

## REPORTS FROM OFFICERS

### 8. REPORT OF GENERAL MANAGER

No reports this round

### 9. REPORT OF DIRECTOR BUSINESS SERVICES

#### 9.1 Progress Report: Amounts Expended on Providing Facilities and Payment of Expenses - Mayor, Deputy Mayor and Councillors August-September 2012

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#### Attachments

Nil

#### Report

On 19 October 2010, Council reviewed its policy concerning payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors.

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

(a1) details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following:

- (i) the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),
- (ii) telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes,
- (iii) the attendance of councillors at conferences and seminars,
- (iv) the training of councillors and the provision of skill development for councillors,
- (v) interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,

- (vi) overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- (vii) the expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW* prepared by the Director-General from time to time,
- (viii) expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions,

These expenses are calculated on a monthly basis and reported to Council. Expenses as at August 2012 and September 2012 were as follows:

### Expenses

1.	<b>Training Seminars and Conferences</b> Cost for August 2012 and September 2012.	\$109
2.	<b>Staff</b> Personal Secretary for the Mayor on a shared basis with the General Manager, together with Receptionist shared with Corporate Services. Apportioned cost for August 2012 and September 2012.	\$9,816
3.	<b>Stationery and Postage</b> Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for August 2012 and September 2012.	\$99
4.	<b>Periodicals</b> Cost of annual subscriptions. Cost for August 2012 and September 2012.	\$413
5.	<b>Meals</b> Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for August 2012 and September 2012.	\$6,778
6.	<b>Refreshments</b> Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for August 2012 and September 2012.	\$4,009
7.	<b>Insignia of Office</b> Replacement costs Mayoral robes, chain, badge and name plates. Cost for August 2012 and September 2012.	Nil
8.	<b>Travelling Expenses for Use of Private Vehicle</b> Reimbursement of travelling expenses on authorised Council business. Claims submitted for August 2012 and September 2012.	\$1,405

## **Provision of Facilities**

1.    **Accommodation**  
Office located on the Third Floor of the Administration Building - costs are included in total maintenance and operating expenses of the Administration Building and apportioned on an area basis (3.5%). Cost for August 2012 and September 2012.    \$12,680
2.    **Communication System**  
Mobile telephone, personal computer or a laptop, personal digital assistant and combined printer, copier, scanner, facsimile machine and telephone answering machine provided for the Mayor and Councillors. Cost of equipment for August 2012 and September 2012 in accordance with Councillors Policy.    \$22,417
3.    **Office Equipment**  
Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for August 2012 and September 2012.    \$1,164
4.    **Council Vehicle**  
Costs associated with the use of Council vehicles by the Mayor and Councillors on authorised Council business. All usage is subject to the prior approval of the Mayor. Cost for August 2012 and September 2012.    \$485
5.    **Internet Facilities**  
Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for August 2012 and September 2012.    \$1,922
6.    **Care Expenses**  
Costs associated with care arrangements including childcare expenses and the care of elderly, disabled and/or sick immediate family members. Cost for August 2012 and September 2012.    \$202

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for August 2012 and September 2012 amounted to \$61,499.

## **Officer's Recommendation**

That the information be noted.

## **Council Meeting 16 October 2012 (Lake/Mead)**

That the Officer's Recommendation be adopted.

## **Council Resolution Minute Number 182**

That the Officer's Recommendation be adopted.

## **9.2 Reports Requested**

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### **Attachments**

Status list of reports requested

### **Report**

Attached for the information of Councillors is a status list of reports requested of Council as at 28 August 2012.

### **Officer's Recommendation**

That the information be noted.

### **Council Meeting 16 October 2012 (Greiss/Rowell)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 183**

That the Officer's Recommendation be adopted.

## ATTACHMENT 1

### Reports Requested as at 28 August 2012

<b>*Date of Decision *Mover *Doc No</b>	<b>Item/Comments</b>	<b>Div.Resp</b>	<b>Comp Date</b>
14.2.12 RK 3494184	SF20.1 - Report on the proposal to establish a Trust to facilitate future bequests and donations to the Campbelltown Arts Centre.	CS	November 2012
28.8.12 WG 3148039	CS4.2 - Further report detailing the identity of projects submitted to the Office of Communities Sport and recreation under the Sport and recreation Participation and Facility Program. <b>Comment:</b> Reported Item 4.2 Community Services Committee 9.10.12	CS	

<b>*Date of Decision *Mover *DocNo</b>	<b>Item/Comments</b>	<b>Div.Resp</b>	<b>Comp Date</b>
18.10.11 BT 3351074	PE5.1 - Report examining potential for improving car parking for shoppers and business activity within the Campbelltown, Ingleburn and Park Central Business Districts	CW	December 2012
13.12.11 SD 3422090	CW5.1 - Report examining appropriate ways in which Council can memorialise the landscaping works of Mr Lilleman.	CW	December 2012
13.3.12 PL 3532019	CW5.2 - report investigating possible access options to the development in the UWS site via Narellan Road, F5 and Gilchrist Drive, and that an estimate of costs also be included in the report. Comment: Briefing provided 24 April 2012	CW	November 2012
10.4.12 MT 3562790	CW1.7 - Report on the establishment of a Leash Free Dog Area at Milton park Macquarie Fields. The report should include concept designs, costings and information on the outcome of a formal public consultation process.	CW	December 2012
10.4.12 RM 3562944	CG8.2 - Report on the viability of establishing a skate park within Airds.	CW	December 2012
5.6.12 BT 3068270	PE5.1 - Report regarding the feasibility of expanding the existing car park on the corner of Alexander Crescent and Railway Parade Macquarie Fields	CW	December 2012
31.7.12 PL 3120705	CW5.1 - Report on the status of the proposed traffic management within Parkside and Centennial Crescents, Park central to address traffic flow and parking in the area.	CW	November 2012

<b>*Date of Decision *Mover *Doc No</b>	<b>Item/Comments</b>	<b>Div.Resp</b>	<b>Comp Date</b>
10.5.11 RM 3102591	PE5.4 - Report outlining the feasibility of establishing a Sub Committee to coordinate celebrations and identify a suitable memorial for the 100 years of Anzac Day celebrations in 2015.	BS	Jan 2013
13.12.11 MT 3421466	6.1CS - Urgent report in February 2012 detailing the current and future status of Bambi Kindergarten in Edmondson Park	BS	October 2012
13.3.12 PH 3531917	CG3.2 - Further report upon completion of the road closure process and creation of title in Council's name in respect to the future use of the land - Culverston Road Minto.	BS	April 2013
10.4.12 SD 3562988	CCG21.6 - Report on completion of Expression of Interest process prior to any sale of Bradbury Community Hall being negotiated.	BS	November 2012
28.8.12 PL 3147985	CG3.2 - Further report for the review of the Draft Minto Indoor Sports Centre Plan of Management upon completion of the public consultation and submission process.	BS	March 2013
31.7.12 RK 320927	PE5.3 - Report examining the feasibility of constructing an external storage and rock wall climbing facility at the Ambarvale community centre	BS	Dec 2012

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
12.12.06 JB 1327990	PE 2.4 - Report presenting the Draft Local Environment Study LES and Preliminary Draft Local Environmental Plan LEP - Glenlee.  <b>Comment:</b> Briefing to Councillors held 17 May 2011. Awaiting further advice from Department of Planning and Infrastructure.	PE (EP)	December 2012
15.11.11 JB 3387586	PE5.1 - Report outlining details (including costs) of obtaining an independent assessment of ground water flows and aquifer behaviour in the area proposed for the expansion of the Camden Gas Project and that the report cover whether State and Federal Government funding may be available for this project. <b>Comment:</b> Deferred for briefing to Council	PE (EP)	November 2012
13.12.11 BT 3421776	2.4PE - Further Report detailing the outcome of all submissions received as a result of the public exhibition of all Menangle Park documentation.	PE (EP)	February 2013
13.12.11 RK 3421767	2.5PE - Report following the exhibition period detailing all submissions and the outcomes of the exhibition - Draft Macarthur Precinct DCP.	PE (EP)	November 2012
13.12.11 JB 3421758	3.3PE - Further report on the terms and conditions of the Draft Voluntary Planning Agreement on the Airds/Bradbury Renewal Project.	PE (DS)	November 2012
14.2.12 GG 3494342	PE2.4 - Further report evaluating the effectiveness of the Tree Swap program following the 6 month trial.	PE (EP)	October 2012
13.3.12 MO 3532509	PE2.6 - Report at the conclusion of the 6 month trial period evaluating the efficiency and performance of the new Bushcare Program	PE (EP)	November 2012
5.6.12 RK 3068270	PE5.2 - Report outlining the role, procedures and limits of authority of the Land and Environment Court in so far as they affect amendments to development applications made as part of the Court proceedings.	PE (DS)	November 2012
3.7.12 JB 3093747	PE1.1 - Further report on the results of the CD and DVD recycling project.	PE	February 2013

<b>*Date of Decision</b> <b>*Mover</b> <b>*Doc No</b>	<b>Item/Comments</b>	<b>Div.Resp</b>	<b>Comp Date</b>
3.7.12 PH 3094438	CG8.2 - Report investigating the feasibility and administrative requirements necessary for the area known as Park Central to become a suburb of Campbelltown in its own right.	PE	February 2013
31.7.12 GG 3120926	PE5.2 - Report detailing planning controls for centres located along major rail links from Campbelltown to the Sydney CBD	PE	November 2012

## **10. REPORT OF DIRECTOR CITY WORKS**

### **10.1 City Works Activity Report**

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#### **Attachments**

Activity Report.

#### **Report**

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

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

That the information be noted.

#### **Council Meeting 16 October 2012 (Lake/Hawker)**

That the Officer's Recommendation be adopted.

#### **Council Resolution Minute Number 184**

That the Officer's Recommendation be adopted.

# ATTACHMENT 1

## GRAFFITI

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

Facility	Jan to Mar 2011	Apr to June 2011	Jul to Sep 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	July 2012	Aug 2012	Sept 2012
Campbelltown	250	9.5	242	172	263	225	36	14	88
Ruse	103	133	22	0	154	96	84	21	9
Kentlyn	0	0	0	0	0	0	0	0	0
Airds	253	172	281	347	243	618	81	496	325
St Helens Park	73	8	17	43	31	0	0	0	0
Rosemeadow	67	10	70	0	11	0	17	84	192
Ambarvale	4	16.5	0	88	0	5	0	0	0
Woodbine	27	6	0	0	0	1	0	0	0
Claymore	2	53.5	34	94	70	74	0	10	6
Eschol Park	177	29	0	0	36	20	0	7	0
Kearns	65	2	0	0	0	0	0	0	0
Raby	223	41	36	105	1	1	0	158	1
St Andrews	38	4.5	0	0	0	23	1	0	0
Bow Bowling	14	0	0	0	0	0	0	0	0
Minto	235	101	275	188	40	114	0	1	43
Ingleburn	176	150	20	300	459	200	57	98	52
Macquarie Fields	210	39	40	160	145	171	77	47	0
Glenfield	243	117	91	126	274	310	161	38	90
Blair Athol	4	0	0	0	0	0	0	0	0
Bradbury	74	7	31	4	78	6	95	20	51
Total m <sup>2</sup>	2228	895	1159	1627	1805	1864	609	994	857

During the reporting period, Council received no additional requests for removal of graffiti. 13 Graffiti Removal Kits have been requested by the Community.

Jan to Mar 2011	Apr to June 2011	July to Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	July 2012	Aug 2012	Sept 2012
27	28	36	26	37	17	4	8	13

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

Area	Jan to Mar 2011	Apr to June 2011	July to Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	July 2012	Aug 2012	Sept 2012
Area 1	944	965	851	897	1382	1118	438	564	420
Area 2	939	1275	875	797	917	1281	627	525	311
Area 3	674	1097	864	856	647	1364	410	419	252
Area 4	990	920	650	717	1965	1407	717	724	526
Total	3547	4257	3240	3267	4911	5240	2192	2232	1509

## OPERATIONAL SERVICES SECTION (Reporting period 13 August – 9 September 2012)

### OPEN SPACE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	76	28	33	46
Road Verges – Sites	41	27	16	35
Community/Childcare Centre's - Sites	13	7	12	0
Servicing Laneways – Sites	53	29	15	0
Litter/Rubbish Pickup	130	98	30	19
Herbicide Spraying (hrs)	68	45	12.5	12.5
Mulching (cm <sup>3</sup> )	0	0	0	9
Garden Maintenance	0	0	119	25.5
Garden Refurbishment	0	0	0	0
Top Dressing (hrs)	0	0	0	0
Aeration of Fields	0	0	0	0
Sharps Pickup	0	0	0	0
Pathway Requests	5	2	0	0
Tractor Road Verge (Sites)	8	4	0	3
Tractor Servicing Parks & Reserves (Sites)	47	9	23	26
Cemetery	3	0	0	0
Fire Hazard Reduction	10	1	0	0
Road Crews Servicing Parks	0	0	0	0
Refilling of Sandpits	3	0	0	0

### HORTICULTURE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	35	51	33	23
Road Verges – Sites	26	16	23	20
Community/Childcare Centre's – Sites	9	7	13	13
Cemetery	1	0	0	0
Tractors Servicing Sporting Fields	29	22	34	31
Litter/Rubbish Pickups (hrs)	37	60	32	42
Herbicide Spraying (hrs)	18	21	22	20
Mulching – Quantity M <sup>3</sup>	200	860	0	240
Garden Maintenance – Sites	23	15	27	32
Garden Refurbishment – Sites	6	2	1	0
Top Dressing – Sites (tonne)	4	10	9	7
Aeration of Fields – Sites	5	3	4	0
Sharps Pickups – Quantity	0	0	0	0
Miscellaneous Requests (hrs)	0	0	0	0
Refilling of Sandpits	2	1	2	4
Plumbing	38	9	10	2
Fit Goal post sleeves	0	0	0	0
Cricket Wicket Maintenance	26	23	38	34

### Japanese Garden - Refurbishment Planting

The refurbishment planting of approximately 230 assorted advanced and semi advanced plant species was recently carried out adjacent to the restaurant area to enhance the existing landscaping within the garden.

### Apex Park Landscaping

Completion of the landscaping adjacent to the newly constructed car park has been completed. Additional landscaping using a number of assorted native species has been carried out adjacent to the existing skate bowl.

**City Entrance Landscaping**

The landscaping of a small garden area surrounding the newly installed signage on Campbelltown Road has been completed.

**Baseball Complex - Woodlands Road**

The planting of 12 native shade trees was recently carried out between the two playing fields situated at the above complex.

**Glenalvon Gardens**

Mulching of a number of the garden areas at Glenalvon has recently been carried out.

**Council Tree Inspections**

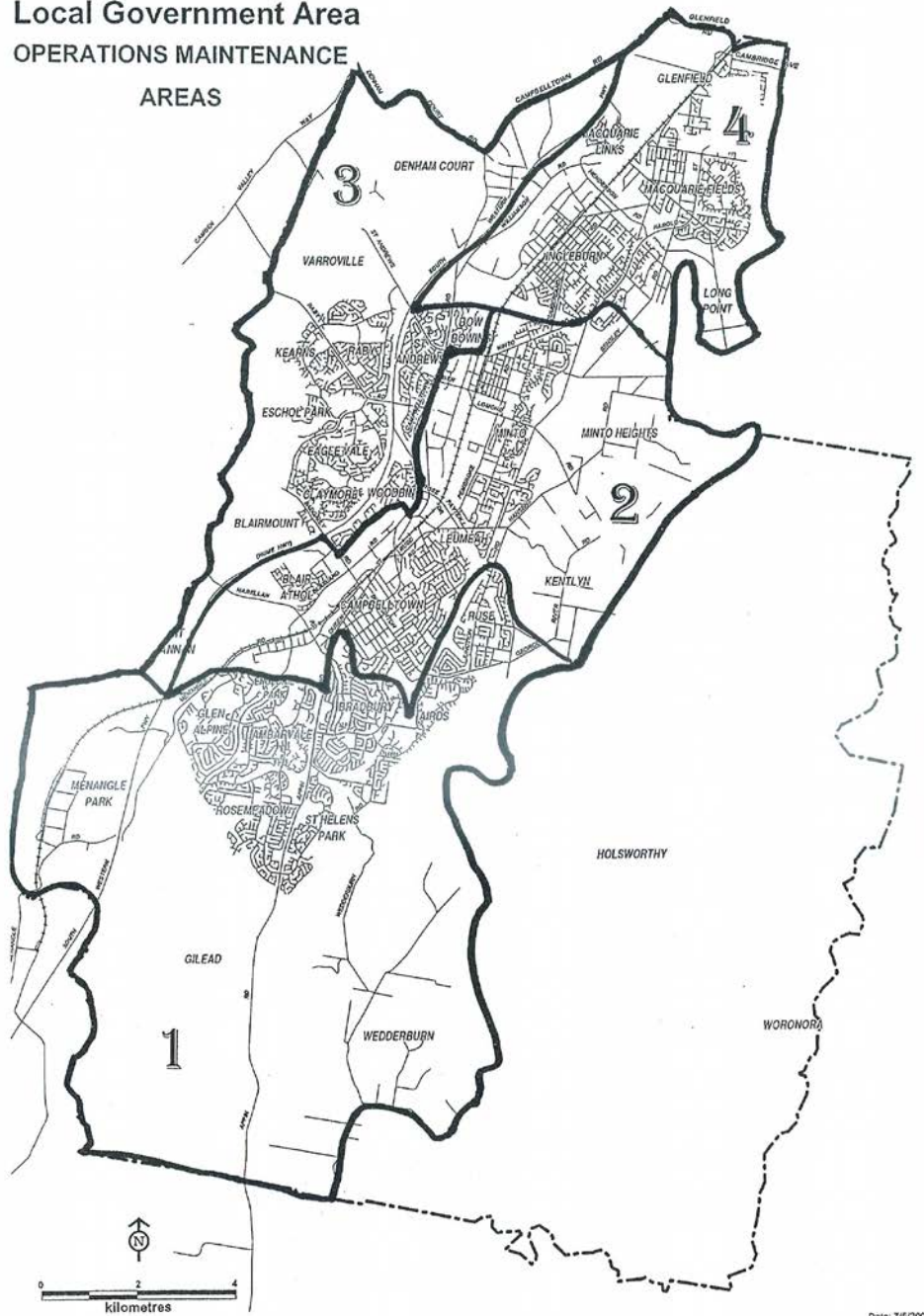
Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	10	1	6	4	21
Council	55	57	60	43	215
Termites	1	0	0	1	2
Plumber - Sewer Chokes	0	0	0	0	0
N/A	0	2	4	2	8
HOLD	2	3	3	4	12
<b>Area Totals</b>	68	63	73	54	258

**Private Property Tree Inspections**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	17	16	15	15	63
Council Trees – Program	0	0	0	0	0
<b>Area Totals</b>	17	16	15	15	63

**Campbelltown City Council  
Local Government Area**

**OPERATIONS MAINTENANCE  
AREAS**



Date: 7/5/2003

## ROADS AND DRAINAGE

### A. ROADS AND FOOTPATHS – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m <sup>2</sup>	529	321	122	38	1010
Road restorations m <sup>2</sup>	43	0	0	0	43
AC Base Course Total (tonne)	0	11.5	0	6	17.5

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

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	6	10	8	4	28
Telstra Inspections	6	6	5	8	25
Sydney Water inspections	6	12	3	9	30
Integral inspections	2	1	7	3	13
Gas Inspections	15	10	9	6	40
Customer requests	1	0	1	0	2

### C. COMMUNITY RESPONSE – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash racks	2	6	0	2	10
Pits cleaned by hand or suction	137	121	64	66	388
Tail out drains / headwalls	12	6	6	4	28
Removal of waste matter (cubic	13.5	43.5	29	38	124
Flushing of stormwater lines (linear	250	595	285	100	1230
Underpass (drainage) cleaning	2	3	0	0	5
Trip hazards/footpath hazards	7	11	5	20	43
Dead animals removed	11	6	2	21	40
Parra webbing drainage,	5	7	1	3	16
Sign retrievals and straightening	0	12	12	6	30
Syringes	6	54	0	25	85
Deliver and set up at venues	0	0	0	16	16
Paver repairs	0	0	0	1	1
Oil/ Paint Spill / Debris on Road	1	21	0	6	28
Median Cleaning / Poisoning	60	30	57	55	202
Guide Posts	0	2	0	18	20
TOTAL	506.5	917.5	461	381	2266

### D. STREET ACCESSORIES

#### Sign Manufacturer Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	0	12	0	0	12
Street signs	1	18	5	16	40
Community signs	0	4	0	5	9
Ordinance signs	4	14	14	4	36
Various council signs	0	50	0	0	50
Various council stickers	0	0	0	0	0
Warning signs	0	12	3	2	17
Council special events	6	9	7	16	38
Directional	0	2	3	0	5
Banners	0	1	0	0	1
Various Stickers	0	120	0	16	136
TOTAL	11	242	32	59	344

**Sign Erection Areas 1 to 4**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	0	0	0	2	2
Bollards replacement and repair	24	23	4	6	57
Street signs	10	24	13	6	53
Community signs	0	15	0	0	15
Ordinance	10	51	3	7	71
Regulatory	44	84	59	50	237
Graffiti Removal m <sup>2</sup>	5	4	3	17	29
Warning Signs	14	34	8	7	63
Install various banners	2	3	0	0	5
Line Marking / Car Park	0	0	0	0	0
Directional	6	12	4	7	29
<b>Total</b>	<b>115</b>	<b>250</b>	<b>94</b>	<b>102</b>	<b>561</b>

**Minor Patching**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	286	355	131	205	977
Edge breaks m <sup>2</sup>	0	12	10	0	22
Restorations m <sup>2</sup>	0	0	0	6	6
Car parks pot holes	1	23	0	15	39
Trip Hazard Footpaths	0	5	0	2187	2192
<b>Total</b>	<b>287</b>	<b>395</b>	<b>141</b>	<b>2413</b>	<b>3236</b>

**E. KERB AND GUTTER RECONSTRUCTION**

Road Rehabilitation Program related works 70% complete

**F. ROAD REHABILITATION PROGRAM 2012 - 2013**

Sealing, rejuvenation and stabilisation. Program underway 40% complete

**G. OPERATIONS MINOR WORKS****New Footpath Construction**

Programming of works underway

**Pedestrian Access Mobility Plans**

Programming of works underway

**Mawson Park Plinth Construction**

Plaques 10% complete

**H. CAPITAL WORKS****Farrow Road Extension**

Improvements to existing carpark - 10% complete

Street lighting and landscaping in progress

**John Kidd Reserve Footpath Extension Stage 2**

Works scheduled to resume - 45% complete

**Apex Park Skate Bowl**

Soft/ hard landscape and concrete works complete

**Waterwise Garden Park Central**

Construction garden bedding and associated turfing – 100% complete

Hard landscaping – 95% complete

Installation of plants - pending

**Minto Detention Basin Northern Embankment Extension**  
100% complete

**Ingleburn Tennis Club Resurfacing**  
Works complete

**Bob Penter Reserve Long Jump Facility Upgrade**  
95% complete

**Milton Park Fencing on Diamonds 1, 2 & 4**  
100% complete

**Mary Brookes Park Batting Tunnel**  
Obtaining Quotations - ongoing (PJ 3162)

**Floating Wetland Structures** - Water quality improvement program  
Mandurama, Eagle Vale and Marsden Park Ponds – 100% complete

#### **PLUMBERS ACTIVITIES REPORT**

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

#### **WORKSHOP ACTIVITIES REPORT**

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

Plant No	Item	Reason - Area of Repair	Repairer	Down Time Hrs
9518	Dyna truck	Clutch and Tipper body rust	CCC Workshop and Supplier	56 hrs
9630	Hidromek Backhoe	Transmission overheating	Supplier – warranty	Nil

The following is a breakdown of the work performed since the last report **13 August 2012 – 9 September 2012**

9518	Toyota Dyna truck required a new clutch and tipper body repairs (rust). After clutch was fitted supplier advised Council the wrong part was issued so second clutch had to be fitted. Tipper body rust was repaired. The truck is now back in service.
9630	The backhoe returned to the supplier under warranty for transmission repairs. A replacement machine was provided to Council resulting in no downtime.

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

Tyre Repairs	69
Services carried out	34
Repairs to trucks	90
Repairs to heavy plant	13
Repairs to trailers	21
Tractors/implements	36
SES repairs	3
RFS repairs	4
Small plant repairs	43
Repair to cars	22

Repairs to mowers	64
Repairs to sweepers	8
Pathway requests (completed)	22

Of the reported repairs above 47 were out in the field.

The Workshop has also carried out the following duties:

- Manufacturing and repair of various gates, locks and lock boxes around Campbelltown
- Drain cover repairs
- Site screen repairs at cricket ovals
- Repairs to various signs
- Fence repairs at Oswald Reserve and Park Central

Workshop solar panels have currently produced 16,102 KW/Hours to date back to the electricity grid.

## **HAZARD REDUCTION PROGRAM**

### **Hazard Reduction Burning**

No hazard reduction burning has been conducted in the reporting period on Council land however 800 hectares of hazard reduction burning occurred on the Holsworthy Military Area. Further hazard reduction burns are planned, pending appropriate weather.

### **Bushfire Management Policy**

The Bushfire Management policy was recently adopted by Council and forms the basis for ongoing bushfire management within the Campbelltown LGA.

### **Asset Protection Zones (APZ)**

Asset Protect Zone upgrades have been completed for Bunbury Curran Park (north) in Glenfield. Works will soon commence on the upgrade of the Simmos Beach Reserve APZ (north) in collaboration with the Office of Strategic Lands (Planning) who are co-managers of the APZ.

### **Fire Trails and Signs**

Fire trail signs have been installed at Smiths Creek Reserve and in the Spring Creek area of St Helens Park. Signs will soon be installed in other parts of St Helens Park, Airds and Basin Reserve. Noorumba Reserve sign installation is awaiting an Aboriginal Heritage Impact Assessment. Drainage works have also been conducted on fire trails in the Woolwash area, Airds.

### **Fire Trail Rehabilitation Project – Simmos Beach Reserve**

The Bushland Regeneration Plan is almost completed for the Green Web Fire Trail Rehabilitation Project at Simmos Beach Reserve. Seed collection will soon be undertaken by contractors for the propagation of local species for bush regeneration planting next autumn and spring.

### **Mechanical Works**

21 hazard reduction slashing sites were completed in the reporting period, totalling an area of 34.62 hectares with over 470 assets protected.

## **ASSET AND SUPPLY SERVICES**

### **Procurement and Contract Management Services**

#### **Tenders/Quotes/Expressions of Interest and Agreements:**

##### **Currently being prepared**

- T12/17 Out-front Mowers
- T12/11 Construction of Leumeah Pedestrian Bridge
- Q12/27 RFID System at Eagle Vale Library (Local Government Procurement Contract)
- T12/12 Security Services
- T12/01 Domestic Waste Collection

##### **Currently Advertised**

- Q12/28 Playground Equipment
- T12/21 Concrete Program
- Q12/24 Hazardous Materials Register (Local Government Procurement Contract)

##### **Currently Under Evaluation**

- T12/15 Tree Pruning
- EO12/02 Management of Minto Indoor Sports Centre
- T11/20 Grounds Maintenance Claymore, Airds and Macquarie Fields
- Q12/15 Work Wear
- T12/17 Education and Care Services Food Supplies
- Q12/16 Supply of Backhoe (Local Government Procurement Contract)
- T12/16 Design, Supply and Installation of a Photovoltaic System
- T12/19 Replacement of Roof Membrane – Civic Hall
- T12/18 Plant and Equipment Hire
- Q12/19 Project Management Services for the refurbishment of Macquarie Fields Pool (Local Government Procurement Contract)

## **ASSET MANAGEMENT**

### **Roads**

- 2012-2013 Works Programs: Works orders for 92 out of 100 Road Projects have been issued to Operations.
- 2012-2013 Works Programs: Works orders for the Annual Road Rejuvenation Program have been issued to Operations.
- Nominations for Road Maritime Services Repair Grant Projects Submission's 2013-2014

have been submitted for three (repair Grant), one (Repair Enhancement) and 2 Cycleway Projects.

- Epping Forest Drive and Hurricane Drive - Roads to Recovery Projects are 90% completed.

#### **Kerb and Gutter**

- Road work related Kerb and Gutter Reconstruction Program 2012 – 2013 has now been completed.
- Annual Kerb and Gutter Reconstruction Program Special Tender – closed 9/10/2012.

#### **Bridges and Culverts**

- Protective system for 8 metallic arch culverts has been completed.
- Gilchrist Drive Bridge concrete repair work: Quotations are currently being organised.

#### **Parks and Public Spaces**

- Mawson Park - Park Furniture and Litterbin enclosures refurbishment work is 80% completed.
- Koshigaya Park - Shade sails are being installed (to cover new tables and bench settings)
- Macquarie Fields Pool - Shade sails are being installed over the new playground.
- Marsden Park - Shade sails are being installed over the playground area.

#### **Playground Equipment**

- Macquarie Fields Swimming Centre playground equipment has been removed. New equipment will be installed before end of October, 2012.
- Marsden Park - Additional playground equipment and rubber softfall will be installed under new shade sails.
- Playground repairs have been carried out at Clematis, Eschol Park Sports Complex, Kevin Wheatley, Robinson Park, St Helens Park, and Trobriand Reserve.
- Playground Equipment Tender for the replacement of three playgrounds is currently being advertised for Simmo's Beach, Peace Park and Glenfield Park.

#### **Internal Assets – Electrical Testing and Tagging**

- Council's Electrical Contractor has completed testing and tagging on construction equipment (3 monthly) and several requested items, with no defects found.

#### **Footpath Reconstruction Program**

- Footpath Reconstruction Program is 98% completed (2011-2012).
- Footpath inspections have been carried out in the Macquarie Fields and Airds. All defects have been mapped and actions entered into Council's Asset Management System.

#### **Building Inspections**

- Building inspections have been undertaken at Minto One Community Centre and Benham Oval Amenities.

#### **Stormwater**

- Works Order for Stormwater 2012-2013 Reconstruction Programs have been issued.

#### **Asset Management System, Grants and Reports**

- Grants Commission Return, Benchmarking Report and the Quarterly Report for Roads to Recovery Projects 2011-2012 has been completed.

## **BUILDING MAINTENANCE/CONSTRUCTION PROGRAM**

**Civic Centre Administration Fire Panel Replacement** – First familiarisation session with Building Services Staff and Caretakers has taken place. Second familiarisation is being organised for the Fire Wardens and responsible Officer's for instructions on use of phones and equipment. Cosmetic works will be carried out to walls next week.

**Airds Youth Centre** – Toilet upgrade works have now been completed with only minor painting works to be finalised.

**Rizal Park Statue** – All concrete works are now completed. New plinth has been installed to accommodate the large plaque. Awaiting arrival of the statue for installation.

**Staff Training Centre** – Electrical, fire panel, air conditioning and communication and computer cabling has been installed. Cladding of walls and ceilings has been completed. New automatic door to the front entry foyer has been installed with expected completion date is late October.

**Kabbarli Early Learning Centre** – Rendering work have been completed with painting scheduled for the last 3 weeks in October. Quotations have been received for floor coverings and installation will follow the painting work. Purchase orders for building works will be issued next week.

### **Reactive Building Maintenance Program**

- 235 Building reactive works requests were processed during the month of September. All works are either completed or near completion.
- Outdoor shed at Glenquarie Neighbourhood Centre has been rebuilt following extensive termite damage.

## **FACILITIES SUPPORT**

<b>Customer Requests</b>	
Sporting Clubs with overdue keys	44 clubs with key 316 key outstanding
Key extension, issues, alarm codes and access	480
Request for access to Council Reserves	5

## **11. REPORT OF DIRECTOR COMMUNITY SERVICES**

**No reports this round**

## **12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT**

**No reports this round**