

## 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 July 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 July 2012 were as follows:

### Expenses

1.	<b>Training Seminars and Conferences</b> Cost for July 2012.	\$335
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 July 2012.	\$4,821
3.	<b>Stationery and Postage</b> Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for July 2012.	Nil
4.	<b>Periodicals</b> Cost of annual subscriptions. Cost for July 2012.	Nil
5.	<b>Meals</b> Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for July 2012.	\$2,983
6.	<b>Refreshments</b> Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for July 2012.	\$4,167
7.	<b>Insignia of Office</b> Replacement costs Mayoral robes, chain, badge and name plates. Cost for July 2012.	Nil
8.	<b>Travelling Expenses for Use of Private Vehicle</b> Reimbursement of travelling expenses on authorised Council business. Claims submitted for July 2012.	\$2,348

## 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 July 2012. \$3,207
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 July 2012 in accordance with Councillors Policy. \$795
3. **Office Equipment**  
Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for July 2012. \$936
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 July 2012. Nil
5. **Internet Facilities**  
Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for July 2012. \$862
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 July 2012. \$94

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for July 2012 amounted to \$20,548.

## Officer's Recommendation

That the information be noted.

## **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 31 July 2012.

### **Officer's Recommendation**

That the information be noted.

# ATTACHMENT 1

## Reports Requested as at 31 July 2012

<b>*Date of Decision *Mover *Doc No</b>	<b>Item/Comments</b>	<b>Div.Resp</b>	<b>Comp Date</b>
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	October 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	October 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	October 2012
28.6.11 AR 3170294	CW5.1 - Report on feasibility of holding a fishing day event at Macquarie Fields Leisure Centre.	CS	October 2012
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	October 2012
3.7.12 WG 3094313	CS6.1 - Report outlining the proposed usage and management arrangements for the new Minto Community Centre	CS	October 2012
3.7.12 WG 3094300	CS6.2 - Report on the future State Government funding for public housing community development program in the Campbelltown Local government Area. CS	CS	October 2012
31.7.12 RK	PE5.3 - Report examining the feasibility of constructing an external storage and rock wall climbing facility at the Ambarvale community centre	CS	November 2013

*Date of Decision *Mover *DocNo	Item/Comments	Div.Resp	Comp Date
12.4.11 RM 3070700	CW3.2 - Report on the development of 'Superparks' in the Local Government Area.  <b>Comment:</b> 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	October 2012
13.12.11 SD 3422090	CW5.1 - Report examining appropriate ways in which Council can memorialise the landscaping works of Mr Lilleman.	CW	November 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	November 2012
10.4.12 RM 3562944	CG8.2 - Report on the viability of establishing a skate park within Airds.	CW	November 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	November 2012
31.7.12 PL	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

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
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
13.3.12 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	November 2012
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

*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
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)	October 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)	October 2012
13.12.11 MT 3421466	6.1CS - Urgent report in February 2012 detailing the current and future status of Bambi Kindergarten in Edmondson Park	PE (DPE)	October 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



*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
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
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	December 2012
31.7.12 GG	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.

# 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	Jul to Sep 2010	Oct to Dec 2010	Jan to Mar 2011	Apr to June 2011	Jul to Sep 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	Jul 2012	Aug 2012
Campbelltown	178	200	250	9.5	242	172	263	225	36	14
Ruse	93	0	103	133	22	0	154	96	84	21
Kentlyn	0	0	0	0	0	0	0	0	0	0
Airds	347	163	253	172	281	347	243	618	81	496
St Helens Park	40	6	73	8	17	43	31	0	0	0
Rosemeadow	96	25	67	10	70	0	11	0	17	84
Ambarvale	17	10	4	16.5	0	88	0	5	0	0
Woodbine	0	0	27	6	0	0	0	1	0	0
Claymore	11	17	2	53.5	34	94	70	74	0	10
Eschol Park	28	0	177	29	0	0	36	20	0	7
Kearns	50	17	65	2	0	0	0	0	0	0
Raby	413	286	223	41	36	105	1	1	0	158
St Andrews	122	49	38	4.5	0	0	0	23	1	0
Bow Bowling	0	5	14	0	0	0	0	0	0	0
Minto	302	75	235	101	275	188	40	114	0	1
Ingleburn	189	25	176	150	20	300	459	200	57	98
Macquarie Fields	292	169	210	39	40	160	145	171	77	47
Glenfield	203	462	243	117	91	126	274	310	161	38
Blair Athol	0	1	4	0	0	0	0	0	0	0
Bradbury	47	6	74	7	31	4	78	6	95	20
Total m <sup>2</sup>	2428	1516	2228	895	1159	1627	1805	1864	609	994

During the reporting period, Council received no additional requests for removal of graffiti. 8 Graffiti Removal Kits have been requested by the Community.

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 to Mar 2012	Apr to Jun 2012	July 2012	Aug 2012
52	32	27	28	36	26	37	17	4	8

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	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 to Mar 2012	Apr to Jun 2012	Jul 2012	Aug 2012
Area 1	2077	1710	944	965	851	897	1382	1118	438	564
Area 2	961	905	939	1275	875	797	917	1281	627	525
Area 3	1084	1184	674	1097	864	856	647	1364	410	419
Area 4	1172	1039	990	920	650	717	1965	1407	717	724
Total	5294	4838	3547	4257	3240	3267	4911	5240	2192	2232

**OPERATIONAL SERVICES SECTION (Reporting period 16 July – 12 August 2012)**

**OPEN SPACE**

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	52	32	46	47
Road Verges – Sites	21	15	11	35
Community/Childcare Centre's - Sites	15	9	18	5
Servicing Laneways – Sites	90	35	106	49
Litter/Rubbish Pickup	249.5	174	88.5	85
Herbicide Spraying (hrs)	46	42	31.5	13
Mulching (cm <sup>3</sup> )	117	592	498	254
Garden Maintenance	3	15	22	40
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	4	3	4	7
Tractor Road Verge (Sites)	9	16	16	8
Tractor Servicing Parks & Reserves (Sites)	40	42	31	30
Cemetery	0	0	0	0
Fire Hazard Reduction	14	1	8	6
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	31	48	31	24
Road Verges – Sites	24	20	19	26
Community/Childcare Centre's – Sites	10	7	12	11
Cemetery	0	0	0	0
Tractors Servicing Sporting Fields	29	32	46	24
Litter/Rubbish Pickups (hrs)	31	47	26	30
Herbicide Spraying (hrs)	15	28	16	22
Mulching – Quantity M <sup>3</sup>	0	160	0	120
Garden Maintenance – Sites	35	25	26	31
Garden Refurbishment – Sites	12	2	0	2
Top Dressing – Sites (tonne)	5	0	0	13
Aeration of Fields – Sites	7	5	1	3
Sharps Pickups – Quantity	0	0	0	0
Miscellaneous Requests (hrs)	0	0	0	0
Refilling of Sandpits	0	0	0	0
Plumbing	16	12	29	6
Fit Goal post sleeves	0	0	0	0
Cricket Wicket Maintenance	24	27	19	20

### **Farrow Road Landscaping**

Landscape planting using massed native trees, shrubs and groundcover has been carried out on the embankment area on the southern side of the road near the intersection of Blaxland Road. Additional follow up enhancement planting of this area is proposed in the near future. Planting of a landscape mound at the eastern end of Farrow Road near Campbelltown Railway station has also been planted.

### **Queen Street CBD Garden Refurbishment**

Some refurbishment planting has been carried out within the garden beds near the sail area of Queen Street and near the intersection with Dumaresq Street to enhance the existing garden areas.

### **National Tree Day 2012**

Council's Operational Services section was involved with National Tree Day at three sites on 29 July 2012. A number of volunteers assisted Council staff with the planting of approximately 1000 native seedling species. The planting was conducted at Edna Reserve Ingleburn, John Brooker Reserve Woodbine and the ongoing planting at Minto Basin located at Bow Bowling. Council's Environment Section were involved with the planting at Campbelltown Golf Course on the same day.

### **Weed Control**

Council's weed control contractor has been involved with weed control within the National Tree Day planting area at Minto Basin and the planting mound located adjacent to the entry road into Milton Park.

### **Council Tree Inspections**

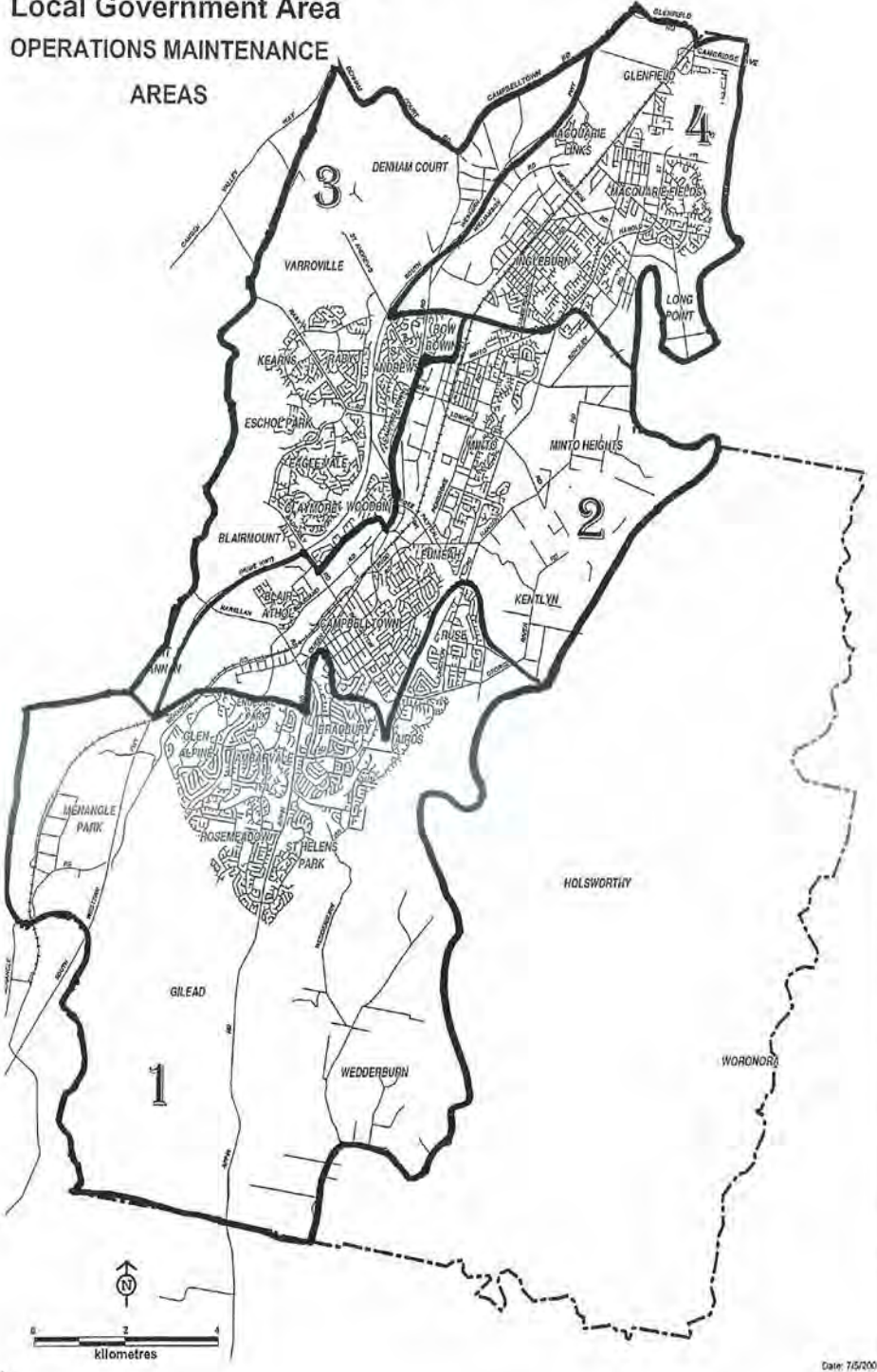
<b>Activity</b>	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Total</b>
Contract	8	0	3	9	20
Council	58	50	51	44	203
Termites	0	0	1	0	1
Plumber - Sewer Chokes	0	0	0	0	0
N/A	0	1	3	4	8
HOLD	3	1	3	1	8
<b>Area Totals</b>	<b>69</b>	<b>52</b>	<b>61</b>	<b>58</b>	<b>240</b>

### **Private Property Tree Inspections**

<b>Activity</b>	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Total</b>
Private Trees	1	2	3	6	12
Council Trees – Program	0	0	0	0	0
<b>Area Totals</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>12</b>

Campbelltown City Council  
Local Government Area  
OPERATIONS MAINTENANCE

AREAS



Date: 7/5/2003

## ROADS AND DRAINAGE

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

Due to the demand the Heavy Patching crew have provided additional resources for Pothole Patching during this period.

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m <sup>2</sup>	0	418	0	78.80	496.80
Road restorations m <sup>2</sup>	0	20	0	0	20
AC Base Course Total (tonne)	0	33.5	0	6	39.5

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

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	4	8	16	2	30
Telstra Inspections	8	4	0	6	18
Sydney Water inspections	10	8	6	4	28
Integral inspections	1	0	0	4	5
Gas Inspections	10	8	12	4	34
Customer requests	0	1	0	0	1

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

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash racks	9	56	0	7	72
Pits cleaned by hand or suction	36	129	14	47	226
Tail out drains / headwalls	1	17	0	2	20
Removal of waste matter (cubic)	0	14.2	0.5	3.5	18.2
Flushing of stormwater lines (linear)	102	60	130	1770	2062
Underpass (drainage) cleaning	2	1	0	0	3
Trip hazards/footpath hazards	6	14	3	15	38
Dead animals removed	2	7	5	9	23
Parra webbing drainage,	2	8	0	5	15
Sign retrievals and straightening	0	0	16	0	16
Syringes	7	66	0	0	73
Deliver and set up at venues	0	0	0	4	4
Paver repairs	0	8.5	0	0	8.5
Oil/ Paint Spill / Debris on Road	1	9	0	3	13
Median Cleaning / Poisoning	8	37	0	117	162
Guide Posts	0	10	0	6	16
TOTAL	176	436.7	168.5	1988.5	2769.7

### D. STREET ACCESSORIES

#### Sign Manufacturer Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	1	17	2	7	27
Street signs	7	27	3	21	58
Community signs	0	17	2	5	24
Ordinance signs	6	34	9	11	60
Various council signs	0	8	10	4	22
Various council stickers	0	0	0	0	0
Warning signs	0	14	10	3	27
Council special events	3	27	0	0	30
Directional	1	0	2	0	3
Banners	0	3	0	1	4
Various Stickers	0	50	13	0	63
TOTAL	18	197	51	52	318

**Sign Erection Areas 1 to 4**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	0	5	0	3	8
Bollards replacement and repair	28	44	2	17	91
Street signs	42	32	38	12	124
Community signs	17	38	0	2	57
Ordinance	29	44	6	5	84
Regulatory	114	158	31	37	340
Graffiti Removal m <sup>2</sup>	4	5	6	10	25
Warning Signs	16	39	4	10	69
Install various banners	0	1	0	2	3
Line Marking / Car Park	0	45	6	80	131
Directional	17	6	3	2	28
<b>Total</b>	<b>267</b>	<b>417</b>	<b>96</b>	<b>180</b>	<b>960</b>

**Minor Patching**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	200	579	100	486	1365
Edge breaks m <sup>2</sup>	3.2	0	0	4.8	8
Restorations m <sup>2</sup>	4	0	0	4	8
Car parks pot holes	10	0	15	0	25
Trip Hazard Footpaths	4	2	0	2	8
<b>Total</b>	<b>221.2</b>	<b>581</b>	<b>115</b>	<b>496.8</b>	<b>1414</b>

**E. KERB AND GUTTER RECONSTRUCTION**

2012 – 2013 program in preparation for commencement

**F. FOOTPATH RECONSTRUCTION PROGRAM**

2012-2013 program in preparation for commencement

**G. ROAD REHABILITATION PROGRAM**

2012-2013 program in preparation for commencement

**H. OPERATIONS MINOR WORKS**

**Campbelltown Golf Club** – 98% complete. Restoration of disturbed areas in progress. Delays due to inclement weather. Rock retaining wall for second garden in progress.

**I. CAPITAL WORKS****Farrow Road Extension**

- Culvert and chamber eastern side – complete
- Bridge construction – complete
- Western alignment – complete
- Stage 2 - Farrow Rd Eastern alignment – 100% Complete
- Car park and outer landscaping in progress

**John Kidd Reserve Footpath Extension Stage 2** - 40% complete. Excavation complete, culverts in manufacture. Works have been delayed due to creek location and supply of customised culverts.

**Apex Park Skate Bowl** - Soft/ hard landscape and concrete works in progress – 70% complete

**Koshigaya Park – Flood Mitigation** - Improvement to drainage system at Koshigaya Park, box culverts and wing walls. Extension of stormwater tributary drainage structures and associated landscaping works pending.



**Waterwise Garden – Park Central** - Environmental recreational garden construction – 95% complete. Landscaping works in progress.

**Minto Detention Basin – Minor Filling Works to Northern Embankment** - Stage 1: Contractor engaged to undertake works anticipated completion 14 days after commencement. Commencement delayed by contractor from 30 July 2012 to 20 August 2012. Expected completion 6 September 2012 weather permitting

**Ingleburn Tennis Club Resurfacing** - Obtaining Quotations for Construction.

**Bob Penner Reserve Long Jump Facility Upgrade** - Improvement works – 20% complete

**Milton Park Fencing on Diamonds 1, 2 & 4** - Obtaining Quotations

**Mary Brookes Park Batting Tunnel** - Obtaining Quotations

**Floating Wetland Structures** (water quality improvement program) - Mandurama, Eagle Vale and Marsden Park Ponds – 90% 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
9700.02	John Deere Tractor	Leaking Radiator	CCC Workshops and Parts	40hrs
9253.01	Sweeper	No Drive	CCC Workshops and Parts	42hrs
9803.01	Flocon Truck	Gearbox Fault	CCC Workshops and Supplier	48hrs
9653.02	Loader	Fuel Fault	CCC Workshops and Parts	32hrs

The following is a breakdown of the work performed since the last report **16 July 2012 – 12 August 2012**

9700.02	Leaking radiator replaced. The tractor is back in service.
9253.01	Karcher sweeper had no drive and was awaiting parts and repairs. Parts received and repairs have been carried out. Sweeper is back in service.
9803.01	Small Flocon truck had no drive in the transmission. Truck sent to supplier to have an exchange gearbox fitted. The truck is now back in service.
9653.02	Loader developed a fuel leak. A broken fuel line was replaced and faulty injector was unrepairable. A new injector was sourced and fitted and the loader is now back in service.

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

Tyre Repairs	81
Services carried out	42
Repairs to trucks	97
Repairs to heavy plant	21
Repairs to trailers	17
Tractors/implements	44
SES repairs	4
RFS repairs	9
Small plant repairs	41
Repair to cars	31
Repairs to mowers	57
Repairs to sweepers	17
Pathway requests (completed)	12

Of the reported repairs above 56 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
- Weld new floor into two tipper trucks

## **HAZARD REDUCTION PROGRAM**

### **Hazard Reduction Burning**

No hazard reduction burning has been conducted in the reporting period.

### **Fire Management Plans**

The Simmos Beach Reserve Fire Management Plan is presented for adoption at Council meeting 28 August 2012.

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

Maintenance works are about to commence along the Asset Protection Zone (APZ) within Bunbury Curran Park (north) in Glenfield.

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

With funding from the Sydney Metro CMA, a bush regeneration plan is in preparation for the bushland rehabilitation of surplus fire trails and compacted areas with Simmos Beach Reserve. Works are identified as actions within the Reserve's Plan of Management and Fire Management Plan.

### **Mechanical Works**

22 hazard reduction slashing sites were completed in the last 4 weeks, totalling an area of 27.52 hectares with over 824 assets protected.

## **ASSET AND SUPPLY SERVICES**

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

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

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

- T12/18 Plant and Equipment Hire
- T12/19 Replacement of Roof Membrane – Civic Hall
- Q12/24 Asbestos Register

##### **Currently Advertised**

- T11/20 Grounds Maintenance Claymore, Airds and Macquarie Fields
- Q12/16 Supply of Backhoe (Local Government Procurement Contract)
- Q12/15 Work Wear
- T12/15 Tree Pruning
- EOI12/02 Management of Minto Indoor Sports Centre
- Q12/22 Amusement Rides

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

- Q12/14 Print/Copy Charge System (selective quotation following EOI process)
- 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 8 out of 44 Road Projects (under Special Tender T12/13 Group C Part 1) have been issued to Operations.
- Nominations for RMS Repair Grant Projects Submission's 2013-2014 have been submitted for three Projects.
- Dedicated road assets from Sub divisions are being included in Council's asset system for the following roads:
  - Peppermint Road, Macquarie Fields
  - Mountain Ash Road, Macquarie Fields
  - Bangalay Road, Macquarie Fields
  - Acathis Road, Macquarie Fields
  - Chivers Place, Ingleburn

### **Kerb and Gutter**

- Works Order for Annual Kerb and Gutter Reconstruction Program 2012 - 2013 is being finalised.

### **Bridges and Culverts**

- Works Order to protective system for eight metallic arch culverts has been issued for implementation.

### **Parks and Public Spaces**

- Concrete Footpath Restoration works in Mawson Park has been completed.
- Park furniture and litterbin enclosures have been ordered for Mawson Park. All new assets will be installed within the next three to four weeks.
- Two Shade Sails have been ordered for Koshigaya Park to cover new tables and bench settings.

### **Playground Equipment**

- Macquarie Fields Swimming Centre playground equipment contract has been decided. Works will begin at the end of September / early October. Works Orders have been issued and the ordering of equipment has commenced.
- Works Orders have been issued for the installation of four new shade sails and some new equipment at Marsden Park. The mulched woodchip areas are to be removed and replaced with rubber softfall. Works to begin mid to late October.
- Playground repairs have been carried out at Moncrieff Reserve, Manooka Reserve and Marsden Park
- Playground Equipment at Edna Reserve has been removed following vandalism.
- Playground Equipment Inspections have been issued to carry out three operational and one comprehensive reports throughout the LGA

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

- Council's Electrical Contractor has completed tagging on various items as requested.

### **Footpath Reconstruction Program**

- Footpath Reconstruction Program is 95% completed (2011-2012).
- Footpath inspections have been carried out in the Glenfield area. All defects have been mapped and actions entered into Council's Asset Management System.

### **Building Inspections**

- Building inspections have been undertaken at two buildings in the Wollondilly LGA. All defects and actions have been composed in a report submitted to Wollondilly Council.

### **Stormwater**

- Works Order for Stormwater 2012-2013 Reconstruction Programs being prepared.

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

- Annual Report for Roads to Recovery Projects 2011-2012 has been sent to Roads to Recovery.
- Schedule 7 report for 2011-2012 per DLG requirement has been completed and sent to Finance.

## **BUILDING MAINTENANCE/CONSTRUCTION PROGRAM**

- **Benham Reserve** - Construction of new sporting amenities is 80% complete. Roof has been completed and plumbing works are nearing completion. All works scheduled for completion in the coming weeks.
- **Civic Centre Administration** - Fire protection systems currently being replaced. Completion date has been rescheduled due to the installation of a new ASE unit being required. New date for completion end of August.
- **Airds Youth Centre** – Refurbishment of toilets. Demolition work has been completed. Tiling of the female toilet complete. Plumbing works including laying of pipework for toilets and sink currently underway. 60% complete.
- **Milton Park** – Construction of disabled toilet and erection of fence is 90% complete. Awaiting new sink in the disabled toilet to be installed and readjustment of new gate following concrete works.
- **Kayess Park** – Construction of storeroom and awning. Construction of awning has been completed and work on the construction of new storeroom has commenced.
- **Eschol Park** – Currently obtaining quotations for the construction of new awning.
- **Rizal Park Statue** – Construction of plinth and footpaths to begin at the end of August. Still awaiting delivery of statue and plaques from overseas.
- **Campbelltown Central Library** - Currently obtaining quotations for the construction of new café area.
- **Staff Training Centre** – Works have commenced. All wall frames are now in place. Electrical communication and computer cabling is being installed. Cladding of walls and ceilings will commence by the end of next week.
- **Kabbarli ELC** – Currently obtaining quotes for full refurbishment of centre.
- **Macquarie Fields Swimming Centre** – Display plans for the refurbishment of the outdoor pool are currently being drafted.

### **Building Program Maintenance - Painting**

Various painting works have been carried out at the following facilities.

- Airds NHC – Application of non-slip paint to front entry ramp.
- Campbelltown OSHC – Repainting of all internal surfaces
- Campbelltown Pigeon Club – Repainting of all external grills
- Eagle Vale Leisure Centre – Repainting of front façade
- Glenquarie Library & Community Centre – Painting of all metal facias around facility
- Macarthur Temporary Family Day Care - Application of non-slip paint to front entry ramp.

### **Building Program Maintenance - Flooring**

The following facilities have undergone replacement of carpet and vinyl.

- Amarina Early Learning Centre
- Wombat Willows Early Learning Centre
- Works Depot Store
- St Helens Park Community Hall
- Glenfield Community Hall

### **Building Program Maintenance - Roofing**

The following facilities have had roof harness anchors installed.

- Eagle Vale NHC
- Campbelltown Family Day-care Centre
- Glenfield Community Hall
- Glenquarie Senior Citizens
- St Helens Park Community Centre

### Reactive Building Maintenance Program

- 190 Building reactive works requests were processed during the month of July. All works are either completed or near completion.
- **Riley Park** – Rear awning received small amount of fire damage due to vandalism. Repairs are currently being carried out.
- **Kevin Wheatley** – Amenities block was vandalised.
- Installation of water tanks at five of Councils Early Learning and Outside School Hour Centres is due to begin in the near future. Quotations have been received for the following centres. Campbelltown OSHC, Raby OSHC, Eaglesnest ELC, Minto ELC & Namut OCC. Work includes installation of 5000 litre tanks, pumps and pipework to existing toilets etc.
- **Jessie Thompson Building** – A building inspection was carried out recently and a full condition assessment and report was passed on to the Acting Manager Assets Services for comment.

### FACILITIES SUPPORT

Customer Requests	
Sporting Clubs with overdue keys	21 clubs with 116 key outstanding
Key extension, issues, alarm codes and access	290
Request for access to Council Reserves	3

**Overdue Keys:** Dealings with Healthy Lifestyles and Rural Fire Services have continued to have keys returned or key issue extension forms completed and returned.

**Benham Reserve:** Get Smart Security has completed the installation of the alarm system and new keys have been received.

**New Staff Training Centre:** Get Smart Security have commenced with the installation of the alarm system.

**11. REPORT OF DIRECTOR COMMUNITY SERVICES**

**No reports this round**

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

**No reports this round**