

Reports of the City Works Committee Meeting held at 7.30pm on Tuesday, 1 April 2014.

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 1 April 2014

Present

Councillor P Hawker (Chairperson)
Councillor F Borg
Councillor G Brticevic
Councillor W Glynn
Director Business Services - Mr M Sewell
Director Community Services - Mrs L Deitz
Acting Director City Works - Mr G Mitchell
Acting Manager Business Assurance - Mr C Taylor
Acting Manager Customer Service - Ms J Uluibau
Acting Manager Compliance Services - Mr P Curley
Acting Manager Education and Care Services - Ms G Vickers
Manager Emergency Management and Community Safety - Mr R Blair
Manager Executive Services - Mr N Smolonogov
Manager Financial Services - Mrs C Mears
Manager Healthy Lifestyles - Mr M Berriman
Manager Information Management and Technology - Mrs S Peroumal
Manager Library Services - Mr G White
Manager Operational Services - Mr A Davies
Manager Technical Services - Mr K Lynch
Policy and Governance Coordinator - Ms J Warner
Executive Assistant - Mrs K Peters

Apology (Glynn/Brticevic)

That the apologies from Councillor Dobson and Councillor Lake 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.

Chairperson

In the absence of the Chairperson, Councillor Hawker was elected to Chair the meeting.

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

1. TECHNICAL SERVICES

1.1 Traffic Committee

Reporting Officer

Manager Technical Services

Attachments

1. Minutes of the Local Traffic Committee Meeting held on 6 March 2014 (contained within this report)
2. Minutes of the Campbelltown Traffic Committee Meeting held on 6 March 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 6 March 2014.

Report

RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE ON 6 MARCH 2014

Reports Listed for Consideration

LTC 14/6 Chardonnay Avenue, Eschol Park - Intersection Speed Concerns

1. That Council undertake a public consultation process regarding the proposed BB lines at the bend of Chardonnay Avenue near Tununda Place, Eschol Park as outlined in the body of the report.
2. That Council consult the affected residents and present the outcome to the Traffic Committee.

LTC 14/7 Evelyn Street, Macquarie Fields - Traffic Calming

That Council install the proposed traffic calming facilities and monitor them for a period of six months as described in the body of this report.

LTC 14/8 Geary Street and Menangle Road, Campbelltown - Intersection Safety Concerns

That Council forwards its advice to the Road and Maritime Services for review and appropriate action.

LTC 15/9 Ingleburn Road, Ingleburn - Portion 1 Construction Stage 1 Ingleburn Station Upgrade

That the information be noted.

RECOMMENDATIONS OF THE CAMPBELLTOWN TRAFFIC COMMITTEE ON 6 MARCH 2014

Reports Listed for Consideration

CTC 14/5 Bosci Road, Ingleburn - Semi Trailer Higher Mass Limits (HML) Application

1. That Council approves HML vehicle route as Brooks Road, Williamson Road, Henderson Road, Lancaster Street, Devon Road and Bosci Road.
2. That Council requests the Roads and Maritime Services (RMS) to assess the structural integrity of the bridge across Bow Bowing Creek on Stennett Road to allow for a second HML access route from Devon Road to Williamson Road.
3. That Council requests the Roads and Maritime Services to assess the structural integrity of the culvert on Williamson Road north of Stennett Road to allow assessment of future route options to be available.
4. Council approves in principle the HML vehicle route from Devon Road to Williamson Road along Stennett Road, subject to structural integrity report on the bridge and Council Road Network.

CTC 14/6 Campbelltown Hospital Redevelopment - Proposed access off Appin Road

That Council support the proposal and provide comments to the applicant (NSW Health) as outlined in the body of the report.

CTC 14/7 Fuchsia Crescent, Macquarie Fields - New School Zone

That the information be noted.

CTC 14/8 Fields Road, Macquarie Fields - Introduction of 40km/hr High pedestrian Activity Area

That Council support Option 2 suggested by Roads and Maritime Services to introduce a speed limit of 50km/hr on Fields Road between Macquarie Road and Henderson Road.

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 6 March 2014 be adopted.

Committee's Recommendation: (Glynn/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 8 April 2014 (Hawker/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 45

That the Officer's Recommendation be adopted.

ATTACHMENT 1



LOCAL TRAFFIC COMMITTEE MINUTES

6 March 2014

LOCAL TRAFFIC COMMITTEE

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

Minutes Summary

ITEM TITLE

LOCAL TRAFFIC COMMITTEE MINUTES

1. ATTENDANCE
3. CONFIRMATION OF MINUTES
4. BUSINESS ARISING FROM MINUTES
5. REPORTS LISTED FOR CONSIDERATION
- LTC 14/6 Chardonnay Avenue, Eschol Park - Intersection Speed Concerns
- LTC 14/7 Evelyn Street, Macquarie Fields - Traffic Calming
- LTC 14/8 Geary Street and Menangle Road, Campbelltown - Intersection Safety Concerns
- LTC 14/9 Ingleburn Road, Ingleburn - Portion 1 Construction Stage 1 Ingleburn Station Upgrade

6. LATE ITEMS

No reports this round

7. GENERAL BUSINESS

No reports this round

8. DEFERRED ITEMS

No reports this round

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 6 March 2014

1. ATTENDANCE

Campbelltown City Council

Councillor G Greiss (Chairperson)
Manager Technical Services - Mr K Lynch
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

Mr J Suprain

Police Representatives

Senior Constable M Davies

Bus Companies

Busways – Mr S Grady
Interline – Mr B East

Representatives of Local Members of Parliament

Mr R James

Acknowledgement of Land

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

3. CONFIRMATION OF MINUTES

The Minutes of the previous meeting held on 6 February 2014 were confirmed by the City Works Committee held on 4 March 2014 and adopted by Council at its meeting held on 11 March 2014.

4. BUSINESS ARISING FROM MINUTES

No reports this round

5. REPORTS LISTED FOR CONSIDERATION

LTC 14/6 Chardonnay Avenue, Eschol Park - Intersection Speed Concerns

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

Attachments

1. Plan showing proposed line marking (J12554)
2. Speed radar results

Background (6/3/2014)

Council has received a letter from a resident about vehicles losing control on the bend of Chardonnay Avenue near Tununda Place, Eschol Park. These incidents are causing safety concerns to the local residents.

Due to these concerns Council installed a speed radar near Tununda Place to check the volume and speed of motorists. The analysis reveals that approximately 165 cars travel on this road every day which is considered a low volume of traffic compared to the density of the houses in this location. The majority of the traffic seems to be generated within the street itself. The 85th percentile speed factor along Chardonnay Avenue is within the signposted speed limit with the occasional instances of motorists exceeding this limit.

Council Officers have also checked the accident history of this street and it is noted that there have been no reported accidents for the past five years in the period ending 2012.

The data that Council Officers have collected does not indicate that there is a significant issue within the street. To better define the lanes around the bend, it is proposed that BB lines be considered at the bend of Chardonnay Avenue and Tununda Place (as shown on the attached plan).

The proposed treatment will result in the loss of parking in the street, therefore it is recommended that the affected residents of 16, 18, 20, 37, 43, 45 Chardonnay Avenue and 1 and 2 Tununda Place be consulted and the outcomes be presented to the Traffic Committee.

Officer's Recommendation

1. That Council undertake a public consultation process regarding the proposed BB lines at the bend of Chardonnay Avenue near Tununda Place, Eschol Park as outlined in the body of the report.
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2. That Council consult the affected residents and present the outcome to the Traffic Committee.

Discussion (6/3/2014)

The Manager Technical Services advised that following concerns regarding poor driver behaviour on the bend of Chardonnay Avenue near Tununda Place, Eschol Park. Due to these concerns Council installed speed radar, however traffic data history has revealed that the speeds are within the limits.

As outlined in the report the proposed treatment will result in the loss of resident parking and it is suggested that Council undertake public consultation to seek further comments.

Following further discussion the Committee supported the recommendations as presented.

Recommendation of the Local Traffic Committee

1. That Council undertake public consultation regarding the proposed BB lines at the bend of Chardonnay Avenue near Tununda Place, Eschol Park as outlined in the body of the report.
 2. That Council consult the affected residents and present the outcome to the Traffic Committee.
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LTC 14/7 Evelyn Street, Macquarie Fields - Traffic Calming

Previous Report: LTC07/21, City Works Committee 08/10/2013

Electorate: Macquarie Fields

Author Location: Traffic and Road Design Unit

Attachments

Traffic Management Plan (J12231)

Background (6/3/2014)

Council at its City Works Committee meeting on 8 October 2013 resolved to undertake a community consultation in Evelyn Street, Macquarie Fields in regards to the provision of traffic calming devices. It was further resolved that the outcome of the consultation be presented to the Traffic Committee for its consideration.

Consultation with the residents was carried out and the comments were received by 7 December 2013. It was confirmed that out of the 142 residents in the street only five responded.

It was noted that two of the residents are not in favour of the provision of any calming devices as they have never experienced any speeding concerns in the street. One respondent has requested for a stop sign and a 50km/hr speed sign on Wills Road (60km/hr zone) with the intersection to Evelyn Street to advise motorists of the change in speed zone. The other two respondents would like Council to proceed with the speed calming devices.

As the remaining 137 residents have not made any comments, it can be considered that there is minimal objection/concerns in regards to the proposed arrangements.

Following the assessment of the information received, it is recommended that Council install the proposed traffic calming facilities/devices and monitor the driver behaviour for a period of six months to see if there are any further driver behavioural issues.

Officer's Recommendation

That Council install the proposed traffic calming facilities and monitor them for a period of six months as described in the body of this report.

Discussion (6/3/2014)

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

Recommendation of the Local Traffic Committee

That Council install the proposed traffic calming facilities and monitor them for a period of six months as described in the body of this report.

**LTC 14/8 Geary Street and Menangle Road, Campbelltown -
Intersection Safety Concerns**

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

Attachments

1. Plan showing proposed stop sign and line (J12555)
2. Letter from Member for Wollondilly

Background (6/3/2014)

Council has received concerns from the community about vehicles having difficulty turning right out of Geary Street onto Menangle Road, Campbelltown. This activity is causing heightened traffic safety concerns for motorists travelling on these roads.

A representation has been made to Council from a member of the community through the Member for Wollondilly requesting the installation of a stop sign and traffic line treatment in conjunction with the existing median traffic devices on Geary Street (as shown in the attached plan).

Since access from Geary Street is on Menangle Road the ownership is with the Roads and Maritime Services (RMS). It is recommended that this request be forwarded to RMS for their review and appropriate action. It is also recommended to review the performance of this intersection.

Officer's Recommendation

That Council forwards its advice to the Roads and Maritime Services for review and appropriate action.

Discussion (6/3/2014)

The Manager Technical Services advised of a number of concerns from the community regarding difficulty for vehicles turning right out of Geary Street onto Menangle. It has been suggested that a 'Stop' sign and traffic line treatment be installed.

The Busways representative advised that a number Busways drivers have complained recently that in the morning peak periods and afternoons when the pedestrian lights are on red the intersection is blocked with traffic and requested that 'Keep Clear' be marked on the road.

Following discussion it was agreed that advice be forwarded to the Roads and Maritime Services for review with the suggestion of a 'Stop sign' and 'Keep Clear' marking on the road.

Recommendation of the Local Traffic Committee

That Council forwards its advice to the Roads and Maritime Services for review and appropriate action.

LTC 14/9 **Ingleburn Road, Ingleburn - Portion 1 Construction Stage 1 Ingleburn Station Upgrade**

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

Attachments

Construction Staging Plan Portion 1 Stage 1 Ingleburn Station

Background (6/3/2014)

Council Officers have received construction delineation staging plans for Ingleburn Station Upgrade from contractors ARENCO (NSW) Limited. Transport for NSW (TfNSW) is currently implementing a Station Easy Access Program for Ingleburn Station that will improve access for passengers with limited mobility. At the same time other Station facilities are also being upgraded. ARENCO are seeking permission to occupy the construction area as indicated by delineation plans that shows where fencing, hoarding and rigid barriers are to be placed to undertake the works.

The project will include:

- Provision of 3 new lifts
- New access ramps and walkways between the lifts and platforms
- Ingleburn Road side entry widening plus canopy
- Rail operational facilities and offices
- Modification and upgrade of Kiss and Ride zone, Taxi and Accessible Parking, bike racks, and associated civil and landscape works
- New bus stop and canopy structure

Although Council has been briefed about the project, Council Officers have not seen final detail plans showing the configuration of the new Taxi Rank and the new accessibility parking spaces (4 spaces) in Ingleburn Road, north of Oxford Road.

Whilst the works are being undertaken on the Ingleburn Road entry to the station access along the footpath opposite Oxford Road will be blocked. In order for patrons to access the western platform modifications are being carried out to the existing stairs on the southern end of the station. To safely convey people across Ingleburn Road a temporary pedestrian crossing to the south of Oxford Road is being recommended by the contractor.

The proposed temporary crossing is located through existing bus zones on the western side of Ingleburn Road and through a 1/4P central parking area. This will mean the temporary relocation of parking restrictions. Council will be requesting improved street lighting at the crossing.

In order to convey pedestrians across the bus interchange area it is proposed to construct a raised pedestrian crossing rather than installing new pram ramps which would have to be removed at the end of the project. Either side of Ingleburn Road road pavement will be raised to match top of the kerb.

It is recommended that ARENCO submit detail sign and line marking plans for the temporary crossing showing also alternative arrangements for the bus stop areas. A road safety audit report on these changes should also be provided. It is also recommended that ARENCO consult with stakeholders such as Interline and Busabout Bus Services and local businesses in providing changes to the bus zones and parking restrictions. Similarly, ARENCO is to consult with the Taxi Council of NSW and local taxi operators regarding the required changes for the temporary relocation of the Taxi Zone.

As part of Council's approval a road occupancy application will be requested, which will entail the provision of traffic control plans.

Officer's Recommendation

That the information be noted.

Discussion (6/4/2014)

The Committee were advised that during the construction works for Ingleburn Station upgrade a temporary crossing will be located through the existing bus zones on the western side of Ingleburn Road and also temporary relocation of parking restrictions.

The Interline representative expressed concern at the location of the pedestrian crossing and the difficulty that will be experienced with buses driving into the bus zones. The Manager Technical Services advised that the contractors would be consulting with the bus companies, taxi operators and local business regarding the temporary relocations.

The Roads and Maritime Services representative asked the anticipated duration of the works and was advised that the temporary works should be completed within three to six months.

Council is still awaiting the release of the submission report to assess the final details proposed for the taxi and kiss and ride areas.

Following completion of the works there would be no impact on traffic flow in the area as the works were only to improve access into the Station.

Recommendation of the Local Traffic Committee

That the information be noted.

6. LATE ITEMS

No reports this round

7. GENERAL BUSINESS

No reports this round

8. DEFERRED ITEMS

No reports this round

There being no further business the meeting closed at 9.26am.

G Greiss
CHAIRPERSON

ATTACHMENT 2



CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES

6 March 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.

Minutes Summary

ITEM TITLE

CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES

1. ATTENDANCE

3. CONFIRMATION OF MINUTES

4. BUSINESS ARISING FROM MINUTES

5. REPORTS LISTED FOR CONSIDERATION

CTC 14/5 Bosci Road, Ingleburn - Semi Trailer Higher Mass Limits (HML)
Application

CTC 14/6 Campbelltown Hospital Redevelopment - Proposed access off
Appin Road

CTC 14/7 Fuchsia Crescent, Macquarie Fields - New School Zone

CTC 14/8 Fields Road, Macquarie Fields - Introduction of 40km/hr High
Pedestrian Activity Area

6. LATE ITEMS

No reports this round

7. GENERAL BUSINESS

No reports this round

8. DEFERRED ITEMS

No reports this round

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 6 March 2014

1. ATTENDANCE

Campbelltown City Council

Councillor G Greiss (Chairperson)
Manager Technical Services - Mr K Lynch
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

Mr J Suprain

Police Representatives

Senior Constable M Davies

Bus Companies

Busways – Mr S Grady
Interline – Mr B East

Representatives of Local Members of Parliament

Mr R James

Acknowledgement of Land

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

3. CONFIRMATION OF MINUTES

The Minutes of the previous meeting held on 6 February 2014 were confirmed by the City Works Committee held on 4 March 2014 and adopted by Council at its meeting held on 11 March 2014.

4. BUSINESS ARISING FROM MINUTES

No reports this round

5. REPORTS LISTED FOR CONSIDERATION

CTC 14/5 Bosci Road, Ingleburn - Semi Trailer Higher Mass Limits (HML) Application

Previous Report: CTC 13/31
Electorate: Campbelltown
Author Location: Traffic and Road Design Unit

Attachments

Higher Mass Limit Vehicle Access Route Plan

Background (6/3/2014)

The Roads and Maritime Services (RMS) have forwarded applications from two companies seeking approval to allow travel of Higher Mass Limit (HML) vehicles to access 7 Bosci Road, Ingleburn.

The HML access routes are being requested for Brooks Road, Williamson Road, Henderson Road, Lancaster Street, Devon Road, Bosci Road and Devon Road to Williamson Road via Stennett Road. Council has already approved HML access route from Brooks Road to Memorial Avenue (refer to CTC 13/31) and the subject route is an extension of this route.

The type of vehicle required to be approved for travel on the proposed access route is for HML of 45.5t semi-trailer. The standard vehicle configuration consists of a 19 meter (6 axles) semi-trailer with a Gross Mass Limit of 42.5 tonnes. Once the vehicle is fitted with a Road Friendly Suspension (RFS) system, it is classed as HML and can carry up to 45.5t which improves the productivity of the standard vehicle significantly without impacting existing traffic devices.

The assessment of the local roads and adjoining infrastructure between Brooks Road and Devon Road was carried out by Council Officers and the Officers from Roads and Maritime Services (RMS) and was found suitable to carry HML vehicles.

It is proposed that the HML route from Brooks Road to Bosci Road via Devon Road be considered for approval.

In regards to the second HML access route from Devon Road to Williamson Road via Stennett Road, assessment of road pavement except for the bridge across Bow Bowing Creek on Stennett Road is being carried out by Council. In the past RMS has helped Council in assessing the structural integrity of the bridges and would request RMS to extend their help to perform the appropriate assessment of this bridge. Once this information is received, a report would be presented to the committee for approval of this route.

It is further proposed that Council request RMS to assess the culvert on Williamson Road north of Stennett Road as it is foreseen that Williamson Road may be implemented as HML route in the near future.

Officer's Recommendation

1. That Council approves HML vehicle route as Brooks Road, Williamson Road, Henderson Road, Lancaster Street, Devon Road and Bosci Road.
2. That Council requests the Roads and Maritime Services (RMS) to assess the structural integrity of the bridge across Bow Bowing Creek on Stennett Road to allow for a second HML access route to from Devon Road to Williamson Road.
3. That Council request the Roads and Maritime Services to assess the structural integrity of the culvert on Williamson Road north of Stennett Road to allow assessment of future route options to be available.
4. Council approves in principle the HML vehicle route from Devon Road to Williamson Road along Stennett Road, subject to structural integrity report on the bridge and Council Road Network.

Discussion (6/3/2014)

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

Recommendation of the Campbelltown Traffic Committee

1. That Council approves HML vehicle route as Brooks Road, Williamson Road, Henderson Road, Lancaster Street, Devon Road and Bosci Road.
 2. That Council requests the Roads and Maritime Services (RMS) to assess the structural integrity of the bridge across Bow Bowing Creek on Stennett Road to allow for a second HML access route to from Devon Road to Williamson Road.
 3. That Council request the Roads and Maritime Services to assess the structural integrity of the culvert on Williamson Road north of Stennett Road to allow assessment of future route options to be available.
 4. Council approves in principle the HML vehicle route from Devon Road to Williamson Road along Stennett Road, subject to structural integrity report on the bridge and Council Road Network.
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CTC 14/6 **Campbelltown Hospital Redevelopment - Proposed access off Appin Road**

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

Attachments

Plan showing detail intersection design of vehicular access off Appin Road

Background (06/03/14)

Council has been advised that NSW Health Infrastructure is proposing an access off Appin Road to Campbelltown Hospital. This plan is presented to Traffic Committee for its endorsement.

The proposed road works has following salient features which include:

1. The provision of a left in/ left out T- intersection with raised Central Island in Appin Road approximately 80m on the northbound approach of Narellan Road and Appin Road traffic signals (refer 1 on the plan).
2. The extension of the existing 3.5 m wide left turn slip lane 2 by 115m (approx.) on the approach of Narellan Road. The left turn lane is separated by providing 0.6m wide raised median for a length of 45m (south from the stop line) and continued by painted median with warning strips (Slip lane 2-refer 2 on the plan).
3. In addition to the extension of the slip lane 2 the T- intersection is provided with a 3.5m wide deceleration lane of 105m in length (refer 3 on the plan).
4. Provision of a 1.5m wide cycle lane in northbound direction for a length of 200m on the approach of Appin Road and Narellan Road intersection.

Council Officers have reviewed the proposed access road plans and have the following suggestions to enhance safety at the intersection:

1. Extend the proposed 0.6m wide median further south replacing the painted median with a raised median as this would force the motorists exiting the Hospital to remain in slip lane 2 and hence would avoid the conflict with the northbound through traffic on Appin Road (refer 4 on the plan).
 2. It is proposed to consider extending the storage length of the slip lane 1 and 2 and provide a 0.6m wide raised median (approximately 74m in length) which would separate the slip lane 1 inclusive of cycle lane and slip lane 2. This would not only
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- define the left slip lane to the hospital and enhance the safety of cyclists but would also help in the free flow of traffic on Appin Road (refer 5 on the plan).
3. The plan shows two left turn arrows at the start of the left turn deceleration lane. This would give an impression to the motorists that both the lanes are turning left into Hospital and could cause conflict at the T-intersection. It is proposed that these two arrows be replaced by straight arrows (refer 6 on the plan).
 4. Replace the C1 line marking with L5 line marking (approximately 64m in length) to separate the traffic in lane 1 and in Slip Lane 2, as shown on the plan for smooth flow of the traffic (refer 7 on the plan).
 5. The median opening located 140m (approx.) south of Narellan Road and Appin Road intersection provides a northbound right turn into the driveway to the houses along southbound lane. This opening could encourage the southbound drivers to make U-turn trying to get into hospital. To discourage such U-turns, it is proposed that the median be redesigned and a No U-turn sign (R2-5) be provided (refer 8 on the plan).
 6. The plan shows an existing footpath on the north western side of Appin Road has a missing link. Footpath should be extended providing pram ramps on both side of the proposed entry road (refer 9 on the plan).
 7. The proposed cycle lane on the northbound approach to the intersection of Narellan Road and Appin Road needs to be reviewed by RMS as there is a critical pinch point. Provision of an off road cycle link or shared path past the new hospital entrance/ exit should be considered. This cycle lane could extend to Therry Road (Refer 10 on the plan).
 8. Provide the give way line marking (TB1) at the intersection of future mental health road as per RMS guidelines (refer 11 on the plan).

It is recommended that council supports the proposal and the plan be forwarded to the Roads and Maritime Services for their assessment and approval.

Officer's Recommendation

That Council support the proposal and write to RMS for their assessment and approval.

Discussion (6/3/2014)

The Manager Technical Services advised that as part of the Campbelltown Hospital redevelopment, temporary access was granted off Appin Road into Campbelltown Hospital.

It is now proposed that this access become permanent in and out of the Hospital. Council has been requested to assess a plan and a number of issues have been identified.

The Roads and Maritime Services representative advised that he was not aware of these permanent arrangements, however following further discussion it was agreed that Council support the proposal as outlined in the report.

Recommendation of the Campbelltown Traffic Committee

That Council support the proposal and provide comments to the applicant (NSW Health) as outlined in the body of the report.

CTC 14/7 Fuchsia Crescent, Macquarie Fields - New School Zone

Previous Report: CTC10/13, 12/31
Electorate: Macquarie Fields
Author Location: Traffic and Road Design Unit

Attachments

Locality Plan showing proposed School Zone

Background (6/3/2014)

The Roads and Maritime Services are advising Council that a 230m School Zone will be installed in Fuchsia Crescent, Macquarie Fields on 17 March 2014 (weather permitting). School zone signs, pavement patching and dragon's teeth will highlight the 40km/h zone. Once installed traffic speeds will be enforceable.

Fuchsia Crescent is a loop road off Saywell Road that services the rear of Macquarie Fields High School as a pedestrian access and parent drop off and pick up zone. This road is similar in nature to Wattle Avenue at the rear of Macquarie Fields Public School that has a school zone.

The Traffic Committee has addressed a number of reports in the past about motorists speeding in the street. The matter had previously been referred to the Police for their attention.

Officer's Recommendation

That the information be noted.

Discussion (6/3/2014)

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

Recommendation of the Campbelltown Traffic Committee

That the information be noted.

**CTC 14/8 Fields Road, Macquarie Fields - Introduction of
40km/hr High Pedestrian Activity Area**

Previous Report: LTC13/26
Electorate: Macquarie Fields
Author Location: Traffic and Road Design Unit

Attachments

Locality Map

Background (6/3/2014)

Council at its committee on 5 September 2013 decided to forward a request to Roads and Maritime Services (RMS) to consider the introduction of 40km/hr High Pedestrian Activity Area (HPAA) on Fields Roads between Macquarie Road and Henderson Road, Macquarie Fields.

Following this request, the RMS Officers conducted site investigations and subsequently held a site meeting with Officers from Council's Technical Services. The following issues were discussed during the site visit:

- There have been no crashes involving pedestrians on Fields Road between Macquarie Road and Henderson Road.
- The road in its current state is not suitable for a 40km/hr HPAA as its design does not enforce a low speed environment.
- The road is quite wide which does not visually inform motorists that they are entering a low speed environment.
- The road would require traffic calming/narrowing devices approximately every 100 meters to reinforce the HPAA. This arrangement would result in a loss of parking.

Based on the above discussions, RMS concluded that the road is not suitable for 40Km/hr HPAA but have suggested that the following options can be considered;

1. Introduce a speed limit of 50km/hr on Fields Road between Parliament Road and Henderson Road. The s-bend south of Parliament Road acts as a speed control device which will help to achieve the set speed limit.
 2. Introduce a speed limit of 50km/hr on Fields Road between Macquarie Road and Henderson Road.
-

It is therefore proposed that the Traffic Committee discuss the above options and advise of the recommendation following which Council would write to RMS for consideration.

Officer's Recommendation

Item for discussion.

Discussion (6/3/2014)

Following discussion on the proposed options it was agreed that the Traffic Committee support Option 2 as suggested by Roads and Maritime Services to introduce a speed limit of 50km/hr on Fields Road between Macquarie Road and Henderson Road.

Recommendation of the Campbelltown Traffic Committee

That Council support Option 2 suggested by Roads and Maritime Services to introduce a speed limit of 50km/hr on Fields Road between Macquarie Road and Henderson Road.

6. LATE ITEMS

No reports this round

7. GENERAL BUSINESS

No reports this round

8. DEFERRED ITEMS

No reports this round

There being no further business the meeting closed at 9.55am.

G Greiss
CHAIRPERSON

1.2 Footpath Construction Program 2013-2014 - Stage 2

Reporting Officer

Manager Technical Services

Attachments

Nil

Purpose

For Council to adopt the projects proposed for Stage 2 of the 2013-2014 Footpath Construction Program.

History

Council has adopted a Footpath Strategy, which identifies a range of criteria to be used in determining the overall priority of requests that Council receives for new footpaths.

This strategy also identifies a more sustainable coordinated approach to the development of Council's entire footpath network.

Council is continually reviewing the Footpath Strategy with the Pedestrian Access Mobility Plan. This will form the basis for further developing the footpath network in the future.

In assessing requests for new footpaths, Council utilises the following criteria:

- whether there is an obvious wear path in the existing footpath, caused by pedestrian activity
- how close the footpath is to high pedestrian activity areas, such as schools or shopping centres
- whether the footpath completes a missing link in the footpath system
- whether elderly or disabled pedestrians use the footpath
- whether the existing footpath surface creates a hazard for pedestrians
- how much vehicle traffic occurs along the route.

Report

Council's 2013-2014 budget for new footpaths was \$250,000 and is divided into two stages.

Stage 1 consists of \$236,022 of new footpath works and the locations have previously been reported to Council.

As part of the program of works an amount of \$13,978 was set aside to complete missing link sections of footpath that were identified throughout the year.

The Stage 2 locations are:-

- The Parkway Bradbury on the west side from the existing footpath to Ainsley Lane (92m)
- Warby Street Campbelltown on the south side from the existing footpath to Queen Street (46m).

The additional \$2322 will be funded from savings from Stage 1 works.

The community continues to request the provision of new concrete footpaths to provide better and safer access for pedestrians of all ages and abilities. In support of the community requests, Council continues to actively pursue funding opportunities that enhance the footpath budget.

Officer's Recommendation

That Council adopt Stage 2 of the 2013-2014 Footpath Construction Program as detailed in the body of the report.

Committee's Recommendation: (Brticevic/Glynn)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 8 April 2014 (Hawker/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 45

That the Officer's Recommendation be adopted.

3.1 T14/03 Supply And Installation Of A Gross Pollutant Trap And Associated Diversion Works At Rose Park, Minto

2. OPERATIONAL SERVICES

No reports this round

3. ASSETS AND SUPPLY SERVICES

3.1 T14/03 Supply and Installation of a Gross Pollutant Trap and Associated Diversion Works at Rose Park, Minto

Reporting Officer

Acting Manager Assets and Supply and Manager Technical 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 the supply and installation of a Gross Pollutant Trap and associated diversion works at Rose Park, Minto and recommend that Council not accept any tenders.

History

The Manager Technical Services identified a requirement for the supply and installation of a Gross Pollutant Trap and associated diversion structure works at Rose Park, Minto.

The project includes treatment of stormwater from a recently urbanised subdivision at Minto. This process includes two existing 1350mm pipes that discharge stormwater to an open (unlined) earthen creek within Rose Park near Townson Avenue, Minto.

A component of the tender was to design the associated diversion works including the concrete weir, headwall and retaining walls that would divert flows through the Gross Pollutant Trap and back through the earthen creek.

3.1 T14/03 Supply And Installation Of A Gross Pollutant Trap And Associated Diversion Works At Rose Park, Minto

Report

Two on-time responses were received from the following organisations:

- Brefni Excavation and Earthmoving Pty Ltd
- Celtic Civil Pty Ltd

After evaluation of the submissions, it was determined that:

- Brefni Excavation and Earthmoving Pty Ltd offered Council a substantially higher price in excess of Council's agreed budget and were excluded from any further evaluation
- Celtic Civil Pty Ltd did not provide an adequate concept design or satisfactory details of their methodology and design experience. The Evaluation Panel deemed the Tender to represent an unacceptable risk to Council.

The Evaluation Panel considered it appropriate that Council decline to accept the tenders in accordance with Clause 178(1)(b) Local Government (General) Regulation 2005 and re-scope the required services.

The Evaluation Panel recommends that, following a re-scoping of the requirements, fresh tenders be invited for the services in accordance with Clause 178(3)(b) Local Government (General) Regulation 2005.

Officer's Recommendation

1. That Council decline to accept all tenders for the supply and installation of a Gross Pollutant Trap and associated diversion works at Rose Park, Minto.
2. That Council re-scope the services required and invite fresh tenders in the near future.
3. That the tenderers are notified of the results of the tender process.

Committee's Recommendation: (Borg/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 8 April 2014 (Hawker/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 45

That the Officer's Recommendation be adopted.

3.2 T13/01 Management of Minto Indoor Sports Centre

Reporting Officer

Acting Manager Assets and Supply Services and Manager Property Services

Attachments

This 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 Management of Minto Indoor Sports Centre and recommend that Council accept the tender submitted by NSW Basketball Association Limited subject to the conditions outlined in this report.

History

Council had in place a contract with Young Men's Christian Association Limited (YMCA) for the management of Minto Indoor Sports Centre. This contract has expired and is continuing on a month to month basis.

Expressions of Interest (EOI) were subsequently sought for the management of the centre. The EOI enabled Council to gauge the options available from the market (Management Fee, Lease, or Licence). Following evaluation of the EOIs, the most appropriate management method was determined and Council sought selective tenders.

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.

Advertising of Expression of Interest

The EOI was advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle. The EOI was also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Expressions of Interest Received

Five on-time responses were received in respect to the EOI from the following organisations:

- Macarthur Basketball Association
- NSW Basketball Association Ltd
- Police Citizens Youth Clubs NSW Ltd
- Sport Central International Pty Ltd
- Young Men's Christian Association of Sydney.

During the evaluation period, Macarthur Basketball Association withdrew their submission.

Expression of Interest document

Organisations were requested to submit the following information with their expression of interest:

- experience, particularly as it relates to the required works
- proposal including proposed management model and fee, capital investment and maintenance and program development
- subcontracting details
- conflict of interest declaration

Expression of Interest Evaluation process

The Evaluation Panel agree to distribute the selective tender to the remaining four organisations that submitted an EOI. This would give all organisations equal opportunity to submit a tender based on the agreed management method of a licence fee payable to Council.

Selective tender

The selected companies were invited to tender on Friday 31 May 2013.

Contract Expenditure

Funds for the maintenance of the building are allocated in Council's budget. This contract will be a revenue based contract.

Contract Term

The term for this contract will be for a period of five years with an option to extend for a further three years.

Tenders Received

Tenders closed on Friday 21 June 2013. Four on-time responses were received from the following organisations:

- NSW Basketball Association Ltd
 - Police Citizen's Youth Club NSW Ltd
 - Sports Central International Pty Ltd
 - Young Men's Christian Association of Sydney.
-

Tender Document

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

- Tenderers experience, particularly as it relates to the management of a similar facility, proven ability to accommodate both representative and domestic basketball and experience in coordinating other sporting programs including school development and basketball development
- sub contracting details
- implementation plan
- business plan
- marketing plan
- annual licence fee
- proposed option term following initial contract term of five years
- fee structure
- insurances
- work health and safety management systems
- environmental practices
- conflicts of interest
- additional terms of contract.

Tender Evaluation Process

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

- tenderers experience
- business plan including marketing plan
- implementation plan
- licence fee
- 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 on the annual licence fee offered to Council.

Recommendation of the Evaluation Panel

The Evaluation Panel recommends that Council accept the tender received from NSW Basketball Association Limited as they:

- provided satisfactory details on their experience and their subcontractors experience with similar facilities
-

- provided details proving their ability to accommodate both representative and domestic basketball competitions
- provided details on experience in hosting state, national and pacific events, home shows, indoor hockey, school events and other lifestyle events
- Provided details on experience in running and coordinating events and competitions
- Provided details of a satisfactory implementation plan.

Tenders Not Recommended

Police Citizen's Youth Club NSW Ltd are not recommended as they:

- proposed an alternative to the licence fee, which was considered to not offer any additional benefit to Council.

Sports Central International Pty Ltd are not recommended as they:

- did not provide specific details or examples on the company's experience in managing a similar facility in Australia
- did not provide methodology for continuity of use by existing hirers
- did not provide a reference for a similar facility they have managed.

Young Men's Christian Association of Sydney are not recommended as they:

- submitted a fee proposal that was not as suitable as the recommended tenderer

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.

Licence agreement

The draft licence agreement was prepared by Council's solicitor and was included in the Request for Tender documentation as the basis of the agreement for proposed occupation of the premises.

Based on the recommended tenderer, the licence agreement would reflect the following general terms:

- licence fee: as per confidential attachment
 - fee review: CPI annually
 - permitted use: sporting and associated activities
 - term: five years with three year option period
 - outgoings: licensee to pay outgoings (including water and electricity).
-

Given that the licence is over community classified land, Council would also be required to give public notice of the proposal in accordance with Section 47 of the *Local Government Act 1993*. On this basis if any submissions are made objecting to the proposal a further report will be submitted to Council for its consideration.

Subject to the public notice of the proposal if no objections are made it is recommended that Council enter into a Licence Agreement with NSW Basketball Association Limited on the terms outlined in this report.

Officer's Recommendation

1. That Council accept the offer of NSW Basketball Association Limited for the provision of the management of the Minto Indoor Sports Centre for a period of five years with the option to extend for a further three years subject to the conditions outlined in the body of this report.
2. That the Licence Agreement be executed under the Common Seal of Council if required.
3. That the unsuccessful tenderers be notified of the results of the tender process.

Committee's Recommendation: (Glynn/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 8 April 2014 (Hawker/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 45

That the Officer's Recommendation be adopted.

4. EMERGENCY SERVICES

4.1 Campbelltown Local Emergency Management Committee

Reporting Officer

Manager Emergency Management and Community Safety

Attachments

Minutes of the Local Emergency Committee held 13 February 2014 (contained within this report)

Purpose

To advise Council of the outcome of the Campbelltown Local Emergency Management Committee meeting held 13 February 2014.

Report

This meeting was the Campbelltown Local Emergency Management Committee (LEMC) which included Council representatives, NSW Police, NSW Fire and Rescue, Department of Defence, State Emergency Service (SES) and Rural Fire Service (RFS) representatives.

The key issues that were discussed included:

Campbelltown Flood Studies

Flood Studies have now been completed by Council and is currently waiting to be considered and adopted by Council in principle. Once Council has endorsed the study then the consultation period will commence.

Cambridge Avenue Flood Coordination

The Committee was advised that the Cambridge Avenue Flood Coordination Traffic Management Plans are being finalised by Council.

Kentlyn Gardens Aged Care (Retirement Village)

RFS advised the Committee that a drive by inspection of Kentlyn Gardens Aged Care facility was undertaken in October 2013. From the inspection it was noticed that the nursing home appeared to be closed and the Retirement Village appeared to still be open. Confirmation of this is being sought.

LEMC Working Group – Isolated Communities/Community Protection Plan Wedderburn Update

RFS is still finalising the Community Action Plan for Wedderburn and once finalised the Action Plan will then be signed off by Commissioner.

Education Program to be held in Local Schools

The Committee discussed an educational program that was last run at local schools in high risk areas six years ago to help students understand the effects that fires have on the Community. The Committee agreed the program could be run again this summer.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Borg/Glynn)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 8 April 2014 (Hawker/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 45

That the Officer's Recommendation be adopted.

ATTACHMENT 1

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Minutes of the **LOCAL EMERGENCY MANAGEMENT COMMITTEE** Meeting held in the Emergency Operations Centre Sark Grove Minto on Thursday 13 February 2014 commencing at 1500 hours.

1. WELCOME

An Acknowledgement of Land was presented by the Acting Chairperson Richard Blair.

2. ATTENDANCE

Richard Blair	Campbelltown City Council – Manager Emergency Management and Community Safety (Acting Chair)
Kevin Lynch	Campbelltown City Council – Local Emergency Management Officer (LEMO)
Rick Weeding	Campbelltown City Council – Alternate Local Emergency Services Facilities Coordinator (LESFAC)
Mark Brett	NSW Police – Area Commander
Stuart Fisher	NSW Police – Regional Emergency Management Officer (REMO)
John Pearson	Rural Fire Service
Mick Carroll	NSW Fire and Rescue
Jim Kirkham	Department of Defence
Stephanie Radnidge	Ambulance Services NSW
John Dodd	State Emergency Services
Michael McInerney	Community Services
Anne Oakenful	NSW Department Primary Industries
Leanne Radley	Campbelltown City Council – Administrative Assistant

APOLOGIES

Paul Tosi	Campbelltown City Council – General Manager and Chair
Alan Davies	Campbelltown City Council – LESFAC
Philip Lindsay	NSW Fire and Rescue
Ian Shepherd	State Emergency Services – Controller
Denys Cato	Department of Health
Sean Gersbach	NSW Police – Macquarie Fields LAC – Local Emergency Operations Coordinator (LEOCON)

3. CONFIRMATION OF MINUTES

The minutes of the Campbelltown Local Emergency Management Committee (LEMC) meeting of 19 September 2013 were accepted. Kirkham/Lynch

4. BUSINESS ARISING FROM MINUTES

The LEMC Committee was informed that the pre bush fire season bus inspection of key areas did not take place in October 2013 due to all parties being busy and also the bush fire season starting earlier than expected. It was noted that an inspection date for the next bush fire season would be arranged earlier in future so all parties involved have adequate notice.

5. CORRESPONDENCE RECEIVED

Nil

6. AGENCY REPORTS

Police	Campbelltown LAC - Written report attached.
	Macquarie Fields LAC - Verbal report given in General Business.

LOCAL EMERGENCY MANGEMENT COMMITTEE MEETING

Minutes of the **LOCAL EMERGENCY MANAGEMENT COMMITTEE** Meeting held in the Emergency Operations Centre Sark Grove Minto on Thursday 13 February 2014 commencing at 1500 hours.

NSW F&R	Nothing to report.
RFS	Written report attached.
SES	Written report attached.
Council	Written report attached.
Health	Written report attached.
Ambulance NSW	Nothing to report.
Community Services	Nothing to report.
REMO	Written report attached.
Defence	Written report attached.
NSW DPI	Written report attached.

7. GENERAL BUSINESS

(i) Campbelltown Flood Studies

LEMO advised that the Flood Studies have now been completed by Council and is currently waiting to be considered and adopted by Council in principle. Once Council has endorsed the study then the consultation period will commence and it will then become a public document.

(ii) Cambridge Avenue Flood Coordination

LEMO advised that Cambridge Avenue Flood Coordination Traffic Management Plans are still being finalised by Council.

(iii) Kentlyn Gardens Aged Care (Retirement Village)

RFS advised the Committee that a drive by inspection of Kentlyn Gardens Aged Care facility was undertaken in October 2013. From the inspection it was noticed that the nursing home appeared to be closed and the Retirement Village appeared to still be open.

Action: Police to phone Kentlyn Gardens Retirement Village to confirm if the nursing home is closed and also confirm if the Retirement Village is still open.

(iv) LEMC Working Group – Isolated Communities / Community Protection Plan Wedderburn Update

The Meeting planned for December 2013 did not go ahead as a suitable time could not be coordinated with all parties. A further invite will be circulated in the next few weeks.

RFS are still finalising the Community Action Plan for Wedderburn. Once finalised, the Action Plan will need to be signed off by the Commissioner.

LOCAL EMERGENCY MANGEMENT COMMITTEE MEETING

Minutes of the **LOCAL EMERGENCY MANAGEMENT COMMITTEE** Meeting held in the Emergency Operations Centre Sark Grove Minto on Thursday 13 February 2014 commencing at 1500 hours.

(v) Education Program to be held in Local Schools

RFS discussed a previous education program that used to be held at local Schools by the Police and RFS regarding fire safety. The program was last held about six years ago in schools and informed children the dangers of fires.

The Committee agreed that this program would be educational for the students and would help them understand the effects that fires have on the Community. The program would need to be targeted at schools in high risk areas and also would need to have a buzz word associated with the program so it sticks in the children head.

The Committee supported the program and would like to see the program up and running in Schools ready for next summer.

Action: Campbelltown Police to follow up on the Education Program and report back to the Committee.

8. Dates of LEMC Meetings for 2013

5 March 2014	REMC	10.00am
6 March 2014	LEMC Camden	3.00pm
15 May 2014	LEMC Campbelltown	3.00pm

MEETING CLOSED AT 1612 HOURS

4.2 Macarthur Bushfire Management Committee

Reporting Officer

Manager Emergency Management and Community Safety

Attachments

Minutes of the Macarthur Bushfire Management Committee held on 2 December 2013 (contained within this report)

Purpose

To advise Council of the outcome of the Macarthur Bushfire Management Committee held on 2 December 2013.

Report

The Macarthur Bushfire Management Committee (MBFMC) is coordinated by the Rural Fire Service (RFS) and covers the bushfire management planning of the Local Government Areas of Camden, Campbelltown and Liverpool and includes all major land holders in its membership. The Committee meets quarterly and reports on activity over the previous three months operation.

A number of key operational and planning issues were considered and dealt with at the Committee including:

Vacant Position in the Macarthur Zone Office

RFS advised the Committee that Darren Vatcher has been appointed as the Acting Community Safety Officer at RFS. The Fire Mitigation Officer and Operations Support Officer positions remain vacant.

Reduction of Arson

Police and Council have been proactive and reactive to events which has led to a reduction in arson and other offences. Intelligence is shared across agencies to identify patterns. It was noted that Macarthur has gone from one of the worst areas for arson to one of the most improved in 18 months due to anti-arson campaigns.

Wedderburn Community Protections Zone (CPP)

RFS confirmed all information has been received from National Parks and Wildlife Services for the Wedderburn CPP and it has been sent up the line for adoption.

The Regional Emergency Management Officer (REMO) raised that there is no Local Emergency Management Committee (LEMC) Pre Incident Planning put in place for the community of Wedderburn and trigger points need to be established as a matter of urgency. These will advise the community of the status of the fire so they can prepare in advance and not be complacent.

Staffing at the Emergency Operation Centre (EOC)

Staffing at the Emergency Operation Centre was discussed. Due to staff shortages around the State, RFS have not been able to provide a Liaison Officer at the EOC. Communication between Police and RFS at fire events was also discussed. Police have self-evacuated people when the RFS are advising to shelter in place. It was determined this could be rectified if a Police Liaison Officer was in the control centre as communication was more effective. This issue will be discussed at the next Local Emergency Management Committee.

Fire Trails

Office of Strategic Lands is continuing Asset Protection Zone works however they have been delayed due to fire weather conditions. Work is also continuing with RFS and Campbelltown Council on fire trail issues.

Thank you

All agencies were thanked for their tolerance while RFS have been short staffed, in particular FRNSW and Police, for assistance at the major incidents this year.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Brticevic/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 8 April 2014 (Hawker/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 45

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Proposed Minutes of the meeting of the Macarthur Zone Bushfire Management Committee Fire Control Centre, Minto – 2nd December 2013.

1.0 ATTENDEES.

•	Jeff Wood	Rural Fire Service (Vol)	Member (Chair)
•	Kerry Parkinson	Rural Fire Service	Member (XO)
•	Mark Kellert	NSW Police	
•	Alf Raistrick	Rural Fire Service (Vol)	Member
•	Garth Eggleston	RFS	Member
•	David Croft	National Parks	
•	Clr Paul Hawker	Campbelltown City Council	Member
•	Rob Michie	Nature Conservation Council	
•	Tony Horwood	National Parks	Observer
•	Vince Capaldi	Camden Council	
•	Stuart Fisher	REMO NSW Police	A/Member
•	John Dodd	Campbelltown City Council	Observer
•	Richard Blair	Campbelltown City Council	Observer
•	Troy Lessels	Campbelltown City Council	Observer
•	Robert Kolano	Holsworthy Military Area	Member
•	Renee Winsor	Campbelltown City Council	Member
•	Frank Muscat	Endeavour Energy	Member
•	Phillip Lindsay	FRNSW	Member
•	Peter Cuneo	Mt Annan Botanical Gardens	
•	Rosa Pangallo	Office of Strategic Lands	Member
•	Clr Greg Copeland	Camden Council	Member
•	Darren Vatcher	Rural Fire Service	Observer

2.0 APOLOGIES.

•	Fiona Stalgis	Camden Council	Member
•	Sean Gersbach	NSW Police	Member
•	Joel Daniels	Liverpool City Council	Member
•	Jacob Messer	Western Sydney Parklands	Member
•	Raf Pedroza	National Parks	
•	Sean Elwood	National Parks	
•	Bill Sullivan	National Parks	
•	Mark Fletcher	Sydney Trains	

Meeting Open: 1030 hours

3.0 Minutes Last Meeting.

Minutes accepted as a true and accurate record.
Moved: Robert Kolano
Seconded: Clr Paul Hawker
Carried

4.0 Business Arising:

- Kerry Parkinson provided an update to the BFMC on Fiona Stalgis' request for an update on the CSO and FMO roles, and Darren Vatcher is the new A/Community Safety Officer. The Fire Mitigation Officer and Operations Support Officer positions remain vacant.

5.0 Correspondence:

- Correspondence In – Nil
- Correspondence Out – NIL

6.0 Business Arising from the correspondence:

- No business arising from correspondence

Amended Minutes of the meeting of the Macarthur Zone Bushfire Management Committee
Fire Control Centre, Minto – 2nd December 2013.

7.0 Agency Reports.

Executive Officer – Kerry Parkinson

- RFS have undertaken 60 community engagement activities. Of significance was the Wedderburn meeting. The Balmoral Fire was 10km from shire boundary and it was identified that after Appin it had the potential to reach Wedderburn. A package was developed with stakeholders and delivered within two days during other operational activity. This is a tribute the FireWise team and other agencies involved. Campbelltown CC provided significant support to our staff and volunteers, as did NSW Police and FRNSW.

The meeting was well attended with over 300 people from the community in the community hall opposite the fire station. Radio station C93.1 advertised the meeting as well. The attendance was better than any of the meetings held for the CPP. When there is other significant activity locally or elsewhere, it is evident that this is the best time to engage the community whilst they have heightened awareness.

We were able to provide the community with advanced warning on prepare, act and survive messages, bush fire survival plans and whether to stay or leave if Wedderburn was going to be impacted on. The clear message was to prepare now and leave early. The community responded very well to the meeting.

- Kerry also thanked the volunteers and all agencies for their support throughout the year and more recently with the busy fire activity with close assistance and support provided by FRNSW, NSW Police, Campbelltown CC for general operations, arson prevention and community engagement activities.

Endeavour Energy – Frank Muscat

- 10 customer defects were rectified and no network defects were reported.

Holsworthy Military Area – Robert Kolano

- APZs within the Barracks are being treated which is difficult, as many areas have been cleared due to development and the hazard has already been removed.
- HR was to be undertaken in 2012 in the west Wattle Grove area. This is yet to be finalised with consultancies next year.

Fire & Rescue NSW – Phil Lindsay

- There has not been any major incidents in Fire District and FRNSW has been supported RFS in their area.

Police – Mark Kellert

- Minimal issues in Macquarie Fields LAC with prominent arson activity.

National Parks Nattai – David Croft

- Annual APZ works have been undertaken as usual in Laycock, Kemps Creek, Bents Basin and Muloga Nature Reserves.
 - There have been a number of fires recently in NP reserves.
 - Thanked RFS for assisting NP staff late into the night and they were extremely grateful for their efforts for both fires.
 - Staff have been busy with deployments around the State.
 - Plans stage 1 and 2 of Leacocks Regional Park HRs for next year.
 - Plans underway for a type 2 fire management strategy for William Howell Regional Park. Preliminary works has commenced and consultation will be brought to the BFMC.
-

Amended Minutes of the meeting of the Macarthur Zone Bushfire Management Committee

Fire Control Centre, Minto – 2nd December 2013.

- Sean Elwood has accepted another position by secondment within NP and his position is being filled through an EOI with acting Area Managers and by the next meeting the position should be filled.

National Parks Illawarra – Anthony Horwood

- All staff have completed their task based assessments.
- Slashing works were completed on the east side of Dharawal
- All preparations completed for this coming fire season
- A few ignitions have popped up in the Wedderburn area
- Staff have been active with fire activity around the state in particular south of the region in particular at Wareton.
- Liaising with neighbours for matters on the north western side of Dharawal in relation to vegetation encroachment and fire trails.

Mt Annan Botanical Gardens – Peter Cuneo

- Report Attached

Camden Council – Vince Capaldi

- LEMO Hendro has retired and Camden Council are seeking to replace the position.
- Vince Capaldi Director of Works and Services is filling the chair at the moment.
- A works supervisor is filling the role of LEMO.
- Fiona Stalgis will remain a member of the committee.

Campbelltown Council – Report Attached

RFS Operations – Report attached

RFS Community Safety – Report attached

7.0 Business Papers / Agenda items

7.1 There were no items of business

**Moved:
Seconded:**

8.0 General Business

- 8.1** Garth Eggleston personally thanked NP for the Kemps Creek Nature Reserve and David Croft for their assistance as the area was under quarantine. NP crews worked hard alongside RFS crews in dry firefighting during recent fires for the three days.
 - 8.2** David Croft reiterated what Garth said.
 - 8.3** Kerry Parkinson informed the committee the success of fire investigations and the working relationship with Police in the number of enforcement matters dealt with to deter offenders. Police and Council have reacted swiftly and been proactive to help reduce arson and other offences. Intelligence is shared across agencies to identify patterns. There were two significant fires recently that were caused by powerlines on very windy days. It should be noted that Macarthur has gone from one of the worst areas for arson to one of the best improved in 18 months due to anti-arson campaigns.
 - 8.4** Paul mentioned that the progress is going well for Camden West RFB station build. Kerry updated the BFMC that progress meetings are held fortnightly and the slab should be laid soon.
-

**Amended Minutes of the meeting of the Macarthur Zone Bushfire Management
Committee
Fire Control Centre, Minto – 2nd December 2013.**

- 8.5 Kerry confirmed all information has been received by NP for the Wedderburn CPP and it has been sent up the line for adoption.
- 8.6 REMO Stuart Fisher raised that there is no LEMC PIP put in place for Wedderburn for the community and this should be done as a matter of urgency. Kerry advised was about advising the community of the status of the fire so they could prepare in advance and not be complacent. It was not about evacuation of residents. Stuart said that someone could ask the question and what are the trigger points for evacuation? The LEMC should have come together for preparation of a PIP. He had no problem with the meeting taking place. We just need to establish trigger points either prior to or just after the meeting.
- 8.7 Internally there are concerns for Police going into bush fire prone areas with only a P2 mask and without correct PPE.
- 8.8 There have been issues around the State where RFS have had staffing shortages and are not providing a LO to the EOC.
- 8.9 Other issue is that the Police are self evacuating people when the RFS are advising to shelter in place. This is causing mass confusion and he doesn't know how we overcome this problem. Kerry advised that it was much easier have a Police LO in the control centre as communication was more effective. Often RFS is unaware that Police are evacuating people. Mark Kellert advised that Police should not be evacuating people unless they have the word from the fire agency to do so. This is a problem with less experienced officers. Kerry advised it is something we could address at an LEMC rather than a BFMC as it occurs at many big fires. The EWS are in place to provide the advice to the community. For the Kemps Creek fire in certain areas the advice for the EW was to actually leave. If an LO was present in the FMC then the correct advice would be communicated easier. Mark said it often depends on terminology and what the Police LO on scene is doing. Stuart also mentioned from lessons learned from Wilton that the information received was that Wilton was coming under ember attack and they were not at the time. Darren advised that technically there were areas of Wilton but not the village and this is why it was confusing. Information and intel issues are part of the problem. Stuart advised that closing a major road for any more than 3 hours and 59 minutes and inquiry is called. If it is justified it is fine.
- 8.10 Rosa Pangallo (Office of Strategic Lands - OSL) advised that APZ works are continuing but have been delayed due to fire weather conditions. Round 3 will commence this week. Round 4 & 5 are expected to continue in January 2014. Working with RFS and Campbelltown Council on fire trail issues. OSL doesn't have any budget for works on fire trails. Rosa ask if assistance could be provided and Kerry advised that the RFS could seek assistance with funding as long as they're aware of their obligation under the Act and that funding is supplementary. This means that if OSLs have identified a problem they are still obligated to prioritise their funding. Rosa acknowledged that they are aware.
- 8.11 Kerry Parkinson thanked all agencies for their assistance throughout the year and in particular FRNSW and Police for these major incidents. The hazard reduction programme has been severely curtailed due to the fire weather conditions. We may attempt to burn in summer if the opportunity arises and operational activity (including Out of Area) is not too busy. Preparation work needs to be completed for each HR so that it is ready to go ahead when conditions permit.

Thank you for your tolerance whilst we have been busy and are suffering staff shortages.

Chairman Jeff Wood thanked everyone for their attendance.

Meeting Closed: 1107 hours

**NEXT MEETING: Monday 3rd March 2014, 10:30am.
LOCATION: West's Leagues Club.**

4.3 Minutes of the Community Safety Sub Committee meeting held 13 February 2014

Reporting Officer

Manager Emergency Management and Community Safety

Attachments

Minutes of the Community Safety Sub Committee meeting held 13 February 2014 (contained within this report)

Purpose

To seek Council's endorsement of the minutes of the Community Safety Sub Committee meeting held 13 February 2014.

Report

Detailed below are the recommendations of the Community Safety Sub Committee. Council officers have reviewed the recommendations and they are now presented for Council's consideration. There are no recommendations that require an individual resolution of Council.

Recommendations of the Community Safety Sub Committee

Reports listed for consideration

8.1 Summary of Crime Statistics for the LGA

That the information be noted.

8.2 Community Safety Projects Update for 2014

That the information be noted.

9.1 Multicultural Leaders Safety Forum

That the information be noted.

Officer's Recommendation

That the minutes be noted.

Committee's Recommendation: (Hawker/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 8 April 2014 (Hawker/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 45

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Minutes of the Community Safety Sub Committee

**Held Thursday 13 February 2014
in Committee Room 3**

Meeting commenced: 12.40pm

1. Acknowledgement of Land

An Acknowledgement of Land was presented by the Chairperson, Councillor Hawker.

2. Attendance and Apologies

Attendance: Councillor Paul Hawker (Chairperson) - Campbelltown City Council
Greg Inger - Representing Campbelltown Police
Mark Brett - Representing Macquarie Fields Police
Allan Connolly - Community Representative
Melissa Waaka-Smith - Community Representative

Also in attendance: Lindy Deitz - Director Community Services - Campbelltown City Council
Richard Blair - Manager Emergency Management and Community Safety - Campbelltown City Council
Kristie Chan Sau - Community Safety Officer - Campbelltown City Council
Karen Kirk - Community Safety Officer - Campbelltown City Council
Kristy Peters - Executive Support - Campbelltown City Council
Scott Lynch - Representing Campbelltown Police
Michelle Wills - Representing Campbelltown Police
Allan Clapham - Representing Campbelltown Police

Apologies: Russell Matheson MP - Federal Member for Macarthur
Bryan Doyle MP - Member for Campbelltown
Councillor Darcy Lound
Wayne Benson - Superintendent Campbelltown Local Area Command
Oscar Cordoba - Community Member
Maureen Fairless - Main Street Association

Welcome and Introduction

Councillor Hawker welcomed all attendees to the meeting and formally welcomed Karen Kirk, Council's new Community Safety Officer.

3. Declarations of Interest

There were no Declarations of Interest made at this meeting.

4. Minutes of the Previous Meeting

Report

The minutes of the Community Safety Sub Committee meeting held on 28 November 2013 copies of which have been circulated to each Sub Committee member were adopted by Council at its meeting held on 11 February 2014.

Officer's Recommendation

That the information be noted.

Sub Committee's Recommendation (Brett/Hawker)

That the information be noted.

CARRIED

5. Business Arising from Previous Minutes

nil

6. Correspondence

nil

7. Presentations

7.1 Presentation by Senior Constable Allan Clapham – School Liaison Police Officer Campbelltown Local Area Command

Senior Constable Clapham addressed the Sub Committee detailing his role as a School Liaison Police Officer which incorporates:

- visiting local high schools Leumeah through to Bargo
- addressing issues such as Cybersafety, Cyberbullying, legal studies, commerce and role of police within the community
- visit schools to participate in sports/PE events with students
- development of relevant programs for students
- attendance at award ceremonies
- truancy operations

8. Reports

8.1 Summary of Crime Statistics for the LGA

Report

Representatives from the Local Area Commands will present a summary of crime trends for the LGA.

- (a) Campbelltown LAC
- (b) Macquarie Fields LAC.

Officer's Recommendation

That the information be noted.

Sub Committee Note: The Sub Committee was presented with a summary of crime statistic results for the Campbelltown and Macquarie Fields Local Area Commands.

Sub Committee's Recommendation (Inger/Brett)

That the information be noted.

CARRIED

8.2 Community Safety Projects Update for 2014

Purpose

To update the Community Safety Sub Committee on Community Safety Projects being held during 2014.

History

The Community Safety Officer has worked on a number of projects throughout 2013 that will continue during 2014. The main projects include Safe is Happy, Crime Prevention Pop Up Stalls, Break and Enter Prevention, Anti-Theft Screw and Park Smart.

Report

Safe is Happy

This is a joint program between the Police and Council that has a child protection focus. The project has been running since May 2013. A total of seven schools in the Campbelltown area have been visited during 2013. This project is continuing and hopes to visit an additional 10 schools during 2014.

Crime Prevention Pop Up Stall

This project has been running since March 2013. Five shopping centres have been attended with the aim to promote community safety information and for the community to see Police and Council working together. This project is continuing during 2014 with the first stall booked for Thursday 6 February 2014.

Anti-Theft Screw Operation

This is an Attorney General and Justice project being carried out by Police. Campbelltown City Council has supported three initiatives in 2013 in the trial period for the project. The project is being rolled out and support will be continued during 2014 when required.

Break and Enter Prevention Project

This project is funded by the Attorney General and Justice Department through a \$50,000 crime prevention grant given to Campbelltown City Council. The project began in July 2013 and will continue through to May 2014.

The radio education campaign has finished. The newspaper education campaign was printed and will continue once a month until May 2014.

Break and Enter Prevention packages were posted to residents in hotspot locations on Monday 26 August 2013.

The interactive phase involving direct victims of break and enter began in September 2013 and will continue to May 2014.

Park Smart

Park Smart is a steal form motor vehicle prevention project. The project started on 1 November 2013. The project will continue at local railway stations and branch out to shopping centres and residential areas during 2014. The first date is booked in for 6 May 2014 at Macarthur Square Railway Station.

Crime Prevention Plan

Work has commenced on the new Crime Prevention Plan. The Committee will be updated as the project progresses.

Officer's Recommendation

That the information be noted.

Sub Committee's Recommendation (Connolly/Hawker)

That the information be noted.

CARRIED

9. General Business

9.1 Multicultural Leaders Safety Forum

Representatives from Macquarie Fields Local Area Command presented a flyer regarding a Multicultural Leaders Safety Forum that will be held at Ingleburn RSL 19 February 2014 6.30pm - 8.30pm.

Sub Committee's Recommendation (Brett/Connolly)

That the information be noted.

CARRIED

Next meeting of the Sub Committee will be held 8 May 2014.

Councillor Hawker
Chairperson

Meeting closed: 1.22pm

5. GENERAL BUSINESS

Nil.

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

19.2 Request for Extension of Sick Leave

Reason for Confidentiality

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

- (a) personnel matters concerning particular individuals (other than councillors).

There being no further business the meeting closed at 8.07pm.

P Hawker
CHAIRPERSON
