

REPORTS FROM OFFICERS

8. REPORT OF GENERAL MANAGER

No reports this round

9. REPORT OF DIRECTOR BUSINESS SERVICES

9.1 Community Safety Sub Committee

Attachments

Nil

Report

During the last term of Council, the Community Safety Sub Committee was drawn from the following:

- Two Councillors
- Two community representatives
- The Commander of Campbelltown Police LAC (or nominee)
- The Commander of Macquarie Fields Police LAC (or nominee)
- Regional Manager of Housing (or nominee)
- Representative from the Aboriginal Advisory Sub Committee
- Representative from the Youth Advisory Sub Committee
- Representative from the CALD community
- Representative from the Pacific Islander community
- A serving officer from the Police Citizen Youth Club.

In accordance with the *Local Government Act 1993*, membership to the Community Safety Sub Committee lapsed at the end of the Council term on 8 September 2012.

Council considered a report at the Extraordinary Meeting held on 18 September 2012 seeking nominations for the two Councillor positions on the Community Safety Sub Committee. Only one nomination was received, that being for Councillor Hawker who was appointed as a member of the Sub Committee. Subsequent to this, Councillor Lound was appointed to the Sub Committee to fill the remaining vacancy on 18 December 2012.

A review of the operation of this Sub Committee has been undertaken where it was highlighted that during the last term of Council, even though every effort was made by Council staff to encourage members' attendance, it was difficult to obtain a quorum resulting in meetings being cancelled.

To address the issue of a lack of quorum, it is suggested, the Sub Committee may be better served by seeking interest from community representatives who have a keen interest in community safety.

It is also proposed that the Chairperson of the Community Safety Sub Committee represents Council at the Campbelltown and Macquarie Fields Community Safety Precinct Committees. These committees provide an opportunity for local councils and community members to meet with Police Local Area Commanders and share their perspective on local crime and safety issues. It also provides the opportunity for community members and business owners to get involved in strategies designed to address local crime concerns, as well as affording the Local Area Commanders the opportunity to promote accurate local crime information and raise awareness of crime prevention approaches.

It is therefore proposed that the membership of the Community Safety Sub Committee be reduced from 12 to nine members who would be drawn from the following:

Two Councillors

Three community representatives

The Commander of Campbelltown Police LAC (or nominee)

The Commander of Macquarie Fields Police LAC (or nominee)

Representative from the Department of Family and Community Services (Housing NSW).

Representative from the Police Citizens Youth Club (PCYC)

Advertisements would be placed in the Macarthur Advertiser and Macarthur Chronicle seeking nominations from interested community members to fill the three vacancies on the Community Safety Sub Committee.

Officer's Recommendation

1. That the membership of the Community Safety Sub Committee be reduced from 12 to nine members, drawn from the following:
 - Two Councillors
 - Three community representatives
 - The Commander of Campbelltown Police LAC (or nominee)
 - The Commander of Macquarie Fields Police LAC (or nominee)
 - Representative from the Department of Family and Community Services (Housing NSW)
 - Representative from the Police Citizens Youth Club (PCYC).
2. That the Guidelines of the Community Safety Sub Committee be reviewed to reflect the changes to the Sub Committee membership.
3. That an advertisement be placed in the Macarthur Advertiser and Macarthur Chronicle seeking nominations from interested community members to fill the three vacancies on the Community Safety Sub Committee.

Council Meeting 23 April 2013 (Borg/Lake)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 64

That the Officer's Recommendation be adopted.

9.2 Progress Report: Amounts Expended on Providing Facilities and Payment of Expenses - Mayor, Deputy Mayor and Councillors March 2013

Attachments

Nil

Report

On 19 February 2013, 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 March 2013 were as follows:

Expenses

1.	Training Seminars and Conferences Cost for March 2013.	\$920
2.	Staff Personal Secretary for the Mayor on a shared basis with the General Manager, together with Receptionist shared with Corporate Services. Apportioned cost for March 2013.	\$4,908
3.	Stationery and Postage Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for March 2013.	Nil
4.	Periodicals Cost of annual subscriptions. Cost for March 2013.	\$382
5.	Meals Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for March 2013.	\$4,815
6.	Refreshments Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for March 2013.	\$1,958
7.	Insignia of Office Replacement costs Mayoral robes, chain, badge and name plates. Cost for March 2013.	Nil
8.	Travelling Expenses for Use of Private Vehicle Reimbursement of travelling expenses on authorised Council business. Claims submitted for March 2013.	\$279

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 March 2013.	\$6,340
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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 March 2013 in accordance with Councillors Policy.	\$2,370
3.	Office Equipment Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for March 2013.	\$416
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 March 2013.	\$623
5.	Internet Facilities Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for March 2013.	\$681
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 March 2013.	Nil

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for March 2013 amounted to \$23,692.

Officer's Recommendation

That the information be noted.

Council Meeting 23 April 2013 (Greiss/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 65

That the Officer's Recommendation be adopted.

9.3 Reports Requested

Attachments

Status list of reports requested

Report

Attached for the information of Councillors is a status list of reports requested of Council as at 26 March 2013.

Officer's Recommendation

That the information be noted.

Council Meeting 23 April 2013 (Glynn/Lake)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 66

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Reports Requested as at 26 March 2013

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
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	June 2013
16.10.12 MO 3197216	CS6.2 - Report investigating the feasibility of selected entries of the Festival of Fisher's Ghost Art Award that did not make it to the final stage of judging being displayed at a secondary location.	CS	June 2013
26.2.13 PH 3326065	CG8.2 - Report on the feasibility of renaming the Macquarie Fields Swimming Centre (when all works are complete) or other places of significance in honour of Kevin Wheatley VC or Ray Simpson VC.	CS	June 2013
26.3.13 MO 3330737	CS4.2 - Further report on the outcome of the grant applications once they have been announced under round Two of the 2012-2013 Participation and Facility Program by the Office of Community Sport and Recreation	CS	June 2013
26.3.13 BT 3355998	CS6.3 - Report investigating the feasibility of providing an alternative drop off point closer to the main entrance of the Campbelltown Arts Centre to accommodate the elderly and disabled.	CS	June 2013
26.3.13 AM 3356012	CS6.4 - report outlining the quality and possible need for an upgrade of the current lighting at Waminda Oval Campbelltown	CS	June 2013

*Date of Decision *Mover *DocNo	Item/Comments	Div.Resp	Comp Date
18.10.11 BT 3351074	PE5.1 - Report examining potential for improving car parking for shoppers and business activity within the Campbelltown, Ingleburn and Park Central Business Districts	CW	June 2013
13.12.11 SD 3422090	CW5.1 - Report examining appropriate ways in which Council can memorialise the landscaping works of Mr Lilleman.	CW	July 2013
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: reported Item 1.5 City Works Committee 16.4.13	CW	
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	May 2013
10.4.12 RM 3562944	CG8.2 - Report on the viability of establishing a skate park within Airds. Comment: Awaiting direction on Airds project development.	CW	July 2013
31.7.12 PL 3120705	CW5.1 - Report on the status of the proposed traffic management within Parkside and Centennial Crescents, Park central to address traffic flow and parking in the area. Briefing Provided 23.10.12	CW	July 2013
16.10.12 PL 3197155	CG8.4 - Report examining the feasibility of installing CCTV capabilities in the Campbelltown CBD, with installation locations to be determined in conjunction with Campbelltown Police. The report to also outline the costs associated with the installation, maintenance and monitoring of the system and detail any government grants available to assist in the installation of ta CCTV system.	CW	June 2013
20.11.12 WG 3224685	NM15.4 - Report detailing the cost of new paving for Queen Street Campbelltown.	CW	June 2013
18.12.12 BT	CS6.2 - Report examining the need for a standard to be established to regulated height limits for planting/landscaping on roundabouts throughout the LGA.	CW	June 2013

*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	June 2013
31.7.12 RK 320927	PE5.3 - Report examining the feasibility of constructing an external storage and rock wall climbing facility at the Ambarvale community centre.	BS	Sept 2013
16.10.12 GB 3197210	CS4.2 - Further report with a list of projects that Council has been informed of by clubs applying for grants through the State Governments 2012 Community Building Partnership Program.	BS	June 2013
26.2.13 PL 3326067	CCG21.2 - Report in regard to a Licence Agreement with the Town Hall Theatre Group Incorporated for the use of the Town Hall Theatre	BS	June 2013
26.3.13 GB 3349952	NofM15.1 - Report providing options for a review of MACROC's functions, responsibilities, key performance indicators and Charter.	BS	June 2013

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
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)	June 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)	July 2013
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)	June 2013
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)	May 2013
31.7.12 GG 3120926	PE5.2 - Report detailing planning controls for centres located along major rail links from Campbelltown to the Sydney CBD Comment: Incorporated in to Campbelltown CBD DCP report submitted to the Planning and Environment Committee meeting 16 April 2013	PE (EP)	
16.10.12 FB 3197140	CG8.1 - Report on Council's Signage Code with a view to assisting small business and business in the Campbelltown Local Government Area. Comment: To be included in Comprehensive LEP report	PE (EP)	May 2013
20.11.12 RK 3207209	PE2.9 - Further report on the outcome of the public exhibition of the proposed reserve names for Edmondson Park South.	PE (EP)	June 2013
20.11.12 TR 3211517	PE2.10 - Further report detailing the administrative and assessment procedures associated with Pre-Gateway and Gateway Reviews - re amendments to the Local Environment Plan making process.	PE (EP)	June 2013
18.12.12 AM	PE2.5 - Further report on outcome of the public exhibition of proposal to name reserve within the 'Vista' development, Glenfield.	PE (EP)	June 2013

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
26.2.13 TR 3289658	PE4.3 - Further report following exhibition period for the Boarding Houses Act 2012.	PE	June 2013
26.2.13 AC 3317977	NM15.1 - Report outlining necessary changes to be made to the Consolidated LEP and any other appropriate planning instruments that will prohibit future Gun Shops from being allowed to operate in the Campbelltown LGA.	PE	May 2013
26.2.13 PH 3317889	Report on the outcome of the four Coal Seam Gas Community Information Forums held in February 2013 for consideration for public distribution and referral to the NSW Government.	PE	May 2013

10. REPORT OF DIRECTOR CITY WORKS

10.1 City Works Activity Report

Attachments

Activity report.

Report

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

Officer's Recommendation

That the information be noted.

Council Meeting 23 April 2013 (Glynn/Lake)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 67

That the Officer's Recommendation be adopted.

ATTACHMENT

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.

	Jul to Sep 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to Jun 2012	Jul to Sep 2012	Oct to Dec 2012	Jan 2013	Feb 2013	Mar 2013
Campbelltown	242	172	263	225	138	202	54	2	81
Ruse	22	0	154	96	114	5	39	34	96
Kentlyn	0	0	0	0	0	0	0	0	0
Airds	281	347	243	618	902	609	510	191	150
St Helens Park	17	43	31	0	0	56	0	0	0
Rosemeadow	70	0	11	0	293	37	24	11	10
Ambarvale	0	88	0	5	0	45	23	0	0
Woodbine	0	0	0	1	0	0	35	35	0
Claymore	34	94	70	74	16	26	12	0	0
Eschol Park	0	0	36	20	7	8	17	17	25
Kearns	0	0	0	0	0	0	0	0	0
Raby	36	105	1	1	159	0	48	39	29
St Andrews	0	0	0	23	1	0	11	11	0
Bow Bowing	0	0	0	0	0	0	0	0	0
Minto	275	188	40	114	44	86	355	247	164
Ingleburn	20	300	459	200	207	71	776	346	346
Macquarie Field	40	160	145	171	124	142	97	38	180
Glenfield	91	126	274	310	289	311	350	206	97
Blair Athol	0	0	0	0	0	0	0	0	0
Bradbury	31	4	78	6	166	0	18	0	0
Total m ²	1159	1627	1805	1864	2460	1598	2369	118	1178

During the reporting period, Council received no additional requests for removal of graffiti. 10 Graffiti Removal Kits have been requested by the Community.

Jul to Sep 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to Jun 2012	Jul to Sep 2012	Oct to Dec 2012	Jan 2013	Feb to Mar 2013
36	26	37	17	25	16	24	10

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 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to Jun 2012	Jul to Sep 2012	Oct to Dec 2012	Jan 2013	Feb to Mar 2013
Area 1	851	897	1382	1118	1422	1139	416	490
Area 2	875	797	917	1281	1463	790	374	649
Area 3	864	856	647	1364	1081	671	239	182
Area 4	650	717	1965	1407	1967	1422	713	886
Total	3240	3267	4911	5240	5933	4022	1742	2207

OPERATIONAL SERVICES SECTION (Reporting period 11 March – 5 April 2013)
OPEN SPACE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	102	60	38	55
Road Verges – Sites	36	29	15	39
Community/Childcare Centre's - Sites	7	6	12	0
Servicing Laneways – Sites	67	58	56	0
Litter/Rubbish Pickup	126	106	33	9
Herbicide Spraying (hrs)	49.5	47.5	6	9
Mulching (cm ³)	0	0	0	0
Garden Maintenance	0	0	0	0
Garden Refurbishment	0	0	0	0
Top Dressing (hrs)	0	0	0	0
Aeration of Fields	0	0	0	0
Sharps Pickup	0	0	0	0
Pathway Requests	48	27	0	0
Tractor Road Verge (Sites)	0	9	8	12
Tractor Servicing Parks & Reserves (Sites)	38	33	41	19
Cemetery	0	0	0	0
Fire Hazard Reduction	0	0	0	0
Road Crews Servicing Parks	0	0	0	0
Refilling of Sandpits	0	0	0	0

HORTICULTURE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	34	53	28	25
Road Verges – Sites	33	25	20	26
Community/Childcare Centre's – Sites	9	12	7	14
Cemetery	0	0	0	0
Tractors Servicing Sporting Fields	44	39	45	44
Litter/Rubbish Pickups (hrs)	40	39	32	33
Herbicide Spraying (hrs)	23	25	29	21
Mulching – Quantity M ³	0	60	0	0
Garden Maintenance – Sites	37	26	37	29
Garden Refurbishment – Sites	6	0	2	0
Top Dressing – Sites (tonne)	3	1	4	1

Aeration of Fields – Sites	0	0	0	0
Sharps Pickups – Quantity	0	0	0	0
Miscellaneous Requests (hrs)	0	0	0	0
Refilling of Sandpits	0	0	0	0
Plumbing	39	28	29	21
Fit Goal post sleeves	0	0	4	4
Cricket Wicket Maintenance	28	26	35	29

Farrow Road Landscaping

Replacement planting of one large Eucalyptus species (100 litre container size) on the footpath area has been carried out. This is in conjunction with planting of six Eucalyptus species (45 litre container size) within the garden areas adjacent to the service compound next to the bridge over Bow Bowling channel. A number of native and exotic grasses have been relocated from the garden areas in front of the Farrow Road car park to the newly landscaped areas at the western end of Farrow Road.

Horticulture staff have also been involved in garden maintenance at a number of locations including roundabouts on Chester Road, Copperfield and Woodhouse Drive, Therry Road and Gilchrist Drive, Ben Lomond, Pembroke and Stoney Batter Roads, Leumeah Station, The Kraal Drive and Stone Cottage Crescent, Englorie Park Drive median planting, Redfern Road median, Blaxland Road median gardens, Hallinan Park gardens and Greg Percival Community Centre.

Open Space Activities

Extensive works have been carried on the above field, including the laser levelling of a 2500 square metre area on the eastern side of the field as part of the refurbishment works. Other activities include soil profile modification of the above area, the importing and spreading of approximately 120 tonnes of topsoil and the laying of 2500 square metres of Kikuyu turf.

Follow up works for this area will involve the ongoing watering of the newly laid turf area. Fertilising of Lynwood Park Number 1 Field and Bensley Soccer Fields has been carried out. Top soiling has been carried out at Raby, Bensley and Jackson Park fields. Covering of two cricket wickets at Clark Reserve and the wicket at Waminda Number 1 Field has been carried out. Installation of goalposts on Raby number 2,3 and 4 fields has been carried out. Installation of goalpost sleeves at both Sarah Redfern fields and James Meehan fields have been carried out, including the erection of combination Rugby League Soccer goalposts at both locations.

Council's weed control contractor has been involved with the treating of weed infestations within the bushland reserve adjacent to Atlantic Boulevard and Hillsborough Crescent Glenfield.

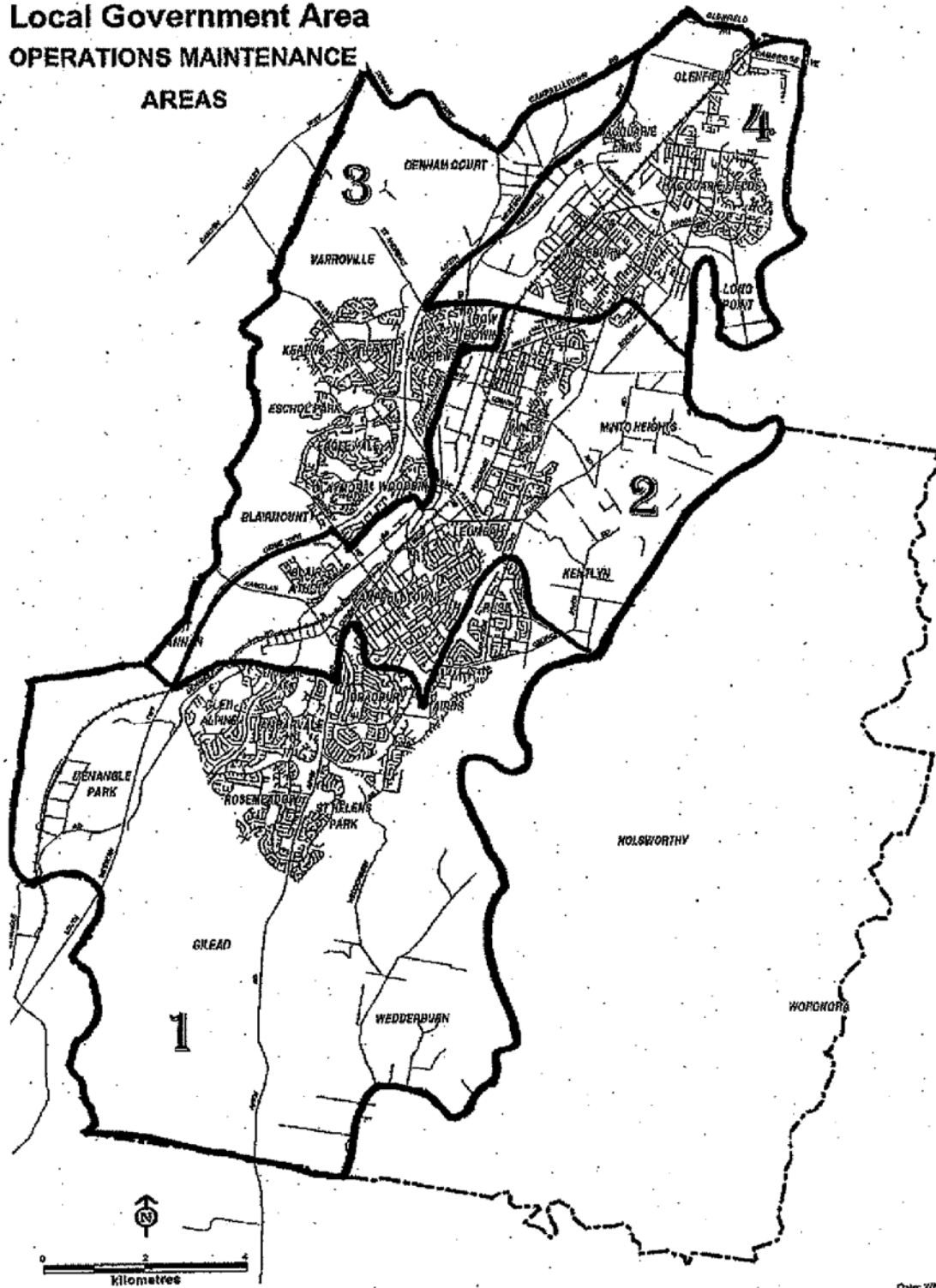
Council Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	5	16	4	10	35
Council	69	79	48	51	247
Termites	0	0	0	1	1
Plumber - Sewer Chokes	0	0	0	0	0
N/A	3	2	2	5	12
HOLD	0	6	2	6	14
Area Totals	77	103	56	73	309

Private Property Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	20	11	9	18	58

**Campbelltown City Council
Local Government Area
OPERATIONS MAINTENANCE
AREAS**



ROADS AND DRAINAGE

A. ROADS AND FOOTPATHS – Areas 1 to 4

Operational teams have been involved in Heavy Patching for the month of March 2013, noting that 28 tonnes of road base was used in this period on various road works

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m ²	152	88	140	198	578
Road restorations m ²	0	16	0	0	16
AC Base Course Total (tonne)	29	36	15	45	125

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

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	4	7	6	20	37
Telstra Inspections	2	5	1	6	14
Sydney Water inspections	8	10	12	4	34
Integral inspections	1	4	0	2	7
Gas Inspections	10	8	4	2	24
Customer requests	0	0	5	1	6

C. COMMUNITY RESPONSE – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash racks	17	6	1	2	26
Pits cleaned by hand or suction	213	142	358	34	747
Tail out drains / headwalls	4	11	0	0	15
Removal of waste matter (cubic	0	13.5	8	0	21.5
Flushing of stormwater lines (linear	610	230	480	160	1480
Underpass (drainage) cleaning	1	0	0	2	3
Trip hazards/footpath hazards	13	9	5	8	35
Dead animals removed	5	2	2	12	21
Parra webbing drainage,	7	6	8	8	29
Sign retrievals and straightening	0	12	0	1	13
Syringes	4	85	0	0	89
Deliver and set up at venues	0	0	2.5	4	6.5
Paver repairs	3	0	0	0	3
Oil/ Paint Spill / Debris on Road	6	14	4	1	25
Median Cleaning / Poisoning	522	87	52	2098	2759
Guide Posts	0	0	8	0	8
TOTAL	1405	617.5	928.5	2330	5281

D. STREET ACCESSORIES**Sign Manufacturer Areas 1 to 4**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	5	11	3	4	23
Street signs	9	17	6	20	52
Community signs	2	1	2	0	5
Ordinance signs	2	16	3	10	31
Various council signs	0	21	3	6	30
Various council stickers	0	0	0	0	0
Warning signs	0	13	0	1	14
Council special events	0	49	0	26	75
Directional	1	4	2	0	7
Banners	0	2	14	3	19
Various Stickers	0	55	2	22	79
TOTAL	19	189	35	92	335

Sign Erection Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	0	2	1	2	5
Bollards replacement and repair	41	27	10	16	94
Street signs	13	9	5	14	41
Community signs	23	30	4	4	61
Ordinance	10	24	1	5	40
Regulatory	36	124	17	40	217
Graffiti Removal m ²	3	3	0	8	14
Warning Signs	12	36	10	4	62
Install various banners	1	10	3	2	16
Line Marking / Car Park	0	46	0	4	50
Directional	7	13	1	4	25
Total	146	324	52	103	625

Minor Patching

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	159	575	93	342	1169
Edge breaks m ²	12	71	0	0	83
Restorations m ²	0	0	9	0	9
Car parks pot holes	0	0	0	0	0
Trip Hazard Footpaths	0	0	10	0	10
Total	171	646	112	342	1271

E. FOOTPATH RECONSTRUCTION PROGRAM 2012 -2013

Estimated completion of program in May 2013.

F. ROAD REHABILITATION PROGRAM 2012 -2013

98% complete.

G. KERB AND GUTTER RECONSTRUCTION PROGRAM 2012 -2013

35% complete. Estimated completion of program May 2013

H. OPERATIONS MINOR WORKS

Kabbarli Child Care Centre

Refurbishment of playground 96% complete. Timber seating and stage installation in progress.

Car Park Reconstruction and Sealing Works- Various Locations

100% complete

Kennett Park Glenfield Construction of New Car Park and Drainage improvements

98% complete, pending line marking

Bridge and Culvert Maintenance Program

50% complete

Baulks Program 2012 - 2013

95% complete

Pit Lintel Lid and Frame Reconstruction

50% complete

Long Point Fire Trail Drainage Works

100% complete

Drainage and Culvert Project Endeavour Street Ruse

Contractor commenced April

Marsden Park Remediation Project

30% complete, de-silting waterway, removal of debris, rock lining installation

Tack-tiles Program Stage 2

5% complete – bus stops in various locations

Drainage and Verge Maintenance Woodlands Road St Helens Park

5% complete, site establishment, site set out

I. CAPITAL WORKS

Somerset Street Minto - One way traffic Movement

Construction of new exit driveway, footpath, cycleway and traffic islands - 100% complete

Eagle Vale Drive - Stage 2 Road Widening

10% complete, Site survey, site establishment, Commence bulk earthworks

Cleopatra bio-retention Ambarvale

10% complete, site establishment and excavation

Cleopatra Reserve Cycleway Construction Stage 2
5% complete, programed for completion May 2013

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	John Deere tractor	Faulty injection pump	CCC Workshops and supplier	56hrs
9202	Berti Flail	Gearbox overheating	CCC Workshops and supplier	40hrs
9096	Toyota Coaster Bus	Seats recovered	CCC Workshops and Trimmers	32hrs

The following is a breakdown of the work performed since the last report **11 March – 5 April 2013**

9700	John Deere tractor had developed a fault with its fuel supply. The injection pump was removed and sent to suppliers for repairs. Pump was overhauled and returned to workshop where it has been installed and the tractor is back in service.
9202	The Berti flail attached to the reach mower and tractor had a gearbox that was overheating. The gearbox has been stripped down and all bearings and seals replaced. The oil was changed and the flail is back in service.
9096	Community bus required a number of seats to be re-trimmed. Seats were removed and sent to trimmers for repairs. Seats have been refitted and bus is back in service.

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

Tyre Repairs	88
Services carried out	33
Repairs to trucks	74
Repairs to heavy plant	29
Repairs to trailers	37
Tractors/implements	72
SES repairs	4
RFS repairs	3
Small plant repairs	58

Repair to cars	16
Repairs to mowers	103
Repairs to sweepers	11
Pathway requests (completed)	27

Of the reported repairs above 72 were out in the field.

The Workshop has also carried out the following duties:

- Manufacturing and repair of various gates, locks and lock boxes around Campbelltown
- Various pit cover repairs
- Repairs to various signs
- Various fire trail gate repairs.
- Manufacture new drain grates and galvanise for various drains around Campbelltown
- Bus shelter repairs
- Repairs to various fences

HAZARD REDUCTION PROGRAM

Hazard Reduction Burning

A 14.63 hectare hazard reduction burn was successfully conducted by the Rural Fire Service (RFS) at Boronia Reserve, Kentlyn within the reporting period.

Fire Management Plans

Environmental consultants have completed the first draft flora and fauna assessment of Smiths Creek Reserve for the preparation of the Smiths Creek Reserve Fire Management Plan.

Asset Protection Zones (APZ)

APZ projects at Freeman Circuit, Wilkinson Crescent, Hopping Road and Bicentenary Reserve, Ingleburn have been completed.

Fire Trails and Signage

Council Rangers have completed a new fire trail gate audit with works identified and prioritised for maintenance.

Mechanical Works

30 hazard reduction slashing sites were completed in the last 4 weeks, totalling an area of 27 hectares with over 572 assets protected.

ASSET AND SUPPLY SERVICES

Procurement and Contract Management Services

Tenders/Quotes/Expressions of Interest and Agreements: Currently being prepared

- Q13/03 Private Properties Enforcement Orders
- T12/08 Park Central Grounds Maintenance

- T13/01 Management of Minto Indoor Sports Centre (Selective tender following request for Expression of Interest)
- T13/11 Alarm and CCTV Maintenance
- T13/12 Concrete Works Panel
- T13/16 Saw Cutting and Coring
- T13/09 Amusement Rides and Carnival Activities at Fishers Ghost
- T13/17 Channel Mowing

Currently Advertised

- T12/22 General Trades – Miscellaneous
- T13/14 Road Pavement Program 2013-2014

Currently Under Evaluation

- T13/04 Supply and Transport Only of Street Sweeper Waste Bin and Depot Bulk Bin
- T13/05 Processing and Disposal of General Waste from Depot Bulk Bin and Casual Skip Bins
- T13/06 Processing and Disposal only of Street Sweeper Waste
- T13/07 Supply and Servicing of Front lift Bins and Disposal of their Contents
- T13/10 Supply and Transport Only of Casual Skip Bin
- T13/08 Auditing Services
- EOI13/01 Replacement of Audio Visual System in Council Chambers
- T13/03 Rate Notice Production
- T12/01 Domestic Waste Collection

ASSET MANAGEMENT

Roads

- Asphalt re-sheeting work for 2012-2013 is 95% completed.
- Pavement Rehabilitation Program for 2013-2014 is 100% completed.

- 2013-2014 Car Park Program is 100% completed.
- Visual and Laser Survey for the purpose of 2013-2014 modelling is in progress and expected to be completed by 7 June 2013.
- Rejuvenation (Phase 2) is yet to commence and expected to be completed by end of April 2013. Rejuvenation (Phase 1) is 100% completed.
- Microsurfacing for 3 sections of road is expected to be completed by mid-May 2013.
- Visual Inspection for all local residential streets has been completed for Glenfield.

Bridges and Culverts

- Concrete repair works for James Street culvert, Ingleburn is completed.
- Level 1 inspection for all the culverts is 100% completed.
- Currently reviewing the draft design/ drawing from a Specialist Consultant for replacement of expansion joints for Gilchrist Drive.

Footpath Reconstruction Program

- Footpath reconstruction program is approximately 50% completed. Footpath reconstruction work is currently being carried out along Junction Road.
- Footpath Grinding work for 2012-2013 is currently being quoted.

Parks and Public Spaces

- Glenfield Park – Two new bench seats and a bin have been installed near the new playground equipment.
- Simmos Beach – New landscaped garden beds have been completed, with new soft scapes keeping the natural look and feel of the area.
- Inspection of Councils timber floodlight poles will commence Monday 15 April.

Playground Equipment

- Kingfisher Reserve – The new playground with timber edging and mulch soft-fall has been installed. The playground is now open for public users.
- Playground repairs have been carried out at Mawson Park, Benham Reserve, Marsden Park and Pembroke Park.

Internal Assets – Electrical Testing and Tagging

- Council's Electrical Contractor has completed testing and tagging on multiple items. The Yearly Testing and Tagging program is now complete.
- Electrical Equipment Risk Identification/Assessment and Inspection Records are currently being reviewed. A new database is currently being created in Council's asset management system. This has resulted in all plug-in electrical items being tested and tagged.

Building Inspections

- Building Audit covering Asbestos in the workplace has been completed. All results have been submitted to Council. Work is in progress for setting up the Asbestos Register in Council's Asset Management System. Printed versions are available for each building that was tested for any future contractual works with areas noted containing Asbestos.
- Building Inspections have been carried out at Macquarie Fields Indoor Sports Complex and all small Halls. All defects and actions have been entered into Council's Asset Management System.

Stormwater

- Stormwater Program 2012 - 2013 is 56% completed.

Asset Management System, Grants and Reports

- Specification for Road Micro-surfacing work has been prepared.

BUILDING MAINTENANCE/CONSTRUCTION PROGRAM

- **Campbelltown Old Showground - Viewing platform** Works for the viewing platform have now been completed. During construction, new drainage works were installed along with returfing of all earthworks associated with the construction.
- **Kearns Hall Refurbishment** – All works have been completed.
- **Minto Sports Stadium** – New sections of clear roofing have been ordered and works are due to commence this week.
- **Macquarie Fields Pool Upgrade** - All works are continuing to progress according to schedule.

Building Reactive Maintenance – 324 building reactive maintenance requests were received and actioned during the months of March – April.

FACILITIES SUPPORT

Customer Requests	
Sporting Clubs with overdue keys	35 clubs with 239 keys outstanding
Key extension, issues, alarm codes and access	660
Request for access to Council Reserves	5

11. REPORT OF DIRECTOR COMMUNITY SERVICES

No reports this round

12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT

No reports this round