

# **ATTACHMENTS**

## **FINANCE AND SERVICES COMMITTEE MEETING OF COUNCIL**

**4<sup>TH</sup> NOVEMBER 2008**

# Community Halls Maintenance/Upgrade Assessment

For

Lithgow City Council

By

Interface Pty Ltd Architects

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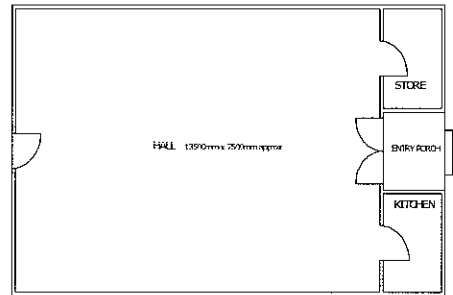
## East street hall @ East street Lithgow

### Section 1 General

#### Name and Location



East Street Hall. Rear view.  
Photo



Plan not to scale

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#### Description and Dimensions

Single storey free standing structure fenced with a chain link perimeter fence located within Council parkland. The building is generally in a dilapidated condition. It is connected to power, water and storm water but no toilet facilities are available.

#### Disabled Access

None available

#### Present Use and History

Used as a scout meeting hall for a number of years. Unused since the scouts disbanded except for occasional functions. Totally unused for a number of years

#### Summary and Priorities

Generally in very poor condition the building does not comply with current codes and standards. There is a large amount of asbestos sheeting internally and a lesser amount externally. The external asbestos sheeting has been vandalised so there is a possibility of contamination to users and passers by.

Since kitchen facilities are totally inadequate and toilets don't exist the hall can't be used for functions in its present condition.

The hall is almost completely lined internally with asbestos sheeting which should be replaced, for safety reasons, if public use is contemplated.

Considering the cost of refurbishment and the potential benefits we recommend demolition of this building to open up the parkland beyond which would aesthetically enhance the area. If a hall is required in this location a prefabricated steel framed building on a concrete slab would be more cost effective than refurbishment.

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East Street Hall

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**Section 2 Building Structure**

**Foundation**

<b>Type</b> Brick piers	<b>Condition</b> Structurally adequate. Clearance does not comply prohibiting access and maintenance	<b>Work Required</b> Improvement not feasible as excavation retaining walls and complete rebuild of all piers would be required. It would be cheaper to replace the floor with a concrete slab.	<b>Urgency</b> Not urgent.	<b>Cost</b> Concrete Slab with fill and compact. \$15,000 To \$20,000
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**Walls**

<b>Type</b> Timber stud frame.	<b>Condition</b> Generally structurally adequate except the rear south wall which has rot and water damage to the bottom part of the studs and the bottom plate.	<b>Work Required</b> Replace wall frame to south wall.	<b>Urgency</b> Very urgent as this affects the structural integrity of the building.	<b>Cost</b> South wall with demolition \$5,000
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**Floor**

<b>Type</b> Timber bearers and joists.	<b>Condition</b> Good	<b>Work Required</b> None	<b>Urgency</b>	<b>Cost</b>
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**Roof**

<b>Type</b> Timber frame.	<b>Condition</b> Not inspected but no evidence of inadequacy	<b>Work Required</b> None.	<b>Urgency</b>	<b>Cost</b>
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**East Street Hall**

**Community Halls Maintenance/Upgrade Assessment** for Lithgow City Council by Interface Pty Ltd Architects

**Section 3 External Cladding/Finishes**

**Walls**

<p><b>Type</b> Mostly timber weatherboards with some asbestos sheeting.</p>	<p><b>Condition</b> Adequate to east and west walls. Rot and missing boards to south wall and damage to asbestos on the north wall.</p>	<p><b>Work Required</b> Replace south wall lining and asbestos on north wall and paint all cladding.</p>	<p><b>Urgency</b> Very urgent as broken asbestos is a health hazard and the south wall missing cladding is exposing the frame to the weather.</p>	<p><b>Cost</b> Remove asbestos in appropriate Manner and reclad to match \$5,000</p>
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**Roof**

<p><b>Type</b> Corrugated Metal deck and rain goods.</p>	<p><b>Condition</b> Good.</p>	<p><b>Work Required</b> None</p>	<p><b>Urgency</b></p>	<p><b>Cost</b></p>
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**Windows/Doors**

<p><b>Type</b> Windows have been boarded up. Doors don't have adequate hardware for security or escape.</p>	<p><b>Condition</b> Back door inadequate. Front door sound.</p>	<p><b>Work Required</b> New hardware and back door. Replace windows.</p>	<p><b>Urgency</b> Moderate.</p>	<p><b>Cost</b> Door hardware and windows \$5,500</p>
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**Rainwater Fittings**

<p><b>Type</b> Zincalume coated steel.</p>	<p><b>Condition</b> Good except for east gutter.</p>	<p><b>Work Required</b> Reposition east gutter.</p>	<p><b>Urgency</b> Very urgent. Rain will collapse gutter.</p>	<p><b>Cost</b> \$300</p>
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## Section 4 Internal Cladding/Finishes General

### Walls

Type	Condition	Work Required	Urgency	Cost
Asbestos and partly plywood.	Adequate but if the hall is to be available to the public all asbestos lining should be replaced for safety.	Replace all wall lining and paint.	Not urgent unless public access is contemplated.	Demolish and replace with plasterboard \$8,000

### Ceilings

Type	Condition	Work Required	Urgency	Cost
Asbestos	Adequate but if the hall is to be available to the public all asbestos lining should be replaced for safety.	Replace ceiling lining and paint.	Not urgent unless public access is contemplated.	Demolish and replace with plasterboard \$6,000

### Floors

Type	Condition	Work Required	Urgency	Cost
Particle board flooring.	Good	See under floor structure.		

### Trim

Type	Condition	Work Required	Urgency	Cost
Timber.	Most will be removed with demolition.	New trim around doors windows and skirting and paint.	Same as wall lining.	\$2,000

## Section 5(a) Internal Cladding/Finishes Special Purpose Areas (kitchens)

### Compliance with Health and safety

#### Kitchen Walls/Splashbacks

<b>Type</b> Asbestos on three walls no lining on one wall. No splashbacks.	<b>Condition</b> Poor.	<b>Work Required</b> Reline tile splashback and paint.	<b>Urgency</b> Very urgent if public functions are contemplated.	<b>Cost</b> Demolish and replace with p/board incl s/back. \$4,000
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#### Kitchen Floor

<b>Type</b> Timber boards. At a lower level to hall.	<b>Condition</b> Poor.	<b>Work Required</b> Replace at hall level and tile.	<b>Urgency</b> Very urgent if public functions are contemplated.	<b>Cost</b> Demolish raise replace with chipboard and tile. \$8,000
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#### Kitchen Ceiling

<b>Type</b> Asbestos	<b>Condition</b> Adequate but if the hall is to be available to the public all asbestos lining should be replaced for safety.	<b>Work Required</b> Replace ceiling lining and paint.	<b>Urgency</b> Very urgent if public access and functions are contemplated	<b>Cost</b> Demolish and replace with plasterboard \$2,500
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#### Kitchen Benches/Cupboards

<b>Type</b> Old timber framed with masonite lining	<b>Condition</b> Poor	<b>Work Required</b> Replace	<b>Urgency</b> Very urgent if public access and functions are contemplated.	<b>Cost</b> New cupboards And bench top \$4,000
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#### Kitchen Equipment/Fittings

<b>Type</b> Domestic upright electrical.	<b>Condition</b> Unknown	<b>Work Required</b> Replace.	<b>Urgency</b> Very urgent if public access and functions are contemplated.	<b>Cost</b> \$3,000
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East Street Hall

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**Section 5(b) Internal Cladding/Finishes Special Purpose Areas (toilets)**

**Compliance with Disabled Access AS 1428 and BCA**

**Toilet Walls**

Type	Condition	Work Required	Urgency	Cost
Toilets not available.		New toilets to code	Very urgent if public access and functions are contemplated.	\$15,000

**Toilet Floor**

Type	Condition	Work Required	Urgency	Cost
Not applicable				

**Toilet Ceiling**

Type	Condition	Work Required	Urgency	Cost
Not applicable				

**Toilet Fittings**

Type	Condition	Work Required	Urgency	Cost
Not applicable				

East Street Hall

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**Section 6 Building Services**

**Power/Phone**

Installation/Equipment	Condition	Work Required	Urgency	Cost
No phone. Electrical fuse board has been upgraded.	Presumed adequate.	None if no modification required.		

**Gas**

Installation/Equipment	Condition	Work Required	Urgency	Cost
None.				

**Water**

Installation/Equipment	Condition	Work Required	Urgency	Cost
Cold water only to kitchen.	Unknown.	Hot water installation to kitchen.	Very urgent if public access and functions are contemplated.	Storage system connection and tap \$4,000

**Heating/Cooling**

Installation/Equipment	Condition	Work Required	Urgency	Cost
Two electrical heaters installed.	Good but doesn't comply with codes.	None		

**Stormwater**

Installation	Condition	Work Required	Urgency	Cost
Recently upgraded.	Good.	None		

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**Section 7 Building Security**

<b>Type</b> Padlocks.	<b>Condition</b> Not applicable.	<b>Work Required</b> Install locks with auto exit.	<b>Urgency</b> Moderate	<b>Cost</b> See Windows/Doors above
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**Section 8 Conclusions**

To make this hall comply with codes and be able to use it for public functions a total refurbishment cost including a concrete slab would be of the order of \$90,000.

If a hall is required in this location it would be more cost effective to demolish the present hall and replace it with a prefabricated structure. We estimate that this strategy would cost of the order of \$70,000 with a basic fitout including kitchen and toilets.

We estimate that demolition only would cost of the order of \$8,000 to \$12,000 since a large asbestos component is involved.

If the potential users of the hall can be accommodated elsewhere demolition without replacement would seem to be the best option. This would open up the parkland and provide a more open feel to the area. More planting, especially shade trees, would enhance the park and create a useable green space in a neat but densely built area.

Signed



Victor Pleshev  
Director Interface Pty Ltd Architects.

# FINANCE & SERVICES



## MEMORANDUM

**TO:** COUNCILLORS



**FROM:** GROUP MANAGER REGIONAL SERVICES  
ANDREW MUIR


**SUBJECT:** DEVELOPMENT APPLICATIONS


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Please find attached copy of significant business related applications and approvals for the period 1 September 2008 to 28 October 2008.

**Roger Bailey**  
General Manager

 (02) 6354 9999  
 (02) 6351 4259

 [www.lithgow.nsw.gov.au](http://www.lithgow.nsw.gov.au)  
[council@lithgow.nsw.gov.au](mailto:council@lithgow.nsw.gov.au)

 ADDRESS CORRESPONDENCE  
TO GENERAL MANAGER  
PO BOX 19, LITHGOW NSW 2790

App No.	Description	Applicant	Date Received	Location	Date of Approval
055/08 DA	Change Of Use from residential to commercial for offices.	Ivanhoe Coal Pty Ltd	9/10/08	Lot 5 & 7 DP 1084545, 1384 Castlereagh Highway Lidsdale (Lidsdale House)	Pending
006/08 CC	Construction of new Supermarket	Steve Anderson	21/5/08	Part Lot 22 DP 789285, 67-71 Williwa Street Portland	5/8/08
029/08 DA	Internal/ External Refurbishment Redevelopment of new shops & offices	PRD Architects	12/6/08	Lot A Sec A DP 360, 158 Main Street Lithgow (Braceys Building)	22/9/08
034/08 DA	Internal/ External Décor Upgrade	Richmond & Ross Pty Ltd	8/7/08	Lot 1 DP 808332 Crn Great Western Highway & Main Street (McDonalds)	26/9/08
041/08 DACC	New	Steve Anderson	11/3/08	Lot 6 DP 659180, (Wallerawang Bowling Club)	24/9/08
047/08 DA	Retail services, Florist & Lolly Shop	Andrew Wilson & Robin Ruecroft	28/8/08	Main Street Wallerawang (Railway Station)	Pending
050/08 DA	Construction of 10 cabins in 2 stages	Mr & Mrs Rushworth	12/9/08	Lot 11 DP 368843, 72 Main Street Wallerawang (Royal Hotel)	Pending
091/07 DA	Construction Of 50metres Railway Line	Zig Zag Railway CO-OP Ltd	4/1/08	Lot 1001, 1001, 1000 in DP 843871 & Lot 1 DP 826250, Part 134, Chifley Road, Clarence	30/9/08
145/08 DACC	Retail Plant Nursery	Charlotte Petra	18/8/08	Lot 101 DP 1094740, Great Western Highway, Little Hartley	Pending

**DEVELOPMENT & CONSTRUCTIONS APPROVALS FROM 1 OCTOBER TO 27 OCTOBER 2008**

App/Proc ID	Property Owners	Description	Estimated Cos	Clock Days	NN
048/08DA	MR PW PHILLIPS	ADVERTISING SIGNAGE	3000	49	Y
046/08DA	MR J WHITNEY & MRS JM WHITNEY	DWELLING DEMOLITION AND EARTHWORKS	1000	8	Y
151/08DACC	MRS GR WOOD	GARAGE-CARPORT-TOILET-SHOWER	15000	14	Y
153/08DACC	MR RD DICKSON & MRS KH DICKSON	POOL/DECKING & RETAINING WALL	30000	18	N
169/08DACC	MR PT SHEEHAN & MRS KA SHEEHAN	GLASS ENCLOSURE PATIO COVER & DECK	37000	10	N
161/08DACC	MR KJ MCCUSKER & MRS PA MCCUSKER	GARAGE	5549	26	N
167/08DACC	MR W BROOKS & MRS LG BROOKS	ENCLOSE EXISTING VERANDAH	10828	19	N
159/08DACC	MR ES PRESTON & MRS CR PRESTON	SHED	9000	28	Y
163/08DACC	MS SA HEDGER	SHED	13115	3	Y
110/08DACC	RAIL CORPORATION NSW	RAILWAY GUARDS VAN	2208	121	Y
156/08DACC	MR DJ GUNNULSON & MRS KM GUNNULSON	DECK	6000	16	N
160/08DACC	MR JE ABRAHAMS	DWELLING ADDITIONS	20000	14	N
135/08DACC	MR JM LYNE	DWELLING	200000	9	Y
155/08DACC	MR MR THOMPSON & MRS AP THOMPSON	PERGOLA/RETAINING WALL	9800	28	Y
133/08DACC	MR MH SHEEHAN & MRS DL SHEEHAN	NEW DWELLING	260000	12	Y
15 APPLICATIONS	25 DAYS		622500	375	

**APPLICATIONS RECEIVED 01/10/2008 TO 27/10/2008**

App/Proc ID	Date	Description	Property Address	NN	Target Date
007/08S68	14-Oct-08	ONSITE SEWERAGE MANAGEMENT	CHAPLOW 707 PEACH TREE ROAD MEGALONG VALLEY NSW 2785	N	4/11/2008
008/08S68	21-Oct-08	ON SITE SEWERAGE MANAGEMENT	FOREST RIDGE DRIVE WALLERAWANG NSW 2845	N	11/11/2008
015/08CC	1-Oct-08	ACCESS ROAD	501 CUTHILL ROAD HAMPTON NSW 2790	N	1/11/2008
016/08CC	7-Oct-08	DWELLING	22 JAMES O'DONNELL DRIVE LITHGOW NSW 2790	N	28/10/2008
016/08CDC	8-Oct-08	PATIO COVER	22 HENDERSON PLACE LITHGOW NSW 2790	Y	0
017/08CDC	8-Oct-08	PATIO COVER SCREENED ENCLOSURE & DECK	1783 UPPER TURON ROAD PALMERS OAKLEY NSW 2790	N	0
018/08CDC	21-Oct-08	SWIMMING POOL	10 FRAZER STREET LITHGOW NSW 2790	N	0
019/08CDC	22-Oct-08	SHED	15 MUNJOWEE CIRCLE LITHGOW NSW 2790	N	0
055/08DA	9-Oct-08	LIDSDALE HOUSE - CONVERSION FROM RESIDENCE TO COMMERCIAL OFFICE	1384 CASTLEREAGH HIGHWAY LIDSDALE NSW 2790	Y	13/11/2008
165/08DACC	2-Oct-08	GARAGE	13 CUPRO STREET LITHGOW NSW 2790	Y	16/10/2008
166/08DACC	2-Oct-08	CHURCH HALL	WILLIWA STREET PORTLAND NSW 2847	N	2/11/2008
167/08DACC	2-Oct-08	ENCLOSE EXISTING VERANDAH	SPRINGVALE LANE LIDSDALE NSW 2790	N	16/10/2008
168/08DACC	7-Oct-08	DWELLING	GREAT WESTERN HIGHWAY MOUNT LAMBIE NSW 2790	N	28/10/2008

169/08DACC	9-Oct-08 GLASS ENCLOSURE PATIO COVER & DECK	LIMESTONE CREEK ROAD PORTLAND NSW 2847	N	23/10/2008
170/08DACC	9-Oct-08 RETAINING WALL	6 FITZPATRICK PLACE LITHGOW NSW 2790	N	23/10/2008
171/08DACC	10-Oct-08 SHED	56 HUNTERS LANE HARTLEY VALE NSW 2790	N	24/10/2008
172/08DACC	10-Oct-08 DWELLING	1 WINDARRA PLACE MARRANGAROO NSW 2790	N	24/10/2008
173/08DACC	10-Oct-08 NEW DWELLING	RESERVOIR ROAD PORTLAND NSW 2847	Y	24/10/2008
174/08DACC	17-Oct-08 DWELLING ADDITIONS	3 BERRY STREET LITHGOW NSW 2790	N	31/10/2008
175/08DACC	17-Oct-08 DWELLING	UPPER TURON ROAD PALMERS OAKLEY NSW 2790	N	7/11/2008
176/08DACC	20-Oct-08 DWELLING	18 STOCKADE CLOSE SOUTH BOWENFELS NSW 2790	N	10/11/2008
177/08DACC	20-Oct-08 GARAGE	3486 GREAT WESTERN HIGHWAY BOWENFELS NSW 2790	N	3/11/2008
178/08DACC	21-Oct-08 GARAGE	6 JUNCTION STREET WALLERAWANG NSW 2845	N	4/11/2008
179/08DACC	22-Oct-08 STORAGE UNITS	35-43 COOERWULL ROAD LITHGOW NSW 2790	N	22/11/2008
180/08DACC	22-Oct-08 GARAGE	7 MUNJOWEE CIRCLE LITHGOW NSW 2790	N	6/11/2008
181/08DACC	23-Oct-08 SCREENED PERGOLA	1 ENFIELD AVENUE LITHGOW NSW 2790	N	7/11/2008
182/08DACC	23-Oct-08 DEMOLITION AND NEW DWELLING & GARAGE	156 BELLS ROAD LITHGOW NSW 2790	N	13/11/2208
183/08DACC	24-Oct-08 DWELLING ALTERATIONS	12 PIPER STREET PORTLAND NSW 2847	N	7/11/2008
184/08DACC	27-Oct-08 DWELLING	MEGALONG PLACE HARTLEY NSW 2790	N	17/11/2008

## MINUTES OF THE TOURISM ADVISORY COMMITTEE – 8<sup>TH</sup> SEPTEMBER 2008

**Present:** Cr M Collins, Mrs J Johnson, Mr G Johnston, Mr B Hustwaite, Ms W Dollin, Ms S Lollback, Ms J Rayner

**Apologies:** Mr J Eggenhuizen, Mr M Wells

**Declaration of Interests:** Nil

### **ITEM: 1 Confirmation of the Minutes**

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#### **SUMMARY**

Confirmation of the minutes

#### **COMMENTARY**

Minutes of the meeting of the 28<sup>th</sup> July 2008 be taken as read and confirmed.

- (a) **Policy Implications**  
Nil
- (b) **Financial Implications**  
Nil
- (c) **Legal Implications**  
Nil

#### **RECOMMENDATION**

**THAT** the Minutes of the meeting of the 28<sup>th</sup> July 2008 be taken as read and confirmed.

**MOVED:** Mr B Hustwaite

**SECONDED:** Cr M Collins

#### **Business Arising from the Minutes of the Tourism Advisory Committee Meeting held 28 July 2008**

It was reported that the Council at the Policy and Strategy Committee Meeting of Council held on 2 September, with regard to Item 3 recommendation 2 resolved the following: *"A letter of support regarding on-going financial commitment for the next 3 financial years to BMTL from Lithgow City Council be forwarded to BMTL' be deferred until after the development of a Tourism Strategy."*

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**ITEM: 2 Report on items from the Tourism Manager**

**SUMMARY**

Report on items from the Tourism Manager

**COMMENTARY**

**Visitation Statistics**

Visitation statistics for the 2008/09 period for door statistics at the Lithgow Visitor Information Centre are as follows:

Month	2004/05	2005/06	2006/07	2007/08	2008/09
Jul	2995	3181	3617	3681	4176
Aug	2741	2846	3138	2997	2609
Sept	2085	2948	4186	1898	
Oct	3854	4132	4774	4856	
Nov	3258	3701	3266	3434	
Dec	3755	3557	3599	4137	
Jan	4241	4310	4922	4882	
Feb	3254	4310	3162	3368	
Mar	3795	3952	4155	5397	
Apr	4661	5365	5918	5054	
May	3136	2994	3766	3157	
June	3059	2956	3240	2897	
<b>Total Visitation</b>	<b>40834</b>	<b>44252</b>	<b>47743</b>	<b>48236</b>	

Total commissionable bookings at the Lithgow Visitor Information Centre for the 2008/09 period are as follows:

Month	Total Price for Accommodation	Total Commission	No. of Visitor Nights	Employee attaining most Bookings	Total no. of bookings for the month	VIC Total monthly visitation - Door
Jul-08	\$ 6,965.00	\$ 696.50	64	Kirsty	52	4176
Aug 08	\$ 3,628.00	\$ 362.80	38	Kirsty	21	2609
<b>TOTAL</b>	<b>\$ 10,593.00</b>	<b>\$ 1,059.30</b>	<b>102</b>		<b>73</b>	<b>6785</b>

**Staff Product Famils**

Product famils carried out in July and August include the following locations:

- Mountain View Escape
- Simmo's Museum
- Glen Davis Ruins Tour
- Glen Davis Accommodation
- Parkside Lodge Motel
- Bowen Inn
- Majic Views
- Hampton Halfway House

### Promotions for Lithgow

Articles on the Lithgow region have appeared in the following publications:

- Sydney Morning Herald – Article on Lithgow
- Daily Telegraph – Article on Newnes

### NPWS Signage – Coorangooba

NPWS advised that they did install signage at Coorangooba Camp site. When funding permits they will install site specific information.

In regards to directional signage into the camp site, NPWS advised that they have installed a small sign on Glen Davis Road pointing the way to Wollemi National Park, and then a series of signs at each junction telling visitors how to get there. The NPWS don't normally install signs on Council Roads but if Lithgow Council would like to assist by installing their own larger sign in there normal standard that would certainly assist visitors to find the site, the same could also be said for Turon and Marrangaroo National Parks. This information is to be forwarded through to Lithgow City Council for further investigation.

### Membership – Lithgow Tourism

Membership for Lithgow Tourism is currently 58 for 2008/09. Current financial members are as follows:

Membership
Trading Name
52 on Mort
Adams Shed
Blue Hills Farm Retreat
Blue Mountains Sparadise
Bowen Inn
Glenroy Cabins
Caseys Vineyard
Comet Inn
Dargan Springs Retreat
Dawes & Offord Art Gallery
Dominos Pizza Lithgow
Duckmaloi Farm
Eagle View Escape
Getabout Adventures
Hampton Halfway Hotel Motel
Hampton Homestead
Hartley on the Hill
Hatters Hideout
Janei Goat Diary
Jenolan Caves
Jolind of Hartley
Jones Bros Bus Com Pty Ltd
Lansallos B & B
Lithgow Small Arms Museum Inc

<b>Membership</b>
<b>Trading Name</b>
Lithgow Tourist & Van Park
Lithgow Valley Motel
Lithgow Workies
Madjestic Tours
Majic Views B & B
McDonalds Lithgow
Metro on Main
Misty Mountains 4WD tours
Mount Tomah Botanic Gardens
Mountain View Escape
Mt Haven B&B
Mt Piper Power Station Energy Expo
Newnes Kiosk
Pizza Hut Lithgow
Riverland Fly & Sportfishing
Rydal Mount Conference Centre
Seclusions
Simmo's Museum
State Mine Heritage Park and Railway
Talisman Gallery
The Cubby House
The Farmhouse
'The Fottage'
The Glen Davis Boutique Hotel
The Newnes Hotel
The Tarana Hotel
The Victorian Terraces
Turon Gates
Turon Technology Museum
Way We Were Cottage
Wombat Hilltop Cottages
Woolshed Cabins
Zig Zag Motel
Zig Zag Railway

### **Celebrate Lithgow 2008**

For Celebrate Lithgow 2008 a whole week of celebrations is being planned, with a focus on a particular area. On the Thursday prior to the festival, plans are underway to have a "Tourism" day, that highlights Lithgow's tourism businesses. Celebrate Lithgow have started negotiations with Madjestic Tours to consider arranging bus tours to a variety of attractions in the area. Other operators are to be provided information on this open day to contribute to this.

Mrs Janelle Johnson wants to engage the whole community in developing Celebrate Lithgow and welcomes any input from operators.

### **The Tablelands Way Roadshow**

Tablelands Way is an experience route from Goulburn through to Mudgee and the Hunter, crossing through the council shires of Goulburn-Mulwaree, Upper Lachlan, Oberon, Lithgow and Mudgee. The Lithgow Region is the hub of nature encounters of Tablelands Way.

When The Tablelands Way launches in November 2008, so will an array of opportunities for our Tourism Industry. A Tablelands Way Roadshow will be held at Lithgow Tourism on 25<sup>th</sup> September 2008 at 2.00pm previewing what is to come, so operators can be opportunity ready. The roadshow will include information on the traveller research, the brand and communications materials and the growth strategy.

### **2009 Sydney World Masters Games**

The World Master Games is a multi-sport event that attracts mature aged sports men and women from around the globe who share a commitment to the simple philosophy of "sport for life".

The seventh World Masters Games will be held in Australia's global city, Sydney, from 10 - 18 October 2009, attracting approximately 30,000 competitors to the event from over 100 countries, competing in 28 sports.

The World Masters Games organisers have established an accommodation and Travel Booking Agency for competitors attending the event. All member tourism operators information has been forwarded to World Masters Games.

The Lithgow Visitor Information Centre will only follow up on specific enquiries directed to the Centre.

#### *World Masters Games - Orienteering*

The World Masters Orienteering Championships (WMOC) will be staged as part of the World Masters Games and orienteer's from all nations are invited to take part in the biggest multi-sport games in the world.

There are five days of competition using four different orienteering maps. There is a Sprint Distance event involving one qualification and a final event, to be held in Sydney. The Long Distance event involves two qualification rounds and a final event.

As part of the World Masters Games, the long distance orienteering events will be staged in the Lithgow region on the 14th, 15th and 17th October 2009. The events comprise of two qualification rounds and a long distance final event. These events will attract approximately 1,200 competitors to the region, for a period of approximately six days. The orienteering courses have been designed by the World Masters Games Orienteering Committee. Lithgow City Council to date have not been involved in identifying any of these areas.

#### *World Masters Games Roadshow*

As part of the promotions for the 2009 Sydney World Masters Games, the organising committee will be conducting a series of roadshow events across NSW. The roadshow will be visiting Bathurst on 22nd September 2008 at 6.30pm at the Panorama Room, Bathurst Panthers.

Discussions have been held with the organisers to try to get a presentation in Lithgow. Should this occur this information will be forwarded to tourism operators as soon as it is available.

### **Superpass**

A Superpass is being developed for attractions that operate on a 7 day basis. The Zig Zag Railway, Jenolan Caves and Mt Tomah Botanic Gardens are currently working with Lithgow Tourism and Oberon Visitor Information Centre to develop the Pass. In addition to this a privilege pass is also being investigated that will engage the local business association.

#### **(a) Policy Implications**

Nil

#### **(b) Financial Implications**

Nil

#### **(c) Legal Implications**

Nil

### **ATTACHMENTS**

Nil

### **RECOMMENDATION**

**THAT** the information be received

**MOVED:** Mrs J Johnson

**SECONDED:** Mr G Johnston

### **ITEM: 3 BMTL REPORT – MR M WELLS**

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#### **SUMMARY**

Mr M Wells and Mrs W Dollin are to provide an update report on the operations of Blue Mountain Tourism Ltd.

#### **COMMENTARY**

##### **Negotiations for Tourism Funding – Tourism NSW**

Ongoing negotiations with Tourism NSW in regards to tourism funding for the RTO's will see BMTL allocated \$752,000 funding from the State Government. The criteria for the allocation of this funding is still to be decided.

##### **National Landscapes Program**

Tourism Australia has launched the National landscapes project, in which eight regions in Australia will be marketed at an international level as the best that Australia has to offer. The Greater Blue Mountains World Heritage region has been incorporated as part of the National Landscapes program and will therefore greatly benefit as part of this initiative.

Fact sheets on the Blue Mountains region are currently being developed and international exposure on this program is occurring through Tourism Australia.

### **BMTL Marketing Plan**

The 2008/09 BMTL Marketing Plan is nearly completed, awaiting further information from Tourism NSW on the tourism funding and criteria prior to release.

### **Vacant Positions - BMTL**

The Marketing Manager position has been interviewed and an offer made. Further information will be forwarded as it becomes available. Marketing within BMTL is still progressing including the development of marketing collateral, web upgrades and consumer tradeshows.

### **Fee Structure**

The BMTL Board is progressing the issue of the fee structure for BMTL and how income can be returned for membership to Lithgow and Oberon. A further report on this issue will be forwarded when available.

An item to investigate as part of this process is a business structure that is tiered – Gold, silver and bronze membership.

### **BMTL Awards for Excellence in Tourism**

The recent BMTL Awards for Excellence were staged for the Blue Mountains, Lithgow and Oberon RTO. Ms Kirsty Melnyk received an award for Young Achiever of the Year and Lithgow City Council was presented with a sponsorship award.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Nil

**(c) Legal Implications**

Nil

### **ATTACHMENTS**

Nil

### **RECOMMENDATION**

**THAT** the information be received

**MOVED:** Ms Suzanne Lollback

**SECONDED:**

Mrs Janelle Johnson

#### **ITEM: 4      GENERAL BUSINESS**

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- Ms J Rayner and the Lithgow Flash Gift were congratulated for receiving recent awards for this event from NSW Athletics League and Australian League.
- A forum was recently held with operators in the Capertee area. A strategy to promote the area will be developed in consultation with these operators, with the operators having ownership of the strategy. The next forum will be held on 21<sup>st</sup> September 2008.
- A tourism strategy for the Lithgow region will be developed. No time line is yet set for the completion or implementation of this program. The aim is to involve the operators and the community through a series of forums. The document will be linked to key economic development principles.
- Entry to the Zig Zag Railway, the carpark and the road to the Newnes Plateau are in bad condition. This issue to be forwarded to Council for further investigation.
- Badge for the Visitor Information Centre is nearly completed and should be installed soon.
- A big thank you is extended to Margaret Collins for her role on the Tourism Advisory Committee. As an outgoing Councillor, she will definitely be missed by the Committee. Some issues that Cr Collins asked the Committee to continue to pursue include:
  - Pearson's Lookout
  - Perhaps the word Lithgow could be made using planting outside the Visitor Information Centre

Next Meeting of the Tourism Advisory Committee to be held on Monday 10<sup>th</sup> November  
at 4.00pm at the Lithgow Visitor Information Centre

# TRAFFIC AUTHORITY LOCAL COMMITTEE MEETING

## MINUTES – 2 OCTOBER, 2008

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**PRESENT-** Bob Walker, Sgt Mark Brown, George Schurr, Paul Creelman, Kym Snow, Bob Willison Chris Schumacher

### **APOLOGIES-**

### **REPORT**

#### **ITEM 1 - DECLARATION OF INTEREST- NIL**

#### **ITEM 2 - MINUTES OF THE PREVIOUS MEETING**

The Minutes of the Traffic Authority Local Committee Meeting held on August 7, 2008, were read and confirmed.

The Committee recommends that the Minutes be taken as read and confirmed.

MOVED: Bob Walker

SECONDED: Sgt Mark Brown

#### **ITEM 3 - BUSINESS ARISING FROM THE MINUTES**

- 40kmh Precinct – A question was raised as to what constitutes the “gateway”. This an entry point into the 40kph district and is usually distinguished by 40kph signage with a narrowing treatment, such as garden beds. The current situation in the designated 40kph area in Lithgow is that the entry ways already have a narrowing treatment with the existing garden beds and therefore only signage will be required.
- Loading zone proposal- public consultation continues.
- The Rabaul Street issue with the native birds being run over – the issue has been investigated and was found that it was a combination of the type of trees, the abundance of nuts(which occurs on an irregular basis), and the amount of birds. As the amount of nuts is unlikely to be at the same levels in the next few years, the problem is unlikely to occur in the next few years. The trees are to be trimmed as a preventative measure of further events of this nature.
- The Council has opposed the request for “B” Doubles being permitted on Wolgan Road- the RTA is to be notified of Councils decision along with the consensus of the local residents opposed to the request.
- The heavy vehicles parking along Old Bathurst Road to be notified that extended parking in this area is illegal. –Bob to check on the original instruction and get back to Paul Creelman
- Report on the Mines Rescue roundabout. - Chris Schumacher attended the meeting to give a report on the design and construction timetable for the roundabout. As the applicants of the Lithgow Valley Shopping Centre did not want to use the access to the roundabout the current design, with possible minor amendments, is applicable to the site. Bob Walker will refer the plans to Vince Green of the RTA, Parkes, for assessment.

- The Committee recommends these issues are tabled

MOVED: George Schurr

SECONDED: Paul Creelman

**ITEM 4** – A request through former Councillor Collins for a roundabout at the intersection of the Castlereagh Highway and Wolgan Road- To be referred to the RTA

MOVED: George Schurr

SECONDED: Bob Walker

**ITEM 5-** Due to the amount of cars that are parked along the Great Western Highway west of McDonalds for extended periods could a 2 hour parking zone be placed from McDonalds to the 100kmh zone? A request through former Councillor Collins – It was the opinion of the committee that the marking of this area as a 2 hour limit would be unsuitable for this area and that no action would be taken at this time.

MOVED: Sgt Mark Brown

SECONDED: Paul Creelman

**ITEM 6** – Due to the large amount of wombats being hit by cars on McKanes falls Road and Jenolan Caves Road could appropriate signage be placed on these roads as soon as possible? A request through Councillor Ticehurst-

It was agreed to contact the National Parks and Wildlife service and ask if they could identify the wildlife corridors so the sign could be put in appropriate locations.

MOVED: Paul Creelman

SECONDED: George Schurr

**ITEM 7** – The Glen Davis Community Association has requested that a sign be placed at the junction of Glen Davis and Glen Alice Roads to make travellers aware that the Community Centre is open for refreshments.

- The matter to be referred to the Group Manager Community and Corporate to identify the details of the requirements of the sign such as times of operation times, regularity of operation, etc. The committee felt that if the sign was misleading as to the frequency of the service it could be detrimental to the area.

MOVED: Paul Creelman

SECONDED: Bob Walker

**ITEM 8** – A request from Monesha Core for the installation of "NO STOPPING" signs across her driveway to stop people parking in her driveway.

- It was decided by the committee that rather than the "NO STOPPING" signs, the appropriate action would be that Mrs Core report the offending vehicles to the Police/Rangers. Mrs Core could also put a sign on her fence indicating to potential offenders to keep the area clear." NO PARKING IN DRIVEWAY"

MOVED: Bob Walker

SECONDED: Sgt Mark Brown

**ITEM 9-** A report of drivers, in particular Taxis, not stopping at the intersection of Cook Street plaza and Main Street Lane behind the TAFE.

That the intersection be remarked to emphasise the stop sign. Also that a "PREPARE TO STOP" sign be put in if the line marking does not have the desired effect.

MOVED: Paul Creelman

SECONDED: Sgt Mark Brown

**Item 10-** A technical direction from the RTA notifying that the phase out period for "NO STANDING" signs has nearly expired. The replacement of the sign has been on a replacement program and should be complete by the due date(December 1, 2008).

MOVED: Paul Creelman

SECONDED: George Schurr

#### **ITEM 11 – GENERAL BUSINESS**

A proposal was received to hold a Triathlon on the 7 December, 2008-

The proposal was supported in principle pending the approval of traffic plans by the police. The traffic plans need to be brought into line with the relevant event guidelines and cycle event guidelines.

The Committee recommends that appropriate actions be undertaken.

MOVED: Paul Creelman

SECONDED: Bob Walker

The next meeting will be on **Thursday, December 4, 2008, at 2.00pm** in the Committee Room, Administration Building, 180 Mort Street, Lithgow.

The meeting closed at 4.00 pm.

#### **RECOMMENDATION**

**THAT** the minutes of the Traffic Authority Local Committee be adopted.