
NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 17 JULY 2024
REPORTS TO COUNCIL – INFRASTRUCTURE AND ENGINEERING SERVICES

1. WORKS REPORT

Author	Director Infrastructure and Engineering Services
Responsible Officer	Director Infrastructure and Engineering Services
Link to Strategic Plans	CSP – 4.3.4 Ensure Council's property assets are monitored and well managed

Executive Summary

This report provides information regarding works undertaken for the given period for operational and capital works.

Report

The Works Report (*Attachment No. 1*) for the period 11 June to 5 July 2024 is presented to Council for information.

Financial Implications

Council has provision for these services in its Operational Budget.

Legal and Regulatory Compliance

Local Government Act 1993
Roads Act 1993

Risk Management Issues

Nil

Internal/External Consultation

Nil

Attachments

1. Works Report (*Attachment No. 1*).

RECOMMENDATION

That the information be noted.

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2. PERMANENT ROAD CLOSURE AND SALE – BROWN’S LANE, NARROMINE

Author	Director Infrastructure and Engineering Services
Responsible Officer	Director Infrastructure and Engineering Services
Link to Strategic Plans	CSP – 2.2.1 – To foster our agriculture sector through the identification and support of value adding opportunities. CSP – 2.3.1 – Support the growth and development of new and existing businesses and industry. CSP – 3.6.1 – Ensure local and regional roads network best meets the needs of road users and industry.

Executive Summary

This report is presented to Council to consider the closure of Brown’s Lane, Narromine to enable sale of the land.

Report

Council has been approached by Tim and Amanda Shepherd to purchase Brown’s Lane, a Hierarchy 6 road that receives frequent complaints but is not maintained to the preferred standards due to Council budget constraints. The Shepherds have multiple holdings along Brown’s Lane and the current poor condition of the road is impacting their ability to access and freight commodities from their properties. After multiple discussions with Council staff, the Shepherd’s have requested to purchase Brown’s Lane to provide them with full maintenance rights to the road.

To enable purchase of the road, Council must work through a permanent road closure process. This process works through a number of steps including consultation with the Crown Lands, Notifiable Agencies and local residents. All costs associated with the road closure process and land sale are expected to be paid for by the purchaser along with the cost of purchasing the land.

The Shepherd’s have engaged a surveyor and have provided a plan to consolidate lots to ensure all remaining lots have access to a public road, as required under the Local Government Act. This consolidation will be undertaken as part of the closure process.

Council is satisfied that all preliminary checks are acceptable and the request can trigger the permanent road closure process. A road status report has been undertaken by Council staff to confirm that the road is a Council road. With the ownership confirmed, Council needs to ensure that the closure is suitable under section 38A of the Roads Act 1993. The following table identifies the preliminary questions that must be addressed.

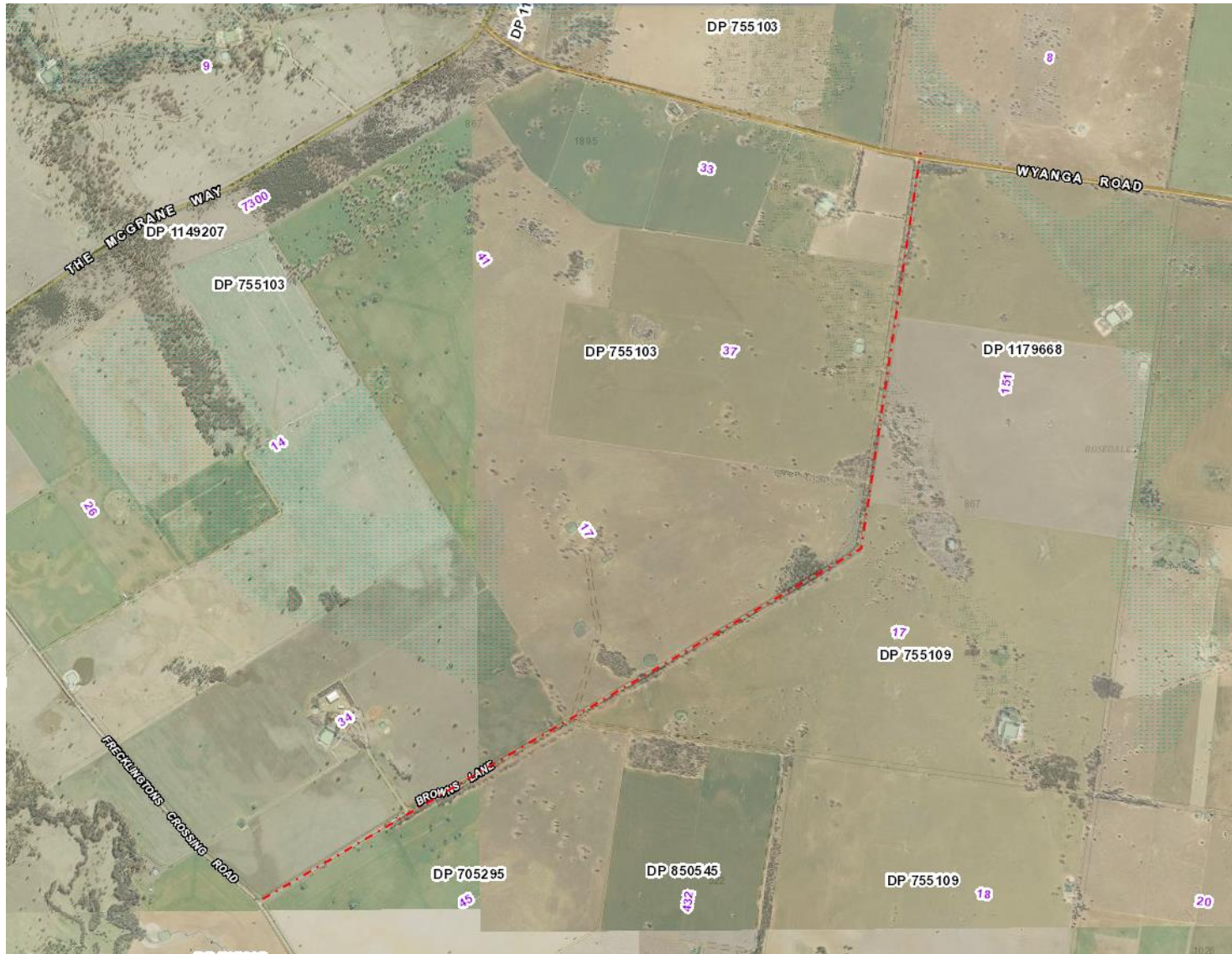
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2. PERMANENT ROAD CLOSURE AND SALE – BROWN’S LANE, NARROMINE (Cont’d)

Council can only close a road under section 38A of the Road Act 1993 if	Current Status
The road is not reasonably required as a road for public use (whether for present or future needs)	The road connects Wyanga Road and Frecklington’s Crossing, access to these roads can be achieved via the Tullamore Road (sealed road, hierarchy 1). No access is required by both farmers or public along this road to access any public or private land.
The road is not required to provide continuity for an existing road network	Continuity to the existing road network will not be impacted.
If the road provides vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to that land	Access to all adjoining properties, in a lawful and reasonable manner will be maintained after the closure and sale of Brown’s Lane. Further to this all existing right of carriageways are maintained with the closure.

The plan below shows Brown’s Lane, the entirety of which has been requested for closure (approx. 8.1km).

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2. PERMANENT ROAD CLOSURE AND SALE – BROWN’S LANE, NARROMINE (Cont’d)

Financial Implications

The permanent road closure of Brown’s lane would be a positive outcome for Council. The reduction of the road network will decrease maintenance costs.

To upgrade the road and ensure all weather access, the road requires raising which would need a significant amount of fill, this extensive work is well outside of Council’s current means. Currently the road is only usable during dry periods as during wet weather the road remains impassable for days, if not weeks.

The sale of this road will reduce maintenance costs to Council and reduce the number of complaints and staff time spent managing complaints.

Legal and Regulatory Compliance

Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulation 2021
Road Act 1993

Risk Management Issues

There is a risk that the road is closed and later found to be needed for future use, to mitigate this Council will undertake extensive consultation with neighbours.

Internal/External Consultation

Executive Leadership team
Ongoing consultation per Roads Act requirements, including Crown Lands, Notifiable Agencies and neighbours.

Attachments

Nil

RECOMMENDATION

That Council;

1. Seeks to close Brown’s Lane, in its entirety with the intention to sell to Tim and Amanda Shepherd.
2. Continue the Permanent Road Closure Process under the Roads Act 1993, including community consultation.

3. BITUMEN AND ASPHALT RESURFACING POLICY

Author	Director Infrastructure and Engineering Services
Responsible Officer	Director Infrastructure and Engineering Services
Link to Strategic Plans	CSP – 4.3.4 Ensure Council's property assets are monitored and well managed

Executive Summary

The Bitumen and Asphalt Resurfacing Policy was last updated in 2009 and is due for review. This report details the proposed changes to the policy.

Report

The Bitumen and Asphalt Resurfacing Policy (*Attachment No. 2*) outlines Council's commitment to minimizing the impact of road damage and maintaining the road network through effective resealing practices. It a recommendation of Council's insurance provider to have a policy on this important subject.

The main proposed changes in this revision include:

- Minor updates to the policy purpose and objective for increased clarity
- Increased detail in Responsibilities and Procedures for clarity on Council roles

The updated policy aims to reflect current practice within Narromine Shire Council.

Financial Implications

All planned works are included in Council's annual maintenance and capital budgets.

Legal and Regulatory Compliance

Local Government Act 1993
Roads Act 1993

Risk Management Issues

The policy provides clear guidance to Council on the processes involved in bitumen and asphalt resurfacing, aimed at minimising public liability exposure associated with the provision of road services to the community.

Internal/External Consultation

Nil

3. BITUMEN AND ASPHALT RESURFACING POLICY (Cont'd)

Attachments

- Bitumen and Asphalt Resurfacing Policy *Attachment No. 2*

RECOMMENDATION

That the revised Bitumen and Asphalt Resurfacing Policy be adopted.

4. LONG-TERM KERBSIDE WASTE MANAGEMENT STRATEGY TRANGIE

Author	Director Infrastructure and Engineering Services
Responsible Officer	Director Infrastructure and Engineering Services
Link to Strategic Plans	CSP – 3.1.5 Reduce waste to landfill through effective and efficient domestic waste and recycling services to the community

Executive Summary

This report provides an update on waste management at Trangie, after the report to Council in February 2024. It provides a recommendation on ongoing waste depot opening hours and click and collect.

Report

In February 2024 Council resolved:

1. Trangie Waste Depot hours are reduced on Saturday and Sunday to 10am – 2pm for the period 1/3/24 - 26/7/24.
2. A report is provided to the July Council meeting recommending the long-term waste depot operating hours.
3. A “click and collect” system for Trangie urban residents is offered between the period 1/3/24 – 26/7/24. Customers can contact Council to organise one free collection of kerbside rubbish per household.
4. A report is provided to the July Council meeting recommending the long-term kerbside waste management strategy.

This report provides an update on Council’s findings since February.

4. LONG-TERM KERBSIDE WASTE MANAGEMENT STRATEGY TRANGIE (Cont'd)

Trangie Waste Depot Opening Hours

Since the reduction of weekend hours at the Trangie Waste Depot, there has been no observable change in the number of visitors. While the overall usage remains consistent, access times have been condensed. Given the relatively low visitor numbers, the reduction in operating hours has been viewed positively. The facility operator has expressed a preference for the shortened schedule, noting it allows for more efficient work during closed periods. Furthermore, Council has received no negative feedback regarding the reduced hours.

Based on these observations, Council recommends maintaining the current reduced operating hours at the Trangie Waste Depot.

Click and Collect

The click and collect service, which was offered to Trangie urban residents free of charge was exceptionally well received by the community. Council was booked out for the service, with a number of people remaining on the waiting list. Over 70 households requested and used the service and a large amount of rubbish was removed from Trangie. Whilst the public enjoyed the service and there were a lot of positives, there were some challenges faced by Council including:

- Impact on staff hours dropping off and collection of skip bins was approximately 4 hours every week.
- Dumping of unallowed materials (mattresses, chemicals, batteries).
- Inability to sort the rubbish (metals, wood, recyclables) at the waste depot.

The trial cost Council approximately \$4,000 plus the lost charges on dumping waste, based on fees and charges of approximately \$5,229. Additionally, anecdotal reports suggest that the majority of households were not "in need" of the service and they were capable of transporting rubbish to the waste depot, however, the service was a convenient and free way to remove rubbish.

Whilst the trial was positively received in the community, due to the costs and challenges associated with the "click and collect" trial, Council recommends not to progress with a permanent click and collect service in Trangie.

If residents wish to engage a skip bin service they can organise through a private contractor, such as JR Richards.

Council may elect to offer click and collect services on an ad-hoc basis into the future.

Financial Implications

The reduced hours at the Trangie Waste Depot will enable increased productivity with no increased operational cost. As the usage numbers has remained consistent revenue at the waste depot is expected to remain constant.

4. LONG-TERM KERBSIDE WASTE MANAGEMENT STRATEGY TRANGIE (Cont'd)

The ceasing of “click and collect” in Trangie will ensure no additional operational costs are incurred by Council. No impact to current budget.

Legal and Regulatory Compliance

Local Government Act 1993
Protection of the Environment Operations Act 1997 and Regulation
Waste Avoidance and Resource Recovery Act 2001

Risk Management Issues

Nil

Internal/External Consultation

Customers were very positive about the click and collect service offered by Council.

Attachments

- Nil

RECOMMENDATION

1. That the Trangie Waste Depot hours are permanently reduced on Saturday and Sunday to 10am – 2pm.
2. That Council ceases offering Click and Collect as a service in Trangie.

Melanie Slimming
Director Infrastructure and Engineering Services

Works Report

Water and Sewer

The water team have been busy replacing old services across town and finalizing the water main works in Trangie. A major safety upgrade of Narromine's main sewer pump station was completed in June. This upgrade included the installation of new walkway and new safety access lids that allow safe access, compliant with current Safety Regulations.



Figure 1: Narromine's main sewer pump station recently had safety works completed

Facilities and Major Projects

The Trangie pool painting was completed in late June and the facility is looking beautiful. Further works to happen at the centre in the coming months are the replacement of the shade structures, with more resilient and wind tolerant wind covers, concreting of the marshalling area and new handrails into the pool.

Attachment No. 1

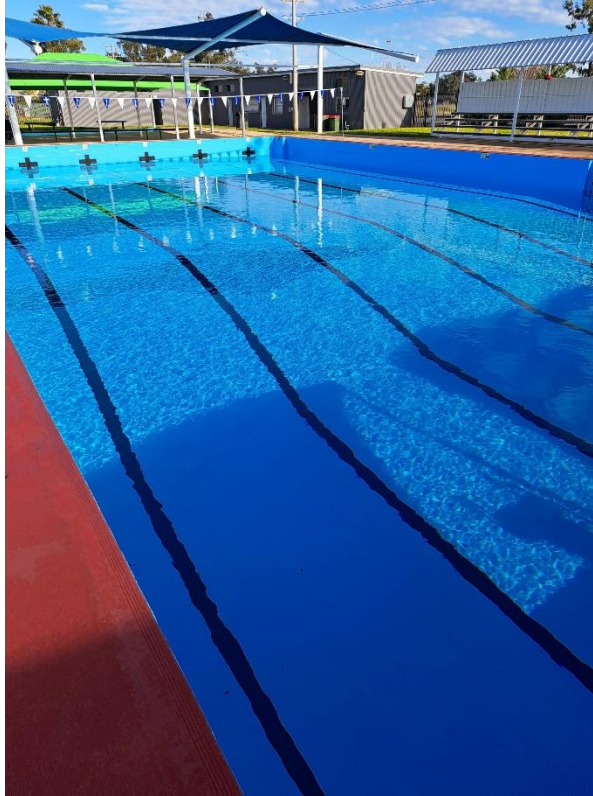


Figure 2: Repainting of the Trangie Pool was completed in June

Wetlands

The Wetlands work is nearing completion, with the new carpark sealed and finalization of the barbeque areas. All of the new paths will be opened in July, along with the new carpark and barbeque areas.



Figure 3: Sealing at the Wetlands Carpark

Parks and Gardens

The Parks and Gardens team have been focusing on Laneways in Narromine, fixing potholes and cutting trees back to ensure laneways remain neat, tidy and trafficable. Additionally, the team undertook some heavy pruning of the trees on Warren Road to improve visibility and improve the aesthetics of the approach into Narromine.



Figure 4: Trees on Warren Road were pruned to improve visibility and improve aesthetics

Roads

Council continues to work on Tullamore Road, approximately 15 km south of Narromine Township. The first two kilometers are complete with the second two kilometers underway. All culverts have now arrived and works to extend culverts will occur in the coming weeks.

Road works on Enmore Road, Trangie are continuing, with the first kilometer scheduled for sealing in mid-July; earthworks and subgrade have started on the second section.

Sealing of the light vehicle parking area on Burraway Street is planned for mid-July. Once the area is line marked and signs are installed the area will be available for use. Council is viewing tree options and landscaping to ensure the area makes for an aesthetically pleasing entrance to the town.

Maintenance works on Jamea Road are complete and works are currently progressing on Wallaby Road and Tyrie North roads. Some recent work has also occurred on Trangie-Dandaloo Road, at Dandaloo.



Figure 5: Team work for our grader crews!

Kerb and gutter works on Fourth Avenue are nearly complete, with tree installation and sealing to occur in late July. Council's Infrastructure and Engineering Services Team are finalizing the kerb and gutter and footpath projects for the coming financial year and are will be advertising upcoming projects for quotation in the coming month.



Figure 6: New Kerb and Gutter on Fourth Ave is nearly complete

Trangie Truck Wash

The Trangie Truck Wash was officially opened in July with Dougald Saunders and Council's Mayor and Deputy Mayor attending the opening ceremony. The facility is getting a lot of use and receiving a lot of positive feedback. Council will continue to maintain this facility.



Figure 7: Trangie Truck wash is complete



Figure 8: Trangie Truck Wash - Opening Ceremony!

Road Inspections – AI Trial

Council has been working with a supplier to use AI (artificial intelligence) to inspect roads. Utilizing a mobile phone setup on dashboards equipped with automated photo capture, our system swiftly analyzes road defects such as cracking, pavement failure, sign integrity, potholes, and overhanging trees. These defects are promptly identified and rated for severity, then precisely GPS located and transferred to a centralized viewing platform. This technological innovation has revolutionized our inspection process, allowing us to cover our entire 1600km road network in just two weeks—a task that previously required over six months. The data provided is not only immediate but also remarkably consistent, enabling efficient scheduling and prioritization of maintenance efforts. As we continue to refine and integrate this tool with our main works system "Reflect" we anticipate even greater efficiencies and enhanced asset management capabilities.

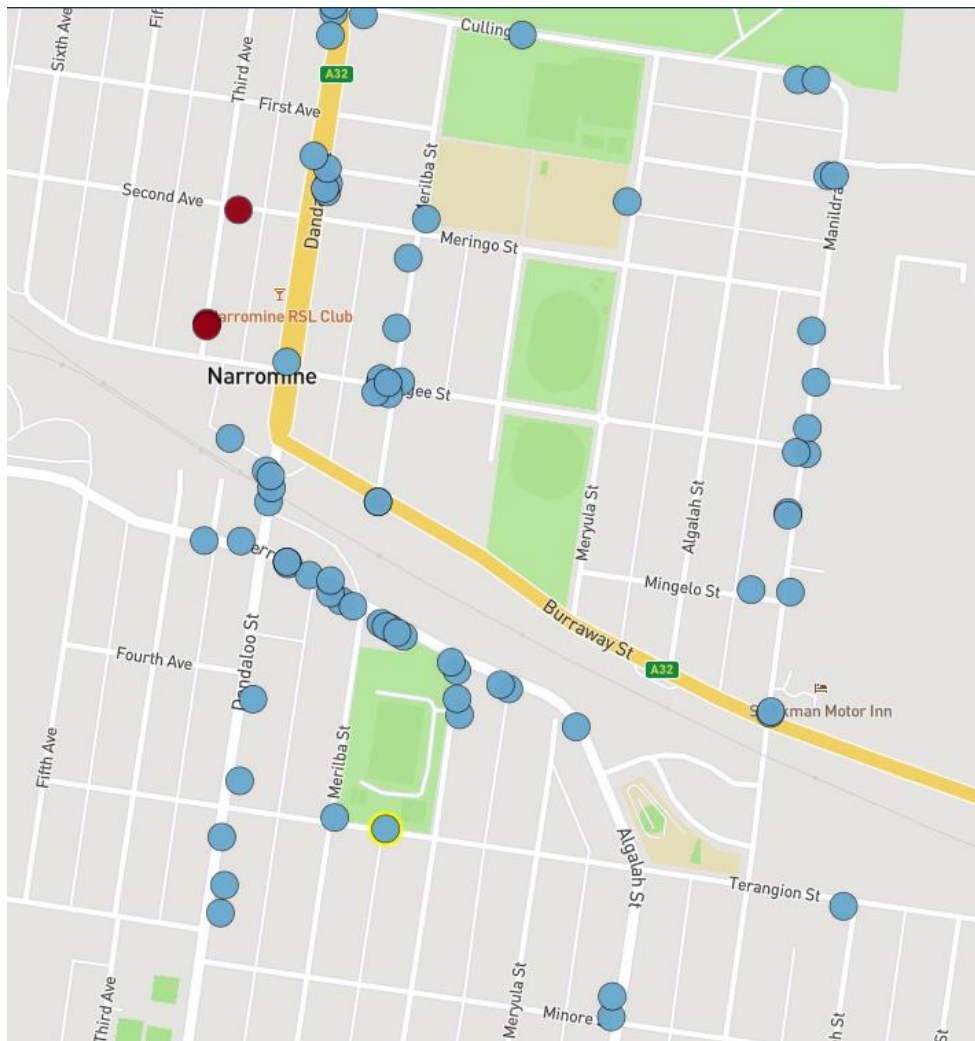


Figure 9: A small section of defects captured in the system as displayed on the AI viewing portal



**BITUMEN AND
ASPHALT
RESURFACING
POLICY**

Document Version Control			
Responsible Department	Prepared By	Resolution No.	Review Period
Infrastructure and Engineering Services	Paul Gallagher	2009/373	Three (3) years
Infrastructure and Engineering Services	Melanie Slimming		Four (4) Years

PURPOSE

Council is committed to minimizing the impact of road damage and maintaining the road network through effective resealing practices. This policy outlines Council's responsibilities, safety precautions, and requirements for engaging contractors, ensuring public safety, and maintaining roads in optimal condition within budget limitations.

OBJECTIVE

The objective of this policy is to provide clear guidance to Council on the processes involved in bitumen and asphalt resurfacing. This is aimed at minimizing public liability exposure associated with the provision of road services to the community. Council will adhere to procedures based on current best practices outlined in StateWide Mutual's "Bitumen and Asphalt Resurfacing Best Practice Manual."

RESPONSIBILITIES AND PROCEDURES

1. **Inspection** Council will conduct regular inspections of its road network to assess sealing and resealing requirements. These inspections will be carried out according to Council's Asset Inspection Register and through designated surveys as requested by the Infrastructure and Engineering Services team.
2. **Assessment** Findings from inspections will be assessed to prioritize roads for sealing and resealing based on surface condition, road importance, and elapsed time since the last treatment.
3. **Risk Controls** Council will implement risk controls in accordance with the hierarchy of risk management:
 - Eliminate risks where feasible,
 - Reduce risks to an acceptable level,
 - Accept risks only when unavoidable. The implementation of these controls will follow techniques outlined in the "Bitumen and Asphalt Resurfacing Procedures," managed by the Director of Infrastructure and Engineering Services.
4. **Monitoring** The effectiveness of risk control mechanisms in the sealing and resealing program will be monitored regularly. The Director of Infrastructure and Engineering Services is responsible for overseeing this monitoring process to ensure continuous improvement.
5. **Resource Allocation** Council will allocate adequate human and financial resources to conduct inspections, assess projects, and implement necessary controls as per this policy and associated procedures.

SAFETY PRECAUTIONS

Council will ensure that all activities related to road resealing are conducted with the utmost consideration for public safety. This includes:

- Implementing traffic management plans to minimize disruptions and ensure safe passage for road users,
- Using signage and temporary speed limits where necessary to alert drivers,
- Employing contractors with appropriate qualifications and experience, including public liability insurance coverage,

Attachment No. 2
Bitumen and Asphalt Resurfacing Policy

- Conducting regular safety audits and assessments to mitigate risks to workers and the public.

REFERENCES

This policy complies with:

- RTA RMCC Contract MR89,
- Statewide Best Practice Manual "Bitumen & Asphalt Resurfacing,"
- Council's internal Risk Management Procedures for Bitumen and Asphalt Resurfacing.

REVIEW AND COMPLIANCE

This policy will be reviewed every four (4) years to ensure it remains aligned with best practices and regulatory requirements. Compliance will be assessed against benchmarks set by regional and state councils, with annual reports submitted to Council's insurer for evaluation.

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