

# **Reports of the City Works Committee Meeting held at 7.30pm on Tuesday, 12 April 2016.**

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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 12 April 2016**

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**Present**

His Worship the Mayor, Councillor P Hawker  
Councillor F Borg  
Councillor G Bricevic  
Councillor A Chanthivong  
Councillor W Glynn  
Councillor C Mead  
Director Business Services - Mr M Sewell  
Acting Director Community Services - Mrs J Uluibau  
Acting Director City Works - Mr K Lynch  
Acting Manager Assets and Supply Services - Mr W Miller  
Manager Compliance Services - Mr P Curley  
Manager Emergency Management and Facility Services - Mr R Blair  
Manager Financial Services - Mrs C Mears  
Acting Manager Healthy Lifestyles - Mr N Ames  
Manager Information Management and Technology - Mrs S Peroumal  
Manager Operational Services - Mr A Davies  
Manager Property Services - Mr J Milicic  
Policy and Governance Coordinator - Ms J Warner  
Executive Assistant - Mrs D Taylor

**Apologies (Glynn/Borg)**

That the apologies from Councillors Dobson and Lake be received and accepted.

**CARRIED**

**Chairperson**

In the absence of the Chairperson, Councillor Dobson, His Worship the Mayor, Councillor Hawker, chaired 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.

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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 10 March 2016 (contained within this report)
2. Minutes of the Campbelltown Traffic Committee Meeting of 10 March 2016 (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 10 March 2016.

#### **Report**

#### **RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE ON 10 MARCH 2016**

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

##### **LTC 16/8 Traffic Facilities - Approved under delegation for the period starting from 1 January 2015 to 31 December 2015**

That Council endorse the minor traffic facility works that were undertaken under delegated approval from 1 January 2015 to 31 December 2016 being:

- a) Townson Avenue, Minto - Provision of 'No Stopping' sign and C3 yellow line marking at the intersection with Cathedral Avenue.
- b) Queen Street, Campbelltown - Provision of 'No Right Turn' at 3-17 Queen Street.

##### **LTC 16/9 Brooks Street, Macquarie Fields - Installation of Traffic Calming Devices**

1. That Council endorse the concept plan 12798 sheets 1 to 4 for pedestrian refuges, footpath link and associated traffic calming devices in Brooks Street, Macquarie Fields.
  2. That Council undertake consultation with stakeholders in Brooks Street, Macquarie Fields, and if no major concerns are identified the traffic facilities be installed.
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**LTC 16/10 Willowdale East Leppington, Precinct 9, Denham Court - Signs and Line Marking Plans**

That Council approve the submitted Cardno Drawings for the signs and line markings of Precinct 9, Willowdale Estate development, Denham Court: Plans 600319-CC9-1-1450 [B], 600319-CC9-1-1451 [B], 600319-CC9-1-1452 [B], 60013-CC9-1-1453 [B] subject to the amendment to the dividing line marking at the intersection of Roads 101/104.

**LTC 16/11 Willowdale East Leppington, Precinct 5, Denham Court - Signs and Line Marking Plans**

That Council approve the submitted Cardno Drawings for the signs and line markings of Precinct 5, Willowdale Estate Development, Denham Court: Plans 600319-SK5MD-ABC-1450 [4], and 600319-SK5MD-ABC-1451 [4].

Following the meeting the RMS representative forwarded the following comments:

- a) RMS does not support the installation of the marked pedestrian crossing on Road No. 2 until warrants can be met.
- b) Warrants need to be supplied for the 'Stop' sign at the intersection of Road No. 12 and the East West Collector Road.

**LTC 16/12 Ben Lomond Road, Minto - Improvements to Pedestrian Facilities**

1. That Council approve the concept plan 12810 sheet 1 and 2 for a marked pedestrian crossing at the existing refuge point on Ben Lomond Road near Brookfield Road and proceed to detailed design and installation.
2. That Council not consider a marked pedestrian crossing at this stage on Ben Lomond road between Bartle Avenue and Townson Avenue with the view that further monitoring be undertaken.

Following the meeting the Roads and Maritime Services representative forwarded the following comments:

- a) RMS do not support the installation of a marked pedestrian crossing on Ben Lomond Road due to the warrants not being met.
- b) RMS suggests the installation of pedestrian fencing to direct pedestrians to the pedestrian refuge.
- c) RMS supports the installation of additional signage to inform motorists of the approaching pedestrian refuge.

**Late Items**

**LTC 16/13 Delegation of Local Traffic Committee**

1. That the Agenda format guidelines as outlined in the report proceed for a trial period of six months.
  2. That the results of the trial be reported to Council for final determination of the meeting format procedure.
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### **General Business**

#### **LTC 16/14 Corner of Pembroke Road and Durham Street, Minto - Request for Pedestrian Refuge**

That Council write to Road and Maritime Services requesting that they consider placing a pedestrian refuge at this location in order to facilitate the safe crossing of pedestrians and the ever increasing busy road conditions on Pembroke Road.

### **RECOMMENDATIONS OF THE CAMPBELLTOWN TRAFFIC COMMITTEE ON 10 MARCH 2016**

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

#### **CTC 16/4 Road Accident Trend in Campbelltown**

That the information be noted.

### **General Business**

#### **CTC 16/5 Fuchsia Crescent, Macquarie Fields - Parking issues**

That following public consultation a further report will be presented to the Committee (advising of the outcome of the consultation) regarding No Parking restrictions from No. 26 to No. 35 Fuchsia Crescent, Macquarie Fields.

### **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 10 March 2016 be adopted.

### **Committee's Recommendation: (Mead/Chanthivong)**

That the Officer's Recommendation be adopted.

**CARRIED**

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### **Council Meeting 19 April 2016 (Hawker/Borg)**

That the Officer's Recommendation be adopted.

#### **Amendment: (Lound/Kolkman)**

That the recommendations of the Local Traffic Committee and Campbelltown Traffic Committee as detailed in the Minutes of the meeting held on 10 March 2016 be adopted subject to Item LTC 16/14 - Corner of Pembroke Road and Durham Street, Minto - Request for Pedestrian Refuge being amended to read that Council write to the Roads and Maritime Services requesting that it immediately undertake a safety audit of the intersection and consider placing a pedestrian refuge at this location in order to facilitate the safe crossing of pedestrians and the ever increasing busy road conditions on Pembroke Road.

#### **Council Resolution Minute Number 55**

That the recommendations of the Local Traffic Committee and Campbelltown Traffic Committee as detailed in the Minutes of the meeting held on 10 March 2016 be adopted subject to Item LTC 16/14 - Corner of Pembroke Road and Durham Street, Minto - Request for Pedestrian Refuge being amended to read that Council write to the Roads and Maritime Services requesting that it immediately undertake a safety audit of the intersection and consider placing a pedestrian refuge at this location in order to facilitate the safe crossing of pedestrians and the ever increasing busy road conditions on Pembroke Road.

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## **ATTACHMENT 1**



### **LOCAL TRAFFIC COMMITTEE MINUTES**

**10 March 2016**

#### **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**

**2.       APOLOGIES**

**3.       CONFIRMATION OF MINUTES**

**4.       BUSINESS ARISING FROM MINUTES**

**5.                        REPORTS LISTED FOR CONSIDERATION**

**LTC 16/8                Traffic Facilities - Approved under delegation for the period starting from 1 January 2015 till 31 December 2015**

**LTC 16/9                Brooks Street, Macquarie Fields - Installation of Traffic Calming Devices**

**LTC 16/10              Willowdale East Leppington, Precinct 9, Denham Court - Signs and Line Marking Plans**

**LTC 16/11              Willowdale East Leppington, Precinct 5, Denham Court - Signs and Line Marking Plans**

**LTC 16/12              Ben Lomond Road, Minto - Improvements to Pedestrian Facilities**

**6.                        LATE ITEMS**

**LTC 16/13              Delegation of Local Traffic Committee**

**7.                        GENERAL BUSINESS**

**LTC 16/14              Corner of Pembroke Road and Durham Street, Minto - Request for Pedestrian Refuge**

**8.       DEFERRED ITEMS**

**No reports this round**

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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 10 March 2016**

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#### **1. ATTENDANCE**

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

Councillor Paul Lake (Chairperson)  
Manager Technical Services - Mr Kevin Lynch  
Coordinator Traffic and Road Design - Mr Ajay Arora  
Team Leader Traffic Investigation - Mr Frank Sirc  
Administrative Assistant - Mrs Sue Lambert

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

Nil

##### **Police Representatives**

Nil

##### **Bus Companies**

Interline - Mr Ray Sprock

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

Mr R James

#### **Acknowledgement of Land**

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

As there were no voting members at the meeting, the items discussed would be forwarded to the Roads and Maritime Services representative and Police representatives for comment.

#### **2. APOLOGIES**

Police Representatives -	Senior Constable Maree Davies
	Sergeant Marcus Cotton
Roads and Maritime Services -	Ms Kaye Russell

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

The Minutes of the previous meeting held on 11 February 2016 were recommended by the City Works Committee on 15 March 2016 and adopted by Council on 22 March 2016.

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

No reports this round

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

### **LTC 16/8                      Traffic Facilities - Approved under delegation for the period starting from 1 January 2015 till 31 December 2015**

Previous Report:        LTC 14/55  
Electorate:              Campbelltown  
Author Location:        Traffic and Road Design Unit

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#### **Attachments**

List of Traffic facilities approved under delegation 1 January 2015 to 31 December 2015.

#### **Background (10/3/2016)**

The Traffic Committee, at its meeting held on 25 March 2003 supported the provision of delegated authority to the Manager Technical Services, for issuing work instructions of a minor nature for parking controls, centreline markings, minor traffic devices (without resident objection), guide and advisory signs after obtaining concurrence from its voting members. The Committee also resolved that a list of work instructions issued under the delegation be presented to the Committee for endorsement.

From 1 January 2015 to 31 December 2015, two traffic facilities (refer attachment) were approved under the delegation by NSW Police Force and Roads and Maritime Services.

It is recommended that the Committee endorse the delegated approvals as attached.

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

That Council endorse the minor traffic facility works that were undertaken under delegated approval from 1 January 2015 to 31 December 2015 being

- a) Townson Avenue, Minto – Provision of 'No Stopping' sign and C3 yellow line marking at the intersection with Cathedral Avenue.
- b) Queen Street, Campbelltown – Provision of 'No Right Turn' at 3 -17 Queen Street.

#### **Discussion (10/3/2016)**

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

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

That Council endorse the minor traffic facility works that were undertaken under delegated approval from 1 January 2015 to 31 December 2015 being

- a) Townson Avenue, Minto – Provision of 'No Stopping' sign and C3 yellow line marking at the intersection with Cathedral Avenue.
  - b) Queen Street, Campbelltown – Provision of 'No Right Turn' at 3 -17 Queen Street.
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**LTC 16/9                      Brooks Street, Macquarie Fields - Installation of Traffic Calming Devices**

Previous Report:            TC 49/91 and TC 132/94

Electorate:                Macquarie Fields

Author Location:        Traffic and Road Design Unit

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**Attachments**

Concept plan 12798 sheets 1 to 4 with proposed pedestrian refuge and traffic calming devices

**Background (10/3/2016)**

Council has received numerous concerns regarding the safety of pedestrians crossing Brooks Street near First Avenue to access various facilities such as the shopping mall, library, bus stops and other recreational facilities. Similar concerns were raised in 1991 and 1994 when the Traffic Committee resolved to install pedestrian refuge on Brooks Street south of First Avenue.

Council Officers installed a CCTV camera and a radar counter on site to undertake a traffic survey to determine the number of pedestrians and vehicles in this precinct. The following observations were made from the data collected;

- Pedestrians were crossing Brooks Street at four distinctive points to access Glenquarie Shopping Centre, library, Police Station, bus stops, schools and Doctor's Surgery.
- Buses were unable to pull into and parallel to the kerb at the bus zone on the eastern side of Brooks Street near First Avenue side due to on-street parking. This resulted in obstruction and conflict to motorists in the travelling lane.
- Speed survey provided an 85<sup>th</sup> percentile speed of 58 kph and a maximum speed of 88 kph over a 5 day period.
- Peak vehicle volumes were in the order of 250 vehicles per hour, which is 50 per cent of warrant requirements as set out in Australian Standards and Roads and Maritime Services Guidelines for a pedestrian crossing. The PV factor, which is a product of the pedestrian flow per hour (P) and the traffic volume (V) per hour had an average of 10,000 which is below the requirement. Thus this location does not meet the warrant criteria for pedestrian crossing.

Based on the analysis of the traffic survey and confirmation of some serious road safety issues from the CCTV footage, Council has developed a concept plan (refer attachment 1) proposing traffic calming devices and refuge islands for the safe passage of pedestrians across Brooks Street between Victoria Road and Parliament Road.

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The following are the main features of the proposed concept (refer attached plan 12798, sheets 1 to 4);

1. Provision of double barrier lines on Brooks Street between Parliament Road and Victoria Road that would assist in removing any overtaking opportunities and thus reducing vehicular speeds (refer note 1 attachment 1).
2. Provision of shoulder lanes with edge lines narrowing the through traffic lanes to 3.0m on Brooks Street between Parliament Road and Victoria Road. The proposed shoulder lanes (2.5 wide) will provide on-street parallel parking a form of traffic calming on the street (refer note 2 attachment 1).
3. Installation of six kerb side blisters along Brooks Street (refer note 3 attachment 1A to 1C). These kerb side blisters will perform traffic calming by reinforcing the impact of the shoulder lanes.
4. Installation of two additional pedestrian refuges on First Avenue and Brooks Street at its intersection (refer notes 4 and 6, attachment 1C). These refuge islands will act as traffic calming by reducing the carriageway and provide a safe pedestrian link to bus stops on both sides of Brooks Street.
5. Provision of pram ramps and footpath between the proposed refuge island and the bus shelter on Brooks Street (refer note 5 attachment 1C).
6. Extend the existing bus zone on the eastern side of Brooks Street near First Avenue so that adequate turning space is provided for buses to enter and exit the bus zone (refer note 7, attachment 1C). This would result in the loss of one on-street parking space.

It is recommended that Council approve the concept plan and consultation be undertaken with all stakeholders in Brooks Street. Subject to feedback, Council will undertake a detail design and construction of the devices.

### **Officer's Recommendation**

1. That Council endorse the concept plan 12798 sheets 1 to 4 for pedestrian refuges, footpath link and associated traffic calming devices in Brooks Street, Macquarie Fields.
2. That Council undertake consultation with stakeholder in Brooks Street, Macquarie Fields, and if no major concerns are identified the traffic facilities be installed.

### **Discussion (10/3/2016)**

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

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

1. That Council endorse the concept plan 12798 sheets 1 to 4 for pedestrian refuges, footpath link and associated traffic calming devices in Brooks Street, Macquarie Fields.
  2. That Council undertake consultation with stakeholder in Brooks Street, Macquarie Fields, and if no major concerns are identified the traffic facilities be installed.
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**LTC 16/10                      Willowdale East Leppington, Precinct 9, Denham Court - Signs and Line Marking Plans**

Previous Report:            LTC 13/30  
Electorate:                Macquarie Fields  
Author Location:        Traffic and Road Design Unit

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**Attachments**

1. Locality Plan
2. Willowdale Southern Precinct's Master plan
3. Precinct 9 Willowdale Pavement, Signage and Line Marking Plans: Drawing No. 600319-CC9-1-1450 [B], 600319-CC9-1-1451 [B], 600319-CC9-1-1452 [B], 600319-CC9-1-1453 [B].
4. Precinct 9 Roundabout sample turn sweep paths plans: Drawing No. 600319-SK1379 [1], 600319-SK1380 [1]

**Background (10/3/2016)**

Campbelltown City Council has approved the construction of civil works and subdivision of Precinct 9 of the Willowdale Estate, which will be accessed off Camden Valley Way and Denham Court Road, Denham Court as shown by Attachments 1 and 2. The works will include road works servicing 281 residential Torrens titled allotments and two residue Torrens titled allotments for future use as a child care centre and school.

Cardno on behalf of Stocklands has submitted engineering designs to Council including signs and line marking plans associated with Precinct 9.

Council Officers have reviewed the submitted plans and noted the key features as follows;

1. Temporary cul-de-sac closures of local roads for future extensions (refer attachment 3A note 1).
  2. A number of cross intersections are controlled by 'Give Way' signs and markings. Signs and line marking details are provided on drawings as shown on attachment 3B (note 2).
  3. A number of smaller angle bends and kerbs areas opposite T intersections are treated with C3 'No Stopping' yellow edge lines (refer attachment 3B note 3).
  4. A right angle bend at the intersection of Road 101 and local Road 110 is on a collector road route. This bend is treated with kerb side parking restrictions and centre line marking to cater for two way bus movements (refer attachment 3B note 4).
  5. Provision of a network of footpaths and shared paths. The shared paths are provided with pavement markings at strategic entry points and the centre line marking are provided at bends only (refer attachment 3C note 5).
  6. The provision of a roundabout at the intersection of Road 100, 101, 102 and 103. The northern leg of the roundabout, Road 102 is temporarily closed with temporary jersey
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barriers until the next stage of development is commenced (refer attachment 3D). Although the roundabout was to cater for a 12.5m rigid design vehicle Cardno has demonstrated that the roundabout can accommodate a 14.5m a long rigid bus (refer attachment 4 for sample sweep paths note 6).

7. Provision of holding rails at the pedestrian and shared path crossing points on three splitter islands of the roundabout (refer attachment 3D note 7).
8. A bus indent bay is provided to service the future school Lot 9001. A bus zone has not been provided at this stage and would need to be considered as part the school development as well as other provisions such as drop off and pick up areas (refer attachment 3D note 8).

It is recommended that in reference to the notes 1 to 8 above, the lines and sign marking for Precinct 9, Willowdale Estate Development, Denham Court be approved subject to the following amendment:

That the dividing line marking on Road 101 at its intersection with Road 104 (refer note 9 attachment 3D) be adjusted to better align on each side of the intersection over a length of 30m (the road widths alter through this section due to the provision of the bus indent bay).

### **Officer's Recommendation**

That Council approve the submitted Cardno Drawings for the signs and line markings of Precinct 9, Willowdale Estate development, Denham Court: Plans 600319-CC9-1-1450 [B], 600319-CC9-1-1451 [B], 600319-CC9-1-1452 [B], 600319-CC9-1-1453 [B] subject to the amendment to the dividing line marking at the intersection of Roads 101/104.

### **Discussion (10/3/2016)**

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

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

That Council approve the submitted Cardno Drawings for the signs and line markings of Precinct 9, Willowdale Estate development, Denham Court: Plans 600319-CC9-1-1450 [B], 600319-CC9-1-1451 [B], 600319-CC9-1-1452 [B], 600319-CC9-1-1453 [B] subject to the amendment to the dividing line marking at the intersection of Roads 101/104.

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**LTC 16/11                      Willowdale East Leppington, Precinct 5, Denham Court - Signs and Line Marking Plans**

Previous Report:        LTC 13/30  
Electorate:             Macquarie Fields  
Author Location:       Traffic and Road Design Unit

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**Attachments**

1. Locality Plan
2. Adjacent shopping centre outline plan
3. Precinct 5 Willowdale Pavement, Signage and Line Marking Plan: Drawing No. 600319-SK5MD-ABC-1450 [4] and extract of same Plan 600319-SK5MD-ABC-1450 [4]
4. Precinct 5 Willowdale Pavement, Signage and Line Marking Plan: Drawing No. 600319-SK5MD-ABC-1451 [4] and extract of same Plan 600319-SK5MD-ABC-1451 [4]

**Background (10/3/2016)**

Campbelltown City Council has approved the subdivision and the construction of civil works of Precinct 5 Willowdale Estate, Denham Court which will be generally accessed from Camden Valley Way via Willowdale Drive and the East West Collector Road from Denham Court Road. Precinct 5 comprises of 201 medium density residential allotments bordered by the proposed shopping centre, Seniors Retirement Village and Camden Valley Way (refer attachment 1). A layout of the proposed shopping centre (separate Development Application) is shown in attachment 2.

Cardno on behalf of Stocklands has submitted engineering designs to Council including signs and line marking plans associated with Precinct 5.

Council Officers have reviewed the submitted plans and noted the key features as follows;

1. Road 12 is a local road servicing both the medium density housing and the rear of the proposed shopping centre. The loading dock for the shopping centre comes off Road 12, which has parking restrictions with C3 yellow edge lines for the majority of its length (refer Note 1, attachment 3A)
  2. Precinct 5 has a number of 5.5m wide lanes servicing driveways to the rear of narrow allotments (refer Note 2, attachment 3B). These lanes are signposted with 'No Parking' signs to discourage on-street parking and the movement of service vehicles such as garbage trucks. The lanes also intersect with local 9m wide roads with laybacks. Accompanying these intersections are 10m of C3 yellow No Stopping edge lines.
  3. A marked pedestrian crossing is proposed in Road 12 immediately adjacent to the rear entry of the shopping centre car park (refer Note 3, attachment 3B). The shopping centre has two major car park entrances the other being off Willowdale Drive. Although
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a warrant survey for a pedestrian crossing is not yet available due to the 'greenfields' nature of both Precinct 5 and Seniors Living Retirement village the proposal for the location of the pedestrian crossing is supported due to the positioning of the internal pedestrian path of the Shopping centre and the location of the entry to the loading dock.

4. The loading dock is likely to be serviced by semi-trailers, which will be restricted to the route along Willowdale Drive, East West Collector Road and Road 12. The north and western end of Road 12 will be designated as a 'No Truck' route for vehicles over 9 metres long due to the size of turning sweep paths. The exit of the loading dock will be signposted for 'All Traffic' (right only) for vehicles over 9 metres long (refer Note 4, attachment 3B). Long vehicles will exit the shopping site via the East West Collector Road.
5. The 'Road Closed' sign and associated hazard board on ROW 14 is a temporary feature in a narrow lane acting as an emergency relief route from the adjacent Retirement village (refer Note 5, attachment 4A).
6. Due to the tight turning movements by semi-trailers a 'Stop' sign control is proposed at the exit of Road 12 onto the East West Collector Road (refer Note 6, attachment 4 A).
7. A 'No Right Turn' sign is also proposed in Road 07 banning a turn into the adjacent narrow lane way (refer Note 7, attachment 4B).

It is recommended that in reference to the points 1 to 7 above, the lines and sign marking for Precinct 5, Willowdale Estate Development, Denham Court be approved.

### **Officer's Recommendation**

That Council approve the submitted Cardno Drawings for the signs and line markings of Precinct 5, Willowdale Estate Development, Denham Court: Plans 600319-SK5MD-ABC-1450 [4] and 600319-SK5MD-ABC-1451 [4].

### **Discussion (10/3/2016)**

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

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

That Council approve the submitted Cardno Drawings for the signs and line markings of Precinct 5, Willowdale Estate Development, Denham Court: Plans 600319-SK5MD-ABC-1450 [4] and 600319-SK5MD-ABC-1451 [4].

Following the meeting the RMS representative forwarded the following comments:

- a) RMS does not support the installation of the marked pedestrian crossing on Road No. 2 until warrants can be met.
  - b) Warrants need to be supplied for the 'Stop' sign at the intersection of Road No. 12 and the East West Collector Road.
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**LTC 16/12                      Ben Lomond Road, Minto - Improvements to Pedestrian Facilities**

Previous Report:            TC 284/97, 89/00, 05/38, CTC 08/15, LTC 08/60

Electorate:                Macquarie Fields

Author Location:        Traffic and Road Design Unit

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**Attachments**

1. CCTV image and site photographs showing pedestrian activity and path locations
2. Concept Plan 12810 Sheets 1 & 2, Ben Lomond Road Pedestrian facility improvements

**Background (10/3/2016)**

Council is in receipt of a number of requests for marked pedestrian crossing in Ben Lomond Road, Minto, due to the difficulty that the elderly and infirm are experiencing in crossing the road at the existing refuge islands. The two locations are:

1. Between Brookfield Road and Townson Avenue
2. Between Bartle Avenue and Townson Avenue

In the past Council considered a number of reports in addressing pedestrian's issues at the above locations and the following improvements were made to enhance the safe passage of pedestrians;

In 1997, a 6.2m wide central refuge was provided between Brookfield Road and Townson Avenue to cater for pedestrians with special accessible needs. The warrant criteria were not met for a pedestrian crossing.

- In 2000, a further request was made for a formal crossing which was not supported. However, Council installed additional advanced warning signs for wheel chair users.
- In 2005, Council constructed a roundabout at the intersection of Ben Lomond Road and Townson Avenue due to poor accident history. Pram ramps on the western side of the roundabout were removed because of the turning vehicles overhang over the central median.
- In 2008, further requests for a formal crossing in Ben Lomond Road between Bartle Avenue and Townson Avenue were made and after due consideration, Council installed an opening in the median as a pedestrian refuge.

Since 2008 there have been a number of major housing developments in the surrounding 'Minto One' area, which also include a number of Senior's Living estates on the southern side of Ben Lomond Road. Due to the housing growth in this area, traffic volumes have significantly increased making it more difficult for pedestrians especially those with walking aids to cross Ben Lomond Road.

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Council Officers have assessed the site due to recent concerns and installed CCTV camera and a radar counter. The footage and the data collected were reviewed by Council Officers and observed as follows;

- (i) In the morning and afternoon peak periods, approximately 40 pedestrians crossed Ben Lomond Road of which 70% crossed where there is no formal crossing point and the majority of these were school children (refer photo 1, attachment 1). This informal crossing point is not supported as there is a safety issue on the central median due to the overhang of buses and trucks turning left out of Townson (refer photo 2, attachment 1)
- (ii) The informal crossing point as outlined in Point 1 above, follows a route between Townson Avenue and a private walkway between commercial developments on the northern side of Ben Lomond Road (refer photo 3, attachments 1) which is located approximately 23m east of the formal refuge point.
- (iii) On selected peak hours of 1 December 2015, 3 wheel chair users were observed crossing at the central refuge (refer photo 4, attachment 1). One user with an electric wheel chair required 33 seconds to cross the whole road in one movement (approximately at the rate of 0.4m/s). The user took approximately 7 to 8 seconds to cross the 3m traffic lane(s).
- (iv) In the evening peak hour, eastbound traffic volume was approximately 650 vehicles per hour, which is an average of 5.5 sec gap between the vehicles. At the speed of 0.4 m/s, the wheel chair user (as outlined in point 3) does not have the sight distance available for vehicles turning left out of Townson Avenue requiring them to either slow down or stop.

As per Australian Standards and Roads and Maritime Services (RMS) Technical Directions, certain criteria have to be met for the installation of a pedestrian crossing. Based on the data collected, the product of the measured pedestrian flow per hour (P) and the measured traffic flow per hour (V) works out to be 40,000 for an evening peak hour which is not reproduced for 3 separate hours in the day.

Although the warrant criteria for a pedestrian crossing are not met, from the CCTV footage it is apparent that there is a serious safety issue for pedestrians in this area. Due to the precinct of Minto One still being under development with the amount of Senior Living planned for this area to also increase the pedestrian conflict and safety issues involving seniors, infirmed and school children in the near future.

For these reasons Council has developed a concept plan 12810 (refer attachment 2) with the following provisions:

- Line marking and sign posting of a formal pedestrian crossing at the refuge (refer Note1, attachment 2A)
  - Provision of pedestrian fencing on both sides of Ben Lomond Road (refer Note 2, attachment 2A)
  - Upgrading existing pram ramps to current standards (refer note 3, attachment 2A).
  - Provision of a raised threshold device in Ben Lomond Road (refer note 4, attachment 2A)
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- Provision of an additional and replacement of existing pedestrian warning signs with fluoro yellow green background (refer attachment 2B).

It is recommended that Council approve the installation of the pedestrian crossing at the existing refuge point (refer attachment 2A) because;

- (a) A high proportion of the pedestrians are elderly, infirmed and school children.
- (b) People with the mobility issues particularly wheel chair users are experiencing difficulty in crossing the road.
- (c) Pedestrians are experiencing excessively delays in peak hour due to inadequate gap between vehicles.
- (d) This precinct is currently under development and considerable growth in the area of elderly, school children and the infirmed is a fact.

In relation to the request for a pedestrian crossing on Ben Lomond Road, between Bartle Avenue and Townson Avenue, it is recommended that a pedestrian crossing not be considered at this stage with the view that pedestrians make their way to the proposed pedestrian crossing at the refuge being considered above. Following the installation of pedestrian crossing it is recommended that Council monitor pedestrian's movements in this section of the road.

### **Officer's Recommendation**

1. That Council approve the concept plan 12810 sheet 1 and 2 for a marked pedestrian crossing at the existing refuge point on Ben Lomond Road near Brookfield Road and proceed to detailed design and installation.
2. That Council not consider a marked pedestrian crossing at this stage on Ben Lomond Road between Bartle Avenue and Townson Avenue with the view that further monitoring be undertaken.

### **Discussion (10/3/2016)**

The Manager Technical Services gave an overview of the reasons for the marked pedestrian crossings on Ben Lomond Road near Brookfield Road and on Ben Lomond Road between Bartle Avenue and Townson Avenue.

As shown in the attachments at the crossing points it was suggested that the fencing be extended at the crossing and a raised threshold be installed to slow down vehicles.

Following further discussion the Committee discussed the matter and supported the recommendations as presented.

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

1. That Council approve the concept plan 12810 sheet 1 and 2 for a marked pedestrian crossing at the existing refuge point on Ben Lomond Road near Brookfield Road and proceed to detailed design and installation.
2. That Council not consider a marked pedestrian crossing at this stage on Ben Lomond Road between Bartle Avenue and Townson Avenue with the view that further monitoring be undertaken.

Following the meeting the Roads and Maritime Services representative forwarded the following comments:

- a) RMS do not support the installation of a marked pedestrian crossing on Ben Lomond Road due to the warrants not being met.
  - b) RMS suggests the installation of pedestrian fencing to direct pedestrians to the pedestrian refuge.
  - c) RMS supports the installation of additional signage to inform motorists of the approaching pedestrian refuge.
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## **6. LATE ITEMS**

### **LTC 16/13                      Delegation of Local Traffic Committee**

Previous Report:        LTC 15/22  
Electorate:              All Electorates  
Author Location:        Traffic and Road Design Unit

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### **Attachments**

Nil.

### **Background (10/3/2016)**

The Traffic Committee meetings are held on a monthly basis at Council and are face to face meetings. The Committee is made up of four formal member organisations as follows:

- one representative from Council
- one representative from Roads and Maritime Services
- one representative from NSW Police Force
- one representative from State Member of Parliament (or nominee)

Non-voting advisors also attend the meeting and are made up of Bus operators and Chamber of Commerce members. Guests are also invited to meetings if they wish to speak to an item.

In order to improve the efficiency of the Traffic Committee business items it is suggested that the meeting format change with the following meetings types being considered.

1. Face to Face meeting
2. Conference call meetings
3. Electronic meetings

As is the current procedure the business papers will be electronically distributed on a monthly basis. Depending on the type of business item being considered a proposed meeting format will be suggested i.e. electronic meeting, face to face meeting or conference call meeting.

Members of the Committee and non-voting advisors will have one week to supply any comments on each of the items. The Committee members must either support or not support the recommendations within this time frame. Committee members can suggest amendments that would make the item acceptable to their organisation.

Members can request that the item be heard in a different format to that which has been suggested within the papers with the final decision being with the Chair of the Committee (Council representative). Face to face meetings and conference call meetings will be held as per the advertised meeting dates.

Any request by a stakeholder directly involved in the item to speak to the Committee will automatically result in a face to face meeting at Council on the advertised meeting dates.

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In the case of major traffic issues or high public interest issues it is suggested that these matters be discussed at face to face meetings or by conference call by the members.

The business paper of the Traffic Committee will be reported each month to Council for the final determination in the City works business papers as is the current practise.

The current delegated authority process in the case of minor issues will remain as per the current practise where the items are electronically sent out to the members. Each member needs to sign and return the delegation form to Council either supporting or not supporting the proposal. These delegations are then regularly reported to the Traffic Committee as a formal agenda item to be noted.

It is suggested that the following format be considered.

- Once agendas have been forwarded to the Committee, responses are required within seven days. Comments received will be distributed to the Committee.
- Any request by a stakeholder directly involved in the item to speak at a meeting will automatically result in a face to face meeting at Council.
- If members accept recommendations unchanged, the Committee will be sent the minutes of the electronic meeting and these minutes will be reported to Council for Council consideration.
- Any member that requests a conference meeting or face to face meeting must be considered by the Chair.
- Non-voting members may request a meeting but it will be at the direction of the Chair if the meeting request will be supported.
- Traffic agenda items will be reported to Council as part of the City Works business paper as per the current procedures.
- Council's resolutions will be forwarded to the Committee with the next set of minutes. It is noted that Council meeting minutes are available on the Council website.
- The format of the meeting is to be reviewed by the Traffic Committee each year at the November/December meeting.

### **Officer's Recommendation**

For discussion.

### **Discussion (10/3/2016)**

The Manager Technical Services gave an overview of the proposed Agenda format guidelines as outlined in the body of the report.

The Chairperson supported the suggestions and it was agreed that the Agenda format guidelines proceed for a trial period.

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

1. That the Agenda format guidelines as outlined in the report proceed for a trial period of six months.
  2. That the results of the trial be reported to Council for final determination of the meeting format procedure.
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## **7. GENERAL BUSINESS**

### **LTC 16/14                      Corner of Pembroke Road and Durham Street, Minto - Request for Pedestrian Refuge**

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

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#### **Attachments**

Nil

#### **Discussion (10/3/2016)**

The Manager Technical Services advised that at a recent Council meeting it was once again requested that Council make representation to Roads and Maritime Services regarding issues with pedestrians being able to cross Pembroke Road. Council requests that a pedestrian refuge be provided on Pembroke Road near Durham Street, Minto.

Council has previously requested that the RMS consider the installation of traffic lights at this location, however RMS have advised that pedestrian lights are not justified.

Following discussion it was agreed that Council write to RMS and request that they consider placing a pedestrian refuge at this location in order to facilitate the safe crossing of pedestrians and the ever increasing busy road conditions on Pembroke Road.

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

That Council write to Roads and Maritime Services requesting that they consider placing a pedestrian refuge at this location in order to facilitate the safe crossing of pedestrians and the ever increasing busy road conditions on Pembroke Road.

## **8. DEFERRED ITEMS**

### **No reports this round**

There being no further business the meeting closed at 9.20am.

P Lake  
CHAIRPERSON

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## **ATTACHMENT 2**



### **CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES**

**10 March 2016**

#### **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**

<b>ITEM</b>	<b>TITLE</b>
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<b>CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES</b>	
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- |           |   |
|-----------|---|
| <b>1.</b> | <b>ATTENDANCE</b>                       |
| <b>2.</b> | <b>APOLOGIES</b>                        |
| <b>3.</b> | <b>CONFIRMATION OF MINUTES</b>          |
| <b>4.</b> | <b>BUSINESS ARISING FROM MINUTES</b>    |
| <b>5.</b> | <b>REPORTS LISTED FOR CONSIDERATION</b> |

<b>CTC 16/4</b>	<b>Road Accident Trend in Campbelltown</b>
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|-----------|--|
| <b>6.</b> | <b>LATE ITEMS</b><br>No reports this round |
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| <b>7.</b> | <b>GENERAL BUSINESS</b> |
|-----------|-------------------------|

<b>CTC 16/5</b>	<b>Fuchsia Crescent, Macquarie Fields - Parking Issues</b>
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| <b>8.</b> | <b>DEFERRED ITEMS</b><br>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 10 March 2016**

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#### **1. ATTENDANCE**

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

Councillor Paul Lake (Chairperson)  
Manager Technical Services - Mr Kevin Lynch  
Coordinator Traffic and Road Design - Mr Ajay Arora  
Team Leader Traffic Investigation - Mr Frank Sirc  
Administrative Assistant - Mrs Sue Lambert

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

Nil

##### **Police Representatives**

Nil

##### **Bus Companies**

Interline – Mr Ray Sprock

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

Mr Ray James

#### **Acknowledgement of Land**

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

As there were no voting members at the meeting, the items discussed would be forwarded to the Roads and Maritime Services representative and Police Representatives for comment.

#### **2. APOLOGIES**

Police Representatives -	Senior Constable Maree Davies Sergeant Marcus Cotton
Roads and Maritime Services -	Ms Kaye Russell

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

The Minutes of the previous meeting held on 11 February 2016 were recommended by the City Works Committee on 15 March 2016 and adopted by Council on 22 March 2016.

With regard to Item CTC 16/1 Proposed Events for 2016 (No.8 Christmas Carols - Campbelltown Show Grounds, Campbelltown) should be replaced with Christmas Carols - Campbelltown Sports Stadium.

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

No reports this round

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

### **CTC 16/4 Road Accident Trend in Campbelltown**

Previous Report: CTC 14/28  
Electorate: All Electorates  
Author Location: Traffic and Road Design Unit

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#### **Attachments**

1. Graphical representation Crash and Casualty Summary for Campbelltown
2. Graphical representation of number of fatal accidents period ending 2014

#### **Background (10/3/2016)**

A graphical representation showing the trend of accidents in the Campbelltown Local Government Area for a five year period ending 2014 is attached (refer attachments) for the Committee's information. The accident data for 2014 has recently been released by the NSW Centre for Road Safety (CRS).

In the previous report presented to the Committee at its meeting of 4 December 2014 the accidents reported were for years ending in June 2013.

The recent data release shows that the total accidents for Campbelltown have dropped from 765 to 677 during 2013 to 2014.

The Committee is reminded of previous advice that as of 15 October 2014 the accident reporting requirements to the Police had changed, in regards to a number of matters. The changes to reporting are expected to reduce the number of accidents that are known to RMS. The most significant change was that Police are only required to be called to an accident if there is an injury/fatality or a driver is under the influence of drugs or alcohol. Also minor traffic crashes (no tow truck required) do not need to be reported at all to the Police.

In addition, it was previously reported from the CRS preliminary fatal crash reports that there were 3 fatal accidents in 2014. In the recent release of data it indicates that there were only 2 fatal accidents in 2014. It is likely that the record of one of the accidents was removed due to it not meeting national guidelines for reporting accidents, which may include; the driver dying of natural causes, the incident was a deliberate act, traffic wasn't moving or it occurred on private property.

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

That the information be noted.

#### **Discussion (10/3/2016)**

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

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

That the information be noted.

## **6. LATE ITEMS**

**No reports this round**

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## **7. GENERAL BUSINESS**

### **CTC 16/5                      Fuchsia Crescent, Macquarie Fields - Parking Issues**

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

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#### **Attachments**

Nil

#### **Discussion (10/3/2016)**

The Manager Technical Services advised of concerns raised by residents regarding parking issues at the driveways of 2/38 Fuchsia Crescent, Macquarie Fields, during school days. The street is narrow and cars are parking on both sides of the street and are blocking driveways.

The Manager Technical Services advised that an assessment of the site has been undertaken and Council are currently going through the process of public consultation to consider No Parking restrictions from No. 26 to No. 35 Fuchsia Crescent, to alleviate traffic concerns.

Following public consultation a further report will be presented to the Committee advising of the outcome of the consultation.

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

That following public consultation a further report will be presented to the Committee advising of the outcome of the consultation regarding No Parking restrictions from No. 26 to No. 35 Fuchsia Crescent, Macquarie Fields.

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

That following public consultation a further report will be presented to the Committee (advising of the outcome of the consultation) regarding No Parking restrictions from No. 26 to No. 35 Fuchsia Crescent, Macquarie Fields.

## **8. DEFERRED ITEMS**

### **No reports this round**

There being no further business the meeting closed at 9.50am.

P Lake  
CHAIRPERSON

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## 1.2 Street Lighting Update

### Reporting Officer

Manager Technical Services

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### Attachments

Nil

### Purpose

To update Council on the investigation that has been undertaken on the option of converting the complete street lighting network for the Campbelltown LGA to an LED solution and the possibility of Council progressively taking ownership of the street lighting network.

### History

At the City Works Meeting of 18 August 2015, Council resolved that a further report be tabled for their consideration upon completion of the specialist consultant's investigations on:

1. Possible large scale reforms to the street lighting network,
2. The option of converting the complete network to a light emitting diode (LED) solution, and
3. Possible Council ownership of the network.

Councillors were provided with a briefing on LED Street Lighting Network Solutions on Tuesday, 1 March 2016. The briefing provided some background into the existing Campbelltown LGA street lighting network, what is entailed in converting the network to an LED solution and what other developments are occurring in street lighting (i.e. new Public Lighting Code and ongoing issues between the energy regulator, AER and the providers with network charge rates).

With a few limited exceptions the street lighting network is currently owned by Endeavour Energy although Council has the exclusive regulatory responsibility for providing a street lighting service to the community under the *Local Government Act 1993* and the *Roads Act 1993*. Currently there is no clear governance framework around the street lighting service provided by Endeavour Energy to Council with no contracts and no binding service level regulation. As a result, the interests of Council and the utility authorities are poorly aligned and have been progressively diverging.

As previously reported the NSW Government went to the March 2015 election seeking a mandate to partially privatise the electricity distribution networks of Ausgrid and Endeavour Energy (Poles and Wires) to assist in funding large scale infrastructure projects that they have promised the electorate. This privatisation, involving the long term lease of 50.4% of Endeavour Energy also involves the street lighting network. This presents local government with an opportunity to seek street lighting network reforms and a number of NSW Councils have already made representation to government regarding these reforms.

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Council has full ownership of a number of public lighting systems throughout the LGA in locations such as Farrow Road, Mawson Park, and some of our public car parks and bus interchange areas. Council is also installing LED street lights in the section of Eagle Vale Drive between Wynn Street and Badgally Road, as part of the current road upgrade work. Council also specifies that developers install LED lights for all residential roads in new subdivisions.

Endeavour Energy as previously reported, has only approved LED lighting for residential roads and is still trialling LED lights for roads. As Endeavour Energy does not permit LED lighting for main roads at this stage, Council owning the network is the only option left for Council to progress LED lighting solutions on main roads. As it is on main roads where the greatest road safety, security and socio-economic benefits are to be had from deploying high quality white light such as LEDs. Council Officers have been advocating for many years for Endeavour Energy to adopt LED luminaires in all categories of lighting but with little success.

One of the major advantages of Council owning the street lighting network is that it provides us with far greater control of ongoing costs. Currently councils have little control over the charges applied by Endeavour Energy as they apply directly to the Australian Electricity Regulator (AER) for changes. Council only has the facility to lodge a submission to the AER in response to the electricity distributor's proposal. The AER then set the charges payable. Endeavour Energy street lighting costs have risen in multiples of CPI over the past decade, resulting in significant cost increase to Council.

If Council was to own the street lighting, we would be free to test the open market to find the most cost effective lighting arrangement for the community. Under this type of contractual arrangement Council would have total control (subject to meeting our regulatory responsibility) of integrating lighting advancements into the future network.

Notably, as investment in large scale LED replacement programs gathers pace around the world, a similar strategy of taking back control of street lighting is being pursued by Councils in southern Queensland, by Hobart Councils, by seven Councils around Adelaide and by large groups of Councils in the US northeast.

## Report

Following investigation, Council has identified four main reasons why it may wish to consider taking back control of some or all of the public lighting network in its LGA:

- **30% Lower Capital Costs**

Under the pricing methodology used by the Australian Energy Regulator (AER), Endeavour Energy charges an effective rate on capital invested in public lighting of some 8.7-9.2%. This is at least 3-4% higher than the costs at which Council could borrow funds for infrastructure investment at present. So, for identical public lighting assets, capital costs for Council could be at least 30% lower if Council secured funding from elsewhere (e.g. the Clean Energy Finance Corporation). The estimated savings in capital costs are in excess of \$400,000 per year for an identical \$10m replacement lighting network.

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- **30% - 50% Lower Maintenance Costs**

Based on advice given to Council's specialist consultant by leading private sector street lighting service providers, street lighting maintenance costs in a competitive market could be cut by approximately 30% as compared to Endeavour Energy's public lighting charges. Perhaps most importantly service levels could be placed on a contractually guaranteed basis with the service provider liable for penalties for non-performance. The estimated savings in maintenance costs would be more than \$300,000 per year based on current less reliable lighting technology. Estimated savings in maintenance would be more than \$500,000 per year, or more than 50% of current maintenance costs, if more reliable LEDs were widely deployed.

- **44%+ Lower Energy Consumption Faster**

Council's specialist consultant has estimated that total energy savings from moving to LEDs across the lighting portfolio in the LGA would be at least 44% compared to the current portfolio. This is consistent with national modelling conducted for the Institute of Public Works Engineering Australasia showing typical estimated energy savings of 47%. The estimated savings in energy costs from this would be in excess of \$500,000 per year. Further, domestic and international experience is that Councils with direct control of public lighting are able to implement energy efficiency lighting upgrades more rapidly than where utilities own the public lighting network. Notably, 45 of the 50 largest LED deployments in the world at present are on municipally controlled lighting networks.

- **Control of Vital Public Infrastructure for the Future Smart City**

Currently the street lighting network is used purely to light our streets and public open places. However, technology now provides more opportunity for utilisation of this network to provide more features for the benefit of the community. Smart Cities are using the street lighting network to form a communications grid providing access to features such as:

1. CCTV
2. Community Wi-Fi
3. Parking monitoring
4. Litter bin level monitoring
5. Data transfer to electronic signage.

As an example of benefits for the community, these features can allow drivers to use a smart phone application that will direct them to vacant parking spots. If parking is paid, drivers can pay for the parking online with their phone and even pay for extended parking online without having to return to their car.

Another type of benefit is that litter bin levels can be monitored through the 'smart' street lighting network to ensure more efficient emptying of bins. Sensors to monitor the odour coming from bins can be added which prompt alerts to staff so that appropriate action can be taken.

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With respect to the actual lighting of our streets and public domains, LED lighting levels can be readily adjusted to suit the situation. For example, lighting levels could be lowered in the early hours of the morning and, with built-in movement sensors, the lights could be restored instantly to full levels should a vehicle or person enter the area. The technology would allow the fittings to be monitored remotely and early detection of faults can be made and rectified before they become an issue. The lights can also have their own in-built meter which would allow Council to know exactly the power usage and advise the power company of the usage rather than the reverse as happens now. Council would be certain it is paying for exactly the energy it uses whereas at present Council pays for lights even when they are not working.

The benefits of smart city technology for community services are significant and expanding rapidly as technology improves.

However, for Council to maximise the opportunities it would be imperative that we have effective control of the public lighting network. If the lights are owned by a third party, Council could be charged for each of these technology advances and this would further place us in a position where their costs and, in some cases, additional revenue, are out of our control.

It is now widely accepted that highly energy efficient and connected street lighting will become the backbone for most smart city technology. Without control of its own public lighting, particularly in its CBDS, Council will likely have to build a separate and more costly communications grid to provide the community with a future 'Smart City' that is more attractive and liveable for business and residents.

It should also be noted that if Council has control of the street lighting network, we will be able to ensure greater flexibility in any future contracts with the energy provider.

There are a number of issues that need to be examined when considering Council owning the street lighting network. These include:

1. Exit charges and capital costs of replacement lights
2. Regulatory reform needed prior to privatisation
3. The strong case for replacement with LEDs presents an opportunity to rethink the lighting service.

### **Exit Charges and Capital Costs of Replacement Lights**

This section briefly summarises the complex approach to current street lighting tariffs charged by Endeavour Energy, the exit charges that may apply if Council pursued other arrangements and the estimated cost of replacement lights.

Endeavour Energy street lighting charges are broken down into a number of tariff classes which relate to when the street lighting infrastructure was brought into service and who paid for the initial capital cost of each asset. In many cases, Endeavour Energy will seek to levy exit charges if Council wishes to remove inefficient existing lights before the end of their economic life.

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In 2008 the Australian Energy Regulator approved a new methodology for street lighting charges and decided that from 2009 onwards this new charging scheme would come into effect. In the Endeavour Energy street lighting infrastructure installed prior to 2009 was classified as Class 1 and 2 tariffs and from 2009 onwards lighting infrastructure was classified as Class 3 and 4 tariffs. Class 1 and 3 tariffs are for infrastructure that was funded by the energy provider whilst Class 2 and 4 tariffs are for infrastructure that has been gifted to the energy provider.

Tariff 5 charges were introduced to enable the energy provider to recover costs for lighting infrastructure that is requested by Councils to be replaced prior to end of the infrastructure's serviceable life. This allowed the energy provider to recover costs for the redundant infrastructure. If Council was to consider buying the network back then this tariff charge would be applicable.

Different tariff 5 charges apply for the pre and post 2009 infrastructure and the rate reduces every year. Some pre 2009 lighting infrastructure attracts no tariff 5 charges due to the number of years it has been in service. For lights gifted to the energy provider prior to 2009 there is also no tariff 5 charge.

Lighting infrastructure installed after 2009 that was gifted by a developer to the energy provider, (Class 4 tariffs), will also attract a tariff 5 charge if Council requests a change to that infrastructure. This is despite the energy provider not having had to fund the infrastructure provided in the first place. It is worth noting however, that the energy provider has to pay the Government a 33% tax on the total cost of the network that they have just accepted from a developer. This charge then entitles the energy provider to impose a tariff 5 charge on Councils for this infrastructure should Council request the replacement of this infrastructure.

Based on 2015 rates, the tariff 5 charge that would currently be applicable should Council wish to purchase the whole Campbelltown lighting network (poles and luminaires only) is estimated at \$9.6m (advised by Endeavour Energy). As the charge rate is reducing each year (as the street lighting assets reach the end of their lives), \$9.6m is considered to be the worst case scenario and some aspects of this may be open to negotiation.

Currently street lighting is an unmetered service where energy is charged at a fixed rate per type of luminaire for an assumed number of hours per day. This means that, whether or not street lights are working, Council is being charged for them. If the lighting network were Council owned, Councils would likely be required to provide meters on the system as it would be considered a private service similar to that provided to individual properties.

Historically, this would have required the installation of a great deal of costly new metering infrastructure. However, some new smart street lighting controls systems contain metering chips in the control unit installed on each meter. The Australian Energy Market Operator is currently considering the case to recognise the smart street lighting control system to be used in the Sunshine Coast Council as valid metering points as other jurisdictions have done overseas. This development may help facilitate Council ownership of street lighting.

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Campbelltown currently has approximately 15,500 light fittings throughout the LGA of varying types and ages. If Council was able to fund upfront the replacement of all the current fittings with LED fittings, utilising the current poles, it is estimated that the cost would be in the order of another \$10m (including smart controls capable of metering the power consumption). This cost would include the supply and installation of the new fittings and disposal of the old fittings. As discussed above the use of LED fittings is expected to achieve at least a 44% reduction in power charges along with a 50% reduction in maintenance costs. This would result in an overall reduction in total cost of ownership of 25-30% per annum when taking into account the initial capital outlay.

### **Regulatory Reform Needed Prior to Privatisation**

Under the current regulatory arrangements, the electricity distributors present a business case to the Australian Energy Regulator (AER) for changes to their street lighting fees and charges structures. As previously detailed, Councils can submit comments but we have no control in the setting of the charges or the type of charges the AER determines.

Street light assets currently form 1.5% of the Government's sale of the 'Poles and Wires' which ultimately will result in the infrastructure being in the control of a private company.

The State Government has established a forum to review the NSW Public Street Lighting Code in preparation for the sale of the poles and wires. The review of the code is in response to the recognition that the current code provides no binding performance standards to ensure the energy provider operates the public street lighting network to a standard that is expected by the public. The new code is expected to provide Councils with the ability to have better control over the standard of lighting that is provided and have stronger guarantees of service. The forum members are:

- Energy distributors
- Regional Organisations of Councils (MACROC being represented by Campbelltown City Council) and LGNSW
- Roads and Maritime Services
- Department of Industry - Resources & Energy.

Campbelltown Council is MACROC's representative member at the forum due to our very high involvement in the street lighting area.

Although the Department has indicated that the sale of the 'Poles and Wires' is too advanced for the street lighting to be taken out of the sale. Council representatives involved in this process still hold a view that they should be separated out of the sale. Including street lights as part of the sale, puts all councils at a high risk of increased capital and maintenance charges from a private company with little control over the service that Councils are responsible for providing to the community.

There is also a strong argument that as the Councils are required under the Local Government Act and Roads Act to provide lighting then the Councils should have complete control of the lighting systems. That is, they should be handed back to the Local Government authorities to manage. By doing this there will be greater capability for the councils to shape the street lighting solution to suit their communities' expectations rather than the business objectives of a third party.

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### **The Strong Case for Replacement with LEDs presents an Opportunity to Rethink the Lighting Service**

It is now well proven that the LED street lighting greatly reduces energy consumption and significantly reduces the maintenance burden compared to current street lighting systems. LED lights have a more consistent lighting output over life which means that the luminaire output does not diminish over time to the same extent as conventional luminaires. The slight decrease in luminaire output can be compensated by an adjustment to the power output of the fitting, a feature that current luminaires do not have. As a result, the actual life of an LED greatly exceeds that of current lamps which need changing every few years.

The efficiency of LED technology is developing at a rapid rate. Luminaires can now be produced that allow the current spacing of the light columns to remain unchanged, meaning that additional poles or relocating poles would not be required in most cases. The LED could simply be fixed to the existing poles utilising the same wiring.

A significant advantage of the LED over conventional lights is that the direction of the light can be controlled more accurately which reduces the light spill onto surrounding properties and allows the light to be concentrated on the area it is required to illuminate.

The management of any street lighting system is a complex business requiring expertise, plant and equipment outside Council's current scope of operation. Through Council's specialist lighting consultant, enquiries have been made with a number of suitably qualified companies seeking their interest in the LED conversion and then ongoing operation of Council's street lighting network. This would likely be on a staged approach based on Council's ability to buy back the network. The companies approached all showed a keen interest in assisting Council. There is solid international precedent for such arrangements with most of the largest LED deployments in the world being led by specialist providers, many of whom are now present in Australia. Domestically, the City of Sydney was the first to enter into such an arrangement but several others are now in process.

It is envisaged that Council (based on advice from the specialist consultant) would enter into a contract for at least ten years where it would be the company's responsibility to upgrade the existing network to an LED solution and maintain and operate the network on behalf of Council.

In order to determine the cost feasibility for this approach Council's consultant has been requested to review a number of fixed locations and determine the feasibility of Council to isolate these areas from the network. If Council is resolved to test the attractiveness of directly owning the street lighting network Expressions of Interest would be sought from suitable companies to manage this. To efficiently run a street lighting network, the size of the network is important to ensure that there is sufficient economy of scale. Although all of the companies approached have expressed an interest in working with Council on selected sites, they did indicate that the greatest cost saving would be achieved with larger sized networks.

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The areas currently being considered by the specialist consultant for the first stage of a Council owned network are Campbelltown CBD, Ingleburn CBD, Leumeah Station car parks, Mawson Park, Park Central, Eagle Vale Drive and Minto Station car park. Discussions have also been held with Stocklands as to the feasibility of having the lighting network at East Leppington configured in such a way that this could be easily privatised and ownership passed to Council. Subsequent phases may involve taking direct control of street lighting constructed as part of new subdivisions and finally, taking over control of the large number of existing street lights not covered by the above stages.

Should responses to an initial call of Expressions of Interest be favourable, before proceeding to tender it is proposed that a detailed briefing be provided to Council on:

- How Council would take ownership of new and existing public lighting in Campbelltown CBD, Ingleburn CBD, Leumeah Station car parks, Mawson Park, Park Central, Eagle Vale Drive and Minto Station car park
- The costs associated with exiting current arrangements with Endeavour Energy for the above locations
- The costs, benefits and risks associated with owning and replacing the lighting network with LEDs and smart controls
- The regulatory framework for Council owned public lighting including the changes proposed to the NSW Public Lighting Code.

As a final note, it is worth Council noting that street lighting was originally managed by County Councils. County Councils were established more than a century ago by NSW Councils to manage public lighting and tramways. County Councils were controlled by local Councils up to about 1989 when they were corporatised by the state government. During that period no compensation was paid to Councils for the costs they had incurred for street lights or other assets up to that point of time when the corporatisation occurred.

### **Officer's Recommendation**

1. That Council, as a first step in a staged approach, proceed with calling for Expressions of Interest from suitably qualified companies to take on responsibility designing, installing, maintaining (and possibly financing) a new Council owned LED public lighting network that includes Campbelltown and Ingleburn CBD's, Minto, Leumeah and Campbelltown Station car parks, Park Central and Mawson Park and Eagle Vale Drive.
2. That Council write to the State Government requesting that the street light network not form part of the 'Poles and Wires' sale as currently proposed.

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

That the Officer's Recommendation be adopted.

**CARRIED**

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## **Council Meeting 19 April 2016 (Hawker/Borg)**

That the Officer's Recommendation be adopted.

### **Amendment: (Mead/Thompson)**

That Council, as a first step in a staged approach, proceed with calling for Expressions of Interest from suitably qualified companies to take on responsibility for designing, installing, maintaining (and possibly financing) a new Council owned LED public lighting network that includes Campbelltown and Ingleburn CBD's, Minto, Leumeah and Campbelltown Station car parks, Park Central and Mawson Park and Eagle Vale Drive.

### **LOST**

A **Division** was called in regard to the above amendment for Item 1.2 - Street Lighting Update with those voting for the amendment being Councillors Greiss, Matheson, Mead, Rowell and Thompson.

Voting against the above amendment were Councillors Borg, Brticevic, Hawker, Kolkman, Lake, Lound and Oates.

### **Amendment: (Kolkman/Oates)**

1. That Council, as a first step in a staged approach, proceed with calling for Expressions of Interest from suitably qualified companies to take on responsibility for designing, installing, maintaining (and possibly financing) a new Council owned LED public lighting network that includes Campbelltown and Ingleburn CBD's, Minto, Leumeah and Campbelltown Station car parks, Park Central and Mawson Park and Eagle Vale Drive.
2. That Council write to the State Government requesting that the street light network not form part of the 'Poles and Wires' sale as currently proposed.

**WON** and became the Motion

A **Division** was called in regard to the Resolution for Item 1.2 - Street Lighting Update with those voting for the Motion being Councillors Borg, Brticevic, Greiss, Hawker, Kolkman, Lake, Lound, Matheson, Mead, Oates, Rowell and Thompson.

Voting against the Resolution were: nil

## **Council Resolution Minute Number 55**

1. That Council, as a first step in a staged approach, proceed with calling for Expressions of Interest from suitably qualified companies to take on responsibility for designing, installing, maintaining (and possibly financing) a new Council owned LED public lighting network that includes Campbelltown and Ingleburn CBD's, Minto, Leumeah and Campbelltown Station car parks, Park Central and Mawson Park and Eagle Vale Drive.
  2. That Council write to the State Government requesting that the street light network not form part of the 'Poles and Wires' sale as currently proposed.
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## **2. OPERATIONAL SERVICES**

**No reports this round**

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

### **3.1 T15/31 Plumbing Services**

#### **Reporting Officer**

Manager Assets and Supply Services

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#### **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 plumbing services and recommend that Council accept the tenders submitted by CRG Plumbing and Maintenance Pty Ltd, Every Trade Building Services Pty Ltd, Jescaslac Holdings Pty Limited t/a Newman and Barker Plumbing and PJC Plumbing Services Pty Ltd as a panel contract.

#### **History**

Council had a contract for the provision of plumbing services which was terminated in November 2015. As Council utilises 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 two 12 month options for extension to be exercised at Council's discretion.

### **Advertising of Tenders**

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 18 and 20 January 2016. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

A tender briefing was held on 2 February 2016.

### **Tender Document**

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

- company details
- references
- company experience, particularly as they relate to these plumbing services
- details of any subcontractors and their experience, particularly as they relate to plumbing services
- nominated staff including proposed role and years of relevant experience
- resources including number of service vehicles and details of equipment available to undertake the works
- pricing
- insurances
- environmental practices
- Work Health and Safety management systems
- conflict of interest declaration
- collusive submission declaration
- additional terms of contract, if proposed.

### **Tenders Received**

Tenders closed on Tuesday 16 February 2016. Five on-time responses were received from the following organisations:

- CRG Plumbing and Maintenance Pty Ltd
- Every Trade Building Services Pty Ltd
- Limeblue Plumbing and Civil Pty Ltd
- Jescaslac Holdings Pty Limited t/a Newman and Barker Plumbing
- PJC Plumbing Services Pty Ltd.

### **Evaluation Process**

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

- experience of the company of subcontractor, if nominated
  - nominated staff and resources
-

- suitability of standard 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 using historical workload figures, using the hourly rate for miscellaneous plumbing services and repairs 24 hours per day, 7 days per week including public holidays and 40 instances of Backflow prevention testing and certification and 36 instances of Thermostatic Mixing Valve testing and certification.

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

CRG Plumbing and Maintenance Pty Ltd, Every Trade Building Services Pty Ltd, Jescaslac Holdings Pty Limited t/a Newman and Barker Plumbing and PJC Plumbing Services Pty Ltd are recommended under a panel arrangement as they:

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

### **Tenders Not Recommended**

Limeblue Plumbing and Civil Pty Ltd is not recommended as their pricing structure was not in accordance with the Request for Tender.

### **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.

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### **Officer's Recommendation**

1. That Council accept the offer of CRG Plumbing and Maintenance Pty Ltd for the provision of plumbing services for a period of two years with two options for extension of 12 months each.
2. That Council accept the offer of Every Trade Building Services Pty Ltd for the provision of plumbing services for a period of two years with two options for extension of 12 months each.
3. That Council accept the offer of Jescaslac Holdings Pty Limited t/a Newman and Barker Plumbing for the provision of plumbing services for a period of two years with two options for extension of 12 months each.
4. That Council accept the offer of PJC Plumbing Services Pty Ltd for the provision of plumbing services for a period of two years with two options for extension of 12 months each.
5. That the Contract documents be executed under the Common Seal of Council.
6. That the unsuccessful Tenderer be notified of the results of tender process.

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

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 19 April 2016 (Hawker/Borg)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 55**

That the Officer's Recommendation be adopted.

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## **3.2 T16/01 Roofing Services**

### **Reporting Officer**

Manager Assets and Supply Services

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### **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 roofing services and recommend that Council accept the tenders submitted by RJ & C Nash t/as Affordable Roofing and Guttering and Quantum Roofing Pty Ltd under a panel contract arrangement.

### **History**

Council's requires roofing services contractors to undertake maintenance, repairs, replacement and new works on Council roofs and gutters at various locations. Council has replaced more than 150 lineal meters of box guttering and anticipates more gutter replacement over the term of the 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.

#### **Contract Term**

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

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### **Advertising of Tenders**

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 22 and 29 February 2016. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

### **Tender Document**

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

- company details
- references
- company experience, particularly as they relate to these services
- details of any subcontractors and their experience, particularly as they relate to the Services
- details of nominated staff and resources to be used under the contract including evidence of required licences
- pricing
- insurances
- environmental practices
- Work Health and Safety management systems
- conflict of interest declaration
- collusive submission declaration
- additional terms of contract, if proposed.

### **Tenders Received**

Tenders closed on Tuesday 15 March 2016. Three on-time responses were received from the following organisations:

- RJ & C Nash t/as Affordable Roofing and Guttering
- QACO Pty Ltd
- Quantum Roofing Pty Ltd.

### **Evaluation Process**

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

- experience of the company including any subcontracting
- nominated staff and resources
- suitability of standard 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.

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The scoring of tendered prices was determined on the hourly rate for repairs and maintenance during Normal Working Hours.

### **Short Listing**

The Request for Tender process allows for a short listing process to occur at Council's discretion. This process excludes a Tender from further consideration at any stage of the evaluation process on a range of conditions, as follows:

- It is found not to comply with the Conditions of Tendering
- It is evaluated as not meeting or addressing a criteria
- It is found to be unacceptable in terms of effectiveness against the evaluation criteria
- It is evaluated as representing a greater than acceptable price
- It is found to be presenting unacceptable risk
- It is evaluated as not achieving a satisfactory standard.

A short listing process was undertaken whereby QACO Pty Ltd was excluded from further consideration as they were evaluated as not achieving a satisfactory standard in relation to their details provided for experience in similar works and evidence of appropriately licenced nominated staff.

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

RJ & C Nash Pty Ltd t/as Affordable Roofing and Guttering and Quantum Roofing Pty Ltd are recommended as part of a panel contract arrangement as they:

- provided satisfactory details of experience in similar works
- provided satisfactory details of nominated staff
- have provided satisfactory works to Council in the past.

### **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**

Quantum neglected to include a copy of their environmental policy. Council officers supervising the works will ensure that sufficient environmental protection measures are in place prior to the commencement of any works.

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

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### **Officer's Recommendation**

1. That Council accept the offer of RJ & C Nash Pty Ltd t/as Affordable Roofing and Guttering for the provision of roofing services for a period of two years with two options for extension of 12 months each.
2. That Council accept the offer of Quantum Roofing Pty Ltd for the provision roofing services for a period of two years with two options for extension of 12 months each.
3. That the Contract documents be executed under the Common Seal of Council.
4. That the unsuccessful Tenderers be notified of the results of tender process.

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

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 19 April 2016 (Hawker/Borg)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 55**

That the Officer's Recommendation be adopted.

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### **3.3 T15/17 Traffic Signals on Eagle Vale Drive**

#### **Reporting Officer**

Manager Technical Services and Acting Manager Assets and Supply Services

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#### **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 traffic signals on Eagle Vale Drive and recommend that Council accept the tender submitted by Roadworx Surfacing Pty Ltd.

#### **History**

Council has received a \$17.5m grant from the Federal Government to complete the upgrade of Eagle Vale Drive. As part of the upgrade, the supply, installation and commissioning of traffic signals at the intersection of Badgally Road and Eagle Vale Drive, and Epping Forest Drive and Eagle Vale Drive is required to be undertaken by an RMS prequalified contractor.

#### **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 from the \$17.5m grant from the Federal Government to complete the upgrade of Eagle Vale Drive.

##### **Contract Term**

The term for this contract will be until completion of works.

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### **Advertising of Tenders**

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 29 February 2016 and 7 March 2016. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

### **Tender Document**

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

- company details
- references
- company experience, particularly as they relate to these services
- evidence of certification of traffic signals pre-qualification with Roads and Maritime Services (RMS)
- details of any subcontractors and their experience, particularly as they relate to the Services
- program
- pricing
- insurances
- environmental practices
- Work Health and Safety management systems
- conflict of interest declaration
- collusive submission declaration
- additional terms of contract, if proposed.

### **Tenders Received**

Tenders closed on Tuesday 22 March 2016. Three on-time responses were received from the following organisations:

- Pyofile Pty Ltd t/as CNJ Electrical Services
- Roadworx Surfacing Pty Ltd t/as TASK Engineering
- Traffic Lights NSW Pty Ltd.

### **Evaluation Process**

The Evaluation Panel, consisting of officers from Technical Service and Education and Care Services evaluated the tenders against the following weighted assessment criteria:

- experience of the company
- evidence of Roads and Maritime Services traffic signals pre-qualification
- program of works
- suitability of standard 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.

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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 lump sum price.

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

Roadworx Surfacing Pty Ltd is recommended for the supply and installation of traffic signals on Eagle Vale Drive as they provided:

- suitable experience in similar works
- evidence of RMS prequalification for traffic signals
- suitable works program, meeting Council's deadline
- the lowest price.

### **Tenders Not Recommended**

Pyofile Pty Ltd t/as CNJ Electrical Service and Traffic Lights NSW Pty Ltd are not recommended for the supply and installation of traffic signals as they:

- did not provide a satisfactory works program
- tendered a more expensive price. The evaluation panel did not see any benefit in recommending a more expensive organisation.

### **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 Roadworx Surfacing Pty Ltd for the supply and installation of traffic signals on Eagle Vale Drive.
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/Brticevic)**

That the Officer's Recommendation be adopted.

**CARRIED**

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**Council Meeting 19 April 2016 (Hawker/Borg)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 55**

That the Officer's Recommendation be adopted.

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

**No reports this round**

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

##### **5.1 Safety Audit of playing reserves with respect to trail bikes**

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

1. That Council conduct an immediate safety audit on trail bike access on all playing reserves specifically commencing at the Rosemeadow playing fields.
2. That the 'Dob in a Dumper' program be extended to include 'Dob in a Trail Bike Rider'.

**CARRIED**

###### **Council Meeting 19 April 2016 (Hawker/Borg)**

That the Committee's Recommendation be adopted.

###### **Amendment: (Hawker/Borg)**

1. That Council conduct an immediate safety audit on trail bike access on all playing reserves specifically commencing at the Rosemeadow playing fields.
2. That the 'Dob in a Dumper' program be extended to include 'Dob in a Trail Bike Rider'.
3. That Council write to the Local Area Commanders asking them to increase patrols in the vicinity of our playing reserves to deter trail bike riders in these areas.

###### **Council Resolution Minute Number 55**

1. That Council conduct an immediate safety audit on trail bike access on all playing reserves specifically commencing at the Rosemeadow playing fields.
  2. That the 'Dob in a Dumper' program be extended to include 'Dob in a Trail Bike Rider'.
  3. That Council write to the Local Area Commanders asking them to increase patrols in the vicinity of our playing reserves to deter trail bike riders in these areas.
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### **Confidentiality Motion: (Borg/Mead)**

That the Committee in accordance with Section 10A 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**

## **22. CONFIDENTIAL ITEMS**

### **22.1 Confidential Report Directors of Companies - City Works**

#### **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

#### **Motion: (Borg/Mead)**

That the Committee in accordance with Section 10 of the *Local Government Act 1993*, move to re-open the meeting to the public.

**CARRIED**

There being no further business the meeting closed at 8.06pm.

P Hawker  
CHAIRPERSON

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