



**G W Y D I R**  
SHIRE COUNCIL

**MINUTES PUBLIC INFRASTRUCTURE COMMITTEE**

**GWYDIR SHIRE COUNCIL**

**THURSDAY 11 JULY 2019**

**COMMENCING AT 9.59 AM**

**BINGARA OFFICE COUNCIL CHAMBERS**

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**Present:**

**Councillors:** Cr. John Coulton (Mayor), Cr. Catherine Egan (Deputy Mayor), Cr. Stuart Dick, Cr. Jim Moore, Cr. Geoff Smith, Cr Tiffany Galvin and Cr Frances Young

**Staff:** Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Helen Thomas (Manager, Finance) and Alex Eddy (Manager Engineering Services)

**Public:** Nil

**Visitor:** Nil

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Chairman .....

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**OFFICIAL OPENING AND WELCOME – MAYOR**

**APOLOGIES** Cr M Dixon OAM and Cr D Coulton

**THAT the apologies of Cr M Dixon OAM and Cr D Coulton are accepted.**

**FURTHER that Cr T Galvin advised that she will be absent from the July Council Meeting.**

**(Moved Cr Egan, seconded Cr Galvin)**

**CONFIRMATION OF THE MINUTES**

**THAT the Minutes of the previous Public Infrastructure Committee Meeting held on Thursday 13 June 2019 as circulated be taken as read and CONFIRMED.**

**(Moved Cr Smith, seconded Cr Egan)**

**PRESENTATION Nil**

**CALL FOR THE DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST Nil**

**Item 1            Monthly Technical Services report for June 2019**

**FILE REFERENCE**

**DELIVERY PROGRAM**

**GOAL:**            **5. Organisational Management**

**OUTCOME:**    **5.1 CORPORATE MANAGEMENT**

**STRATEGY:**   **2.1.1 Plan for and develop the right assets and infrastructure - TS -external**

**AUTHOR**        Engineering Services Manager

**DATE**            2 July 2019

**STAFF DISCLOSURE OF INTEREST**   Nil

**BACKGROUND**

The monthly Technical Services report has been identified by Council as the process of reporting the activities carried out monthly by the Technical Services Department.

**COMMENT**

**1.    TECHNICAL SERVICES AND ADMINISTRATION**

Technical Services infrastructure, planning, design and surveys were carried out in-house. The Technical Services staff continue to provide customer service to the Gwydir Shire residents.

**2.    ENGINEERING SERVICES**

Council's Shire Roads capital works program has been completed.

Construction staff are focused primarily on maintenance activities for the remainder of the year.

**Regional Road Capital Works**

Council's second and final REPAIR project for 2018/2019, (1.5km of Delungra Road, 16km from Bingara) is complete. A primer seal was placed on the new formation in the last week of June. A primer seal is a temporary seal and its use will allow any defects in the new pavement to be repaired prior to laying a significantly more expensive construction seal. This project concluded the 2018/2019 Regional Roads construction and maintenance program with total program expenditure \$2.204million from a budget of \$2.217million.

**Campbell Bridge Footpath**

Bingara maintenance staff commenced the construction of a block wall on the northern footpath approach to the Campbell bridge over Gwydir River. These works are being conducted on behalf of RMS to ensure safe pedestrian access to the bridge.

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**Unsealed Road Maintenance**

As the Shire and Regional Roads works programs were finalised in the month of June, construction staff were focused on unsealed road maintenance. Drought conditions continue to impact maintenance activities, with water trucks often accompanying maintenance graders. While this provides an improvement in the finish of the road, it comes at a significant increase in cost. The continued widespread use of water trucks with maintenance graders will need to be carefully considered through the 2019/2020 financial year.

The following roads received maintenance grades in June:

- Trevallyn Road
- Bereen Road
- Currangandi Road
- Riverstone Road
- Upper Whitlow Road
- Michell Lane
- Caroda Road
- I.B. Bore Road
- Getta Getta Road
- County Boundary Road
- Yallaroi Road
- Munsies Road
- Allandale Road
- Gil Gil Creek Road
- University Road

**Roads Maintenance Council Contract – Works Orders issued by RMS**

All Work Orders issued by RMS are quality assurance schedule of rates projects carried out by Council staff under the Roads Maintenance Council Contract with Roads and Maritime Services.

Survey and design has been completed for Segment 5340 on MR63 Fossickers Way and submitted to the RMS for approval. This segment is programmed to be rehabilitated next financial year. Works have begun for the pedestrian access ramps onto the northern side of Campbell Bridge in Bingara and both sides of the Copeton Dam Road intersection with a Work Order issued from RMS. Crew members have poured the retaining wall slab and will work towards completing the concrete footpath early in the financial year. Works have been completed on the replacement of a pipe culvert north of Bingara on MR63 Fossickers Way. Further culvert works have also been completed by Interflow, relining four pipe culverts on MR63 Fossickers Way during June.

Routine maintenance continues each week undertaking inspections, rest area services, vegetation control and bitumen repairs.

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**HW12 Gwydir Highway – Warialda HPV Route Intersection Works Authorisation Deed (WAD)**

The WAD for the Warialda HPV Route is still in progress with a sixth design review now being assessed by RMS. A meeting has been held with RMS senior staff members about the progress of the WAD, with a positive view of finalising the WAD after this review. Once the WAD has been finalised, all remaining intersection works can commence.

**Other Services**

- Street services continue to be maintained for vehicular, pedestrian and public conveniences
- Storm water drainage facilities continue to be maintained
- Aerodromes at Warialda and Bingara continue to be maintained and inspections are done monthly
- Existing quarry sources are continually being utilised and future sources are being investigated as time permits with other competing projects
- The radio and television towers continued to be maintained.

**3. DESIGN AND ASSET SERVICES**

Survey, design and soil testing is continuing for the 2019-2020 works programs. Progress is as follows:

Hospital Park - Warialda

Continued survey set out of this project is being completed as needed.

Part 5 Assessments

Part 5 assessments are being completed for all rehabilitation jobs for the new financial year.

HPV Route – SH12 Intersection

Continuing liaison with the RMS on the design for the SH12 intersection.

**4. TOWN UTILITIES AND PLANT**

**Water and Sewer**

During June, water operators attended to 13 service line repairs, two water main breaks, five sewer blockages and replaced several faulty water meters. Staff were involved with work undertaken at the Roxy, Croppa Creek Hall, Bingara Medical Centre, Bingara Men’s Shed, Warialda Airstrip and Warialda Truck Wash sewer rising main. In conjunction with the roads maintenance, crew water staff used the sewer jetting trailer to clean out culverts on Delungra and Barraba Road. A new watering system was installed in the centre gardens in Maitland Street, Bingara in preparation for the turf. A new water main was installed in South Street, Bingara eliminating the dead ends at Spring and Bywong Streets.

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Bingara water treatment plant had all the testing instruments calibrated during June by an external supplier. This is a requirement of the Drinking Water Quality Management Plans.

The Warialda Sewerage treatment plant was inspected by the Environmental Protection Authority (EPA) and a draft Licence variation has been submitted to Council for review. The variations are related to the descriptions of the EPA monitoring points.



*South Street water main extension*

**Parks**

Council’s parks and gardens staff have been busy maintaining the appearance of our towns. During June, in addition to normal maintenance activities, work was undertaken on Hospital Park, Warialda water lines, marking football fields, Bingara Cemetery, Bingara Showground, and at Coolatai and Gravesend. Various items of street furniture have been painted, large gum trees were removed from Bingara cemetery; the stumps will be removed during the next couple of months. Soft fall was installed at Warialda All Abilities Park, Warialda Rail and Cranky Rock Reserve. The orange trees in Finch Street have been fertilised. Turf has been laid in garden beds opposite IGA and the Medical Centre in Maitland Street, Bingara, after the great response that was received following the laying of turf in front of the Council Chambers and Civic Centre in Bingara.

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*Centre garden turf in Maitland Street, Bingara*

**Bingara Cemetery**

During June, two additional columbarium walls have been installed in the Bingara Cemetery. Council staff carried out the earthworks and concrete footing and an external contractor was employed to lay the bricks.



*Bingara Cemetery Columbarium*

**Bingara Showground**

The Bingara Showground continues to be maintained. There have been several equestrian events during June with Bingara Pony Club holding a Show jumping weekend and a visiting Carriage driving group using the showground. The annual Polocrosse carnival was cancelled due to the drought, with the ground being too hard and dry. A group 15 caravanners from Toowoomba have booked to stay at the Showground for the Orange festival.

**Gwydir Oval Grandstand**

Gwydir Oval grandstand refurbishment funded by Round 2 of the Building Stronger Communities program is progressing well. The existing concrete floor has been replaced, a concrete slab installed in front of the grandstand,

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90% of the external cladding installed, the bar has been replaced, internal storage areas are 80% complete, electrical work is complete which included relocating the service line and meter box from the amenities to the Grandstand. The project is expected to be completed by the end of July.



*Gwydir Oval Grandstand*

**Plant and Workshop:**

Work undertaken in the fabrication section of the workshop include truck wash stands, Bingara Town Entry Signs, Road Reclaimer carrier bracket for water supply to drum. The Bingara Town Entry signs were designed by Louise Campbell of Digit Design in a similar style to the other town entry signs designed by Louise.



*Bingara Town Entry sign construction*

Major workshop repairs included:

Warialda airstrip toilet – fit 12 volt solar system

P1663 – Rock crusher – repairs

P1686 – truck – starter motor replacement

P1466 – John Deere grader – side shift ram repairs

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- P1470 – Tractor air/con repairs
- P1484 – Compactor – replace head
- P1891 – Road reclaimer - fit new skid plates
- P1446 – Jet patcher – replace air regulator
- P1665 – Bobcat – sweeper hydraulic pump repairs

## **5. DEVELOPMENT AND BUILDING SERVICES**

### **DEVELOPMENT**

The Department continues to receive enquiries and provide advice on a range of planning and building matters including:

- Minor structure construction e.g. sheds
- Commercial opportunities and construction
- Basix (Building Sustainability Index)
- Bushfire requirements
- Building construction standards and requirements
- Storm water
- Licensing and owner builder requirements
- Fees and charges

The following Construction Certificate (C/C), Building Certificate (B/C) and S68 applications have been approved for the month.

No.	Property Description	Development/ Work	\$	C/C	B/C	S68
49/2018	32 Roger Moore Crescent WARIALDA	Erect a light industrial shed to house a school bus business – includes cleaning, general maintenance (servicing and tyre changes) and storage of two school buses.	\$103,000	✓		
9/2019	30 Faithful Street BINGARA	Single storey dwelling, above ground level, 2 bedroom house (16.75m x 15.3m x 6.525m) with open verandah on western, northern and eastern elevations.	\$80,000	✓		
5/2019	Horse float stored at 18 Warialda Street GRAVESEND	Use horse float to operate a mobile coffee service business.				✓
14/2019	2680 Mosquito Creek Road WARIALDA	Install a new aerated wastewater treatment system to replace existing.				✓
15/2019	Gwydir Highway WARIALDA	Carry out water supply, sewerage and storm water drainage work at the Warialda Truck Wash Amenities Building.				✓
16/2019	296 Cranky Rock Road WARIALDA	Install 2 x new aerated wastewater treatment systems.				✓

There were nil Construction Certificate (C/C) applications approved by a Private Certifier and lodged with Council during June.

### ILLEGAL ACTIVITY

ACTIVITY	No	ACTION TAKEN					
		Inspected	Letter Sent	Application/ Certificate Lodged	Penalty Notice	Legal Action	Refer to Council
Illegal building structures.	2	✓	✓	NA	NA	NA	NA

### NO. OF COMPLAINTS/INSPECTIONS

Type	No.	Yr. to Date	Actioned	Pending 2019	Pending 2018
Building	29	184	172	12	2

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**BUILDING MAINTENANCE**

The Department continues to receive requests to carry out minor maintenance and these are generally dealt with in a timely manner. Otherwise the works are scheduled into maintenance staff building activities including new works for attention.

**Projects Worked on during June 2019**

- Croppa Creek Hall – kitchen refurbishment
- Gravesend Hall – painting gable end
- Warialda Memorial Hall - installation of access hatch
- General repairs and maintenance

**6. ENVIRONMENT and SUSTAINABILITY DEPARTMENT**

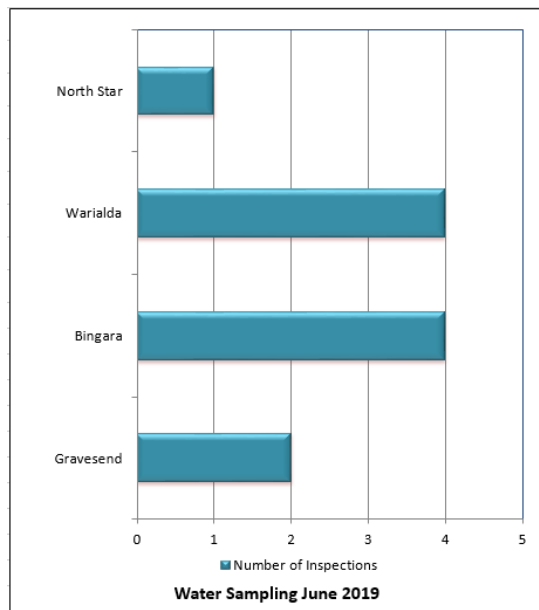
The Department continues to receive enquiries and provide advice on a range of health matters including:

- Overgrown properties
- Food premises design and fit-out
- Food handling practices
- Mobile food vendors
- Licensing
- Water carting
- Pet Ownership

**Water Surveillance**

The Department continues to carry out routine weekly microbiological sampling of the water supply in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star.

**Health Related Inspections for June 2019**



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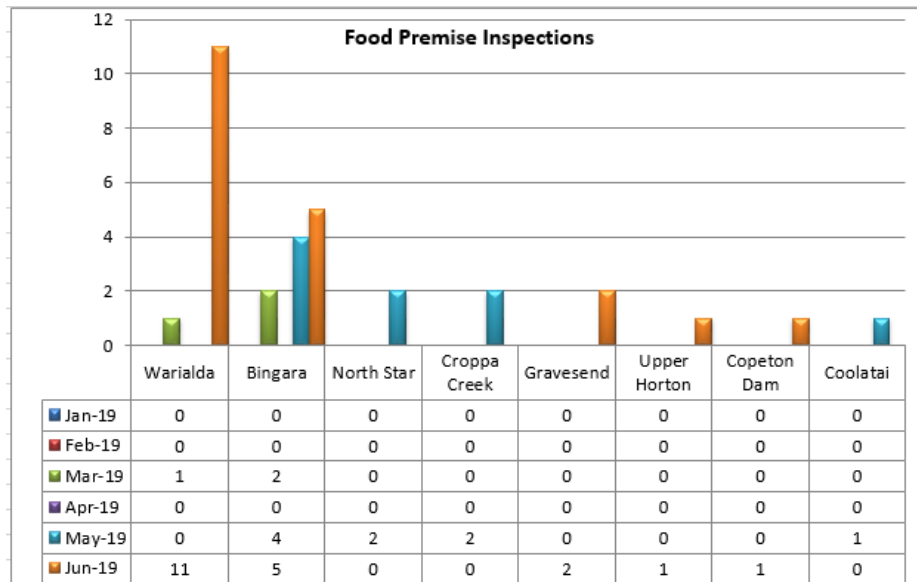
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**Cemeteries**

Both Warialda and Bingara Cemeteries continue to be maintained.

**Food Premise Inspections/Re-inspections**

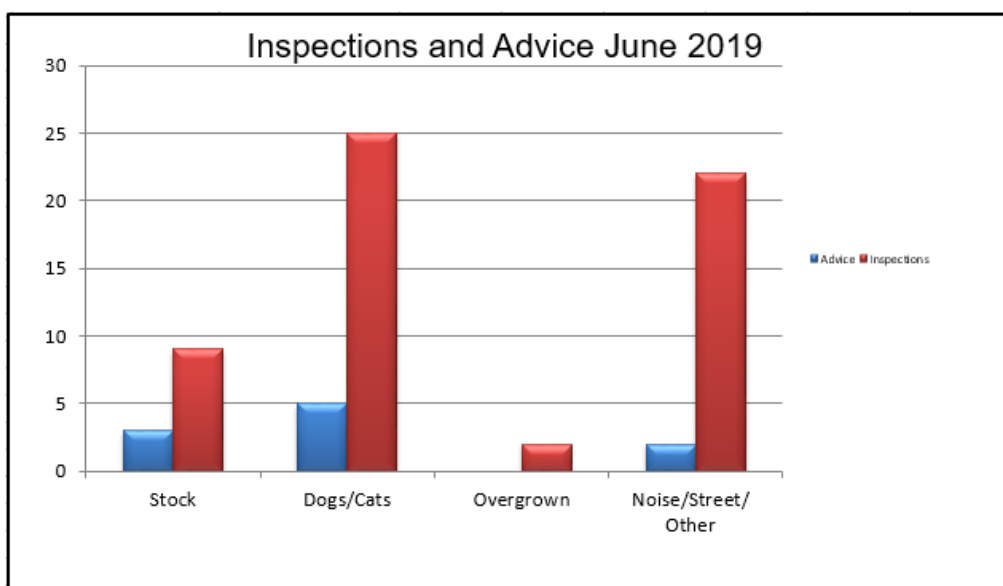
Food Premise Inspections are completed annually and all food premises within the shire have been inspected for 2018/2019. The graph below shows inspections that have been carried out in June 2019 compared to the previous 6 months. Enquiries or complaints are actioned as necessary.



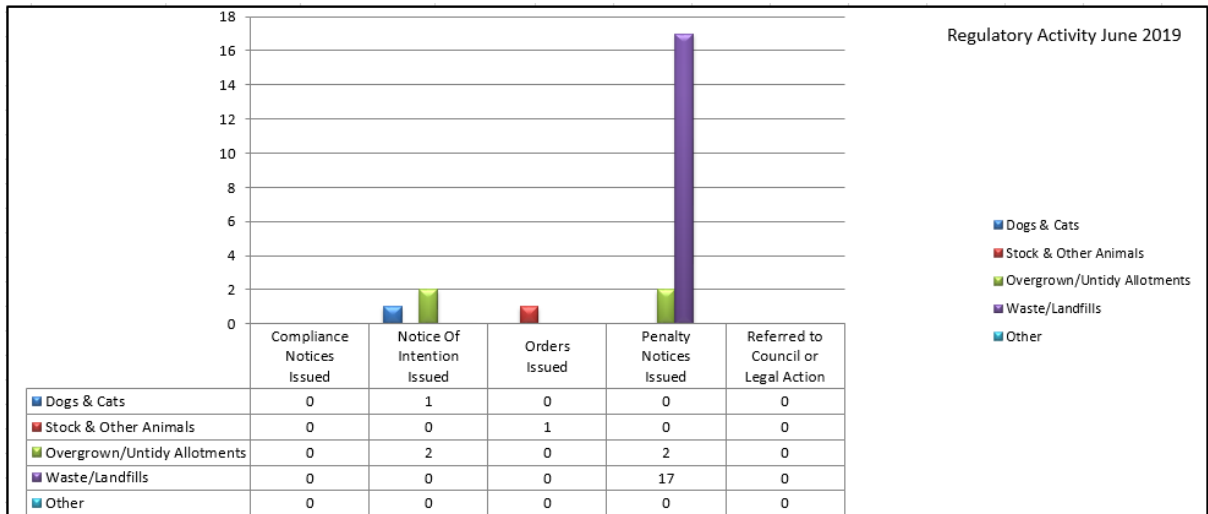
**Compliance and Regulatory Control**

Council received complaints regarding roaming stock and dogs, noise, the keeping of animals and other concerns during the month of June 2019. These are investigated and actioned as necessary and are detailed in the following table.

**Inspections and Advice June 2019**

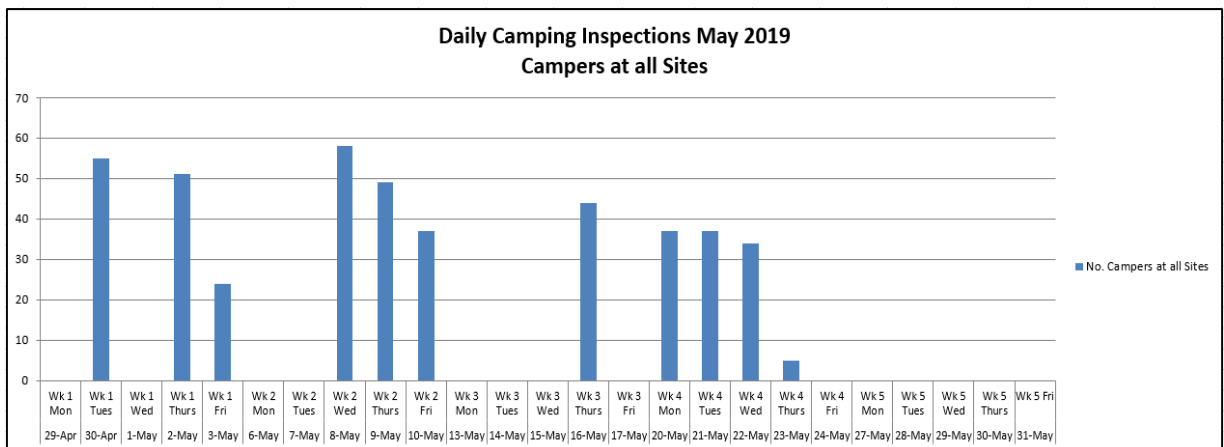
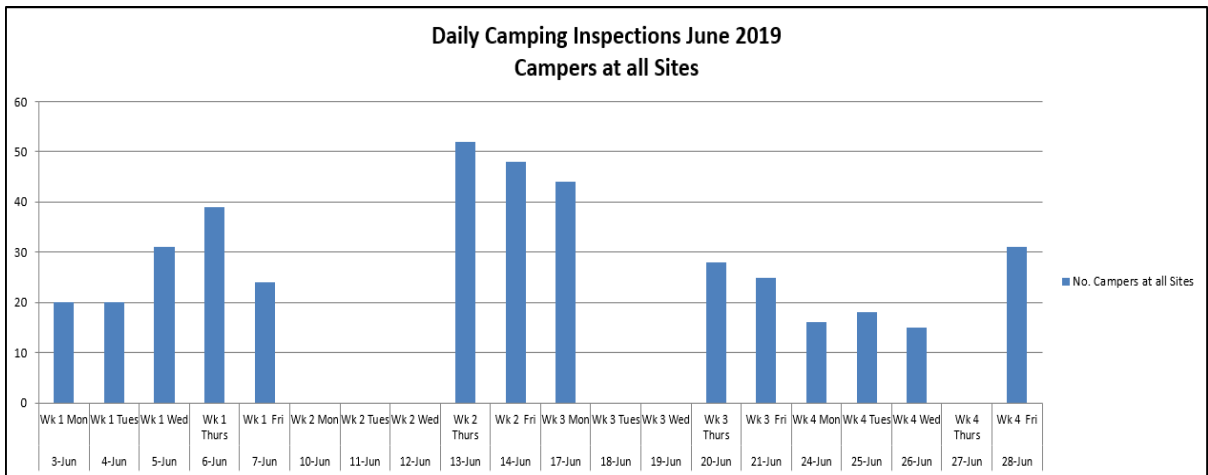


**Regulatory Activity June 2019**



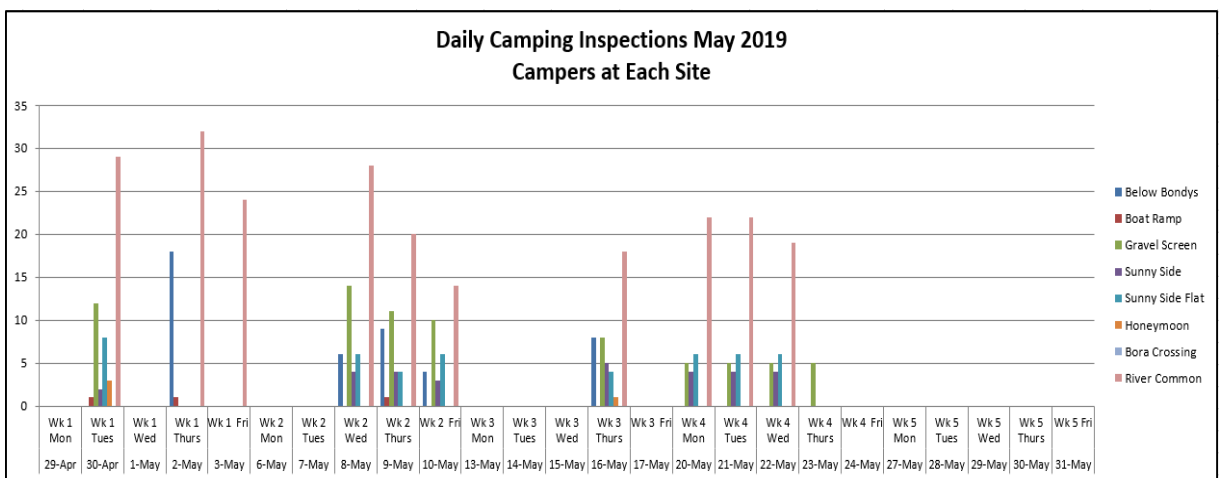
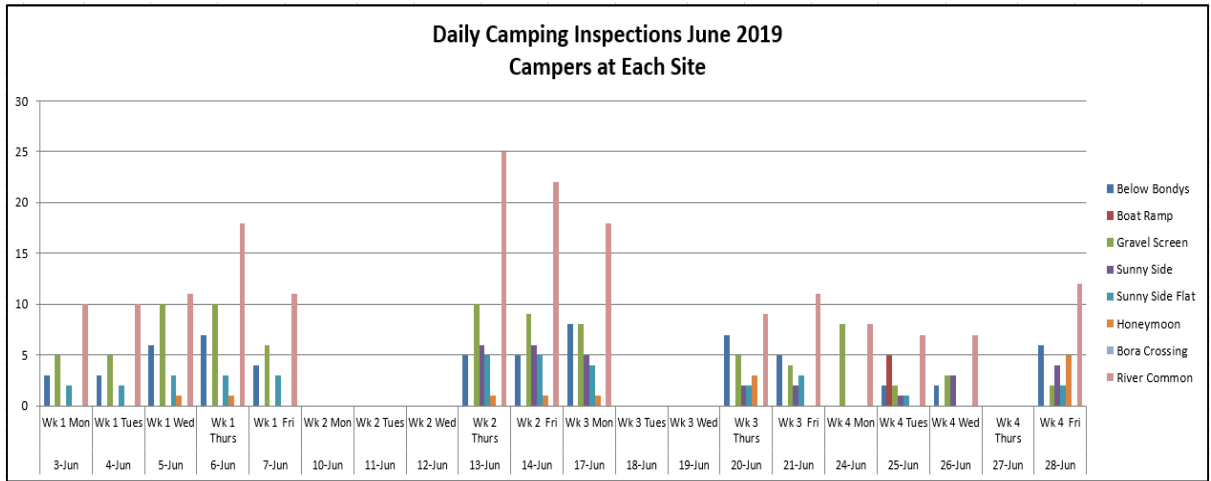
**RIVERSIDE CAMPING**

Council’s Compliance Officer now carries out daily checks along the Gwydir River to ensure camping is being conducted in a safe and hygienic manner.



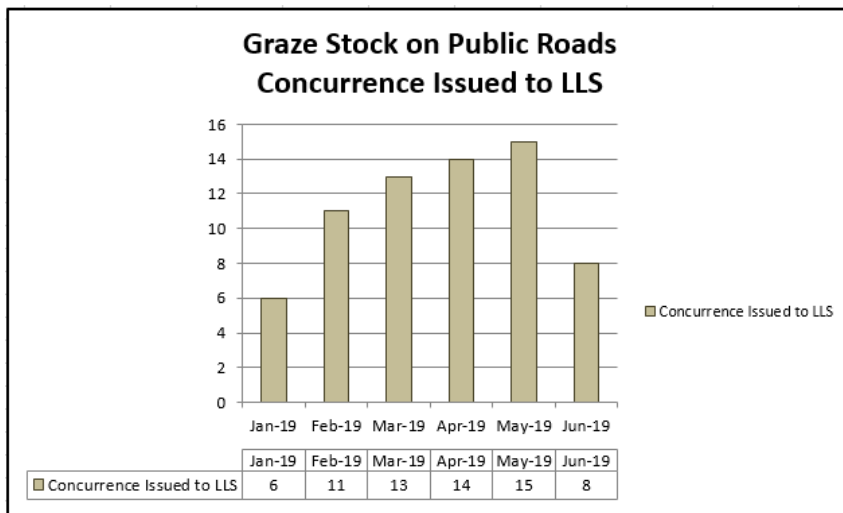
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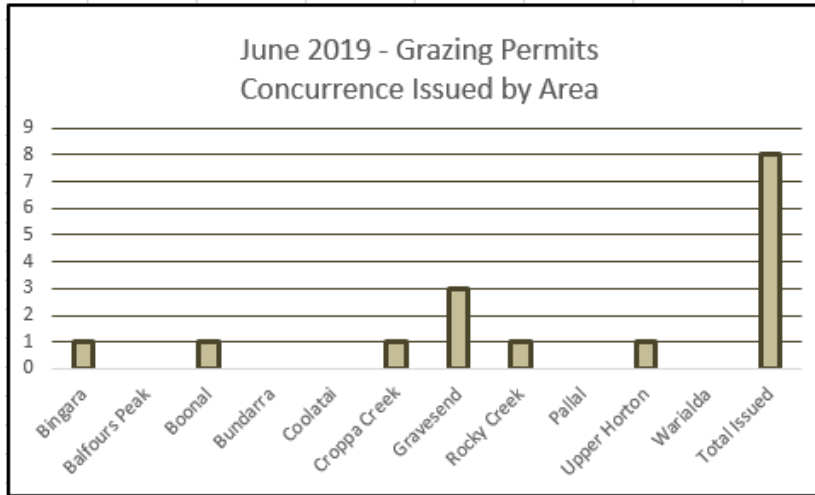
**GRAZING PERMITS**

The demand for Roadside Grazing Permits has remained steady. As the Consent Authority for road reserves Council has issued concurrence to the North West Local Land Services, the following graph shows the applications received for May 2019 compared to the previous 5 months. The second graph shows the Locality of the applications.



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**WASTE SERVICES**

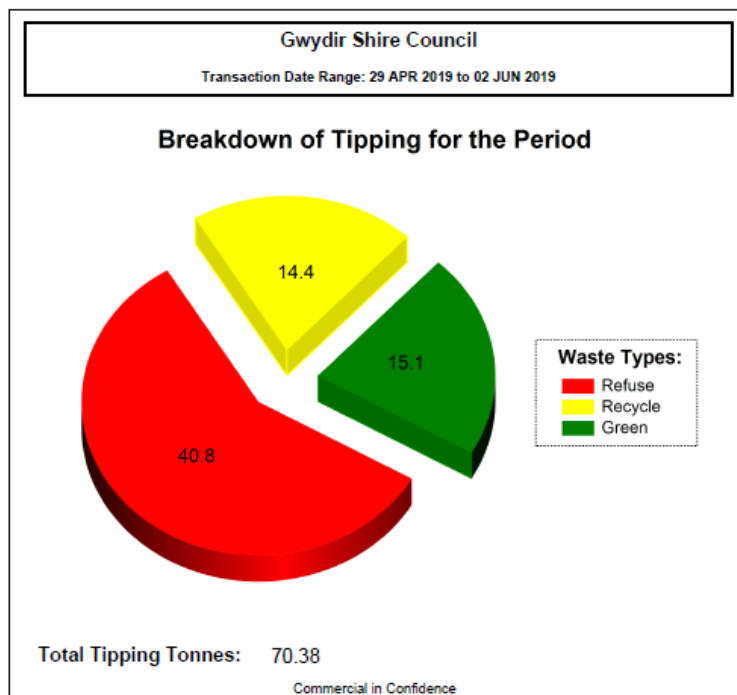
Scheduled kerbside collection of waste, recycling and green waste was carried out throughout the Shire during June. Customer service requests are processed and actioned as necessary.

All Waste Recovery Centres in the Shire continue to be supervised/monitored and maintained. Staff continue to make changes to the site layout and signage to improve onsite operation and access for residents unloading waste and recyclable materials.

Council is continuing to supply mulch from chipped green waste to residents.

Steel continues to be stockpiled for collection at the Bingara and Warialda Waste Recovery Centre.

**Breakdown of Waste Collection for May 2019**

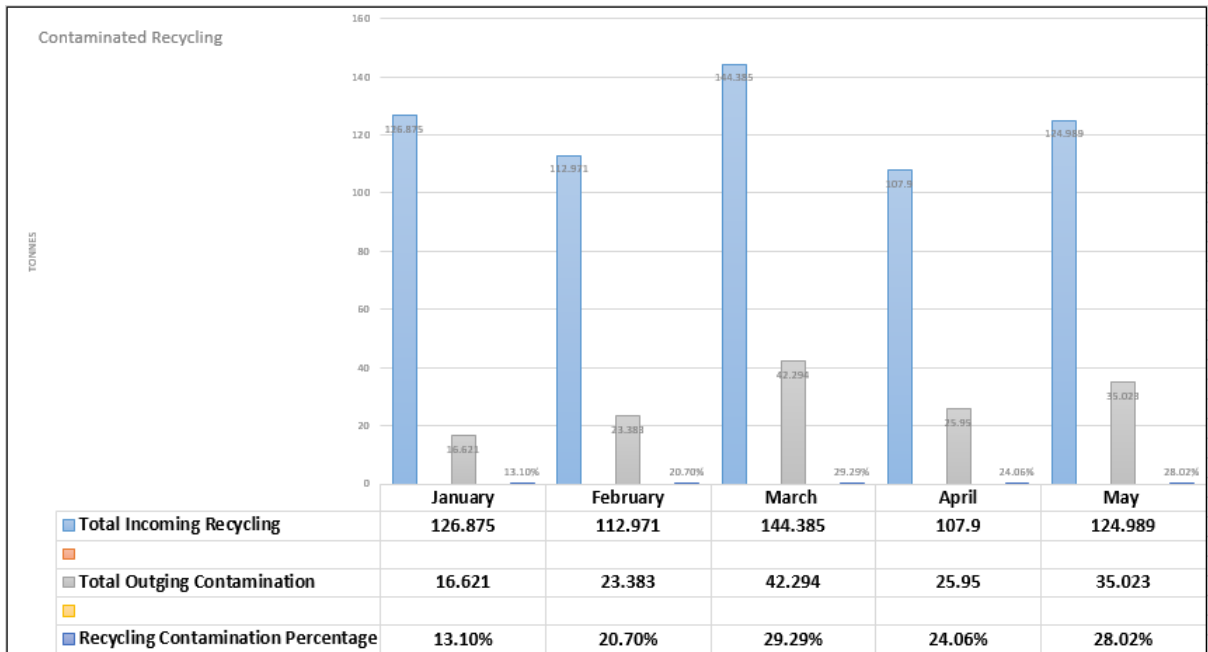


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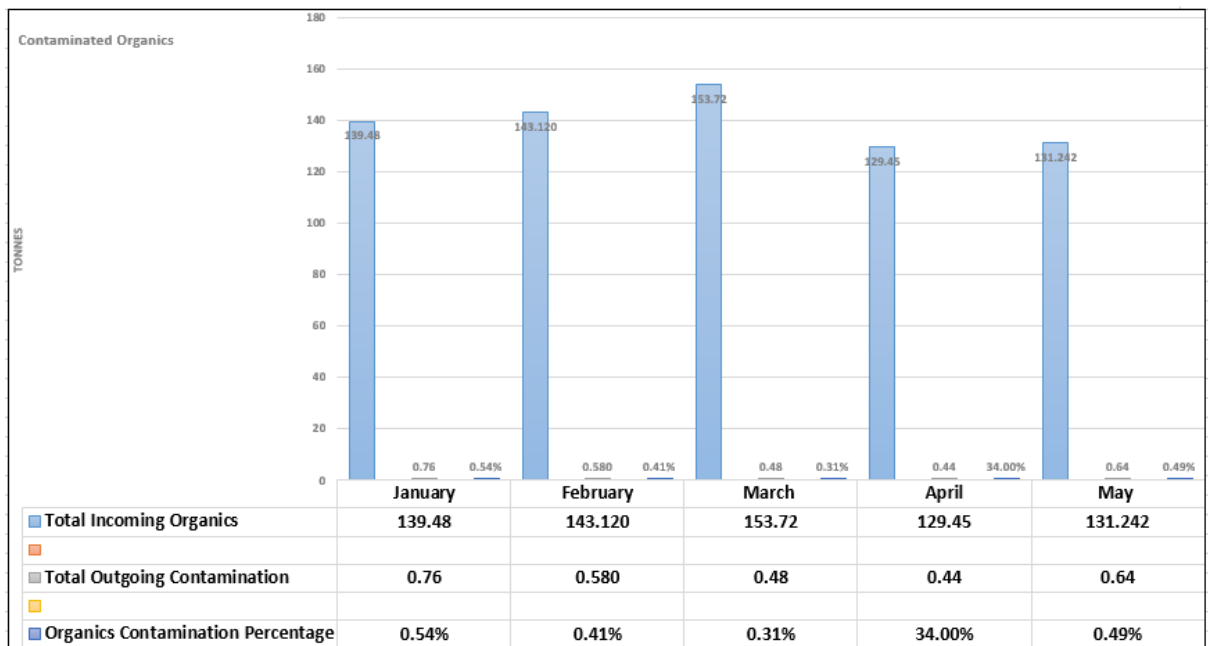
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Recycling Contamination April 2019



Organics Contamination April 2019



**Comment from Cleanaway**

*Numbers have crept up again, I will be in touch with staff to determine if there is any particular reason we crept up. Thanks*

- **Waste Collection Data for June 2019 was not available at the time of this report.**

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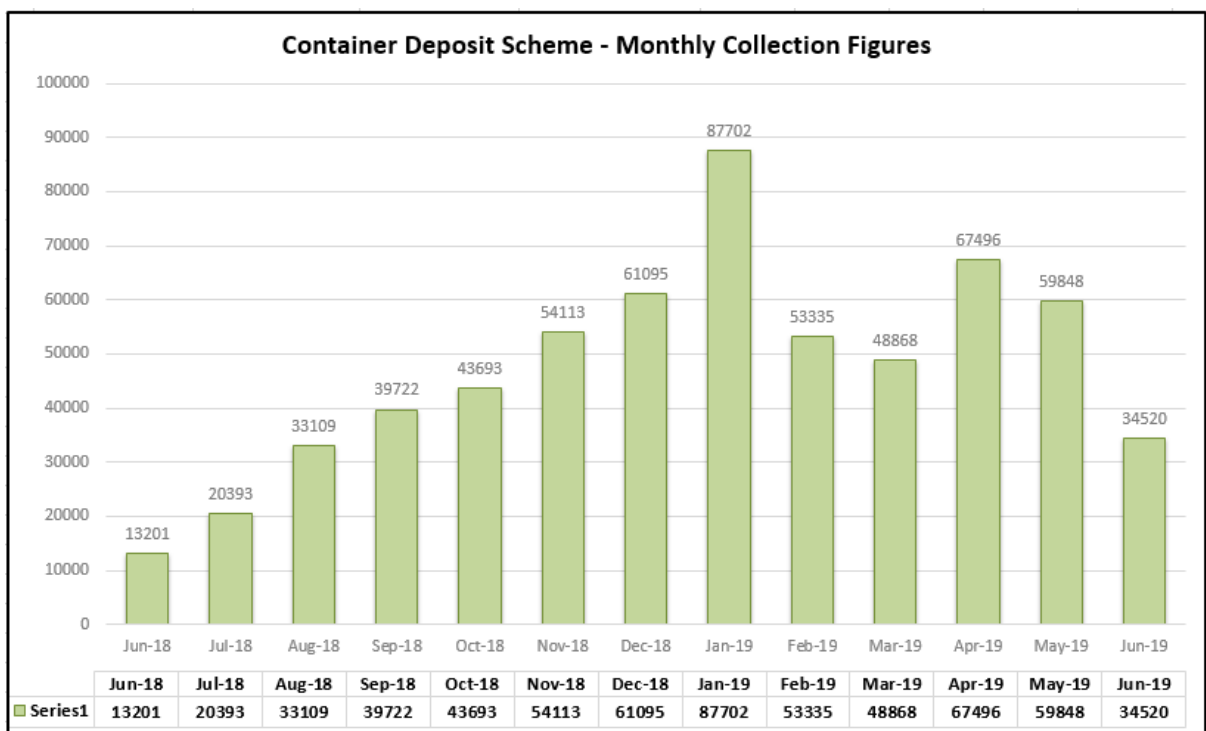
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**CONTAINER DEPOSIT SCHEME**

**OVER HALF A MILLION CONTAINERS COLLECTED**

The Container Deposit Scheme (CDS) has now been open at the Warialda Landfill for one year. Customers have embraced the scheme and there have now been over **617,000** eligible cans and bottles returned since the inception of the program at the Warialda Landfill in June 2018. The graph below shows the monthly deposits since the opening of Council’s CDS Site..

The NSW Container Deposit Scheme Coordinator, Exchange for Change have just published the details of the volume of containers from return points by LGA and material type on their website: [www.exchangeforchange.com.au](http://www.exchangeforchange.com.au) , by following this link you can view statistics for all collection points within NSW.



**NOXIOUS WEEDS CONTROL**

**Property Inspection Program**

Staff continue to assist farmers and the community with:

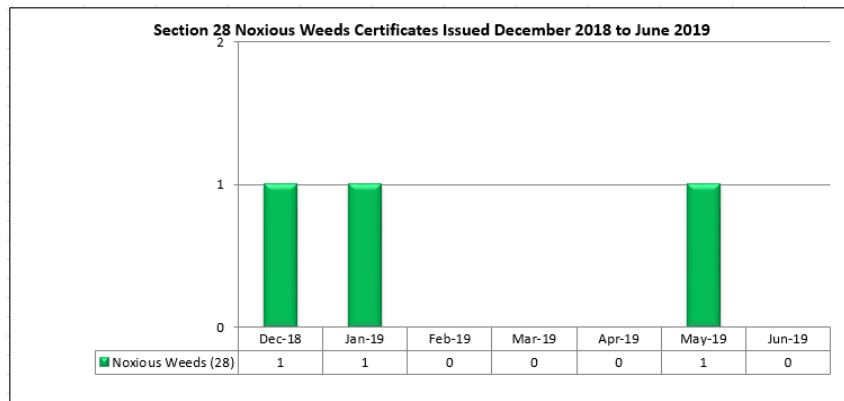
- Funding advice
- Noxious weeds advice
- Property inspections
- Spraying of noxious weeds
- Property inspections are currently being undertaken in Section D.

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**Section 28 Noxious Weeds Certificates**

The graph below shows the noxious weeds certificates issued during June 2019, compared to the previous six (6) months.

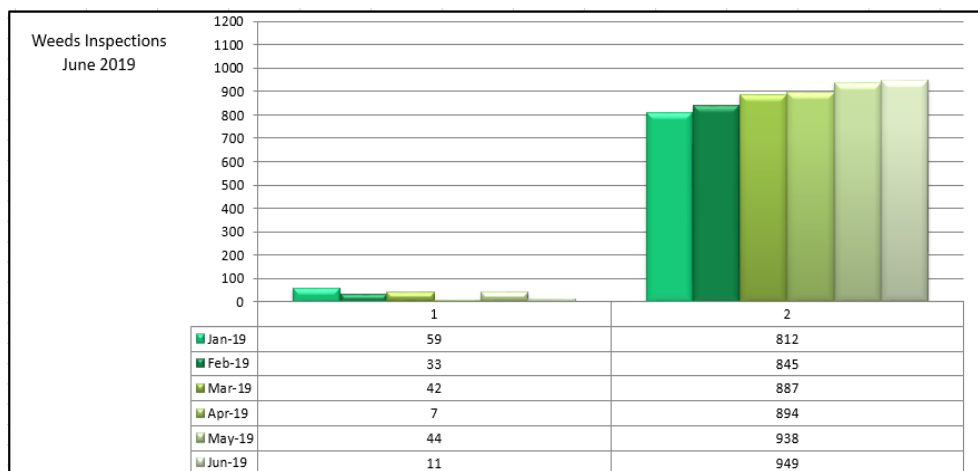


**Weeds Inspections**

With the drought conditions not even the weeds have been thriving, but the recent rains will bring change and the weeds are starting to appear throughout the shire. Property inspections are currently being undertaken in Section D.

The following graph and chart shows the noxious weeds inspections carried out in June 2019 compared to the previous five (5) months.

**Noxious Weeds Inspections for the month of June 2019**



<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Roadside	7	406.9	81.38	Tree Pear, Tiger Pear, African Boxthorn, Rope Pear, Pattersons Curse
Roadside – High Risk Pathways	3	783.80	156.76	Tree Pear, Sweet Briar, African Boxthorn, Rope Pear, Mimosa Bush, Mother of Millions, Pattersons Curse
Crown Lands	1	70.70	-	Mother of Million, Tiger Pear, Harrisia Cactus

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**Noxious weeds control works for June 2019**

Road/Property	Locality	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
SR7 Croppa Crk Rd	Croppa Crk	AB	115.75	23.15	1		
SR266 Kellys Gully Rd	Warialda Rail	AB	33.05	6.61		1	
SR7 Croppa Crk Rd	Croppa Crk	AB	115.75	23.15	1		
SR7 Croppa Crk Rd	Croppa Crk	AB	115.75	23.15	1		
SR7 Croppa Crk Rd	Croppa Crk	AB	115.75	23.15	1		
SR7 Croppa Crk Rd	Croppa Crk	AB	115.75	23.15	1		
SR202 Mistake Rd	North Star	HC	42.9	8.58		1	
SR72 Scotts Rd	North Star	HC	33.85	6.77		1	
RR7705 North Star Rd	North Star	HC	411.25	82.25	1		
MR462 Bruxner Way	North Star	HC	124.4	24.88	1		
SR63 Gil Gil Creek Rd	Crooble	HC	129	25.8		1	
SR61 Peates Rd	North Star	HC	143.8	28.76		1	
SR61 Peates Rd	North Star	HC	143.8	28.76		1	
SR283 Airstrip Rd	Warialda	Pear Species	9.3	1.86		1	
SR281 Racecourse Rd	Warialda	Pear Species	6.4	1.28		1	
SR282 Rubbish Depot Rd	Warialda	Pear Species	2.65	0.53		1	
SR82 Kirewa Rd	North Star	HC	53.7	10.74		1	

**CONCLUSION**

The activities carried out by the Technical Services Department are in line with the 2018/2019 Management Plan and otherwise as directed.

**CONSULTATION**

Consultation is carried out within the Technical Services Department during the monthly Technical Services team meetings and other relevant persons.

**OFFICER RECOMMENDATION**

THAT the monthly Technical Services report for June 2019 be received.

**ATTACHMENTS**

There are no attachments for this report.

**COMMITTEE RECOMMENDATION TO COUNCIL:**

**THAT the monthly Technical Services report for June 2019 be received.**

**(Moved Cr Young, seconded Cr Smith)**

**Meeting closed 10.26 am**

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