



# MINUTES

Operations Committee

held at

Council Administration Centre  
Committee Room  
180 Mort Street, Lithgow

on

Wednesday 14 July 2021

at 3:00 PM

# ORDER OF BUSINESS

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<b>1. Present .....</b>	<b>3</b>
<b>2. Apologies .....</b>	<b>3</b>
<b>3. Confirmation of Minutes.....</b>	<b>3</b>
<b>4. Matters Arising from Previous Minutes.....</b>	<b>3</b>
<b>5. Declaration of Interest.....</b>	<b>4</b>
<b>6. Presentations.....</b>	<b>4</b>
<b>7. Staff Reports .....</b>	<b>4</b>
<b>7.1. Standing Item - Water &amp; Sewer Infrastructure Services Update .....</b>	<b>4</b>
<b>7.2. Standing Item - Cullen Bullen STP Update.....</b>	<b>5</b>
<b>7.3. Standing Item - Integrated Water Cycle Management Plan.....</b>	<b>6</b>
<b>7.4. Standing Item - Monthly Project Update.....</b>	<b>6</b>
<b>8. General Business .....</b>	<b>7</b>
<b>9. Meeting Close .....</b>	<b>8</b>

The Chairperson declared the meeting open at 03:03 pm.

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## 1. Present

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Councillor W McAndrew (Chair)  
Councillor R Thompson (Mayor)  
Councillor S Ring  
Councillor J Smith

Officers:

Craig Butler - General Manager (entered meeting at 3:09pm)  
Jonathon Edgecombe - Director Infrastructure Service  
Matthew Trapp - Executive Manager Water and Waste Water

## 2. Apologies

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Councillor D Goodsell

## 3. Confirmation of Minutes

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The minutes of the Operations Committee Meeting held on Wednesday 2nd June 2021 were presented to the Ordinary Meeting of Council held on Monday 28th June 2021.

### ACTION

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

**MOVED:** Councillor R Thompson

**SECONDED:** Councillor S Ring

## 4. Matters Arising from Previous Minutes

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The Chair called for any matters arising from previous minutes.

Clr W McAndrew raised the below matters where actions have not been updated:

- Williwa Creek Road
- Bins in Portland Area
- Weeds & Dead Trees - Lake Wallace

The Director Infrastructure Services provided the following update on the matters:

Williwa Creek Road has been recently graded.

It was advised that a bin will be installed near the Portland Central School and near the chemist, however due to budget constraints they will not have the surrounds at this stage. The committee noted that the bin near the amenities at Saville Park will move closer to the rotunda.

In relation to the weed and dead trees at Lake Wallace it was advised that the trees are not a significant safety risk, however administration can place signage in the area to alert users of the facility to the potential hazard. The Director of Infrastructure Services advised the committee that Council does continue to seek and secure grant funding to carry out appropriate works in the area.

The General Manager entered the meeting at this point of time (3:09pm).

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Clr J Smith advised that the community wants the removal of the trees. He advised that this can be a safety hazard for campers. He advised that the property owners, Greenspot, are waiting on direction from Council. Clr J Smith believes that Council should pursue this opportunity with Greenspot. The Director of Infrastructure Services advised that works can occur once Council is satisfied that environmental controls are in place and determines a funding source that does not negatively impact Council. A meeting in the future will be arranged to discuss matter with the property owner.

Clr S Ring suggest that Council speak with RFS and SES in relation to felling trees and that there may be staff in the central west to carry out courses.

Clr J Smith asked how soon could Council convene a meeting with the property owners and the General Manager advised that all projects are to be delivered on time and on budget noting that there is an interest in Lake Wallace. It was advised that directors will deal with the emerging issues however the current budget does not cater for this work. The General Manager confirmed that Council will work with Greenspot and continue to seek grants to deal with the issues raised as soon as practicable.

## **5. Declaration of Interest**

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Nil

## **6. Presentations**

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Nil

## **7. Staff Reports**

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### **7.1. Standing Item - Water & Sewer Infrastructure Services Update**

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The General Manager introduced Matthew Trapp as the newly appointed Executive Manager of Water and Waste Water. Clr W McAndrew as chair and Deputy Mayor congratulated Matthew Trapp on his new appointment.

The Executive Manager Water and Waste Water provided a brief overview of the report. It was noted that the smart metering installation continues to occur with only half the remaining meters being installed before lockdown due to COVID as the contractors had to return home. The committee were advised that during this period, works such as data continuity and installation of more larger commercial meters by internal staff has been completed. It was noted that just over 200 meters are remaining to be installed.

The Coalbrook street water mains renewal is expected to be completed by the end of the month. It was advised that the contractors carrying out the works are from the Greater Sydney area but were staying in Lithgow at the time of the lockdown. The contractors have decided to stay in the area to complete the works. The committee were advised that during this project another main renewal was included.

Oakey Park Water Treatment Plant is back online and supplying Lithgow after its closure due to operational maintenance. Fish River is supplying the surrounding villages and there are no current quality issues to report.

The Committee were advised that GHD have now completed the hydraulic analysis and Council is awaiting feedback before going out to tender for the mains renewal in the east Portland area.

Clr S Ring raised water pressure issues in Ridge Street. The Executive Manager Water and Waste Water advised that installing a trunk main at the reservoir should increase the pressure in the area. There will be a tender that goes out to replace the pressure reduction valves at both reservoirs in Portland.

It was advised that the Tweed Mills switch board has been online since Monday with final mechanical works expected to be completed by the end of the month.

The Committee were advised that more works are required on the Sewer Treatment Plant (STP) Belt project with a report expected to be present to Council in relation to transferring of funding to complete the project.

The Lidsdale Sewer Mains projects is also expected to be completed by the end of the month with approximately 1.7km of mains to be re aligned. The committee were also advised that the initial Quantity Surveyors data was higher than works carried out therefore only 50% of the allocated budget has been used for this project as there were not as many junctions and man holes in the area, allowing contractors to have a longer run with pipelines.

## **ACTION**

**THAT** the Committee note the report on the Water and Wastewater update

**MOVED:** Councillor J Smith

**SECONDED:** Councillor R Thompson

**CARRIED:** Unanimously

## **7.2. Standing Item - Cullen Bullen STP Update**

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The Executive Manager Water and Waste Water advised that the tenders for the design and construction of the Cullen Bullen STP closed on 30th June.

Council has received 6 responses for the STP and 4 for the low-pressure system. Internal meetings have occurred in relation to the tender with a meeting scheduled for next week with DPI in relation to the section 60 approval. A report will be presented to the July Council meeting with a recommendation for the tender.

Clr W McAndrew raised the importance of the report going before Council in July prior to the caretaker mode.

It was advised that with the current public health order and restrictions the proposed community meeting on 21st July will be cancelled. Letters with detailed information in relation to the low-pressure system will be sent to residents.

Clr R Thompson raised concerns in the length of time for the contracts to be exchanged with the settlement date expected in October. It was confirmed that the land requires a subdivision of land to occur and then be settled. It was noted that this is a small risk but no concern. The Executive Manager Water and Waste Water advised that Council will also work with EPA for a miscellaneous licence for small irrigation at the STP with a water objective study.

The Committee were advised that as part of the concept design for the low-pressure system tenders, it initially included 5 properties on the Castlereagh Highway heading toward the cemetery.

With the long distance it was elected to design in a gravity line and transfer pump station to service these 5 properties , however this is a high cost for this option.

The committee discussed this matter, with many options to be investigated by the Executive Manager Water and Waste Water to gain a further understanding. A report is to be provided to a future committee meeting and Council. This is part of the tender process where Council can elect to adopt a variation of the contract.

**ACTION**

**THAT** the Committee note the report on the Cullen Bullen Sewerage Scheme update

**MOVED:** Councillor J Smith

**SECONDED:** Councillor R Thompson

**CARRIED:** Unanimously

**7.3. Standing Item - Integrated Water Cycle Management Plan**

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The Executive Manager Water and Waste Water gave a brief overview of the item advising the committee that the General Manager has signed the funding deeds, which is one of the key milestones. It was advised that DPI will contribute \$151,000.00 for this project to review Council's systems, the Clarence Wallerawang Pipeline and water security. The timeline for this is currently on track with the expected completion of this process in March 2021

**ACTION**

**THAT** Committee note the report on the IWCM from Water and Wastewater

**MOVED:** Councillor J Smith

**SECONDED:** Councillor R Thompson

**CARRIED:** Unanimously

**7.4. Standing Item - Monthly Project Update**

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The Director Infrastructure Services gave an overview of the report. It was noted that many projects that require gravel resheeting will be occurring in the cooler months with projects requiring bitumen will be carried out in the warmer months.

The committee advised that gravel resheeting works on the Cullenbenbong Road have commenced and that the Wolgan Road project is scheduled to commence on 19th July with works to occur over 3 weeks (weather permitting).

It was advised that Council are working with other Councils in a collaborative project in relation to the replacement of 3 timber bridges in the LGA (Airlie Creek, Coco Creek and Crown Creek). Cllr W McAndrew asked about access point while works are progressing. The Director Infrastructure

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Services advised that this challenge will be met as part of the tender, design and construction process.

The upgrade of the Bridge in Upper Turon and the Culvert on Marsden Swamp Road has been completed under the natural disaster funding arrangements.

It was raised that there has been a small variation of cost to the store building due to the steel price increase, this has limited the contingency that remains and this has been outlined with the contractors.

The Committee were advised that the cleaning service is now in house, with positions filled with casuals until the 2 year contracted positions are filled. Good feedback being received in relation to the areas being cleaned. The small plant has been received with Council currently waiting on a truck for the crew. It was confirmed that new cleaner employees will be on a 2-year contract.

It was advised that the boardwalk has been lifted into place at Lake Pillans with the decking and rails to be installed over the coming weeks with the project expected to be completed early August.

The pontoon at Lake Wallace was delivered to the site with the placement and concrete works expected to be completed by the end of July.

Final plumbing works is expected to be completed by 12th July for the Kremer Park & Tweedie Street amenities and expected to be opened to the public shortly after.

The Director Infrastructure Services is working with the project manager to consider internally delivering the farmer creek footpath. The farmers creek bridge report has still not been received and is being followed up by the Director People and Services and will be reviewed by the Director Infrastructure Services.

The committee also noted that the pump track is at 80% completion with the projects to be fully completed by mid August.

The Director Infrastructure Services also provided an updated on the Rydal Amenities confirming that the design work and heritage reports are completed. Council requires a signatory from John Holland (land owner) to complete the application.

It was also noted that a meeting was held today on relation to unsuccessful bushfire funding applications.

## **ACTION**

**THAT** the committee note the report.

**MOVED:** Councillor S Ring

**SECONDED:** Councillor J Smith

**CARRIED:** Unanimously

## **8. General Business**

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Clr J Smith & Clr McAndrew raised that some road repairs are required on Junction / Bathurst Streets and Junction/ Mudgee Streets.

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## **9. Meeting Close**

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Next Meeting: Wednesday 4th August 2021 at 4:00pm in the Committee Meeting Room.

There being no further business the Chairperson declared the meeting closed at 04:10 pm.