MINUTES

Infrastructure Committee Meeting

held at

Council Administration Centre
Committee Room
180 Mort Street, Lithgow

on

14 July 2026

at 5:00 PM

ORDER OF BUSINESS

The Chairperson declared the meeting open at 5pm.

1. Acknowledgement of Country

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

2. Present

Present: Cr Steve Ring - Chair
Cr Cass Coleman
Cr Eric Mahony

Officers:
Operations Manager – Water and Wastewater - Perrin Walsh,
Strategy and Projects Manager - Owen Mabumbo,
Team Leader Waste Strategy & Services - Glynnis Nancarrow,
Waste & Recycling Manager - Nigel Campbell,
Director – Water, Wastewater and Waste - Matthew Trapp
Sharron Wood - Minute Taker

3. Apologies

Cr Ray Smith
Cr Tom Evangelidis
Cr Daryl Goodwin (via Teams)

4. Confirmation of Minutes

The Chair noted that the minutes of the previous Infrastructure Committee meeting had been endorsed by Council at its meeting of 25 May 2026 and did not require re-confirmation by this Committee.

5. Matters Arising from Previous Minutes

The Chair called for any matters arising from previous minutes.

The Director WWW moved through the actions register.

ACTION REGISTER

DATE OF MEETING THAT MATTER WAS RAISED	ITEM	ONGOING- ACTION TAKEN	RESPONSIBLE PERSON	DATE ACTIONED-COMPLETE
5th of May 2026	Develop and incorporate brief risk assessment into all future staff reports	Risk assessment incorporated into reports and added to sections of the water and wastewater reports	Managers	7/07/2026

5th of May 2026	Discuss the water fund account balance and Councils position on infrastructure borrowing at the finance Committee Meeting	Discussion held at the previous finance committee meeting of 17 June 2026	Operations Manager - Water and Wastewater	17/06/2026
5th of May 2026	Reformat the water Outage Review as a Gantt chart with timelines. Present revised workbook at the next meeting- Select 2 or 3 sub-actions for deep- dive discussion with responsible staff invited	Director is currently working on this now. Time frames to be provided by each of the task owners	Director – Water, Wastewater and Waste	
5th of May 2026	Cr Smith to share drought preparedness reference materials with Matt Trapp. A report on council's drought response options and financial implications to be brought to the next Infrastructure Committee meeting including council drought management and plans for drought	Has not been received. To be followed up by Director	Director Water, Wastewater and Waste	
9th of March 2026	Cost of implementing waste and recycling operations as detailed in the report to the IC	Report to be provided to the Finance Committee	Waste and Recycling Manager	17/06/2026
9th of March 2026	Proposed Changes to the operating hours of the Portland waste facility and circulated to the committee	Provided to the Infrastructure Committee at the meeting of 5 May 2026	Waste and Recycling Manager	Endorsed by Council on 25 May 2026 meeting
9th of March 2026	Administration to communicate to the community the 6th month feedback period	Community notification to occur	Waste and Recycling Manager	15/04/2026
9th of March 2026	The committee provide any actions they believe need to be	Comments or actions to be provided from the committee to staff	Director Water, Wastewater and Waste	14/07/2026

	reviewed or added to the action sheet following review to the Director	on the proposals and works being undertaken.		
9th of March 2026	Update on Lithgow Plaza- A way forward has been to the plumber and manager for the Plaza are happy to work through the issue	Update from the Trade waste area on the progress of the application and process	Strategy and Projects Manager	Update provided verbally by Director- Just waiting for more information 14/07/2026
9th of March 2026	A proposal for a modification to the terms of reference for this committee, that a change to the quorum from half plus 1 to 3 committee members. The TOR be changed to have a quorum of three committee members to be present for meetings to proceed.	Review of the ToR to be undertaken to change quorum	Director - Water, Wastewater and Waste, Director – Infrastructure and Projects	

6. Declaration of Interest

No declarations of interest were recorded.

7. Staff Reports

7.1. Sewerage Systems

The Strategy and Projects Manager and the Operations Manager – Water and Wastewater provided an update on the items within the Sewerage Systems report.

The tender for the Sludge Lagoon No.1 construction is currently open, with one change: the project will now be delivered as a holding tank rather than a full spec, operational sludge lagoon. This approach will provide some cost savings. The tender closes on 4 August.

The Inlet works construction project at Lithgow Sewerage Treatment Plant is continuing including electrical works. This was previously separated from the endorsed works package. This will be a variation to the engagement should it be accepted by LCC and the works will need to be commissioned by the contractor. No change to the budget is envisaged.

A question was raised by the committee members, Q - Making a saving do we lose any functionality?

No, the saving just changes the nature of the style of lagoon so it will be used for solids from other STPs rather than Lithgow.

The Strategy and Projects team have completed about 80 percent of the work on the asset register and system creation. A new Asset Maintenance Coordinator will be commencing on the 20th of July 2026. The question was raised about when the additional twenty percent could be completed, and no time frame was given for this as the work package continues to grow.

ACTION / RECOMMENDATION

THAT the Committee note the report on sewerage issues and ongoing strategic plans.

MOVED: Cr Mahony **SECONDED:** Cr Coleman

CARRIED

7.2. Water Outage Report

The committee received a presentation by the Governance and Risk Manager meeting held on the 7th of July focusing on the actions that came out of the water outage and being completed by that team. The presentation reflected the work undertaken thus far on Business Continuity Plans and Incident Management Plans. Following discussion at this meeting regarding the communications plans and tasks associated to the Water Outage, at the next meeting of the committee, the Communications team will present and the Director of Finance.

ACTION / RECOMMENDATION

THAT the Committee note the report on the Water Outage actions and the update provided by staff on the actions and status update.

MOVED: Cr Coleman **SECONDED:** Cr Mahony

CARRIED

7.3. Waste and Recycling Management

The committee received a presentation on the waste and recycling items presented in the report. The presentation included the placement of a new bin to service ratepayers in the Glen Davis campground for domestic waste. There was confirmation that the new bin has been positively received and recommended to continue with this service. The Committee supported continuing this service and discussed whether campground/free campsite servicing should be expanded, alongside a proposed notice of motion for the state conference seeking increased fines for illegal dumping on council land, aligned with National Parks penalty levels.

The Committee discussed the full cost recovery model under the Act, which separates domestic (red/yellow/green bin), commercial, and rural waste funding streams. Concerns were raised that funds have historically been combined rather than kept separate, complicating transparency around capital expenditure and gate fees at the Lithgow facility. The Committee sought an overview of how domestic, commercial, and rural costs interact, including potential cross-subsidisation. Community consultation was discussed as necessary given service level trade-offs, particularly given complaints about reduced Portland hours and an associated 80% increase in commercial usage at Angus Place Transfer Station.

Options discussed included extending kerbside collection along Wolgan Road, restricting Angus Place access to residents (locked/gated access), and introducing a bin bank model at Capertee. A voucher system was proposed to offset facility fees for residents without kerbside access, funded via an additional fee on kerbside-serviced ratepayers. The Committee noted existing arrangements with Blue Mountains City Council for Megalong Valley residents and discussed the potential for a similar reciprocal arrangement with Bathurst/Mid-Western council for residents near Kandos, noting this would require agreement across multiple councils and take time to establish.

The Pinedale Resource Recovery Precinct was identified as a potential opportunity to generate income and reduce reliance on rate increases, viewed favourably by the Committee compared to current projections.

Concerns were raised about the operational challenges of public place bins. It was recommended this not be locked into the waste strategy in detail, to preserve strategic flexibility, with further options and costs to be considered separately.

ACTION / RECOMMENDATION

THAT

1. The Infrastructure Committee note that a single lidded skip bin will be utilised adjacent to the Glen Davis campground for use by residents, campers, cleaners, and day trippers with removal of the skip bin from the temporary transfer station adjacent to the closed landfill.

2. The Administration bring back a report to the Infrastructure Committee on rural waste management servicing, including additional options and consultation.

MOVED: Cr Coleman

SECONDED: Cr Mahony

CARRIED

7.4. Water Resourcing and Security Projects

The Operations Manager – Water and Wastewater and Strategy and Projects Manager gave a verbal update to accompany the report presented to the committee.

ACTION / RECOMMENDATION

THAT the Committee note the progress of the Water Resourcing and Security works.

MOVED: Cr Mahony

SECONDED: Cr Coleman

CARRIED

7.5. Strategic Project Review

The committee moved through the report by exception.

Two questions were posed to the administration on the Lithgow Solid Waste Facility Gatehouse project and the Sewer mains Capital Works Program.

Lithgow Solid Wate Facility Question: what does the 95 percent completed represent when the expense does not reflect that to the budget? Sealing of the road has been moved to FY 26/27 so budget has been retained as it was not previously delivered.

Sewer mains Capital Works Program Question: When has the project has been deferred to? Same as the Watermains Capital Works Program. Once the Council approved loan funding has been received, the works packages will begin advertisement with the contract looking like a service contract such as a 4+2+2-year service contract for renewals.

ACTION / RECOMMENDATION

THAT The Committee note the progress of the 2025–26 Water, Wastewater and Waste Capital Works Program.

MOVED: Cr Mahony **SECONDED:** Cr Coleman

CARRIED

8. General Business

Cr Coleman raised a question about the Fresh Start Program administered by the NSW government. The Fresh start program has been extended and have another round being advertised, has there been any fresh start apprentices or trainees onboarded in WWW. Electrical Apprentices have been onboarded with Council. Council is in the process of recruiting another electrician, the other Apprentices we have are school based trainees.

Cr Coleman also raised a request for the administration to check in with the Car Wash on Valley Drive, Lithgow as their waste servicing company may not be available into the future. This will be added as a Councillor request for administration follow-up.

Cr Mahony thanked the staff members for attending meeting.

Meeting Closed at 6:15pm

9. Meeting Close

Next Meeting to be held 1st of September 2026 at 176 Mort St, Lithgow

There being no further business the Chairperson declared the meeting closed at 6:10pm