

# Reports of the City Works Committee Meeting held at 7.30pm on Tuesday, 27 May 2014.

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## **APOLOGIES**

## **ACKNOWLEDGEMENT OF LAND**

## **DECLARATIONS OF INTEREST**

### **Pecuniary Interests**

### **Non Pecuniary – Significant Interests**

### **Non Pecuniary – Less than Significant Interests**

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**Minutes of the City Works Committee held on 27 May 2014**

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**Present** His Worship the Mayor, Councillor C Mead  
Councillor P Lake (Chairperson)  
Councillor F Borg  
Councillor G Brticevic  
Councillor S Dobson  
Councillor W Glynn  
Director Business Services - Mr M Sewell  
Acting Director City Works - Mr K Lynch  
Acting Manager Business Assurance - Mr C Taylor  
Acting Manager Compliance Services - Mr P Curley  
Acting Manager Customer Service – Mrs J Uluibau  
Acting Manager Education and Care Services – Ms G Vickers  
Manager Financial Services - Mrs C Mears  
Manager Healthy Lifestyles - Mr M Berriman  
Manager Human Resources – Mr B Clarence  
Manager Library Services - Mr G White  
Manager Operational Services - Mr A Davies  
Manager Property Services - Mr J Milicic  
Procurement and Contracts Coordinator - Ms K Stares  
Policy and Governance Coordinator - Ms J Warner  
Executive Assistant - Mrs K Peters

**Apology (Brticevic/Borg)**

That the apology from Councillor Hawker be received and accepted.

**CARRIED**

**Note:** Councillor A Chanthivong has been granted a leave of absence from Council, incorporating all formal Council and Committee meetings until Tuesday 12 August 2014.

**Acknowledgement of Land**

An Acknowledgement of Land was presented by the Chairperson Councillor Lake.

**DECLARATIONS OF INTEREST**

There were no Declarations of Interest at this meeting.

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## **1. TECHNICAL SERVICES**

### **1.1 Traffic Committee**

#### **Reporting Officer**

Manager Technical Services

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#### **Attachments**

1. Minutes of the Local Traffic Committee Meeting of 1 May 2014 (contained within this report)
2. Minutes of the Campbelltown Traffic Committee Meeting of 1 May 2014 (contained within this report)

#### **Purpose**

To seek Council's endorsement of the recommendations arising from the Local Traffic Committee and Campbelltown Traffic Committee meeting held on 1 May 2014.

#### **Report**

#### **RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE ON 1 MAY 2014**

##### **Reports Listed for Consideration**

**LTC 14/13 Bradbury Avenue and Lindesay Street, Campbelltown - Speeding Concerns**

That Council provide a median island treatment in Lindesay Street at Bradbury Avenue intersection.

**LTC 14/14 Minto Renewal, Stage 13 - Upgrade of Eagleview Road - Lines and Signposting**

That the Linemarking/Signposting Plan No. 77910.01.CC801 revision 'A' prepared by SMEC Urban for the upgrade of Eagleview Road south of Ben Lomond Road as part of Minto Stage 13 be approved.

**LTC 14/15 Edmondson Park South Stage 2A, Bardia Avenue - Signs and Linemarking**

1. That Council approve the signposting and linemarking plans for Stage 2A Edmondson Park South taking into consideration comments provided in the body of the report.
  2. That the developer be advised of the changes required.
-

**LTC 15/16 Minto Indoor Sports Centre, Minto - Accessible Parking**

1. That Council provide two accessible parking spaces and four visitor spaces with three hour parking restriction.
2. That Council provide appropriate signs and pavement markings for the parking.

**General Business**

**LTC 15/17 ANZAC Day March**

That the information be noted.

**LTC 15/18 Busways Representative - Mr S Grady**

That a letter be forwarded to Mr Grady thanking him for all his assistance to the Traffic Committee over the past eight years.

**RECOMMENDATIONS OF THE CAMPBELLTOWN TRAFFIC COMMITTEE ON 1 MAY 2014**

**Reports Listed for Consideration**

**CTC 14/10 Gilchrist Drive, Campbelltown - Extension Speed Zone Proposal**

That Council write to the Roads and Maritime Services requesting the assessment of Gilchrist Drive between Englorie Park Drive and Menangle Road as a 50kph general urban speed limit.

**General Business**

**CTC 14/11 Narellan Road Exit Ramp**

1. That Council write to RMS and the Local Member for Campbelltown seeking support regarding the current traffic safety concerns at this section of the M31.
2. That the NSW Police advise RMS directly of their traffic safety concerns at this section of the M31.

**CTC 14/12 Campbelltown Road Overpass - Plaques**

1. That the Manager Technical Services further investigate who is responsible for the maintenance of the area.
  2. That Council write to RMS and ask if it is possible for a rest stop area to be provided near the plaques either on the M31 or Campbelltown Road.
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**CTC 14/13 Belmont Road, Glenfield - Bus Stops**

That the Manager Technical Services further investigate the possible location for a bus stop.

**Officer's Recommendation**

That the recommendations of the Local Traffic Committee and Campbelltown Traffic Committee as detailed in the Minutes of the meeting held on 1 May 2014 be adopted.

**Committee's Recommendation: (Borg/Brticevic)**

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 88**

That the Officer's Recommendation be adopted.

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## **ATTACHMENT 1**

### **LOCAL TRAFFIC COMMITTEE MINUTES**

**1 May 2014**

#### **LOCAL TRAFFIC COMMITTEE**

Traffic matters related to the functions delegated to councils under the *Transport Administration Act 1988*.

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## Minutes Summary

ITEM	TITLE
<b>LOCAL TRAFFIC COMMITTEE MINUTES</b>	
1.	<b>ATTENDANCE</b>
2.	<b>APOLOGIES</b>
3.	<b>CONFIRMATION OF MINUTES</b>
5.	<b>REPORTS LISTED FOR CONSIDERATION</b>
LTC 14/13	<b>Bradbury Avenue and Lindesay Street, Campbelltown - Speeding Concerns</b>
LTC 14/14	<b>Minto Renewal, Stage 13 - Upgrade of Eagleview Road - Lines and Signposting</b>
LTC 14/15	<b>Edmondson Park South Stage 2A, Bardia Avenue - Signs and Linemarking</b>
LTC 14/16	<b>Minto Indoor Sports Centre, Minto - Accessible Parking</b>
6.	<b>LATE ITEMS</b>
<b>No report this round</b>	
7.	<b>GENERAL BUSINESS</b>
LTC 14/17	<b>ANZAC Day March</b>
LTC 14/18	<b>Busways Representative - Mr S Grady</b>
8.	<b>DEFERRED ITEMS</b>
<b>No report this round</b>	

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## **LOCAL TRAFFIC COMMITTEE MINUTES**

Traffic matters related to the functions delegated to Councils under the *Transport Administration Act 1988*.

### **Minutes of the Local Traffic Committee held on 1 May 2014**

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#### **1. ATTENDANCE**

##### **Campbelltown City Council**

Manager Technical Services - Mr K Lynch (Chairperson)  
Coordinator Traffic and Road Design - Mr A Arora  
Team Leader Traffic Investigation - Mr F Sirc  
Graduate Engineer - Ms A Hanna  
Administrative Assistant - Mrs S Lambert

##### **Roads and Maritime Services**

Nil

##### **Police Representatives**

Senior Sergeant M Cotton  
Senior Constable M Davies

##### **Bus Companies**

Interline – Mr B East

##### **Representatives of Local Members of Parliament**

Mr R James

#### **Acknowledgement of Land**

An Acknowledgement of Land was presented by the Manager Technical Services.

#### **2. APOLOGIES**

Councillor G Greiss  
Roads and Maritime Services - Mr J Suprain  
Busways - Mr S Grady

The Roads and Maritime Services representative advised that he had no objections to any of the items in the Agenda.

#### **3. CONFIRMATION OF MINUTES**

The Minutes of the previous meeting held on 3 April 2014 were recommended by the City Works Committee held on 29 April 2014 and adopted by Council at its meeting held on 6 May 2014.

#### **4. BUSINESS ARISING FROM MINUTES**

No reports this round

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## **5. REPORTS LISTED FOR CONSIDERATION**

### **LTC 14/13                      Bradbury Avenue and Lindesay Street, Campbelltown - Speeding Concerns**

Previous Report:            Nil  
Electorate:                 Campbelltown  
Author Location:         Traffic and Road Design Unit

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#### **Attachments**

Concept plan showing treatment of Bradbury Avenue and Lindesay Street

#### **Background (01/05/14)**

Council has received concerns from the community regarding motorists that are consistently cutting the corner when turning right from Bradbury Avenue into Lindesay Street. This activity is causing heightened traffic safety concerns for motorists travelling out of Lindesay Street and on these roads.

In reviewing the accident history from the Roads and Maritime Services data there have been 6 accidents at the intersection in the five year period ending 2012. Out of the 6 accidents 5 of them were related to vehicles turning right out of Lindesay Street across the path of vehicles heading (south/east) in Bradbury Avenue. There were no accidents that suggested corner cutting from Bradbury Avenue into Lindesay Street.

Due to the concerns raised by the community, Council Officers investigated Bradbury Avenue and Lindesay Street intersection by installing a CCTV camera to observe driving behaviour of the motorists and in particular corner cutting. It is noted that during the morning peak, out of the 42 cars that turned right into Lindesay Street, 27 cars were seen cutting the corner which is causing concerns to the safety of other road users.

Council Officers propose that a median island treatment be provided at Lindesay Street on its intersection with Bradbury Avenue (as shown in the attached plan). This action will force motorists to slow down and then proceed to turn into the required lanes, therefore eliminating any corner cutting and enhancing the safety of the road users.

#### **Officer's Recommendation**

That Council provide a median island treatment at Lindesay Street at Bradbury Avenue intersection.

#### **Discussion (1/5/2014)**

The Committee discussed the matter and supported the recommendation as presented.

#### **Recommendation of Local Traffic Committee**

That Council provide a median island treatment in Lindesay Street at Bradbury Avenue intersection.

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**LTC 14/14**                      **Minto Renewal, Stage 13 - Upgrade of Eagleview Road  
- Lines and Signposting**

Previous Report:            LTC 13/9

Electorate:                      Campbelltown

Author Location:            Traffic and Road Design Unit

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**Attachments**

Plan No. 77910.01.CC801 revision 'A' Line marking/Signposting plan prepared by SMEC Urban for the upgrade of Eagleview Road south of Ben Lomond Road as part of Minto Stage 13, including Locality Plan showing proposed road upgrade to Eagleview Road.

**Background (1/5/2014)**

SMEC Urban has forwarded signs and markings plan for the upgrade of Eagleview Road south of Ben Lomond Road, Minto as part of Stage 13 for the Committee's endorsement. These plans are an extension to the plans for Stages 12 and 13 presented previously to the Traffic Committee at its meeting on 21 March 2013.

Stage 13 is bound by Ben Lomond Road to the north and Eagleview Road to the east as shown in the marked locality plan. The works consist of new drainage facilities on both sides of the road. The signs and marking plan recommends a standard 'Give Way' sign on the approach to the roundabout intersecting with Ben Lomond and Eagleview Road and double barrier delineation lines marked along the centreline of the upgraded road.

Council Officers have reviewed the plan and recommend that the standard 'Give Way' sign along with the double barrier lines is per the standards and recommend that this be approved.

**Officer's Recommendation**

That the Line marking/Signposting Plan No. 77910.01.CC801 revision 'A' prepared by SMEC Urban for the upgrade of Eagleview Road south of Ben Lomond Road as part of Minto Stage 13 be approved.

**Discussion (1/5/2014)**

The Manager Technical Services advised that as previously recommended by Council some time ago it was considered to be safer if right hand turn manoeuvres in and out of the Temple were prevented and the construction of a median across the frontage of the property.

It is proposed to install a central median in Eagleview Road in order to allow left in and left out only to the Temple. The median would be modified in order to reduce the length originally proposed outside of the Temple.

**Recommendation of Local Traffic Committee**

That the Line marking/Signposting Plan No. 77910.01.CC801 revision 'A' prepared by SMEC Urban for the upgrade of Eagleview Road south of Ben Lomond Road as part of Minto Stage 13 be approved.

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**LTC 14/15                      Edmondson Park South Stage 2A, Bardia Avenue -  
Signs and Linemarking**

Previous Report:            LTC 13/10  
Electorate:                    Macquarie Fields  
Author Location:            Traffic and Road Design Unit

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**Attachments**

1.    Locality Plan of Edmondson Park South Stage 2A
2.    Layout Plan Stage 2A Edmondson Park South
3.    Signs and Line Marking Plan 9701/CC29
4.    Amended Signs and Line Marking Plan

**Background (1/5/2014)**

The Local Traffic Committee at its meeting of 18 April 2013 approved the signs and line marking plans for Stage 1A, Edmondson Park. Stage 1A involved the subdivision of a total of 229 lots and the construction of a new intersection on Macdonald Road via the then new collector road, Bardia Avenue.

Council has received proposed subdivision and roadwork's plans from J Wyndham Prince, consulting contractors for Urban Growth NSW for Stage 2A of Edmondson Park South for approval. The location of this subdivision is highlighted on the attached plan.

The Commonwealth Minister for the Environment, Heritage and the Arts and the NSW State Ministers for Climate Change and the Environment Planning have approved Urban Growth NSW subdivision proposal of Stage 2A consisting of 99 residential lots and 3 residue lots for future development.

In Stage 2A, the subdivision will be accessed by extending the Stage 1A subdivision and will link via Bardia Avenue from Macdonald Road. A new road at No 19 and 20 connects Wooten Avenue and Arthur Allen Drive, will be the main access route to the residential area of proposed stage 2A.

The extended Bardia Avenue will allow the use of off-road shared concrete paths and off road footpaths throughout the area.

At the boundary of Stage 2A there will be a transitioning into the existing Zouch Road that connects to Campbelltown Road. There may be an intention by Roads and Maritime Services to develop this section of the road in future developments as is indicated on the concept plans from RMS.

The submitted plans for lines and signs have been reviewed by Council Officers and the comments are as follows:

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i) Signals Lane intersecting with Derna and Road No 20 is controlled by Stop signs, TB and TB1 lines. Intersections with Stop signs are to be marked with TF lines instead of TB lines, as per RMS guidelines.

ii) Roads No. 19 and 20 intersecting with Bardia Avenue are proposed have Give Way signs, TB and TB1 lines. Bardia Avenue is the main connecting road in the new subdivision and it is anticipated that it will have direct access to Macdonald Road and Zouch Road. Council Officers propose to replace these Give Way signs with Stop Signs and the appropriate line markings as per RMS guidelines (as marked on the attached plan).

iii) The intersection of Bardia Avenue and Zouch Road is controlled by a Give Way sign, TB and TB1 lines. It is anticipated that with the upgrade to Zouch Road it will be used to provide direct access to Campbelltown Road. Council officers propose to replace this Give Way sign with a Stop sign and the appropriate line markings as per RMS guidelines (as marked on the attached plan). This will give more control for the turning movements from Bardia Avenue onto Zouch Road.

### **Officer's Recommendation**

1. That Council approve the sign posting and line marking plans for Stage 2A Edmondson Park South taking into consideration comments provided in the body of the report.
2. That the developer be advised of the changes required.

### **Discussion (1/5/2014)**

The Committee discussed the matter and supported the recommendations as presented.

### **Recommendation of Local Traffic Committee**

1. That Council approve the sign posting and line marking plans for Stage 2A Edmondson Park South taking into consideration comments provided in the body of the report.
  2. That the developer be advised of the changes required.
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**LTC 14/16**                      **Minto Indoor Sports Centre, Minto - Accessible Parking**

Previous Report:            Nil  
Electorate:                    Campbelltown  
Author Location:            Traffic and Road Design Unit

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**Attachments**

Locality plan showing the proposed parking within the existing car park.

**Background (1/5/2014)**

Following an inspection of the existing car park adjacent to Minto Indoor Sports Centre, Council Officers have identified the need for accessible parking closer to the Minto Indoor Sports Centre for patrons visiting the sports centre.

A section of the car park along the netball courts in the south east corner has been formalised as part of maintenance works which is approximately 18m long (as marked on the plan attached). It is proposed that this section be marked to provide two accessible parking spaces and four spaces for visitors with three hour parking restrictions.

**Officer's Recommendation**

1. That Council provide two accessible parking spaces and four visitor spaces with three hour parking restriction.
2. That Council provide appropriate signs and pavement markings for the parking.

**Discussion (1/5/2014)**

The Committee discussed the matter and supported the recommendations as presented.

**Recommendation of Local Traffic Committee**

1. That Council provide two accessible parking spaces and four visitor spaces with three hour parking restriction.
2. That Council provide appropriate signs and pavement markings for the parking.

**6. LATE ITEMS**

**No reports this round**

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## **7. GENERAL BUSINESS**

### **LTC 14/17          ANZAC Day March**

Previous Report:      CTC 14/2

Electorate:            Campbelltown Electorate

Author Location:      Traffic and Road Design Section

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### **Attachments**

Nil

### **Discussion (1/5/2014)**

The NSW Police represented thanked Council for their assistance in the ANZAC Day March on 25 April 2014.

### **Recommendation of Local Traffic Committee**

That the information be noted.

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**LTC 14/18                      Busways Representative - Mr S Grady**

Previous Report:            Nil  
Electorate:                    Campbelltown Electorate  
Author Location:            Traffic and Road Design Section

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**Attachments**

Nil

**Discussion (1/5/2014)**

The Busways representative Mr Steve Grady has advised Council that as Busways will not be the transport provider for the Campbelltown area, he will be taking up duties with Busways at the Penrith Depot as from 5 May 2014 and will not be attending the Traffic Committee meetings at Campbelltown.

He would like to thank everyone for their friendship, assistance and guidance as Planning & Infrastructure Officer for Region 15 over the past eight years.

The Committee recommended that a letter be forwarded to Mr Grady thanking him for all his assistance to the Traffic Committee over the past eight years.

**Recommendation of Local Traffic Committee**

That a letter be forwarded to Mr Grady thanking him for all his assistance to the Traffic Committee over the past eight years.

**8. DEFERRED ITEMS**

**No reports this round**

There being no further business the meeting closed at 9.21am.

G Greiss  
**CHAIRPERSON**

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## **ATTACHMENT 2**

### **CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES**

**1 May 2014**

#### **CAMPBELLTOWN TRAFFIC COMMITTEE**

Traffic related items to Council requiring technical advice and are outside of the Delegation functions issued to councils by the Road and Maritime Services.

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## Minutes Summary

**ITEM    TITLE**

**CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES**

1.            **ATTENDANCE**
2.            **APOLOGIES**
3.            **CONFIRMATION OF MINUTES**
4.            **BUSINESS ARISING FROM MINUTES**
5.            **REPORTS LISTED FOR CONSIDERATION**

**CTC 14/10        Gilchrist Drive, Campbelltown - Extension Speed Zone Proposal**

**6.            LATE ITEMS**

**No reports this round**

**7.            GENERAL BUSINESS**

**CTC 14/11        Narellan Road Exit Ramp**

**CTC 14/12        Campbelltown Road Overpass - Plaques**

**CTC 14/13        Belmont Road, Glenfield - Bus Stops**

**8.            DEFERRED ITEMS**

**No reports this round**

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## **CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES**

Traffic related items to Council requiring technical advice and are outside of the Delegation functions issued to Councils by the Road and Maritime Services.

### **Minutes of the Campbelltown Traffic Committee held on 1 May 2014**

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#### **1. ATTENDANCE**

##### **Campbelltown City Council**

Manager Technical Services - Mr K Lynch (Chairperson)  
Coordinator Traffic and Road Design - Mr A Arora  
Team Leader Traffic Investigation - Mr F Sirc  
Graduate Engineer - Ms A Hanna  
Administrative Assistant - Mrs S Lambert

##### **Roads and Maritime Services**

Nil

##### **Police Representatives**

Senior Sergeant M Cotton  
Senior Constable M Davies

##### **Bus Companies**

Interline – Mr B East

##### **Representatives of Local Members of Parliament**

Mr R James

#### **Acknowledgement of Land**

An Acknowledgement of Land was presented by the Manager Technical Services.

#### **2. APOLOGIES**

Councillor G Greiss  
Roads and Maritime Services - Mr J Suprain  
Busways - Mr S Grady

The Roads and Maritime Services representative advised that he had no objections to any of the items in the Agenda.

#### **3. CONFIRMATION OF MINUTES**

The Minutes of the previous meeting held on 3 April 2014 were recommended by the City Works Committee held on 29 April 2014 and adopted by Council at its meeting held on 6 May 2014.

#### **4. BUSINESS ARISING FROM MINUTES**

No reports this round

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## 5. REPORTS LISTED FOR CONSIDERATION

### **CTC 14/10                      Gilchrist Drive, Campbelltown - Extension Speed Zone Proposal**

Previous Report:        LTC 13/33  
Electorate:             Wollondilly  
Author Location:       Traffic and Road Design Unit

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#### **Attachments**

Location sketch plan showing speed zones surrounding Gilchrist Drive

#### **Background (1/5/2014)**

The construction of Gilchrist Drive between Hidcote Road and Englorie Park Drive has been completed. When opened to the traffic it will complete the link from Menangle Road to Englorie Park Drive.

The speed limit on the existing section of Gilchrist Drive i.e. from Englorie Park Drive to Narellan Road is sign posted as 60kph. This section of road has no direct access to the properties (no driveways) other than the intersections. It is a road that connects to the network of other 60 kph roads via. Blaxland Road, Kellicar and Therry Road.

Council has received suggestions from the residents of Macarthur Gardens Estate that 50kph signs should be placed in the precinct as speeding occurs on Gilchrist Dr between Menangle Road and Hidcote Road and other local streets in the precinct. Speeding occurs through these streets with motorists finding shortcuts to Macarthur Square that makes it unsafe for the residents and other road users.

To assist with the sign posting of Macarthur Gardens Estate, it is suggested that Gilchrist Drive become 50kph from its intersection with Menangle Road to a point west of Englorie Park Drive. The suggestion of commencing the 50kph west of the roundabout of Englorie Park Drive will be assisted by the traffic calming nature of the roundabout. Placing a speed zone change closer to Hidcote Road may make motorists more aware to reduce their speeds as they come down the grade of Gilchrist Drive. It is anticipated that the new Gilchrist Drive extension will attract more for motorists.

It is recommended that Council request the Roads and Maritime Services to investigate the extension of Gilchrist Drive as a 50kph zone general urban speed zone.

#### **Officer's Recommendation**

That Council write to the Roads and Maritime Services requesting the assessment of Gilchrist Drive between Englorie Park Drive and Menangle Road as a 50kph general urban speed limit.

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### **Discussion (1/5/2014)**

The Committee discussed the matter and supported the recommendation as presented.

### **Recommendation of Campbelltown Traffic Committee**

That Council write to the Roads and Maritime Services requesting the assessment of Gilchrist Drive between Englorie Park Drive and Menangle Road as a 50kph general urban speed limit.

## **6. LATE ITEMS**

**No reports this round**

## **7. GENERAL BUSINESS**

### **CTC 14/11                      Narellan Road Exit Ramp**

Previous Report:              Nil

Electorate:                      Campbelltown Electorate

Author Location:              Traffic and Road Design Section

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### **Attachments**

Nil.

### **Discussion (1/5/2014)**

The NSW Police representative advised of safety concerns raised regarding traffic using the southbound exit land from M31 (Hume Highway) to Narellan Road.

It was suggested that maybe warning signs could be erected advising of the congestion of traffic at this location.

The Manager Technical Services advised that this matter has been previously raised with RMS requesting the consideration of alternate options until the intersection is improved, however no response has been received.

The NSW Police representative advised that he has requested the Highway Patrol to oversee this area. It was suggested that the Highway Patrol approach RMS directly raising their concerns about the safety issues at this location.

Following discussion it was suggested that Council write to RMS and the local Member for Campbelltown seeking support regarding the current traffic safety issues at this location.

### **Recommendation of Campbelltown Traffic Committee**

1. That Council write to RMS and the Local Member for Campbelltown seeking support regarding the current traffic safety concerns at this section of the M31.
  2. That the NSW Police advise RMS directly of their traffic safety concerns at this section of the M31.
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**CTC 14/12                      Campbelltown Road Overpass - Plaques**

Previous Report:            Nil  
Electorate:                    Campbelltown Electorate  
Author Location:            Traffic and Road Design Section

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**Attachments**

Nil.

**Discussion (1/5/2014)**

The Representative of Member for Macquarie Fields advised the Committee that two plaques existed at the commencement of Remembrance Drive near the Campbelltown Road overpass of the M31 commemorating the 6<sup>th</sup> Australian Division and General Sir Frank Hassett. The plaques cannot be seen from the road and he requested if it would be possible to have a rest stop area nearby.

The area has been overgrown and has been recently maintained and he wondered who was responsible for the maintenance of the area.

The Manager Technical Services advised he would further investigate who is responsible for the maintenance of the area.

**Recommendation of Campbelltown Traffic Committee**

1. That the Manager Technical Services further investigate who is responsible for the maintenance of the area.
  2. That Council write to RMS and ask if it is possible for a rest stop area to be provided near the plaques either on the M31 or Campbelltown Road.
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**CTC 14/13 Belmont Road, Glenfield - Bus Stops**

Previous Report: Nil  
Electorate: Macquarie Fields Electorate  
Author Location: Traffic and Road Design Section

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**Attachments**

Nil.

**Discussion (1/5/2014)**

The Interline representative advised that whilst construction works are being undertaken at the Frank Whiddon Masonic Nursing Home on Belmont Road, cars are parking on the opposite side of the road. The area opposite the driveway to the Nursing Home is where buses informally pull up to drop off residents. With the cars parked there the buses are having to stop in the middle of the road to allow elderly patrons to alight from the bus. The Interline representative requested a bus zone in order to cease this practice.

The NSW Police representative suggested that as elderly people are crossing the road a refuge or other options may be considered.

The Manager Technical Services advised that residents from the village had requested a bus stop and refuge at this location previously. It was assessed and it was determined that it would be best for residents to cross Belmont Road at the traffic lights at the corner of Belmont Road and Canterbury Road rather than via a refuge.

The Committee was advised that Council has previously approached the Frank Whiddon Nursing Home but no response has been received.

The Manager Technical Services suggested looking at the final layout plan for the Frank Whiddon Nursing Home and where they proposed pedestrian access to the village. This will assist in determining where best to formalise the bus stop.

The Manager Technical Services advised he would further investigate the possible location of the bus stop.

**Recommendation of Campbelltown Traffic Committee**

That the Manager Technical Services further investigate the possible location for a bus stop.

**8. DEFERRED ITEMS**

**No reports this round**

There being no further business the meeting closed at 9.51am.

G Greiss  
**CHAIRPERSON**

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## **1.2 Park Sign Strategy**

### **Reporting Officer**

Manager Technical Services

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### **Attachments**

New Style Sign (contained within this report)

### **Purpose**

To advise Council of new signage that will assist patrons in reporting issues within the park.

### **History**

At the City Works Committee Meeting of 21 May 2013 (Item 5.2), Council resolved that a report be presented investigating the implementation of new signage that included Council's contact telephone numbers and area reference numbers for parks and recreational areas. The report was to provide the cost and timeframe to complete the works.

### **Report**

A working group that included Community Services, Planning and Environment and City Works was established to review the signs within Council Parks. The group identified the location and information that was provided on signs. There are primarily two types of signs that need to be provided at each park. The first is an entrance sign and the second is internal signs that may be spread throughout the park.

The park entry signage is a welcome sign that should highlight to patrons what are the main features within the park, what is not permissible within the park and how to contact Council. The internal signs are area specific signs that can be regulatory, educational, cautionary or how to contact Council.

The purpose of the internal signs is that the information displayed will be relevant to the particular section of park. This will serve two purposes, firstly the entry sign which will be less cluttered and more inviting, and secondly, the information will be consistent when moving around the park.

### **Entry Signage**

The entry signs will be displayed at all main entry points to the park. These signs may also be displayed within larger parks or those with less defined entry points. Historically, the regulatory information has tended to be the most prominent message of the sign. The new style sign (see attachment) has been designed so that the attractions within the park become the prominent message.

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Park name	this will be clearly visible from the street and welcome people to the park.
Attractions	this will advise people of the main attractions within the park and be clearly visible from the street and car parking areas.
Regulatory Information	there is a requirement for entry signage to a park to display regulatory signage which clearly articulates the restrictions that apply within the park. The sign must clearly display possible penalties that apply within the park.
How to contact Council	this section of the sign is designed to allow people to contact Council with any concerns they may have with the facility. Council's phone number and email address are displayed on the sign along with a Q reader code. This code if scanned by a smart phone will automatically take you to Council's web page and ore specifically to the section where you can raise any issues.

The entry signs shown on the attachment will be provided on all parks and will vary in size depending on the location and amount of information required to be provided. Generally the size would be 900mm x 1200mm. This entry sign in a large regional style parks may be complimented with a plinth style sign or wall style sign such as at Koshigaya Park. The architectural style signs would be a site specific design and generally not contain all the information as an entry sign.

### **Internal Signage**

These signs are aimed to be more specific about the information they provide. The signs will provide information about the area of the park you are visiting. These signs if required may be repeated within that area of the park and they may take many forms. For example, for BBQ's it is proposed to have stickers placed appropriately advising people of hot surfaces and that adult supervision is required. With external exercise equipment a single square post could be erected with signs advising people on how to use of the equipment.

The signs will have an area reference for the park which will allow easier reporting of any issues. Area reference signage will also be provided on main structures such as BBQ, picnic shelters and playground shade structures. At various locations within the park, patrons will see Council contact details and smart phone access.

It is intended that internal signage will be incorporated where possible on existing structures in order to reduce the number of additional post and signs reducing the maintenance cost of the park.

Other internal signage will contain the following information such as Directional, Educational, Advisory, Warning, Regulatory and how to contact Council.

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### **Implementation**

The entry signs to the parks will be installed on a systematic basis commencing with Council's more prominent parks. Each of the entry signs including installation will be in the order of \$500 each. The internal signage will be installed in a similar manner to the entry signs though priority will be given to high risk areas and areas identified by Compliance and Operational Staff.

All signs both internal and external will be coated with an anti-graffiti protection to allow easy cleaning.

In the current year's budget an amount of \$30,000 has been set aside to immediately commence the roll out of these signs with further funds being proposed as part of next year's Better Town Program.

### **Officer's Recommendation**

That Council adopt the Park signage strategy as outlined in the body of the report.

### **Committee's Recommendation: (Dobson/Glynn)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 88**

That the Officer's Recommendation be adopted.

---

## ATTACHMENT



*Welcome to*  
**MARSDEN PARK**

**TOILETS**  
**ACCESSIBLE TOILETS**

**PICNIC AREA**  
**BBQ**  
**SHARED PATH**  
**EXERCISE EQUIPMENT**  
**PLAY EQUIPMENT**

The following is prohibited in this public place unless approved by Campbelltown City Council  
Penalty may exceed \$110 in accordance with the Local Government Act 1993

**NO DOGS OFF LEASH**  
**NO SWIMMING**  
**NO ALCOHOL**  
**NO FIRES**  
**NO FISHING**  
**NO VEHICLES**  
**NO REMOTE TOYS**  
**NO GOLF**

*A city of choice and opportunity in a natural environment*

Please contact Campbelltown City Council to report any damage at this location

 Phone. 4645 4000 or visit our website  
[www.campbelltown.nsw.gov.au](http://www.campbelltown.nsw.gov.au) 

## **1.3 Ingleburn Railway Station - Access Improvements**

### **Reporting Officer**

Acting Director City Works

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### **Attachments**

Nil

### **Purpose**

To provide a status update on the upgrade works being undertaken at Ingleburn Railway Station by Transport for NSW as part of the Station Easy Access Program to improve access for passengers with limited mobility.

### **Report**

A report was presented to the Local Traffic Committee Meeting held 6 March 2014 regarding planned upgrade works to Ingleburn Railway Station. At the same time other station facilities are also being upgraded.

The upgrades include:

- provision of three new lifts
- new access ramps and covered walkways between the lifts and platforms
- reconfigured station entries
- new customer amenities
- improvements to the bus stop and canopy, taxi zone, bicycle storage and accessible parking
- formalised kiss and ride facilities

The works undertaken so far include site establishment and traffic management. The bus shelters on Ingleburn Road have been dismantled and several temporary shelters have been installed further south of the station. The bus stop has also been relocated further south.

Two temporary stairways have been installed adjacent to the bus stop south of Oxford Road and another near the taxi rank north of Oxford Road. Excavation works have also commenced in the rail corridor along Ingleburn Road.

It is anticipated that the Ingleburn Road side entry will be completed and opened in November 2014. The lift and walkways will be opened in March 2015 and the remainder of the project is due for completion by April 2015.

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Further progress updates will be provided to Council as they become available.

**Officer's Recommendation**

That the information be noted.

**Committee's Recommendation: (Borg/Glynn)**

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 88**

That the Officer's Recommendation be adopted.

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## **1.4 Koshigaya City 30th Anniversary Gift**

### **Reporting Officer**

Acting Director City Works

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### **Attachments**

Design Plan

### **Purpose**

To provide Council with information about the Koshigaya Sister City 30th Year Anniversary Gift.

### **Report**

The City of Campbelltown and the City of Koshigaya proclaimed the establishment of a Sister City Relationship on 11 April 1984 and this year will celebrate its 30th Anniversary.

The aim of the relationship is to promote the mutual understanding and goodwill between the two cities as well as enhancing the friendly relations between Japan and Australia. The relationship is acknowledged as one of the most enduring and successful Sister City relationships between Australia and Japan.

Our two cities have established and continued various programs over the past 30 years. These programs include four youth exchanges per year, an annual staff exchange and regular sporting and cultural exchanges and visits. Many citizens in both Cities have participated in these activities as well as numerous visits by the Sister City Association, Rotary and other organisations. The two cities have received numerous awards recognising the success of the relationship. Through these activities strong bonds have been developed between the citizens of both Campbelltown and Koshigaya.

On previous significant anniversaries both Campbelltown and Koshigaya have exchanged gifts. On this occasion, it has been agreed that in lieu of a gift, each city will construct a display structure within its own city. It is intended that Campbelltown's structure will be located in Koshigaya Park and Koshigaya's adjacent to the Campbelltown Forrest of Wild Birds.

The structure to be erected in Koshigaya Park will have four side panels which will detail information about the Sister City relationship, its history, Koshigaya City and its culture. The structure will stand approximately 2.5metres high and the panels will be approximately 80cm in width. (shown in the attached design plan)

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Later this year Council will host a delegation from Koshigaya City to commemorate the 30 year anniversary and it is envisaged that the display structure will be completed in time for this visit.

**Officer's Recommendation**

That the information be noted.

**Committee's Recommendation: (Borg/Dobson)**

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 88**

That the Officer's Recommendation be adopted.

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## **1.5 Roads and Maritime Services Forum**

### **Reporting Officer**

Manager Technical Services

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### **Attachments**

Nil

### **Purpose**

To provide information to Council regarding a recent Forum held by the Roads and Maritime Services (RMS) attended by representatives from Councils, WSROC and MACROC.

### **Report**

Council was invited to attend the Forum held Monday 19 May 2014 to discuss the RMS and Councils partnership relations. The main objective of the Forum was to:

- build trust and strengthen working relationships
- to focus on what we have in common
- to work as a team to coordinate the delivery of innovative and integrated outcomes
- to share information, knowledge and expertise.

The major issues discussed during the Forum were:

- the involvement of local Councils in the strategic planning of the region
- the delegation of more authority to local Councils regarding local area traffic management
- the provision of more funding/grants to improve traffic facilities in the region
- to develop better relationships in regard to road and asset management.
- the commitment of the NSW Government to walking, cycling and bus transport infrastructures.
- the outsourcing of maintenance functions, intelligent transport system (TIS) and traffic signals to the private sector.

The RMS will continue to conduct more Forum workshops with ROCS to further improve and strengthen relationships.

A Long Term Master Plan for cycling, bus services and walking infrastructure improvements is currently being reviewed by Council Officers and further details will be provided to Council.

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**Officer's Recommendation**

That the information be noted.

**Committee's Recommendation: (Glynn/Brticevic)**

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 88**

That the Officer's Recommendation be adopted.

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## **2. OPERATIONAL SERVICES**

**No reports this round**

## **3. ASSETS AND SUPPLY SERVICES**

### **3.1 T14/05 Pest Control Services**

#### **Reporting Officer**

Acting Manager Assets and Supply Services and Manager Operational Services

---

#### **Attachments**

The following confidential attachment has been distributed to Councillors under separate cover as numerous tenderers have indicated that the contents of their tender are commercial-in-confidence:

Evaluation and Pricing Matrix

#### **Purpose**

To advise Council of the tenders received for pest control services and recommend that Council accept the tender submitted by Rentokil Initial Pty Ltd t/as Rentokil Pest Control.

#### **History**

Council has an existing Contract for the provision of pest control services which is due to expire. As Council continues to utilise these services and the contract expenditure historically exceeds the legislative threshold of \$150,000, Council invited tenders for a new contract.

#### **Report**

##### **Legislation**

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Procedures.

##### **Contract Expenditure**

Funds for these works are allocated in Council's budget.

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### **Contract Term**

The term for this contract will be for a period of two years with an option for extension of 12 months.

### **Advertising of Tenders**

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 10 and 17 March 2014. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

### **Tenders Received**

Tenders closed on Tuesday 1 April 2014. Eight on-time responses were received from the following organisations:

- Impact Pest Control (NSW) Pty Ltd
- Jackoranda Group Services Pty Ltd t/as Expert Pest Control
- Paul Hosey t/as Billy Lanes Pest Control
- Pro Tech Property Care Pty Ltd t/as Drop Dead Pest Control
- Rentokil Initial Pty Ltd t/as Rentokil Pest Control
- Scientific Pest Management (Australia/Pacific) Pty Ltd t/as Scientific Pest Management (Australia/Pacific) Pty Ltd
- Smartbuilt (NSW) Pty Ltd
- Pestserv Pty Ltd as The Trustee for Pestserv t/as Pestfree

### **Tender Document**

Organisations were requested to submit the following information with their tender response:

- company details
  - company experience, particularly as they relate to the Services
  - details of any subcontractors and their experience, particularly as they relate to the Services
  - details of nominated resources, including supervisor details, a management plan of recruiting staff, and vehicle/equipment specifications
  - references
  - pricing
  - insurances
  - environmental practices
  - Work Health and Safety management systems
  - conflict of interest declaration
  - additional terms of contract, if proposed
-

### **Evaluation Process**

The Evaluation Panel, consisting of officers from Assets and Supply Services and Healthy Lifestyles evaluated the tenders against the following weighted assessment criteria:

- experience of the company
- nominated resources
- pricing
- work health and safety
- environmental commitment.

The Evaluation Panel used Council's standard 0-10 scoring system for all non-pricing criteria with 10 being the highest score.

The Work Health and Safety and Environmental Practices criteria were assessed on the basis of unsatisfactory, satisfactory or exceptional.

The scoring of tendered prices was determined based on the total of annual scheduled services over a three year period, applying indexation to Consumer Price Index if nominated.

### **Recommendation of the Evaluation Panel**

Rentokil Initial Pty Ltd t/as Rentokil Pest Control provided the best response to Council and is recommended for the provision of pest control services as they:

- provided satisfactory details on their company experience, particularly as they relate to the Services
- provided satisfactory details of recent similar contracts
- provided sufficient details of their nominated resources
- provided satisfactory work, health, safety and environmental documentation
- tendered the most competitive pricing to Council

### **Tenders Not Recommended**

Impact Pest Control (NSW) Pty Ltd, Pro Tech Property Care Pty Ltd t/as Drop Dead Pest Control, Smartbuilt (NSW) Pty Ltd and Pestserv Pty Ltd as The Trustee for Pestserv t/as Pestfree are not recommended as they tendered a more expensive price than the recommended tenderer. The Evaluation Panel did not consider there to be any advantage to Council for the increased cost.

Jackoranda Group Services Pty Ltd t/as Expert Pest Control was deemed non-conforming as no pricing was submitted with their tender response.

Paul Hosey t/as Billy Lanes Pest Control is not recommended as they:

- provided unsatisfactory work, health, safety and environmental documentation
  - tendered a more expensive price than the recommended tenderer. The Evaluation Panel did not consider there to be any advantage to Council for the increased cost.
-

Scientific Pest Management (Australia/Pacific) Pty Ltd t/as Scientific Pest Management (Australia/Pacific) Pty Ltd is not recommended as they

- did not provide satisfactory details of their company experience
- did not provide satisfactory details of their nominated resources
- provided unsatisfactory environmental documentation
- tendered a more expensive price than the recommended tenderer. The Evaluation Panel did not consider there to be any advantage to Council for the increased cost.

#### **Assurance of the Process Undertaken**

In accordance with Council's Procurement Procedures, a Tender Review Panel, consisting of members of Council's Executive reviewed the Tender to assure the process was undertaken in a manner that was fair, transparent and resulted in the best value outcome to Council.

#### **Management of Proposed Contract**

The Contractor will be subject to contract management and safety reviews throughout the duration of the contract in accordance with Council's contract management requirements.

#### **Officer's Recommendation**

1. That Council accept the offer of Rentokil Initial Pty Ltd t/as Rentokil Pest Control for the provision of pest control services for a period of two years with an option for extension of 12 months.
2. That the Contract documents be executed under the Common Seal of Council.
3. That the unsuccessful Tenderers be notified of the results of tender process.

#### **Committee's Recommendation: (Borg/Dobson)**

That the Officer's Recommendation be adopted.

**CARRIED**

#### **Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

#### **Council Resolution Minute Number 88**

That the Officer's Recommendation be adopted.

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## **3.2 Q14/04 Microsoft Enterprise Agreement**

### **Reporting Officer**

Acting Manager Assets and Supply Services and Manager Information Management and Technology

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### **Attachments**

The following confidential attachment has been distributed to Councillors under separate cover as numerous organisations have indicated that the contents of their quotation are commercial-in-confidence:

Evaluation and Pricing Matrix

### **Purpose**

The purpose of this report is to provide information regarding the renewal of Council's Microsoft's Enterprise Agreement for the supply of Microsoft Office Software.

### **History**

For many years, Council has chosen, and will continue to use, Microsoft Office Suite for its Server, Operating Systems and everyday use of Spreadsheet (MS Excel), Word Processing (MS Word), Database (Access), Email (Outlook), Presentation (PowerPoint) applications for staff and Councillors.

Council has an existing Contract for the provision of a Microsoft Enterprise Agreement which is due to expire. As Council continues to utilise these services and the contract expenditure historically exceeds the legislative threshold of \$150,000, Council invited quotations for a new contract through Local Government Procurement.

### **Report**

#### **Legislation**

This quotation process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Procedures.

#### **Contract Expenditure**

Funds for these works are allocated in Council's budget.

#### **Contract Term**

The term for this contract will be for a period of three years from 7 July 2014.

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### **Purchases Under Existing Contractual Arrangement**

For purchases over \$150,000, Council is exempt from inviting tenders if they utilise a contract established by any of the following agencies prescribed under s55 of the *Local Government Act 1993* for this purpose:

- ProcurePoint (Department of Commerce)
- MAPS Group Limited trading as Procurement Australia
- Local Government Procurement.

In this regard this purchase is conducted under Local Government Procurement LGP108-2 Microsoft Licensing and Associated Products & Services via Large Account Resellers (LARs).

Purchases made under the arrangements established by these procurement agencies are not required to receive formal approval from Council. However as the purchase is over \$150,000 it is considered appropriate to report the evaluation outcome to Council for its information.

### **Quotation Process**

Council sought quotations from all seven companies nominated under the Local Government Procurement (LGP) contract for Microsoft Licensing and Associated Products & Services via Large Account Resellers (LARs) LGP108-2 listed below:

- Data#3 Limited
- Datacom Systems (NSW) Pty Ltd
- Dell Australia Pty Ltd
- Dimension Data Australia Pty Ltd
- Insight Enterprises Australia Pty Ltd
- SoftwareONE Australia Pty Ltd
- Staples Australia Pty Ltd

The following six companies responded by the closing time:

- Data#3 Limited
- Datacom Systems (NSW) Pty Ltd
- Dell Australia Pty Ltd
- Dimension Data Australia Pty Ltd
- Insight Enterprises Australia Pty Ltd
- Staples Australia Pty Ltd

### **Quotation Document**

Organisations were requested to submit the following information with their quotation response:

- customer service - proposed customer service levels
  - customer service - dedicated account manager
  - customer service - amending license requirements
  - price
-

### **Quotations Not Accepted**

Data#3 Limited is not accepted as they did not provide satisfactory details of their service level agreement.

Datacom Systems (NSW) Pty Ltd submitted a conforming and a non-conforming quotation. The Evaluation Panel deemed both submissions were non-conforming as they submitted pricing for products that were not requested by Council and do not suit Council's environment.

Dell Australia Pty Ltd, Dimension Data Australia Pty Ltd and Staples Australia Pty Ltd are not accepted as their quoted pricing was not as competitive as the recommended organisation.

### **Accepted Quotation**

Insight Enterprises Australia Pty Ltd provided the best response to Council and is accepted for the provision of the Microsoft Enterprise Agreement as they:

- provided excellent details of their proposed customer service levels
- provided details of a dedicated account manager
- provided satisfactory details regarding amendments to licensing if required
- quoted competitive pricing to Council

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Glynn/Brticevic)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 88**

That the Officer's Recommendation be adopted.

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3.3 Campbelltown City Kangaroos Rugby League Club Amenities Upgrade - Fullwood Reserve, Claymore

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### **3.3 Campbelltown City Kangaroos Rugby League Club Amenities Upgrade - Fullwood Reserve, Claymore**

#### **Reporting Officer**

Acting Director City Works and Manager Healthy Lifestyles

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#### **Attachments**

1. Letter received 27 January 2014 from the Hon Jamie Briggs MP, Assistant Minister for Infrastructure and Regional Development (contained within this report).
2. Letter dated 14 January 2014 from the Regional Programmes Branch (contained within this report).

#### **Purpose**

To inform Council of a grant offer that has been received from the Australian Government's Community Development Grants programme for an amount of \$200,000 for the upgrade of Fullwood Reserve Amenities Building.

#### **Report**

For Council to receive the funding grant of \$200,000, a Project Proposal Form, which is provided by Community Development Grants section, must be completed and submitted by the 14 June 2014.

With regard to this project there is no requirement of Council to contribute additional funding to this grant. The funding amount is pre-allocated to Council on the basis that if Council provides satisfactory information in the Project Proposal Form, it will be awarded the grant.

#### **Facility**

The existing amenities building has a canteen, male and female toilets, and a storage area. The \$200,000 grant will provide sufficient funding to upgrade the amenities building with the construction of a disabled toilet, referees change room, new style shower cubicles, change room facilities and other minor works. The Campbelltown City Kangaroos Rugby League Club was consulted by Council's design section and have confirmed their acceptance to the new design.

Information required by the Community Development Grants programme is as follows:-

- details of the project, including timeframes for delivery and funding arrangements
  - expected project outcomes and benefits
  - business, design plans or feasibility studies
-

### 3.3 Campbelltown City Kangaroos Rugby League Club Amenities Upgrade - Fullwood Reserve, Claymore

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- details and credentials of the organisation and any related entities
- financial information including quotations, cost estimates and budgets
- and any other statutory approvals required for the project.

Once completed, the Project Proposal Form is forwarded to the Australian Government's Community Development Grants programme for review. If the review is satisfactory a Funding Agreement will be provided to Council for their authorisation and returned to the Community Development Grant programme for payment. If not, further clarification will be requested.

#### **Officer's Recommendation**

1. That Council accept the grant from the Australian Government's Community Development Grants programme for \$200,000 for the upgrade of Fullwood Reserve Rugby League Amenities Building.
2. That Council delegate the authority to sign the Funding Agreement to the General Manager.

#### **Committee's Recommendation: (Borg/Glynn)**

That the Officer's Recommendation be adopted.

#### **CARRIED**

#### **Council Meeting 3 June 2014 (Lake/Borg)**

That the Officer's Recommendation be adopted.

#### **Amendment (Borg/Lake)**

1. That Council accept the grant from the Australian Government's Community Development Grants programme for \$200,000 for the upgrade of Fullwood Reserve Rugby League Amenities Building.
2. That Council delegate the authority to sign the Funding Agreement to the General Manager.
3. That Council promotes through the media that the \$200,000 was funded from the Australian Government's Community Development Grant.

#### **Council Resolution Minute Number 88**

That the above amendment be adopted.

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## ATTACHMENT 1



### **The Hon Jamie Briggs MP**

Assistant Minister for Infrastructure  
and Regional Development  
Member for Mayo

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Mr Paul Tosi  
General Manager  
Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560

JAN17'14 07:55:15 RCVD

Dear Mr Tosi

The Australian Government has announced that it will fund its 2013 election commitments from the new \$342 million Community Development Grants programme.

I am writing to confirm provision of funding towards the Australian Government's election commitment of \$200,000 to the Campbelltown City Kangaroos Rugby League Club Amenities Upgrade project through the Community Development Grants programme.

The Community Development Grants programme is providing funding to a range of sporting and community infrastructure facilities across Australia. It will support economic growth and enhance liveability across Australia, and is a further demonstration of the Australian Government's commitment to local communities. This funding is in addition to our new National Stronger Regions Fund, which will provide \$1 billion over five years to local communities. Combined, these two programmes demonstrate the Government's commitment to economic growth, job creation and enhanced liveability across Australia's regions.

The Community Development Grants programme will be delivered by the Department of Infrastructure and Regional Development according to the highest standards of public accountability.

A representative of the Department will contact you shortly to discuss the assessment process, and the information which you need to provide to support the assessment. Given the importance of your project to your local community, I encourage you to work closely with the Department and to provide requested information as quickly as possible, so that arrangements for funding can be finalised and grant payments can commence.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jamie Briggs'.

**JAMIE BRIGGS**

14 JAN 2014

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Parliament House, Canberra ACT 2600  
Telephone: 02 6277 7020  
Facsimile: 02 6273 4126  
[www.minister.infrastructure.gov.au](http://www.minister.infrastructure.gov.au)

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## ATTACHMENT 2



**Australian Government**

**Department of Infrastructure and Regional Development**

Mr Paul Tosi  
General Manager  
Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560

JAN 17 '14 07:56:30 RCVD

Dear Mr Tosi

I refer to the letter from the Hon Jamie Briggs MP, Assistant Minister for Infrastructure and Regional Development, about the Australian Government's commitment to provide up to \$200,000 to deliver the Campbelltown City Kangaroos Rugby League Club Amenities Upgrade project as part of the Community Development Grants programme. I am writing to seek information to enable the Department to commence assessment of the project.

The programme will be administered by the Department of Infrastructure and Regional Development (the Department). Implementation arrangements and Guidelines for the Community Development Grants programme have been finalised and a copy of the Guidelines and Project Proposal form can be found at <http://investment.infrastructure.gov.au/funding/communitydevelopment>.

Could you please complete the Project Proposal form, submit it along with supporting documentation, via email to the Department at [cdg@infrastructure.gov.au](mailto:cdg@infrastructure.gov.au).

Project proposals are to be submitted to the Department within six months of the date of this letter. Projects are expected to be 'tender ready' at the time the form is submitted. If an extension to the submission close date is required, a request must be provided to the Department in writing. Please refer to Section 5 of the Guidelines for further information on submitting your proposal.

As outlined in the Guidelines and Project Proposal form, information required by the Department includes:

- details of the project, including timeframes for delivery and funding arrangements;
- expected project outcomes and benefits;
- business plans or feasibility studies;
- details and credentials of your organisation and any related entities;
- financial information including quotations, cost estimates and budgets; and
- any statutory and other approvals required for the project.

Based on the information you provide, the Department will undertake a value with public money assessment of the proposal, including a risk assessment. You will be contacted by the Department if further information is required to complete the assessment.

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3.3 Campbelltown City Kangaroos Rugby League Club Amenities Upgrade - Fullwood Reserve, Claymore

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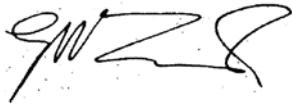
Where the Department requires independent professional assistance to appropriately address viability or sustainability, an Independent Viability Assessment (IVA) may be undertaken. You will be notified if the Department intends to undertake an IVA on your project proposal.

Once an assessment of the project has been completed, advice will be provided to the Assistant Minister for Infrastructure and Regional Development for consideration. If the project is approved, the Government will require you to enter into a Funding Agreement prior to any payments being made. The contractual arrangement may include strategies to mitigate or manage any identified risks.

Provision of funding is contingent upon the execution of appropriate contract documentation and settling of relevant project details. Therefore, any work on the project which is undertaken without a properly executed contract is at your own risk.

If you require further information please contact the Department by email at [cdg@infrastructure.gov.au](mailto:cdg@infrastructure.gov.au).

Yours sincerely



Gordon McCormick  
General Manager  
Regional Programmes Branch

14 January 2014

SCANNED

#### **4. EMERGENCY SERVICES**

**No reports this round**

#### **5. GENERAL BUSINESS**

##### **5.1 Unauthorised Commercial and Residential Advertising**

Councillor Borg referred to a number of road and roundabout signs that have commercial or residential signs illegally attached to them to advertise local business or garage sales and noted that some signs remain in place for long periods of time.

Council's Acting Manager Compliance Services advised that when Council Officer's are made aware of the signs, the persons responsible for placing the signs on the poles are contacted and asked to remove them immediately, where those responsible for the signs fail to comply with our direction, Council will remove them and look to issue a fine where possible.

##### **Committee's Recommendation: (Borg/Brticevic)**

That a report be presented outlining the process for dealing with unauthorised commercial and residential signs which are posted on road and roundabout signs across the Local Government Area.

**CARRIED**

##### **Council Meeting 3 June 2014 (Lake/Borg)**

That the Committee's Recommendation be adopted.

##### **Council Resolution Minute Number 88**

That the Committee's Recommendation be adopted.

##### **Confidentiality Motion: (Borg/Dobson)**

That the Committee in accordance with Section 10 of the *Local Government Act 1993*, move to exclude the public from the meeting during discussions on the items in the Confidential Agenda, due to the confidential nature of the business and the Committee's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

**CARRIED**

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## **19. CONFIDENTIAL ITEMS**

### **19.1 Confidential Report Directors of Companies**

#### **Reason for Confidentiality**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

There being no further business the meeting closed at 7.51pm.

P Lake  
CHAIRPERSON

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