



# Minutes

Operations Committee  
 2<sup>nd</sup> October 2018  
 Committee Room  
 4.00pm

| Operations Committee |   |
|----------------------|---|
| Item Number          | Agenda  |
| 1                    | Welcome/Present/Apologies   |
| 2                    | Confirmation of Minutes   |
| 3                    | Declaration of Interests  |
| 4                    | Business Arising From The Minutes                                       |
| 5                    | Cullen Bullen Sewerage Scheme – Update                                  |
| 6                    | Portland Sewerage Treatment Plant Update                                |
| 7                    | CBD Revitalisation Project – Update                                     |
| 7A                   | CBD Revitalisation Project Stage 2 – Update                             |
| 8                    | Drought Management & Integrate Water Cycle Strategy                     |
| 9                    | Clarence Environmental Protection Licence – Pollution Reduction Program |
| 10                   | Portland CBD Works  |
| 11                   | Lithgow Urban Footpath Disability Compliance                            |
| 12                   | Piper Street Lane, Portland   |
| 13                   | Hartley Valley Road Widening  |
| 14                   | Recreation Capital Budget Reallocation                                  |
| 15                   | General Business  |
| 16                   | Next Meeting  |

**ITEM 1: PRESENT AND APOLOGIES**

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**PRESENT:** Clr R Thompson, Clr W McAndrew, Clr D Goodsell, Clr S Lesslie,  
Clr S Ring, G Faulkner

**APOLOGIES:** NIL

**OFFICERS:** E Shirt, J Edgecombe, D Buckens, E Trudgett

**ITEM 2: CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING**

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The minutes were presented to Council on 27<sup>th</sup> August 2018.

**ACTION**

**THAT** the Minutes of the meeting of 6<sup>th</sup> August 2018 be noted.

**MOVED:** Clr R Thompson

**SECONDED:** Clr S Ring

**ITEM 3: DECLARATION OF INTERESTS**

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**NIL**

**ITEM 4: BUSINESS ARISING FROM THE MINUTES**

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**Lockyer Street** – there has been further progress on this matter that will deal with the root cause of the issue of surcharge. Council has recently received the West Bowenfels Development Servicing Strategy that identifies the need to upgrade the Tweed Mills Pump Station. The pump station cannot currently handle additional load during wet weather due to restrictions on the pump size and delivery pipe work and requires upgrades to accommodate additional growth within the West Bowenfels area. Council is currently moving toward detailed design to undertake upgrade works within the current approved budget. To further improve and reduce the risk of surcharge a Request for Tender has been put out for sewer mains relining in the vicinity of Lockyer Street/Tweed Road to reduce the impact of stormwater infiltration. This outcome will remove the issue of surcharge long term rather than providing a temporary solution.

**Curtin Place** – It is not clear on the cause of the issue. It would appear to be an isolated incident as the surrounding residents were not impacted which would generally indicate that a partial blockage may have occurred which may have removed itself as no further complaints have been received.

**Barrack Street** – A survey was completed last financial year indicating that the stormwater pits were non-compliant. Works to widen the pits to increase flow during heavy rainfall have since been completed, making all stormwater pits compliant.

**Stockyard Lane** – Following discussions with JR Richards, it has been identified that through the construction of a concrete pad for the placement of residential bins, access for JR Richards trucks will be improved. JR Richards have confirmed that once the pad has been constructed, they will attempt to service Stockyard Lane and inform Council staff of the result.

## **ITEM 5: CULLEN BULLEN SEWERAGE SCHEME - UPDATE**

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### **SUMMARY**

As provided to all Councillors on the 11<sup>th</sup> September 2018, below is the current program for the engagement of Consultants for Design of the Scheme.

- Call for Tenders from the Select Tenderers List: Wednesday, 14<sup>th</sup> September 2018
- Tender Close (may be subject to valid extension of time requests): Wednesday, 3<sup>rd</sup> October 2018
- Evaluation of Tender Responses: from 4<sup>th</sup> – 11<sup>th</sup> October 2018
- Report to Council to Approve Preferred Tenderer: 29<sup>th</sup> October 2018
- Concept design and contract administered: 30<sup>th</sup> October 2018

Further details of the program will be provided after the engagement is complete.

### **FINANCIAL IMPLICATIONS**

- **Budget approved** - Yes
- **Cost centre** - 300034
- **Expended to date** - Nil
- **Future potential impact** – this project will service the Cullen Bullen community through a reticulated sewerage network.

### **RECOMMENDATION**

**THAT** Council accept the update regarding the Cullen Bullen Sewerage Scheme.

**MOVED:** Clr S Ring

**SECONDED:** Clr R Thompson

## ITEM 6: PORTLAND SEWERAGE TREATMENT PLANT - UPDATE

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### SUMMARY

Works are due for completion mid-October. The final commissioning was undertaken 26 & 27 September 2018 (details of the outcome where not available at the time the report was prepared) with final site works being complete as well as any outstanding defects.

### FINANCIAL IMPLICATIONS

- **Budget approved** - Yes
- **Cost centre** - 300014
- **Expended to date** - \$10,221,496.34
- **Future potential impact** – This will improve the treatment process to a tertiary level in the Portland Sewer Scheme.

### RECOMMENDATION

**THAT** Council accept the update regarding the Portland Sewerage Treatment Plant.

**MOVED:** Clr S Ring

**SECONDED:** Clr R Thompson

## ITEM 7: CBD REVITALISATION PROJECT - UPDATE

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### SUMMARY

The attached report is to provide an update on the progress of the Main Street Revitalisation Stage 1 project as well as contract variations to date and the state of the budget.

### FINANCIAL IMPLICATIONS

- **Budget approved** - \$2,899,000.00
- **Cost centre** - 100007
- **Expended to date** - \$3,077,443.49
- **Future potential impact** – Lithgow CBD Revitalisation Stage 2 budget to be utilised for finalisation of Stage 1.

### RECOMMENDATION

**THAT** Council accept the report on variations effected to date and the current state of the budget for the Lithgow CBD Revitalisation Project.

**MOVED:** Clr S Ring

**SECONDED:** Clr R Thompson

## ITEM 7A: CBD REVITALISATION PROJECT STAGE 2 - UPDATE

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### SUMMARY

The attached report is to provide an update on the strategic planning for the Main Street Revitalisation Stage 2.

### FINANCIAL IMPLICATIONS

- **Budget approved – N/A**
- **Cost centre – N/A**
- **Expended to date – N/A**
- **Future potential impact – N/A**

### RECOMMENDATION

**THAT** Council, subject to not compromising criteria for grant funding;

1. Utilise budgeted funds to begin the detailed design and costing process for the full Stage 2 Scope of Works; and
2. Continue applying for State and Federal grant funding to assist in the implementation of the Action Plan.

**MOVED:** Clr R Thompson

**SECONDED:** Clr S Ring

## ITEM 8: DROUGHT MANAGEMENT & INTEGRATED WATER CYCLE MANAGEMENT STRATEGY

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### SUMMARY

The Consultants that are undertaking the IWCM have been asked to review the Drought Management Plan and that the Plan be delivered as an Appendix to the IWCM and that this be expedited and delivered as a separable document to the IWCM.

It was envisage that the issues paper would be complete by the end of August but due to delays with Council's response the completion of this section of the work will not be complete till the end of September.

### FINANCIAL IMPLICATIONS

- **Budget approved – N/A**
- **Cost centre – N/A**
- **Expended to date – N/A**
- **Future potential impact – N/A**

### RECOMMENDATION

**THAT** Council accept the update regarding the Drought Management & Integrated Water Cycle Management Strategy.

**MOVED:** Clr S Ring

**SECONDED:** Clr R Thompson

**ITEM 9: CLARENCE ENVIRONMENTAL PROTECTION LICENCE  
VARIATION – POLLUTION REDUCTION PROGRAM**

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**SUMMARY**

Correspondence has been received from Centennial Coal advising of a Notice of Variation to Licence No. 726. The key items of this variation are:

**U2 Wollangambe River Discharge**

U2.1 By 31 December 2019 the licensee must cease discharges from licence discharge point 2 into Wollangambe River catchment, except when Lithgow City Council advises the licensee that it does not require or is unable to accept additional water.

U2.2 By 31 July 2021 the licensee must cease discharges from licence discharge point 2 into Wollangambe River catchment regardless of whether or not Lithgow City Council is unable to accept the discharge water at its water treatment facility, unless the discharge is able to meet a conductivity (EC) limit of 100 microsiemens per centimeter (us/cm).

Clarence Colliery have not confirmed their options to address the draft EPA Pollution Reduction Program. The potential issue for Council could be that water is no longer transferred to Farmers Creek Dam. It should be noted that Clarence have maintained that the transfer system is still a priority. Further information is to be provided 3 October by way of briefing paper provided by Centennial Coal.

**FINANCIAL IMPLICATIONS**

- **Budget approved** – N/A
- **Cost centre** – N/A
- **Expended to date** – N/A
- **Future potential impact** – The transfer of water to Farmers Creek Dam could cease.

**RECOMMENDATION**

**THAT** Council;

1. Look to finalise the Memorandum Of Understanding with Centennial Coal; and
2. Seek further information from Centennial Coal on proposed options to meet the Pollution Reduction Program (PRP); and
3. Engage WaterNSW / EPA and clarify licence limits on water drawn from Clarence noting the limit has not increased since early 1980, and that the current limit may impact on the current proposal being considered by Centennial in their response to the PRP issued by the EPA; and
4. Confirm Council's view that safety is paramount and administration seek immediate guidance from WaterNSW / EPA as to why the 'Dam Spilling' clause is no longer contained in the licence conditions.

**MOVED:** Clr S Ring

**SECONDED:** Clr R Thompson

## ITEM 10: PORTLAND CBD WORKS

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### SUMMARY

A quote has been received for the work required to replace the garden beds in Wolgan and Williwa Street, Portland without removing any existing trees.

| Description   | Cost (excl. GST)   |
|---|--------------------|
| Steel grates (x15 @ \$920 each) (quoted)                        | \$13,800.00        |
| Materials (base preparation, concrete, grout, joints, and seal) | \$9,200.00         |
| Labour (2x staff for 5 days + 1x vehicle)                       | \$3,250.00         |
| <b>Total (expected) excl. GST</b>                               | <b>\$26,250.00</b> |
| <b>Total (expected) incl. GST</b>                               | <b>\$28,875.00</b> |

In summary, it is estimated that work required to replace the garden beds in the CBD of Portland to be \$30,000. This is unable to be costed to maintenance, therefore a decision would need to be made by Council to prioritise this work over already adopted 2018/19 capital projects or be made a consideration for the draft 2019/20 Operational Plan.

### FINANCIAL IMPLICATIONS

- **Budget approved** – N/A
- **Cost centre** – N/A
- **Expended to date** – N/A
- **Future potential impact** – N/A

### RECOMMENDATION

**THAT** Council make this project a consideration for the draft 2019/20 Operational Plan.

**MOVED:** Clr S Ring

**SECONDED:** Clr R Thompson

## ITEM 11: LITHGOW URBAN FOOTPATH DISABILITY COMPLIANCE

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### SUMMARY

The attached report is a request for consideration of the persistent damage being caused to footpaths and kerb across the Lithgow Local Government Area by large trees planted close to concrete assets and the potential solutions.

### FINANCIAL IMPLICATIONS

- **Budget approved** – N/A
- **Cost centre** – N/A
- **Expended to date** – N/A
- **Future potential impact** – N/A

### RECOMMENDATION

**THAT** Council;

1. Accept the report concerning compliance with regard to Lithgow's Main Street Footpaths and Disability Standards; and
2. Include works to improve disability access in its Stage 2 for Revitalisation Project; and
3. Administration develop a Risk Management Strategy for disabled access; and
4. Council confirm its Risk Management Strategy with Council's Legal Advisor.

**MOVED:** Clr R Thompson

**SECONDED:** Clr S Ring

**ITEM 12: PIPER STREET LANE, PORTLAND**

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**SUMMARY**

The attached report seeks to inform the Committee of a situation arising at 19 Piper Street, Portland as a result of capital works undertaken by Council and private development undertaken by the owner of the property.

**FINANCIAL IMPLICATIONS**

- **Budget approved – N/A**
- **Cost centre – 100355 – Burnett Street, Wallerawang**
- **Expended to date – N/A**
- **Future potential impact - \$8,000 available for the reconstruction of a section of Piper Street Lane**

**RECOMMENDATION**

**THAT** Council reallocate \$8,000.00 from savings obtained during the capital improvements to Burnett Street, Wallerawang to the reconstruction of the 30m section of Piper Street Lane adjacent to 19 Piper Street, Portland.

**MOVED:** Clr R Thompson

**SECONDED:** Clr S Ring

**ITEM 13: HARTLEY VALLEY ROAD WIDENING**

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**SUMMARY**

The attached report seeks the recommendation of the Operations Committee and consideration of Council to the potential for road widening on Hartley Valley Road, in the vicinity of 150 Hartley Valley Road, Lithgow.

**FINANCIAL IMPLICATIONS**

- **Budget approved - NIL**
- **Cost centre - NIL**
- **Expended to date - NIL**
- **Future potential impact - \$40,000.00 incl. GST allocated to the widening of Hartley Valley Road.**



## RECOMMENDATION

**THAT** Council;

1. Accept the report; and
2. Consider the allocation of \$40,000.00 to the widening of Hartley Valley Road, Lithgow in the 2019/20 Draft Operational Plan.

**MOVED:** Clr R Thompson

**SECONDED:** Clr S Ring

## ITEM 14: RECREATION CAPITAL BUDGET REALLOCATION

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### SUMMARY

The attached report seeks approval from Council to reallocate funds within the Recreation capital budget for 2018/19 to facilitate the continuation of access improvements to the Lithgow Cemetery.

### FINANCIAL IMPLICATIONS

- **Budget approved – N/A**
- **Cost centre – 100253 – Lithgow Cemetery Footpaths 2018/19**
- **Expended to date - NIL**
- **Future potential impact - \$20,000.00 incl. GST.**

### RECOMMENDATION

**THAT** Council;

1. Accept the report; and
2. Approve the reallocation of \$20,000.00 from PJ100253 (Lithgow Cemetery Footpaths 2018/19) to fund the continuation of incomplete stormwater infrastructure associated with access roads at the Lithgow Cemetery.

**MOVED:** Clr S Ring

**SECONDED:** Clr R Thompson

## ITEM 15: GENERAL BUSINESS

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### SUMMARY

#### **Cook Street Plaza – Garbage Bins**

It was advised that businesses around Cook Street Plaza have noted that there is a lack of bins in the general area of the Plaza. Suitable options have been investigated and require Council decision on style and fund reallocation.

### RECOMMENDATION

**THAT** Council reallocate funds from Burnett Street, Wallerawang to purchase two bins for installation at Cook Street Plaza.

## **FINANCIAL IMPLICATIONS**

- **Budget approved** – N/A
- **Cost centre** – 100355 – Burnett Street, Wallerawang
- **Expended to date** – N/A
- **Future potential impact** - \$3,000

## **ACTION/RECOMMENDATION**

**THAT** appropriate actions and reporting be undertaken in relation to the items raised during general business

**MOVED:** Clr R Thompson

**SECONDED:** Clr S Ring

## **ITEM 16:                    NEXT MEETING**

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**Next Meeting:** Monday, 5<sup>th</sup> November 2018 at 4:00pm  
Committee Room, Administration Building,  
180 Mort Street LITHGOW NSW 2790

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**There being no further business the meeting closed at 5.30pm**