

Camden Council

2014/15

ANNUAL REPORT

PART 3

LEGISLATIVE REQUIREMENTS





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Companion Animals Act 1998 and Local Government Regulation (cl217, (f))

Compliance with the Companion Animals Act and Regulation

The principal object of this Act is to provide for the effective and responsible care and management of companion animals. The Act allows Council stricter controls on domestic cats and dogs by micro-chipping, registration and penalties for non-compliance with the Act.

Companion animal seizure and animal care facility activities

The NSW Office of Local Government (OLG) has initiated a system to collect data from NSW councils about their seizure and animal care facility activities under the Companion Animals Act 1998 and Regulation. Data is being collected primarily to assist individual councils in their animal management activities. The information is useful to assist in developing companion animal management policies, strategies and promotional activities. Stray animals seized within the Camden Local Government Area are transported to Council's Pound Facility, Renbury Farm Animal Shelter.

The collection of data has been lodged with the OLG. The number of companion animals seized and/or impounded during 2014/15 reporting period is as follows:

Companion animal seizure and animal care facility activities

	Seized	Returned to owner	Impounded at Renbury Farm	Surrendered by owner
Dogs	255	37	348	82
Cats	49	0	180	47
Total	304	37	528	129

RANGERS

1

Team Leader

3

General Duty Rangers

1

Trainee

1

Noxious Weeds Ranger

1

Administration
Support Officer

Companion animal management and activities

Council employs seven (7) Rangers; one (1) Team Leader, three (3) General Duty Rangers whose duties include animal control and enforcement, one (1) trainee Ranger and one (1) Noxious Weeds Ranger. A fulltime Ranger Services Administration Support Officer was created this reporting period.

The OLG rebate received for the reporting period was \$36,785.25.

Reported dog attacks 2014/15

Dog attack data is required to be reported to the OLG in order to guide policy and provide information to the Minister and Parliament. When Council receives a report of a dog attack and the investigation has commenced, a Dog Attack Data Collection Form is submitted to the OLG.

Within the Camden Local Government Area during 2014/15 there were 89 dog attack incidents reported to Council. Council has investigated all customer requests received and out of these 89 reports 47 were proven and reported to OLG.

Reported dog attacks 2014/15

Victims	No Injury	Minor	Medical Treatment Required	Hospitalisation	Death
Adult (16 yrs +)	10	4	5	0	0
Child (up to 16yrs)	1	1	0	0	0
Animal	16	9	19	1	35
Totals	27	14	24	1	35

Companion animal community education programs

Camden Council promoted responsible pet ownership within the community in a variety of ways:

- Pet ownership and responsibilities are regularly displayed on community notice boards within the Camden Local Government Area including Camden Council's foyer area and Narellan Library.
- Pet responsibilities and changes to legislation are advertised in the local newspapers and Lets Connect residents' newsletter.
- Council provides information to local veterinary clinics and related animal businesses for distribution to their clientele.
- "Dangerous, Menacing and Restricted Breed" dog owners are informed in writing of any changes to legislation or matters that may affect them.
- Council promotes the desexing of companion animals and ensures pet owners are aware of the reduced registration fee for desexed animals.
- Council Rangers enforce the Companion Animals Act by issuing penalty infringement notices, nuisance orders and dangerous dog declarations where required.
- Rangers undertake regular patrols of local reserves and bike track/walking facilities to educate and inform pet owners of their responsibilities.
- Council continues to hold the Annual Event, "Paws in the Park" to encourage community awareness of responsible pet ownership.
- The Companion Animals Advisory Committee meets on a regular basis to discuss issues surrounding companion animals.
- Ranger Services along with the Advisory Committee have been working closely with Recreation and Facilities Services to further improve Council's "Off Leash Areas" while also providing feedback on new designated areas.
- Council and the Companion Animals Advisory Committee have created and implemented a Responsible Pet Ownership and Dog Safety Program aimed at school children in years 3 – 6. This program will be a long term program.
- Rangers continue to attend local events promoting responsible pet ownership such as Camden Show, Family Fun Day, Australia Day, Kids Fun Day.



The Companion Animals Advisory Committee meets on a regular basis to discuss issues surrounding companion animals.



Alternatives to euthanasia for unclaimed animals

Under Section 64 of the Companion Animals Act, councils are required to seek alternatives to euthanasia for unclaimed animals. Camden Council informs and promotes responsible pet ownership including micro-chipping and registration. Micro-chipping and registration ensures the pet and its owner can be reunited.

To help reduce the number of companion animals transferred to Council's Pound Facility, Council have offered all residents who register their animal the opportunity to receive an engraved pet name tag. This initiative was implemented to help return animals to their owner before being impounded.

Where possible, suitable un-claimed animals are re-homed with rescue organisations. There are approximately 60 authorised rescue agencies who frequently attend Council's Pound Facility. After mandatory holding periods have ceased these companion animals are released to rescue agencies that hold a current Clause 16d exemption.

Outcome of dogs/cats impounded at Renbury Farm on behalf of Camden Council

Dogs that have been declared dangerous/menacing or a restricted breed are not suitable to be re-homed and are euthanased as required by the Act. These dogs are included in the figures shown below. The animals which are euthanased often comprise of animals which are older or not suitable to be re-homed due to temperament or health or have been at the request of the owner.

	Released	Euthanased	Sent to Rescue Organisations	Sold	Other (Stolen/deceased)
Dogs	227	34	73	96	0
Cats	2	39	135	51	0
Total	229	73	208	147	0



River Road Reserve, Elderslie.

Off leash areas provided within the Camden Local Government Area

Camden Local Government Area has three (3) off leash areas:

■ River Road Reserve, Elderslie

This Reserve is a dedicated off leash area which is open seven (7) days a week with no time restrictions. Amenities include lighting, seating, shade, agility equipment and a section off area for smaller dogs.

■ Bicentennial Equestrian Park

The Equestrian Park is only designated off leash before 10am and after 5pm daily. During horse event periods all dogs must be on leads.

■ Rosevale Reserve, Rosevale Place Narellan

This Reserve has a dedicated off leash area which is open seven (7) days a week with no time restrictions. Amenities include seating, shade and agility equipment.

Council are in the process of providing further off leash areas in the LGA.

Section 85

Section 85(1A) of the Act requires Council to use any money paid from the Fund only for the purposes that relate to the management and control of companion animals in its area.

The OLG rebate was fully utilised to offset employment and associated activities of companion animal management by Council.

Environmental Planning and Assessment Act 1979

Particulars of compliance with and the effect of planning agreements (s93G (5))

Oran Park

This Voluntary Planning agreement (VPA) applies to land within the Oran Park Precinct, generally to the west of The Northern Road which is being developed by Greenfields Development Company, partly in partnership with Urban Growth NSW (formerly known as Landcom). The land is located within the Growth Centres and was rezoned in December 2007.

The objective of this agreement is to provide all of the local recreation/open space, community facilities, roads and drainage required to support this new community. The agreement also includes the delivery of district facilities such as the Oran Park Library, Community Centre, Youth Recreation Centre and Leisure Centre, which will meet the needs of the Oran Park, Turner Road and future Maryland communities.

The VPA contains works and land dedications with a value in excess of \$140 million (and excluding the value of the water cycle management works and land & the riparian corridor works and land). Significant work has been undertaken in this rapidly growing precinct. Council and the developers continue to work closely to ensure suitable community outcomes are being produced. This includes a Project Control Group which monitors the implementation of the VPA.

The next major facility to be delivered is Jack Braham Reserve (within VPA Stage F), which is due to be completed by September 2015. The Oran Park Library and Community Centre are also due to be delivered by June 2016.



Gregory Hills

This VPA applies to land known as Gregory Hills, which is approximately half of the Turner Road Precinct that was rezoned in December 2007.

The objective of the agreement is to provide a local community centre and all of the local recreation/open space, drainage and roads required to support this new community. The agreement has a value of approximately \$60 million and includes provisions for the developer to make a monetary contribution toward the funding of other off-site facilities such as a library, leisure centre and youth recreation centre which are to be located within the Oran Park Town Centre. The agreement includes significant riparian land works, the funding for two major facilities, in particular a double playing field and a community facility, and the dedication of a significant portion of embellished transmission line easement land to Council.

The Gregory Hills VPA was amended on 24 December 2013 to insert additional information relating to water cycle management and make other minor administrative amendments. There was a further amendment to the Gregory Hills VPA, executed on 16 December 2014 involving changes to include additional open space embellishment works and land dedications.





Gledswood Hills



This VPA applies to land known as Gledswood Hills, which forms part of Turner Road Precinct that was rezoned in December 2007. The objective of the agreement is to provide suitable funding for the provision of infrastructure, facilities and services. The agreement has a value in excess of \$24 million and includes significant dedication of two major facilities to Council, these being the South Creek crossing and linear open space through the centre of the site, as well as other parks and facilities. Under the agreement, the developer will make a monetary contribution toward the funding of other off-site facilities such as a library, leisure centre and youth recreation centre, which are to be located within the Oran Park Town Centre.

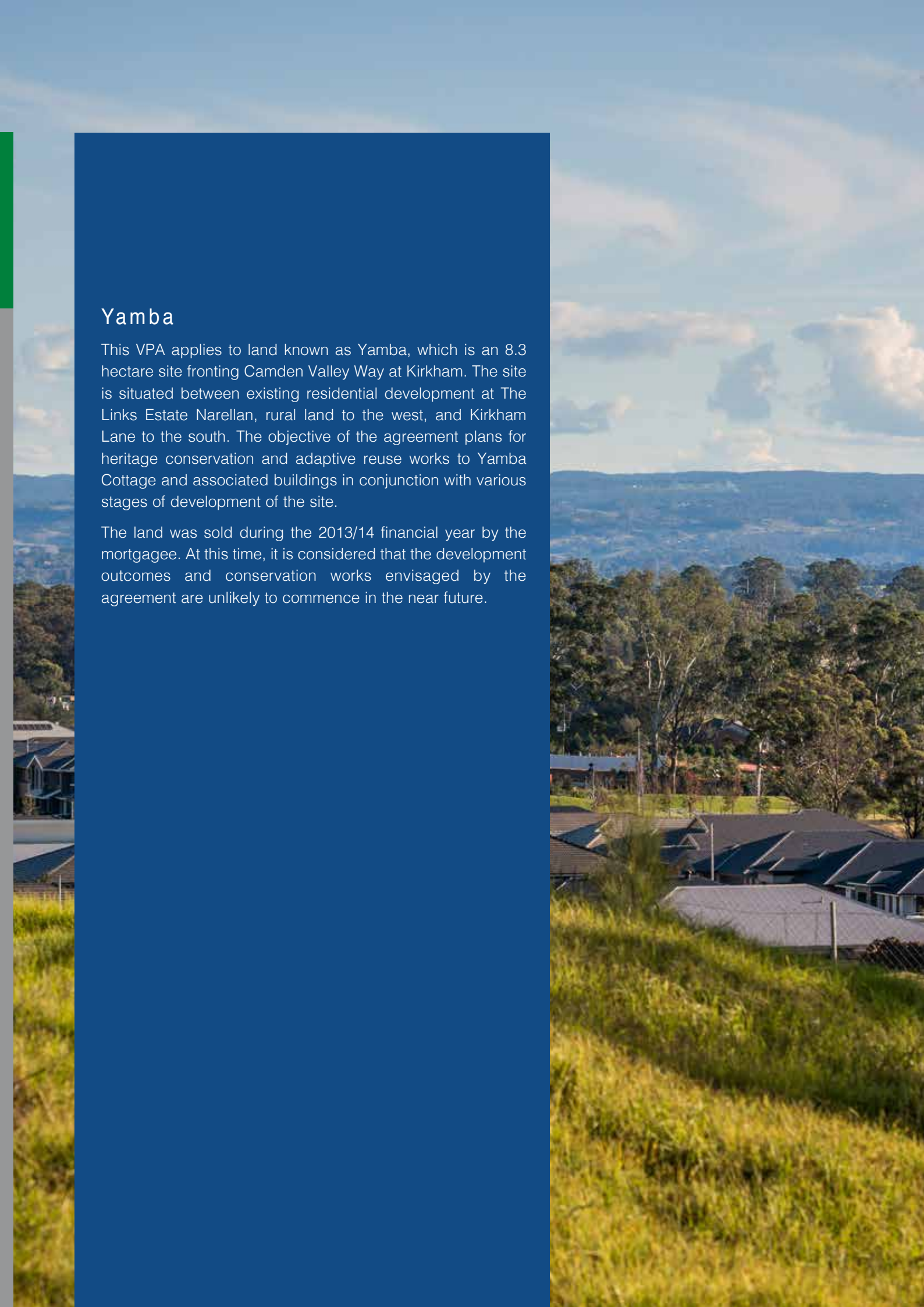
This year, the developer has commenced works on the South Creek Riparian Corridor, including paths/cycleways through riparian corridor. In addition, Gabriel's Park (located within VPA Stage C) was completed and handed over to Council on 8 August 2014.



Yamba

This VPA applies to land known as Yamba, which is an 8.3 hectare site fronting Camden Valley Way at Kirkham. The site is situated between existing residential development at The Links Estate Narellan, rural land to the west, and Kirkham Lane to the south. The objective of the agreement plans for heritage conservation and adaptive reuse works to Yamba Cottage and associated buildings in conjunction with various stages of development of the site.

The land was sold during the 2013/14 financial year by the mortgagee. At this time, it is considered that the development outcomes and conservation works envisaged by the agreement are unlikely to commence in the near future.



Harrington Grove



This VPA applies to land known as Harrington Grove, which is a 440 hectare site located to the north and west of the existing Harrington Park development. The objectives of the agreement are to conserve significant areas of Cumberland Plain Woodland Vegetation, restore two heritage homesteads (Harrington Park Homestead and Orielton), provide a range of onsite facilities, and provide a monetary contribution.

The bushland conservation works are well underway and annual reporting is continuing. The heritage restoration works on Harrington Park Homestead have been completed and the restoration works on the Orielton Homestead are imminent. A large part of the pedestrian/cycleway network and most of the parks in Harrington Grove East have been delivered. Construction of the Harrington Grove West development has begun and as a result it is expected that further facilities will be delivered progressively over the next couple of years.



Mater Dei (Wivenhoe)

This VPA applies to land known as Mater Dei or Wivenhoe, which is a 150 hectare site bound by Cobbitty Road to the north, Macquarie Grove Road to the east and the Mater Dei access driveway to the west. The objectives of the agreement are to conserve a significant area of Cumberland Plain Woodland Vegetation, restore the heritage homestead Wivenhoe, provide a range of onsite facilities, and provide a monetary contribution.

The bushland conservation works are well underway and annual reporting is continuing. The restoration of Wivenhoe is almost complete. A number of local parks and the pedestrian/cycleway network have also been completed.



The objective is to provide suitable funding for the provision of infrastructure, facilities and services.

El Caballo Blanco, Gledswood and East Side Land Owners

This VPA applies to land known as the El Caballo Blanco, Gledswood and East Side Land, which comprises approximately 215 hectare that was rezoned in 2012. The site is located on Camden Valley Way to the north of the Turner Road Precinct.

The objective of the agreement is to provide suitable funding for the provision of infrastructure, facilities and services. The agreement has a value in excess of \$3 million and also requires a monetary contribution of over \$6,000 per lot to be paid to Council for offsite facilities. The agreement provides a mechanism to ensure vegetation conservation and revegetation on the site, and implementation of a water cycle management system. The development is intended to include a combination of lands for private recreation and environmental conservation. In addition, the VPA will facilitate delivery of local infrastructure including parks, pedestrian/cycle paths and road works including a collector road, bridge crossings and intersection upgrades. Importantly the VPA provides a mechanism for the riparian corridor and vegetation to be managed in perpetuity by the land owners.

Development within the precinct is expected to commence shortly.

East Leppington

This VPA applies to land known as East Leppington, which comprises approximately 45 hectare that was rezoned in 2013. The VPA has a value in excess of \$7 million and will deliver local open space and recreation, a collector road, pedestrian and cycle paths, water cycle management and embellishment of riparian land that is to be dedicated to Council.

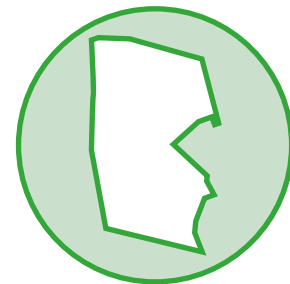
Development within this precinct is significantly advanced, with the construction of water cycle management and traffic infrastructure under the VPA being completed, and the commencement of the design process for open space land.



Emerald Hills

This VPA applies to land known as Emerald Hills, which comprises over 151 hectare of land that was rezoned in 2014. The VPA has a value in excess of \$47 million and will deliver local open space and recreation, community facilities, collector roads, pedestrian and cycle paths, water cycle management and embellishment of riparian land that is to be dedicated to Council.

Bulk earthworks and civil works have commenced on the Emerald Hills site, however subdivided lots have not yet been registered. The design process for passive and active open space areas under the VPA (including the ridge top park, heritage park and double playing fields) has commenced.





Spring Farm (Cornish)

This VPA applies to 82 hectares of land within the Spring Farm Urban Release Area, generally to the south of Springs Road, which is being developed by Cornish Group. The objective of this agreement is to provide local infrastructure including open space, road works and stormwater facilities with a value of over \$37 million in conjunction with the staged release of this development. Works under the planning agreement commenced in March 2015 and is progressively being released in stages.



Narellan Town Centre

This VPA applies to the land owned by the Narellan Town Centre shopping centre and its approved expansion to its northern site across Camden Valley North. The objective of this agreement is for the developer to undertake over \$6.7 million worth of streetscape, road works, drainage works and public access to plazas associated with the development of the site. Construction on site commenced in April 2015.

Government Information (Public Access) Act 2009 and Government Information (Public Access) Regulation 2009

GIPA (s125 of the Act and cl7 of Regulation)

The Government Information (Public Access) Act 2009 (GIPA Act) came into effect on 1 July 2010.

The GIPA Act is the New South Wales Government's approach to giving the community greater access to information. The New South Wales Government has made a commitment to provide access to information held by the Government, including local councils, unless on balance it is contrary to the public interest to provide that information.

In like manner, Camden Council is committed to providing the community with open and transparent access to information about our services, activities and business operations. Much of this information is routinely provided in our corporate documents, which are identified in our Agency Information Guide, publicly available on Council's website.



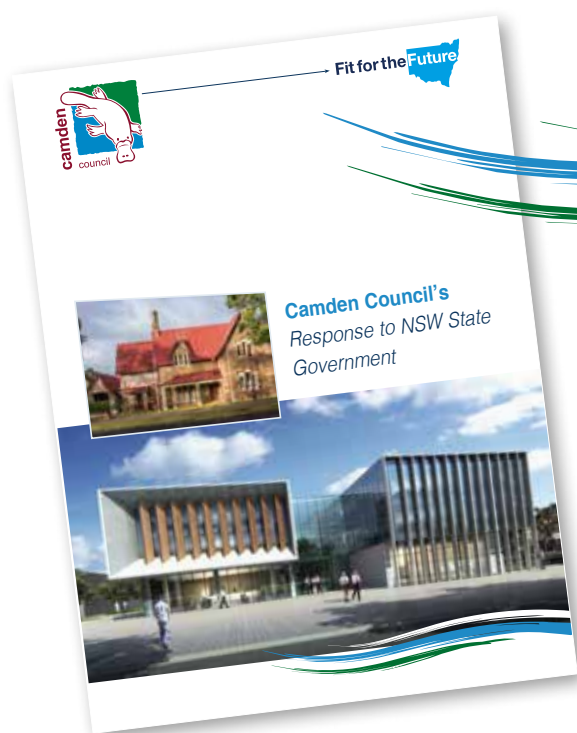
Review of Release of Government Information under s7(3) of the GIPA Act

Under section 7 of the GIPA Act, agencies must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review must be undertaken at least once every 12 months.

Our agency's program for the proactive release of information involves the following actions:

- Regularly reviewing and updating online content
- Encouraging the community to seek information not available online, via informal requests for information free of charge (with the exception of extensive photocopying costs)
- Reviewing the disclosure log to see the main types of information being requested
- Auditing Information Requests
- Researching other council websites to see the types of information proactively released
- Discussions with council staff regarding what information is regularly sought and whether such information could be made available on Council's website

During the reporting period, we reviewed this program by contacting staff (Records; Statutory Planning; Certification & Compliance; Customer Service & Governance; Finance & Corporate Planning) regularly involved in releasing information in response to informal requests in order to understand the sort of information regularly being sought; reviewing online content and regularly reminding staff to advise the Governance team of material that could be made available on Council's website. As a result of this review, we released the following information proactively:



- Fit for the Future
- Plans of Management
 - Herberts Hill Reserve
- Promoting Better Practice Report (an assessment of Council's performance prepared by the Office of Local Government)
 - New Central Administration Building
 - Expressions of Interest - Lease of Council Buildings
 - Frequently Asked Questions
- Information on major developments:
 - Camden Town Centre Works
 - Provision of information pertaining to the nature and timing of works to occur between Camden Town Centre on Council's website
 - Frequently Asked Questions Brochure
 - Camden Town Centre Vision Report
 - Feedback from Community Feedback Sessions
 - Camden Town Centre Infrastructure Improvements
 - 1-5 Main Street, Mount Annan (including material presented at meeting)
- Track Your DA Online (PDF documents of applications dating back to 2005 available via Council's website)

Where open access or informal release information is unable to be published on Council's website, members of the public are encouraged to contact Council to obtain the information via other means, free of charge (excluding reasonable photocopying charges) and within suitable time frames.

The following information relevant to the GIPA Act is also available on Council's website:

- Agency Information Guide
- Access to Information Informal and Formal application forms
- Links to the Information and Privacy Commission website

Number of Applications Received During 2014/15

In 2014/15, Camden Council received twelve (12) formal and 300 informal GIPA applications.

All applications received were accessed and responded to within statutory timeframes.

Number of Applications Received During 2014/15 and Refused

One application was refused during 2014/15.

Table A: Number of applications by type of applicant and outcome*

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	1	0	0	0	0	1	0	0
Not for profit organisations or community groups	1	1	0	0	0	0	0	0
Members of the public (application by legal representative)	0	2	0	0	0	0	0	0
Members of the public (other)	1	4	0	1	0	0	0	0

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications*	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	3	5	0	0	0	1	0	0
Access applications that are partly personal information applications and partly other	0	2	0	1	0	0	0	0

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

The total number of decisions in Table B should be the same as Table A.

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act

	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	1
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E below.

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act

	Number of occasions when application not successful
Responsible and effective government	4
Law enforcement and security	0
Individual rights, judicial processes and natural justice	8
Business interests of agencies and other persons	1
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

Table F: Timeliness

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	12
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
Total	12

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

	Decision varied	Decision upheld	Total
Internal review	1	0	1
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	1	0	1
Review by ADT	0	0	0
Total	2	0	2

*The Information Commissioner does not have the authority to vary decisions, but can make recommendation to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review
Applications by access applicants	2
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0



IPART SRV Determination Conditions

Special rate variation

At the Council Meeting of 11 December 2012, Council resolved to apply for a special rate variation (SRV) of 1.1% (above the Minister's allowable limit of 3.4%) for six years for the purpose of part-funding a \$6 million Community Infrastructure Renewal Program (CIRP). This application was approved on 12 June 2013. The SRV commenced on 1 July 2013 and will expire on 30 June 2019.

The CIRP is made up of \$2.5 million from the SRV, \$2 million from a State Government low interest loan and \$1.5 million from Council's Internal Reserves. The table below is a summary of the renewal works to be delivered under the \$6 million program over six years:

INFRASTRUCTURE CATEGORY	EXPENDITURE
Road reconstruction and reseal	\$3,185,000
Parks and reserves renewal program	\$1,310,000
Buildings and surrounds renewal program	\$536,000
Bridge renewal program	\$431,000
Kerb and gutter renewal program	\$364,000
Footpath and cycleway renewal program	\$174,000
Total	\$6,000,000

To June 2015, Council has spent \$2,373,601 of the total \$6 million.

The table on the following page details the works undertaken in 2013/14 and 2014/15 and funded by the CIRP (including the funds generated by the SRV).

COMMUNITY INFRASTRUCTURE RENEWAL PROGRAM

Work Locations		Suburb	2013/14	2014/15
			\$	\$
ROAD RECONSTRUCTION AND RESEALS PROGRAM				
Waterworth Drive	Norris Place to The Clearwater	Mount Annan	294,926	
Waterworth Drive	Holdsworth Drive (Shopping Centre)	Mount Annan	98,336	
Mount Annan Drive	100m South Welling Drive	Mt Annan	52,500	
Woolgen Park Road	George Road	Leppington	33,500	
Dan Cleary Drive	From Oran Park Drive	Harrington Park		283,264
Wire Lane	Hume Highway to Hayter Parade	Camden South		49,450
Caroline Chisolm Drive	Ulmarra Avenue	Camden South		104,844
Smeaton Grange Road		Smeaton Grange		71,253
ROADS ASPHALT DEEP LIFT PROGRAM				
Deepfields Road		Leppington		37,012
Hartley Drive		Smeaton Grange		15,401
Kimbarra Avenue		Camden		21,383
Little Street		Camden		23,599
Total Road Reconstruction, Reseals and Asphalt Deep Lift Program			479,262	606,206
KERB AND GUTTER RENEWAL PROGRAM			59,809	62,446
FOOTPATH RENEWAL PROGRAM			29,891	54,439
PARKS AND RESERVES RENEWAL PROGRAM				
Curry Reserve	Sensory garden	Elderslie	45,406	
Liquidamber Reserve	Sportsfield	Narellan Vale	190,946	134,258
Soccer Fields	Playing surface	Harrington Park		147,965
Birriwa Reserve	Picket fence	Mount Annan		89,900
Open Space Bollards and Fencing		LGA		
Hambledon Reserve	Playground equipment	Harrington Park	40,951	
Forest Park Reserve	Playground equipment	Harrington Park	50,000	
Greenway Reserve	Playground equipment	Camden South	29,000	
Total Parks and Reserves Renewal Program			356,303	372,123

COMMUNITY INFRASTRUCTURE RENEWAL PROGRAM

Work Locations	Suburb	2013/14	2014/15
		\$	\$
BRIDGE RENEWAL PROGRAM			
Birriwa Reserve - steel foot bridge with timber deck	Mt Annan	1,044	9,423
Sir Warwick Fairfax Drive - concrete bridge	Harrington Park	321	
Raby Road - concrete bridge	Leppington	193	2,735
Harrington Parkway - concrete bridge	Harrington Park	571	131
Fairwater Drive - steel footbridge with timber deck	Harrington Park		3,354
Fairwater Drive - bridge	Harrington Park		59,579
Bluett Street - concrete bridge	Smeaton Grange		2,290
Mount Annan - bridge (westbound)	Mt Annan		12,954
Stockman Drift #1 - timber footbridge	Mt Annan		6,510
Total Bridge Renewal Program		2,129	96,976
BUILDING AND SURROUNDS RENEWAL PROGRAM			
Replace various components in the spa plant room at the Mt Annan Leisure Centre		34,254	14,400
Depot internal roads and drainage renewal		18,562	146,808
Replace 2 gas heater air handling units at the Mt Annan Leisure Centre			18,250
Replace timbers at shelter at Tredinick Reserve Harrington Park			17,203
Camden Family Day Care - repaint of exterior		4,540	
Building and Surrounds Renewal Program		57,356	196,661
TOTAL		984,750	1,388,851



Local Government Act 1993

Environmental upgrade agreements (s54P)

Council did not enter into any environmental upgrade agreements during 2014/15.

Code of Conduct (s440 of the Act and cl193 of the Regulation)

Camden Council’s Code of Conduct provides a framework for minimum standards of conduct by all council officials, and is in line with the Office of Local Government’s Model Code of Conduct. The current Code of Conduct incorporates provisions relating to complaint handling procedures and reporting requirements of the General Manager.

According to Part 22 of Council’s Code of Conduct:

“The Council is to provide the Division with a report containing the statistics referred to in [below] within 3 months of the end of September of each year.

The complaints coordinator must arrange for the following statistics to be reported to the Council within 3 months of the end of September of each year:

- (a) the total number of code of conduct complaints made about Councillors and the General Manager under the code of conduct in the year to September;
- (b) the number of code of conduct complaints referred to a conduct reviewer;
- (c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints;
- (d) the number of code of conduct complaints investigated by a conduct reviewer;
- (e) the number of code of conduct complaints investigated by a conduct review committee;
- (f) without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures;
- (g) the number of matter reviewed by the Division and, without identifying particular matters, the outcome of the reviews; and
- (h) the total cost of dealing with code of conduct complaints made about Councillors and the General Manager in the year to September, including staff costs.”

No of Councillor/ GM complaints	No of complaints referred to conduct reviewer	No of complaints finalise by conduct reviewer at preliminary stage and the outcome	No of complaints investigated by conduct reviewer
Nil	Nil	Nil	Nil

Local Government Regulation 2005

Contracts awarded (cl217, (a2))

ALL NEW CONTRACTS (>\$150,000) DURING 2014/15

Nature of Goods & Services Supplied	Name of Contractor	Total Amount Payable (excl. GST)
Elderslie Release Area Trunk Drainage Construction	TJ & RF Fordham Pty Ltd	\$1,336,654
Harrington Reserve Sportsfield Drainage Improvements	Turf Drain Australia	\$161,729
Underground Installation Existing Overhead Transmission power Springs Rd	Gremalco Pty Ltd	\$578,730
Design of MALC Stage 2	Facility Drainage	\$510,450
Construction of New Administration Centre	Adco Constructions Pty Ltd	\$22,997,567
Argyle Street Paving Supplies	Melocco Pty Ltd	\$339,886
Elderslie Entry Park Construction	Landscape Solutions Australia Pty Ltd	\$399,918

Controlling interests (cl217, (a7))

Council did not hold a controlling interest in any companies during the 2014/15 reporting period.

Councillor payments and support (cl217, (a), (a1))

Councillors are eligible for a range of entitlements and remunerations associated with their role, including reimbursement of expenses incurred in carrying out their civic duties and provision of facilities to assist in fulfilling their obligations.

To ensure proper use of facilities and engagement of expenses by Councillors, Council is required to adopt a Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy (Expenses & Facilities Policy). This Policy is reviewed and adopted annually, enabling the Council itself to determine what expenses it will cover and what facilities it will provide to Councillors (within reason).

The objectives of the Expenses and Facilities Policy are to:

- Ensure consistency in the application of reimbursement of expenses and provision of facilities to Councillors in an equitable and non-discriminatory manner;
- Provide a level of support to Councillors to assist them in representing the interests of the community; and
- Ensure transparency and accountability in the reimbursement of expenses incurred by Councillors.

In 2014/15, the following expenses were incurred by the Mayor and Councillors:

Councillor Expenses

Dedicated Office Equipment	\$2,979
Telephone	\$3,242
Conferences/Seminars	Nil
Training	Nil
Interstate Visits - all costs	Nil
Overseas Visits	Nil
Expenses for Spouses	Nil
Child Care	\$1,068
TOTAL	\$7,289

Councillor Allowance

Mayoral Allowance	\$ 34,000
Councillor Allowances	\$140,162

Equal Employment Opportunity (cl217, (a), (a9))

- In accordance with relevant legislation, policy and procedure, the recruitment of staff is based on merit principles ensuring the most suitable candidate is selected and all applicants are afforded equal opportunity. Council's Recruitment and Selection Policy is currently being reviewed.
- Council's workforce is increasing due to organisational growth in line with Council's Workforce Plan to ensure the organisation has an appropriately skilled workforce now and in the future.
- A full review of Council's EEO Management Plan has been undertaken.
- Online recruitment processes continue to streamline recruitment and promote Council as an Employer of Choice.
- Recruitment and Selection and EEO Training are provided for all staff required to participate in recruitment panels.
- A range of strategies identified in Council's Workforce Plan are being developed and implemented.
- Council continues to manage its employees in accordance with all relevant Award provisions and other employment related legislation.
- A full review of Council's Work, Health and Safety Management System is nearing completion.
- A Corporate Safety Team has been formed to further advance safe work procedures.
- The commitment to maintaining good employee relations remains a high priority and is facilitated through consultation and communication.
- Counselling, mediation and employee support is provided through the Employee Services Branch and continued funding of Council's Employee Assistance Programme, ensures a confidential counselling service provided by an external company is available.
- Employment opportunities continue to be provided for young people in our local area through Council's very successful Traineeship Programme. The success of our trainees and apprentices is evidenced by the number nominated for awards and both local and Regional levels.
- Employment based policies and procedures continue to be reviewed and updated.
- The new Working with Children Check requirements have been implemented in relation to all designated positions.





External bodies (cl217, (a6))

Camden Seniors Program

Camden Seniors Program Committee is delegated to organise and run four major projects for seniors in the Camden and surrounding areas each year. These include:

- Autumn picnic luncheon at Belgenny Farm in May
- Morning Tea at the Australian Botanic Gardens at Mt Annan planned for September 2015. This is a new function which replaces our previously run Seniors Expo
- Christmas dinner at Camden Civic Centre late November 2015
- Seniors Concert at the Camden Civic Centre during Senior's Week





Camden International Friendship Association (CIFA)

Camden International Friendship Association (CIFA) is a group delegated to promoting friendship between Kashiwa City in Japan and Camden. CIFA was founded in 1997 following an initiative to establish a link with a town in Japan to promote international friendship through hosting exchange programs for students and citizens from both countries.

Bicentennial Equestrian Park

The Bicentennial Equestrian Park has hosted many equine, sporting, educational and community events this year. Across the year more than 197 days were booked out with a variety of events. This has included up to 60% of the events being equestrian and the remaining events being a mix of private functions from the community to celebrate birthdays, family reunions, christenings, special awards, Council and dog events. The breakdown is as follows:

- Equestrian 60%
- Dog events 12%
- Circus 10%
- Private functions 10%
- School and sporting 4%
- Camden Show 2%
- Community and Council 2%

Equine activities continued to be held in 2014/15 at the Park, such as:

- County of Cumberland Camp Drafting Competitions and training days
- Rodeo
- Sydney Polocrosse training and club competitions
- Polocrosse National Championships
- Miniature Horse Competition
- Equestriad Eventing
- Cobbitty Pony Club regular training and annual Zone Championships, The Oaks Pony Club Camp
- Police Training and Mounted Games
- Dressage
- Show Jumping Championships
- Moss Vale Polocrosse Carnival

The Bicentennial Equestrian Park was booked out for more than 197 days with a variety of events, including equine, sporting, educational and community events.





Community support has remained a strong and pivotal part of the Park's activities in 2014/15. School activities have included orienteering, cross country running carnivals for all local public schools. Animal event associated with dogs continue to be very popular on the Park throughout the year, with Paws in the Park being a successful event held annually.

The Park continues to be managed by the s355 Committee and is made up of equestrian users of the Park, community and council representatives. The maintenance and care of the Park is supported by a dedicated group of volunteer men who regularly attend the Park's Men's Shed on Tuesday, Wednesday and Thursdays. The volunteers have had an incredibly busy year with the completion of the disabled toilet at Cobbitty Pony Club and construction of an extension to the Men's Shed in March 2015.

This year saw the Committee host a workshop in September 2014 to identify major projects and works for the future vision and sustainability of the Park. This includes focusing on developing the Park, maintenance and the work, health and safety requirements for the future success and attraction to the Park.



Camden Town Farm

The Camden Town Farm in 2014/15 saw the Farm host the TASTE Food and Wine festival in September with over 6,000 people in attendance. The Farm over the year has continued to grow in its popularity for events and show cases being the home of weekly fresh produce markets since September 2014. In March 2015, the Farm hosted the flock of sheep in readiness for the Camden Show and continues to play a major part of the rural precinct for the community and Township.

The Llewella Davies Community Garden, located at the Farm

continues to grow with both community organisations and individuals taking up membership. Fresh herbs grown in the Community Garden are available for sale at the Produce Markets held at the Farm.

This year saw the Farm Committee undertake a large project with the construction of a Covered Outdoor Weather Area (COWA) on the Farm.

This was funded through the NSW Government, Camden Council and the Town Farm Committee. The structure currently provides shade for livestock and an area for livestock exhibitions.

The Camden Town Farm Committee continues to meet monthly to discuss the management and development of this important community asset. The additional funds provided in the 2013/14 budget have enabled the Committee to replace fences, improve the irrigation system and to increase the number of livestock. In 2014/15 the herd of cattle is now at 35 and all the major pumps have been repaired. The Committee continues with restoring and maintaining the Farm as per Miss Llewella Davies wishes for the community to enjoy and visit.



Grants and contributions (cl217, (a5))

There are seven types of grants available under Council's Community Financial Assistance Program, as outlined in the table below.

COMMUNITY FINANCIAL ASSISTANCE PROGRAM 2014/15

Program Name	Number funded	Amount
Community Small Grants	21 Community service groups	\$71,888
Community Small Grants (Mini Round)	6 community service groups	\$13,636
Donations for Charitable Purposes	12 individuals and/or community groups	\$5,490
Gifted Persons	13 individuals	\$4,193
Cultural Performance Subsidy	9 community events	\$9,500
Annual Subsidies	10 organisations and 3 community resources	\$88,100
Council Sponsorship	24 organisations	\$43,500
Total		\$236,307

Legal proceedings (cl217, (a3))

Summary of costs incurred by Council in relation to legal proceedings:

Cost of all Land and Environment Court Proceedings	\$299,861
Cost of Local Court Proceedings	Nil
Cost of all other Court Proceedings	\$176,594

A summary of the state of progress of each legal proceeding and result is set out below:

Defendant	Court	Description of Proceedings	Result	Legal Expenses
Lippmann	Supreme	Contract Dispute	Ongoing	\$138,230
SH Camden Valley Pty Ltd	Land & Environment	Appeals against rating category	Appeals Dismissed	\$184,708
Rafailidis	Supreme	Class 4 proceedings	Appeal Upheld	\$34,655
Hayek	Land & Environment	Class 1 Appeal	Appeal Upheld	\$2,340
Greg Dickinson Homes Pty Ltd	Land & Environment	Class 1 Appeal	Appeal Upheld	\$30,051
Carbonne	Land & Environment	Class 1 Appeal	Appeal Upheld	\$47,407
Mount Annan 88 Pty Ltd	Land & Environment	Class 1 Appeal	In progress	\$8,643
Proust & Gardner Consulting Pty Ltd	Land & Environment	Class 1 Appeal	Appeal Upheld	\$18,626
Caltex Australia	Land & Environment	Class 1 Appeal	In progress	\$8,086
South West Sydney Councils Resource Recovery Project	Supreme	Contract Dispute Waste Contract.	Ongoing	\$3,709

Note: These amounts have not been reduced for any legal cost recovery



Partnerships, cooperative and joint ventures (cl217, (a8))

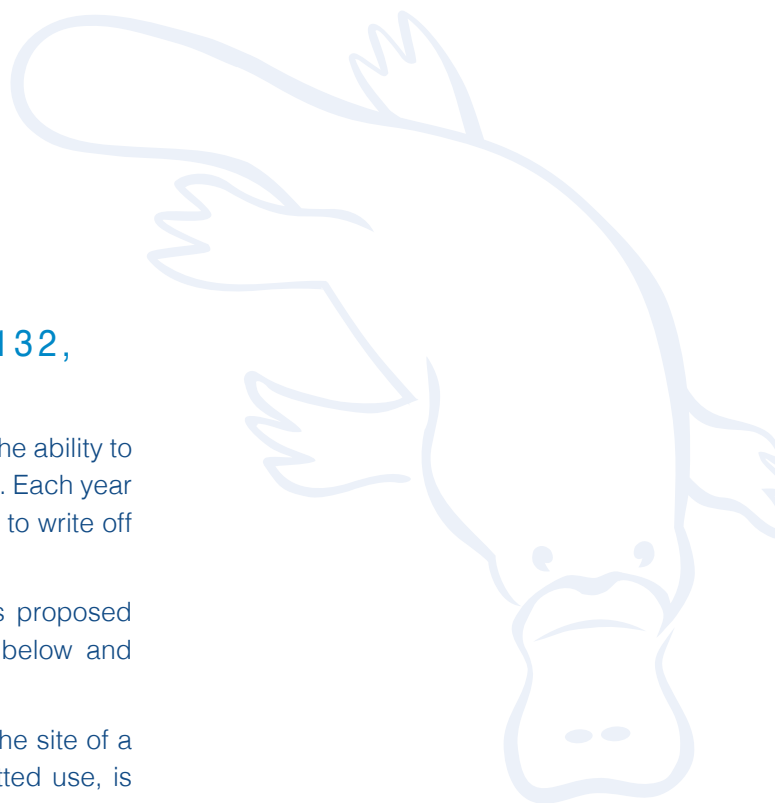
Council is a shareholder in the Southern Phone Company for two shares at \$1.00 each being one A class share and one in the B to ZZ class.

From 1 July 2014 Camden Council became a member of Westpool and United Independent Pool. Westpool is a co-operative Local Government self-insurance scheme. Financial contributions to the Pool are based on the relative size of each council and incorporate a proportion of underlying claims experience so as to reflect risk exposure.

Private works (cl217, (a4))

Council carried out no work on private land.

Work undertaken on private land	Cost subsidised by council
NIL	NIL



Rates and charges written off (cl132, s575, s583, s595 or s607)

The Local Government Act 1993 provides Council with the ability to write off rates and charges under certain circumstances. Each year it is necessary to report to Council and formally resolve to write off these amounts.

There are several types of write offs and the amounts proposed in respect of the 2014/2015 rating year are set out below and discussed.

Postponed amounts where land is occupied solely as the site of a house or is rural land, because of its zoning or permitted use, is valued for rating purposes at a higher value to reflect its permitted use rather than its actual use. After 5 years of postponement the original year is abandoned.

Rates written off from 2010/2011	\$25,031
Interest written off from 2010/2011	\$9,910
Total	\$34,941

Small balance adjustments where the total amount left outstanding are less than \$3.00.

Amount	\$1,788
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Interest on Pensioner's Rates written off in 2014/2015 as per Pension Policy 5.34.

Amount	\$898
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Legal Costs not recoverable in 2014/2015.

Amount	\$1,610
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The amount of pension rebates granted during the 2014/2015 rating year.

Pension Rebates	\$731,969
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Council will claim 55% reimbursement from the State Government for the amount written off.

The total amount of rates and charges written off in the rating year 2014/2015 is \$771,208.43 and appropriate provision was made in the 2014/2015 Budget.



Stormwater management service charge (c1217, (e))

During 2014/15 Camden Council spent \$526,004 on maintaining and upgrading stormwater management facilities through the LGA as well as delivering a range of education and promotion activities to help increase our community's awareness of potential polluting activities. These included:

Lake Annan GPT Design

The design and construction of the Gross Pollutant Trap (GPT) and associated access way has recently been completed. The GPT will provide a reduction in gross pollutants entering Lake Annan and improve the water quality.

Camden CBD Drainage Investigation

The Camden Town Centre has very little storm water drainage infrastructure and storms can often result in localized flooding. This project involves the hydrologic and hydraulic modelling of the Camden Town Centre and the investigation and design of upgrade options. The concept design has been separated into two catchments, with the western catchment of Argyle Street being completed including detail design of a section of this. The eastern catchment is currently being analysed.

Lake Annan Rehabilitation

Lake Annan is currently under stress from the impacts of surrounding land use and the development of urban areas in the broader catchment. Since construction, Lake Annan has experienced a number of problems, including:

- high nutrient loads contributing to algal blooms and odour of the Lake in the warmer months;
- operation and maintenance of the upstream GPT;
- poor water clarity due to high turbidity;
- widespread loss of macrophyte plants;
- sediment build up;
- localised areas of erosion and bank scalding; and
- additional nutrient loads due to a large population of Australian White Ibis using the island for breeding.

To address the water quality issues, Council engaged consultants to prepare three concept designs for the rehabilitation of the lake.

The preferred option involves providing intensive treatment at the main stormwater inlet with the construction of 3 floating wetlands, an inlet zone for sedimentation and the placement of a reactive layer. This option is considered to have the least impact on visual quality whilst providing relatively good water quality improvement for the value of works. Detailed design is currently being undertaken.



Education and Promotion

The majority of pollutants entering our stormwater system come from activities affiliated with urban living such as car washing, littering and over fertilising of gardens and lawns. Several education and promotion activities were undertaken during 2014/15 to help increase our community's awareness of potential polluting activities. It included the delivery of environmental education workshops, particularly themed around 'water' or 'catchment' to over 700 students and teachers from seven local schools. The Living Macarthur Nature Photography Competition and Exhibition 2014 was another initiative to help promote and celebrate healthy catchments. Posters displaying stormwater messages such as 'keep litter out of the river' are displayed in bus shelters across the Camden LGA. Key stormwater messages were also conveyed through Council's quarterly community newsletter 'Let's Connect'.

Water Quality Monitoring

Council continues to engage a consultant to undertake water quality monitoring based on the sites recommended in the Water Quality Monitoring Framework report. A total of fifteen sites were selected in the Narellan Creek Catchment. These included sites in Mount Annan Botanical Gardens, Smeaton Grange and Harrington Park.

The test results indicated that water quality in urban areas is currently poor and requires improving. The proposed projects and improved maintenance of stormwater infrastructure as part of the stormwater levy will contribute to improving water quality.

Urban GPT Maintenance

GPTs capture and store pollutant materials such as litter and nutrient laden sediment, and to function effectively GPTs need to be cleaned and the captured material removed regularly.

Gross pollutants and specifically the nutrients with them can be remobilised if they are not removed prior to subsequent rainfall events. GPT maintenance was conducted and completed in accordance with the management plan. Council has completed GPT maintenance in accordance with scheduled maintenance programs on a quarterly basis.

Wetland Maintenance

Constructed wetlands and rain gardens are the primary method of removing nutrients from stormwater. These contemporary stormwater management facilities are being implemented throughout the newly developed areas.

Almost all stormwater falling in the Camden area ultimately drains into the Nepean River. Funds to periodically maintain wetlands and rain gardens assist with weed removal and ensuring the systems operate effectively.

Council employed a natural areas team to undertake future maintenance programs and have been undertaking regular programmed litter removal which includes monitoring of litter levels. Selected weed removal and vegetation management works have been undertaken throughout the year.

Lake Yandel'ora Inspections

Lake Yandel'ora is a significant water body that has been created through the construction of a large dam wall. As part of the safety requirements of having such a large dam, Council is required to conduct routine inspections and auditing of the structural soundness of the dam wall.

On-going inspections and auditing of the dam wall were conducted with any defects found and rectified. Council has engaged Public Works to undertake 5 yearly, type 2 inspections in accordance the NSW Dams Committee Guidelines.

Stormwater Asset Long Term Management

A new round of inspections of all stormwater assets has commenced in order to confirm the overall inventory of stormwater assets (pits, pipes and basins), to assess their condition and to develop future works programs to keep the network in a satisfactory condition.

The number of stormwater assets is rapidly growing with the release of new residential land subdivisions and commercial developments, and additional resources are being allocated to manage the growth in assets, and to update Council's existing Stormwater Asset Management Plan.

The Asset Management Plan has become the guiding document for the implementation of the stormwater management program, integrating the results of water quality monitoring and the audit of stormwater assets. The plan establishes levels of service and identifies investment priorities for subsequent years.

Senior staff remuneration (c1217, (b), (c))

The total remuneration package for the General Manager including salary, bonus, non-cash benefits, superannuation and fringe benefits tax was \$278,112.

The total remuneration package for the three Directors including salary, bonus, non-cash benefits, superannuation and fringe benefits tax was \$652,390.

NSW Carers' (Recognition) Act 2010 and NSW Charter

Compliance with the Act (s8)

Council is committed to supporting employees with carer responsibilities. Council's Induction Program promotes employees' leave provision options including Carers' Leave.

Council complies with the NSW Local Government (State) Award which includes various leave provisions for employees including 'Carer's Leave'. Where employees have requested flexible working arrangements due to carer's responsibilities, Council has worked with them to accommodate their requirements.

Council will continue to ensure that policies remain supportive for all employees, particularly those with carer's responsibilities.



Public Interests Disclosure Act 1994 and Regulation 2011, and OLG Circular 11-43

Public interest disclosures

Camden Council has a Public Interest Disclosure Act internal reporting policy as required under the Public Interest Disclosures Act 1994. Pursuant to the Council's policy, Councillors, members of staff or any other stakeholder are encouraged and facilitated to make a disclosure in the public interest, of corrupt conduct, maladministration, serious and substantial waste and government information contravention within Camden Council.

Camden Council is committed to ensuring that matters raised by staff, Councillors, and other stakeholders under the Act are properly investigated and that those who make disclosures are protected from reprisals.

Camden Council supports any member of staff, Councillor or stakeholder who reports wrongdoing. For a report to be considered a public interest disclosure under the Act, it must meet the following requirements:

- The person making the disclosure must honestly believe on reasonable grounds that the information shows or tends to show wrongdoing; and
- The report also has to be made to a person nominated in the policy, the General Manager, or one of the investigating authorities nominated in the Act.

A disclosure must be made in writing to either the General Manager or Disclosure Coordinator (Senior Governance Officer or Manager Customer Service & Governance), or the Mayor (in the case of a complaint against the General Manager). Upon receipt of a disclosure, the General Manager (or Mayor, in the case of a complaint against the General Manager) is to carry out a comprehensive interview and investigation with the person making the disclosure.

In accordance with the Council's reporting requirements, Camden Council has received nil Public Interest Disclosures for the year 1 July 2014 to 30 June 2015.

In addressing the reporting requirements under the Act, Camden Council records the following information:

- The number of public officials who have made a public interest disclosure to the Camden Council for 2014/2015 year.

Nil

- The number of public interest disclosures received by the Camden Council in total for 2014/2015 and the number of public interest disclosures received by the Council relating to each of the following:

- (a) Corrupt conduct;
- (b) Maladministration;
- (c) Serious and substantial waste;
- (d) Government information contraventions;

Nil

- Local government pecuniary interest contraventions.

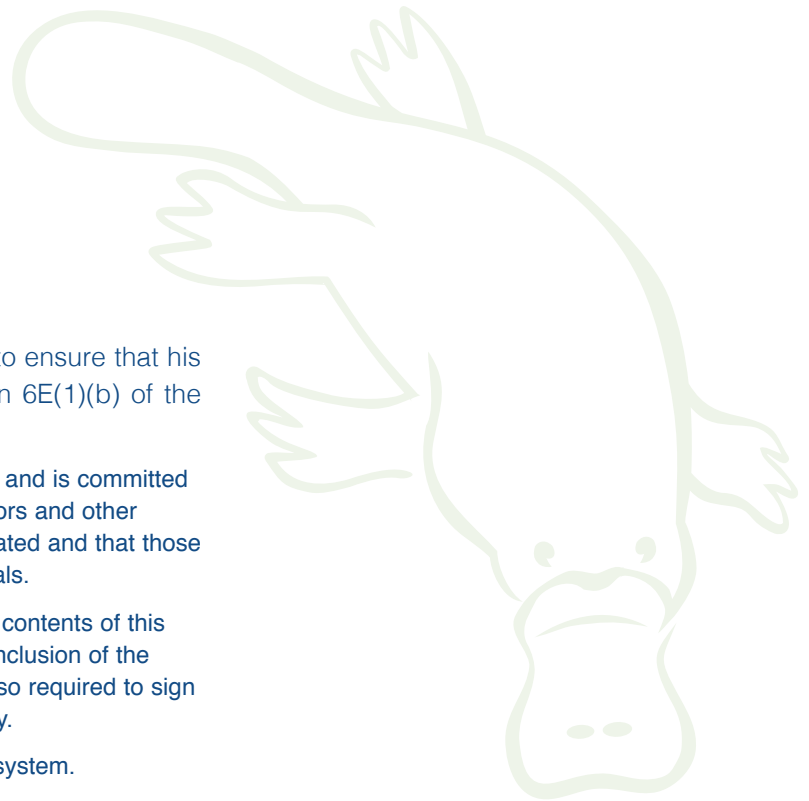
Nil

- The number of public interest disclosures finalised by the Council.

Nil

- Does the Camden Council has a public interest disclosures policy in place?

Yes



- What action the General Manager has taken to ensure that his staff awareness responsibilities under section 6E(1)(b) of the Act have been met?
 - Camden Council has an internal reporting policy and is committed to ensuring that matters raised by staff, Councillors and other stakeholders under the Act are properly investigated and that those who make disclosures are protected from reprisals.
 - Staff at Camden Council are made aware of the contents of this policy and the protections under the Act by the inclusion of the policy in the staff induction package. Staff are also required to sign off that they have read and understood the policy.
 - The policy is also available on the staff intranet system.
 - The policy designates the General Manager, the Mayor in the case of a report against the General Manager, and the Senior Governance Officer or Manager of Customer Service & Governance as Disclosure Coordinators under the Act.
 - Staff involved with procurement have completed the ICAC Fraud and Corruption training which involved direct training on Public Interest Disclosures.
 - All staff have undertaken compulsory Code of Conduct training which included a section on Public Interest Disclosures.
 - All staff have been provided with a brief fact-sheet about Public Interest Disclosures and where they can seek advice.
 - Posters have been placed around the organisation.
 - Camden Council is planning to utilise the NSW Ombudsman's Public Interest Disclosure Information session/training in the coming year.

Work Health and Safety Act 2011

WHS initiatives, outcomes, statistics, investigations (Part 4, (1), (2))

Council has continued to develop an fully integrated Work Health and Safety Management System to enable the systematic management of health and safety in the workplace. The system is close to completion and consists of over 30 procedures and associated forms.

Council's Corporate Safety Team, which is made up of staff and management representation, has worked collaboratively with all sections of Council. Safety Champions, representing designated work groups have been introduced.

Work will continue to ensure ongoing legislative compliance and most importantly to minimise risk in the workplace.

Additional initiatives have included a focus on manual handling training which included individual workplace assessment as well as a Health Monitoring Program which included audiometric testing, flu vaccinations and regular skin checks.



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Photography

The photographs featured throughout this Annual Report have been obtained from many sources including professional photographers, local developers, stock image suppliers and Council officers – thank you to all photographers.