



# BUSINESS PAPER

Infrastructure and Environment  
Committee Meeting

Council Chambers  
16 June 2025

5.30pm

**BROKEN HILL**

CITY COUNCIL

AUSTRALIA'S FIRST  
HERITAGE LISTED CITY

## **MEMBERS OF THE INFRASTRUCTURE AND ENVIRONMENT COMMITTEE**

Mayor Kennedy, Deputy Mayor Hickey (Chairperson) Councillor Algate, Councillor Byrne, Councillor Chandler and Councillor Page.

Notice is hereby given, in accordance with the provisions of the *Local Government Act 1993*, that the Infrastructure and Environment Committee of the Broken Hill City Council will be held in the Council Chambers on **Monday 16 June 2025** 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 Committee Meeting is being livestreamed via YouTube and recorded and published online via Council's website. To those present in the meeting today, by attending in this public meeting you are consenting to your image, voice and comments being recorded and published.

The Chairperson and/or General Manager have the authority to pause the livestream if comments or debate are considered defamatory or otherwise inappropriate for publishing.

Participants 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 Infrastructure and Environment Committee of the City of Broken Hill held Monday, May 19, 2025.



**MINUTES OF THE INFRASTRUCTURE AND ENVIRONMENT COMMITTEE**  
**MEETING HELD MONDAY, MAY 19, 2025 (5:30 PM)**

*As the Committee Chairperson, Deputy Mayor Hickey, was absent for this meeting, the Mayor assumed the Chair.*

**PRESENT:**

Councillor T Kennedy (Mayor), Councillors B Algate and A Chandler.

Councillor E Gillett.

General Manager, Director Infrastructure and Environment and Executive Officer.

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

**APOLOGIES:**

Nil

**LEAVE OF ABSENCE****APPLICATIONS:**

- 1) Deputy Mayor Hickey submitted a Leave of Absence application for this meeting for a prescribed reason.
- 2) Councillor Byrne submitted a Leave of Absence application for this meeting for a prescribed reason.

Procedural Motion

Moved Councillor Bob Algate, Seconded Councillor Alan Chandler

That the Leave of Absence applications be accepted and a Leave of Absence for this meeting be granted to Deputy Mayor Hickey and Councillor Byrne.

CARRIED UNANIMOUSLY

**PRAYER**

Councillor Chandler delivered the Prayer.

**ACKNOWLEDGEMENT OF COUNTRY**

Councillor Page delivered the Acknowledgement of Country.

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

Councillor Algate delivered the Acknowledgement of Broken Hill's Mining History.

**MINUTES FOR CONFIRMATION**

Recommendation

Moved Councillor Alan Chandler, Seconded Councillor Bob Algate

That the Minutes of the Infrastructure and Environment Committee meeting held Tuesday April 22, 2025 be confirmed.

CARRIED UNANIMOUSLY



**DISCLOSURE OF INTEREST**

Nil.

**REPORTS**

1. BROKEN HILL CITY COUNCIL REPORT NO. 79/25 - DATED MAY 12, 2025 -  
DRAFT VOLUNTARY PLANNING AGREEMENT POLICY D25/20835

**Recommendation**

Moved Councillor Bob Algate, Seconded Councillor Alan Chandler

1. That Broken Hill City Council Report No. 79/25 dated May 12, 2025, be received.
2. That the Voluntary Planning Agreement Policy be adopted as a Policy of Council and will supersede the previous Voluntary Planning Agreement Policy adopted in 2019.

**CARRIED UNANIMOUSLY**

**CONFIDENTIAL MATTERS**

Nil.

**CONCLUSION OF THE MEETING**

There being no further business to consider, the meeting was declared closed at 5:35pm.

The foregoing minutes were read and confirmed at the Infrastructure and Environment Committee meeting held on 16 June 2025.

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Chairperson

# REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 103/25 - DATED JUNE 10, 2025 - BROKEN HILL LIBRARY PROJECT - JUNE 2025 CONSTRUCTION UPDATE (D25/25645) ..... 7
2. BROKEN HILL CITY COUNCIL REPORT NO. 104/25 - DATED JUNE 04, 2025 - DRAFT TERMS OF REFERENCE - TIDY TOWNS WORKING GROUP AND HISTORICAL UNMARKED GRAVES PROJECT (D25/24862) .....10
3. BROKEN HILL CITY COUNCIL REPORT NO. 105/25 - DATED MAY 21, 2025 - MINUTES OF THE PROJECT CONSULTATIVE GROUP PROJECT STEERING GROUP MEETINGS HELD 22 AUGUST 2024, 15 JANUARY 2025 AND 12 MAY 2025 (D25/22542).....20

## INFRASTRUCTURE AND ENVIRONMENT COMMITTEE

June 10, 2025

**ITEM 1**BROKEN HILL CITY COUNCIL REPORT NO. 103/25

SUBJECT: BROKEN HILL LIBRARY PROJECT - JUNE 2025 CONSTRUCTION  
UPDATE D25/25645

**Recommendation**

1. That Broken Hill City Council Report No. 103/25 dated June 10, 2025, be received.
2. That Council notes the latest updates of the Broken Hill Library Project as of June 2025.

**Executive Summary:**

This reported is aimed at providing Council with an update on the library project as of 31 May 2024 and follows on from the updates noted by Council at the Ordinary Council Meeting held on 28 February 2024 (Minute No. 47477) along with quarterly Project Reference Group Meetings.

Since 28 February 2024, all design works has been completed and statutory approvals received. Construction started on 29 May 2024 with completion estimated in October 2025.

On 31 May 2025, the project is 60% complete, with an expenditure of \$9,536,719 ex GST.

**Report:**

The updates under this report include:

- Construction progress
- Financial summary as of 31 May 2024
- Potential project risks

A construction contract was signed between Council and North Construction & Building Pty Ltd (Principal Contractor) on 29 May 2024 with Neeson Murcutt Architects Pty Ltd retained as the Principal Consultant during the construction stage of the project.

**Construction progress**

North Construction & Building Pty Ltd (North Construction) commenced construction works on site on 29 May 2024 with demolition, earthworks, detailed concrete foundations and below ground water proofing primarily completed by December 2024.

From January 2025 to May 2025, the construction works have focused on the erection of the precast concrete wall and beam panels with several ground floor slab areas completed. Structural steel works commenced in May 2025, with roof modules assembly and installation being the most significant trade on site this month.





Progress up to 31 May 2025

From June 2025, the project will focus on above ground works including the commencement of fit out activities with the following chronology of upcoming works:

- June 2025 – roof framing and structural steel, completion of final ground floor slabs
- July 2025 – windows and roof cladding, including wall cladding
- August 2025 – fit out and internal works, walls, glazing and bathroom works
- September/October 2025 – painting, final fit outs, landscaping works, commissioning, occupation certificate and handover process

The new library carpark designs have been completed with works underway to obtain the final construction certificate in June 2025. Construction will commence in August 2025 and is estimated to be completed in September 2025. The works will be primarily carried out by Council's staff.

#### Financial summary as of 31 May 2025

The following table shows the overall budget of the library redevelopment project.

Item	Description	Qty	Unit	Budget	Actual – 31/5/25
1	Library Redevelopment	1	Item	\$14,500,000	\$9,536,719
2	Library AV Equipment	1	Item	\$219,860	\$0
3	Library Furniture	1	Item	\$590,366	\$0
4	Library Landscaping	1	item	\$346,587	\$6,640
5	Library Carpark	1	item	\$843,870	\$40,888
6	PLIG2425010 - Grant Funding	1	Item	\$437,243	\$62,673
7	<b>Total costs (ex GST)</b>	<b>1</b>	<b>Item</b>	<b>\$16,937,926</b>	<b>\$9,646,920</b>

Funding sources include both federal and state government grants worth up to a total value of \$12,216,843 (no GST). All grants have been paid out to council up to 31 May 2025.

The project's total expenditure up to 31 May 2025 is \$9,646,920 excluding GST.

#### Potential project risks

This section outlines two key risk areas associated with the delivery of the project: timeline risks and cost risks.

**Timeline Risk(s)**

The project commenced on 29 May 2024 under a contract program of 60 weeks, with an original contractual completion date of 23 July 2025. Since commencement, the contractor, North Construction, have encountered several program delays. These include both: uncontrollable external delays, and Contractor-claimed delays due to latent (unforeseen physical) site conditions.

In response, a revised contract program was mutually agreed upon in May 2025, establishing a new contractual completion date of 12 September 2025.

Further complexity has arisen from additional scope items introduced after the contract's commencement, such as hard landscaping works initiated by North Construction. Concurrently, Broken Hill City Council is undertaking separate works for a new carpark adjacent to the site. However, these works are contingent on handover of the carpark site by North Construction, currently scheduled for early August 2025, which may impact the carpark construction schedule.

**Cost Risk(s)**

As of 31 May 2025, the project's cost risk is assessed as low and manageable.

A total of \$661,368 (excluding GST) in cost variations has been claimed to date. These variations primarily relate to latent conditions and approved scope adjustments. The current variation amount results in the project being \$15,147 (or approximately 0.1%) over the combined approved budget, as outlined in the financial summary section of this report.

Council is requested to note the above timeline and cost risks and continue to support proactive engagement with both state and federal funding bodies. This will ensure ongoing compliance with grant reporting requirements and help maintain transparency and accountability throughout the delivery phase.

**Community Engagement:**

Not required under this council report.

**Strategic Direction:**

Key Direction:	1	Our community
Objective:	1.5	Our built environment supports our quality of life
Strategy:	1.5.2	Manage delivery of infrastructure projects associated with the Library and Archives project

**Relevant Legislation:**

Local Government Act 1993

Local Government (General) Regulation 2022

**Financial Implications:**

This report does not have any financial implication(s).

**Attachments**

There are no attachments for this report.

CODIE HOWARD

DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL

GENERAL MANAGER

## INFRASTRUCTURE AND ENVIRONMENT COMMITTEE

June 4, 2025

**ITEM 2**BROKEN HILL CITY COUNCIL REPORT NO. 104/25

SUBJECT: DRAFT TERMS OF REFERENCE - TIDY TOWNS WORKING GROUP AND HISTORICAL UNMARKED GRAVES PROJECT  
D25/24862

**Recommendation**

1. That Broken Hill City Council Report No. 104/25 dated June 4, 2025, be received.
2. That Council adopts the draft Terms of Reference of the Tidy Towns Working Group and invites the individuals who regularly carryout work at the Broken Hill Cemetery to identify unmarked graves to join the Tidy Towns Working Group to undertake the Historical Unmarked Graves Project.
3. That an Infrastructure and Environment budget of \$10,000.00 be established for the Historical Unmarked Graves Project (installation of name plaques on historical unmarked graves at the Broken Hill Cemetery) for the 2025/2026 financial year and included in the Delivery Program 2025-2029 and Operational Plan 2025/2026; and that the project be considered for funding in future years as part of the annual budget review.
4. That Council choses the materials to be used for the name plaques from the three (3) options provided in the report.

**Executive Summary:**

The Terms of Reference for the Tidy Towns Working Group has been updated to reference the working bees at the Broken Hill Cemetery that are conducted by the Tidy Towns Working Group and to also include recommendations from the Working Group towards a project to place signs on the historical unmarked graves at the Cemetery, as requested by the Mayor at the Finance and Governance Committee Meeting held 21 May 2025.

**Report:**

During discussion of a report for the appointment of community representatives on a Council S355 Committee at the Finance and Governance Committee Meeting held 21 May 2025, the General Manager took a question on notice from the Mayor regarding the Tidy Towns Working Group, as follows:

*The General Manager took a question on notice from the Mayor requesting that an Infrastructure and Environment budget be created for signs to be placed on unmarked graves at the Broken Hill Cemetery, and that the Tidy Towns Working Group makes recommendations to the Director Infrastructure and Environment regarding the wording and placement of these signs. Also, that the two ladies who regularly carryout work at the Cemetery to identify unmarked graves be invited to join the Tidy Towns Working Group to assist with this project.*



As such, the Terms of Reference of the Tidy Towns Working Group has been amended to include reference to the working bees that are carried out at the Broken Hill Cemetery by Tidy Towns volunteers and the Cemetery project to place signs (name plaques) on the historical unmarked graves at the Cemetery, and the two ladies who are carrying out work to identify the unmarked graves at the Cemetery will be invited to join the Tidy Towns Working Group if Council approves the proposed changes to the Tidy Towns Working Group Terms of Reference and a budget allocation for the Unmarked Graves Project.

The Tidy Towns Working Group will make recommendations to the Director Infrastructure Environment for the wording and placement of name plaques on historical unmarked graves at the Broken Hill Cemetery and a budget of \$10,000.00 is recommended for the 2025/2026 financial year.

#### Unmarked Graves Cemetery Project

The Cemetery Coordinator has provided some options on the types of name plaques for Council to consider using for the unmarked graves. These options, with current costs provided, have been suggested as the more robust options to withstand our harsh climatic conditions, and include:



Option 1 above – A 150mm x 150mm bronze plaque (with up to 8 line of writing) attached to a concrete sloper will cost \$649.00 each, which equates to the installation of 15 of these plaques and slopers with a budget of \$10,000.00.



Option 2 above – A 150mm x 150mm bronze plaque (with up to 8 lines of writing) attached to a concrete sloper on a concrete base will cost \$800.00 each, which equates to the installation of 12 of these plaques, slopers and bases with a budget of \$10,000.00.



Option 3 above – A bronze plaque (with up to 8 lines of writing) attached to a granite sloper will cost \$833.00 each, which equates to the installation of 12 of these plaques and slopers with a budget of \$10,000.00.

**Note:** The use of timber crosses is not recommended as they deteriorate and rot quite quickly in our weather conditions. Concrete is more cost effective than granite but over time will eventually deteriorate and crumble (Options 1 and 2), whereas natural granite (Option 3) is the most robust.

It is recommended that an Infrastructure and Environment budget of \$10,000.00 be established for the 2025/2026 financial year for the Historical Unmarked Graves Project, this budget has been included in the Draft Delivery Program 2025-2029 and Draft Operational Plan 2025/2026, and will be reviewed in future years as part of the budget review process.

### Community Engagement:

Council is currently advertising for nominations for membership of its Working Groups and Volunteer Groups.

Council will reach out to the ladies who are currently undertaking work to identify historical unmarked graves at the Cemetery to invite them to join the Tidy Towns Working Group, if Council adopts the amendments to the Terms of Reference of the Tidy Towns Working Group and a budget for the project.

### Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.1	Our community spirit is our strength
Strategy:	1.1.1	Provide opportunities for people to come together to find local solutions to a range of social and health issues
Strategy:	1.1.2	Maintain and enhance the Open and Cultural Public Spaces within the City

### Relevant Legislation:

*Local Government Act 1993*

### Financial Implications:

It is recommended that a budget of \$10,000.00 be established for the 2025/2026 financial year for the Historical Unmarked Graves Project. This budget has been included in the Draft Delivery Program 2025-2029 and Draft Operational Plan 2025/2026 to be presented to the June 2025 Council Meeting and will be reviewed for future years as part of the budget review process.

**Attachments**

1. [↓](#) Draft Terms of Reference - Tidy Towns Working Group

CODIE HOWARD  
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL  
GENERAL MANAGER



## DRAFT TIDY TOWNS WORKING GROUP – TERMS OF REFERENCE

QUALITY CONTROL			
TRIM REFERENCES	D16/54680 - 12/55		
RESPONSIBLE POSITION	Waste and Sustainability Manager		
APPROVED BY	Broken Hill City Council		
REVIEW DATE	2028	REVISION NUMBER	2
EFFECTIVE DATE	ACTION	MINUTE NUMBER	
25 February 2015	Adopted	44887	

### 1. INTRODUCTION

The Tidy Towns Working Group is a volunteer group established by Council resolution on 25 February 2015, minute number 44887.

### 2. GROUP NAME

The Group shall be called the Tidy Towns Working Group.

### 3. GROUP ADDRESS

The address of the Group will be:

c/- PO Box 448  
Broken Hill NSW 2880

### 4. GROUP VISION, MISSION AND OBJECTIVES

#### 4.1 Vision

To ensure that Broken Hill remains a self-sufficient and sustainable community.

#### 4.2 Mission

To assist Council in undertaking activities to ensure best practice waste management and recycling systems, whilst maintaining a green and attractive city in an environmentally responsible manner.

#### 4.3 Objectives

- 4.3.1** To assist Council in preparation and submission of annual entries in the NSW Keep Australia Beautiful Tidy Towns Competition.

- 4.3.2** To host visits of Tidy Towns Assessors to Broken Hill.
- 4.3.3** To represent Council at Tidy Towns Award events as requested by Council.
- 4.3.4** To assist Council in creating public awareness for property and environmental improvement.
- 4.3.5** To assist in developing and promoting Broken Hill as a Tidy Town.
- 4.3.6** To participate in and liaise with the Broken Hill community and community groups in the conduct of the annual Keep Australia Beautiful Clean Up Day.
- 4.3.7** Under the guidance of Council staff, coordinating and participating in working bees and clean up days at the Broken Hill Cemetery.
- 4.3.8** Providing recommendations through the Working Group to the Director Infrastructure and Environment on the implementation of initiatives or small projects to assist with the beautification and maintenance of the Broken Hill Cemetery.
- 4.3.9** Providing recommendations through the Working Group to the Director Infrastructure and Environment on the wording and placement of signs on historical unmarked graves at the Broken Hill Cemetery, the number of name plaques to be placed on unmarked graves to be limited to the budget allocated for this project each year and the type of name plaques as resolved by Council for the Historical Unmarked Graves Project.
- 4.3.10** To support activities that benefits the environment, such as tree planting days, as appropriate and only when follow up care of these plantings is guaranteed.
- 4.3.11** To co-opt additional members from time to time, at its discretion, to provide specialist advice or assistance at nil cost and without voting rights.
- 4.3.12** To undertake all activities in a manner consistent with Council's Workplace Health and Safety requirements.

## **5. STRUCTURE AND MEMBERSHIP**

- 5.1** The Working Group shall consist of ten (10) members to be appointed at the first Working Group meeting following a local election, such members to be nominated in the following manner:
  - Maximum of three (3) Councillor representatives;
  - Council Contact Officer  
- Waste and Sustainability Manager
  - Council's Cemetery Services Coordinator;
  - Remaining members consisting of industry representatives/key stakeholders and other interested parties.
- 5.2** Council reserves the right to amend the number of Working Group members and category of representation.

## **6 TERM OF APPOINTMENT**

- 6.1** Community members appointed to the Working Group will serve for a period of four (4) years coinciding with the period of election of the current elected body.
- 6.2** Councillors will be appointed to the Working Group on an annual basis in September.
- 6.3** Members standing down during that period will be eligible for re-appointment.
- 6.4** Any new appointments in that period, due to vacancies or formal expansion of membership by the elected body; will serve the remainder of the four (4) year term; but will be eligible for re-appointment.

## **7. VACANCIES WITHIN THE WORKING GROUP**

- 7.1** Vacancies will be advertised and interested parties invited to apply for membership in writing, by completing a nomination form providing names and other necessary details for Council's consideration.

~~**7.2** The names and addresses of the persons nominated will be forwarded in writing to Council's General Manager by a member of the Executive.~~

## **8. VACANCIES IN WORKING GROUP MEMBERSHIP**

- 8.1** Working Group members will serve the set period unless the Working Group is disbanded by Council prior to the time of the next local government election.
- 8.2** A member having failed to attend three (3) consecutive ordinary meetings, without leave of absence having been granted, shall have resigned their membership.
- 8.3** Any member of the Working Group resigning his/her position within the Working Group shall do so in writing addressed to the Secretary, such notice having effect upon receipt by the Secretary.
- 8.4** A member ceasing to reside in Broken Hill will notify the Secretary in writing; such notice and a motion declaring his/her position vacant being carried at an ordinary meeting of the Working Group.
- 8.5** Membership shall cease in the following cases:
  - If member becomes bankrupt;
  - Member resigns from office by notification in writing to the Working Group and Council;
  - Member is absent for three (3) consecutive meetings without leave from meetings of the Working Group;
  - Council passes a resolution to remove the member from the Working Group;
  - Member holds any office of profit under the Working Group;
  - Member fails to disclose any pecuniary interest in any matter with which the Working Group is concerned and takes part in the consideration, discussion or votes on any question relating to the matter and for the purposes of this



provision 'pecuniary interest' has the same meaning given to that term in Section 441-443 of the *Local Government Act 1993*;

- Member while holding that office is convicted of an offence referred to in part 4 of the *Crimes Act 1900* (offences relating to property);
- Member is prohibited by Order under Section 230 of the Corporations Law from managing a corporation within the meaning of that Section;
- Member becomes a mentally incapacitated person; or
- Upon the death of a member.

**8.6** It shall be the duty of the Chairperson, if any extraordinary vacancy occurs, to declare the fact to the next ensuing ordinary meeting and to ensure that the necessary steps are taken to fill the vacancy in accordance with this Constitution.

## **9. MEETINGS**

**9.1** All meetings shall be held in accordance with the Council's Code of Meeting Practice.

- Minutes of the matters discussed will be kept and a copy forwarded to the Contact Officer and to all Volunteer Group members in advance of the next meeting.
- Any items requiring action by Council are to be the subject of a separate letter addressed to the Contact Officer.

**9.2** There should be minimum of four (4) meetings held each year however, it is recommended that Ordinary Meetings of the Working Group occur on a monthly basis, to ensure that any outstanding matters are dealt with expeditiously.

**9.3** Ordinary Meetings of the Working Group are required to address correspondence and matters relevant to the Working Group's objectives (Section 4.3) and finance matters (where relevant).

**9.4** The Annual General Meeting will report on the activities of the Working Group for the year and to develop proposals for the activities program and any special projects for the following twelve (12) month period.

Appointment of all office bearers for the following twelve (12) month period will also take place at this meeting.

Agendas will be sent out and minutes kept by the Secretary of the meeting with copies sent to Council's Contact Officer (where not the Working Group Secretary).

**9.5** An Extraordinary Meeting of the Volunteer Group shall be called in accordance with the Council's Code of Meeting Practice.

**9.6** The Contact Officer is responsible for preparing a report to Council requesting the minutes be noted and any specific recommendation of the Working Group which must be endorsed at the time major events will be occurring with the Working Group.

- 9.7** Following the Council's consideration of the Minutes and Recommendations, the Contact Officer will provide advice/feedback to the Working Group as applicable.

## **10. EXECUTIVE**

- 10.1** The Executive shall consist of a Chairperson, Deputy Chairperson, Secretary and Treasurer (where required); all of whom shall be appointed at the Annual General Meeting each year.
- 10.2** The Chairperson shall chair and maintain order at all meetings of the Working Group at which he/she is present. The Chairperson may vote on all questions before the Working Group and when voting is equal shall have the casting vote.
- 10.3** During the absence of the Chairperson, or during a vacancy in that position, the Deputy Chairperson shall have and may exercise all the powers of the Chairperson.
- 10.4** Under normal circumstances only the Chairperson shall speak for the Working Group however, individual members may be delegated powers of public comment by the Working Group, should circumstances warrant it.
- 10.5** All members of the Executive will act in an honorary capacity.

## **11. RESPONSIBILITIES OF MEMBERS**

- 11.1** Members of the Working Group are bound by the Broken Hill City Council Code of Conduct and shall undertake activities in accordance with the Workplace Health and Safety Policy and Procedures and with guidance by Council staff.
- 11.2** Members will be provided with a copy of the Broken Hill Code of Conduct and required to sign an acknowledgement form indicating their acceptance of such, before attending their first meeting.

## **12. RECORDS**

- 12.1** The Working Group is required to keep all proper records. Minutes of each meeting shall be distributed to the Volunteer Group members.
- 12.2** Minutes of each meeting shall be submitted to Council within fourteen (14) days of the meeting.

## **13. CONFLICT OF INTERESTS**

- 13.1** Councillors, Council Staff and members of Council Committees/Groups must comply with the applicable provisions of Council's Code of Conduct in carrying out the functions as Council Officials. It is the personal responsibility of Council Officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.
- 13.2** Working Group members must declare any conflict of interests at the start of each meeting, or before discussions of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

#### 14. COUNCIL CONTACT OFFICER

**14.1** For further information on the Tidy Towns Working Group, contact Council's Waste and Sustainability Manager on 08 8080 3177.

#### 14 DEFINITIONS

In this Constitution the following definitions will apply:

**'Council'** shall mean Broken Hill City Council.

**'Working Group'** shall mean the Tidy Towns Working Group.

**'Executive'** shall mean the Chairperson, Deputy Chairperson and Secretary of the Working Group.

**'Contact Officer'** shall mean Working Group specific Council Contact Officer, as detailed at Section 14.1.

## INFRASTRUCTURE AND ENVIRONMENT COMMITTEE

May 21, 2025

**ITEM 3**BROKEN HILL CITY COUNCIL REPORT NO. 105/25

SUBJECT: MINUTES OF THE PROJECT CONSULTATIVE GROUP PROJECT STEERING GROUP MEETINGS HELD 22 AUGUST 2024, 15 JANUARY 2025 AND 12 MAY 2025 D25/22542

**Recommendation**

1. That Broken Hill City Council Report No. 105/25 dated May 21, 2025, be received.
2. That the minutes of the Project Consultative Group Project Steering Group from 22 August 2024, 15 January 2025 and 12 May 2025 be noted.
3. That the PowerPoint Presentation of the Project Consultative Group Project Steering Group from 22 August 2024, 15 January 2025 and 12 May 2025 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.

Following the Local Government Election held in September 2024, all committee positions were declared vacant. Positions have now been finalised.

Meetings have been held on the following dates:

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

- 8 November 2023
- 16 May 2024
- 22 August 2024
- 15 January 2025
- 12 May 2025

This report is to provide the Works Committee with a copy of the minutes and presentation from the PSG meetings held on 22 August 2024, 15 January 2025 and 12 May 2025.

It is important to note that for the presentations, 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 had not been approved for circulation at that 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 Presentation 22 August 2024
2. [↓](#) Project Consultative Group PSG Minutes 22 August 2024
3. [↓](#) Project Consultative Group PSG Presentation 15 January 2025
4. [↓](#) Project Consultative Group PSG Minutes 15 January 2025
5. [↓](#) Project Consultative Group PSG Presentation (Redacted) 12 May 2025
6. [↓](#) Project Consultative Group PSG Minutes 12 May 2025

CODIE HOWARD  
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL  
GENERAL MANAGER





**BROKEN HILL**  
CITY COUNCIL

# Project Consultative Group

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**Project Steering Group  
Meeting No. 7  
Thursday, 22 August 2024**



## 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, Acting Leader Project Management

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- The second round of Tender advertising returned one submission for each site.
- Again, both submissions significantly exceeded the available budget.
- Both submissions were for supply and delivery only and excluded site preparation, installation, connections, etc. The submission for Alma Oval excluded demolition of the existing building.
- Costs for site preparation, installation, connections etc. were estimated between \$276,280 to \$311,280.
- The Tender Evaluation Panel agreed to reach out to local builders to confirm what could be achieved, in similar design, at a more affordable cost. This is to find an alternative to the modular building or provide comparison of quotations to confirm if the modular building is more affordable.
- Findings are expected to be reported at the October Council meeting.



## Lighting Upgrades – Memorial Oval

- Rebecca McLaughlin, Acting Leader Project Management

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- **Memorial Oval – Tender Evaluation Pending**
  - Q24/8 - Request for Quotation - Memorial Oval Lighting Design closed on 31 May 2024.
  - Quotes received ranged from \$0 - \$63,800.00 for design services. \$0 submission was based on securing subsequent construction works and utilising company specific fittings. Submissions included and excluded use of existing towers, and one submission did not conform as did not include costs for full design scope of works.
  - Evaluation panel agreed quotations are excessive compared to budget available due to unknown conditions of the site, and if existing towers could be retained. Potential savings during construction stage could be achieved if no requirements for demolition, new towers, new cabling, etc.
  - Evaluation has been paused following engagement of an independent engineer to provide a structural assessment and report of the existing towers.
  - Evaluation will reconvene following report submission (expected in August).



**Image: Tower Lights and Track Lights  
proposed to be replaced pending design.**



## Lighting Upgrades – O'Neill Tennis Courts

- Rebecca McLaughlin, Acting Leader Project Management

- **O'Neill Tennis Courts – In Progress**
  - All court lighting has now been installed at the O'Neill Tennis Courts, including new poles where required.
  - MBE (contractor) noted a dark spot present mid court, courts 1-6 side. MBE have returned to the design consultant to review and provide a report on rectification.
  - Following response, MBE will adjust the light positions and test all lux levels.
  - There is one switchboard due to arrive by end of August and installation of this will be the final works to be completed.
  - The works are expected to be completed in full, ready for handover to Council and the Broken Hill Tennis Association, in mid-September.



**Images:**  
**Upgraded switchboard**



**New light installed**



## Kintore Reserve Shelter

- Rebecca McLaughlin, Acting Leader Project Management

- **Kintore Reserve Shelter**

- A new shelter with seating, and an accessible pathway, has been installed at Kintore Reserve.
- The shelter will serve as the starting base for the Heritage Walk Tours, as well as being available for use by all community and visitors.
- Works completed include demolition of old shelters and concrete, new concrete slab, new shelter with seating, and a new accessible pathway from Blende Street to the new shelter.
- Final works will include a ramp installed at an existing accessible car park providing direct connection to the new pathway, bollards behind the shelter to limit vehicle proximity to the shelter, and soft landscaping.
- Works are expected to be completed by the end of August.



**Image: New shelter and seats installed at Kintore Reserve**





## Queen Elizabeth Park - Small Dog Breed Off Leash Area - Rebecca McLaughlin, Acting Leader Project Management

- The Small Dog Off-Leash Area at Queen Elizabeth Park opened on 1 July 2025.
- The park has received positive feedback:

Broken Hill City Council staff/management/Councillors. Congratulations and thank you for establishing the Little Dogs dog park. This morning I was there with my pups, and two other people with their little pups. It was such a pleasure to see all six pups playing happily together without being concerned with big dogs who were in the big dog park. Job well done 👍

Well done council

Wow that looks AWSUME

that looks great



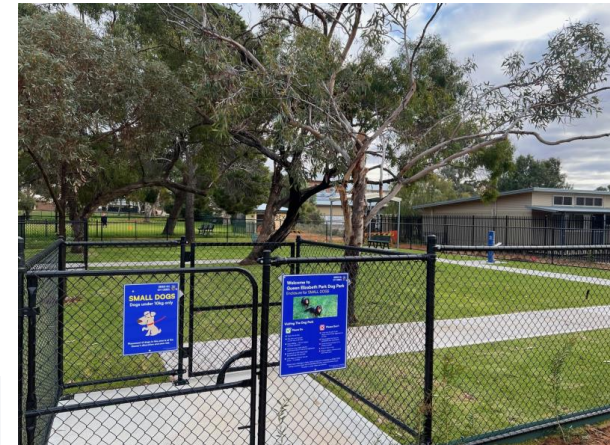
The Queen Elizabeth Park is such a credit to the current Council [Tom Kennedy](#)

Fantastic, Because I take my big girl Luna ( American staffy) weight huge. She is a lover but could hurt little dogs playing accidentally!

Nice, proper fencing for lil dogs so they cant escape 🙌

Excellent idea. Looks great, too.

Fantastic news, well done - will be great for little dogs, and owners, not to have to be concerned about large dogs not necessarily little dog friendly 🍌



**Image: New Small Dog Breed Off Leash Area**

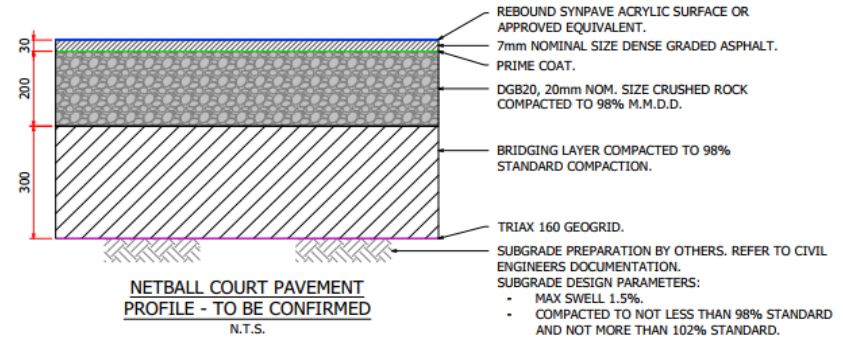


## E.P. O'Neill Memorial Park – Stage One – Netball Courts

- Rebecca McLaughlin, Acting Leader Project Management

### *FYI only – Reported to the E.P. O'Neill Memorial Park Redevelopment PSG*

- The new court layout is starting to take shape.
- 85% of the subgrade has been completed.
- 45% of the bridging layer has been completed.
- Coming up: Final areas of subgrade and bridging layers to be completed by mid-September. All court areas are expected to have subgrade and bridging layers completed by mid-September ready for electrical cabling and drainage to be installed prior to installing the court pavement.



**Image: Bridging layer**



## Duke of Cornwall Park

- Anjali Joseph, Acting Strategic Asset Management Coordinator

- Council's Assets Team found \$126,000 in savings for Duke of Cornwall Park and requested a change to the approved scope of works to re-invest these funds in the project rather than return funds to the Regional Housing Fund.
- This change has been approved by the Regional Housing Fund.
- Changes to the scope will now enable:
  - Replace lights on two towers in park
  - Upgrade of concrete pathway within the park
- All works will be completed by 31 December 2024, extended from 30 June 2024.



**Image: Upgrades to concrete pathways mark-up**



## Library and Archive Project

### Stage Two: New Library Construction

- Asad Nizamani, Projects Engineer

- Demolition has commenced on site with the old Childrens Library demolished.
- Earthworks have started on 29 July 2024.
- Sewer connections completed in August 2024
- Works on footings have started with inspection passed by certifier and structural engineer on 20 August 2024.
- First concrete pour (footings) – 22 August 2024
- Structural steel fabrication has commenced.



*Footings Inspection – 20 August 2024*





**Demolished walls – 16 July 2024**



**Steel reinforcement works – 15 August 2024**



**Sewer works – 7 August 2024**



**Preparing footings – 20 August 2024**



**Excavation – 14 August 2024**



**Concrete pour – 22 August 2024**



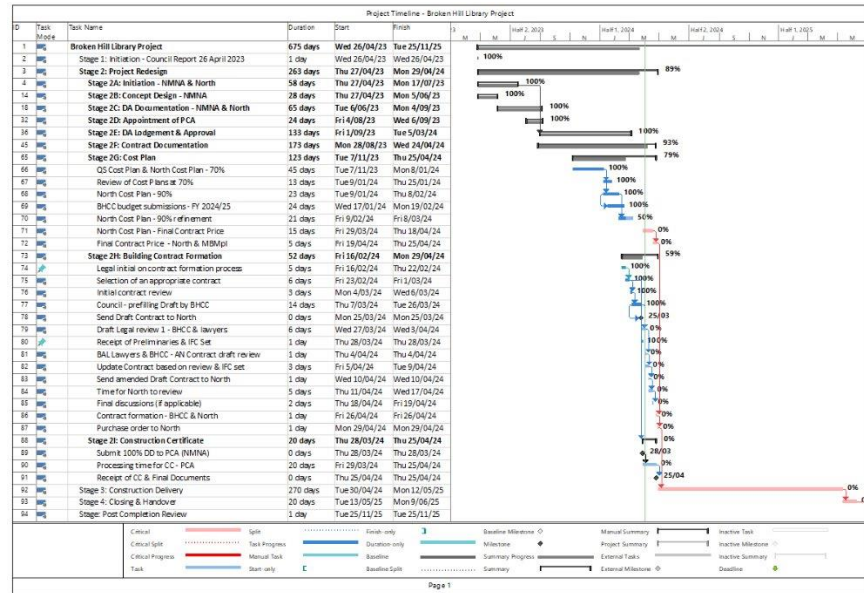
## Library and Archive Project

### Stage Two: New Library Construction

- Asad Nizamani, Projects Engineer

#### Estimated Program of Works

- Contract signing – Completed
- Construction Start – Completed
- Completion of ground works – October 2024
- Start of walls – November 2024
- Carpark site works – March to July 2025
- Construction finish – ETA July 2025



Program of works dated 3 April 2024





## Project Update – CDB Redevelopment Projects

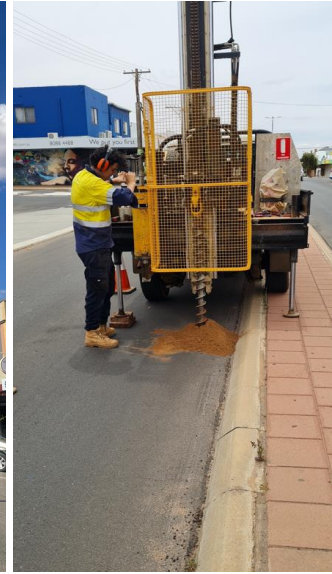
- Asad Nizamani, Projects Engineer

### 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 Lighting
- Argent Street Paving
- Town Square Redevelopment





## Banner Poles Project

- Asad Nizamani, Projects Engineer

- New lighting installed on the Banner Poles on Argent Street with works completed in June 2024.
- The lights are 300-Watt LED lights design by engineering firm JJ Ryan Consulting Pty Ltd.
- The lights have outreach arms in heritage green colour supplied by the pole manufacturer that are customised for the banner poles.
- Compliant lux levels were measured at the commissioning stage with full handover documentation.



*New banner pole lights – 27 June 2024*



## Argent Street Paving Project

- Asad Nizamani, Projects Engineer

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- Works ongoing on site with approximately 76% of the planned scope completed.
- Completed: Bromide St to Sulphide St.
- Current works: Sulphide St to Chloride St.
- Construction traffic management and diversion routes are in place.
- Construction will last until October 2024.



*New paving completed up to 30 July 2024*





- Concrete Path Replacements
- Kerb & Gutter Works

Works progress – Bromide to Sulphide



- Concrete Path Replacements
- Paving completed
- Kerb & Gutter Works
- Kerb completed
- Kerb Ramp Works

Works progress – Sulphide to Chloride



Completed – 23 May 2024



Completed – 13 July 2024



Completed – 30 July 2024



Works in progress – 21 August 2024



## Town Square Redevelopment

- Asad Nizamani, Projects Engineer

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- The project has been awarded to LCS Landscapes Pty Ltd.
- Construction works have commenced on site on 20 August 2024.
- Demolition works have started.
- Offsite procurement is underway for furniture, misting feature, plants, and other items.
- Estimated completion: January 2025.



*Site establishment works – 20 August 2024*

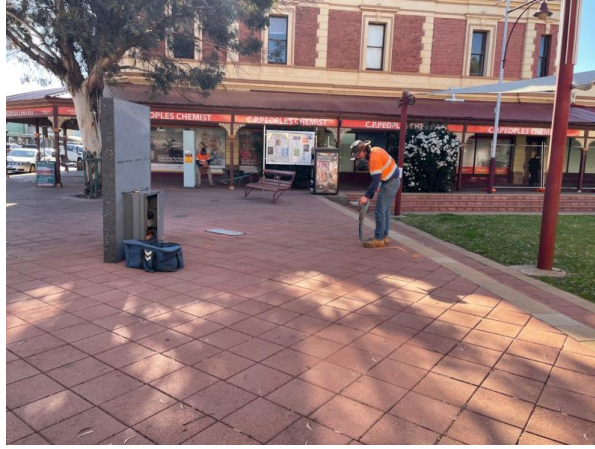




Site offices on Crystal Lane – 20 August 2024



Demolition of retaining wall – 21 August 2024



Marking out services – 20 August 2024



Further demolition – 22 August 2024



Shade sails removed – 21 August 2024



Preparing Tree Protection Zones – 22 August 2024



100% DD – Final  
Poster





## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

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- There are currently two (2) major capital projects underway at the Airport:
  - Upgrade of the fire system
  - Airside pavement upgrades
- Upgrade of the fire system: The fire system has been under upgrade since 2021 with new pumps commissioned in December 2023. Stage 2 involves the upgrade of underground fire piping systems and hydrants to comply with current codes and standards.
- Airside pavement upgrades: Testing and preliminary designs are underway with completion of design in September 2024.



*Prestart discussions on fire piping upgrades - 17 July 2024*





## Warnock Street Redevelopment

- Asad Nizamani, Projects Engineer

- Council is working with preferred tenderer to finalise the contract of works by 31 August 2024.
- A revised DA was submitted for the Garage Construction only and is currently under assessment with the Planning Consultant engaged for this project.
- Evaluations are underway to engage a Certifier for the project with works on the Construction Certificate commencing in September 2024.
- Construction commencement: October 2024.



**Architect's Illustration of Stage 1 for completion by 2026**

Note: Garage construction will be completed in 2025



# Questions?





## Next PSG Meeting - TBC

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*Thank you!*

With the Local Government Elections soon to be held, the current memberships of the Project Consultative Group PSG will become vacant and member nominations will be requested once again.

Thank you to Councillors and Community Members for your meeting attendance, contribution, and subject matter expertise during the past few years. It has been greatly appreciated.

## MINUTES OF THE PROJECT CONSULTATIVE GROUP PSG – 22.08.2024 MEETING DETAILS

Facilitator	Jay Nankivell – General Manager
Minutes	Rebecca McLaughlin – Acting Leader Project Management
Meeting Venue	Second Floor Meeting Room, Council Administrative Building
Meeting Date	Thursday, 22 August 2024
Meeting Start Time	4:00 pm
Meeting End Time	5:00 pm

## ATTENDANCE REGISTER

Role	Section	Name
Chair	Mayor	Mayor Tom Kennedy
Project Sponsor	BHCC General Manager	Jay Nankivell
Council Contact Officer	BHCC Acting Leader Projects Management	Rebecca McLaughlin
Council Officer	BHCC Projects Engineer	Asad Nizamani
Project Steering Group	Community Representative	Ashley Byrne
Special Invitation	BHCC Acting Strategic Asset Management Coordinator	Anjali Joseph

## 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 welcomed everyone to the meeting.

### 2. Apologies

Rebecca confirmed apologies:

- Deputy Mayor Jim Hickey
- Codie Howard, BHCC Director Infrastructure & Environment
- Darrin Manuel, BHCC Manager Communications & Marketing
- Anne Johansson, BHCC Leader Innovation and Business Improvement
- Bernard Williams, Project Steering Group Community Representative
- Ghislaine Barbe, Project Steering Group Community Representative
- Matthew Handberg, Project Steering Group Community Representative
- Paul Thomas, Project Steering Group Community Representative
- Liz Vines, Heritage Advisor

### 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	Pending

#### **4. Project Updates**

*PowerPoint presentation displayed.*

*Presenters:*

- *Rebecca McLaughlin, Acting Leader Project Management*
- *Anjali Joseph, Acting Strategic Asset Management Coordinator*
- *Asad Nizamani, Projects Engineer*

- **Alma Oval and Norm Fox Oval Changeroom Upgrades (Rebecca McLaughlin)**

- The second round of Tender advertising returned one submission for each site. Again, both submissions significantly exceeded the available budget.
- Both submissions were for supply and delivery only and excluded site preparation, installation, connections, etc. The submission for Alma Oval excluded demolition of the existing building.
- Costs for site preparation, installation, connections etc. were estimated between \$276,280 to \$311,280.
- The Tender Evaluation Panel agreed to reach out to local builders to confirm what could be achieved, in similar design, at a more affordable cost. This is to find an alternative to the modular building or provide comparison of quotations to confirm if the modular building is more affordable.
- Findings are expected to be reported at the October Council meeting.

- **General Discussions / Questions**

- Mayor Kennedy agreed local builders might be more affordable.

- **Lighting Upgrades - Memorial Oval (Rebecca McLaughlin)**

- Q24/8 - Request for Quotation - Memorial Oval Lighting Design closed on 31 May 2024.
- Quotes received ranged from \$0 - \$63,800.00 for design services. The \$0 submission was based on securing subsequent construction works and utilising company specific fittings. Submissions included and excluded use of existing towers, and one submission did not conform as did not include costs for full design scope of works.
- Evaluation panel agreed quotations are excessive compared to budget available due to unknown conditions of the site, and if existing towers could be retained. Potential savings during construction stage could be achieved if no requirements for demolition, new towers, new cabling, etc.
- Evaluation has been paused following engagement of an independent engineer to provide a structural assessment and report of the existing towers.
- Evaluation will reconvene following report submission (expected in August).



- **Lighting Upgrades - O'Neill Tennis Courts (Rebecca McLaughlin)**
  - All court lighting has now been installed at the O'Neill Tennis Courts, including new poles where required.
  - MBE (contractor) noted a dark spot present mid court, courts 1-6 side. MBE have returned to the design consultant to review and provide a report on rectification.
  - Following response, MBE will adjust the light positions and test all lux levels.
  - There is one switchboard due to arrive by end of August and installation of this will be the final works to be completed.
  - The works are expected to be completed in full, ready for handover to Council and the Broken Hill Tennis Association, in mid-September.
- **General Discussions / Questions**
  - Mayor Kennedy said the lights are working really well, he played last night with great lighting. The Tennis Association are very happy.
- **Kintore Reservice Shelter (Rebecca McLaughlin)**
  - A new shelter with seating, and an accessible pathway, has been installed at Kintore Reserve.
  - The shelter will serve as the starting base for the Heritage Walk Tours, as well as being available for use by all community and visitors.
  - Works completed include demolition of old shelters and concrete, new concrete slab, new shelter with seating, and a new accessible pathway from Blende Street to the new shelter.
  - Final works will include a ramp installed at an existing accessible car park providing direct connection to the new pathway, bollards behind the shelter to limit vehicle proximity to the shelter, and soft landscaping.
  - Works are expected to be completed by the end of August.
- **General Discussions / Questions**
  - Mayor Kennedy said the Heritage Walking Tour Group are really happy.
- **Queen Elizabeth Park – Small Dog Breed Off Leash Area (Rebecca McLaughlin)**
  - The Small Dog Off-Leash Area at Queen Elizabeth Park opened on 1 July 2025.
  - The park has received positive feedback.
- **General Discussions / Questions**
  - Mayor Kennedy pleased the fence gap was fixed before opening.
  - Mayor Kennedy said there has been talk about the gas works site being a potential site for another smaller fenced dog park. Assets and Projects Team will note this and discuss.
- **E.P. O'Neill Memorial Park – Stage One – Netball Courts (Rebecca McLaughlin)**

***FYI only – Reported to the E.P. O'Neill Memorial Park Redevelopment PSG***

  - The new court layout is starting to take shape.
  - 85% of the subgrade has been completed.
  - 45% of the bridging layer has been completed.
  - Coming up: Final areas of subgrade and bridging layers to be completed by mid-September. All court areas are expected to have subgrade and bridging

layers completed by mid-September ready for electrical cabling and drainage to be installed prior to installing the court pavement.

- **General Discussions / Questions**

- Mayor Kennedy mentioned the site visit and Rebecca confirmed a site visit has been scheduled for the E.P. O'Neill Memorial Park Redevelopment PSG for 4th September.

- **Duke of Cornwall Park Redevelopment (Anjali Joseph)**

- Council's Assets Team found \$126,000 in savings for Duke of Cornwall Park and requested a change to the approved scope of works to re-invest these funds in the project rather than return funds to the Regional Housing Fund.
- This change has been approved by the Regional Housing Fund.
- Changes to the scope will now enable:
  - Replace lights on two towers in park.
  - Upgrade of concrete pathway within the park
- All works will be completed by 31 December 2024, extended from 30 June 2024.

- **General Discussions / Questions**

- Mayor Kennedy commented that it is great the lights have been included as that is what the community wanted done.

- **Library and Archives Project (Asad Nizamani)**

- Demolition has commenced on site with the old Childrens Library demolished.
- Earthworks have started on 29 July 2024.
- Sewer connections completed in August 2024.
- Works on footings have started with inspection passed by certifier and structural engineer on 20 August 2024.
- First concrete pour (footings) – 22 August 2024.
- Structural steel fabrication has commenced.
- Contract signing – Completed.
- Construction Start – Completed.
- Completion of ground works – October 2024 .
- Start of walls – November 2024.
- Carpark site works – March to July 2025.
- Construction finish – ETA July 2025.

- **General Discussions / Questions**

- Mayor Kennedy asked if there are any plans for the existing building at this time. General Manager confirmed no, the building will be locked off and restricted. Ideally this will be where the archives will be in future. Would need to continue to look for funding opportunities as to whether we knock down and rebuild or renovate. General Manager did note for interested that when working on the building, a 3<sup>rd</sup> floor was uncovered instead of a normal road, inclusive of sewer and water connections. Asad noted that today a 300mm steel beam was discovered, which would indicate a 3<sup>rd</sup> floor may have been planned at one point.

- **CBD Redevelopment Projects - CBD Banner Poles Project (Asad Nizamani)**
  - New lighting installed on the Banner Poles on Argent Street with works completed in June 2024.
  - The lights are 300-Watt LED lights design by engineering firm JJ Ryan Consulting Pty Ltd.
  - The lights have outreach arms in heritage green colour supplied by the pole manufacturer that are customised for the banner poles.
  - Compliant lux levels were measured at the commissioning stage with full handover documentation.
- **General Discussions / Questions**
  - Mayor Kennedy asked if with the Essential Energy lights off, do the banner pole lights meet requirements. General Manager and Asad confirmed that yes, they do. Asad noted that a dark spot is evident in front of the Town Hall Façade where a tree is present, so some local pedestrian lighting should resolve this. Anjali noted that existing Silver Bullet Lighting is damaged and once fixed, this should resolve the dark spot.
- **Argent Street Paving Upgrades (Asad Nizamani)**
  - Works ongoing on site with approximately 76% of the planned scope completed.
  - Completed: Bromide St to Sulphide St.
  - Current works: Sulphide St to Chloride St.
  - Construction traffic management and diversion routes are in place.
  - Construction will last until October 2024.
- **General Discussions / Questions**
  - Mayor Kennedy said there has been very good feedback about the contractors doing this work – working quick, working well. Parking has been a concern, would be good if paving is completed sooner than October to get parking back.
- **CBD Redevelopment Projects - Town Square Redevelopment (Asad Nizamani)**
  - The project has been awarded to LCS Landscapes Pty Ltd.
  - Construction works have commenced on site on 20 August 2024.
  - Demolition works have started.
  - Offsite procurement is underway for furniture, misting feature, plants, and other items.
  - Estimated completion: January 2025.
- **General Discussions / Questions**
  - Mayor Kennedy asked how businesses are accessed during works.
  - Ashley said he had been contacted yesterday from a business that the contractor fence was too close to the business limiting access, and this has been rectified quickly. He also noted that a disabled car pace has now been lost.

- Mayor Kennedy and General Manager discussed installing a temporary accessible car space and temporary pedestrian crossing adjacent to Broken Hill Community Credit Union building and crossing Crystal Lane.
- **Action: Asad to submit request to Director Infrastructure and Environment to change existing standard parallel parking adjacent to Broken Hill Community Credit Union to an accessible car space and install a pedestrian crossing from car space across Crystal Lane towards Town Square temporarily during construction of the Town Square Project.**
- Mayor Kennedy also suggested 15-minute parking be installed in Argent Street in front of the chemist and newsagency to allow short visits to these shops. General Manager said we can do this.
- **Action: Asad to submit request to Director Infrastructure and Environment to change existing 2-hour parking to 15-minute parking temporarily in Argent Street in front of C.P. Peoples Chemist and Barrier Stationers Newsagent during construction of the Town Square Project.**
- **Airport Master Plan & Funding (Asad Nizamani)**
  - There are currently two (2) major capital projects underway at the Airport:
    - Upgrade of the fire system
    - Airside pavement upgrades
  - Upgrade of the fire system: The fire system has been under upgrade since 2021 with new pumps commissioned in December 2023. Stage 2 involves the upgrade of underground fire piping systems and hydrants to comply with current codes and standards.
  - Airside pavement upgrades: Testing and preliminary designs are underway with completion of design in September 2024.
- **General Discussions / Questions**
  - Mayor Kennedy asked General Manager why did the RFDS move filing from Broken Hill to South Australia. General Manager said that 95% of the reason came down to the works being undertaken at the RFDS site. Mayor Kennedy said this was what he said on a recent ABC interview.
  - Rebecca mentioned in that same ABC interview that the Mayor spoke about the existing Airport Parking and confirmed that two projects assigned to her are the Airport Carpark Upgrade and the Rental Carpark Footpath and Solar Lights.
- **Warnock Street Yard Redevelopment (Asad Nizamani)**
  - Council is working with preferred tenderer to finalise the contract of works by 31 August 2024.
  - A revised DA was submitted for the Garage Construction only and is currently under assessment with the Planning Consultant engaged for this project.
  - Evaluations are underway to engage a Certifier for the project with works on the Construction Certificate commencing in September 2024.
  - Construction commencement: October 2024.
- **General Discussions / Questions**
  - Mayor Kennedy asked if the staff are happy. General Manager and Asad both confirmed yes, especially now that things are starting to happen, tender has been awarded etc. The Mayor said that improved

environments are very good for productivity, and both the Mayor and Ashley agreed good equipment, safe environments boost morale and productivity.

**5. General Discussion**

- Mayor Kennedy said that the minutes and presentation from these meetings is well received by all, clear and easy to understand.
- Rebecca thanked all involved in the PCG PSG. With the Local Government Elections soon to be held, the current memberships of the Project Consultative Group PSG will become vacant and member nominations will be requested once again. Thank you to Councillors and Community Members for your meeting attendance, contribution, and subject matter expertise during the past few years. It has been greatly appreciated.

**6. Next Steps**

- Rebecca will issue the redacted Power Point presentation and minutes to all members of the PSG.
- Asad to submit request to Director Infrastructure and Environment to change existing standard parallel parking adjacent to Broken Hill Community Credit Union to an accessible car space and install a pedestrian crossing from car space across Crisal Lane towards Town Square temporarily during construction of the Town Square Project.
- Asad to submit request to Director Infrastructure and Environment to change existing 2-hour parking to 15-minute parking temporarily in Argent Street in front of C.P. Peoples Chemist and Barrier Stationers Newsagent during construction of the Town Square Project.

**7. Meeting Close**

- There being no further business the Chair closed the meeting at 5:00pm.

**NEXT MEETING – TBC**

<b>Date</b>	
<b>Venue</b>	
<b>Start Time</b>	
<b>End Time</b>	



**BROKEN HILL**  
CITY COUNCIL

# Project Consultative Group

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**Project Steering Group  
Meeting 2025 - No. 1  
Wednesday, 15 January 2025**



## Meeting Agenda

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1. Welcome
2. Apologies
3. Floodplain Management Study
4. Project Updates
5. Questions
6. Next Meeting







## Floodplain Management Study

- Codie Howard, Director Infrastructure and Environment

### 1. Kade Small

**Senior Floodplain Officer**

**Department of Climate Change, Energy, the Environment  
and Water**

- The management of Flood Risk in NSW (Policies and Legislation);
- How the Broken Hill Flood Study aligns with NSW requirements;
- The role of the committee in overseeing the Broken Hill Flood Study.

### 2. Darren Lyons

**Principal Water Resources Engineer**

**Torrent Consulting**

- Project Status and work done to date;
- Flood Modelling and Calibration;
- Questions.





## Alma Oval and Norm Fox Oval Changeroom Upgrades

- Codie Howard, Director Infrastructure and Environment

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### Tender Advertising:

- Have advertised Tender on 3 different occasions with all submissions received significantly over project budget.
  - 4 December 2023 – 2 February 2024.
  - 21 June 2024 – 14 July 2024.
  - 1 October 2024 – 29 November 2024.
- Advertising was completed through Vendor Panel and direct e-mails to local builders.
- After each advertisement scope was revised to attempt to reduce cost of project.
- Since first advertisement costs have risen significantly due to post Covid building escalation prices and increased popularity of modular builds.
- Council has requested meeting with funding body to combine budgets from both buildings and focus solely on the Alma Oval Redevelopment and for the Norm Fox Oval Changeroom to be completed as part of the E.P. O'Neill Sporting Precinct Redevelopment.





## E.P. O'Neill Memorial Park – Stage One – Netball Courts

- Codie Howard, Director Infrastructure and Environment

### Project to Date:

- Court civil works – sub-grade, base and asphalting completed.
- Concrete paths (95% complete).
- Fence posts (85% complete).
- All sports lighting installed.
- Fast five netball court poles installed.
- Stormwater drainage on-going.

### Upcoming Works:

- Court sealing – starting this week (weather dependent)
- Finalise drainage works
- Court furniture installation. E.g. Poles, seating shade structures.

**Expected Practical Completion Date:** 4<sup>th</sup> March 2025





## E.P. O'Neill Memorial Park – Stage One – Netball Courts

- Codie Howard, Director Infrastructure and Environment



Concrete Prep – 4<sup>th</sup> December



Fence Posts – 4<sup>th</sup> December



Concrete After – 19<sup>th</sup> December



Fence Posts After – 19<sup>th</sup> December







## Library and Archive Project New Library Construction

- Asad Nizamani, Projects Engineer

### Project Updates – Library Site

- Installation of concrete wall panels is underway on site. First delivery was Thursday 5<sup>th</sup> December with nine (9) panels installed by 10 December 2024.
- Offsite structural steel fabrication is complete with the steel ready to be delivered to site. Assembly of the steel elements on site has commenced.
- Works are continuing to rehabilitate the walls of the new internal courtyard garden.
- Shop drawing process for the windows has started.
- Civil works for the ground floor slab has commenced.



*Footings in the Western Garden Wall – 28 November 2024*





## Stage Two: New Library Project

Asad Nizamani, Projects Engineer



*Roof removed – 7 November*



*WHS Inspection – 28 November*



*Steel Delivery - 18 November*



*Steel Assembly – 20 November*



*The building - 3 December*



*Councillor Visit – 4 December*



*Wall Panels Ready – 10 December*



*Installed Panels On Site – 10 December*

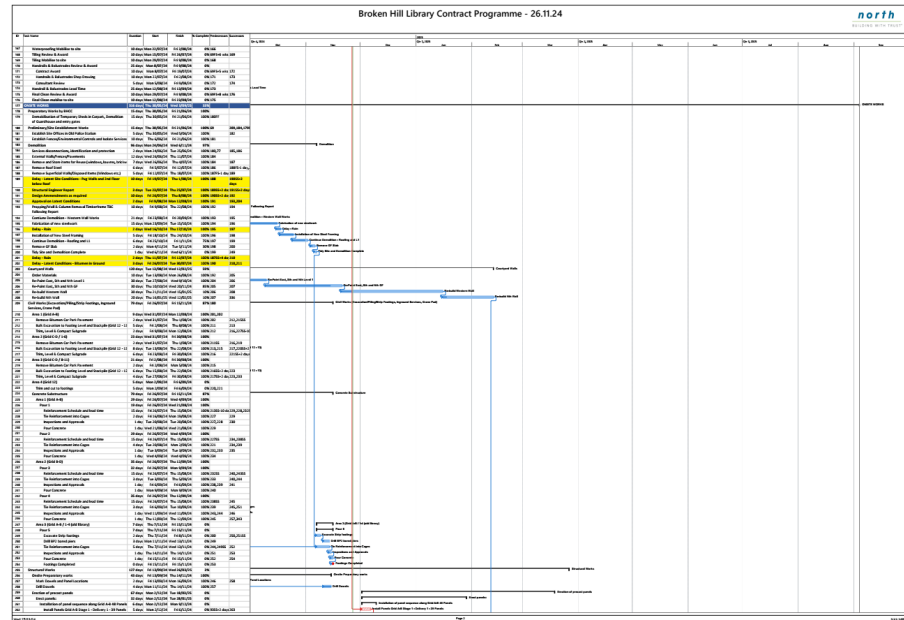


## Stage Two: New Library Project

Asad Nizamani, Projects Engineer

### Estimated Program of Works (2025)

- Offsite steel fabrication - Completed
- Main CC – Completed
- Wall Panelling – From 5 December 2024
- Wall Garden Works – 20 February 2025
- Structural steel works – 3 February 2025
- Start of Roofing – March 2025
- Carpark CC – 28 February 2025



Photograph: Program of works dated 25 November 2024



## Project Update – CDB Redevelopment Projects

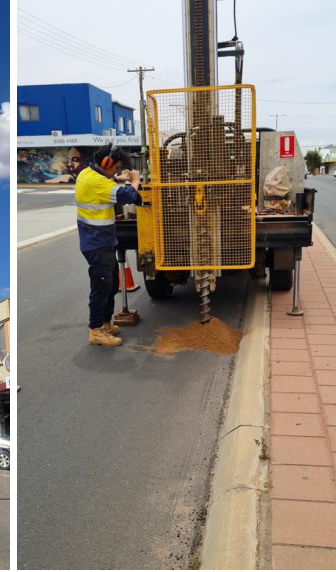
- Asad Nizamani, Projects Engineer

### 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 Lighting (Completed)
- Argent Street Paving (Completed)
- Town Square Redevelopment



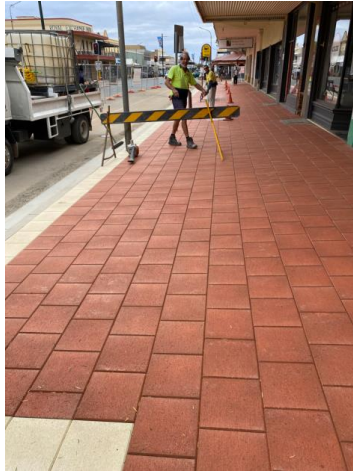




## Argent Street Paving Project

- Asad Nizamani, Projects Engineer

- Paving works completed in November 2024.
- 7 x Telstra Pits covers to be installed.



Paving works completed – November 2024



## Town Square Redevelopment

- Asad Nizamani, Projects Engineer

- Demolition completed.
- Block garden walls completed with stone cladding and render being done on site.
- Irrigation works completed.
- Concrete works underway with shade sail structure posts ordered with ETA 27 January for installation on site.
- Plants and landscaping supplies have been ordered but will be installed in February 2025 under cooler conditions.
- Estimated completion: February 2025.



Low level garden wall – stone works underway in January 2025





*Steps being prepared – December 2024*



*Removal of time capsule – September 2024*



*Installation of Handrails – January 2025*



*Underground Conduits – September 2024*



*Current Overview of Works – January 2025*



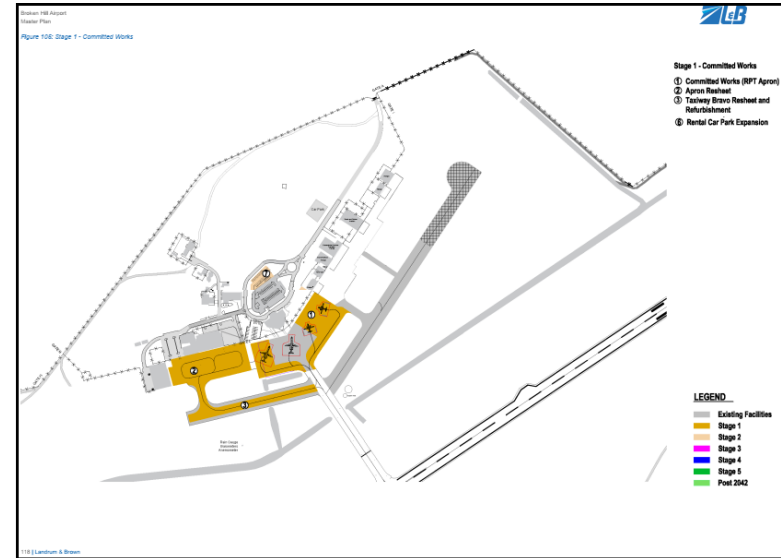
*Start of blockwork – October 2024*



## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

- There are four (4) capital projects underway at the Airport, aligning with the Airport Master Plan 2022:
  - Upgrade of the fire system
  - Airside pavement upgrades
  - Airport carpark upgrades
  - New footpath with associated solar lights
- All the projects are FY 2024/25 projects, except the pavement upgrades that will be completed by December 2025.
- The combined capital value of the projects are approximately \$12 million with over 80% wholly grant funded by the Federal and State Governments.



An extract of Stage 1 (part Stage 2) of the Airport Master Plan





## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

- Upgrade of the Fire System involves the upgrade of the underground asbestos pipes to new high strength PVC pipes and works to upgrade hydrant coverage.
- Geotechnical investigations and revised IFC designs were completed in December 2024 by GHD Pty Ltd to avoid airside works.
- Robinson Plumbing has been engaged.
- Prestart works are currently under with site works to commence in February 2025.
- Construction will take approximately 3 months.



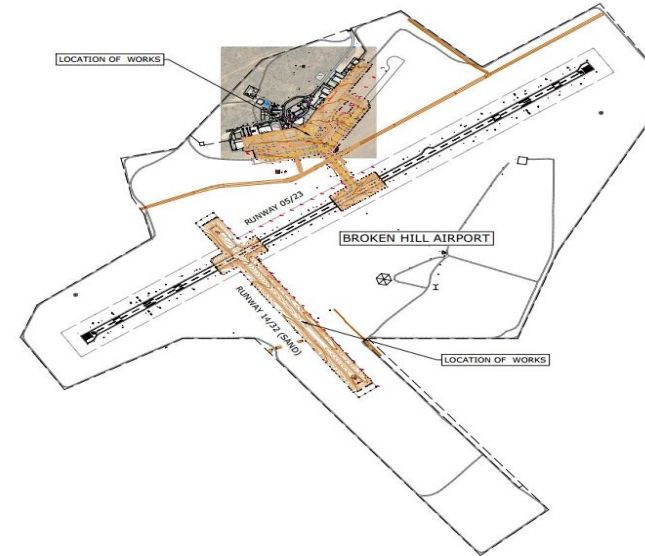
*Geotechnical investigations commencing – October 2024*



## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

- The Airport Pavement Upgrades will upgrade the RPT apron, the RFDS apron, and the worst affected taxiways with new sheeting.
- 100% technical designs for tender have been completed in January 2025 by specialist consulting firm Tonkin Consulting Pty Ltd alongside geotechnical investigations.
- The construction tender is being prepared for advertising by the end of February 2025.
- Construction will take approximately 6 - 8 months with the project estimated to be completed by December 2025.



*Coloured extract of the estimated scope – December 2024*



## **Airport Master Plan & Funding**

- Asad Nizamani, Projects Engineer

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### **Airport Carpark Upgrades**

- A scope of works has been finalised with concept design currently being compiled by consultant firm Tonkin Consulting Pty Ltd.
- Geotechnical investigations were completed in late 2024 with stormwater runoff analysis completed through site visits in December 2024.
- Design documentation ETA in March 2025.
- Construction will take approximately 2-3 months with the project estimated to be completed by June 2025.

### **Airport Rental Carpark pathway and solar lights**

- A 140m long paved pathway will be constructed from the terminal to the overflow rental carpark with associated solar lights.
- Requests for quotations were sent out for light suppliers in December 2024 (under evaluation).
- Concrete works will be carried out by Council's concrete panel supplier(s).
- Construction is estimated to be completed by June 2025.





## Warnock Street Redevelopment - Asad Nizamani, Projects Engineer

- DA has been approved in November 2024 for Stage 1 of the redevelopment focusing on the new Garage Workshop construction.
- Structen Pty Ltd has been engaged as the principal contractor.
- Philip Chun BC (NSW) Pty Ltd has been appointed as the Certifier with the CC in progress.
- Site establishment is currently underway.
- Construction start is in February 2024 with completion estimated by December 2025.



*Site investigations under way during design*



# Questions?





## Next PSG Meeting

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The next meeting will be held:

**Date:** TBC

**Time:** 4pm

**Location:** Second Floor Meeting Room, Council Administrative Building



## MINUTES OF THE PROJECT CONSULTATIVE GROUP PSG – 15.01.2025 MEETING DETAILS

<b>Facilitator</b>	Jay Nankivell – General Manager
<b>Minutes</b>	Codie Howard – Director Infrastructure and Environment
<b>Meeting Venue</b>	Ground Floor Meeting Room, Council Administrative Building & MS Teams.
<b>Meeting Date</b>	Wednesday, 15 January 2025
<b>Meeting Start Time</b>	4:00 pm
<b>Meeting End Time</b>	5:42 pm

## ATTENDANCE REGISTER

Role	Section	Name
Chair / Councillor Representative	Mayor	Mayor Tom Kennedy
Councillor Representative	Deputy Mayor	Deputy Mayor Jim Hickey
Councillor Representative	Councillor	Councillor Ashley Byrne
Project Sponsor	BHCC General Manager	Jay Nankivell
Project Manager	BHCC Director Infrastructure and Environment (via MS Teams)	Codie Howard
Council Officer	BHCC Projects Engineer	Asad Nizamani
Council Officer	BHCC Projects Officer	Ashwin Roy
Council Officer	BHCC Projects Engineer	Suranga Palihawadana
Council Officer	BHCC Leader Innovation and Business Improvement	Anne Johansson
Project Steering Group	Community Representative	Matthew Handberg

## AGENDA

Item	Objective	Discussion Led By
1	Welcome	Chair
2	Apologies	Chair
3	Action Items from last meeting	Chair
4	Floodplain Management Study	Chair / Special Guests
5	Project Updates	General Manager, Director Infrastructure & Environment, Project Delivery Team
6	Questions	Chair

### 1. Welcome

Mayor Kennedy welcomed everyone to the meeting.

## **2. Apologies**

Mayor Kennedy confirmed apologies:

- Rebecca McLaughlin, BHCC Acting Leader Projects Management.
- Ghislaine Barbe, Community Representative.
- Paul Thomas, Community Representative.
- Bernard Williams, Community Representative.
- Darrin Manuel, BHCC Manager Communications & Marketing.

## **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

## **4. Floodplain Management Study**

*PowerPoint presentation displayed.*

*Presenters:*

- *Codie Howard, Director Infrastructure and Environment.*
- *Kade Small, Senior Floodplain Officer, Department of Climate Change, Energy, Environment and Water.*
- *Darren Lyons, Principal Water Resources Engineer, Torrent Consulting.*
- Project Background (Codie Howard)
  - La Nina events between 2021-2024 have shown there is an increased level of flood risk within the Broken Hill LGA.
  - Flood Study has not been updated since approximately the 90's, with overall weather conditions changing dramatically since then.
  - Applied for funding through the DCCEEW and was successful in gaining funding.
  - Advertised project in August 2023, in which Torrent Consulting were awarded the contract.
- Funding Body and Committee Role in Project (Kade Small).
  - The management of flood risk with NSW is managed by local Councils with support and guidance from the Department of Climate Change, Energy, Environment and Water through the Floodplain Risk Management Framework.
  - The Floodplain Risk Management Framework is divided into certain phases of flood management, the framework that is managed by local Councils and the Process which this committee will be involved in and be the voice for the community.
  - The committee's role is to assist Council in developing a Flood Risk Management Plan and contribute their knowledge of historical information, local problems, possible solutions and generally be the community's voice.
  - Codie to share with members of the committee, the Committee Handbook and the most recent milestone report for their information.
- Project Status and Modelling Requirements (Darren Lyons).
  - Outline of the Flood Study Objectives



- Compilation and review of existing information pertinent to the study and acquisition of additional data as required.
- Development appropriate hydrologic and hydraulic models and calibration to observed historical event data where available.
- Determination of design flood conditions for a range of design magnitude events up to the Probable Maximum Flood (PMF) event, considering also future flooding conditions incorporating potential climate change influence.
- Presentation of study methodology, results and findings in a comprehensive report incorporating appropriate flood mapping.
- Consultation has been held in person and through online surveys in 2023 with the wider community which provided very good information on flood behaviours. Increased availability of photos and videos during the flood has helped with the mapping process.
- All the data and information from consultation with the community as well as any survey data Council was able to provide help build the flood modelling calibration parameters. The flood modelling software helps understand rainfall run-off and flow distribution.
- Next steps will include completing the modelling and finalising the report. Report will be presented to the committee for endorsement, then to Council to approve for public exhibition, before being formally adopted.

## 5. Project Updates

*PowerPoint presentation displayed.*

*Presenters:*

- *Codie Howard, Director Infrastructure and Environment*
- *Asad Nizamani, Projects Engineer*

### • **Alma Oval and Norm Fox Oval Changeroom Upgrades (Codie Howard)**

- Background provided on Tender advertising to date.
  - Have advertised on 3 different occasions, with all submissions significantly over budget.
    - 4 December 2023 – 2 February 2024.
    - 21 June 2024 – 14 July 2024.
    - 1 October 2024 – 29 November 2024.
  - After each advertising period, re-scoping was carried out to bring costs back to budget.
  - Since the first advertisement, costs have risen significantly due to post Covid building escalation prices and increased popularity of modular builds.
  - Council has requested meeting with funding body to combine budgets from both buildings and focus solely on the Alma Oval Redevelopment and for the Norm Fox Oval Changeroom to be completed as part of the E.P. O'Neill Sporting Precinct Redevelopment.
- **General Discussions / Questions**
  - Mayor Kennedy, asked about the ability to spend the funding of the Alma Oval grant on a refurbishment?
    - Codie Howard responded that one submission had been received for upgrade of current facilities only for

approximately \$800K and would not provide a compliant build.

- Mayor Kennedy asked the committee what the preference is for priority building if able to combine funds.
  - Matthew Handberg moved that the Alma Oval becomes the priority site.
  - Second from Deputy Mayor Hickey.
  - Unanimous decision passed.

- **E.P. O'Neill Memorial Park – Stage One – Netball Courts (Codie Howard)**

- ***FYI only – Reported to the E.P. O'Neill Memorial Park Redevelopment PSG***

- Background provided on status of project.
  - Completed to date
    - Court civil works – sub-grade, base and asphaltting completed.
    - Concrete paths (95% complete).
    - Fence posts (85% complete).
    - All sports lighting installed.
    - Fast five netball court poles installed.
    - Stormwater drainage on-going.
  - Upcoming Works:
    - Court sealing – starting this week (weather dependent)
    - Finalise drainage works
    - Court furniture installation. E.g. Poles, seating shade structures.

- **General Discussions / Questions**

- Mayor Kennedy asked Codie Howard to explain the court sealing process to the Committee.
  - Codie Howard responded, "The product is a specialised type of seal, like rubber based epoxy seal over the courts but can only be done by hand with screeding and temp dependent that if the temperature is too hot the resin sets too fast and because doing by hand it causes problems".

- **Library and Archives Project (Asad Nizamani)**

- Project Status Update
  - Installation of concrete wall panels is underway on site. First delivery was Thursday 5th December with nine (9) panels installed by 10 December 2024.
  - Offsite structural steel fabrication is complete with the steel ready to be delivered to site. Assembly of the steel elements on site has commenced.
  - Works are continuing to rehabilitate the walls of the new internal courtyard garden.
  - Shop drawing process for the windows has started.
  - Civil works for the ground floor slab has commenced.

- **CBD Redevelopment Projects - CBD Banner Poles Project (Asad Nizamani)**
  - COMPLETED.
- **Argent Street Paving Upgrades (Asad Nizamani)**
  - All paving works were completed in November 2024
  - Seven Telstra pit lid covers are still to be installed.
  - **General Discussions / Questions**
    - Matt Handberg asked Asad how we found working with the Contractors? Asad that Conex Group have been working with Council for a few years now and we don't have many issues with them. He noted they are extremely fast in carrying out projects.
- **CBD Redevelopment Projects - Town Square Redevelopment (Asad Nizamani)**
  - Project update provided
    - All demolition works have been completed.
    - Block garden wall are being fitted with stone cladding and render.
    - Irrigation works are complete.
    - Shade sail structure being manufactured currently with an estimated arrival on site of January 27.
    - Planting and Landscaping will be completed at end of February when temperature is a little cooler
    - Estimated completion is still end of February.
  - **General Discussions / Questions**
    - Jay Nankivell provided an update on the outcome of the survey asking the community on the preferred location of the Women's Memorial that was removed in the demolition phase. The preferred location was overwhelmingly voted to be back in Town Square. A map layout of three (3) possible locations within the Town Square were provided to the committee to discuss and select preferred location. The three options were
      1. Argent Street end, Pharmacy side.
      2. Argent Street end, Café side
      3. Crystal Lane end, Café side.
    - All members agreed that the structure need to be at the Argent Street end with a preference to the Pharmacy side.
    - The committee would like the options to go to the community for a vote and a final decision to be made at the February Council meeting.
      - Moved Matthew Handberg
      - Second from Deputy Mayor Hickey.
      - Unanimous decision passed.
- **Airport Master Plan & Funding (Asad Nizamani)**

- There are four (4) capital projects underway at the Airport, aligning with the Airport Master Plan 2022:
  - Upgrade of the fire system
  - Airside pavement upgrades
  - Airport carpark upgrades
  - New footpath with associated solar lights
- All the projects are FY 2024/25 projects, except the pavement upgrades that will be completed by December 2025.
- The combined capital value of the projects are approximately \$12 million with over 80% wholly grant funded by the Federal and State Governments.
- **Airport Fire Pipe Replacement Project (Asad Nizamani)**
  - Upgrade of the Fire System involves the upgrade of the underground asbestos pipes to new high strength PVC pipes and works to upgrade hydrant coverage.
  - Geotechnical investigations and revised IFC designs were completed in December 2024 by GHD Pty Ltd to avoid airside works.
  - Robinson Plumbing has been engaged.
  - Prestart works are currently under with site works to commence in February 2025.
  - Construction will take approximately 3 months.
- **Airport RPT and RFDS Pavement Upgrades (Asad Nizamani)**
  - The Airport Pavement Upgrades will upgrade the RPT apron, the RFDS apron, and the worst affected taxiways with new sheeting.
  - 100% technical designs for tender have been completed in January 2025 by specialist consulting firm Tonkin Consulting Pty Ltd alongside geotechnical investigations.
  - The construction tender is being prepared for advertising by the end of January 2025.
  - Construction will take approximately 6 - 8 months with the project estimated to be completed by December 2025.
- **General Discussions / Questions**
  - Jay Nankivell updated the Committee about the change in pavement strength requirement since the Master Plan was completed, with Qantas upgrading their fleet from Q300 to Q400 aircrafts.
  - Mayor Kennedy asked for details around the compaction requirement for 737 aircraft.
  - Jay explained we are only strengthening one (1) bay for the capability of parking 737 aircrafts due to the cost associated if we were to complete for the whole apron.
- **Airport Car Park Expansion and Overflow Carpark Footpath/ Lighting (Asad Nizamani)**

Car Park Expansion:

- A scope of works has been finalised with concept design currently being compiled by consultant firm Tonkin Consulting Pty Ltd.
- Geotechnical investigations were completed in late 2024 with stormwater runoff analysis completed through site visits in December 2024.

- Design documentation ETA in March 2025.
- Construction will take approximately 2-3 months with the project estimated to be completed by June 2025.

**Footpath and Lighting:**

- A scope of works has been finalised with concept design currently being compiled by consultant firm Tonkin Consulting Pty Ltd.
- Geotechnical investigations were completed in late 2024 with stormwater runoff analysis completed through site visits in December 2024.
- Design documentation ETA in March 2025.
- Construction will take approximately 2-3 months with the project estimated to be completed by June 2025.
- **Warnock Street Yard Redevelopment (Asad Nizamani)**
  - DA has been approved in November 2024 for Stage 1 of the redevelopment focusing on the new Garage Workshop construction.
  - Structen Pty Ltd has been engaged as the principal contractor.
  - Philip Chun BC (NSW) Pty Ltd has been appointed as the Certifier with the CC in progress.
  - Site establishment is currently underway.
  - Construction start is in February 2024 with completion estimated by December 2025.
- **General Discussions / Questions**
  - Matthew Handberg asked if it was a quick turn around for the project to be completed within a year.
  - Asad mentioned that due to the design of the structure, most of the material will be built off site and will only needed to be erected on site, making for a quicker installation time.

**6. General Discussion**

- Mayor Kennedy asked Jay Nankivell to update the committee on the funding application for Get Actice NSW.
- Jay explained that we have submitted a funding application for new footpath to be installed along Pro Hart Way from the Airport overflow carpark to Knox Street. The project will include landscaping, tree replacement (where needed), street furniture and solar lighting along the pathway. The long-term plan is to continue footpath to Eyre Street and along Holten Drive.

**7. Next Steps**

- A copy of the redacted (if appropriate) Power Point presentation and minutes to all members of the PSG.

**8. Meeting Close**

- There being no further business the Chair closed the meeting at 5:42 pm.

**NEXT MEETING – TBC**





**BROKEN HILL**  
CITY COUNCIL

# Project Consultative Group

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**Project Steering Group  
Meeting 2025 - No. 2  
Monday, 12 May 2025**



## Meeting Agenda

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1. Welcome
2. Apologies
3. PCG Post Election Membership Update
4. Council Projects: General Update
5. Questions
6. Next Meeting





## Alma Oval and Norm Fox Oval Changeroom Upgrades - Rebecca McLaughlin, Acting Leader Project Management

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**Fund:** Stronger Country Communities Fund (SCCF)

**Administered by:** Department of Regional NSW

**Approved funding:**

1. Alma Oval: \$471,000
2. Norm Fox Oval: \$433,333
3. Total: \$904,333

**Progress:**

The Request for Tender has been advertised on 3 occasions:

1. Round 1 Advertising – Vendor Panel – 4 December 2023 – 2 February 2024
2. Round 2 Advertising – Vendor Panel - 21 June 2024 – 14 July 2024
3. Round 3 Advertising – Direct Email Issue – 1 October 2024 – 29 November 2024

It is not feasible to achieve the project intention of a changeroom at each site within the budget available.

Recent meeting with the Department of Primary Industries and Regional Development to discuss options. Information is being collated to apply for a variation to remove Norm Fox Oval from scope and transfer funds to Alma Oval. For consideration, we must show that two separate projects will be delivered at Alma Oval:

1. Stage One being all preliminary works, site investigations, site preparations, modular building construction (off site), delivery and installation of building onsite.
2. Stage Two being all internal and external fitouts, connections, painting, commissioning etc.

Working with Ausco to confirm costs for inclusion in the variation request.



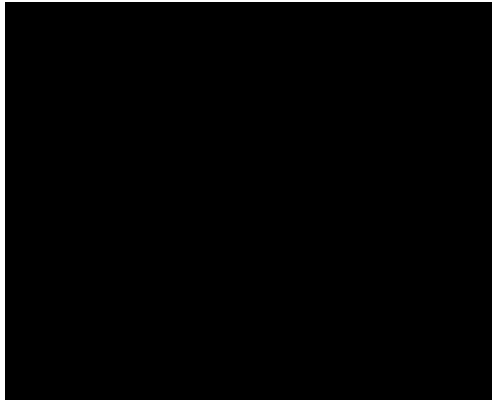
## Airport Car Park Upgrades

### - Rebecca McLaughlin, Acting Leader Project Management

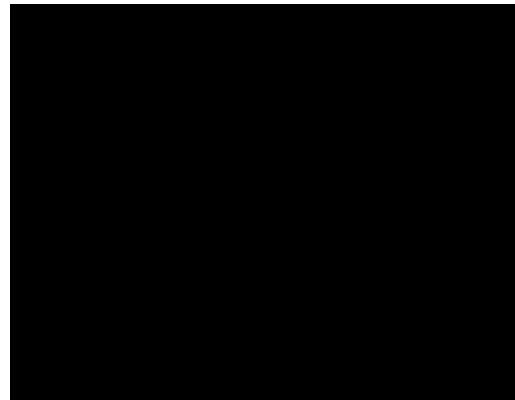
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Tonkin Engineering were engaged in 2024 to develop concept designs for an expansion of Concept designs for an expansion of the existing terminal car park and hire vehicle car park.

Designs have now been received and approval to proceed to technical design has been issued. It is expected that technical designs tender schedules will be returned by mid-June, ready to advertise the Request for Tender for Construction.



*Image: Concept Design – Terminal Car Park*



*Image: Concept Design – Hire Vehicle Car Park*



## **Project Management Services Panel**

### **- Rebecca McLaughlin, Acting Leader Project Management**

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To support Council to deliver projects that benefit the community, a Project Management Services Panel was established in August 2021 and concluded in August 2024.

A Request for Quotation was advertised to establish a new panel, receiving 57 submissions.

The evaluation process has concluded, and recommendation endorsed to appoint the following vendors:

- Amato Slapp Engineering Pty Ltd
- GHD
- Indus Engineering Pty Ltd
- Lyons Project Management
- NSW Public Works.

If services are required, a formal quotation will be requested for specific project costs.





## Living Desert Masterplan

### - Rebecca McLaughlin, Acting Leader Project Management

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Environmental Partnership NSW were engaged by Council to develop a 20-year Master Plan for the Living Desert State Park and have been working on this since their initial consultation sessions held in July 2024.

In early May, they returned to Broken Hill to undertake a presentation of their final documents.

Presentations held included:

- Elected Members
- Council Technical Officers
- Site Operations Crew and Volunteer Group
- Arts, Film and Tourism representatives.

The Master Plan will outline the actions required for improvement, and is intended to guide the physical upgrade of the site over the next twenty years either through Council budget or grant funding opportunities.

It is expected that final documents will be presented to the June Council meeting for endorsement.



*Image: The Living Desert Sculptures*



## Memorial Oval Lighting Upgrade

### - Rebecca McLaughlin, Acting Leader Project Management

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- Tonkin Engineering conducted a structural assessment and report of the existing towers.
- Vendors who submitted a design quotation were provided with the assessment report and offered the opportunity to revise their design and quotation.
- Revised quotations have been received.
- To ensure that the design is compatible with the existing infrastructure while meeting Australia Standards, the proposed designs will be issued to Tonkin Engineering to review and confirm.
- The evaluation panel will then reconvene and evaluate the submissions received.



*Image: Memorial Oval Light Tower*



## **E.P. O'Neill Memorial Park – Stage One – Netball Courts**

### **- Rebecca McLaughlin, Acting Leader Project Management**

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*Information only – reported to the E.P. O'Neill Memorial Park Redevelopment – Project Steering Group*

Stage One: Stage One – Netball Courts is now complete.

The site was been formally handed back to the Broken Hill Netball Association in April.

An official opening will be held in the coming months.

Works completed include:

- Demolition of old courts, fencing, and lights
- Construction of 10 new netball courts
- Stormwater drainage and culverts
- Lights
- Fencing

Further works to achieve the whole site design will be completed as budget becomes available.



## E.P. O'Neill Memorial Park – Stage One – Netball Courts

- Rebecca McLaughlin, Acting Leader Project Management

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*Images: Professional photos of Netball Courts, supplied by NSW Public Works*



## Gateway Sign Replacement

### - Rebecca McLaughlin, Acting Leader Project Management

#### *Information only – reported to the Gateway Signage Advisory Group – Project Steering Group*

In 2024 the Gateway Sign at the Wentworth Road was replaced with a design from local designer Deanna Spicer.

Funding has become available to Council through the Tourism Infrastructure Project, an initiative of the NSW Government in collaboration with the Far South West Joint Organisation, to remove all remaining signs and replace with Ms. Spicer's designs.

The 4 remaining entrance signs will be removed and replace at the following locations:

- Adelaide Road
- Pro Hart Way (Airport Terminal)
- Sydney Road
- Tibooburra Road.

The sign designs that will be utilised for this project are include:

- Theme: RFDS & the Outback
- Theme: Film, Arts and Culture
- Theme: Graziers & Pastoralists
- Theme: Unionism, Strikes and the 1909 lock out.

The Request for Quotation process to engage local fabricator to fabricate and install the signs has been completed, with the evaluation panel recommendation issued to the Far South West Joint Organisation for endorsement. Once endorsed, the project will be handed over to North Project Management to manage.



**Image: Remaining Gateway Sign designs to be installed.**





## Bill Renfrew Irrigation Upgrade

### - Rebecca McLaughlin, Acting Leader Project Management

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An upgrade of the irrigation at Bill Renfrew Sportsground has been completed by Think Water Mildura.

Previously the West Broken Hill Football Club and the West Broken Hill Cricket Club have taken in turns to manually turn on and maneuver an old tripod sprinkle system around the sports ground.

Since completion, the playing conditions have improved and maintenance of the space has been made a lot easier with automatic watering and herbicide spraying taking effect due to being watered in.

Council were successful in obtaining a small amount of grant funding (\$7,272) under the Local Small Commitments Allocation, funded from the NSW Generations Fund – Community Services and Facilities Fund (CSFF).



*Image: Works in progress*



*Image: New sprinkler installed*



## Fred Jobson South Community Centre (Incorporating Playtime Preschool ) Air-conditioning Upgrade

- Rebecca McLaughlin, Acting Leader Project Management

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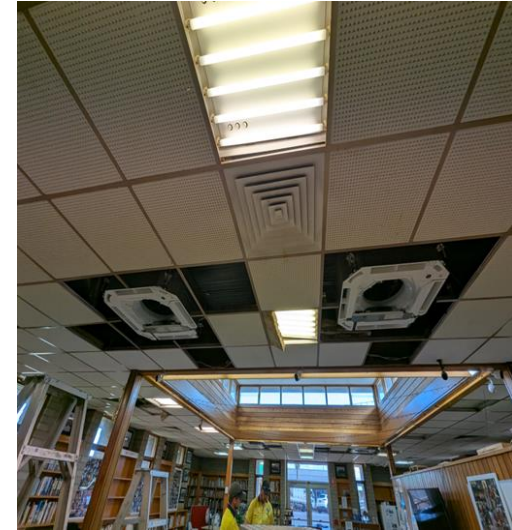
The air conditioning system in the Fred Jobson South Community Centre was installed in the early 1990s and had not been upgraded since.

The use and the user groups of the building have changed over the years and so have the air conditioning demands on the building.

An upgrade was recently completed by DeVilee's Air Conditioning and Refrigeration, and included:

- Comprehensive evaluation of the existing HVAC system, including load calculations, and identification of areas with inadequate cooling and heating
- Develop a solution that addresses the identified deficiencies
- Supply and install 9 package units
- User group and Council staff training
- Decommission the old air conditioner and boiler unit.

Feedback received from the user groups is that the temperature is being maintained very well.



*Image: Works in progress*



## Library and Archive Project: New Library Construction

- Asad Nizamani, Projects Engineer

### Project Updates – Library Site

- Concrete beams installation under way 10/4/2025 with approximately 80% installed.
- Ground floor slabs prepared for the Children's Library and the two Kitchenettes placed on Friday 2 May 2025.
- Steel roof modules installation commenced.
- Scaffold removed.
- Preparation underway for precast concrete panels to the Youth Space area (final panels).



Site Visit by the Institute of Engineers, Australia as a Case Study – 9 May 2025





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



*Quality Inspection (Full Team) – 4 April*



*Preparing for Beam Lifting – 4 April*



*Youth Space Preparation – 22 April*



*Scaffold Removed – 22 April*



*New Courtyard Wall – 10 March*



*Steel Workers – 28 April*



*Prepared Slab Section – 28 April*



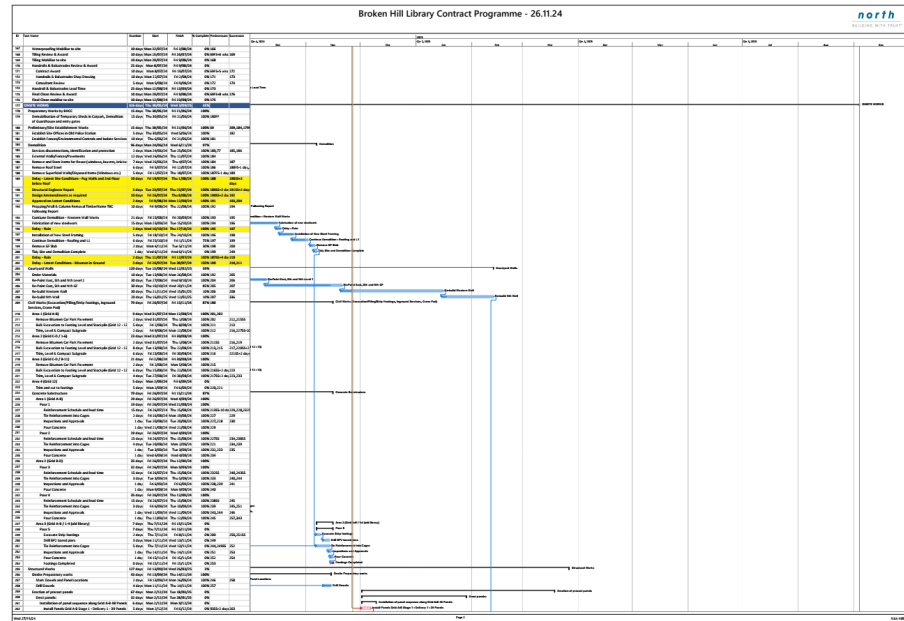
*1<sup>st</sup> Roof Steel Modules – 28 April*



## Library and Archive Project: New Library Construction

- Asad Nizamani, Projects Engineer

- Ground floor slabs – Started to June 25
- Walled Garden Works – May 2025
- Precast Wall Panelling finish – May 2025
- Steel works on site – April – Early June 2025
- Roofing – From June 2025
- Lock Up – July 2025
- Carpark Works – July to September 2025
- Completion - 2025



Photograph: Program of works dated January 2025



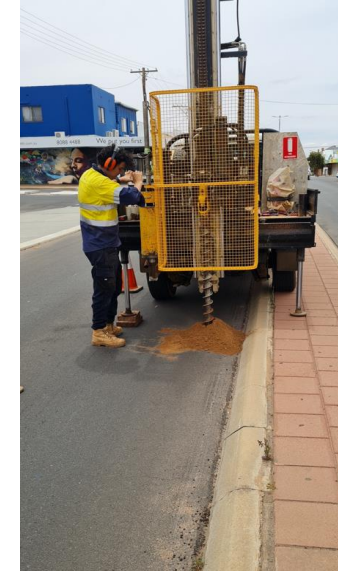


## Project Update – CBD Redevelopment Projects

- Asad Nizamani, Projects Engineer

### Introduction

- The CBD Redevelopment Projects formed part of Council's strategy to revitalise the CBD and promote the City of Broken Hill as a national heritage identity.
  - CBD Banner Poles & Lighting (Completed)
  - Wayfinding & Signage (Completed)
  - Argent Street Paving (Completed)
  - Town Square Redevelopment (Completed)
- The projects were carried out from September 2021 to March 2025, contributing over \$4-4.5 million to the GDP of Broken Hill.



CBD Banner Poles - 2022



## Town Square Redevelopment

- Asad Nizamani, Projects Engineer

- The redevelopment has delivered a new Town Square with architecturally design features that include:
  - Enhanced accessibility with ambulance access from Argent Street
  - More seating
  - Increased tree shade and planting (over time)
  - Misting feature with imported local rocks
  - Enhanced public lighting
  - Water bubbler
  - Disability carparking spaces with feature concrete
  - Opening of Chloride Street
  - Infrastructure for CCTV
- The project has been completed with a public opening held at the Town Square on 8 March 2025.



*The New Town Square – March 2025*



## Warnock Street Redevelopment

- Asad Nizamani, Projects Engineer

### Project Update – Garage Workshop Site

- Demolition (partial) alongside bulk filling works completed in March 2025.
- The Garage Workshop has engineered standard piling foundations to adequate bearing depths. All piling works have been completed in April 2025 with Level 1 standard of geotechnical oversight (GHD Pty Ltd and Civil Test Pty Ltd).
- Footings beams are being excavated on site, alongside the preparation of the first slab pour scheduled for mid-May 2025.
- Structural steel fabrication has commenced.



Placement of Piles on site – 24 April 2025



## Warnock Street Redevelopment - Asad Nizamani, Projects Engineer

- CC1 & CC2 – Completed
- Demolition & Piling – Completed
- Ground Slabs – May 2025
- External Services – June 2025
- Steel Frame Installation – June 2025
- Roof & Lock Up – July / August 2025
- Internal works – August / September 2025
- Completion – October 2025

Item	Assigned To	% Complete	Start Date	End Date	Duration	Predecessors	At Risk	2025 Change	Item ID	Item Name	Item Type	Item Status	Item Date	Item Cost	Item Value
1	BHCC Warnock St, Stage 1														
2	Site establishment														
3	Site establishment	100%	100%	100%	100%										
4	Site establishment	100%	100%	100%	100%										
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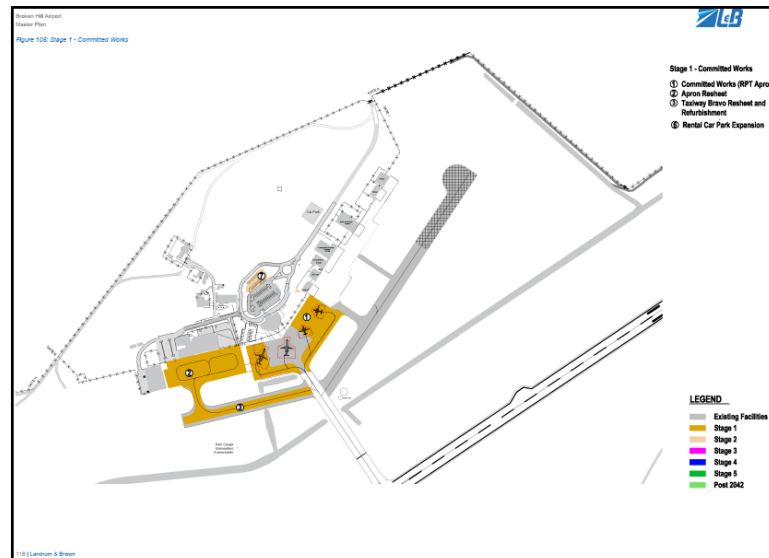
Photograph: Program of works dated April 2025



## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

- There are four (4) capital projects underway at the Airport, aligning with the Airport Master Plan 2022:
  - Upgrade of the fire system
  - Airside pavement upgrades
  - Airport carpark upgrades (Please see above)
  - New footpath with associated solar lights
- All the projects are FY 2024/25 projects, except the pavement upgrades that will be completed in early 2026.
- The combined capital value of the projects are approximately \$12 million with over 80% wholly grant funded by the Federal and State Governments.



An extract of Stage 1 (part Stage 2) of the Airport Master Plan





## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

### Upgrade of the fire system

- This project involves an upgrade of the underground asbestos pipes to new high strength PVC pipes and upgrades to hydrant coverage.
- Works commenced on site in January 2025 and are approximately 85% complete.
- Extensive underground rock has been encountered.
- The project is estimated to be completed in May 2025 with final certification being carried out to ensure that the whole fire system at the Airport is compliant to current codes and standards.



*Concrete pipe encasement (shallow depths) – March 2025*

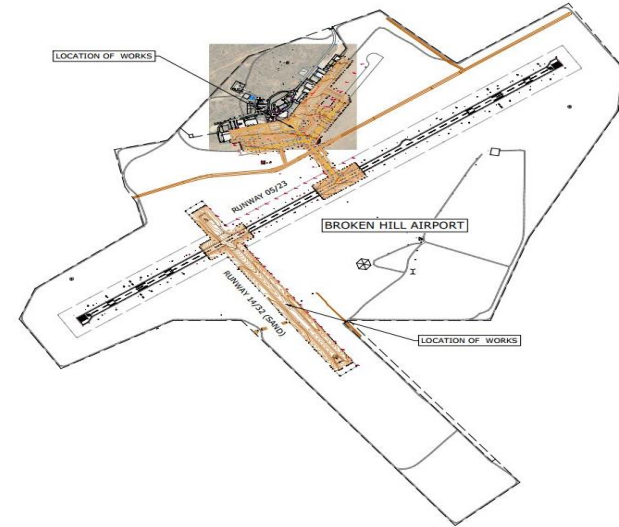


## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

### The Airport Pavement Upgrades

- A public request for tender was advertised in February & March 2025 with responses being evaluated by council's team in collaboration with the principal design consultant.
- The scope will include an expansion of the RPT apron and works to the RFDS apron, alongside upgrades to taxi ways leading to these aprons.
- Construction will take approximately 8 - 10 months with estimated completion in early 2026.



*Coloured extract of the estimated scope – December 2024 (dirt runway and taxiway alpha excluded)*



## Airport Master Plan & Funding

- Asad Nizamani, Projects Engineer

### Airport Rental Carpark pathway and solar lights

- A 140m long paved pathway will be constructed from the terminal to the overflow rental carpark with associated solar lights.
- Evaluation of contractors completed.
- The works were impacted by the concurrent Fire System project which had pipe runs in the areas of the new path under this project. That has now been completed, and this project is ready to commence.
- Construction is estimated to start in June 2025.



*Original path route (under finalisation) – May 2025*



# Questions?







## Next PSG Meeting

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The next meeting will be held:

**Date:** August, date TBC

**Time:** 4pm

**Location:** Ground Floor Meeting Room, Council Administrative Building, 240 Blende Street





## MINUTES OF THE PROJECT CONSULTATIVE GROUP PSG – 12.05.2025 MEETING DETAILS

<b>Facilitator</b>	Jay Nankivell – General Manager
<b>Minutes</b>	Rebecca McLaughlin – Acting Leader Project Management
<b>Meeting Venue</b>	Ground Floor Meeting Room, Council Administrative Building
<b>Meeting Date</b>	Monday, 12 May 2025
<b>Meeting Start Time</b>	4:05pm
<b>Meeting End Time</b>	4:54pm

## ATTENDANCE REGISTER

Role	Section	Name
Chair / Councillor Representative	Mayor	Mayor Tom Kennedy
Councillor Representative	Deputy Mayor	Deputy Mayor Jim Hickey
Project Sponsor	BHCC General Manager	Jay Nankivell
Project Delivery Team	BHCC Director Infrastructure and Environment	Codie Howard
Project Delivery Team	Acting Leader Project Management	Rebecca McLaughlin
Project Delivery Team	BHCC Projects Engineer	Asad Nizamani
Project Delivery Team	BHCC Projects Officer	Ashwin Roy
Project Steering Group	Community Representative	Matthew Handberg
Project Steering Group	Community Representative	Nathan Fell

## AGENDA

Item	Objective	Discussion Led By
1	Welcome	Rebecca McLaughlin
2	Apologies	Rebecca McLaughlin
3	Action Items from last meeting	Rebecca McLaughlin
4	Post Election Membership Update	Rebecca McLaughlin
5	Project Updates	General Manager, Director Infrastructure & Environment, Project Delivery Team
6	Questions	Rebecca McLaughlin

### 1. Welcome

Rebecca McLaughlin welcomed everyone to the meeting.

### 2. Apologies

Rebecca confirmed apologies:

- Councillor Ashley Byrne
- Darrin Manuel, BHCC Manager Communications & Marketing
- Anne Johansson, BHCC Leader Innovation and Business Improvement

- Liz Vines, BHCC Heritage Advisor
- Paul Thomas, 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

### 4. PCG Post Election Membership Update

Rebecca welcomed new community representative committee member Nathan Fell to the meeting.

Following the Local Government Election held in September 2024, all committee positions were declared vacant. At the time of the first Project Consultative Group PSG meeting for 2025 held in January 2025, new positions were not finalised. Positions have now been finalised.

Introduction of all members conducted.

### 5. Project Updates

PowerPoint presentation displayed.

Presenters:

- Rebecca McLaughlin, Acting Leader Project Management
- Asad Nizamani, Projects Engineer

- **Alma Oval and Norm Fox Oval Changeroom Upgrades (Rebecca McLaughlin)**

- The Request for Tender has been advertised on 3 occasions:
  - Round 1 Advertising – Vendor Panel – 4 December 2023 – 2 February 2024
  - Round 2 Advertising – Vendor Panel - 21 June 2024 – 14 July 2024
  - Round 3 Advertising – Direct Email Issue – 1 October 2024 – 29 November 2024
- Each time, submissions received exceeded the budget available significantly.
- Recently, Rebecca met with the Department of Primary Industries and Regional Development to discuss options. Information is now being collated to apply for a formal variation to remove Norm Fox Oval from the scope of works and transfer funds to Alma Oval. For the variation request to be considered, it must be shown that two separate projects will be delivered at Alma Oval:
  - Stage One being all preliminary works, site investigations, site preparations, modular building construction (off site), delivery and installation of building onsite.
  - Stage Two being all internal and external fitouts, connections, painting, commissioning etc.
- Rebecca has liaised with Ausco, who submitted a quote during Round 2 advertising to provide costings that will achieve the two-stage approach. This will form part of the formal variation.

- **Airport Car Park Expansion (Rebecca McLaughlin)**

- Tonkin (an engineering firm) were engaged in 2024 to develop concept designs for an expansion of the existing terminal car park and hire vehicle car park.
- Designs have been received and approval to proceed to technical design has been issued. It is expected that technical designs and tender schedules will be

returned by mid-June, ready to advertise the Request for Tender for Construction during June and July.

- As part of a separate project, a temporary expansion of the Airport Terminal Car Park has been implemented. This expansion follows the concept design to ensure minimal disruption to areas outside the designated design zone.

- **Project Management Services Panel (Rebecca McLaughlin)**

- To support Council to deliver projects that benefit the community, a Project Management Services Panel was established in August 2021 and concluded in August 2024.
- A Request for Quotation was advertised to establish a new panel, receiving 57 submissions.
- The evaluation process has concluded, and the recommendation endorsed to appoint the following vendors:
  - Amato Slapp Engineering Pty Ltd
  - GHD
  - Indus Engineering Pty Ltd
  - Lyons Project Management
  - NSW Public Works.
- If services are required, a formal quotation will be requested for specific project costs

- **Living Desert Masterplan (Rebecca McLaughlin)**

- Environmental Partnership NSW were engaged by Council to develop a 20-year Master Plan for the Living Desert State Park and have been working on this since their initial consultation sessions held in July 2024.
- In early May, they returned to Broken Hill to undertake a presentation of their final documents.
- Presentations held included the following groups:
  - Elected Members
  - Council Technical Officers
  - Site Operations Crew and Volunteer Group
  - Arts, Film and Tourism representatives.
- The Master Plan will outline the actions required for improvement and is intended to guide the physical upgrade of the site over the next twenty years either through Council budget or grant funding opportunities.
- It is expected that final documents will be presented to the June Council meeting for endorsement.

- **Memorial Oval Lighting Upgrade (Rebecca McLaughlin)**

- At the August 2024 meeting it was reported that the RFQ evaluation had been paused following the engagement of an independent engineer to provide a structural assessment and report of the existing towers.
- Tonkin conducted a structural assessment and provided a report of the existing towers. This was provided to vendors who submitted a design quotation, offering the opportunity to revise their design and quotation based on this report.
- Revised quotations have been received.
- To ensure that the design is compatible with the existing infrastructure while meeting Australia Standards, Tonkin have once again been engaged to review and confirm.

- **E.P. O'Neill Memorial Park – Stage One – Netball Courts (Rebecca McLaughlin)**

- ***FYI only – Reported to the E.P. O'Neill Memorial Park Redevelopment PSG***

- The Stage One – Netball Courts project is now complete.
- Th site was formally handed back to the Broken Hill Netball Association in April.

- An official opening is being planned by the Broken Hill Netball Association to be held in the coming months.
- Works completed include:
  - Demolition of old courts, fencing, and lights
  - Construction of 10 new netball courts
  - Stormwater drainage and culverts
  - Lights
  - Fencing
- Further works to achieve the whole site design will be completed as budget becomes available.
- **General Discussions / Questions**
  - Mayor Kennedy asked if next time the EWP is being used for any light replacements, if the lights at the Soccer Oval could be included. Codie will follow this up.
- **Gateway Sign Replacement (Rebecca McLaughlin)**  
*FYI only – Reported to the E.P. O'Neill Memorial Park Redevelopment PSG*
  - In 2024 the Gateway Sign at the Wentworth Road was replaced with a design from local designer Deanna Spicer.
  - Funding has become available to Council through the Tourism Infrastructure Project, an initiative of the NSW Government in collaboration with the Far South West Joint Organisation, to remove all remaining signs and replace with Ms. Spicer's designs.
  - The 4 remaining entrance signs will be removed and replace at the following locations:
    - Adelaide Road
    - Pro Hart Way (Airport Terminal)
    - Sydney Road
    - Tibooburra Road.
  - The sign designs that will be utilised for this project are include:
    - Theme: RFDS & the Outback
    - Theme: Film, Arts and Culture
    - Theme: Graziers & Pastoralists
    - Theme: Unionism, Strikes and the 1909 lock out.
  - The Request for Quotation process to engage a local fabricator to fabricate and install the signs has been completed, with the evaluation panel recommendation issued to the Far South West Joint Organisation for endorsement. Once endorsed, the project will be handed over to North Project Management to manage.
- **Bill Renfrew Sportsground Irrigation Upgrade (Rebecca McLaughlin)**
  - An irrigation upgrade at Bill Renfrew Sportsground has been completed by Mildura based company Think Water.
  - Previously the West Broken Hill Football Club and the West Broken Hill Cricket Club have taken in turns to manually turn on and maneuver an old tripod sprinkle system around the sports ground.
  - Since completion, the playing conditions have improved, and maintenance of the space has been made a lot easier with automatic watering and herbicide spraying taking effect due to being watered in.
  - Council was also successful in obtaining a small amount of grant funding (\$7,272) under the Local Small Commitments Allocation, funded from the NSW Generations Fund – Community Services and Facilities Fund (CSFF).
- **General Discussions / Questions**

- Matt advised that the wooden sign on Burke Street is broken and has been tied to the fence. Codie will follow this up.
- **Fred Jobson South Community Centre (Incorporating Playtime Preschool) Air-conditioning Upgrade (Rebecca McLaughlin)**
  - An Air Conditioning upgrade was recently completed by Mildura based company DeVilee's Air Conditioning and Refrigeration.
  - Works included:
    - A comprehensive evaluation of the existing HVAC system, including load calculations, and identification of areas with inadequate cooling and heating
    - Develop a solution that addresses the identified deficiencies
    - Supply and install 9 package units
    - User group and Council staff training
    - Decommission the old air conditioner and boiler unit.
  - Feedback received from the user groups is that the temperature is being maintained very well.
- **General Discussions / Questions**
  - Mayor Kennedy asked if the CWA were close to moving into the Alma Institute. Jay and Codie advised not as yet, though quotes have now been received for the accessible toilet.
- **Library and Archives Project (Asad Nizamani)**
  - Concrete beam installation is under way with approximately 80% installed.
  - The ground floor slabs prepared for the Children's Library and the two Kitchenettes were placed early May.
  - The steel roof modules installation has commenced.
  - Scaffold has been removed.
  - Preparation is underway for precast concrete panels to the Youth Space area (final panels).
  - Dates of significance:
    - Ground floor slabs – Started to June 25
    - Walled Garden Works – May 2025
    - Precast Wall Panelling finish – May 2025
    - Steel works on site – April – Early June 2025
    - Roofing – From June 2025
    - Lock Up – July 2025
    - Carpark Works – July to September 2025
    - Completion - 2025
- **CBD Redevelopment Projects - Town Square Redevelopment (Asad Nizamani)**
  - The Town Square Redevelopment project has been completed, and a public opening was held on 8 March 2025.
  - Works included:
    - Enhanced accessibility with ambulance access from Argent Street
    - Increased seating
    - Increased tree shade and planting (over time)
    - Misting feature with imported local rocks
    - Enhanced public lighting
    - Water bubbler
    - Disability carparking spaces with feature concrete
    - Opening of Chloride Street
    - Infrastructure for CCTV



- **General Discussions / Questions**

- Matt asked if the paving that has been recently completed will be extended in front of the old Theatre Royal Hotel. Jay confirmed that for the purpose of that funding, the project is completed, but it has been included in the budget as a rolling project to replace additional Argent Street pavers and eventually carried through to Oxide Street remediation works.

- **Warnock Street Yard Redevelopment (Asad Nizamani)**

- Demolition (partial) alongside bulk filling works were completed in March 2025.
- The Garage Workshop has engineered standard piling foundations to adequate bearing depths. All piling works have been completed in April 2025 with Level 1 standard of geotechnical oversight (GHD Pty Ltd and Civil Test Pty Ltd).
- Footings beams are being excavated on site, alongside the preparation of the first slab pour scheduled for mid-May 2025.
- Structural steel fabrication has commenced.
- Dates of significance:
  - CC1 & CC2 – Completed
  - Demolition & Piling – Completed
  - Ground Slabs – May 2025
  - External Services – June 2025
  - Steel Frame Installation – June 2025
  - Roof & Lock Up – July / August 2025
  - Internal works – August / September 2025
  - Completion – October 2025

- **General Discussions / Questions**

- Matt asked if Council is looking to increase staff numbers for the new Warnock Street Yard. Jay advised that staff numbers have been slowly increasing over the past few years.

- **Airport Master Plan & Funding (Asad Nizamani)**

- There are four (4) capital projects underway at the Airport, aligning with the Airport Master Plan 2022:
  1. Upgrade of the fire system
  2. Airside pavement upgrades
  3. Airport carpark upgrades (Please see above)
  4. New footpath with associated solar lights
- All the projects are FY 2024/25 projects, except the pavement upgrades that will be completed in early 2026.
- The combined capital value of the projects is approximately \$12 million with over 80% wholly grant funded by the Federal and State Governments.

1. **Upgrade of the fire system**

- This project involves an upgrade of the underground asbestos pipes to new high strength PVC pipes, and upgrades to hydrant coverage.
- Works commenced on site in January 2025 and are approximately 85% complete.
- Extensive underground rock has been encountered.
- The project is estimated to be completed in May 2025 with final certification being carried out to ensure that the whole fire system at the Airport is compliant to current codes and standards.

2. **The Airport Pavement Upgrades**

- A public request for tender was advertised in February & March 20225 with responses being evaluated by Council's team in collaboration with the principal design consultant.
- The scope will include an expansion of the RPT apron and works to the RFDS apron, alongside upgrades to taxi ways leading to these aprons.
- Construction will take approximately 8 - 10 months with estimated completion in early 2026.

**3. Airport Rental Carpark Pathway and Solar Lights**

- A 140m long paved pathway will be constructed from the terminal to the overflow rental carpark, with associated solar lights.
- Evaluation of contractors has been completed.
- The works were impacted by the concurrent Fire System project which had pipe runs in the areas of the new path under this project. That has now been completed, and this project is ready to commence.
- Construction is estimated to start in June 2025.

- **General Discussions / Questions**

- Mayor Kennedy asked Codie for an update on additional pathways planned for Pro Hart Way. Codie advised that a 3m wide shared pathway is planned from the overflow car park to Knox Street, with a water fountain, signage, and solar lights. The Funding Body visited Broken Hill and worked with Asad to refine the scope of works to submit a funding application. The funding application is pending an outcome.

- **Road Projects Updates (Codie Howard)**

- Thomas Street – Works completed approximately 10 years ago failed, a full reconstruction has been completed. This project was funded and came in under budget, allowing the funding to cover the additional Stage 3 works required.
- Hebbard Street – Recently completed in house (Council's Roads, Parks and Gardens, and Trades Teams).
- Wolfram Street – Road reconstruction between Oxide and Iodide Streets commenced today. There is a possibility that works may extend through from Iodide Street to the Netball Court entrance. Concrete areas would be left in place.

- **General Discussions / Questions**

- Mayor Kennedy asked why the concrete moves. Codie confirmed this is due to the heat.

**6. General Discussion**

- Matt asked if there are any opportunities for Council under funding announced by Trans Grid. Jay confirmed that Council is exempt for this funding.
- Matt asked if the cricket nets at Bill Renfrew Sportsground are being moved. Codie confirmed that Council have supported grant funding applications, but before any works are approved Council have stipulated that designs and plans need to be reviewed and approved.
- Matt asked if there are any updates to the flood study spoken about at the January meeting. Codie confirmed that this is due to be completed in September 2025. The committee will meet again once Milestone 3 is achieved.
- Rebecca advised that meetings area to be held quarterly and will be scheduled to coincide with rates notices being issued – February, May, August and November. If any additional meetings are required outside of scheduled meeting dates, such as the flood study presentation, an ad hoc meeting will be scheduled.

**7. Next Steps**

- A copy of the redacted (if appropriate) Power Point presentation and minutes to all members of the PSG.

**8. Meeting Close**

- There being no further business the Chair closed the meeting at 4:54pm.

**NEXT MEETING – TBC**

<b>Date</b>	August, date to be confirmed
<b>Venue</b>	Ground Floor Meeting Room, Council Administrative Building, 240 Blende Street
<b>Start Time</b>	4:00pm
<b>End Time</b>	5:00pm

