

REPORTS FROM OFFICERS

8. REPORT OF GENERAL MANAGER

8.1 Request for Leave - Councillor Anoulack Chanthivong

Attachments

Request for Leave - Councillor Anoulack Chanthivong

Report

Attached is a copy of a letter forwarded to me from Councillor Anoulack Chanthivong. Councillor Chanthivong has been offered and accepted an opportunity to enrol in full time tertiary education at the London School of Economic and Political Science to undertake a Masters Degree in Public Policy and Administration.

As stated in the correspondence from Councillor Chanthivong the London School of Economics and Political Science is an internationally renowned and recognised learning institution which specialises in the Social Sciences.

Councillor Chanthivong intends to be absent from Council from Tuesday 15 October 2013 to Tuesday 12 August 2014 inclusive.

Under Section 234 of the *Local Government Act 1993* and 235A of the *Local Government Regulations 2005* leave of absence can be granted to a Councillor with Council approval. In addition Council's Code of Meeting Practice under Clause 13 also identifies the mechanism by which leave can be granted.

Councillor Chanthivong has indicated in the correspondence attached a request that no allowance should be paid to him during this period of absence.

In accordance with the relevant legislation and regulations outlined above and having regard to the purpose for which this leave is requested, it is recommended that the application by Councillor Chanthivong be approved.

Officer's Recommendation

That Councillor Anoulack Chanthivong be granted leave of absence from Council incorporating all formal Council and Committee meetings from Tuesday 15 October 2013 to Tuesday 12 August 2014.

Council Meeting 13 August 2013 (Borg/Lound)

That the Officer's Recommendation be adopted.

Council Minute Resolution Number 180

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Mr Paul Tosi
General Manager
Campbelltown City Council, NSW 2560

Dear Paul,

I write to advise you and the Councillors of Campbelltown City Council of my impending absence from full Council meetings for the period Tuesday 15th October 2013 to 12th August, 2014 (inclusive).

I have been offered and I have accepted, an opportunity to enrol in full time tertiary education at the *London School of Economics and Political Science* for a Masters' degree in Public Policy & Administration. The *London School of Economics and Political Science* is an internationally renowned and recognised learning institution specialising in the Social Sciences.

As the name clearly indicates, the *London School of Economics and Political Science* is located in London, United Kingdom. The full time requirements of this degree will require me to temporary relocate to London for the duration of my studies.

I understand that within the *NSW Local Government Act 1993*, there are provisions which outline the conditions for any Councillor seeking to take continuous leave for a period greater than 3 full Council meetings whether it is for personal and/or professional reasons.

I am aware that under these provisions, a Councillor may be entitled to receive their Councillor allowance during their continuous leave of absence of greater than 3 months.

In my situation, I would personally request that no allowance be paid to me during my period of absence i.e. no Councillor allowance payments be made to me between the period Tuesday 15th October 2013 to 12th August, 2014 (inclusive).

During my temporary relocation to London, I am still contactable and will continue to respond to issues that are raised with me by residents on Council related issues. I am confident that the investment in my own education can only enhance my knowledge, experience and ability to be a better Councillor and a better community advocate..

I would be grateful if you could present a General Manager's report for the full Council meeting on Tuesday 13th of August, 2013 outlining my notification to Council of my intention to take leave from full Council meetings for the period Tuesday 15th October 2013 to 12th August, 2014 (inclusive).

Best Wishes



Anoulack Chanthivong
9 August 2013

9. REPORT OF DIRECTOR BUSINESS SERVICES

9.1 2012-2013 General Purpose Financial Report and 2012-2013 Special Purpose Financial Report

Attachments

Nil

Report

Council is required to form an opinion relating to its General Purpose Financial Report and resolve to refer the accounts for audit as per Section 413(2c) of the *Local Government Act 1993*.

In accordance with Section 413(1) of the *Local Government Act 1993*, Council must prepare financial reports for each year and must refer them for audit as soon as practicable after the end of that year. The 2012-2013 General Purpose Financial Reports and Special Purpose Financial Reports have been completed and the external auditor contacted to commence the end of year audit.

Section 416 of the *Local Government Act 1993* stipulates Council's financial reports for the year must be prepared and audited within the period of four months after the end of each year. Council is then required to conduct an Annual General Meeting to present the audited financial reports, together with the auditor's reports to the public. These must be presented not more than five weeks after the receipt of the auditor's reports, accordingly the Annual General Meeting has been scheduled for Tuesday 22 October 2013.

The actual operational result on an accruals basis returned a deficit of some \$1m after capital grants and contributions. The major factors contributing to the operational result include the following:

- increase in employee costs of \$2.2m
- decrease of \$1.8m in workers compensation claims liability
- increase in professional services fees of \$600,000
- increase in depreciation of fixed assets of \$1m
- increase in street lighting costs of \$400,000
- receipt of a contribution from Housing NSW of \$1.1m for the upgrade of Townson Avenue which was given back to Council
- recognition of \$2.1m dedication from Landcom for Minto Community Centre building.

Depreciation of Councils fixed assets has now stabilised to its present levels. Depreciation is approximately \$26m as all asset classes are now valued in accordance with Australian Accounting Standard Board (AASB) 116, that has been implemented over recent years. The change to the AASB requires assets to be valued using the fair value market-based evidence or by appraisal undertaken by professionally qualified valuers. Assets identified to experience insignificant changes in fair value each year need only be revalued every three to five years. The details of original budget variations are reported in Note 16 to the General Purpose Financial Reports.

Note 13 to the General Purpose Financial Reports provides several financial performance measures of Council for the year. Council's commitment to responsible budget management is reflected in an increase of the unrestricted current ratio from 2.66:1 to 3.17:1 as at 30 June 2013. The benchmark for this ratio is 2:1 which assesses the adequacy of Council's working capital to satisfy obligations in the short term as they fall due.

Council maintained a balanced budget throughout the 2012-2013 financial year. The actual funded result shows a small surplus of \$35,721 which is an excellent outcome. Within this result carry over works of approximately \$9.3m has been revoted to 2013-2014. A report detailing the carry over works will be submitted to Council in September 2013.

The 2012-2013 Financial Reports have been prepared in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, Australian Equivalents of the International Financial Reporting Standards (AEIFRS), professional pronouncements, the Local Government Code of Accounting Practice and Financial Reporting and the Local Government Asset Accounting Manual. These statements are considered to present Council's financial position and operating result for 2012-2013.

Council is now required to refer the Financial Reports to the external auditor, Intentus Chartered Accountants formerly known as Morse Group Accountants & Advisors for audit. Within five weeks of receiving the auditor's reports, Council must present its audited Financial Reports together with the auditor's reports at an Annual General Meeting which has been scheduled for Tuesday 22 October 2013.

Officer's Recommendation

1. That the 2012-2013 General Purpose Financial Reports and the 2012-2013 Special Purpose Financial Reports be referred to audit.
2. That the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer sign the Financial Reports as required by Section 413(2) of the *Local Government Act 1993*.
3. That the auditor's reports along with the audited results of the financial year be presented to Council at an Annual General Meeting to be held on Tuesday 22 October 2013.

Council Meeting 13 August 2013 (Hawker/Lake)

That the Officer's Recommendation be adopted.

Council Minute Resolution Number 181

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 July 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 July 2013 were as follows:

Expenses

1.	Training Seminars and Conferences Cost for July 2013.	\$840
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 July 2013.	\$4,908
3.	Stationery and Postage Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for July 2013.	\$104
4.	Periodicals Cost of annual subscriptions. Cost for July 2013.	\$14
5.	Meals Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for July 2013.	\$4,815
6.	Refreshments Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for July 2013.	\$2,459
7.	Insignia of Office Replacement costs Mayoral robes, chain, badge and name plates. Cost for July 2013.	Nil
8.	Travelling Expenses for Use of Private Vehicle Reimbursement of travelling expenses on authorised Council business. Claims submitted for July 2013.	\$1,464

Provision of Facilities

1.	Accommodation Office located on the Third Floor of the Administration Building - costs are included in total maintenance and operating expenses of the Administration Building and apportioned on an area basis (3.5%). Cost for July 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 July 2013 in accordance with Councillors Policy.	\$117
3.	Office Equipment Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for July 2013.	Nil
4.	Council Vehicle Costs associated with the use of Council vehicles by the Mayor and Councillors on authorised Council business. All usage is subject to the prior approval of the Mayor. Cost for July 2013.	Nil
5.	Internet Facilities Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for July 2013.	\$3,684
6.	Care Expenses Costs associated with care arrangements including childcare expenses and the care of elderly, disabled and/or sick immediate family members. Cost for July 2013.	\$625

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for July 2013 amounted to \$25,370.

Officer's Recommendation

That the information be noted.

Council Meeting 13 August 2013 (Thompson/Mead)

That the Officer's Recommendation be adopted.

Council Minute Resolution Number 182

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 16 July 2013.

Officer's Recommendation

That the information be noted.

Council Meeting 13 August 2013 (Borg/Chanthivong)

That the Officer's Recommendation be adopted.

Council Minute Resolution Number 183

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Reports Requested as at 16 July 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	December 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. Comment: Issue dealt with via memo to Councillors	CS	
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	November 2014
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 Comment: reported item 4.1 Community Services Committee 6.8.13	CS	
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	October 2013
26.3.13 PL 3356012	CS6.4 - That a detailed report be presented outlining the quality and possible need for an upgrade on the current lighting (including current environmental lighting) of all sporting fields in the Campbelltown LGA and that the report include total costing.	CS	October 2013
18.6.13 GB 3450837	CS6.1 - report on the Poseidon Drowning Detection System (currently in use by Blacktown Council at the Stanhope Gardens Leisure Centre) in relation to its cost, benefits for saving lives and the possibility of fitting/retrofitting the system in Councils leisure facilities	CS	November 2013

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
16.7.13 MO 3483181	CS3.1 - Further report analysing the impact of the changes to the Arts Funding Program when information becomes available.	CS	November 2013

*Date of Decision *Mover *DocNo	Item/Comments	Div.Resp	Comp Date
13.12.11 SD 3422090	CW5.1 - Report examining appropriate ways in which Council can memorialise the landscaping works of Mr Lilleman. Comment: Listed for Briefing	CW	November 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	October 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. Comment :Submission forwarded for Government Grant	CW	October 2013
20.11.12 WG 3224685	NM15.4 - Report detailing the cost of new paving for Queen Street Campbelltown. Comment: Listed for Briefing	CW	December 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. Comment: Briefing Information currently being prepared.	CW	September 2013
21.5.13 WG	CW5.2 - Report investigating the implementation of new signage detailing Council contact telephone numbers and incorporating area reference numbers for its parks and recreation areas along with the cost and timeframe to implement it.	CW	November 2013
16.7.13 DL 3483312	PE5.1 - Report detailing any proposed future works or plans in place to enhance Digger Black reserve Ingleburn.	CW	

*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	September 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	September 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	September 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	September 2013
23.4.13 AC 3386553	Nof M 15.1 - Report outlining ways to appropriately recognise the contribution made by the Late Former Mayor, Brenton Banfield, to the City of Campbelltown.	BS	September 2013
23.4.13 GB 3386563	NofM15.5 - Report outlining the feasibility (and Statutory Requirements) of a proposal for council to establish a monetary /Financial deposit Scheme for the safe removal and disposal of all asbestos related materials during building demolition work and other relevant activities.	BS	September 2013
23.4.13 GG 3386559	NofM15.7 - Report on progress of Economic Working Group established to attract small business to the Campbelltown LGA and enhance the economic development of existing businesses. The report to be presented no later than December 2013.	BS	December 2013
18.6.13 PL 3450946	CG3.1 - Further report following expressions of interest on the ground lease in Blaxland road.	BS	March 2014
18.6.13 PH 3450921	CG4.8 - Report identifying options to address all the issues raised in the NSW Treasury Financial Assessment and Benchmarking Report.	BS	September 2013
18.6.13 RK 3450923	CG5.2 - Further report outlining the actual cost of Insurance renewals 2013-14. Comment: Reported Item 5.2 Corporate Governance Committee 6.8.13	BS	

*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)	September 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)	September 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)	August 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)	September 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)	August 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)	August 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 (EP)	August 2013
23.4.13 RK 3386990	PE4.2 - Further report following Public Exhibition to consider adopting and periodic review of the Draft Swimming Pool Barrier Inspection Program, associated fees and resources, implications and comments on any submission received.	PE (CS)	August 2013
23.4.13 GB 3386863	CW5.1 - Report outlining feasibility of conducting Council's Chemical Cleanout event more frequently.	PE (WS)	August 2013
18.6.13 FB 3451314	CW5.1 - Urgent report on Council's signage Code with a view to assisting small business and business in the Campbelltown Local Government Area. Comment: subject of a memo to Councillors from Director Business Services dated 14 June 2013	PE	

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
18.6.13 DL 3451048	PE4.5 - Further report on fees for Council's Animal Care Facility.	PE	September 2013
18.6.13 MO 3451044	PE4.4 - Report providing information on the current prevention and control measures currently available for dangerous and aggressive dogs.	PE	August 2013
18.6.13 RK 3451045	PE2.4 - Report identifying what impact the creation of the Local Land Services will have on the Campbelltown LGA.	PE	September 2013
18.6.13 AC 3450501	NofM15.1 - report on establishing a system which reduces the occurrence of excess rubbish being dumped at the front of properties once the occupants leave the property.	PE	September 2013
16.7.13 RK 3483315	PE4.1 - Further report to review implementation of the draft Swimming Pool Barrier Inspection Program including the cost and resourcing implications after 12 months of the programs implementation.	PE	

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 reflex the areas and program/projects being undertaken by Council.

Officer's Recommendation

That the information be noted.

Council Meeting 13 August 2013 (Glynn/Brticevic)

That the Officer's Recommendation be adopted.

Council Minute Resolution Number 184

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 Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	Jul to Sept 2012	Oct to Dec 2012	Jan to Mar 2013	Apr to Jun 2013	Jul 2013
Campbelltown	242	172	263	225	138	211	137	219	45
Ruse	22	0	154	96	114	5	169	3	21
Kentlyn	0	0	0	0	0	0	0	0	0
Airds	281	347	243	618	902	724	851	347	158
St Helens Park	17	43	31	0	0	56	0	12	0
Rosemeadow	70	0	11	0	293	37	45	16	28
Ambarvale	0	88	0	5	0	58	23	34	17
Woodbine	0	0	0	1	0	0	70	0	0
Claymore	34	94	70	74	16	38	12	59	0
Eschol Park	0	0	36	20	7	8	59	13	9
Kearns	0	0	0	0	0	0	0	0	0
Raby	36	105	1	1	159	0	116	0	0
St Andrews	0	0	0	23	1	0	22	0	0
Bow Bowling	0	0	0	0	0	0	0	0	0
Minto	275	188	40	114	44	190	766	309	36
Ingleburn	20	300	459	200	207	229	738	702	171
Macquarie Fields	40	160	145	171	124	186	253	215	65
Glenfield	91	126	274	310	289	361	397	498	104
Blair Athol	0	0	0	0	0	0	0	0	0
Bradbury	31	4	78	6	166	0	0	82	12
Total m ²	1159	1627	1805	1864	2460	2110	3658	2510	666

During the reporting period, Council received no additional requests for removal of graffiti. 6 Graffiti Removal Kits have been requested by the Community.

Jul to Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	Jul to Sept 2012	Oct to Dec 2012	Jan to Mar 2012	Apr to Jun 2013	Jul 2013
36	26	37	17	25	16	26	22	6

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 Sept 2011	Oct to Dec 2011	Jan to Mar 2012	Apr to June 2012	Jul to Sept 2012	Oct to Dec 2012	Jan to Mar 2013	Apr to Jun 2013	Jul 2013
Area 1	851	897	1382	1118	1422	1139	1290	1830	801
Area 2	875	797	917	1281	1463	790	1254	2155	945
Area 3	864	856	647	1364	1081	671	585	617	251
Area 4	650	717	1965	1407	1967	1422	1660	1836	798
Total	3240	3267	4911	5240	5933	4022	4789	6438	2795

OPERATIONAL SERVICES SECTION (Reporting period 1 July - 26 July 2013)

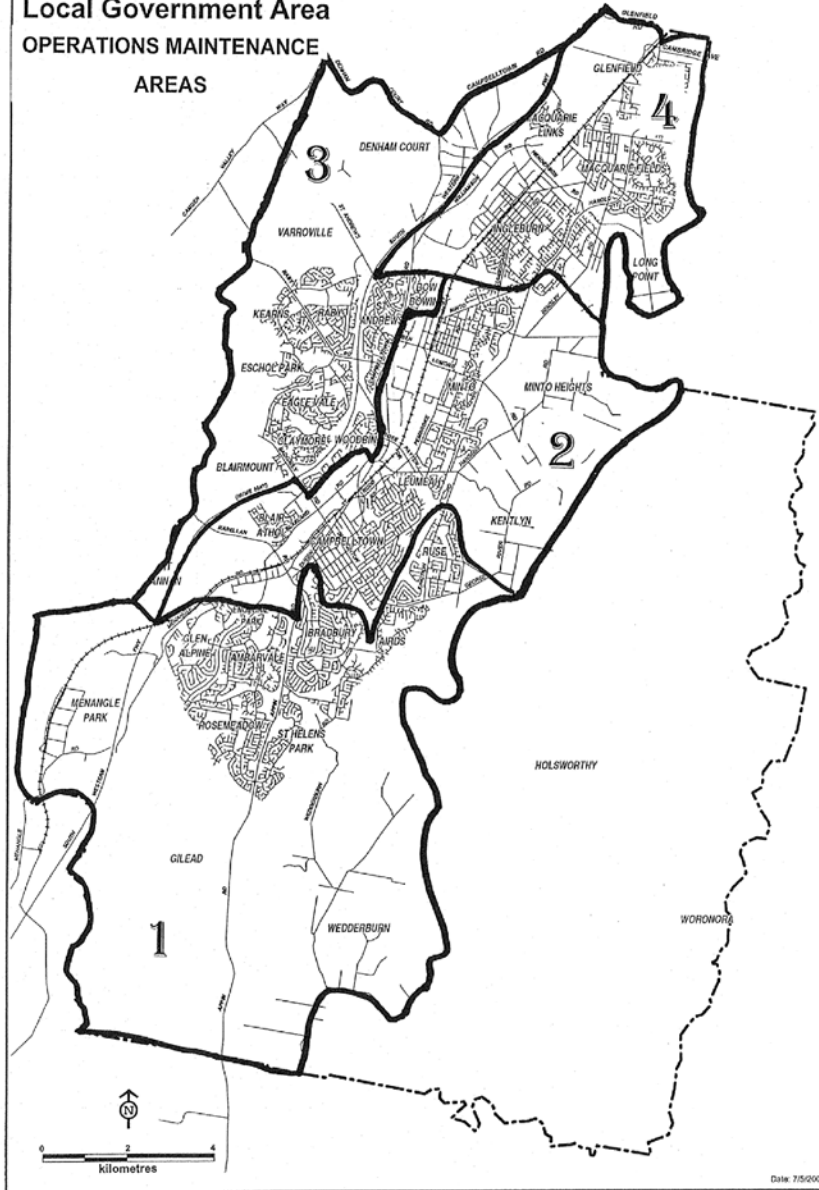
OPEN SPACE

Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	47	37	23	71
Road Verges – Sites	33	18	14	26
Community/Childcare Centre's - Sites	12	4	16	0
Servicing Laneways – Sites	12	11	64	0
Litter/Rubbish Pickup (hrs)	136.5	120	97.5	87.5
Herbicide Spraying (hrs)	27.5	30	12	29.5
Mulching (cm ³)	7	6	1	4
Garden Maintenance	2	42	49	53
Garden Refurbishment	0	0	0	0
Top Dressing (hrs)	0	0	0	0
Aeration of Fields	0	0	0	0
Sharps Pickup	0	0	0	0
Pathway Requests	5	8	2	2
Tractor Road Verge (Sites)	18	6	7	3
Tractor Servicing Parks & Reserves (Sites)	44	22	31	17
Cemetery	0	0	0	0
Fire Hazard Reduction	1	8	1	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	32	36	24	26
Road Verges – Sites	30	27	27	31
Community/Childcare Centre's – Sites	6	10	7	7
Cemetery	0	0	0	0
Tractors Servicing Sporting Fields	29	18	30	25
Litter/Rubbish Pickups (hrs)	41	39	33	31
Herbicide Spraying (hrs)	18	16.5	24	17
Mulching – Quantity M ³	290	0	90	0
Garden Maintenance – Sites	39	29	34	42
Garden Refurbishment – Sites	12	2	11	2
Top Dressing – Sites (tonne)	5	0	2	3
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	26	18	36	26
Fit Goal post sleeves	0	0	0	0
Cricket Wicket Maintenance	27	21	28	28

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



Horticulture Activities

City Entrance Landscaping Campbelltown Road

Horticulture staff have completed the refurbishment landscaping within the median on Campbelltown Road. The first stage involved the planting of approximately 820 assorted shrubs while the final stage involved the planting of approximately 960 assorted shrubs. The newly planted areas were re-mulched on completion of planting.

Tree Gully Reserve

Open space staff have been involved in additional mulching within the reserve on the Maryfields Drive frontage. Additional planting within the above area has been programmed for further planting during August.

National Tree Day Bow Bowling

Open space staff had completed the mulching of the above planting site prior to the National Tree Day on 28 July 2013.

Schools National Tree Day

Council provided in excess of 2000 assorted native seedlings to 52 schools throughout the city area prior to the schools tree planting day on 26 July 2013.

Invergowrie Reserve Stage 3 Planting

An additional planting of 48 super advanced tree species were recently planted within the reserve. Mulching of the above planting areas should be completed prior to spring. This however is subject to the availability of mulching material.

Kennett Park Leash Free Area

A number of advanced trees were recently planted in the above area to provide additional shade for users of the facility during the warmer months of the year.

Seddon Park Planting

A number of super advanced trees were recently planted within the park adjacent to the intersection of Newton Road and Fawcett Street. The intention is to provide additional summer shade for users of the park near the existing playground equipment.

Gledswood Reserve Glen Alpine

A number of advanced trees were recently planted within the reserve to enhance the existing planting and to provide a visual screen for the residential area adjacent to Englorie Park Drive.

Coronation Park Landscape Enhancement

A number of super advanced trees and shrubs were recently planted within the existing landscape area fronting Redfern Road. The planting was carried out to enhance the existing landscape area and to provide some shading for the car park area.

National Tree Day 2013

National Tree Day planting was conducted at two sites within the city area on 28 July 2013. One site was located near Farrow Road Campbelltown and the second site at Minto Basin area situated at the rear of the residential area at Bow Bowling. A number of volunteers assisted in the planting of approximately 1000 assorted native seedlings and advanced species at both sites on the above day.

Council Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	9	4	5	5	23
Council	45	49	55	81	230
Termites	1	0	0	0	1
Plumber - Sewer Chokes	0	0	0	0	0
N/A	9	5	2	10	26
HOLD	1	3	0	0	4
Total	65	61	62	96	284

Private Property Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	25	30	25	22	102

ROADS AND DRAINAGE

A. ROADS AND FOOTPATHS – Areas 1 to 4

This resource has been heavy patching for the month of July. 2 days were lost to wet weather. 28 tonnes of road base was used in this period on various road works. 3 days were used for grader m-r

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m ²	258	143	85	78	564
Road restorations m ²	0	10	0	0	10
AC Base Course Total (tonne)	54	29	20	16	119

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

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	2	8	6	14	30
Telstra Inspections	0	1	2	6	9
Sydney Water inspections	10	10	8	4	32
Integral inspections	6	1	3	4	14
Gas Inspections	6	4	6	2	18
Customer requests	1	0	0	2	3

C.COMMUNITY RESPONSE – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash racks	16	25	3	11	55
Pits cleaned by hand or suction	132	99	297	58	586
Tail out drains / headwalls	8	16	0	0	24
Removal of waste matter (cubic)	34	48.5	10	0.5	93
Flushing of stormwater lines(linear)	640	670	680	40	2030
Underpass (drainage) cleaning	1	0	0	0	1
Trip hazards/footpath hazards	14	7	3	23	47
Dead animals removed	8	8	8	15	39
Parra webbing drainage,	8	11	4	7	30
Sign retrievals and straightening	4	11	0	3	18
Syringes	0	2227	0	6	2233
Deliver and set up at venues	0	1	0	2	3
Paver repairs	0	3	0	0	3
Oil/ Paint Spill / Debris on Road	4	8.5	1	0	13.5
Median Cleaning / Poisoning	152	22	0	1156	1330
Guide Posts	0	28	0	0	28

D. STREET ACCESSORIES - Sign Manufacturer Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	1	18	3	8	30
Street signs	8	17	2	19	46
Community signs	0	2	1	2	5
Ordinance signs	0	10	6	14	30
Various council signs	0	5	0	0	5
Various council stickers	0	0	0	0	0
Warning signs	4	6	4	3	17
Council special events	0	4	0	0	4
Directional	2	4	0	3	9
Banners	0	7	0	1	8
Various Stickers	0	43	6	0	49
Total	15	116	22	50	203

Sign Erection Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	0	1	1	0	2
Bollards replacement and repair	7	22	2	8	39
Street signs	33	11	8	3	55
Community signs	9	13	0	0	22
Ordinance	0	9	12	6	27
Regulatory	83	83	41	71	278
Graffiti Removal m ²	3	2	2	3	10
Warning Signs	15	34	3	5	57
Install various banners	0	1	0	13	14
Line Marking / Car Park	0	50	70	30	150
Directional	26	13	5	10	54
Total	176	239	144	149	708

Minor Patching

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	299	488	124	337	1248
Edge breaks m ²	28	33	33	0	94
Restorations m ²	0	0	0	0	0
Car parks pot holes	0	0	6	0	6
Trip Hazard Footpaths	0	0	8	0	8
Total	327	521	171	337	1356

E. FOOTPATH RECONSTRUCTION PROGRAM 2013 - 2014

No activity this period.

F. KERB AND GUTTER RECONSTRUCTION PROGRAM 2013 - 2014

No activity this period.

G. OPERATIONS MINOR WORKS

Drainage and Culvert Project Endeavour Street Ruse
100% complete

Marsden Park Remediation Maintenance Works
100% complete

Kooringa Reserve Water Way Clearing

Removing silt build up and vegetation restricting water flow. 85% complete

Koshigaya Park Headwall Extention

Construct new block wall core fill, render and paint, fence extension. 95% complete

Civic Centre Car Park Construction to provide additional visitor parking

Works Commenced with Tree removal and clearing of overburden.

H. CAPITAL WORKS**Amarina Child Care Back Yard Renovations**

Soft rubber fall in progress, timber furniture and stage nearing completion. 80% complete

Eagle Vale Drive Stage 2 Road Widening

Northbound construction has been completed . Lighting design received and sourcing of quotes in progress.

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
9630.02	Hydramek Backhoe	Rear window glass broken	CCC Workshops and supplier	32Hrs
9636.02	JCB Backhoe	Transmission fault	Supplier- warranty	40 Hrs
9465.02	K-line mower	Deck cracks	CCC Workshops and supplier	56 Hrs

The following is a breakdown of the work performed since the last report **1 July – 26 July 2013**

9630.02	The Hydramek backhoe had its rear window broken. A new window was ordered, delay with parts approximately 3 weeks. A temporary window has been fitted and the unit is back in service. The new glass will be fitted upon arrival.
9636.02	JCB backhoe has developed a transmission fault and because it is still under warranty is has been sent back to the supplier for repairs.
9465.02	The K-line mower has cracks in the deck and required stripping down and repairing.

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

Tyre Repairs	74
Services carried out	35
Repairs to trucks	77
Repairs to heavy plant	23
Repairs to trailers	23

Tractors/implements	34
SES repairs	7
RFS repairs	9
Small plant repairs	58
Repair to cars	16
Repairs to mowers	51
Repairs to sweepers	9
Pathway requests (completed)	27

Of the reported repairs above 42 were out in the field.

Workshops Solar panels have currently added **27,522 kWh** back to the grid

The Workshop has also carried out the following duties:

- Manufacturing and repair of various gates, locks and lock boxes around Campbelltown
- Various pit cover manufacture and repairs
- Repairs and Manufacture various signs
- Repair to fence at Coronation.
- Various fire trail gate repairs
- Bus shelter repairs
- Repairs to various fences

HAZARD REDUCTION PROGRAM

Hazard Reduction Burning

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

Mechanical Works

8 hazard reduction slashing sites were completed in the reporting period, totalling an area of 10.839 hectares with over 283 assets protected.

Fire Trail Rehabilitation Project – Simmos Beach Reserve

Work on the Simmos Beach Fire Trail Rehabilitation project is continuing. The majority of the excess fire trails have now been brush matted and blocked off with large logs to prevent access. In July, weed control works focused on both woody (i.e. privet) and herbaceous weed control works.

ASSET AND SUPPLY SERVICES

Procurement and Contract Management Services

Tenders/Quotes/Expressions of Interest and Agreements:

Currently being prepared

- T12/08 Park Central Grounds Maintenance
- Q13/03 Private Properties Enforcement Orders
- Q13/04 Supply of Corporate Uniforms
- Q13/13 Demolition of Jessie Thompson Building
- Q13/14 Microwave Link Replacement at Central Library (Quotations sought from Local Government Procurement Panel Contract)

- T13/20 Alarm, Access Control and CCTV Maintenance
- T13/21 Building Maintenance
- T13/22 Management of the Animal Care Facility
- EOI13/03 Development of a Website for Campbelltown Arts Centre

Currently Advertised

- Q13/10 Playground Equipment (Quotations sought from Local Government Procurement Panel Contract)
- Q13/11 Design and Construct Viewing Platform at Eagle Farm (Quotations sought from Local Government Procurement Panel Contract)

Currently Under Evaluation

- T13/16 Saw Cutting and Coring
- T13/18 Wide Area Network
- T13/13 Aquatic Play Pad and Macquarie Fields Leisure Centre (Selective Tender following request for Expression of Interest)
- Q13/12 Maintenance of Cisco Equipment (Quotations sought from Local Government Procurement Panel Contract).

ASSET MANAGEMENT

Roads

- Visual condition and roughness survey for 20% of the road network is 60% completed.
- Road structure assets mapping is 10% completed.
- Marking of proposed roads 'T13/14 Road Pavement Maintenance – Program A'.
Part 1: Interlayer Sealing with Asphalt Laying' is 95% completed.
- Marking of proposed roads 'T13/14 Road Pavement Maintenance – Program C: Resealing' is 10% completed.
- Ten Road-sections have been short listed for Road Maritime Services repair grant submissions for 2014-2015 funding.

Car Parks

- Car park defects and actions update is 90% completed.
- Car park Mapping has now been completed.

Bridges and Culverts

- Bridges and Culverts defects and actions is 15% completed.
- Bridge and Culverts Mapping has now been completed.

Kerb and Gutter

- 2012-2013 Kerb and Gutter reconstruction program has now been completed.
- 109 Kerb and Gutter Segments in Bardia are being inspected and added to Council's Asset Management system.

- 2013-2014 road work related Kerb and Gutter program has been sent to panel contractors for quotations.

Stormwater

- 330 pits, 320 pipes and 13 headwalls in Bardia, Glenfield, and Macquarie Fields have been added to Council's Asset Management and Mapping systems.
- 493 pits and 13 headwalls have been inspected in Ambarvale, Bardia, Glenfield, Macquarie Fields and Macquarie Links.

Footpath Reconstruction

- Footpath Reconstruction Program Stage 1 has been sent to all panel concrete contractors for quotation. Work to commence in late August.

Parks and Public Spaces

- Quotations are being requested through the local government procurement to construct a viewing platform at Eagle Farm Reserve – Eagle Vale to replace old timber boardwalk.
- Park inspections have been carried out at Bensley Road, Bradbury Oval, Campbelltown Cycleway and Kayess Park, with all actions and cost estimates updated into Council's Asset Management database.

Building Inspections

- Building Inspections have been carried out at Park Central Amenities, Hurley Park, Fullwood Reserve, Davis Park, Eschol Park Sporting Complex 1, 2 and 3, Blinman Oval, Kennett Park and Memorial Oval with all actions and cost estimates updated into Council's Asset Management database.

Playground Equipment

- Playground repairs have been carried out at Marsden Park, John Rider Reserve and Koshigaya Park.
- Playground Inspections have commenced to conduct our yearly comprehensive inspections on all 96 Playgrounds throughout the Local Government Area.

Internal Assets – Electrical Testing and Tagging

- Electrical Equipment Risk Identification/Assessment and Inspection Records has been carried out by the Work, Health and Safety unit at the following locations: Depot Nursery, Carpenters Workshop, Plumber Shed, Simmo's Beach Container, and Raby Outside School Hour Care.

All items have been entered into Council's Asset Management system and have been tested and tagged.

Asset Management System, Grants and Reports

- The car park database restructure of GIS Mapping and Council's Asset System has now been completed.
- New Road Asset's entry for 2012-2013 is 20% completed.
- Australian Bureau Statistics quarterly report ending June 2013 has been sent.
- Fuel efficiency and utilization report for July 2013 has been sent.

BUILDING MAINTENANCE/ CONSTRUCTION PROGRAM

Building Program

Gordon Fetterplace Swimming Centre

- As part of the 2013-2014 building program, a new boiler with a heat exchange system has now been installed. This has replaced the previous 'RayPac' boiler which continually incurred problems regarding electrical and heating coil issues.
- New dry chlorine 'Prominent' feeder has been installed in the indoor plant-room. All of the liquid chlorine will be utilised until finished. Existing bund and chlorine holding tanks have been removed by Council's tendered contractor.
- A new 'Pulsar' dry chlorine brickette feeder has also been installed for the spa. All works have now been completed.

Leumeah Pedestrian Bridge

- Temporary road diversions leading to the tennis club are now in place. Concrete pilings have been poured, which are estimated to be 90% complete.

Macquarie Fields Pool Upgrade

- The 50 meter concrete pool structural works are complete. Jointing works are due to be completed in two weeks.
- Both male and female change room refurbishments are now complete and operational.

Reactive Maintenance Requests

- 329 Building maintenance request were received and actioned during the months of July/ August 2013.

Programed Maintenance

- Specifications on 2013-2014 programed works are continuing and will go out for quotation once all general trades tenders have been inducted.

FACILITIES SUPPORT

- Due to the Program maintenance work that has been undertaken at the City Works Depot Workshop, it has been necessary to take sections of the security alarm offline until walls and ceilings have been replaced. All these systems are now back on line.
- Work has been undertaken to replace damaged cables for the Security alarm and CCTV systems at Macquarie Fields Indoor Centre. All system's are now back on line.
- The tendered security company has been utilised to guard new concrete work at various sites from vandal damage in the Local Government Area.
- An audit to verify keys that are still outstanding from Rural Fire Stations has commenced.

Customer Requests	
Sporting Clubs with overdue keys	23 clubs with 148 keys outstanding
Key extension, issues, alarm codes and access	610
Request for access to Council Reserves	6

10.2 Community Safety Sub Committee - Community Representative

Attachments

Nil

Report

The Community Safety Sub Committee has a membership of nine including three community representatives. Council at its meeting of 16 July 2013 appointed two community representatives and resolved that staff continue to seek an additional community representative to fill the remaining vacant position.

An application to fill the vacant position has been received from Ms Melissa Waaka-Smith.

It is recommended that Ms Wakka-Smith be appointed to the Community Safety Sub Committee for the remainder of this Council term.

Officer's Recommendation

That Ms Melissa Waaka-Smith be appointed to the Community Safety Sub Committee for the remainder of the term of this Council.

Council Meeting 13 August 2013 (Hawker/Rowell)

That the Officer's Recommendation be adopted.

Council Minute Resolution Number 185

That the Officer's Recommendation be adopted.

11. REPORT OF DIRECTOR COMMUNITY SERVICES

No reports this round

12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT

12.1 Draft Conditions of Consent - No. 3 Bradbury Avenue, Campbelltown - Construction of a Boarding House

Attachments

Nil

Report

At the Planning and Environment Committee meeting held on 6 August 2013, when considering item 3.6 – Construction of a Boarding House at No. 3 Bradbury Avenue, Bradbury, the applicant raised concerns with two of the draft conditions of consent being draft conditions No. 2 and No. 28.

On hearing that the applicant had raised concerns, the Committee requested that the applicant liaise with the Director of Planning and Environment to discuss the concerns raised and for the Director to report back to the impending Council meeting of 13 August 2013.

Discussions have been held between the applicant and Manager Development Services, and in short, the following is a summary of the conditions in question and the Director's recommendations subsequent to those discussions with the applicant.

Draft condition No. 2:

Requires amended plans to show a modular wall/fence (along Moore Oxley Bypass) set back from the boundary by 1.0m with landscaping along the outside face (within the 1.0m setback zone). Landscaping is also required to screen the fence so as to reduce the potential for graffiti attack on the fence, as well as softening the impact of the modular wall on the streetscape.

- **Applicants Concern:** The applicant contends that the placement of the fence on the boundary (not offset 1.0m as per the draft condition) will result in a larger open space area in the back yard for the occupants of the site and will enable the retention of a number of mature jacaranda trees situated along the boundary towards the rear of the allotment.

Comment: Council for many years has required that (in relation to the development of corner allotments) where the development proposal is of a higher order than a standard dwelling development, the development is to incorporate side fencing that achieves two main outcomes, being that of reducing the opportunity for graffiti attack and that of not adversely impacting on the streetscape.

Condition No.2 upholds this requirement and is expected to achieve the desired outcome for the streetscape.

However, and notwithstanding the above, when taking into consideration the opportunity to retain a number of existing mature jacaranda trees on the subject site, it is not considered unreasonable to allow a portion of the required fence to be erected along the side boundary (instead of setback from the boundary), so as to ensure the protection of these trees.

In this regard, and following discussions with the applicant it is proposed, as an alternative, to allow the erection of the required fence type along the boundary for 12 metres measured from the rear property boundary (the area in proximity to the jacaranda trees), and then set the fence back 600mm into the property for the remaining section of fence. The setback area would be landscaped with screening plants similar to that required in the current draft condition. The setback would align with a small brick wall at the northern corner of the property proposed to be kept as part of the development works.

Having regard to the points raised above and given the prominence of the site, it is recommended that draft condition No. 2 requiring a modular wall set back from the boundary with landscaped screening along the Moore Oxley Bypass interface, be amended to state the following:

2. Amended Plans

The development is to incorporate the following amendments and the amended plans are to be submitted to the Council, for approval, prior to the Principal Certifying Authority (PCA) issuing the Construction Certificate:

- A 1.8m high masonry style modular wall/fence is to be constructed along the Moore-Oxley Bypass side of the property. The fence is to be constructed along the boundary for a distance of 12 metres when measured from the rear boundary and setback into the property by 600mm for the remainder of the fence construction, with the fence not extending beyond the front building line of the development. The 600mm setback area shall be planted with suitable screening plants of a species and type that have a mature height and density that adequately screens the proposed fence for the full length of the setback area. The applicant shall landscape the setback area to Council's satisfaction prior to the issuing of any Occupation Certificate.

Draft condition No. 28:

Required the applicant to pay, to the Council, an amount of \$990 for the installation of parking regulation signage and linemarking.

- **Applicant's concern:** The applicant contends that the requirement to provide alternative regulatory signage to that already existing is not required.

Comments: The application was originally referred to Council's Traffic Section for review with comments being provided that required the provision of a 'No Stopping' zone for the full frontage of the subject allotment, and a 'No Parking' zone for the full frontage of the adjacent allotment.

It was also required that the applicant pay to the Council an amount of \$990 for the provision of the required signage including the application of yellow paint along the kerb to reinforce the parking regulations in the case that the signs were damaged or otherwise removed without authorisation.

The intent of the 'No Parking' area to the site's east was to allow for the temporary standing of vehicles for the purpose of dropping off/picking up in close proximity to the site. This could not occur directly in front of the site given its close proximity to the intersection of Moore-Oxley Bypass.

Further discussions have been held with officers of the Council's Traffic Section regarding the contention raised by the applicant, and it is accepted that although the existing parking regulations are more restrictive, and will require drivers to park within the nearby side streets to drop off/pick-up, for the purpose of the control and management of traffic moving along Bradbury Avenue, the existing parking regulations are satisfactory and do not need variation.

As such, it is recommended that condition No. 28 be deleted from the draft consent.

Officer's Recommendation

1. That draft condition No.2 be amended as per that tabled in this report.
2. That draft condition No.28 be deleted.

Council Meeting 13 August 2013

This item was moved forward and dealt with in conjunction with Item 3.6 of the Planning and Environment Committee Reports.