

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 December 2011 and January 2012

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 December 2011 and January 2012 were as follows:

Expenses

1.	Training Seminars and Conferences Cost for December 2011 and January 2012.	\$120
2.	Staff Personal Secretary for the Mayor on a shared basis with the General Manager, together with Receptionist shared with Corporate Services. Apportioned cost for December 2011 and January 2012.	\$9,642
3.	Stationery and Postage Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for December 2011 and January 2012.	\$132
4.	Periodicals Cost of annual subscriptions. Cost for December 2011 and January 2012.	Nil
5.	Meals Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for December 2011 and January 2012.	\$4,273
6.	Refreshments Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for December 2011 and January 2012.	\$1,707

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|----|---|-------|
| 7. | Insignia of Office
Replacement costs Mayoral robes, chain, badge and name plates.
Cost for December 2011 and January 2012. | Nil |
| 8. | Travelling Expenses for Use of Private Vehicle
Reimbursement of travelling expenses on authorised Council business.
Claims submitted for December 2011 and January 2012. | \$608 |

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 December 2011 and January 2012. | \$6,414 |
| 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 December 2011 and January 2012 in accordance with Councillors Policy. | \$2,941 |
| 3. | Office Equipment
Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre.
Cost for December 2011 and January 2012. | \$1,023 |
| 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 December 2011 and January 2012. | \$362 |
| 5. | Internet Facilities
Costs associated with the provision of internet facilities in accordance with Council's Policy.
Cost for December 2011 and January 2012. | \$1,816 |
| 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 December 2011 and January 2012. | \$49 |

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for December 2011 and January 2012 amounted to \$29,087.

Officer's Recommendation

That the information be noted.

Council Meeting 14 February 2012 (Rule/Kolkman)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 16

That the Officer's Recommendation be adopted.

9.2 Reports Requested

Attachments

Status list of reports requested

Report

Attached for the information of Councillors is a status list of reports requested of Council as at 13 December 2011.

Officer's Recommendation

That the information be noted.

Council Meeting 14 February 2012 (Rule/Bourke)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 17

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Reports Requested as at 13 December 2011

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
13.11.08 MO 1648358	CS6.1 - Report on the establishment of a piece of public art or landscape that celebrates and values the contribution of volunteers.	CS	April 2012
14.12.10 JB 2935569	CS6.1 - Report on the feasibility of local artists occupying vacant shop fronts in the Campbelltown and Ingleburn CBDs until suitable tenants are found.	CS	April 2012
10.5.11 WG 3102831	CS4.1 - Further report once successful projects have been announced in relation to 2010-2011 Sport and Recreation Facility Grants Program.	CS	April 2012
31.5.11 PH 3144615	PE2.6 - Report including full costings and potential liabilities of conducting a community fishing event in the Campbelltown Local Government Area.	CS	April 2012
28.6.11 AR 3170294	CW5.1 - Report on feasibility of holding a fishing day event at Macquarie Fields Leisure Centre.	CS	April 2012

*Date of Decision *Mover *DocNo	Item/Comments	Div.Resp	Comp Date
16.11.10 SD 2900859	CG9.2 - Report updating Councillors on the status of the proposed Skate Park for St Helen's Park/Rosemeadow.	CW	March 2012
14.12.10 WG 2935384	CW5.1 - Report identifying possible locations for the establishment of a triathlete/walking track in the southern end of the City Comment: Report to be prepared following the completion of the Open Space review.	CW	TBA
12.4.11 JB 3070700	CW3.2 - report on the options available for the installation in parks of play equipment suitable for older children and also the options available for tree planting.	CW	May 2012
12.4.11 RM 3070700	CW3.2 - Report on the development of 'Superparks' in the Local Government Area. Comment: Report to be prepared following the completion of the Open Space Review.	CW	TBA
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	June 2012
15.11.11 3386262	DCW10.2 - Further report following submissions regarding DA for erection of statue in Rizal Park. Comment: Transferred to Planning and Environment	CW	March 2012
13.12.11	CW5.1 - Report examining appropriate ways in which Council can memorialise the landscaping works of Mr Lilleman.	CW	May 2012

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
19.10.10 AR 2843272	SF21.1 - Further report regarding construction of a culvert bridge between Hollylea Road and Council's Lot A DP 14782 situated on the southern side of the drainage channel - RailCorp Acquisitions. Comment: Deferred for briefing March 2012.	BS	March 2012
8.3.11 PH 3025714	CG3.3 - Further report upon completion of the road closure and creation of title in Councils name in respect of future use of the land - Hollylea Road.	BS	March 2012
12.4.11 AR 3054285	CG3.3 - Further report on completion of the Expression of Interest process prior to any sale being negotiated for Council land at Menangle Park.	BS	March 2012
12.4.11 FB 3054335	CCG21.4 - Further report upon either the achievement of a negotiated agreement or determination by the Land and Environment Court on the compensation claim re Farrow Road. Comment: - Reported Item 21.1 Confidential Corporate governance Committee 7.12.12.	BS	
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	April 2012
23.8.11 AR 3275933	SFCG21.2 - Further report upon either achievement of a negotiated agreement or determination by the land and Environment Court re Acquisition of railway Parade Macquarie Fields. Comment: - there will be no further action on this matter due to legal advice	BS	To be removed
18.10.11 FB 3350489	CG4.3 - Report outlining the results of the Goods and Service Tax Review.	BS	April 2012
15.11.11 AR 3386717	CG5.2 - Report on any submissions received in regards to the Draft Community Strategic Plan prior to the formal adoption of the document.	BS	May 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. Comment: Briefing to Councillors held 17 May 2011. Awaiting further advice from Department of Planning and Infrastructure.	PE (EP)	April/May 2012
4.5.10 RM 2655408	CG9.2 -That a report be presented on the Memorandum of Understanding between Council and Macquarie Fields Local Area Command concerning the patrolling of Council reserves.	PE (CS)	March 2012
19.10.10 GG 2868479	PE2.3 - Report detailing outcomes of 2010-2011 Stage 2 Aquatic Weed Mapping following completion and evaluation.	PE (EP)	May 2012
12.4.11 JB 3054875	PE2.6 - Report following exhibition period for Draft Campbelltown (Sustainable City) Development Control Plan DCP (Volumes 1,2,&3) - Stage 4.	PE (EP)	April 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.	PE	April 2012
13.12.11	2.4PE - Further Report detailing the outcome of all submissions received as a result of the public exhibition of all Menangle Park documentation.	PE	TBA 2012
13.12.11	2.5PE - Report following the exhibition period detailing all submissions and the outcomes of the exhibition.	PE	April 2012
13.12.11	3.3PE - Further report on the terms and conditions of the Draft Voluntary Planning Agreement on the Airds/Bradbury Renewal Project.	PE	March 2012
13.12.11	6.1CS - Urgent report in February 2012 detailing the current and future status of Bambi Kindergarten in Edmondson Park	PE	March 2012

10. REPORT OF DIRECTOR CITY WORKS

10.1 City Works Activity Report

Attachments

City Works Activity Report.

Report

Works activities are proceeding according 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 format of 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 14 February 2012 (Borg/Glynn)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 18

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	Apr to Jun 2010	Jul to Sep 2010	Oct to Dec 2010	Jan to Mar 2011	Apr to Jun 2011	Jul to Sep 2011	Oct to Dec 2011	Jan 2012
Campbelltown	267	178	200	250	9.5	242	172	16
Ruse	101	93	0	103	133.5	22	0	106
Kentlyn	0	0	0	0	0	0	0	0
Airds	539	347	163	253	172.2	281	347	224
St Helens Park	51	40	6	73	8	17	43	31
Rosemeadow	111	96	25	67	10	70	0	5
Ambarvale	109	17	10	4	16.5	0	88	0
Woodbine	0	0	0	27	6	0	0	0
Claymore	54	11	17	2	53.5	34	94	55
Eschol Park	110	28	0	177	29	0	0	1
Kearns	0	50	17	65	2	0	0	0
Raby	84	413	286	223	41	36	105	1
St Andrews	32	122	49	38	4.5	0	0	0
Bow Bowling	71	0	5	14	0	0	0	0
Minto	295	302	75	235.5	101.94	275	188	39
Ingleburn	184	189	25	176	150.5	20	300	166
Macquarie Fields	181	292	169	210	39	40	160	93
Glenfield	25	203	462	243	117	91	126	101
Blair Athol	0	0	1	4	0	0	0	0
Bradbury	124	47	6	74	7	31	4	43
Total m ²	2338	2428	1516	2228	895	1159	1627	881

During the reporting period, Council received no additional request for removal of graffiti. 22 Graffiti Removal Kits have been requested by the Community.

Apr to Jun 2010	Jul to Sep 2010	Oct to Dec 2010	Jan to Mar 2011	Apr to Jun 2011	Jul to Sep 2011	Oct to Dec 2011	Jan 2012
77	52	32	27	28	36	26	22

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	Apr to Jun 2010	Jul to Sep 2010	Oct to Dec 2010	Jan to Mar 2011	Apr to Jun 2011	Jul to Sep 2011	Oct to Dec 2011	Jan 2012
Area 1	1778	2077	1710	944	965	851	897	58
Area 2	1055	961	905	939	1275	875	797	63
Area 3	1410	1084	1184	674	1097	864	856	74
Area 4	1314	1172	1039	990	920	650	717	84
Total	5557	5294	4838	3547	4257	3240	3267	279

OPERATIONAL SERVICES SECTION (Reporting period 28 November 2011 – 29 January 2012)

OPEN SPACE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	280	114	140	117
Road Verges – Sites	82	71	27	63
Community/Childcare Centre's - Sites	66	10	32	23
Servicing Laneways – Sites	144	55	105	0
Litter/Rubbish Pickup	215	235	58	26
Herbicide Spraying (hrs)	61.5	31.5	6.5	16.6
Mulching (cm ³)	0	0	0	0
Garden Maintenance	0	0	0	0
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	20	15	2	0
Tractor Road Verge (Sites)	30	16	10	24
Tractor Servicing Parks & Reserves (Sites)	68	50	87	51
Cemetery	0	1	0	0
Fire Hazard Reduction	24	12	3	0
Road Crews Servicing Parks	0	0	0	0
Refilling of Sandpits	0	0	0	0

HORTICULTURE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	60	86	44	44
Road Verges – Sites	53	33	34	41
Community/Childcare Centre's - Sites	27	16	20	20
Cemetery	0	0	0	0
Tractors Servicing Sporting Fields	89	53	97	63
Litter/Rubbish Pickups (hrs)	89	128	40	52
Herbicide Spraying (hrs)	23.5	20	30	29
Mulching - Quantity M ³	600	0	0	427
Garden Maintenance – Sites	62	37	63	96
Garden Refurbishment - Sites	6	0	0	0
Top Dressing - Sites	0	0	34	20
Aeration of Fields – Sites	0	0	14	0
Sharps Pickups – Quantity	0	0	0	0
Miscellaneous Requests (hrs)	0	0	0	0
Refilling of Sandpits	0	0	0	0
Plumbing	37	13	32	28
Fit Goal post sleeves	0	0	0	0
Cricket Wicket Maintenance	53	52	112	56

Edna Reserve School Planting Day

Sackville Street Public School students were involved in the planting of several hundred assorted native species within the above reserve. Horticulture staff assisted the students with the planting of the seedlings on the day.

Englorie Park Drive Landscaped Median

Horticulture staff have been involved with the progressive removal of dead plants and mulching within the median. The maintenance of this median garden area is anticipated to continue over a few reporting periods.

Invergowrie Reserve

Horticulture staff have been involved with weed control and mulching of a number planting sites within the reserve. This also included the National Tree Day site that was planted out during 2011.

Weed Control

Council's weed control contractor has been involved with weed control at the City Entrance on Campbelltown Road; Raby Road landscaped verges west of Thunderbolt Drive, the City Entrance plantings at the intersection of Narellan Road and Gilchrist Drive and Narellan Road and Blaxland Roads. The spraying of the planting areas Dream Park Claymore was also carried out.

Council Tree Inspections

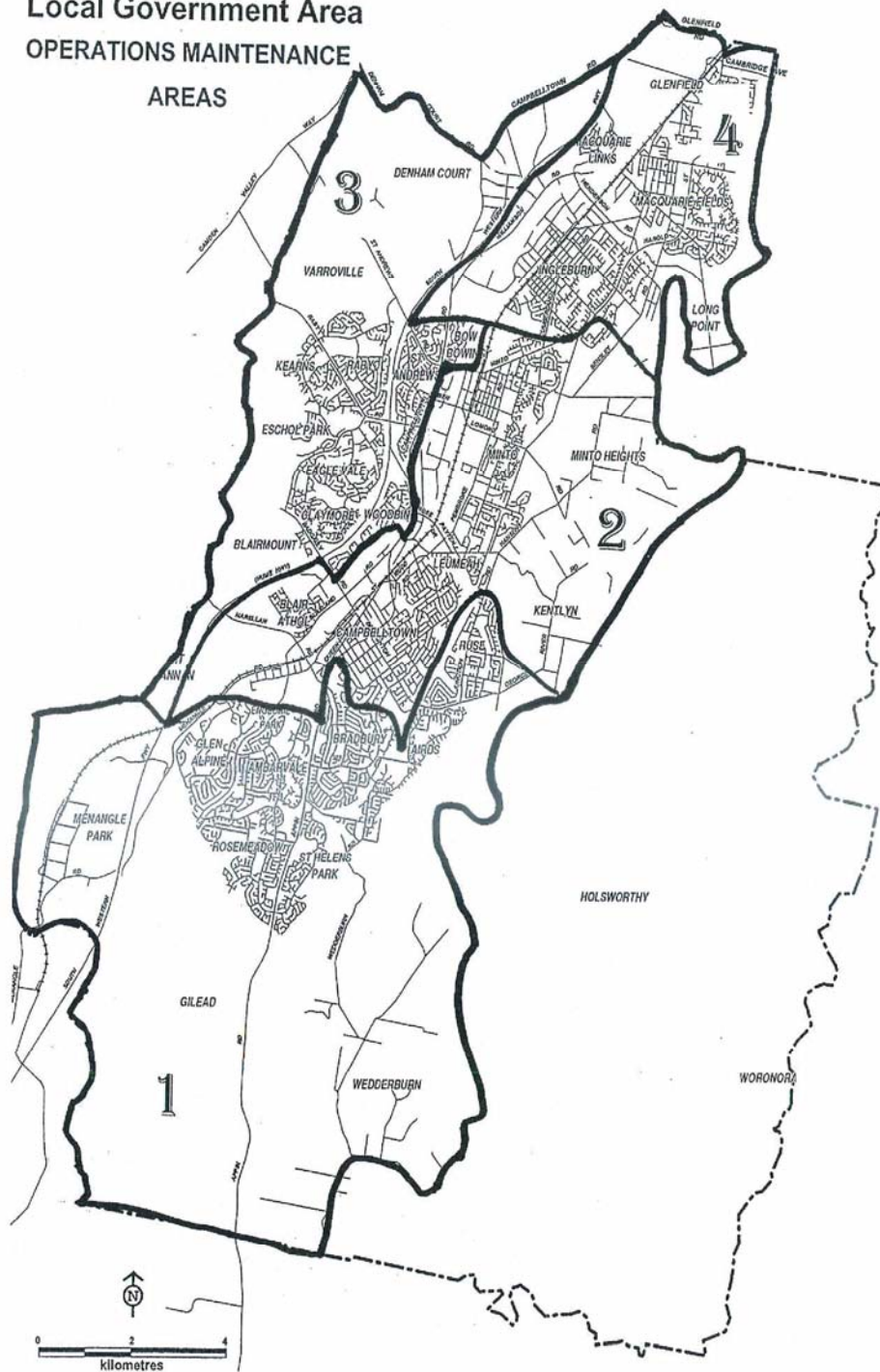
Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	27	14	19	16	76
Council	158	82	83	105	428
Termites	3	1	1	0	5
Plumber - Sewer Chokes	0	1	1	0	2
N/A	10	2	5	4	21
HOLD	9	1	3	2	15
Area Totals	207	101	112	127	547

Private Property Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	32	29	35	32	128
Council Trees – Program	0	0	0	0	0
Area Totals	32	29	35	32	128

Campbelltown City Council
Local Government Area
OPERATIONS MAINTENANCE

AREAS



Date: 7/5/2003

ROADS AND DRAINAGE

A. ROADS AND FOOTPATHS – Areas 1 to 4

This activity was on hold during reporting period to support mowing maintenance

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m ²	0	0	0	0	0
Road restorations m ²	0	0	0	0	0
AC Base Course Total (tonne)	0	0	0	0	0

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

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	2	3	4	1	10
Telstra Inspections	6	10	4	9	29
Sydney Water inspections	7	6	5	8	26
Integral inspections	2	4	4	7	17
Gas Inspections	10	8	10	4	32
Customer requests	2	4	2	3	11

C. COMMUNITY RESPONSE – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash racks / tail out drains	6	12	11	61	90
Pits cleaned by hand or suction	54	210	62	94	420
Tail out drains / headwalls	10	17	14	10	51
Removal of waste matter (cubic metres)	7	22	6.5	7	42.5
Flushing of stormwater lines (linear metres)	1080	1300	460	420	3260
Underpass (drainage) cleaning	0	0	0	0	0
Trip hazards/footpath hazards attended	10	24	5	30	69
Dead animals removed	6	21	11	25	63
Parra webbing drainage, drains/grates/pits secured	1	10	18	12	41
Sign retrievals and straightening	5	16	6	4	31
Syringes	50	127	57	9	243
Deliver and set up at venues	2	5	0	4	11
Paver repairs	2	8	0	2	12
Oil/ Paint Spill / Debris on Road	2	5	6	13	26
Median Cleaning / Poisoning	400	420	560	800	2180
Guide Posts	2	19	4	18	43

STREET ACCESSORIES

Sign Manufacturer Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	0	17	5	6	28
Street signs	7	26	10	35	78
Community signs	2	10	5	2	19
Ordinance signs	2	4	5	5	16
Various council signs	8	41	9	11	69
Various council stickers	3	117	24	8	152
Warning signs	0	2	1	0	3
Council special events	0	39	0	0	39

Directional	0	4	0	6	10
Banners	1	9	5	4	19
Various Stickers	3	117	24	8	152

Sign Erection Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	4	5	1	2	12
Bollards replacement and repair	35	23	27	20	105
Street signs	26	27	23	16	92
Community signs	25	33	9	11	78
Ordinance	13	33	9	14	69
Regulatory	159	89	50	63	361
Graffiti Removal m ²	5	15	10	25	55
Warning Signs	30	27	19	16	92
Install various banners	6	4	2	4	16
Line Marking / Car Park	30	92	2	0	124
Directional	16	18	17	32	83

Minor Patching

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	385	551	290	480	1706
Edge breaks m ²	6	3	6	0	15
Restorations m ²	10	2	6	20	38
Car parks pot holes	40	90	0	7	137
Trip Hazard Footpaths	10	9	5	4	28

D. KERB AND GUTTER RECONSTRUCTION

2011-2012 program 5% complete

E. PIT LID RECONSTRUCTION

60% complete

F. NEW FOOTPATH CONSTRUCTION PROGRAM

2011-2012 program 50% complete

G. FOOTPATH RECONSTRUCTION PROGRAM

2011-2012 program 50% complete

H. ROAD REHABILITATION PROGRAM

Rehabilitation Program – 25% Complete

Rejuvenation – 25% Complete

A.C Overlay in progress – 25% Complete

I. CAPITAL WORKS

Farrow Road Extension

- Installation base coarse underway – 60% complete
- Drainage and pits – 95% complete
- Kerb and gutter – 60% complete
- Electrical conduit – 80% complete
- Culvert and chamber – Commenced

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
9767	Hino Dutro tipper truck	Engine fault	CCC Workshops and Supplier	32hrs
9694	Schwartz sweeper	Transmission fault	Workshops and Supplier	38hrs

The following is a breakdown of the work performed since the last report **28/11/2011 – 29/1/2012**

9636	The Fermac backhoe identified with engine damage and an engine refit was required. New EPA specifications have rendered the original engine obsolete resulting in a new engine being sourced. Engine modifications were carried out to fit the backhoe. All modifications have been made and the backhoe is currently being reassembled.
9844	The drainage truck is susceptible to water accumulation which has caused rust build up in the vehicles body. The rust has been either cut out and removed or repaired and painted. The pump required some replacement parts which has been sourced from the supplier. Still awaiting a number of parts which are expected shortly.

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

Tyre Repairs	145
Services carried out	77
Repairs to trucks	171
Repairs to heavy plant	44
Repairs to trailers	62
Tractors/implements	95
SES repairs	9
RFS repairs	16
Small plant repairs	93
Repair to cars	16
Repairs to mowers	163
Repairs to sweepers	18
Pathway requests (completed)	77

Of the reported repairs above 94 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.
- Various fence repairs
- Manufacture laneway baulks
- Manufacture poison spray frames
- Repair sight screens at Raby fields
- Repairing of drain covers.
- Repair flagpole at Campbelltown RSL
- Manufacture frames for Fishers Ghost
- Fence repairs at Ruse
- Manufacture fire extinguisher rack at Depot
- Repair practice nets at Macquarie Fields
- Various bus shelter repairs in Campbelltown
- Repair fire trail gates around Campbelltown

HAZARD REDUCTION PROGRAM

Hazard Reduction Burning

Extended wet periods has hampered conditions for burning at this time of year. Boronia Reserve is scheduled for hazard reduction work when conditions become suitable.

Fire Management Plans

Environmental Consultants are currently finishing a flora and fauna survey report of Smiths Creek Reserve for the preparation of the Reserves Fire Management Plan.

Asset Protection Zones (APZ)

The Freeman Circuit and Wilkinson Crescent APZ's are currently being upgraded with tree removal, pruning and slashing of overgrown vegetation. Access to this APZ is being improved with a new fire trail gate on Wilkinson Crescent. Parts of western Smiths Creek Reserve have upcoming APZ upgrade works including tree pruning and removal.

Fire Trails and Signage

Fire trail signs have been installed at many bushland locations across the LGA. Signs will soon be installed at Simmos Beach Reserve, St Helens Park, Airds and Basin Reserve.

Fire Trails

Fire trail works have been identified for Smiths Creek Reserve and Simmos Beach Reserve with works to commence shortly.

Mechanical Works

Extensive wet periods over the past six weeks has created considerable grass growth across the LGA. 82 hazard reduction slashing sites were completed in the last six weeks, totalling an area of 89.88 hectares with over 2,488 assets protected.

ASSETS AND SUPPLY SERVICES

Procurement and Contract Management Services

Tenders/Quotes/Expressions of Interest and Agreements:

Currently being prepared

- Q11/25 Supply of Street Sweeper (Local Government Procurement contract)
- Q12/01 Pyrotechnics
- Q12/05 Replacement of Stairway at Simmos Beach
- T11/03 Cleaning Services
- T12/02 Veterinary Services
- T12/03 Design and Print Services
- T12/04 Painting Services
- T12/05 Bulk Materials
- T12/06 In Home Care Services
- T12/07 Supply of Turf

Currently Advertised

- Q12/03 Traffic Signals (selective quotation) for Farrow Road and Blaxland Road intersection

Currently Under Evaluation

- Q12/02 Supply of Backhoe (Local Government Procurement contract)
- Q12/04 Supply of Laptops (Local Government Procurement contract)
- Q11/28 Supply Tractor (Local Government Procurement contract)

ASSET MANAGEMENT

Roads

- Visual condition assessment, roughness and rutting surveys were completed by FugroPMS. Results were uploaded to Council's Pavement Management System.
- Draft Road Pavement Works Program 2012-2013 is being prepared based on the modelling outcome from SMEC PMS.
- 2011-1202 Programs: Works orders for 35 out of 36 Road Projects (under Special Tender T11/26) have been issued. 11 out of 36 Road Projects have been completed.

- The following Roads to Recovery Projects 2011-2012 are completed except line marking:
 - Westmoreland Road, Leumeah between Pembroke Road and Qilba College.
 - Spitfire Drive, St Andrews between St Andrews Road and Thunderbolt Drive.
 - Thunderbolt Drive, Raby between Spitfire Drive and Hurricane Drive.
 - The Parkway, Bradbury between Airdsley Lane and Campbellfield Avenue.

Kerb and Gutter

- Kerb and gutter condition and defect assessment have been completed for St Helens Park, Rosemeadow, Glen Alpine, Ambarvale and Blair Athol and is currently being carried out at Ingleburn, with all defects mapped and actions entered into Council's Asset Management System.

Bridges and Culverts

- Works Order has been issued to the Contractor for carrying out repair Works for Bridges and Culverts under Maintenance Program 2011-2012.
- Level 1 Bridge Inspections have been completed for 37 bridges/culverts.

Parks and Public Spaces

- Public quotations are being obtained for Simmo's Beach timber lookout (Q12/05). The stairs will be replaced with steel stairway with composite steps.
- Parks Maintenance Program work for 2012-2013 is currently being prepared.
- Park signage for remote supervision for all parks/public spaces have been prepared.
- Park furniture at Ingleburn Tennis Club has been vandalised. Insurance claim has been lodged awaiting confirmation to re-install new aluminium shade structures with tables and bench seating.
- Park inspections are due to start mid February including capturing new assets and signage.

Playground Equipment

- Playground repairs have been carried out at Digger Black Reserve, Leumeah Park, Bellevue Park and Koshigaya Park.
- The refurbishment work for Seddon Park Playground is currently being undertaken. Works should be completed by late February.
- Works order has been issued for refurbishment of the playground at Woodbine Neighbourhood Centre. Commencement in mid February.
- Hallinan Park vandalised playground equipment has been removed and new equipment and rubber softfall are being installed.
- Jackson Park playground equipment and softfall has been vandalised again. Quotes are being sought for the removal and relocation of the equipment to Lorraine Ciblic reserve.

Internal Assets – Electrical Testing and Tagging

- Council's Contractor has carried out electrical testing and tagging on construction equipment for Minto Depot for January 2012, with no defects found.

Footpath Reconstruction Program

- Footpath Reconstruction Program for Eschol Park and Leumeah areas has been completed.
- Footpath re-inspections are currently underway at Kearns and Raby suburbs. All defects are mapped and actions entered into Council's Asset Management System.

Building Inspections

- Building inspections have been carried out at all Rural Fire Services buildings, with all defects and actions entered into Council's Asset Management System.
- Building Program Maintenance for 2012-2013, draft copy is currently being prepared for review

Stormwater

- Annual Stormwater Pit Lid and Lintel Program 2011-2012 is 42% completed.
- 1,593 pits have been re-inspected with all defects and actions entered into Council's Asset Management System.

Asset Management System, Grants and Reports

- Roads to Recovery January Quarterly Expenditure Report have been submitted through web site.

BUILDING MAINTENANCE/CONSTRUCTION PROGRAM

- Civic Centre - As part of the Building Maintenance Programme, two lifts are being replaced. Both lifts have been commissioned and are in operation for staff and public. Further building works to lift foyers will be completed in February 2012.
- Kentlyn Bush Fire Facility - Construction of a new bush fire facility to replace existing has commenced with concrete slab completed and structural steel to commence. Work is due for completion end of March 2012.
- Macquarie Fields Sports Complex – As part of the building maintenance programme. Work is being carried out to the foyer and service counter area. Works include rendering, painting, fit out of office and service counter. Work is due to be completed end February.
- Campbelltown Family Day Care – Internal upgrade to the office area has been completed with kitchen replacement programmed in the December/January timeframe. All work completed.

Reactive Building Maintenance Program

- 180 general maintenance requests were received during December 2011. Work has commenced or will be completed shortly.

FACILITIES SUPPORT

Customer Requests	
Sporting Clubs with overdue keys	35 clubs with 277 keys outstanding
Key extension, issues, alarm codes and access	570
Request for access to Council Reserves	8

11. REPORT OF DIRECTOR COMMUNITY SERVICES

No reports this round

12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT

No reports this round