

REPORTS FROM OFFICERS

8. REPORT OF GENERAL MANAGER

No reports this round

9. REPORT OF DIRECTOR BUSINESS SERVICES

9.1 Reports Requested

Attachments

Status list of reports requested (contained within this report)

Report

Attached for the information of Councillors is a status list of reports requested of Council as at 12 November 2013.

Officer's Recommendation

That the information be noted.

Council Meeting 10 December 2013 (Greiss/Hawker)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 274

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Reports Requested as at 12 November 2013

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
14.2.12 RK 3494184	SF20.1 - Report on the proposal to establish a Trust to facilitate future bequests and donations to the Campbelltown Arts Centre. Comment: This matter will be the subject of a briefing on 19.11.13	CS	February 2014
26.2.13 PH 3326065	CG8.2 - Report on the feasibility of renaming the Macquarie Fields Swimming Centre (when all works are complete) or other places of significance in honour of Kevin Wheatley VC or Ray Simpson VC.	CS	February 2014
26.3.13 BT 3355998	CS6.3 - Report investigating the feasibility of providing an alternative drop off point closer to the main entrance of the Campbelltown Arts Centre to accommodate the elderly and disabled.	CS	February 2014
26.3.13 PL 3356012	CS6.4 - That a detailed report be presented outlining the quality and possible need for an upgrade on the current lighting (including current environmental lighting) of all sporting fields in the Campbelltown LGA and that the report include total costing.	CS	February 2014
18.6.13 GB 3450837	CS6.1 - report on the Poseidon Drowning Detection System (currently in use by Blacktown Council at the Stanhope Gardens Leisure Centre) in relation to its cost, benefits for saving lives and the possibility of fitting/retrofitting the system in Councils leisure facilities	CS	February 2014
16.7.13 MO 3483181	CS3.1 - Further report analysing the impact of the changes to the Arts Funding Program when information becomes available.	CS	February 2014
13.8.13 PH 3512590	CG8.1 - Report outlining feasibility of renaming Campbelltown showground.	CS	February 2014
10.9.13 MO 3547252	CS6.1 - Report updating the status for the installation of No Smoking signage at sporting and public places where smoking is prohibited and also include other educational initiatives that Council could undertake.	CS	February 2014

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
13.8.13 TR 3512711	CS4.2 - Report exploring the feasibility of alternate models of temporary fencing that are more robust yet removable within 24 Hours which may present a compromise to address the concerns of both sporting groups and the local community.	CS	February 2014
15.10.13 BT	CS4.5 - Further report on 2013-14 Sport and recreation Participation and Facility Program Round 1 once successful projects have been announced by the Office of Communities - Sport and Recreation	CS	March 2014
12.11.13 GB 3560252	CCS20.1 - Further report within 12 months reviewing progress and advising Council of further means of adapting to the new funding agreements for Aged and Disability funding.	CS	February 2014

*Date of Decision *Mover *DocNo	Item/Comments	Div.Resp	Comp Date
16.10.12 PL 3197155	CG8.4 - Report examining the feasibility of installing CCTV capabilities in the Campbelltown CBD, with installation locations to be determined in conjunction with Campbelltown Police. The report to also outline the costs associated with the installation, maintenance and monitoring of the system and detail any government grants available to assist in the installation of ta CCTV system. Comment :Submission forwarded for Government Grant	CW	February 2014
21.5.13 WG	CW5.2 - Report investigating the implementation of new signage detailing Council contact telephone numbers and incorporating area reference numbers for its parks and recreation areas along with the cost and timeframe to implement it.	CW	March 2014
13.8.13 MO 3512874	PE5.1 - Report regarding the location/condition of the current suburb signage and investigating the potential of extending the program to other suburbs that were not included in the initial program.	CW	February 2014
12.11.13 WG 3563387	CW1.2 - Further report on the findings of the Expressions of Interest for footpath reconstruction in Queen St Campbelltown.	CW	March 2014

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
26.2.13 PL 3326067	CCG21.2 - Report in regard to a Licence Agreement with the Town Hall Theatre Group Incorporated for the use of the Town Hall Theatre.	BS	February 2014
26.3.13 GB 3349952	NofM15.1 - Report providing options for a review of MACROC's functions, responsibilities, key performance indicators and Charter.	BS	March 2014
23.4.13 AC 3386553	Nof M 15.1 - Report outlining ways to appropriately recognise the contribution made by the Late Former Mayor, Brenton Banfield, to the City of Campbelltown. Comment: Reported Item 2.5 Corporate Governance Committee 3.12.13 (UWS Medical Scholarship)	BS	
23.4.13 GB 3386563	NofM15.5 - Report outlining the feasibility (and Statutory Requirements) of a proposal for council to establish a monetary /Financial deposit Scheme for the safe removal and disposal of all asbestos related materials during building demolition work and other relevant activities. Comment: Reported Item 4.6 Corporate Governance Committee 3.12.13	BS	
18.6.13 PL 3450946	CG3.1 - Further report following expressions of interest on the ground lease in Blaxland road.	BS	May 2014
10.9.13 FB 3547400	CG2.1 - Further report outlining final projects and associated costings regarding commemoration of the First World War and the Centenary ANZAC Day.	BS	February 2014
10.9.13 PH 3547390	CG8.1 - Report investigating the feasibility of establishing a Civil Engineering Scholarship at UWS for students who reside in the Campbelltown LGA called the JE Hely Scholarship.	BS	March 2014
15.10.13 CM	CG2.2 - Further report on alternatives for the conduct of the 2016 Local Government Election.	BS	March 2014

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
13.12.11 BT 3421776	2.4PE - Further Report detailing the outcome of all submissions received as a result of the public exhibition of all Menangle Park documentation.	PE (EP)	February 2014
13.12.11 RK 3421767	2.5PE - Report following the exhibition period detailing all submissions and the outcomes of the exhibition - Draft Macarthur Precinct DCP.	PE (EP)	February 2014
5.6.12 RK 3068270	PE5.2 - Report outlining the role, procedures and limits of authority of the Land and Environment Court in so far as they affect amendments to development applications made as part of the Court proceedings.	PE (DS)	February 2014
20.11.12 TR 3211517	PE2.10 - Further report detailing the administrative and assessment procedures associated with Pre-Gateway and Gateway Reviews - re amendments to the Local Environment Plan making process.	PE (EP)	February 2014
18.12.12 AM	PE2.5 - Further report on outcome of the public exhibition of proposal to name reserve within the 'Vista' development, Glenfield.	PE (EP)	April 2014
18.6.13 RK 3451045	PE2.4 - Report identifying what impact the creation of the Local Land Services will have on the Campbelltown LGA.	PE (EP)	February 2014
16.7.13 RK 3483315	PE4.1 - Further report to review implementation of the draft Swimming Pool Barrier Inspection Program including the cost and resourcing implications after 12 months of the programs implementation.	PE (CS)	November 2014
15.10.13 BT	PE5.1 - Report outlining the step by step procedure and appropriate methods for house demolition within the LGA.	PE (DS)	December 2013
15.10.13 TR	PE5.2 - Report examining the success of the Main Street Committee and options for Council's future involvement.	PE (DPE)	February 2014
12.11.13 RK 3598138	PE4.3 - Further report on establishment of the Alcohol Free Zones in Glen Alpine and Minto (Zone 2) following receipt of submissions.	PE (CS)	April 2014

9.2 Progress Report: Amounts Expended on Providing Facilities and Payment of Expenses - Mayor, Deputy Mayor and Councillors November 2013

Attachments

Nil

Report

On 19 February 2013, Council reviewed its policy concerning payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors.

Section 217 (a1) of the *Local Government (General) Regulation 2005* requires councils to include additional information for inclusion in annual report:

- (a1) details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following:
 - (i) the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs)
 - (ii) telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes
 - (iii) the attendance of councillors at conferences and seminars
 - (iv) the training of councillors and the provision of skill development for councillors
 - (v) interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses
 - (vi) overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses
 - (vii) the expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW* prepared by the Director-General from time to time

- (viii) expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions.

These expenses are calculated on a monthly basis and reported to Council. Expenses as at November 2013 were as follows:

Expenses

1.	Training Seminars and Conferences Cost for November 2013.	Nil
2.	Staff Personal Secretary for the Mayor on a shared basis with the General Manager, together with Receptionist shared with Corporate Services. Apportioned cost for November 2013.	\$4180
3.	Stationery and Postage Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for November 2013.	\$704
4.	Periodicals Cost of annual subscriptions. Cost for November 2013.	Nil
5.	Meals Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for November 2013.	\$3765
6.	Refreshments Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for November 2013.	\$2877
7.	Insignia of Office Replacement costs Mayoral robes, chain, badge and name plates. Cost for November 2013.	Nil
8.	Travelling Expenses for Use of Private Vehicle Reimbursement of travelling expenses on authorised Council business. Claims submitted for November 2013.	\$392

Provision of Facilities

1. **Accommodation**
Office located on the Third Floor of the Administration Building - costs are included in total maintenance and operating expenses of the Administration Building and apportioned on an area basis (3.5%). Cost for November 2013. \$6340
2. **Communication System**
Mobile telephone, personal computer or a laptop, personal digital assistant and combined printer, copier, scanner, facsimile machine and telephone answering machine provided for the Mayor and Councillors. Cost of equipment for November 2013 in accordance with Councillors Policy. \$1761
3. **Office Equipment**
Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for November 2013. \$422
4. **Council Vehicle**
Costs associated with the use of Council vehicles by the Mayor and Councillors on authorised Council business. All usage is subject to the prior approval of the Mayor. Cost for November 2013. \$864
5. **Internet Facilities**
Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for November 2013. \$672
6. **Care Expenses**
Costs associated with care arrangements including childcare expenses and the care of elderly, disabled and/or sick immediate family members. Cost for November 2013. \$81

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for November 2013 amounted to \$22,058.

Officer's Recommendation

That the information be noted.

Council Meeting 10 December 2013 (Lake/Rowell)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 275

That the Officer's Recommendation be adopted.

9.3 Model Code of Complaints Statistics Report

Attachments

Nil

Report

The Division of Local Government when developing a new Model Code of Conduct, also developed a Model Code of Procedures which must be complied with when dealing with complaints relating to the Code of Conduct.

Under Clause 12.1 of the Model Code Procedures, Council is required to develop statistics relating to the dealing of complaints from the reporting period 1 September 2012 - 31 August 2013. The reporting of complaints statistics is an important accountability mechanism that provides local communities with a valuable insight into the performance of their councils. These statistics also provide the Division of Local Government means to evaluate Council's implementation of the new Model Code Framework.

The Division of Local Government will be publishing the data presented by each council relating to the Model Code of Conduct Complaints Statistics Report. During the reporting period there have been no complaints relating to Council's Code of Conduct. The return is required to be completed and sent to the Division of Local Government three months after the 30 September 2013.

Officer's Recommendation

That Council complete the statistics report for complaints relevant to the Code of Conduct.

Council Meeting 10 December 2013 (Greiss/Lake)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 276

That the Officer's Recommendation be adopted.

10. REPORT OF DIRECTOR CITY WORKS

10.1 City Works Activity Report

Attachments

Activity Report (contained within this report)

Report

Works activities are proceeding to program and on demand and are outlined in the Activity Report. Statistics on graffiti are also presented in the Activity Report. It should be noted that the Activity Report continues to be reviewed to better reflex the areas and program/projects being undertaken by Council.

Officer's Recommendation

That the information be noted.

Council Meeting 10 December 2013 (Borg/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 277

That the Officer's Recommendation be adopted.

ATTACHMENT

GRAFFITI

The schedule below provides details of the number of square metres of graffiti removed from Council's public facilities in the various suburbs by Council's contractor.

Facility	Jul to Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	Jul to Sept 2012	Oct to Dec 2012	Jan to Mar 2013	Apr to Jun 2013	Jul to Sep 2013	Oct 2013	Nov 2013
Campbelltown	242	172	263	225	138	211	137	219	232	14	111
Ruse	22	0	154	96	114	5	169	3	21	34	31
Kentlyn	0	0	0	0	0	0	0	0	0	0	0
Airds	281	347	243	618	902	724	851	347	1230	775	504
St Helens Park	17	43	31	0	0	56	0	12	60	0	0
Rosemeadow	70	0	11	0	293	37	45	16	37	4	49
Ambarvale	0	88	0	5	0	58	23	34	39	0	42
Woodbine	0	0	0	1	0	0	70	0	0	0	0
Claymore	34	94	70	74	16	38	12	59	22	35	114
Eschol Park	0	0	36	20	7	8	59	13	10	22	0
Kearns	0	0	0	0	0	0	0	0	0	0	0
Raby	36	105	1	1	159	0	116	0	0	49	16
St Andrews	0	0	0	23	1	0	22	0	49	0	143
Bow Bowling	0	0	0	0	0	0	0	0	0	0	0
Minto	275	188	40	114	44	190	766	309	176	154	521
Ingleburn	20	300	459	200	207	229	738	702	648	166	0
Macquarie Fields	40	160	145	171	124	186	253	215	213	381	92
Glenfield	91	126	274	310	289	361	397	498	310	110	25
Blair Athol	0	0	0	0	0	0	0	0	0	0	0
Bradbury	31	4	78	6	166	0	0	82	45	0	0
Total m ²	1159	1627	1805	1864	2460	2110	3658	2510	3092	1744	1648

During the reporting period, Council received no additional requests for removal of graffiti. 8 Graffiti Removal Kits have been requested by the Community.

Jul to Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	Jul to Sept 2012	Oct to Dec 2012	Jan to Mar 2012	Apr to Jun 2013	Jul to Sep 2013	Oct 2013	Nov 2013
36	26	37	17	25	16	26	22	11	6	8

Council's Graffiti Action Teams have undertaken a number of tasks in addition to the above activity information. In reference to the Operational Maintenance Area map in this report, the Graffiti Action Team has for the period undertaken the following graffiti tasks to various Council assets. These statistics demonstrate a reduction in graffiti incidents by vandals in selected high profile areas.

Area	Jul to Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	Jul to Sept 2012	Oct to Dec 2012	Jan to Mar 2013	Apr to Jun 2013	Jul to Sep 2013	Oct 2013	Nov 2013
Area 1	851	897	1382	1118	1422	1139	1290	1830	1860	1412	742
Area 2	875	797	917	1281	1463	790	1254	2155	2064	973	575
Area 3	864	856	647	1364	1081	671	585	617	487	272	245
Area 4	650	717	1965	1407	1967	1422	1660	1836	2142	622	493
Total	3240	3267	4911	5240	5933	4022	4789	6438	6553	3279	2055

OPERATIONAL SERVICES SECTION (Reporting period 28 October to 22 November 2013)

OPEN SPACE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	46	47	36	29
Road Verges – Sites	20	12	19	35
Community/Childcare Centre's - Sites	7	9	10	0
Servicing Laneways – Sites	81	27	17	0
Litter/Rubbish Pickup	131	90	39	41
Herbicide Spraying (hrs)	48	8.5	27	18
Mulching (cm ³)	0	0	0	0
Garden Maintenance	0	0	0	0
Garden Refurbishment	0	0	0	0
Top Dressing (hrs)	0	0	0	0
Aeration of Fields	0	0	0	0
Sharps Pickup	0	0	0	0
Pathway Requests	4	3	1	0
Tractor Road Verge (Sites)	7	10	22	29
Tractor Servicing Parks and Reserves (Sites)	6	0	0	0
Cemetery	0	0	0	0
Fire Hazard Reduction	4	52	49	49
Road Crews Servicing Parks	0	0	0	0
Refilling of Sandpits	0	0	0	0

HORTICULTURE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	39	54	32	34
Road Verges – Sites	36	30	28	30
Community/Childcare Centre's – Sites	12	16	12	12
Cemetery	0	0	0	0
Tractors Servicing Sporting Fields	35	21	35	33
Litter/Rubbish Pickups (hrs)	55	46	35	40
Herbicide Spraying (hrs)	28	27	35	29
Mulching – Quantity M ³	500	100	120	0
Garden Maintenance – Sites	42	33	49	42
Garden Refurbishment – Sites	11	2	3	0
Top Dressing – Sites (tonne)	2	1	4	0
Aeration of Fields – Sites	6	6	3	0
Sharps Pickups – Quantity	0	2	0	1
Miscellaneous Requests (hrs)	0	0	0	0
Refilling of Sandpits	0	0	0	0
Plumbing	48	33	39	14
Fit Goal post sleeves	0	0	0	0
Cricket Wicket Maintenance	38	39	63	41

Horticulture Activities

Kellicar Road Median Garden Refurbishment

Approximately nine hundred assorted native trees and shrubs have been planted within the median on Kellicar Road between Gilchrist Drive and Narellan Road. This completes the refurbishment planting at the location.

HMAS Place Lithgow Street

Refurbishment planting and garden maintenance was recently carried within the garden areas at the above location prior to the annual ceremony on 19 November 2013.

Landscaping of Car Park areas Marsden Park

Stage One of the landscaping adjacent to the newly constructed car park area on Parkside Crescent Campbelltown has been carried out. Eighty seven super advanced native trees and shrubs have been planted within the grass areas. An additional three hundred native shrubs are currently on order and will be planted following delivery by Council's nursery supplier.

Koshigaya Park

Installation of additional underground irrigation has been carried out by Council's plumber.

Contract Weed Control

Council's weed control contractor has recently completed weed control within the city entrance gardens on Narellan and Campbelltown Roads.

Open Space

Raby Fields

Extension of the underground irrigation system has been undertaken on number two field to provide irrigation to an area that had not been receiving any irrigation.

Sarah Redfern Field

Turfing of approximately 570 square metres of the playing fields areas has recently been carried out to improve the playing surface. Approximately one tonne of soil was used to top dress damaged areas at various locations on the playing surface.

Rosemeadow Sports Complex

Replacement of a damaged synthetic cricket wicket was recently carried out at the above location.

Clark Reserve

Approximately 3 tonnes of top soil was used to repair damaged areas to the playing surface of Clark Reserve.

Council Tree Inspections

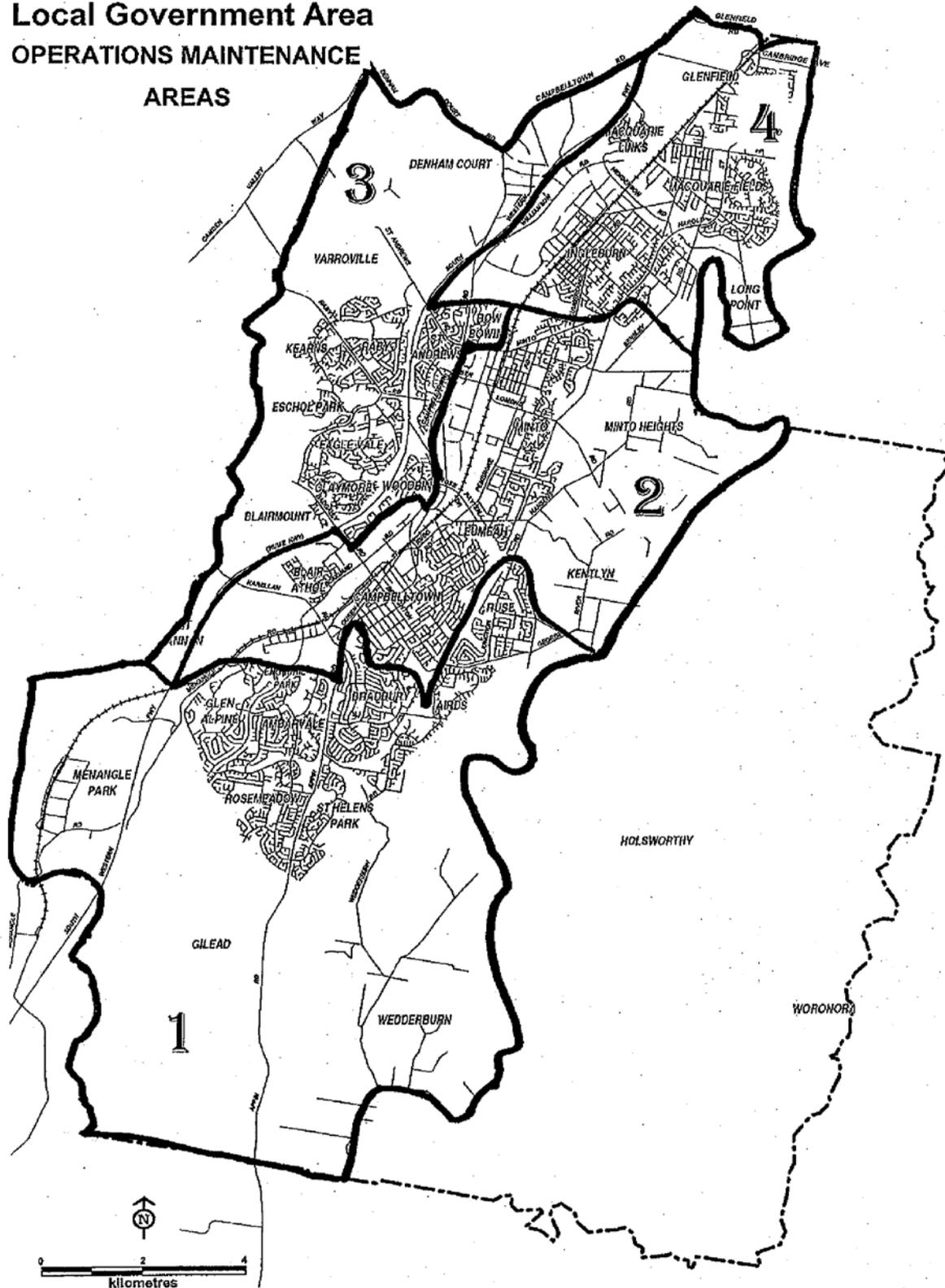
Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	19	10	9	13	51
Council	53	39	50	51	193
Termites	2	1	1	0	4
Plumber - Sewer Chokes	0	0	0	0	0
N/A	19	9	5	10	43
HOLD	2	2	1	1	6
Total	95	61	66	75	297

Private Property Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	47	30	25	48	150

**Campbelltown City Council
Local Government Area
OPERATIONS MAINTENANCE**

AREAS



ROADS AND DRAINAGE

A. ROADS AND FOOTPATHS – Areas 1 to 4

This resource has been heavy patching for the month of November 2013. 3 days were lost to wet weather, 10 tons of road base was used in this period on various road works and 2 days were spent doing Grader M-R

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m ²	160	274	190	90	714
Road restorations m ²	0	20	0	0	20
AC Base Course Total (tonne)	30	47	33	13	123

B. ROADS RESERVE OPENING & RESTORATIONS – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	4	10	6	20	40
Telstra Inspections	1	0	6	4	11
Sydney Water inspections	4	10	12	14	40
Integral inspections	0	2	4	1	7
Gas Inspections	4	3	6	1	14
Customer requests	1	0	0	1	2

C. COMMUNITY RESPONSE – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash racks	3	4	2	6	15
Pits cleaned by hand or suction	64	58	106	130	358
Tail out drains/headwalls	20	14	3	1	38
Removal of waste matter (cubic)	65	66	142	6	279
Flushing of stormwater lines(linear)	1576	20	120	1630	3346
Underpass (drainage) cleaning	1	0	0	1	2
Trip hazards/footpath hazards	3	12	3	11	29
Dead animals removed	8	5	4	24	41
Parra webbing drainage,	32	310	8	10	360
Sign retrievals and straightening	0	14	5	1	20
Syringes	0	240	0	5	245
Deliver and set up at venues	0	3	0	4	7
Paver repairs	0	1	0	5	6
Oil/ Paint Spill/Debris on Road	0	12	2	9	23
Median Cleaning/Poisoning	121	80	64	106	371
Guide Posts	0	6	0	45	51
Total	1893	845	459	1994	5191

D. STREET ACCESSORIES - Sign Manufacturer Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	31	6	2	4	43
Street signs	14	10	2	14	40
Community signs	0	11	0	0	11
Ordinance signs	4	22	13	4	43
Various council signs	0	24	0	0	24
Various council stickers	0	0	0	0	0
Warning signs	0	0	0	12	12
Council special events	0	24	0	0	24
Directional	0	0	2	0	2
Banners	0	4	0	1	5
Various Stickers	12	72	0	0	84
Total	61	173	19	35	288

Sign Erection Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	0	1	1	0	2
Bollards replacement and repair	6	7	3	4	20
Street signs	15	14	6	4	39
Community signs	24	72	0	0	96
Ordinance	4	8	2	3	17
Regulatory	66	54	18	54	192
Graffiti Removal m ²	4	2	3	3	12
Warning Signs	15	18	6	10	49
Install various banners	0	2	2	0	4
Line Marking/Car Park	130	150	0	0	280
Directional	12	3	8	4	27
Total	276	331	49	82	738

Minor Patching

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	164	270	123	661	1218
Edge breaks m ²	23	0	0	52	75
Restorations m ²	0	0	0	0	0
Car parks pot holes	0	0	0	0	0
Trip Hazard Footpaths	0	8	0	0	8
Total	187	278	123	713	1301

E. FOOTPATH RECONSTRUCTION PROGRAM 2013 – 2014

100% complete.

F. FOOTPATH RECONSTRUCTION PROGRAM 2013 – 2014, STAGE 2

50% complete.

G. NEW FOOTPATH CONTRUCTION PROGRAM 2013- 2014

15% complete.

H. P.A.M.P.S PROGRAMS 2013 – 2014

100% complete.

I. PIT AND LINTEL REPLACEMENT PROGRAM

Program in progress - 40% complete.

J. ANNUAL BAULKS PROGRAM

50% complete.

K. ROAD REHABILITATION PROGRAM 2013-2014

Rehabilitation - 85% complete.

Sealing - 97% complete.

Stabilisation - 80% complete.

Micro-sealing – not started.

Rejuvenation – not started.

L. OPERATIONS MINOR WORKS**Koorunga Reserve Water Way Clearing**

98% complete - Planting pending and repair works in progress due to heavy storms.

Retaining Wall Extension and Associated Landscaping Campbelltown Road

In progress – 70% complete.

M. CAPITAL WORKS

Parkside Crescent Car Park Stage 1

100% complete.

Parkside Crescent Car Park Stage 2

100% complete.

Parkside Crescent Car Park Stage 3

50% complete. Excavation in progress.

Fields Road Street Parking

98% complete.

Eagle Vale Drive Road Widening Stage 2

90% complete, Street lighting installation in progress, Fluorite Place intersection base completed, seal programmed.

PLUMBERS ACTIVITIES REPORT

Irrigation Works - Council's irrigation team has been involved in maintenance activities and system checks across the LGA, works have involved changing sprinkler heads, repairing leaks, pump systems, damaged pipes, and wiring problems and testing of systems.

WORKSHOP ACTIVITIES REPORT

Vehicles/Plant and Equipment, reported here, are items that have accrued abnormal downtime due to awaiting parts/service from suppliers or priorities.

Plant No	Item	Reason - Area of Repair	Repairer	Down Time Hrs
9203.01	Reach Mower	Damage to boom arms	CCC Workshops and supplier	160Hrs
9708.02	Ford Tractor	Roof damaged	CCC Workshops and supplier	56 Hrs
9854.02	Mitsubishi Tree truck	Accident damage	CCC Workshops and supplier	136 Hrs
9703.02	Ford Tractor	Broken rear window and hydraulic fault	CCC Workshops and supplier	96 Hrs

The following is a breakdown of the work performed since the last report **28 October – 22 November 2013**.

9203.01	Reach mower booms damaged during operation. Parts have been sourced from overseas. Delivery delayed. Parts expected mid December 2013.
9708.02	The Ford tractor has a damaged roof due to an incident which requires full replacement. Due to the nature of the repairs, the work has been outsourced to a contractor. Parts are ex overseas and repairs are expected early in the new year.
9854.02	The tree truck has extensive cabin damage due to an accident. The claim is being assessed by the insurance company. No ETA at this stage.
9703.02	The Ford tractors rear window was damaged in an incident. It also had a major oil leak in the handbrake assembly. Parts were sourced from suppliers and the unit has been repaired and is back in service.

All previous reported repairs have been completed and vehicles/plant are back in service.

Tyre Repairs	116
Services carried out	51
Repairs to trucks	99
Repairs to heavy plant	27
Repairs to trailers	26
Tractors/implements	49
SES repairs	6
RFS repairs	7
Small plant repairs	37
Repair to cars	35
Repairs to mowers	56
Repairs to sweepers	9
Pathway requests (completed)	33

Of the reported repairs above 55 were out in the field.

Workshops Solar panels have currently added **32,901 kWh** back to the grid.

The Workshop has also carried out the following duties:

- Manufacturing and repair of various gates, locks and lock boxes around Campbelltown.
- Various pit cover manufacture and repairs.
- Various fire trail gate repairs.
- Repairs to various fences.
- Manufacture of drain covers.
- Manufacture and installation of fencing around underpass foot paths.
- Manufacture of baulks and bollards.
- Manufacture of goal post sleeves.
- Manufacture and install water meter covers from the plumbers.

HAZARD REDUCTION PROGRAM

Hazard Reduction Burning

No hazard reduction burning has been conducted in the reporting period.

Mechanical Works

Last month, a total of 10 sites were slashed, calculating to approximately 3.5 hectares with 272 assets protected.

Fire Trails

No fire trail works have been completed during November.

Fire Gates

The following fire trail gates have been repaired or listed to be repaired:

- Lock repair, gate 1.3 Hansens Road Minto Heights.
- Repair gate at end of Myrtle Street Minto Heights.
- Lock repair, end of Duncan Street Minto Heights.

Roadside Vegetation Management

Following the completion of a roadside vegetation assessment through Wedderburn, it has been determined an operational plan is required to continue the important works associated with roadside management. Quotations are now being sought to complete a generic management plan for roadsides in the Local Government Area and an operational plan for the roadsides in Wedderburn.

Community Engagement

The Fishers Ghost Festival Street Fair was held on 9 November 2013. The attendance was very high with a great deal of interest in bushfire related material and engagements. The following material was handed out:

- 17 Volunteer with RFS brochures.
- 36 Fire & Rescue NSW and RFS - Prepare Act Survive brochures.
- 20 RFS Bushfire Alerts factsheets.
- 44 Council Hazard Reduction Program books.

ASSET AND SUPPLY SERVICES

Procurement and Contract Management Services

Tenders/Quotes/Expressions of Interest and Agreements:

Currently being prepared

- T13/22 Management of the Animal Care Facility
- Q13/23 Light Fittings at Campbelltown Athletics Track
- Q13/25 Disposal of Waste Water
- Q13/27 Water Quality Monitoring
- Q13/28 Mapping Software (Quotes sought from Local Government Procurement panel contract)
- Q13/29 Supply and Delivery of 4 Tonne Trucks (Quotes sought from Local Government Procurement panel contract)
- Q13/31 Parks and Reserves Lighting Audit
- Q13/32 Community Consultation Consultant (Quotes sought from Local Government Procurement panel contract)
- Q13/33 Flood Model Consultant (Quotes sought from Local Government Procurement panel contract)

Currently Advertised

- T13/23 Road Pavement Works
- T13/24 Plant and Equipment Hire

Currently Under Evaluation

- EO13/03 Development of a Website for Campbelltown Arts Centre
- Q13/04 Supply of Corporate Uniforms

ASSET MANAGEMENT

Roads

- Road Rehabilitation Program 2013-2014 is 84% completed.
- Road structure assets mapping is 67% completed.
- Local Road Defect Inspection is 72% completed.
- The road network assets in Council's Asset Management system are now linked with MapInfo.
- Inspection for Crack Sealing Program for Roads is 90% completed.

Car Parks

- Works Order issued for the spray sealing work at Stromeferry and Clark Reserves Car parks.
- Inspection for Crack Sealing Program Car Parks is 90% completed.

Bridges and Culverts

- St Johns Road Bridge repair work is 100% completed.
- Level 2 Inspection for six road bridges and ten pedestrian bridges is 6% completed.
- Bridge and Culvert Program Inspection is 5% completed.

Kerb and Gutter

- 147 Kerb and Gutter segments have been inspected primarily in St Andrews and Eagle Vale in November 2013.
- Stage 2 Kerb and Gutter, 2013-2014 reconstruction program is 18% completed.

Stormwater

- 852 pits, 48 pipes, 25 headwalls and 16 drop structures have been inspected in Ambarvale, Bradbury Englorie Park, Ingleburn and Campbelltown in November.
- 12 pits, 9 pipes, 2 headwalls and 12 drop structures in Ambarvale, Bradbury Ingleburn and Minto have been added to Council's Asset Management and Mapping systems.
- Pit Reconstruction 2013-2014 program is 42% completed.
- Asset description modification for 26% of Stormwater pits has been completed.

Footpath Reconstruction

- Footpath Reconstruction Program Stage 1 is 100% completed.
- Footpath Reconstruction Program Stage 2 is 63% completed.
- Footpath Inspections carried out at St Andrews for all footpaths assets, with all defects mapped and actions entered into Council's Asset Management system.
- Footpath Inspections carried out at Minto is 68% completed, with all defects mapped and actions entered into Council's Asset Management system.

Parks and Public Spaces

- Sportsground inspections have been completed at Hazlett Oval, Worrell Park, Kooringa Reserve and Jackson Park with all actions updated in Council's Asset Management system.

Building Inspections

- Building Inspections have been carried out at the Gordon Fetterplace Aquatic Centre and at the new building Council has acquired at 14 Browne Street with all conditions, actions and cost estimates updated into Council's Asset Management database.

Playground Equipment

- Playground repairs have been carried out at Marsden Park exercise equipment, Ophelia Reserve and Mississippi Reserve (rubber softfall repairs).
- Purchase Order has been raised mulch softfall topped up to Cronulla and Ophelia Reserve.
- Soft-fall Mulch top up has been completed for nine sites as recommended by Kico Inspection report. They include Ballantrae, Bon Wrightson, Colorado, Fieldhouse, Flying Pieman, Hyacintha, Manooka, Stranraer and Willow Court Reserves.

Internal Assets – Electrical Testing and Tagging

- Electrical Equipment has been tested and tagged at Kabbarli Early Learning Centre. All items have been updated into Council's Asset Management system.

Asset Management System, Grants and Reports

- Fuel efficiency and utilisation report for October 2013 has been prepared.

Backlog programs for Roads, Buildings, Parks, Play Equipment, Footpaths and Kerb and Gutter assets have been prepared for possible Local Infrastructure Renewal Scheme and Special Rate Variation funding programs.

BUILDING MAINTENANCE/CONSTRUCTION PROGRAM

Building Program Maintenance

- Quotations have now been obtained for the refurbishment of the Art Centre Café and work has now been scheduled for 23 December, 2013 until 6 January, 2014. Works include repair and replacement of floor tiles, replacement of some existing benches, replacement of the commercial range hood, dishwasher and various plumbing works.
- Remedial work will also be undertaken on the Campbelltown Art Centre exhibition flooring from 6 January through to the 12 January. These works include grinding, crack sealing and full resurfacing of the existing polished concrete flooring.
- Works are currently being carried out on the old Legacy House (14 Browne Street) which is a new acquisition for Council. Painting work has now been completed. New carpet tiles are in the process of being laid. Installation of new work stations including electrical and data cabling is currently being undertaken and should be completed by the first week in December. All works are scheduled for completion by the second week in December to allow Macarthur Community Options to occupy.
- Roofing works have been completed on Macquarie Fields Indoor Sports Centre to remove inherent water leaks in the gymnasium area. This included the removal of several obsolete whirlybirds and reinstating roofing panels.
- Demolition of the Jessie Thompson building located at Mawson Park has now been completed. Remedial work to be undertaken includes laying of topsoil and turf to complete.
- Approvals are currently being obtained for the demolition of a number of other facilities which have also reached the end of usable lifespan. These include: Bob Prenter Cottage, Macquarie Fields Hall, Sita Depot Cottage and the Resource Building located in the Civic Centre precinct.
- Program Maintenance actions are now 40% complete with a further 40% in the process of being undertaken.

Major Projects

Macquarie Fields Pool Upgrade

- The expansion joints are now complete and have been tested for any leakages. Tiling of the 50 metre Outdoor Pool has commenced and is due for completion shortly.
- Both Male and Female Change Room refurbishments have been completed and are operational.
- Construction of the new children's Splash Pad has begun with trenching and plumbing work being undertaken.
- Fencing of the pool's perimeter area has begun and will include fencing of the area

containing the Splash Pad.

- Construction of new pathways and slabs has begun and will be ongoing for the next couple of weeks.
- New furniture, Awnings, Shade Structures and public BBQ's having been purchased and are ready for installation.

Reactive Maintenance Requests

- 265 Building maintenance requests were received and actioned during the month of November, 2013.

FACILITIES SUPPORT

- The new alarm system at Browne Street is to be extended to allow for staff swipe card access to side doors, along with security CCTV coverage and intercom facilities at the main front door. A number of panic buttons are also to be fitted within the building.
- A new alarm system is to be installed on the two floors at number 12 Browne Street
- Security work is to be undertaken at Suite 3, Milgate Arcade. This work will include the installation of an alarm and intercom system to the front door
- Work has been undertaken on the boom gate at the Staff Car park after the system was damaged by a vehicle accident.

Customer Requests	
Sporting Clubs with overdue keys	24 clubs with 146 keys outstanding
Key extension, issues, alarm codes and access	325
Request for access to Council Reserves	4

11. REPORT OF DIRECTOR COMMUNITY SERVICES

No reports this round

12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT

No reports this round