



MINUTES

Operations Committee

held at

Council Administration Centre
Committee Room
180 Mort Street, Lithgow

on

Monday 7th August 2023

at 5:00pm

ORDER OF BUSINESS

1. Acknowledgement of Country	3
2. Present	3
3. Apologies	3
4. Confirmation of Minutes.....	3
5. Matters Arising from Previous Minutes.....	3
6. Declaration of Interest.....	4
7. Staff Reports	4
7.1. Great Western Highway - Maintenance - Entrance to Lithgow	4
7.2. Asset Management Improvement Project - Progress Update (W&WW).....	4
7.3. Portland / Sunny Corner Road, Portland - Proposed Bus Stop	5
7.4. Council Response - Independent Review of Commonwealth Disaster Funding	6
7.5. Project Progress Report.....	7
8. General Business	9
9. Meeting Close	9

The Chairperson declared the meeting open at 4:58 pm.

1. Acknowledgement of Country

Lithgow City Council acknowledges Wiradjuri Elders past and present of the Wiradjuri nation - the original custodians of the land on which the Lithgow's communities reside. The Council also extends our respects to our neighbouring nations.

The Chair acknowledged Wiradjuri Elders past and present of the Wiradjuri nation - the original custodians of the land on which the Lithgow's communities reside and extended respect to our neighbouring nations.

2. Present

Councillor Stuart McGhie - Chair
Councillor Maree Statham - Mayor
Councillor Stephen Lesslie
Councillor Steven Ring
Councillor Eric Mahony
Councillor Cassandra Coleman
Councillor Col O'Connor

Officers:

Craig Butler - General Manager
Matthew Trapp - Executive Manager Water & Waste Water
Leanne Kearney - Assets and Infrastructure Planning Manager
Paul Creelman - Transport Manager
Kaitlin Cibulka - Minutes

3. Apologies

Jonathon Edgecombe - Director Infrastructure & Economy

4. Confirmation of Minutes

The minutes of the Operations Committee Meeting held on 21st June 2023 were presented to the Council on Monday 24th July 2023.

ACTION

THAT the Minutes of the meeting of be taken as read and confirmed.

MOVED: Councillor C O'Connor

SECONDED: Councillor S Lesslie

5. Matters Arising from Previous Minutes

The Chair called for any matters arising from previous minutes.

Cr S Ring raised the matter of the delay of the installation of a bus shelter at Range Road. Management advised that the delay has been due to staff leaving (such as the project manager and concreter). The bus shelter is scheduled to be installed in the coming weeks pending contractor availability, with the Committee noting that the concrete pad is scheduled to be poured on Tuesday next week.

6. Declaration of Interest

There were no declarations of interest made.

7. Staff Reports

7.1. Great Western Highway - Maintenance - Entrance to Lithgow

The Committee were advised that there are currently negotiations taking place with Transport for NSW in relation to funding schedule.

Council has asked for specific costs and, in the report, it details the costs of maintaining the area as the square meterage has been shortened. Transport for NSW is also working with Council to seek funding for a refreshment of the median strip of the Urban section (between Magpie Hollow Road and Main Street).

A question by Cr S Ring in relation to the date on the agreement was taken on notice.

Cr S Ring also asked if there is a Council resolution for the Mayors initiative and why is this a priority?. The General Manager advised that the Administration has a draft LEEP document and Council is not wasting time in implementation actions such as this. Cr S Ring asked if it has been canvassed with other Councillors and requested a presentation.

Cr E Mahony noted that the entry to the township needs attention and addressing and would appreciate if the staff could bring back a response to the Committee as he still would like Council to pursue this.

Cr S Lesslie noted that \$20,000 is allocated to maintenance per year, however Council had expended \$24,000 this year as per the report and asked for further information. Management has taken this question on notice.

RECOMMENDATION

THAT

1. Council note the information provided regarding Great Western Highway maintenance.
2. The additional information in response to Councillor enquiries be brought back to the Committee

MOVED: Councillor C O'Connor

SECONDED: Councillor E Mahony

CARRIED: Unanimously

7.2. Asset Management Improvement Project - Progress Update (W&WW)

The Executive Manager Water and Wastewater advised that Infrastructure Services and Water and Wastewater Departments have been working together to implement best practice management programs for assets. The Committee were advised that Administration is currently in the staging the approach for Water and Wastewater noting that information is still required for data collection with the use of contractors due to lack of internal staff to quicken this process and get the information into the system. Officers will continue to update the schedule to have the best practice standards and the most up to date information within the registers.

Cr C O'Connor asked if developments that require pump stations, will Council eventually take these on, are they being built to a certain standard? It was advised that developments follow a guide from NSW Water and also specific to what Council uses / maintains in terms of what can be fixed locally or by local contractors. Cr S Ring asked if we hold spare parts / pumps in stock. It was advised that Council does not tend to run a huge stock but always has small amounts of necessary equipment for emergency repairs. There are also local suppliers that do also keep required stock on hand as well.

Cr S Ring noted that assets maintenance was raised as part of the last Council and thought that this project would be much further along. It was asked if Council would be getting much value for money. It was advised that this is assisting with gaining good guiding documents and eventually operational plans with the ongoing gaining of information through comprehensive amounts of valve testing, weekly / daily cleans and checks of manholes and reservoirs with a maintenance log being kept on these items of condition assessments. It's mainly the collation of data into the software rather than the on the ground data collection.

Cr E Mahony understands Cr S Ring's concerns as this project commenced in 2016 and should be at a more mature stage, however there are genuine reasons and Administration are looking at ways to fast track this process. It was asked with the smoke testing project, there is a plan to take the stormwater out of the sewer system. It was confirmed that there is an approach, as part of the recent round of testing there were 800 properties tested with approximately 100 returning with issues. Property owners are made aware of the issue and are given 12 months to have this matter rectified. Customers are working with Council to have these issues rectified and get retested. Cr E Mahony asked if there are considerations for a concept to assist residents financially, as many have brought properties with faults and are unaware of the inherited issues until notified by Council. Council has adopted a softer approach to provide advice to customers and by also providing an extended amount of time to have the issues rectified and assisting where we can.

Cr S Ring raised an issue that occurred a while back in relation to a valve that was turned off for a burst water pipe repair however it affected other areas not near where the works were occurring. The Executive Manager of Water and Wastewater advised that there is a project to have the water mains GPS and flow impacts identified to assist with future matters and will be able to ensure the correct ones will be turned off without affecting other areas. The Committee were advised that Council is currently waiting on consultants to carry this project out.

ACTION

THAT the Committee note the report on the Water and Wastewater Asset Management Improvement Program

MOVED: Councillor C O'Connor

SECONDED: Councillor S Ring

CARRIED: Unanimously

7.3. Portland / Sunny Corner Road, Portland - Proposed Bus Stop

Councils Asset and Infrastructure Planning Manager provided an update advising that from the initial enquiry of the matter, it has been raised at a Traffic Advisory Local Committee (TALC) meeting. Council staff meet onsite with Lithgow Buslines and local Police and determined the most suitable to install a bus stop was outside the Portland Cemetery. Although this area is the most suitable site, significant amounts of works are required, upwards of \$250,000. Administration advised that Council is actively seeking grant funding that would support this kind of project such as Federal Government and Local Roads and Community Infrastructure (LRCI) programs.

Cr C Coleman asked about the community infrastructure grant. Councils Asset and Infrastructure Planning Manager advised that nothing has been applied for as yet for the LRCI funding as it requires management to gather all projects and report to Council to resolve which projects are applied for.

Cr S Lesslie asked for a point to be added to the recommendation to support that this project is prioritised for grant funding application. The Committee agreed to put the motion.

Cr S Ring asked if there are other areas requiring bus shelters. Councils Asset and Infrastructure Planning Manager advised that Council relies on the community to come forward, their requests are then presented to TALC, with the Lithgow Buslines member being consulted and assisting with safety aspects and prioritise the area. The Committee noted that in September Council will be working with the Lithgow Buslines with grant funding applications that are open and available to assist with replacing / upgrading existing bus stop / shelter areas in the Local Government Area (LGA). Cr S Ring also asked about the usage of the proposed bus stop at Portland. It was advised that the area is being developed and there is going to be more residential properties which will rely on this stop. Currently there are approximately 12 children on the Lithgow Buslines buses, with many kids from Portland that go to Meadow Flat / Bathurst via private buses also operating from this area. The consensus is that future usage would increase.

ACTION

THAT

1. The Committee receive the progress report on the necessary improvements to the Portland Cemetery service lane to accommodate a formal bus stop area; and
2. The Committee requests the executive management to include the upgrading of Portland / Sunny Corner Bus Stop in the grant application under Local Roads and Community Infrastructure – Phase 4 submissions

MOVED: Councillor S Lesslie

SECONDED: Councillor M Statham

CARRIED: Unanimously

7.4. Council Response - Independent Review of Commonwealth Disaster Funding

It was requested if acronyms could be expanded at least on the first one. It noted that DFRA is Disaster Recovery Funding Arrangement.

Cr S Lesslie & Cr C Coleman left at this point of the meeting at 5:45pm

The Committee were advised that there is a big issue with the validation process for works and is being a burden to receive the funds from claims quickly. It was noted that road works cannot be carried out at the moment due to cash flow issues. Contact has been made with Reconstruction Authority (RA) and Transport for NSW (TfNSW) to seek any updated information. Council was advised that we were 9th in line to be assessed. The timeframe for the process is dependent on how large the claims are. Council is working with joint organisations to advocate to Ministers to push for this process to be quicker.

Cr S Ring requested clarification noting the cash flow issues, how does this translate onto the ground works and managed with contractors engaged to completed works. It was advised that Council's oldest claim has been in for a period of 2 months. Every road that has been prepared has been sealed. The Glen Davis prep works have not occurred as there is no funding commitment to be able to seal this within a timely manner.

Road Matters

Cr C O'Connor asked about the patching near Valley Drive where the road is lifting. Councils Transport Manager advised that Officers have inspected the defected area and are awaiting confirmation from the Water and Wastewater Department that there is no water main leak in the area. Then further investigations will occur including an exploratory hole to be dug. Repair works will be carried out once the issue has been determined.

Cr S Ring asked about defect on Range Road / Pipers Flat. It was advised that rectification works will occur once issues are determined.

Cr S McGhie also noted a section along Pipers Flat Road near the tip entrance requires some works.

Cr M Statham also raised issues along John Mackay Drive.

ACTION

THAT the Operations Committee note the report relating to Lithgow Council's response to the Independent Review of Commonwealth Disaster Funding

MOVED: Councillor C O'Connor

SECONDED: Councillor S Ring

CARRIED: Unanimously

7.5. Project Progress Report

Cr S Ring advised that in the last Council all capital works project update were presented to this committee and requested that this be implemented to monitor each project.

The General Manager noted that the most significant projects across the organisation have been raised, however Administration will provide information on all capital projects in future meetings.

Cr S Ring also asked about the delay to the amenities for the Rydal Village. Councils Asset and Infrastructure Planning Manager advised that the Development Application was approved late last year with conditions to liaise with the rail entity UGL RegionalLinx (Council has been working with them since the transfer over from John Holland) in relation to geotechnical works, with all consent conditions signed off on in July 2023. Plans for the retaining wall are being drawn up. Once completion of the behind the scene works have occurred and the Construction Certificate is approved the works for install should occur shortly after.

Cr S Ring also raised the Lithgow Depot Store development. Although the Development Application was approved back in February, Council Officers are currently awaiting on the approval of the Construction Certificate.

Cr S Ring noted that the asset management project was carried over from the previous financial year, however the amount of money for renewals would have changed. It was advised that the figures were based on not having an SRV approved. These amendments have been included in the revised Asset Management Plans, as they better reflect the realistic long term financial plan. This will be presented to ELT and the Councillors when the draft is finalised.

Cr M Statham left at this point of the meeting at 6:09pm.

ACTION

THAT the Infrastructure Services Department Project Progress Report for July 2023 be noted.

MOVED: Councillor E Mahony

SECONDED: Councillor S Ring

CARRIED: Unanimously

8. General Business

Wolgan Road

The Committee discussed requests being received to lower the gradient of the Donkey Steps access into the Valley.

It was noted that this is a complex matter and Council is investigating if this is possible, with the risk of using Old Coach Road for a period of time should works occur and asking the Government if they would assist with funding for a project like this.

Lithgow Sporting Precinct / Womens Shed

It was advised that a report be brought to a future meeting.

Concerns about parking in the precinct were raised with winter codes experiencing high level attendances and how Council will need think about the footprint of the shed and how it may affect other users within of the space.

The Executive Manager Water and Wastewater advised that the Womens Shed development application is being assessed based on location of the shed not the overall complex. It was advised that Council did resolve for the proposed shed to be constructed at that location. Council can also undertake a traffic study of the complex as a whole. It was advised that a report in relation to the Womens Shed will be presented to Council in August. Cr S Ring also noted that this project is really important that it is delivered with grant funding at risk if the ground works are not commenced by 1st October 2023.

Guy Street Culvert Works

Cr S Ring noted that the correspondence in relation to the culvert did not include the documentation and would like to see the risk assessment and the engineering drawings.

Councils Transport Manager advised that survey of the area is being conducted with results to be sent back to the consultants to in relation to the flood study and risk assessment.

Tree Pruning - Main Street Lithgow

Cr S Ring asked for a program for tree pruning around town in particular the section between McDonalds to George Coates Avenue. The Assets and Infrastructure Planning Manager advised that works for this particular section have been programed as a request was received from the local Police at a recent meeting of TALC.

Wolgan Road Tennis Courts

Cr S Ring noted that the Wolgan Road Tennis Courts are in much need of maintenance of the facility due to it dilapidated nature and possible asbestos. It was advised that there is no signage on the amenities, and the lighting in the area does not work. It was asked if voluntary planning agreements for developments can got to projects such as this as it is a recreation facility close to a development. The Administration advised that the funds from a nearby development are proposed to be used toward the upgrade of Maddox Lane.

It was also advised in relation to asbestos management that it is assumed if it looks to be fibro and testing of this will be dealt with in facility upgrades.

9. Meeting Close

Next Meeting: Tuesday 3rd October 2023 at 5:00pm in the Committee Room

There being no further business the Chairperson declared the meeting closed at 6:31pm.