



# MINUTES

Operations Committee

held at

Council Administration Centre  
Committee Room  
180 Mort Street, Lithgow

on

Wednesday 6 October 2021

at 4:30 PM

# ORDER OF BUSINESS

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The Chairperson declared the meeting open at 04:31 pm.

## **1. Present**

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Councillor Wayne McAndrew (Chair)  
Councillor Ray Thompson (Mayor)  
Councillor Deanna Goodsell  
Councillor Joe Smith  
Councillor Steven Ring

Officers:

Craig Butler	General Manager
Jonathon Edgecombe	Director Infrastructure Services
Matthew Trapp	Executive Manager Water and Waste Water
David Anderson	Building and Recreation Facilities Manager

## **2. Apologies**

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Nil

## **3. Confirmation of Minutes**

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The minutes of the Operations Committee held on 1st September 2021 were presented to the Council on 27th September 2021.

### **ACTION**

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

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

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The Chair called for any matters arising from previous minutes.

Cllr W McAndrew noted that in the previous minutes it noted that employment of Council's cleaners would be carried out this month. The Building and Recreation Facilities Manager advised that due to COVID lockdown interviews were now being scheduled to occur next week.

The matter of the Golf Club Shed was raised. The Building and Recreation Facilities Manager advised the committee there was discussions with Golf Club representatives to consider extra storage space. It was advised that proposed extra space would encroach on the fairway and the decision to modify the shed has since been reversed. It was noted that the materials have been delivered and the application is in the final stages of assessment for approval with the Planning / Building Department.

## **5. Declaration of Interest**

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Nil

## **6. Staff Reports**

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## 6.1. Standing Item - Water and Sewer Infrastructure Update

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The Executive Manager Water and Waste Water provided an overview of this month's update of the Water and Waste Water projects:

- There is still currently a hold on the installation of the smart meters due to lockdown. It was noted that the remaining meters to be installed are commercial meters.
- The large water main renewal in Coalbrook Street area is complete.
- The Oakey Park Water Treatment Plant is maintaining water supply to Lithgow Area with Fish River continuing to supply the local villages. It was advised that there were some chlorination issues in some villages however this has since been rectified. It was also noted that the manganese issues continue to be monitored
- The Tenders for the Portland Water Infrastructure Project have closed with Council receiving 6 applications which are currently being reviewed.
- Tweed Mills SPS is completed. Cllr R Thompson noted an odour problem was occurring in the area. It was confirmed that this issue has been resolved and no further complaints have been received from nearby residents
- Lithgow Sewerage Treatment Plant Belt Press is still in progress
- Design works are to be done for the Vickers Street project
- With respect to Farmers Creek dam, the infrastructure upstream of the asset is to be assessed and silt levels also to be assessed.
- Wallerawang No 1 Pump Station tender received with a report being prepared for the October Council meeting.
- It was noted that there are many external parties within Regional NSW involved in the Clarence to Wallerawang Pipeline Project. This project and group are working through and fact finding on feasibility, and realignment/ geotechnical studies on roads and properties. It is expected that the full feasibility will be completed next year. The expected timeline for completion is June 2023, noting that the pipeline from Farmers Creek to the water treatment plant is reliant on funding.
- It was advised that Council will be briefed further on the IWCM and other water projects at the Councillor Information Session scheduled to be held on 18th October 2021.

### **ACTION**

**THAT** the committee note the update on the Water and Wastewater infrastructure

**MOVED:** Councillor S Ring

**SECONDED:** Councillor J Smith

**CARRIED:** Unanimously

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

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The Executive Manager for Water and Waste Water advised the Committee that SNG Construction were awarded the tender. Council is currently working through the contract. H2H were engaged for works related to the low-pressure system.

Clr W McAndrew requested that Council set up a community consultation date during this meeting. It was confirmed that there was no indication as yet of what the restrictions will include when lock down lifts for NSW. The Committee discussed holding the meeting outdoors. The date of Thursday 21st October was suggested as a tentative date for the meeting, further details will be confirmed when lockdown is lifted.

### **ACTION**

**THAT** the Committee note the report on the Cullen Bullen Sewerage Scheme update and tentatively book Thursday 21st October for community consultation.

**MOVED:** Councillor J Smith

**SECONDED:** Councillor S Ring

**CARRIED:** Unanimously

## **6.3. Standing Item - Monthly Project Report**

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The Director of Infrastructure Services suggested that committee members raise any questions that have in relation to the projects listed in the table.

It was noted that Petra Ave and Ray Crescent projects were recently awarded funding for resealing works and that is scheduled to commence in November 2021.

Clr J Smith asked about the Thompson Creek Road Project. The Director Infrastructure Services confirm that the road preparation work is complete with plans to start sealing next week (pending weather).

It was raised that on page 11 the "Renovation of Wallerawang Parks and Gardens Depot Building" project dates need to be update to state ending in 2022. The start date is not the physical construction but the commencement of planning of project the end date will be the completion of the physical works.

Clr D Goodsell asked about the continuation of the CBD Footpath projects and keeping the community updated. The Director of Infrastructure Services advised the Committee that Council have applied for funding under Resources for Regions Round 8 to continue this project from Cook Street to the Court House Hotel. It was also noted that there are no issues with the water mains based on the information that they are satisfactory. Plans and designs of the continuation will be presented to Council and the community.

Clr J Smith noted the project for the awning at the Library in Lithgow. The Building and Recreation Facilities Manager advised that a tender for construction of the new awning has closed with staff to meet to go through the applicants and report to Council to award the tender. It was confirmed that local contractors have applied for these works.

The construction of the Rydal Amenities is progressing and is on track. There is currently a hold up with the supplier providing the units.

Kremer Park Grandstand project will progress but is subject to funding and a structural assessment. Funding has been applied for and expecting an announcement if Council is successful this month.

Clr J Smith complimented the works on the Glen Davis Road and Bridge. It was advised that line marking needs to be completed

Planning has commenced on the Wolgan Valley study as a high priority and once the asset management system is up and running there will be a focus on an evacuation route out of the valley for emergencies.

Clr D Goodsell asked if the grant funding for the Farmers Creek shared pathway also includes funding to maintain the Council asset. It was advised that this would be covered under general funds and revenue, with the grant funding only used for the initial construction. It was noted that this project was mostly completed by Council staff. It was noted that near Albert Street Hall there was major landscaping undertaken by contractors on behalf of Council. There are plans to continue works of the revegetation of the area.

Clr S Ring asked if there are records of the Farmers Creek works in terms of life of footpath and maintenance cost. It was advised that this information has been input into the Asset Management System

#### **ACTION**

**THAT** the committee notes the progress of the above listed projects.

**MOVED:** Councillor J Smith

**SECONDED:** Councillor S Ring

**CARRIED:** Unanimously

#### **6.4. Councillor Requests**

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Clr S Ring noted the management comment provided by the Executive Manager of Water and Waste Water but is still concerned as this matter has been ongoing for quite some time. The Executive Manager of Water and Waste Water advised that investigations are occurring to find a solution. It was noted that a more in-depth inspection needs to occur to confirm if there is a sewer connected into the storm water. This is and still can be quite common in the older estates but is an environmental issue. It was confirmed that once investigations have taken place a report will be brought back to the committee.

#### **ACTION**

**THAT** the Committee notes the report.

**MOVED:** Councillor S Ring

**SECONDED:** Councillor R Thompson

**CARRIED:** Unanimously

## **6.5. Sodwalls Tarana Road Bridge Repair Progress**

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The Director Infrastructure Services provided an overview of the report. There was a push for significant repair to the bridges in the area as they reflect significant heritage value. John Holland have appointed a consultant to assist in the development of high level concept options. Four (4) options have been presented and were explained to the committee.

Option 2 includes making the current bridge redundant and acquiring a minor portion / boundary adjustment with a new approach in the area to support future traffic volumes.

Clr J Smith raised having fencing near railways assessed as many are in need of repair. It was noted that this can be raised in the initial meeting with John Holland and new provider UGL.

As this is not a Council project , Council can lobby strongly for the Government and Railway to look at and engage in option 2 for the area. Council will also have to enquire with John Holland and/ rr UGL.

### **ACTION / RECOMMENDATION**

#### **THAT**

1. the Committee note the report relating to progress of necessary upgrades on road and bridge assets in the vicinity of the Sodwalls Tarana Road Rail Overbridge.
2. Council makes representation that option 2A be accepted.

**MOVED:** Councillor R Thompson

**SECONDED:** Councillor S Ring

**CARRIED:** Unanimously

## **6.6. Improved Project Management Processes**

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The Director Infrastructure Services gave an overview of this report. This details how administration are looking at improving the ongoing process of project management and ensuring a more streamlined process internally for delivering projects for the community.

It was advised that is looking to centralise responsibility and processes with strategic projects being developed for when opportunities arise.

Council currently has two project officers and an infrastructure development manager who is also a qualified engineer that is overseen by the Director of Infrastructure Services and ELT. The team is currently working at capacity now however are working towards a purchaser-provider model where this team manages the majority of Council's capital projects. The current project officers are funded based on the revenue gained by successful applications. The new processes will alleviate project oversights and making the process more consistent and ensure better communication between departments.

This new process is a better division of labour also noting a credit to Leanne Kearney for her efforts in implementing these improvements.

## **ACTION**

**THAT** the Operations Committee note the report regarding the ongoing process of improvement relating to internal project management practice.

**MOVED:** Councillor D Goodsell

**SECONDED:** Councillor J Smith

**CARRIED:** Unanimously

## **7. General Business**

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Clr McAndrew raised that there is still no bin at the Rotunda at Portland as discussed at previous committee meetings. It was also advised that there is still a need for a bin at the post office. J Edgecombe advised that a temporary bin will be placed at the post office and one will be moved from Saville Park closer to the Rotunda. It was noted that there is no money in the budget for additional surrounds however a budget bid will be put forward for the future financial year.

There was a request for the Tar Truck to attend Ridge Street Portland to repair some potholes.

Clr W McAndrew raised the matter of the vegetation and over hanging branches along the Glen Alice / Glen Davis Road.

It was advised that a letter has been sent to the RFS who have raised this matter with Council and Councillors with concerns about the coming bushfire season and the hazard it is causing.

It was discussed that Council must develop a holistic view of fire-related hazards in the region, looking forward and planning works to be undertaken in a strategic, consistent and prioritized manner.

Clr J Smith also noted the troubles with calling the front desk and cannot get through to anyone and most of the time going through to a voice mail. He advised that he has to call internal staff direct to get through. The General Manager advised that there is currently an investigation into this matter with an external company undertaking a review overall in relation to KPI's and correspondence times.

Clr J Smith raised that more signage is needed to direct people to the Glow Worm Tunnels from the highway. J Edgecombe advised that this signage needs to go through TASAC (state government) to promote tourism on main roads. Will also forward to the TALC committee for consideration. Clr S Ring also noted to contact National Parks in relation to signage as well as they may be able to provide funding as well.

Matter raised by Clr R Thompson , but referred to TALC for further investigation:

- Right hand turn into Lithgow Street from Hassans Walls Road there is difficulty when there are cars parked in this area. May require no standing signage.

## **8. Meeting Close**

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Next Meeting: Wednesday 3rd November 2021 at 4:30pm in the Committee Room.

There being no further business the Chairperson declared the meeting closed at 06:17 pm.