

**MINUTES OF THE RESOURCES & SERVICES COMMITTEE MEETING
HELD 12 AUGUST, 2002, CIVIC CENTRE, OXLEY STREET
CAMDEN**

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Present: Cr S Winn (Deputy Mayor/Chairperson), Cr G Corrigan (Mayor), Cr F Anderson, Cr C Patterson, Cr B Batros, Cr E Campbell, Cr S Fekete, Cr N Mc Fadden, Cr S Senise.

Staff: Acting General Manager (Director Governance & Outcomes), Director Works & Services, Director Development & Environment, Manager Environment & Health, Manager Engineering, Manager Outcomes, Senior Governance Officer, Administration Officer.

1. Investment Monies: Period Ended 30th June, 2002
(Director Governance & Outcomes)

In accordance with Clause 19 (3a & 3b) of the Local Government (Financial Management) Regulation 1993, a list of investments held by Council as at 30th June, 2002, is provided as **Tabled Document "RS 1"**.

It is further certified that all investments have been made in accordance with section 625 of the Local Government Act 1993, the relevant regulations and Council's investment policy.

Current investments of the General Fund both term and call are returning an average daily yield of 4.77% and during the month of June, 2002, the average return on all investments both call and term was 4.76%.

Recommended: That

- (i) Council note that the Principal Accounting Officer has certified that all investments held by Council have been made in accordance with the Local Government Act, Regulations and Council's Investment Policy.
- (ii) The list of investments as at 30th June, 2002 be noted.
- (iii) The interest rate return of 4.76% for the month June, 2002, be noted.

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Resolved on the Motion of Cr Anderson, seconded Cr McFadden that

- (i) Council note that the Principal Accounting Officer has certified that all investments held by Council have been made in accordance with the Local Government Act, Regulations and Council's Investment Policy.*
- (ii) The list of investments as at 30th June, 2002 be noted.*
- (iii) The interest rate return of 4.76% for the month June, 2002, be noted.*

RS047/02 THE MOTION WAS **CARRIED**.

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**2. Local Government Association Annual Conference –
Submission of Motions and Nomination of Delegates**
(1198/13) (Director Governance and Outcomes)

The 2002 LGA Conference will be held in Broken Hill from Sunday 27th October to Wednesday, 30th October, 2002.

Advice has now been received seeking the following from Council:

- ◆ **Nomination of Delegates:** Council is required to nominate Councillors wishing to attend the Conference, in order to finalise the necessary transport and accommodation arrangements as a matter of priority.

The Local Government Association has hired a plane to fly Delegates to Broken Hill and Council has only been able to book 3 seats. In addition, accommodation bookings (numbers) are required to be confirmed and paid by 1st September as a shortage will exist in Broken Hill on the week-end on the Conference.

Therefore, Councillors are now required to

1. Determine those Councillors wishing to attend the Conference;
2. Nominate 3 voting delegates (as entitled on a population basis.)
3. Determine the 3 Councillors to travel by plane (with the balance to travel by motor vehicle)

Council policy provides for any Councillor wishing to attend the LGA Conference to have all Conference expenses paid for by Council.

- ◆ **Submission of Motions to the Conference:** The Association now seeks Motions for debate at the Conference. Motions seeking to alter existing policy or introduce new policies will be scheduled for debate. Motions seeking to vary existing policy or to address new or emerging policy issues will be classified as Category One. Motions reaffirming existing policy or calling for actions to be taken within existing policy, will be classified as Category Two.

Motions should be in a prescribed format and should also include detailed supporting notes.

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Motions must be received by the Association by FRIDAY, 23RD AUGUST, 2002 to be eligible for inclusion in the Conference Business Paper.

Due to the Council Meeting schedule, time will not permit any proposed Motions to be considered by Council. The Local Government Association will not grant an extension of time for submission of Motions past 23rd August, 2002. Therefore, it is recommended the Mayor and General Manager be granted delegated authority to approve Motions for submission to the Conference.

Any Motions proposed by Councillors should be forwarded to the General Manager by Monday 19th August, 2002 for consideration by the Mayor and General Manager. Councillors will be advised by memorandum of any Motions submitted to the Conference.

Recommended: That

- (i) The Mayor and General Manager be granted delegated authority to approve Motions for submission to the 2002 Local Government Conference.
- (ii) Any motions for submission to the 2002 LGA Conference be submitted to the General Manager by Monday 19th August, 2002 for consideration by the Ordinary Council Meeting; and
- (iii) Determine those Councillors wishing to attend the Conference;
- (iv) Nominate 3 voting delegates;
- (v) Determine the 3 Councillors to travel on the charter flight.

Resolved on the Motion of Cr Anderson, seconded Cr Patterson that

- (i) *The Mayor and General Manager be granted delegated authority to approve Motions for submission to the 2002 Local Government Conference.*
- (ii) *Any motions for submission to the 2002 LGA Conference be submitted to the General Manager by Monday 19th August, 2002 for consideration by the Ordinary Council Meeting; and*
- (iii) *Councillors Anderson, Campbell and Winn to attend the Conference;*

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- (iv) *The nominated voting delegates are Cr Anderson, Cr Campbell and Cr Winn;*
- (v) *Cr Anderson, Cr Campbell and Cr Winn to travel on the charter flight.*

RS048/02 THE MOTION WAS **CARRIED**.

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3. Tender 01/2002- Provision Of Corporate Information Systems

(4582) (Director Governance & Outcomes)

Introduction

Council's current primary corporate information systems were installed in 1994 by Genasys II Pty Ltd (now known as CIVICA) and provide software solutions for the following core systems:

- Property
- Financials
- Payroll
- Records management
- Mapping
- Customer Requests, and
- Asset management.

This range of integrated products has provided the principal corporate information and processing needs of Council for the past 8 years.

Council resolved on 29th January 2002 (Minute 004/02) to call tenders for the replacement of its corporate information systems for a number of reasons, including:

- The inability of these systems to meet the contemporary needs of Council and its customer base
- The concern surrounding CIVICA's development, support and commitment to our current system (GenaCIS)

This report details the result of the tender process, including the evaluation of tenders received and subsequent on-site demonstrations by the shortlisted vendors.

The Tender Submissions

As the estimated value of the project was in excess of \$100,000 it was a legislative requirement to proceed by way of public Tender. Council tendered for the following core applications:

- ◆ Customer Request Management System
- ◆ Document Management System (Records)
- ◆ Financial System
- ◆ Land Information System (LIS) (including Revenue and Rates)
- ◆ Geographic Information System (Mapping)
- ◆ Human Resource Management System (including Payroll)

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◆ Asset Management System

Following the call for tenders on 12th February 2002, a total of thirteen (13) submissions were received at the closing date of 12th March 2002.

The following table is a summary of the thirteen (13) respondents to the tender and their respective product offerings.

No	TENDERER	PRODUCT OFFERING
1	CIVICA (formerly Sanderson Aust Pty Ltd)	Finance/HR/LIS/Customer Request System/Document Management & Asset Management
2	Hansen International Pty Ltd	Finance/HR/LIS/Customer Request System/Asset Management
3	Pacific Software Pty Ltd	Finance/HR/LIS/Customer Request System/Document Management & Asset Management
4	Technology One	Finance/HR/LIS/Customer Request System/Asset Management
5	GEAC	Finance/HR/LIS/Customer Request System/Asset Management
6	Advanced Data Integration Pty Ltd	Document Management/Customer Request System
7	Tower Software	Document Management/Customer Request System
8	Infomaster	Geographic Information System/Asset Management
9	Integrated Spatial Systems	Geographic Information System
10	ESRI	Geographic Information System
11	GenaWarehouse	Geographic Information System
12	Open Spatial Technologies	Geographic Information System
13	Powerbase Pty Ltd	Customer Request System

Council provided \$1,250,000 in the adopted 2002/03 Budget to cover all first year costs associated with a new corporate information system.

Preliminary Evaluation of Tenders

A consultancy firm, Colin Lange Consulting Group, was engaged to assist Council with the initial evaluation of tenders. The evaluation was based on each of the tenderer's response to Council's functional requirement's specification.

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Council staff established the relative importance (using a weighted system) of each individual product through a workshop session conducted by Council's consultant. From this session, a series of 'weights' were determined and applied to each of the tendered responses. These 'weights' had particular relevance when determining the effectiveness of products against each other and overall solutions against one another. There was also a requirement to take the qualitative assessment of responses into account when determining final tenderer rankings.

Shortlisted Vendors

The result of this preliminary evaluation provided Council with a list of eight (8) vendors that complied with most of our functional requirements and were reasonably priced, given Council's budget limitations. The eight vendors shortlisted for further evaluation and indepth analysis were as follows:

1. CIVICA
2. Technology One
3. Pacific Software
4. GEAC
5. Advanced Data Integration
6. Tower Software
7. Open Spatial Technologies
8. Integrated Spatial Systems

Project Evaluation and Assessment Teams

Following the preliminary evaluation of compliance with functional requirements and estimated cost, eight (8) project teams involving 55 Council staff were established to undertake an in-depth analysis of the various products offered by shortlisted vendors. This analysis was carried out through on-site demonstrations performed by each of the eight vendors.

It was considered highly desirable to involve as many staff as possible in the decision making process as it was an excellent opportunity for staff to gain professional development from the experience.

Each project team member was given standard ranking documentation based on functionality, ease of use, integration and related criteria to ensure evaluations were conducted in a systematic manner. Scores were applied by each team member and submitted to their respective team leaders for collation and tally. It is important to note that price was not a consideration of team members at this stage of the evaluation.

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A series of reference site contacts/visits was undertaken by select team members to ensure the products demonstrated by vendors were representative of the systems they had implemented throughout various Local Government Councils in NSW. This reference check also sought to gauge the level of satisfaction (or otherwise) that Council clients had experienced with vendors in terms of their systems design, implementation, support and development.

Preferred Vendors

Following the reference site contacts/visits, final rankings were allocated by each of the eight (8) teams.

It was clearly evident that no one tenderer could supply all products (including Document Management and Geographic Information Systems) to the satisfaction of Council's criteria in terms of both:

- Their ability to satisfy all of our functional requirements, and
- Our budget provision of \$1,250,000 to meet the estimated first year costs

However, based on individual team recommendations, a preliminary set of four (4) 'preferred vendors' have been established, namely:

1. CIVICA
2. Technology One
3. ADI Dataworks, and
4. Integrated Spatial Systems

A series of possible combinations, among these four vendors, has been prepared together with estimated first year financial costs and whole of life costs (using 10 year Net Present Value figures). The costings have been configured on a mix of product offerings in an attempt to give the most advantageous solution for Council in terms of value for money and functionality.

Legal Requirements

Council has at all times complied with the requirements of the Local Government (Tendering) Regulation. With respect to the tenders received, no single tenderer has put forward a systems solution that meets (in its entirety) the future needs of Council in terms of its detailed functional requirements and budget limitations.

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The Regulation does allow Council not to accept any of the tenders received and to enter into negotiations, with any person, with a view to entering into a contract. The option of pursuing a mix of products among the four (4) preferred vendors is considered Council's best alternative and, as such, it is suggested that negotiations be held with the four (4) preferred vendors as the next course of action.

Recommended: That Council:

- (i) (a) In accordance with Clause 19(1)(b) of the Local Government (Tendering) Regulation, decline to accept any of the tenders received for Tender 01/2002;
- (b) In accordance with Clause 19(3)(e) of the Local Government (Tendering) Regulation, enter into negotiations with the four preferred vendors as detailed in the report, with a view to entering into a contract;
- (c) In accordance with Clause 19(4) of the Local Government (Tendering) Regulation, decline to invite fresh tenders for the following reasons:
 - 1) All Local Government software companies have had the opportunity to respond to the Tender; and
 - 2) None of the Tenders received meet the total solution criteria as outlined in the Request for Tender document.
- (ii) A further report be submitted to Council detailing the results of the negotiations and final contract prices.

Resolved on the Motion of Cr McFadden, seconded Cr Anderson that Council:

- (i) (a) *In accordance with Clause 19(1)(b) of the Local Government (Tendering) Regulation, decline to accept any of the tenders received for Tender 01/2002;*
- (b) *In accordance with Clause 19(3)(e) of the Local Government (Tendering) Regulation, enter into negotiations with the four preferred vendors as detailed in the report, with a view to entering into a contract;*
- (c) *In accordance with Clause 19(4) of the Local Government (Tendering) Regulation, decline to invite fresh tenders for the following reasons:*

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- 1) *All Local Government software companies have had the opportunity to respond to the Tender; and*
 - 2) *None of the Tenders received meet the total solution criteria as outlined in the Request for Tender document.*
- (ii) *A further report be submitted to Council detailing the results of the negotiations and final contract prices.*

RS049/02 THE MOTION WAS **CARRIED**.

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4. Lease of Unformed Road – Orielson Street, Narellan
(TC4150/1) (Director Governance & Outcomes)

Council has been approached by the owner of Lot 1 DP 859791 (No 49) The Northern Road, Narellan with a proposal to lease portion of the road reserve abutting the property. The area of land referred to is an unformed road known as Orielson Street, which runs off The Northern Road, Narellan. The attached Plan shows the area in question. (**Tabled Document "RS 2"**) The land in question at present is overgrown with long grass and weeds, littered with rubbish and is most unsightly.

Development Approval has recently been granted for the construction of factory units on Lot 1, which are in the process of completion. The owner is seeking to lease the unformed road in front of the Units, to provide landscaping treatment, including regular grass cutting, in order to maintain the site in good order. A small low fence will also be erected to prohibit vehicular access and deter rubbish dumping on site. These actions will greatly improve the amenity and security in the general locality.

The Roads Act, 1993, (Section 153) does allow Council to enter into short-term leases of unused portions of public roads to owners of land adjoining the public road, following the usual public advertising and notification to adjoining owners of any lease proposal.

This unformed section of Orielson Street is adjacent to The Northern Road and as such may become a component of traffic management with the future alignment of The Northern Road extension thorough to Narellan Road. However, as the work is dependant on RTA priorities and financing, the associated time frames for such works are unknown at this time.

Council officers have investigated the proposal and have no objections to a lease arrangement on a short-term basis only. It is recommended that agreement be given to lease this area of land for a period of 1 year with an option of a further year. This will ensure that any road works associated with The Northern Road extension can be accommodated. In addition, the Roads Act, also specifically provides that Council may terminate a lease at any time and for any reason should the need arise. Should The Northern Road extension not be likely to eventuate by the end of the period, the situation may be reviewed.

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Recommended: That

- i) Following compliance with the requirements of the Roads Act, 1993 and no objections being received, Council agree to enter into a lease for the unformed portion of Orierton Street, Narellan with the owner of Lot 1 DP 859791 The Northern Road, Narellan for a period of one year with a further option of one year; and
- ii) The seal of Council be affixed to the necessary documents.

Resolved on the Motion of Cr Campbell, seconded Cr Anderson that

- (i) *Following compliance with the requirements of the Roads Act, 1993 and no objections being received, Council agree to enter into a lease for the unformed portion of Orierton Street, Narellan with the owner of Lot 1 DP 859791 The Northern Road, Narellan for a period of one year with a further option of one year; and*
- (ii) *The seal of Council be affixed to the necessary documents.*

RS050/02 THE MOTION WAS **CARRIED**.

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5. Acquisition of Land at Doncaster Avenue, Narellan

(File 3687)(Director Governance & Outcomes)

At its last meeting, Council resolved to seek the acquisition of a property in Doncaster Avenue, Narellan for the purposes of possible future car parking.

The property was successfully acquired on 26 July, 2002 with contracts exchanged on that day. Funding for the acquisition came from Contributions Plan 17 which specifically provides for the purchase and the transfer is expected to settle in late August. The purchase price was \$365,000.

It is now necessary for Council to resolve to classify the land as "operational land" within the terms of the Local Government Act. This enables Council to maintain the greatest flexibility over the future of the site.

Recommended: That the land acquired at 8 Doncaster Avenue, Narellan (Lot 66 DP 25582) be classified on settlement as operational land.

Resolved on the Motion of Cr Campbell, seconded Cr Batros that the land acquired at 8 Doncaster Avenue, Narellan (Lot 66 DP 25582) be classified on settlement as operational land.

RS051/02 THE MOTION WAS **CARRIED**.

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6. Draft Strategic Plan for Narellan
(File 4371/3) (Director Governance & Outcomes)

Purpose

The purpose of this report is to have Council resolve to adopt the Draft Strategic Plan for Narellan.

Background

At its meeting of 12 March 2001 Council was advised of the securing of funds from the Urban Improvement Program (UIP) fund to facilitate a number of projects in the Narellan area. A major component of the Narellan UIP involved the development of a Strategic Plan for Narellan.

During 2001 workshops were held with the UIP reference group, a group of urban design professionals, landowners and residents, Councillors and Council staff. These workshops developed a Draft Strategic Plan for Narellan that included vision statements and a series of actions to deliver that vision for the Narellan CBD. Such plan is reproduced as **Tabled Document "RS 3"**. At its meeting of 25 March 2002 Council resolved to place the Draft Strategic Plan on exhibition and call for public comment.

Consultation Process

The Draft Plan was advertised in the Camden Wollondilly Advertiser, forwarded to State Government Agencies and Authorities, community groups and the UIP reference group. A display was set up at the Narellan Town Centre on each Thursday, Friday and Saturday for 3 weeks of the exhibition period. Shoppers were made aware of the Strategy and asked to comment, over 100 copies of the plan were distributed over the 3-week period. The Narellan Place Manager met with representatives of local organisations and service providers in response to a range of enquiries.

Response

Community interest in the Draft Plan was encouraging with largely positive comments being received. The principal community questions related to Narellan Road, the Northern Road deviation, the timing for Town Centre expansion and Council's intention for its land at the corner of Elyard and Queen Streets.

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The general response from State Government Agencies and Authorities was positive with each requesting further information be forwarded at the implementation stage.

Issues raised in the response to the exhibition while valid and worthy of consideration at the implementation stage do not appear to warrant any amendment to the Plan.

A summary of the responses received and relevant recommendations forms **Tabled Document "RS 4"**.

Conclusion

Responses to the exhibition of the Draft Strategic Plan for Narellan have been positive with much community interest in the identified strategies and actions. The Urban Improvement Program offers Council both funding and resource opportunities to pursue many of the identified strategies and actions which seek collectively to realise the established vision. It is recommended that Council commence the implementation of the Strategic Plan for Narellan as the UIP enters its second phase. It should be noted that comprehensive actions might be packaged so as to advance the plan in a meaningful way and in this regard dialogue is currently taking place with Planning NSW.

Recommended: That

- (i) The Strategic Plan for Narellan be adopted.
- (ii) Council proceed to implement the strategies and actions identified in the Strategic Plan for Narellan.
- (iii) A further report be submitted to Council of the preferred strategy for implementing the Plan.
- (iv) Council notify those who responded to the exhibition of its decision.
- (v) The UIP Reference Group be advised of the foregoing.

Resolved on the Motion of Cr Corrigan, seconded Cr Anderson that

- (i) *The Strategic Plan for Narellan be adopted.*
- (ii) *Council proceed to implement the strategies and actions identified in the Strategic Plan for Narellan.*

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- (iii) *A further report be submitted to Council of the preferred strategy for implementing the Plan.*
- (iv) *Council notify those who responded to the exhibition of its decision.*
- (v) *The UIP Reference Group be advised of the foregoing.*

RS052/02 THE MOTION WAS **CARRIED**.

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7. Narellan Art Project

(File 4381) (Director Governance & Outcomes)

Purpose of the report

This report requests that Council note the information and determine its advancement in the context of the Narellan Urban Improvement Program and the Draft Narellan Strategic Plan in particular.

Background

In January 2001 Council received a grant of \$6,000 from the Ministry for the Arts, Public Art Fund to commission an artist to prepare designs for improvements to the exterior of the Narellan building. A team of staff and community representatives has been managing the project. Council nominated Cr Corrigan to the team at its meeting of 23 July 2001.

The Process

Thirteen artists responded to the call for Expressions of Interest, four artists were selected to develop their ideas to the 'concept stage'. Each artist was given a brief including site description and locality map, significance of the site, the design intent of the project and an opportunity to meet with Council staff, including landscape designers and engineers, to discuss the project.

Each artist was given one hour in which to present their ideas and concept plans for the building and to present examples of projects that they had completed.

In December 2001 three artists presented their work to the Public Art Team. The fourth artist had relocated to China for a short time and completed the work there. The team was able to view examples of his work via a web page.

Josze Paulini, a sculptor was the artist chosen by the team to further develop his concepts

The Draft Narellan Strategic Plan

In briefing Mr Paulini for the next stage of the project the Team felt it appropriate that his design should take into account the Draft Strategic Plan for Narellan. Councillors will recall that the Draft Plan highlights a need for a civic square in Narellan, the Team felt that the proposed art work would be better placed in that square.

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Mr Paulini was asked to consider the Draft Strategic Plan for Narellan in his designs.

Mr Paulini has supplied Council with a marquette (see display at meeting) and drawing of the artwork, a written description, including dimensions, colour scheme and proposed lighting, technical information, installation requirements, maintenance plan and a detailed budget for fabrication and installation. (refer **Tabled Document "RS 5"**).

Conclusion

Council has fulfilled all of the requirements of the Ministry for the Arts funding and is under no obligation to construct or install the artwork.

No funds have been allocated for the construction and installation of the artwork in Council's budget, although a limited amount of State and Federal funding may be available to assist Council. In this regard it is recommended that all available funding opportunities be investigated.

Recommended: That

- (i) The information be noted.
- (ii) Council consider Mr Paulini's design when considering the installation of an artwork in any civic square in Narellan.
- (iii) Council investigate all available sources of "external" funding.
- (iv) Mr Paulini be advised of Council's decision.

Resolved on the Motion of Cr Corrigan, seconded Cr Patterson that

- (i) The information be noted.
- (ii) Council consider Mr Paulini's design when considering the installation of an artwork in any civic square in Narellan.
- (iii) Council investigate all available sources of "external" funding.
- (iv) Mr Paulini be advised of Council's decision.

RS053/02 **THE MOTION WAS CARRIED.**

(Cr Campbell & Cr Senise voted against the Motion).

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8. Donation Request

(File 894/11 (Director Works and Services))

Purpose:

This report is to advise Council of a donation request from Stephanie Howell a resident of Camden South.

Discussion:

Stephanie Howell has written to Council requesting a donation to assist her in meeting the costs incurred in representing New South Wales under 16 Combined Catholic Colleges Netball team on a tour of New Zealand in September 2002. (**see Tabled Document "RS 6"**).

Stephanie is 15 yrs old and is seeking support from Council to raise the \$2000 that will enable her to participate in the tour.

Related Policy: Community Support Policy – Donations to Gifted Persons 2.1.1

Stephanie meets the criteria outlined in the above policy.

(Cr McFadden left the Chamber and took no part in voting – the time being 6.50pm).

Recommended: That Stephanie Howell be granted the maximum amount (\$250) permissible under the policy 'Donations to Gifted Persons 2.1.1'.

Resolved on the Motion of Cr Corrigan, seconded Cr Batros that Stephanie Howell be granted the maximum amount (\$250) permissible under the policy 'Donations to Gifted Persons 2.1.1'.

RS054/02 THE MOTION WAS **CARRIED**.

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9. Somerset Ave Trunk Drainage Tender Selection

(File 4595) [Director Works and Services]

Purpose

This report considers the tenders received to construct trunk drainage under Camden Valley Way at Narellan. The project forms part of the trunk drainage works to drain the Somerset Ave catchment and caters for future development of this area of Narellan.

Scope of the Works

The scope of the works for this stage consists of connecting piped drainage from the southern side of Camden Valley Way, Narellan, tunnelling under Camden Valley Way, and discharging into an existing drainage channel which crosses the future Narellan Rd/The Northern Rd link. These works will cater for both current and future drainage needs of the Somerset Ave catchment.

The works are identified within Council's Section 94 Contribution Plan No. 3

Tender Process

Tenders were recently called to construct trunk drainage under Camden Valley Way to drain the Somerset Ave catchment. A four (4) week tender period, inclusive of advertising, closed on 30 April 2002.

Five submissions were received through the tender process, a summary of the tender prices (incl. GST) received is as follows:

TJ & RF Fordham	\$331,455
Dinamo Plumbing	\$345,294
Coastwide Civil	\$384,620
Mayale	\$363,675
JK Williams	\$416,934

Two of the above submissions were from local contractors.

Part of the tender process required that interested parties attend a compulsory site meeting to ensure they were familiar with the scope of the project. Each of the parties who submitted tenders attended the site meeting and made themselves familiar with the project.

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Assessment Process

Council's officers reviewed the information provided by all the above tenderers. Overall the submissions were considered to be of a very high standard.

As part of the review of the submissions a value assessment was undertaken to help select the proposal that provides the best value for money. The value assessment process involves an objective assessment of the proposals to enable both price and non-price attributes to be taken into account. The objective assessment of ability and merit provides a clearer indication of a potential contractor by balancing the 'value for money' against the required standards and scope of work.

As this tender is predominantly a construction project the price and non-price factors considered were weighted 80% and 20% respectively with the latter factors broken up as follows:

- Outline of work Program (5%)
- Contract management, staffing and planning (5%)
- Plant and equipment (5%)
- Similar past projects completed (5%)

In assessing the tenders a number of anomalies were noted on some of the submissions. Further information was requested to clarify their proposals as permitted in the Local Government Regulations (Tendering). Accordingly revised tender forms were submitted by Coastwide Civil and Dinamo Plumbing.

The assessment process, based on both price and non-price factors, produced a ranking for the submissions which follows the listing of contractors noted above.

Drainage Easement

The proposed drainage alignment was determined after a process of investigation and negotiation with the owners of the affected property. It has been located on an alignment that will require a new easement. The process to create the easement is under way with a draft amended linen plan currently being prepared by consultant surveyors.

Conclusion

From the assessment process undertaken it is considered that the submission by TJ & RF Fordham is the preferred tenderer for engaging a contractor for the construction of the Somerset

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Avenue trunk drainage works. From their submission for this project they provide excellent value for money whilst offering a high standard of professional service.

(Cr McFadden returned to the Chamber – the time being 6.55pm).

Recommended: That

- (i) TJ & RF Fordham be appointed as the main contractor for Somerset Ave trunk drainage works.
- (ii) Council seal be attached to Contract 02/08 being for Somerset Ave Trunk Drainage works. (Source of funds Council's Section 94 Contribution Plan No. 3).

Resolved on the Motion of Cr Corrigan, seconded Cr Anderson that

- (i) *TJ & RF Fordham be appointed as the main contractor for Somerset Ave trunk drainage works.*
- (ii) *Council seal be attached to Contract 02/08 being for Somerset Ave Trunk Drainage works. (Source of funds Council's Section 94 Contribution Plan No. 3).*

RS055/02 THE MOTION WAS **CARRIED**.

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10. Roads and Traffic Authority – 2002-2003 Funding

(File 3212/5) [Director Works and Services]

Council was advised at its 22 July meeting of RTA funding offered for Regional Roads under the 2002/2003 Block Grant Agreement. Advice has been provided to Council of further funding for works to be carried out this year. The funding, noted below, includes the provision of various Local Road initiatives for both road safety and amenity related projects.

Project Description	Allocation
Pedestrian Access Mobility Plan	\$15,000
Road Safety Audit Remediation Works: Cobbitty Road, 500m west of Camden Valley Way, 100% RTA funding	\$130,000
Camden Road Safety Program (RTA funding for first year of Community Road Safety Officer Project)	\$65,000
Repair – Raby Road, Leppington (this project must be matched by Council – an allowance has been included in the current budget)	\$54,000
	\$264,000

This funding is made in addition to the \$204,000 RTA funding reported to Council's 22 July 2002 meeting (reference Item 9, resolution 080/02).

At this meeting Council accepted portion of the funding, but resolved:

“(iii) Pursue an appropriate level of Traffic Facilities funding from the RTA, which is reflective of the true costs of maintenance of such facilities”.

Last year Council worked with the RTA to establish an appropriate level of funding for Traffic Facilities maintenance across this LGA, which resulted in an increase from \$32,000 to \$94,000 (2001/2002)

This substantial increase was the result of extensive lobbying and work by Council staff to establish the extent of maintenance

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undertaken by this growing Council. In accepting the Block Grant Council is also able to maximise the expenditure (at our rates) and the timing of the work.

Last year an undertaking was given by the RTA, at the time of adjusting the traffic facilities funding, to increase the funding this year.

Discussions with the RTA have resulted in the position where “the RTA is unable to indicate when increased Traffic Facilities funding will be available. At the recent Liverpool Council Consultative meeting Phil Margison (RTA General Manager Traffic Management) explained that he could not guarantee additional funding in the future”.

Should Council not accept the Traffic Facilities funding offered, it will be subject to the RTA Business Rules, resulting in work undertaken on a priority basis and to a limit of \$3,000.

It is therefore considered that Council should accept the Block Grant Traffic Facilities funding offered, on the basis that Council has control of these funds and can maximise their application and expenditure.

(Cr Batros left the Chamber and took no part in voting – the time being 6.55pm).

Recommended: That Council advise the RTA it will accept the funding noted for provision of various local road initiatives for road safety and amenity related projects totalling \$264,000, and funding of \$95,000 and the conditions of the Block Grant Traffic Facilities component.

Resolved on the Motion of Cr Fekete, seconded Cr Campbell that Council advise the RTA it will accept the funding noted for provision of various local road initiatives for road safety and amenity related projects totalling \$264,000, and funding of \$95,000 and the conditions of the Block Grant Traffic Facilities component.

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THE MOTION WAS **CARRIED**.

(Cr Batros returned to the Chamber – the time being 6.56pm).

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11. 2002-2003 Fire Danger Period

(File 584) [Director Works and Services]

In consultation with abutting Rural Fire Service areas the Camden RFS has informed Council of the proposal to bring forward the forthcoming Fire Danger Period. The Fire Danger Period this year will commence from 19 August 2002.

The normal Fire Danger Period would operate from 1 October 2002 to 31 March 2003.

This decision was based on the dry conditions in the district and the increase winds common for August/September. It is anticipated that the risk of fire is increased and the service will attend an increased number of fires.

The only effect of the bringing forward of this Fire Danger Period will be the prohibition on the lighting of any fire in the open subject to the issue of a permit by RFS officers.

Recommended: That the information be noted.

Resolved on the Motion of Cr Campbell, seconded Cr Fekete that the information be noted.

RS057/02 THE MOTION WAS **CARRIED**.

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12. On Street Parking

(File TC3039) (Director, Development & Environment Division)

Purpose of Report

To advise Council of the transfer of duties of 'On Street' parking from the NSW Police to Local Government.

Background

'On Street' parking regulation has been a matter of much debate and controversy between local government, the LGSA, State Government and the NSW Police for a period of over two years. Some time ago Sydney City Council approached the State Government with the proposal that Sydney City Council enforce the parking restrictions within that LGA.

The deal was brokered with 50% of the generated revenue being retained by the government. The government agreed to the proposal and, furthermore, saw that this was a feasible option for all local government. On behalf of local government the LGSA objected to the 50% revenue split when viewed from the overall local government perspective. The government, however, indicated that North Sydney and South Sydney Councils at least would be required to contribute 50% with the remainder of local government being able to retain 100% of revenue collected less the NSW Police Infringement Bureau processing fees.

Main Report

The NSW Police have not been actively enforcing on street parking for some time. The employment of Police Parking Officers is to be transferred to the respective councils nearest to where they were stationed when employed by NSW Police. Camden has had an effective Police Parking Officer presence of one half day per week, operating from Campbelltown. Accordingly Camden Council is not required to employ any of the Officers previously employed by the Police Service.

In a letter from the LGSA Council has been advised that as of 22 July 2002, the Commissioner of Police for the State of New South Wales has *authorised local government for the purposes of the criteria for 'Class 12 officer' in Schedule 1 to the Road Transport (General) Regulation.*

This in essence was to authorise local government to undertake the duties before legislation is appropriately amended. Notification has just been received advising that the regulations to

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the Local Government Act have been amended. There is still a need to delegate the power to the General Manager to ensure that the activity is undertaken by staff with the appropriate authority. The Camden Council 2002/3 management plan incorporated the appointment of an additional employee whose duties will include parking regulation, animal impounding and general Ranger work. This position replaces previous contractor arrangements for animal impounding and therefore, by necessity, the principle functions of the position will be impounding. The other functions will be carried out when time is available.

Since Camden Council has not received any additional officers from the Police Force the regulation of on street parking will be undertaken in a manner that best responds to the expectations of the community. Many of the local business operators complain to Council about the lack of parking in the town centre and it is planned that the various restrictions will be enforced to the best of the officers' ability. It is not anticipated that there will be a blitz but rather a gradual approach to the matter.

Council needs to be aware that there will inevitably be some objection and community backlash to Council enforcing the regulations. It should be emphasised that, if Officers detect an offence, that offence will be dealt with at the time and that once an infringement is commenced it cannot be cancelled or rescinded by the issuing officer. It is imperative that the community is aware that any appeal or approach made by a member of the public receiving a fine can only be dealt with by way of written submission to the NSW Police Infringement Processing Bureau at the time payment is sent for the offence. If payment is not received with any correspondence, the appeal will not be considered. This is the same procedure that applies to other motor traffic offences.

Conclusion

Effective as of 22 July 2002, Clause 43B was inserted into the Local Government (General) Regulation 1999 by the Local Government (General) Amendment (Enforcement of Parking and Related Offences) Regulation 2002 (Govt. Gaz. 116, 12 July 2002). This authorised Council to undertake the duties of regulating the on street parking provisions of the Australian Road Rules, Road Transport (Safety and Traffic Management)(Road Rules) Regulation 1999 and the Roads (General) Regulation 2000. A letter of authorisation has also been received from the Commissioner of Police NSW confirming that local councils are authorised under the Regulation.

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Since most Council Officers have general delegations under the Local Government Act it is appropriate that those officers who will be enforcing the Regulation should be delegated the power specific to this Clause of the Regulation.

A letter has been drafted to be sent to the Camden and Narellan Chambers of Commerce as well as the Camden Main Street Committee so that the matter can be drawn to the attention of their members. Council will also advertise the issue in the press to draw the attention of the community to the issue.

Recommended: That Council delegate the General Manager power under the provisions of clause 43B of Local Government (General) Regulation in relation to the enforcement of on street parking offences and delegate appropriate officers as Class 12 officers as referred to in Schedule 1 of the Road Transport (General) (Penalty Notice Offences) Regulation 2002.

Resolved on the Motion of Cr Anderson, seconded Cr Patterson that Council delegate the General Manager power under the provisions of clause 43B of Local Government (General) Regulation in relation to the enforcement of on street parking offences and delegate appropriate officers as Class 12 officers as referred to in Schedule 1 of the Road Transport (General) (Penalty Notice Offences) Regulation 2002.

RS058/02 THE MOTION WAS **CARRIED**.

(Cr Campbell voted against the Motion).

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13. Closure of Meeting to the Public – Gledswood Effluent Ponds

The Council may, by resolution, deem it necessary to close the meeting to the public during discussion of the following matters dealing with *“information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business”*.

The Local Government Act (1993) permits the closure under Section 10A(2)(c).

The Council may, by resolution, allow members of the public to make representations as to whether the meeting should be closed before any part of the meeting is closed to the public. A representation by a member of the public as to whether a part of the meeting should be closed to the public can only be made for a fixed period immediately after the motion to close the part of the meeting is moved and seconded. That period would be determined by resolution of the committee.

The meeting will only be closed during discussion of the matters directly the subject of the reports and no other matters will be discussed in the closed section of the meeting.

Members of the public will be readmitted to the meeting immediately after the closed section is completed and if the Council passes a resolution during that part of the meeting that is closed to the public, the Chairperson will make the resolution public as soon as practicable after that closed part of the meeting has ended.

Recommended: That the meeting be closed to the public to discuss a report dealing with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, in accordance with the provisions of Section 10A(2)(c) of the Local Government Act, 1993.

Resolved on the Motion of Cr Corrigan, seconded Cr Patterson that the meeting be closed to the public to discuss a report dealing with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, in accordance with the provisions of Section 10A(2)(c) of the Local Government Act, 1993.

RS059/02 THE MOTION WAS **CARRIED**.

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CLOSURE OF THE MEETING

The Acting General Manager received no objections when submissions from the public and press were invited on the closure of the meeting.

The Meeting closed at 7.01pm.

OPEN COUNCIL

All Councillors as previously recorded were present in the Chamber when Council resumed at 7.20pm.

The Acting General Manager informed the Gallery of the resolution passed by Council during the closed committee.

Sale of Gledswood Effluent Ponds Site

(PF 1300.1850) (Director Governance & Outcomes)

Resolved on the Motion of Cr Corrigan, seconded Cr Campbell that the General Manager be delegated the authority to negotiate the sale of Lot 21 DP 583364 within the terms outlined in the report and that authority be granted to execute any necessary documents under the common seal of Council

RS060/02 THE MOTION WAS **CARRIED**.

(Cr Campbell and Cr Senise voted against the Motion).

The Meeting closed 7.22pm.