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ITEM 1 - APPLICATIONS FOR LEAVE OF ABSENCE

REPORT IN BRIEF

Reason For Report	To allow tendering of apologies for councillors not present.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COUNCILLORS LEAVE OF ABSENCE - 1394706

RECOMMENDATION

THAT any apologies tendered be accepted and the necessary leave of absence be granted.

GENERAL MANAGER REPORT

A call for apologies is to be made.

ITEM 2 - DECLARATIONS OF INTEREST

REPORT IN BRIEF

Reason For Report	To allow an opportunity for councillors to declare an interest in any items to be determined at this meeting.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COUNCILLORS AND STAFF DECLARATION OF INTEREST - 2021 - 1394708

RECOMMENDATION

THAT the Declarations of Interest be noted.

GENERAL MANAGER REPORT

A call for Declarations of Interest.

ITEM 3 - DECLARATIONS FOR POLITICAL DONATIONS

REPORT IN BRIEF

Reason For Report	To allow an opportunity for Councillors to declare any Political Donations received.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.g - Code of Meeting Practice adopted and implemented.
Annexures	Nil
File Number	\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCIL MEETINGS\COUNCIL - COUNCILLORS DECLARATION OF POLITICAL DONATIONS - 1394709

RECOMMENDATION

THAT any political donations be noted.

GENERAL MANAGER'S REPORT

A call for declarations of any political donations.

ITEM 4 - CABONNE COUNCIL ROADS ADVISORY COMMITTEE

REPORT IN BRIEF

Reason For Report	Consideration of the initiation of the Cabonne Council Roads Advisory Committee, and consider the proposed terms of reference for the advisory committee.
Policy Implications	Creation of a new advisory committee of Council
Budget Implications	Nil
IPR Linkage	1.1.1.b - Undertake service review of rural and urban road maintenance
Annexures	1. Roads Advisory Committee Terms of Reference ↓
File Number	\OFFICIAL RECORDS LIBRARY\ROADS and BRIDGES\LIAISON\ASSOCIATIONS - 1400401

RECOMMENDATION

THAT the Infrastructure (Transport) committee endorse the draft Terms of Reference for the Cabonne Council Roads Advisory Committee.

DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT

At its ordinary meeting dated 26 April 2022, Council considered a report regarding the proposed formation of a Cabonne Council Roads Advisory Committee. At this meeting, Council resolved:

MOTION (Rawson/Jones)

THAT Council:

- 1. Endorse the Draft Terms of Reference for the Cabonne Council Roads Advisory Committee;**
- 2. Place the Draft Terms of Reference of public exhibition.**

CARRIED

The proposed Roads Advisory Committee is intended provide a conduit with the community to provide input, and understand the management, of road infrastructure in the Cabonne Council local government area.

Specifically, the committee will:

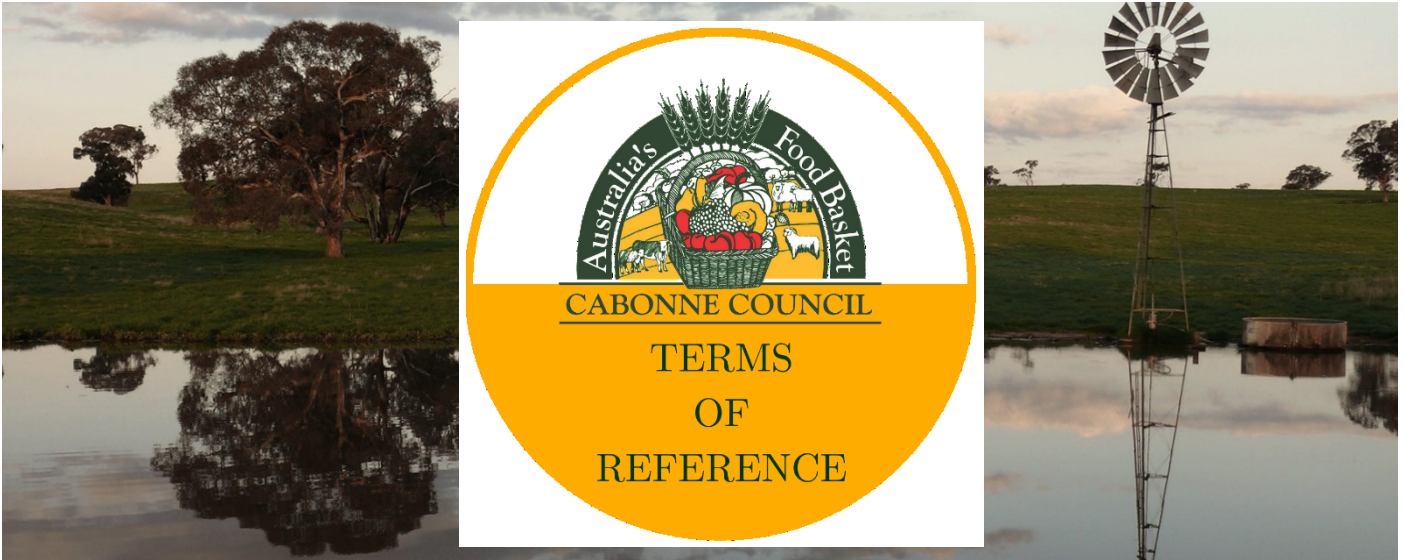
- Consider and comment on transport issues and concerns from local community groups
- Input into review of appropriate service level standards across the road network
- Provide advice on policy, strategic plans and works programs relating to road infrastructure
- Participate in promoting to the wider community the importance of an effectively managed road network

In dealing with these matters, the advisory committee will be able to provide an invaluable, alternative insight into the management of Council's road network.

Council Officers placed the Roads Advisory Committee on public exhibition, with public comment to be received by no later than 20 May 2022.

No submissions were received during the public exhibition period.

The next step for the creation of the committee is consideration by Council to adopt the terms of reference, and call for expressions of interest for the public positions to the committee.



ROADS ADVISORY COMMITTEE

1. Document Information

Version Date	30/3/2022
Author	Deputy General Manager – Cabonne Infrastructure
Owner <i>(Relevant Director)</i>	Deputy General Manager – Cabonne Infrastructure
Next Review Date	Within 12 months of new Council election
Document ID	

2. Introduction

The purpose of the Cabonne Council Roads Advisory Committee (the committee) is to share ideas and knowledge on the management of the Council road network.

Specifically, the committee will:

- Consider and comment on transport issues and concerns from local community groups
- Input into review of appropriate service level standards across the road network
- Provide comment on policy, strategic plans and works programs relating to road infrastructure
- Participate in promoting to the wider community the importance of an effectively managed road network

3. Term

Elected members continue as members of the committee until:

- The next ordinary election of the Mayor
- The next general election of Council
- The committee is disbanded or completes its purpose in accordance with these terms of reference

Other members continue until the committee is disbanded or completes its purpose in accordance with these Terms of Reference.

Any casual vacancy in elected members is filled by Council appointment. Any other casual vacancy is filled by the General Manager.

4. Role of the Committee

The committee operates as an 'advisory committee' of Council

5. Key Objective

The committee considers key issues such as the following:

- Policy, strategic plans and works programs for road infrastructure
- Participate in the development and continual review of road infrastructure levels of service
- Priority issues of concern to the community

6. Responsibilities

The Committee may make recommendations to Council on all matters before it. These recommendations are submitted via the minutes of each meeting to Council for consideration.

Substantial recommendations (including any requiring the expenditure of Council funds) are accompanied by a separate report to Council.

Committee recommendations considered purely or substantially 'operational' in nature will be directed to relevant directorates within the Council organisation by delegation of the General Manager.

Advisory Committees do not have the power to incur expenditure, nor do they have the power to bind Council.

7. Membership

Formation of Committee

Membership of the Committee shall comprise the following voting members

- Mayor – As Chair, with one alternate
- Councillor – up to 1 Councillor, with one alternate
- Council Staff – up to 2, as delegated by the General Manager
- Local Community Representatives – up to 5 with alternates for each, consisting of individuals whom;
 - i. Maintain a broad interest or technical understanding of road infrastructure management
 - ii. Are residents of Cabonne Council Local Government Area
- Local Bus Operators – Up to 2 positions
- Heavy Transport Industry – Up to 2 positions
- NSW Farmers – 1 Position

Other Attendance at Meetings

Attendance of other elected members is permitted; however no voting rights are entitled outside of the committee membership.

The Chairperson and/or the General Manager may invite community representatives, consultants or technical specialists in order to assist with advice to the committee. Invited community members and/or specialist do not have voting rights.

Meetings are not open to the general public.

Additional Council staff may be invited to attend meetings, but do not have voting rights.

8. Meetings

Meeting Schedule

Location, date and time for meetings may be decided by the Chair in consultation with the General Manager. A minimum of two meetings will be held annually, however, additional meetings may be called if required.

Quorum

The quorum for a meeting of the Committee is four (4) members. If a quorum is not present within 15 minutes of the scheduled commencement time, the meeting lapses.

Voting

In general, it is expected the Committee will develop recommendations by consensus. If however voting is required, the Chair has a casting vote.

Proceedings

The administrative provisions of Council's Code of Meeting Practice apply.

General business matters may be raised by members at any meeting without notice, however if the matter is substantial, a report is to be prepared and included on the agenda at a future meeting.

Minutes of each meeting are submitted to the next available Council Meeting.

9. Code of Conduct

All members of the committee are required to observe the provisions of Cabonne Council's Code of Conduct. The Code of Conduct is a series of guiding principles for all people involved with Council and covers such topics as conflicts of interest, gifts and benefits, responsible use of council information and resources, and how to make code of conduct complaints.

Committee members may encounter confidential or personal information retained by Council. If so, members are required to maintain the security of any confidential or personal information and not access, use or remove any information, unless the member is authorised to do so.

Members are not to speak to the media in their capacity as a member of the Committee.

Generally, committee members are required to act lawfully, honestly and fairly in their conduct related to Council. A breach of the Code of Conduct may lead to the member being expelled from the committee.

10. Document Control

These Terms of Reference are reviewed at least at the commencement of each term of Council.

Apart from any inconsequential editing, substantial amendments to the Terms of Reference are approved by Council.

Date	Description of Changes
30/3/2022	Consideration of Infrastructure (Transport) Standing Committee

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ITEM 1 - 2022 LOCAL ROADS CONGRESS

REPORT IN BRIEF

Reason For Report	To brief the Committee on attendance at the 2022 NSW Local Roads Congress.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	4.5.1.a - Provide quality administrative support and governance to councillors and residents
Annexures	1. NSW Local Roads Congress 2022 Program ↓
File Number	\\OFFICIAL RECORDS LIBRARY\GOVERNANCE\COUNCILLORS - 2021- 2023\PROFESSIONAL DEVELOPMENT - 1399921

DEPUTY GENERAL MANAGER - CABONNE INFRASTRUCTURE'S REPORT

The Mayor and the Deputy General Manager – Cabonne Infrastructure attended the 2022 New South Wales Local Roads Congress on 6 June 2022, held at New South Wales Parliament House, Sydney.

The theme of the Congress was ***Putting Policies into Practice***. The four key topics this year were:

1. **The capacity for regional councils to deliver an effective and safe local road network is based on grant funding and skilled workforce with modern equipment. Changes to road reclassification in NSW will directly impact the council's ability to deliver the local road network in these difficult times.**
2. **What evidence from the transport industry tells us that fixing roads reduces the cost of goods to the freight industry and can impact businesses in many small communities across NSW?**
3. **The Fixing Country Bridges Program has been a great initiative but are we there yet with having sustainable and resilient local bridges?**
4. **What are the challenges and solutions to addressing the skills shortage in local government, especially in rural areas where jobs are held vacant? Are the right policies being created to close the gap?**

A copy of the Congress program has been included as an annexure to this report.

Key note addresses were made by both the Minister for Regional Transport and Roads, and the Shadow Minister of Roads. Both acknowledged the investment occurring in regional roads improvements over the past decade, and challenges that the state and local governments were faced with the recent significant natural disasters. There was no confirmation from the Minister for Regional Transport and Roads that the Fixing Local Roads and Fixing Country Bridges will continue on past the next round. Cabonne Council over the past three years has been able to secure \$3.0 million in funding for road upgrades, most notably Cadia and Borenore Roads.

The Chair of the Regional Road Transfer and Road Classification review panel gave a status update on the latest round of road transfer and classification. As the committee may recall, Cabonne Council was successful in gaining reclassification of Packham Drive from local road to regional road. This is considered advantageous, as it will lift the possibility of funding upgrades to Packham Drive in the future.

Several questions were raised during the day with regards to equity of the transfer and classification review, in particular, those Council's that have had roads which were formally highways hand responsibility once a bypass has been constructed.

Substantial discussion was had with regards to the skills shortage in the public works sector affecting local governments ability to deliver on funded projects. Of particular note, speakers noted the difficulties and excessive requirements of funding bodies when achieving grant funding were taking particular toll when organisations are struggling to maintain a full work force.

The Institute of Public Works Engineers Australasia (NSW and ACT) will circulate the Roads Congress 2022 communique in the coming month. Once received, Council Officers will bring this communique to Council for consideration.

ITEM 2 - TRANSPORT INFRASTRUCTURE UPDATE

REPORT IN BRIEF

Reason For Report	To provide the committee members of update within the Transport Infrastructure department.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	1.1.1.a - Complete the annual rural and urban roads maintenance program
Annexures	Nil
File Number	\\OFFICIAL RECORDS LIBRARY\ROADS and BRIDGES\MEETINGS\OPERATIONS MEETINGS - 1397725

DEPARTMENT LEADER - TRANSPORT INFRASTRUCTURE'S REPORT

The following report provides an update on major projects up to the end of May 2022.

Cadia Road

Works completed:

- Design and documentation
- 4.5 kilometres road reconstruction
- Road surface reseal
- Vegetation works
- Drainage
- Line marking and signage

Cargo Road / Lake Canobolas Road Intersection

Works completed:

- Horizontal and vertical realignment and widening of intersection with additional BAL into Lake Canobolas Road from Cargo Road east and reinstate BAR from Cargo Road west
- Reconstruction of road, upgrade drainage, 20/10 reseal, line marking and signage
- Excavation to design levels exposed unsuitable base material. Further excavation depth required to remediate ground water.
- Seal base material with geotextile fabric, backfill with gabion rock and cover with geotextile fabric

Casuarina Drive

Road rehabilitation works progressing and will carry over to 2022/23.

- At present 15,000² heavy patching works complete
- 11,000m² 20/10 reseal
- Vegetation management

Works to be completed

- 45,000m² heavy patching
- 20/10 reseal
- Vegetation and drainage works
- Line-marking

Borenore Road

Design and documentation to upgrade the road to meet 100km speed limit specifications.

Design and documentation for culvert extensions, road widening from six (6) metres to eight (8) metres, vegetation, and drainage management from the National Field Day site to Akhurst Road.

Completed works to date include

- Site set up and works set out
- Extension of all culverts
- Vegetation management
- Drainage

The current winter climate on Borenore Road is not favorable to road works, due to sealing processes and materials. Road works will recommence in late Winter for sealing in Spring / Summer.

Council staff are corresponding with Essential Energy regarding relocation of electricity pole infrastructure.



Culvert Extension to allow for road widening



Drainage work has been undertaken to prolong asset life

Warraderry Way

Completed works include;

- Table drain re-establishment
- Vegetation management

- Reconstruction of 2.5km road sub grade a trafficable road surface and line marking
- Culvert inlet and outlet works

Further ongoing heavy patching, vegetation and drainage works.

Kangarooie Road

Completed works include:

- Culvert replacement of Sugarloaf Creek and Mullion Creek
- Reconstruction and sealing of 700m road approach to Sugarloaf Creek
- Grading and sealing preparation of extra 1.3 kilometers

Works have been delayed due to inclement weather and are due for completion in June 2022.

Flood Damage

All sealed, unsealed roads, bridges, culverts, and waterways have been inspected and assessed, with all roads made safe and serviceable, with some completed road restoration works.

A full submission has been provided to Resilience NSW for recovery works. Given the extent of natural disasters which have occurred as of late, there has been some delay in receiving approval of this submission.

Ongoing Engineering Design & Documentation Works

Nyrang Creek Bridge

Following flood disaster event in November 2021, the bridge abutments failed. Council worked with contractors to reinstate the temporary serviceability of the bridge.

Currently Council Transport Department engineers are completing survey, design and documentation Request for Quotation documentation.

Gum Creek Bridge

Following a report to Council with concerns of the structural integrity of the bridge, Council engaged a Structural Engineer to visually inspect, assess and report of the ongoing serviceability of the structure. The recommendation was to immediately lower the speed limit and arrange for a Level 4 Bridge Inspection and Assessment to inform of any ongoing works or replacement.

Washpen Creek Bridge

Due to increased volume of agricultural harvesting plant, it was recommended that Council replace the single lane bridge with a dual lane appropriate structure.

Council Transport Department engineers are completing Request for Quotation survey, design and documentation to replace the bridge.

Ongoing wet weather conditions

As the committee would be aware, the State of New South Wales has had unprecedented rainfall the past 15 months which have caused significant delays to Council's Capital Works program. In regular years, Council Officers would commence the Capital Works program in September, with a mind to ramp up works from November onwards.

This financial year, Council commenced the bulk of its program in January, due to increased maintenance needs and inability to commence works in such inclement conditions.

Estimated wet weather days for the road works crews is 90 lost days, and does not factor diversion of resources to construction works.

Ongoing weather issues with the onset of winter will cause further deterioration to both the local and state road networks which will likely affect motorists drive quality. Council Officers will continue to inspect and prioritise works as resources are available.



Local Roads Congress 2022
Putting Policies into Practice
 NSW Parliament House, Macquarie Street, Sydney

Monday 6 June 2022	
8:30am – 9:00am	Registration
9:00am – 9:05am	Congress Welcome/Welcome to Country
9:05am – 9:20am	Welcome Address The Hon. Wendy Tuckerman, MP, Minister for Local Government
9:20am – 9:35am	President’s Welcome Grant Baker, President IPWEA NSW and ACT
9:35am – 9:55am	Keynote Address The Hon. Sam Faraway, MLC, Minister for Regional Transport and Roads
9:55am – 10:30am	Reflecting back on Local Roads Congress 2021 Will Barton, Board Member IPWEA NSW and ACT
10:30am – 11:00am	MORNING TEA
11:00am – 11:30am	Keynote Address Cr Darriea Turley AM, President, Local Government NSW
11:30am – 12:00pm	Road Classification Review – From the Independent Panel Wendy Machin, Chair Regional Road Transfer and NSW Road Classification Review
12:00pm – 12:30pm	Road Classification Review – A Council’s Perspective Cr Alan Tickle, Deputy Mayor MidCoast Council
12:30pm – 1:30pm	LUNCH
1:30pm – 1:50pm	Keynote Address The Hon. John Graham, MLC, Shadow Minister for Roads
1:50pm – 2:20pm	Cost implications for transporting goods on sub-standard local roads Sal Petrocetto, CEO National Heavy Vehicle Regulator
2:20pm – 3:00pm	Fixing Country Bridges – Are we there yet? Tony Lickiss, Director Assets and Infrastructure Services Kyogle Council
3:00pm – 3:30pm	AFTERNOON TEA
3:30pm – 4:00pm	The local government capability dilemma and a way forward Joshua Devitt, Manager Roads and Transport Directorate
4:00pm – 4:45pm	Panel Discussion Wendy Machin, Chair Regional Road Transfer and NSW Road Classification Review Sal Petrocetto, CEO National Heavy Vehicle Regulator Cr Alan Tickle, Deputy Mayor MidCoast Council
4:45pm – 5:00pm	Congress communique Will Barton, Board Member IPWEA NSW and ACT
5:00pm – 7:00pm	DRINKS AND CANAPES