



# MINUTES

Operations Committee

held at

Council Administration Centre  
Committee Room  
180 Mort Street, Lithgow

on

Tuesday 5 December 2023

at 5:00 PM

# ORDER OF BUSINESS

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The Chairperson declared the meeting open at 5:01pm.

## 1. Acknowledgement of Country

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The Chairperson 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

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

Officers:

Craig Butler	General Manager
Jonathon Edgecombe	Director Infrastructure & Economy
Matthew Trapp	Executive Manager Water & Waste Water
Leanne Kearney	Assets and Infrastructure Planning Manager
Paul Creelman	Transport Manager
David Anderson	Buildings and Recreation Facilities Manager
Kaitlin Cibulka	Minutes

## 3. Apologies

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Nil

## 4. Confirmation of Minutes

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The minutes were presented to the Council on 23rd October 2023.

### ACTION

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

**MOVED:** Cr C O'Connor

**SECONDED:** E Mahony

## **5. Matters Arising from Previous Minutes**

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The Chair called for any matters arising from previous minutes.

Cr S Ring requested an update on the Tarana Water Supply matter. The Executive Manager of Water and Waste Water provided advice that the consultation will occur this financial year with the three options discussed at the previous meeting. The planning stages of the project will occur in the next financial year.

## **6. Declaration of Interest**

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There were no declarations of interest made.

## **7. Staff Reports**

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### **7.1. Farmers Creek Crossing at Burton & Guy Streets - Causeway Impact**

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The Director Infrastructure Services gave an overview of the report.

Cr S Lesslie asked why no inspections were carried out at a series of stages. The Director Infrastructure and Economy advised that it is not a reasonable expectation to be onsite full time. With a large works plan for 2023/24, projects must be delivered concurrently, and the Council does not have the capacity to provide full-time site supervision (nor is there a labour market to support this). However delegated staff do inspect at regular intervals, determined based on the relative complexity and risk of the project, and this is how the error was found prior to practical completion. The works were being done to a tendered design based on drawings produced by expert consulting engineers.

Cr S Lesslie also asked what the cost to Council (ie staff time, solicitors etc.) and will this impact the overall costs. It was advised that Council is looking to resolve this matter in house outside of professional legal services to reach a reasonable agreement with the contractor.

Cr S Ring asked if a risk assessment was carried out. The Administration advised that a hydraulic survey was carried out which demonstrated the proposal had no adverse impact of flooding to neighbouring properties.

Cr C Coleman sought confirmation of whether the contractor that installed the culvert was the same that installed the previous bridges. The administration confirmed this was the case.

Cr S Lesslie requested to move a motion:

THAT a full timeline of the process be prepared and presented to the committee.

Cr E Mahony noted that the most irregular part of the stream is its bed, and it was the survey point for this structure into that water channel with each structure being set into the bed profile that resulted in this problem. The Administration then advised that a complete review of environmental factors were carried out and provided to the fisheries department of DPI, prior to works commencing, this was reviewed and approved with no issue raised by them.

Cr S McGhie also requested to put forward a motion:

THAT the result of Thursday's meeting with the contractor be supplied to all councillors , along with revised survey and forward projection of the project.

Cr M Statham believed a comprehensive timeline of events were provided at this meeting and a report only be brought back on the matters of Thursday's meeting.

Cr S Lesslie's motion was PUT

THAT a full timeline of the process be prepared and presented to the committee.

FOR: Cr S Lesslie , Cr S Ring and Cr E Mahony

AGAINST : Cr C O'Connor , Cr M Statham , Cr S McGhie

A compromise was reached with anew motion PUT as follows:

THAT

1. The Administration provide a timeline from the beginning of the project up until this point, that also includes the details from Thursdays meeting and update from the contractors engaged for this project including sizing of the culvert; and
2. A risk assessment of the previous works and of the new design be provided, and
3. A survey to include up to the boundaries of neighbouring properties and identify if restriction point any acquisition is to occur; and
4. Confirm if there is any risk to Council in terms of professional indemnity and who is indemnifying that plan

Cr C O'Connor also requested that there is a tree that is leaning towards a residents property in the area and has requested for it to be removed and carry out repairs to the entry way.

## **RECOMMENDATION**

THAT

1. Council note the progress report on the causeway crossing over Farmers Creek near Burton Street.
2. The Administration provide a timeline from the beginning up until this point that also includes the details from Thursdays meeting and update from the contractors engaged for this project including sizing of the culvert; and
3. A risk assessment of the previous works and of the new design be provided, and
4. A survey to include up to the boundaries of neighbouring properties and identify if restriction point any acquisition is to occur; and
5. Confirm if there is any risk to Council in terms of professional indemnity and who is indemnifying that plan

**MOVED:** Cr C O'Connor

**SECONDED:** Cr E Mahony

**CARRIED**

## **7.2. Assets & Projects - Progress Report November 2023**

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It was advised that this is a duplicate report outside of the project update report , however this report provides a more in depth detail about this particular project. It was noted that this will be a regular report presented to the committee.

Cr S Ring queried the status of the following projects

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- Glen Davis Bridge
- Glen Davis Flood Detour
- Lithgow Store Building Construction

Cr S McGhie queried the status of the following projects:

- Rydal Amenities

Cr A Bryce queried the status of the following projects:

- Calero / Main Street Drainage Improvements

Cr S Lesslie queried the status of the following projects:

- Solar panel installation at the Aquatic Centre

Cr E Mahony queried the status of the following projects:

- Drainage at TLS

Cr S Lesslie asked about the project status for projects more generally. It was advised that the percentage recorded is the whole of the total project, not just the portion for that year. All projects are expected to be completed in this financial year. However there may be a delay on the Portland Central Park project due to ongoing negotiations with the Department of Education. It was noted that the money was granted to Council although the project development is occurring on school ground however the school was not a eligible applicant for the funding.

It was noted that the footpath in Cullen Bullen has been completed.

Cr E Mahony raised a matter about smoke testing but was advised that this will be discussed in the next report.

The Assets and Infrastructure Planning Manager advised that, regarding the roads and open spaces asset management plan project, a meeting is being held tomorrow with the consultant to define the Council and community consultation process. This will be reviewed and a presentation to be presented to Council, with community consultations to be carried out throughout the LGA by the consultant.

## **ACTION**

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

**MOVED:** Cr S McGhie

**SECONDED:** Cr S Ring

## **CARRIED**

### **7.3. Water and Wastewater Department - Projects Update**

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By way of exception the report was reviewed and the following was raised:

As per question raised in the last item by Cr E Mahony, The Executive Water and Waste Water advised that the smoke testing project is a a joint procurement with the JO (Joint Organisations) through a tender process that is expected to be reported to Council in January 2024.

Cr A Bryce asked for more detail of what an IWCM plan is. The Administration provided this information.

Cr C O'Connor asked about the progress of the Wallerawang Pipeline. The Executive Manager Water and Waste Water advised that the plan is coming together with a business case lodged with Regional NSW for funding through state and federal government grants. It was also advised that a specific information session for Councillors will be held in relation to the Clarence water transfer scheme.

Cr S Ring queried the available funding for the scouring of Farmer Creek Dam No. 2. The Administration provided further detail.

The committee noted that the Bathurst Street Pump station renewal was currently awaiting final approval, however, is on track for completion this financial year. It was also advised that Tweed Mills Pump station needed an upgrade to the power supply and an application has been lodged to tie into the projects on that site.

Cr S Lesslie also raised that on page 10 of the report, the Cullen Bullen Project notes that there is \$1.5 million this financial year for the project. It was noted that the overall budget is \$7 million in total, phased over a few years. It is expected that the new system will commence operation in the new year.

Cr A Bryce raised some concerns that the domestic connection used at the progress hall may not be big enough for the venue. The Executive Manager Water and Waste Water advised that service dimensions chosen will be big enough to cater for the hall.

## **ACTION**

THAT the committee note the report on Water and Wastewater Projects.

**MOVED:** Cr S Ring

**SECONDED:** Cr E Mahony

**CARRIED**

## **7.4. Project Update Report**

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The report was reviewed by the committee with the following questions raised for further information:

Conran/Watsford Oval Upgrades

It was advised that quotes are being sought for the sealing of access / carpark area of the venue.

Administration Building Upgrades

The Administration noted that the amenities are very dated and require an upgrade. Also there is not much space within the existing meal room and looking to installing a break out room over the underground carpark for an additional area for staff to have their lunch break.

The Farmers Creek Upgrade works will be handled by a newly appointed officer. The Administration have confidence that there will be a suitable applicant for the role.

Cr C O'Connor noted that the sporting precinct plan looks to being actioned. It was noted that it is a passion project of the infrastructure & economy team to have the area centralised with great pedestrian access, car parking areas etc. This could also make the pool cafe area more prominent and public amenities for disability inclusion. A scope was sent out and has received interest. Cr C O'Connor also hopes that the vacant site in Coalbrook street is being considered as additional carpark area to the precinct. Cr A Bryce also suggested holding a key stakeholder meeting / workshop with the Sports Advisory Committee being the main users of these facilities.

Cr M Statham asked about the Elizabeth Street playground and if this was to be refurbished. It was advised that a tender has gone out via vendor panel and there is interest from contractors for designs.

Cr S Lesslie noted the cemetery improvement works but asked if the grave at the front of the cemetery be looked at and repaired. It was advised that its generally up to the holder of the right of burial to maintain monuments, however given the age of the grave, it will need to be investigated whether there is something Council can do given the heritage significance. Further investigation will be carried out and reported back to the committee.

Cr E Mahony is pleased that there will be an investment in the cemetery as some footpaths are in poor condition. Cr. Mahoney also queried whether the failed bridge on Brewery Lane to the school is included in the masterplan and open park project. It was advised that the concrete pad is sloping this causing a risk to users. Council Assets and Infrastructure Planning manager would further investigate as it is believed this may not be a Council asset.

Cr E Mahony also raised the plan on illuminating Lake Pillans at night advising that this could be detrimental for the rehabilitation of nocturnal animals in the area. It was discussed that many options are being investigated such as dimmable lighting. Council is seeking advice from consultants and impacts to habitats in the area however plans will be presented to Council for a final decision.

## **ACTION**

THAT the committee notes the update of the projects report.

**MOVED:** Cr S McGhie

**SECONDED:** Cr S Ring

**CARRIED**

## **8. General Business**

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Cr C O'Connor noted that there are graders and machinery at Glen Alice and asked if works will occur on Genowlan Road. It was confirmed that works will occur on Genowlan Road, once works are completed on Home Hills Road and Port Macquarie Road, this is a slower process due to the endangered species within the reserves along this road. It was also noted that Huntingdale Road will be included in maintenance works.

The BBQ installation at Saville Park.

It was advised by the Building and Recreational Facilities Manager advised that this matter is being sorted sourcing advice from engineers to amend the design.

Cr M Statham requested a letter be written to State Rail in relation to weed infestations on their land that will impact on Council reserves. It was suggested that it be forward to UMCC to lobby on Council behalf. Other roads to mention in relation to weed infestation are: Pipers Flat Road, Red Springs Road and Magpie Hollow Road.

A matter was also raised on behalf of a resident that there is a tree within the carpark on Cullen Street Portland where the roots are encroaching within private property and would like the tree to be removed. It was advised that this matter would be investigated.

There is also a trip hazard by way of an expansion joint on the footpath out the front of the Portland Post Office. This matter will also be referred for investigation.

Cr S Ring wanted it noted that there is a Chilean Needlegrass infestation creeping into our LGA and would like it raised with UMCC.

Cr S Lesslie asked for information in relation to the locked gate matter for Lake Lyell in particular the Sir Thomas Mitchell Drive and the risk analysis carried out. The General Manager advised that there was advice provided by memorandum, to all Councillors.

A Point of Order was called by M Statham to Cr S Lesslie. Cr S McGhie supported this point of order.

Cr C O'Connor requested an update on the Donkey Steps. It was advised that the road received a recent maintenance to further secure the road, as the area has received 90ml of rain in half an hour. Large scale maintenance will also be carried out to stabilise isolated areas and create better drainage in the area.

Cr C Coleman left the meeting at 6:32pm

Cr E Mahony requested that the tree removal works in Short Street be deferred and matter be brought to Council with an arborist report on the structural integrity of the trees.

The General Manager advised that committee that Council has received an approval required to carry out the works on Brown Gap Road. Works are expected to commence in January 2024 with the community to be advised.

Cr S Lesslie left the meeting at 6:36pm

It was also noted that the Wolgan Community were at risk of losing a grant for their emergency meeting point due to delays. The Administration provided direct support to the community to ensure the security of their grant funds. There are also concerns if the women's shed project will be completed on time. Council is assisting both parties with this matter.

## **9. Meeting Close**

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Next Meeting: Tuesday 6th February 2024 at 5:00pm in the Committee Room

There being no further business the Chairperson declared the meeting closed at 6:38pm