



Camden Council

Statutory Report



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Overseas Visits Undertaken By Councillors, Council Staff & Other Persons Representing Council

During the 2011/12 reporting period, there were no overseas visits undertaken by Councillors, Council Staff & other persons representing Council.

Payment of Expenses & Provision Of Facilities To The Mayor & Councillors

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 & 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 2011/12, the following expenses were incurred by the Mayor and Councillors:

Councillor Expenses	
Dedicated Office Equipment	\$0
Telephone	\$6,271.20
Conferences/Seminars	\$3,729.20
Training	\$0
Interstate Visits - all costs	\$4,318.27
Overseas Visits	\$0
Expenses for Spouses	\$0
Child Care	\$0
Total	\$14,318.67

Councillor Allowance

Mayoral Allowance	\$ 34,000.30
Councillor Allowance (per Councillor)	\$11,573.60
Total Councillor Allowances	\$104,162.40

Major Contract Awards

Contracts over \$150,000 awarded by Council during 2011/12 are recorded on the following table.

Contracts Awarded During 2011/12		
Nature of Goods & Services Supplied	Name of Contractor	Total Amount Payable (ex GST)
Construction Belgenny Reserve Irrigation	Southwell Group	\$233,901.00
Construction of Lodges & Links Roads Elderslie	TJ & RF Fordham	\$4,446,181.00
Relocation of Electrical Assets Lodges Road	Transelect	\$2,177,055.22
Springs Road	TJ & RF Fordham	\$3,476,339.75
Relocate Gas Main – Lodges Road	Jemena Assets Management	\$292,937.00
Reinstate Watermain Springs Road	Roberts Civil	\$300,000.00
Street Lighting – Lodges Road	Transelect	\$1,016,860.00
Telstra Assets – Lodges Road	Telstra	\$468,355.05

Outstanding Payments from Previous Period/Current Made to all Contracts During 2011/12

Payments made to contracts by Council during 2011/12 are recorded on the following table.

All Payments Made During 2011/12		
Nature of Goods & Services Supplied	Name of Contractor	Total Amount Payable (ex GST)
Oxley Culvert	Cockerill Constructions	\$78,289.25
GPT Belgenney Reserve	Austec	\$66,584.00
Construction Belgenny Reserve Irrigation	Southwell Group	\$166,118.02
Street Scaping Elderslie & Spring Farm	Lamond Contracting	\$120,208.00
Design of Narellan Community Centre Redevelopment	Suters Architects	\$5,320.00
Construction of Lodges & Links Roads Elderslie	TJ & RF Fordham	\$1,443,671.70
Relocation of Electrical Assets Lodges Road	Transelect	\$636,135.00
Springs Road	TJ & RF Fordham	\$3,684,613.01
Macarthur Road Footpath	Devcon	\$93,579.61
Watermain Relocation – Lodges Road	Suir Excavations	\$117,235.22
Hv Transmission – Lodges Road	Transelect	\$1,757,284.00
Relocate Gas Main – Lodges Road	Jemena Assets Management	\$292,937.00
Reinstate Watermain – Springs Road	Roberts Civil	\$211,695.00
Street Lighting – Lodges Road	Transelect	\$845,061.72
Telstra Assets – Lodges Road	Telstra	\$46,835.50
Wandarrah Reserve Landscaping	CPE Landscaping	\$138,321.76

Legal Proceedings

Legal Actions resolved during the 2011/12 reporting period are recorded on the following table.

Legal Actions Resolved During 2011/12				
Defendant	Offence	Plea	Result	Legal Expenses
S J Dugina-Bilic	Stop on path/strip in built up area	Guilty	Dismissed Sec 10	Nil
S E Smith	Double Park	Guilty	Dismissed Sec 10	\$400.00
D Ferry	Dangerous Dog Appeal	Withdrawn by defendant	N/A	\$981.20
The Trustees of the Roman Catholic Church for the Diocese of Wollongong	Deemed Refusal of Development Application	N/A	S34 Conciliation conference undertaken resulting in Council and the applicant agreeing to a development consent	\$16,835.12
Hall	Appeal Against Refusal of Development Consent	N/A	Land & Environment Court Approved with Development Consent	\$58,552.90
J Rowell	Water Pollution	Not Guilty	PIN of \$750 to stand and award Court Costs of \$1,600	\$2,425.50

Approximately \$409,737 was expended in relation to legal proceedings taken by or against Council (legal and court costs, settlements etc) during the 2011/12 reporting period.

Private Works

Council carried out work on private land or on behalf of owners of private land under Section 67, which include the construction of dish crossings, driveway crossover, road making and kerb and guttering.

Works Undertaken on Private Land	Cost Subsidised by Council
\$8,606.96	Nil

Private works expenditure \$ 8,606.96

Private Works Income \$13,954.14

These figures do not include private works carried out by Council solely or jointly for another Council or public authority; nor any graffiti removal work carried out by Council in accordance with Section 67A or 67B.

Contributions/Donations Under Section 356 (Financial Assistance Program)

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

Community Financial Assistance Program 2011/12		
Program Name	Number Funded	Amount
1. Community Small Grants	29 projects	\$69,561.24
2. Donations for Charitable Purposes	26 organisations and individuals	\$12,849.27
3. Gifted Persons	15 individuals	\$7,575.25
4. Cultural Performance Subsidy	10 community events	\$10,172.73
5. Annual Subsidies	12 organisations	\$52,890.00
Total Amount		\$153,049.30

External Bodies Exercising Delegated Council Functions - Community Management Committees

Committee	Highlights
Camden Seniors Program	The Camden Seniors Program Committee continues to meet monthly to plan and organise four events per year including: the Seniors Concert, Spring and Christmas Lunches and Bus Trips during Seniors Week. This year the Committee also organised an event at the Australian Botanic Garden.
Bicentennial Equestrian Park	The Bicentennial Equestrian Park Management Committee had a successful year. The annual park usage is summarized with 290 event days, 8,035 horses, 8,099 competitors and 32,638 spectators. Highlights include: completion of picnic areas, shade to grandstands, a new results board, purchase of a new tractor, new cross country jumps, 20 permanent holding yards, construction of a new work shed, upgrade to the road entrance and establishment of a nursery to provide trees for the park. Maintenance and improvements to the park facilities undertaken was worth an estimated \$395,433.00 of which over \$161,795.00 was volunteer time and labour.
Camden International Friendship Association (CIFA)	In August 2011 CIFA organized the hosting by local school students of fourteen students from Kashiwa. Activities included a weekend camp at Wooglemai, visits to local schools and a bush dance. Local schools were also involved in fund-raising to assist two tsunami affected schools in Japan. Unfortunately, the annual visit by students from Camden schools to Kashiwa had to be cancelled because of the understandable unwillingness of parents to permit their children to go into an area where they may face dangers and the Department of Education and Training's refusal to endorse the tour for the same reasons. The two student visits for August and October 2012 have been planned. However, in April a group of Camden citizens, many of whom were members of the Rotary Club of Camden, visited Kashiwa to celebrate twenty years of the friendship between Kashiwa and Camden. CIFA also participated in the CCC Rhythms festival.
Camden Town Farm	The Camden Town Farm Committee continues to meet regularly to discuss the management of this important community facility. Interest from the community to use the Farm for community functions has increased particularly for community picnics such as Harmony @Twilight and the Justice Project Sunset Movie Screening. Interest in having wedding photographs taken at the Farm is also growing. Membership of the Community Garden located at the Farm continues to grow, with both community organisations and individuals taking up membership. In 2012 the Committee identified that many of the objectives in the 2007 Masterplan had been achieved and began a review process. The revised Plan will be available in late 2012 and will provide direction for the facility for the next 5 years.

Statement Of All Companies In Which The Council Held A Controlling Interest During 2011/12

Council did not hold a controlling interest in any companies during the 2011/12 reporting period.

Partnerships, Co-operatives and Joint Ventures During 2011/12

It should be noted that 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.

Statement Of Employee Relations Activities And Statement Of Activities Undertaken By Council To Implement Its EEO Management Plan

- 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. Recruitment of new employees has increased due to staff turnover and increased growth.

- An online recruitment system has been implemented to streamline processes and promote Council as an employer of choice.
- Recruitment and Selection and EEO Training continues to be provided for all staff required to participate in recruitment panels.
- A review of Council's Workforce Plan is scheduled to ensure Council has the right employees with the right skills in place at the right time.
- The Human Resource Strategic Plan will also undergo review in conjunction with the review of the Workforce Plan.
- Council continues to manage its employees in accordance with all relevant Award provisions and other employment related legislation.

- 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 Relations Branch and continued funding of Council's Employee Assistance Program, a confidential counselling service provided by an external company.
- Employment opportunities continue to be provided for young people in our local area through Council's very successful Traineeship Program. The success of our trainees and apprentices is evidenced by the number nominated for awards
- The outstanding work of Council employees has continued to be recognised through award ceremonies including Rotary Pride of Workmanship and other awards specific to professional disciplines.
- A full review of all employment based policies and procedures is scheduled to ensure currency.
- The requirements of the Child Protection Legislation continue to be applied in relation to all designated positions.

General Manager Remuneration

Total Remuneration Package as at 30 June 2012

General Manager: \$266,321.81

Senior Staff Remuneration

Total Remuneration Package as at 30 June 2012

Director Governance	\$212,703.97
Director Works & Services	\$200,832.08
Director Development & Environment	\$195,000.00

Note: Total package includes the total value of the salary component of package, the total amount of any bonus payments, performance or other payments that do not form part of salary component, total employer's contribution to superannuation (salary sacrifice or employer's contribution), total value non-cash benefits, and the total fringe benefits tax for non-cash benefits.

Stormwater Management Services

Project 1 Outlet Management

Many older suburbs within the Camden Local Government Area have little or no treatment of stormwater prior to its discharge to local waterways.

The first stage of the project commenced in 2010/11, with the maintenance of existing structures continuing in 2011/12 to ensure that outlets drain properly.

Project 2 Stormwater Harvesting Projects

Several projects were either commenced or completed during the year. Water harvesting was incorporated into the upgrade of the Camden War Memorial Pool. Harvested roof water is incorporated into pool treatment and re-used to reduce the demand on potable water supplies.

The stormwater harvesting system at Belgenny Reserve captures water from the local stormwater system, provides treatment through a Gross Pollutant Trap (GPT) and stores the water in a 165kL storage tank for irrigation of the three field facility. The system has been installed for 6 months and is fully operational. The fields have not previously been irrigated so there is no baseline for usage however there is an expectation of increased surface growth/playing surface to occur this coming summer season.

Project 3 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 2011/12 to help increase our community's awareness of potential polluting activities. It included the delivery of environmental education workshops, particularly themed around 'litter' or 'catchment' to over 800 students and teachers from seven local schools. The Living Macarthur Nature Photography Competition and Exhibition 2011 was another initiative to help promote and celebrate healthy catchments. Banners which convey key stormwater messages such as 'sweep up leaves and dirt before they wash away!' and 'The drain is just for rain!' were displayed at local community events.

Posters displaying stormwater messages such as 'keep litter out of the river' are displayed in bus shelters across the Camden Local Government Area. Key stormwater messages were also conveyed through Council's quarterly community newsletter 'Let's Connect'.

Project 4 Water Quality Monitoring

Council engaged a consultant to undertake water quality monitoring based on the sites recommended in the Water Quality Monitoring Framework report. Results from the tests are being received by Council and will enable a baseline to be established and for comparison in the future.

Project 5 Gross Pollutant Trap (GPT) Maintenance

Gross Pollutant Traps 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.

The GPTs in the Cascades pond system have had their screens replaced to ensure that the screens are operating effectively and gross pollutants are removed before they enter the pond system.

Project 6 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 in 2011/12 with defects found and rectified.

Project 7 Stormwater Assets – Condition Assessment

All new stormwater assets have been assessed and incorporated into the stormwater asset management system for 2011/2012.

The condition of existing assets are reviewed every five years to ensure that Council's Drainage Asset Management Plan remains relevant and that funds are allocated to those assets which are in need of replacement or renewal.

Project 8 Asset Management Plan Implementation

Using the information that has been supplied and incorporated into our asset management system, our Stormwater Asset Management Plan is being developed and finalised.

Compliance with Companion Animal Act 1998

Enforcing and ensuring 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 Department of Local Government 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 contracted pound, Renbury Farm Animal Shelter.

The collection of data has been lodged with the Department of Local Government. The number of companion animals seized and/or impounded during 2011/12 reporting period are as follows:

	Seized	Returned to Owner	Impounded at Rebury Farm	Surrendered by owner
Dogs	375	34	341	44
Cats	274	0	274	51
Total	649	34	615	95

Reported Dog Attacks 2011/12

Dog attack data is required to be reported to the Department of Local Government 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 been completed, a Dog Attack Data Collection Form is submitted to the Department of Local Government.

Within the Camden Local Government Area during 2011/12, there were 46 dog attack incidents reported to Council. The number of victims from those incidents reported are as follows:

Victim Numbers	No Injury	Minor	Medical Treatment Required	Hospitalisation
Adult (16 yrs +)	7	4	8	0
Child (up to 16yrs)	0	1	1	0
Animal	14	8	14	2
Totals	21	13	23	2

Companion Animal Management and Activities

Council employs four Rangers, two of which undertake general duty Ranger work, including duties in respect of animal control and enforcement. A third general duty Ranger position was vacant for the reporting year. Council's fourth Ranger predominately undertakes Noxious Weeds duties and some other general Ranger duties as required; including animal control and enforcement.

The Department of Local Government rebate for the reporting period was \$42,352.

Companion Animal Community Education Programs

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

- Pet ownership and responsibilities are regularly displayed on community noticeboards within the Camden Local Government Area. This includes noticeboards in busy locations such as Narellan Town Centre.
- 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" and "Restricted Breed" dog owners are informed in writing of any changes to legislation or matters that may affect them.
- Council promote 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
- In October 2011 the inaugural 'Paws in the Park' day was held at Bicentennial Equestrian Park. The day was designed to promote responsible pet ownership, with stallholders, a walk, competitions and exhibitions being held on the day. The day was supported by not-for-profit groups, as well as businesses involved in the pet industry and Council. The day was an enormous success with hundreds of dog owners and their dogs attending.

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.

Council trialled an Adopt a Pet program between January 2011 and February 2012. The 12 month program involved a maximum of four animals each week being retained at the pound beyond the mandatory holding period. The selected animals were kept for an additional six days and advertised with photos in the local newspaper seeking a suitable home. It is considered that the program had positive results by reducing euthanasia rates and permitting more time for the animals to be rescued.

Where possible, suitable un-claimed animals are re-homed and sent to rescue organisations. There are 41 authorised rescue agencies regularly attending Renbury Farm Animal Shelter to pre-claim animals that have a chance of being successfully re-homed. The animals are released to rescue agencies after mandatory holding periods at no cost to the agency.

Outcome of Dogs/Cats Impounded at Renbury Farm on Behalf of Camden Council

	Released	Euthanased	Sent to Rescue Organisation	Sold	Other (Stolen/deceased)
Dogs	192	27	111	62	0
Cats	8	175	102	33	0
Total	200	202	213	95	0

Dogs that have been declared dangerous 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 above. The animals which are euthanased often comprise of animals which are older or not suitable to be re-homed due to temperament or health.

Off Leash Areas Provided Within the Camden Local Government Area

Camden Local Government Area has two (2) off leash areas:

- River Road Reserve, Elderslie. This Reserve is a dedicated off leash area seven (7) days a week with no time restrictions.
- 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.

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 Department of Local Government rebate was fully utilised to offset employment and associated activities of companion animal management by Council.

Rates and Charges Written Off During 2011/12

The Local Government Act 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 2011/12 rating year are set out below and discussed.

1. 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 2008	\$2,854.60
Interest written off from 2008	\$1,218.22
Total	\$4,072.82

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

Amount	\$1,813.15
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3. The amount of pension rebates granted during the 2010/2011 rating year.

Pension Rebates	\$587,408.18
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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 2011/2012 is \$593,312.15 and appropriate provision was made in the 2011/2012 Budget.

Government Information (Public Access) Act 2009

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

GIPAA 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 a 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 s.7(3) of GIPAA

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.

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

- Regularly reviewing online content and updating as required;
- 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 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; and
- Discussions with Council staff regarding what information is regularly sought.

In response to Council's review of our program for the proactive release of information, and in response to public interest during the reporting period, the following information has been proactively published on Council's website:

- Second Airport at Wilton information;
- Coal Seam Gas Mining in the Camden Local Government Area – Media Release and Frequently Asked Questions;
- Open Fire and Slow Combustion Wood Heaters in the Camden Local Government Area – Council Report and policy position;
- Integrated Planning and Reporting – Camden 2040, Delivery Program and Operational Plan.

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 (excl reasonable photocopying charges) and within suitable time frames.

The following information relevant to GIPAA is also available on Council's website:

- Agency Information Guide
- Access to Information Informal and Formal application forms
- Links to the Office of Information Commission (OIC) website

Number of Applications Received During 2011/12

In 2011/12, Camden Council received seven (7) formal GIPA applications.

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

Number of Applications Received During 2011/12 and Refused

No applications were refused during 2011/12.

	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	0	0	0	0	0	0	0	0
Not for profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (application by legal representation)	0	0	0	0	0	0	0	0
Members of the public (other)	2	5	0	0	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.

	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	1	0	0	0	0	0	0
Access applications (other than personal information applications)	2	0	0	0	0	0	0	0
Access applications that are partly personal information applications and partly other	0	4	0	0	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	0
Excluded information (on Privacy grounds)	5
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.

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	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interests of agencies and other persons	0
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)	7
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
Total	7

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	0	0	0
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0
Review by ADT	0	0	0
Total	0	0	0

* 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	0
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0

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 stakeholders 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 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 2011 to 30 June 2012.

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 2011/2012 year.	Nil
The number of public interest disclosures received by the Camden Council in total for 2011/2012 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; (e) Local government pecuniary interest contraventions.	Nil
The number of public interest disclosures finalised by the Council.	Nil
Does the Camden Council have 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.	<ul style="list-style-type: none"> • 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 as Disclosure Coordinators under the Act. • Camden Council is planning to utilise the NSW Ombudsman's Public Interest Disclosure Information session/ training in the coming year.

Code of Conduct

- Local Government Act 1993, section 440;
- Local Government (General) Regulations 2005, Clause 193;
- Model Code Clause 12.33
- Camden Council's Code of Conduct Clause 12.33

Camden Council's Code of Conduct provides a framework for minimum standards of conduct by all Council officials, and is in line with the Department 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 section 12.33 of the Council's Code of Conduct:

"The General Manager must report annually to Council on Code of Conduct complaints. This report should include, as a minimum, a summary of the:

- (a) Number of complaints received;
- (b) Nature of the issues raised by complainants; and
- (c) Outcomes of complaints."

The purpose of this report is to provide an annual update to Council on the Code of Conduct complaints received and determined.

Number of Complaints	Complaint Issue(s)	Outcome
2	Inappropriate behaviour	Breach found, censure issued and apology required.
1	Inappropriate behaviour	Insufficient evidence to warrant further investigation. No further action required.
1	Inappropriate behaviour	Awaiting outcome at 30 June 2012
1	Inappropriate behaviour	Awaiting outcome at 30 June 2012
1	Inappropriate access to Council building area	Awaiting outcome at 30 June 2012
1	Inappropriate behaviour	Awaiting outcome at 30 June 2012
1	Inappropriate behaviour	Complaint withdrawn
1	Inappropriate behaviour	Complaint withdrawn
Total 9		

Particulars of Compliance With and Effect of Planning Agreements in Force During 2011/12

Five (5) Planning Agreements

Harrington Grove

This Voluntary Planning Agreement 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 objective of the agreement is to provide suitable funding for the provision of infrastructure, facilities and services to meet the relevant needs generated by the urban development. The Agreement includes heritage conservation works for the Orielton and Harrington Grove homesteads and significant bushland conservation works.

The bushland conservation works are ongoing and annual reporting has commenced. These works are well underway and have met the required outcomes.

Mater Dei (Wivenhoe)

This Voluntary Planning Agreement 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 objective of the agreement is to provide suitable funding for the provision of infrastructure, facilities and services. The Agreement includes heritage conservation works for Wivenhoe and significant bushland conservation works.

Yamba

This Voluntary Planning Agreement applies to land known as Yamba, which is a 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 is to require the proponent to undertake heritage conservation and adaptive reuse works to Yamba Cottage and associated buildings in conjunction with various stages of development of the site.

The proponent has commenced initial works to Yamba cottage which include weatherproofing the building and securing it against vandalism in accordance with the requirements of the Voluntary Planning Agreement.

Oran Park

This Voluntary Planning Agreement applies to the land known as the Oran Park Precinct, which is located in the northern part of the Camden Local government area and forms part of the South West Growth Centre. The objective of the agreement is to provide suitable funding for the provision of infrastructure, facilities and services to meet the relevant needs generated by the urban development.

Significant works continues in this rapidly growing precinct. Council and the developers work closely to ensure suitable community outcomes are been continuous produced. The fields at Wayne Gardner Reserve have not been handed over to Council and negotiation of lease with the school and amenities building are occurring.

Signification progress with riparian corridor works has been completed and the Water detention basins are making good progress to becoming online.

Gregory Hills

This Voluntary Planning Agreement applies to land known as Gregory Hills, which forms the southern part of the Turner Road precinct within the South West Growth Centre. The objective of the agreement is for the developer to provide the infrastructure, facilities and services required by the future residents of the development.

The developer has completed several pockets of public open space, embellished riparian corridor land and drainage infrastructure, and will continue to provide further infrastructure and facilities as required by the agreement as new stages of development are released at Gregory Hills.