



# BUSINESS PAPER

Works Committee Meeting

Council Chambers  
11 December 2023

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 and 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 11 December 2023** commencing at **5:30pm** to consider the following business:

<b>AGENDA</b>	
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, November 20, 2023.

**MINUTES OF THE WORKS COMMITTEE MEETING HELD  
MONDAY, NOVEMBER 20, 2023 (5.30PM)**

**PRESENT:**

Councillors M Boland, A Chandler and R Page.

General Manager, Director Infrastructure and Environment and Executive Assistants.

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

**APOLOGIES:**

Councillor T Kennedy (Mayor)

**Motion**

Moved Councillor Ron Page , Seconded Councillor Alan Chandler

That the apology submitted on behalf of Mayor Kennedy be accepted

**CARRIED UNANIMOUSLY**

**LEAVE OF ABSENCE**

**APPLICATIONS:** 1) Councillor Algate submitted a Leave of Absence application for this meeting and provided the reason “on holidays”.

**Motion**

Moved Councillor Ron Page, Seconded Councillor Alan Chandler

That the application submitted by Councillor Algate be accepted and a leave of absence be granted for this meeting.

**CARRIED UNANIMOUSLY**

**PRAYER**

Councillor Boland delivered the Prayer.

**ACKNOWLEDGEMENT OF COUNTRY**

Councillor Chandler delivered the Acknowledgement of Country.

**ACKNOWLEDGEMENT OF BROKEN HILL’S MINING HISTORY**

Councillor Page delivered the Acknowledgement of Broken Hill’s Mining History.

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**MINUTES FOR CONFIRMATION****Recommendation**

Moved Councillor Alan Chandler, Seconded Councillor Ron Page

That the Minutes of the Works Committee meeting held Monday August 21, 2023 be confirmed.

**CARRIED UNANIMOUSLY**

**DISCLOSURE OF INTEREST**

Nil

**REPORTS**

1. BROKEN HILL CITY COUNCIL REPORT NO. 213/23 - DATED OCTOBER 03, 2023 - ADOPTION OF THE DRAFT BROKEN HILL AIRPORT MASTER PLAN D23/53662

**Recommendation**

Moved Councillor Alan Chandler, Seconded Councillor Ron Page

1. That Broken Hill City Council Report No. 213/23 dated October 3, 2023, be received.
2. That Council notes the two (2) submissions received during the public consultation period.
3. That Council adopts the Draft Broken Hill Airport Master Plan, dated 18 September 2023, as a Strategic Plan of Council.
4. That Council notes the Broken Hill Airport Business Case that supports the implementation of the Broken Hill Airport Master Plan.

**CARRIED UNANIMOUSLY**

2. BROKEN HILL CITY COUNCIL REPORT NO. 212/23 - DATED OCTOBER 25, 2023 - MINUTES OF THE PICTON SPORTSGROUND COMMUNITY COMMITTEE MEETING HELD 16 OCTOBER 2023 D23/58205

**Recommendation**

Moved Councillor Alan Chandler, Seconded Councillor Ron Page

1. That Broken Hill City Council Report No. 212/23 dated October 25, 2023, be received.
2. That minutes of the Picton Sportsground Community Committee meeting held 16 October 2023 be received.

**CARRIED UNANIMOUSLY**

**CONFIDENTIAL MATTERS**

Nil

There being no further business to consider, the meeting was declared closed at 5:36.p.m.

The foregoing minutes were read and confirmed at the Works Committee meeting held on 12 December 2023.

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Chairperson

# REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 238/23 - DATED  
DECEMBER 01, 2023 - BUDGET REVIEW - GROUND FLOOR  
REFURBISHMENT FOR THE TEMPORARY LIBRARY (D23/65661) ..... 8
  
2. BROKEN HILL CITY COUNCIL REPORT NO. 239/23 - DATED  
DECEMBER 04, 2023 - BUDGET REVIEW: CBD BANNER POLES -  
ARGENT STREET LIGHTING PROJECT (D23/66077) ..... 12
  
3. BROKEN HILL CITY COUNCIL REPORT NO. 240/23 - DATED  
DECEMBER 01, 2023 - MINUTES OF THE PROJECT CONSULTATIVE  
GROUP PROJECT STEERING GROUP MEETING HELD 8 NOVEMBER  
2023 (D23/65635) ..... 16
  
4. BROKEN HILL CITY COUNCIL REPORT NO. 241/23 - DATED  
NOVEMBER 24, 2023 - MINUTES OF THE E.T. LAMB MEMORIAL OVAL  
COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD 11  
OCTOBER 2023 (D23/64220)..... 49

## WORKS COMMITTEE

December 1, 2023

**ITEM 1**BROKEN HILL CITY COUNCIL REPORT NO. 238/23

SUBJECT: BUDGET REVIEW - GROUND FLOOR REFURBISHMENT FOR  
THE TEMPORARY LIBRARY D23/65661

**Recommendation**

1. That Broken Hill City Council Report No. 238/23 dated December 1, 2023, be received.
2. That Council review the budget report which reflects original contracts, approved variations, and expected variations for each component of the Temporary Library Budget (Ground Floor Refurbishment, Logistics and Staff Movements, Car Park Upgrades, and New Library Construction).
3. That Council approve an additional amount of \$239,618.10 (ex GST) which equals a revised total budget of \$1,039,618.10 (ex GST) to complete the project works required.

**Executive Summary:**

Council required a suitable facility to temporarily accommodate Library Staff and Services throughout the construction of the new Library, due to commence in early 2024. Council identified the Ground Floor of the Council Administrative Building as a suitable location to provide this service in addition to providing a required renewal to Council's building as opposed to investing in infrastructure not owned by Council.

The Ground Floor will also accommodate the Customer Relations Team, the People & Culture Team, and the Corporate Risk and WHS Team. In the long term, once the temporary library has relocated to the new library, the ground floor will continue to locate Council staff, Customer Service and community space for meetings.

The building as it stands has several classifications assigned – basement is Class 7b Storage and the Ground Floor, First Floor and Second Floor are Class 5 Office. A combination of a change of building classification (Library services will alter the classification of the Ground Floor only to Class 9b Public Assembly [Library]), and the requirement to install a new accessible toilet for public use, required a Development Application and Construction Certificate.

Council approved a budget of \$800,000. The budget was intended to be utilised for costs relating to the Ground Floor Refurbishment, Car Park Upgrades, and Logistics and Staff Movements.

This report has been prepared specifically for a Council budget review of increased costs associated with the Ground Floor Refurbishment, with recommendation to approve an additional amount of \$239,618.10 (ex GST) which equals a revised total budget of \$1,039,618.10 (ex GST) to complete the project works required.

**Report:**

The original Ground Floor refurbishment scope of works included:



- Demolition works including existing temporary walls, doors, countertops.
- Construction of new walls, doors.
- Electrical and lighting works.
- Relocation of the library returns chute for after-hours use.
- A new accessible public amenity.
- Soundproofing of walls and doors.

It was identified at the beginning of the project that there may be unforeseen costs arising from the age of the building (officially opened on 25 November 1978) and the unknown condition of the building prior to the commencement of construction and refurbishment works.

North Construction commenced site establishment of the Ground Floor on Monday 31 July 2023, with approval from Council's Accredited Certifier to carry out removal of temporary wall panels, frames, and doors, and commenced removal of carpet while awaiting issue of the Construction Certificate.

The Construction Certificate process triggered and identified further requirements prior to a Construction Certificate being issued, specifically:

- **Fire Services Design Drawing and Certification** (completed by an accredited Fire System Designer)
- **Mechanical Services Design Compliance Certification** (from a suitably qualified engineer) - The new accessible toilet requires mechanical exhaust ventilation. The Library Services changes the building classification from a Class 9b which requires the mechanical ventilation system to be configured to achieve compliance.

Additional costs were identified during inspections and investigations carried out to comply with the construction certificate requirements, as well construction costs once North commenced construction works upon issue of the Construction Certificate.

The following tables represents the original contract, and the requested variations for each component of the Temporary Library Budget (Ground Floor Refurbishment, Logistics and Staff Movements, Car Park Upgrades, and New Library Construction).

<b>ORIGINAL CONTRACT AND WORKS</b>	<b>ex GST</b>	<b>inc GST</b>
<b>Ground Floor Refurbishment</b>		
Building Compliance fees (Service Levy, Development Application, Construction Certificate), associated design fees, materials, signage	\$ 34,532.21	\$ 37,985.43
Original Contract - Ground Floor Refurbishment - North Construction	\$ 490,330.00	\$ 539,363.00
Lawyers - Contract advice	\$ 1,600.00	\$ 1,760.00
<b>Sub Total - Ground Floor Refurbishment</b>	<b>\$ 526,462.21</b>	<b>\$ 579,108.43</b>
<b>Logistics / Staff Movements</b>		
Removalist fees, staff wages, packing materials	\$ 34,008.04	\$ 37,408.84
Furniture including freight	\$ 6,000.00	\$ 6,600.00
<b>Sub Total - Logistics / Staff Movements</b>	<b>\$ 40,008.04</b>	<b>\$ 44,008.84</b>
<b>Car Park Upgrades</b>		
Original Contract - Car Park Upgrades - GTE	\$ 161,966.68	\$ 178,163.35
<b>Sub Total - Car Park Upgrades</b>	<b>\$ 161,966.68</b>	<b>\$ 178,163.35</b>
<b>ORIGINAL CONTRACT AND WORKS TOTAL (Ground Floor, Logistics and Car Park)</b>	<b>\$ 728,436.93</b>	<b>\$ 801,280.62</b>
<b>Approved Budget</b>	<b>\$ 800,000.00</b>	<b>\$ 880,000.00</b>
<b>Remaining Budget</b>	<b>\$ 71,563.07</b>	<b>\$ 78,719.38</b>

<b>VARIATIONS</b>	<b>ex GST</b>	<b>inc GST</b>
<b>Ground Floor Refurbishment</b>		
Variation 1 - Temporary Library Ground Floor Refurbishment - Costs to remove and dispose temporary partition walls, glass windows, doors, and all frames, in lieu of Council Officers completing this task.	\$ 15,609.00	\$ 17,169.90
Variation 2 - Temporary Library Ground Floor Refurbishment - Fire and Mechanical Design	\$ 34,501.50	\$ 37,951.65
Variation 3 - Temporary Library Ground Floor Refurbishment - Notice of Delay Costs per breakdown attached.	\$25,304.40	\$ 27,834.84
Variation 4 - Temporary Library Ground Floor Refurbishment - Mechanical and Fire Design works required for Construction Certificate compliance, per breakdown attached.	\$28,313.12	\$ 31,144.43
Variation 5 - Temporary Library Ground Floor Refurbishment - Supply and install of carpet tiles to addition 180m2 area of floor.	\$ 17,820.00	\$ 19,602.00
Variation 6 - Fibre upgrade between Ground Floor and Council Chambers.	\$ 17,666.55	\$ 19,433.21
Variation 8 - Temporary Library Ground Floor Refurbishment - Ceiling Works - Supply and Install Thermatex Ceiling to P&C and Library work areas.	\$ 45,145.76	\$ 49,660.34
Pending Variation - Additional tiling	\$ 4,000.00	\$ 4,400.00
Pending Variation - Additional walls & insulation	\$ 1,000.00	\$ 1,100.00
Pending Variation - Door relocation	\$ 1,000.00	\$ 1,100.00
Pending Variation - Electrical works	\$ 2,000.00	\$2,200.00
Pending Variation - Relocation of returns chute, glass & aluminum	\$ 4,500.00	\$ 4,950.00
Pending Variation - Upgrade of data rack	\$ 5,000.00	\$ 5,500.00
Pending Variation - Additional floor levelling & floor grinding	\$ 10,000.00	\$ 11,000.00
<b>Sub Total - Ground Floor Refurbishment</b>	<b>\$ 211,860.33</b>	<b>\$ 233,046.37</b>
<b>Logistics / Staff Movements</b>		
Pending Variation - Additional Removalist Costs	\$ 6,000.00	\$ 6,600.00
<b>Sub Total - Logistics / Staff Movements</b>	<b>\$ 6,000.00</b>	<b>\$ 6,600.00</b>
<b>Car Park Upgrades</b>		
Variation 1 - Price increase for materials	\$12,546.80	\$ 13,801.48
Variation 2 - Material change from Asphalt H to Asphalt A15E	\$ 3,611.00	\$ 3,972.10
Variation 3 - Additional concrete works	\$ 5,352.00	\$ 5,887.20
<b>Sub Total - Car Park Upgrades</b>	<b>\$ 21,509.80</b>	<b>\$ 23,660.78</b>
<b>VARIATIONS SUB TOTAL (Ground Floor, Logistics and Car Park)</b>	<b>\$ 239,370.13</b>	<b>\$263,307.15</b>
<b>Contingencies</b>		
Estimating Contingency (10% of Variation Costs)	\$ 23,937.01	\$ 26,330.72
Construction Contingency (20% of Variation Costs)	\$ 47,874.03	\$ 52,661.43
<b>Total Contingencies</b>	<b>\$ 71,811.04</b>	<b>\$ 78,992.15</b>
<b>VARIATIONS TOTAL (Variations and Contingencies)</b>	<b>\$ 311,181.17</b>	<b>\$ 342,299.30</b>

<b>PROJECT BUDGET SUMMARY</b>	<b>ex GST.</b>	<b>inc GST.</b>
ORIGINAL CONTRACT AND WORKS TOTAL (Ground Floor, Logistics and Car Park)	\$ 728,436.93	\$ 801,280.62
VARIATIONS TOTAL (Ground Floor, Logistics, Car Park and Contingencies)	\$ 311,181.17	\$ 342,299.30
<b>TOTAL</b>	<b>\$ 1,039,618.10</b>	<b>\$ 1,143,579.92</b>
APPROVED BUDGET	\$ 800,000.00	\$ 880,000.00
<b>VARIATION REQUESTED</b>	<b>\$ 239,618.10</b>	<b>\$ 263,579.92</b>

### Community Engagement:

The Temporary Library Project is discussed and reported monthly at the Broken Hill Library Project Control Group, which includes Broken Hill City Council Officers from Infrastructure, Finance, Communications, Library, Corporate Services, People & Culture, Planning, ICT, Business Performance, Asset Management, and Risk.

### Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.5	Our built environment supports our quality of life
Strategy:	1.5.2	1.5.2 Manage ongoing delivery of the Central Business District (CBD) Masterplan
Action	1.5.2.1	Manage delivery of infrastructure projects associated with the Library and Archives project

### Relevant Legislation:

*Local Government Act 1993*

*Local Government (General) Regulation 2021*

### Financial Implications:

This report requests an increase in project budget of \$239,618.10 (ex GST) which equals a revised total budget of \$1,039,618.10 (ex GST).

### Attachments

There are no attachments for this report.

CODIE HOWARD  
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL  
GENERAL MANAGER

## WORKS COMMITTEE

December 4, 2023

**ITEM 2**BROKEN HILL CITY COUNCIL REPORT NO. 239/23

SUBJECT: BUDGET REVIEW: CBD BANNER POLES - ARGENT STREET  
LIGHTING PROJECT D23/66077

**Recommendation**

1. That Broken Hill City Council Report No. 239/23 dated December 4, 2023, be received.
2. That Council considers a budget review for the CBD Banner Poles – Argent Street Lighting Project, for the project approved in the 2024/25 financial year, based on responses received from a public request for quotation in November 2023
3. That Council approve an increase in budget of \$41,820 (ex GST) to bring the total project budget for this project to \$94,835 (ex GST).

**Executive Summary:**

Broken Hill City Council (Council) has recently completed the CBD Banner Poles Project that was part of the wider CBD Master Plan adopted on 30 June 2021. The new banner poles have been installed with capabilities for future implementation of several smart city infrastructure that includes, lighting, CCTV, Wi-Fi capabilities and public speakers.

Council approved for new lighting to be installed on the banner poles along Argent Street as a 2024/25 financial year project. The original approved budget stands at \$53,015 (ex GST).

Two (2) compliant responses were received from a public request for quotation with submissions accepted up to 28 November 2023. Both responses were over the approved budget.

This report has been prepared for a Council budget review to approve an increase in budget of \$41,820 (ex GST) and for the revised total budget for the project at \$94,835 (ex GST).

**Report:****Road lighting design:**

A road lighting design was carried as part of the project to form part of the scope of works and technical specifications by which the works will get completed. Being a key council road with existing Essential Energy electrical lighting infrastructure, upgrades, adjustments, or enhancements to the street lighting requires design documentation developed by a suitably qualified and experienced electrical engineer in conjunction with an electrical Accredited Service Provider Level 3 (ASP Level 3).

The lighting design enabled the following:

- Review of the new banner poles and a determination of the subsequent lighting subcategory that could be achieved.
- Design and specification of luminance levels to select an appropriate light fitting.
- Work to remove as much of the existing Essential Energy lighting infrastructure as possible whilst having new streetlights on the banner poles.
- Liaison with Essential Energy
- Advice on public notifications by the engineering consultant

Specialist consulting firm JJ Ryan Consulting Pty Ltd was engaged in August 2022, through an open request for quotation, to carry out a road lighting design for the project. Council was provided with the final Essential Energy approved design documentation in August 2023.

This design formed part of the request for construction documentation.

A key design parameter was to carry out the design to a lighting sub-category of PR2 was based on table 2.1 in Australian standard AS 1158 for the lighting of roads and public spaces.

**TABLE 2.1**  
**LIGHTING SUBCATEGORIES FOR ROAD RESERVES IN LOCAL AREAS**

1	2	3	4	5	6
Type of road or pathway		Selection criteria <sup>a,b</sup>			Applicable lighting subcategory <sup>c,d</sup>
General description	Basic operating characteristics	Pedestrian/cycle activity	Fear of crime	Need to enhance amenity	
Collector roads or non-arterial roads which collect and distribute traffic in an area, as well as serving abutting properties	Mixed vehicle and pedestrian traffic	N/A	High	N/A	PR1
		High	Medium	High	PR2
		Medium	Low	Medium	PR3 <sup>f</sup> or PR4 <sup>f</sup>
		Low	Low	Low	PR5
Local roads or streets used primarily for access to abutting properties, including residential, commercial and industrial precincts		N/A	High	N/A	PR1
		High	Medium	High	PR2
		Medium	Low	Medium	PR3 <sup>f</sup> or PR4 <sup>f</sup>
		Low	Low	Low	PR5
		N/A	N/A	N/A	PR6 <sup>e</sup>
Common area, forecourts of cluster housing		N/A	High	N/A	PR1
		High	Medium	High	PR2
		Medium	Low	Medium	PR3 <sup>f</sup> or PR4 <sup>f</sup>
	Low	Low	Low	PR5	

Reason for seeking additional budget:

The original budget proposal was based on an estimate by one of the respondents under the request for construction (One Wi-Fi). However, a budget review is sought for the following key reasons:

- Due to the lighting sub-category of PR2, the design specified 300-Watt LED streetlights which are of a much higher light rating than that specified in the original budget proposal, being 120-Watt light fittings.

- The lighting design consultant specified a model of light fitting that is of a higher specification and quality than that in the project submission.

The original budget proposal identified light fittings for aesthetic purposes, however the road lighting design has considered that a road lighting sub-category of PR2 will be achieved.

#### Submissions from the Request for Quotation:

A public request for quotation was advertised through Vendor Panel for this project from Tuesday 24 October 2023 with submissions accepted up to Tuesday 28 November 2023.

The request asked for two (2) costed prices:

- Price Option 1: new lighting to banner poles only using existing electrical provisions.
- Price option 2: removal of Essential Energy assets as per design for a future project budget submission.

A total of two (2) responses were received.

Description	Company 1	Company 2
Quoted price (option 1)	\$74,553.64	\$132,183

#### Summary of responses:

The below table summarises the three responses received under the request for quotation.

<b>Price Comparison</b>		
Description	Company 1	Company 2
Current Project Budget	\$53,015	\$53,015
Quoted Price (Stage 1)	\$74,554	\$132,183
Project management - 6%	\$0	\$0
<b>Total cost to Council</b>	<b>\$74,554</b>	<b>\$132,183</b>
Budget Savings or Loss	-\$21,539	-\$79,168
Profit or loss	-41%	-149%
<b>Non-price comparison</b>		
Key criteria	Company 1	Company 2
Price ranking	1	2
Lump sum price	Yes	Yes
Resource identification	Yes	Yes
Western NSW Experience	Yes	Yes
Project Specific Methodology	Yes	Yes
Local Content (/10)	10/10	9/10
Suitable skills & experience	Yes	Yes
Three referees	Yes	Yes
Insurances	Partial	Yes
ISO documentation	No	No

#### Revised project budget:

The revised total budget sought for the project is \$94,835 (ex GST).

It is based on the submission by Company 1

Item	Description	Qty	Unit	Rate	Cost
<b>1</b>	<b>Trade costs</b>	<b>1</b>	<b>item</b>	<b>\$74,554</b>	<b>\$74,554</b>
1.1	Company 1 response	1	item	\$74,554	\$74,554
<b>3</b>	<b>Builder's costs</b>	<b>0</b>	<b>item</b>	<b>\$0</b>	<b>\$0</b>
3.1	Builder's preliminaries - 12%	0	item	\$8,946	\$0
3.2	Builder's margin - 8%	0	item	\$5,964	\$0
<b>4</b>	<b>Professional fees</b>	<b>0</b>	<b>item</b>	<b>\$0</b>	<b>\$0</b>
4.1	Professional fees - 10%	0	item	\$7,455	\$0
<b>5</b>	<b>BHCC costs</b>	<b>1</b>	<b>item</b>	<b>\$4,473</b>	<b>\$4,473</b>
5.1	Project management - 6%	1	item	\$4,473	\$4,473
<b>6</b>	<b>Contingencies</b>	<b>1</b>	<b>item</b>	<b>\$15,807</b>	<b>\$15,807</b>
6.1	Estimating contingency - 10%	0	item	\$7,903	\$0
6.2	Construction contingency - 20%	1	item	\$15,807	\$15,807
<b>7</b>	<b>Broken Hill regional factor -16%</b>	<b>0</b>	<b>item</b>	<b>\$0</b>	<b>\$0</b>
<b>8</b>	<b>Total costs (ex GST)</b>	<b>1</b>	<b>item</b>	<b>\$94,835</b>	<b>\$94,835</b>

Builder's costs have been included in the submission by Company 1

### Community Engagement:

Community consultation has been carried out as part of this project including a notice delivered to property owners in May 2023 and a letter specifically to The Astra Hotel in July 2023.

### Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.2	People in our community are in safe hands.
Strategy:	1.2.1	Prioritise actions within the Smart City Framework that support safer communities.
Action	1.2.1.1	Install new lighting on banner poles in Argent Street

### Relevant Legislation:

Local Government Act 1993  
Local Government (General) Regulation 2005

### Financial Implications:

This report requests for a revised project budget of \$94,835 (ex GST) which is an increase of \$41,820 (ex GST) over the original approved budget.

### Attachments

There are no attachments for this report

CODIE HOWARD  
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL  
GENERAL MANAGER

## WORKS COMMITTEE

December 1, 2023

**ITEM 3****BROKEN HILL CITY COUNCIL REPORT NO. 240/23**

**SUBJECT:** **MINUTES OF THE PROJECT CONSULTATIVE GROUP PROJECT STEERING GROUP MEETING HELD 8 NOVEMBER 2023**  
**D23/65635**

**Recommendation**

1. That Broken Hill City Council Report No. 240/23 dated December 1, 2023, be received.
2. That the minutes of the Project Consultative Group Project Steering Group from 8 November 2023 be noted.
3. That the PowerPoint Presentation of the Project Consultative Group Project Steering Group from 8 November 2023 be noted.

**Executive Summary:**

In accordance with the *Local Government Act 1993* and the Integrated Planning and Reporting Framework, Council is required to prepare several documents to facilitate the integration of long-term planning and implementation of Council activities. Core documents include the 4-year Delivery Program and the annual Operational Plan.

The Delivery Program is designed as the single point of reference for all principal activities undertaken by Council during its term of office. All plans, functions, projects, activities, and funding allocations must be directly linked to this Program. Supporting the Delivery Program is the annual Operational Plan, which identifies the projects and actions that will be undertaken during the year to achieve the commitments made in the Delivery Program. Councils Projects Delivery Team refer to this as the Annual Capital Works Program.

**Report:**

To ensure strong project governance throughout the duration of Council's Annual Capital Works Program, at the Ordinary Council meeting held on 23 February 2022, Council endorsed a Governance Framework for the creation of and appointment of members to the Project Consultative Group Project Steering Group (PSG), complete with a Terms of Reference for the PSG. Further at the Ordinary Council meeting held on 27 April 2022, nominations for membership were endorsed by Council.

Meetings have been held on the following dates:

- 29 September 2022.
- 9 February 2023
- 9 May 2023
- 8 August 2023
- 8 November 2023

This report is to provide the Works Committee with a copy of the minutes and presentation from the PSG meeting held on 8 November 2023.



It is important to note that for the presentation, some images and plans have been removed from what was presented at the meeting prior to being issued to the PSG, as these images and plans have not been approved for circulation at this time.

### Community Engagement:

Membership of the PSG consists of:

- Minimum of two (2) Councillor Representatives – Mayor Kennedy and Deputy Mayor Hickey
- Six (6) External Stakeholders – Community Representatives

Non-voting Ex-officio members: (Will provide advice and information to the voting members):

- One (1) Project Director – General Manager
- One (1) Community Engagement representative – Manager Communications
- One (1) Project Management – Director Infrastructure and Environment
- One (1) Council Contact Officer – Project Officer
- One (1) Heritage Committee Member – Heritage Advisor

Council's Projects Engineer and Leader Innovation and Business Improvement have been invited to each of the meetings to present on projects they are involved in.

### Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.1	Foster relationships with key community sector leaders

Key Direction:	4	Our Leadership
Objective:	4.4	Our community is engaged and informed
Strategy:	4.4.2	Facilitate meetings between community and elected representatives

### Relevant Legislation:

*Local Government Act 1993*

### Financial Implications:

Nil financial implications of the administration of the PSG.

### Attachments

1. [↓](#) Project Consultative Group PSG - Minutes - 08.11.2023
2. [↓](#) Project Consultative Group - PSG Issued Redacted Presentation - 08.11.2023

CODIE HOWARD  
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL  
GENERAL MANAGER

## MINUTES OF THE PROJECT CONSULTATIVE GROUP PSG – 08.11.2023 MEETING DETAILS

<b>Facilitator</b>	Mayor Tom Kennedy / General Manager
<b>Minutes</b>	Rebecca McLaughlin – Projects Officer
<b>Meeting Venue</b>	Council Administrative Building, Second Floor Meeting Room
<b>Meeting Date</b>	Wednesday, 8 November 2023
<b>Meeting Start Time</b>	4:15 pm
<b>Meeting End Time</b>	4:57 pm

## ATTENDANCE REGISTER

Role	Section	Name
Chair	Mayor	Mayor Tom Kennedy
Council	Councillor	Deputy Mayor Hickey
Project Sponsor	BHCC General Manager	Jay Nankivell
Project Manager	BHCC Director Infrastructure & Environment	Codie Howard
Council Contact Officer	BHCC Projects Officer	Rebecca McLaughlin
Council Officer	BHCC Projects Engineer	Asad Nizamani
Council Officer	BHCC Leader Innovation and Business Improvement	Anne Johansson
Communications	BHCC Manager Communications & Marketing	Darrin Manuel
Project Steering Group	Community Representative	Bernard Williams
Project Steering Group	Community Representative	Paul Thomas

## AGENDA

Item	Objective	Discussion Led By
1	Welcome	Chair
2	Apologies	Chair
3	Action Items from last meeting	Chair
4	Project Updates	General Manager, Project Team Members
5	Questions	Chair

### 1. Welcome

Mayor Kennedy and Jay Nankivell welcomed everyone to the meeting.

### 2. Apologies

Jay Nankivell and Rebecca McLaughlin confirmed apologies:

- Ashley Byrne, Community Representative
- Ghislaine Barbe, Community Representative
- Liz Vines, Heritage Advisor
- Matthew Handberg, Community Representative

### 3. Action Items from Previous Meetings

*Action Items not discussed at meeting. Still current.*

Meeting Date Raised	Action	Responsible Officer	Status
29.09.2022	Arrange a site tour for PSG at the Warnock Street Yard.	Projects Engineer	Pending
09.05.2023	Investigate the purchase of a laser pointer	Project Officer	Investigation commenced.

### 4. Project Updates

*PowerPoint presentation displayed.*

- **Changeroom Upgrades - Alma Oval and Norm Fox Oval (Rebecca McLaughlin)**
  - Council recently successful in obtaining grant funding through the Stronger Country Communities Fund Round 5
    - Alma Oval Changeroom Upgrades - \$471,000
    - Norm Fox Changeroom Upgrades - \$433,333
  - Amounts differ due to demolition of existing Alma Oval facility being included.
  - Norm Fox Oval consultation held to date confirmed existing building to be retained. New changeroom proposed to be installed between Norm Fox Oval and Soccer Ovals for shared use.
  - Upgrades will achieve:
    - Australian Standards
    - WHS requirements
    - Accessibility and Inclusion
    - Gender Inclusiveness
  - Between August and November, consultation sessions have been held and included the following representatives:
    - Elected Council
    - Council Staff
    - Norm Fox Oval S355 Committee
    - Broken Hill AFL
    - Broken Hill Cricket Association
    - Broken Hill Soccer Association
    - Alma Public School
    - South Football Club
    - Accessibility aspects and considerations - Social Futures / NDIS
  - The next step is to refine the scope of works based on consultation sessions, draft the Tender documents, and advertise the Tenders by end of 2023.
  - Council will source a modular building, which is 90-100% completed off site limiting disruptions to any sport matches, training, and events, and is cost

effective. An example was shown of a modular building at Glenelg Oval Sports Facility.

- **General Discussion / Questions**
  - Nil.
- **Library and Archives Project**
  - **Temporary Library and Car Park Works (Rebecca McLaughlin)**
    - Ground Floor Refurbishment:
      - The Development Application is approved.
      - The Construction Certificate is approved.
      - North Construction commenced their full program of works in October.
      - Works are expected to be completed by mid-January 2024.
    - Car Park Upgrades:
      - Majority of works have been completed and use of the car park approved by Group DLA following their inspection in October.
      - Outstanding works remain for the Loading Zone – Linemarking, signage, concrete pathway, and kerbing.
      - GTE will resume works once North Construction have completed their works and vacated site.
    - **General Discussion / Questions**
      - Nil.
  - **New Library Construction (Asad Nizamani)**
    - Cost Plan 1 at DA stage was within budget.
    - 70% Design drawings have been received.
    - Council is working with the lead consultant and North Construction throughout the redesign stage with Cost Plan 2 ETA in mid-December 2023
    - Estimated construction start: March 2024.
    - Works will be over three lots:
      - Existing Library site
      - Old Police Cottage site
      - Old Police Station site
    - New Library and carpark are in this project.
    - Minimal landscaping and external works.
    - Archives will be part of future stage(s).
    - No works to Town Hall, old Police Cottage or old Police Station Buildings.
    - Floor Plan and Elevation Plans shown.
    - **General Discussion / Questions**
      - Mayor Kennedy asked about previous indication from Family Day Care for a meeting space. Jay said that meeting space could happen through a booking system. Jay asked Anne Johansson if 24/7 access was available. Anne confirmed that this is not included but swipe card access has been included and could

- enable access this way. Mayor Kennedy said it would be good to have this from the start.
- Paul Thomas asked if how air conditioning and heating is included. Asad said that 70% design does included this. Paul asked solar panels are included. Jay said not at this stage as investigating the Solar Renewable Energy Program and investigating available land. Paul suggested the top section of Memorial Oval. Jay will investigate this.
  - Asad spoke of sustainability inclusions of project – external walls have deep footings and external cladding designed will add sustainability capability along with air conditioning.
- **CBD Redevelopment Project (Asad Nizamani)**
    - **Banner Poles**
      - The CBD Banner Poles Project was completed in July 2023.
      - A lighting design has been completed by JJ Ryan Consulting Pty Ltd in July 2023 for new road standard lights to the CBD Banner Poles along Argent Street.
      - The design considered new lights (Stage 1) and replacement of existing old Essential Energy infrastructure (Stage 2).
      - A Request for Quotation is currently advertised on Vendor Panel for Stage 1.
      - **General Discussion / Questions**
        - Deputy Mayor Hickey asked if Essential Energy pay back to Council. Jay explained that Council pays for the light poles, etc. and is part of the Southern Light Scheme. Paul gave an example of a roundabout light pole being knocked over, who is responsible. Jay confirmed Essential Energy is responsible for replacement and Council is responsible for the replacement cost.
        - Paul asked if a new banner pole is hit, is it still right that a whole circuit will be lost. Codie Howard and Asad confirmed that proactive planning in place and poles will be on hand for Council staff to reinstate as soon as possible.
        - Bernie Williams asked if vehicle insurance would cover the replacement costs of poles that are hit. Codie said it will depend on the situation – yes if due to poor driving, unsure of current Argent Street pole as this was caused by a medical episode.
    - **Wayfinding Project**
      - Heroes, Larkins & Visionaries (HLV) walking trail installed in July 2023.
      - Silver Vehicle Trail (119 signs) installed in September 2023.
      - 3 of 4 Park Sculptures installed.
      - CBD Wayfinding Signs installation underway.
      - Estimated completion: November 2023.
      - **General Discussion / Questions**
        - Bernie asked what material poles are made of. Asad said 16mm aluminum plates. Bernie mentioned a sign in South Broken Hill that he had worked on made from recycled rubber.
        - Asad explained the anti-vandalism element of the signs – images and text is on double sided tape and stuck on to steel signs. If

vandalised, can easy remove and replace. Paul mentioned this printing style will weather in full sun and asked if Council have the artwork files for future replacement if needed. Asad confirmed yes.

- **Town Square and Argent Street Paving Upgrades**
  - **Town Square:**
    - 70% design completed for the Town Square Redevelopment Project.
    - Preliminary pavers selected for Argent Street.
    - Tender for Paving Construction will be advertised in November 2023 and Town Square ETA on advertising December 2023.
    - Construction intended to commence from early 2024 on these projects.
    - Images and 70% Draft Design shown.
    - **General Discussion / Questions**
      - Bernie asked what design proceeding with. Asad showed floor plan slide and Codie advised through consultation, the final design is based on a mix of 3 concept designs.
      - Bernie asked about drainage and Asad said the design keeps the existing detention basin and further drainage is in design. Codie confirmed designer was looking at systems previously noted by Bernie.
      - Paul asked if all bollards are removable for safety aspect, particularly with incident covered in media recently. Codie confirmed removable bollards can be reviewed in risk assessment.
      - Paul asked height of planter boxes and if building up the dirt around the existing trees will cause any issues. Codie confirmed it will not.
  - **Paving:**
    - Size: 300 x 600 x 50mm or 300 x 300 x 50mm
    - Trafficable for light vehicles.
    - Light colour to allow for heat reflection.
    - Exposed aggregate feature.
    - Standard sizes.
    - Images of tile examples show.
    - **General Discussion / Questions**
      - Paul asked if tiles are engineered stone and Asad advised they are not.
      - Mayor Kennedy asked if engineered stone comes in 50mm, discussion held, no final answer reached.
      - Paul asked about slip resistance to Australian Standards and Asad confirmed they comply, and tiles have a pre sealer.
- **Airport Master Plan & Funding (Asad Nizamani)**
  - Planning works are well underway on the Airside Pavements Upgrade project:
  - Final scope of inclusions being assessed under 2023 prioritisations.

- Consultant team has been formed for design.
- Geotechnical tests – commencing November 2023
- Tonkin Consulting Pty Ltd has been appointed as the lead design consultant through an open tender process in Council's October 2023 General Meeting.
- Construction will commence in mid- 2024 over a period of 12 months.
- **General Discussion / Questions**
  - Nil
- **Warnock Street Yard (Asad Nizamani)**
  - 100% Technical Design Documentation was received from GHD Pty Ltd in September 2023.
  - Council endorsed the 100% Design in the October 2023 General Meeting.
  - DA was lodged in August 2023 with assessment underway with consultant planning firm Planning Ingenuity undertaking the assessment report.
  - Stage 1 of Construction: Garage & Utilities is currently in the procurement stage with RFT advertising in November 2023.
  - **Staging Plan – 2024 & 2025**
    - Stage 1 of Construction focusing on the Utilities and Garage will be completed over a period of approximately 18 months.
    - 2024 will also see an upgrade to the site's substation with trenching for utilities commencing.
  - **General Discussion / Questions**
    - Bernie asked if height of waste trucks has been considered for the garage door height as when having compactors up, they won't fit under existing doors, and this is why mechanics work on these trucks outside. Asad checked and confirmed height of ceiling (7.5m) and door height (6m) during meeting.

## 5. General Discussion

- **E.P. O'Neill Memorial Park Redevelopment Project** - Mayor Kennedy requested an update on E.P. O'Neill Memorial Park Redevelopment Project. Rebecca advised that electrical design had recently been certified by Essential Energy, finalisation of 100% design is in process, and a design presentation will be conducted to staff in December.
- **Library Project** - Bernie asked if front ramp will be removed from the existing Library building (Blende Street), as people know this as the current entry and may continue to try and enter through this way. Will look at including signage.
- **O'Neill Tennis Court Light Replacement Project** - Mayor Kennedy requested an update on the O'Neill Tennis Court Light Replacement. Rebecca advised that Request for Quotation is currently advertised and closes on Friday 10 November. There has been good interest and several questions asked throughout advertising.
- **Changeroom Upgrades Project** - Paul asked if the Changeroom Upgrades fit within the E.P. O'Neill upgrades. Codie confirmed deliberately left out of E.P. O'Neill project to ensure no hold ups due to funding, and confirmed yes fits in and does not interfere with other project. Mayor Kennedy mentioned that the South Football Club have enquired about a shipping container for Alma Oval. Will discuss with the group. Bernie mentioned sewer problems at Alma Oval, behind pine trees. Codie said will be investigated.

- **Argent Street Paving Upgrades** – Jay asked what everyone thought of the paver colour scheme – all happy. Paul asked if paving was only in Argent Street and asked if artists pavers will be removed. Artist pavers will be removed and relocated to a location yet to be determined. Mayor Kennedy mentioned Trades Hall or Council Chambers area has been considered.
- **Library Project** - Mayor Kennedy asked what is happening with the Police Station. Jay provided an update on Crown Lands process – sign off owner's consent, NSW Police to relinquish rights, back to Crown Lands. Wont be transferred over to Council until this process is completed.
- **Meeting frequency** - Bernie asked about meeting frequency and if they can be more frequent. Will be considered as needed.
- **Gateway Sign Project** – Paul asked if the timeframe of January 2024 was correct for Development Application processing. Rebecca explained this extended processing timeframe is due to requirement to liaise with NSW Transport.
- No Trespassing Signs – Bernie asked for some information about signs being installed on vacant land. These are No Trespassing Signs being erected by NSW Crown Land.

#### **6. Next Steps**

- Council's Project Officer will:
  - Issue the redacted Power Point presentation and minutes to all members of the PSG.
  - Issue a calendar invite for next meeting to be held in 2024 – date to be confirmed.

#### **7. Meeting Close**

- There being no further business the Chair closed the meeting at 4:57pm.

### **NEXT MEETING – confirmed.**

<b>Date</b>	TBC
<b>Venue</b>	Second Floor Meeting Room, Council Administrative Building
<b>Start Time</b>	TBC
<b>End Time</b>	TBC





**BROKEN HILL**  
CITY COUNCIL

# Project Consultative Group

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**Project Steering Group  
Meeting No. 5  
Wednesday, 8 November 2023**



## Meeting Agenda

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1. Welcome
2. Apologies
3. Project Updates
4. Questions
5. Next Meeting





## Alma Oval and Norm Fox Oval Changeroom Upgrades - Rebecca McLaughlin, Projects Officer

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- **Funding:** Council was successful in obtaining grant funding through the Stronger Country Communities Fund Round 5
  - Alma Oval Changeroom Upgrades - \$471,000
  - Norm Fox Changeroom Upgrades - \$433,333
- **Upgrades** are well overdue to both locations and are aimed to achieve the following:
  - Australian Standards
  - WHS requirements
  - Accessibility and Inclusion
  - Gender Inclusiveness



## Alma Oval and Norm Fox Oval Changeroom Upgrades - Rebecca McLaughlin, Projects Officer

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- **Consultation Sessions:** Held between August and November, consultation sessions have included the following representatives
  - Elected Council
  - Council Staff
  - Norm Fox Oval S355 Committee
  - Broken Hill AFL
  - Broken Hill Cricket Association
  - Broken Hill Soccer Association
  - Alma Public School
  - South Football Club
  - Accessibility aspects and considerations - Social Futures / NDIS
- **Next Steps:** Draft Tender documents and advertised prior to end of 2023.



# Alma Oval and Norm Fox Oval Changeroom Upgrades

- Rebecca McLaughlin, Projects Officer

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## Library and Archive Project

### Stage One: Temporary Library & Car Park Works

- Rebecca McLaughlin, Projects Officer

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### GROUND FLOOR REFURBISHMENT

- Development Application – **Approved**
- Construction Certificate (CC) - **Approved**
- Ground Floor Refurbishment – **In Progress**
  - Group DLA conducted the Pre Construction Certificate Site Inspection in early October and subsequently approved the Construction Certificate.
  - North Construction commenced their full program of works in October.
  - Works are expected to be finalised mid January 2024.





## Library and Archive Project

### Stage One: Temporary Library & Car Park Works

- Rebecca McLaughlin, Projects Officer

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#### CAR PARK

- Development Application – **Approved**
- Construction Certificate (CC) – **Approved**
- Car Park Works – **On Hold**
  - Majority of works have been completed and use of the car park approved by Group DLA following their inspection in October
  - Outstanding works remain for the Loading Zone – Linemarking, signage, concrete pathway, and kerbing.
  - GTE will resume works once North Construction have completed their works and vacated site.





## Library and Archive Project **Stage Two: New Library Construction** - Asad Nizamani, Projects Engineer

- DA was lodged in September 2023
- Cost Plan 1 at DA stage was within budget
- 70% Design drawings have been received
- Council is working with the lead consultant and North Construction throughout the redesign stage with Cost Plan 2 ETA in mid-December 2023
- Estimated construction start: March 2024.



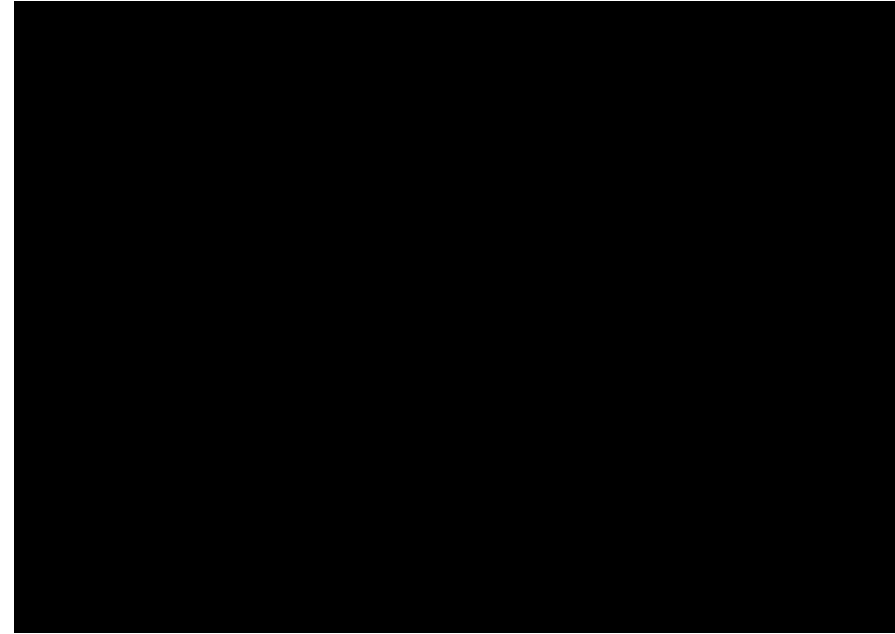
*3D Render – Main Foyer and Customer Service*





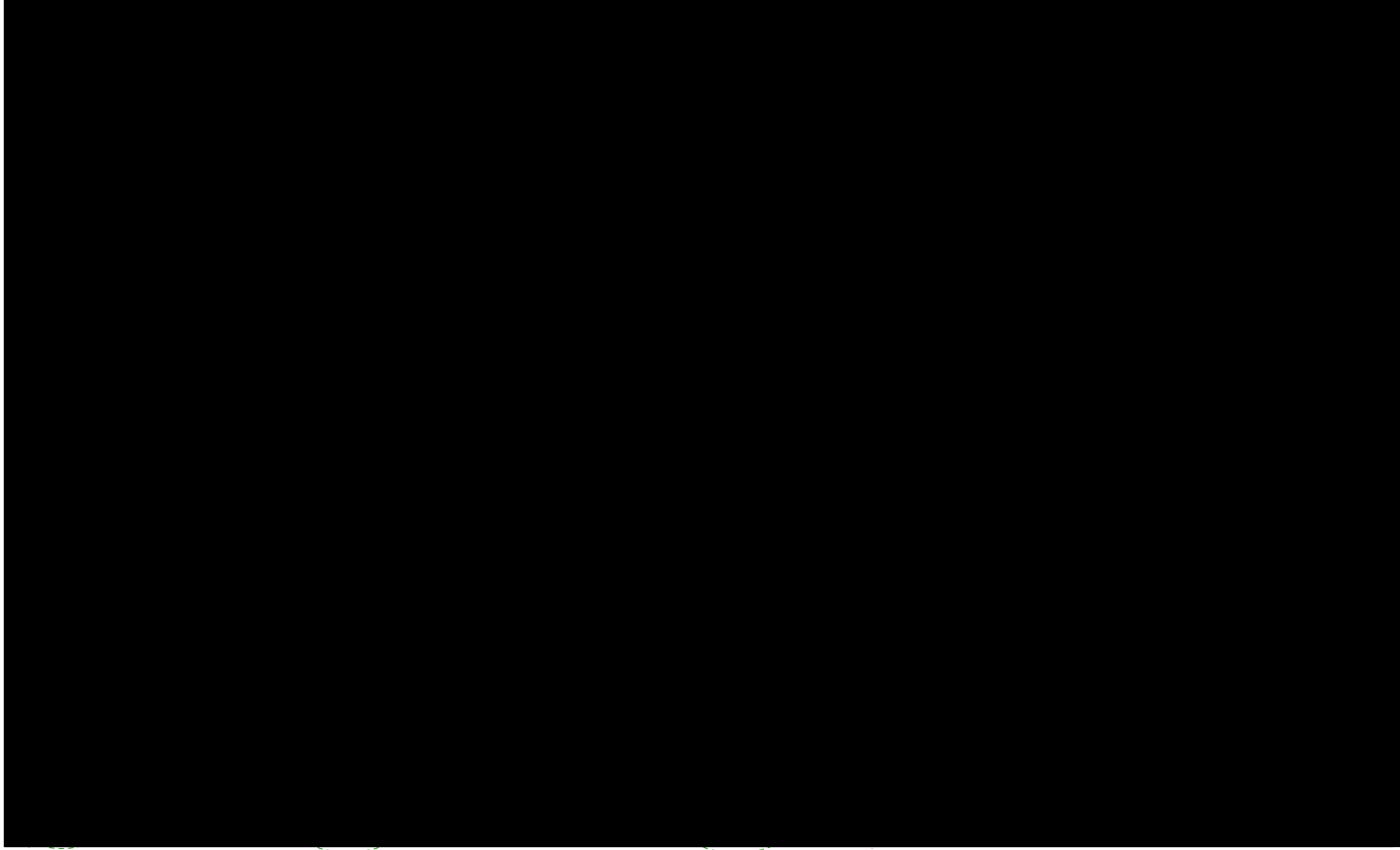
## Library and Archive Project **Stage Two: New Library Construction** - Asad Nizamani, Projects Engineer

- Works will be over three lots
  - Existing Library site
  - Old Police Cottage site
  - Old Police Station site
- New Library and carpark are in this project.
- Minimal landscaping and external works.
- Archives will be part of future stage(s).
- No works to Town Hall, old Police Cottage or old Police Station Buildings.



70% DD – Proposed Site Plan

70% DD – Proposed  
 Ground Floor Plan



REV	DATE	ISSUE FOR	DETAILS
01	18/11/2023	FOR INFORMATION ONLY	

**Broken Hill Library**

18/11/2023 10:00 AM

**A2.101**

GA Ground

01

3/11/2023

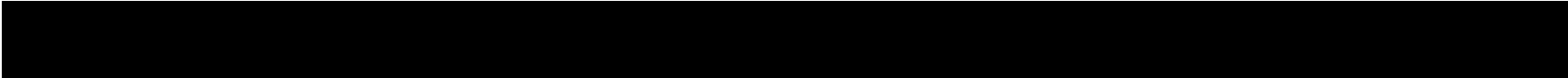
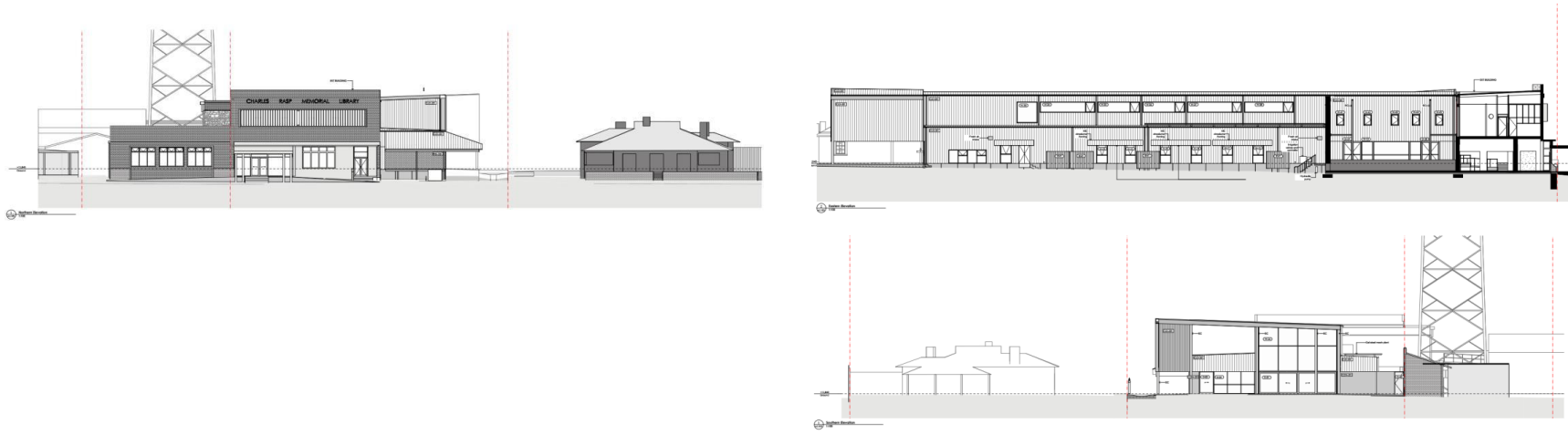
PL01 DWT



# Library and Archive Project

## Stage Two: New Library Construction

- Asad Nizamani, Projects Engineer



70% DD – Northern Elevation (Blende St)

70% DD – Eastern and Southern Elevations



# Project Update – CDB Redevelopment Projects

- Asad Nizamani, Projects Engineer

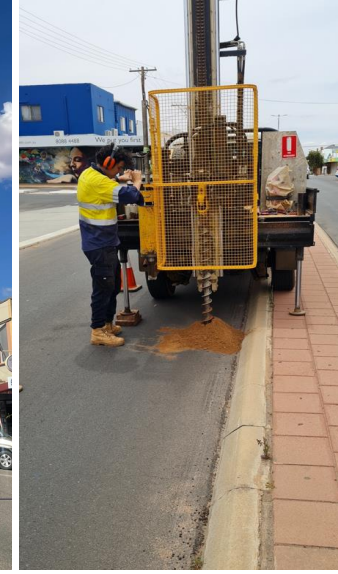
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## Introduction

The CBD Redevelopment Projects form part of Council's strategy to revitalise the CBD for all demographic groups and promote the City of Broken Hill as a national heritage identity.

## Key Projects

- CBD Banner Poles Project
- Wayfinding Stage 1
- Town Square Redevelopment

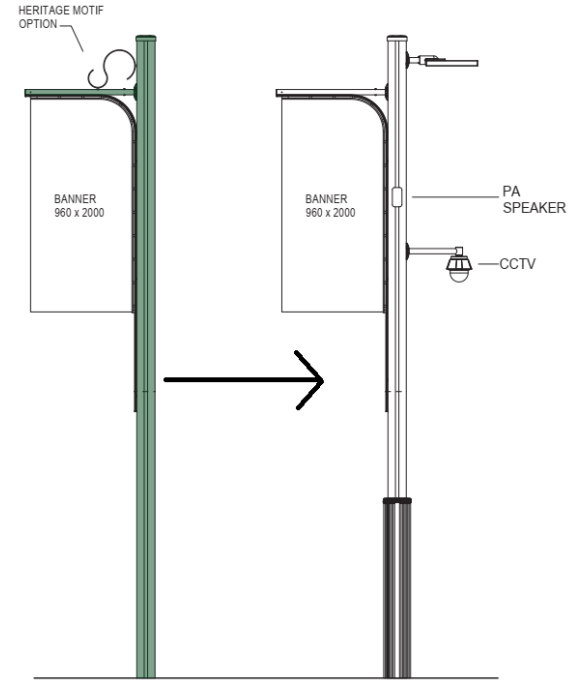




## Banner Poles Project

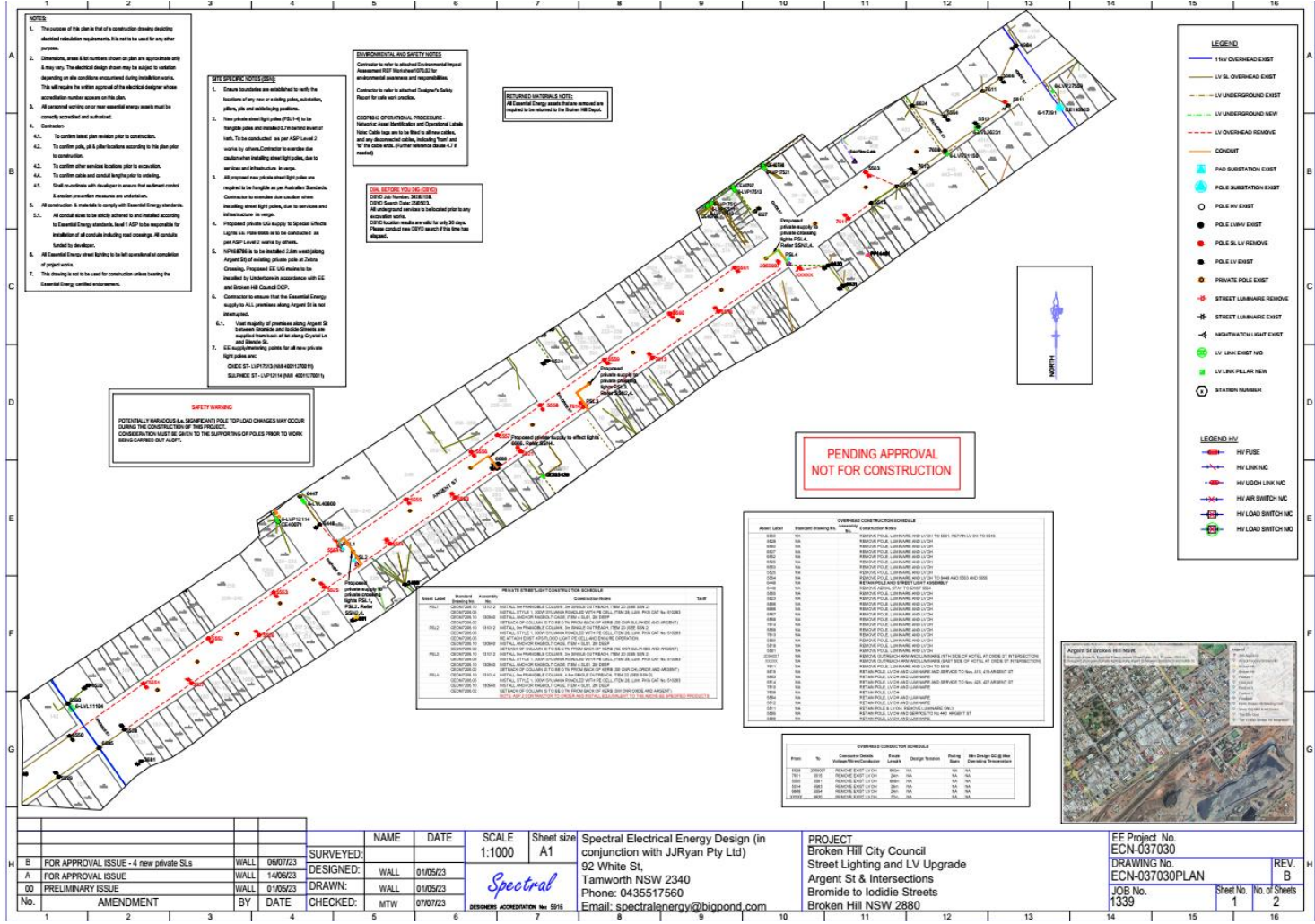
- Asad Nizamani, Projects Engineer

- The CBD Banner Poles Project was completed in July 2023.
- A lighting design has been completed by JJ Ryan Consulting Pty Ltd in July 2023 for new road standard lights to the CBD Banner Poles along Argent Street.
- The design considered new lights (Stage 1) and replacement of existing old Essential Energy infrastructure (Stage 2).
- A Request for Quotation is currently advertised on Vendor Panel for Stage 1.



Schematic Illustration – Banner Poles

Extract Sheet of  
 the Lighting Design





## Wayfinding Project – Stage 1 - Asad Nizamani, Projects Engineer

- Heroes, Larkins & Visionaries (HLV) walking trail installed in July 2023.
- Silver Vehicle Trail (119 signs) installed in September 2023.
- 3 of 4 Park Sculptures installed.
- CBD Wayfinding Signs installation underway.
- Estimated completion: November 2023



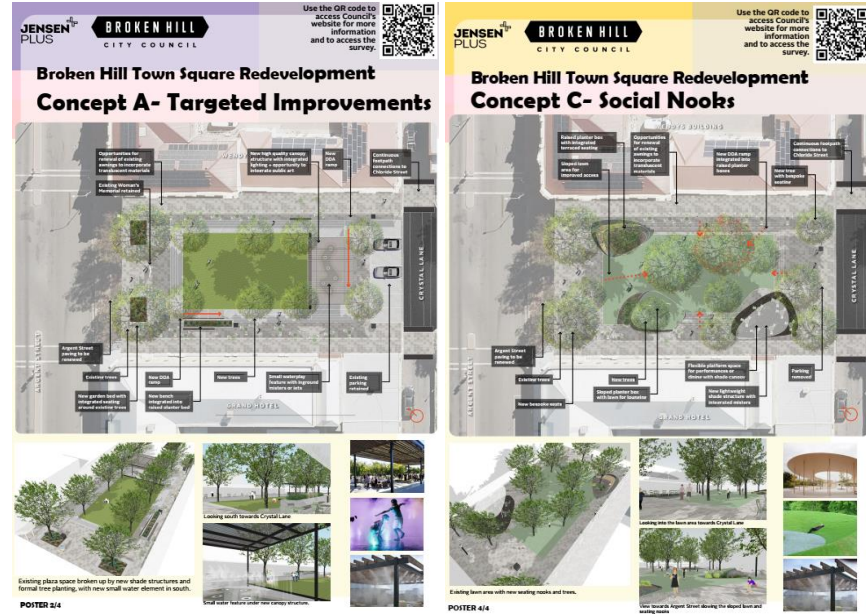
*Parks Sculptures being installed*



# Town Square & Argent Street Paving Project

- Asad Nizamani, Projects Engineer

- 70% design completed for the Town Square Redevelopment Project.
- Preliminary pavers selected for Argent Street.
- Tender for Paving Construction will be advertised in November 2023 and Town Square ETA on advertising December 2023.
- Construction intended to commence from early 2024 on these projects.





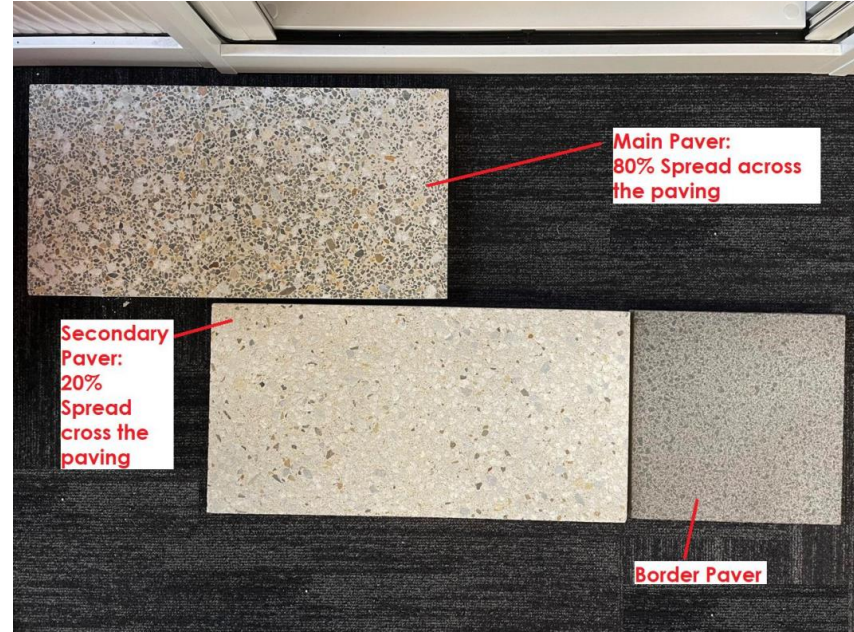
*70% DD – Floor Plan - Landscape*





## Town Square & Argent Street Paving Project - Asad Nizamani, Projects Engineer

- Size: 300 x 600 x 50mm or 300 x 300 x 50mm
- Trafficable for light vehicles.
- Light colour to allow for heat reflection.
- Exposed aggregate feature.
- Standard sizes.

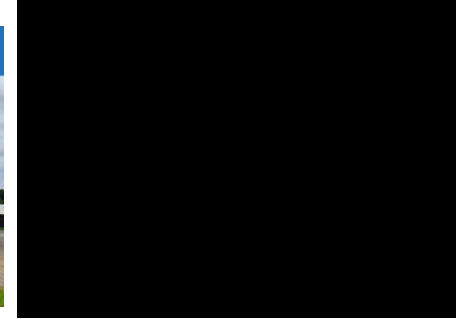


*Pavers – Preferred Preliminary Selections*



## Airport Master Plan & Funding - Asad Nizamani, Projects Engineer

- Background: specialist Airport Planner Landrum & Brown Worldwide was engaged to carry out works the Airport Master Plan. The final Master Plan Report was received in September 2023.
- Council approved public exhibition of the Master Plan in the September 2023 General Meeting.
- Public exhibition closed on 5 November 2023 with a final report being prepared for Council's November 2023 Meeting for endorsement.





## Airport Master Plan & Funding - Asad Nizamani, Projects Engineer

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- Planning works are well underway on the Airside Pavements Upgrade project:
  - Final scope of inclusions being assessed under 2023 prioritisations
  - Consultant team has been formed for design
  - Geotechnical tests – commencing November 2023
- Tonkin Consulting Pty Ltd has been appointed as the lead design consultant through an open tender process in Council's October 2023 General Meeting.
- Construction will commence in mid- 2024 over a period of 12 months.

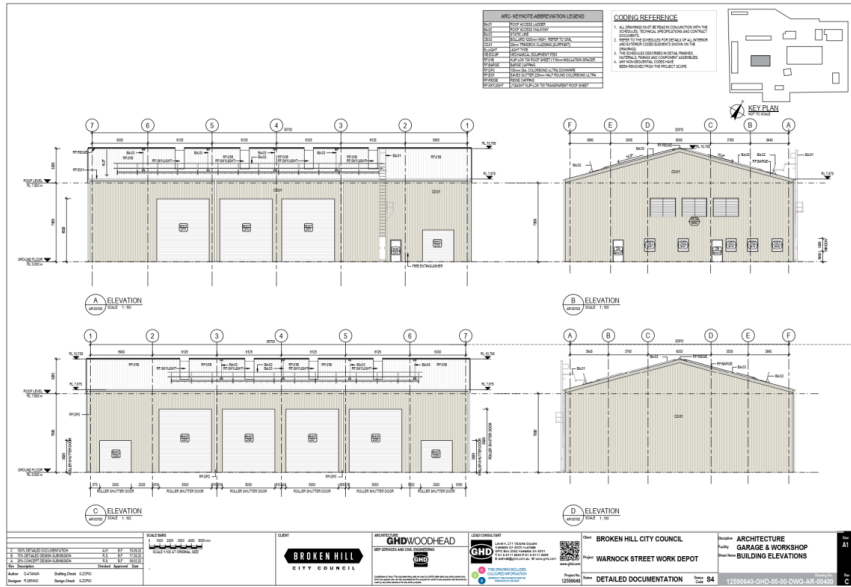


*Preliminary Areas for Upgrades - 2023*



# Warnock Street Redevelopment - Asad Nizamani, Projects Engineer

- 100% Technical Design Documentation was received from GHD Pty Ltd in September 2023.
- Council endorsed the 100% Design in the October 2023 General Meeting.
- DA was lodged in August 2023 with assessment underway with consultant planning firm Planning Ingenuity undertaking the assessment report.
- Stage 1 of Construction: Garage & Utilities is currently in the procurement stage with RFT advertising in November 2023.



100% DD – Garage Workshop Elevations



# Warnock Street Redevelopment

- Asad Nizamani, Projects Engineer

## Staging Plan – 2024 & 2025

- Stage 1 of Construction focusing on the Utilities and Garage will be completed over a period of approximately 18 months.
- 2024 will also see an upgrade to the site's substation with trenching for utilities commencing.

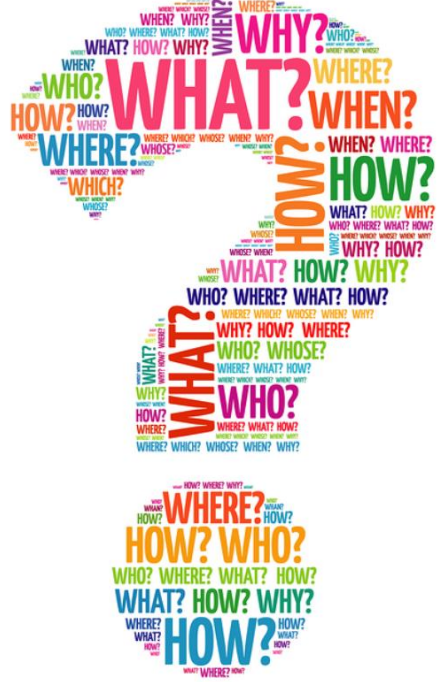


Staging Plan to 2025/26



# Questions?

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## Next PSG Meeting

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The next meeting will be held in 2024.

Date and Time to be confirmed.





## WORKS COMMITTEE

November 24, 2023

**ITEM 4****BROKEN HILL CITY COUNCIL REPORT NO. 241/23**

**SUBJECT:** MINUTES OF THE E.T. LAMB MEMORIAL OVAL COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD 11 OCTOBER 2023 D23/64220

**Recommendation**

1. That Broken Hill City Council Report No. 241/23 dated November 24, 2023, be received.
2. That the minutes of the E.T. Lamb Memorial Oval Community Committee Annual General Meeting held 11 October 2023 be received.

**Executive Summary:**

Council has received minutes of the E.T. Lamb Memorial Oval Community Committee Annual General Meeting held 11 October 2023 be received. for endorsement by Council.

**Report:**

As per Council's Section 355 Asset Committee Framework Manual and the Constitution of the E.T. Lamb Memorial Oval 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 E.T. Lamb Memorial Oval Community Committee has submitted minutes from its meeting held 11 October 2023 for Council's endorsement.

**Community Engagement:**

Community representatives participate on the Section 355 E.T. Lamb Memorial Oval 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*.

E.T. Lamb Memorial Oval Community Committee operates under Council's Section 355 Asset Committee Framework which includes the Section 355 Asset Committee Manual and the E.T. Lamb Memorial Oval Community Committee Constitution (both adopted 30 March 2022).

**Financial Implications:**

Nil.

**Attachments**

1. Minutes of the Section 355 E.T. Lamb Memorial Oval Community Committee  
[↓](#) Annual General Meeting held 11 October 2023

SIMON BROWN  
DIRECTOR FINANCE AND COMMERCIAL

JAY NANKIVELL  
GENERAL MANAGER

## ANNUAL GENERAL MEETING MINUTES

Section 355 E.T. Lamb Memorial Oval Community Committee Annual General Meeting  
Minutes

Date	11/10/2023	Time Meeting opened: 4.17pm	Time Meeting closed: 4.25pm
Location	Aged Persons Rest Centre		
Present	Councillor David Gallagher, Lyndon Pace, Bryan Williamson, Des Rumble (via phone), Luke Driscoll (via phone), Ross Morris (via phone)		
Apologies	Roderick Lamb		
Observer	Councils - Chief Financial Officer, Simon Brown; Asset Inspector, Chris Treloar; Corporate Support Officer, Lauren Blunden		
Next Meeting	Wednesday, 15 November 2023 4pm, E.T. Lamb Memorial Oval		

AGENDA	MOVED BY	SECONDED
Welcome and Apologies		
Appointment of Executive positions		
Chairperson – Councillor David Gallagher	Lyndon Pace	Ross Morris
Deputy Chairperson – Ross Morris	Lyndon Pace	Bryan Williamson
Secretary – Lyndon Pace	Councillor Gallagher	Bryan Williamson
Treasurer – Lyndon Pace	Bryan Williamson	Ross Morris
Financial Overview		
Council's Chief Financial Officer, Simon Brown offered his support across Assets and Finance		
Assets – contactable by email - <a href="mailto:assets@brokenhill.nsw.gov.au">assets@brokenhill.nsw.gov.au</a> The committee currently has no finances		
General Business NIL		
Next Meeting Wednesday 15 November, 4pm At The E.T. Lamb Memorial Oval	Lyndon Pace	Councillor Gallagher
Meeting Closed There being no further business the Chairperson declared the meeting closed at 4.25pm.		



CITY COUNCIL

[www.brokenhill.nsw.gov.au](http://www.brokenhill.nsw.gov.au)