



BUSINESS PAPER

Works Committee Meeting

Council Chambers
22 August 2022

5.30pm

BROKEN HILL

CITY COUNCIL

AUSTRALIA'S FIRST
HERITAGE LISTED CITY

MEMBERS OF THE WORKS COMMITTEE

Mayor Kennedy, Councillor Boland (Chairperson) Councillor Algate, Councillor Chandler, Councillor Page

Notice is hereby given, in accordance with the provisions of the *Local Government Act 1993*, that the Works Committee of the Broken Hill City Council will be held in the Council Chambers on **Monday 22 August, 2022** commencing at **5:30pm** to consider the following business:

AGENDA	
1	Opening the Meeting
2	Apologies
3	Leave of Absence Applications
4	Prayer
5	Acknowledgement of Country
6	Acknowledgement of Broken Hill's Mining History
7	Minutes for Confirmation
8	Disclosure of Interest
9	Reports
10	Confidential Matters
11	Conclusion of the Meeting

STATEMENT OF ETHICAL OBLIGATIONS

All Councillors undertook an Oath or Affirmation at the beginning of their term of office and declared to undertake the duties of the office of Councillor in the best interests of the people of the Broken Hill Local Government Area and the City of Broken Hill; and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act to the best of their ability and judgment.

LIVE STREAMING OF COUNCIL MEETINGS

This Council meeting is being streamed live, recorded, and broadcast online via Facebook. To those present in the gallery today, by attending or participating in this public meeting you are consenting to your image, voice and comments being recorded and published. The Mayor and/or General Manager have the authority to pause or terminate the stream if comments or debate are considered defamatory or otherwise inappropriate for publishing. Attendees are advised that they may be subject to legal action if they engage in unlawful behaviour or commentary.

JAY NANKIVELL
GENERAL MANAGER

MINUTES FOR CONFIRMATION

Minutes of the Works Committee of the City of Broken Hill held Monday, May 16, 2022.

**MINUTES OF THE WORKS COMMITTEE MEETING HELD
MONDAY, MAY 16, 2022 (5:30PM)**

PRESENT:

Councillor T Kennedy (Mayor) Councillors M Boland (Chairperson)
A Chandler and R Page.

General Manager, Chief Financial Officer, Chief Assets and Project Officer,
Manager Communications and Marketing, and Executive Officer.

Media (nil), Members of the Public (nil)

APOLOGIES:

Nil.

LEAVE OF ABSENCE APPLICATIONS: Councillor B Algate submitted a Leave of Absence Application for this meeting and provided the reason: *"Holiday dating 2 May to 23 May 2022 inclusive"*.

Motion

Moved Mayor Tom Kennedy, Seconded Councillor Alan Chandler

That Councillor Algate be granted a leave of absence for this meeting.

CARRIED UNANIMOUSLY

PRAYER

Mayor Kennedy delivered the Prayer.

ACKNOWLEDGEMENT OF COUNTRY

Councillor Chandler delivered the Acknowledgement of Country.

MINUTES FOR CONFIRMATION

Recommendation

Moved Councillor Alan Chandler, Seconded Mayor Tom Kennedy

That the Minutes of the Works Committee meeting held Tuesday April 19, 2022 be confirmed.

CARRIED UNANIMOUSLY

DISCLOSURE OF INTEREST

Nil

REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 109/22 - DATED MAY 03, 2022 -
NOMINATIONS FOR MEMBERSHIP ON THE E.P. O'NEILL PARK
REDEVELOPMENT PROJECT STEERING GROUP D22/21780

Recommendation

Moved Mayor Tom Kennedy, Seconded Councillor Alan Chandler

1. That Broken Hill City Council Report No. 109/22 dated May 3, 2022, be received.
2. That Mr Peter Johnston, Ms Anita Hoystead, Mr Michael McKee, Mr Jack Woods and Ms Leah Carr, be appointed as user representatives on the E.P. O'Neill Memorial Park Redevelopment Project Steering Group.

CARRIED UNANIMOUSLY

CONFIDENTIAL MATTERS

Nil.

Meeting closed at 5:36 p.m.

The foregoing minutes were read and confirmed at the Works Committee meeting held on 14 June 2022.

Chairperson

REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 184/22 - DATED AUGUST 12, 2022 - DRAFT ASBESTOS POLICY FOR PUBLIC EXHIBITION (D22/42373) 7
2. BROKEN HILL CITY COUNCIL REPORT NO. 185/22 - DATED AUGUST 11, 2022 - BROKEN HILL CBD REVITALISATION AND ACTIVATION PROJECT - PROJECT UPDATE (D22/42160) 15
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5. BROKEN HILL CITY COUNCIL REPORT NO. 188/22 - DATED AUGUST 10, 2022 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 427, HELD ON TUESDAY, 2 AUGUST 2022 (D22/42110) 73
6. BROKEN HILL CITY COUNCIL REPORT NO. 189/22 - DATED AUGUST 12, 2022 - MINUTES OF THE E.P. O'NEILL MEMORIAL PARK REDEVELOPMENT PROJECT STEERING GROUP MEETING HELD 16 JUNE 2022 AND SITE VISIT HELD 17 JUNE 2022 (D22/42401) 100
7. BROKEN HILL CITY COUNCIL REPORT NO. 190/22 - DATED AUGUST 11, 2022 - MINUTES OF THE PICTON OVAL SPORTSGROUND COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD 25 JULY 2022 (D22/42154) 109
8. BROKEN HILL CITY COUNCIL REPORT NO. 191/22 - DATED JULY 07, 2022 - MINUTES OF THE MEMORIAL OVAL COMMUNITY COMMITTEE MEETING HELD 24 MAY 2022, 7 JUNE 2022 AND 5 JULY 2022 (D22/35507) 113
9. BROKEN HILL CITY COUNCIL REPORT NO. 192/22 - DATED JULY 27, 2022 - MINUTES OF THE RIDDIFORD ARBORETUM COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD 2 JULY 2022 (D22/39170) 121

WORKS COMMITTEE

August 12, 2022

ITEM 1BROKEN HILL CITY COUNCIL REPORT NO. 184/22SUBJECT: DRAFT ASBESTOS POLICY FOR PUBLIC EXHIBITION D22/42373**Recommendation**

1. That Broken Hill City Council Report No. 184/22 dated August 12, 2022, be received.
2. That Council endorses the Draft Asbestos Policy for the purpose of public exhibition.
3. That the Draft Asbestos Policy be placed on public exhibition period of 28 days for public comment
4. That a report be presented to Council at the conclusion of the public exhibition period outlining submissions received and any further amendments made as a consequence of the submissions received, with a view to adoption of the Draft Asbestos Policy

Executive Summary:

The purpose of this policy is to outline the roles and responsibilities of Council and other organisations in managing Asbestos within the Local Government Area (LGA) of Broken Hill.

Asbestos is a known carcinogen and inhalation of fibres is known to cause lung cancer, mesothelioma and asbestosis. Asbestos was widely used in the construction industry prior to the mid-1980s and many buildings in the Broken Hill Local Government Area built prior to 1990 are likely to contain asbestos.

Council has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for its residents, the general public within the LGA and for employees of Council.

This report seeks the approval of Council to place the Draft Asbestos Policy on public exhibition for a period of 28 days.

Report:

Local Government plays a critical role in reducing the risks posed by asbestos. Councils work together with the State Government and wider public to address the unfortunate legacy of asbestos in building materials and land contaminated with asbestos, as well as addressing naturally occurring asbestos.

The policy was formulated to be consistent with council's legislative obligations and within the scope of council's powers. This policy should be read in conjunction with relevant legislation, guidelines and codes of practice. In the case of any discrepancies, the most recent legislation should prevail.

This policy is based upon the Model Asbestos Policy for NSW Councils developed by the Heads of Asbestos Coordination Authorities to promote a consistent Local Government approach to asbestos management across NSW.

The purpose of the policy is to outline:

- the role of council and other organisations in managing asbestos
- Council's relevant regulatory powers
- Council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos and emergencies or incidents
- general advice for residents on renovating homes that may contain asbestos
- Council's development approval process for developments that may involve asbestos and conditions of consent
- waste management and regulation procedures for asbestos waste in the LGA
- Council's approach to managing asbestos containing materials in council workplaces
- sources of further information.

Following consideration of this draft policy, it is recommended for 28 days public exhibition which further feedback from the community can be gathered and considered.

Community Engagement:

The Draft Asbestos Policy will be placed on public exhibition for a period of 28 days.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate within its legal framework

Relevant Legislation:

AS 2601-2001: the demolition of structures
Contaminated Land Management Act 1997
Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulation 2000
Local Government Act 1993
Protection of the Environment Operations Act 1997
Protection of the Environment Operations (General) Regulation 2009
Protection of the Environment Operations (Waste) Regulation 2014
State Environmental Planning Policy (exempt and complying development codes) 2008)
State Environmental Planning Policy - No55 Remediation of Land.

Financial Implications:

All expenses detailed within the Draft Asbestos Policy are provided for within the adopted 2022/2023 Operational Plan.

Attachments

1. [Draft Asbestos Policy](#)

CODIE HOWARD
CHIEF ASSETS AND PROJECTS OFFICER

JAY NANKIVELL
GENERAL MANAGER



ASBESTOS POLICY

QUALITY CONTROL			
EDRMS REFERENCES	12/14 – D22/42303		
RESPONSIBLE POSITION	Chief Assets and Projects Officer		
APPROVED BY	Council		
REVIEW DATE	September 2024	REVISION NUMBER	2
EFFECTIVE DATE	ACTION	MINUTE NUMBER	
xx/xx/2022	Public Exhibition		
xx/xx/2022	Adopted		

1. INTRODUCTION

Asbestos is a known carcinogen and inhalation of fibres is known to cause lung cancer, mesothelioma and asbestosis. Asbestos was widely used in the construction industry prior to the mid-1980s and many buildings in the Broken Hill Local Government Area built prior to 1990 are likely to contain asbestos. The supply and installation of asbestos containing materials has been prohibited since December 2003. Asbestos, when disturbed, is hazardous. Disturbance is generally caused by building works such as demolition or alterations.

It is often difficult to identify the presence of asbestos by sight. Where a material cannot be identified or is suspected to be asbestos, it is best to assume that the material is asbestos and take appropriate precautions

Council has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for both:

- residents and the public within the Local Government Area (LGA)
- workers (employees and other persons) in council workplaces.

Council's legislative functions for minimising the risks from asbestos apply in various scenarios including:

- as a responsible employer
- contaminated land management

- council land, building and asset management
- emergency response
- land use planning (including development approvals and demolition)
- management of naturally occurring asbestos
- regulation of activities (non-work sites)
- waste management and regulation.

2. POLICY OBJECTIVE

This policy aims to outline:

- the role of council and other organisations in managing asbestos
- council's relevant regulatory powers
- council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos and emergencies or incidents
- general advice for residents on renovating homes that may contain asbestos
- council's development approval process for developments that may involve asbestos and conditions of consent
- waste management and regulation procedures for asbestos waste in the LGA
- council's approach to managing asbestos containing materials in council workplaces
- sources of further information.

3. POLICY SCOPE

- a) This policy applies to all of the Broken Hill City Council LGA within Council's jurisdiction
- b) This policy provides information for council workers, the local community contractors, and wider public
- c) The policy applies to friable and non-friable (bonded) and naturally occurring asbestos.

4. POLICY STATEMENT

This policy aims to outline the roles and responsibilities of Broken Hill City Council in relation to asbestos management which will include:

- a) Where Council is the appropriate authority manage complaints and inspect illegal dumping or storage of asbestos on private and/or public land (This responsibility is shared with NSW EPA or SafeWork NSW or a combination of the three)
- b) Where Council is the appropriate authority control and regulate safe asbestos removal and disposal

- c) Provide accurate information to the local community, especially in relation to demolition and building, removal and transporting of asbestos waste
- d) Council's approach to dealing with sites that contain asbestos containing materials in an emergency
- e) Council's approach to managing asbestos containing materials in Council's workplaces.

4.1. Regulatory Responsibilities

Council has regulatory responsibilities under the following legislation, policies and standards in situations where council is the appropriate regulatory authority or planning authority:

- AS 2601-2001: the demolition of structures;
- Contaminated Land Management Act 1997;
- Environmental Planning and Assessment Act 1979;
- Environmental Planning and Assessment Regulation 2000;
- Local Government Act 1993;
- Protection of the Environment Operations Act 1997;
- Protection of the Environment Operations (General) Regulation 2009;
- Protection of the Environment Operations (Waste) Regulation 2014;
- State Environmental Planning Policy (exempt and complying development codes) 2008);
- State Environmental Planning Policy - No55 Remediation of Land.

4.2. Council Asset Management and Staff

Council is committed to fulfilling its responsibilities to workers under the *NSW Work Health and Safety Act 2011* and *NSW Work Health and Safety Regulation 2017* and maintaining a safe work environment through council's:

- general responsibilities
- education, training and information for workers
- health monitoring for workers
- procedures for identifying and managing asbestos containing materials in council premises.

These responsibilities are outlined in part 2.

4.3. Development Controls

Council has specific conditions for inclusion in approvals or consents for developments, where it is likely or reasonably suspected to contain asbestos. The aim of these conditions of consent is to minimise asbestos exposure in the environment by requiring asbestos safe work practices and controls and disposal procedures during development activities, including demolitions.

4.4. Managing Waste

Where Council is the appropriate regulatory authority, Council is responsible for:

- Issuing clean up notices to address illegal storage or disposal of asbestos waste or after an accident or emergency (under the *Protection of the Environment Operations Act 1997*).;
- Issuing clean up notices where asbestos has been handled (under the *Protection of the Environment Operations Act 1997*).;
- Issuing penalty infringement notices for improper transport of asbestos (under the *Protection of the Environment Operations Act 1997*).;
- Applying planning controls to proposals to dispose of asbestos waste on-site, seeking advice from the Environment Protection Authority (EPA) on this matter and making notation on planning certificates (section 10.7 certificates) where on-site disposal is permitted;
- Managing the Broken Hill Waste Management Facility in accordance with environmental legislation and licence conditions.

4.5. Educating Residents

Council shall assist residents to access appropriate information and advice on the:

- Prohibition of the use and reuse of asbestos containing materials;
- requirements in relation to development, land management and waste management
- Risks of exposure to asbestos;
- Safe management of asbestos containing materials;
- Safe removal and disposal of small quantities (under 10m2) of asbestos containing materials.

Educational information and website links for educational materials can be found at www.asbestos.nsw.gov.au

4.6. Complaints and Investigations

Council investigates complaints related to asbestos dumps on private land and public land. Complaints should be reported to Council's Customer Service Centre by phone on 8080 3300 from 9am to 5pm five days a week or by email council@brokenhill.nsw.gov.au, in writing or in person (during business hours).

4.7. Further information

Council provides accurate and up to date information on safe asbestos practices on its website at www.brokenhill.nsw.gov.au.

5. IMPLEMENTATION

5.1. Roles and Responsibilities

The following Council officers are responsible for the implementation and the adherence to this policy:

- **Planning, Development and Compliance Unit** – Inspections of illegal dumping and/or storage of asbestos, issuing clean up notices, penalty infringement notices, planning controls, education
- **Waste Coordinator** – managing Broken Hill Waste Management Facility
- **Waste and Sustainability Manager** - managing Broken Hill Waste Management Facility, education, reporting and policy implementation
- **Trades Coordinator** – managing asbestos containing materials in Council's workplaces and infrastructure
- **Strategic Asset Management Coordinator** – managing asbestos containing materials in Council's workplaces and infrastructure
- **Work Health and Safety Advisor** – ensuring any asbestos in Council's facilities is managed in a way that does not compromise the safety of workers

5.2. Communication

This Policy will be communicated to the community and staff in accordance with Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

5.3. Associated Documents

The following documentation is to be read in conjunction with this policy.

- [Code of Practice: How to Manage and Control Asbestos in the Workplace.](#)
- Code of Practice: How to Safely Remove Asbestos. ;
- Broken Hill City Council Asbestos Management Procedures.
- Broken Hill City Council Asbestos Register(s).
- Broken Hill City Council Asbestos Management Plan(s).

6. REVIEW

The [Model Asbestos Policy](#) for NSW councils Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two years from the effective date. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

The Chief Assets and Projects Officer is responsible for the review of this policy.

7. LEGISLATIVE AND LEGAL FRAMEWORK

This policy is to be read in conjunction with the following:

- Work Health and Safety Act 2011;
- Work Health and Safety Regulation 2017;
- Protection of the Environment Operations Act (POEO) 1997;
- Protection of the Environment Operations (Waste) Regulation 2014 (NSW);
- Environmental Protection & Assessment Act (EP&A) 1979;
- Environment Protection & Planning Assessment Regulation 2000;
- State Environmental Planning Policy (Exempt & Complying Development Codes) 2008;
- Local Government Act 1993.

Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Asbestos Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

8. DEFINITIONS

"Council" shall mean Broken Hill City Council.

"Demolition" shall mean the complete or partial dismantling of a structure.

"Development" shall mean the meaning and term in the Environmental Planning and Assessment Act 1979.

"PPE" shall mean Personal Protective Equipment and includes all items of protective clothing or other protective equipment that comply with all laws and requirements relating to the safe handling of asbestos.

WORKS COMMITTEE

August 11, 2022

ITEM 2BROKEN HILL CITY COUNCIL REPORT NO. 185/22

SUBJECT: BROKEN HILL CBD REVITALISATION AND ACTIVATION
PROJECT - PROJECT UPDATE D22/42160

Recommendation

1. That Broken Hill City Council Report No. 185/22 dated August 11, 2022, be received.
2. That Council note the current status of the Library/Archive, CBD Revitalisation and Activation Project.
3. That Council note the temporary arrangements in place for the operation of the Library and Archives during project construction.

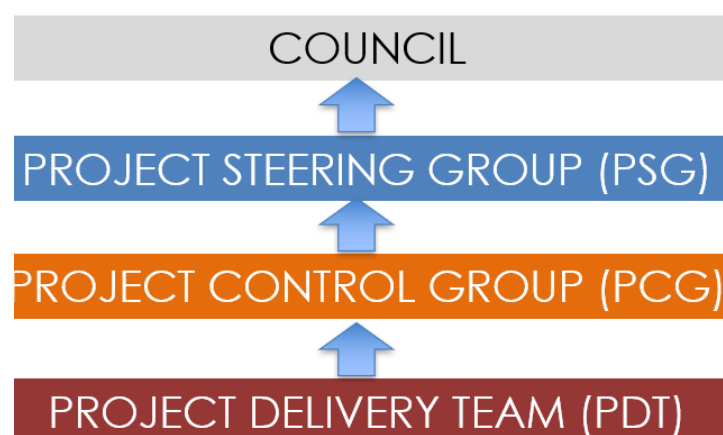
Executive Summary:

The Broken Hill CBD Revitalisation and Activation Project continues to progress well with the tender for construction of the Library and Archive scheduled to be advertised in late August and presented to Council for consideration in November.

This report provides an update on the project including the Governance Structure, anticipated timeframes for the start of construction and how Library and Archive services will be delivered during the construction period.

Report:**Project Governance Structure**

A Governance Structure has been setup to manage the Broken Hill CBD Revitalisation and Activation Project as shown in the diagram below:



Membership of each level of Governance is made up as follows:

Governance Level	Membership	Meeting Frequency
Council	Elected Council	Updates provided as required.
Project Steering Group (PSG)	Newly established Project Consultative Working Group.	Minimum of four (4) meetings each year.
Project Control Group (PCG)	Includes Executive Leadership Team (ELT) and Councils Officers representing a number of departments.	Initially Monthly and increased to at least fortnightly during construction.
Project Delivery Team (PDT)	General Manager, Chief Assets & Projects Officer and Project Management Team.	At least weekly.

The first meeting of the PCG was held on Wednesday, 10 August 2022 and future meetings will be held on the first Thursday of each month and the first meeting of the PSG will be held in September 2022.

Project Update

Council officers have continued to work the project architects to amend the design to align with the available funding and finalise the tender documentation and amended Development Application. The current immediate timeline is:

Item	Description	Start	Finish
1	Preparation of Construction Tender	July 2022	Aug 2022
2	Procurement - Construction Tender	Aug 2022	Nov 2022
3	Council Meeting - November 2022	Nov 2022	Nov 2022
4	Construction Commencement	Jan 2023	TBC

The tender that will be presented to Council in November includes both the works required to prepare the temporary library and the construction of the new Library and Archive.

It is also expected that the amended Development Application will be lodged with the Joint Regional Planning Panel in September.

Provided at *attachment 1* for information are a series of Architects Illustrations of the new facility provided by Neeson Murcutt + Neille Architects.

Police Site

The new Police station is expected to be completed quarter four of this calendar year and the agenda for this month's Health and Building Committee includes a report and recommendations to request that Council is appointed as Crown Land Manager of the site (Reserve 39037). This will formalise the process to allow Council to develop the current

Police Site for the new Library/Archive car park as well as further activation of the soon to be vacant site for future community use.

Temporary Library

A number of options were considered when determining a suitable location for the temporary library including commercial rental options and other Council owned facilities. Ultimately it was decided that any option chosen would require expenditure from Council to meet the required minimum standards for a library service including accessibility, system network access, staff office space, storage and car parking. For that reason, it was decided to utilise a Council owned facility that would benefit from the works after the Library moves to its new facility.

The Ground Floor of Council's Administration Building was chosen based on:

- The space is currently under utilised.
- The majority of spaces are made up by flexible wall panels that can be easily removed and returned when the library moves out (if required).
- Existing technology and network capability.
- Additional secure storage available in the basement for Library and Archive Collections.
- Additional available office space for Library Team on first and second floors
- Allow the Customer Service Team and Library Team to begin working in integration in preparation for the new site.
- and that some current deficiencies can also be addressed as part of the works:
 - A large proportion of the carpet requires replacement.
 - There is currently no accessible toilet and therefore is non-compliant with Council's Disability Inclusion Policy and will become non-compliant if any renovations occurs, which will trigger a change in the building standards.
 - The Carpark does not meet current accessibility standards and does not include a loading zone.

The works to be undertaken for the temporary Library include:

- Removal of the majority of wall panels and customer service counter on the ground floor. *See demolition plan at attachment 2.*
- Relocation of People & Culture Team (Human Resources) to the Bromide St end of the building including improved private meeting spaces.
- New accessible toilet.
- Replacement of carpet.
- Improved security.

The new plan for the ground floor can be seen at attachment 3.

The scope of works for the car park modifications includes (see diagram below):

- The car park will be modified, but there will be no change in the number of car parks available.
- Tree bays will be removed in locations 2 and 3.
- Location 3 will be changed to 45° angle parking.
- New compliant accessible car parks will be installed at point 5. This will include line marking and the installation of a kerb ramp and new pathway to existing paving.
- A loading zone will replace the existing accessible car parks – at location 6.

- E1 will be the only entry point.
- E2 and E3 will be the only exit points.
- A recommendation will be submitted to the Local Traffic Committee to change the parking to timed parking as indicated at points 7 and 8. This will also include a recommendation for timed parking at the Railway Museum to ensure long term parking does not impact or prevent visitation to the museum.



Library Service Provision During Construction

While located in the temporary space the library will offer services similar to those currently offered tailored to the new temporary location. It is anticipated that approximately 45% of the library collection will be available to the public and library programs will be adjusted as needed to match available space. To improve the opportunity to continue to deliver library programs the Library Team will also look for opportunities to deliver programs at various locations throughout the community, such as Sturt and Patton Park.

It is anticipated the library opening hours will remain the same as the current opening hours for the library during the relocation period.



Archives Service Provision During Construction

In 2021 Council engaged an Archives Collection Project Manager and committed to undertaking an audit of the collection and upgrading the Archive Catalogue from excel spreadsheets to a secure systems based database. During this period digitising the Archives Collection will continue and be a priority to secure the long term future of the City's archives.

The Archives Collections Project Manager commenced in November 2021 for a contract period of 2 years. While the new Library and Archive are under construction the Collections Auditing project will continue at an alternate/temporary site however there will be no public service offered during this period. Officers will use the opportunity to focus on the digitisation, coding, sorting, and filing to ensure that when the new facility is completed the archives are ready to be relocated and available to the public. This will also ensure that the archives are protected and preserved for future generations.

The current preferred location to undertake these activities is still under investigation, however staff are currently completing a final assessment of the Town Hall Façade and Police Cottage for suitability, this should be finalised by the end of August.

Tentative schedule to move Library & Archives temporary spaces

Service	August	September	October	November	December	January	February	March
Library	Planning	Planning	Collection Reduction and Packing for storage at Alma Institute	Collection Reduction and Packing for storage in basement		Close Library, prepare remainder of collection for move to temporary Library	Move into Temporary Library and open service	
Archives	Planning	Packing and relocation of Archive that have been digitised to basement	Packing and relocation of Archives to Town Hall Façade	Packing and relocation of Archives to basement/ other storage	Relocate Digitisation Operations	Operate from Town Hall Façade	Operate from Town Hall Façade	

Community Engagement:

A communications plan will be developed to keep the community informed about the transition to temporary service delivery arrangements while the new library and archive are under construction.

Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.3	Our history, culture and diversity is embraced and celebrated
Strategy:	1.3.2	Develop the Broken Hill Cultural Precinct, Library and Archive




Relevant Legislation:

Local Government Act 1993

Financial Implications:

Project is included in the 2022/2023 Operational Plan.

Attachments

1.  Architects Illustrations - New Library
2.  Temporary Library - Demolition Plan
3.  Temporary Library - Refurbishment Plan

CODIE HOWARD
CHIEF ASSETS AND PROJECTS OFFICER

JAY NANKIVELL
GENERAL MANAGER

ARCHITECT'S ILLUSTRATIONS

Blende Street View



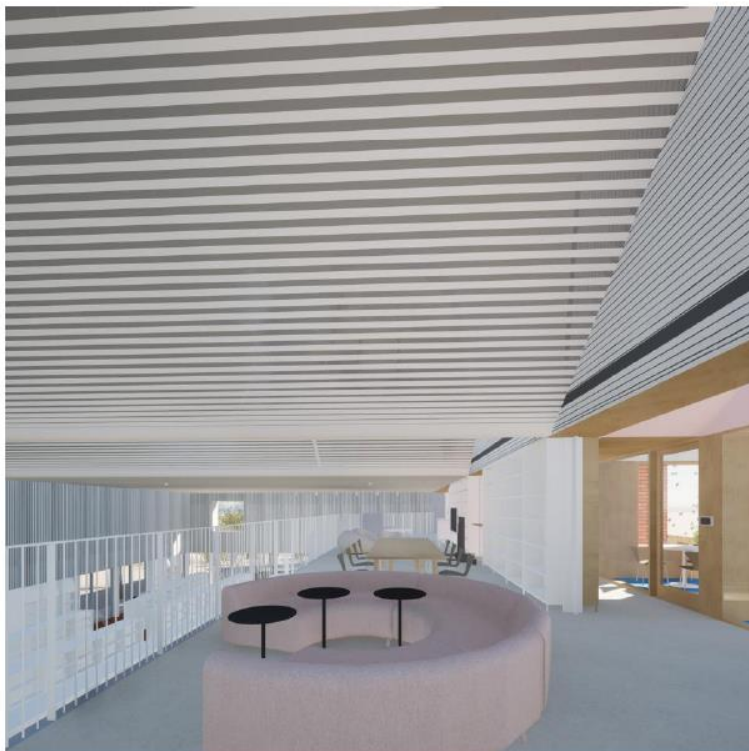
Main Courtyard



Ground Floor



Mezzanine/ Youth Area



Customer Service



Ground Floor View

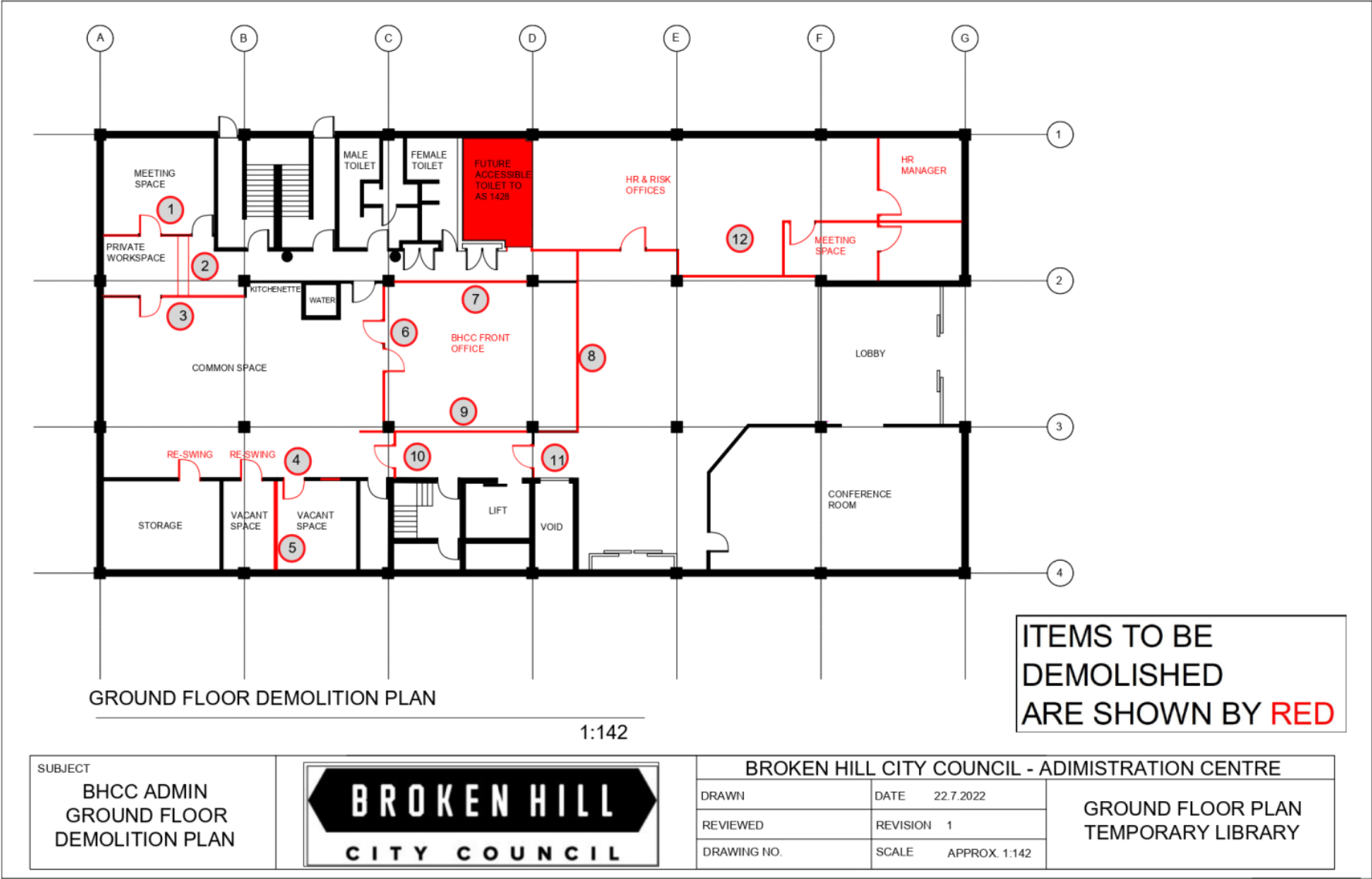


Middle Garden Area



Children's Library







PROPOSED GROUND FLOOR PLAN

1:142

SUBJECT BHCC ADMIN TEMPORARY LIBRARY	BROKEN HILL CITY COUNCIL - ADMINISTRATION CENTRE			GROUND FLOOR PLAN TEMPORARY LIBRARY
	DRAWN	DATE	22.7.2022	
	REVIEWED	REVISION	DRAFT REV 4	
	DRAWING NO.	SCALE	APPROX. 1:142	



WORKS COMMITTEE

August 5, 2022

ITEM 3BROKEN HILL CITY COUNCIL REPORT NO. 186/22

SUBJECT: BROKEN HILL WAYFINDING PROJECT D22/41423

Recommendation

1. That Broken Hill City Council Report No. 186/22 dated August 5, 2022, be received.
2. That Council endorse Stage One of the Broken Hill Concept Design.
3. That Council approves the manufacturing and installation of the CBD directional signage, Patton Park, Sturt and Queen Elizabeth Park information sculptural signage and development of the digital visitor application as recommended in the attached design package.

Executive Summary:

In 2020, Council was awarded a \$1m grant by the NSW Government through the Far South West Joint Organisation to deliver the Broken Hill CBD Masterplan, Cultural Plan and deliver a project to improve the directional and wayfinding signage throughout the CBD.

The Wayfinding project was identified as a significant project in the 2018 Cultural Framework and Synopsis report that identified that strong wayfinding is of significant importance to reinvigorating the City Centre. It also forms a part of the CBD Revitalisation Project which includes the library and archives redevelopment, installation of banner poles, replacement of CBD pavement and upgrade to the Town Square.

The CBD Masterplan was adopted by Council in June 2021 and the Broken Hill Cultural Plan was adopted by Council in September 2021.

In 2021, following a tender process, Council awarded the wayfinding and signage project to The Buchan Group to research, design and deliver the project. The scope of work included:

- Consultation with Council and key stakeholders
- An innovative assessment of and replacement of the Heroes, Larrikins and Visionaries Heritage Walk Tour Signage and the Silver Trail Self-Drive signage (signage should include, where possible, story-telling, and dual language)
- Assessment of, and replacement of, other signage as identified between the successful tenderer and Council
- Directional signage linking facilities in the CBD precinct
- Story-telling signage for Queen Elizabeth Park
- Story-telling signage for the Patton Park Precinct in two stages.

The signage proposal was also required to reflect that Broken Hill is Australia's First Heritage City and reflect the heritage aspect of the precinct and include options for digital wayfinding.

This report seeks endorsement to commence the manufacturing and installation of the CBD signage, park interpretive signage and visitor digital application based on the attached documentation.

Report:

In October 2021, Buchan representatives completed a wide-reaching consultation through individual phone and virtual interviews (due to COVID) with a range of representatives including those representing First Nations, local business, the arts, environment and heritage, events and tourism and Council. The consultation was designed to understand the brand experience and identify key themes to underpin storytelling and analyse opportunities and gaps in Broken Hill's current wayfinding story telling experience.

The team's research and discovery also included and analysis of:

- Broken Hill Cultural Plan 2021-2040
- Broken Hill CBD Masterplan Report
- Broken Hill and Central Darling Brand Guidelines 2021
- Broken Hill Cultural Framework and Synopsis Report
- Broken Hill Community Strategic Plan 2033
- Broken Hill Living Museum and Perfect Light Plan
- 2015 Tourist Signage Audit

The Buchan Team completed sites visits in March 2022 to conduct physical assessment of sites and meet with key stakeholders.

A Councillor workshop was held on March 1, 2022, and Buchan representatives presented the outcomes of the community consultation and the draft signage package in the CBD.

The concept package was presented at a second Councillor workshop on July 27, 2022, which resulted in further refinement of the draft plan to deliver the directional signage and associated visitor application linked to signage as the first stage of installation. The major sculptural pieces in the initial package have been moved to a second stage subject to further consultation with the community and associated funding.

However, the major signage and informational pieces in Patton Park and Sturt Park have been amended to replicate the sculptural piece in Queen Elizabeth Park and will be delivered in the first stage.

Community Engagement:

As noted in the report community and stakeholder engagement took place in October 2021 and 2022 and there has been two Councillor workshops in 2022.

Strategic Direction:

Key Direction:		Our Economy
Objective:	2.4	We are a destination of choice and provide a unique experience that encourages increased visitation
Strategy:	2.4.1	Engage government, business, and community stakeholders in supporting the management of tourism
	2.4.3	Deliver authentic visitor products and experiences

Relevant Legislation:

NIL

Financial Implications:

The \$1m project is funded by the NSW Government through the Far South-West Joint Organisation. This project has included the delivery of the CBD Masterplan and Cultural Strategy and design package. The manufacture and installation of this package has a remaining budget of \$651,000.

Attachments

1. [↓](#) Wayfinding Stage One Concept Design

ANNE ANDREWS
EXECUTIVE MANAGER GROWTH AND INVESTMENT

JAY NANKIVELL
GENERAL MANAGER



Brand Experience/

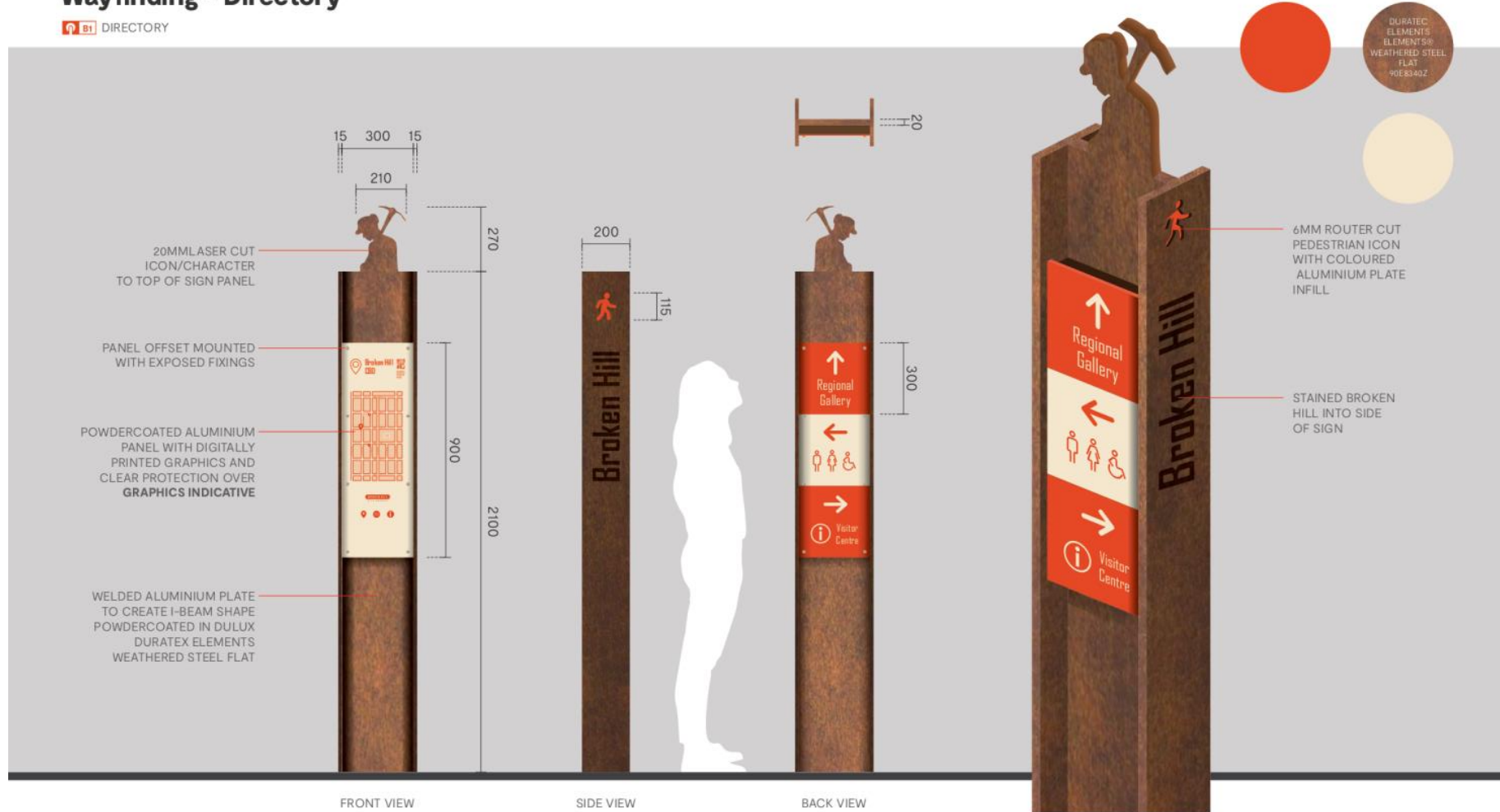
Wayfinding

Broken Hill / Brand Experience

Brand Experience/

Wayfinding - Directory
 DIRECTORY

issue	date	description	into	auth
1	25.03.22	First Issue	rd	



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Broken Hill - Brand Experience
Concept Design

Bx-B1100[a] Wayfinding - Directory

Scale: 1:10@A3

0 .5 1m

MAR 2022

BUCHAN

Wayfinding - Directory



issue	date	description	ints	auth
a	25.03.22	First issue		rd



CHARACTER / ICON VARIATIONS

Brilliance Skaffis / +617 58 59 9332 / brilliancegroup.com.au

Project

Broken Hill - Brand Experience

Concept Design

Bx-B1100[ø] Wayfinding - Directory

Scale 1:15@A3

MAR 2022

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Brand Experience/

Wayfinding - Directory

B2.1 POST/TOTEM

issue	date	description	into	auth
1	25.03.22	First Issue	rd	



Broken Hill - Brand Experience
Concept Design

Broken Hill - Brand Experience
Concept Design

Bx-B2100[e] Wayfinding - Post

Scale 1:15@A3

0 .5 1m

Draw
MAR 2022

BUCHAN

Brand Experience/

Wayfinding - Directory

 SMALL DIRECTIONAL

issue	date	description	into	auth
1	25.03.22	First Issue	rd	



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Project
Broken Hill - Brand Experience
Concept Design

Bx-B2200[e] Wayfinding - Small Directional

Scale 1:10 @ A3
0 .25 .5m

Draw
MAR 2022

BUCHAN

Brand Experience/

Location Plan / Wayfinding – Broken Hill CBD

Issue	date	description	into	auth
1	10.03.22	First Issue	rd	

- WAYFINDING**
- B1 Directory x5
 - B2.1 Directional / Post x8
 - B2.2 Directional / Small x2

- Qualifiers**
- Freestanding
 - Wall-mounted
 - Suspended
 - Existing power/data
 - Requires Data
 - Requires Power
 - By Others
 - By tenant
 - Quantity (if > 1)
 - Single Sided
 - Double Sided



Broken Hill - Brand Experience
Concept Design

Broken Hill - Brand Experience
Concept Design

MAR 2022

BUCHAN

Brand Experience/

People / Parks

Broken Hill / Brand Experience

People Trail/ Concept Refinement



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Project
Broken Hill - Brand Experience
Concept Design

Diverse & Eclectic
Community
'Out Here'
Queen Elizabeth Park



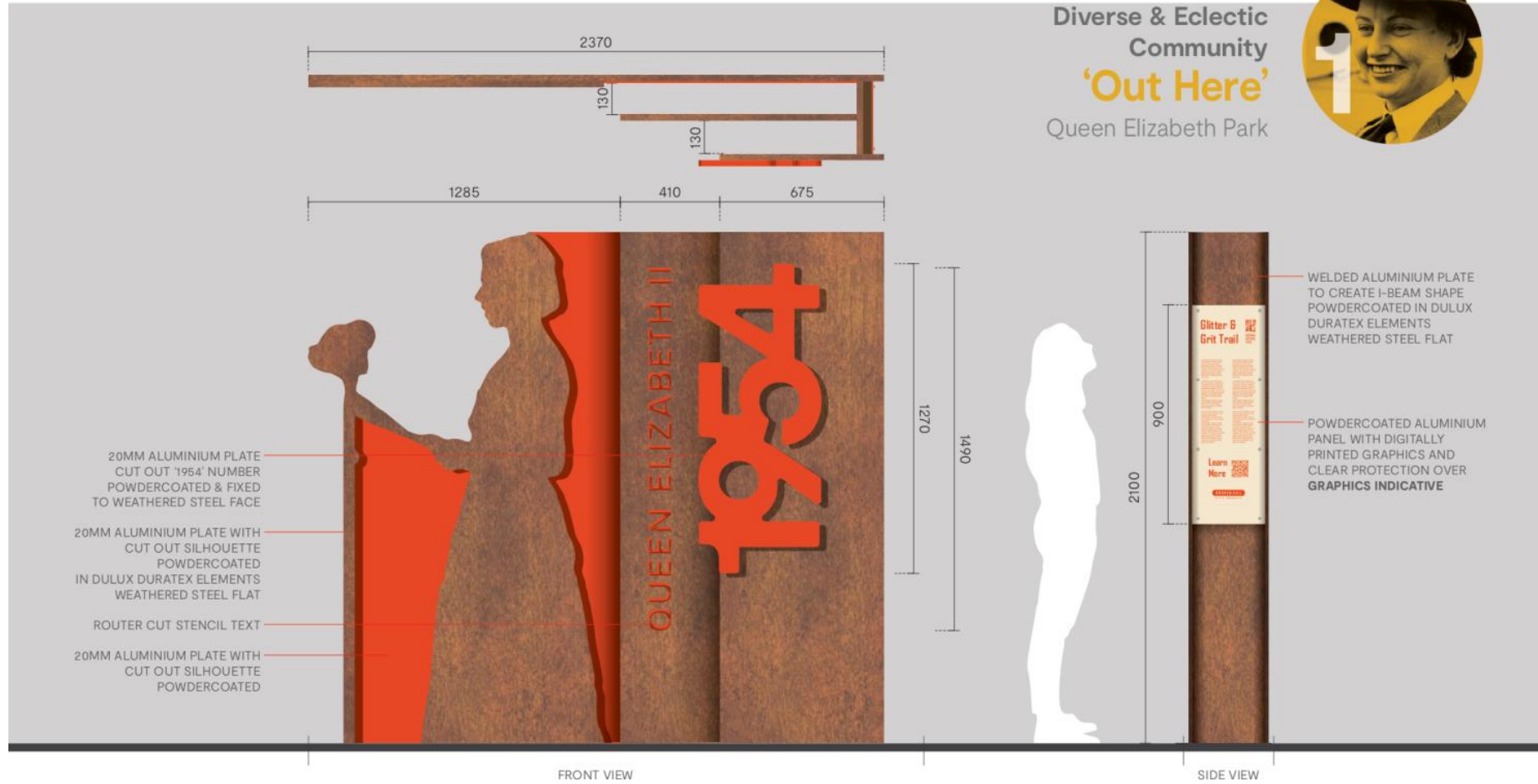
Reference



Draw
MAR 2022

BUCHAN

People Trail/ Concept Refinement



Broken Hill - Brand Experience
Concept Design

Broken Hill - Brand Experience
Concept Design

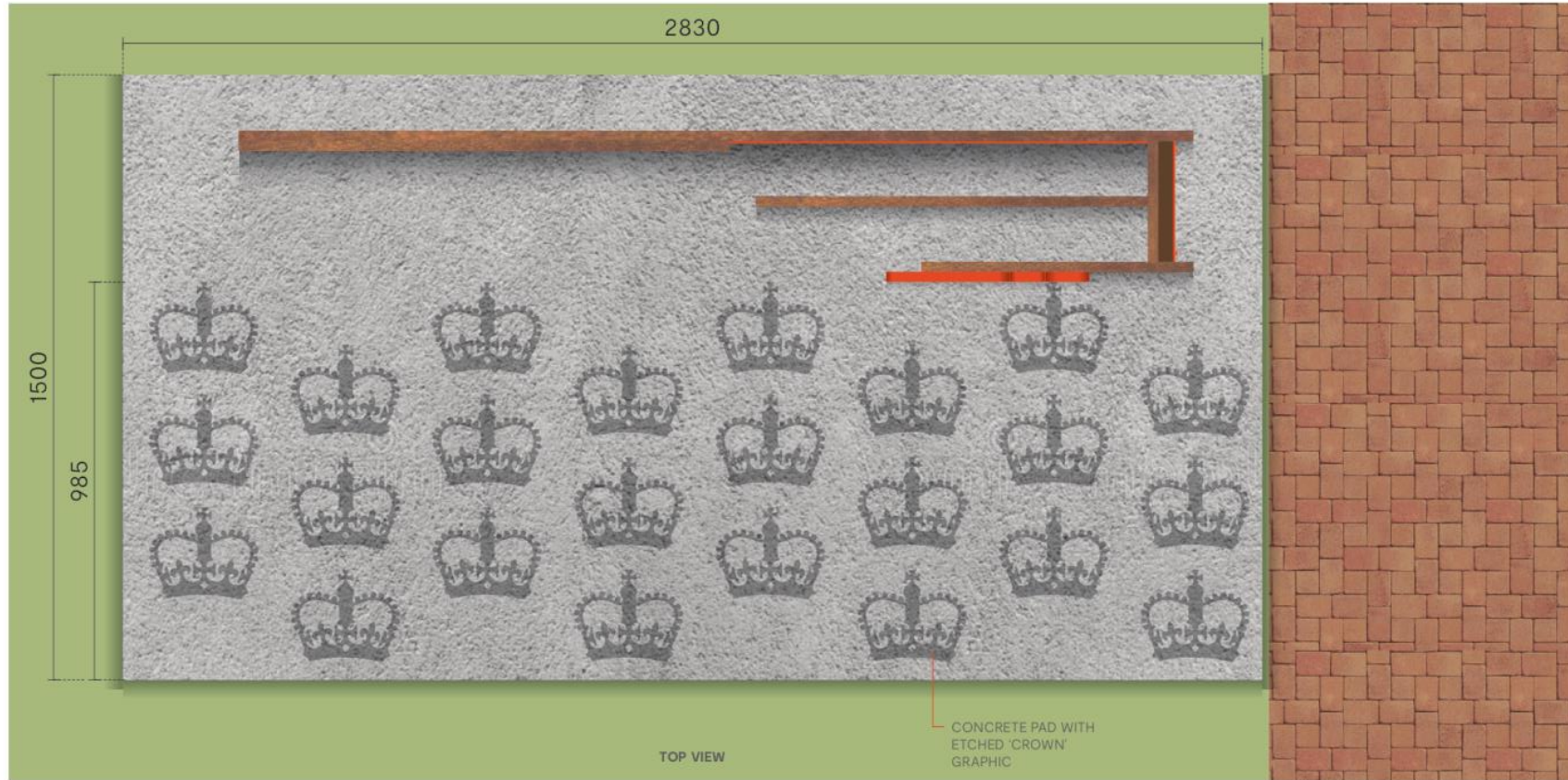
Scale 1:15@A3
0 .5 1m

DATE
MAR 2022

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People Trail/ Concept Refinement

Diverse & Eclectic
Community
'Out Here'
Queen Elizabeth Park



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Project
Broken Hill - Brand Experience
Concept Design

Scale 1:10 @ A3
0 25 5m

Date
AUG 2022

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People Trail/
Concept Refinement

Diverse & Eclectic
Community
'Out Here'



Queen Elizabeth Park

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Project
Broken Hill - Brand Experience
Concept Design

Date
MAR 2022

BUCHAN

People Trail/ Concept Refinement



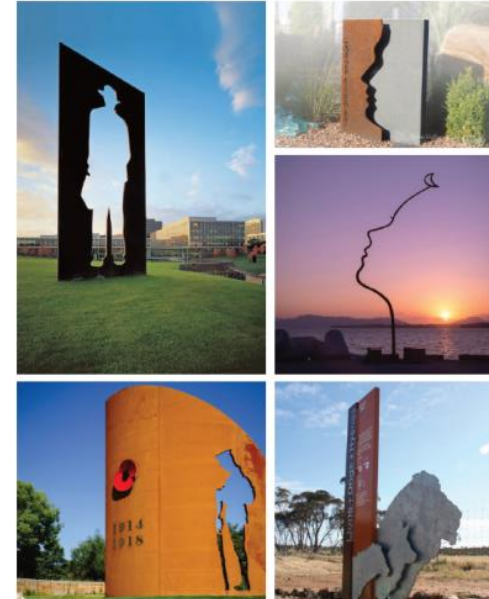
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Project
Broken Hill - Brand Experience
Concept Design

Diverse & Eclectic
Community
'Out Here'
Sturt Park



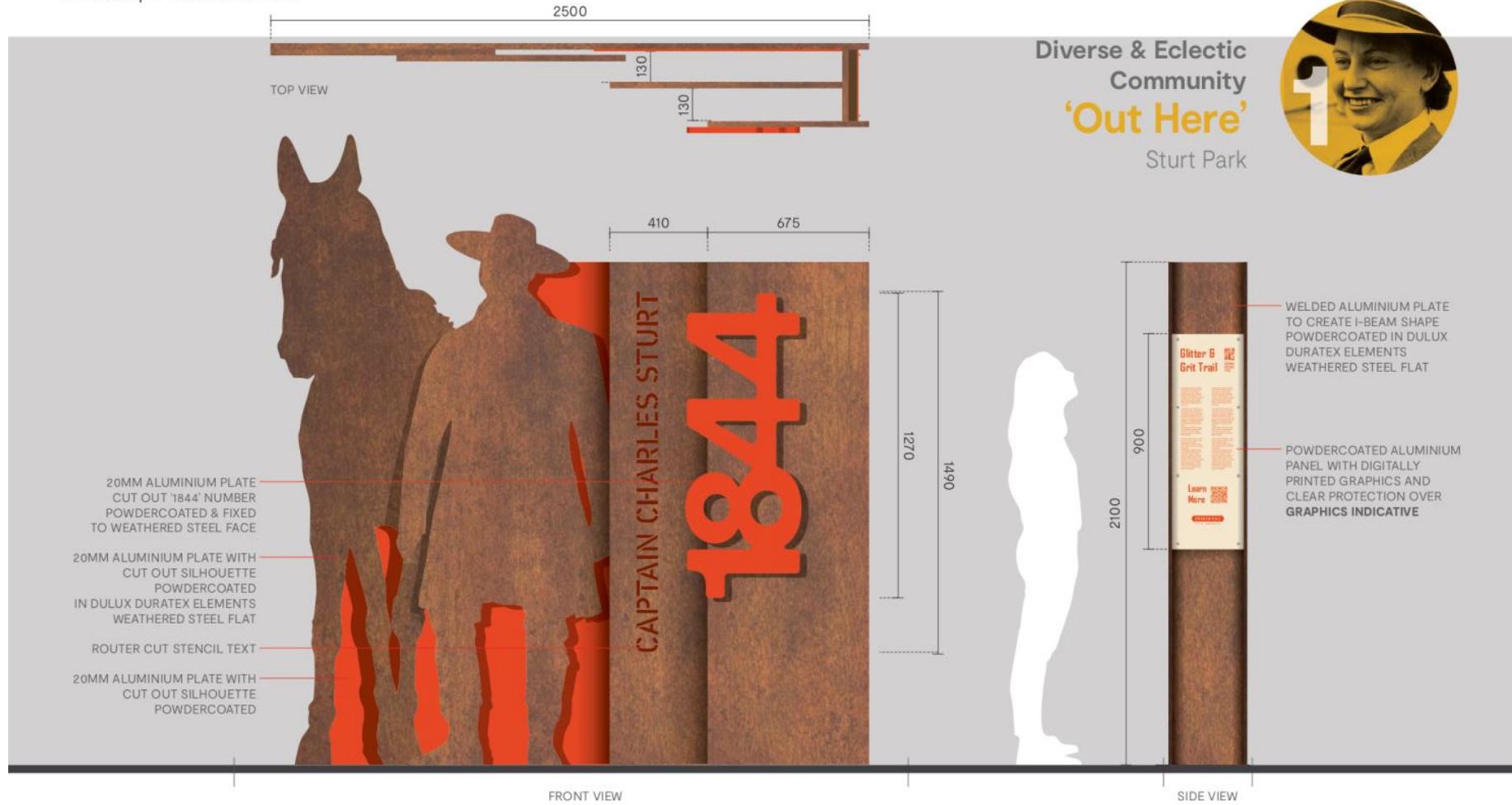
Reference



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Project
Broken Hill - Brand Experience
Concept Design

Scale 1:15 @ A3
0 .5 1m

Date
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Diverse & Eclectic
Community
'Out Here'

Sturt Park



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Concept Design

Scale: 1:10 @ A3
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Project
Broken Hill - Brand Experience
Concept Design

Patton Park South Broken Hill & Patton St



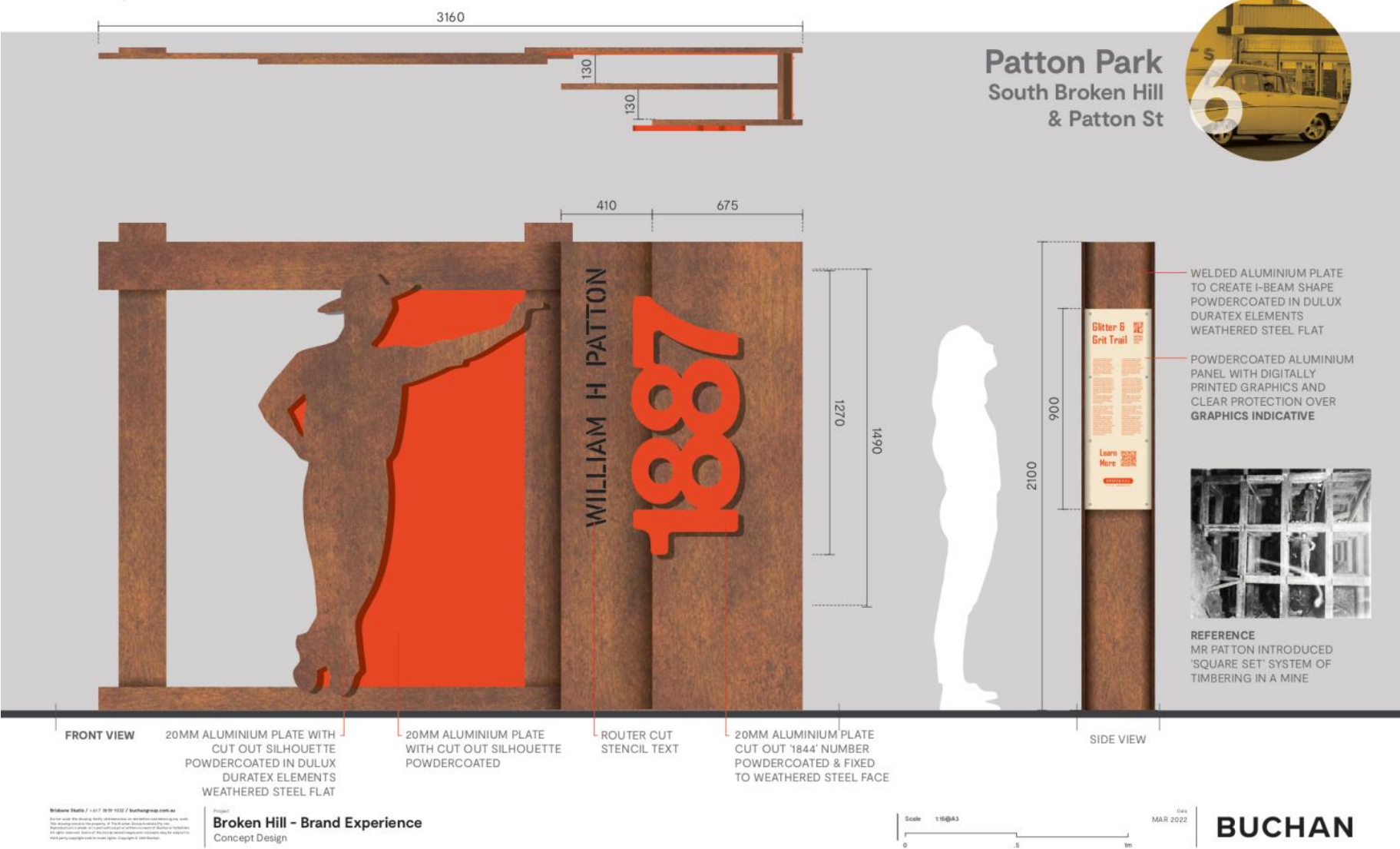
Reference



Draw
MAR 2022

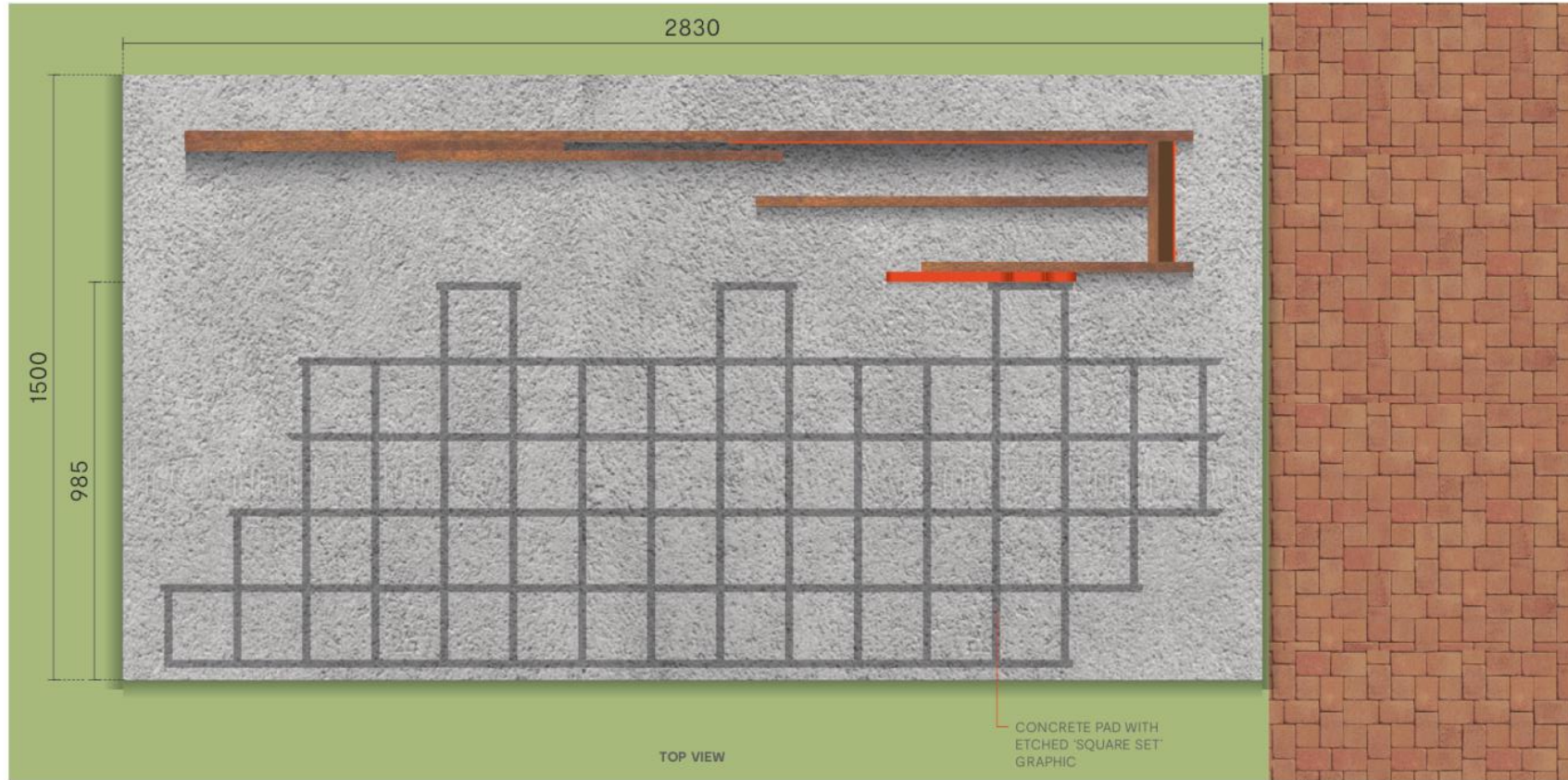
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People Trail/
Concept Refinement



People Trail/ Concept Refinement

Patton Park
South Broken Hill
& Patton St



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Project
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Concept Design

Scale 1:10 @ A3
0 25 .5m

Date
AUG 2022

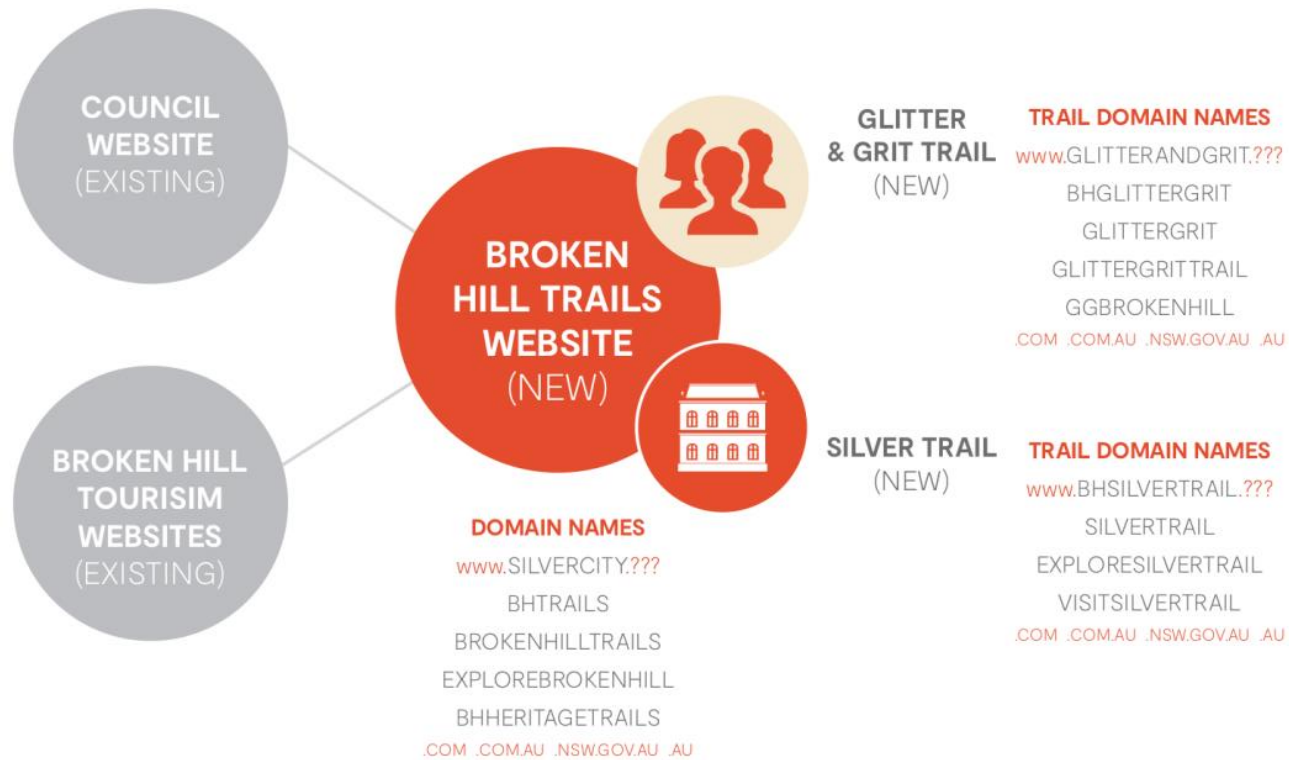
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Brand Experience/

Digital

Broken Hill / Brand Experience

Digital Component/ User Experience



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Broken Hill - Brand Experience
 Digital Component

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Digital Component/ User Experience

LAYOUTS AND GRAPHICS
INDICATIVE ONLY. FINAL TBC



QR CODE SCAN
(GLITTER & GRIT TRAIL
INSTALLATIONS ONLY)



LINKED TO WEBSITES
(EXISTING & NEW WEBSITES)

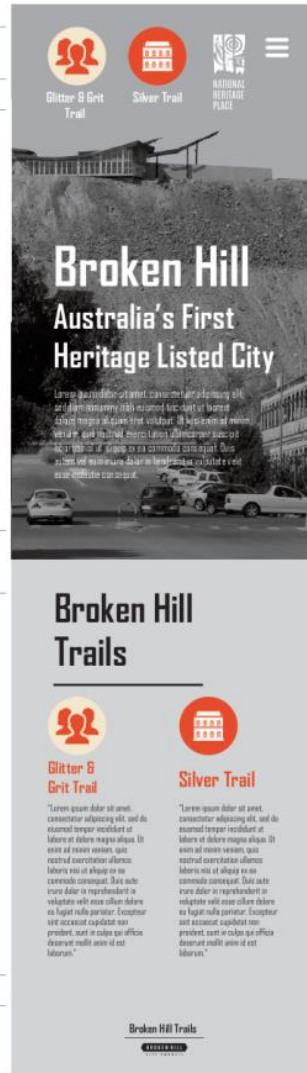
MENU BAR
LINKS/BUTTONS
TO TRAILS

HOME SCREEN
INTRODUCTION
TO BROKEN HILL

BROKEN HILL TRAILS
INFORMATION &
LINKS TO BOTH
TRAILS

FOOTER

HOME PAGE
New webpage that hosts
links to both trails



GLITTER & GRIT TRAIL
(HOME PAGE)



SILVER TRAIL
(HOME PAGE)



SELECTED CATEGORY



SELECTED PERSON



SELECTED CATEGORY



SELECTED ITEM

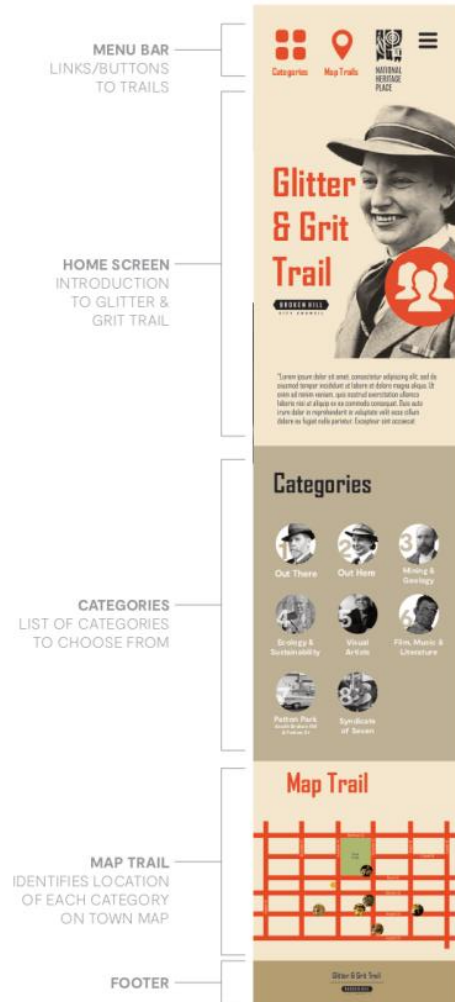
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Broken Hill - Brand Experience
Digital Component

June
JUN 2022

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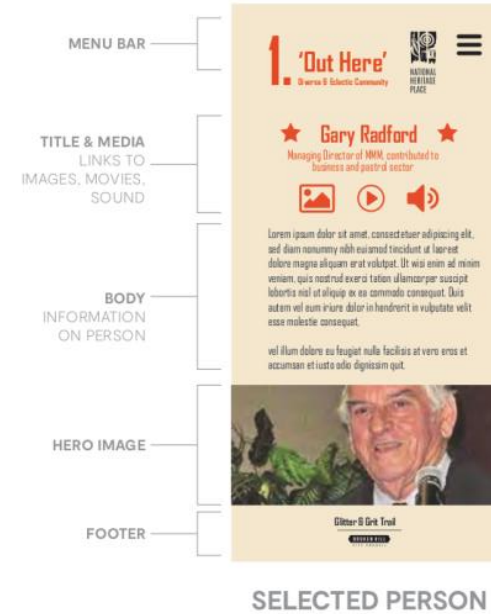
Digital Component/ Glitter & Grit Trail

GLITTER & GRIT TRAIL
(HOME PAGE)

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Broken Hill - Brand Experience
Digital Component



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June
JUN 2022

BUCHAN

Digital Component/ Silver Trail

SILVER TRAIL
(HOME PAGE)

SELECTED CATEGORY



SELECTED ITEM

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Broken Hill - Brand Experience
Digital Component

Date
JUN 2022

BUCHAN

People Trail/ JOURNEY EXPLORATION



Vehicular Trail/ JOURNEY EXPLORATION



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Broken Hill Wayfinding
Digital Navigation

Process Diagram

Prj No.
721087

Date
MAR 2022

Issue	date	description	into	auth
A	10.03.22	First Issue	rd	
A	7.7.22	Navigation removed	jmc	

Brand Experience/

Places / Silver Trail

Broken Hill / Brand Experience

Vehicular Trail/ JOURNEY EXPLORATION



1

Web Home Page

- Connect to Silver Trail webpage
- Simplistic buttons to navigate



2

Categories

- Select from list of Categories
- Option to choose all



3

Start Trail

- Each category has route map as PDF
- All trails start from Visitors centre.



4

Destination Information

- Information on arrival
- Images, video or sounds associated

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Broken Hill Wayfinding
Digital Navigation

Process Diagram

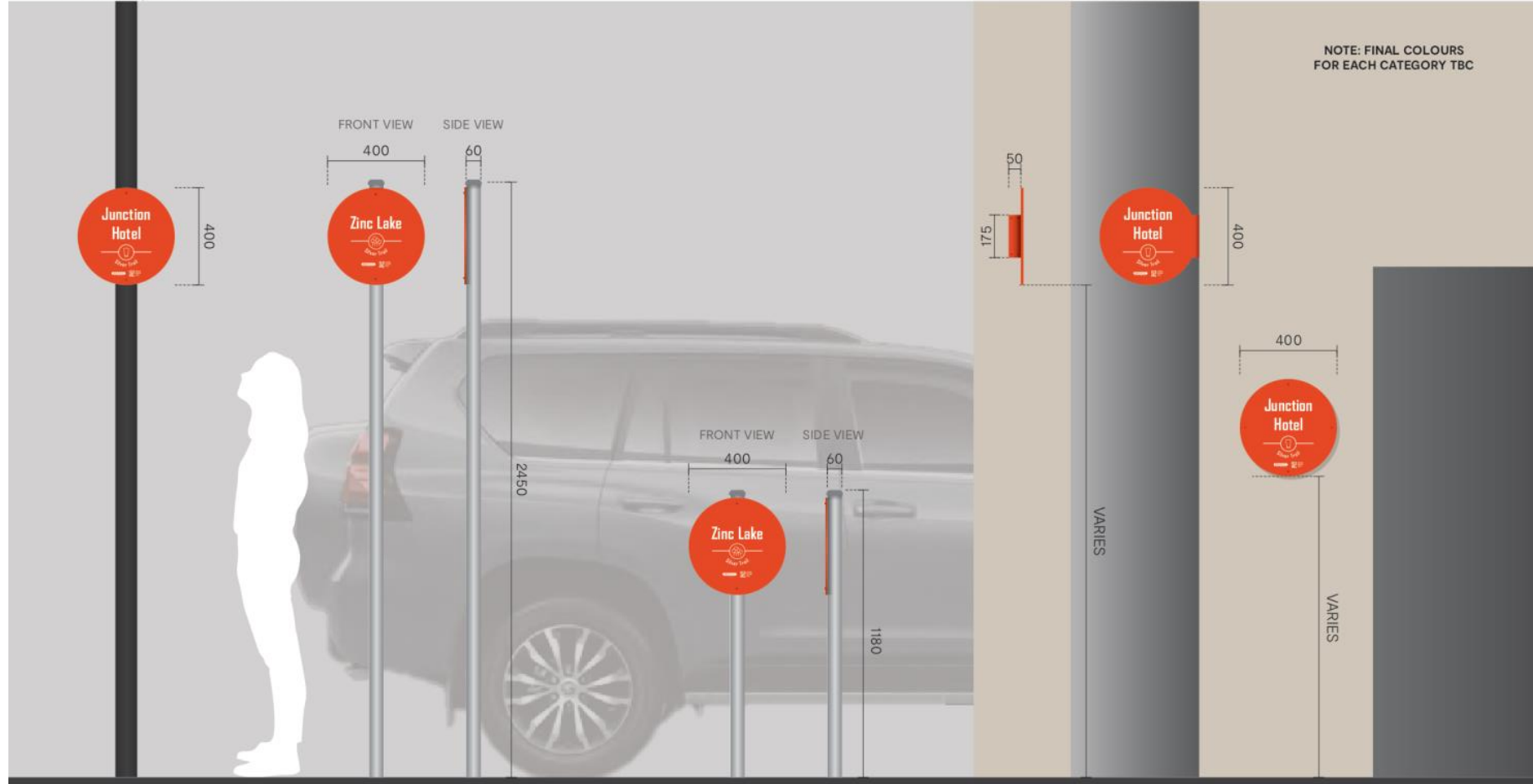
Prj No.
721087

Date
MAR 2022

Vehicular Trail/ Concept Refinement

issue	date	description	into	auth
1	05.04.22	First Issue	rd	

NOTE: FINAL COLOURS
FOR EACH CATEGORY TBC



EXISTING POST S1 D2.1 x31
POWDERCOATED ALUMINIUM PANEL WITH
DIGITALLY PRINTED GRAPHICS AND CLEAR
PROTECTION OVER **GRAPHICS INDICATIVE**
FIXED TO EXISTING STREET POSTS

LARGE FREESTANDING S1 D2.2 x65
POWDERCOATED CIRCULAR ALUMINIUM PANEL
WITH DIGITALLY PRINTED GRAPHICS AND CLEAR
PROTECTION OVER **GRAPHICS INDICATIVE**
FIXED TO CHS POST

SMALL FREESTANDING S1 D2.3 x6
POWDERCOATED CIRCULAR ALUMINIUM PANEL
WITH DIGITALLY PRINTED GRAPHICS AND CLEAR
PROTECTION OVER **GRAPHICS INDICATIVE**
FIXED TO POWDERCOATED CHS POST

BLADE SIGN S1 D2.4 x4
POWDERCOATED CIRCULAR ALUMINIUM PANEL
WITH DIGITALLY PRINTED GRAPHICS AND CLEAR
PROTECTION OVER **GRAPHICS INDICATIVE**
CURVED TAB END WITH FIXINGS TO WALL
(DOUBLE SIDED GRAPHICS)

WALL MOUNTED S1 D2.1 x12
POWDERCOATED CIRCULAR ALUMINIUM PANEL
WITH DIGITALLY PRINTED GRAPHICS AND CLEAR
PROTECTION OVER **GRAPHICS INDICATIVE**
ATTACHED TO WALL WITH EXPOSED FIXINGS

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Project
Broken Hill - Brand Experience
Concept Design

Scale 1:15 @A3
0 25 .5m

Draw
APR 2022

BUCHAN

Vehicular Trail/
Concept Refinement



1 Kintore Reserve (1) **LARGE FREESTANDING** **ST D2.2**



3 Barrier Boarding House - 1888 (4) **WALL MOUNTED** **ST D2.1**



7 Old Railway Station - 1919 (7) **LARGE FREESTANDING** **ST D2.2**

Broken Hill
Wayfinding Project
Concept Design

Broken Hill - Brand Experience
Concept Design



2 Duke of Cornwall Hotel - 1888 (2) **EXISTING POST** **ST D2.1**



4 Shops - c1890 (5) **BLADE SIGN** **ST D2.4**



6 BHP Chimney - 1885 (8) **BLADE SIGN** **ST D2.4**



5 Daydream Hotel - 1888 (3) **BLADE SIGN** **ST D2.4**



8 Willyama Hotel - 1905 (6) **LARGE FREESTANDING** **ST D2.2**



9 BHP Slag Heap - 1886 (9) **SMALL FREESTANDING** **ST D2.3**

BUCHAN

Vehicular Trail/
Concept Refinement



10 ● BHP Mill Foundations - 1897 (10) SMALL FREESTANDING S1 D2.3



11 ● Delprat Shaft - 1900 (11) SMALL FREESTANDING S1 D2.3



12 ● Mullockers Memory (12) SMALL FREESTANDING S1 D2.3



13 ● Line of Lode Miners' Memorial and Visitors Centre (13) SMALL FREESTANDING S1 D2.3



14 ● Former Crown Hotel - c 1890 (14) EXISTING POST S1 D2.1



15 ● Former Wilcannia Club Hotel - 1888 (15) EXISTING POST S1 D2.1



16 ● Railway Station - 1957 (16) WALL MOUNTED S1 D2.1



17 ● Bond Store - 1890 (17) EXISTING POST S1 D2.1



18 ● Former Crystal Hotel (No. 90-92 Crystal Street) -1888 (18) LARGE FREESTANDING S1 D2.2

Broken Hill - Brand Experience
Concept Design

BUCHAN

Vehicular Trail/ Concept Refinement



19 ● Former Miners Arms Hotel - c 1890 (19) EXISTING POST S1 D2.1



20 ● Duke of Cornwall Park (20) LARGE FREESTANDING S1 D2.2



21 ● Central School - 1907 (21) LARGE FREESTANDING S1 D2.2



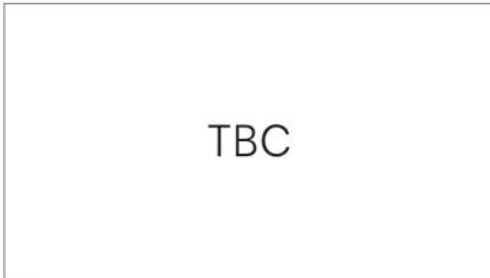
22 ● Gaol - 1891 (22) LARGE FREESTANDING S1 D2.2



23 ● High School - 1919 (23) LARGE FREESTANDING S1 D2.2



24 ● Former Police Barracks - 1900 (24) EXISTING POST S1 D2.1



25 ● Central School Building - 1900 (25)



26 ● Pig and Whistle Hotel - 1890 (26) EXISTING POST S1 D2.1



27 ● Synagogue - 1910 (27) LARGE FREESTANDING S1 D2.2

Broken Hill
Wayfinding Project
Concept Design
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Project
Broken Hill - Brand Experience
Concept Design

Date
APR 2022

BUCHAN

Vehicular Trail/ Concept Refinement



28 ● Joe Keenan Lookout (28) EXISTING POST S1 D2.1



29 ● Sulphide Street Cottages - c1900 (29) EXISTING POST S1 D2.1



30 Hospital - 1941 (30) S1 D2.2
LARGE FREESTANDING



31 ● Thomas Street Uniting Church - 1911 (31) S1 D2.2
LARGE FREESTANDING



32 ● Regeneration Reserve (32) S1 D2.2
LARGE FREESTANDING



33 ● White Rocks Reserve (33) S1 D2.2
LARGE FREESTANDING



34 ● Cummins Street Residences - c1890 (34) EXISTING POST S1 D2.1x2



35 ● Thomas Street Residences - c1890 (35) EXISTING POST S1 D2.1x2



36 ● Tydvil Hotel - 1891 (36) EXISTING POST S1 D2.1

Broken Hill
Wayfinding Project
Stage One Concept Design

Broken Hill - Brand Experience
Concept Design

APR 2022

BUCHAN

Vehicular Trail/ Concept Refinement



37 ● Mulga Hill Hotel - 1890 (37)

WALL MOUNTED S1 D2.1



38 ● Oxide Street Row Cottages - c1890 (38)

LARGE FREESTANDING S1 D2.2



39 ● St Andrews Uniting Church - 1905 (39)

EXISTING POST S1 D2.1



40 ● St Peters Anglican Church - 1928 (40)

LARGE FREESTANDING S1 D2.2



41 ● Former Caledonian Hotel - 1898 (41)

WALL MOUNTED S1 D2.1



42 ● Catholic Bishop's Residence - 1887 (42)

LARGE FREESTANDING S1 D2.2



43 ● Sacred Heart Cathedral and adjacent Convent - 1905 and 1900 (43)

LARGE FREESTANDING S1 D2.2



44 ● Sacred Heart College - 1927 (44)

LARGE FREESTANDING S1 D2.2



45 ● The Towers - c1890 (45)

EXISTING POST S1 D2.1

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Concept Design

Draw
APR 2022

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EXISTING POST **ST** D2.1



S.T. D2.2
LARGE FREESTANDING



LARGE FREESTANDING

Project

Broken Hill - Brand Experience

Concept Design



EXISTING POST **S.I. D2.1**



S.I. 02.2
LARGE FREESTANDING

BLADE SIGN **SI** D2.4

ST. D2.2
LARGE FREESTANDING



EXISTING POST **S.T. D2.1**



EXISTING POST **S.T. D2.1**

BUCHAN

Vehicular Trail/
Concept Refinement



55 ● Wades Shop - c1890 (55) EXISTING POST S1 D2.1



58 ● Williams Street Residences - c1890 (58) EXISTING POST S1 D2.1 x2



61 ● School of the Air (61) S1 D2.2

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Project
Broken Hill - Brand Experience
Concept Design



56 ● Baptist Church - 1917 (56) S1 D2.2
LARGE FREESTANDING



59 ● Mosque - 1891 (59) WALL MOUNTED S1 D2.1



62 ● Former North Police Station - c1890 (62) S1 D2.2
LARGE FREESTANDING



57 ● Shop and Residence - c1890 (57) S1 D2.2
LARGE FREESTANDING



60 ● North Primary School - 1902 (60) S1 D2.2
LARGE FREESTANDING



63 ● South Australian Brewery - 1893 (63) WALL MOUNTED S1 D2.1

Draw
APR 2022
BUCHAN

Vehicular Trail/
Concept Refinement



64 ● North Mine (64) **LARGE FREESTANDING** **ST D2.2**



67 ● Thompson Shaft - 1910 (67) **SMALL FREESTANDING** **ST D2.3**



70 ● MMM Dumps (70) **LARGE FREESTANDING** **ST D2.2**

Broken Hill
Wayfinding Project
Wayfinding Stage One Concept Design
Broken Hill - Brand Experience
Concept Design



65 ● Junction Hotel - 1892 (65) **LARGE FREESTANDING** **ST D2.2**



68 ● Junction Mine and Lookout (68) **LARGE FREESTANDING** **ST D2.2**



71 ● All Nations Hotel - 1891 (71) **EXISTING POST** **ST D2.1**



66 ● Junction Circle - 1950 (66) **LARGE FREESTANDING** **ST D2.2**



69 ● British Mine Housing - c1910 (69) **LARGE FREESTANDING** **ST D2.2**



72 ● Assay Office - c1890 (72) **LARGE FREESTANDING** **ST D2.2**

APR 2022

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Vehicular Trail/ Concept Refinement



73 ● Central Power Station - 1930 (73) WALL MOUNTED ST D2.1



76 ● Former Baylin Hotel - 1895 (76) EXISTING POST ST D2.1



79 ● South Fire Station - c1900 (79) WALL MOUNTED ST D2.1

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Project
Broken Hill - Brand Experience
Concept Design



74 ● Former Central Mine Manager's Residence (now St Ann's Nursing Home) (74) LARGE FREESTANDING ST D2.2



77 ● Former South Police Station - 1889 (77) LARGE FREESTANDING ST D2.2



80 ● Patton Park (80) LARGE FREESTANDING ST D2.2



75 ● Alma Hotel - 1891 (75) EXISTING POST ST D2.1



78 ● South Post Office - 1898 (78) LARGE FREESTANDING ST D2.2



81 ● Bells Milk Bar - 1956 (81) LARGE FREESTANDING ST D2.2

Draw
APR 2022

BUCHAN

Vehicular Trail/ Concept Refinement



10 Alma Institute - 1898 (82)



11 South Primary School - 1910 (85)

LARGE FREESTANDING



12 South Mine Offices - c1910 (88)

LARGE FREESTANDING

Broken Hill
Broken Hill - Brand Experience
Concept Design



13 Former Salvation Army Hall - 1900 (83)

WALL MOUNTED



14 St James Anglican Church - 1903 (86)

LARGE FREESTANDING



15 Zinc Oval and Zinc Mine (89)

WALL MOUNTED



16 Gladstone Hotel - 1888 (84)

LARGE FREESTANDING



17 South Baptist Church - 1911 (87)

LARGE FREESTANDING



18 Former All Saints Catholic Church - 1890 (90)

EXISTING POST

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01 Union Club Hotel - c1890 (91) EXISTING POST S1 D2.1



02 Zinc Lakes - 1948 (92) WALL MOUNTED S1 D2.1



03 NBHC Mine Housing - c1950 (93) LARGE FREESTANDING S1 D2.2



04 NBHC Mine Haulage and Service Shafts - 1946 - Not open to the public (94) LARGE FREESTANDING S1 D2.2



05 Southern Cross Shaft - 1966 (95) LARGE FREESTANDING S1 D2.2



06 South Mine Headframes - 1919/1932 (96) LARGE FREESTANDING S1 D2.2



07 Ryan Street Cottages - 1890 (97) EXISTING POST S1 D2.1



08 A.J. Keast Park (98) WALL MOUNTED S1 D2.1



09 Hillside Hotel - 1891 (99) EXISTING POST S1 D2.1

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Vehicular Trail/
Concept Refinement



100 Burke Ward Hall - 1905 (100) **S1 D2.2**
LARGE FREESTANDING



101 Railwaytown Post Office - 1925 (101) **S1 D2.2**
LARGE FREESTANDING



102 Nicholls Street Methodist Church - c1890 (102) **S1 D2.2**
LARGE FREESTANDING



103 Cornish Street Lookout (103) **S1 D2.2**
LARGE FREESTANDING



104 Broken Hill Cemetery - 1889 (104) **S1 D2.1**
WALL MOUNTED



105 Former Freiberg Hotel - 1899 (105) **S1 D2.1**
EXISTING POST



106 Burke Ward School - 1897 (106) **S1 D2.2**
LARGE FREESTANDING



107 Ambush Site (107) **S1 D2.2**
LARGE FREESTANDING



108 St Marys Catholic Church - 1922 (108) **S1 D2.2**
LARGE FREESTANDING

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Vehicular Trail/
Concept Refinement



● Railwaytown Baptist Church - 1913 (109) EXISTING POST S.1 D2.1



BUCHAN

WORKS COMMITTEE

August 12, 2022

ITEM 4

BROKEN HILL CITY COUNCIL REPORT NO. 187/22

SUBJECT: PURCHASE OF TRAFFIC CONTROL AND TRAFFIC COUNTER
EQUIPMENT D22/42402

Recommendation

1. That Broken Hill City Council Report No. 187/22 dated August 12, 2022, be received.
2. That Council approves an increase to the 2022/2023 Capital Budget to the total cost of \$28,703.20 (exc GST) for the purchase of Traffic Control Equipment and Traffic Monitoring Equipment.

Executive Summary:

Council have recently identified the need to purchase additional traffic control and traffic monitoring equipment to meet the daily operational and safety requirements of our works team.

A stock take was recently completed of Council's traffic control equipment highlighting that there is a need to purchase new stock to meet Council's base equipment needs. The traffic control devices are used to warn, inform and as a barrier during road and footpath construction works, being planned, reactive or emergency works.

Recently the battery components of Council's traffic monitoring equipment failed as they were past their useful life and are now in need of being replaced. Traffic Monitoring equipment is used to capture data in relation to traffic volumes of roadways, showing vehicle types, length, weight, and speeds. This data is used in the creation of technical designs for road construction and by the Local Traffic Committee to assist with decision making around traffic control matters.

This report seeks the approval to increase the 2022/2023 capital budget by \$28,703.20 (exc GST) to purchase this equipment. The total cost is made up of \$16,600.00 (exc GST) for traffic monitoring equipment and \$12,103.20 (exc GST) for the traffic control devices.

Report:

Council has recently identified the need to purchase additional traffic control and traffic monitoring equipment to meet the daily operational and safety requirements of the works team.

Traffic Control Equipment:

A stock take was recently completed of Council's traffic control equipment highlighting that there is a need to purchase new stock to meet Council's base equipment needs. The traffic control devices are used to warn, inform and as a barrier during road and footpath construction works, being planned, reactive or emergency works. The equipment highlighted as needing to be purchased is the following.

SIGN TYPE	QUANTITY
No Left Turn	12
No Right Turn	12
Local Traffic Only	6
Traffic Cone Reflective (450mm)	250
Traffic Cone Reflective (700mm)	60
Plastic Barrier Board	50
Barrier Board Stands	100
Worker Ahead	30
Road Works on Side Road	8
Extender Barrier Poles	26
Right Chevron	12
Left Chevron	12
Road Closed	10
Water Over Road	20
Prepare to Stop	6

Traffic control equipment is essential to Council to meet both operational and safety needs and are used in everyday work or in emergency call out situations. The devices are used additionally by our Events team and loaned to community groups to assist in events such as St Patrick's Day race meeting, Ronald McDonald House Colour Run Day and various fun run/ riding charity events.

Traffic Monitoring Equipment:

Recently the battery components of our traffic monitoring equipment failed as they were past their useful life and are now in need of being replaced. Traffic Monitoring equipment is used to capture data in relation to traffic volumes of roadways, showing vehicle types, length, weight, and speeds.

This data is used in the creation of technical designs for road construction and by the Local Traffic Committee to assist with decision making around traffic control matters. The below locations are current projects or requests that we are waiting to complete traffic counter data collection to provide an informed decision.

Location	Reason
Blende Street, Wills Street and Galena Street Roundabout	Data needed for the technical design preparation for road construction
Blende Street from Galena Street and Gossan Street	Requested from Traffic Committee to analyse safety concerns in area
Rakow Street (in front of Burke Ward Public School)	Requested from Traffic Committee to analyse safety concerns in area
BH Regional Aquatic Centre	Requested from Traffic Committee to analyse safety concerns in area
Oxide Street from Lane Street to Chapple Street	Data needed for the technical design preparation for road construction
Harris Street from Wills Street to Burke Street	Data needed for the technical design preparation for road construction
Duff Lane from Rockwell Street to South Street	Data needed for the technical design preparation for road construction

Council sought to purchase battery only replacements for the equipment but was informed the type of battery and counters that are currently used have been discontinued. Due to this, the request is for the purchase of three (3) new data collection counters, batteries and associated accessories.

Community Engagement:

N/A

Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.5	Our built environment supports our quality of life
Strategy:	1.5.3	Ensure service levels and asset conditions are commensurate with community expectations

Relevant Legislation:

Local Government Act 1993

Traffic Control at Worksites (TCAWS) manual version 6

NSW Work Health and Safety Act 2011

NSW Work Health and Safety Regulation 2017

AS 1742.1, Manual of uniform traffic control devices, Part 1: General Introduction and Index of signs

AS 1742.2, Manual of uniform traffic control devices, Part 2: Traffic Control Devices for General Use

AS 1742.3, Manual of uniform traffic control devices, Part 3: Traffic Control for Works on Roads

AS 1743, Road signs – Specifications

Financial Implications:

This report seeks the approval to increase the 2022/2023 capital budget by \$28,703.20 (exc GST) to purchase this equipment. The total cost is made up of \$16,600.00 (exc GST) for traffic monitoring equipment and \$12,103.20 (exc GST) for the traffic control devices.

Attachments

There are no attachments for this report.

CODIE HOWARDCHIEF ASSETS AND PROJECTS OFFICERJAY NANKIVELLGENERAL MANAGER

WORKS COMMITTEE

August 10, 2022

ITEM 5**BROKEN HILL CITY COUNCIL REPORT NO. 188/22**

SUBJECT: MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 427, HELD ON TUESDAY, 2 AUGUST 2022 D22/42110

Recommendation

1. That Broken Hill City Council Report No. 188/22 dated August 10, 2022, be received.
2. Item No.427.8.2 – That Council arranges for the Bus Stop adjacent to the Palace Hotel in Argent Street be relocated further down the road to allow continued bus services, not obstructing the 'Loading Zone' area for the duration of the Broken Hill Festival.

Executive Summary:

Under Guidelines published in March 2009 by the Roads and Traffic Authority (now known as Transport for NSW), entitled 'A guide to the delegation to councils for the regulation of traffic states':

"The Local Traffic Committee (LTC) has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the LTC prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to Transport for NSW or relevant organisation. Such matters must not be referred to the LTC.

Council is not bound by the advice given by its LTC. However, if Council does wish to act contrary to the unanimous advice of the LTC or when the advice is not unanimous, it must notify Roads and Maritime Services and the NSW Police and wait 14 days before proceeding."

Report:

This report is to provide Council with the minutes and action list of the Local Traffic Committee meeting, held on Tuesday, 2 August 2022 which details recommendations to Council for consideration and adoption.

Strategic Direction:

Key Direction:	4.	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.1	Support the organisation to operate its legal framework

Relevant Legislation:

- Road Transport (Safety and Traffic Management) Regulation 1999, and
- Road Rules 2008
- A guide to the delegation to councils for the regulation of traffic (guidelines)

Financial Implications:

Financial implications for any of the recommendations to Council will be detailed in the LTC minutes, if relevant.

Attachments

1. MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 427, HELD
[!\[\]\(815df092dd722ee9268ef8e6d0193e3a_img.jpg\) ON TUESDAY, 2 AUGUST 2022](#)

CODIE HOWARD
CHIEF ASSETS AND PROJECTS OFFICER

JAY NANKIVELL
GENERAL MANAGER

LOCAL TRAFFIC COMMITTEE

MINUTES OF MEETING NO. 427

Meeting held on Tuesday, 2 August 2022 at 2pm

Location: First Floor Meeting Room, Council Administrative Centre or via Teams

Minutes taken by: Council's Administration Officer, Tanya Ralph

Relief Chairperson, Kathy Graham, Council's Waste and Sustainability Manager commenced the meeting at 2.05pm and welcomed all representatives present and performed 'Welcome to Country'.

427.1 Present

Kathy Graham	Acting Chairperson
Paul Bezzina	Asset Officer
David Vant	Transport for NSW Representative
Peter Beven	Local Member's Representative
Marion Brown	Councillor Observer
Barry Walker	Councillor Observer – Compliance Officer

427.2 Apologies

Codie Howard	Chief Assets and Projects Officer
Jeanne House	Transport for NSW Representative/Associate, Community and Place Partner – Far West Precinct
Chris Wallace	NSW Police Representative/Acting Inspector (Police)

427.3 Disclosure of interest - NIL

427.4 Adoption of previous minutes

The following Committee Recommendations over the page were adopted by Council at its meeting held on **Wednesday, 27 July 2022**.

The minutes from this meeting will be confirmed and approved by the Local Traffic Committee at their scheduled meeting on **Tuesday, 2 August 2022**.

All in favour: Moved: Peter Beven Seconded: David Vant

427.5 Council Resolutions

The following Committee Recommendations over the page were adopted by Council at its meeting held on **Wednesday, 27 July 2022**.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
JULY 27, 2022

**ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 172/22 - DATED JULY 14, 2022 - MINUTES
OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 426, HELD ON TUESDAY, 5 JULY 2022**
D22/36991

RESOLUTION	Resolved
Minute No. 46915	
Councillor M Browne moved)	1. That Broken Hill City Council Report No.
Councillor D Turley seconded)	172/22 dated July 14, 2022, be received.
	2. Item No. 425.6.2 - That the parking bays
	adjacent to Busy Kids Child Care in Bagot
	Street be changed to 15-minute timed
	parking and signs be installed by Council.
	3. Item No. 426.6.1 - That the temporary road
	closure of Argent Street for the Broken Hill
	Festival's Main Street Parade on Saturday,
	10 September 2022, be approved in principle,
	on the condition that an updated Traffic
	Control Plan is received by Council prior to
	the event.
	4. Item No. 426.6.2 - That the temporary road
	closure of Sulphide Street, between Argent
	and Crystal Lane and sections of Argent
	Street and Crystal Lane for the Broken Hill
	Festival's Event at the Palace Hotel from
	Wednesday, 7 September to Tuesday, 13
	September 2022 be approved in principle, on
	the condition that the fencing adjacent to Far
	West Auto does not encroach onto the nature
	strip, so that customers can view new cars at
	the dealership and that an updated Traffic
	Control Plan is received by Council in
	accordance with Transport for NSW's
	signage requirements prior to the event.
	CARRIED UNANIMOUSLY

427.6 Correspondence In

Item No.	EDRMS No.	Details
427.6.1	D22/34844	Traffic and Pedestrian Safety Concerns, Blende Street for residents of Con Crowley Village – Ron Jeffrey
427.6.2	D22/39545	LTC Feedback – Item No. 416.6.1 – Request to remove school zone signage on the resident's side of Union Street following Council trial – Jane Weekes
427.6.3	D22/39546	LTC Feedback – Item No. 416.6.1 – Request to remove school zone signage on the resident's side of Union Street following Council trial – Greg Gaiter

427.7 Correspondence Out

Item No.	EDRMS No.	Details
427.6.1	D22/37672	LTC Response – Acknowledgement Letter – Traffic and Pedestrian Safety Concern, Blende Street - Con Crowley Village – Ron Jeffrey
427.6.1	D22/37815	LTC Response – Email Acknowledgement regarding Traffic and Pedestrian Safety Concerns – Con Crowley Village – Roy Butler MP
416.6.1	D22/35257	LTC Letter Box Drop – Item No. 416.6.1 – Request for removal of the school zone signage on the resident's side of Union Street – Request for Feedback from trial period.
426.6.1 and 426.6.2	D22/36993	LTC Response – Item no. 426.6.1 and Item No. 426.6.2 – Proposed Road Closures for the Broken Heel Festival and Annual Parade in September 2022 – The Palace Hotel
426.8.3	D22/35235	LTC Response – Acceptance Letter for Barry Walker to join the Local Traffic Committee as a Council observer
421.6.1	D22/39663	LTC Response – Item No. 421.6.1 – Request to change parallel parking adjacent Sufi Bakery to 45-degree angle parking in Bromide Street – Rabie Reid
426.6.3	D22/39665	LTC Response – Item No. 426.6.3 – Broken Heel Festival Road Closure Feedback – Far West Auto – Mark Grundy
426.6.4	D22/39676	LTC Response – Item No. 426.6.4 – Broken Heel Festival Road Closure Feedback – Community Health Centre – Far West Local Health District – Aneta Turley
245.6.2	D22/27340	LTC Response – Item No. 425.6.2 – Request to reallocate time-parking adjacent Busy Kids Child Care – Kristy Hurley

427.8 General Business

Item No.	EDRMS No.	Details
427.8.1		Request from a member of the public to review the traffic management of the KFC drive through.
		<p>Daily cars are backing up in the drive through of KFC out into Lane Street blocking the Oxide Street roundabout and the southern lane of Lane Street.</p> <p>Suggestions raised by the committee to alleviate this issue were as following:</p> <ul style="list-style-type: none"> • Install 'Do Not Queue Across Intersection' signage. • Update the line marking on Lane Street adjacent to KFC, to include a turning lane to allow traffic to turn into the KFC driveway that are approaching from Iodide Street direction. • That the Police be advised to action issue.

		<ul style="list-style-type: none"> That a 'No Left Turn' sign be installed to stop motorist exiting the roundabout entering the KFC driveway, which is blocking traffic flow. That they consider a dual entry to the premises. <p>It was suggested to check that there is there were any conditions when the Development Application was lodged with Council.</p> <p>Management at KFC will have to look at way of fixing the problem to maybe get more staff to work on the drive-through or to notify that orders can also be taken from inside KFC.</p> <p>The committee agreed that a decision cannot be made, being that further investigation is required, including consultation with management at KFC. – a dual entry to the location.</p>
Item No.	ED RMS No.	Details
427.8.2	D22/40350	Broken Hill Bus Services during Broken Heel Festival – CDC Broken Hill Pty Ltd
		<p>Council's Asset Officer, Paul Bezzina advised the committee that he met Aaron Rouse from the bus company to discuss arrangements for continued bus services during the time of the Broken Heel Festival.</p> <p>The CDC Broken Hill Bus Company have requested that Council relocate the bus stop signage to further up the road in Argent Street so that the town bus service can continue. This would require the use of five to six parking spaces for the length of the bus.</p> <p>It was identified that there is also a 'Loading Zone' that cannot be blocked, so the alternative bus stop will be placed after this area.</p> <p>Recommendation:</p> <p><i>That Council arranges for the Bus Stop adjacent to the Palace Hotel in Argent Street be relocated further down the road to allow continued bus services, not obstructing the 'Loading Zone' area for the duration of the Broken Heel Festival.</i></p>

427.9 Action Item List

Date	Item Details
August 2021	Union Street parking on resident side of Union Street
Item No.	416.6.1
ED RMS No.	General Business
CRM No.	N/A
Responsible Officer	Council's Chief Assets & Projects Officer, Codie Howard
Current Status	Pending

Date	Committee Recommendation/s
July 2022	<ul style="list-style-type: none"> • That the matter be address at the next scheduled committee meeting so it will allow time for the Principal of the Morgan Street Public School can be consulted to see if they have identified any issues with the trail period and where they request for the timed parking arrangements to be reinstated. • That a letter box drop be distributed to the residents of Union Street to determine if they want the timed parking to be reinstated along the resident's side of Union Street or that the timed parking be permanently removed.
August 2022	<ul style="list-style-type: none"> • That the committee have a site meeting in Union Street during the either the drop off and pick up times to determine the effects of the signs being removed.
Action Date	Running Actions
August 2021	<p>This issue has been reviewed by the Local Traffic Committee several years ago when the 'Timed Parking' zone was first introduced, along with restricted parking Union Street behind the Morgan Street Public School.</p> <p>Council's Asset Officer, Paul Bezzina will conduct further investigation of the current signs in Union Street at the rear of the Morgan Street Public School and will report back to the committee at the next scheduled committee meeting in September 2021.</p>
September 2021	<p>Council's Asset Officer, Paul Bezzina inspected the area and advised the committee that the parking in the street is generally timed parking 8- 4 parking for school drop off on both sides of Union Street. 'No stopping' on the school from 8.30 to 9pm – 2.30-3.15 school days and opposite side of school there is 830pm to 9.15, 2.30 3.15pm</p> <p>Quarter hour parks on the school 8am to 4pm school holidays and public holidays.</p> <p>The request is for the resident side to be lifted.</p> <p>Recommendation</p> <p>That Principal of the school is to be contacted to see if the school still requires the timed parking in Union Street before a decision can be made by the committee at the October meeting.</p> <p>The parking signs in Union Street were inspected by Council's Asset Officer, Paul Bezzina and he has advised the committee that the signed parking on the resident side of Union Street is marked as a school zone 'No Parking' from 8am to 4pm. On the school side of Union Street is marked as school zone between the times of 8.30am to 9.15am then from 2.30pm to 3.15pm.</p> <p>The committee have requested that the Principal from the Morgan Street school be contacted to see if the parking arrangements are still needed by the school, and this will determine the decision of the committee at the next committee meeting.</p> <p>Paul Bezzina will liaise with the principal of the school as has been suggested by the committee and will provide an update at the next committee meeting.</p>

October 2021	<p>The committee were advised that an update was not available at this time, being that Paul Bezzina is not present at this meeting.</p> <p>An update will be made available at the next committee meeting.</p>
October 28, 2021	<p>The committee had planned to conduct a site inspection of the area today, but due to weather conditions were able to meet at the site.</p> <p>Paul Bezzina advised the committee that he had meet the Principal of the Morgan Street Primary School and they have expressed that they will be happy for the signs to be covered for a trial period of three months to see what impact is caused.</p> <p>Committee to review a gain at the end of term in 2022.</p> <p>Residents in Union Street will be advised of the trial period and informed that the parking signs in this street adjacent the school will be covered for short period of time. This will intern allow them to park in this area. Further consultation will be arranged after the trial period with both the principal and residents before a permanent decision is made.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • That the parking signs in Union Street be covered for a trial period of three months to identify what impacts are caused without the timed parking spaced adjacent the Morgan Street Primary School in Union Street. • That the trial period be for three months, and the covers removed after this time at the end of the first school term. • Further consultation will be arranged with the Principal of the Morgan Street Primary School and the residents in the area before a determination can be decided. • Based on satisfaction results from the trial period the zone will be reinstated permanently – streamline from trial to permit. <p>Moved: Dave Vant Second: Peter Bevan</p>
December 2021	<p>Geoff Harris informed the committee that no work has been completed to date and that he will follow up and provide the committee an update at the next scheduled committee meeting.</p> <p>As was recommended and adopted by Council at the November 2021 Council Meeting, Geoff will ensure that the signs along the resident's side of Union Street will be covered.</p> <p>Geoff will consult with Codie for the agreed period of the trial.</p> <p>The committee will revisit this matter following the trial period of the signs being covered and will then determine a recommendation.</p>
February 2022	<p>Council resources during the January period were fairly limited with a significant portion of the workforce taking leave. Now most of the workforce are back, works will commence in the next week and an update will be provided to the committee at the March committee meeting.</p> <p>Geoff informed the committee that consultation for the trial period will happen within the next few days.</p>

April 2022	<p>Council's Chief Assets and Projects Officer, Codie Howard informed the committee that the timed parking signs along Union Street were removed during Term 1 as recommended by the committee at a previously meeting.</p> <p>Now that the trial has been completed for Term 1, Council's Assets Inspector, Paul Bezzina will now liaise with the Morgan Street Primary School Principal and the residents in the area to see how the trial was perceived and to seek feedback that will then be provided to the committee for determination at the next committee meeting.</p>
May 2022	<p>Council's Chief Assets and Project Officer, Codie Howard has informed the committee that the trial period for removal of the timed parking concluded at the end of Term 1.</p> <p>Council's inspector, Paul Bezzina will speak with the Principal of the Morgan Street Public School and the residents to seek feedback from the trial period.</p> <p>Council will determine an action following this review.</p>
June 2022	<p>No decisions were made at the June meeting. This matter will be discussed at the July meeting.</p>
July 2022	<p>Council's Asset Officer, Paul Bezzina informed the committee that he has spoken with some of the resident of Union Street and was not able to get in touch with the Principal of the Morgan Street Public School as the school holidays had commenced. Paul expressed that 50% of the residents he had liaised with want the signs to be permanently removed and the other 50% wanted to the timed parking signs to be reinstated.</p> <p>Council's Chief and Asset Officer, Codie Howard informed the committee that Council's Compliance Officer had address that some of the residents have concerns with the current parking, as that motorist are parking when and where they like as no fines can be issued whilst there are no parking signs.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • That the matter be address at the next scheduled committee meeting so it will allow time for the Principal of the Morgan Street Public School can be consulted to see if they have identified any issues with the trial period and where they request for the timed parking arrangements to be reinstated. • That a letter box drop be distributed to the residents of Union Street to determine if they want the timed parking to be reinstated along the resident's side of Union Street or that the timed parking be permanently removed.
August 2022	<p>Council's Chief Assets and Projects Officer, Codie Howard advised Kathy that more comments would need to be provided to Council to help with a decision as there were only two responses received by Council prior to this meeting.</p> <p>Council's Assets Officer, Paul Bezzina mentioned that he had spoken with the Morgan Street Public School's Deputy Principal, that had requested for the school zone signs to be reinstated on the resident's side of the Union Street.</p> <p>Council's Compliance Officer, Barry Walker informed the committee that if the school zone signs are removed from the resident's side of Union Street, then the school side will need to be changed to 'No Parking' that will still allow for parents to drop off and pick their children.</p>

	<p>It was pointed out that if the school zone signs are reinstated then parents will be forced to drop off and pickup their children on the opposite side of the school, with children having to cross the road.</p> <p>Recommendation</p> <ul style="list-style-type: none"> That the committee have a site meeting in Union Street during the either the drop off and pick up times to determine the effects of the signs being removed. <p>Further discussion the school. Barry will take some photos and present to the committee at the September meeting.</p>
Date	Item Details
August 2021	Request for parking signage at LiveBetter's Community Transport Office adjacent 475 Argent Street – Julie Paull, LiveBetter
Item No.	417.6.1
EDRMS No.	D21/39063
CRM No.	N/A
Responsible Officer	Council's Chief Assets & Projects Officer, Codie Howard
Current Status	Pending
Date	Committee Recommendation/s
July 2022	<i>Council's Chief and Asset Officer, Codie Howard will liaise with Judy Paul from LiveBetter to seek clarification of their needs and provide an update on what the committee have suggested.</i>
Action Date	Running Actions
September 2021	<p>Transport for NSW, David Vant informed the committee that he could have been the RMS representative that has been referenced in the request. David advised that he has been dealing with an Amanda from LiveBetter regarding their concerns.</p> <p>Councillor, Marion Brown commented that this matter had been addressed by the Local Traffic Committee approximately three to four years ago when the facility was the HACC Centre. This matter has been an issue for a while. Marion went on to say that she was involved with the Local Traffic Committee when the committee at that time recommended for the signage for the buses was to be updated.</p> <p>Codie advised that a search of Local Traffic Committee minutes will be conducted to find the original recommendations passed by the committee in relation the bus signs, followed by the signs being updated in line with the</p>

	<p>decision. The signs have never been put up.</p> <p>Disability parking signs were suggested, but these would not work, being that their clients that visit the facility to make a payment would be able to park as they do not necessarily have a disability parking permit. The new signs could be a bus zone from 9am to 3pm for parking – 'Community Transport Vehicles Excepted' sign (bus zone).</p> <p>Install signs for designated for the business and make that only their vehicles can park in the spot. David stated that the vehicle utilizing the space would have to be determine a bus under the road rules. If the bus is not classified as a bus, then they will not be able to park there.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • A search to be conducted to find the original request relating to the bus zone signs adjacent the facility at 475 Argent Street and the recommendation passed by the Local Traffic Committee at that time. • Council to inspect and take some photos of the area. For this matter to be discussed at the October 2021 committee meeting. • Correspondence sent to the LiveBetter to advise of the committee decision. <p>Moved by the committee.</p>
October 2021	<p>The committee were advised that an update was not available at this time, being that Paul Bezzina is not present at this meeting.</p> <p>The committee decided to inspect this site at the planned site inspection that will be scheduled prior to the amended meeting date on Thursday, 28 October 2021.</p> <p>Council's Chief Assets & Projects Officer, Codie Howard informed the committee that a search will be undertaken to find the previous recommendation that were approved by the committee at the time the matter was first raised.</p>
October 28, 2021	<p>The committee had planned to conduct a site inspection of the area today, but due to weather conditions were able to meet at the site.</p> <p>There is line marking already in plan and the concern was around the what the sign could say as they are getting a lot of caravanners parking in their space.</p> <p>Previous corresponded in April 2020 meeting. The recommendation at this time was to change the parking signs for bus only and they matter was then withdrawn by Julie Paull as they wanted to allow their customers to park in the area.</p> <p>TfNSW, David Vant will liaise with TfNSW sign designer, to provide some examples of the required signs. If the sign states permitted parking for a bus, then they are limited for buses to park in this space only and if the word transport was included then this leaves it open for all vehicle types. There is no limited time for parking.</p> <p>Another option would be for the Rangers to be able to identify the vehicles that permitted to park in the space. The issue with this is that not all customers have a disability parking permit.</p> <p>Recommendations:</p> <p><i>That a 5-minute timed parking space be installed at the front of LiveBetter, located at 475 Argent Street to allow for the parking of the transport bus.</i></p>

	<p><i>Council to arrange further consultation with LiveBetter and arrange for the placement of the parking sign.</i></p> <p>Agreed by all committee members present.</p>
December 2021	<p>Being that the recommendation has been endorsed by Council, Geoff will follow up the work to be completed.</p> <p>Codie liaised with David Vant to arrange a sign design that will be provided by the TfNSW early next year that will then be provided to Council to order the sign.</p>
February 2022	<p>Council resources during the January period were fairly limited with a significant portion of the workforce taking leave. Now most of the workforce are back, works will commence in the near future and an update will be provided to the committee at the March committee meeting.</p>
March 2022	<p>Council's Infrastructure Works Manger, Geoff Harris informed the committee that he will follow up the request and provide the committee an update the next committee meeting.</p>
April 2022	<p>Transport for NSW, David Vant informed the committee that he has found some funding that can be used to design the signs.</p> <p>David informed the committee that this matter has been held up due to the Sign Designer has retired from Transport for NSW. David will follow this matter up and provide an update to the committee at the next scheduled committee meeting in May 2022.</p>
May 2022	<p>Transport for NSW, David Vant informed the committee that he has not yet acquire a sign design for Council.</p> <p>David will provide the committee an update at the next meeting.</p>
June 2022	<p>No decisions were made at the June meeting. This matter will be discussed at the July meeting.</p>
July 2022	<p>Transport for NSW, Jenene House informed the committee that the parking sing for the LiveBetter bus is currently with the Signage and Guidance Team with Transport for NSW. Two designs for the signs have been presented to the committee and further investigation will need to do to determine, which of the two signs will be most appropriate.</p> <p>One of the signs presented was a 'No Stopping – Authorised Vehicles Accepted' sign that can be for a set period. The intention is for the sign to be installed at the front of the LiveBetter office in Argent Street. Jenene informed the committee that she will undertake further investigation.</p> <p>Jenene advised that the MPS permit holders would be allowed to park for 30 minutes under NSW Road Rule 207.</p> <p>This sign would also mean that vehicles other than the two mentioned can park for an unlimited time. Therefore, you would also need a 'No Parking OTHER VEHICLES' sign immediately below it.</p>


	<p>The words on the signage can be other, e.g., you could just have permit holders and/or just Community Service Vehicles. Council could issue a set number of permits to LiveBetter to hand out.</p> <p>That way LiveBetter manage the parking situation by only giving out permits to those they deem require issue. If it's just for LiveBetter vehicles the signage could simply state that.</p> <p>Council's Chief and Asset Officer, Codie Howard advised that he had previously met with Judy Paull from LiveBetter when this matter was first presented to the committee and want to clarify that want to be able to park their bus out the front of the office rather than parking further down the street.</p> <p>The questions were raised that once the sign design has been approved by Transport for NSW, how long will it be before the sign will be provide to Council for the installation? Jenene responded that she would follow this up and will then provide an outcome to Codie by the end of the coming week, to then be passed onto the committee members.</p> <p>Transport for NSW will also need to look at the allowance for clients to be able to park out the front of the office. It was suggested that a '15-Minute' parking area be considered to allow client parking.</p> <p>Recommendation:</p> <p><i>Council's Chief and Asset Officer, Codie Howard will liaise with Julie Paul from LiveBetter to seek clarification of their needs and provide an update on what the committee have suggested.</i></p> <p>Codie will liaise with Jenene to decide.</p> <p>The committee will be provided an update at the next committee meeting.</p>
August 2022	<p>The committee were advised that Transport for NSW, Jenene House is currently working in conjunction with Council's Chief Assets and Projects Officer, Codie Howard for the requirement for the design of the type of sign required at the front of LiveBetter.</p> <p>The committee will be provided an update at the next scheduled committee meeting in September 2022.</p>
Date	Item Details
March 2022	Request for review of traffic lights and signage in Rakow Street adjacent the Burke Ward Primary School – Carly Sewell
Item No.	422.6.3



EDRMS No.	D22/9512
CRM No.	N/A
Responsible Officer	Council's Infrastructure Works Manager, Geoff Harris
Current Status	Pending
Date	Committee Recommendation/s
	•
Action Date	Running Actions
March 2022	<p>This matter will be deferred to the next meeting to allow more time for council to conduct an investigation.</p> <p>Further clarification is required from the Burke Ward School regarding the issue and then for the matter to be passed onto Transport for the NSW's Road Safety Officer who looks after school signage.</p> <p>Chris Wallace mentioned that he will arrange extra patrols from the Police in the area.</p>
April 2022	<p>Councils Asset Inspector, Paul Bezzina investigated the area along Rakow Street, adjacent the Burke Ward Primary School.</p> <p>A map of the area identifying the existing signage in the vicinity was provided to the committee. This inspection identified that the signage in the area in good condition and are adequate for the area. The committee were advised that the signs are high visibility, Class 1 and the signs near the pedestrian crossing were only replaced recently in line with Council's School Safety program at the end of March.</p> <p>The committee were not quite sure what the request was for as the respondent outlined the letter that they are concerned with the number and speed of trucks along Rakow Street during school times.</p> <p>Transport for NSW, David Vant has expressed that the Burke Ward Primary School has the best grade of separation along Rakow Street and has suggested that traffic counters could be placed in the area to collect data, such as, the times and the speed of vehicles that travel along Rakow Street adjacent to the school and for this data to be passed onto the Police for some enforcement if needed.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • That traffic counters be installed on Rakow Street adjacent to the Burke Ward Public school to identify the times and speed of vehicles travelling along Rakow Street and for the data collected to be presented to the Police for compliance. • That correspondence be forwarded to the respondent informing that the school zone adjacent the Burke Ward Public School is adequate for the area and advise that traffic counter will be placed to collect data on speed of traffic for further investigate with the Police.

May 2022	<p>Council's Chief Assets and Project Officer, Codie Howard contacted the Burke Ward Public School and respondent to seek further clarification regarding the issue being raised, as the correspondence received from the Department of Education's Road and Safety Education Officer, Carly Sewell was too vague and did not go into detail.</p> <p>Council's Inspector, Paul Bezzina is planning to meet with the school before the next meeting to get further details around the issues they are having. The school has been requested to provide more information relating to the matter.</p> <p>Codie mentioned that a support teacher from the Burke Ward Public School addressed Council at the April meeting to discuss the matter but didn't request any action from Council.</p> <p>Transport for NSW, Jenene House advised that Carly has been in contact with her regarding the same issue.</p> <p>Councillor, Marion Browne expressed that the problem with the matter is that it has been raised by parents.</p> <p>It was mentioned at the last meeting that the signage in this section of Rakow Street is adequate as that they were updated in accordance with Council School Safety Program.</p> <p>The matter is that a pedestrian crossing being installed in Rakow Street adjacent the school will not solve the problem. This will not enhance the road as this can also make the situation worse. A pedestrian crossing will reduce the parking in the area by about 50 meters and will overall impact other areas.</p> <p>Transport for NSW, Jenene House advised the committee that School Zone Safety Zones are her responsibility, and she will follow up the matter outside of the Local Traffic Committee and report back the committee at the next meeting.</p>
June 2022	<p>Council's Waste and Sustainability Manager, Interim Works Manager Kathy Graham advised that the traffic counters were not installed prior to the meeting.</p> <p>The traffic counters will be placed, and the data will be presented to the committee at the July meeting.</p> <p>Transport for NSW, Jenene Pout and NSW Police Representative, Chris Wallace have met with the Burke Ward Primary Schools Principal to identify and clarify the issues raised at the May meeting.</p>
July 2022	<p>Transport for NSW Jenene informed the committee that she and NSW Police representative, Chris Wallace had met with the Burke Ward School on the 21 May 2022 to discuss their concerns. Jenene mentioned that there were several issues raised by the school. These were as following:</p> <p><u>RAKOW STREET</u></p> <p>Traffic Lights – the signal phasing is reportedly too short during the day</p> <ul style="list-style-type: none"> • currently the school is unable to get a full class across • concerns with rear end potential • vehicles are proceeding through the red light • school staff perceive some vehicles to be driving too fast through the 40km school zone • faded pedestrian crossing line marking • Pram ramps do not align central to the crossing • Tree on the school side obscures visibility

	<ul style="list-style-type: none">Teacher on duty is separated by the tree from the students when operating the signals <p>The school is requesting an extension of phaser timing and Council or the Police to monitor vehicle speed in the area.</p> <p>Note: Inspector Wallace tasked a patrol car to the school immediately on the afternoon of 24 May 2022.</p> <p>Action: Follow up by School Road Safety Educations Consultant (RSEC), TfNSW and council.</p> <p>TfNSW to follow up on Mobile Speed Vehicle and Speed Watch Trailer at the request of Inspector Wallace.</p> <p><u>Crossing at Roundabout</u></p> <p>The school reports that students choose to cross at the roundabout to the northeast with Galena Street rather than using the pedestrian signals.</p> <ul style="list-style-type: none">Students are crossing diagonally over the road <p>Action: follow up by RSEC, Council, and TfNSW.</p> <p><u>Emergency Evacuation</u></p> <p>The school oval is on northwest of the school and separated from the school with access via the pedestrian signals on Rakow Street.</p> <p>The oval is the emergency evacuation site for the whole school.</p> <p>There are concerns from the school include having to wait at the pedestrian signals to cross during an emergency and have expressed they would be unable to get the students across safely.</p> <p>Action: School to seek written advice form the Education department. School WHS advisor to liaise with all stakeholders. Council consultation and TfNSW school zone road safety internal follow up.</p> <p><u>Parking is an issue with motorists parking poorly outside the school</u></p> <p>It has been noted that discussions have been held previously between the school and council for line marking to be installed.</p> <p>Action: Council comment. RSEC/TfNSW/Council/Police for follow up concerns raised with school parking issues.</p> <p><u>Vehicle's parking in no stopping area – school has requested assistance to stop this behaviour</u></p> <p>Action: to be forwarded to council/Road Safety Education Consultant for consultation.</p> <p><u>GYPSUM STREET</u></p> <p><u>Line marking and Parking is an issue with motorists parking poorly outside the school</u></p> <p>It has been noted that discussions have been held previously between the school and council for line marking to be installed.</p> <p>Action: for council comment online marking. RSEC/TfNSW/Council/Police for follow up concerns raised with school parking issues.</p>
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	<p><u>Pedestrian facility</u></p>  <ul style="list-style-type: none"> Ongoing concerns regarding confusion with motorists and pedestrians with right of way <p><u>School request for a Children's Crossing facility</u></p> <p>Action: RSEC/TfNSW/Council follow up and collaboration</p> <p><u>NEWTON LANE</u></p> <p><u>School reports the 'one way only' sign at the Harvy Street end isn't visible until drivers have turned into the street (the wrong way).</u></p> <p>School request for this signage to be made visible from the main road and signage placed opposite school gates in Newton Lane.</p> <p>Action: signage request to be followed up by council.</p> <p><u>Other</u></p> <ul style="list-style-type: none"> Faded traffic signage (incl. No Stopping signs). Tree trimming in both directions is requested on Rakow Street on the approach to school zone signage and pedestrian signals. <p>Action: for council follow up</p> <ul style="list-style-type: none"> Burke Ward School has three special education classes and have advised they do have students absconding. There are 7 access gates at the school all are open of an afternoon and are supervised by a member of staff. There is no supervision of a morning. <p>TfNSW additional actions:</p> <ul style="list-style-type: none"> I will lead the school zone road safety items and will work in collaboration to improve school zone road safety I will bring these items to a meeting of the Broken Hill Local Traffic Committee. <p>It was proposed that Council would place traffic counter to collect data on the speed and number of vehicles.</p> <p>The committees' comments to the issued raised by the school is as follows:</p> <ul style="list-style-type: none"> There is a large tree in the middle of the nature strip that obstruct the line of sight for the students crossing the road that pedestrian crossing. The emergency evacuation muster point for the school is across the road at the oval. There is concern that if there was to be emergency, then this would cause a concern for the safety of students needed to cross the road to the muster point.
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	<p>Jenene informed the committee that matter will be investigated with the Department of Education to see if there is another evacuation muster point that can be identified at the school.</p> <ul style="list-style-type: none"> • There are several faded and/or damaged signs around the school. • There are three special education classes and there are seven access gates to the school. <p>The number of access gates will need to be discussed with the school as there is no supervision of all these gates that lead onto main roads.</p> <p>As was mentioned at a previous meeting, NSW Police Representative, Chris Wallace dispatched a police car to patrol the area. During the patrols the Police had enforced fines. Since that meeting additional inspection have been scheduled.</p> <p>It has been suggested that the Road Safety Consultant educate the students on road rules.</p> <p>Jenene informed the committee that while she was in Broken Hill on her last visits, she had meet with the both the Alma Public School and the Willyama High School as they have also addressed several traffic issues that need investigating by Transport for NSW.</p> <p>Jenene will be visiting Broken Hill in September and would like to conduct site inspections of these schools with the committee.</p>
August 2022	<p>The committee were advised that this matter is ongoing. Transport for NSW, Jenene House will provide an update at the next meeting.</p> <p>Council is investigating and inspecting the matters that were reported during Jenene's consultation with the school.</p> <ul style="list-style-type: none"> • Council has investigated the report regarding the 'One Way' sign at the Harvey Street end of Newton Street. Council has determined that the sign is clearly visible on the school side. • Further investigation is required regarding options for the large gum tree that is located near the lights that is obstructing the line of sight for children crossing the road at the lights. • The evacuation points on the oval adjacent to the school is to be reviewed by the school. • Council had arranged for the line marking to be installed adjacent to the school on the Gypsum and Rakow Street sides that was at full cost to the school. • Traffic Counters are yet to be installed along Rakow Street as requested as that the new traffic counters that have been ordered by Council have not arrived.
Date	Item Details
April 2022	Request for Additional Disability Parking adjacent the Aquatic Centre – June Page – Aquatic Centre
Item No.	423.8.3

EDRMS No.	D22/7513
CRM No.	N/A
Responsible Officer	Codie Howard
Current Status	Completed
Date	Committee Recommendation/s
April 2022	<ul style="list-style-type: none"> That traffic counters be placed in the Aquatic Centre carpark to identify the speed of vehicles. That correspondence be forwarded to the respondent advising of the committee decisions and inform that the area does not warrant the installation of a pedestrian crossing and that none of the area will qualify for a speed zone reduction.
Action Date	Running Actions
April 2022	<p>Correspondence has been received from June Page expressing her concerns in relation to matter relating to the Aquatic Centre.</p> <p>The Local Traffic Committee have been asked to review the number of disability parking spaces available at the Aquatic Centre for people with a disability. There are currently two disability parking bays near the front doors of the Aquatic Centre, but the rest are located near the public toilets. The volunteer at the Aquatic Centre advised that two additional disability parking bays need to be installed across from the existing two near the entrance to the Aquatic Centre.</p> <p>Other area of concern is with the speed of motorist in the car park area and June has suggested that a speed hump be installed to stop people driving too fast. A sign to be installed indicating the speed limit in the carpark areas and the consideration for the inclusion of a pedestrian crossing.</p> <p>Council's Assets Officer, Paul Bezzina had inspected the carpark area and advised the committee that there are currently six disability parking spaces in the carpark area with a disability access ramp near the entrance to the Aquatic Centre. Australian Standards states that there to be two disability parking spaces to every four standard parking spaces. The committee agreed that there are sufficient disability parking spaces available in accordance with the Australian Standards requirements.</p> <p>Transport for NSW, David Vant mentioned that regarding speeding of motorist in the carpark area, Council could place traffic counters to collect the data around the number of speeding vehicles and to record the speed they are travelling.</p> <p>Requirement for a pedestrian crossing will also come down to the data collected from the traffic counters. David Vant informed the committee for the volume of traffic in the area would not warrant a pedestrian crossing, the suggestion for speed humps would be up to Council to decide.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> That traffic counters be placed in the Aquatic Centre carpark to identify the speed of vehicles.

	<ul style="list-style-type: none"> That correspondence be forwarded to the respondent advising of the committee decisions and inform that the area does not warrant the installation of a pedestrian crossing and that none of the area will qualify for a speed zone reduction. <p>Moved by: Codie Howard Second by: Paul Bezzina</p>
July 2022	The Disabled Parking has been installed in the Aquatic Centre Car Park. The line marking of the parking bays will be completed in August 2022 when the line markers are in town. The committee were informed that the traffic counters have not yet been installed as the counter need new batteries and when the batteries have been received by Council, the traffic counter will be placed to collect the required data for the committee.
August 2022	The committee were advised that disability stencils for line marking and hatching in the carpark adjacent to the Aquatic Centre will be completed from the 8-10 September 2022.
Date	Item Details
June 2022	Traffic concerns at Rainbow Preschool and Patton Lane – Nicole Delbridge (Director)
Item No.	425.6.1
EDRMS No.	D22/27012
CRM No.	N/A
Responsible Officer	Codie Howard
Current Status	Completed
Date	Committee Recommendation/s
July 2022	<ul style="list-style-type: none"> Speak with director of Rainbow about parking arrangement, specifically about the angle parking to see if they have any issues if the lane way was to be changed to one way traffic. The residents in the area to be spoken with to seek clarification and determine what they want in the lane way.
August 2022	<ul style="list-style-type: none"> That the Director of the Preschool be approached to seek clarification of the issue that she has raised followed by a letter box drop being delivered to the residents in the area for feedback.
Action Date	Running Actions
June 2022	That that line marking be installed by Council and a possible option would be for the to be changed to one-way to slow traffic. Codie will follow up and provide the committee an update at the next committee meeting.

	That the lane be inspected by Council's Asset Officer.
July 2022	<p>An inspection of the area has identified that there is currently 45-degree angle parking for patrons and parents of students attending the Rainbow Preschool.</p> <p>It has been raised those residents that live in the area are having issues with space in Patton Lane with the number of cars parking in this section of the lane.</p> <p>It was suggested to change the lane way to one-way. There is currently line marking but no parking signage. For this reason, motorist is parking where they want. Make the lane one way traffic from a dedicated entry point in Victoria Street from Patron Street through to Rainbow Preschool.</p> <p>Another option would be installing 'No Parking' signs in the problem areas in Patton Lane, where the vehicles park. Historically the 45-degree angle parking was installed to allow for more parking for patrons of the preschool. It has been identified that the angle parking does not allow enough space for the lane way to be two-way traffic.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • Speak with director of Rainbow about parking arrangement, specifically about the angle parking to see if they have any issues if the lane way was to be changed to one way traffic. • The residents in the area to be spoken with to seek clarification and determine what they want in the lane way. <p>Moved: Peter Beven</p> <p>Second: Jenene House</p> <p>Suggestion raised to block or discourage use of the vacant block as an entry point to the laneway. Council will check the details around the vacant block.</p> <p>Suggestion for a site inspection of the area if the matter warrants.</p>
August 2022	<p>It was determined by the committee that further action is required before a decision can be made by the committee.</p> <p>Recommendations:</p> <p><i>That the Director of the Preschool be approached to seek clarification of the issue that she has raised followed by a letter box drop being delivered to the residents in the area for feedback.</i></p>
Date	Item Details
July 2022	Road Closure Application – Broken Heel Festival Main Street (Argent Street) Parade Event – Esther La Rovere
Item No.	426.6.1
EDRMS No.	D22/31329
CRM No.	N/A

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August 2022	<p>The committee were advised that Council had adopted the committee's recommendation for the Traffic Control Plans be approved in principle for the Road Closure applications for the Broken Heel Festival at the Council meeting held on Wednesday, 27 July 2022.</p> <p>Council's Chief Assets and Project Officer, Codie Howard will upgrade and provide Esther from the Palace Hotel the relevant Traffic Control Plans.</p> <p>No further action required by the Local Traffic Committee in relation to this matter.</p>
Date	Item Details
July 2022	Road Closure Application – Broken Heel Festival Event at the Palace Hotel – Esther La Rovere
Item No.	426.6.2
EDRMS No.	D22/31331
CRM No.	N/A
Responsible Officer	Codie Howard
Current Status	Pending
Date	Committee Recommendation/s
July 2022	<i>That the temporary road closure of Sulphide Street, between Argent and Crystal Lane and sections of Argent Street and Crystal Lane for the Broken Heel Festival's Event at the Palace Hotel from Wednesday, 7 September to Tuesday, 13 September 2022 be approved in principle, on the condition that the fencing adjacent to Far West Auto does not encroach onto the nature strip, so that customers can view new cars at the dealership and that an updated Traffic Control Plan is received by Council in accordance with Transport for NSW's signage requirements prior to the event.</i>
Action Date	Running Actions
July 2022	The Local Traffic Committee has received an application and traffic control plan with a proposal to close section of Sulphide Street, Argent Street and Crystal Lane for the Broken Heel Festival Event from Thursday, 8 September to Sunday, 11 September 2022.

	<p>Traffic Area Broken Heel Festival 2022 Palace Hotel</p> <p>Area A & B & D From Wed 7/9/22 - 7am until 10am Tues 13/9 Area C from 10am Fri 9/9/22 thru 10am Mon 12/9/22 Area A = Pedestrian Walkway - 1 side (south) bounded by Festival Fence Area A/B (Blue) NB: Included parking spaces & Blue Stop Area D - allows for 1 way access to turn right into Crystal Lane & access to Barrier Crash Repairs Access pathway (not marked) to Elders Insurance mon-Fri 9am - 5pm</p>
	<p>The following matters were identified by Transport for the NSW, Jenene House following the meeting:</p> <ul style="list-style-type: none"> • Outdated TCAWS Manual Version 5, July 2018 is used – please update TCP to reflect latest manual. • Under TCAWS Transport for NSW does not accept the Australian Standard 'NO LEFT TURN / NO RIGHT TURN'. TfNSW use the TfNSW design R2-6N shown below. • 'ROAD CLOSED AHEAD' should be used at Crystal Lane instead of 'ROAD CLOSED'. <div style="text-align: center;"> </div> <p>Recommendations:</p> <p><i>That the temporary road closure of Sulphide Street, between Argent and Crystal Lane and sections of Argent Street and Crystal Lane for the Broken Heel Festival's Event at the Palace Hotel from Wednesday, 7 September to Tuesday, 13 September 2022 be approved in principle, on the condition that the fencing adjacent to Far West Auto does not encroach onto the nature strip, so that customers can view new cars at the dealership and that an updated Traffic Control Plan is received by Council in accordance with Transport for NSW's signage requirements prior to the event.</i></p> <p>Moved: Codie Howard</p>

	<p>Second: Paul Bezzina</p> <p>All in favor</p>
August 2022	<p>The committee were advised that Council had adopted the committee's recommendation for the Traffic Control Plans be approved in principle for the Road Closure applications for the Broken Heel Festival at the Council meeting held on Wednesday, 27 July 2022.</p> <p>Council's Chief Assets and Project Officer, Codie Howard will upgrade and provide Esther from the Palace Hotel the relevant Traffic Control Plans.</p> <p>No further action required by the Local Traffic Committee in relation to this matter.</p>
Date	Item Details
August 2022	Traffic and Pedestrian Safety Concerns, Blende Street for residents of Con Crowley Village – Ron Jeffery
Item No.	427.6.1
EDRMS No.	D22/34844 and D22/345053
CRM No.	N/A
Responsible Officer	Codie Howard
Current Status	Pending
Date	Committee Recommendation/s
August 2022	<ul style="list-style-type: none"> That traffic counter/classifiers data be collected to determine the speed of vehicle travelling along Blende Street between the two roundabouts. That the bus company be consulted to see if they have issues with the Bus Stop being relocated to an area outside of the Con Crowley Village gates further along Blende Street.
Action Date	Running Actions
August 2022	<p>Council's Chief Assets and Projects Officer, Codie Howard met with Ron Jeffery from Con Crowley Village on Thursday, 28 July 2022 to discuss his complaint.</p> <p>Mr Jeffery expressed his concerns with the elderly residents not being able to cross Blende Street safely from their residence to the Coles Shopping Complex.</p> <p>Jeffery would like a traffic light crossing or something similar implemented in the middle of Blende Street to allow safe passage across the street.</p> <p>Codie explained that there are traffic blisters near the roundabout at Gossan Street in place for this reason. Ron mentioned that cars approaching the roundabout are turning left out of Gossan Street are taking the corner very quickly. During this time Codie witnessed this complaint when a car had turned the corner too fast.</p>

	<p>There are currently traffic counters in this area, that have been placed for a separate reason. Council can use the data collected to help with further investigation.</p> <p>Transport for NSW, David Vant explained that there would be certain standard that would be required to warrant a crossing.</p> <p>The gate at the Con Crowley Village is located near the main hall and residents are crossing the road at this point and not crossing at the blister near the roundabout</p> <p>Jeffery has also requested that the bus shelter on the corner of Galena and Blende Streets be relocated.</p> <p>– these issues can be reviewed and considered by the committee. If the bus stop can be moved could be moved near the hall for village.</p> <p>This 'Bus Stop' was in place before the perimeter fencing was installed at Con Crowley Village. Consultation will be required with the bus company before any decisions are made by the committee.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • That traffic counter/classifiers data be collected to determine the speed of vehicles travelling along Blende Street between the two roundabouts. • That the bus company be consulted to see if they have issues with the Bus Stop being relocated to an area outside of the Con Crowley Village gates further along Blende Street.
Date	Item Details
August 2022	LTC Feedback – Item No. 416.6.1 – Request to remove school zone signage on the resident's side of Union Street following Council trial – Jane Weekes
Item No.	427.6.2
EDRMS No.	D22/39545
CRM No.	N/A
Responsible Officer	Codie Howard
Current Status	Completed
Date	Committee Recommendation/s
Action Date	Running Actions
August 2022	Jane Weekes resident from Union Street has provided a response to the committee letter box drop. They request that the signage be permanently removed, as they have had no trouble with people parking in front of their house at drop off and pickup times in school hours.

	<p>Being a house with no front yard access to parking and being shift workers who come and go at various hours and 4 cars on the property with only parking space for two in the shed, we find it as rate payers we should have the right to park out the front of our property without fear of getting fined, I'm sure if you came home from work with several heavy bags at 3am you wouldn't want to have to walk from Iodide street to home and in this day and age of so many cars and houses being broken into its also a security issue.</p> <p>Therefore, we vote for the permanent removal of these signs and poles.</p>
Date	Item Details
August 2022	LTC Feedback – Item No. 416.6.1 – Request to remove school zone signage on the resident's side of Union Street following Council trial – Greg Gaiter
Item No.	427.6.3
EDRMS No.	D22/39546
CRM No.	N/A
Responsible Officer	Codie Howard
Current Status	Completed
Date	Committee Recommendation/s
Action Date	Running Actions
August 2022	<p>Mr Greg Gaiter the resident at 466 Union has provided a response to the committee advising that he would like the school zone signs to permanently be removed, being that Greg had received three parking fines for parking outside of his own house when the signs were up.</p> <p>Greg explained that It's a great idea to leave the signs down as there has been very little traffic when school drop off and pickups have occurred.</p> <p>Parents picking up their children from the Morgan Street Public School are parking mainly in Morgan Street and are walking to the gates to meet there children.</p>

427.10 Next Meeting Date – Tuesday, 6 September 2022

427.11 Meeting Closed – 3.15pm

Next meeting to be held in the Ground Floor Meeting Room.

WORKS COMMITTEE

August 12, 2022

ITEM 6BROKEN HILL CITY COUNCIL REPORT NO. 189/22

SUBJECT: MINUTES OF THE E.P. O'NEILL MEMORIAL PARK
REDEVELOPMENT PROJECT STEERING GROUP MEETING
HELD 16 JUNE 2022 AND SITE VISIT HELD 17 JUNE 2022
D22/42401

Recommendation

1. That Broken Hill City Council Report No. 189/22 dated August 12, 2022, be received.
2. That the minutes of the E.P. O'Neill Memorial Park Project Steering Group meeting held on 16 June 2022 be noted
3. That the minutes of the E.P. O'Neill Memorial Park Site Visit held on 17 June 2022 be noted

Executive Summary:

The Broken Hill E.P. O'Neill Memorial Oval is situated in the center of Broken Hill and is the City's multi-purpose outdoor sporting venue, catering for soccer, netball, tennis, and cricket. Historically, it has also catered for softball and junior hockey.

For many years, the community has called on Council to upgrade the facilities. In June 2020, following Council's budgetary commitment supported through a low cost interest loan from NSW T-Corp; Council engaged Environmental Partnership (NSW) Pty Ltd to undertake consultation and assessment of the current site and provide a concept design and preliminary costings to achieve Council's overall vision for this site.

The concept design and preliminary costings were supported by a grant funding application, of which Council successfully obtained funding through the Resources for Regions Program to a total value of \$1,993,583.00 to contribute to the completion of Stage One of the project.

In May 2021, to further progress the project, Council engaged Public Works Advisory to Project Manage both the Design and Construction Tenders, and in November 2021 Council Awarded the Tender for Design of E.P. O'Neill Memorial Park Redevelopment Project to Barnson Pty Ltd.

The redevelopment project will be completed in stages and each stage will be dependent upon successful grant funding.

Report:

To ensure strong project governance throughout the duration of the project, at the Ordinary Council meeting held on 26 May 2022, Council endorsed a Governance Framework for the project through the creation of and appointment of members to a Project Steering Group (PSG), complete with a Terms of Reference for the PSG.

The inaugural meeting of the PSG was held on Thursday 16 June 2022, at which Barnson Pty Ltd presented the PSG with a brief of preliminary site works and draft designs completed to date. On Friday 17 June 2022, the PSG members were invited to attend a site visit to E.P.

O'Neill Memorial Park with representatives from Council, Public Works Advisory and Barnson Pty Ltd.

This report is to provide the Works Committee with a copy of the minutes from both the PSG meeting and site visit.

Community Engagement:

The PSG has been created to provide the appropriate community engagement and governance throughout the project. The adopted Terms of Reference detail the membership requirements for the PSG.

Membership is to consist of the following:

- Minimum of three (3) Councillor Representatives – Mayor and Deputy Mayor and one Councillor (with proposed alternates).
- One (1) Project Director – General Manager (BHCC).
- One (1) representative from the Disability Inclusion Action Plan Monitoring Group.
- One (1) representative from the Broken Hill Soccer Association.
- One (1) representative from the Broken Hill Tennis Association Inc.
- One (1) representative from the Broken Hill Netball Association.
- One (1) representative from the Barrier District Cricket League.
- One (1) Community Engagement representative – Manager Communications (BHCC).
- One (1) Project Management – Group Manager Infrastructure and Projects (BHCC).
- One (1) Council Contact Officer – Project Officer (BHCC).

There were no previous nominations received for one (1) representative each from the Broken Hill Aboriginal Community Working Party or youth representative. The PSG will continue to seek appropriate membership.

Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.6	Our health and wellbeing ensure that we live life to the full
Strategy:	1.6.2	Develop Council assets to promote outdoor recreation, exercise, and mobility for families

Relevant Legislation:

Local Government Act 1993

Financial Implications:

Nil financial implications of the administration of the PSG.

Stage One of the project has a total cost of \$6,837,408.80 and is funded via Council Contribution of \$4,843,825.80 and NSW Government funding through the Resources for Regions Program to a total value of \$1,993,583.00.

Attachments

1. [↓](#) E.P. O'Neill Memorial Park Redevelopment PSG - Minutes - 16.06.2022
2. [↓](#) E.P. O'Neill Memorial Park Redevelopment Site Visit Notes - 17.06.2022

CODIE HOWARD

CHIEF ASSETS AND PROJECTS OFFICER

JAY NANKIVELL

GENERAL MANAGER



MINUTES OF THE E.P. O'NEILL MEMORIAL PARK REDEVELOPMENT PROJECT STEERING GROUP MEETING – 16.06.2022

MEETING DETAILS

Facilitator	Mayor Tom Kennedy – Mayor
Minutes	Rebecca McLaughlin – Projects Officer
Meeting Venue	Broken Hill Civic Centre – First Floor Conference Room
Meeting Date	Thursday, 16 June 2022
Meeting Start Time	4:00pm
Meeting End Time	5:30pm

ATTENDANCE REGISTER

Role	Section	Name
Chair	Mayor	Mayor Tom Kennedy
Council	Councillor	Deputy Mayor Jim Hickey
Project Sponsor	BHCC General Manager	Jay Nankivell
Council Contact Officer	BHCC Projects Officer	Rebecca McLaughlin
Communications	BHCC Manager Communications	Darrin Manuel
Special Invite	BHCC Asset Planner Parks & Open Spaces	Jarred Paull
Project Manager – External	NSW Public Works	<ul style="list-style-type: none"> Paul Theoharidis Zade Thompson
Design Consultants	Barnson Pty Ltd	<ul style="list-style-type: none"> Ben Pilon (Project Manager) Diarmuid O'Shea (Architect) Kirk Gleeson (Traffic Engineer – attended via MS Teams)
Project Steering Group	Disability Inclusion Action Plan Monitoring Group	Michael McKee
Project Steering Group	Broken Hill Soccer Association	Anita Hoysted
Project Steering Group	Broken Hill Tennis Association Inc.	Jack Woods
Project Steering Group	Broken Hill Netball Association	Leah Carr
Project Steering Group	Barrier District Cricket League	Peter Johnston

AGENDA

Item	Objective	Discussion Led By
1	Welcome	Chair
2	Apologies	Chair
3	Project Steering Group overview – establishment & vacant positions	Chair
4	Project Update & Presentation from Design Consultant	Ben Pilon
5	General Discussion & Questions	All members
6	Next Steps	Paul Theoharidis & Rebecca McLaughlin
7	Meeting Close	Mayor Kennedy

1. **Welcome**

2. **Apologies**

- Councillor Jewitt
- Project Manager BHCC - Chief Assets & Projects Officer, Codie Howard

3. **Project Steering Group overview - establishment & vacant positions**

*Please note this was noted on the agenda distributed, but not discussed at the meeting.
Retained in minutes for PSG background information.*

- The Project Steering Group (PSG) has been established to provide guidance to the E.P. O'Neill Memorial Park Redevelopment Project
- Group members were appointed to the PSG at the Council Meeting held on 25 May 2022.
- There are two positions noted in the Terms of Reference that remain vacant:
 - Broken Hill Aboriginal Community Working Party – no nomination received
 - Youth Representative – PSG to discuss appropriate appointment. E.g.:
 - A sporting member from one of the PSG related clubs
 - NSW Government "Youth" definition is a person between the ages of 12-24
 - A Youth Council is being established in Broken Hill, though only in the research phase at this stage.
 - Nominations have been called for a 355 Youth Committee, facilitated by Council, all members aged 18 years plus.

4. **Project Update & Presentation from Design Consultant**

Key Points from presentation:

Introduction – Ben Pilon, Barnson:

- Primary purpose today is to introduce Barnson to PSG
- Barnson currently working towards 50% design package
- Hoping to have 50% design package available for distribution to PSG within next fortnight
- This is a crucial time for feedback prior to proceeding to 75% design package (importance reiterated by Mayor Kennedy)
- Will proceed to 75% design package following the initial feedback and will return to present package in person to PSG
- Concept Design – Overall precinct:
 - 3D imagery presented to reflect entry points
 - Showed overall plan for site – netball, cricket, soccer, and tennis
 - Grand entrance for precinct – landscape, avenue of trees, palms trees to frame entry
- Concept Design presentation include overview of changes included: landscaping, additional turning spaces for peak traffic periods, direct connection between netball and cricket, additional entry/exit point for netball carpark, painted roundabout (not a full roundabout, painted on ground only to assist with traffic flow), Linemarking, signage, connections between all buildings, defined car parks, netball court increase from 10 to 12, playground / recreational area moved

to a central hub, retaining existing buildings, realigned existing soccer bridge crossing for pedestrians and emergency vehicle access.

- Planting palette presented. Aiming to include warm autumn colour palette, as well as including Council approved species.
- Landscape palette presented – examples of colour palettes and style shown - signage, Corten steel look, wayfinding signs, Exeloo public amenities, fencing styles, pathways, pedestrian double accessible path system.
- Furniture & Fixtures palette presented. Colours and designs to compliment the signage presented. Tiered seating on Don Campbell Hill (Norm Fox), trees, bins, benches, shelters, BBQ (accessible), drinking fountains (accessible). Timber or timber look material.
- Recreational / Play space presented. Relocated this to a centralised area. Fitness nodes are scattered around the whole site also. Natural look style play equipment.

Civil / Stormwater Approach – Diarmaid O'Shea, Barnson:

- Discussed existing site drainage.
- Changes made include realigning the existing channel next to Netball for the reconfiguration of the courts.
- Drainage to Norm Fox discussed - improvements include paving of Norm Fox carpark.
- Netball car park upgrades.
- V drain to be installed in Netball carparks to redirect to a pit and then to the main draining.
- Tennis and Soccer site levels and drainage areas are least changed. Maintaining existing flow levels and flow paths at soccer.
- Potential cost savings could be to retain soccer and tennis carparks as in good condition, and possibly only line mark and landscape for definition. (Mayor Kennedy and Jack Woods confirmed carpark condition as good).

Sport Eng – Sport Specific Information – Ben Pilon, Barnson:

- Netball:
 - Increasing netball courts from 10 to 12.
 - Biggest feedback requested from Netball Association will be the court coverage. Association confirmed "rebound" is preferred, same as Netball SA Stadium.
 - Surface will be a cost decision for Council. Cost options for both asphalt and concrete bases will be provided in design.
 - Mayor Kennedy and Leah Carr discussed Netball Association long term goal of enclosing two courts for indoor play – Barnson will incorporate long term planning as best as possible in design. Preference of Association would be centre courts adjacent to Club Rooms.
 - A grated drain will run through centre of courts for drainage.
 - Lighting design will be provided.
- Norm Fox Oval:
 - Discussed irrigation and turf surface upgrades.
 - Peter Johnstone mentioned that Norm Fox does not generate revenue and consideration for AFL to be included at this site (goal posts) would be good to assist with generating revenue. Mayor Kennedy discussed that if AFL is going to be considered this needs to be revisited in strategic planning for site. Barnson will try to incorporate AFL as best as they can.

- o Practice wickets discussed.
- o Synthetic pitch included.
- o Better draining included.
- o Feedback on turf species to be provided by Council Parks & Open Spaces Team.

5. General Discussion / Questions

- 5.1. Is there ability to include at least two indoor netball courts, to enable play during dust, lightning, rain, heat, and to include representative games? Will accommodate future planning in design.
- 5.2. Is fencing included? Yes.
- 5.3. Is carparking accessing? Yes.
- 5.4. Is there ambulance access to entire site? Yes. Gates for all fenced court areas can be included.
- 5.5. Are there cricket nets on practice wickets? Yes.
- 5.6. Are there pedestrian linkages / pathways around Norm Fox? Yes.
- 5.7. Is there signage to direction people into the facility? Yes, within the precinct. Additional signage in Wolfram Street and Iodide Street discussed prior and will be incorporated in separate Council traffic planning.
- 5.8. AFL inclusion at Norm Fox, AFL are prepared to pay for supply and install of goal posts. May be unable to include AFL goal posts and ability due to synthetic wicket and play requirements. Mayor Kennedy noted that Rugby and Soccer will be utilising the oval during winter months, so may not be opportunity for AFL also. Barnson will investigate design options.
- 5.9. Security of site questioned for Norm Fox. Lighting will be included in design, along with sports lighting, CCTV as main entry points and car parks, car park lighting etc.
- 5.10. Timeframe of project discussed – Following design finalisation, Development Application required Tender for Construction to be advertised (work will be staged and dependent on funding), impacts on each area discussed. Confirmation provided to Netball Association to continue planning for second season for 2022. Work will not commence until 2023 onwards.
- 5.11. Covering of culverts and importance of discussed. Long standing issue in Broken Hill.
- 5.12. Mayor Kennedy noted that Council is working with NSW Disability Sports Australia to include accessible sport play options for people with disability, not just site access. Mike also discussed various options being investigated, such as blind cricket.
- 5.13. Northern side of tennis courts discussed, currently a draining channel. This is out of scope. Jack asked further about tennis car park draining, and Barnson spoke of design.
- 5.14. Question if storm water can be retained for watering. This has been discussed prior. This would be quite costly due to civil works required and no suitable / available location to store water.
- 5.15. CCTV for Netball courts and clubrooms questioned – Sub consultant electrical engineer engaged to incorporate hot spots in design.
- 5.16. Can cabling for a PA system be included for Netball. Yes.
- 5.17. Can shade sails be included in front of shed at netball for social area / BBQ? Yes.
- 5.18. Is the BBQ area included for community use? Yes, if Clubs would like own BBQ areas, please include this in feedback.
- 5.19. Are solar panels included at netball? No. Mayor Kennedy spoke of future project where Council will provide all Council owned buildings with solar panels.
- 5.20. Turf surface options for Norm Fox to be discussed internally at Council.
- 5.21. Can cricket practice wickets be increased to include 4 wickets? No. Sporteng found it difficult to include space for 2 nets, so this will not be possible to increase.
- 5.22. Will cricket practice wickets be locked at all times? No, they will be always accessible to all. Mayor Kennedy noted enclosed nets to avoid balls being hit out.

- 5.23. Soccer female change facilities discussed. Junior soccer area is not to be retained long term as this is where the change facilities have been discussed. This is outside of project scope and will be investigated under a separate Council project. Barnson have noted that junior area is not to be retained and will design around this.

6. Next Steps

- PSG members to provide feedback from this meeting to Council's Contact Officer, Rebecca McLaughlin, by COB Friday 24 June 2022.
- Following submission of 50% design to Council, this will be distributed to the PSG for feedback.

7. Meeting Close

- There being no further business the Chair closed the meeting at 5.30pm.

Please note this was noted on the agenda distributed, but not discussed during the meeting. Mayor Kennedy, Council's General Manager and Council's Contact Officer briefly discussed and confirmed the following action. Documented in minutes for PSG information.

- There are two positions noted in the Terms of Reference that remain vacant:
 - Broken Hill Aboriginal Community Working Party – no nomination received. Mayor Kennedy will speak with his contacts and invite a suitable member.
 - Youth Representative – Council's Contact Officer will contact each club and invite a youth representative, aged between 12-24, to nominate to the PSG – Tennis, Netball, Cricket and Soccer.

NEXT MEETING – TBC

BROKEN HILL
CITY COUNCIL

E.P. O'Neill Memorial Park Redevelopment Site Visit Notes - 17.06.2022

Meeting Details	
Date & Time	10am on Friday, 17.06.2022
Location	E.P. O'Neill Memorial Park
Attendees	<ul style="list-style-type: none"> • Rebecca McLaughlin - BHCC • Jarred Paull - BHCC • Paul Theoharidis - PWA • Zade Thompson - PWA • Ben Pilon - Barnson • Diarmaid O'Shea - Barnson • Michael McKee – PSG (Disability Inclusion Action Plan Monitoring Group) • Jack Woods – PSG (Broken Hill Tennis Association Inc.) • Leah Carr - PSG (Broken Hill Netball Association)

Meeting Notes
<ul style="list-style-type: none"> • Everyone met at the Netball Club Rooms, and later walked to Norm Fox and Soccer Complex. • A general discussion was held about the site. • Barnson representatives took notes, photos, and measurements. • Jack asked if tennis lights could be replaced with LED lights. Jarred confirmed there is a separate project for lighting upgrades and a design has been submitted recently. • Jack asked if access will be retained for Tennis Association to access lights via a bucket truck – yes, no change included in this project. • Michael asked about accessible toilets at Norm Fox and noted that consideration for inclusion of amenities at playground area would be needed. Possibility to include a 1 cubicle accessible amenity at playground. • Netball toilets were inspected are non-compliant with accessibility requirements. These will need to be upgraded when upgrading the facility. Rebecca to confirm with Chief Assets & Projects Officer re separate changeroom upgrade funding. • Discussed existing netball facilities in Broken Hill, possibility for Netball Association to relocate temporarily to school-based facilities while upgrades are in progress. • Court marking and goal rings discussed – request to include Fast Five Linemarking. • Drainage discussed due to slope of ground in netball area. Barnson to investigate. • Discussion about including basketball markings, or a multi-use court. Would this be public access or locked, managed by Netball Association, etc. Discussed including 11 netball courts and 1 multi use court. Ended with including the multi-use in the playground space as per original plan. • Discussion around why 12 courts are required, if this is based on representative game requirements etc. number of courts, lighting etc. No reasons for 12 courts being chosen, although Leah will confirm netball requirements. • Norm Fox turf options, including proposed couch, discussed. Jarred confirmed this would be good but would bring greater maintenance and costs with season changes. Kikuyu is preferred. • Discussed tiered seating on Don Campbell Hill at Norm Fox – this is ideal as Parks & Open Spaces are having difficulty in mowing this hill and purchasing equipment that is safe and suitable. Tiered seating with turf between hill and pathway preferred. • Is baseball net to be retained or repaired?

- How will Norm Fox lights impact the houses in Iodide Lane?
- The proposed bridge connecting Netball to Norm Fox will need to be relocated slightly to allow access to clean the pits.
- If including a fence around Norm Fox, a white powder coated aluminium fence (same as Jubilee Oval) would be preferred over a recycled plastic fence.
- Can seating around Norm Fox be moved inwards, closer to the fields, as too far for spectating. Pathway might need to be behind seating to accommodate.
- Soccer car park confirmed on site to be in good condition.
- Soccer shed will need to be relocated to accommodate the new emergency vehicle access bridge. Soccer grounds person onsite confirmed ok with this but would like the shed to have power if relocated to the lower field.

WORKS COMMITTEE

August 11, 2022

ITEM 7BROKEN HILL CITY COUNCIL REPORT NO. 190/22

SUBJECT: MINUTES OF THE PICTON OVAL SPORTSGROUND
COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD
25 JULY 2022 D22/42154

Recommendation

1. That Broken Hill City Council Report No. 190/22 dated August 11, 2022, be received.
2. That minutes of the Picton Oval Sportsground Community Committee Annual General Meeting held 25 July 2022 be received.

Executive Summary:

Council has received minutes of the Picton Oval Sportsground Community Committee Meeting held 25 July 2022 for endorsement by Council.

Report:

As per Council's Section 355 Asset Committee Framework Manual and the Constitution of the Picton Oval Sportsground Community Committee (both adopted March 2022), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the Picton Oval Sportsground Community Committee has submitted minutes from its Annual General Meeting held 25 July 2022 for Council's endorsement.

Community Engagement:

Community representatives' participation on the Section 355 Picton Oval Sportsground Community Committee.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate its legal framework

Relevant Legislation:

Section 355 of the *Local Government Act 1993*.

Picton Oval Sportsground Community Committee operates under Council's S355 Asset Committee Framework which includes the Section 355 Asset Committee Manual and the Picton Oval Sportsground Community Committee Constitution (both adopted 30 March 2022).

Financial Implications:

Nil

Attachments

1. Minutes of the Picton Oval Sportsground Community Committee Annual General
[↓](#) Meeting held 25 July 2022

CODIE HOWARD
CHIEF ASSETS AND PROJECTS OFFICER

JAY NANKIVELL
GENERAL MANAGER

**PICTON OVAL MANAGEMENT COMMITTEE
ANNUAL GENERAL MEETING
MINUTES**

MONDAY, 25TH JULY 2022

1. Welcome
2. Present: Noel Hannigan, Paul Adams, Trevor Rynne
3. Apologies: Christine Adams, Dave Gallagher (Councillor)
4. Minutes of last Annual General Meeting: Nil
5. Matters Arising: Nil
6. Chairperson's Report: Presented by Noel Hannigan

Noel acknowledged Paul Adam's work as caretaker over the past few years. He thanked Trevor Rynne for his work as Secretary. Noel also acknowledged the work of all committee members who had served on the committee over the past few years.

COVID-19 has been the biggest issue over the past few years which has impacted the use of the oval as well as developing protocols for cleaning of toilets, bins and the erection of signage.

Mowing and the support of other Council services has kept the oval in good condition. Drainage along Morgan Street has been completed. Installation of new tanks has almost been completed. Still an issue that it's not pumping water for spraying and leaks.

Long Jump will need to be repaired and addressed by Council due to contractors installing the tanks drove over the pit.

Hand dryers were installed in both toilets.

Work still outstanding includes the removal and replacement of the hot water system, leak in the ladies' toilet and painting of the grandstand
7. Financial Report:

Cheque Account (11/7/2022): \$20 870.89
Term Deposit: \$26 168.41

Outstanding Accounts:
Origin Electricity - \$222.17
8. Election of Office Bearers:

Chairperson:
Nominated: Noel Hannigan Moved: Paul Adamms Seconded: Trevor Rynne

Secretary:

Nominated: Trevor Rynne Moved: Noel Hannigan Seconded: Paul Adams

Treasurer:

Nominated: Noel Hannigan Moved: Paul Adams Seconded: Trevor Rynne

Caretaker:

Nominated: Paul Adams Moved: Noel Hannigan Seconded: Trevor Rynne

9. General Business:

9.1 Long Jump Pit – Noel to meet with Council regarding repairs. Trevor to contact PSSA to inform them that it is still not usable.

9.2 S355 Asset Manual – Copy to be sent to all Committee members by email.

9.3 S355 Advisory Manual - Copy to be sent to all Committee members by email.

9.4 Picton Oval Committee's Constitution adopted 30th March 2022 - Copy to be sent to all Committee members by email.

9.5 Meetings to be scheduled and held every second Monday of the month unless advised.

10. Any other General Business

10.1 Loaned old ride on mower to Memorial Oval as a purchase to buy. Payment of \$500.00 has not been received at this stage.

10.2 Chris, Paul and Noel attended BHCC S355 Committee training session.

10.3 Wooden signage on Kaolin Street has been broken and will require repairs or replacement.

10.4 Oval has not been watered since tanks have been replaced due to pumping/electrical issues.

Next Meeting: Monday, 12th September 2022.

WORKS COMMITTEE

July 7, 2022

ITEM 8BROKEN HILL CITY COUNCIL REPORT NO. 191/22

SUBJECT: MINUTES OF THE MEMORIAL OVAL COMMUNITY COMMITTEE
MEETING HELD 24 MAY 2022, 7 JUNE 2022 AND 5 JULY 2022
D22/35507

Recommendation

1. That Broken Hill City Council Report No. 191/22 dated July 7, 2022, be received.
2. That minutes of the Memorial Oval Community Committee Annual General Meeting held 24 May 2022 be noted.
3. That minutes of the Memorial Oval Community Committee Meeting held 7 June 2022 be received.
4. That the minutes of the Memorial Oval Community Committee Annual General Meeting held 5 July 2022 be received.

Executive Summary:

Council has received three sets of minutes from the Memorial Oval Community Committee for meetings held 24 May 2022, 7 June 2022 and 5 July 2022.

The Memorial Oval Committee Meeting held their Annual General Meeting on 24 May 2022 to elect their executive positions. Due to this meeting being held during the caretaker period, the Committee Executive positions are not valid and the Committee was requested to hold another election of their Executive positions once additional community representatives had been appointed to the Committee by Council resolution.

A General Meeting of the Memorial Oval Community Committee was held 7 June 2022 and the minutes are now presented to Council for endorsement.

A follow-up Annual General Meeting was held 5 July 2022 to elect the Committee Executive Positions and the minutes are now presented to Council for endorsement.

Report:

As per Council's Section 355 Asset Committee Framework Manual and the Constitution of the Memorial Oval Community Committee (both adopted March 30, 2022 Minute Number 46795), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the Memorial Oval Community Committee has submitted minutes from its Committee Meetings held 24 May 2022, 7 June 2022 and 5 July 2022 for Council's endorsement.

Community Engagement:

Nil.

Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.5	Our built environment supports our quality of life
Strategy:	1.5.3	Ensure service levels and asset conditions are commensurate with community expectations

Relevant Legislation:

The Memorial Oval Community Committee operates under Council's S355 Asset Committee Framework Manual and Standard Constitution and the *Local Government Act, 1993* (Section 355).

Financial Implications:

Nil.

Attachments

1. Minutes of the Memorial Oval Committee Annual General Meeting held 24 May 2022
[↓](#)
2. Minutes of the Memorial Oval Committee Meeting held 7 June 2022
[↓](#)
3. Minutes of the Memorial Oval Committee Meeting held 5 July 2022
[↓](#)

CODIE HOWARD
CHIEF ASSETS AND PROJECTS OFFICER

JAY NANKIVELL
GENERAL MANAGER



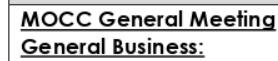
MEMORIAL OVAL COMMUNITY COMMITTEE.

Annual General Meeting:

24 May 2022

Date	24/05/2022	Time Meeting opened: 6.30	Time Meeting closed: 7.21
Location	Silver City Show Office – Memorial Oval.		
	Bruce McIntosh, Alan Titcombe, David Gallagher, Jarrod Paull, Jody Whitehair, Jane Hulbert, Tanya Martin, Chris May		
Absent	Central Football Club		
Apologies			

AGENDA	MOVED BY	SECONDED
Welcome: Dave Gallagher welcomed everyone and opened the meeting at 6:30.		
Dave Gallagher advised that there was a resolution passed by Council that Councillors be chair of 355 committees		
<u>Business Arising from previous minutes</u> No previous minutes available		
<u>Correspondence:</u> Be presented as read		
Appointment of Executive positions President: Dave Gallagher Vice President: unfilled Treasurer: Jody Whitehair acting until filled Secretary: Jody Whitehair Caretaker: Bruce McIntosh and Silver City Show representative Committee: Broken Hill City Council – Jarrod Paull BH Harness Racing Club – Jane Hulbert/Tracey Robinson Dog Club – Tania Martyn/Chris May Central Football Club – Layne Ralph Silver City Show – Bruce McIntosh Community Representative – Alan Titcombe All voted in unopposed. Meeting closed 6:40		



- Resolution moved that Ray Steer and Dennis Cetinich by removed as signatories and Jody Whitehair, Bruce McIntosh and Dave Gallagher be added.
- Bruce spoke about paying for fuel for caretakers' vehicle, oils and lawnmowers etc at his expense. Bruce to be reimbursed for costs once cheque book has new signatures.
- Send letter to Council to request that caretaker's vehicle be added to fleet for registration and expenses purposes.
- Jarrod advised of Ben Fraser GHD visit to oval on 6 June and asked that one person from oval users committee to attend to discuss assets etc.
- Jarrod advised his contact with Nathan Jones from Army visiting and using the MO facilities. Letter tabled.
- Dog show – Tania Martyn – President
Positive feedback was received from the exhibitors, saying that the Council should be commended as the lawn was the best that they have had a show on. Request was made that the possibility of more taps be made available.
- BHHRC – Jane Hulbert – secretary
Parade ring lights still to be updated, pointing out that it's a WHS issue due to the lack of visibility and job number #2242
Swab room door yet to be widened due to WHS as per previous agreement in minutes.
Light audit be requested as a standard requirement before next season, this being an ongoing matter over a lengthy period time.

Next Meeting:
Tuesday 7 June 2022 at Silver City Show office

Meeting Closed;
7:21pm

Chris May

Tanya Martyn
Carried

Jody
Whitehair

Alan
Titcombe
Carried



MEMORIAL OVAL COMMUNITY COMMITTEE.

GENERAL MEETING:

7 June 2020

Date	07/06/2020	Time Meeting opened: 6.30PM	Time Meeting closed: 7.00PM
Location	Silver City Show Office – Memorial Oval.		
	Dave Gallagher (President), Tracey Robinson, Alan Titcombe, Bruce McIntosh, Chris May, Jody Whitehair, Tanya Martyn.		
Absent	CFC representative		
Apologies	Jarred Paul, Layne Ralph		

AGENDA	MOVED BY	SECONDED
Welcome: The Chairman David Gallagher thanked the members for attending and opened the Meeting at 6.30.		
Confirmation of previous Minutes: Minutes be adopted as per previous meeting	David Gallagher.	Tanya Martyn. Carried
Business Arising from previous minutes Email from Grant Adams of Harness Racing dated 3/12/2019 regarding the entry door of swab stable needing to be widened to meet standards and comply with WHS		
Correspondence tabled: Silver City Kennel Club dates for next year being from 25 May til 10 am 29 May 2023 and request to allow access from 24 May 2022; Works order presented to Dave Gallagher for repair of lights in the parade ring. Email from Jarred Paul regarding	Jody Whitehair	Tanya Martyn Carried
Annual Financial Report; Bank Balance January 2020: Nil available at this stage. Debtors: Accounts paid via cheque Origin Energy: \$3853.49 (power supply) paid 19 May 2022 #437259 GTE: \$2051.50 paid 19 May 2022 #437260 for clearing of water damage to entry etc Elgas: \$437261 (gas supply) paid 19 May 2022 # 437261 for Broken Hill Supplies: \$679.80 (for toilet paper) #437262		



AGENDA	MOVED BY	SECONDED
<p><u>General Business:</u></p> <ul style="list-style-type: none"> Broken Hill Harness Racing Club Considering giving up the bar during the off season due to the fridges breaking down and expensive to replace. Tracey will advise at the next meeting. A discussion was had regarding MOCC pricing new fridges for the bar and the feasibility of that. Silver City Kennel Club Tanya provided a 'wish list' and spoke about the benefit to the kennel club if there was power available on the oval the allow judges etc to use their equipment during the show. It was agreed that moving forward, meetings to start at 6pm instead of 6:30 during winter. 	T Martyn	D Gallagher Carried
<p><u>Next Meeting:</u> 6 pm Tuesday 5 July 2022 at Silver City Show office</p>		
<p><u>Meeting Closed;</u> 7:00pm</p>		



MEMORIAL OVAL COMMUNITY COMMITTEE.

GENERAL MEETING:

5 July 2022

Date	05/07/2020	Time Meeting opened: 6.00PM	Time Meeting closed: 6.50 PM
Location	Silver City Show Office – Memorial Oval.		
	Dave Gallagher (President), Alan Titcombe via phone, Bruce McIntosh, Chris May, Jody Whitehair, Tanya Martyn.		
Absent	CFC representative		
Apologies	Jarred Paul		

AGENDA	MOVED BY	SECONDED
Welcome: The Chairman David Gallagher thanked the members for attending and opened the Meeting at 6.00		
Confirmation of previous Minutes: Minutes be adopted as per previous meeting	David Gallagher.	Tanya Martyn. Carried
Business Arising from previous minutes Minutes from 24 May be adopted as 7 June.	Chris	Alan Carried
Correspondence tabled: <ul style="list-style-type: none"> Email from Tracey Robinson regarding fridge quotes. Local Land Services Benjamin Star re consider placing an aerial at MO for broadcasting in return for \$10,000 promotional airtime. 	Tanya Martyn	Chris May Carried
Finances: Accounts paid: Caretaker reimbursement for running costs from November 2021 @ \$1,800 QBE Green slip for caretaker's vehicle, \$383.08 RMS registration for caretaker's vehicle \$826.00 Far West Rural Supplies \$325.00 Home Timber Hardware \$196.29 Blackwood's \$184.01 Cheque signatures have been changed to reflect Caretaker, President and Secretary, no bank statement available.	Jody Whitehair	David Gallagher Carried

BROKEN HILL
CITY COUNCIL

AGENDA	MOVED BY	SECONDED
<u>General Business:</u> <ul style="list-style-type: none"> Jarred suggested a letter to Council for clarification regarding the caretaker's vehicle. GHD queried the limo's using the pavilion and if Council is aware of it. Bruce as Silver City Show representative and President to raise issues regarding the Show. Work Order and Silver City Show be placed on the MOCC agenda as a standing item. Power cables can not be put under the oval to facilitate outlets due to watering. Suggestions that Tanya approach RDA for in kind donation for extra wheelie bins etc during their next dog show Alan Titcombe requested a parking for disabled be allocated for duration of Silver City Show. Jarred to supply Caretaker McIntosh with the template. BHHRC to submit two quotes for fridges for consideration, to go in the bar as they have been supplying and repairing their own Photos to be taken of work needed to be done in bar for a work order to be submitted and given to Jarred. 	T Martyn	D Gallagher Carried
<u>Next Meeting.</u> 6 pm Tuesday 2 August 2022 at Memorial Oval office.		
<u>Meeting Closed.</u> 6:50pm		

WORKS COMMITTEE

July 27, 2022

ITEM 9**BROKEN HILL CITY COUNCIL REPORT NO. 192/22**

SUBJECT: MINUTES OF THE RIDDIFORD ARBORETUM COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD 2 JULY 2022
D22/39170

Recommendation

1. That Broken Hill City Council Report No. 192/22 dated July 27, 2022, be received.
2. That minutes of the Riddiford Arboretum Community Committee Annual General Meeting held 2 July 2022 be received.

Executive Summary:

Council has received minutes of the Riddiford Arboretum Community Committee Meeting held 2 July 2022 for endorsement by Council.

Report:

As per Council's Section 355 Asset Committee Framework Manual and the Constitution of the Riddiford Arboretum Community Committee (both adopted March 2022), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the Riddiford Arboretum Community Committee has submitted minutes from its Annual General Meeting held 2 July 2022 for Council's endorsement.

Community Engagement:

Community representatives' participation on the Section 355 Riddiford Arboretum Community Committee.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate its legal framework

Relevant Legislation:

Section 355 of the *Local Government Act 1993*.

Riddiford Arboretum Community Committee operates under Council's S355 Asset Committee Framework which includes the Section 355 Asset Committee Manual and the Riddiford Arboretum Community Committee Constitution (both adopted 30 March 2022).

Financial Implications:

Nil

Attachments

1. Minutes of the Riddiford Arboretum Community Committee Annual General Meeting
[↓](#) Held 2 July 2022

CODIE HOWARD
CHIEF ASSETS AND PROJECTS OFFICER

JAY NANKIVELL
GENERAL MANAGER



MINUTES OF ANNUAL GENERAL MEETING OF
RIDDIFORD ARBORETUM MANAGEMENT COMMITTEE
HELD JULY 2, 2022

Date	02/07/2022	Time Meeting opened: 9.10am	Time Meeting closed: 10.15am
Location	Riddiford Arboretum		
Present	Wayne Lovis (by phone), Marion Browne, Greg Curran, Alison Sutton, Paul Riccard, Jarred Paull (BHCC)		
Apologies	None		
Next Meeting	August 6, 2022		

AGENDA	MOVED BY	SECONDED
<ul style="list-style-type: none"> Welcome and Apologies. <p><i>Jarred Paull was welcomed by members and thanked for making time to come to the meeting on a Saturday. He explained the new Council process for notifying, prioritising and completing jobs at council assets.</i></p>		
<ul style="list-style-type: none"> Confirmation of Minutes 		
<ul style="list-style-type: none"> Matters Arising from the Minutes 		

AGENDA	MOVED BY	SECONDED
<ul style="list-style-type: none"> Correspondence: <p><i>List of members of the newly re-formed Riddiford arboretum Committee and notification of information sessions for asset and advisory committees and the procedures in place to re-start committee meetings.</i></p>		
<ul style="list-style-type: none"> Election of officers: <p><i>As there were no written nominations received, nominations were received from those present. As a result, the following were elected: Wayne Lovis- Chair; Marion Browne -Secretary.</i></p>		
<ul style="list-style-type: none"> Events / Bookings-None 		
<ul style="list-style-type: none"> General business <ul style="list-style-type: none"> <i>Irrigation hose still leaking on Galena/Pell St corner. This needs a thorough inspection following the change in the fence line made necessary by the new roundabout construction.</i> <i>Discussion about possible fence replacement. Jarred will give committee details of suppliers of appropriate fencing materials.</i> <i>Discussion about how Arboretum can best be promoted and who our target market should be. The decision was made that teachers should be approached with a view to encouraging more visits by school groups and other young people.</i> 		
<ul style="list-style-type: none"> Work, Health and Safety 		
<ul style="list-style-type: none"> Future Agenda Items <ul style="list-style-type: none"> Review of management Plan 		
<ul style="list-style-type: none"> Next Meeting August 6, 2022 <p>Working bee: next month?</p>		
<p>9. Meeting Closed 10.15 am</p>		

ACTION LIST 02/07/2022		
ITEM	RESPONSIBILITY	PROGRESS
<ul style="list-style-type: none"> Plant plaque stands 	Committee	Awaiting decision
<ul style="list-style-type: none"> Budget 	Committee	Wish list to be compiled <ul style="list-style-type: none"> o Fence o signage
<ul style="list-style-type: none"> Collect seeds as they become available 	Committee	Ongoing as appropriate.
<ul style="list-style-type: none"> Committee to discuss Bradley method 	Committee	Ongoing
<ul style="list-style-type: none"> Replacement of plants lost during roundabout construction and other plants to be purchased 	Committee	To be discussed



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