

Reports of the City Works Committee Meeting held at 7.30pm on Tuesday, 3 September 2013.

APOLOGIES

ACKNOWLEDGEMENT OF LAND

DECLARATIONS OF INTEREST

Pecuniary Interests

Non Pecuniary – Significant Interests

Non Pecuniary – Less than Significant Interests

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Minutes of the City Works Committee held on 3 September 2013

Present

- Councillor P Lake (Chairperson)
- Councillor F Borg
- Councillor G Brticevic
- Councillor A Chanthivong
- Councillor W Glynn
- Councillor P Hawker
- Councillor C Mead
- Director Business Services - Mr M Sewell
- Director Community Services - Mrs L Deitz
- Acting Director City Works - Mr G Mitchell
- Acting Manager Assets and Supply Services - Mr W Miller
- Acting Manager Communications and Marketing - Ms A King
- Acting Manager Compliance Services - Mr P Curley
- Manager Education and Care Services - Mrs J Uluibau
- Manager Executive Services - Mr N Smolonogov
- Acting Manager Financial Services - Mr A Butcher
- Manager Healthy Lifestyles - Mr M Berriman
- Manager Library Services - Mr G White
- Manager Operational Services - Mr A Davies
- Manager Property Services - Mr J Milicic
- Manager Technical Services - Mr K Lynch
- Acting Manager Governance and Administration - Mrs B Naylor
- Executive Assistant - Mrs K Peters

Apology Nil

Acknowledgement of Land

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

DECLARATIONS OF INTEREST

Declarations of Interest were made in respect of the following items:

Pecuniary Interests

Nil

Non Pecuniary – Significant Interests

Nil

Non Pecuniary – Less than Significant Interests

Councillor Chanthivong advised that he is an employee of Transport NSW and if he considers there may be a perceived conflict necessitating him to declare an interest, he will do so and if appropriate, leave the room.

1. TECHNICAL SERVICES

1.1 Traffic Committee

Reporting Officer

Manager Technical Services

Attachments

1. Minutes of the Local Traffic Committee Meeting held on 8 August 2013 (contained within this report).
2. Minutes of the Campbelltown Traffic Committee Meeting held on 8 August 2013 (contained within this report).

Purpose

To seek Council's endorsement of the recommendation arising from the Local Traffic Committee and Campbelltown Traffic Committee meeting held 8 August 2013.

Report

RECOMMENDATIONS OF THE LOCAL TRAFFIC COMMITTEE HELD ON 8 AUGUST 2013

Reports listed for consideration

LTC 13/24 Mount Sugarloaf Drive, Glen Alpine – Traffic Calming

1. That Council progress the treatments of traffic calming devices in Mount Sugarloaf Drive, Glen Alpine, as described by recommendations in the body of the report.
2. That Council investigate alternative speed calming options at the intersections along Mount Sugarloaf Drive, Glen Alpine.

LTC 13/25 Hosking Crescent, Glenfield – Provision of Loading Zone

1. That Council replace the single 1P parking space in Hosking Crescent, Glenfield on the eastbound approach to Magee Lane, with a Loading Zone 6am to 6pm.
2. That Council advise the local shop owners prior to installing the Loading Zone.

General Business

Nil

RECOMMENDATIONS OF THE CAMPBELLTOWN TRAFFIC COMMITTEE HELD ON 8 AUGUST 2013

Reports listed for consideration

CTC 13/24 Glenfield Road, Glenfield – Bus stop service

1. That Council request the Roads and Maritime Services to consider the provision of bus stop areas in the vicinity of the traffic signals at Glenfield Road and Atlantic Boulevard, Glenfield.

CTC 13/25 Oxford Road, Ingleburn – Review of bus stop operations

1. That Council suspend the modification to the eastbound traffic lanes in Oxford Road at its intersection with Cumberland Road until such time the traffic signals are being upgraded.

General Business

Nil

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Glynn/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 10 September 2013 (Lake/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

ATTACHMENT 1



LOCAL TRAFFIC COMMITTEE MINUTES

8 August 2013

LOCAL TRAFFIC COMMITTEE

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

Minutes Summary

ITEM	TITLE
LOCAL TRAFFIC COMMITTEE MINUTES	
1.	ATTENDANCE
2.	APOLOGIES
3.	CONFIRMATION OF MINUTES
4.	BUSINESS ARISING FROM MINUTES
5.	REPORTS LISTED FOR CONSIDERATION
LTC 13/24	Mount Sugarloaf Drive, Glen Alpine - Traffic Calming
LTC 13/25	Hosking Crescent, Glenfield - Provision of Loading Zone
6.	LATE ITEMS
No reports this round	
7.	GENERAL BUSINESS
No reports this round	
8.	DEFERRED ITEMS
No reports this round	

LOCAL TRAFFIC COMMITTEE MINUTES

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

Minutes of the Local Traffic Committee held on 8 August 2013

1. ATTENDANCE

Campbelltown City Council

Councillor G Greiss (Chairperson)
Manager Technical Services - Mr K Lynch
Coordinator Traffic and Road Design - Mr A Arora
Team Leader Traffic Investigation - Mr F Sirc
Administrative Assistant - Mrs S Dower

Roads and Maritime Services

Mr J Suprain

Police Representatives

Senior Sergeant R Cutler
Senior Sergeant M Cotton

Bus Companies

Busways – Mr S Grady
Interline – Mr B East

2. APOLOGIES

Representative of Member for Macquarie Fields - Mr R James

3. CONFIRMATION OF MINUTES

The minutes of the previous meeting held 11 July 2013 were recommended by the City Works Committee on 6 August 2013 and adopted by Council at its meeting on 13 August 2013.

4. BUSINESS ARISING FROM MINUTES

No reports this round

5. REPORTS LISTED FOR CONSIDERATION

LTC 13/24 Mount Sugarloaf Drive, Glen Alpine - Traffic Calming

Previous Report: LTC 13/4

Electorate: Wollondilly

Author Location: Traffic and Road Design Unit

Attachments

1. LTC 13/4 report
2. Proposed additional traffic devices Plan 11769 (amendment sketch) Sheet 1 & 2

Background (8/8/2013)

The Committee previously addressed a report on the provision of additional traffic devices in Mount Sugarloaf Drive, Glen Alpine.

Council adopted the recommendations of the Committee:

1. That Council approve in principle the proposed traffic calming devices.
2. That Council consult with residents in the street about the proposed devices.
3. A further report be presented to the Traffic Committee if driver behaviour does not improve as a result of Police tasking in the area.

Letters were sent out to 55 residents advising of the proposed installation of Stage 1 traffic devices. Council received responses from four residents. Two of the responses raised concerns on the proximity of the device to their driveways, which would cause other safety concerns with their access. All four responses believed that the proposed devices would be ineffective and have sought for something more substantial in particular at the intersections along Mount Sugarloaf Drive.

Council Officers had previously examined options in placing treatments at intersections but concluded that they would eliminate too much street parking and substantial redesign and costs in maintaining driveway accesses for residents.

In light of community concerns with speeding and the effectiveness of devices it is recommended that Council:

1. That speed cushions be placed in all the existing slow points as part of stage 1 implementation.
 2. That the additional device of Stage 2, slow point and speed cushions south of Narryna Place, be considered subject to advice being received from NSW Police.
-

3. That Council re-examine alternative speed calming options at the intersections of Mount Sugarloaf Drive taking into consideration the loss of street parking and access requirements. Council Officers are to liaise with residents in examining these options.

Officer's Recommendation

1. That Council progress the treatments of traffic calming devices in Mount Sugarloaf Drive, Glen Alpine, as described by recommendations in the body of the report.
2. That Council investigate alternative speed calming options at the intersections of Mount Sugarloaf Drive, Glen Alpine.

Discussion (8/8/2013)

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

Recommendation of Local Traffic Committee

1. That Council progress the treatments of traffic calming devices in Mount Sugarloaf Drive, Glen Alpine, as described by recommendations in the body of the report.
 2. That Council investigate alternative speed calming options at the intersections along Mount Sugarloaf Drive, Glen Alpine.
-

ATTACHMENT 1

Local Traffic Committee Meeting 21 February 2013
LTC 13/4 Mount Sugarloaf Drive, Glen Alpine - Speed Concerns

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LTC 13/4 Mount Sugarloaf Drive, Glen Alpine - Speed Concerns

Previous Report: TC 22/04 97/04, CTC 07/93 11/37

Electorate: Wollondilly

Author Location: Traffic and Road Design Unit

Attachments

1. Location aerial plan showing summary traffic survey results
2. Proposed additional traffic devices Plan 11769 Sheet 1 and 2

Background (21/2/2013)

Council has received complaints from the community about safety and speeding traffic on Mount Sugarloaf Drive, between Englorie Park Drive and Heritage Way, Glen Alpine. The residents have requested Council to consider installation of additional traffic calming devices.

Following a number of reports presented to the Traffic Committee, Council in 2005 installed a series of kerb blister islands (slow points) and line markings in Mount Sugarloaf Drive with the aim of reducing vehicle speeds. Since that time Council and NSW Police have continuously monitored the speed on this road.

Of late Council started receiving complaints from the residents about excessive speeding in the street. A traffic speed radar counter was installed in October 2012 and it has been found that more than 75% of vehicles are travelling faster than 50km/h and the 85th percentile speeds being approximately 65km/h. As a result Council has written to NSW Police Force requesting speed tasking in the street and report on the matter.

Council Officers have also reviewed the existing traffic management Plan exploring the options to provide additional devices at various locations in Mount Sugarloaf Drive.

It is proposed that the works would be carried out in two stages at the locations marked on the attached plan. It is possible to install two further slow points with rubber cushions as well as fitting rubber cushions to the exiting devices.

Stage 1 works will comprise of (a) provision of rubber cushions at the existing slow point islands between Englorie Park Drive and Ashfield Place and (b) the provision of a new slow point kerb blisters and cushions between Fernleigh Place and Abington Crescent.

Stage 2 works will comprise of (a) rubber cushions at the existing midpoint kerb island between Loder Place and Heritage Way and (b) new kerb island slow point and rubber cushions between Ashfield Place and Narryna Place.

While Council is waiting for the results of the Police tasking it is proposed to consult with the local residents on the proposed traffic calming devices. Should the result of the enforcement not improve driver behaviour, a further report will be presented to the Traffic Committee

ATTACHMENT 1

Local Traffic Committee Meeting 21 February 2013
LTC 13/4 Mount Sugarloaf Drive, Glen Alpine - Speed Concerns

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highlighting the result of the resident consultation along with the proposed devices for Stage 1 of the implementation.

Traffic speed radar will be installed in the street at various times to monitor traffic behaviour after each phase of treatment. Depending on the outcome of this monitoring, a decision will be made to continue further devices in Stage 2 and a further report will be presented to the Traffic Committee.

Officer's Recommendation

1. Council approve in principle the proposed traffic calming devices.
2. That Council consult with residents in the street about the proposed devices.
3. A further report be presented to the Traffic Committee if driver behaviour does not improve as a result of Police tasking in the area.

Discussion (21/2/2013)

The NSW Police representative advised that the Highway Patrol were monitoring the area and advice will be provided to the next meeting of the Traffic Committee.

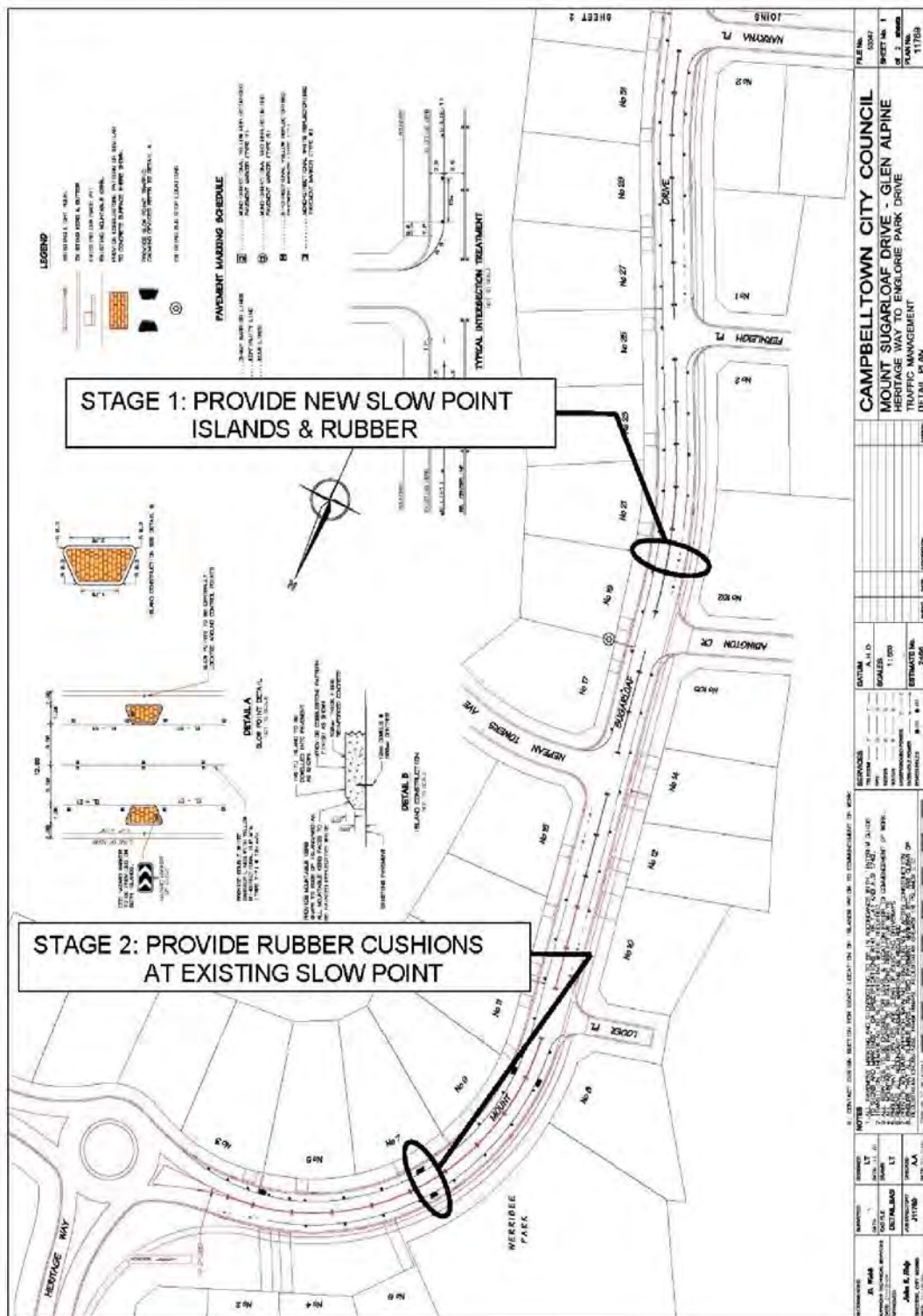
The Roads and Maritime Services (RMS) representative advised that he had received correspondence from Transport for NSW requesting that when Councils are installing speed calming devices that they be advised.

The RMS representative will forward details of this request to Council.

Recommendation of Local Traffic Committee

1. Council approve in principle the proposed traffic calming devices.
 2. That Council consult with residents in the street about the proposed devices.
 3. A further report be presented to the Traffic Committee if driver behaviour does not improve as a result of Police tasking in the area.
-

ATTACHMENT 2



LTC 13/25 Hosking Crescent, Glenfield - Provision of Loading Zone

Previous Report: LTC12/33, 10/16
Electorate: Macquarie Fields
Author Location: Traffic and Road Design Unit

Attachments

Site Location Sketch showing parking changes and proposal for Loading Zone

Background (8/8/2013)

Council has received concerns from shopkeepers fronting Hosking Crescent, Glenfield that as a result of the loss of 1P parking directly outside the shops delivery vehicles are finding it very difficult to service the shops.

Although there was a loss of a number of on-street 1P parking due to the construction of the traffic signals at Glenfield Road and Hosking Crescent, and the relocation of the bus zone, additional shopping parking was provided with the introduction of 2P parking in Magee Lane car park resulting in an extra 54 spaces for shop customers.

Notwithstanding the above advice one of the businesses has raised a concern that the local shops relied on the 1P parking for small delivery vehicles to service the shops. With the turnover of parking there was always opportunity for drivers to find street parking. The shop owner has argued that now many street frontage parking has gone it is unacceptable to have people use Magee Lane car park to make their deliveries especially when their goods are heavy.

In reviewing the distribution of parking in Hosking Street it is recommended that a single 1P parking space on the approach to Magee Lane, be converted to a 5.5m Loading Zone 6am to 6pm. When the Loading zone is not in use it will also cater for other drop off and pick up operations near the station. The extended time period for the Loading Zone caters for business operating on weekends.

The loss of this 1P parking has also been offset by the introduction of 1P (accommodating four spaces) further east in Hosking Crescent, east of Magee Lane.

Council Officers are presently in contact with Transport for NSW to determine the brief of their traffic management review following the construction of the Glenfield Rail Interchange refurbishment.

Officer's Recommendation

1. That Council replace the single 1P parking space in Hosking Crescent, Glenfield on the eastbound approach to Magee Lane, with a Loading Zone 6am to 6pm.
2. That Council advise the local shop owners prior to installing the Loading Zone.

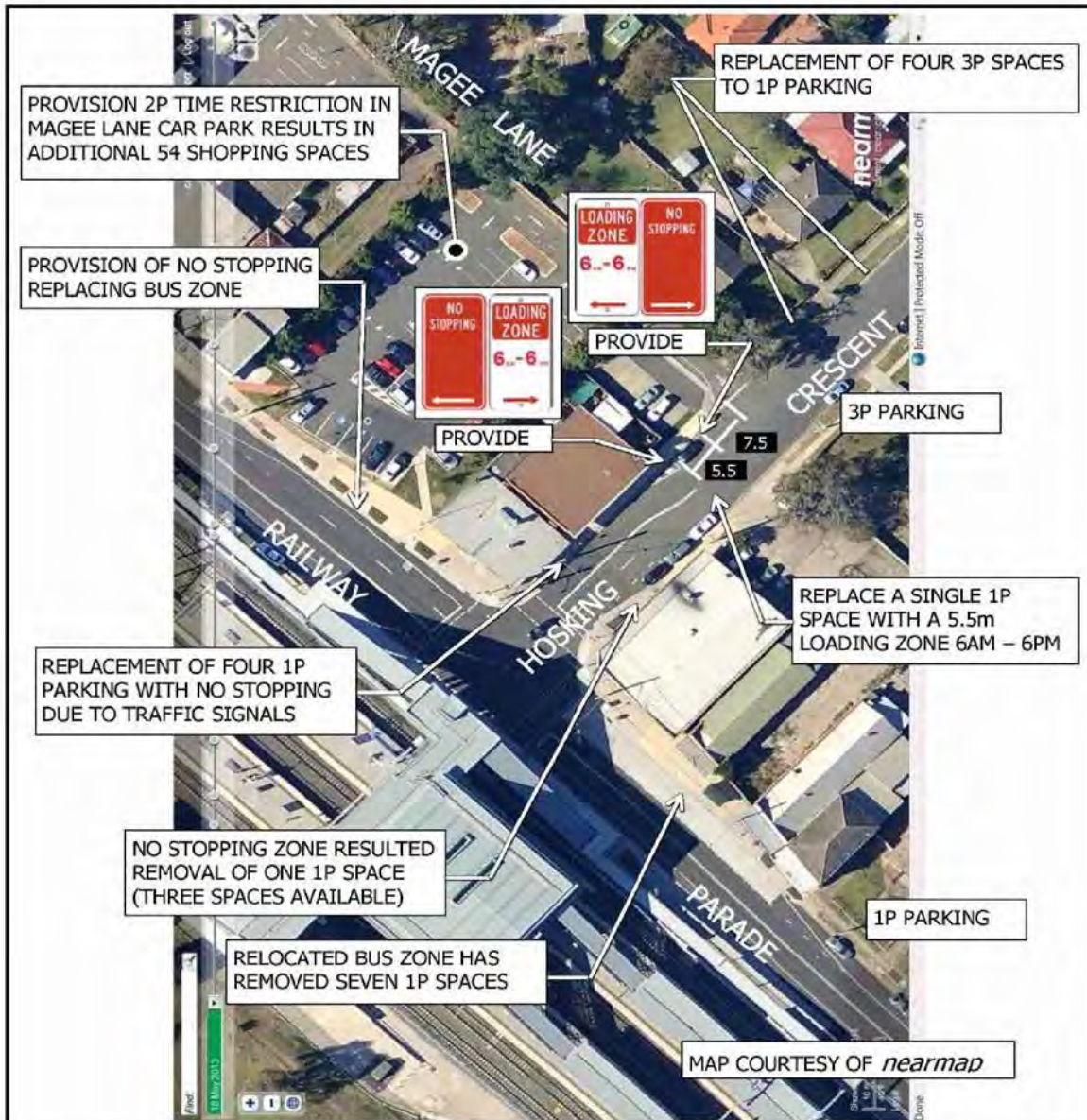
Discussion (8/8/2013)



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

Recommendation of Local Traffic Committee

1. That Council replace the single 1P parking space in Hosking Crescent, Glenfield on the eastbound approach to Magee Lane, with a Loading Zone 6am to 6pm.
 2. That Council advise the local shop owners prior to installing the Loading Zone.
-

ATTACHMENT



	<p>LTC LOCATION SKETCH PLAN HOSKING CRESCENT, GLENFIELD PROPOSED LOADING ZONE</p>	
<p>DESIGNED F. Sirc</p> <p>DATE 25 JUL 2013</p>	<p><i>DISCLAIMER: This map has been produced from Council records. If you intend to rely on the information shown you should contact Campbelltown City Council for verification. This map should not be reproduced without permission.</i></p>	<p>SKETCH PLAN No.:</p>

6. LATE ITEMS

No reports this round

7. GENERAL BUSINESS

No reports this round

8. DEFERRED ITEMS

No reports this round

There being no further business the meeting closed at 9.45am.

G Greiss
CHAIRPERSON

ATTACHMENT 2



CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES

8 August 2013

CAMPBELLTOWN TRAFFIC COMMITTEE

Traffic related items to Council requiring technical advice and are outside of the Delegation functions issued to councils by the Road and Maritime Services.

Minutes Summary

ITEM	TITLE
CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES	
1.	ATTENDANCE
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4.	BUSINESS ARISING FROM MINUTES
5.	REPORTS LISTED FOR CONSIDERATION
CTC 13/24	Glenfield Road, Glenfield - bus stop service
CTC 13/25	Oxford Road, Ingleburn - Review of bus stop operations
6.	LATE ITEMS
No reports this round	
7.	GENERAL BUSINESS
No reports this round	
8.	DEFERRED ITEMS
No reports this round	

CAMPBELLTOWN TRAFFIC COMMITTEE MINUTES

Traffic related items to Council requiring technical advice and are outside of the Delegation functions issued to Councils by the Road and Maritime Services.

Minutes of the Campbelltown Traffic Committee held on 8 August 2013

1. ATTENDANCE

Campbelltown City Council

Councillor G Greiss (Chairperson)
Manager Technical Services - Mr K Lynch
Coordinator Traffic and Road Design - Mr A Arora
Team Leader Traffic Investigation - Mr F Sirc
Administrative Assistant - Mrs S Dower

Roads and Maritime Services

Mr J Suprain

Police Representatives

Senior Sergeant R Cutler
Senior Sergeant M Cotton

Bus Companies

Busways – Mr S Grady
Interline – Mr B East

2. APOLOGIES

Representative of Member for Macquarie Fields - Mr R James

3. CONFIRMATION OF MINUTES

The minutes of the previous meeting held 11 July 2013 were recommended by the City Works Committee on 6 August 2013 and adopted by Council at its meeting on 13 August 2013.

4. BUSINESS ARISING FROM MINUTES

No reports this round

5. REPORTS LISTED FOR CONSIDERATION

CTC 13/24 Glenfield Road, Glenfield - bus stop service

Previous Report: TC 32/93
Electorate: Macquarie Fields
Author Location: Traffic and Road Design Unit

Attachments

Locality Plan showing existing and proposed bus stop areas.

Background (8/8/2013)

Council is in receipt of requests to provide bus stops to cater for residents in the eastern area of the Glenfield Road Urban Release area.

At present the collector road (Atlantic Boulevard) that ultimately will traverse the area is not connected due to the incomplete stages of the subdivision and for this reason a bus service is unable to be accommodated within the release area.

Concerns have been expressed by some residents regarding the lengthy and unsafe pedestrian route for primary school children accessing existing bus stops on Glenfield Road. The bus stops that are on Glenfield Road have been approved previously by Council prior to the release area. A review of Council records indicates that no further changes have been made since the approval of bus stops in 1993. A recent site inspection has noted that Transport for NSW has identified existing stops with Bus stop plinths.

As traffic management for Glenfield Road comes under the responsibility of the Roads and Maritime Services (RMS), it is recommended that the RMS consider the provision of additional bus stops in the vicinity of the signals of Glenfield Road and Atlantic Boulevard. It is suggested that bus stops be located on the northbound departure side of the signals and the southbound approach. The location of these bus stops would utilise the pedestrian crossings at the signals.

Officer's Recommendation

That Council request the Roads and Maritime Services to consider the provision of bus stop areas in the vicinity of the traffic signals at Glenfield Road and Atlantic Boulevard, Glenfield.

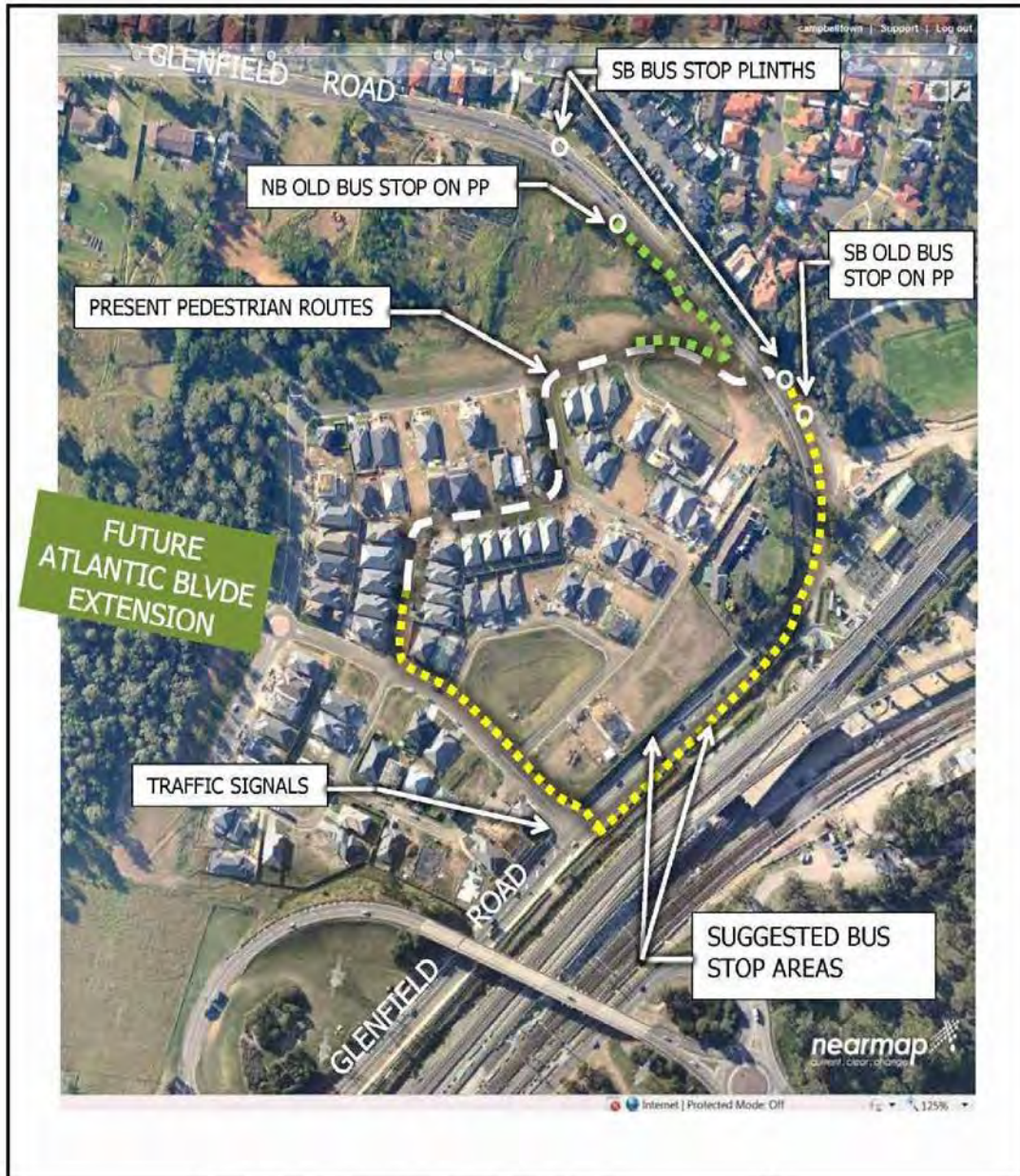
Discussion (8/8/2013)



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

Recommendation of Campbelltown Traffic Committee

That Council request the Roads and Maritime Services to consider the provision of bus stop areas in the vicinity of the traffic signals at Glenfield Road and Atlantic Boulevard, Glenfield.

ATTACHMENT



	<p>LTC ATTACHMENT LOCALITY PLAN</p> <p>GLENFIELD ROAD, GLENFIELD SHOWING EXISTING AND PROPOSED BUS STOP AREAS</p>	
<p>DESIGNED F. Sirc</p> <p>DATE 22 JULY 2013</p>	<p><i>DISCLAIMER: This map has been produced from Council records. If you intend to rely on the information shown you should contact Campbelltown City Council for verification. This map should not be reproduced without permission.</i></p>	<p>SKETCH PLAN No.:</p>

CTC 13/25 Oxford Road, Ingleburn - Review of bus stop operations

Previous Report: CTC 11/70
Electorate: Campbelltown
Author Location: Traffic and Road Design Unit

Attachments

CTC 11/70 Report

Background (8/8/2013)

Council Officers have been monitoring the operations of the eastbound bus stop in Oxford Road, on the approach to Cumberland Road, adjacent to the Greg Percival Library.

The Traffic Committee had previously discussed options in making the left turn out of Oxford Road more efficient with the view of segregating the left turn movement from the bus zone. A plan showing adjustments to the approach to the signals was approved.

In discussion with the Roads and Maritime Services, Council Officers were advised that changes will require the reinstallation of underground detector loops and as a consequence Council would be required to prepare a new signal plan for the whole intersection as opposed to just the east bound leg and the cost which is estimated to be over \$10,000 would be borne by Council.

As a result of this, Council Officers placed a hold on the changes with the view of more detailed monitoring of the operations at the bus zone and determining the level of complaints being received. With changes to the road configuration in Oxford Road and redevelopment of the library, the bus zone that was originally positioned 32 metres from the signal stop line had been progressively moved closer to within 6 metre of the stop line. These changes have meant that both the bus stop activity and traffic in the kerb side lane are shared in the same space.

In determining the level of congestion and delays, a CCTV traffic monitoring camera was placed in Oxford Road to monitor bus activity at the stop. Council Officers have since undertaken an assessment of the video footage.

In a 90 minute peak morning period (average over 3 days) there were 8 eastbound buses in Oxford Road with five going through the intersection and 3 turning right. On average only two buses stopped at the bus stop each day resulting with no delays (loss of signal phasing) to vehicles wishing to turn left.

In a 90 minute peak afternoon period there were 9 buses heading eastbound, with five going straight through the intersection and 4 turning right. Depending on passenger demand the number of buses stopping ranged from 4 to 7. It was observed on one occasion that a

motorist wishing to turn left had decided to queue behind a bus at the stop. The bus was delayed and the driver had missed a traffic signal green phase. The driver may have had the opportunity (as with other drivers) to travel past the bus and turn left. It is presumed that the driver made a decision that the bus would not take long at the stop.

As a result of only a minor number of left turn motorists being impacted by buses in Oxford Road it is recommended that Council place a hold in making changes to the approaching lane lines to the signals until as such times the signals are being upgraded.

During the observation it was also noted that buses seldom pulled in parallel to the kerb, and therefore took most of the space in the five metre kerb lane. By the bus not pulling in adjacent to the kerb it may cause some confusion with vehicle drivers behind the bus. Drivers observe the bus away from the kerb could assume that the bus is simply queued at the lights and therefore stop behind the bus. Council officers will hold discussion with the relevant bus companies over this matter.

Another observation from examining the CCTV footage is that there were significant numbers of motorists performing an illegal U Turns near the school, eastbound to westbound, at the end of the shared zone threshold adjacent to the bus zone. This issue will be raised with the consultants who are investigating the shared zones in Ingleburn CBD.

Officer's Recommendation

That Council suspend the modification to the eastbound traffic lanes in Oxford Road at its intersection with Cumberland Road until such time the traffic signals are being upgraded.

Discussion (8/08/2013)

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

Recommendation of Campbelltown Traffic Committee

That Council suspend the modification to the eastbound traffic lanes in Oxford Road at its intersection with Cumberland Road until such time the traffic signals are being upgraded.

ATTACHMENT

Campbelltown Traffic Committee Meeting 8 December 2011

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CTC.11/70 Oxford Road, Ingleburn - Review of Bus Zone adjacent to Ingleburn Library

CTC.11/70 Oxford Road, Ingleburn - Review of Bus Zone adjacent to Ingleburn Library

Previous Report: LTC 09/21

Electorate: Campbelltown

Author Location: Traffic and Road Design Unit

Attachments

Copy of sketch plan 12335

Background (08/12/2011)

Council has requested that an investigation be undertaken into the operation of bus stop located at the frontage of Ingleburn Library in Oxford Road, Ingleburn. In a question raised at the Planning and Environment Committee at its meeting of 11 October 2011 it was advised that buses stopping at the bus stop affects traffic flow through the signals located at the Oxford Road and Cumberland Road intersection. This affects eastbound left turning and straight through traffic within the intersection.

Currently two lanes are marked in Oxford Road on eastbound approach to the traffic signals at the Cumberland Road intersection. A bus stopping at the bus shelter due to the current lane definition restricts vehicles in the futter lane from passing the parked bus. Lane configuration in Oxford Road on approach to the intersection was reviewed and a separate bus lane is proposed to be created whilst maintaining two lanes on approach to the intersection as indicated in the attached plan 12335. Lane widths of all the three lanes on the eastbound approach to the intersection are 3m.

The proposal also requires remarking 40K School Zone pavement patches and dragon teeth as indicated on the design plan.

As the location is on the approach to traffic signals Council is required to forward the proposal to the Roads and Maritime Services (RMS) for endorsement. It is also suggested Council undertake adjustment to linemarking and pavement patches on receiving RMS endorsement.

It is also noted that the Interline representative advised the Traffic Committee at its meeting of 14 May 2009 that the bus stop at this location is for pick-up and buses are parked occasionally for a short duration in the indented bay.

Discussion (08/12/2011)

The Roads and Maritime Services representative provided the Traffic Committee with the latest traffic signal plan. The plan will be amended and the revised plan with all changes is to be submitted to RMS for endorsement.

The Acting Manager Technical Services advised that Council is estimating the cost involved in undertaking the modification of this plan which requires the preparation of a revised signal plan, undertaking adjustments to sensors, linemarking and signposting.

Campbelltown Traffic Committee Meeting 8 December 2011

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CTC.11/70 Oxford Road, Ingleburn - Review of Bus Zone adjacent to Ingleburn Library

Based on cost effectiveness the appropriate arrangements will be entered into with RMS.

Recommendation of Local Traffic Committee

1. That Council endorse the design sketch plan 12335.
2. That Council forward the amended traffic signal plan to the Roads and Maritime Services for endorsement.
3. That Council undertakes adjustment to linemarking and pavement patches on receipt of Roads and Maritime Services endorsement.

6. LATE ITEMS

No reports this round

7. GENERAL BUSINESS

No reports this round

8. DEFERRED ITEMS

No reports this round

There being no further business the meeting closed at 9.45am.

G Greiss
CHAIRPERSON

1.2 John Lilleyman - Memorial

Reporting Officer

Acting Director City Works

Attachments

Locality plan (contained within this report)

Purpose

To present to Council a proposal for a suitable memorial to the late Mr John Lilleyman, a former Council employee.

Report

At a previous Council meeting it was requested that Council examine appropriate ways to memorialise the landscaping works designed and implemented by former Council employee Mr Lilleyman.

Mr Lilleyman was employed by Council in the Horticultural Section and was responsible for many landscaping designs throughout the Campbelltown Local Government Area, including Raby Road, the city entrance off the F5, various suburb entrances and other street plantings.

Several sites have been investigated that may be appropriate for a suitable acknowledgement to the landscaping expertise of Mr Lilleyman. The key facets considered in reviewing the various locations included:

- a landscaped location that is regularly viewed by the public
- to be located at a site that reflects the achievements of Mr Lilleyman
- a location that Mr Lilleyman had some involvement in.

An appropriate location has been identified in the St Helens Park area where Mr Lilleyman originally coordinated the planting of the Crepe Myrtles on St Helens Park Drive as well as large Chinese Elms fronting Woodlands Road. This area is known as Woodlands Reserve and has not been formally named by Council. Further landscape works will continue to be added to this suburb entrance as funding and programs permit.

It is proposed that the reserve area bounded by Woodlands Road and St Helens Park Drive be named the John Lilleyman Reserve and that an appropriate plaque to recognise Mr Lilleyman's contribution be placed at this location.

Officer's Recommendation

That the reserve area bounded by Woodlands Road and St Helens Park Drive be named the John Lilleyman Reserve and that an appropriate plaque be placed at this location to recognise Mr Lilleyman's contribution.

Committee's Recommendation: (Borg/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 10 September 2013 (Lake/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

ATTACHMENT



1.3 Acceptance of RMS Road Safety Grants 2013-2014

Reporting Officer

Manager Technical Services

Attachments

1. Letter from Roads and Maritime Services dated 24 July 2013 (contained within this report)
2. Letter from Roads and Maritime Services dated 2 August 2013 (contained within this report)

Purpose

To inform Council of the successful grant applications for Council's Road Safety Program for the 2013-2014 financial year.

Report

On an annual basis, Roads and Maritime Services (RMS) invites Council's to submit applications for various Road Safety grants. This year Council was successful in obtaining the following grants:

Choose Right Buckle Right program (\$5500)

The Choose Right Buckle Right campaign is a community based occupant restraint fitting and checking program. It is designed to promote to the community the importance of correctly installing and using child restraints appropriate to each child's size, weight and height. Given the significant changes to the child restraint legislation which became effective in March 2010, it is particularly important to promote the appropriate child restraint requirements for children aged 0-7 years.

The Log Book Run (\$4000)

This event is an organised drive, based on a route from the Log Book booklet where learner drivers and their supervisors are invited to attend breath tests and license checks. In addition, the route includes pit stops, check points, route guides, maps with intermittent stops by NSW Police and Highway Patrol which provides an understanding of what is required if a driver is asked to stop.

Graduated Licencing Scheme Workshop (\$2250)

New South Wales has a graduated licensing scheme. To get a full driver licence under this scheme, the driver needs to complete three licensing stages, Learners Licence, Provisional P1 licence and Provisional P2 licence.

This graduated licence scheme workshop provides assistance for supervisors of learner drivers.

Ready to Ride Day (\$3700)

This event is held during Bike Week 2013 and promotes cycling as a fun way to keep fit and active for all members of the family. It includes a bike skills course, free bike maintenance checks, a road safety quiz and a host of children's activities.

Officer's Recommendation

That Council accept the Roads and Maritime Services grant offers as outlined in the attached letters.

Committee's Recommendation: (Hawker/Brticevic)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 10 September 2013 (Lake/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

ATTACHMENT 1



24 July 2013

The General Manager
Campbelltown City Council
Cnr Broughton and Queen Streets
Campbelltown NSW 2560

Attention: Kevin Lynch

Local Government Program Funding 2013-2014

I refer to the submission from Campbelltown City Council for funding for road safety projects and I am pleased to confirm that the following has been approved:

Choose Right Buckle Right	\$5,500
Log Book Run (joint project)	\$4,000
GLS	\$2,250

These funds are to be used for items outlined and approved as per your submission; all other expenses are to be covered by Council. Please note that the following conditions will need to be met:

1. Council utilises local Police intelligence where possible to assist with projects.
2. Where available, Roads and Maritime Services' (RMS) resources (provided on DVD) must be used and forwarded to RMS for approval no less than 3 weeks prior to production.
3. Artwork for new resources (not provided on DVD) must be developed in conjunction with Council's RUSO and forwarded to RMS for approval as a final draft no less than 6 weeks prior to production.
4. RMS is included as a member of the project committee for all RMS funded programs.
5. Police enforcement is an essential component of projects (where relevant), and Police must be involved in the initial planning stages.
6. RMS requires notification and confirmation of any launches related to the project at least 3 weeks prior to the event. RMS, as a stakeholder in the campaign, would like the opportunity to speak at the campaign launch. RMS reserves the right to include its logo on campaign materials.
7. Any changes to this submission, including the budget must be received in writing and approved by RMS.

Roads & Maritime Services

8. Expenditure for the Choose Right Buckle Right and Log Book Run projects will be reimbursed upon receipt of an initial invoice of 80% to RMS which may be forwarded from today's date. The final 20% invoice is due no later than 1 June 2014 and must include a final report.
9. Child restraint projects should include visitation and liaison with local retailers regarding correct fitting and current laws in relation to 0-7 year olds. All restraint fitters must be an Authorised Restraint Fitter and a participant survey should be undertaken.
10. Following delivery of each GLS workshop, an invoice for advertising costs should be forwarded to RMS along with all completed workshop evaluation forms.
11. The project evaluations and financial statements must be completed before the final invoice will be processed.
12. All invoices should include the RMS purchase order number.

If you have any concerns or require further information regarding these issues, please do not hesitate to contact our office on 8849 2361.

Yours sincerely



Paul Murray
Road User Safety Manager

ATTACHMENT 2

Our Ref: NSW Bike Week 2013
Mr Mario Pace
8849 2961



Transport
Roads & Maritime
Services

AUG05'13 08:26:29 RCVD

General Manager
Campbelltown City Council
DX 5114
CAMPBELLTOWN

2nd August 2013

Attention: Mr David Behrens

NSW Bike Week 2013

Dear Sir,

In response to your funding submission for activities during NSW Bike Week 2013, the Roads and Maritime Services (RMS) is please to advice that an allocation of \$3,700 has been approved for your event.

A maximum number of 120 water bottles and 100 slap bands have been allocated free for your event.

Additional information including style guide, evaluation guidelines and a toolkit for organisers that addresses issues relating to sponsorship, public liability insurance, advertising and promotion is available at: www.transport.nsw.gov.au/cycling/bikeweek

Please note the following points, as your funding is contingent on all the following requirements, as outline in the funding guidelines:

- The idea behind NSW Bike Week is to encourage bicycle riding in your community to reduce short trip motor vehicle journeys.
- A new style guide for NSW Bike Week 2013 is currently under construction and will be released soon, to be used for the production of new materials.
- As the NSW Bike Week logo is to be included on all promotional material please follow the 'Logo positioning guide' which can be found on the above website.
- All promotional materials must adhere to the NSW Bike Week Style Guide and approved by RMS. Approval can be sought by sending me copies of proposed material either by email, fax, mail.

When claiming allocated funds please quote **Project No. T/01265/S** on your invoice.

Should you have any further inquiries in regards to this matter please contact the Sydney Region NSW Bike Week Coordinator, Mario Pace on 8849 2961.

Yours sincerely,

Robert Picone

Manager, Traffic Engineering Services

per

Roads and Maritime Services

27-31 Argyle Street Parramatta NSW 2150
PO Box 973 Parramatta CBD NSW 2124 DX 28555
T 02 8849 2961 | E Mario.Pace@rms.nsw.gov.au

www.rms.nsw.gov.au | 13 17 82

1.4 Spitfire Drive and Raby Road, Raby - Footpath Adjustments

Reporting Officer

Manager Technical Services

Attachments

1. Locality Map (contained within this report)
2. Site Plan (contained within this report)

Purpose

To inform Council of the footpath adjustments to be undertaken on the north west corner of intersection of Raby Road and Spitfire Drive, Raby in order to improve sight distance for motorists entering from Spitfire Drive onto Raby Road, Raby.

Report

Council has received a number of enquiries about the sight distance for motorists exiting from Spitfire Drive onto Raby Road, Raby. The issue relates to the footpath where a Telstra pit is located on Raby Road. The pit is located 1 metre above the current road surface from Spitfire Drive which blocks the line of sight from motorists turning left into Raby Road. Normally the rectification would be to realign the footpath and adjust the height of the pit but unfortunately the pit contains a number of conduits with fibre optic cables and the cost of relocating the pit and cables is in the order of \$75,000 to \$100,000.

After further investigation it has been determined that by adjusting the footpath area between the Telstra pit and the kerb and gutter the sight distance can be substantially improved and provide a better outcome for motorists. The work will involve removing 350mm of soil adjacent to the Telstra pit to a distance of 40m to the western side of the pit, creation of a small retaining wall and the planting of low natural ground cover.

The adjustment proposed to the verge area will provide improved sight distance to allow safer access onto Raby Road.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Brticevic/Hawker)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 10 September 2013 (Lake/Thompson)

That the Officer's Recommendation be adopted.

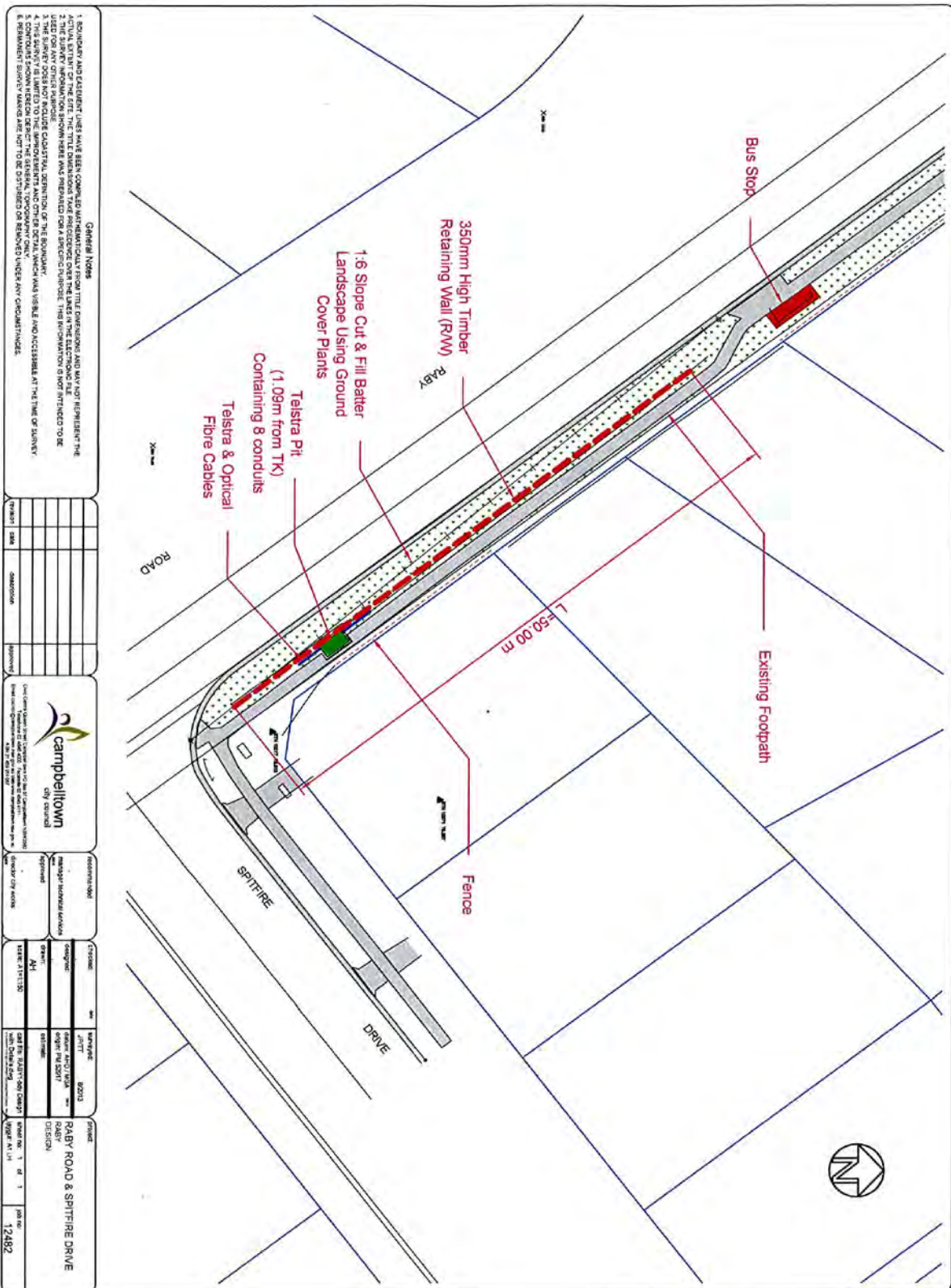
Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

ATTACHMENT 1



ATTACHMENT 2



GENERAL NOTES

- BOUNDARY AND EXISTING LINES HAVE BEEN COMPILED MATHEMATICALLY FROM TITLE DESCRIPTIONS AND MAY NOT REPRESENT THE ACTUAL BOUNDARIES. ALL DIMENSIONS SHOWN ARE TO FACE UNLESS OTHERWISE SPECIFIED.
- THE SURVEY INFORMATION SHOWN HERE AND REPAIRED FOR A SPECIFIC PURPOSE. THE INFORMATION IS NOT INTENDED TO BE USED FOR ANY OTHER PURPOSE.
- THE DESIGNER HAS CONDUCTED VISUAL SURVEYS OF THE SITE AND THE INFORMATION IS NOT INTENDED TO BE USED FOR ANY OTHER PURPOSE.
- THIS SURVEY IS LIMITED TO THE DIMENSIONS AND OTHER DETAILS WHICH ARE VISIBLE AND ACCESSIBLE AT THE TIME OF SURVEY.
- CONTOUR SHOWN HEREON BEING THE ORIGINAL 'TERRAIN' ONLY.
- REVISIONS SHOWN HEREON ARE NOT TO BE CONSIDERED OR REVERSED UNDER ANY CIRCUMSTANCES.

REVISED	DATE	DESCRIPTION	APPROVED

Campbelltown City Council
 Council Chambers, 100-110 Campbell Street, Campbelltown, SA 5173
 Phone: (08) 8532 2200 Fax: (08) 8532 2201
 Email: info@campbelltown.sa.gov.au

APPROVED	DATE	APPROVED	DATE

DESIGNER	DATE	DESIGNER	DATE

PROJECT	DATE	PROJECT	DATE

PROJECT
 RABY ROAD & SPITFIRE DRIVE
 DESIGN

1 of 1
 12482

2. OPERATIONAL SERVICES

No reports this round

3. ASSETS AND SUPPLY SERVICES

3.1 T13/13 Design and Construct Aquatic Play Pad at Macquarie Fields Leisure Centre

Reporting Officer

Acting Manager Assets and Supply Services and Manager Healthy Lifestyles

Attachments

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

Evaluation and Pricing Matrix

Purpose

To advise Council of the tender process undertaken for the design and construction of aquatic play pads at Macquarie Fields Leisure Centre and recommend that Council accept the tender submitted by Parigon Pty Ltd as trustee for Playrope Trading Trust & Wilson Investments (VIC) Pty Ltd as trustee for The Wilson Family Trust t/as Playrope (Playrope).

History

As part of the refurbishment of the Macquarie Fields Leisure Centre, Council identified a requirement to replace the existing 25 metre and toddler pools with aquatic play pad equipment consisting of separate toddler and child/youth areas.

Expressions of interest (EOI) were sought in June 2013 for this requirement. The EOI enabled Council to determine the most suitable types of aquatic play pad equipment available and to assist in preparing appropriate tender specifications. As a result of the expressions of interest Council received, a selective tender process was undertaken with selected companies.

Report

Legislation

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Procedures.

Advertising of Expression of Interest

The Expression of Interest was advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 27 May and 3 June 2013. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Expressions of Interest Received

Expressions of interest closed on Tuesday 18 June 2013. Six on-time responses were received from the following organisations:

- Farley Pools Australia Pty Ltd ITF Farley Family Trust t/as Farley Pools Australia Pty Ltd
- G.L Gilson and The Trustee for the Playrope Trading Trust & The Trustee for the Wilson Family Trust & J.S Wilson t/as Playrope
- Hydrocare Pool Services Pty Ltd
- Parkequip Pty Ltd
- Trisley's Hydraulic Services Pty Ltd
- WFBD Pty Ltd t/as Water Features by Design.

Expression of Interest Document

Organisations were requested to submit the following information with their expression of interest:

- experience particularly as it relates to similar projects
- three designs for construction based on specific budgets including a detailed price break up of each component
- delivery and works program outlining time frames for delivery and installation
- conflict of interest declaration
- additional information to support their EOI.

Evaluation Process

The Evaluation Panel, consisting of officers from Healthy Lifestyles and Assets and Supply, evaluated the expressions of interest taking into account the experience of the companies in similar projects, design and proposed delivery and works program requirements.

Three responding organisations achieved a satisfactory rating across all selection criteria:

- G.L Gilson and The Trustee for the Playrope Trading Trust & The Trustee for the Wilson Family Trust & J.S Wilson t/as Playrope
- Hydrocare Pool Services Pty Ltd
- Parkequip Pty Ltd.

Select Tender

The Evaluation Panel agreed to distribute the selective tender to the three responding organisations that achieved an overall rating of satisfactory.

The selected companies were invited to tender on Monday 8 June 2013.

Contract Expenditure

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

Contract Term

The term for this contract will be from the date of acceptance to completion of the works including any defects liability and warranty periods.

Tenders Received

Tenders closed on Monday 29 July 2013. Three on-time responses were received from the following organisations:

- Parigon Pty Ltd as trustee for Playrope Trading Trust & Wilson Investments (VIC) Pty Ltd as trustee for The Wilson Family Trust t/as Playrope
- Hydrocare Pool Services Pty Ltd
- Parkequip Pty Ltd.

Tender Document

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

- design for layout and construction of the aquatic play pad
 - delivery and works program outlining time frames for delivery and installation
 - price including a detailed break up of all aquatic play pad components
 - insurances
 - work health and safety management systems
 - environmental practices
 - conflicts of interest
 - additional terms of contract.
-

Evaluation Process

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

- design
- delivery and works program
- suitability of price
- work health and safety
- environmental commitment.

The Evaluation Panel used Council's standard 0-10 scoring system for all non-pricing criteria with 10 being the highest score.

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

The scoring of tendered prices was determined based on the lump sum price offered to Council.

Recommendation of the Evaluation Panel

The Tender Evaluation Panel recommends that Council accept the Tender received from Parigon Pty Ltd as trustee for Playrope Trading Trust & Wilson Investments (VIC) Pty Ltd as trustee for The Wilson Family Trust t/as Playrope as they:

- provided a satisfactory response that addressed all design requirements and scope of works detailed in the RFT
- provided a satisfactory delivery and works program confirming works would commence from 11 September 2013 and be completed by 4 January 2014
- offered the lowest price to Council including a detailed quotation of each component of the play pad equipment.

Tenders Not Recommended

Hydrocare Pool Services Pty Ltd is not recommended as they:

- provided a design that was not deemed to be as suitable as the recommended tenderer
- did not provide a delivery and works program in accordance with the Request for Tender
- tendered a more expensive price than the recommended tenderer.

Parkequip Pty Ltd is not recommended as they tendered a price that was more expensive than the recommended tenderer.

Assurance of the Process Undertaken

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

Management of Proposed Contract

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

Officer's Recommendation

1. That Council accept the offer of Parigon Pty Ltd as trustee for Playrope Trading Trust & Wilson Investments (VIC) Pty Ltd as trustee for The Wilson Family Trust t/as Playrope for the provision of design and construction of aquatic play pad at Macquarie Fields Leisure Centre.
2. That the Contract documents be executed under the Common Seal of Council.
3. That the unsuccessful Tenderers be notified of the results of tender process.

Committee's Recommendation: (Glynn/Borg)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 10 September 2013 (Lake/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

3.2 T13/16 Saw Cutting and Coring of Concrete, Brick and Asphalt

Reporting Officer

Acting Manager Assets and Supply Services and Manager Operational Services

Attachments

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

Evaluation and Pricing Matrix

Purpose

To advise Council of the tenders received for saw cutting and coring of concrete, brick and asphalt and recommend that Council accept the tender submitted by Pro-cut Concrete Pty Ltd.

History

Council currently has in place a contract for saw cutting and coring of concrete, brick and asphalt that is due to expire. As Council continues to utilise the contract, and the expenditure historically exceeds the legislative threshold of \$150,000, Council invited tenders for a new contract.

Report

Legislation

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Procedures.

Contract Expenditure

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

Contract Term

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

Advertising of Tenders

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 3 and 10 June 2013. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

A tender briefing was held on Tuesday 12 June 2013.

Tenders Received

Tenders closed on Tuesday 25 June 2013. Four on-time responses were received from the following organisations:

- D & G Varouhakis Pty Ltd t/a Pennoscan
- Mastercut Concrete Aust Pty Ltd
- Pro-cut Concrete Pty Ltd
- TBG & Son Pty Ltd.

Tender Document

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

- company details
- references
- company experience and subcontracting
- nominated resources
- scenario response
- price
- insurances
- work health and safety management systems
- environmental practices
- conflict of interest declaration
- additional terms of contract protecting the tenderers' business requirements.

Evaluation Process

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

- company experience and subcontracting
- nominated resources
- quality of scenario response
- suitability of standard pricing
- work health and safety
- environmental commitment.

The Evaluation Panel used Council's standard 0-10 scoring system for all non-pricing criteria with 10 being the highest score.

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

The scoring of tendered prices was determined on a scenario of commonly required works based on monthly estimates of works required.

Recommendation of the Evaluation Panel

Pro-cut Concrete Pty Ltd is recommended as they:

- detailed considerable experience in the provision of similar services
- provided details of sufficient resources to satisfy Council's requirements
- submitted satisfactory work health, safety and environmental documentation
- provided the lowest tendered price to Council.

Tenders Not Recommended

D & G Varouhakis Pty Ltd t/a Pennoscan are not recommended as they:

- did not provide sufficient details of their nominated resources
- did not provide sufficient details for their scenario response
- tendered the most expensive price for provision of the services.

Mastercut Concrete Aust Pty Ltd are not recommended as they:

- provided pricing that was not as competitive as the recommended tenderer.

TBG & Son Pty Ltd are not recommended as they:

- provided pricing that was not as competitive as the recommended tenderer.

Assurance of the Process Undertaken

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

Management of Proposed Contract

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

Officer's Recommendation

1. That Council accept the offer of Pro-Cut Concrete Pty Ltd for the provision of saw cutting and coring of concrete, brick and asphalt for a period of two years with two 12 month options for extension to be exercised at Council's discretion.
2. That the Contract documents be executed under the Common Seal of Council.
3. That the unsuccessful Tenderers be notified of the results of tender process.

Committee's Recommendation: (Brticevic/Chanthivong)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 10 September 2013 (Lake/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

3.3 T13/18 Wide Area Network

Reporting Officer

Acting Manager Assets and Supply Services and Acting Manager Information Management and Technology

Attachments

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

Evaluation and Pricing Matrix

Purpose

To advise Council of the tenders received for the provision of a wide area network and recommend that Council accept the tender submitted by Nexon Asia Pacific Pty Ltd.

History

Council has a Wide Area Network that provides data connectivity with the Civic centre and many other locations for internal and external communications. The network provides the data communications backbone that allows all locations to have access to Council's corporate software as well as access to intranet, internet and social media.

The current contract that provides network support for the following locations is due to expire:

- Amarina Early Learning Centre
 - Amber Cottage Early Learning Centre
 - Animal Care Facility
 - Gordon Fetterplace Aquatic Centre
 - Civic Centre
 - Depot
 - Eagles Nest Early Learning Centre
 - Glenquarie Branch Library
 - HJ Daley Library (Central Library)
 - Greg Percival Library
 - Ingleburn Occasional Care
 - Kabbarli Early Learning Centre
 - Macarthur Community Options Main Office
 - Macquarie Fields Leisure Centre
 - Minto Community Library
 - Minto Early Learning Centre
 - Parklands Early Learning Centre
 - Raby Outside School Hours Care
 - Waratah Cottage Early Learning Centre
 - Wombat Willows Early Learning Centre.
-

As Council continues to utilise these services and expenditure over the term of the contract historically exceeds the legislative threshold of \$150,000, Council invited tenders for the new contract.

Report

Legislation

This tender process was conducted in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's Procurement Policy and Procedures.

Contract Expenditure

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

Contract Term

The term for this contract will be for a period of two years with two by 12 month extensions to be exercised at Council's discretion.

Advertising of Tenders

Tenders were advertised in The Sydney Morning Herald, The Macarthur Advertiser and The Macarthur Chronicle in the weeks commencing 27 May and 3 June 2013. Tenders were also advertised on Tenderlink and Council's website. The Ingleburn and Campbelltown Chambers of Commerce and Industry were notified.

Tenders Received

Tenders closed on Tuesday 18 June 2013. Seven on-time responses were received from the following organisations:

- AAPT Limited
 - Nexon Asia Pacific Pty Ltd
 - OSS Infotech Pty Ltd
 - Pacnet Internet (A) Pty Ltd
 - Secure Agility Pty Ltd
 - Wireline B and G Pty Ltd
 - Via IP Pty Ltd.
-

Tender Document

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

- company details
- references
- company experience and subcontracting details
- service delivery
- price
- insurances
- WH&S management systems
- environmental practices
- conflict of interest declaration
- additional terms of contract protecting the tenderer's business requirements.

Evaluation Process

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

- company experience and subcontracting
- nominated staff
- proposed design and equipment specification
- suitability of pricing
- work health and safety
- environmental commitment.

The Evaluation Panel used Council's standard 0-10 scoring system for all non-pricing criteria with 10 being the highest score.

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

The scoring of tendered prices was determined on the total price over the term of the contract including options and CPI if applicable.

Recommendation of the Evaluation Panel

Nexon Asia Pacific Pty Ltd provided the best response to Council and are recommended for the provision of a wide area network as they:

- detailed considerable experience in the provision of similar services
 - provided satisfactory details of their nominated staff
 - provided an acceptable proposed design and equipment specification
 - submitted satisfactory work health, safety and environmental documentation
 - provided the lowest tendered price to Council.
-

Tenders Not Recommended

AAPT Limited are not recommended as they:

- did not provide satisfactory details of nominated staff
- provided pricing that was significantly higher than the recommended tenderer.

OSS Infotech Pty Ltd are not recommended as they:

- did not provide sufficient details of their company experience
- did not provide sufficient details of their nominated staff as requested in the Request for Tender
- did not provide sufficient details of their proposed design and equipment specification as requested in the Request for Tender
- provided pricing that was significantly higher than the recommended tenderer.

Pacnet Internet (A) Pty Ltd are not recommended as they:

- provided pricing that was higher than the recommended tenderer.

Secure Agility Pty Ltd are not recommended as they:

- did not provide sufficient details of their company experience
- did not provide sufficient details of their proposed design and equipment specification
- provided pricing that was higher than the recommended tenderer.

Wireline B and G Pty Ltd are not recommended as they:

- provided pricing that was higher than the recommended tenderer.

Via IP are not recommended as they:

- did not provide sufficient details of their nominated staff
- provided pricing that was significantly higher than the recommended tenderer.

Assurance of the Process Undertaken

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

Management of Proposed Contract

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

Officer's Recommendation

1. That Council accept the offer of Nexon Asia Pacific Pty Ltd for the provision of a wide area network for a period of two years plus two 12 month options for extension to be exercised at Council's absolute discretion.
2. That the Contract documents be executed under the Common Seal of Council.
3. That the unsuccessful Tenderers be notified of the results of tender process.

Committee's Recommendation: (Mead/Hawker)

That the Officer's Recommendation be adopted.

CARRIED

Council Meeting 10 September 2013 (Lake/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

4. EMERGENCY SERVICES

4.1 Local Emergency Management Committee Working Group - Isolated Communities

Reporting Officer

Manager Technical Services

Attachments

Nil

Purpose

To advise Council of the outcome of the Local Emergency Management Committee Working Group held on the 6 August 2013 to discuss the measure that may be required to minimise the risk to isolated community as a result of a fire or storm event.

Report

The meeting of the Local Emergency Management Committee Working Group was held to develop a procedure for managing isolated communities under threat from bush fire in the Campbelltown LGA with Wedderburn as the first community to be reviewed.

The meeting included representatives from Campbelltown Council, NSW Police, State Emergency Service (SES), Rural Fire Service (RFS) and Department of Primary Industries (DPI).

The key issues that were discussed included:

Review draft Community Protection Plan for Wedderburn

Rural Fire Service gave a presentation regarding the Land Management Zones (LMZ) on the east side of Wedderburn in particular the proposal from National Parks and Wildlife Services (NPWS) to introduce a new Strategic Fire Advantage Zone (SFAZ) on the eastern interface. If approved it is anticipated the proposed SFAZ will not be treated until 2014-2015 but will significantly improve the eastern interface protection.

Lysaght Road

Access using the fire trail that runs south from the Lysaght Road Fire Trail gate located on the boundary of the Campbelltown and Wollondilly local government boundaries was discussed. It was noted that this is a fire trail and not a public road.

Following a risk assessment of the fire trail the RFS don't support the fire trail as an emergency access route during fire events.

Identify Trigger Points

Action trigger Points were identified for the bushfire period, total fire ban days, pre-emptive S44/ catastrophic fire days, active fire in the suburb and suburb isolated by fire.

The Working Group agreed that a community education program, at the beginning of the bushfire season would be beneficial for the Wedderburn community and the following options should be considered:

- Advertising in the local newspapers
- Fixed community signage throughout the area providing information to the community such as "preparing your bushfire survival plan"
- Letter to residents, including a 'bushfire survival plan brochure', initiating thought to plan if the residents are away from the suburb, have school children or the management livestock during an emergency event
- Wedderburn Brigade Facebook page advertising/alerts (include Facebook link in letter)
- Council webpage
- Wedderburn Brigade noticeboard.

People Management

Assembly Centres have been established in the local government area for emergency events. These would be implemented for the evacuation of the Wedderburn community, the closest being Campbelltown Catholic Club and Campbelltown RSL. The most appropriate site would be determined at the time of the event.

Animal Management

Areas for the evacuation of animals such as the baseball fields on Woodlands Road have been identified as possible sites for immediate stock/animal holding areas though locations further away may need to be utilised on the day depending on the event. At these evacuation locations the owners of the animals would be required to stay on-site and tend for their animals. These locations are identified as short term holding areas not long term agistment areas during periods of evacuation.

Officer's Recommendation

That the information be noted.

Committee's Recommendation: (Hawker/Mead)

That the Officer's Recommendation be adopted.

CARRIED**Council Meeting 10 September 2013 (Lake/Thompson)**

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 199

That the Officer's Recommendation be adopted.

5. GENERAL BUSINESS

5.1 Narellan Road Upgrade

Committee's Recommendation: (Lake/Hawker)

That a report be presented regarding the upgrade works undertaken to date and any future upgrade works on Narellan Road including the \$54m upgrade announced by the State Government on Tuesday 3 September 2013.

CARRIED

Council Meeting 10 September 2013

Having declared an interest in regard to Item 5.1, Councillor Chanthivong left the Chamber and did not take part in debate nor vote on this item.

Council Meeting 10 September 2013 (Lake/Thompson)

That the Committee's Recommendation be adopted.

Amendment (Lake/Thompson)

That a report be presented regarding the upgrade works undertaken to date and any future upgrade works on Narellan Road including the \$54m upgrade announced by the Federal Government on Tuesday 3 September 2013.

Council Resolution Minute Number 200

That the above amendment be adopted.

At the conclusion of the discussion regarding Item 5.1, Councillor Chanthivong returned to the Chamber.

Confidentiality Motion: (Borg/Glynn)

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

CARRIED

19. CONFIDENTIAL ITEMS

19.1 Confidential Report Directors of Companies

Reason for Confidentiality

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

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

There being no further business the meeting closed at 7.40pm.

P Lake
CHAIRPERSON
