



## NOTICE OF MEETING

NOTICE is hereby given that a **Meeting of the Public Infrastructure Committee** will be held in the Roxy Meeting Room, Bingara, on **Thursday 14 May 2020** (commencing at **9.00am**) to discuss the items listed in the Agenda.

Your attendance is respectfully requested.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Max Eastcott'.

Max Eastcott  
General Manager

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# **GWYDIR SHIRE COUNCIL**

## **B U S I N E S S   P A P E R**

### **AGENDA**

**PUBLIC INFRASTRUCTURE COMMITTEE May 14,  
2020  
9.00am**

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**OFFICIAL OPENING AND WELCOME – MAYOR**

**APOLOGIES**

**CONFIRMATION OF THE MINUTES**

RECOMMENDATION:

**THAT the Minutes of the Public Infrastructure Committee held on Thursday, February 13, 2020 as circulated be taken as read and CONFIRMED.**

**PRESENTATION**

**CALL FOR THE DECLARATIONS OF INTERESTS, GIFTS RECEIVED AND CONFLICTS OF INTEREST**

**MAYORAL MINUTE (If any)**

**DEFERRED ITEMS – Nil**

**OFFICERS' REPORTS (As listed)**

**COMMITTEE OF THE WHOLE – OPEN**

**Councillors' Reports**

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**Item 1            Monthly Technical Services Report for April 2020****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**        Manager, Engineering Services**STAFF DISCLOSURE OF INTEREST**   Nil**IN BRIEF/ SUMMARY RECOMMENDATION****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****Warialda Truck wash**

Council staff are working with Department of Planning, Industry and Environment (DPIE) to provide samples of waste discharge as a final step in seeking concurrence for the trade waste licence.

**Maintenance Grading**

The following roads were maintenance graded in April:

- Ravenscraig Road
- Whitlow Road
- Upper Whitlow Road
- Michele Lane
- County Boundary Road
- IB Bore Road
- Goat Road
- Forrest Creek Road
- Mungle Road

The following roads were resheeted in April:

- Forrest Creek Road - 0.0km to 3.5km from North Star Road
- Mungle Road – 3.8km to 5.8km and 6.7km to 7.3km from IB Bore Road
- Wearnes Road – 9.4km to 11.65km from Bundarra Road (works in progress)
- Caroda Road - 5.8km to 11.0km from Elcombe Road (works in progress)



*Mungle Road Resheet Program*

The MR134 Delungra Road Repair Program is completed. The project was 1.57km of full rehabilitation funded by the RMS under the Regional Roads Block Grant and Repair Program. The project was completed under budget and is a credit to Technical Services 'South' staff.



*Sealing completed on MR134*

The 'North' Construction crew have completed 2.6km of rehabilitation on RR7705 North Star Road, funded under the Repair Program and Block Grant. The crew produced an excellent result in a very short timeframe, coming in under budget.

As a result of the cost savings made on the two Regional Road rehabilitation projects, Council will be undertaking a small rehabilitation project on Bruxner Way prior to the end of financial year. This will consist of a 1.5km long "super patch", which is effectively a large scale stabilisation of existing pavement. This is a low cost solution to road rehabilitation where there is already good pavement depth.



*Sealing of RR7705*

Reactive Maintenance crews worked on the following throughout April:

- Footpath maintenance
- Service Requests
- Water deliveries
- Roadside weed spraying
- Road sign maintenance
- Rest area vegetation maintenance

### **Roads Maintenance Council Contract – Work 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.

Works have begun in segment 5340 on MR63 Fossickers Way. Crew members are currently widening the existing pavement, removing the

unsuitable material from the shoulders and replacing it with a road base material. All culvert replacements and extensions have been completed. Remaining works will include ripping and re-compacting the existing pavement, and lastly placing a 100mm sub-base layer and a 100mm base layer over the top with a 7mm primer-seal. Works are expected to continue until the end of the financial year.

Design reviews are still in progress for three segments programmed for rehabilitation next financial year. These segments include 5150 and 5255 on MR63 Fossickers Way and 8270 on HW12 Gwydir Highway. Further programmed works this financial year will include approximately 4 weeks of heavy patching throughout various segments where required. Heavy patching works are now programmed to start towards the end of May. No reseals are programmed for completion this financial year.

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

### **Other Services**

Street services continued to be maintained for vehicular, pedestrian and public conveniences during April.

Storm water drainage facilities continue to be maintained.

Aerodromes at Warialda and Bingara continue to be maintained and inspections are carried out 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 continue 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:

#### Myall Creek

The survey team has been required for the earthworks for the amphitheater at the Myall Creek Memorial Site to ensure that the levels are accurate in preparation for the next stage of construction.

#### Delungra Road

The survey team was also required on the Delungra Road Rehabilitation project. The team checked levels, marked the centerline and assisted with the Grade Control onsite. This project is complete and awaiting line marking.

#### MR63 – Linwood Project

The survey team also worked on the Linwood Project, along MR63, ensuring the Grade Control is working well and providing assistance where required.

#### 4. TOWN SERVICES

##### Water and Sewerage

During April, Water and Sewerage operators attended 26 service line repairs, four water main breaks and six sewer blockages. Works were undertaken at the Bingara Cemetery, Gwydir Oval, The Roxy Complex, Naroo Aged Hostel, public amenities, and sewer pump stations No 2 and 3 in Warialda.

Level 1 water restrictions will continue during April and May 2020. The restriction has been modified so that no fixed sprinklers are permitted between 10am and 5pm, even though demand has reduced, it is considered good practice to be water wise.

Ten manholes in Warialda were refurbished during April; these manholes were identified from a previous asset inspection report. Contractors were used with specialist concrete applicator trailer and confined space entry equipment.

Electrical issues with one Gravesend bore, along with telemetry issues for Gravesend and Bingara water supply occurred in April. The telemetry issue is ongoing and will require major upgrade to ensure the system is reliable for the future.

Bingara sewer extension project for North and East Bingara has been progressing well with survey, environmental and engineering contractors carrying out various tasks in Bingara during April 2020.



*Warialda manhole refurbishment*

##### Parks

All parks and gardens are being maintained. Council's playgrounds remain closed due to Covid-19 restrictions. Mowing, weed control, irrigation, hedging and trimming were all undertaken during April.

##### Drought Casual Projects

During April, Council's casual staff on the drought assistance program installed a fence around CWA Park playground in Bingara and installed pavers at the Bingara Cemetery columbarium area.





*CWA Park playground fence*



*Bingara cemetery columbarium paving*

### **Gwydir Oval New Amenities Building**

Concrete apron and footpaths were installed at the Gwydir Oval new amenities building in April. The internal plumbing has been completed, Colorbond roof installed, and crews started to clad the exterior of the broadcast box. The electrical and plastering will be undertaken early May. Once all the other works are completed the internal fit out of showers and toilets will be undertaken.



*Gwydir oval amenities*

## Showgrounds

The Bingara showground continues to be maintained. A grant proposal was submitted for additional lighting at the Bingara Showground through Regional Agricultural Shows grants program in December 2019. The outcome of this grant is expected to be announced in June 2020.

The new general purpose shed at the showground had minimal work undertaken during April as staff focus was on the Gwydir Oval amenities building.

Industry NSW released Phase 1 Stimulus Package for showgrounds for small projects that could be completed within three months of the grant funding announcement. Council submitted the following six small projects for consideration in this Phase 1 Stimulus:

Description	Estimate
1. Replacement of cool room motor and repairs to cool room located underneath the Grandstand at Bingara Showground.	\$5,412.00
2. Construction of 3m x 3m awning over cool room located at polocrosse canteen.	\$3,666.53
3. Supply and installation of LED spot lights and energy efficient lighting in the main pavilion at Bingara showground for display items.	\$6,776.39
4. Electrical lighting and power points in the General purpose shed.	\$4,887.85
5. Repairs and maintenance identified from Aurecom inspection October 2019.	\$4,597.89
6. Purchase of power distribution box for use when caravan and motor rallies are held onsite.	\$6,006.00
TOTAL	\$31,346.66

Phase 2 Stimulus Program closes on 22 May 2020. The following projects will be submitted for Phase 2 pending user group consultation on 12 May 2020:

1. Toilet block extension
2. Concrete deck and skillion roof extension on eastern side of kitchen pavilion
3. Demolition of caretaker's house and replacement with 3-bedroom cabin
4. Removal of asbestos from the grandstand and refurbish with Colorbond
5. Air-conditioning and acoustic wall panels in the main pavilion.

## Plant and workshop

All fleet with common expiry date registration 1 May 2020 have been repaired, inspected and registered. Council's fabrication section has been constructing an additional walkway bridge for the truck wash bay in Warialda and replacement of the timber walkway at the Bingara town water pump station.

Major workshop repairs carried out during April included:

P1891 – road reclaimer – air conditioning hose repairs

P1713 – jet patcher – hydraulic repairs

P1689 – water truck – transmission repairs

P1680 – utility – replace pinion seal

P1841 – grader – hydraulic repairs

P1788 – grader – replace tyres

## 5. ENVIRONMENTAL DEPARTMENT

The Environment and Sustainability Department report for April 2020 was compiled with information available at the time of preparing the report.

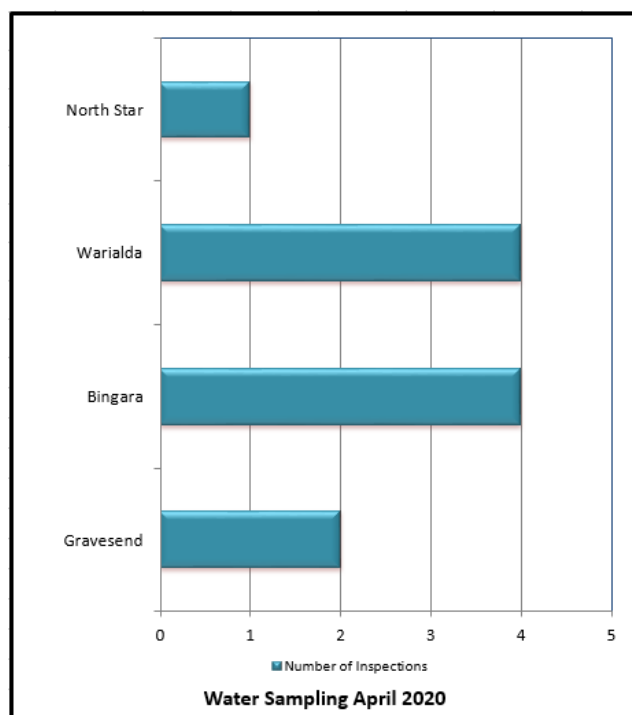
The Department continues to receive enquiries and provide advice on a range of health matters including:

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

### Water Surveillance

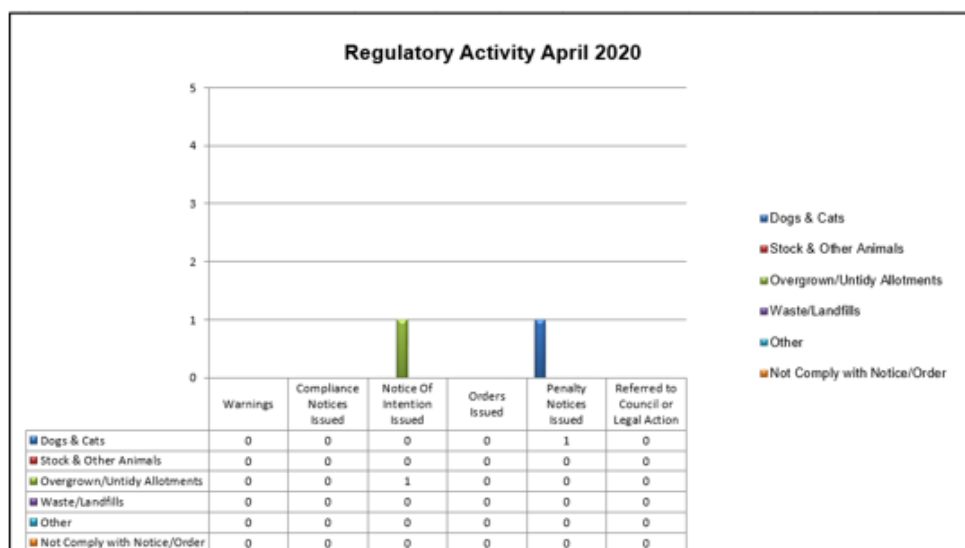
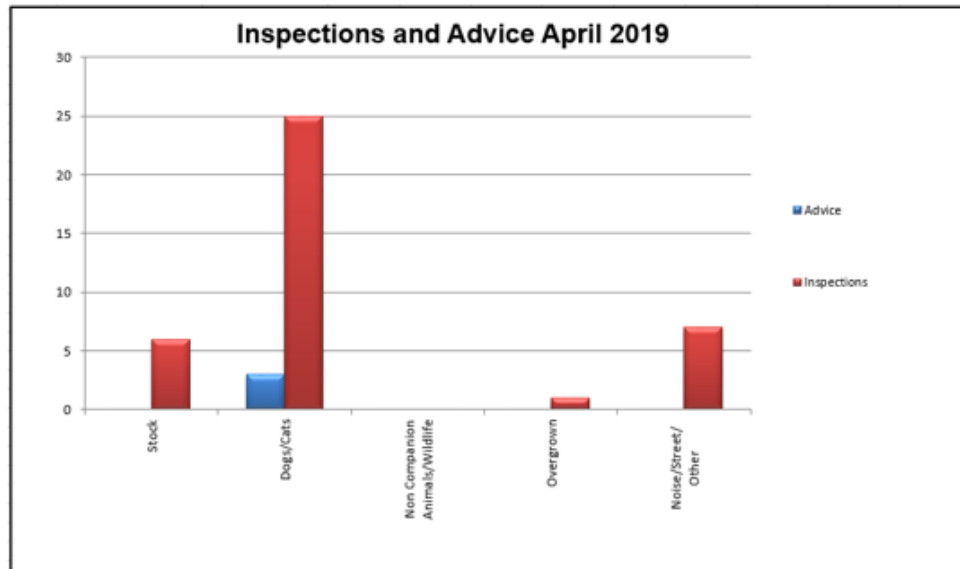
The Department continues to carry out routine weekly microbiological sampling of the water supply in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star.

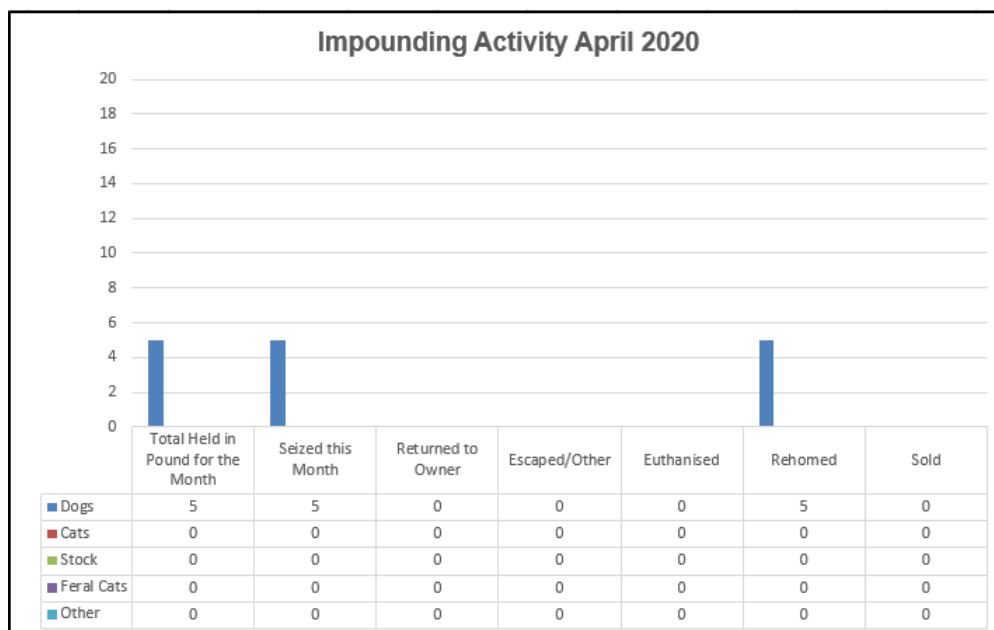
#### Health Related Inspections



## Compliance and Regulatory Control

Council received complaints regarding roaming stock and dogs, noise, the keeping of animals and other concerns during the month of April 2020. These are investigated and actioned as necessary and are detailed in the following tables:

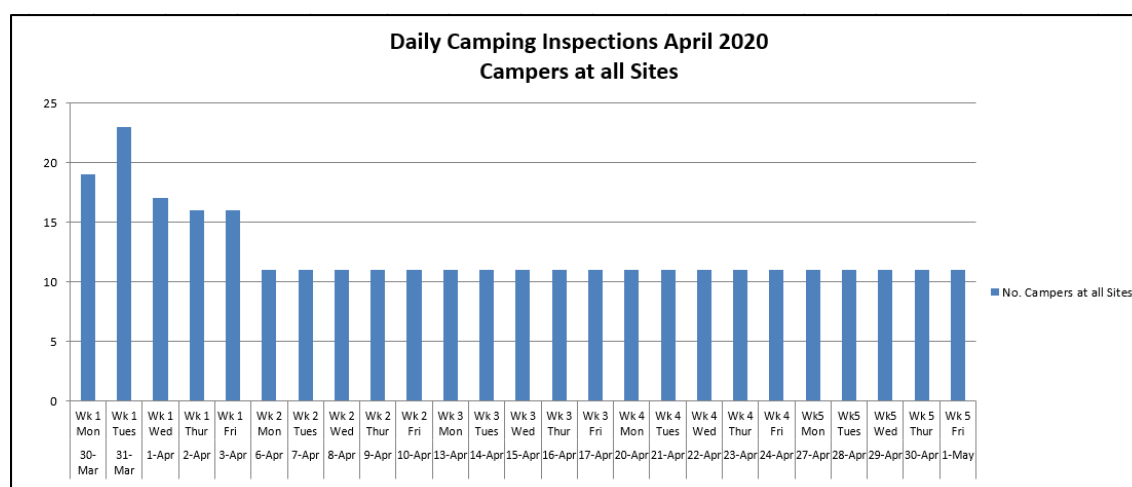


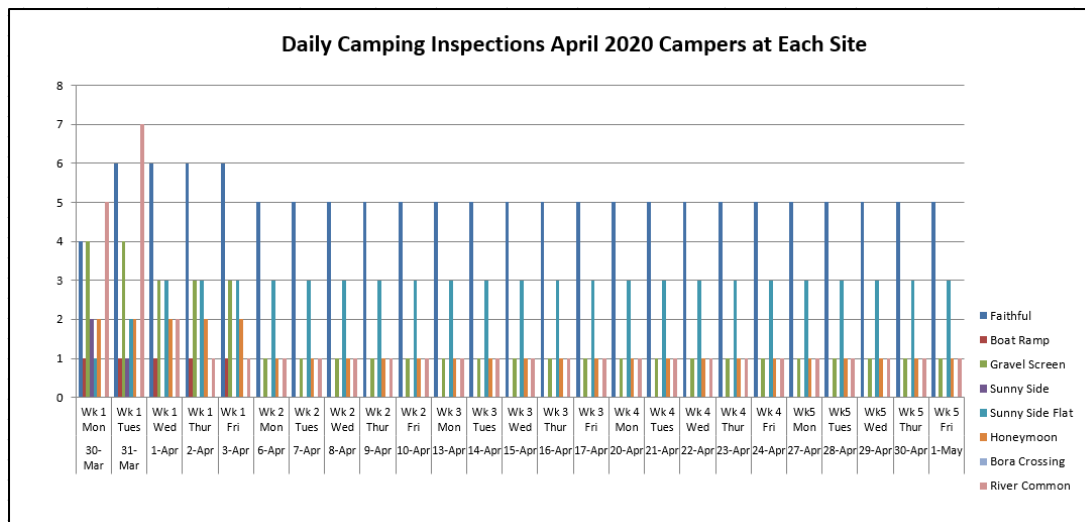


## RIVERSIDE CAMPING

Council's Compliance Officer aims to carry out daily checks along the Gwydir River to ensure that camping is being conducted in a safe and hygienic manner. Flyers promoting local events and services are distributed to campers and enquiries from campers are addressed as necessary. The graphs below show total numbers of campers and the distribution of campers at the different campsites.

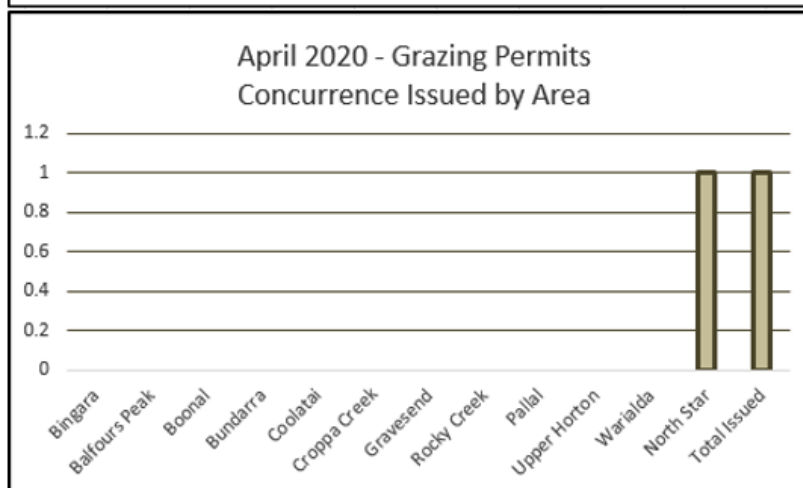
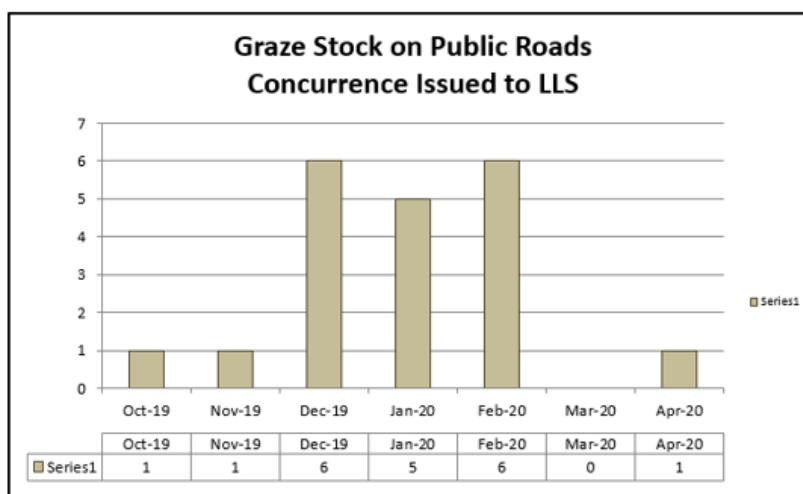
The current restrictions imposed regarding the Covid-19 pandemic have seen bans imposed on all non-essential travel and the subsequent closure of campgrounds. While the campgrounds are officially closed there are some exemptions in place for people who were already set up on the campground on 1 April 2020. No new campers are currently allowed to set up at the campgrounds, and any existing campers have been encouraged to return home if possible or must remain in their existing position for the duration of the ban. There are currently 11 campers who have chosen to remain on site for the current time.





## GRAZING PERMITS

As the Consent Authority for road reserves, Council has issued concurrence to the North West Local Land Services for no Roadside Grazing Permits during the month of March 2020. Recent rainfall has provided welcome relief in the district and the demand for roadside grazing has eased. The following graph shows the applications received for April 2020 compared to the previous six months.

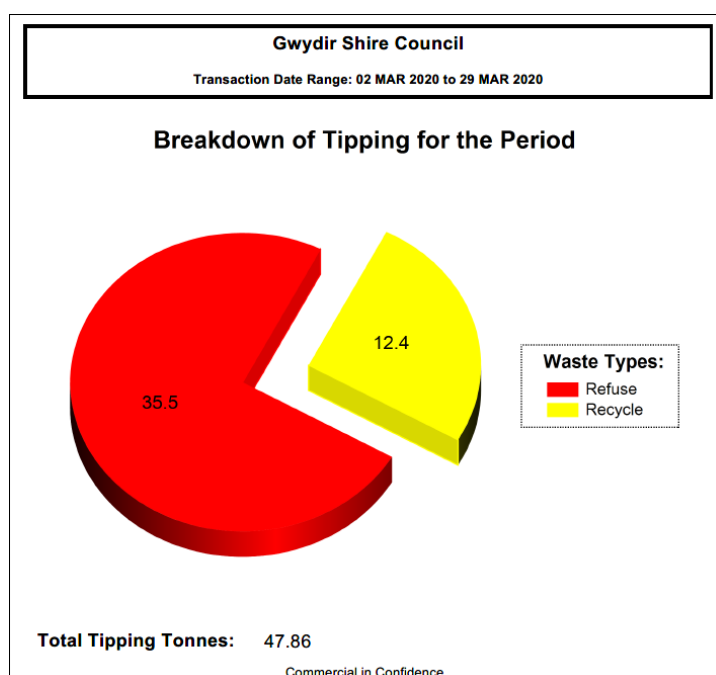


## WASTE SERVICES

Scheduled kerbside collection of waste, recycling and green waste was carried out throughout the Shire. 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.

### Breakdown of Waste Collection

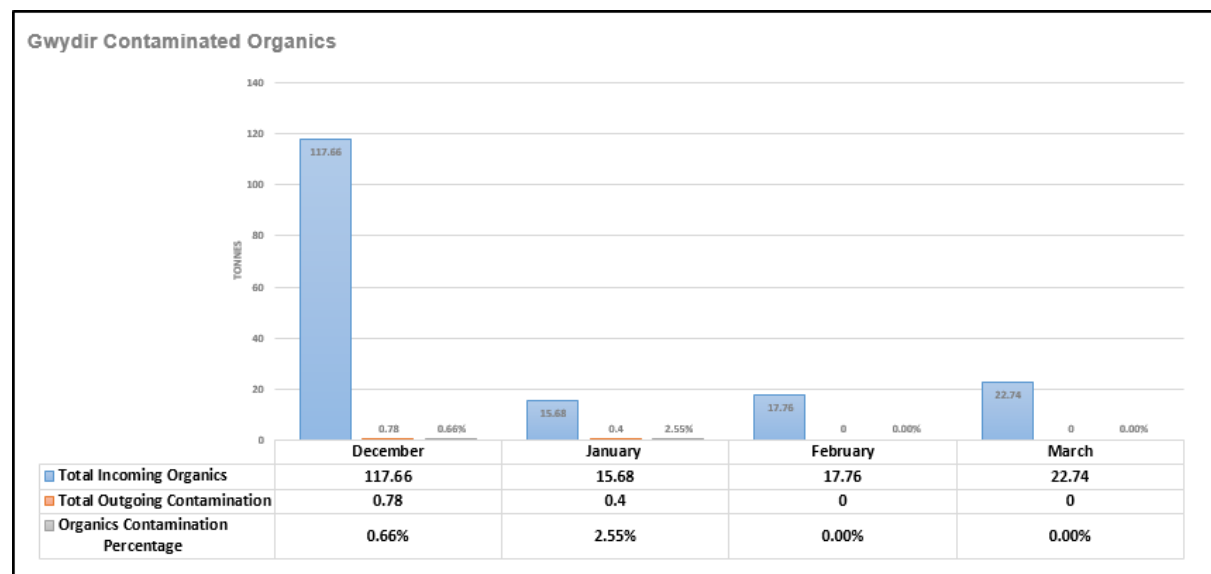
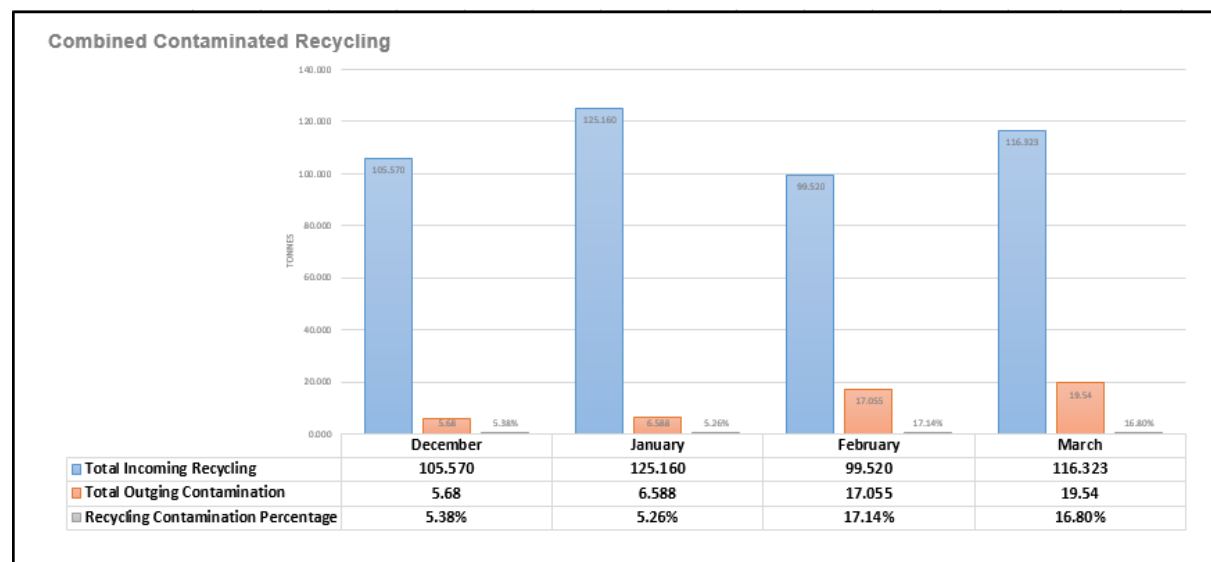
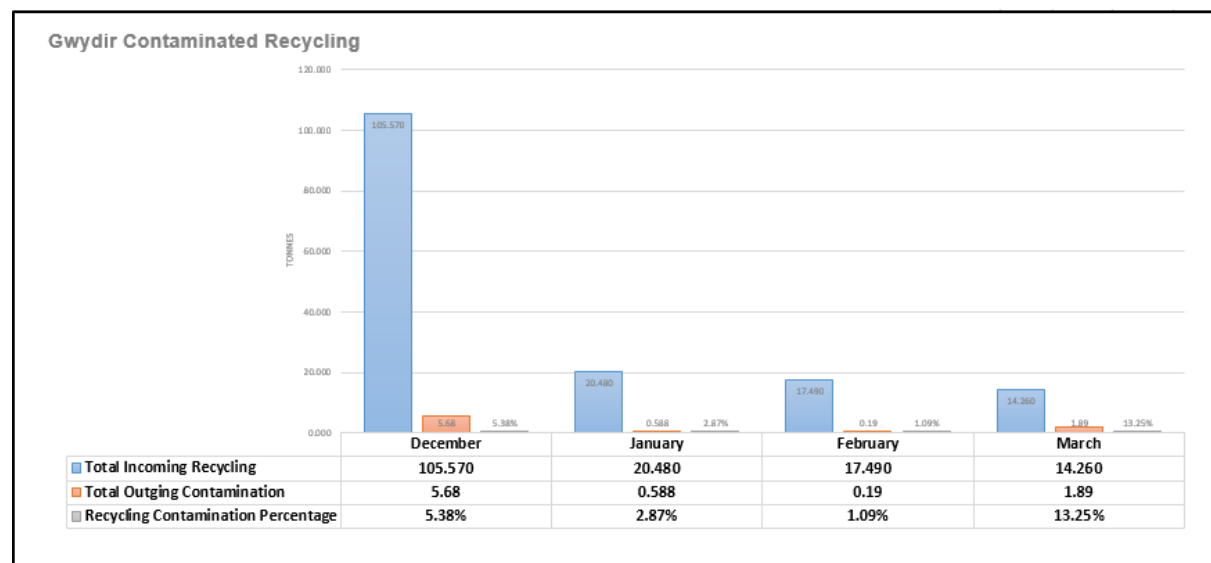


## CONTAMINATION REPORTING

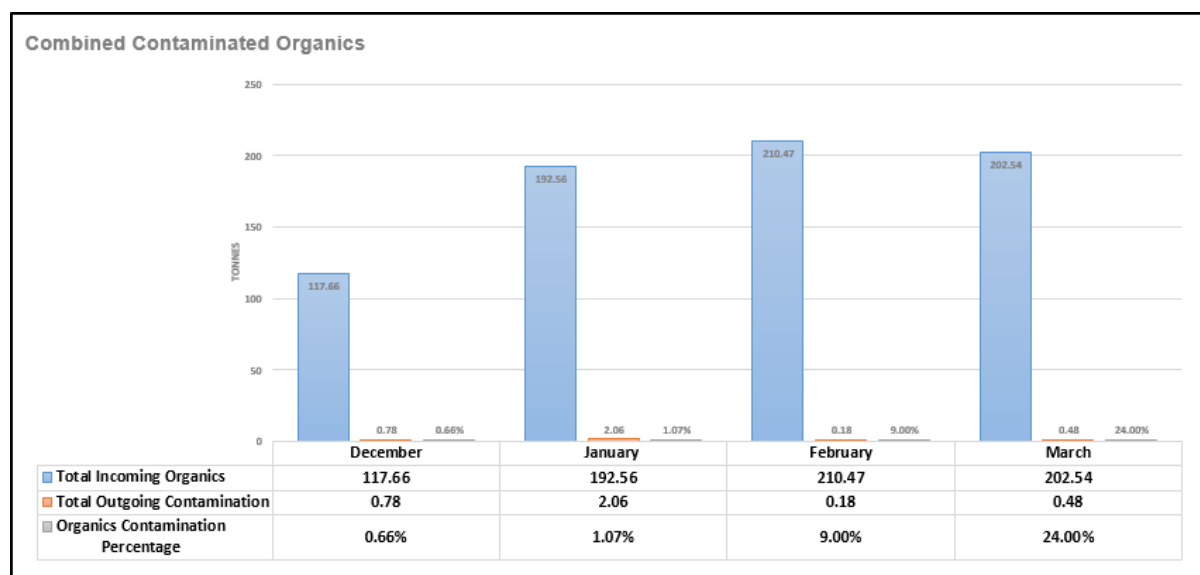
Cleanaway has refined the collection of their contamination data and now reports on contamination rates for each Council area (Moree, Narrabri and Gwydir). This gives an accurate reflection of the contamination rate for waste generated within the Gwydir Shire area, rather than the previously reported statistics, which were unable to accurately report which LGA was experiencing problems with contamination in the recycling and organics waste collections.

The graphs below show contamination rates for both the Gwydir Shire and the combined collections area for the month of March compared to the previous three months, noting that there is some overlap of data collected prior to January 2020.

## Recycling Contamination







### Comment from Cleanaway

*“Unfortunately, we have seen a continued higher percentage of contamination in the recycling; this is down slightly on last month for Moree and Narrabri. This is under investigation with Challenge. We will report back to the three shires when have some feedback from the Investigation.”*

## NOXIOUS WEEDS CONTROL

### Property Inspection Program

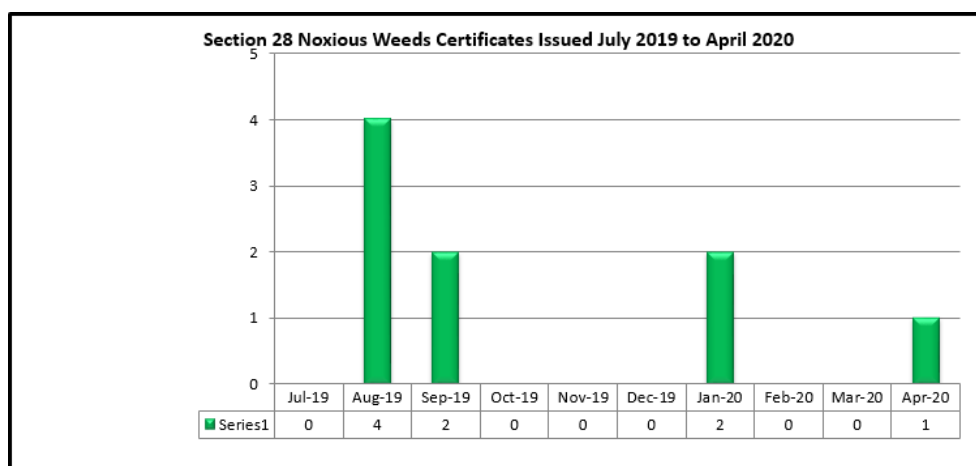
Staff continue to assist farmers and the community with:

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

The Priority Weeds Unit is happy to welcome Council's newest Bio-Security Officer to the team. He has come to the Weeds Team after previously working in Parks and Gardens in Bingara, and will be working closely with the current Bio-Security Officers to become familiar with the requirements of the position. The role requires undertaking weed control and property inspections across the Shire. He was welcomed aboard during a brief team meeting (no handshakes were made and social distancing was observed) and welcomed to his new role.

### Section 28 Noxious Weeds Certificates

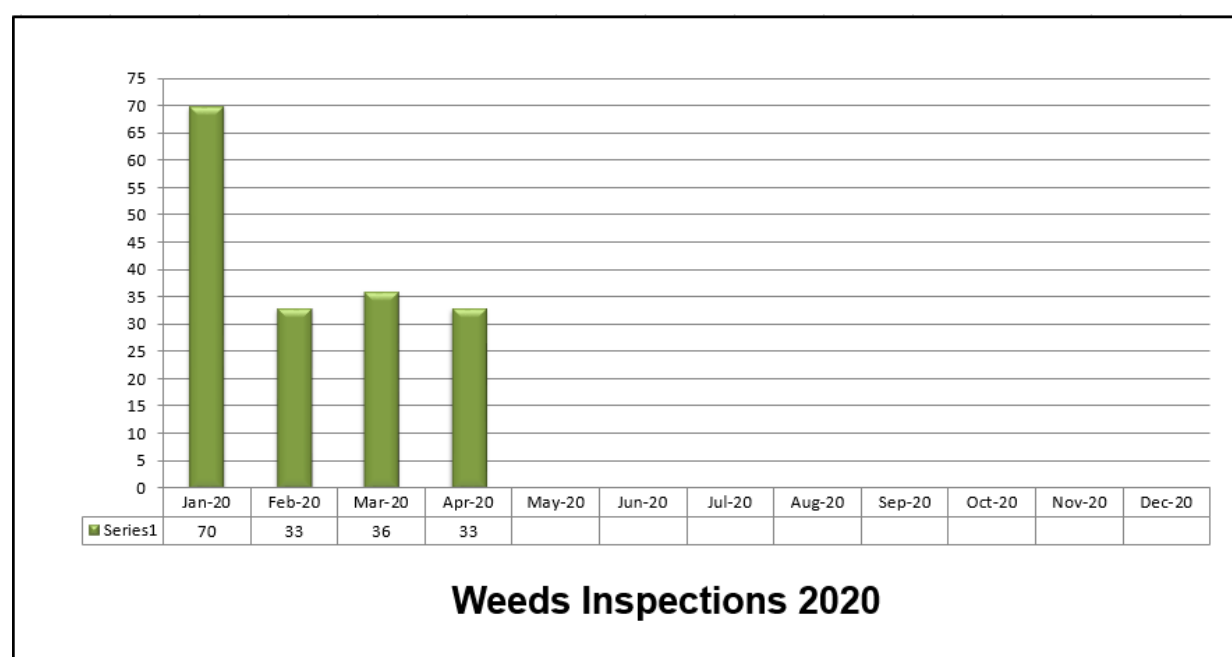
No certificates were issued for the month of April 2020. The graphs below show the noxious weeds certificates issued since July 2020:



### Weeds Inspections

Property inspections are currently being undertaken in Section D, with property owners being offered support and advice on managing weeds during the current adverse conditions.

The following graphs and charts show the noxious weeds inspections carried out in 2020:



**Noxious Weeds Inspections for the Month of April 2020**

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Private Property – High Risk Re-inspection	2	3608.93	-	Parthenium Weed
Roadside	6	360.55	72.11	African Boxthorn, Tree Pear
Roadside – High Risk Pathways	17	2077	408.4	African Boxthorn, Tree Pear, Mimosa Bush, Rope Pear
Other Council Lands	1	40	-	Tiger Pear
Truckstops	7	35	-	Mimosa Bush, African Boxthorn, Tree Pear

**Noxious weeds control works for April 2020**

Road/Property	Locality	Weed Code	Area Ha	Road km	High Risk Road	Council Road	Other
Bruxner Way	Boonal	hc	124.4	24.88	1		
Bruxner Way	Boonal	hc	124.4	24.88	1		
Bruxner Way	Boonal	hc	124.4	24.88	1		
Bereen Rd	Upper Horton	ng-bb	75	15		1	
Trevallyn Rd	Upper Horton	ng-bb	115.1	23.02		1	
Peates Rd	North Star	hc	143.8	28.76		1	
Currangandi Rd	Upper Horton	ng-bb	61	12.2		1	
Peates Rd	North Star	hc	143.8	28.76		1	
Back Creek Rd	Back Creek	ng-bb	87.55	17.51		1	
Pinecliff Rd	Back Creek	ng-bb	35	7		1	
Reedy Creek	Warialda	mb	5				1
Peates Rd	North Star	hc	143.8	28.76		1	
North Star Rd	North Star	hc	411.25	82.25	1		
Tucka Tucka Rd	Croppa Creek	hc	533.25	106.65	1		
Keefah Rd	Croppa Creek	hc	9.5	1.9	1		
Scotts Rd	North Star	hc	33.5	6.7		1	
Forest Creek Rd	North Star	hc	95.5	19.1		1	
Goat Rd	North Star	hc-mm	88	17.6		1	
Blue Nobby Rd	North Star	hc-mm	114.5	22.9		1	
Bingara Showground	Bingara	cg-fg-bh	40				1
Bingara River Common	Bingara	ab	40				1
Eulourie Rd	Upper Horton	ab	176.6	35.32		1	
Pallal Rd	Pallal	ab	62.15	12.43		1	
Horton Rd	Upper Horton	ab	179.45	35.89		1	
Croppa Moree Rd	Croppa Creek	ab	62.85	12.57	1		
Buckie Rd	Croppa Creek	ab	50.35	10.07	1		
Allan Cunningham Rd	Warialda	ab	188.85	37.77	1		
Warialda Rd	Warialda	t	246.8	49.36	1		
Warialda Rd	Warialda	t	246.8	49.36	1		

**6. DEVELOPMENT AND BUILDING SERVICES**

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
- Stormwater
- Licensing and owner builder requirements
- Fees and charges

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

No.	Property Description	Development/ Work	\$	C/C	BIC	S68
8/2020	129 Stephen Street Wialda NSW 2402	Remove and relocate existing silos and related earthworks.	\$23,500	✓		

**NO. OF COMPLAINTS/INSPECTIONS**

Type	No.	Yr. to Date	Actioned	Pending
Building	19	125	125	0

**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.

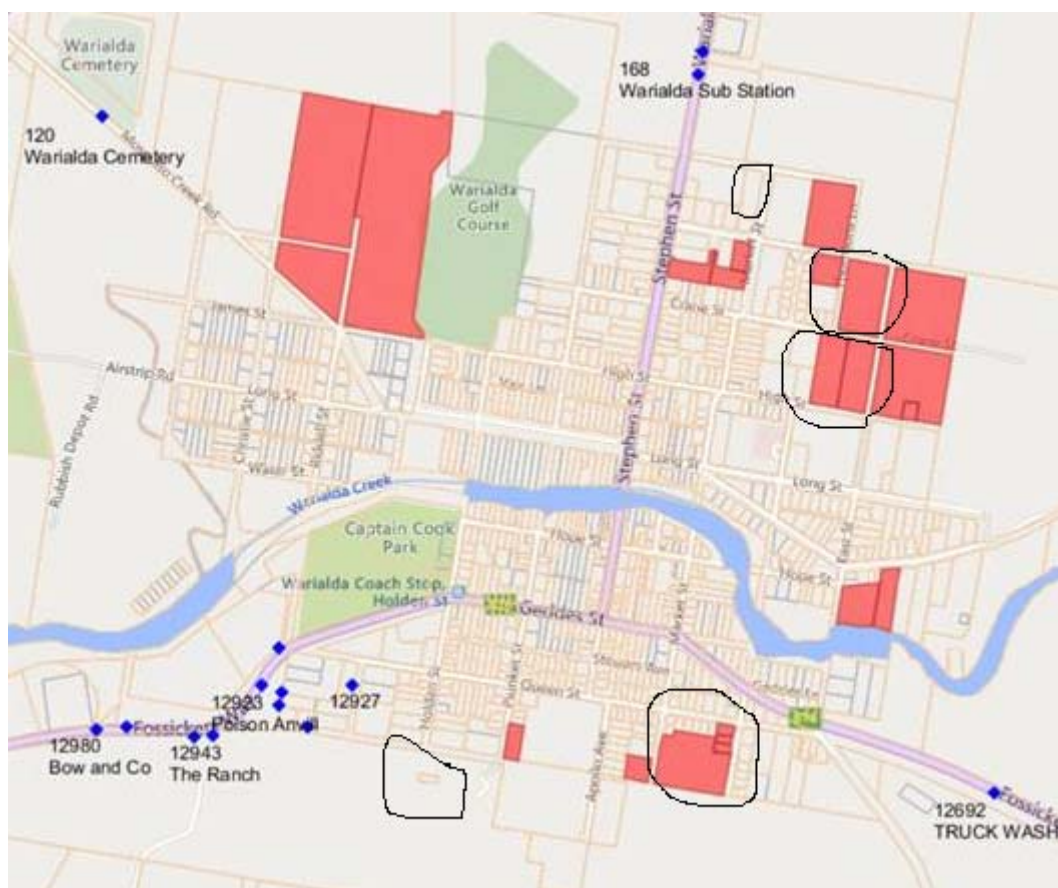
Staff worked on the following projects during April:

- Bingara Showground all purpose pavilion – 75% of work is complete.
- Gwydir Oval amenities – 75% of work is complete.
- Bingara Visitor Information Centre – completed painting.
- Bingara Museum – 20% of work is complete.
- General Repairs and Maintenance.

**EMERGENCY SERVICES**

Wialda is in a high bush fire prone area and is identified in RFS's Risk Management Plan at Very High Risk.

Gwydir Shire Council was successful in receiving funding for the Hazard Reductions (HR) works this year and is being prioritised for mitigation works to address the risk.



During April, contractors have been completing trittering (slashing) works around the township of Warialda to create Assets Protection Zone (APZ). This has involved the removal of all black pine, no greater than three metres in height or greater than 300mm in girth, being removed as required in the Bush Fire Hazard Reduction Certificate conditions. A maximum distance of six metres from the boundary border has been completed around the sections marked with a black circle on the map. Once the trees have been mulched to the ground a slasher is then used to distribute the mulch in an even spread of ground cover, leaving the area looking tidy and adhering to the conditions of the permit to maintain at least 75% ground coverage.

The photos below document the progress to date and completion photos will be included in the monthly report for May.





*The above photos show the perimeter around the Queen, Cross and Market street, Wyallda section.*







*The following three photos are of the section behind Naroo, Warialda*







*JA McGregor Drive through to Roger Moore Crescent*



*Before and after photos of the section around the residence at the end of JA McGregor Drive*

## **RECOMMENDATION**

That the Report by the Technical Services Department on the activities of the Department including Notices of Intent, Orders and Penalty Notices issued by Council be noted.

## **CONCLUSION**

The activities carried out by the Technical Services Department are in line with the 2019/2020 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 April 2020 be received**

**ATTACHMENTS**

There are no attachments for this report.