation Pilot*, and to seek Council's endorsement to accept the funds.

BACKGROUND

The SaSS supports successful applicants to carry out strategic pilot projects which strengthen the amenity, accessibility and economic vitality of a high street and surrounding area, supporting the development of vibrant places.

The COVID-19 Community Support Package - Stage 3 (CSP3), identified a range of projects that support place activation through the Camden Local Government Area (LGA) including the *Adaptive reuse of Larkin Place* and a *Program of Activations* for the Camden LGA. The identified project, *Larkin Place Activation Pilot*, presents an opportunity to test objectives identified in the Camden Urban Design Framework (UDF) and deliver a range of temporary activations and space embellishments.

MAIN REPORT

The NSW Government has advised Council that a \$500,000 (excl. GST) grant has been allocated to partially fund the *Larkin Place Activation Pilot* (the Project) through the SaSS program.

Positioned in the heart of the Camden Town Centre, the site presents an opportunity to be used as more than just a carpark and thoroughfare. Instead, as identified in the UDF, Larkin Place can become a flexible, safe and shared public space, with increased commercial and social activity, and the ability to accommodate small-to-medium scale events.

The Project will include a series of physical site interventions with a view to testing the following objectives:

- Transition of the space to a shared zone through the completion of a road safety audit, installation of raised table, speed humps and raised thresholds;
- Temporary transformation of the Larkin Place entry from John Street to a one-way road including temporary paving treatments, improved connection to the school and temporary lighting installation;

- Improved pedestrian connections between Capitol Arcade and St Paul's Catholic Primary School, including temporary adjustment to parking provision to include disability parking spaces and curb extensions;
- Kerb-side activation and footpath extension including the temporary creation of a parklet and extended footpath, provision of temporary public domain infrastructure including tables, chairs, lighting etc; and
- Lighting improvements including installation of temporary decorative lighting throughout Larkin Place and the installation of solar street lighting at the east-west link.

As the Project progresses, further engagement will be done with surrounding stakeholders supported by a professional artist in the development of design elements for the space. In addition, a program of activations will be delivered in Larkin Place to highlight the space, and improve its attractiveness, encouraging people to linger and support local business.

The outcomes of the Pilot will encourage and inform possible future permanent public domain changes to Larkin Place, and other parts of the Camden LGA, to create more pedestrian-prioritised, safe and activated public spaces.

FINANCIAL IMPLICATIONS

Council will receive funding of \$500,000 (excl. GST) from the DPE and will contribute an additional \$100,070 (excl. GST) from existing operational budgets to deliver the Project.

The appropriate budget adjustments will be reported to Council as part of the 30 June 2022 budget review.

CONCLUSION

Council has been successful in its application for \$500,000 (excl. GST) to the SaSS Grant Program to fund the delivery of the Larkin Place Activation Pilot. The Project will deliver a range of temporary site interventions and activations to explore the extended use of the space.

RECOMMENDED

That Council:

- i. **accept grant funding of \$500,000 (excl. GST) from NSW Government Streets as Shared Spaces Grant for inclusion in the budget to deliver the Larkin Place Activation Pilot Project;**
- ii. **write to The Hon. Anthony John Roberts MP, Minister for Planning and Minister for Homes, thanking him for the grant; and**
- iii. **write to Mr Peter Sidgreaves MP, Member for Camden, thanking him for his support.**

SUBJECT: ACCEPTANCE OF FUNDING - NARELLAN CREEK WATER QUALITY IMPROVEMENT PROJECT
FROM: Director Community Assets
EDMS #: 22/165336

PURPOSE OF REPORT

The purpose of the report is to seek Council's acceptance of funding for \$200,000 (excl. GST) from Sydney Water to undertake hydrological and vegetation surveys on the Narellan Creek Water Quality Management System.

BACKGROUND

The NSW Environment Protection Authority (EPA) administers a range of environmental laws including the *Protection of the Environment Operations Act 1997*, which allows for the negotiation of an Enforceable Undertaking (EU).

Sydney Water are required to deliver an Enforceable Undertaking and as such, contacted Camden Council to enquire if there were any environmental improvement projects that could be proposed to the EPA as part of their EU.

A project was proposed for the Narellan Creek catchment to undertake works to improve the water quality and amenity of the Narellan Creek Water Quality Management System.

MAIN REPORT

The key existing water quality feature in the Narellan Creek is the Harrington Park Lake system, which was built in the late 1990's with additional lake systems constructed in the early 2000s to complete the Narellan Creek Water Quality Management System (Figure 1).



Figure 1: Narellan Creek Water Quality Management System, Harrington Park

As part of an EU, through a Deed of Agreement with Sydney Water, Council will receive \$200,000 (excl. GST) to undertake hydrological and vegetation surveys on the Narellan Creek Water Quality Management System. The surveys will be done to identify improvement actions and will:

- confirm the current types of vegetation, locations, health and suitability for its location in improving water quality;
- identify weed species and other unsuitable plants;
- confirm water depths to identify zones suitable for replanting for aquatic plantings;
- undertake a holistic water quality modelling task, using current models such as MUSIC (Model for Urban Stormwater Improvement Conceptualisation), to assess current and predicted water quality outcomes;
- confirm the hydraulic performance of the lakes system to identify areas with poor water flow, excessive flow velocities, and performance during major flood events;
- confirm an overall replanting and possible desilting scheme to ultimately improve water quality outcomes for Narellan Creek, with flow on benefits to the Nepean River; and
- identify a long-term maintenance management system, to ensure that the environmental benefits are not lost over time.

The works must be completed prior to 1 January 2024.

FINANCIAL IMPLICATIONS

Council will receive \$200,000 (excl. GST) to undertake the hydrological and vegetation surveys on the Narellan Creek Water Quality Management System.

Implementation of improvement actions identified in the surveys will be subject to a further report.

CONCLUSION

Sydney Water contacted Council to identify an environmental improvement project that could be proposed to the EPA as part of their EU. Camden Council proposed hydrological and vegetation surveys be undertaken on the Narellan Creek Water Quality Management System. The purpose of the surveys is to identify actions to improve water quality and amenity of the Narellan Creek Water Quality Management System.

Through a Deed of Agreement, Sydney Water will provide \$200,000 (excl. GST) to Council for this purpose.

ORD08

RECOMMENDED

That Council accept funding of \$200,000 (excl. GST) from Sydney Water to undertake hydrological and vegetation surveys on the Narellan Creek Water Quality Management System, and that the funds be allocated to the 2022/23 Budget.

ORD09

ORD09

SUBJECT: MINUTES TO THE 29 NOVEMBER 2021 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING

FROM: General Manager

EDMS#: 22/156224

PURPOSE OF REPORT

The purpose of this report is to provide Council with the minutes of the 29 November 2021 Audit, Risk and Improvement Committee meeting.

BACKGROUND

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

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

MAIN REPORT

The Audit, Risk and Improvement Committee met on 29 November 2021. The agenda discussed at the meeting included:

- Enterprise Risk Management;
- Family Day Care Internal Audit Report;
- Accounts Payable Internal Audit Report;
- External Audit Update;
- Quarterly Legislative Compliance Declarations;
- Audit Recommendations Implementation Status Update;
- Internal Audit Plan Status Update;
- Proposed 3 year Internal Audit Plan;
- Six Monthly Quality Assurance and Improvement Program – Balanced Scorecard/KPI Reporting; and
- Update on Reports from Authoritative Bodies.

The draft minutes of the 29 November 2021 Audit, Risk and Improvement Committee meeting were circulated to Councillors as part of the Weekly Councillor Update on 14 January 2022 and subsequently approved at the 10 March 2022 Committee meeting. The approved minutes are provided as an **attachment** to this report.

In accordance with the Audit, Risk and Improvement Committee Charter, on 26 April 2022, the Committee Chair provided a briefing to Council that covered the roles and responsibilities of the Committee and its 2021 Annual Report.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

CONCLUSION


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


RECOMMENDED

That Council note the minutes of the 29 November 2021 Audit, Risk and Improvement Committee meeting.

ATTACHMENTS

1. Minutes to 29 November 2021 Audit Risk and Improvement Committee meeting

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