



A CENTRE OF REGIONAL EXCELLENCE

AGENDA

ORDINARY MEETING OF COUNCIL

TO BE HELD AT

THE ADMINISTRATION CENTRE, LITHGOW

ON

16 MAY 2016

AT 7.00pm

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# AGENDA

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**ACKNOWLEDGEMENT OF COUNTRY**

**APOLOGIES**

**PRESENT**

**CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 18 APRIL 2016**

**DECLARATION OF INTEREST**

**PUBLIC FORUM**

**PRESENTATIONS – NIL**

**MAYORAL MINUTES – NIL**

**STAFF REPORTS**

General Managers Reports  
Environment and Development Reports  
Operation Reports  
Corporate and Community Reports

**COUNCIL COMMITTEE MINUTES**

Community Development Committee Minutes - 12 April 2016  
Tourism Advisory Committee Meeting - 13 April 2016  
Mining Taskforce Committee Minutes - 20 April 2016  
Traffic Advisory Local Committee - 21 April 2016  
Sports Advisory Committee Meeting Minutes - 26 April 2016  
Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee Meeting Minutes - 27 April

**DELEGATES REPORTS - Nil**

**NOTICES OF MOTION**

Extension of Eskbank Street - Councillor C Hunter

**QUESTIONS WITH NOTICE**

Line Marking on Rural Roads - Councillor C Hunter

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**NOTICE OF RECISSIONS – Nil**

**BUSINESS OF GREAT URGENCY**

as identified by Clause 241 of the Local Government (General) Regulations 2005

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## **GENERAL MANAGERS REPORTS**

### **ITEM-1 GM - 16/05/16 - LOCAL GOVERNMENT AND SHIRES ASSOCIATION OF NEW SOUTH WALES - ELECTION OF BOARD OF DIRECTORS**

**REPORT BY: R BAILEY – GENERAL MANAGER**

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## **REFERENCE**

Min No 15-117: Ordinary Meeting of Council held on 1 June 2015

## **SUMMARY**

The purpose of this report is to provide Council with information about the election of persons to the Board of the Local Government and Shires Association of New South Wales.

## **COMMENTARY**

At the 2015 Annual Local Government NSW conference an election was held for the Board of Directors of the Local Government and Shires Association of NSW. Due to a voting irregularity the Association asked the Australian Electoral Commission (AEC) to conduct an election enquiry. On 29 March 2016 the Federal Court of Australia made an order declaring the election of 13 persons void.

The offices of President and Treasurer were unaffected, and the Court determined that three other directors were not impacted by the irregularity because of the size of their respective primary votes.

The Fair Work Commission has directed the AEC to conduct a fresh election for the affected positions, and in accordance with the Court's orders the election will be by secret postal ballot.

The vacant positions are:

- Vice President (Metropolitan/Urban Council)
- Vice President (Regional/Rural Council)
- Five (5) Directors (Metropolitan/Urban Council)
- Six (6) Directors (Regional/Rural Council)

The only candidates eligible for these positions are those who stood for them in 2015.

At the Ordinary meeting of Council held on 1 June 2015 Council resolved that the Mayor, Deputy Mayor and Councillor Pilbeam would be the voting delegates for the 2015 Annual Conference.

Council is now required to nominate its voting delegates for the postal vote by 12.00 noon on Thursday 2 June 2016. Council is not required to nominate the same delegates as were appointed for the 2015 conference.

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

NIL

**RECOMMENDATION**

**THAT** Council appoint the Mayor, Deputy Mayor and Councillor Pilbeam as voting delegates for the 2016 election for the vacant positions on the Board of Directors of the Local Government and Shires Association of New South Wales.

## ENVIRONMENT AND DEVELOPMENT REPORTS

ITEM-2            ENVIRO - 16/05/16 - ROAD NAMING - NEW ROAD FOR DA06710  
BOWEN VISTA, SOUTH BOWENFELS

REPORT BY: A MUIR – GROUP MANAGER ENVIRONMENT AND DEVELOPMENT

### SUMMARY

To advise Council of road naming proposal associated with development application number 067/10DA being a new cul-de-sac which is part of Stage 3 of the subdivision at Bowen Vista Estate, South Bowenfels.

### COMMENTARY

Council has received a submission from the subdivision developer on the naming of a new internal road within Stage 3 of the Bowen Vista Estate subdivision (see attachment 1). The applicant has requested that Council name this new cul-de-sac road as follows:

<b>Proposed Name</b>	<b>Reasoning</b>
<i>Settlers Retreat</i>	<ul style="list-style-type: none"><li>• <i>'Retreat' is a roadway forming a place of seclusion, being a cul-de-sac</i></li><li>• <i>Settlers retreat is in line with the naming throughout Bowen Vista as it evokes images of early settlers in the region.</i></li></ul>

### OTHER MATTERS

The developer/applicant requires the name of this road to be officially gazetted prior to the Subdivision Certificate release for Stage 3 of 067/10DA Bowen Vista subdivision. Therefore, this process has been commenced prior to the works being completed for Stage 3. The process is to be carried out via the online road naming system implemented by Geographical Names Board which is to be used for all new road name proposals.

### POLICY IMPLICATIONS

These roads will be named in accordance with Council's Road Naming Policy.

### FINANCIAL IMPLICATIONS

Council will incur some minor advertising costs in accordance with its Road Naming Policy, although the costs of the signs will be borne by the applicant of the subdivision.

### LEGAL IMPLICATIONS

The road will be named in accordance with the *Roads Act 1993* and *Roads Regulation 2008*.

### ATTACHMENTS

1. Plan showing Settlers Retreat location



## **RECOMMENDATION**

### **THAT:**

1. Council commence the online road naming process for “Settlers Retreat” for Stage 3 of 067/10DA, in accordance with Geographical Names Board’s NSW Road Naming Policy. This will include advertising in the local newspaper requesting submissions on the proposed road name.
2. If submissions against the proposal are received, detail of the submissions will be reported back to a Council meeting for determination.
3. If no submissions against the proposal are received, Council proceed with the online road naming process and gazettal of ‘Settlers Retreat’. This includes notifying emergency services of this outcome.

**ITEM-3            ENVIRO - 16/05/16 - TEN0116 - AWARDING OF TENDER FOR  
MARRANGAROO MASTERPLANDCP PROJECT**

**REPORT BY: A MUIR - GROUP MANAGER ENVIRONMENT AND DEVELOPMENT**

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**SUMMARY**

To advise Council of the results of the tendering process for the Marrangaroo Masterplan/DCP Project and to recommend the appointment of a preferred consultant to undertake the project.

**COMMENTARY**

**PROJECT APPROVAL**

Council considered a business case for the project to prepare a Masterplan and Development Control Plan for the Marrangaroo Urban Release Area and adjacent IN1 zoned land “employment lands” as part of the 2015/1016 Operational Plan and subsequently approved an allocation of \$150,000 for the 2015/2016 year. The approved project consists of specialised components of engineering and urban design which requires the engagement of professional consultants to carry out all the necessary work to prepare a comprehensive Masterplan and DCP

**PROJECT BACKGROUND**

The primary driver for this project is to plan for the future development of the area in an orderly and cost effective manner.

In 2005, following a spike in demand for residential land supply and an identified need for further suitable employment lands, Council identified a need for additional urban land in close proximity to services and facilities in Lithgow to provide for future orderly and sustained growth.

The Marrangaroo area was identified as a suitable site for investigation based on its location; ability to provide for a full range of urban land use; and its proximity to road infrastructure and relatively flat to undulating topography.

A full Local Environmental Study and Structure Plan was prepared by Geolyse Pty Ltd in 2006. The aim of these studies was to consider the “highest and best” use of the study area.

The Structure Plan provides the following:

- Preferred land uses and their location;
- Areas to be conserved and protected from future development;
- Key infrastructure needs and preliminary costings; and
- A staging plan.

The Structure Plan was adopted by Council in principle in February 07 (min 07/15). The Structure Plan identified an estimated potential residential lot yield of:

- 194 large lot residential allotments; and
- 1530 urban allotments.

Council in 2014 gave effect to this Structure Plan in the Lithgow Local Environmental Plan by zoning the area of IN1 employment lands located north of Reserve Road and immediately east of Great Western Highway and creating an Urban Release Area under Part 6 of the LEP to the south of Reserve Road and east of the Great Western Highway.

**PROJECT AREA**

The project area comprises 339.22ha of land within the Marrangaroo Urban Release Area (URA) and 54.85ha of IN1 zoned land (employment lands as mapped in Lithgow Local Environmental Plan 2014). Within the URA there is 41.22 ha of land zoned for B6 Business Corridor and 298 ha of land zoned R1 General Residential as shown in Figure 1 below.

The Project Area has approximately 38 individual landowners with one land holding of 143.9ha in single ownership in the centre of the URA representing 36.4 % of the project land area or 42.4% of the URA land area.

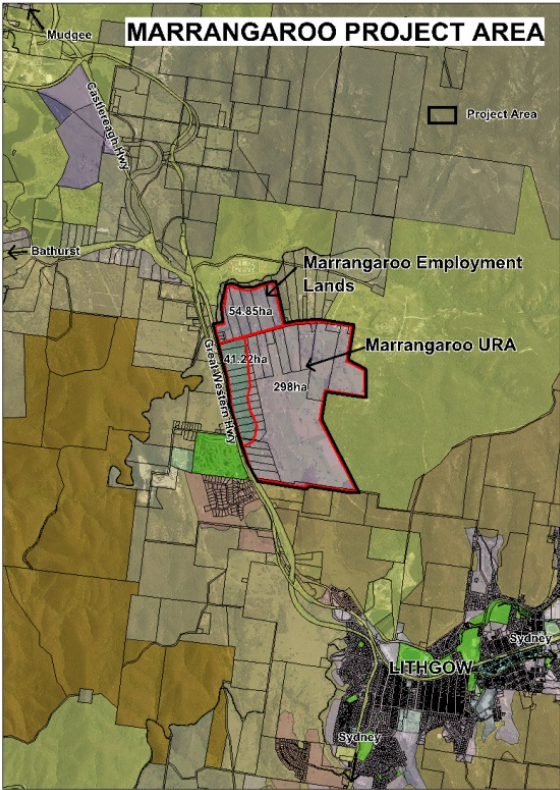


Figure 1 Marrangaroo Project Area

## PROJECT OBJECTIVES

The objectives of the project are to:

- Develop a vision and planning framework for the future development of the Marrangaroo Urban Release Area and adjoining employment lands to ensure development occurs in a logical and cost effective manner over time and is based on best practice urban design principles.
- To consider an interim planning framework for the development of the employment lands and enterprise corridor or part thereof to be accelerated ahead of the remainder of the project area.
- To establish a new suburban micro- community of Lithgow that provides a place that has its own identity, facilities and amenities, is highly liveable, functional and attractive and will meet the needs of the expected future population and demographic.
- To ensure that the vision and planning framework is developed, designed and communicated to all relevant stakeholders such as the landowners, community, elected representatives and government agencies in a collaborative and transparent manner that is easily demonstrated and understood.
- Provide a planning framework that may be used to inform, stimulate, channel and/or facilitate future investment decisions.
- Enhance the capacity of Council staff in relation to the principles of planning, designing, managing and implementing projects of this nature and to facilitate shared knowledge and skills.

## TENDER EVALUATION PROCESS

An open tender process was conducted as per Clause 167 of the Local Government (General) Regulations 2005 (Regulations) for a period of 23 days from 15 March to 11am on 7 April 2016. Five tenders were received during the advertised period as summarised in the Table below:

<b>Tenderer</b>	<b>Price excluding GST</b>	<b>Price including GST</b>
Elton Consulting	\$152,730	\$168,003
The Design Partnership	\$95,450	\$104,995
Oculus	\$169,019	\$185,920.90
Connybeare Morrison	\$199,500	\$219,450
TPG Town Planning and Urban Design with Geolyse	\$241,525	\$265,677.50

The tenders have been considered in accordance with Clause 177 of the Regulations by the Project Management Group consisting of the following staff:

Group Manager of Environment and Development (Project Sponsor)  
Strategic Land Use Planner (Project Leader)  
Economic Development Officer  
Land Use and Property Officer  
Works Co-ordinator – Water and Wastewater

The Project Management Group members each evaluated the tenders using the evaluation criteria and scoring scales pre-determined for the project. These evaluations

were then compiled as average weighted scores of all members of the Project Management Group and are summarised in the Table below:

<b>Evaluation Criteria</b>	<b>Weighting</b>	<b>Elton Consulting</b>	<b>The Design Partnership</b>	<b>Oculus</b>	<b>Connybeare Morrison</b>	<b>TPG Town Planning and Urban Design with Geolyse</b>
<b>Technical</b>						
Understanding the Project and proposed methodology	15%	9.12	6.78	16.7	10.56	12
Qualifications, Technical Skills and experience of key personnel and project team	15%	8.61	6.99	11.95	11.18	11.48
Demonstrated experience in delivering similar projects	10%	5.8	3.52	8.1	6.6	7
Demonstrated capability and capacity to fulfil project requirements	10%	6.27	4.86	6.6	6.53	6.93
<b>Total Technical Sub Weighting</b>	<b>50%</b>	<b>29.8</b>	<b>22.15</b>	<b>43.35</b>	<b>34.87</b>	<b>37.41</b>
<b>Commercial</b>						
Price	50%	31.24	50	28.23	23.92	19.76
WHS Compliance	Pass/Fail	Pass	Pass	Pass	Pass	Pass
Quality Assurance and Insurances Compliance	Pass/Fail	Pass PI insurance/Fail \$10M	Pass PI insurance/Fail \$10M	Pass PI insurance/Fail \$10M	Pass PI insurance/Fail \$10M	Pass PI insurance/Fail \$10M
<b>Total Commercial Sub Weighting</b>	<b>50%</b>	<b>31.24</b>	<b>50</b>	<b>28.23</b>	<b>23.92</b>	<b>19.76</b>
<b>TOTAL SCORE</b>		<b>61.04</b>	<b>72.15</b>	<b>71.58</b>	<b>58.79</b>	<b>57.17</b>

### **EVALUATION OVERVIEW**

It can be seen from the Table above that the price variation in the tenders is significant and has resulted in the lowest tender price coming forward with the highest evaluation score. However when evaluating the documents in more detail it was determined that the lowest tender failed to include the cost of meetings in their overall upper limiting fee, taking it to \$111,600 (ex GST). This affects the score for price as calculated using the scoring price formula and the total score for each tender as follows:

Evaluation Criteria	Weighting	Elton Consulting	The Design Partnership	Oculus	Connybeare Morrison	TPG Town Planning and Urban Design with Geolyse
Total Commercial Sub Weighting	50%	36.54	50	33.01	27.94	23.1
<b>TOTAL SCORE</b>		<b>67.78</b>	<b>72.15</b>	<b>76.36</b>	<b>62.81</b>	<b>60.51</b>

The Tender with the highest score being Oculus presents the best value for money and also identified itself as the superior tender using the technical evaluation criteria. This company worked extensively on a directly comparable project, Shiralee Masterplan/DCP completed in Orange in 2014 and has demonstrated its capability to undertake this project and is supported by favourable reference check.

Oculus does not satisfy the requirement for \$20M Professional Indemnity (PI) Insurance, having only \$10M coverage in any one incident. Each of the five tenders received did not satisfy this requirement.

Typically PI cover includes, claims that may arise from the services involved where they include:

- A breach of professional duty;
- Negligence;
- Bodily injury and property damage arising from service negligence;
- Fraud/dishonesty other than a company director's dishonesty;
- Infringement of intellectual property; breach of duty/confidentiality;
- Defamation; and
- Loss of documentation.

The project has been evaluated as having a low service and project risk for the above and using current industry standards as outlined in the Australian Procurement and Construction PI Insurance guidelines. The suggested amount of PI Insurance for low project and service risks is in the range of \$1-2M dollars. Therefore the \$10M coverage held by the company is adequate for this project.

### **POLICY IMPLICATIONS**

The tender process has been duly conducted in accordance with Council's adopted Tendering Policy 1.4 and the Tendering Standard Working Procedure 2.1.

No member of the Project Management Group had any conflict of interest or declarations to record.

There are no policy implications as a result of this report.

### **FINANCIAL IMPLICATIONS**

Council has allocated \$150,000 (ex GST) towards the project in the 2015/2016 Operational Plan. A further \$40,000 (ex GST) will be required to be allocated to allow

the tender to be awarded to the preferred tenderer outlined in this report and also allow a project contingency amount of approximately 10% of project costs.

These funds are currently available in the Strategic Planning Reserve and can be transferred as part of the 2016/2017 operational plan allocations.

### **LEGAL IMPLICATIONS**

The tender has been undertaken in accordance with all relevant legislation in particular Part 7 Tendering of the Local Government (General) Regulation 2005.

The successful tenderer will be required to enter into a formal contract with Council in accordance with AS4122-2000 – General Conditions of Engagement for Consultants.

### **RECOMMENDATION**

#### **THAT:**

1. Council in accordance with Clause 178(1) (a) of the Local Government (General) Regulation 2005 accept the Tender from Oculus for the upper limiting fee of \$185,920.90 including GST.
2. The General Manager be authorised to sign the resulting contract and any related documentation under delegated authority.
3. Council allocate a further \$40,000 (ex GST) to the project in the 2016/2017 Operational Plan process as a Transfer from the Strategic Planning Reserve.

## **OPERATION REPORTS**

**ITEM-4            OPER - 16/05/16 - ACCESS ISSUES TO PART LOT 202 17 BARTON AVENUE WALLERAWANG**

**REPORT BY: I STEWART – GROUP MANAGER OPERATIONS**

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### **REFERENCE**

NIL

### **SUMMARY**

To seek Council approval to the creation of legal access to Lot 202 Barton Avenue, Wallerawang over Council owned property.

### **COMMENTARY**

17 Barton Avenue, Wallerawang is located on the western side of Barton Avenue, Wallerawang at its most elevated point opposite the intersection with James Parade. Access from the public road is not possible due to significant height differences. 17 Barton Avenue, which has a total area of 1,271 square metres was purchased by the present owners in July 1994. At the time of purchase the current problems of access existed.

Access to the property has historically been provided by traversing private property. Access was originally provided from the frontage however access to the property is currently being provided via private property from the rear of the property. It should be noted that at the time of purchase of the property by the current owners access was not available from a public road.

Various options to resolve this issue have been investigated in the past without success however the reclassification of Council owned land adjacent to the subject property provides an opportunity for legal and practical access to 17 Barton Avenue, Wallerawang. The land adjacent to the property is owned by Council and through the LEP process it was reclassified from community to operational thus allowing creation of access.

Council has provided in the past a vehicular crossing in the kerb and guttering in Barton Avenue which could be utilised to gain access from the public road to the block in question.

The owners had recently submitted a proposal to purchase a portion of Council owned land totalling in area 2,955 square metres.

An onsite meeting was held in April 2016 to discuss this proposal and other possible options with the owners of the property which was attended by Councillor M Statham, Councillor C Hunter, Councillor R Thompson and Councillor M Ticehurst, the General Manger and Group Manager Operation.



The proposed purchase of a significant portion of Council owned land was not favourably considered and the provision of a right of carriageway under the transmission lines with the purchase of a small portion of land adjacent to the property in question (see attached sketch) was considered by all parties to be a more reasonable outcome.

The proposal includes creation of a right of carriageway up to three metres wide extending from the vehicle layback in Barton Avenue approximately 40 metres in a northerly direction linking to a small triangular portion of land under the transmission easement extending from the right of way to the north western boundary of the 17 Barton Avenue (approximate area of land being 450 square metres).  
(See attached sketch).

This will enable the owners to traverse this route to their property with minimal impact on Council owned property.

The possible transfer of unfenced land at the frontage to 17 Barton Avenue which contains Council's water main could also be included in the resolution of the access issue. Whilst Council has the legal right to enter private property to maintain water and wastewater infrastructure, it would be beneficial for Council to have control over this section of land which will not be required by the owners of 17 Barton Ave if the right of carriageway proposal is acceptable to all parties.

#### **POLICY IMPLICATIONS**

NIL

#### **FINANCIAL IMPLICATIONS**

NIL

#### **LEGAL IMPLICATIONS**

NIL

#### **ATTACHMENTS**

1. Proposed Boundary Adjustment Plan

#### **RECOMMENDATION**

##### **THAT**

1. Council offer to provide a right of carriageway up to three metres wide extending from the vehicle layback in Barton Avenue approximately 40 metres in a northerly direction linking to a small triangular portion of land under the transmission easement extending from the right of way to the north western boundary of the 17 Barton Avenue (approximate area of land being 450 square metres)
2. Council acquire the unfenced portion of frontage to 17 Barton Avenue be transferred to Council in order to protect the water main infrastructure located therein.
3. Valuations be obtained by Council for the above land transfers and Right of Carriageway.

4. The applicant being the owner of 17 Barton Avenue, Wallerawang be solely responsible for all costs associated with the purchase of land from Council inclusive of boundary adjustment and creation of legal access, survey, valuations and legal costs.
5. Authorise the affixing of the Council seal to the necessary documentation.

## ITEM-5 OPER - 16/05/16 - WATER REPORT

**REPORT BY: I STEWART – GROUP MANAGER OPERATIONS**

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### REFERENCE

Min No 16-81: Ordinary Meeting of Council held on 18 April 2016

### SUMMARY

This report provides an update on various water management issues.

### COMMENTARY

#### Current Dam Levels for both Farmers Creek and Oberon

Farmers Creek Dam # 2 capacity on Monday, 2<sup>nd</sup> May 2016 was 64%. Oberon Dam capacity on Monday, 2 May 2016 was 53%.

#### Current Water Usage from Each Supply

Table 1 below indicates total output from the Oakey Park Water Treatment Plant (consumption), the volume transferred from the Clarence Water Transfer System (CWTS) and the volume of water purchased from Fish River for 2015/2016. Table 2 below indicates total output from the Oakey Park Water Treatment Plant (consumption), the volume transferred from the Clarence Water Transfer System (CWTS) and the volume of water purchased from Fish River for 2013/2014 and 2014/2015.

**Table 1 - Oakey Park Monthly Output and Clarence Transfer 2015/2016**

Month	Oakey Park WTP (ML)	Clarence Transfer (ML)	Fish River Supply (ML)
July	113	0	50
August	112	0	66
September	117	0	57
October	123	0	63
November	117	0	75
December	162	63	55
January	120	0	74
February	111	0	77
March	132	0	88
April	119	12	61
<b>TOTAL</b>	<b>1,226</b>	<b>75</b>	<b>666</b>

**Table 2 - Oakey Park Monthly Output and Clarence Transfer 2013/2014 & 2014/2015**

Month	2013/14			2014/15		
	Oakey Park WTP (ML)	Clarence Transfer (ML)	Fish River Supply (ML)	Oakey Park WTP (ML)	Clarence Transfer (ML)	Fish River Supply (ML)
July	93	0	44	80	0	63
August	96	0	67	145	0	45
September	102	0	73	105	0	66
October	130	0	58	112	0	61
November	106	0	61	120	0	65
December	100	0	47	84	0	36
January	111	0	109	89	0	100
February	93	0	73	95	0	66
March	62	0	68	143	0	67
April	105	0	61	99	0	71
May	118	0	59	105	0	55
June	101	0	67	131	0	74
<b>TOTAL</b>	<b>1,217</b>	<b>0</b>	<b>787</b>	<b>1,308</b>	<b>0</b>	<b>769</b>

### **Clarence Transfer System**

Water was transferred from the Clarence Colliery Dam to Farmers Creek No. 2 Dam during the month of December 2015. During this period 63ML were transferred to assist in restoring the volume stored.

### **Oakey Park Water Quality Summary**

Oakey Park Water Treatment Plant supplied water to Lithgow, Marrangaroo, Wallerawang, Lidsdale, Portland, Cullen Bullen, Glen Davis and Rydal on 15/4/2016. Oakey Park Water Treatment Plant is currently supplying water to Lithgow. No health-based ADWG values were exceeded for the period 9/4/2016 to 6/5/2016.

### **Treatment Plants Monitoring Results**

Samples are taken on a monthly basis at various locations within the STPs and WTP. Nine samples were taken on 29/3/2016 and forwarded to Sydney Water for testing. There was one minor (1) non-compliance at Portland STP, as detailed below in Table 3. All other test results complied with licence criteria. All test results are published on the Lithgow City Council website as required by the *Protection of the Environment Operations Act 1997*.

**Table 3 – Treatment Plants Monitoring Results**

Non Compliance	Licence Limit	Date Sampled	Cause of Non Compliance	Action Taken To Mitigate Adverse Effects Of The Non Compliance	Action Taken To Prevent Future Reoccurrence Of Non Compliance
pH 6.0	6.5 – 8.5	29/3/2016	Chlorine dosing system was jammed on allowing additional chlorine to be dosed dropping the pH level.	Cleaned the dosing system components and applied lubrication to all moving parts.	Immediate action: <ul style="list-style-type: none"> <li>• Continual monitoring</li> <li>• Lubricate moving parts regularly</li> <li>• Contacted service contractor to investigate and provide feedback</li> <li>• Look at renewing dosing system if required</li> </ul>

**Fish River Water Scheme Water Quality Summary**

Fish River Water Supply is currently supplying water to Marrangaroo, Wallerawang, Lidsdale, Portland, Cullen Bullen, Glen Davis and Rydal. No health-based ADWG values were exceeded for the period 9/4/2016 to 6/5/2016.

**Current Water Restrictions Update**

Level 1 restrictions are effective from Monday, 17<sup>th</sup> March 2014.

**Water Saving Schemes or Processes Update**

Council’s Rainwater Tank and Domestic Appliance Rebate Program continued with Council approving five (5) for household appliance rebates and three (3) applications for water tank rebates for the period 9/4/2016 to 6/5/2016.

**Water Reticulation Complaints**

Five (5) complaints were received during the period 9/4/2016 to 6/5/2016 concerning water quality issues in the following areas. Testing of the water was undertaken at each location.

Locality	Concern	Notes
Thompson Street, Lithgow	Caller stated they have dirty water.	Burst main in the network. Complied with ADWG health limits. Main flushed.
Williwa Street, Portland	Customer advised that they have had water disconnected this morning	Burst main in the network. Complied with ADWG health limits.

	in the street, but since it has come back on they have clean water in one tap and other tap only dirty water coming through.	Main flushed.
Great Western Highway, Bowenfels	Caller stated the water is yellow and would like the mains flushed.	Burst main in the network. Complied with ADWG health limits. Main flushed.
Guy Street, Lithgow	Experiencing dirty water, can mains be flushed please.	Burst main in the network. Complied with ADWG health limits. Main flushed.
Chivers Close, Lithgow	Caller advised dirty water - Brown yesterday - scrubbed shower Monday & was dirty again Wednesday.	Dead end of the network. Council Officers investigating options to improve water quality in this area. Complied with ADWG health limits. Main flushed.

Details of water complaints made in the last six (6) months are displayed in the attachment.

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

NIL

**ATTACHMENTS**

1. Water Quality Complaint Trend

**RECOMMENDATION**

**THAT** Council notes the water report.

**REPORT BY: I STEWART – GROUP MANAGER OPERATIONS**

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## **REFERENCE**

Min No 15-16

Ordinary Meeting of Council held on 9 February 2015

## **SUMMARY**

This report provides an update on the variations approved to date and upon completion of the project '50m Pool Upgrade – Stage 4'.

## **COMMENTARY**

In relation to the total approved variations, the following information is provided:

Please note that where indicated, some variations have previously been reported.

### **Variation 1 – Remove and Replace 150m<sup>2</sup> of Existing Concrete Concourse**

Variation was effected in order to remove the obtrusive and unsafe step in the concourse between the pool and the tiered seating. This work was not part of the original contract scope.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 2 – Additional Cost for Removal of 200mm Thick Concourse**

The project Contract states that any concrete over 120mm thickness will be considered a latent condition and costed accordingly. A conservative amount of 150m<sup>2</sup> was found to be 200mm+ thickness and removed from site.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 3 – Removal of Asbestos from Gutter**

As part of the Special Conditions of Contract, the appearance of any asbestos as part of the construction works would warrant a contract variation for its removal. This work included the removal of a fixed fibro sheet from under the concrete, repair of the collapsed water line and the retrofitting of new copper water line fittings.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 4 – Piering to New Ramp and Gutter**

The soil foundations in the area of the new ramp and gutter were subject to geotechnical assessment and found to be unsuitable for providing appropriate support to the new ramp and gutter. Some fill was removed from site and 600mm concrete piers were formed to a depth of 5.7m.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 5 – Backfilling of Pool**

Upon site excavation, it was determined that 250m<sup>3</sup> of uncontrolled fill was to be removed due to it failing required compaction testing. The soil from the backwash tank excavation was also deemed to be non-compliant and unable to be used as backfill.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 6 – Remove and Fill Existing Pool Lights**

Upon inspection it was found that many of the pool lights were the cause of water leakage. The lights were removed, reinforcement was placed and concrete was poured and cured in situ to rectify the problem. This variation has not been charged to Council.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 7 – Site Shut Down Due to Bomb Scare Whilst Excavating**

Due to bomb scare in July 2015, the construction site was shut down for a period of 4 hours. This variation includes the costs of all equipment and operators for that time. This variation has not been charged to Council.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 8 – Rectify Pool Length to Comply With FINA Regulations**

According to FINA regulations, when touch pads are installed for competitive use, the pool length must be equal to 50.000 metres with a tolerance of +0.030m and -0.000m. In some areas the variance was up to +0.042m and as such this issue was to be rectified to allow the pool to be used as a competition venue.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.



## **Variation 9 - 12 – Place New Floor in Pool**

### ***PREVIOUSLY REPORTED***

Due to the construction being completed in winter months and the subsequent freeze/thaw cycle of the tiles and pockets of air/water beneath them, a large percentage of the tiles shattered. This resulted in an unsuitable surface to apply the new pool liner to. To resolve the issue, a 80mm concrete slab was poured over the entirety of the pool floor and bolted to allow the application of the pool liner.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 13 – Remove Existing Water Main**

As part of the Special Conditions of Contract, the appearance of any asbestos as part of the construction works would warrant a contract variation for its removal. This variation allowed the removal of an existing asbestos water main and replacement with a new 100mm poly line. This variation includes excavation and materials.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 14 – Import General Compactible Fill to Backfill Pool**

Due to the lack of suitable soil for backfilling in the pool facility, 250m<sup>3</sup> of soil was imported from Hy-Tec. This variation includes all costs for time extension.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 15 – Supply and Install of Flood Lights to 50m Pool**

In order to ensure the security of the complex after hours, 4 100,000 lumen flood lights are to be installed. This includes conduits, galvanised poles and concrete footings.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 16 – Supply and Install Removable Diving Blocks**

Variation includes the supply and install of nine removable diving blocks. The quote for this variation is over and above the original non-removable blocks quoted at tender stage.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 17 – Extension of Time Delay Charges as Approved**

Wet weather has extended the project by 33 days. Delay charges have been costed and included in this variation.

Due to Icon Building Group incurring additional plant and labour costs to cover wet weather expenses, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 18 – Render Stair Risers to Concourse**

As a result of the removal of the step in the concourse (detailed in Variation 1), the concrete rendering had to be removed from the bottom step of the tiered seating. For this reason, this variation was effected to re-tie-in the stair risers into the concourse and the rest of the tiered seating.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 19 – Remove Discussed Steel Piping to Concourse**

Steel piping that was no longer required was removed from underneath the concourse. This variation includes labour, equipment, accommodation and overheads.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 20 – Extend Concourse and Create New Ramp to Plant Room**

As a result of the lowering of the concourse, a new ramp is to be constructed to allow access from the pool concourse to the plant room. This includes the supply of concrete, preparation, formwork and reinforcement. Please note that Icon has extended the concourse slab in this area by 40m<sup>2</sup> to cover the shade sail area. This was not part of the contract scope and provides a cost saving to Council of approximately \$10,000.00.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 21 – Supply and Install Intercom System**

In order to satisfy WHS requirements, an intercom system was installed and linked to the indoor facility. Similarly, a duress alarm system has been installed as part of this variation.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

#### **Variation 22 – Repair Sewer Damaged While Drilling Light Piers**

While drilling for light pole piers (see Variation 15) a sewer line was damaged. This variation is in addition to Variation 15 and covers the repair of this infrastructure.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 23 – Supply and Erect Brick Wall and Lid to Conceal Services**

Due to the lower concourse levels, previously hidden services have been exposed near the plant room. This variation covers the cleaning of this area and the construction of a brick wall and lid to cover and protect the services while still maintaining accessibility.

Due to Icon Building Group incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **POLICY IMPLICATIONS**

NIL

### **FINANCIAL IMPLICATIONS**

<b>Strategy</b>	<b>Variation Cost (excl. GST)</b>	<b>Previously Reported?</b>
Variation 1 – Remove and Replace 150m <sup>2</sup> of Concrete Concourse	\$59,736.00	No
Variation 2 – Removal of Additional Concourse	\$19,123.20	No
Variation 3 – Removal of Asbestos	\$3,312.00	No
Variation 4 – Piering to Ramp and Gutter	\$4,464.00	No
Variation 5 – Backfilling of Pool	\$17,826.00	No
Variation 6 – Remove and Fill Existing Lights	\$0.00	No
Variation 7 – Site Shut Down Due to Bomb Scare	\$0.00	No
Variation 8 – Rectify Pool Length to Comply with FINA	\$17,202.65	No
Variation 9 to 12 – Place New Floor in Pool	\$99,780.00	Yes
Variation 13 – Remove and Replace Water Main	\$9,480.00	No
Variation 14 – Import General Compactible Fill to Backfill Pool	\$6,240.00	No
Variation 15 – Supply and Install Floodlights to 50m Pool	\$41,880.00	No
Variation 16 – Supply and Install of Removable Diving Blocks	\$10,152.00	No
Variation 17 – Extension of Time Delay Charges	\$28,512.00	No
Variation 18 – Render Stair Risers to Concourse	\$6,768.00	No
Variation 19 – Remove Discussed Steel Piping to Concourse	\$3,888.00	No
Variation 20 – Extend Concourse and Create New Ramp to Pump Room	\$6,552.00	No
Variation 21 – Supply and Install Intercom System	\$12,998.61	No

Variation 22 – Repair Sewer Damaged When Drilling Lights	\$1,837.50	No
Variation 23 – Supply and Erect Brick Wall and Lid to Conceal Services	\$1,788.00	No
<b>Total Cost of Variations Approved to Date</b>	<b>\$99,780.00</b>	
<b>Total Cost of Variations to be Approved</b>	<b>\$248,819.96</b>	

Total budget for the project '50 Metre Pool Upgrade – Stage 4' was \$2,853,029.00 excl. GST. Total expected expenditure (once the Contractor's final progress claim is received and processed (including design, project management and construction) will be \$2,728,229.96 excl. GST. This leaves an unspent balance of \$124,799.04.

This project has complied with 2015/16 budget allocations.

#### **LEGAL IMPLICATIONS**

NIL

#### **RECOMMENDATION**

**THAT** Council confirm the variations paid in conjunction with contract works on the '50 Metre Pool Upgrade – Stage 4' project totalling \$248,819.96.

**ITEM-7            OPER - 21/04/16 - VARIATION REPORT - CONSTRUCTION OF RAIL OVERBRIDGE, WALLERAWANG**

**REPORT BY: I STEWART – GROUP MANAGER OPERATIONS**

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**REFERENCE**

Min No 14-424            Ordinary Meeting of Council held on 27 October 2014

**SUMMARY**

This report provides an update on the variations approved to date and upon completion of the project ‘Construction of Rail Overbridge, Wallerawang’.

**COMMENTARY**

In relation to the total approved variations to date, the following information is provided:

Please note that where indicated, some variations have previously been reported.

**Variation 2 – Pile Reinforcement Cage Relocation to St Marys Plant Yard**

***PREVIOUSLY REPORTED***

The pile reinforcement cages were procured after contract award and were scheduled to be delivered on site in accordance with the Contract Program. Due to the delay with John Holland CRN site access and approval for site possession, the pile reinforcement cages were temporarily stored at Abergeldie Contractors St Marys Plant Yard.

Ongoing long term storage of the cages was not possible due to the associated warehousing charges that would outweigh relocation and transportation costs. Nevertheless, a double handling cost would have still been incurred if the cages would have been alternatively stored at Lithgow City Council’s Brays Lane compound.

A crane and transport would be required to relocate the pile reinforcement cages to the John Holland CRN project site for permanent installation. As a result, Abergeldie Contractors P/L has incurred additional costs for plant, labour and equipment to relocate and remobilise the pile reinforcement cages. For this reason, this is a legitimate variation under the General Conditions of Contract for Works Under Contract Clause 36.1 and 36.4.

**Variation 3 – Reinforced Soil Wall Re-Design for Permanent Telstra Fibre Optic Cable Route**

***PREVIOUSLY REPORTED***

The proposed Reinforced Soil Wall (RSW) Issue for Construction (IFC) drawings detailed a service clash between the new RSW and the permanent Telstra Fibre Optic Cable (FOC) route. The IFC design intent was to reuse the existing north and south pits which will be connected by the new bridge deck once installed. Abergeldie Contractors raised

this issue to Lithgow City Council (LCC) through RFI005 on the 21 January 2015 and in Construction Meeting No. 3 on the 23<sup>rd</sup> January 2015.

This clash was verified with a field survey set out and an on-site meeting with Telstra on the 18<sup>th</sup> February 2015. This meeting confirmed that the permanent Telstra FOC route was un-constructible due to the IFC RSW straps. Telstra was requested to provide an alternate route and price to relocate the Telstra FOC should the RSW re-design not be successful due to construction staging restrictions. Telstra provided a revised quote on the 1<sup>st</sup> April 2015 which proposed several directional under bores across the railway corridor at the proposed cost of \$701,443.43. Compared to the original Tender cost of 130,550.25, this was an increase of \$570,893.18.

On the 15<sup>th</sup> April 2015, a re-design the approved RSW occurred. This was done by shortening the reinforcing straps and procuring additional temporary wall panels.

On the 29<sup>th</sup> April 2015, Telstra confirmed that the redesign of the RSW will ensure that the Telstra FOC route is constructible and that the original price of \$130,550.25 was still valid.

As a result of the redesign, Abergeldie Contractors incurred additional design man-hours, survey and temporary wall material costs. For this reason, this is a legitimate variation under the General Conditions of Contract for Works Under Contract Clause 36.1 and 36.4.

#### **Variation 4 – RSW Through and Cess Drainage Works**

##### ***PREVIOUSLY REPORTED***

Abergeldie Contractors submitted a compliant RSW design in accordance with the IFC drawings and RMS Specification R57 which was accepted by Cardno on the 6<sup>th</sup> February 2015.

The existing site conditions did not allow the Reinforced Soil (RS) block drainage to drain from the RSW to a nominated outlet point. The tender design drawings did detail an outfall or localised cess drainage works to enable water to flow away from the RSW. Abergeldie Contractors are not responsible for the global stability and global drainage requirements of the RSW.

On the 24<sup>th</sup> of May 2015, Abergeldie Contractors submitted RFI010 which contained several options for the drainage of water away from the RS block and towards the existing track drainage. The proposal was accepted by Cardno on the 29<sup>th</sup> May 2015 which employs non-slotted corrugated pipe work at 3 intervals to drain water from the trench drain towards the existing track drainage.

Approximate drainage quantities are:

- North RSW – 15m of through drainage (non-slotted corrugated 100mm drain coil) buried in 10% stabilised sand;
- South RSW – 15m of through drainage (non-slotted corrugated 100mm drain coil) buried in 10% stabilised sand;
- North RSW – 50m of cess drainage re-shaping – unlined virgin finish, permits for outfall to JH CRN easement by LCC;

- South RSW – 50m of cess drainage re-shaping – unlined virgin finish, permits for outfall to JH CRN easement by LCC;

This is a legitimate variation under the General Conditions of Contract for Works Under Contract Clause 36.1 and 36.4.

### **Variation 5 – Relocate and Double Handle 24x 22.7m Precast Concrete Planks**

Twenty four precast concrete beams were procured at the time of Contract Award. These beams were due for permanent installation on the 23<sup>rd</sup> May 2015 rail possession in accordance with the Contract Program. However, due to the site access delay the installation of these beams was not possible and could only be installed during the next available rail possession – 3<sup>rd</sup> October 2015.

The beams required urgent removal from Abergeldie’s precast supplier’s yard otherwise warehousing costs or relocation costs of all twenty four beams would apply. As such, all twenty four beams were stockpiled on site with a 220t Mobile Crane and the same crane would be required to reload these beams during the rail possession to ‘feed’ the main 250t Mobile Crane for permanent placement.

The additional double handling costs incurred includes –

- Traffic Control and Cranage Cost for the 16/6 and 18/6 to stockpile 12 no. Precast beams;
- Traffic Control, Transport and Cranage Cost for the 3<sup>rd</sup> October 2015 rail possession for three shifts 2/10, 3/10/15 and 4/10/15 to receive the final 12 no. precast beams, reload and transport the already stockpiled beams to the main 250t Mobile Crane for permanent placement;

Note: Remaining of the final beams could not be received on the 3/10/15 and 4/10/15 due to RMS restrictions over the long weekend.

Abergeldie Contractors allowed to mobilize all twenty four precast beams during the first possession, ready for direct unloading and placement by the main 250t Mobile Crane located off the new abutment on the Pipers Flat Rd end.

### **Variation 6 – Painting 1200mm Galvanised Steel Liners x8**

#### ***PREVIOUSLY REPORTED***

IFC design drawing SB115 Rev B stipulates an ‘ID1200 min. Corrugated steel former – typ’ on all eight (8) 900mm diameter concrete piers. The design drawing does not detail thickness, material composite and type of liner. Cardno requested all pier liners possess a minimum 100 year life span during construction works. Several options were provided to Cardno and Lithgow City Council which included the following:

- Procuring new polymer laminated liners;
- Applying epoxy paint; and
- Use the existing HELCOR galvanised liners.

Lithgow City Council instructed Abergeldie Contractors on the 16<sup>th</sup> June 2015 to proceed to supply and apply epoxy paint to all eight liners under a day works arrangement.

This is a legitimate variation under the General Conditions of Contract for Works Under Contract Clause 36.1 and 36.4.

### **Variation 8 – Construction of Footpath Approach Slab**

Abergeldie submitted RFI032 to Lithgow City Council and Cardno on the 2/11/2015 requesting further information in regards to the bridge approach barriers. Due to current issues in design, Cardno submitted a sketch detailing the barrier profile and transition from type F to bridge barrier. The new design requires the bridge approach slab to be extended to the footpath and incorporate the barrier.

### **Variation 9 – Additional Costs for Bored THRIE Barrier Footings – 33m**

At the time of tender, Abergeldie allowed for post driven THRIE barrier post footings without provision to work on top the existing PVC water main.

Cardno advised Abergeldie in RFI-040 that the post driven footing is to be reduced by 300mm in length and installed in a 400mm diameter bored hole as per standard drawing MD.R132.F06.A.

Due to Abergeldie incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **Variation 10 – Additional Safety Barriers / Guardrails**

Following discussions with the safety barrier installation contractor on site following commencement of safety barrier construction, the following additional safety barrier / guard rail is to be installed in order for compliance to be fulfilled completely with Australian Standards:

- An extra 16 metres of w-beam;
- The trailing terminal must be changed to a straight trailing terminal & the bullnose must be changed to a mini version due to pedestrian pathway;
- Removal of 8 metres of w-beam;
- Supply & installation of ET-2000

Due to Abergeldie incurring additional plant and labour costs to undertake this instruction, this is a legitimate Variation under the General Conditions of Contract for Works Under Contract.

### **POLICY IMPLICATIONS**

NIL

### **FINANCIAL IMPLICATIONS**

<b>Variation Description</b>	<b>Variation Cost (excl. GST)</b>	<b>Previously Reported?</b>
Variation 1 – EOT1	To Be Negotiated	No
Variation 2 – Pile Cage Relocation	\$8,004.00	Yes
Variation 3 – RSW Re-Design for Telstra FOC Route	\$3,672.00	Yes
Variation 4 – RSW Drainage Works	\$26,623.00	Yes



Variation 5 – Relocate and Double Handle Planks	\$79,638.00	No
Variation 6 – Painting 1200mm Gal. Steel Liners x8	\$17,035.00	Yes
Variation 7 – REJECTED By Project Manager For Non-Compliance	\$0.00	No
Variation 8 – Construction of Footpath Approach Slab	\$30,257.00	No
Variation 9 – Additional Costs for Bored Footings	\$9,490.00	No
Variation 10 – Additional Safety Barriers / Guardrails	\$6,302.00	No
<b>Total Cost of Variations Approved to Date</b>	<b>\$55,334.00</b>	
<b>Total Cost of Variations to be Approved</b>	<b>\$125,687.00</b>	

Total budget for the project 'Construction of Rail Overbridge, Wallerawang' was \$3,500,000.00 excl. GST. Total expenditure to date (including design, project management and construction) has been \$3,430,528.84 excl. GST. The remainder of the approved budget (\$69,471.16) has been committed to the re-sealing of Blackberry Lane, Wallerawang, as approved by Infrastructure NSW.

This project has complied with 2015/16 budget allocations.

#### **LEGAL IMPLICATIONS**

NIL

#### **RECOMMENDATION**

**THAT** Council confirm the variations paid in conjunction with contract works on the 'Construction of Rail Overbridge, Wallerawang' project totalling \$125,687.00.

**ITEM-8            OPER - 16/05/16 - DRAFT POLICY 10.19 - LITHGOW AQUATIC CENTRE SUPERVISION POLICY**

**REPORT BY: I STEWART – GROUP MANAGER OPERATIONS**

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**REFERENCE**

Min No 16-20:                    Ordinary Meeting of Council held on 8<sup>th</sup> February 2016

**SUMMARY**

This report is to present revised Policy 10.19 – Lithgow Aquatic Centre Supervision Policy to Council for adoption.

**COMMENTARY**

Draft Policy 10.19 – Lithgow Aquatic Centre Supervision Policy was submitted to Council on 8<sup>th</sup> February 2016. Subsequently the document was placed on public exhibition for a 28 day period and was advertised for public comment. One submission was received from Lithgow Swimming Club which was discussed at the Sports Advisory Committee Meeting of 26<sup>th</sup> April 2016.

Issues raised by the Lithgow Swimming Club include:

- Safety of Council staff having regard to money on the premises, handling chemical, aggressive patrons and emergency situations;
- Consistency with staffing levels at other Council facilities;
- Policing and monitoring of patrons in the water;
- Performance of other duties such as cleaning, water testing, handling enquiries, checking plant room and chemical feeds; and
- Manning the Café and performing other miscellaneous tasks.

The Council Policy has been prepared on the basis of existing practice.

These issues have been discussed in detail with staff and during quiet periods are adequately dealt with. During peak times the level of patronage dictates that additional supervision is required and is readily available on a standby basis. It is the opinion of the supervisors and staff that the policy can be complied with to ensure maximum benefit for patrons.

**POLICY IMPLICATIONS**

Policy 10.19 – Lithgow Aquatic Centre Supervision Policy will be added to Council’s policy register.

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

NIL

## **ATTACHMENTS**

1. Policy 10.19 – Lithgow Aquatic Centre Supervision Policy
2. Submission from Lithgow Swimming Club

## **RECOMMENDATION**

**THAT** Council **ADOPT** Policy 10.19 – Lithgow Aquatic Centre Supervision Policy.

**ITEM-9            OPER - 16/05/16 - 2016/17 ACTIVE TRANSPORT & AUSTRALIAN  
GOVERNMENT BLACK SPOT PROGRAM APPROVED PROJECTS**

**REPORT BY: I STEWART – GROUP MANAGER OPERATIONS**

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**SUMMARY**

This report provides advice to Council that it has been successful in gaining funding for projects through the NSW Government's Active Transport Program and the Australian Government Black Spot Program for the 2016/17 financial year.

**COMMENTARY**

As part of the 2016/17 Active Transport Program and Black Spot Program, Council has received two grants totalling \$190,000 to undertake improvement works at the Macauley Street/Tank Street/Sandford Avenue intersection (\$75,000) and Lithgow Street between Bent Street and Proto Avenue (\$115,000).

Works proposed at both locations include improved line marking, wire rope crash barriers, improved lighting and increased protection for pedestrians. Detailed designs will be referred to TALC for consideration and modification where considered necessary.

The work will be completed in 2016/17 as part of Council's capital works program.

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Funds have been made available in the 2016/17 Financial Management Plan as part of the NSW Government's Active Transport Program and the Australian Government Black Spot Program through the RMS. No funds are required to be contributed from Council.

**LEGAL IMPLICATIONS**

NIL

**RECOMMENDATION**

**THAT** Council note the proposed safety works to be undertaken at the Macauley Street/Tank Street/Sandford Avenue intersection at a cost of \$75,000 and Lithgow Street between Bent Street and Proto Avenue at a cost of \$115,000 under the NSW Government's Active Transport Program and the Australian Government Black Spot Program.

REPORT BY: I STEWART – GROUP MANAGER OPERATIONS

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## SUMMARY

To seek approval to invite public expressions of interest from community organisations, individuals or businesses to manage the JM Robson Aquatic Centre.

## COMMENTARY

The feasibility of contracting out the management of the JM Robson Aquatic Centre has been previously discussed by the Operations Committee however with the completion of the upgrade to the 50 metre pool and the successful operation of the 25 metre indoor pool, it is probably an opportune time to seek expressions of interest from the private sector to tender for the management of the current facilities. Benefits may include cost savings, improved promotional activities and experience in running such a facility.

The first step in the process would be the calling of public expressions of interest from suitably qualified and experienced companies and the selection of preferred EOI's to be involved in a selective tender process.

Whilst this process is in no way critical of the efforts of the existing staff who have done an excellent job to date, the management of a commercial enterprise of this nature is not considered to be core business for this Council. If the process of inviting expressions of interest is successful Council could then proceed to inviting selective tenders from a preferred list of companies to either enter into a partnership with Council or assume full responsibility for the management of the Centre.

## POLICY IMPLICATIONS

NIL

## FINANCIAL IMPLICATIONS

NIL

## LEGAL IMPLICATIONS

NIL

## RECOMMENDATION

**THAT** Council invite expressions of interest from companies experienced and qualified to manage the JM Robson Aquatic Centre.

## CORPORATE AND COMMUNITY REPORTS

### ITEM-11 CORP - 16/05/16 - QUARTERLY PERFORMANCE REPORT ON 2015-2016 OPERATIONAL PLAN FOR THE PERIOD 1 JANUARY TO 31 MARCH 2016

**REPORT BY: J BROZEK – GROUP MANAGER CORPORATE AND COMMUNITY**

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## REFERENCE

Min No 15-121: Ordinary Meeting of Council held on 1 June 2015  
Min No 15-303: Ordinary Meeting of Council held on 16 November 2015  
Min No. 16-40: Ordinary Meeting of Council held on 29 February 2016

## SUMMARY

This report provides the Quarterly Performance Report on the 2015-2016 Operational Plan for the period of 1 January to 31 March 2016 with a recommendation that variations to income and expenditure estimates are voted. The revised budget surplus of \$9,230 has no movement from the original budget result.

## COMMENTARY

The January to March Quarterly Performance Report on the 2015-2016 Operational Plan has been prepared and details are provided with the attachment to the Business Paper.

This report provides a detailed summary of achievements against the Delivery Program 2013-2017.

Note: A negative balance is identified in brackets.

<b>2015/16 Quarterly Budget Comparison</b>			
<b>Budget (Inc Internal)</b>	<b>Income \$'000</b>	<b>Expenditure \$'000</b>	<b>Total \$'000</b>
Original	79,242	79,233	9
September Quarter	84,956	84,947	9
December Quarter	80,804	80,795	9
March Quarter	86,811	86,802	9

<b>2015/16 Quarterly Budget Comparison Fund</b>			
<b>Budget(Inc Internal)</b>	<b>Income \$'000</b>	<b>Expenditure \$'000</b>	<b>Total \$'000</b>

General	55,362	55,353	9
Water	7,829	7,829	0
Wastewater	23,620	23,620	0

The key variation included in this budget review is Roads to Recovery funding being reclassified as an operating grant rather than a capital grant. There has also been a redistribution of property insurance to the related budget areas, and a further salaries adjustment reflecting the new oncost methodology. A thorough reforecast of Council's Operating and project budgets have occurred in line with best practice. All variations for the General, Water and Wastewater funds have nil impact on Council's cash position.

2015/16 Quarterly Budget Variations				
	Division	Program	Variation	Reason
1)	Operations	Operations Office - Expenses	(619,147)	Salaries and expenses transferred to Oncost area under new methodology.
2)	Operations	Operations Office - Revenue	50,557	Revenue reduced due to re-forecasting.
3)	Operations	Transport Roads - Expense	19,840	Increased expenditure due to small variations in required maintenance transferred from other roads programs.
4)	Operations	Recreation - Expense	155,503	Increased expenditure due to property insurance being distributed to program areas.
5)	Operations	Recreation - Revenue	(117,298)	Increase in Aquatic Centre revenue.
6)	Operations	Transport Capital - Expense	559,697	Savings identified in Urban Resealing, Urban Drainage, Guardrail Installation, Bus Shelter Constructions and Timber Bridge Improvements projects used to fund variations to Black Bridge Replacement, Flood Study and Farmers Creek Cycleway capital items. Allocation of ILP and Roads to Recovery base budgets out to specific and approved projects. Additional grant funding for Black Bridge and Blackberry Lane.
7)	Operations	Transport Capital - Revenue	(633,965)	Additional grant funding for Black Bridge and Blackberry Lane in Wallerawang.
8)	Operations	Recreation Capital - Expense	(22,000)	Savings identified transferred to other operations programs.
9)	Operations	Water - Expenses	(33,368)	Reduced expenditure transferred to salaries and expenses transferred to Oncost area.
10)	Operations	Water - Revenue	(7,163)	Increased revenue due to additional water interest received being more than budgeted for.
11)	Operations	Water Capital - Expense	(139,364)	Reduction in capital budget transferred to maintenance as activities are operating in nature.
12)	Operations	Wastewater - Expenses	(46,000)	Reduced expenditure due to salaries and expenses transferred to Oncost area for supervisors costs.
13)	Operations	Wastewater Capital - Expense	70,289	Additional expenditure for Sewerage Pumping Station Upgrade as grant income has been received for project.
14)	Operations	Wastewater Capital - Revenue	(90,289)	Grant income received for Duncan Street Sewerage Pumping Station upgrade.
15)	Environment & Development	General Administration Environment & Development - Expenses	21,420	Increased expenditure on Legal and other general expenses.
16)	Environment & Development	Building Development - Expenses	126,870	Increased expenditure due to insurance premium distributed to properties subsidised by Finance.

**2015/16 Quarterly Budget Variations**

	<b>Division</b>	<b>Program</b>	<b>Variation</b>	<b>Reason</b>
17)	Environment & Development	Building Development - Revenue	(4,734)	Increased revenue from additional hall hire income received.
18)	Environment & Development	Environmental Protection – Expenses	3,813	Additional funds included for Landcare NSW grant.
19)	Environment & Development	Environmental Protection – Revenue	(20,620)	Increased revenue from Landcare NSW grant being received and additional inspection revenue received.
20)	Environment & Development	Waste Management - Expenses	(19,056)	Decreased expenditure in waste operating expenses transferred to Waste Capital projects.
21)	Environment & Development	Buildings Capital - Expense	1,807	Transfer expenditure from Farmers Creek Environmental Improvement within operating budget to Pound Improvements to cover small variance.
22)	Environment & Development	Waste Management Capital - Expense	19,056	Increase expenditure for concrete slab installed, funded from maintenance budget.
23)	Corporate & Community	On-Costs - Expenses	802,409	Transfer of expenditure budget from other budget areas. In line with new on-cost recovery methodology.
24)	Corporate & Community	Community & Culture - Expenses	(1,811)	Increase expenditure budget for small and minor furniture purchases for Eskbank House and community and cultural events expenses. Small savings identified to fund special Community & Culture projects.
25)	Corporate & Community	Community & Culture - Revenue	5,000	Reduction in income due to grant for Australia Day not being received.
26)	Corporate & Community	Library - Expenses	(11,938)	Saving identified in Library operating used to fund special projects. Homework Zone budget reduced as a result of grant not being received.
27)	Corporate & Community	Library - Revenue	10,000	Reduction in income due to grant for Homework Zone not being received.
28)	Corporate & Community	Finance - Expenses	(225,629)	Reduction in property insurance budget which was allocated throughout budget.
29)	Corporate & Community	Finance - Revenue	(18,914)	Increase interest and certificates revenue.
30)	Corporate & Community	Information Technology - Expenses	(18,996)	Savings found in maintenance transferred to capital budget to fund Finance Review and Library System Upgrade projects.
31)	Corporate & Community	Tourism Events - Expenses	32,915	Budget transferred from Economic Development for Lithglo and small increase to Halloween 15 budget for expenditure incurred for street stalls, this is offset by income received.
32)	Corporate & Community	Tourism Events - Revenue	(3,140)	Increased revenue for street stall hire and sundry income received for Halloween 15 event.
33)	Corporate & Community	Community & Culture Capital - Expense	3,554	Increase and reorganise Community & Culture and Library projects to cover minor overspends.
34)	Corporate & Community	Library Capital - Expense	(2,250)	Savings identified in Library to fund other Library and Community & Culture programs
35)	Corporate & Community	Information Technology Capital - Expense	37,803	Additional expenditure required for Finance Review and Library System Upgrade. Remaining costs from maintenance budget.
36)	Office of General Manager	Executive Support – Expenses	144,925	Increase expenditure for grant debtor write off. The State Government have advised a lower amount of the claim for the 2014 Storm Event has been approved.
37)	Office of General Manager	Economic Development – Expenses	(29,775)	Lithglo budget transferred to Tourism for budget management purposes.



The proposed budget adjustments listed below result in no movement in Council's cash position.

### **POLICY IMPLICATIONS**

There are no policy implications as a result of this report.

### **FINANCIAL IMPLICATIONS**

The financial implications as reported in the January to March Quarterly Performance Report, 2015-2016 Operational Plan.

The Group Manager of Corporate and Community, as the Responsible Accounting Officer has reviewed the statements and certifies as required by the Local Government (General) Amendment (Planning and Reporting) Regulation 2009, that Council's 2015-2016 Operational Plan has been reviewed and the financial position of Council is satisfactory.

### **LEGAL IMPLICATIONS**

The Local Government Act 1993 and Local Government (General) Amendment (Planning and Reporting) Regulation 2009 sets out requirements for the quarterly reporting of the achievement of performance targets and the submission of a budget review statement after the end of each quarter.

### **ATTACHMENTS**

1. Quarterly Progress Report 1 January – 31 March 2016.

### **RECOMMENDATION**

#### **THAT:**

1. The surplus of \$9,230 for the 2015-2016 Operational Plan as detailed in the Quarterly Performance Report for the period 1 January to 31 March 2016 be adopted.
2. Council adopt the variations to the Council budget as outlined in the report.
3. The Council notes that the Group Manager of Corporate and Community, as the Responsible Accounting Officer has reviewed the statements and certifies as required by the Local Government (General) Amendment (Planning and Reporting) Regulation 2009, (s203) that Council's 2015-2016 Operational Plan has been reviewed and the financial position of Council is satisfactory.

**ITEM-12            CORP - 16/05/16 - COUNCIL INVESTMENTS HELD TO 31 MARCH 2016**

**REPORT BY: J BROZEK – GROUP MANAGER CORPORATE AND COMMUNITY**

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**REFERENCE**

- Min No 15-176:        Ordinary meeting of Council held on 27 July 2015
- Min No 15-197:        Ordinary meeting of Council held on 17 August 2015
- Min No 15-253:        Ordinary meeting of Council held on 28 September 2015
- Min No 15-277:        Ordinary meeting of Council held on 26 October 2015
- Min No 15-305:        Ordinary meeting of Council held on 16 November 2015
- Min No 15-328:        Ordinary meeting of Council held on 14 December 2015
- Min No 16-15:         Ordinary meeting of Council held on 8 February 2016
- Min No 16-59:         Ordinary meeting of Council held on 21 March 2016-05-03

**SUMMARY**

To advise Council of investments held as at 31 March in the 2015/16 financial year.

**COMMENTARY**

Council's total investment portfolio, as at 31 March 2016 when compared to 29 February 2016, has Increased by \$1,029,803.43 from \$22,625,464.51 to \$23,655,267.94. While cash in Council's bank account decreased by \$1,157,898.91 from \$2,840,165.41 to \$1,682,266.50.

There is an overall decrease in cash and investments of \$128,095.48 since 29 February 2016.

This is primarily due to limited additional income from rating revenue being received.

INVESTMENT REGISTER 2015/16								
INSTITUTION	INV TYPE	DATE LODGED	DATE DUE	DAYS	INT	VALUE 29.02.16	VALUE 31.03.16	% OF TOTAL
AMP	On Call	26.08.14			2.55	1,027,442.53	1,036,274.36	4.38%
CBA	On Call				1.95	1,000,000.00	1,005,240.09	4.25%
IMBS	TD	17.02.16	18.05.16	91	2.8	1,000,000.00	1,000,000.00	
	TD	13.01.16	04.05.16	112	2.8	500,000.00	500,000.00	
								6.34%
NAB	TD	16.03.16	15.06.16	91	3.03	1,000,000.00	1,000,000.00	
	TD	24.12.15	20.04.16	118	2.98	1,000,000.00	1,000,000.00	
	TD	16.03.16	14.06.16	90	3.06	1,000,000.00	1,000,000.00	
	TD	20.01.16	07.05.16	108	3.03	1,000,000.00	1,000,000.00	
	TD	06.01.16	27.04.16	112	2.95	1,000,000.00	1,000,000.00	
								21.15%
WESTPAC	TD	09.01.16	09.04.16	91	2.00	1,020,453.49	1,020,453.49	4.31%
ST GEORGE	TD	19.01.16	19.05.16	121	2.40	986,203.58	986,203.58	
	TD	26.02.16	26.06.16	121	2.40	1,025,696.63	1,025,696.63	
	TD	31.03.16	31.07.16	122	3.15	0.00	1,000,000.00	
								12.74%
ME BANK	TD	24.02.16	25.05.16	91	2.85	1,000,000.00	1,000,000.00	

	TD	23.12.15	06.04.16	105	2.95	1,000,000.00	1,000,000.00	
	TD	02.03.16	31.05.16	90	2.85	1,000,000.00	1,000,000.00	
								12.68%
PEOPLE'S CHOICE CREDIT UNION	TD	14.12.15	30.03.16	107	2.90	1,000,000.00	0.00	
	TD	14.12.15	23.03.16	100	2.9	1,000,000.00	0.00	
NEWCASTLE PERMANENT	On Call	25.05.15			2.00	1,024,410.78	1,024,410.78	4.33%
FAMILY FIRST CREDIT UNION	TD	01.02.16	01.05.16	90	2.50	1,041,257.50	1,041,257.50	4.40%
BANK OF QLD	TD	10.02.16	11.05.16	91	2.85	1,000,000.00	1,000,000.00	
	TD	25.02.16	22.06.16	118	2.95	1,000,000.00	1,000,000.00	
								8.45%
MY STATE BANK	TD	02.03.16	31.05.16	90	2.90	1,000,000.00	1,007,786.30	
	TD	09.03.16	09.06.16	92	2.90	1,000,000.00	1,007,945.21	
								8.52%
BEYOND BANK	TD	01.03.16	01.06.16	92	3.00	0.00	1,000,000.00	
	TD	01.03.16	08.06.16	99	3.00	0.00	1,000,000.00	
								8.45%
<b>TOTAL</b>						<b>22,625,464.51</b>	<b>23,655,267.94</b>	<b>100.00%</b>

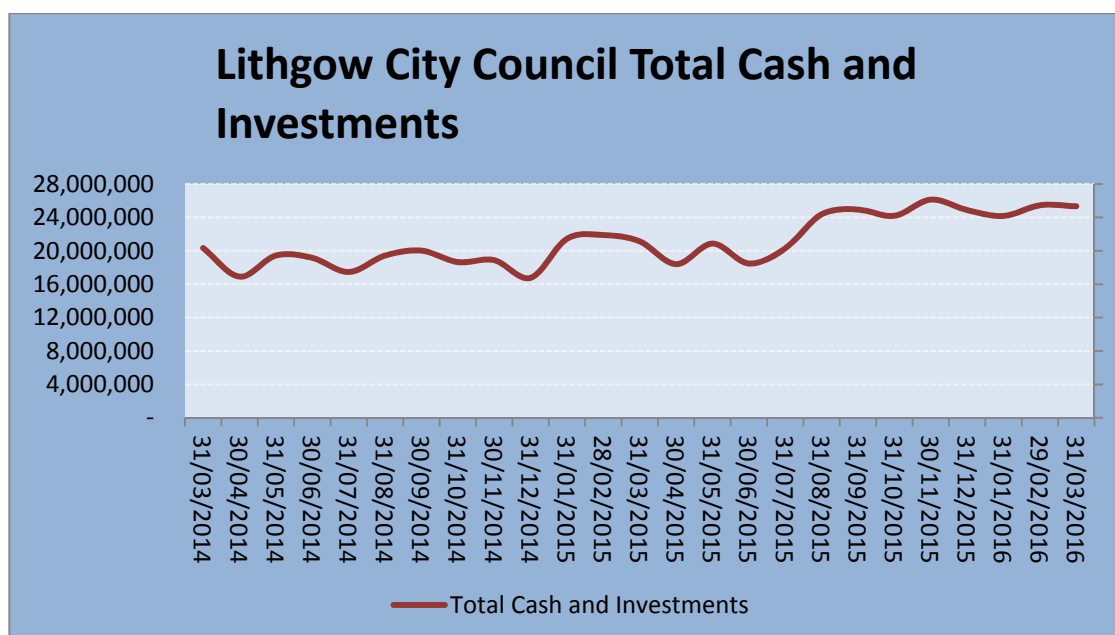
I, Juli-Ann Brozek, Lithgow City Council's Group Manager Corporate & Community certify as required under Local Government (General) Regulations 2005, that Council's investments have been made in accordance with the Local Government Act 1993, Regulations and Lithgow City Council's Investment Policy.

The movement in Investments for the month of March 2016 were as follows:

Opening Balance of cash and investments as 29 February 2016	\$25,465,629.92
Plus New Investments – March 2016	\$3,029,803.43
Less Investments redeemed – March 2016	\$3,157,898.91
Closing Balance of cash and investments as at 31 March 2016	\$25,337,534.44

If the movement in the bank account is negative, this is shown as a net redemption. If the movement in the bank account is positive this is shown as a net new investment.

On the graph below historical and current investments to 31 March are shown.



A large proportion of Council's investments are held as restricted assets for specific purposes. Restricted assets may consist of externally restricted assets which must be spent for the purpose for which they have been received e.g. Water, Wastewater, Stormwater, Domestic Waste, Parking, or internally restricted assets which have been set aside by Council resolution. Some internal restrictions are held to fund specific liabilities such as employee leave entitlements and bonds and deposits.

### **POLICY IMPLICATIONS**

Investments are held in accordance with the Lithgow City Council's Investment Policy at the date of investing funds. On 27 October 2014 Council adopted a draft of the Investment Policy as Policy 8.7 which includes the Minister's Investment Order of 12 January 2011.

### **FINANCIAL IMPLICATIONS**

Interest received for the month of March 2016 was \$69,282.62. Interest is paid on the maturity date of the investment. The budget for interest income is determined by the average level of funds held and the rate of return. Adjustments to the budget estimate are processed through Council's Quarterly Budget Review process. Interest Returns are determined by average funds invested and the rate of interest return.

### **LEGAL IMPLICATIONS**

Investments are held in accordance with the Lithgow City Council's Investment Policy at the date of investing the funds. On 27 October 2014 Council adopted a draft of the Investment Policy as Policy 8.7 and investments will comply with this Policy which includes the following:

- Local Government Act 1993 - Section 625
- Local Government Act 1993 - Order dated 12 January 2011
- Local Government (General) Regulation 2005
- Trustee Amendment (Discretionary Investments) Act 1997 Section 14A (2), 14c(1) & (2)

### **RECOMMENDATION**

**THAT** Investments of \$23,655,267.94 and cash of \$1,682,266.50 for the period ending 31 March 2016 be noted.

**ITEM-13            CORP - 16/05/16 - FINANCIAL ASSISTANCE REQUEST FROM COC LTD**

**REPORT BY:    M JOHNSON - MANAGER COMMUNITY AND CULTURE**

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**SUMMARY**

This report details for Council a financial assistance request from the Commonwealth Oil Corporation (COC) Ltd for financial assistance with the development of a Trail Development and Environmental Plan. This is part of a proposed Rail Trail from Newnes Junction to the Wolgan Valley.

**COMMENTARY**

COC Ltd, an ASIC registered community based not for profit company limited by guarantee, is proposing to develop a 53 kilometre long rail trail along the former Wolgan Valley railway formation from Newnes Junction to the Wolgan Valley.

The rail trail project aims to increase tourism to the Wolgan Valley and Lithgow to help preserve, protect and promote the historic Newnes shale oil industrial ruins.

Rail trails are developing in a number of locations across Australia and involve conversion of disused railway easements into multi-use recreational trails, typically for walking, cycling and sometimes horse riding.

COC Ltd has to date developed a Business Plan for the project and has been in negotiation with the various land managers with responsibility for the corridor. License agreements are in place with NSW Department of Lands and Forestry Corporation of NSW and negotiations are underway with NSW National Parks and Wildlife which manages the section from the Glow Worm tunnels to Newnes.

COC Ltd has received a \$25,000 grant from NSW Trade and Investment for development of a Trail Development and Environmental Plan. This grant is contingent however on COC providing dollar for dollar matching funding. COC is seeking financial assistance of \$5,000 from Council to go towards a matching contribution.

The Development and Environmental Plan aim to:

- Further progress negotiations with landholders.
- Identify and map trail alignment
- Prepare designs for the trail including trailheads, car parking and emergency and bushfire access.
- Identify works required and indicative costs.
- Produce an environmental assessment report including a Statement of Environmental Effects.

The construction of the rail trail is a major undertaking and will only occur with substantial funding. While there are no dedicated funding programs for rail trail construction projects, the project may be eligible to apply in future rounds of the Commonwealth National Stronger Regions Fund (NSRF) and NSW Resources for Regions program.

For example, almost \$1.5million was provided under Round 1 of the NSRF for the construction of the North-East Rail Trail from Launceston to Scottsdale in Tasmania.

The completion of the necessary planning and environmental studies will help to make the project “shovel ready” for future grant applications.

## **POLICY IMPLICATIONS**

NIL

## **FINANCIAL IMPLICATIONS**

Council has allocated \$83,866 in 2015/16 for Non-Recurrent Financial Assistance requests of which \$68,624 has been allocated as follows:

Round 1	\$37,774
Round 2	\$17,350
Fee waivers	\$ 1,000
Ballroom and Showground Fee waivers	\$10,000
Sporting Awards	\$2,500
<b>Total</b>	<b>\$68,624</b>

Council has remaining funds of \$15,242 unallocated in the Non Recurrent Financial Assistance 2015/16 Budget. The additional allocation of \$12,500 to COC Ltd could be made from remaining the 2015/16 Financial Assistance allocation without further impact on Council’s budget.

## **LEGAL IMPLICATIONS**

Local Government Act NSW 1993, Section 356

## **ATTACHMENTS**

1. COC Sponsorship request
2. Wolgan Trail Business Plan

## **RECOMMENDATION**

**THAT** Council allocates \$5,000 to Commonwealth Oil Corporation (COC) Ltd for the development of the Newnes Junction to Wolgan Valley Rail Trail Development and Environmental Plan subject to COC providing evidence of having obtained the remaining \$5,000 required for their matching grant contribution.

## COUNCIL COMMITTEE MINUTES

### ITEM-14 CORP - 16/05/16 - COMMUNITY DEVELOPMENT COMMITTEE MINUTES OF 12 APRIL 2016

**REPORT BY: M JOHNSON – MANAGER COMMUNITY AND CULTURE**

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## REFERENCE

Min No 16-19: Ordinary Meeting of Council held on 8 February 2016  
Min No 16-85: Ordinary Meeting of Council held on 18 April 2016

## SUMMARY

This report details the minutes of the Community Development Committee meeting held on 12 April 2016.

## COMMENTARY

At the Community Development Committee meeting held 12 April 2016 various items were discussed by the Committee, including:

**Financial Assistance Assessment Criteria** - The Committee discussed ways of improving the assessment of financial assistance applications from the community by creating benchmarks that applicants will be required to meet. These will be incorporated into a revised Financial Assistance policy which will be reported to Council for adoption at a future meeting.

**Recognition of Mr Lionel Johnstone, Captain of the Lithgow Fire Brigade** - The Committee discussed suitable ways of recognising Mr Lionel Johnstone, Captain of the Lithgow Fire Brigade for 46 years and who has recently retired. Mr Johnstone will be invited to a Mayoral Afternoon Tea immediately before the next Community Development Committee meeting in August 2016 to be presented with a formal thankyou and recognition plaque. Unfortunately, he is unable to attend the June meeting as referenced in the Committee Minutes.

## POLICY IMPLICATIONS

NIL

## FINANCIAL IMPLICATIONS

NIL

## LEGAL IMPLICATIONS

Local Government Act NSW 1993, Section 356

## ATTACHMENTS

1. Community Development Committee Minutes of 12 April 2016.

## **RECOMMENDATION**

**THAT** Council note the minutes of the Community Development Committee meeting held 12 April 2016.



**ITEM-15            CORP - 16/05/16 - TOURISM ADVISORY COMMITTEE MEETING - 13  
APRIL 2016**

**REPORT BY:    K BARROW – TOURISM MANAGER**

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## **REFERENCE**

Min No 16-62:            Ordinary Meeting of Council held on 21 March 2016

## **SUMMARY**

This report details the Minutes of the Tourism Advisory Committee Meeting held on 13 April 2016.

## **COMMENTARY**

At the Tourism Advisory Committee held on 13 April 2016, there were numerous items discussed by the Committee that require action from Council including:

1.    Regional Tourism Organisation Update
2.    Unearth Central NSW Campaign
3.    RV Friendly Report - Freedom Camping Australia has just completed a national survey of the above travellers, and having interviewed people in 195 locations across Australia, has now published the results of the survey. The survey shows that the average free camper:
  - Spends about \$175 each week with local shops & take-away along the main street & around the town
  - Spends about \$130 each week at the well-known supermarkets in the town
  - They bring a total of from \$700 to \$800 per week to your shire or district
4.    Update on Current projects
5.    Tourism Research Australia Statistics - Latest statistics released from Tourism Research Australia for 2014 for the Lithgow Local Government Area show Domestic Day trips are worth \$28 million to the local economy. Overnight domestic stays are worth \$48 million to the local economy.
6.    Mayoral Ball
7.    Lithgow Halloween 16
8.    Tourism Managers Report

A review of the Terms of Reference for Tourism Advisory Committee was undertaken and it was recommended that an amendment be made to the reference to the Lithgow Business Association, instead replacing with the Lithgow Chamber of Commerce (Attachment 2). A recommendation is also made to appoint Rich Evans as the Lithgow Chamber of Commerce position on the committee.

## **POLICY IMPLICATIONS**

NIL

## **FINANCIAL IMPLICATIONS**

NIL

## **LEGAL IMPLICATIONS**

NIL

## **ATTACHMENTS**

1. Minutes from the Tourism Advisory Committee meeting of 13 April 2016.
2. Amended Terms of Reference.

## **RECOMMENDATION**

**THAT** Council:

1. Note the minutes of the Tourism Advisory Committee held on the 13 April 2016.
2. Appoint Mr Rich Evans to the Tourism Advisory Committee in the position of Lithgow Chamber of Commerce representative.

**REPORT BY: R BAILEY – GENERAL MANAGER**

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## **REFERENCE**

Min No 15-190: Ordinary Meeting of Council held on 17 August 2015

## **SUMMARY**

At the Mining Taskforce meeting held 20 April 2016 there were a number of issues discussed including:

## **COMMENTARY**

- Legal challenge to the Springvale approval
- Joint Water project with Energy Australia
- Angus Place Capital Works
- Airley Mine Application Process
- Invincible Mine (Castlereagh Coal)
- Coal Industry Update

## **POLICY IMPLICATIONS**

NIL

## **FINANCIAL IMPLICATIONS**

NIL

## **LEGAL IMPLICATIONS**

NIL

## **ATTACHMENTS**

1. Minutes of the Mining Taskforce meeting held on 20 April 2016.

## **RECOMMENDATION**

**THAT** Council note the minutes of the Mining Taskforce meeting held on 20 April 2016.

**ITEM-17            OPER - 16/05/16 - TRAFFIC ADVISORY LOCAL COMMITTEE - 21  
APRIL 2016**

**REPORT BY: I STEWART - GROUP MANAGER OPERATIONS**

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**SUMMARY**

This report details the Minutes of the Traffic Advisory Local Committee Meeting held on 21 April 2016.

**COMMENTARY**

At the Traffic Advisory Local Committee meeting held on 21 April 2016, the following items were discussed by the Committee:

- Restricted Parking Space Williwa Street Portland
- Bender/Rushworth Walkathon For Cancer
- Traffic Management Concerns
- Disability Access Committee - Laneway Behind Council

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

NIL

**ATTACHMENTS**

1. Minutes of the Traffic Advisory Local Committee meeting held on 21<sup>st</sup> April 2016.

**RECOMMENDATION**

**THAT** Council note the minutes of the Traffic Advisory Local Committee held on 21<sup>st</sup> April 2016.

**ITEM-18            OPER - 16/05/16 - SPORTS ADVISORY COMMITTEE MEETING  
MINUTES - 26 APRIL 2016**

**REPORT BY: I STEWART – GROUP MANAGER OPERATIONS**

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**SUMMARY**

This report details the Minutes of the Sports Advisory Committee Meeting held on 18<sup>th</sup> April 2016.

**COMMENTARY**

At the Sports Advisory Committee held on 18<sup>th</sup> April 2016, there were numerous items discussed by the Committee, including:

- 2016 LJ Hooker Reg Cowden Memorial Sports Star Of The Year Awards
- Booking Requests

The following items were outside the Committee’s delegations and require Council to formally consider the recommendations:

- Financial Assistance Requests

**THAT** Council:

1. Provide Roxsanne Van-Veen with \$350 toward the cost of participating in the NSW Womens Indigenous Cricket Team and the Australian Womens Indigenous Team; and
2. Provide Emily Thompson with \$150 toward the cost of participating in the NSW U15s State Blues Girls Hockey Team.

- Policy 10.19 Lithgow Aquatic Centre Supervision Policy

**THAT** Council note the support of the Committee for the draft Policy.

- Lithgow Croquet Club – New Member

**THAT** Council accept Cassandra Hawkin as the Sports Advisory Committee representative from the Lithgow Croquet Club.

**ATTACHMENTS**

1. Minutes of the Sports Advisory Committee meeting held on 23<sup>rd</sup> February 2016.

**RECOMMENDATION**

**THAT** Council:

1. Note the minutes of the Sports Advisory Committee held on 26<sup>th</sup> April 2016;

2. Provide Roxsanne Van-Veen with \$350 toward the cost of participating in the NSW Womens Indigenous Cricket Team and the Australian Womens Indigenous Team; and
3. Provide Emily Thompson with \$150 toward the cost of participating in the NSW U15s State Blues Girls Hockey Team.
4. **ADOPT** Policy 10.19 – Lithgow Aquatic Centre Supervision Policy.
5. Accept Ms Cassandra Hawkin as the Sports Advisory Committee representative from the Lithgow Croquet Club.

**ITEM-19            ENVIRO - 16/05/16 - HOWARD & SONS PYROTECHNICS PTY LTD  
COMMUNITY LIAISON COMMITTEE MEETING MINUTES - 27 APRIL  
2016**

**REPORT BY: A MUIR- GROUP MANAGER ENVIRONMENT AND DEVELOPMENT  
DEPARTMENT**

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**REFERENCE**

Min No 15-48:            Ordinary meeting of Council held on 2 March 2015  
Min No 15-309:         Ordinary meeting of Council held on 16 November 2015

**SUMMARY**

This report details the latest Minutes of the Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee.

**COMMENTARY**

The Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee met on the 27 April 2016. No items arising from the meeting require a resolution of the Council and the minutes are provided for information.

The following matters of interest were discussed during this meeting:

- Current guidelines/ notes from Safe Work NSW in relation to the lightning requirements
- Formal resignation required from member
- Update on Bogan Gate incident
- Information on excess payments in relation to insurance claims
- Smoking onsite

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

NIL

**ATTACHMENTS**

1. Minutes from the Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee 27 April 2016.

## **RECOMMENDATION**

**THAT** the minutes of the Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee Meeting held on 27 April 2016 be noted.



## NOTICE OF MOTION

ITEM-20            **NOTICE OF MOTION - 16/05/16 - EXTENSION OF ESKBANK STREET  
- COUNCILLOR C HUNTER**

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### REFERENCE

Resolution 16-71:    of the Ordinary Meeting of the Lithgow City Council on 18 April 2016.

### COMMENTARY

To support the Resolution 16-71 THAT the status quo remain in the numbering of Eskbank St Lithgow.

To allow the status quo to remain in the addressing and numbering at the southern end of Eskbank St, there needs to be definition of the street names in this location.

### RECOMMENDATION

**THAT** Council apply to the Geographic Names Board for the following changes;

- Bridge St be terminated at the junction of Pau St. and
- Eskbank St be extended South past the Pau St. Junction approximately 50 metres to the end of the carriage way.

## **QUESTION WITH NOTICE**

**ITEM-21            QUESTION WITH NOTICE - 16/05/16 - LINE MARKING ON RURAL  
ROADS - COUNCILLOR C HUNTER**

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## **COMMENTARY**

Q: Why have no overtaking opportunities been provided in Line Marking recently installed on rural roads and what is the legal position on crossing these lines to access gateways?

## **BUSINESS OF GREAT URGENCY**

*In accordance with Clause 241 of the Local Government (General) Regulations 2005 business may be transacted at a meeting of Council even though due notice of the business has not been given to the Councillors. However, this can happen only of:*

- a) A motion is passed to have the business transacted at the meeting: and*
- b) The business proposed to be brought forward is ruled by the Chairperson to be of great urgency.*