

REPORTS FROM OFFICERS

8. REPORT OF GENERAL MANAGER

No reports this round

9. REPORT OF DIRECTOR BUSINESS SERVICES

9.1 Progress Report: Amounts Expended on Providing Facilities and Payment of Expenses - Mayor, Deputy Mayor and Councillors February 2014

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 February 2014 were as follows:

Expenses

1.	Training Seminars and Conferences Cost for February 2014.	\$15,816
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 February 2014.	\$4180
3.	Stationery and Postage Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for February 2014.	\$3
4.	Periodicals Cost of annual subscriptions. Cost for February 2014.	\$477
5.	Meals Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for February 2014.	\$3765
6.	Refreshments Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for February 2014.	\$68
7.	Insignia of Office Replacement costs Mayoral robes, chain, badge and name plates. Cost for February 2014.	\$747

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| 8. | Travelling Expenses for Use of Private Vehicle
Reimbursement of travelling expenses on authorised Council business.
Claims submitted for February 2014. | \$974 |
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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 February 2014. | \$6340 |
| 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 February 2014 in accordance with Councillors Policy. | \$1909 |
| 3. | Office Equipment
Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for February 2014. | \$421 |
| 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 February 2014. | Nil |
| 5. | Internet Facilities
Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for February 2014. | \$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 February 2014. | \$162 |

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for February 2014 amounted to \$35,884.

Officer's Recommendation

That the information be noted.

Council Meeting 11 March 2014 (Hawker/Lake)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 32

That the Officer's Recommendation be adopted.

9.2 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 11 February 2014.

Officer's Recommendation

That the information be noted.

Council Meeting 11 March 2014 (Glynn/Kolkman)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 33

That the Officer's Recommendation be adopted.

ATTACHMENT 1

Reports Requested as at 11 February 2014

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
14.2.12 RK 3494184	CCS20.1 - Report on the proposal to establish a Trust to facilitate future bequests and donations to the Campbelltown Arts Centre. Comment: A briefing was held on 19.11.13. Awaiting advice from Council's Solicitors.	CS	June 2014
26.2.13 PH 3326065	CG8.2 - Report on the feasibility of renaming the Macquarie Fields Swimming Centre (when all works are complete) or other places of significance in honour of Kevin Wheatley VC or Ray Simpson VC.	CS	June 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	June 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	June 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	June 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	November 2014
13.8.13 PH 3512590	CG8.1 - Report outlining feasibility of renaming Campbelltown showground.	CS	April 2014

*Date of Decision *Mover *DocSet	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	April 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	April 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	June 2014
12.11.13 GB 3560252	CCS20.1 - Further report within 12 months reviewing progress and advising Council of further means of adapting to the new funding agreements for Aged and Disability funding.	CS	November 2014
10.12.13 WG 3650256	CS3.4 - Further report analysing the impact of the 'Arts and Cultural Policy' when information becomes available in 2014.	CS	November 2014
10.12.13 CM 3650066	CG8.1 - Report regarding the possibility of a naming rights sponsorship for Campbelltown Sports Stadium.	CS	May 2014
11.02.14 FB 3707460	NoM15.1 - That a report be presented to Council on the feasibility of providing library services across all areas of the local government area.	CS	July 2014
11.02.14 MO 3714105	CCS20.1 - That a report be presented at the end of the 2014 season comparing the financial returns with the previous returns from 2013 regarding the Wests Tigers proposed hire fee.	CS	November 2014

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
16.10.12 PL 3197155	<p>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.</p> <p>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.</p> <p>Comment: Council has been successful in obtaining a grant for the funding of CCTV in the Campbelltown/Ingleburn CBD areas. The grant will not be provided until the 2014-15 financial year</p>	CW	June 2014
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	May 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	May 2014
12.11.13 WG 3563387	CW1.2 - Further report on the findings of the Expressions of Interest for footpath reconstruction in Queen St Campbelltown.	CW	June 2014
11.02.14 GB 3714235	<p>CW5.1 - That a report be presented outlining locations of water stations and any proposed expansion of this initiative across the Local Government area.</p> <p>Comment: Reported Item 3.3 City Works Committee 4 March 2014</p>	CW	

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
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	April 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	May 2014
18.6.13 PL 3450946	CG3.1 - Further report following expressions of interest on the ground lease in Blaxland road.	BS	August 2014
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. Comment: Presented at the Briefing evening held 18 February 2014. Further Briefing to be presented once cost is established.	BS	
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	June 2014
15.10.13 CM	CG2.2 - Further report on alternatives for the conduct of the 2016 Local Government Election.	BS	April 2014
10.12.13 CM 3650065	CG8.2 - Report regarding the potential of opening a café or similar outlet at the HJ Daley Library premises and more broadly any other potential commercial ventures which could be collocated within existing Council services.	BS	April 2014
11.02.14 PH 3689752	CG4.9 - That a further report be presented to Council following the submission being lodged regarding the review of prices for land valuation services provided by Valuer-General to councils.	BS	April 2014
11.02.14 CM 3714317	CG8.1 - That a report be presented outlining the cost to Council of any bulk mail outs undertaken during this term of Council. Comment: Reported Item 3.5 Corporate Governance Committee 4 March 2014	BS	

*Date of Decision *Mover *DocSet	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)	April 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)	May 2014
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)	April 2014
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. Comment: Reported Item 2.3 Planning and Environment Committee 4 March 2014	PE (EP)	
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)	May 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 (EP)	April 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 (CS)	December 2014
15.10.13 TR	PE5.2 - Report examining the success of the Main Street Committee and options for Council's future involvement. Comment: Reported Item 2.8 Planning and Environment Committee 4 March 2014	PE (DPE)	
12.11.13 RK 3598138	PE4.3 - Further report on establishment of the Alcohol Free Zones in Glen Alpine and Minto (Zone 2) following receipt of submissions.	PE (CS)	June 2014

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
10.12.13TT R 3650360	PE2.6 - Further report re proposed amendment to LEP 2002 re No 194 Campbelltown Road Denham Court.	PE (EP)	April 2014
10.12.13 GG 3650347	PE4.2 - Further report to consider the adoption of the Second Hand Clothing Bin Policy following Public Exhibition.	PE (CS)	April 2014
10.12.13 BT 3650346	PE4.6 - Further report examining matters including the legal liability for Council staff, financial details outlining provision of full cost recovery and detail relating to Councils existing parking enforcement activities on private property Comment: Reported Item 4.2 Planning and Environment Committee 4 March 2014	PE (CS)	
11.02.14 BT 3714449	PE5.2 - That a detailed report be presented: <ul style="list-style-type: none"> i. outlining the entire history of the Interim Occupation Certificate that was issued to Nustas Demolition and Excavation, Ingleburn. ii. detailing all complaints and actions that Council has taken in regards to the complaints. 	PE (CS)	April 2014

10. REPORT OF DIRECTOR CITY WORKS

10.1 City Works Activity Report

Attachments

Activity Report.

Report

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

Officer's Recommendation

That the information be noted.

Council Meeting 11 March 2014 (Kolkman/Mead)

That the Officer's Recommendation be adopted.

Council Resolution Minute Number 34

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	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 to Dec 2013	Jan 2014	Feb 2014
Campbelltown	263	225	138	211	137	219	232	159	63	5
Ruse	154	96	114	5	169	3	21	86	40	14
Kentlyn	0	0	0	0	0	0	0	0	0	0
Airds	243	618	902	724	851	347	1230	1541	213	0
St Helens Park	31	0	0	56	0	12	60	0	0	0
Rosemeadow	11	0	293	37	45	16	37	120	0	97
Ambarvale	0	5	0	58	23	34	39	122	115	17
Woodbine	0	1	0	0	70	0	0	0	0	0
Claymore	70	74	16	38	12	59	22	171	0	0
Eschol Park	36	20	7	8	59	13	10	58	10	37
Kearns	0	0	0	0	0	0	0	0	0	0
Raby	1	1	159	0	116	0	0	65	0	0
St Andrews	0	23	1	0	22	0	49	143	0	0
Bow Bowling	0	0	0	0	0	0	0	0	0	0
Minto	40	114	44	190	766	309	176	832	36	64
Ingleburn	459	200	207	229	738	702	648	436	112	0
Macquarie	145	171	124	186	253	215	213	530	38	141
Glenfield	274	310	289	361	397	498	310	215	103	57
Blair Athol	0	0	0	0	0	0	0	0	0	0
Bradbury	78	6	166	0	0	82	45	40	0	0
Total m ²	1805	1864	2460	2110	3658	2510	3092	4518	730	432

During the reporting period 5 Graffiti Removal Kits have been requested by the Community.

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 to Dec 2013	Jan 2014	Feb 2014
37	17	25	16	26	22	11	15	3	5

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.

Area	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 to Dec 2013	Jan 2014	Feb 2014
Area 1	1382	1118	1422	1139	1290	1830	1860	2366	145	357
Area 2	917	1281	1463	790	1254	2155	2064	1645	170	267
Area 3	647	1364	1081	671	585	617	487	552	75	185
Area 4	1965	1407	1967	1422	1660	1836	2142	1199	161	245
Total	4911	5240	5933	4022	4789	6438	6553	5782	531	1054

OPERATIONAL SERVICES SECTION (Reporting period 27 January to 23 February 2014)

OPEN SPACE

Activity	Area 1	Area 2	Area 3	Area 4	Total
Servicing of Parks and Reserves Sites	53	61	28	31	174
Road Verges – Sites	32	30	27	25	114
Community/Childcare Centre's - Sites	10	8	4	0	22
Servicing Laneways – Sites	29	33	90	0	152
Litter/Rubbish Pickup	67	53	5	14	139
Herbicide Spraying (hrs)	37.5	28.5	10.5	0	76.5
Mulching (cm ³)	0	0	0	0	0
Garden Maintenance	0	0	0	0	0
Garden Refurbishment	0	0	0	0	0
Top Dressing (hrs)	0	0	0	0	0
Aeration of Fields	0	0	0	0	0
Sharps Pickup	0	0	0	0	0
Pathway Requests	3	8	0	0	11
Tractor Road Verge (Sites)	15	18	13	15	61
Tractor Servicing Parks and Reserves	35	30	27	25	117
Cemetery	0	0	0	0	0
Fire Hazard Reduction	0	0	0	0	0
Road Crews Servicing Parks	0	0	0	0	0
Refilling of Sandpits	0	0	0	0	0

HORTICULTURE

Activity	Area 1	Area 2	Area 3	Area 4	Total
Servicing of Parks and Reserves Sites	32	26	23	17	98
Road Verges – Sites	16	16	18	5	55
Community/Childcare Centre's – Sites	3	0	0	0	3
Cemetery	0	0	0	0	0
Tractors Servicing Sporting Fields	15	22	12	14	63
Litter/Rubbish Pickups (hrs)	34	27	37	36	134
Herbicide Spraying (hrs)	22	25	33	29	109
Mulching – Quantity M ³	80	30	20	80	210
Garden Maintenance – Sites	32	9	35	45	121
Garden Refurbishment – Sites	1	4	3	2	10
Top Dressing – Sites (tonne)	5	6	13	8	32
Aeration of Fields – Sites	17	16	4	4	41
Sharps Pickups – Quantity	0	0	0	0	0
Miscellaneous Requests (hrs)	0	0	0	0	0
Refilling of Sandpits	0	0	0	0	0
Plumbing	17	16	0	0	33
Fit Goal post sleeves	0	0	0	0	0
Cricket Wicket Maintenance	27	16	20	32	95

HORTICULTURE ACTIVITIES

Macquarie Fields Swimming Centre

Additional planting of approximately 50 advanced native species was undertaken within the newly established gardens on the eastern side of the Swimming Centre.

Replacement Planting Queen Street Campbelltown

A super advanced native Cabbage Palm was recently planted within the garden area near the intersection of Queen and Cordeaux Street. This was to replace an established tree that had been damaged as a result of a motor vehicle accident during the latter part of 2013.

Parklands Childcare Centre

Refurbishment landscaping works was recently carried out at the childcare centre where a number of old and dead plants were replaced. Approximately 120 assorted species were used as part of the refurbishment works.

Leumeah Pedestrian Bridge Gardens

Landscape planting of newly established gardens on the eastern side of the bridge is currently in progress where approximately 170 advanced native species will be used.

Eagle Vale Drive Landscaping

Delivery of approximately 900 assorted plant species was recently received for the planting out of the three newly constructed median areas and the western side verge area of Eagle Vale Drive between Epping Forest Drive and Wynn Street.

Sporting Field Activities

- Aeration and fertilization of all ovals, sporting fields and major parks within the LGA
- Commenced installation of soccer goal posts
- Returfing of various sporting fields
- Recycle topdressing of various sporting fields
- Heavy aeration at Seddon Park by Council Contractors
- Flood lighting unit installed at Rosemeadow sports field
- Installation of irrigation system at Macquarie Fields Leisure Centre
- Installation of two new light poles and fittings at Coronation Park Netball

COUNCIL TREE INSPECTIONS

Activity	Area 1	Area 2	Area 3	Area 4	Total
Contract	14	3	9	8	34
Council	29	38	39	43	149
Termites	3	0	1	0	4
Plumber - Sewer Chokes	0	0	0	0	0
N/A	6	1	3	6	16
HOLD	3	1	1	3	8
Total	55	43	53	60	211

PRIVATE PROPERTY TREE INSPECTIONS

Activity	Area 1	Area 2	Area 3	Area 4	Total
Private Trees	27	18	15	27	87

AREAS



ROADS AND DRAINAGE

A. ROADS AND FOOTPATHS

This resource has been Heavy Patching for the month of February 2014. 2 days were lost to wet weather, 10 tonnes of road base was used on various road works, tar patching crew were combined with heavy patching over February.

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m ²	67	161	35	20	283
Road restorations m ²	0	14	0	0	14
AC Base Course Total (tonne)	14	29	15	7	65

B. ROADS RESERVE OPENING & RESTORATIONS

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	10	12	14	20	56
Telstra Inspections	2	4	7	10	23
Sydney Water inspections	8	10	12	10	40
Integral inspections	6	4	7	5	22
Gas Inspections	8	10	12	4	34
Customer requests	0	0	2	1	3

C. COMMUNITY RESPONSE

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash	1	2	1	0	4
Pits cleaned by hand or suction	194	75	189	45	503
Tail out drains/headwalls	0	12	0	1	13
Removal of waste matter (cubic)	5	104	43	0	152
Flushing of stormwater lines(linear)	1060	870	960	690	3580
Underpass (drainage) cleaning	0	0	0	0	0
Trip hazards/footpath hazards	13	20	1	15	49
Dead animals removed	5	7	5	21	38
Parra webbing drainage	0	0	0	0	0
Sign retrievals and straightening	0	0	9	1	10
Syringes	24	140	0	17	181
Deliver and set up at venues	0	0	1	11	12
Paver repairs m ²	80	8	23	2	113
Oil/ Paint Spill/Debris on Road	2	16	0	4	22
Median Cleaning/Poisoning	150	1055	189	3200	4594
Guide Posts	0	0	0	1	1
Total	1534	2309	1421	4008	9272

D. STREET ACCESSORIES - Sign Manufacturer

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	2	11	3	1	17
Street signs	5	13	2	34	54
Community signs	6	6	6	6	24
Ordinance signs	1	18	2	20	41
Various council signs	0	35	0	0	35
Various council stickers	0	0	0	0	0
Warning signs	0	0	4	0	4
Council special events	0	12	0	0	12
Directional	0	4	4	0	8
Banners	0	19	0	0	19
Various Stickers	0	40	8	0	48
Total	14	158	29	61	262

Sign Erection

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	0	0	1	0	1
Bollards replacement and repair	22	7	7	3	39
Street signs	12	10	7	27	56
Community signs	5	15	3	6	29
Ordinance	0	0	4	3	7
Regulatory	52	53	54	33	192
Graffiti Removal m ²	0	8	2	1	11
Warning Signs	10	9	3	7	29
Install various banners	1	0	0	2	3
Line Marking/Car Park	24	0	0	0	24
Directional	11	9	2	0	22
Total	137	111	83	82	413

Minor Patching

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	153	474	78	334	1039
Edge breaks m ²	10	91	8	32	141
Restorations m ²	0	0	0	0	0
Car parks pot holes	0	50	7	25	82
Trip Hazard Footpaths	0	0	20	0	20
Total	163	615	105	391	1282

E. FOOTPATH RECONSTRUCTION PROGRAM 2013 – 2014

Stage 1 - Complete
 Stage 2 - Complete
 Stage 3 – 30% complete

F. NEW FOOTPATH CONTRUCTION PROGRAM 2013- 2014

60% complete

G. KERB AND GUTTER RECONSTRUCTION 2013 – 2014

Stage 1 - Complete
 Stage 2 - 90% complete
 Stage 3 – Pending

H. ANNUAL BAULKS PROGRAM

70% complete

I. ROAD REHABILITATION PROGRAM 2013 - 2014

Sealing - Complete
 Micro-sealing – 90% complete
 Rejuvenation – 90% complete

J. OPERATIONS MINOR WORKS

Retaining Wall Extension and Associated Landscaping Campbelltown Road
 Clean and sealing of wall completed. Planting pending

Thunderbolt Drive Cycleway and Footpath
 99% complete

Thomas Rose Drive Cycleway and Footpath
 30% complete

St Helens Park Fire Trail Maintenance
Complete

St Johns Road Traffic Island
Complete

Broughton Street Youth Centre Basket Ball and Hand Ball Courts and Gardens
90% complete

Japanese Garden Brick Wall Extension
50% complete

Leumeah Stadium Footbridge Civil Works
50% complete

Woodhouse Drive Pedestrian Improvements
30% complete

Airds and Culverstone Road Roundabout Reconstruction
15% complete

K. CAPITAL WORKS

Parkside Crescent Car Park
Stage 4 – 50% complete. Delays due to inclement weather

Eagle Vale Drive Road Widening Stage 2
Planting of median pending

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	160Hrs
9527.02	JCB backhoe	Transmission fault	CCC Workshops and supplier	160hrs
9703.02	Ford tractor	Accident damage	CCC Workshops	40hrs

The following is a breakdown of the work performed since the last report 27 January 2014 – 23 February 2014.

9203.01	Reach mower booms damaged during operation. Parts arrived from overseas and have been fitted. Reach mower has been reassembled, tested and is back in service.
9527.02	JCB backhoe had a transmission fault and required a full rebuild. The unit was sent to the supplier for repairs.

9703.02	Ford tractor sustained damage to the front wheel hub. Parts have been sourced and awaiting delivery.
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All previous reported repairs have been completed and vehicles/plant are back in service.

Tyre Repairs	75
Services carried out	32
Repairs to trucks	71
Repairs to heavy plant	19
Repairs to trailers	17
Tractors/implements	30
SES repairs	3
RFS repairs	9
Small plant repairs	57
Repair to cars	14
Repairs to mowers	72
Repairs to sweepers	9
Pathway requests (completed)	31

Of the reported repairs above 52 were out in the field.

Workshops Solar panels have currently added 37,770 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 to various fences
- Manufacture of drain covers
- Manufacture of baulks and bollards
- Goal post modifications at Coronation Park

HAZARD REDUCTION PROGRAM

Hazard Reduction Burning

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

Asset Protection Zones (APZ)

Works to create an asset protection zone within Smiths Creek Reserve along the entire length of the western interface of have progressed well; the first stage has been completed for this financial year with 551 metres of APZ installed totalling over 9000sq m of treated area protecting 65 assets.

Fire Trails

Fire trail civil maintenance has been completed along St Helens Park trail BD 1.2 and BD 1.3. The works began 3 February and were completed within two weeks.

Initial site inspections have determined the severe degradation of the fire trail requires a very large amount of base material to be brought in to build the eroded parts of the trail up, level with the surrounding environment.

The fire trail has been formed to meet the recommended guidelines set by the Bushfire Coordinating Committee and as such utilises rollovers and dish drains to assist with drainage and prevent erosion. The gradient section of the trail has a capping of about 100 – 150mm of stabilised sandstone, to prevent future erosion.

Civil maintenance works have also started on Westmorland fire trail KN 1.12.

KN 1.12 had a degraded steep section identified for maintenance; works started on 10 February and is ongoing.

Mechanical Works

Nine hazard reduction slashing sites were completed in the reporting period, totalling an area of 9.428 hectares with over 237 assets protected.

ASSET AND SUPPLY SERVICES

Procurement and Contract Management Services

Tenders/Quotes/Expressions of Interest and Agreements:

Currently being prepared

- EOI14/01 Garden and Handyman Service for Private Properties Enforcement of Orders
- Q13/23 Flood Light Fittings at Campbelltown Athletics Track
- Q14/02 Demolition of Three Buildings
- Q14/04 Microsoft Licence Agreement (Quotations sought through Local Government Procurement Panel Contract)
- Q14/05 Supply of iPads (Quotations sought through Local Government Procurement Panel Contract)
- Q14/06 Mowing Services for Lynwood Park Tip and Sita Depot
- Q14/07 Pavement Investigation and Design
- T14/04 Cash Collection Services
- T14/08 Solar Heating Macquarie Fields Pool

Currently Advertised

- T14/05 Pest Control
- T14/06 Swimming Pool Maintenance
- T14/07 Agency Payments
- Q13/31 Sporting Fields Flood Lighting Audit

- Q14/03 Supply and Deliver Tractors (Quotations sought through Local Government Procurement Panel Contract)

Currently Under Evaluation

- T13/22 Management of the Animal Care Facility
- Q13/27 Water Quality Monitoring
- T14/03 Supply and Installation of Gross Pollutant Trap
- Q13/29 Supply and Delivery of five 4 Tonne Trucks (Quotes sought from Local Government Procurement panel contract)

ASSET MANAGEMENT

Roads

- Council's Road Program for 2014-2015 has been determined.
- Local Road Defect Inspection is 91% completed.
- Falling Weight Deflectometer Testing for 2014-2015 programs is 80% completed.
- Geotechnical Investigation for 2014-2015 road programs is 80% completed.
- Rural Road Rehabilitation Program 2013-2014 which includes Spray Sealing at Taber Street, Cummins Road, Eagleview Road, Bensley Road and Katanna Road is 100% completed.

Car Parks

- Council's Car Park Program for 2014-2015 has been determined.

Bridges and Culverts

- Council's Bridge and Culvert Program for 2014-2015 has been determined.
- Level 1 Inspection for road bridges, pedestrian bridges and major culverts is 38% completed.
- Level 2 Inspection for six road bridges and ten pedestrian bridges is 76% completed.
- Gilchrist Drive Bridge fixed and finger joints replacement work is approximately 70% completed.

Kerb and Gutter

- 25 Kerb and Gutter segments have been inspected primarily in Glenfield.
- Council's Kerb and Gutter Program for 2014-2015 has been determined.

- Stage 2 Kerb and Gutter, 2013-2014 reconstruction program is 90% completed.
- Stage 3 Kerb and Gutter, 2013-2014 reconstruction program has been awarded.

Stormwater

- 97 Detention basins, 38 pits and 28 pipes in Minto, Claymore, Eagle Vale, Macquarie Fields and Campbelltown have been inspected.
- 19 pits, 24 pipes and 9 detention basin structure in Woodbine, Raby and Claymore have been entered into Council's Asset Management systems.
- 2014-2015 annual Stormwater Program has been determined.
- Specification for 2013-2014 Stage 2, concrete repairs have been prepared.

Footpath Reconstruction

- Footpath Reconstruction Program Stage 3 has been issued, with 30% of work completed.
- 80% of Minto's footpaths have been inspected, with all defects mapped and actions entered into Council's Asset Management system.

Parks and Public Spaces

- Three coloured shade sails have been installed at the south end of Campbelltown Bike Education Centre which covered the asphalt area. The shade sail over playground equipment and starting point has been removed due to condition assessment with new sails to be installed early March 2014.
- New 10 x 5 metre viewing platform has been installed at Eagle Farm Reserve (Duck Pond). Landscaping including large rocks and native plants are to be installed early March 2014.

Building Inspections

- Building Inspections have been carried out at Gilchrist, Bensley and Riley Park Pump Sheds with all conditions, actions and cost estimates updated into Council's Asset Management System.

Playground Equipment

- Playground repairs have been carried out at Mawson Park, Koshigaya Park, Abington Reserve, Ambarvale Cottage (Yummy Café), and Reserve No. 4 (Gabun Gujaaja).
- Playground refurbishments have been completed at Bellevue Reserve and Kenny Reserve.
- Playground Design for Campbelltown Bike Educational Centre has been awarded to Moduplay.

Internal Assets – Electrical Testing and Tagging

- Electrical equipment has been tested and tagged at Minto Early Learning Centre with all items updated into Council's Asset Management system.

Asset Management System, Grants and Reports

- Fuel efficiency and utilisation report for January 2013 has been sent.
- Conquest III testing is completed.
- Conquest III training to Conquest users has begun.

BUILDING MAINTENANCE/CONSTRUCTION PROGRAM

Building Program Maintenance

- Perimeter fencing around Eagle Vale Neighbourhood Centre is now complete. Upgrade of the fencing was required for security purposes.
- Glenquarie Library re-carpeting is now complete. Works were carried out after hours over a two week period.
- New shower partitions are on order for Kooringa Reserve amenities. Works are due to commence on 10 March.
- Plans have been drawn up for the following facilities: Rosemeadow Amenities, Hazlet Oval awning and slab, Art Centre Workshop 4, Civic Centre Customer Service security door, SITA partial roof heightening, Campbelltown Library refurbishment of existing toilets, Civic Hall disable toilet and Macquarie Fields Indoor Sports toilet refurbishment.
- A new split system air conditioning unit has been installed at Macarthur Community Options.
- Approvals are currently being obtained for the demolition of a number of other facilities which include Bob Prenter Cottage, Macquarie Fields Hall, Resource Building located in the Civic Centre precinct and the SITA cottage.
- Works are commencing at Eagle Vale Neighbourhood Centre which include, painting, carpentry work to facia and internal doors. Works are expected to be completed mid March 2014.
- Three new garage door electric motors are being installed to the SES building. Works are due for completion mid March 2014.
- Orders have been raised for new strip drains to be installed to all change rooms at Eagle Vale Leisure Centre. Works are due to commence mid-March 2014.

Major Projects

Macquarie Fields Pool Upgrade

- Macquarie Fields splash pad and 50 meter pool project is now completed. The official opening occurred on 1 March, 2014.

Reactive Maintenance Requests

267 Building maintenance requests were received and actioned during the month of February, 2014.

FACILITIES SUPPORT

- A new CCTV Camera has been installed in the Art Centre Café. This was installed after consultation with the police and due to ongoing vandal damage and break-in occurring in the Café area.
- The maintenance of all Security and CCTV installations is being undertaken with a report on the condition of the systems being provided.
- The changeover to the cleaning schedule from Summer to Winter at all sporting facilities is being undertaken with the new schedule to be in place by the end of the month.

Customer Requests	
Sporting Clubs with overdue keys	25 clubs with 195 keys outstanding
Key extension, issues, alarm codes and access	525
Request for access to Council Reserves	6

11. REPORT OF DIRECTOR COMMUNITY SERVICES

No reports this round

12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT

No reports this round