

Reports of the City Works Committee Meeting held at 7.30pm on Tuesday, 13 November 2012.

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 13 November 2012

Present

- Councillor P Lake (Chairperson)
- Councillor F Borg
- Councillor G Brticevic
- Councillor W Glynn
- Councillor P Hawker
- Councillor C Mead
- Director Business Services - Mr M Sewell
- Director Community Services - Mrs L Deitz
- Acting Director City Works - Mr J Dodd
- Acting Manager Assets and Supply Services - Mr W Miller
- Manager Business Assurance - Mrs M McIlvenny
- Acting Manager Compliance Services - Mr P Curley
- Acting Manager Education and Care Services – Ms G Vickers
- Acting Manager Financial Services – Mr A Butcher
- Manager Governance and Administration - Ms D Bourke
- Acting Manager Healthy Lifestyles – Ms T Hart
- Manager Operations - Mr A Davies
- Manager Property Services - Mr J Milicic
- Manager Technical Services - Mr K Lynch
- Coordinator Procurement and Contracts - Ms K Stares
- Sports Liaison and Recreation Coordinator - Mr G Ripoll
- Executive Assistant - Mrs K Peters

Apology (Brticevic/Hawker)

That the apology from Councillor Chanthivong be received and accepted.

CARRIED

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

There were no Declarations of Interest at this meeting.

1. TECHNICAL SERVICES

1.1 Traffic Committee

Reporting Officer

Manager Technical Services

Attachments

1. Minutes of the Local Traffic Committee meeting of 18 October 2012
2. Minutes of the Campbelltown Traffic Committee meeting of 18 October 2012

Purpose

To seek Council's endorsement of the recommendations arising from the Local Traffic Committee and Campbelltown Traffic Committee held on 18 October 2012.

Report

RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE 18 OCTOBER 2012

Reports Listed for Consideration

LTC 12/54 Farrow Road, Campbelltown - Relocation of mobility parking

1. That Plan 12376 showing signs and markings associated with the provision of on street mobility parking and entrance management to Farrow Road West commuter parking area be approved.
2. That Council provide S1 (separation) dividing line in Farrow Road between the crossing and the roundabout with Badgally Road as described in the body of the report.

LTC 12/55 Parkhill Avenue, Leumeah - No Parking, Australia Post

That Council approve the installation of 'No Parking, Australian Post Vehicles Excepted' with time restrictions 3.30pm - 7.00pm, Sunday - Friday'.

LTC 12/56 Pembroke Road and Durham Street Intersection, Minto - Request for Signalised Marked Foot Crossing

That the information be noted.

LTC 12/57 Stanley Road, Ingleburn - Parking plan

That Council approve Sheet 7 Plan 12316 showing linemarking and signposting for the parking management in Stanley Road, Ingleburn.

LTC 12/58 Hannaford Street, Campbelltown - Intersection lane discipline

That Council install linemarking to the intersection of Hannaford and George Streets, Campbelltown as described in the body of the report.

LTC 12/59 Old Leumeah Road, Leumeah - Dividing line review

That the report be deferred pending further enquiries.

RECOMMENDATIONS OF THE CAMPBELLTOWN TRAFFIC COMMITTEE 18 OCTOBER 2012

Reports Listed for Consideration

CTC 12/41 Campbelltown Road, Minto - Additional lane request

That Council write to Roads and Maritime Services seeking a meeting to discuss the warrant requirements in providing a dedicated lane from Campbelltown Road to Rose Payten Drive.

CTC 12/42 Campbelltown Road, Campbelltown, Rose Payten Drive to Raby Road, Speed Zone Review

That Council's Officers meet with the Roads and Maritime Services bringing to their attention the changing traffic conditions on Campbelltown Road, Woodbine, which would support the change of speed zone from 70km/h to 80km/h for the northbound direction from Rose Payten Drive to the Hume Highway.

CTC 12/43 Railway Parade, Glenfield - Footbridge Removal Traffic Management Plan

That the information be noted.

General Business

CTC 12/44 Railway Parade, Glenfield - Removal of Footbridge over railway line

That the information be noted.

CTC 12/45 Glenfield Railway Station - Lack of Police and Emergency Service Parking

That the matter be further investigated and reported to the next meeting of the Traffic Committee.

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 18 October 2012 be adopted.

Committee's Recommendation: (Borg/Glynn)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

ATTACHMENT 1



LOCAL TRAFFIC COMMITTEE MINUTES

18 October 2012

LOCAL TRAFFIC COMMITTEE

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



Minutes Summary

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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 18 October 2012

1. ATTENDANCE

Campbelltown City Council

Councillor G Greiss (Chairperson)
Coordinator Traffic and Road Design - Mr A Arora
Team Leader Traffic Investigation - Mr F Sirc
Administrative Assistant - Mrs S Lambert

Roads and Maritime Services

Mr J Suprain

Police Representatives

Senior Sergeant P Kremer
Senior Constable M Davies
Constable A Georgey

Bus Companies

Busways - Mr S Grady
Interline - Mr B East

Representative of Member for Macquarie Fields

Mr R James

2. APOLOGIES

Sergeant M Cotton
Manager Technical Services - Mr K Lynch

An Acknowledgement of Land was performed by the Chairperson.

3. CONFIRMATION OF MINUTES

The Minutes of the previous meeting held on 30 August 2012 were adopted by Council at its meeting held on 16 October 2012 with the exception of Item LTC 12/46 - Cordeaux Street, Campbelltown - St Peters School Bus Zone.

It was recommended that the item be deferred pending further investigation and a future Council inspection. The matter would be referred back to the Traffic Committee.

4. BUSINESS ARISING FROM MINUTES

No reports this round

5. REPORTS LISTED FOR CONSIDERATION

LTC 12/54 Farrow Road, Campbelltown - Relocation of mobility parking

Previous Report: LTC 09/27
Electorate: Campbelltown
Author Location: Traffic and Road Design Unit

Attachments

Plan 12376 Farrow Road, Campbelltown.

Background (18/10/2012)

Council completed stage 1 works of Farrow Road which was opened to through traffic on 8 August 2012. Detailed design of stage 2 works has been completed, which comprises of driveway to the Western Commuter car park, relocation of accessible parking closer to the railway station and additional restricted parking along Farrow Road.

Plan 12376 showing signs and line markings associated with the new driveway to Farrow Road West commuter car park and parking is presented for the Committee's concurrence.

The salient features of Plan 12376 are:

1. The removal of the bus turning circle. This had been pre-empted previously to the Committee upon the proposed road extension to Blaxland Road. Through traffic is expected to increase in Farrow Road making it necessary to remove conflicts with U turn manoeuvres.
 2. Provision of a secondary driveway to the commuter car park, which requires adjustment to the internal parking spaces. However 8 parking spaces will be maintained but accessible parking spaces are being relocated.
 3. Provision of 17 on-street parking spaces has been made, of which 8 are accessible and 9 are 3P parking. These spaces will be 90 degree parking located through the area of the redundant turning circle.
 4. Provision of a footway on the western side of Farrow Road to link pedestrians between the crossing and the car park. It is proposed to remove the informal crossing point across Farrow Road at its northern end of the commuter car park promoting the use of the marked pedestrian crossing.
 5. Provision of a centre dividing line that delineates the transition between a 13m to a 9.2m carriageway.
-

The relocation of the accessible parking spaces closer to the railway station will address both safety and distance issues which were raised by many users. These accessible spaces within the commuter car park had not been utilised effectively due to the distance from the station.

In addition to the works associated with Plan 12376, it is recommended that the centre of Farrow Road between the pedestrian crossing and the roundabout at Badgally Road (approximately 95m) be line marked with S1 dividing line (separation) matching the double unbroken lines at both facilities. In line with Roads and Maritime Services Supplement guidelines the barrier lines at the crossing shall also be augmented with Bi-directional raised reflector pavement markers.

Officer's Recommendation

1. That Plan 12376 showing signs and markings associated with the provision of on street mobility parking and entrance management to Farrow Road West commuter parking area be approved.
2. That Council provide S1 (separation) dividing line in Farrow Road between the crossing and the roundabout with Badgally Road as described in the body of the report.

Discussion (18/10/2012)

Following a number of concerns raised by the Campbelltown representative of the NSW Police Force, the Committee were advised that a meeting has taken place on site and the issues raised have been addressed.

The Busways representative requested that Council Rangers and the Police look at parking in the mornings and also cars have been performing 'U' turns and he suggested that the parking signs be upgraded.

The Busways representative enquired that as the current speed limit of 60kph is in place, are there any plans to reduce the speed limit.

The Committee were advised that no concerns have been raised with regard to the speed limit, however the matter would be further investigated.

Recommendation of Local Traffic Committee

1. That Plan 12376 showing signs and markings associated with the provision of on street mobility parking and entrance management to Farrow Road West commuter parking area be approved.
 2. That Council provide S1 (separation) dividing line in Farrow Road between the crossing and the roundabout with Badgally Road as described in the body of the report.
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Local Traffic Committee Meeting 18 October 2012
LTC 12/55 Parkhill Avenue, Leumeah - No Parking, Australia Post

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LTC 12/55 Parkhill Avenue, Leumeah - No Parking, Australia Post

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

Attachments

1. Aerial plan of Parkhill Avenue, Leumeah
2. Street view of Parkhill Avenue showing location of letterbox and proposed signs.

Background (18/10/2012)

Council has received a request from Australia Post advising of their intention to relocate a Street Post Box (SPB) from Leumeah Road near the intersection with Parkhill Avenue to a new location near the shops at 52 Parkhill Avenue, Leumeah, which is approximately 550 metres north east of the existing location.

Australia Post has requested Council to consider installation of 'No Parking, Australia Post Vehicles Excepted' signs from the entry driveway to the exit driveway of the shops, so that the post can be cleared without any obstructions.

Council Officers have inspected the site and have made the following observations:

1. Currently the SPB is about 550 metres south east of the shops at 52 Parkhill Avenue, Leumeah and can be moved to the new location which is approximately 550 metres north east and is near to the shops.
2. To relocate the SPB to this new location between the entry and exit driveways to the shops, parking restrictions would be required to make it easier for Australia Post staff to clear mail in a safe and unobstructed manner. It is suggested that 'No Parking, Australia Post Vehicles Excepted' signs with time restrictions 3.30pm - 7pm Sunday - Friday be installed. By doing so, Australia Post will have no difficulty in clearing mail in a safe manner and shoppers will also be able to park on the kerbside outside the restriction hours.

Officer's Recommendation

That Council approve the installation of 'No Parking, Australia Post Vehicles Excepted' with time restrictions 3.30pm - 7.00pm, Sunday - Friday'.

Discussion (18/10/2012)

Following discussion regarding the signage and wording of the proposed signs, it was suggested that consultation take place with the three businesses and their comments if favourable to the proposal be considered so that the Committee's recommendation be adopted.

Local Traffic Committee Meeting 18 October 2012
LTC 12/55 Parkhill Avenue, Leumeah - No Parking, Australia Post

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Recommendation of Local Traffic Committee

That Council approve the installation of 'No Parking, Australia Post Vehicles Excepted' with time restrictions 3.30pm - 7.00pm, Sunday - Friday'.

NOTE:

Following the meeting, consultation was undertaken with the three businesses concerned and no objections have been raised.

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LTC 12/56 Pembroke Road and Durham Street Intersection, Minto - Request for
Signalised Marked Foot Crossing

LTC 12/56 **Pembroke Road and Durham Street Intersection,
Minto - Request for Signalised Marked Foot Crossing**

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

Attachments

Location map

Background (18/10/2012)

Council forwarded a letter to Roads and Maritime Services requesting assistance and advice in assessing the provision of pedestrian crossing signals at the location of Pembroke Road and Durham Street intersection, Minto.

Council has received information from Roads and Maritime Services advising that they are aware of traffic and pedestrian conditions at this location and are currently preparing concept design plans for the installation of traffic control signals at this intersection, which includes marked foot crossings on all legs of the intersection and right turn lanes for motorists wishing to turn from Pembroke Road into Durham Street.

Council will be included in discussions and will provide input as the process develops. Community consultation will also be undertaken prior to finalisation of any proposal.

Roads and Maritime Services also advised that the proposal has not been cost estimated and is currently unfunded and is not included in a future works program.

Officer's Recommendation

That the information be noted.

Discussion (18/10/2012)

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

Recommendation of Local Traffic Committee

That the information be noted.

Local Traffic Committee Meeting 18 October 2012
LTC 12/57 Stanley Road, Ingleburn - Parking plan

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LTC 12/57 Stanley Road, Ingleburn - Parking plan

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

Attachments

Plan 12316, Sheet 7, Stanley Road, Ingleburn: Norwich to Memorial Avenue

Background (18/10/2012)

Council has programmed pavement reconstruction and drainage works in Stanley Road, Ingleburn, between Norwich Road and Memorial Avenue.

As a result of the works the unsealed street parking along the railway line will be sealed. The width of the road carriageway including street parking is approximately 22 metres. The new pavement will require linemarking to distinguish the travelling lanes from the parking area. Plan 12316 showing the linemarking and sign posting in this area of road is presented to the Committee for its concurrence.

The Plan provides 73 ninety degree parking bays on the south side of Memorial Avenue with an additional seventeen front to kerb angle parking bays immediately north of the intersection. The parking bays against the railway boundary fence will be delineated with a dish crossing drain. The pedestrian crossing will also be enhanced with a kerb extension platform on the eastern side of the road on the west side of the station. This will shorten the length of crossing over a wide expanse of road.

Officer's Recommendation

That Council approve Sheet 7 Plan 12316 showing linemarking and sign posting for the parking management in Stanley Road, Ingleburn.

Discussion (18/10/2012)

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

Recommendation of Local Traffic Committee

That Council approve Sheet 7 Plan 12316 showing linemarking and sign posting for the parking management in Stanley Road, Ingleburn.

LTC 12/58 **Hannaford Street, Campbelltown - Intersection lane discipline**

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

Attachments

Location sketch plan showing line marking proposal at the intersection of Hannaford Street and George Street, Campbelltown.

Background (18/10/2012)

Council is in receipt of a request to reinstate a traffic dome (silent cop) in Hannaford Street, Campbelltown, at its intersection with George Street following a claim that there have been two accidents over the last year. It was also requested to consider a similar treatment at the other end of the street system at the intersection of Farnsworth and Hoddle Avenues.

The resident raising the issue believes that there had been a traffic dome and line marking at the intersection in the past. Council Officers acknowledge the usage of traffic domes in the past with some sites still having them. Council does not replace the traffic domes as they are no longer considered a traffic device. Council has no record of any such devices which were installed for Hannaford Street. It was further claimed that the old Campbelltown area has been the subject to ongoing repairs to water mains and that road pavements in the area have been continually patched removing line marking and other facilities.

Hannaford Street is a narrow road having a tight reverse curve alignment immediately east of George Street. According to the Roads and Maritime Service database there has been 3 intersection accidents for the five year period ending 2010 that included 3 injuries.

Since the sight distance is limited through the bend when making a left turn from George, It is recommended that 28 metres double barrier lines be installed in Hannaford Street from its intersection with George Street to provide delineation through the bend. Although it was claimed that some local residents are parking near the bend, parking restrictions are not considered at this stage. Motorists are not permitted to park adjacent to the barrier lines where the travel lane is less than three metres. It is anticipated that the line marking will require regular maintenance due to vehicles crossing the dividing line.

In addition, it is also recommended that approximately 15m of double barrier lines be installed in George Street on the northern side of Hannaford Street replacing the existing separation line. This will highlight the presence of the intersection.

In relation to the intersections feeding off Hoddle Avenue, the accidents that have been recorded are mostly related to loss of control along Hoddle Avenue and not due to turning manoeuvre. Therefore, the treatment to the streets off Hoddle Avenue is not recommended at this stage.

Officer's Recommendation

That Council install linemarking to the intersection of Hannaford and George Streets, Campbelltown as described in the body of the report.

Discussion (18/10/2012)

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

Recommendation of Local Traffic Committee

That Council install linemarking to the intersection of Hannaford and George Streets, Campbelltown as described in the body of the report.

LTC 12/59 Old Leumeah Road, Leumeah - Dividing line review

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

Attachments

1. Aerial location plan of Old Leumeah Road
2. Street view of Old Leumeah Road showing line marking proposal by Busways Group

Background (18/10/2012)

Council has received concerns expressed by Busways, motorists, drivers of service vehicles and removalist vans, etc. regarding the width of travelling lanes in Old Leumeah Road following the completion of the Parkview Development Mosaic Apartments on the corner of Pembroke Road and Old Leumeah Road.

Council Officers investigated the site and have made the following observations:

At present an unbroken 'double barrier' (BB) dividing line divides two lanes (two way) in Old Leumeah Road, between O'Sullivan Road and Pembroke Road, and is off centred to the southern side creating a variable westbound lane of 3.45m near Pembroke Road and 4.5m in the section between the Sportsground access to the roundabout at O'Sullivan Road. The road width of Old Leumeah Road varies from its width of 9m to 11m between Pembroke Road and O'Sullivan Road roundabout. The road also has 'No Stopping' restrictions on both sides of the road mainly due to the history of traffic associated with the nearby stadium.

Generally the vehicles are illegally parked in the west bound lane for delivering goods or passengers to businesses and apartments in spite of a 'No Stopping' restriction along the lane. Buses and other vehicles have to cross the BB lines to overtake these parked vehicles and thus they are forced to drive into the oncoming traffic which is quite dangerous.

It is suggested that by making the following changes, this issue can be resolved to achieve smooth flow of traffic in a safe and unobstructed manner.

1. Re-align and replace the existing unbroken dividing line in Old Leumeah Road, between Pembroke Road and O'Sullivan Road, with an S1 line starting 50m west of Pembroke Road continuing along its length to O'Sullivan Road, allowing for 15m of BB lines at the intersection of the Sportsground access road and the roundabout so that it creates 3.2m east bound lane and 5.4m west bound lane allowing for a free travel lane past the vehicles parked along the kerb line.
 2. Replace the 'No Stopping' restriction with 'No Parking' on the southern kerb of Old Leumeah Road to accommodate the change in the dividing line as described above.
-

Officer's Recommendation

1. That Council replace the existing unbroken dividing line in Old Leumeah Road, between Pembroke Road and O'Sullivan Road, with an S1 line as described in the body of the report.
2. That Council replace the 'No Stopping' restriction with 'No Parking' on the southern kerb of Old Leumeah Road to accommodate the change in the dividing line as described above.

Discussion (18/10/2012)

Following extensive discussion and a number of concerns raised by the representative of Busways, regarding the replacement of the existing dividing line, the NSW Police representative requested that the report be deferred pending further enquiries.

Recommendation of Local Traffic Committee

That the report be deferred pending further enquiries.

6. LATE ITEMS

No reports this round

7. GENERAL BUSINESS

No reports this round

8. DEFERRED ITEMS

No reports this round

There being no further business the meeting closed at 10.01am.

G Greiss
CHAIRPERSON

ATTACHMENT 2



CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES

18 October 2012

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

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Campbelltown Traffic Committee Meeting 18 October 2012

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CTC 12/41 Campbelltown Road, Minto - Additional lane request

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 18 October 2012

1. ATTENDANCE

Campbelltown City Council

Councillor G Greiss (Chairperson)
Coordinator Traffic and Road Design - Mr A Arora
Team Leader Traffic Investigation - Mr F Sirc
Administrative Assistant - Mrs S Lambert

Roads and Traffic Authority

Mr J Suprain

Police Representatives

Senior Sergeant P Kremer
Senior Constable M Davies
Constable A Georgey

Bus Companies

Busways - Mr S Grady
Interline - Mr B East

Representative of Member for Macquarie Fields

Mr R James

2. APOLOGIES

Manager Technical Services - Mr K Lynch
Sergeant M Cotton

An Acknowledgement of Land was performed by the Chairperson

3. CONFIRMATION OF MINUTES

The Minutes of the previous meeting held on 30 August 2012 were adopted by Council at its meeting held on 16 October 2012.

4. BUSINESS ARISING FROM MINUTES

No reports this round

5. REPORTS LISTED FOR CONSIDERATION

CTC 12/41 Campbelltown Road, Minto - Additional lane request

Previous Report: CTC. 12/28
Electorate: Campbelltown
Author Location: Traffic and Road Design Unit

Attachments

Location Plan Sheet 1 and 2.

Background (18/10/2012)

Council at its meeting of 3 July 2012 adopted the Committee recommendation to request the Roads and Maritime Services to widen Campbelltown Road in the southbound direction from its intersection with the Hume Highway offloading ramp to Rose Payten Drive. The Committee recommended that Campbelltown Road be widened from two to three lanes to address merging conflicts and congestion.

RMS has replied advising that the widening of Campbelltown Road is not necessary at this time as traffic congestion is limited to the brief morning and afternoon peak traffic flow periods. RMS advises that some degree of traffic delay should be expected during these peak traffic flow period. The advice also suggests that the exclusive left turn lane from Campbelltown Road into Rose Payten Drive is of substantial length that allows traffic queues to dissipate with the free flowing left turn (under give way conditions).

Following the reconstruction of Campbelltown Road Hume Highway intersection in October 2011 the dedicated left turn slip lane on Campbelltown Road to Rose Payten Drive was closed. Prior to this event the Hume Highway off ramp merged into one lane while Campbelltown Road maintained its own lane to Rose Payten Drive. The new arrangement now has two lanes (Lanes 1 and 2) continuing from the Hume Highway off-ramp with motorists from Campbelltown Road now required to weave into the main carriageway.

Anecdotal evidence from observations indicates that there are major conflicts with motorists trying to merge from Campbelltown Road into Lane 1 causing congestion and confusion for motorists exiting the Highway. Traffic heading into Campbelltown from Campbelltown Road is significant and should have its own lane to Rose Payten Drive. It is recommended that Council Officers meet with RMS to raise this issue as it a safety concern.

Officer's Recommendation

That Council write to Roads and Maritime Services seeking a meeting to discuss the warrant requirements in providing a dedicated lane from Campbelltown Road to Rose Payten Drive.

Campbelltown Traffic Committee Meeting 18 October 2012

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CTC 12/41 Campbelltown Road, Minto - Additional lane request

Discussion (18/10/2012)

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

Recommendation of Campbelltown Traffic Committee

That Council write to Roads and Maritime Services seeking a meeting to discuss the warrant requirements in providing a dedicated lane from Campbelltown Road to Rose Payten Drive.

CTC12/42 Campbelltown Road, Campbelltown, Rose Payten Drive to Raby Road,
Speed Zone Review

CTC12/42 Campbelltown Road, Campbelltown, Rose Payten Drive to Raby Road, Speed Zone Review

Previous Report: CTC 12/27
Electorate: Campbelltown
Author Location: Traffic and Road Design Unit

Attachments

Location Plan: Sheet 1 and 2

Background (18/10/2012)

Council at its meeting of 3 July 2012 endorsed the Committee's recommendation to request the Roads and Maritime Services to replace the northbound 70km/h speed zone between Rose Payten Drive and the Hume Highway on loading ramp to 80km/h speed zone.

A 60km/h speed zone presently exists for Campbelltown Road, including Moore Oxley Bypass, which changes to 70km/h in the northbound direction approximately 60m north of the Rose Payten Drive intersection. This northbound speed zone, just under a kilometre in length, had accompanied the section of divided road that incorporated the previous deceleration and acceleration lanes of the Campbelltown Road intersection before changing to 80km/h north of the intersection. The 70km/h zone was maintained due to the weaving manoeuvres of the intersection. As the weaving lanes have been removed due to the reconstruction of Campbelltown Road intersection, Council was hopeful that RMS would remove one of the speed zone changes making it more consistent throughout.

Council has now received a response from RMS advising that the current speed limit of 70km/h is considered appropriate for the current conditions and is consistent with NSW Speed Zoning Guideline.

In providing this decision RMS had undertaken a review of the crash history for a five year period ending 2010 on Campbelltown Road between Rose Payten Drive and Ben Lomond Road. It was stated that there have been 64 crashes, 56.3% being injury crashes and 48.4 per cent being rear end crashes. It was quoted that this data does not support a speed limit increase on Campbelltown Road at this time.

One option for Council is to review the crash accident history on Campbelltown Road following the pending release of 2012 accident data with the view of resubmitting an application to Roads and Maritime Services seeking a speed zone change.

Notwithstanding, the above option it is believed that many of the accidents at the intersection of Hume Hwy and Campbelltown Road will not be replicated following the reconstruction of the intersection. The RMS evaluation was for a long section of road that assumes that northbound traffic continues on Campbelltown Road from Rose Payten Drive to Ben Lomond

Campbelltown Traffic Committee Meeting 18 October 2012

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CTC12/42 Campbelltown Road, Campbelltown, Rose Payten Drive to Raby Road,
Speed Zone Review

Road. The new configuration of Campbelltown Road no longer continues for northbound traffic along this route. Out of the 36 accidents geocoded for the subject intersection, 12 relate to motorists turning right into Campbelltown Road (from Woodbine) and 7 relate to motorists turning right out of Campbelltown Road onto the Hume Highway. These turning movement accidents accounts for 53 per cent of the total at the intersection. Other accidents such as involving U Turns will also be eliminated with the new intersection.

It is recommended that Council Officers meet with the Roads and Maritime Services to bring to their attention the improvements of the new intersection of Hume Highway with Campbelltown Road with the view accidents should no longer have a great impact on the speed zone assessment.

Officer's Recommendation

That Council's Officers meet with the Roads and Maritime Services bringing to their attention the changing traffic conditions on Campbelltown Road, Woodbine, which would support the change of speed zone from 70km/h to 80km/h for the northbound direction from Rose Payten Drive to the Hume Highway.

Discussion (18/10/2012)

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

Recommendation of Campbelltown Traffic Committee

That Council's Officers meet with the Roads and Maritime Services bringing to their attention the changing traffic conditions on Campbelltown Road, Woodbine, which would support the change of speed zone from 70km/h to 80km/h for the northbound direction from Rose Payten Drive to the Hume Highway.

Campbelltown Traffic Committee Meeting 18 October 2012

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CTC12/43 Railway Parade, Glenfield - Footbridge Removal Traffic Management Plan

CTC12/43 Railway Parade, Glenfield - Footbridge Removal Traffic Management Plan

Previous Report: LTC 10/16, CTC 10/9, CTC 09/89, CTC 09/86, CTC 09/53

Electorate: Macquarie Fields

Author Location: Traffic and Road Design Unit

Attachments

Temporary Footbridge Removal Program (extract SSTMP)

Background (18/10/2012)

Glenfield Junction Alliance (GJA) has submitted to Council a Site Specific Traffic Management Plan (SSTMP), for the removal of temporary footbridge and stairs, temporary ticket station and restoration works to car park, Magee Lane in the vicinity of these works.

The Program of Works is as follows:

12 October 2012 (Friday)

Partial closure of Magee Lane for delivery of plant and equipment, road barriers and safety fencing.

13 October 2012 (Saturday)

Full road closure on Railway Parade between Hosking Crescent and Trafalgar Street for the removal of temporary footbridge and relocation of taxi stand to south side of Chemist in southbound direction on Railway Parade. As per SSTMP traffic will be detoured on Trafalgar Street, Magee Lane, Belmont Road, Hosking Crescent and other local streets in the area.

13 October to 24 October 2012

Closure of ten to twenty car spaces within Magee Lane Car Park for the removal of temporary stair tower, station ticket office and restoration works of car park.

There will be pedestrian management in place to ensure that whilst the removal of bridge works are in progress, pedestrians will be managed through Magee Lane car park.

The SSTMP has been approved by Roads and Maritime Services for 13 October 2012 and 20 October 2012 (contingency planned date).

As part of the SSTMP, GJA is consulting with Council, businesses, RailCorp, bus companies, taxis, Council and adjacent residents by means of meetings, newspaper advertising, letter drops and on-site variable message signs.

Campbelltown Traffic Committee Meeting 18 October 2012

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CTC12/43 Railway Parade, Glenfield - Footbridge Removal Traffic Management Plan

Officer's Recommendation

That the information be noted.

Discussion (18/10/2012)

That the information be noted.

Recommendation of Campbelltown Traffic Committee

That the information be noted.

Campbelltown Traffic Committee Meeting 18 October 2012

Page 10

CTC12/43 Railway Parade, Glenfield - Footbridge Removal Traffic Management Plan

6. LATE ITEMS

No reports this round

Campbelltown Traffic Committee Meeting 18 October 2012

Page 11

CTC 12/44 Railway Parade, Glenfield - Removal of Footbridge over railway line

7. GENERAL BUSINESS

CTC 12/44 Railway Parade, Glenfield - Removal of Footbridge over railway line

Previous Report: Nil

Electorate: Macquarie Fields

Author Location: Traffic and Road Design Unit

Attachments

Nil.

Background (18/10/2012)

The Interline representative advised that the full road closure on Saturday 13 October 2012 ran smoothly.

The Committee were advised that during the next shutdown for the removal of the bridge over the Railway line, the power will be disconnected and trains will not be operating. It was requested that bussing arrangements be discussed with RailCorp during these interruptions.

The Committee were advised that a meeting has been held with Glenfield Junction Alliance representatives and as yet no details are available. Following further discussions Bus companies will be advised of future updates.

The Chairperson suggested that Council be involved with the planning of the rail buses at Glenfield and the need to look at long term bus movements in the area with RailCorp.

Recommendation of Campbelltown Traffic Committee

That the information be noted.

Campbelltown Traffic Committee Meeting 18 October 2012

Page 12

CTC 12/45 Glenfield Railway Station - Lack of Police and Emergency Service Parking

**CTC 12/45 Glenfield Railway Station - Lack of Police and
Emergency Service Parking**

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

Attachments

Nil.

Background (18/10/2012)

The Macquarie Fields NSW Police representative advised of correspondence received from the Traffic and Highway Patrol Command advising that since the upgrade of Glenfield Railway Station, no provision or marking has been allocated for Police or Emergency Services on Railway Parade. This poses a serious issue in the event of an urgent response being required to commuters and staff at the station.

It was agreed that the matter be further investigated and reported to the next meeting of the Traffic Committee.

Recommendation of Campbelltown Traffic Committee

That that the matter be further investigated and reported to the next meeting of the Traffic Committee.

Campbelltown Traffic Committee Meeting 18 October 2012

Page 13

8. DEFERRED ITEMS

No reports this round

There being no further business the meeting closed at 10.26am.

G Greiss
CHAIRPERSON

2.1 Intersection Of The Moore Oxley Bypass And Allman Street, Campbelltown -
Suggested Replacement Trees

2. OPERATIONAL SERVICES

2.1 Intersection of the Moore Oxley Bypass and Allman Street, Campbelltown - Suggested Replacement Trees

Reporting Officer

Manager Operational Services

Attachments

1. Locality Plan
2. Photographs of *Tristaniopsis luscious*

Purpose

To advise Council of the results of a recent investigation undertaken by Council to mitigate the loss of four Yunnan Poplar trees located along the south western intersection of Allman Street and the Moore Oxley Bypass, Campbelltown.

History

Council at its meeting of 31 July 2012 resolved that four existing Yunnan Poplar trees be removed due to their poor condition and potential hazard to property and the public.

Report

Council's qualified arborist carried out an assessment of the area with the view of suggesting a suitable species to replace the recently removed Yunnan Poplar trees.

The species *Tristaniopsis luscious* has been selected due to its evergreen canopy and narrow growing habit making it suitable as a street tree in close proximity to the high traffic volumes as experienced on the Moore Oxley Bypass.

Tristaniopsis luscious is commonly known as the water gum and is native to Australia. Semi advanced sized trees will be planted in appropriate locations along the Moore Oxley Bypass taking into account existing services and the roots from the removed Yunnan Poplars.

2.1 Intersection Of The Moore Oxley Bypass And Allman Street, Campbelltown -
Suggested Replacement Trees

As other Yunnan Poplar trees on the Moore Oxley Bypass require removal they will be progressively replaced with *Tristanopsis luscious* so a uniform appearance will eventually be achieved in this area.

Officer's Recommendation

That Council approve the planting of the species *Tristanopsis luscious* at the intersection of Allman Street and the Moore Oxley Bypass.

Committee's Recommendation: (Glynn/Hawker)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

ATTACHMENT 1



N
1:1,028
30 October 2012

Locality Plan
Moore Oxley- Tree Replacement

DISCLAIMER: This map has been produced from Council records. If you intend to rely on the information shown you should contact Campbelltown City Council for verification. This map should not be reproduced without permission.



ATTACHMENT 2



PHOTOGRAPH

3. ASSETS AND SUPPLY SERVICES

3.1 T12/15 Provision of Tree Pruning and Arboriculture Services

Reporting Officer

Acting Manager Assets and Supply Services and Manager Operational Services

Attachments

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

Evaluation and Pricing Matrix

Purpose

To advise Council of the tenders received for the provision of tree pruning and arboriculture services and recommends that Council accept the tenders submitted by three companies under a panel contract arrangement.

History

Council had a contract in place for the provision of tree pruning and arboriculture services which has recently expired. As Council continues to utilise these services and expenditure over the term of the contract exceeds the legislative threshold of \$150,000, Council invited tenders for the 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.

Contract Term

The term for this contract will be for a period of three years with an option for a 12 month 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 13 and 20 August 2012. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Tenders Received

Tenders closed on Tuesday 4 September 2012. Five on-time responses were received from the following organisations:

- BJ's Tipper Hire Pty Ltd
- C.J. Murphy Tree Recycling Services Pty Ltd
- Devivo Pty Limited t/as Friendly Freds Tree Services
- Sydney Metro Tree Services Pty Limited ATF Harris Family Trust
- Ultimate Arbor Solutions Pty Ltd.

Tender Document

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

- Company details
- Company experience, particularly as they relate to the Services
- References
- Detailed information in response to fictional scenarios including a visual tree assessment report, safe operating procedures, traffic control plans, site hazard and risk assessments and a list of work crews and plant and equipment required for each scenario
- A detailed quotation in response to fictional scenarios in accordance with the Tenderer's pricing schedule
- Details of nominated staff and their qualifications
- Details of subcontractors and their experience
- Pricing for equipment and crew members
- Specifications of plant and equipment
- Emergency response time and details of the resources dedicated to Council in the case of an emergency situation
- Insurances
- Environmental practices
- WHS management systems
- Conflict of interest declaration
- Additional terms of contract, if proposed.

Evaluation Process

The Evaluation Panel, consisting of officers from Operations Services and Information Management and Technology evaluated the tenders against the following weighted assessment criteria:

- Experience of the company
- Nominated staff and subcontractors
- Specifications of plant and equipment
- Emergency response time and resources
- Scenario responses
- Suitability of quoted scenario prices.

The Evaluation Panel used Council's standard 0-5 scoring system for all non-pricing criteria with 5 being the highest score.

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

The scoring of tendered prices was determined based on the combined quoted prices from the three fictional scenarios.

Recommendation of the Evaluation Panel

The Evaluation Panel recommended three companies to act as a panel for the contract as the companies are not always available at short notice to provide these services.

C.J. Murphy Tree Recycling Services Pty Ltd are recommended as they provided:

- Suitable details outlining their experience and recent similar contracts confirmed through satisfactory reference checks
- Satisfactory details of nominated staff and qualifications
- Suitable details of plant and equipment to perform the services
- Satisfactory details in response to the fictional scenarios
- A suitable emergency response time and suitable details of resources committed to Council
- The best overall pricing for the fictional scenarios
- Satisfactory details for Work Health Safety and environment systems.

Devivo Pty Ltd t/as Friendly Freds Tree Services are recommended as they provided:

- Suitable details of their experience and details of recent similar contracts
- Suitable details of nominated staff and qualifications
- Suitable details of plant and equipment to perform the services
- Suitable details in response to the fictional scenarios
- A suitable emergency response time and details of resources committed to Council
- Competitive pricing in response to the fictional scenarios.
- Satisfactory details for Work Health Safety and environment systems.

Sydney Metro Tree Services Pty Ltd ATF Harris Family Trust are recommended as they provided:

- Suitable details outlining their experience and details of recent similar contracts
 - Suitable details of nominated staff and qualifications
 - Suitable details of plant and equipment to perform the services
 - Suitable details in response to the fictional scenarios
-

- A suitable emergency response time and details of resources committed to Council
- Competitive pricing in response to the fictional scenarios
- Satisfactory details for Work Health Safety and environment systems.

Tenders Not Recommended

BJ's Tipper Hire Pty Ltd are not recommended as their overall response was not as suitable as the recommended organisations.

Ultimate Arbor Solutions Pty Ltd are not recommended as they did not provide sufficient details of nominated staff and their overall response was not as suitable as the recommended organisations.

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 Contractors 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 C.J. Murphy Tree Recycling Services Pty Ltd for the provision of tree pruning and arboriculture services for a period of three years with an option for extension of 12 months.
 2. That Council accept the offer of Devivo Pty Ltd t/as Friendly Freds Tree Services for the provision of tree pruning and arboriculture services for a period of three years with an option for extension of 12 months.
 3. That Council accept the offer of Sydney Metro Tree Services Pty Ltd ATF Harris Family Trust for the provision of tree pruning and arboriculture services for a period of three years with an option for extension of 12 months.
 4. That the Contract documents be executed under the Common Seal of Council.
 5. That the unsuccessful Tenderers be notified of the results of tender process.
-

Committee's Recommendation: (Mead/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

3.2 T12/16 Design, Supply and Installation of a Photovoltaic System

Reporting Officer

Acting Manager Assets and Supply Services and Manager Sustainable City and Environment

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 design, supply and installation of a photovoltaic system and recommends that Council accept the tender submitted by Horizon Solar Technologies Pty Ltd.

History

Campbelltown City Council has an important role to play in the implementation and achievement of sustainable practices in the areas of resource consumption and management. Council's Sustainability Committee identified a requirement for a contract for design, supply and installation of a photovoltaic system at Campbelltown Civic Centre and Campbelltown Arts Centre to assist in the reduction of electricity usage. The anticipated expenditure for these works exceeded the legislative threshold of \$150,000, therefore a public tender process was undertaken.

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

Council receives annual payments from the State Government in accordance with the Waste and Sustainability Improvement Payments (WaSIP) program to implement projects that improve its and the community's environmental bottom line. This project has been funded from the 2011-2012 WaSIP payment.

Contract Term

The term for this contract will be until works are completed including any maintenance/warranty periods.

Advertising of Tenders

Tenders were advertised in The Sydney Morning Herald, the Macarthur Advertiser and the Macarthur Chronicle in the weeks commencing 27 August and 3 September 2012. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Mandatory Site Inspection

A mandatory site inspection was conducted on 5 September 2012.

Tenders Received

Tenders closed on Tuesday 18 September 2012. Eight on-time responses were received from the following organisations:

- ABB Australia Pty Ltd
- Sustainable Renewable Energy Company Pty Ltd t/a SREC
- Australia Wide Solar Pty Ltd
- Horizon Solar Technologies Pty Ltd (3 Options)
- NRG National Pty Ltd t/a Living Power (3 Options)
- Commercial Energy Pty Ltd
- RF Industries Pty Ltd
- Solgen Energy Pty Ltd

Tender Document

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

- Company details
 - References
 - Company experience
 - Subcontractor and nominated staff
 - Details of their proposed design and system
 - Delivery program
 - Price
 - Insurances
 - Work Health and Safety management systems
 - Environmental practices
 - Details of any subcontractors and their experience and insurances
 - Conflict of interest declaration
 - Additional terms of contract protecting the tenderer's business requirements.
-

Evaluation Process

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

- Experience of the company
- Nominated staff and subcontractor
- Design and proposed system
- Suitability of pricing
- Work Health and Safety
- Environmental commitment

The Evaluation Panel used Council's standard 0-5 scoring system for all non-pricing criteria with 5 being the highest score.

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

The scoring of tendered prices was determined on the total price of the proposed systems at Campbelltown Civic Centre, Campbelltown Arts Centre and an educational display at each site.

Recommendation of the Evaluation Panel

Horizon Solar Technologies Pty Ltd (Option 2) are recommended as they:

- provided satisfactory details of their company experience
- provided satisfactory details of their nominated staff and subcontractors
- provided the most suitable design and comprehensive details of their proposed system
- provided satisfactory work health and safety systems
- tendered a competitive price
- had satisfactory service levels and capabilities confirmed by reference checks.

Tenders Not Recommended

ABB Australia Pty Ltd is not recommended as they:

- did not provide sufficient details of their nominated staff and subcontractors
- tendered pricing which was not as competitive as the recommended tenderer.

Sustainable Renewable Energy Company Pty Ltd t/a SREC is not recommended as they:

- tendered pricing which was not as competitive as the recommended tenderer
- proposed a system that was not as suitable as the recommended tenderer.

Australia Wide Solar Pty Ltd is not recommended as they:

- tendered pricing which was not as competitive as the recommended tenderer
 - proposed a system which was not as suitable as the recommended tenderer.
-

Horizon Solar Technologies Pty Ltd (Option 1) is not recommended as they:

- tendered pricing which was not as competitive as the recommended tender
- proposed a system which was not as suitable as the recommended tender.

Horizon Solar Technologies Pty Ltd (Option 3) is not recommended as they:

- proposed a smaller system for the Arts Centre which would not generate as much power as the recommended system therefore is not as beneficial as the recommended system.

NRG National Pty Ltd t/a Living Power submitted 3 options. Options 1 and Option 3 are not recommended as they:

- did not provide satisfactory details of their company experience
- did not provide satisfactory details of their nominated staff and subcontractors
- tendered pricing which was not as competitive as the recommended tenderer.

NRG National Pty Ltd t/a Living Power submitted a non-conforming tender, Option 2. The Evaluation Panel deemed this to be of no benefit to Council and was not evaluated further.

Commercial Energy Pty Ltd is not recommended as they:

- did not provide satisfactory details of their company experience
- did not provide satisfactory details of their nominated staff and subcontractors
- tendered pricing which was not as competitive as the recommended tenderer.

RF Industries Pty Ltd is not recommended as they:

- tendered pricing which was not as competitive as the recommended tenderer
- proposed a system that was not as suitable as the recommended tenderer.

Solgen Energy Pty Ltd is not recommended as they:

- did not provide satisfactory details of their design and proposed system
- tendered pricing which was not as competitive as the recommended tenderer.

Assurance of the Process Undertaken

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

Management of Proposed Contract

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

Officer's Recommendation

1. That Council accept the offer of Horizon Solar Technologies Pty Ltd (Option 2) for the provision of design, supply and installation of a photovoltaic system.
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: (Hawker/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

3.3 T12/17 Education and Care Services Food Supplies

Reporting Officer

Acting Manager Assets and Supply Services and Manager Education and Care Services

Attachments

The following confidential attachment has been distributed to Councillors under separate cover as the tenderer has indicated that the content of their tender is commercial-in-confidence:

Evaluation and Pricing Matrix

Purpose

To advise Council of the tenders received for Education and Care Services Food Supplies and recommend that Council accept the tender submitted by Coles Supermarkets Australia Pty Ltd t/a Coles Online. Council's Child Care Services provide meals to children in their care as part of the service they provide.

History

Council's Education and Care Services has 13 child care services that have ongoing requirement for food supplies. The expenditure over the past three years has exceeded the legislative threshold of \$150,000, therefore a public tender process was required.

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 within Council's budget.

Contract Term

The term for this contract will be for a period of two years with two 12 month options 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 21 and 28 August 2012. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were also notified.

Tender Received

The tender closed on Tuesday 11 September 2012. One on-time response was received from the following organisation:

- Coles Supermarkets Australia Pty Ltd t/a Coles Online

Tender Document

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

- Company details
- References
- Details of how they propose to manage the contract with Council including ordering and delivery procedures and Food Safety Plan
- Response time for the delivery of urgent orders
- Price
- Insurances
- Work Health and Safety management systems
- Environmental practices
- Details of any subcontractors and their experience and insurances
- Conflict of interest declaration
- Additional terms of contract protecting the tenderer's business requirements.

Evaluation Process

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

- Experience of the company
- Contract Management
- Suitability of standard pricing
- Work Health and Safety
- Environmental commitment

The Evaluation Panel used Council's standard 0-5 scoring system for all non-pricing criteria with 5 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 price was determined on a basket of commonly ordered products incorporating any discounts offered by the Tenderer.

Recommendation of the Evaluation Panel

Coles Supermarkets Australia Pty Ltd t/a Coles Online is recommended for the Education and Care Service Food Supplies as they:

- were the sole tenderer but still had the ability to supply the necessary child care services requirements
- detailed considerable experience in the provision of similar works
- provided suitable details of their contract management
- provided satisfactory work health and safety and environmental documentation.

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 Coles Supermarkets Australia Pty Ltd t/a Coles Online for the provision of the Education and Care Services Food Supplies for a period of two years with two 12 months options to be exercised at Council's discretion.
2. That the Contract documents be executed under the Common Seal of Council.

Committee's Recommendation: (Borg/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

3.4 T12/19 Civic Hall Removal, Disposal and Replacement of Roof Membrane

Reporting Officer

Acting Manager Assets and Supply Services

Attachments

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

Evaluation and Pricing Matrix

Purpose

To advise Council of the tenders received for the Removal and Disposal and Replacement of the Roof Membrane of Council's Civic Hall and recommends that Council accept the tender submitted by Murphy's Facilities Services Pty Ltd.

History

The City Hall was constructed in the late 1960s. As is the case with many buildings of this era, the roof structures include a waterproofed roof membrane which in many cases contained asbestos type materials. The roof membrane is now showing signs of deterioration and needs to be replaced. To treat and remove asbestos materials, companies must be licenced by WorkCover to ensure that the removal is in accordance with the Safe Removal of Asbestos 2nd Edition [NOHSC: 2002 (2005)] code of practice. The purpose of this code of practice is to provide advice for the safe removal of asbestos and asbestos-containing materials (ACM) from buildings and structures, plant and equipment, and vehicles.

It is important that companies who tender for these services can prove that they have substantial experience in this industry.

The anticipated expenditure for these works exceeded the legislative threshold of \$150,000, therefore due to legislative requirements a public tender process was undertaken.

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 Procedure.

Contract Expenditure

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

Contract Term

The term for this contract will be until works are completed including any maintenance/warranty periods.

Advertising of Tenders

Tenders were advertised in The Sydney Morning Herald, the Macarthur Advertiser and the Macarthur Chronicle in the weeks commencing 28 August and 4 September 2012. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Tenders Received

Tenders closed on Tuesday 18 September 2012. Six on-time responses were received from the following organisations:

- Conceal Concrete Waterproofing Pty Ltd
- Crest Restorations Pty Ltd
- Gartner Rose Pty Ltd
- AJ Semrani Holdings Pty Ltd t/a InsureCorp
- Murphy's Facilities Services Pty Ltd
- Smithy's Contracting Pty Ltd

Tender Document

Tenderers were provided with a detailed Specification which requires the successful organisation to remove and dispose of the existing waterproof membrane containing Chrysotile asbestos and replace it with a new waterproofing membrane. Removal and disposal of asbestos waste is incorporated.

The Contractor must comply with all relevant statutory requirements, standards, codes and guidelines for the removal of asbestos.

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

- Company details
 - References
 - Company and nominated subcontractor's experience
 - Details of nominated staff and subcontractors including appropriate certification and training
 - Price to undertake the services including legislative and regulatory compliance for the asbestos removal, and disposing of the material in accordance with the Globally Harmonised System of Classification and Labelling of Chemicals (GHS) at a site authorised to accept this hazardous waste
 - Insurances
-

- Work Health and Safety management systems
- Environmental practices
- Details of any subcontractors and their experience and insurances
- Conflict of interest declaration
- Additional terms of contract protecting the tenderer's business requirements.

Organisations were also requested to submit a detailed works proposal, including:

- products to be used
- Method of accessing the rooftop
- A Control Plan including details of how the asbestos will be removed including methodology, tools, equipment and personal protective equipment
- Methods to ensure safety of workers and public from airborne fibres
- Methods to ensure no water damage during removal/replacement
- Construction stages
- Warranty period on the proposed product
- Warranty period on workmanship

Evaluation Process

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

- Experience of the company and subcontractors
- Nominated staff
- Works proposal
- Suitability of pricing
- Work Health and Safety and Environmental Management System

The Evaluation Panel used Council's standard 0-5 scoring system for all non-pricing criteria with 5 being the highest score.

The scoring of tendered prices was determined on the total price for the provision of the services, including all materials, labour, disposal and other incidental expenses.

Recommendation of the Evaluation Panel

Murphy's Facilities Services Pty Ltd are recommended as they:

- provided details of their company experience in similar high-risk projects in high-profile locations confirmed through satisfactory reference checks
 - proposed a suitable replacement membrane material, with supporting technical data
 - submitted a detailed works proposal including a staged construction plan with site plans, and methodology to prevent water damage during the replacement process
 - detailed comprehensive asbestos removal procedures ensuring both public and contractor safety from airborne asbestos fibres and the presence of a NATA accredited hygienist during demolition and removal of the asbestos material to assure the removal process
-

3.4 T12/19 Civic Hall Removal, Disposal And Replacement Of Roof Membrane

- provided details of suitably qualified staff with tertiary qualifications in both friable and bonded asbestos removal
- provided satisfactory details of their Work Health and Safety and Environmental Management policy and procedures.

Tenders Not Recommended

Conceal Concrete Waterproofing Pty Ltd are not recommended as they:

- reference checks confirmed little experience in asbestos removal
- did not provide details of their company experience in facilitating the removal of asbestos
- provided only basic documentation regarding the removal of asbestos and the risk of airborne fibres
- did not provide a satisfactory construction program or works proposal.

Crest Restorations Pty Ltd are not recommended as they:

- did not provide sufficient details of relevant experience for the project
- did not provide adequate details of their nominated staff
- submitted a poor works methodology failing to provide details on each of the requirements of the Request for Tender
- did not provide satisfactory WHS and environmental management system.

Gartner Rose Pty Ltd were deemed non-conforming by the Evaluation Panel as they did not submit their responses to the Returnable Schedules as required by Council in the Request for Tender document.

AJ Semrani Holdings Pty Ltd t/a InsureCorp submitted 4 options to Council and are not recommended as:

- they did not demonstrate their experience in facilitating the removal of asbestos
- they did not provide satisfactory details of their nominated staff
- the proposed roof access mechanism was deemed unsuitable
- they did not provide a sufficient works program
- their overall tender response was less than satisfactory

Smithy's Contracting Pty Ltd are not recommended as they:

- did not demonstrate their experience in facilitating the removal of asbestos
- did not provide documentation supporting the product proposed for the membrane replacement
- did not provide satisfactory details of their nominated staff
- proposed less than satisfactory details of work proposal
- did not provide satisfactory details of their WHS and environmental management system.

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 contact in accordance with Council's contractor management requirements.

Officer's Recommendation

1. That Council accept the offer of Murphy's Facilities Services Pty Ltd for the provision of the Civic Hall removal, disposal and replacement of roof membrane.
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: (Glynn/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

3.5 Q12/28 Site Layout and Design, Supply and Installation of Playground Equipment

Reporting Officer

Acting Manager Assets and Supply Services

Attachments

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

Evaluation and Pricing Matrix

Purpose

To advise Council of the quotations received from suitably qualified companies to undertake playground replacements including site layout and design. The playground equipment will be located at:

- Peace Park, St Andrews
- Simmos Beach, Macquarie Fields
- Glenfield Park, Glenfield.

History

Council identified a requirement through Council's Asset Management System to replace playgrounds at Peace Park, Simmos Beach and Glenfield Park as the equipment is between 18 to 20 years old and does not meet current Australian Standards.

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.

Purchases under Existing Contractual Arrangement

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

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

This purchase is conducted under Local Government Procurement LGP308-2 Playground, Open Space and Recreational Infrastructure contract.

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

Contract Expenditure

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

Contract Term

The term for this contract will be until completion of installation and any warranty periods.

Quotations Received

Quotations closed on Thursday 11 October 2012. Eight on-time responses were received from the following organisations:

- Active Play Pty Ltd (2 Options)
- Austek Constructions Pty Ltd ta Austek Play
- Australian Playgrounds Pty Ltd t/a A-Play (2 Options)
- Hansen Pty Ltd as Trustee for The Hansen Family Trust t/a Forpark Australia (2 Options)
- Moduplay Group Pty Ltd (2 Options)
- Moodie Outdoor Products Pty Ltd
- Play by Design Pty Ltd
- Playrope Pty Ltd (2 Options).

Quotation Document

The Request for Quotation issued by Council indicated Council's budget of \$60,000 for each playground. Responding Organisations were requested to submit their proposed site layout, design and playground equipment for this budgeted amount, together with the following information:

- Company experience
 - Site layout, design and proposed playground equipment
 - Construction program
 - Warranty
 - Price (if deviated from the budgeted amount of \$60,000 per park).
-

Decision of the Evaluation Panel

The Evaluation Panel decided to accept the offer of Australian Playgrounds Pty Ltd t/a A-Play (Option 1) as they:

- provided satisfactory details of their company experience
- provided the most suitable site layout, design and playground equipment for all three parks.

Quotations Not Accepted

Active Play Pty Ltd submitted two options and are not accepted as they:

- did not provide a satisfactory site layout, design and playground equipment.

Austek Constructions Pty Ltd ta Austek Play are not accepted as they:

- proposed a site layout, design and playground equipment that was not as suitable as the successful organisation
- did not detail spare parts availability.

Australian Playgrounds Pty Ltd t/a A-Play (Option 2) are not accepted as they:

- proposed a site layout, design and playground equipment that was not as suitable as Option 1.

Hansen Pty Ltd as Trustee for The Hansen Family Trust t/a Forpark Australia submitted two options and are not accepted as they:

- proposed a site layout, design and playground equipment that was not as suitable as the successful organisation
- did not provide satisfactory details of their company experience.

Moduplay Group Pty Ltd submitted two options and are not accepted as they:

- proposed a site layout, design and playground equipment that was not as suitable as the successful organisation.

Moodie Outdoor Products Pty Ltd are not accepted as they:

- did not provide satisfactory details of their company experience
- proposed a site layout, design and playground equipment that was not as suitable as the successful organisation.

Play by Design Pty Ltd are not accepted as they:

- did not provide a satisfactory site layout, design and playground equipment.

Playrope Pty Ltd submitted two options and are not accepted as they:

- proposed site layouts, designs and playground equipment that was not as suitable as the successful organisation.
-

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

That the information be noted.

Committee's Recommendation: (Mead/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

4. EMERGENCY SERVICES

4.1 Campbelltown Local Emergency Management Committee

Reporting Officer

Manager Emergency Management

Attachments

Minutes of the Campbelltown Local Emergency Management Committee (LEMC) held on 20 September 2012 (distributed under separate cover)

Purpose

To advise Council of the outcome of the Local Emergency Management Committee (LEMC) meeting held on 20 September 2012.

Report

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

The key issues that were discussed included:

- The management of Cambridge Avenue Causeway during flood operations
- Changing demographics of Campbelltown
- Bush fire season pre planning
- Bush fire prone land mapping
- Simmos Beach bush fire plan
- Further discussion on combining the Camden, Campbelltown and Wollondilly Local Emergency Management Committees.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Brticevic/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

4.2 Campbelltown State Emergency Service's Quarterly Report - July - September 2012

Reporting Officer

Manager Emergency Management

Attachments

Nil

Purpose

To inform Council of the activities of the Campbelltown State Emergency Service for the quarterly period of July to September 2012.

Report

Emergency Requests

A total of 51 requests for assistance requiring 247 volunteer hours were completed during this quarter with the unit being fully operational on three occasions. Tasks involved tarping of roofs, making trees safe and general assistance to residents and commercial premises due to heavy rain, wind and local flooding.

Out of Area Assistance

The unit was deployed out of the area on two occasions which included:

- Volunteers deployed to Sutherland for two days due to strong wind and rain
- Volunteers deployed to Sutherland for one day due to a Police search in the area

A total of 101 volunteer hours.

Community Events

The State Emergency Services volunteers assisted and participated in the following events.

- Riverfest which was organised by Campbelltown City Council
- Sea of Blue Parade: Police parade, Campbelltown members were involved in road closures
- Club awareness event at Rosehill Racecourse
- City to Surf

Total of 391 volunteer hours.

Community Engagement

- Attended Regional Community Education Meetings
- Scout group from Glenfield attended local headquarters for information and tour
- Display at Macarthur Square for two days
- Display at Campbelltown Mall for Storm Safe week
- Display at Bunnings Campbelltown for Storm Safe week
- Display at Glenquarie Tavern for Storm Safe week

Total of 341 volunteer hours.

Conference and Meeting Attendance

A number of volunteers participated in planning meetings including the following:

- Media and community engagement meetings at Region
- Swift Water Tech meetings at Region
- Illawarra South Coast Controllers Conference
- Senior Management meeting
- Cadet Camp meeting
- SWAT meeting for Training Co-ordinator
- 2013 Rescue Comp meeting
- Team leaders meeting
- Wollondilly SES unit opening
- LEMC meeting
- Meeting with Council

Regional and Section Heads Meetings were also attended.

Training

Members attended training in RFA online, Chainsaw cross cut and felling, General Rescue, First Aid, Storm and Water, Swift Water, MR license training and Rail Corp familiarisation course.

A total of 4,478 hours with 893 volunteers.

Involvement in Other units through Assessing and Training:

Members were involved in training and assessing for other units on a number of occasions. These included Skills Trainer, Storm and Water, Chainsaw and Assessors Course. The units that were assisted include Sydney Southern Region, Marrickville and Randwick.

A total 50 volunteer hours.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Borg/Mead)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

4.3 State Emergency Service - Strategic Disaster Readiness Package

Reporting Officer

Manager Emergency Management

Attachments

Correspondence from the Commissioner of the State Emergency Service dated 27 June 2012 and 8 October 2012.

Purpose

To seek Council support to gift ownership of Council's State Emergency Services fleet to the ownership of the NSW State Emergency Services.

History

Since the late 1950s Councils have funded the operation of the Local State Emergency Service Unit including building and garage facilities, operating expenses and the provision of the response fleet with uniforms and specialist equipment provided by the State Government.

In August a briefing was provided to Council on the Strategic Disaster Readiness Package outlining the changes to the management of the Campbelltown SES Unit.

Report

The NSW State Government in this year's budget committed additional funds over the next five years to standardise and centralise the SES operational vehicle fleet that is currently owned and managed by Council.

The Campbelltown SES Fleet currently comprises nine vehicles and three trailers made up of heavy and light rescue response vehicles which range in age from 2001 to 2011. The vehicles were purchased with approximately 50% of the funding being provided by the State Government. The fleet is currently valued at \$120,000.

If a decision is made to gift the vehicles to the SES they will take over the operating and maintenance costs of the fleet immediately and commence a replacement program where required.

If Council decides to sell the fleet based on market value, age usage and vehicle type at 50% of the value this will occur over the next five years with Council still having to meet the operating expenses over that five year period. The current annual operating cost of the fleet is \$47,000.

In discussions with the Regional Controller of the State Emergency Service he has indicated that there will be no reduction in the fleet size once handed over to the SES as the fleet size is determined by population of the LGA and the SES Capability Framework.

Also, Council will be requested to continue to maintain the fleet on a fee for service basis.

Officer's Recommendation

That Council gift the ownership of the Campbelltown City Council State Emergency Service fleet to the NSW State Emergency Service.

Committee's Recommendation: (Glynn/Hawker)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

ATTACHMENT 1



27 June 2012

Mr Paul Tosi &
Clr Anoulack Chanthivong
Campbelltown City Council
PO Box 57
Campbelltown NSW 2560

Office of the Commissioner
6-8 Regent Street
Wollongong NSW 2500
PO Box 6126
Wollongong NSW 2500
Phone: (02) 4251 6503
(02) 4251 6504
Fax: (02) 4251 6500

JUN29'12 09:22:29 AEST

Dear Mr Tosi & Clr Chanthivong

The NSW State Government has committed additional funding over the next five years to the NSW SES in the 2012/13 NSW State budget. This additional funding is part of the *Strategic Disaster Readiness Package* delivered to the SES in response to recommendations from the Commission of Inquiry into the Queensland Floods, and importantly, in recognition of the outstanding work the NSW SES and its volunteers have done in response to the recent devastating NSW floods.

The two key components of this package are Fleet Management and Unit Support Funding:

- *Fleet Management*: a five year project to standardise and centralise the SES operational vehicle fleet, the majority of which is currently owned and managed by local government. This will result in significant cost savings to Local Government across New South Wales.
- *Unit Support Funding*: a support funding package to the 228 volunteer NSW SES units to assist them in their day to day operating costs.

These two components of the *Strategic Disaster Readiness Package* will be of significant benefit to local government in support of the long standing partnership arrangements between local government and their volunteer NSW SES units. The current arrangements and support between you and the SES units in your LGA should remain in place at this time, all of which help to build a safer, more disaster resilient community.

Your SES Region Controller will shortly be in touch with you to arrange a meeting to discuss how the *Strategic Disaster Readiness Package* may affect your current partnership arrangements with your SES unit/s and to outline the changes that will occur specifically in relation to the ownership and management of the NSW SES operational vehicle fleet.

Accompanying this letter is a list of FAQs and a summary brief of the benefits this package will deliver to you. For additional information, please contact Assistant Commissioner Keith FitzGerald on (02) 4251 6111.



New South Wales Government

www.ses.nsw.gov.au



-2-

The NSW SES is looking forward to enhancing our current partnership arrangements and to consolidate and promote future benefits to each organisation.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M Kear', written in a cursive style.

Murray Kear AFSM
Commissioner

c.c. Region Controller
Gary Jones, Sydney Southern SES Region



SES Strategic Disaster Readiness Package

What does this funding package mean for local government?

This State Liberal Government recognises the past and current valuable partnership between local governments and their SES units that ensure their communities have access to and are assisted by, well-resourced and supported volunteer SES units.

This package will ensure these partnerships are both maintained, grown and embedded to provide their local communities the greatest possible benefits in resilience, preparedness and response to storm and flood and tsunami emergencies and importantly a rapid recovery back to normality after the event.

Local government have contributed to this partnership by providing the SES volunteers with suitable buildings and locations for the SES units to operate from, assist in the funding and maintenance of operational vehicles and provide funding towards some of the day to day operational expenses that the SES volunteers incur.

This level of support however varies from and is dependent on available funds and resources. This package has been designed to relieve some of these councils of this financial burden and ensure local SES units have the most appropriate funding, operational vehicles and resources.

This package has not been designed to dilute this valuable partnership between two integral community organisations, but rather consolidate and promote these partnership benefits and allow each local government to either continue its current level of support to their local SES volunteer units, or have the ability to reinvest in other areas of support for their local SES volunteers.

Some of the key benefits that this package will deliver to local government will be;

- *Cash Retention:* They will not be responsible for the procurement, running costs (fuel) and maintenance of the 533 SES operational vehicles
- *Revenue Generation:* Where facilities are available and meet State Fleet vendor registration criteria, local government will be invited to maintain SES operational vehicles and will be paid for these services through State Fleet.

- *Cash Injection:* SES will, at a negotiated rate, buy back from local government current operational vehicles which have been assessed as 'safe to use and fit for purpose'.
- *Enhanced Local Government Asset base:* Those vehicles that are currently being utilised by local SES volunteers and are identified as not suitable as 'fit for purpose' for current and future operational requirements will be vested directly back to the local government to increase or enhance their current council vehicle fleet.
- *Equitable Resourcing:* Equitable emergency service resourcing will be risk based and risk assessed on community needs rather than being dependent on the capacity of each local government area.
- If required by the local council, the local SES units will have funding to assist in the payment of agreed unit building utility costs such as power, water and heating.
- Local government will have the opportunity to redirect funding currently committed to vehicles and the running costs of the local SES unit to upgrading the current building facilities to ensure it meets the needs of the volunteers and subsequently their communities.

As previously indicated this package does not and will not replace this key strategic community partnership between council and SES. It is envisaged and hoped that most if not all local governments will maintain their current level of support to their local community SES volunteers and that this funding injection will enhance the resources and facilities available to our respected and highly valued SES volunteers.



SES Strategic Disaster Readiness Package – UNIT FUNDING

Q&A reference sheet

Can local government still contribute to the support of their local SES units and volunteers when the package is introduced?

Yes. The SES recognises the valuable partnership between Local Government and their local SES units and the contributions and assistance local government provide to their volunteers. The SES welcomes local government's ongoing support and assistance with general unit running costs.

What will this package mean for future relationships between local government, their volunteers and SES units?

This package has been designed to consolidate and promote this valuable partnership between two integral community organisations, and allows for each local government to continue its current level of support to their local SES volunteer units.

Does this mean Local Governments no longer have to pay the 11.7% contribution to the Emergency Services Levy (ESL)?

No. Local Government will still be required to maintain the 11.7% ESL contribution as is currently in place.

What does the Local Government need to contribute apart from the Emergency Service Levy (ESL)? Do they still need to provide facilities for the running of SES units?

In accordance with the State Emergency Service Act 1989, Sect 17 (5) &(6), local government are required to provide suitable training facilities storage and office accommodation and be of a standard approved by the Commissioner.

How will the SES and council determine what bills the SES requires to pay in relation to the running costs of the unit?

The SES will draft and negotiate a Service Level Agreement that identifies what costs each organisation will maintain and contribute. SES representatives will shortly meet with each Mayor and General Manager to negotiate these arrangements.

When will the funding package commence?

While the funding package will become available at the beginning of the 2012/13 FY, the unit funding project will be developed over the next 12 months and so there may be some lead time before the benefits materialise.



SES Strategic Disaster Readiness Package- FLEET

Q&A reference sheet

Can local government still contribute to the support of their local SES units and volunteers when the package is introduced?

Yes. The SES recognises the valuable partnership between Local Government and their local SES units and the contributions and assistance local government provide to their volunteers. The SES welcomes local government's ongoing support and assistance, whether through donating the existing vehicles to the Service's fleet or assisting with general unit running costs.

What will this package mean for future relationships between local government, their volunteers and SES units?

This package has been designed to consolidate and promote this valuable partnership between two integral community organisations, and allows for each local government to continue its current level of support to their local SES volunteer units.

Does this mean Local Governments no longer have to pay the 11.7% contribution to the Emergency Services Levy (ESL)?

No. Local Government will still be required to maintain the 11.7% ESL contribution as is currently in place.

What does the Local Government need to contribute apart from the Emergency Service Levy (ESL)? Do they still need to provide facilities for the running of SES units?

In accordance with the State Emergency Service Act 1989, Sect 17 (5) &(6), local government are required to provide suitable training facilities storage and office accommodation and be of a standard approved by the Commissioner.

Can Local Governments still procure vehicles for their local SES units if they wish to?

No. The SES recognises the valuable partnership between Local Government and their local SES units and the contributions and assistance local government provide to their volunteers. The SES welcomes local government ongoing support and assistance, whether through donating existing fleet or funding the procurement of vehicles to be given to the SES fleet program or assisting with general unit running costs.

How will the SES and council determine what bills the SES is required to pay in relation to the running costs of the unit?

The SES will draft and negotiate a Service Level Agreement that identifies what costs each organisation will maintain and contribute. SES representatives will shortly meet with each Mayor and General Manager to negotiate these arrangements.

Will this package dilute the current relationships local government have with their volunteers and SES units?

This package has not been designed to dilute this valuable partnership between two integral community organisations, but rather consolidate and promote these partnership benefits and allow each local government to continue its current level of support to their local SES volunteer units.

When will the funding package commence?

The Fleet Funding Package will commence the beginning of 2012/13 and the procurement and replacement of all current operational vehicles will be rolled out over a 5 year program, based on operational and safety risks and needs.

How will the local government determine what vehicles the SES wish to procure from the existing fleet stock and what vehicles will be returned to council?

The SES Fleet Management Unit have identified which vehicles they wish to absorb into its fleet from local government and which vehicles will be handed back to council as they have been classified as not operationally fit for purpose. The SES and its representatives will discuss with each council the project and vehicle analysis.

How will the SES determine the value of vehicles they wish to procure from Local government?

Many of the vehicles in the current fleet have been purchased by a dual contribution between local government and the SES. This and a consideration of market value rates, age, usage and vehicle type will be taken into account when making these calculations.

How much will the councils be paid to assist in the maintenance of the operational vehicles?

Where facilities are available and meet State Fleet vendor registration criteria, local government will be invited to maintain SES operational vehicles and will be paid for these services through State Fleet at current vehicle maintenance rates.

Is it compulsory for councils to assist in the maintenance of the operational vehicles?

No. Where facilities are available and meet State Fleet vendor registration criteria, local government will be invited to maintain SES operational vehicles. If councils do not wish to take up this option, SES will access alternative vehicle maintenance arrangements.

How will the SES communicate where within the 5 year vehicle program a particular council will be impacted?

Each council will be provided with an annual forward project estimate of vehicle procurement and or disposal to enable them to program this into their asset management planning.

201012 08:09:57 800

8 October 2012

Mr John Dodd
Director Emergency Services
Campbelltown City Council
PO Box 57
Campbelltown NSW 2560



Sydney Southern Region
Unit 4/150 Canterbury Road
Bankstown NSW 2200
PO Box M54
Manahan NSW 2200
Phone: (02) 9766 9000
Fax: (02) 9766 9060
ssr.admin@ses.nsw.gov.au

Dear Mr Dodd *John*

Fleet Management

Further to the Commissioner, New South Wales State Emergency Service's letter of 27 June 2012 and our meeting to discuss the impact on Council from the recently announced Strategic Disaster Readiness Funding Package by the NSW Government particularly from the fleet management perspective I list hereunder the options that Council may consider in relation to the transfer of ownership and management of the SES vehicle fleet to the NSW SES.

- 1) Gift – No cost to NSW SES
- 2) Nominal Fee as agreed between Council and the Service
- 3) Market Value – this will be determined by professional vehicle assessors from StateFleet with the final transfer price being determined taking into consideration any State Government grant made to Council for the original vehicle acquisition.

Council does not have to decide on the one option for the whole fleet but may decide to incorporate a mix of options in the transfer process as it deems appropriate. In any case it would be appreciated if Council could inform this Office of any decisions made in this regard.

Generally speaking, for cost considerations, any vehicles in categories 1) and 2) above will be assigned a higher priority in the given timeframe for acquisition than those that fall into 3). The advantage for Council in this initiative being that the sooner NSWSES takes over responsibility for the SES Fleet the sooner Council can divest itself from any capital costs associated with replacement/acquisition of vehicles for their local SES Unit and the associated oncost; a considerable saving.

Following this phase a State-wide Vehicle Acquisition Priority Listing will be prepared and each Council will be advised of further action that may be required to effect vehicle ownership transfers.

Also discussed at the meeting was the Service's desire for Council to continue to perform routine servicing of and other repairs to the SES vehicle fleet on a fee for service basis. Council's confirmation of its interest in pursuing this arrangement would be appreciated so I can inform the Service's leasing agent, StateFleet.

On behalf of the volunteers at the Unit and the community they protect during emergencies I would like to take this opportunity to thank Council for the first class support given in providing vehicles for the Unit over the years and look forward to continuing support in other areas in the future.

Yours sincerely


Gary Nelson
Business Manager

4.4 Macarthur Zone Bushfire Management Committee

Reporting Officer

Manager Emergency Management

Attachments

Nil

Purpose

To advise Council of the outcome of the Macarthur Zone Bushfire Management Committee held on the 3 September 2012.

History

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

Report

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

Operations Report

The agencies reported on activity for the last three months with no significant events occurring in the reporting period.

Fire Trail Sub Committee

The subcommittee to coordinate the maintenance of fire trails with multiple ownership by the major land holders held its first meeting in August 2012 with representatives from the Rural Fire Service, Crown Land, Planning (Strategic Lands), Council and Tharawal LALC discussing the coordination of fire trail management. The first project for the subcommittee was to identify ownership of existing fire trails.

Bushfire Prone Schools

Education providers have recently been provided with information for facilities located in bushfire prone areas which included risk assessment guidelines and the assessment process.

Community Education

Community education events have continued across the zone with all emergency service agencies participating in Riverfest as part of the community preparedness program.

Simmos Beach Reserve

Council also reported on the receipt of funding from the Sydney Metropolitan Catchment Authority to close and rehabilitate identified surplus fire trails within the Reserve.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Brticevic/Glynn)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

4.5 Local Emergency Management Committee - Appointment of Chairperson

Reporting Officer

Manager Emergency Management

Attachments

Nil.

Purpose

To advise Council of recent amendments to the State Emergency and Rescue Management Act 1989 in relation to Local Emergency Management Committees (LEMCs).

History

Since 1989 Local Emergency Management Committees were formed for each local government area to maintain and coordinate a comprehensive, all agency emergency management arrangements for the community. The Act provided for Council to provide a Chairperson for the Committee and an Emergency Management Officer to provide administrative support to the Committee.

Report

Council at its meeting of 8 May 2012 appointed the Manager Technical Services, Kevin Lynch, as the Chairperson and Local Emergency Management Officer for the Campbelltown Local Emergency Management Committee.

The Ministry for Police and Emergency Services have advised that following approval of the Emergency Legislation Amendment Bill 2012, amending the State Emergency and Rescue Management Act 1989, that the General Manager of Council is now the Chairperson of the Local Emergency Management Committee.

The responsibility for Council to still provide executive support facilities for the Committee has not changed.

The functions of the LEMC have also been updated to reflect modern practice. These functions are:

- Give effect to and carry out emergency management policy and practice, consistent with information on that policy and practice disseminated by the State Emergency Management Committee. This reflects the LEMCs existing role as part of the tiered emergency management structure
-

- Review and prepare plans in respect of the relevant local government area that are, or proposed to be, sub plans and supporting plans established under the State Emergency Management Plan. This could include Local Emergency Management Plans. It does not supplant the Combat Agency's existing planning responsibilities
- Make recommendations about and assist in the coordination of training in relation to emergency management in the relevant local government area
- Develop, conduct and evaluate local emergency management training exercises
- Facilitate local level emergency management capability through inter-agency coordination, cooperation and information sharing arrangements.
- Assist the Local Emergency Operations Controller (LEOCON)
- Other functions related to this Act and/or assigned to the Committee by the relevant Regional or State Emergency Management Committee.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Mead/Hawker)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 20 November 2012 (Lake/Borg)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 203

That the Officer's Recommendation be adopted.

5. GENERAL BUSINESS

Nil.

Confidentiality Motion: (Mead/Hawker)

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

CARRIED

19. CONFIDENTIAL ITEMS

19.1 Confidential Report Directors of Companies

Reason for Confidentiality

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

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

There being no further business the meeting closed at 7.58pm.

P Lake
CHAIRPERSON
