

## **REPORTS FROM OFFICERS**

### **8. REPORT OF GENERAL MANAGER**

#### **8.1 Koshigaya Delegation Visit - Signing of 30th Anniversary Statement**

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##### **Attachments**

Nil

##### **Report**

The City of Campbelltown and the City of Koshigaya proclaimed the establishment of a Sister City relationship on 11 April 1984.

The aim of the relationship is to promote the mutual understanding and goodwill between the two cities as well as enhancing friendly relations between Japan and Australia. The relationship is acknowledged as one of the most enduring and successful Sister City relationships in both Australia and Japan.

Our two Cities have established and continued various programs over the past 30 years. They include youth exchanges each year, an annual teacher exchange and regular sporting and cultural exchanges and visits. Many citizens in both Cities have participated in these activities as well as numerous visits by the Sister City Association, Rotary and other organisations. Through these activities strong bonds have been developed between the citizens of both Campbelltown and Koshigaya.

In November 2014, Campbelltown City Council welcomed a delegation from Koshigaya, Japan, as part of celebrations marking 30 years of our Sister City relationship.

During the brief visit, the delegation had the opportunity to view some Council facilities such as Campbelltown Sports Stadium, Campbelltown Arts Centre, the Macquarie Fields Leisure Centre, Greg Percival Library, the Raby playing fields and Macarthur Square. There was also a tour of new development areas, highlighting Campbelltown's continual growth and the opportunities and challenges this presents for the city's future.

The friendship with Koshigaya also formed part of this year's Festival of Fisher's Ghost celebrations, with the Street Parade inspired by the colour and vibrancy of the rich Japanese culture.

To mark the significance of the 30th anniversary of our Sister City relationship and to continue the development of this successful relationship for future generations, a Statement of Commitment was signed by the Mayors of each City. Campbelltown City Council looks forward to continuing to work closely with Koshigaya City Office to give residents of both cities a global perspective on cultural connections through the values of friendship, respect and harmony.

As a symbol of this historic friendship, a gift was presented to Campbelltown community from the people of Koshigaya. The gift, which fittingly takes pride of place in Koshigaya Park, is a permanent structure that outlines the history of our Sister City relationship and includes some interesting facts about Koshigaya City. The structure serves to remind us of the strong ties that exist between our two cities.

### **Officer's Recommendation**

That Council endorse the Statement of Commitment, for the continuation of the development of the Sister City relationship between the City of Campbelltown and the City of Koshigaya, for future generations.

### **Council Meeting 11 November 2014 (Borg/Hawker)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 221**

That the Officer's Recommendation be adopted.

## 9. REPORT OF DIRECTOR BUSINESS SERVICES

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

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#### 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 2014 were as follows:

### Expenses

1.	<b>Training Seminars and Conferences</b> Cost for October 2014.	\$447
2.	<b>Staff</b> Personal Secretary for the Mayor on a shared basis with the General Manager, together with Receptionist shared with Corporate Services. Apportioned cost for October 2014.	\$4914
3.	<b>Stationery and Postage</b> Cost of Mayoral and Councillors' stationery, business cards and postage expenses. Approximate cost for October 2014.	\$26
4.	<b>Periodicals</b> Cost of annual subscriptions. Cost for October 2014.	\$400
5.	<b>Meals</b> Provision of meals in conjunction with Council and Committee Meetings and Inspections. Cost for October 2014.	\$2290
6.	<b>Refreshments</b> Provision of refreshments in the Mayor's Suite and Councillors' Lounge and Civic Receptions. Cost for October 2014.	\$1824
7.	<b>Insignia of Office</b> Replacement costs Mayoral robes, chain, badge and name plates. Cost for October 2014.	\$10
8.	<b>Travelling Expenses for Use of Private Vehicle</b> Reimbursement of travelling expenses on authorised Council business. Claims submitted for October 2014.	\$231

## Provision of Facilities

- |    |  |        |
|----|--|--------|
| 1. | <b>Accommodation</b><br>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%).<br>Cost for October 2014.  | \$6075 |
| 2. | <b>Communication System</b><br>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.<br>Cost of equipment for October 2014 in accordance with Councillors Policy. | \$1891 |
| 3. | <b>Office Equipment</b><br>Facsimile machines, photocopier and telephone facilities for the Mayor and Councillors at the Civic Centre. Cost for October 2014.  | \$476  |
| 4. | <b>Council Vehicle</b><br>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 2014 includes annual car registration, insurance fees and monthly fuel cost.                          | \$1675 |
| 5. | <b>Internet Facilities</b><br>Costs associated with the provision of internet facilities in accordance with Council's Policy. Cost for October 2014.   | \$1022 |
| 6. | <b>Care Expenses</b><br>Costs associated with care arrangements including childcare expenses and the care of elderly, disabled and/or sick immediate family members.<br>Cost for October 2014.   | Nil    |

The total cost for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors for October 2014 amounted to \$21,281.

## Officer's Recommendation

That the information be noted.

## Council Meeting 11 November 2014 (Hawker/Mead)

That the Officer's Recommendation be adopted.

## Council Resolution Minute Number 222

That the Officer's Recommendation be adopted.

## **9.2 Reports Requested**

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### **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 14 October 2014.

### **Officer's Recommendation**

That the information be noted.

### **Council Meeting 11 November 2014 (Brticevic/Lound)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 223**

That the Officer's Recommendation be adopted.

# ATTACHMENT 1

## Reports Requested as at 14 October 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. <b>Comment:</b> A briefing was held on 19.11.13. Awaiting advice from Council's Solicitors. Further briefing to be arranged.	CS	February 2015
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. <b>Comment:</b> finalising information for report.	CS	February 2015
13.8.13 PH 3512590	CG8.1 - Report outlining feasibility of renaming Campbelltown showground. <b>Comment:</b> reported item 6.5 of the Community Services Committee meeting held 04.11.14.	CS	
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. <b>Comment:</b> reported item 6.4 of the Community Services Committee meeting held 04.11.14.	CS	
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. <b>Comment:</b> finalising information for report.	CS	December 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. <b>Comment:</b> Report not released as yet - will need to analyse information for Council report.	CS	March 2015
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. <b>Comment:</b> waiting on final report from consultant.	CS	February 2015
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	February 2015

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
06.05.14 DL 3814234	CS6.1 - That a further report be presented to Council once successful projects for Round Two of the 2013-2014 Participation and Facility Grant Program have been announced by the Office of Communities - Sport and Recreation. <b>Comment:</b> reported item 6.3 of the Community Services Committee meeting held 04.11.14.	CS	
03.06.14 BT 3859092	CS3.5 - That a report be provided examining the feasibility of establishing an 'artist walk' as part of the new street scape in Queen Street, Campbelltown. <b>Comment:</b> finalising information for report.	CS	December 2014
1.7.14 PL 3896360	CG6.1 - Report on other options for managing Council's library fines. <b>Comment:</b> reported item 7.1 of the Community Services Committee meeting held 04.11.14.	CS	
1.7.14 DL 3857024	CS6.3 - Further report once successful projects have been announced for NSW Footy Facilities Fund Applications. <b>Comment:</b> Funding not yet announced.	CS	December 2014
29.7.14 PL 3934158	CG3.3 - Report identifying alternative methods for managing the hire of Council's sporting fields. <b>Comment:</b> finalising information for report.	CS	March 2015

*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. 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 a CCTV system.</p> <p><b>Comment:</b> 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 2014-2015 financial year and the documentation is currently being prepared for lodgement. Funding successful and consultant engaged for the design and costs associated with the CCTV project. Ongoing investigations. Reported item 1.3 of the City Works Committee meeting held 04.11.14</p>	CW	
12.11.13 WG 3563387	<p>CW1.2 - Further report on the findings of the Expressions of Interest for footpath reconstruction in Queen St Campbelltown.</p> <p><b>Comment:</b> Further investigations required.</p>	CW	December 2014
06.05.14 PL 3815091	<p>CW5.2 - That a report be presented outlining the feasibility and cost of purchasing and erecting electronic signs in the Campbelltown Local Government Area along major transport corridors, to promote Council and other community events.</p> <p><b>Comment:</b> Awaiting further information from the Roads and Maritime Services. Ongoing investigations.</p>	CW	December 2014
29.7.14 MO 3939937	<p>PE5.1 - Report regarding feasibility and costs benefits of replacing the existing lighting within the LGA with led lighting.</p> <p><b>Comment:</b> Further investigations required.</p>	CW	December 2014
29.7.14 PH 3934247	<p>CW1.3 -- Further update reports re Blackburn Road, Wedderburn and Wedderburn Road Bridge.</p> <p><b>Comment:</b> reported item 1.4 of the City Works Committee meeting held 04.11.14.</p>	CW	
19.08.14 FB 3961602	<p>CW1.4 - That a further report be presented to Council on the outcome of the public consultation of Shared Zones - Campbelltown and Ingleburn CBD.</p> <p><b>Comment:</b> Further investigations required. reported item 1.2 of the City Works Committee meeting held 04.11.14.</p>	CW	
16.09.14 GG 3998594	<p>CW3.4 -</p> <ol style="list-style-type: none"> <li>1. That this Council commits to the principle of transparent and prudent decision making while always striving to minimise the financial and operational risks.</li> <li>2. That in recognition of this principle a report be presented to this Council on the Lynwood Park artificial turf project including details of all financial implications and operational savings of the project over its lifespan.</li> </ol> <p><b>Comment:</b> waiting on consultant to confirm whole of life costs.</p>	CW	December 2014

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
14.10.14 PL 4034076	CW5.2 1. That a report be presented on the feasibility of establishing an access road either under or over the rail line connecting Broughton Street to Badgally Road, Campbelltown.  2. That the report also include the construction costs, funding opportunities, construction timeframe, traffic flow and the benefits of the access road to the community. <b>Comment:</b> Reported item 1.5 of the City Works Committee Meeting held 04.11.14.	CW	

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
18.6.13 PL 3450946	CG3.1 - Further report following expressions of interest on the ground lease in Blaxland road. <b>Comment:</b> addressing site issues.	BS	April 2015
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. <b>Comment:</b> to be presented to a future briefing to Councillors. Reported item 1.3 of the Corporate Governance Committee Meeting held 04.11.14.	BS	
29.7.14 PL 3934173	CG2.2 - Further report prior to entering into a licence agreement for the provision of a coffee cart operation within the Campbelltown Civic Centre building.	BS	March 2015
29.7.14 PL 3934172	CG2.3 - Further report following receipt of submissions re processing Road and Walkway Closure Applications. <b>Comment:</b> A report will only be submitted should submissions be received. No submissions received, no report required.	BS	
19.08.14 PL 3961397	CG1.2 - that a further report be presented to Council at the conclusion of the exhibition period to consider any public submissions received and/or for final adoption of the Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors policy. <b>Comment:</b> reported item 1.1 of the Corporate Governance Committee meeting 04.11.14.	BS	
16.09.14 GG 3998324	CG2.1 - That a further report be presented detailing all of the issues surrounding the Section 355 Committees, in confidential session if appropriate.	BS	February 2015
16.09.14 GG 3998030	DR9.4 - 1. That Council provide support for the Werriwa ACLGP Committee to submit an application for funding to install a 9 metre tapered white powder coated flagpole, plaque and Lone Pine seedling at the Soldiers Memorial Park, Ingleburn. 2. That in recognition of Council's belief in the principle of transparency and prudent decision making, a report be presented to this Council highlighting how this rose garden came about and detailing the events associated with the construction of the rose garden.	BS	December 2014

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
14.10.14 RK 4033794	CG2.3 - 4. That a further report will be submitted to Council once a draft VPA/Infrastructure Services Delivery Plan (ISDP) have been finalised which will deal with the compulsory acquisition/land transfer issues concerning the whole of the Claymore Urban Renewal Project.	BS	June 2015

*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. <b>Comment:</b> further discussions required between the General Manager and UrbanGrowth regarding infrastructure.	PE (EP)	March 2015
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. <b>Comment:</b> DCP to be completed post CLEP 2014 adoption in consultation with SCDCP alignment with CLEP controls.	PE (EP)	September 2015
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. <b>Comment:</b> further information is being investigated and considered.	PE (DS)	December 2014
18.12.12 AM 3259490	PE2.5 - Further report on outcome of the public exhibition of proposal to name reserve within the 'Vista' development, Glenfield. <b>Comment:</b> waiting on comments from Tharawal Local Aboriginal Land Council.	PE (EP)	March 2015
18.6.13 RK 3451045	PE2.4 - Report identifying what impact the creation of the Local Land Services will have on the Campbelltown LGA. <b>Comment:</b> Rating structure report not yet released by Government.	PE (EP)	March 2015
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. <b>Comment:</b> Trial to be completed mid December 2014 and reported thereafter.	PE (CS)	February 2015
06.05.14 TR 3814671	PE2.3 - That a report addressing the submissions received in response to the consultation process and the status of the "outstanding" acquisition authority matter be presented after the conclusion of the exhibition/consultation period. <b>Comment:</b> Members of the public who made a submission on the CLEP 2014 will be presenting to the Council during November and December 2014.	PE (EP)	March 2015
1.7.14 TR 3866135	PE2.4 - Report following conclusion of public exhibition of No 194 Campbelltown Road Denham Court - Proposed Amendment to LEP 2002.	PE (EP)	April 2015
1.7.14 BT 3858912	PE 2.5 - Further report following the Trial Indian Myna Bird Action Program.	PE (EP)	April 2015

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
29.7.14 PL 3934241	CW5.1 - detailed report on the Leumeah Sports Precinct by the Strategic Planner for a new 40,000 seat sporting/entertainment complex with parking facilities to include both the eastern and western side of the railway line. <b>Comment:</b> Awaiting further information from the Minister for Sports office concerning the stadium.	PE (DPE)	December 2014
19.08.14 TR 3961555	PE 4.2 - That an urgent report be presented to Council detailing upgrade requirements to reflect current Industry Standards and Best Practices in housing of animals and animal care including: a) the construction of purpose built, building/buildings to house animals with separate dedicated animal exercise runs b) the best location to house the Facility within the Campbelltown Local Government Area c) the best Management Practices for the Facility and animal welfare/care. <b>Comment:</b> reported item 4.4 of the Planning and Environment Committee meeting held 04.11.14.	PE (CS)	
19.08.14 TR 3961552	PE 4.4 - that a further report be presented to Council for Council consider adoption of the draft policy and the associated fees referred to above in recommendation 1, together with details of any submissions received, at the conclusion of the public exhibition period of the draft Street Trading Policy.	PE (CS)	December 2014
16.09.14 MO 3998019	Corr 6.3 - That an urgent report be presented investigating all possible funding grants available from Sydney Water or any other Government Department for the repair and ongoing maintenance of the two silt trap sandstone spillways and other heritage resources located at Hurley Park. <b>Comment:</b> Site inspection and briefing held report to Council during the December round.	PE (DPE)	December 2014
29.7.14 GG 3939939	PE5.3 - Report investigating possible further partnerships with University Western Sydney, Campbelltown and Campbelltown TAFE.	PE (DPE)	December 2014

*Date of Decision *Mover *DocSet	Item/Comments	Div.Resp	Comp Date
14.10.14 TR 4033781	PE3.6 - 1. That the draft University of Western Sydney Residential Precinct Project Voluntary Planning Agreement and Infrastructure Services Delivery Plan be placed on public notification/exhibition with such public notification/exhibition to be carried out in accordance with the <i>Environmental Planning and Assessment Act 1979</i> and Regulations over a minimum four week period during November and December 2014. 2. That the matter be reported back to Council following public notification/exhibition. 3. That a Road Occupancy Certificate (subject to conditions) be issued to the proponent to allow the subject intersection works to continue and that Council's engineers regularly attend the site in order to monitor the progress of the works, and the identify any works/activities that have a potential to adversely impact on the free movement of traffic within and around the local road network.	PE (DS)	February 2015
14.10.14 PL 4034077	CW5.1 - That a report be presented outlining the benefits and costs associated with Council Rangers using automatic number plate recognition technology for parking infringements.	PE (CS)	February 2015
14.10.14 CM 4033787	CG6.1 - 1. That a report be presented on the development application process, particularly as it relates to residential and small business, regarding: <ul style="list-style-type: none"> <li>(i) DA approval times – including a comparison to Camden and the councils that fall within the Group 7 Metropolitan Fringe category of the Office of Local Government's Comparative Data publication.</li> <li>(ii) The types of developments which require approval in Campbelltown but do not require approval in other similar councils (e.g. Group 7 councils and Camden).</li> </ul> 2. That Council contact the NSW Business Chamber and the local Chambers of Commerce and report on their suggestions regarding: <ul style="list-style-type: none"> <li>(i) How Council could streamline the DA process for small business.</li> <li>(ii) Any developments currently requiring approval which they believe would be appropriate to be made exempt.</li> </ul>	PE (DS)	February 2015

## **10. REPORT OF DIRECTOR CITY WORKS**

### **10.1 City Works Activity Report**

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#### **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 program/projects being undertaken by Council.

#### **Officer's Recommendation**

That the information be noted.

#### **Council Meeting 11 November 2014 (Hawker/Borg)**

That the Officer's Recommendation be adopted.

#### **Council Resolution Minute Number 224**

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 2013	Apr to June 2013	July to Sept 2013	Oct to Dec 2013	Jan to Mar 2014	Apr to June 2014	July to Sept 2014	Oct 2014	Nov 2014
Campbelltown	137	219	232	159	134	29	0	32	0
Ruse	169	3	21	86	57	0	44	0	0
Kentlyn	0	0	0	0	0	0	0	0	0
Airds	851	347	1230	1541	270	26	211	123	204
St Helens Park	0	12	60	0	0	0	0	0	0
Rosemeadow	45	16	37	120	111	8	42	0	0
Ambarvale	23	34	39	122	132	0	0	0	2
Woodbine	70	0	0	0	0	0	0	0	0
Claymore	12	59	22	171	0	37	0	0	0
Eschol Park	59	13	10	58	47	0	0	54	47
Kearns	0	0	0	0	0	0	0	0	0
Raby	116	0	0	65	0	0	0	0	0
St Andrews	22	0	49	143	0	62	0	0	0
Bow Bowling	0	0	0	0	0	0	0	14	0
Minto	766	309	176	832	110	97	156	99	13
Ingleburn	738	702	648	436	368	226	196	0	0
Macquarie Fields	253	215	213	530	243	130	187	126	179
Glenfield	397	498	310	215	251	73	90	131	0
Blair Athol	0	0	0	0	0	0	0	0	0
Bradbury	0	82	45	40	0	0	0	0	0
Total m <sup>2</sup>	3658	2510	3092	4518	1723	688	926	579	445

During the reporting period 2 Graffiti Removal Kits have been requested by the Community.

Jan to Mar 2013	Apr to June 2013	July to Sept 2013	Oct to Dec 2013	Jan to Mar 2014	Apr to June 2014	July to Sept 2014	Oct 2014	Nov 2014
26	22	11	15	13	18	16	8	2

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 2013	Apr to June 2013	July to Sept 2013	Oct to Dec 2013	Jan to Mar 2014	Apr to June 2014	July to Sept 2014	Oct 2014	Nov 2014
Area 1	1290	1830	1860	2366	1573	2343	3301	1054	738
Area 2	1254	2155	2064	1645	1169	1946	2228	864	514
Area 3	585	617	487	552	435	492	848	89	111
Area 4	1660	1836	2142	1199	887	2102	2368	442	632
Total	4789	6438	6553	5782	4044	6883	8745	2449	1995

**OPERATIONAL SERVICES SECTION (Reporting period 6 October to 26 October 2014)**

**OPEN SPACE**

<b>Activity</b>	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Total</b>
Servicing of Parks and Reserves Sites	114	0	0	1	115
Road Verges – Sites	39	11	7	19	76
Community/Childcare Centre's - Sites	14	8	17	6	45
Servicing Laneways – Sites	74	29	12	64	179
Litter/Rubbish Pickup	82	7	0	0	89
Herbicide Spraying (hrs)	21	13	4	12	50
Mulching (cm <sup>3</sup> )	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	2	2	5	2	11
Tractor Road Verge (Sites)	15	7	3	25	50
Tractor Servicing Parks and Reserves (Sites)	28	31	31	10	100
Cemetery	0	0	0	0	0
Fire Hazard Reduction	2	0	0	0	2
Road Crews Servicing Parks	0	0	0	0	0
Refilling of Sandpits	0	0	0	0	0

**HORTICULTURE**

<b>Activity</b>	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Total</b>
Servicing of Parks and Reserves Sites	20	17	18	12	67
Road Verges – Sites	16	10	12	13	51
Community/Childcare Centre's – Sites	5	2	2	4	13
Cemetery	0	0	0	0	0
Tractors Servicing Sporting Fields	13	10	15	10	48
Litter/Rubbish Pickups (hrs)	26	27	20	20	93
Herbicide Spraying (hrs)	13	18	16	13	60
Mulching – Quantity M <sup>3</sup>	120	250	0	0	370
Garden Maintenance – Sites	17	16	18	19	70
Garden Refurbishment – Sites	2	2	0	0	4
Top Dressing – Sites (tonne)	5	0	66	0	71
Aeration of Fields – Sites	3	5	0	5	13
Sharps Pickups – Quantity	0	0	0	0	0
Miscellaneous Requests (hrs)	10	14	18	16	58
Refilling of Sandpits	1	0	0	3	4
Plumbing	24	16	23	28	91
Fit Goal post sleeves	0	0	8	0	8
Cricket Wicket Maintenance	0	0	0	0	0

## **HORTICULTURE ACTIVITIES**

### **HORTICULTURE**

#### **Intersection of Moore Oxley and Queen Street, Campbelltown**

Horticulture staff have been involved in the refurbishment planting within the garden areas located at the above intersection. Approximately 380 assorted native and other species were used. The four garden beds were also re-mulched.

#### **Braeside Reserve, Glen Alpine**

Refurbishment planting has been undertaken within the four existing garden beds situated within the reserve. Approximately 250 assorted native and other species were used. All of the garden beds were re-mulched at the time of planting.

#### **Heritage Park, Glen Alpine**

A contractor has been recently engaged to carry out crown lifting of a number of existing mature trees and targeted weed removal within the park. Stage one of this activity by the contractor has now been completed.

Council staff are currently involved in the removal of dumped concrete and the leveling of some areas to facilitate easier mowing.

#### **Mulching of Campbelltown CBD Gardens**

Horticulture staff have been involved in the re-mulching of a number of garden beds throughout the CBD area. Approximately 90 cubic metres of mulch was spread by hand over the garden areas. Some minor replanting was also carried out within these garden areas.

#### **Art Centre Garden, Campbelltown**

Horticulture staff carried out the replanting of a number of super advanced trees near the service entrance to the Art Centre and the installation of replacement Bamboo screening within the Japanese Garden area.

#### **Koshigaya Park, Campbelltown**

Horticulture staff were involved in the planting of a number of super advanced hedging plants within some recently modified garden areas near the main entrance into the park.

#### **Apex Park, Campbelltown**

Re-mulching and weed control was recently undertaken within the park near the intersection of The Parkway and the Moore Oxley Bypass.

### **OPEN SPACE**

#### **Broad Leaf Weed Control**

Council's weed control contractor is currently involved in the treatment of Bindii infestations on a number of playing fields throughout the city area.

#### **Aeration of Playing Fields**

An aeration program is currently in progress on a number of playing fields throughout the city area. This being part of the ongoing maintenance activities undertaken during the year.

**COUNCIL TREE INSPECTIONS**

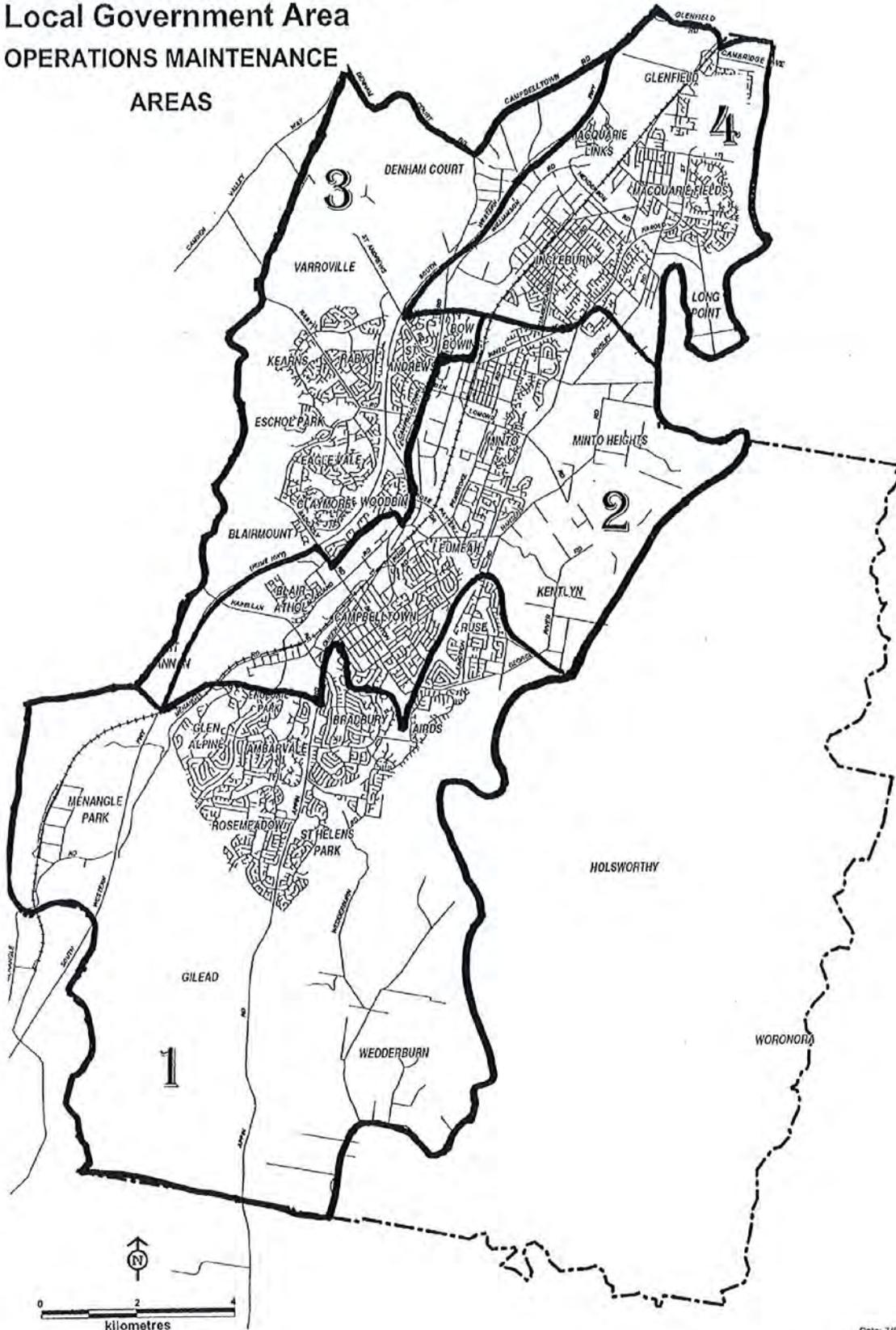
<b>Activity</b>	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Total</b>
Contract	7	6	6	2	21
Council	39	27	37	26	129
Termites	0	0	0	0	0
Plumber - Sewer Chokes	0	0	0	0	0
N/A	2	2	1	4	9
HOLD	4	3	3	3	13
Total	52	38	47	35	172

**PRIVATE PROPERTY TREE INSPECTIONS**

<b>Activity</b>	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Total</b>
Private Trees	15	6	8	7	36

Campbelltown City Council  
Local Government Area  
OPERATIONS MAINTENANCE

AREAS



## ROADS AND DRAINAGE

### A. HEAVY PATCHING - Roads And Footpaths

This resource has been heavy patching for the month of October 2014.

Activity	Area 1	Area 2	Area 3	Area 4	Total
Road repairs (heavy patching) m <sup>2</sup>	122	184	135	166	607
Road restorations m <sup>2</sup>	2	6	12	3	23
AC Base Course Total (tonne)	19	27	13	18	77

### B. MINOR PATCHING - Roads And Footpaths

Activity	Area 1	Area 2	Area 3	Area 4	Total
Pot holes (number)	328	271	240	191	1030
Edge breaks (LM)	20	13	20	8	61
Restorations m <sup>2</sup>	0	0	0	0	0
Car parks pot holes	0	0	0	0	0
Trip Hazard Footpaths	20	5	10	20	55
Total	368	289	270	219	1146

### C. ROADS RESERVE OPENING & RESTORATIONS

Activity	Area 1	Area 2	Area 3	Area 4	Total
Vehicle crossings constructed	10	2	1	27	40
Telstra Inspections	0	0	0	0	0
Sydney Water inspections	4	1	0	2	7
Integral inspections	0	0	0	0	0
Gas Inspections	0	1	0	1	2
Customer requests	0	0	0	0	0
Total	14	4	1	30	49

### D. COMMUNITY RESPONSE

Activity	Area 1	Area 2	Area 3	Area 4	Total
Cleaning of gross pollutant trash racks	6	3	54	5	68
Pits cleaned by hand or suction	28	54	6	94	182
Tail out drains/headwalls	16	0	0	2	18
Removal of waste matter (cubic)	62	8	2	66	138
Flushing of stormwater lines(linear)	1100	550	700	2850	5200
Underpass (drainage) cleaning	0	0	0	0	0
Trip hazards/footpath hazards	1	7	2	7	17
Dead animals removed	1	3	2	6	12
Parra webbing drainage	4	3	0	2	9
Sign retrievals and straightening	2	2	0	8	12
Syringes	2	49	13	30	94
Deliver and set up at venues	0	0	0	3	3
Paver repairs m <sup>2</sup>	0	0	0	1	1
Oil/ Paint Spill/Debris on Road	2	4	1	4	11
Median Cleaning/Poisoning	243	0	50	568	861
Guide Posts	6	0	0	10	16
Total	1473	683	830	3656	6642

**E. STREET ACCESSORIES - Sign Manufacturer**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Regulatory	2	4	3	1	10
Street signs	2	4	2	5	13
Community signs	0	0	0	0	0
Ordinance signs	1	2	3	2	8
Various council signs	0	46	0	0	46
Warning signs	3	8	2	0	13
Council special events	10	50	0	0	60
Directional	3	4	2	2	11
Banners	0	0	0	0	0
Various Stickers	2	166	0	0	168
Total	23	284	12	10	329

**Sign Erection**

Activity	Area 1	Area 2	Area 3	Area 4	Total
Works orders (traffic)	0	2	0	1	3
Bollards replacement and repair	17	11	15	7	50
Street signs	12	9	4	5	30
Community signs	1	9	0	1	11
Ordinance	8	14	0	0	22
Regulatory	53	68	15	11	147
Graffiti Removal m <sup>2</sup>	2	2	3	2	9
Warning Signs	30	23	4	5	62
Install various banners	1	2	1	1	5
Line Marking/Car Park m <sup>2</sup>	0	50	0	0	50
Directional	6	9	4	2	21
Total	130	199	46	35	410

**F. FOOTPATH RECONSTRUCTION PROGRAM 2014 - 2015**

Stage 1 – 19% complete  
 Stage 2 – 1% complete  
 Stage 3 – 1% complete

**G. NEW FOOTPATH CONTRUCTION PROGRAM 2014 - 2015**

Stage 1 – 33% complete  
 Stage 2 – 33% complete

**H. KERB AND GUTTER 2014 - 2015**

Stage 1 (Road Related) - 100% complete  
 Stage 2 (Road Related) - 100% complete  
 Stage 3 – 18% complete

**I. ROADS PROGRAM 2014 - 2015**

1A Annual Roads (Asphalt Program) - Pending works orders  
 1B Annual Roads (Asphalt Program) - 8% complete  
 1C Annual Roads (Asphalt Program) - 37% complete  
 1D Annual Roads (Asphalt Program) - 47% complete  
 1E Annual Roads (Asphalt Program) - 4% complete

6A Mill & Fill/ Heavy Patch Program - 63% complete  
 6B Mill & Fill/ Heavy Patch Program - 100% complete  
 6C Mill & Fill/ Heavy Patch Program - 100% complete  
 7A Mill & Fill/ Heavy Patch Program - 100% complete

2A Stabilisation Program - 80% complete  
 2B Stabilisation Program - 100% complete (Works expected to commence November)  
 3B Stabilisation Program - 84% complete  
 1F Stabilisation Program - 43% complete

3A Spray Seal – 72% complete

5A Microsurfacing Program - 0% complete (Pending spray seal program 3C)  
 5B Microsurfacing Program - 77% complete  
 3C Interlay Spray Sealing Program - 100% complete

**J. OPERATIONS MINOR WORKS**

**Car Park Restoration - Gunners Soccer Club**

45% complete.

**Koshigaya Park - Gift Project**

100% complete.

**K. CAPITAL WORKS**

**Heritage Park - Improvements and landscaping**

75% complete.

**Eagle Vale Drive - Stage 3 - Road Widening and Roundabout**

45% complete.

**Smith's Creek- Formalisation**

60% complete - Delays due to inclement weather.

**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, 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
9883.02	Mower trailer	Bent axle	CCC Workshops and Supplier	80Hrs
9222.01	Mower trailer	Snapped axle	CCC Workshops and Supplier	64Hrs
9833.01	Pulvy Rotary Hoe	Leaking gearbox	CCC Workshops and Supplier	56Hrs

The following is a breakdown of the work performed since the last report **6 October 2014 – 26 October 2014**.

<b>9883.02</b>	The mower trailer's axle was bent. It has been removed and the supplier instructed to manufacture a replacement. Estimated delivery within two weeks.
<b>9222.01</b>	This large mower trailer had a snapped axle and new axles had to be manufactured by supplier. Axles have arrived and are being reassembled.
<b>9833.01</b>	The pulvy rotary hoe had a bad oil leak in the gearbox. The unit has been stripped down and all the gaskets replaced. The pulvy is back in service.

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

Tyre Repairs	65
Services carried out	26
Repairs to trucks	78
Repairs to heavy plant	11
Repairs to trailers	23
Tractors/implements	30
SES repairs	1
RFS repairs	6
Small plant repairs	45
Repair to cars	16
Repairs to mowers	38
Repairs to sweepers	7
Pathway requests (completed)	19

Of the reported repairs above 41 were out in the field.

Workshops Solar panels have currently added **45,741** kWh back to the grid.

The Workshop has also carried out the following duties:

- RFS annual scheduled servicing continuing
- Manufacture and repair of gates, locks and lock boxes within Campbelltown
- Manufacture and install various pit frames and covers within Campbelltown
- Manufacture of drain covers and frames for 13 pits in Woodbine bush area behind Blaxland Road, currently at galvanisers

## HAZARD REDUCTION PROGRAM

### Hazard Reduction Burning

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

### Mechanical Works

Nine hazard reduction slashing sites were completed in the reporting period, totalling an area of 26.48 hectares with over 245 assets protected.

### Fire Gates

Two fire trail gates have been listed for repair due to vandalism.

### Facilities Support Services

Customer Requests	
Sporting Clubs with overdue keys	32 clubs with 185 keys outstanding
Key access renewals, issues, alarm codes and access	510
Request for access to Council Reserves	5

## ASSETS AND SUPPLY SERVICES

### Procurement and Contract Management Services

#### Tenders/Quotes currently being prepared:

- T14/13 Synthetic Turf Lynwood Park
- T14/23 Construction of St Helens Park Skate Park
- Q14/24 Supply and Install Playground Equipment (Quotations sought through Local Government Procurement Panel Contract)
- Q14/32 Greg Percival Library Photovoltaic System
- Q14/38 Environmental Monitoring Lynwood Road
- Q14/40 Aquatic Weed Mapping
- Q14/41 Floodplain Risk Management Consultancy (Quotations sought through Local Government Procurement Panel Contract)
- Q14/42 Supply of Footpath Sweeper
- EO14/03 3D Modelling
- EO14/05 Queen Street Footpath Reconstruction

#### Tenders/Quotes currently advertised:

- T14/21 Graffiti Removal
- Q14/45 Expansion Joint Replacement at Henderson Road Bridge
- Q14/43 Supply and Deliver Truck and Body (Quotations sought through Local Government Procurement Panel Contract)

#### Tenders/Quotes currently under evaluation:

- T14/12 Cleaning of Public Toilets, Park Toilets and Sporting Ground Amenities
- Q14/39 Structural Steel at Bradbury and Milton Park
- T14/14 Electrical and Data Cabling Services
- T14/15 Plumbing Services
- T14/16 Metal Fabrication
- T14/17 Glazing Services
- T14/20 Road Signs and Equipment
- Q14/19 Alarm Monitoring
- Q14/25 Concept Plans for Proposed Bridge at Wedderburn
- EO14/02 Aerial Photography
- Q14/44 Supply of Six Mowers

## **ASSET MANAGEMENT**

### **Roads**

- Visual, Roughness and Rutting survey for 2014-15 program is 60% complete by a consultant.
- Additional Asphalt Re-sheeting and Mill and Fill programs have been released for quotations.

### **Car Parks**

- The 2014–2015 Car Park Inspection Program is 12% complete.

### **Bridge and Culvert**

- The detailed design of the expansion joint for Henderson Bridge, Ingleburn is 100% completed.
- Level 1 Road Bridge, Pedestrian Bridge and Major Culvert Inspection is 100% completed.
- Some defects on Henderson Road Bridge, Gilchrist Drive Bridge, Glenquarie Pedestrian Bridge, and Fisher Ghost Creek Reserve Pedestrian Bridge will be further inspected by a Consulting Engineer to determine the cost effective renewal/maintenance solutions.
- Flood study on Pembroke Park Pedestrian Bridge 1 is being performed by Technical Services in order to determine the possible rehabilitation method.

### **Kerb and Gutter**

- Kerb and Gutter Stage 2, 2014-2015 program (road work related) is 100% complete.
- Kerb and Gutter Stage 3, 2014-2015 programs (non-road work related) is 18% complete.
- Kerb and Gutter Stage 4, 2014-2015 Program (non-road work related) has been awarded and the work order has been issued.
- Kerb and Gutter inspection is being carried out in Ingleburn as a part of condition inspection for the year 2014-2015.

### **Stormwater**

- 1039 pits, 52 pipes and 58 headwalls at Campbelltown and Leumeah have been inspected and updated in Council's Asset Management System.
- 56 pits, 60 pipes and 3 headwalls have been inspected and created new assets at Campbelltown and Leumeah and entered into Council's Asset Management System and MapInfo.
- Stormwater 2014-2015 programs will be sent to contractors for quotation by mid-November.

### **Footpath Reconstruction**

- 2 km of footpaths were re-inspected with condition, defects and actions updated in Council's Asset Management System, including Blaxland Road and Badgally Road.
- Footpath Reconstruction Program – Stage 1 has commenced and is 19% complete.
- Footpath Reconstruction Program – Stage 2 has commenced and is 1% complete.
- Footpath Reconstruction Program – Stage 3 has commenced and is 1% complete.

## **Parks and Public Spaces**

- Inspections have been carried out throughout Campbelltown, Ambarvale and Blair Athol including Cleopatra Reserve, Valley Walk and The Kraal Reserve with all conditions and actions updated in Council's Asset Management System.
- **Wood Park** - Cricket picket fence has been completed after being replaced with recycled plastic pickets.
- **Koshigaya Park** - Two new 6 x 3 metre Gossi Park Shelters with 4 table and bench setting have been completed at the north end of Park.
- **Bicycle Education Centre** - New 10m x 7m metal shade structure, 4 x table and bench settings and 5 new litter bin enclosures have been installed.
- **Simmos Beach** - All steps and platforms replaced and installed with anti-theft bolts due to the theft of 75% of original materials.
- **Lorraine Ciblic Reserve** - 4 x 4 metre metal Shade structure and table and chair setting ordered. Installation due late November.
- **Bradbury Park Basketball Courts** - Work order issued for the replacement of Backboards, Rings and Towers. Work to commence mid November.

## **Building Inspections**

- Building inspections have been carried out at all Minto Depot Buildings, Raby OSHC and Sarah Redfern amenities condition and actions updated in Council's Asset Management System.

## **Playground Equipment**

- Playground repairs were undertaken at Clematis, Colorado Reserve, Flying Pieman Park, Glenfield Park, Lack Reserve and Koshigaya Park.
- Refilling of mulch soffit has commenced in the worst affected playgrounds according to quarterly playground audit.
- Playground Program for 2014-2015 is awaiting input from Playground Committee.
- Playground Equipment Refurbishment for Ambarvale Cottage (Yummy Café) – Work to start late November and be completed mid December.

## **Internal Assets– Electrical Testing and Tagging**

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

## **Asset Management System, Grants and Reports**

- Building Inspection and Asset Management System setup for Wollondilly Shire Council is 100% complete.
- Fuel efficiency and Plant utilisation report for September 2014 have been sent.
- Roads to Recovery 2014-2015 quarterly report has been completed and submitted.
- ABS report has been prepared and sent.

## **BUILDING MAINTENANCE/CONSTRUCTION PROGRAM**

### **Building Program Maintenance and Renew Connect Revitalise Program (RCR)**

- **Glenfield Community Hall** – Works have commenced to refurbish the kitchen and the toilets.
- **Woodbine Neighbourhood Centre** – Refurbishment of the kitchen and vinyl flooring in the main hall area are now complete.
- **Campbelltown Sports Stadium West Grandstand** - Toilet (stage 1) refurbishment is near completion. Works include, demolition of existing toilets, retiling, new toilet partitions, toilets and basins. Stage (2) of similar works have commenced.
- **Ambarvale Community Centre** - Kitchen refurbishment works have commenced. Works are expected to be complete by the end of November.
- **Ambrosia NHC** - Toilet renewal program has commenced and is expected to be completed by the end of November. A new replacement kitchen will also be installed.
- **Eagle Vale Central Creche** - Softfall will be installed by the end of November. Works have commenced to remove existing aging synthetic grass. Works have also commenced to replace the sauna. A new accessible steam room will be retrofitted to the existing sauna. Works are expected to take three weeks.

### **Projects**

**Macquarie Fields Indoor Sporting Complex** – Renovation works to existing showers and toilets are progressing well. Works are expected to be completed the first week in December.

**Harlequins** - Change room refurbishment works are near completion. Works should be completed in two weeks.

**Waminda Oval** - Construction of the canteen and toilets has commenced as part of the RCR program. The building is near completion and at lock up stage. Minor power redirection works will commence in two weeks time. Demolition of the existing amenities block is scheduled for the 8<sup>th</sup> of December.

**Milton Park Rugby** - Demolition of the old amenities block has commenced. Works to construct a new amenities facility will commence 20 November.

**Bicycle Education Centre** - Extensions to this facility have commenced which include an accessible toilet as well male and female toilets. Works are on schedule and near completion.

**11. REPORT OF DIRECTOR COMMUNITY SERVICES**

**No reports this round**

**12. REPORT OF DIRECTOR PLANNING AND ENVIRONMENT**

**No reports this round**