

REPORTS FROM OFFICERS

8. REPORT OF GENERAL MANAGER

8.1 Disclosure of Pecuniary Interest 2013

Attachments

Register of Pecuniary Returns (to be tabled at meeting)

Report

Sections 441-448 of the *Local Government Act 1993* outline the duties of disclosure for Councillors, the General Manager, Senior Staff of Council and other designated persons.

The Department of Local Government has issued guidelines on the pecuniary interest provisions and these guidelines were forwarded to the relevant Councillors and staff outlining their responsibilities to complete the return for the period 1 July 2012 to 30 June 2013.

Section 449 of the Local Government Act requires that the returns must be completed prior to 30 September each year and there are specific statutory responsibilities of the General Manager in that he must keep a register of returns containing all completed and lodged returns and these returns must be available for inspection by members of the public.

The General Manager is also required to arrange the tabling of the returns at the first meeting after 30 September each year. However, on this occasion, to allow extra time for lodgements of the returns for designated staff who were on various leave, the report was held over for one Council meeting.

In compliance with the legislation, it is also a requirement to provide a receipt to Councillors and staff with a duplicate copy of the receipt being placed on the Councillors or staff members' files. To complete this process, arrangements are being made for the appropriate receipts to be issued after the adoption of the subject report.

Changes to the Local Government Act in 1993 had the purpose of ensuring transparency and accountability for Council's actions. The Department of Local Government has stressed that the amendments are designed as a protection for Councillors and staff members as well as an opportunity to enhance public confidence in Local Government.

Fifteen Councillors and one hundred and thirty four staff members' returns are an attachment to this report and are tabled in accordance with the requirements of the *Local Government Act 1993*.

Officer's Recommendation

That the information be noted.

Council Meeting 12 November 2013 (Kolkman/Glynn)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 253

That the Officer's Recommendation be adopted.

9. REPORT OF DIRECTOR BUSINESS SERVICES

9.1 Delivery Program Public Consultation

Attachments

The Campbelltown City Council 2013-2017 Delivery Program (distributed under separate cover).

To view copies of the attachments distributed under separate cover, contact Council's Corporate Support Coordinator on 4645 4405.

Report

Council resolved at its meeting held on 15 October 2013 to consult with the community regarding a proposal to apply for a Special Rate Variation to address the current infrastructure gap.

Council Officers have met with the Independent Pricing and Regulatory Tribunal (IPART) regarding the process involved in conducting community consultation for a Special Rate Variation. Members of the IPART team have indicated that Council needs to place on public exhibition as part of the consultation process, a revised Delivery Program that highlights the proposed Special Rate Variation and the resourcing strategy.

Council's Long Term Financial Plan will also need to be adjusted however this document does not require public exhibition. The Delivery Program will be placed on public exhibition for a period of 28 days and it is proposed that the public exhibition period be conducted in conjunction with the community consultation for the proposed Special Rate Variation. A copy of the Delivery Program has been forwarded to Councillors under separate cover.

The Delivery Program is the only document that requires exhibition out of the range of documents that are related to Integrated Planning and Reporting.

Officer's Recommendation

That the revised Delivery Program for 2013-2017 be placed on public exhibition for a period of 28 days.

Council Meeting 12 November 2013 (Dobson/Hawker)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 254

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 October 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 October 2013 were as follows:

Expenses

1.	Training Seminars and Conferences Cost for October 2013.	\$18597
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 October 2013.	\$4180
3.	Stationery and Postage Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for October 2013.	\$546
4.	Periodicals Cost of annual subscriptions. Cost for October 2013.	\$510
5.	Meals Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for October 2013.	\$3765
6.	Refreshments Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for October 2013.	\$1770
7.	Insignia of Office Replacement costs Mayoral robes, chain, badge and name plates. Cost for October 2013.	Nil
8.	Travelling Expenses for Use of Private Vehicle Reimbursement of travelling expenses on authorised Council business. Claims submitted for October 2013.	\$791

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 October 2013.	\$6340
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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 October 2013 in accordance with Councillors Policy.	\$1525
3.	Office Equipment Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for October 2013.	\$425
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 October 2013.	\$5002
5.	Internet Facilities Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for October 2013.	\$1022
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 October 2013.	\$202

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for October 2013 amounted to \$44675.

Officer's Recommendation

That the information be noted.

Council Meeting 12 November 2013 (Glynn/Greiss)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 255

That the Officer's Recommendation be adopted.

9.3 Reports Requested

Attachments

Status list of reports requested (contained within this report)

Report

Attached for the information of Councillors is a status list of reports requested of Council as at 15 October 2013.

Officer's Recommendation

That the information be noted.

Council Meeting 12 November 2013 (Hawker/Greiss)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 256

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Reports Requested as at 15 October 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. Comment: This matter will be the subject of a briefing on 19.11.13	CS	December 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	December 2014
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	February 2014
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	February 2014
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	February 2014
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	February 2014
13.8.13 PH 3512590	CG8.1 - Report outlining feasibility of renaming Campbelltown showground.	CS	February 2014

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
10.9.13 MO 3547252	CS6.1 - Report updating the status for the installation of No Smoking signage at sporting and public places where smoking is prohibited and also include other educational initiatives that Council could undertake.	CS	February 2014
13.8.13 TR 3512711	CS4.2 - Report exploring the feasibility of alternate models of temporary fencing that are more robust yet removable within 24 Hours which may present a compromise to address the concerns of both sporting groups and the local community.	CS	February 2014
15.10.13 BT	CS4.5 - Further report on 2013-14 Sport and recreation Participation and Facility Program Round 1 once successful projects have been announced by the Office of Communities - Sport and Recreation	CS	March 2014

*Date of Decision *Mover *DocNo	Item/Comments	Div.Resp	Comp Date
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	February 2014
20.11.12 WG 3224685	NM15.4 - Report detailing the cost of new paving for Queen Street Campbelltown. Comment: Reported Item 1.2 City Works committee 5.11.13	CW	
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: Reported Item 2.1 City Works Committee 8.10.13	CW	
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	February 2014
13.8.13 MO 3512874	PE5.1 - Report regarding the location/condition of the current suburb signage and investigating the potential of extending the program to other suburbs that were not included in the initial program.	CW	February 2014

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
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. Comment: This report is no longer required due to shared use of the facility and public liability issues.	BS	
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	February 2014
26.3.13 GB 3349952	NofM15.1 - Report providing options for a review of MACROC's functions, responsibilities, key performance indicators and Charter.	BS	November 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	December 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	December 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. Comment: Reported Item 9.1 Ordinary meeting of 15.10.13	BS	
18.6.13 PL 3450946	CG3.1 - Further report following expressions of interest on the ground lease in Blaxland road.	BS	May 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. Comment: Addressed via budget briefing 17.9.13 and special rate variation consultation.	BS	
10.9.13 FB 3547400	CG2.1 - Further report outlining final projects and associated costings regarding commemoration of the First World War and the Centenary ANZAC Day.	BS	February 2014

*Date of Decision *Mover *Doc No	Item/Comments	Div.Resp	Comp Date
10.9.13 PH 3547390	CG8.1 - Report investigating the feasibility of establishing a Civil Engineering Scholarship at UWS for students who reside in the Campbelltown LGA called the JE Hely Scholarship.	BS	March 2014
15.10.13 CM	CG2.2 - Further report on alternatives for the conduct of the 2016 Local Government Election.	BS	March 2014

*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)	February 2014
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)	December 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)	December 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)	February 2014
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)	February 2014
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	February 2014
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	November 2014
13.8.13 CM 3512293	N of M - Report relating to the establishment of an Alcohol Free Zone in the vicinity of the Glen Alpine Shopping Centre. Comment :Reported Item 4.3 Planning and Environment Committee 5.11.13	PE	
15.10.13 BT	PE5.1 - Report outlining the step by step procedure and appropriate methods for house demolition within the LGA.	PE	December 2013
15.10.13 TR	PE5.2 - Report examining the success of the Main Street Committee and options for Council's future involvement.	PE	February 2014

10. REPORT OF DIRECTOR CITY WORKS

10.1 Apprentice of the Year

Attachments

Nil.

Report

The Apprentice of the Year Award for Signcraft has been awarded to Kiara Sawtell who is employed by Council as part of the Group Training Association of NSW and ACT.

Kiara is undertaking her Signcraft Certificate III developing a range of cutting, printing, design, construction and installation techniques. To advance her skills, she has studied additional programs in her own time and has also attended several work safety courses.

Kiara was awarded a Gold Medal at the Sign Industry World Skills Competition in June 2013 and will be competing in Perth in 2014 for the National Championship Trophy. Kiara has also been nominated and is a finalist for the My Gateway Training Awards in November 2013.

Officer's Recommendation

That the information be noted.

Council Meeting 12 November 2013 (Brticevic/Thompson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 257

That the Officer's Recommendation be adopted.

10.2 City Works Activity Report

Attachments

Activity Report (contained within this 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 programs/projects being undertaken by Council.

Officer's Recommendation

That the information be noted.

Council Meeting 12 November 2013 (Thompson/Dobson)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 258

That the Officer's Recommendation be adopted.

ATTACHMENT 1

GRAFFITI

The schedule below provides details of the number of square metres of graffiti removed from Council's public facilities in the various suburbs by Council's contractor.

Facility	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 to Sep 2013	Oct 2013
Campbelltown	242	172	263	225	138	211	137	219	232	14
Ruse	22	0	154	96	114	5	169	3	21	34
Kentlyn	0	0	0	0	0	0	0	0	0	0
Airds	281	347	243	618	902	724	851	347	1230	775
St Helens Park	17	43	31	0	0	56	0	12	60	0
Rosemeadow	70	0	11	0	293	37	45	16	37	4
Ambarvale	0	88	0	5	0	58	23	34	39	0
Woodbine	0	0	0	1	0	0	70	0	0	0
Claymore	34	94	70	74	16	38	12	59	22	35
Eschol Park	0	0	36	20	7	8	59	13	10	22
Kearns	0	0	0	0	0	0	0	0	0	0
Raby	36	105	1	1	159	0	116	0	0	49
St Andrews	0	0	0	23	1	0	22	0	49	0
Bow Bowling	0	0	0	0	0	0	0	0	0	0
Minto	275	188	40	114	44	190	766	309	176	154
Ingleburn	20	300	459	200	207	229	738	702	648	166
Macquarie Fields	40	160	145	171	124	186	253	215	213	381
Glenfield	91	126	274	310	289	361	397	498	310	110
Blair Athol	0	0	0	0	0	0	0	0	0	0
Bradbury	31	4	78	6	166	0	0	82	45	0
Total m ²	1159	1627	1805	1864	2460	2110	3658	2510	3092	1744

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 to Sep 2013	Oct 2013
36	26	37	17	25	16	26	22	11	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 to Sep 2013	Oct 2013
Area 1	851	897	1382	1118	1422	1139	1290	1830	1860	1412
Area 2	875	797	917	1281	1463	790	1254	2155	2064	973
Area 3	864	856	647	1364	1081	671	585	617	487	272
Area 4	650	717	1965	1407	1967	1422	1660	1836	2142	622
Total	3240	3267	4911	5240	5933	4022	4789	6438	6553	3279

OPERATIONAL SERVICES SECTION (Reporting period 23 September to 25 October 2013)

OPEN SPACE

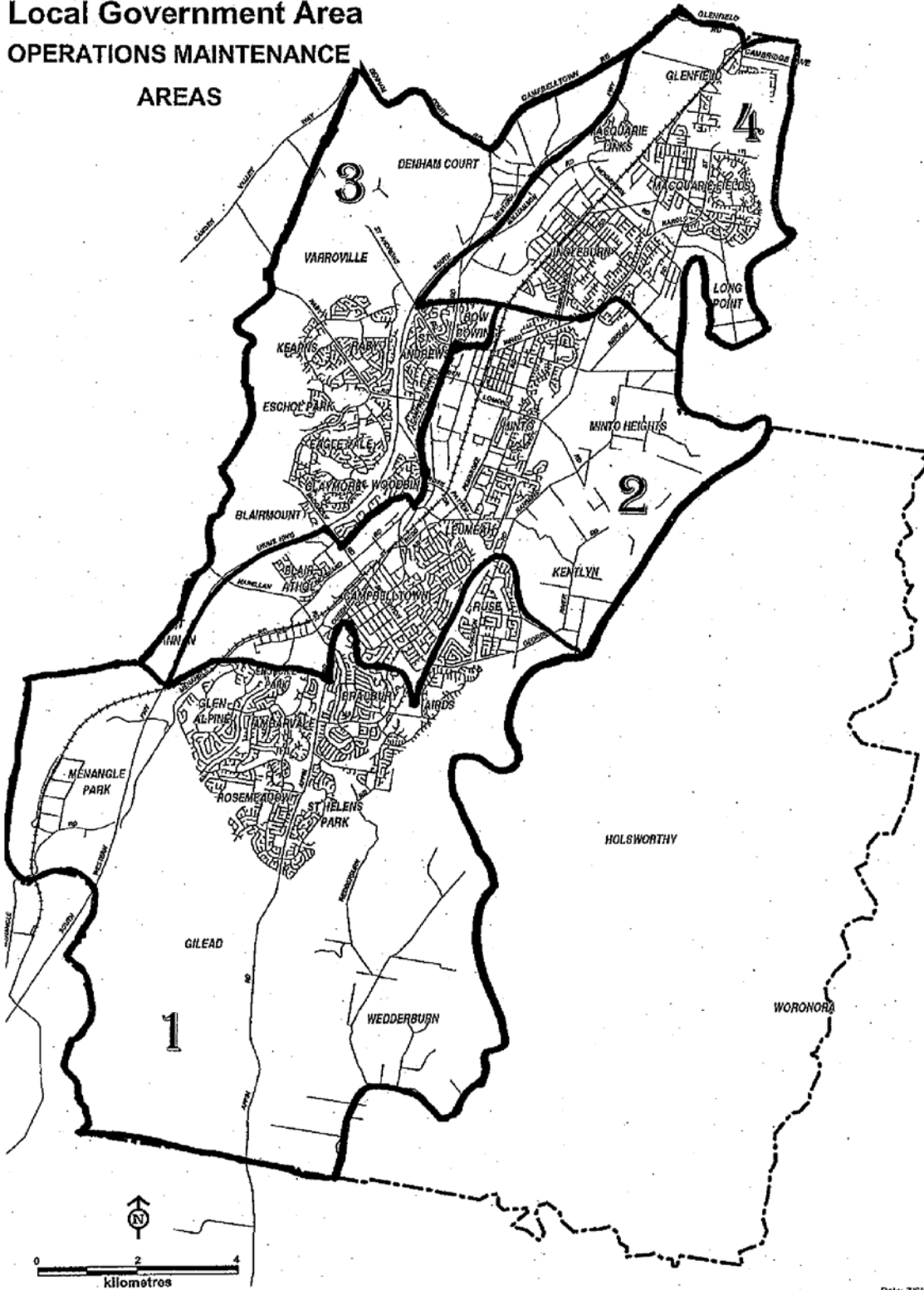
Activity	Area 1	Area 2	Area 3	Area 4
Servicing of Parks and Reserves Sites	80	52	46	57
Road Verges – Sites	38	21	6	29
Community/Childcare Centre's - Sites	10	2	2	2
Servicing Laneways – Sites	75	47	45	0
Litter/Rubbish Pickup	138	151	42	32
Herbicide Spraying (hrs)	33.5	28.5	4.5	10
Mulching (cm ³)	0	0	0	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	2	3	0	0
Tractor Road Verge (Sites)	9	8	2	17
Tractor Servicing Parks and Reserves	37	13	47	22
Cemetery	0	0	0	0
Fire Hazard Reduction	0	28	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	30	49	28	28
Road Verges – Sites	14	23	23	17
Community/Childcare Centre's – Sites	10	8	9	10
Cemetery	0	0	0	0
Tractors Servicing Sporting Fields	27	26	40	33
Litter/Rubbish Pickups (hrs)	49	53	40.5	42
Herbicide Spraying (hrs)	23	24	24	31
Mulching – Quantity M ³	0	30	0	40

Garden Maintenance – Sites	29	25	31	30
Garden Refurbishment – Sites	7	0	0	0
Top Dressing – Sites (tonne)	3	2	7	6
Aeration of Fields – Sites	1	0	2	0
Sharps Pickups – Quantity	3	6	1	0
Miscellaneous Requests (hrs)	0	0	0	0
Refilling of Sandpits	0	0	0	0
Plumbing	30	12	26	17
Fit Goal post sleeves	0	0	2	0
Cricket Wicket Maintenance	34	34	56	32

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



Horticulture Activities

Sight Distance Trimming

Lowering of landscape planting within the roundabout at Airds Road and Rose Payten Drive has been undertaken. In addition the roundabout at Hurley Street near the entrance into Campbelltown Mall has been trimmed to improve sight distance. Both roundabouts landscaping has been lowered to a height of approximately 0.5 meters.

Kellicar Road

The ongoing enhancement planting of approximately 900 assorted native shrubs within the above median is currently in progress. It is anticipated that the planting of these species will be completed by mid-November.

City Entrance Campbelltown Road

Trimming of the ornamental native grasses within the median area has been carried by the horticulture staff. The treatment of weed infestations within the median has been carried out by Council's weed control contractor.

Englorie Park Drive

Council's weed control contractor has completed the spraying of the weed infestation within the landscaped median garden.

Campbelltown Swimming Centre

Horticulture staff have conducted topdressing of the lawn area situated at the above location. Approximately eighty tonnes of top soil was used.

Kwik Kerb Replacement

Council's Kwik Kerb contractor has been involved in the replacement of damaged garden edging on Eschol Park Drive and The Kraal Reserve.

Contract Weed Control

Council's weed control contractor is currently involved in the treatment of weed infestations within the Campbelltown and Raby Road City Entrance area.

Open Space

Kooringa Reserve

Heavy aeration and top dressing of the number 1 and 2 soccer fields has recently been carried out. An irrigation system has been installed on number 3 soccer field.

Hurley Park

Installation of a replacement synthetic cricket wicket has been carried out at Hurley Park to replace the damaged synthetic wicket.

Benham Field

Repairs to the Cloudmaster controller that operates the irrigation system has recently been carried out.

Milton Park

Open Space staff have been involved in soil preparation works adjacent to Redfern Creek, for a proposed planting project that will be carried by the Environment section during early November.

Council Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	11	9	9	7	36
Council	48	61	57	48	214
Termites	0	0	0	1	1
Plumber - Sewer Chokes	0	0	0	0	0
N/A	4	2	2	11	19
HOLD	2	1	1	1	5
Total	65	73	69	68	275

Private Property Tree Inspections

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	34	26	10	31	101

ROADS AND DRAINAGE**A. ROADS AND FOOTPATHS – Areas 1 to 4**

Council's road works unit has been heavy patching for the month of October 2013. Note that 0 days were lost to wet weather, 95 tons 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	119	411	59	109	698
Road restorations m ²	0	54	0	0	54
AC Base Course Total (tonne)	16	83	12	16	127

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

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	4	6	10	15	35
Telstra Inspections	1	2	4	0	7
Sydney Water inspections	10	8	4	7	29
Integral inspections	1	0	2	1	4
Gas Inspections	6	0	0	2	8
Customer requests	1	0	1	0	2

C. COMMUNITY RESPONSE – Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash	13	156	12	5	186
Pits cleaned by hand or suction	121	240	78	101	540
Tail out drains / headwalls	0	8	0	1	9
Removal of waste matter (cubic)	125	73.1	10	12	220.1
Flushing of stormwater lines(linear)	1180	640	700	270	2790
Underpass (drainage) cleaning	4	0	0	0	4
Trip hazards/footpath hazards	47	8	14	15	84
Dead animals removed	13	6	9	28	56
Parra webbing drainage,	4	8	13	3	28
Sign retrievals and straightening	0	22	12	4	38
Syringes	12	420	140	7	579
Deliver and set up at venues	0	3	3	13	19
Paver repairs	0	4.5	4	0	8.5
Oil/ Paint Spill / Debris on Road	2	8.5	12.3	3	25.8
Median Cleaning / Poisoning	204	86	85	921	1296
Guide Posts	30	1	1	1	33
Total	1755	1684.1	1093.3	1384	5916.4

D. STREET ACCESSORIES - Sign Manufacturer Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	5	40	2	4	51
Street signs	9	11	9	10	39
Community signs	0	4	3	0	7
Ordinance signs	18	8	2	0	28
Various council signs	0	48	0	2	50
Various council stickers	0	0	0	0	0
Warning signs	1	15	11	8	35
Council special events	2	21	2	0	25
Directional	5	5	3	0	13
Banners	0	3	0	1	4
Various Stickers	0	66	0	0	66
Total	40	221	32	25	318

Sign Erection Areas 1 to 4

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	2	3	1	1	7
Bollards replacement and repair	9	8	8	1	26
Street signs	23	19	5	3	50
Community signs	10	11	1	0	22
Ordinance	2	13	13	5	33

Regulatory	78	80	40	45	243
Graffiti Removal m ²	2	3	2	1	8
Warning Signs	11	19	4	5	39
Install various banners	2	2	0	3	7
Line Marking / Car Park	0	8	0	6	14
Directional	24	14	3	9	50
Total	163	180	77	79	499

Minor Patching

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	154	408	102	449	1113
Edge breaks m ²	15	0	15	10	40
Restorations m ²	0	0	0	0	0
Car parks pot holes	24	0	0	8	32
Trip Hazard Footpaths	0	86	30	0	116
Total	193	494	147	467	1301

E. FOOTPATH RECONSTRUCTION PROGRAM 2013 – 2014

In progress – 70% complete.

F. FOOTPATH RECONSTRUCTION PROGRAM 2013 – 2014, STAGE 2

In progress- 15% complete.

G. NEW FOOTPATH CONTRUCTION PROGRAM 2013- 2014

In progress – 10% complete.

H. P.A.M.P.S PROGRAMS 2013 – 2014

In progress – 55% complete.

I. KERB AND GUTTER RECONSTRUCTION ROAD RELATED PROGRAM 2013 – 2014

100% complete.

J. PIT AND LINTEL REPLACEMENT PROGRAM

In progress - 40% complete.

K. ANNUAL BAULKS PROGRAM

In progress – 40% complete.

L. OPERATIONS MINOR WORKS

Kooronga Reserve Water Way Clearing

In progress – 98% completed.

Retaining Wall Extension Campbelltown Road

In progress – 10% complete.

M. CAPITAL WORKS

Parkside Crescent Car Park Stage 1

Stage 1 Car Park, Excavation and sub base completed. Concrete works in progress – 70% complete.

Parkside Crescent Car Park Stage 2

Stage 2 Car Park, Excavation and sub base completed - 50% complete.

Fields Road Street Parking

Footpaths, kerb and gutter and pedestrian islands completed - project is 60% complete.

Eagle Vale Drive Road Widening Stage 2

Drainage and Kerb and gutter works complete. Base preparation in progress. Street lighting tender in progress - project is 70% complete.

Bridge and Culvert Maintenance, Gilchrist Drive Bridge

Works are programmed for November.

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
9203.01	Reach Mower	Damage to boom arms	CCC Workshops and supplier	175Hrs
9653.02	John Deere Loader	Park brake assembly	CCC Workshops and supplier	50 Hrs
9704.02	Ford Tractor	Air conditioning fans faulty	CCC Workshops and supplier	55 Hrs

The following is a breakdown of the work performed since the last report **23 September – 25 October 2013**.

9203.01	Reach mower booms require maintenance. Parts have been sourced and ordered. Expecting delivery mid to late November 2013.
9653.02	The John Deere loader park brake assembly required replacement. Parts were sourced and fitted. Loader is now back in service.
9704.02	Ford tractor A/C fans require maintenance and new ones sourced. Fan motors have arrived and have now been fitted with the Tractor back in service.

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

Tyre Repairs	77
Services carried out	32
Repairs to trucks	92
Repairs to heavy plant	21
Repairs to trailers	26
Tractors/implements	43
SES repairs	2
RFS repairs	13
Small plant repairs	62
Repair to cars	22
Repairs to mowers	73
Repairs to sweepers	6
Pathway requests (completed)	19

Of the reported repairs above 60 were out in the field.

Workshops Solar panels have currently added **31,884 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.
- Various fire trail gate repairs.
- Repairs to various fences.
- Manufacture of drain covers.
- Repair Fishers Ghost float.

Hazard Reduction Burning

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

Mechanical Works

Last month 4 sites amounting to 1 hectare were slashed.

Fire Trails

Fire trail maintenance has commenced in Kentlyn and St Helens Park. A length of 3.5 kilometres totalling 6890 square metres of vegetation maintenance has been completed.

Fire Gates

The following fire trail gates have been repaired or listed to be repaired:

- Lock repair, gate 131 Kayess Park trail Ingleburn
- Repair gate at end of Hansens Road Minto Heights
- Lock repair, gate 66 Darling Avenue Ruse

Emergency Preparedness

During the recent fire events, there was the potential that the Balmoral Fire would impact on Wedderburn. In preparation for this scenario the Appin Fire Trail had vegetation maintenance completed to ensure its effectiveness if required for bush fire strategic planning.

Roadside Vegetation Management

A specialist consultant has completed the roadside vegetation assessment to identify the presence of threatened species. The results found significant populations of threatened species located throughout the Wedderburn district.

A Roadside Vegetation Management Plan is now being considered to assist Operational Services for future management practices.

Community Engagement

The Airds Family Monster Fun Day was held on 2 October 2013 at Ryeland Park, Airds. Although only a small event there was good attendance and the Bushland Management information was well received:

- 13 direct engagements.
- 18 Council Hazard Reduction Program books taken.

ASSET AND SUPPLY SERVICES

Procurement and Contract Management Services

Tenders/Quotes/Expressions of Interest and Agreements:

Currently being prepared

- T13/23 Road Pavement Works
- T13/24 Plant and Equipment Hire
- Q13/23 Light Fittings at Campbelltown Stadium

Currently Advertised

- EOI13/03 Development of a Website for Campbelltown Arts Centre
- Q13/04 Supply of Corporate Uniforms

Currently Under Evaluation

- T13/21 Building Maintenance
- T12/08 Park Central Grounds Maintenance
- T13/20 Alarm, Access Control and CCTV Maintenance
- Q13/17 Glenquarie Library RFID System
- Q13/15 Street Lighting Eagle Vale Drive

ASSET MANAGEMENT

Roads

- Visual condition and roughness survey for 20% of the road network is 100% completed.
- Road structure assets mapping is 65% completed.
- Local Road Defect Inspection is 62% completed.
- Road Backlog Program Inspection is 100% completed.
- Council's Asset Management and Mapping systems have been updated to include newly constructed roads.

- Roads to Recovery 2013-2014: All projects have now been completed including line marking.
- Townson Avenue Project (funded by DOH): Stage 1 is 100% completed.

Car Parks

- Risk scores development for car park assets is 100% completed.

Bridges and Culverts

- Risk scores development for Bridges and Culvert assets is 100% completed.
- Level 2 Inspection for six road bridges and ten pedestrian bridges is 5% completed.

Kerb and Gutter

- 63 Kerb and Gutter segments have been inspected in St Andrews in October 2013.
- Road related Kerb and Gutter reconstruction work 2013-2014 is 100% completed.
- Work Orders has been issued for Stage 2 Kerb and Gutter 2013-2014 reconstruction program.

Stormwater

- 154 pits, 167 pipes and 3 headwalls in Glenfield, Ambarvale and Airs have been added to Council's Asset Management and Mapping systems.
- 237 pits, 193 Pipes and 6 headwalls have been inspected in Ambarvale, Glenfield, and Airs in October.
- Pit and Lintel Reconstruction 2013-2014 program is currently under construction.

Footpath Reconstruction

- Footpath Reconstruction Program Stage 1 is 62% completed.
- Footpath Reconstruction Program Stage 2 is expected to commence later this year.
- Footpath Inspections carried out at St Andrews are 25% complete, with all defects mapped and actions entered into Council's Asset Management system.

Parks and Public Spaces

- Purchase Order for new viewing platform at Eagle Farm Reserve, Eagle Vale has been raised.
- Sportsground inspections have been completed at Bradbury Oval, Clark Reserve, Eschol Park Sport Complex and Fullwood Reserve with all actions updated in Council's Asset Management system.

Building Inspections

- Building Inspections have been carried out at the Civic Centre and Civic Centre Horticulture Shed, with all actions and cost estimates updated into Council's Asset Management database.

Playground Equipment

- Playground repairs have been carried out at Benham Reserve, Educational Bike Centre, Mississippi Reserve, Manooka Reserve, Mawson Park and Eschol Park.
- Playground Equipment for Murray Reserve has been ordered.
- Soft-fall Mulch top up for 9 sites has been ordered.

Internal Assets – Electrical Testing and Tagging

- Electrical Equipment has been tested and tagged at Parklands Early Learning Centre, Quondong Centre and Minto Depot Workshops (274 items). All items have been updated into Council's Asset Management system.

Asset Management System, Grants and Reports

- Fuel efficiency and utilisation report for September 2013 has been sent.
- Australian Bureau Statistics report for quarter ending September, 2013 has been sent.
- NSW Grants Commission return has been completed and submitted.
- Intersection improvement project for Eagle Vale and Epping Forest Drive has been submitted to the Road and Maritime Services for the Repair Enhancement grant funding.
- A list of backlog actions has been prepared and is currently under review.

BUILDING MAINTENANCE/ CONSTRUCTION PROGRAM

Building Program Maintenance

- Purchase Orders have been raised for all floor coverings work in this year's Program Maintenance schedule. Including major carpet replacement in two of the Council's Libraries – Eagle Vale Central and Glenquarie Library. These works are scheduled to take place in January and February, 2014.
- Quotations are currently being obtained for the refurbishment of the Art Centre Café. Works include repair and replacement of floor tiles and replacement of some existing benches, replacement of existing commercial range hood and dishwasher and various plumbing works. It is envisaged that these works will be completed by second week in January 2014.
- Works are currently being carried out on Legacy House which is a new acquisition for Council. The works being undertaken include painting throughout, new floor coverings on two levels and concrete works to the rear yard. This work is scheduled for completion in the first two weeks in December to allow Macarthur Community Options to relocate.
- Roofing works have been completed on Macquarie Fields Indoor Sports Centre to remove inherent water leaks in the gymnasium area. This included the removal of several whirlybirds and reinstating roofing panels.
- All required approvals have been obtained and work is due to commence for the demolition of the Jessie Thompson building located at Mawson Park. This facility has had numerous defects including termite damage, asbestos and the building has deteriorated to the point where it has become a hazard for tenant usage.
- Approvals are currently being obtained for the demolition of other facilities which have reached the end of usable lifespan. These include Monarch Oval, Cottagefields Road, Macquarie Fields and Old Sita Cottage, Junction Road, Ruse.
- Program Maintenance actions are now 34% completed with a further 40% in the process of being undertaken.

Major Projects

Leumeah Pedestrian Bridge

- The pedestrian bridge has now been put in place. Remaining works include concrete footpath construction and several other minor works.

Macquarie Fields Pool Upgrade

- Jointing works are now complete and have been tested for any leakages. Tiling of the 50 metre outdoor pool has now commenced and is due for completion shortly.
- Both male and female change room refurbishments are now completed and operational.

- Excavation of the new children's Splash Pad is in the final stages and will soon be ready for construction to begin. Fencing of the pool's perimeter area has commenced and will also include fencing around the Splash Pad. New furniture, awnings, shade structures and public BBQ's have been purchased and are ready for installation.

Reactive Maintenance Requests

- 276 Building maintenance requests were received and actioned during the month of October 2013.

FACILITIES SUPPORT

- A new alarm system is in process of being installed at 14-16 Browne Street to accommodate Community Options as the old system within the building no longer is serviceable.
- Stage 3 of the annual CCTV maintenance program has been completed.
- Alarm maintenance has been undertaken with some area's experiencing vandal damage to card readers and outside control units.
- The annual Christmas cleaning of the floors (carpet and vinyl) is in the planning stage with the work to be undertaken over the Christmas holiday.

Customer Requests	
Sporting Clubs with overdue keys	25 clubs with 150 keys outstanding
Key extension, issues, alarm codes and access	303
Request for access to Council Reserves	16

11. REPORT OF DIRECTOR COMMUNITY SERVICES

No reports this round

12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT

No reports this round