



# MINUTES

Infrastructure Committee Meeting

held at

Council Administration Centre  
Committee Room  
180 Mort Street, Lithgow

on

Tuesday 3 June 2025

at 5:00 PM

# ORDER OF BUSINESS

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The Chairperson declared the meeting open at 5:07pm.

## 1. Acknowledgement of Country

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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.

## 2. Present

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Present:

Councillor C Coleman (Mayor) - Via teams, Cr S Ring (Deputy Mayor), Cr R Smith (Councillor), Councillor T Evangelidis (Councillor) and Cr E Mahony (Councillor) arrived at 5:12pm, and Cr Goodwin (Councillor) - Via Teams (at 5:37pm).

Officers:

Ross Gurney (General Manager) Jonathon Edgecombe (Director Infrastructure and Economy), Shaun Elwood (Director People & Planning), Vanessa Browning (Director Finance and Governance) arrived at 5:10, Tom Sanders (Sheppard Services) and Penny Way (Minute taker).

## 3. Apologies

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Cr E Fredericks (Councillor)

## 4. Declaration of Interest

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NIL

## 5. Confirmation of Minutes

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The Minutes of the Infrastructure Committee Meeting held on 1st April were presented to the Council on 28th April 2025.

### **ACTION**

**THAT** the Minutes of the meeting of 1st April 2025 of be taken as read and confirmed.

**MOVED:** Cr R Smith

**SECONDED:** Cr C Coleman

## 6. Matters Arising from Previous Minutes

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The Chair called for any matters arising from previous minutes. There were no matters raised.

## 7. Staff Reports

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### 7.0. Road Renewal Priorities

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Tom Sanders of Shepherd Services P/L was invited to deliver a presentation outlining a draft road renewal plan, as commissioned and led by Council. The presentation detailed a proposed six-year program, including a schedule of works completed to date and the planned next steps for future implementation.

The presentation was comprehensive and covered:

- Strategic context: why the program matters
- building a foundation for improvement
- transitioning to strategic asset renewal delivery
- Strategic funding assumptions and funding breakdown
- breakdown of asset by type and treatments
- Cost forecasts
- Case studies using current roads
- Testing requirements and process for quality assurance
- 18th month plan breakdown
- a deeper look into FWD testing tools and process
- The benefits and importance of FWD testing
- The need for destructive testing - test pits
- Stage 2 - Design and prioritisation
- Typical staging - road resealing program
- Stage 3 - Delivery considerations
- resourcing model - hybrid delivery
- Project Management budget and cost management
- Core program team roles and responsibilities
- Risk without structured delivery support
- Why this approach works
- What success looks like
- Summary

During the presentation, several key topics were raised for discussion and consideration:

- Funding Impact: The type of funding received directly influences the prioritisation of road projects and associated timeframes, which in turn can affect the overall delivery schedule.
- Assessment Criteria: Factors such as risk, road condition, usage, climate, and geographic location were outlined as key considerations in the development of the road renewal schedule. Councillors requested further detail on these criteria to enable clearer communication with the community regarding how and why specific roads are prioritised. It was also proposed that a communication package be developed—including a dedicated webpage and social media content—with a star-rating system to help community members understand when specific roads priority in the schedule for review or renewal, supporting a more transparent approach.
- Procurement Strategy: The importance of leveraging local contractors was discussed, highlighting both the economic benefits and the value-for-money considerations of engaging a local workforce.
- Technology and Skills Development: Council will continue to utilise innovative and advanced technology in road inspection and renewal planning. Ongoing collaboration with industry experts will also support the development and upskilling of Council's internal workforce.

The Director of Infrastructure & Economy confirmed that the presentation will be distributed to all Councillors for future reference.

Cr Goodwin entered the teams chat at 5:23pm - T Sander left at 6:34pm

## **ACTION / RECOMMENDATION**

THAT the funding approach for Council's road renewal strategy be brought to Finance Committee to be discussed.

**MOVED:** Cr E Mahony

**SECONDED:** Cr R Smith

**CARRIED**

### **7.1. Wolgan Road Reconstruction - Wassabi Contract**

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The Director Infrastructure and Economy provided a detailed justification for the continued engagement of Wassabi Group as Project Manager for the Wolgan Road Reconstruction Project.

Justification for this proposal included:

- The exceptional quality of work delivered to date, with all project milestones met without delay.
- A single, minor fee increase of 4%, which is the first adjustment since the project's commencement.
- The original appointment process was competitive, involving a closed tender with five consultants. An independent third-party engineering expert was engaged to objectively assess the tenders based on cost, expertise, and relevant experience, particularly with Transport for NSW (TfNSW) contracts and similar infrastructure projects.
- The initial tender documentation clearly stated that the successful consultant may be considered for continued engagement based on performance.

Councillors also considered the community sentiment regarding the ongoing involvement of Wassabi Group.

A councillor requested that this rationale be formally noted in both the project report and the risk assessment, specifically highlighting risks related to time delays and procurement. The importance of completing the tender exemption process was also emphasised.

In addition, Council have commissioned an independent technological review to assess the methodology of the geo-technical risk assessment to reassure Council, the community and the state government of the process that was followed during the initial risk assessment. The findings may indicate it is possible to reconsider utilising the old road as a viable option. The funding that has been requested is an upper limit only therefore, if the findings come back to say the original road can be repaired or used under controlled circumstances, it won't impact the likely approval of the funding envelope Council have asked for. There are three options being progressed and we can shift without risk of losing time. The outcome of the investigation will be shared once report is received.

## **ACTION / RECOMMENDATION**

THAT the Infrastructure Committee recommend Council's endorsement of the continued engagement of Wassabi Group as project managers for the Wolgan Road Reconstruction project, at an upper limiting fee of \$2,091,541 excl. GST.

**MOVED:** Cr R Smith

**SECONDED:** Cr Coleman

**CARRIED**

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**7.2. Formal Property Access to 35 Honeysuckle Falls Road**

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Deferred to the next meeting due to time constraints.

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**7.3. Management of Council Land Adjacent to the Pottery**

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RG left at 7:05pm

A range of options for the future use of the “community use” zoned land adjacent to the Pottery were presented and considered. These included: rezoning the land, using it for parking, developing a playground, selling the land, or retaining it under Council ownership with ongoing grounds maintenance. The advantages and disadvantages of each option were discussed in detail.

SE Left at 7:15pm

**ACTION / RECOMMENDATION**

THAT Subject to a surface level assessment of heritage and environmental concerns, Council will provide a one-off maintenance service for the land.

**MOVED:** Cr E Mahony

**SECONDED:** Cr R Smith

**CARRIED**

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**7.4. Policy 10.15 - Nature Strip and Median Maintenance Review**

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This item was deferred to the next meeting owing to time constraints.

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**7.5. Golf Club Management - Meeting with Chris Neville**

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Cr E Mahony stepped out at 6:35pm and returned at 6:37pm.

An open discussion took place regarding the suggestions and requests presented by Mr Neville. The committee acknowledged the value of the Lithgow Golf Club as a significant community asset for Lithgow and the surrounding region.

It was noted that, with appropriate support and strategic guidance, there is strong potential for the Golf Club to expand its offerings and enhance its facilities for the benefit of the broader community.

**ACTION / RECOMMENDATION**

THAT the Infrastructure Committee

1. recommends endorsement of the administration’s ongoing work with the Lithgow Golf Club board to develop a new lease for Lithgow Golf Club.
2. notes that a new lease will be presented to a future Information Session prior to reporting to a subsequent Ordinary Meeting of Council.

**MOVED:** Cr E Mahony

**SECONDED:** Cr D Goodwin

**CARRIED**

**7.6. ENM and VENM Management Policy and SWP**

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This item was deferred to the next meeting owing to time constraints.

**7.7. Improved Zebra Crossing Design - Main Street, Lithgow**

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This item was deferred to the next meeting owing to time constraints.

**7.8. I&E - Project Update Report**

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This item was deferred to the next meeting owing to time constraints.

**7.9. Cemetery Requests - Maintenance (enquiry from 6-month review of Operational Plan)**

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This item was deferred to the next meeting owing to time constraints.

**7.10. Joint Procurement Initiatives - Works Panels**

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This item was deferred to the next meeting owing to time constraints.

**8. General Business**

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Cr D Goodwin left at 7:18pm

Director Infrastructure & Economy presented the committee with four different pavers with different treatment options. The Treadrite option was the preferred option with 5 year guaranteed life span and a 2x2 meter section has been placed in front of the former Grand Central for inspection. There will be an increased cost over the bitumen, but it will provide a better outcome.

While the Treadrite option involves a higher cost compared to the bitumen option previously presented, it is expected to deliver a favourable outcome in terms of quality and appearance.

**9. Meeting Close**

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Next Meeting: An additional meeting will be held to discuss the deferred items, date and time will be distributed when decided.

There being no further business the Chairperson declared the meeting closed at 7:23pm.