



LITHGOW CITY COUNCIL

*A CENTRE OF REGIONAL EXCELLENCE*

AGENDA

ORDINARY MEETING OF COUNCIL

TO BE HELD AT

THE ADMINISTRATION CENTRE, LITHGOW

ON

01 NOVEMBER 2010

AT 7.00pm

# AGENDA

---

**APOLOGIES**

**PRESENT**

**CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF  
COUNCIL HELD ON 11<sup>TH</sup> OCTOBER 2010**

**DECLARATION OF INTEREST**

**PUBLIC FORUM**

**PRESENTATIONS - NIL**

**MAYORAL MINUTES - NIL**

**NOTICES OF MOTION -** Councillor M F Ticehurst - Lithgow Golf Course  
Councillor M F Ticehurst - South Littleton Hall

**NOTICE OF RESCISSIONS - NIL**

**CORRESPONDENCE AND REPORTS**

General Managers Reports  
Regional Services Reports  
Operation Services Reports  
Community and Corporate Services Reports  
Internal Services Reports

**COMMITTEE MEETINGS**

Tourism Advisory Committee  
S355 Environmental Advisory Committee  
Youth Council Committee  
Ageing and Strategy Committee  
Lithgow Flash Gift Committee

**REPORTS FROM DELEGATES - NIL**

**BUSINESS OF GREAT URGENCY**

As identified by Clause 241 of the Local Government (General) Regulations 2005

---

# TABLE OF CONTENTS

---

<u>ITEM</u>	<u>TITLE</u>	<u>PAGE</u>
<u>NOTICES OF MOTION</u>		<u>6</u>
<u>ITEM:1</u>	<u>NOTICE OF MOTION - 01/11/10 - SOUTH LITTLETON HALL - COUNCILLOR M F TICEHURST</u>	<u>6</u>
<u>ITEM:2</u>	<u>NOTICE OF MOTION - 01/11/10 - LITHGOW GOLF COURSE - PLAN OF MANAGEMENT - COUNCILLOR TICEHURST</u>	<u>7</u>
<u>GENERAL MANAGERS REPORTS</u>		<u>8</u>
<u>ITEM:3</u>	<u>GM - 01/11/10 - ORDINARY MEETING OF COUNCIL - DATES FOR 2011</u>	<u>8</u>
<u>ITEM:4</u>	<u>GM - 01/11/10 - CHRISTMAS AND NEW YEAR CLOSURE</u>	<u>11</u>
<u>ITEM:5</u>	<u>GM - 01/11/10 - LITHGOW INFORMATION NEIGHBOURHOOD CENTRE - COUNCIL REPRESENTATIVE</u>	<u>12</u>
<u>REGIONAL SERVICES REPORTS</u>		<u>14</u>
<u>ITEM:6</u>	<u>REG - 01/11/10 - UPDATE ON ISSUES - INCH STREET, LITHGOW</u>	<u>14</u>
<u>ITEM:7</u>	<u>REG - 01/11/10 - DROUGHT MANAGEMENT</u>	<u>15</u>
<u>ITEM:8</u>	<u>REG - 01/11/10 - DRAFT ENVIRONMENTAL PLANNING AND ASSESSMENT REGULATION 2010</u>	<u>18</u>
<u>OPERATION SERVICES REPORTS</u>		<u>21</u>
<u>ITEM:9</u>	<u>OPER - 01/11/10 - FORESTS NSW - 60KM/HR</u>	<u>21</u>
<u>COMMUNITY AND CORPORATE SERVICES REPORTS</u>		<u>22</u>
<u>ITEM:10</u>	<u>COMM - 01/11/10 - COMPANION ANIMALS ADVISORY COMMITTEE - MEMBERSHIP OF COMMITTEE</u>	<u>22</u>
<u>ITEM:11</u>	<u>COMM - 01/11/10 - WALLERAWANG INDUSTRIAL PARK (10 HECTARE) FEASIBILITY STUDY</u>	<u>24</u>
<u>ITEM:12</u>	<u>COMM - 01/11/10 - MEN'S SHED PROPOSAL FOR SOUTH LITTLETON COMMUNITY HALL</u>	<u>30</u>
<u>INTERNAL SERVICE REPORTS</u>		<u>35</u>
<u>ITEM:13</u>	<u>INTS - 01/11/10 - 2009-10 GENERAL PURPOSE FINANCIAL REPORTS</u>	<u>35</u>
<u>COMMITTEE MEETINGS</u>		<u>45</u>
<u>ITEM:14</u>	<u>COMM - 01/11/2010 - S355 ENVIRONMENTAL ADVISORY COMMITTEE MEETINGS MINUTES</u>	<u>45</u>

<u>ITEM:15</u>	<u>COMM - 01/11/2010 - LITHGOW FLASH GIFT COMMITTEE MEETING MINUTES - 16 SEPTEMBER 2010</u>	<u>48</u>
<u>ITEM:16</u>	<u>COMM - 01/11/10 - COMM - 01/11/10 - AGEING STRATEGY ADVISORY COMMITTEE MINUTES - 16 SEPTEMBER 2010</u>	<u>49</u>
<u>ITEM:17</u>	<u>COMM - 01/11/10 - YOUTH COUNCIL MINUTES 01/0910 AND 13/10/10</u>	<u>50</u>
<u>ITEM:18</u>	<u>COMM - 01/11/2010 - TOURISM ADVISORY COMMITTEE MEETING MINUTES - 05/10/2010</u>	<u>52</u>
	<u>BUSINESS OF GREAT URGENCY</u>	<u>54</u>

## NOTICES OF MOTION

### ITEM:1 NOTICE OF MOTION - 01/11/10 - SOUTH LITTLETON HALL - COUNCILLOR M F TICEHURST

---

#### MOTION

Listed by Councillor Martin Ticehurst 18 October 2010

#### REFERENCE

Resolution 09-157 at the Ordinary Meeting of the Lithgow City Council on 20 April 2009.

#### QUESTION WITH NOTICE

With respect to Council Resolution 09-157, as made at the Ordinary Meeting of the Lithgow City Council on 20 April 2009; THAT:

1. The report on the South Littleton Hall be received and the committee be thanked for their input thus far.
2. Wider expressions of interest be sought through the local media with the input of the Littleton Hall Committee.
3. Council form a Sec 355 Local Management Committee for the South Littleton Hall.
4. Council call for quotations for a transportable building to replace the hall.
5. Council investigate funding sources from government grants and internal council sources.

MOVED: Councillor J J McGinnes                      SECONDED: Councillor H K Fisher.  
CARRIED

Could the General Manager Roger Bailey please provide the Council, Councillors, ratepayers and residents with an updated report on the above outstanding Council resolution.

#### ATTACHMENTS

Community Halls Maintenance/Upgrade Assessment for Lithgow City Council by Interface Pty Ltd Architects - East Street Hall, South Littleton.

Lithgow City Council - South Littleton Hall Estimates for the repair and replacement of the South Littleton Hall - Agenda of Extraordinary Meeting on 16 November 2009.

Lithgow Mercury article: "*Demolish or save? A public hall dilemma*" dated 14 November 2008.

Lithgow Mercury article: "*Pre-fab home might replace South Littleton Hall.*" dated 12 May 2009.

#### RECOMMENDATION

**THAT** the General Manager provides the Council, Councillors and ratepayers with a written response to the above Question with Notice.

**ITEM:2 NOTICE OF MOTION - 01/11/10 - LITHGOW GOLF COURSE - PLAN OF MANAGEMENT - COUNCILLOR TICEHURST**

---

**MOTION**

Listed by Councillor Martin Ticehurst

21 October 2010

**REFERENCE**

Item 16: Comm – 20/04/09 – Draft Lithgow Golf Course Plan of Management Lot 1/840412 at the Ordinary Meeting of the Lithgow City Council Meeting on 20 April 2009.

**QUESTION WITH NOTICE**

Further to the public legal advice that was provided by the Councils Solicitors, (Le Fevre & Co. Solicitors Lithgow) at the Ordinary Meeting of the Lithgow City Council Meeting on 20 April 2009, at 'Item 16: Comm – 20/04/09 – Draft Lithgow Golf Course Plan of Management Lot 1/840412'; could the General Manager advise the Council, Councillors, ratepayers and residents if prior to or at anytime thereafter to the date of the official signing of the Property Lease on the 16 June 2004 and subsequent legal registering of the Property Lease under the Real Property Act, as made between the Lithgow City Council and the Lithgow Golf Club Ltd, Councils Solicitors were advised of or were provided with any verbal or written confirmation by Lithgow City Council, of:

1. Lithgow City Council's due diligence and compliance with respect to Department of Local Government Circular 96/67 and Section 48 of the Local Government (Meetings) Regulation 1999?
2. That Lithgow City Council had not previously pursuant to a resolution of the Council, formally resolved to authorise a five-year Property Lease with the Lithgow Golf Club Ltd. as prescribed under Chapter 6 Part 2 of the Local Government Act 1993?
3. That Lithgow City Council had not previously pursuant to a resolution of the Council, formally resolved under Section 356 of the Local Government Act 1993, to have included into the five-year Property Lease with the Lithgow Golf Club Ltd, '*Clause 20 Council to maintain Golf Course and Grounds*'?
4. That Lithgow City Council had not previously pursuant to a resolution of the Council, formally resolved, after public advertising prior to its Ordinary Meeting on the 15 June 2004, to legally authorise the affixing of the Council's Seal to the five-year Property Lease with the Lithgow Golf Club Ltd. as prescribed under Sub-Section (4) of Section 48 of the Local Government (Meetings) Regulation 1999?

**ATTACHMENTS**

NIL

**RECOMMENDATION**

**THAT** the General Manager provide the Council, Councillors and ratepayers with a written response to the above Question with Notice.

## GENERAL MANAGERS REPORTS

ITEM:3            GM - 01/11/10 - ORDINARY MEETING OF COUNCIL - DATES FOR 2011

---

### REFERENCE

NIL

### SUMMARY

This report outlines the proposed dates for the Ordinary Council Meetings for 2011.

### COMMENTARY

Council has a program of holding Council meetings on a three weekly basis and on a Monday. The use of a three weekly meeting rotation involves a great level of planning on the Council's behalf and a schedule of meetings needs to be made. Items that need to be considered when planning the council meetings include:

- Conferences
- Public holidays
- Possibly holidays - school

The two major conferences to be held involving Lithgow City Council are the Local Government Conference and the Shires Association Conference. Lithgow Council has traditionally been more reliant on the Local Government Conference. These are to be held:

- The Association Conference: 30<sup>th</sup> May 2011 to 1<sup>st</sup> June 2011
- The Government Association Conference: 23<sup>rd</sup> October 2011 to 26<sup>th</sup> October 2011

Public Holidays in 2011 include:

	<b>2011</b>
New Years Day	Monday 3 <sup>rd</sup> January
Australia Day	Wednesday 26 <sup>th</sup> January
Good Friday	Friday 22 <sup>nd</sup> April
Easter Sunday	Sunday 24 <sup>th</sup> April
Easter Monday	Tuesday 26 <sup>th</sup> April (substituted public holiday for Easter Monday)
Anzac Day	Monday 25 <sup>th</sup> April
Queens Birthday	Monday 13 <sup>th</sup> June
Labour Day	Monday 3 <sup>rd</sup> October
Christmas Day	Monday 26 <sup>th</sup> December (Transferred public holiday for Christmas Day)
Boxing Day	Tuesday 27 <sup>th</sup> December

\* these public holidays are yet to be proclaimed.

With NSW School holidays to be held on:

<b>NSW Government School Holidays 2011</b>			
<b>Summer Holidays</b>	Monday 20 <sup>th</sup> December 2010		Thursday 27 <sup>th</sup> January 2011
<b>Autumn Holidays</b>	Friday 8 <sup>th</sup> April 2011		Tuesday 26 <sup>th</sup> April 2011
<b>Winter Holidays</b>	Monday 4 <sup>th</sup> July 2011		Friday 15 <sup>th</sup> July 2011
<b>Spring Holidays</b>	Monday 26 <sup>th</sup> September 2011		Friday 7 <sup>th</sup> October 2011
<b>Summer Holidays</b>	Tuesday 20 <sup>th</sup> December 2011		Friday 27 <sup>th</sup> January 2012

The proposed dates for the Ordinary Meetings of Council for 2011 are as follows:

**Ordinary Council Meetings for 2011**

Monday 17<sup>th</sup> January 2011  
Monday 7<sup>th</sup> February 2011  
Monday 28<sup>th</sup> February 2011  
Monday 21<sup>st</sup> March 2011  
Monday 11<sup>th</sup> April 2011  
Monday 2<sup>nd</sup> May 2011  
Monday 23<sup>rd</sup> May 2011  
Tuesday 14<sup>th</sup> June 2011 (Monday is public holiday - Queens Birthday)  
Monday 4<sup>th</sup> July 2011  
Monday 25<sup>th</sup> July 2011  
Monday 15<sup>th</sup> August 2011  
Monday 5<sup>th</sup> September 2011  
Monday 26<sup>th</sup> September 2011  
Monday 17<sup>th</sup> October 2011  
Monday 7<sup>th</sup> November 2011  
Monday 28<sup>th</sup> November 2011  
Monday 19<sup>th</sup> December 2011

The Ordinary Council Meeting will commence at 7pm.

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

NIL

**ATTACHMENTS**

NIL

## RECOMMENDATION

**THAT** Council hold the Ordinary Council meetings during 2011 generally on Mondays on a three weekly basis on the following dates:

- Monday 17<sup>th</sup> January 2011
- Monday 7<sup>th</sup> February 2011
- Monday 28<sup>th</sup> February 2011
- Monday 21<sup>st</sup> March 2011
- Monday 11<sup>th</sup> April 2011
- Monday 2<sup>nd</sup> May 2011
- Monday 23<sup>rd</sup> May 2011
- Tuesday 14<sup>th</sup> June 2011 (Monday is public holiday - Queens Birthday)
- Monday 4<sup>th</sup> July 2011
- Monday 25<sup>th</sup> July 2011
- Monday 15<sup>th</sup> August 2011
- Monday 5<sup>th</sup> September 2011
- Monday 26<sup>th</sup> September 2011
- Monday 17<sup>th</sup> October 2011
- Monday 7<sup>th</sup> November 2011
- Monday 28<sup>th</sup> November 2011
- Monday 19<sup>th</sup> December 2011

**ITEM:4 GM - 01/11/10 - CHRISTMAS AND NEW YEAR CLOSURE**

---

**SUMMARY**

This report advises Council of the closure of the administration office between Christmas and New Year and the essential service operations that will operate over this time

**COMMENTARY**

Lithgow City Council closed part or all of its business over the Christmas to New Year period in past years and will again cease operations over this period from close of business on Friday 24 December 2010 and reopen on Tuesday 4<sup>th</sup> January 2011.

The following arrangements have been decided on for the Christmas closure for 2010:

- Council administration areas and depots will close for business from close of business on Friday 24 December 2010 and will re-open on Tuesday 4<sup>th</sup> January 2011.
- Staff will have similar arrangements as previous years for leave.
- Outdoor staff will be required to use their RDO's, accrued leave or annual leave to cover the closure period.
- An outdoor "skeleton" crew will be required to work during this period to attend to emergencies.
- A number of staff, supervisors and managers will be required to be on call/available during the period for emergency situations.

Essential service and works staff will remain on duty during the period to ensure all such matters are attended to. An advertising program will be conducted to advise the community along with advertising advice to many of the Council clients.

**Essential Services Operating over Christmas/New Year**

- Lithgow Visitor Information Centre
- Ranger
- Eskbank House Museum
- Rural Tip Controller
- Cleaner Driver (emptying street bins)
- Streetsweeper
- Water and Sewerage Treatment Plants
- Cleansing Unit

## **CONCLUSION**

This report has advised Council on the office closure during Christmas and New Year in line with many councils, Government Departments and private organisations in New South Wales and Australia.

## **POLICY IMPLICATIONS**

NIL

## **FINANCIAL IMPLICATIONS**

NIL

## **LEGAL IMPLICATIONS**

NIL

## **RECOMMENDATION**

**THAT** Council note the report on the Christmas and New Year Closure.

---

## **ITEM:5            GM - 01/11/10 - LITHGOW INFORMATION NEIGHBOURHOOD CENTRE - COUNCIL REPRESENTATIVE**

---

## **REFERENCE**

Min No: 10-382 -            Ordinary Meeting of Council - 20<sup>th</sup> September 2010

## **SUMMARY**

This report is to seek a new Council representative on the Lithgow Information & Neighbourhood Centre Inc (LINC) Board for the 2010/2011 period.

## **COMMENTARY**

At the Ordinary Meeting of Council held on 20<sup>th</sup> September 2010, the Council elected representatives to Council Committees and External Bodies.

Councillor Wayne Marshall was appointed to the Lithgow Information and Neighbourhood Centre Inc (LINC) Board for the 2010/2011 period.

Councillor Marshall was also appointed to various other Council Committees and External Bodies. The meeting times for the LINC Board Meetings are held at the same time as other Committee Meetings, so therefore he is unable to attend the LINC Board meetings and has resigned his position from LINC.

Council is seeking a new Councillor Representative on the Lithgow Information Neighbourhood Centre (LINC) Board.

**POLICY IMPLICATIONS**

Policy 4.1 Community Representatives – Appointment to Committees or Working Groups  
Policy 9.2 Appointment of Mayor to Committees  
Policy 9.5 Council Meetings – Appointment of Chairpersons of Council Committees/Working Groups  
Code of Meeting Practice

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

Local Government Act 1993  
Local Government (General) Regulations 2005

**ATTACHMENTS**

1. Nomination Letter

**RECOMMENDATION**

**THAT** Council appoint a new delegate to the Lithgow Information Neighbourhood Centre (LINC) Board for the 2010/2011 period.

## REGIONAL SERVICES REPORTS

**ITEM:6            REG - 01/11/10 - UPDATE ON ISSUES - INCH STREET, LITHGOW**

**REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR**

---

### REFERENCE

Min No 10-82: Ordinary Council Meeting 1 March 2010

Min No 10-271: Ordinary Council Meeting 12 July 2010

### SUMMARY

To provide the council with an update on issues in relation to two businesses and alleged impact on residents in Inch Street, Lithgow.

### COMMENTARY

Council has received correspondence from the Department of Environment, Climate Change and Water (DECCW) in relation to issues surrounding the operation and alleged impacts from Cooke's Metal Industries and Hanson Construction Materials in Inch Street, Lithgow. DECCW have advised that the Prevention Notice served on Cooke's Metal Industries on 26 July 2010 seeking to establish enforceable hours of operation and noise limits has been the subject of an appeal to the Land & Environment Court by the business proprietor. As such, the activities on the site cannot be regulated until the appeal is resolved.

DECCW also advised that on 30 August 2010, a Draft Noise Management Plan was received from Hanson Construction Materials in relation to noise emitted from the Hanson Lithgow Concrete Batching Plant. DECCW is reviewing this plan and may still consider the serving of a Prevention Notice to ensure the required noise and dust outcomes continue to be met.

In relation to Council's request for ongoing monitoring and quarterly reports for the premises, DECCW have advised that it does not currently have the resources to enter into such an arrangement; however, it will endeavour to provide updates as requested by council.

### POLICY IMPLICATIONS

No specific policy implications arise as a result of this report.

### FINANCIAL IMPLICATIONS

No specific financial implications arise as a result of this report.

### LEGAL IMPLICATIONS

DECCW are endeavouring to implement the provisions of the Protection of the Environment Operations Act.

### ATTACHMENTS

1. Correspondence from DECCW

## **RECOMMENDATION**

**THAT** the report on issues in Inch Street, Lithgow be received and noted.

## **ITEM:7            REG - 01/11/10 - DROUGHT MANAGEMENT**

**REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR**

---

## **REFERENCE**

Min No 10-05 - Ordinary Meeting of 18 January 2010  
Min No 10-33 - Ordinary Meeting of 8 February 2010  
Min No 10-60 - Ordinary Meeting of 1 March 2010  
Min No 10-131 - Ordinary Meeting of 12 April 2010  
Min No 10-175 - Ordinary Meeting of 3 May 2010  
Min No 10-239 - Ordinary Meeting of 21 June 2010  
Min No 10-273 - Ordinary Meeting of 12 July 2010  
Min No 10-305 - Ordinary Meeting of 3 August 2010  
Min No 10-349 - Ordinary Meeting of 23 August 2010  
Min No 10-390 - Ordinary Meeting of 20 September 2010  
Min No 10-425 - Ordinary Meeting of 11 October 2010

## **SUMMARY**

This report provides an update on various drought management issues as per Min No 10-03.

## **COMMENTARY**

In relation to drought management issues the following information is provided.

### **CURRENT DAM LEVELS FOR BOTH FARMERS CREEK AND OBERON**

As at 18 October 2010 Farmers Creek Dam was at 100% and as 21 October 2010 Oberon Dam was at 37.06%.

### **CURRENT WATER USAGE FROM EACH SUPPLY**

Table 1 below indicates total output from the Oakey Park Water Treatment Plant (consumption) and the volume transferred from the Clarence Transfer system for 2010 up to 26 September 2010.

Month	Oakey Park Water Treatment Plant (ML)	Clarence Transfer (ML)
January	109.99	80
February	100.07	20
March	120.5	0
April	113.01	73
May	125.15	7
June	126.42	0
July	127.18	35
August	121.26	71
September	122.72	34
<b>Total 2010</b>	<b>1066.30</b>	<b>320</b>

Table 1 – Oakey Park Output and Clarence Transfer

Table 2 below indicates consumption from customers of the Fish River Water Supply from 1 July 2009 to 31<sup>st</sup> August 2010. It also provides the Maximum Annual Quantity (MAQ) of each customer and their annual consumption since 2004/05.

#### Fish River Water Supply Consumption

2009/10	Water Consumption (ML)					Total
	Delta Electricity	Lithgow Council	Sydney Catchment Authority	Oberon Council	Minor Consumers	
Jul	179	36	0	44	20	279
Aug	328	49	0	58	20	455
Sep	266	46	0	47	20	379
Oct	304	45	0	47	20	416
Nov	422	61	0	62	20	566
Dec	193	37	0	42	20	292
Jan	107	48	0	32	20	207
Feb	251	40	0	46	20	358
Mar	165	56	0	69	20	310
Apr	117	47	0	33	20	217
May	194	53	0	63	20	330
Jun	282	57	0	50	20	408
<b>Total 09/10</b>	<b>2,805</b>	<b>576</b>	<b>-</b>	<b>594</b>	<b>240</b>	<b>4,215</b>
Jul	425	54	0	55	20	555
Aug	768	51	0	66	20	904
2004/05	4,960	735	1,878	677	162	8,412
2005/06	6,367	959	2,098	725	228	10,378
2006/07	6,590	795	3,115	749	218	11,468
2007/08	4,367	747	1,077	601	150	6,942
2008/09	3,356	699	208	583	240	5,086
<b>MAQ</b>	<b>8,184</b>	<b>2,092</b>	<b>3,650</b>	<b>750</b>	<b>200</b>	<b>14,876</b>

Table 2 - Fish River Water Supply Consumption from 1 July 2009 to 30 June 2010  
NB – Delta’s recent figures include ‘supplementary water’ from Duckmaloi Weir which has no impact on Oberon Dam

### **CURRENT WATER RESTRICTIONS UPDATE**

Level 2 Water Restrictions are now in place for residents of Lithgow and Marrangaroo. Level 2 restrictions now also apply to consumers on the Fish River Water Supply due to the rapid improvement at Oberon Dam.

### **WATER SAVING SCHEMES OR PROCESSES UPDATE**

Council’s Rainwater Tank and Domestic Appliance Rebate program provides the following rebates for residential premises:

#### **Rainwater Tank - Option 1**

- Minimum 5000 litre tank – connected to Garden Tap only - **\$200**

#### **Rainwater Tank - Option 2**

- Minimum 5000 litre tank – connected to Garden Tap & Toilet and Washing Machine - **\$800**

#### **Household Appliances – Washing Machines and Dishwashers**

- For water efficient Household appliances such as Dishwasher or Washing machine that have a four-star WELS rating or AAAAA rating a rebate of **\$150/appliance/household**.

To October 21st Council received 12 applications for a household appliance rebate and nil applications for a water tank rebate.

### **ALTERNATE WATER SOURCES UPDATE**

#### Drought Relief Project

The pipeline design has been received. Quotations for materials and a contractor have been received.

#### Clarence Transfer System

Tenders have now closed for environmental and design works. They are now undergoing assessment.

### **ANY OTHER MATTER RELATING TO THE ISSUE THAT SHOULD BE REPORTED TO COUNCIL**

### **THAT ALL ITEMS ABOVE BE REPORTED BACK TO THE MEDIA SO THAT LOCAL RESIDENTS ARE AWARE OF THE SITUATION**

The media are expected in the gallery this evening.

### **POLICY IMPLICATIONS**

No specific policy issues arise as a result of this report. .

### **FINANCIAL IMPLICATIONS**

No specific legal issues arise as a result of this report.

### **LEGAL IMPLICATIONS**

No specific legal issues arise as a result of this report.

### **RECOMMENDATION**

**THAT** the information in relation to drought management issues be noted.

## **ITEM:8            REG - 01/11/10 - DRAFT ENVIRONMENTAL PLANNING AND ASSESSMENT REGULATION 2010**

**REPORT BY:    GROUP MANAGER REGIONAL SERVICES – ANDREW MUIR**

---

### **SUMMARY**

To advise of the request by the NSW Department of Planning for Council submissions on the Draft Environmental Planning and Assessment Regulation 2010 that is currently on exhibition for public comment.

### **COMMENTARY**

The Environmental Planning and Assessment Regulation 2000 is currently the subordinate legislation for the Environmental Planning and Assessment Act 1979. The NSW Department of Planning (Department) propose to replace the current regulation with the draft Environmental Planning and Assessment Regulation 2010.

The key features of the draft 2010 Regulation include:

- Retaining most of the existing provisions of the regulation, with minor administrative changes, restructuring and an update of the numbering system;
- Changes to the Part 4 development application (DA) assessment system which includes limiting Council's use of "stop the clock" provisions and introducing new determination times of 50 days for simple DAs and 90 days for more complex DAs;
- Changes to additional matters to be considered when determining DAs;
- Minor changes to classes of designated development;
- Updating fixed planning fees and charges to take into account movements in the consumer price index since the fees were last revised;

- Revising fees for Part 3A modifications to include a three-tiered fee scheme to more closely reflect the level of environmental assessment required and prescribing a standard maximum fee for critical infrastructure projects;
- Introducing a fee for BASIX (Building Sustainability Index) certificates to support the initiative's online system, including expected required upgrades to national standards, along with the BASIX customer help line and online information;
- Improving planning certificates (which are often examined by prospective land purchasers) to reduce their complexity and length;
- Extension of savings provisions for existing development control plans (DCPs) to allow councils additional time to prepare revised DCPs consistent with the new legislative requirements;
- Removal of the 1000m<sup>2</sup> floor space limit for change of use provisions relating to light industrial and commercial existing uses;
- Describing the circumstances in which work is not taken to be physically commenced, for the purpose of determining when a development consent lapses;
- Requiring installation of smoke alarms in moveable dwellings such as caravans and campervans not captured by previous regulations or other controls;
- Minor changes to environmental assessments under Part 5;
- Administrative changes to the Part 3A major project assessment process;
- Administrative changes to building and other certification procedures; and
- Other miscellaneous amendments.

The main issues for council from the new regulation relate to the proposed changes to Part 4 for the development application assessment processes. These changes place severe restrictions on Council in relation processing times for DAs. Councils are given 14 days to review the DA for completeness and must reject the application within this time frame if it is incomplete in relation to fees, legibility and clarity. The DA must be forwarded to any relevant state agencies within 2 days of receipt.

The draft regulation proposes to limit requests for further information from the applicant to one request only within the first 21 days of receipt. This includes requests for additional information from consent authorities. During this process the assessment period can only be stopped once for 21 days. If the applicant does not submit the required information the application is refused.

These provisions are onerous on Council and applicants. Council is given less time to adequately assess an application which will allow the state government the potential to allege poor performance by Councils who cannot meet the time restrictions. Potentially, this could lead to further erosion of Council planning powers.

It impacts even more on applicants as it will result in a substantial increase in applications being refused by Council for failure by the applicant to provide the required information within the specified 21 days. Council's will be forced to make a decision on an application that requires further information to allow assessment and this may result in refusal.

Currently applicants are given every opportunity to provide additional information to Council prior to determination as there is no time limit once the request has been made.

A submission is to be made by 5 November 2010 under the signature of the General Manager highlighting Council concerns in relation to the issues identified in this report.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

There may be a requirement for additional fees to be collected for the state government for BASIX certificates. Council should require compensation of this process.

**LEGAL IMPLICATIONS**

Once the regulation is introduced Council is required to meet the requirements of the legislation.

**ATTACHMENTS**

Nil

**RECOMMENDATION**

**THAT** the report be noted and Council support a submission being made to the NSW Department of Planning expressing concern with the proposed Regulation 2010.

## **OPERATION SERVICES REPORTS**

**ITEM:9            OPER - 01/11/10 - FORESTS NSW - 60KM/HR**

**REPORT FROM: IAIN STEWART, GROUP MANAGER OPERATIONS**

---

### **SUMMARY**

Forests NSW has introduced a 60km/hr speed limit, unless otherwise signposted, on all unsealed gravel roads under provision of Clause 13(5) of the Forestry Regulation 2009.

### **COMMENTARY**

A letter has been received from Forests NSW regarding the change of speed limit to 60km/hr on all unsealed gravel roads.

There has been growing concern about the level of motor vehicle accidents occurring. Involving both Forests NSW vehicles and contractors including log trucks. Accidents are occurring across both Forests NSW and Roads and Traffic Authority managed roads.

There have been a number of investigations carried out on the issue and a suite of recommendations made. Two factors that appear frequently are that vehicles are having accidents on unsealed gravel roads and speed is a contributor.

This speed limiting policy will enhance the safety of all road users and formally takes effect on 1 October 2010.

60km/ph signage will be installed across State forests over the next few months.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **LEGAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

1. Letter from Forests NSW – Dated 23 September 2010

### **RECOMMENDATION**

**THAT** Council note the change to the speed limit by Forests NSW to 60km/hr on unsealed roads in State Forests.

## COMMUNITY AND CORPORATE SERVICES REPORTS

### ITEM:10            **COMM - 01/11/10 - COMPANION ANIMALS ADVISORY COMMITTEE - MEMBERSHIP OF COMMITTEE**

#### **REPORT FROM – ENVIRONMENTAL HEALTH OFFICER DAVID DURIE**

---

#### **REFERENCE**

Min No 07-254: Ordinary Meeting of Council held 18 June 2007

Min No 10-142: Ordinary Meeting of Council held 12 April 2010

Min No 10 -143: Ordinary Meeting of Council held 12 April 2010

Min No 10-207: Ordinary Meeting of Council held 24 May 2010

#### **SUMMARY**

Following adoption by Council of the Terms of Reference for the Companion Animals Advisory Committee at the Ordinary Meeting of Council held 24 May 2010 (Min 10-207), nominations for membership to the committee have been received as detailed below. Further, appointment of two Councillors to the Committee is now sought.

#### **COMMENTARY**

1. Council resolved at the Ordinary Meeting of Council held 24 May 2010 (Min10-207) THAT:

Council adopts the attached Draft Terms of Reference for the Companion Animals Advisory Committee with the following amendments:

- (i) Meetings shall be held during the year at a time and frequency as determined by the Committee.
- (ii) The Committee will be comprised of the following representation:
  - Two Councillors
  - Lithgow City Council General Manager or his nominee
  - One veterinarian – on an annual rotatable basis
  - 2 Dog trainers
  - 1 Animal welfare agency - on an annual rotatable basis.
  - 2 Community representatives
  - Animal clubs and associations
- (iii) The principal purpose of the Committee will be to consider key companion animal issues and make recommendations to Council, including:
  - a. Community education programs
  - b. School education programs
  - c. Off leash areas
  - d. Lifetime registration and microchipping initiatives
  - e. Rehousing and fostering animals

- f. Encouraging responsible breeding
  - g. Provide input into the development of Council policy in regard to Companion Animals
  - h. An advisory role on any other matters relating to the pound.
2. Letters seeking expressions of interest for membership of the committee were sent to dog trainers, animal clubs and associations and veterinarians.

An advertisement calling for expressions of interest was placed in Council's Column in the Lithgow Mercury calling for community representatives.

Nominations have been received from:

- Nora Alexanian - No Kill Pet Rescue
- Joanne Ross - Hearts for Animals
- Judy Finlay - DCH (Dog, cat, Horse) Animal Adoptions
- Mrs Natalie Prosser – a registered breeder
- Andrea Corradini - Companions for Life
- Kathy Kay - RSPCA

No nominations from the community or veterinarians have been received.

#### **POLICY IMPLICATIONS**

NIL

#### **FINANCIAL IMPLICATIONS**

NIL

#### **LEGAL IMPLICATIONS**

NSW Local Government Act 1993, Section 355  
Companion Animals Act 1998

#### **RECOMMENDATION**

**THAT** Council:

1. Council accept the nominations from the following to the Companion Animals Advisory Committee:
  - Nora Alexanian - No Kill Pet Rescue
  - Joanne Ross - Hearts for Animals
  - Judy Finlay - DCH (Dog, cat, Horse) Animal Adoptions
  - Natalie Prosser – a registered breeder
  - Andrea Corradini - Companions for Life
  - Kathy Kay – RSPCA
2. Council appoint two Councillors to the Committee.
3. Change the Committees Terms of Reference and membership details to reflect the nominated representatives.

**ITEM:11            COMM - 01/11/10 - WALLERAWANG INDUSTRIAL PARK (10 HECTARE) FEASIBILITY STUDY**

**REPORT FROM: ECONOMIC DEVELOPMENT OFFICER – ARABELLA PERUGINI-SHEERE**

---

**REFERENCE**

Nil.

**SUMMARY**

This report provides details and recommendations from the feasibility study into the development of an industrial park on part of the land known as the Minerals Processing Park at Wallerawang.

**BACKGROUND**

Lithgow City Council (Council), with 50% funding from the NSW Department of Industry & Investment, engaged HillPDA to investigate the feasibility of developing 10 hectares of the Minerals Processing Park in Wallerawang for industrial purposes as a means of addressing a perceived lack of industrial land available within the Lithgow Local Government Area (LGA).

Hill PDA Study would determine whether it was economically viable for the land at Wallerawang to be developed for industrial purposes with the possible inclusion of a relocation of Council's Works Depots. As part of the brief, concept plans for development and subdivision of the subject site were prepared by Jackson Teece. Six options were prepared, each with a total of 8-10 hectares of saleable land divided into lots ranging from 0.5ha to 1ha.

**COMMENTARY**

Hill PDA found that whilst there were numerous industrial precincts in Lithgow LGA, many with sites ripe for redevelopment or with vacant land available, site inspections and further analysis revealed that most of them were heavily constrained due to their location and potential for future land use conflict

As a result there is a lack of ready, available, serviced and vacant industrial sites. Whilst smaller local service infill sites are available across the precincts for light industrial uses, Lithgow lacks a precinct with significant vacant land holdings appropriate for larger industrial land users (e.g. large manufacturers, larger industrial park type users) with the ability to provide benefits from clustering of like uses

The subject site in Wallerawang has far less constraints, (in terms of nearby residential, site layouts, road/rail access, etc) to redevelopment than its comparables. The Wallerawang site has better access opportunities, is located on a highway, has less timing constraints and can provide flexible lot sizes as a direct response on market demand. Furthermore, as the site is currently vacant, there is not a large opportunity cost tied to the land in its current form.

The Global Financial Crisis (GFC) has significantly weakened the industrial market in NSW. Land values had been impacted by both the state of the global economy and the difficulties developers were experiencing in obtaining finance to complete proposed projects. Estimates indicate that industrial land values have fallen by an average 16.1% in Sydney over the six months to March 2009. There are too few sales in Lithgow to draw comparisons but sales in Bathurst and the Blue Mountains suggest that the experiences have been similar. Discussions with local real estate agents, property officers at Bathurst City Council (involved in the sale and marketing of council owned industrial property) and analysis of comparable sales, indicated that the sale of serviced industrial land has been extremely slow over the last 18 months. Hill PDA believes that the potential realisation of the subject land in the current market, once serviced would be in the order of \$35/sqm.

### **Development Options**

Six design options were prepared for the subdivision and land development of the proposed industrial estate. The design options were based on the following assumptions: 10ha to 12ha site with saleable area of 8ha to 10ha; industrial allotments ranging from 5,000sqm to 1ha; and access from the Castlereagh Highway. The options varied in layout and size and configuration of allotments.

The first four options had various limitations with design and feasibility including:

- Excessive roadway resulting in a high cost design;
- Some battle-axe blocks which are not supported by Council due to potential traffic and land use conflicts, reduced public address to the streets, reduced security and reduced exposure for the industrial sites; and
- Multiple entry and exit points from the Highway which are unlikely to be supported by the Roads & Traffic Authority (RTA).

This left Options 5 and 6 being:

- Option 5 - a single cul-de-sac road from the highway with industrial lots fronting both sides.
- Option 6 - a single entry road to a T intersection in the middle of the site. Development is set back from the south western boundary resulting in more lots with visual exposure to the highway.

### **Assumed Development Costs**

Likely infrastructure and development costs (as of December 2009) include:

- \$200,000 allowance for intersection with the Highway. This is to allow for the cost of slow down turning lanes. Note that signalisation is not required.
- Allowances for sewer main at 2.5km by \$300/m (\$750,000) plus \$470,000 for augmentation of pumping station No. 1; plus \$530,000 for pumping station on site including works on ground (total \$1,750,000);
- \$250,000 allowance for water quality and detention.
- Internal road (2 lanes wide with parking either side) at \$1,400/m including kerb and drainage.
- Water reticulation at \$200 per linear metre of road.

- Landscaping at \$100 per linear metre of road.
- Power to the site at \$500,000.
- Power internal and street lighting at \$300 per linear metre of road.
- One substation at \$120,000.
- Telecommunications at \$90 per linear metre of road.
- Professional fees of around 15% of construction costs to cover development and project management, engineering design and certification, subdivision, application fees and lot registration.
- 10% project contingency on the above infrastructure, development, design and professional costs.
- No allowance has been made for land costs, monetary contributions to government authorities or gas on site.

Note: Delta has since advised that sale of the land at market value would apply.

### **Feasibility Assessment and Preferred Design Options**

Hill PDA adopted the discounted cash flow (DCF) approach as the methodology of assessment, using Hill PDA's Estate Master Development Feasibility Model. The DCF approach discounts the forecast cash flow to a present value using an appropriate discount rate that reflects the required rate of return on investment given the level of project risk.

The financial models also calculate future value or profit based on funding assumptions. For the purpose of this analysis development is assumed to be fully debt funded with 7.5% interest capitalised.

All six options fail to achieve a positive level of profit. Note: No allowance has been made for land costs, monetary contributions to government authorities or gas on site.

Option 5 is the best performing option with a loss of \$2.1m assuming a 2 year selling period and a loss of \$3.1m assuming a 5 year selling period.

Option 6 is the second best performing option with a loss of \$2.2m assuming a 2 year selling period and \$3.4m assuming a 5 year selling period. (Plus cost of purchase of the land from Delta)

Notwithstanding the better financial performance from Option 5, Option 6 is the preferred option due to:

- Superior design with more lots having visual exposure to the highway; and
- A setback from the adjoining parcel of land to the southwest.

### **Council Depots**

Consolidating the Council depots into a single depot on the subject site in Wallerawang has a number of advantages including consolidation of operations and improved accessibility for service vehicles. Disadvantages include greater locational separation between the main depot in Lithgow from the Council administration building and from CBD retail and commercial services.

There may be some savings in land cost, due to the sale of currently occupied land, but the rehabilitation of the existing depots, relocation and rebuild costs are likely to well exceed this saving. There are considerable uncertainties with this option which would require a detailed feasibility study including contamination and physical condition report.

A new relocated Council depot provides some advantage in marketing because the presence of businesses attracts other businesses. Other businesses that are operating in constrained conditions in and near Lithgow could be enticed to the new estate.

### **Discussions with Delta and Department of Industry and Investment September 2010**

The General Manager and Group Manager Community and Corporate met with representatives of Delta and the Department of Industry and Investment in September 2010 with the view to determine how to progress the matter.

- Delta has indicated that the land, should a development be considered, would be made available at market value. This means that the market value component would be in addition to costs as identified in the HillPDA report.
- The Department of Industry and Investment have indicated that there is some interest in the remaining 90 hectares, however, it is not known if any developments will proceed at this stage.
- Council officers have had some enquiries as to availability of land for commercial and light industry. Some of these enquiries would mean some businesses moving from Lithgow in order to be able to expand, and some would mean that other businesses may relocate to Lithgow.
- The Department of Industry and Investment have advised that they may make available up to \$1 million towards infrastructure provision to the site (sewer, water, roads, etc) should any development on the site contribute to significant employment growth. This would also be contingent upon Council and other developers to contribute as well.

### **Strategy for Wallerawang**

It is recommended that Council gives support to the concept for a 10ha industrial estate on the subject site generally in accordance with the preferred plan (Option 6). Whilst the feasibility testing suggests that development is not viable some improvements in market value expected during the rezoning process may tip the balance in favour of development.

However, the relocation of Council's depots to the site is not supported within the next 5 years largely because the revenue from sale of the existing depots will not outweigh:

- The costs of rebuilding and relocating the depots; and
- The revenue obtained from sale of the land in Wallerawang.

### **Recommended Design Option**

Whilst Option 5 is slightly more cost-effective, Option 6 is the preferred design. Option 6 includes a single entry road to a T intersection with development set back from the south western boundary resulting in more lots with visual exposure to the highway. Advantages with Option 6 include:

- No battle-axe blocks.
- Single entry to the site.
- Maximum saleable land (9.7ha).
- Most efficient (cost effective) subdivision next to Option 5.
- Provides buffer or setback from the adjoining property to the southwest.

Project costs of Option 6 (including infrastructure, development and design but excluding land, finance and interest) are around \$2.24m higher than net sale proceeds.

#### Target Land Uses

Target industries for the subject site at Wallerawang include, but are not limited to, the following:

- Distribution centre given the possibility of supply large sites (or amalgamation of lots) and given the land's central location in the Mid-west region, and suitable access from the Highway;
- Manufacturing;
- Building materials and construction and outdoor supplies mainly to service the region;
- Coal based service industries; and
- Possibly local service industries (although not highly probable given the distance from Lithgow).

Notwithstanding the above preferred land uses, Council should be proactive in encouraging any employment land uses that are compatible with the remaining land associated to the Minerals Park land.

#### Recommended Zoning Categories

The site is currently zoned Rural General 1(a) under Lithgow Local Environmental Plan 1994 (LEP) permitting with consent all forms of industrial development.

In considering the development of the subject site as an industrial park it would be recommended that the site be rezoned consistent with the LEP Standard Template to the IN1 General Industrial Zone. The objectives of this zone being:

- To provide a wide range of industrial and warehouse land uses;
- To encourage employment opportunities; and
- To minimise any adverse effect of industry on other land uses.

Permitted uses with consent being: depots; freight transport facilities; heavy industries, light industries (defined in the Local Environmental Plan); warehouse or distribution centres.

#### **Other Site Options**

The development of the Land Use Strategy will identify other potential land suitable for those purposes identified for this proposal, which may lead to rezoning in the new Local Environmental Plan. It is recommended that Council also explores these other potential industrial lands through the Land Use Strategy and Local Environmental Plan process which may rely upon the private market to provide.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

All six options fail to achieve a positive level of profit. Note: No allowance has been made for land costs, monetary contributions to government authorities or gas on site.

Option 5 is the best performing option with a loss of \$2.1m assuming a 2 year selling period and a loss of \$3.1m assuming a 5 year selling period.

Option 6 is the second best performing option with a loss of \$2.2m assuming a 2 year selling period and \$3.4m assuming a 5 year selling period. (Plus cost of purchase of the land from Delta)

## **LEGAL IMPLICATIONS**

There are no legal implications as a result of this report.

## **ATTACHMENTS**

Wallerawang Industrial Park Feasibility Study, HillPDA, Feb 2010

## **RECOMMENDATION**

**THAT** Council:

1. Gives in principle support to the concept for a 10ha industrial estate on land known as the Minerals Processing Park on the Castlereagh Highway, Wallerawang, in accordance with the preferred plan (Option 6) in the Wallerawang Industrial Park Feasibility Study, HillPDA Feb 2010 but not proceed at this point.
2. Council continues to investigate the provision of alternative industrial lands through the Land Use Strategy and Local Environmental Plan process that may rely upon the private market to provide.
3. Continues to liaise with the Department of Industry and Investment and other agencies to identify potential developers and businesses that will stimulate employment growth in the Lithgow area.
4. Lobbies the State Government in relation to the cost of the purchasing the land.

**ITEM:12            COMM - 01/11/10 - MEN'S SHED PROPOSAL FOR SOUTH LITTLETON COMMUNITY HALL**

**REPORT FROM: MANAGER COMMUNITY AND CULTURE - MATTHEW JOHNSON**

---

**REFERENCE**

Min No 06-433:            Finance and Services Committee dated 4 December 2006  
Min No F08-131:        Finance and Services Committee Meeting dated 4 November 2008  
Min No 09-157:        Ordinary Council Meeting dated 20 April 2009  
Min No 10-298:        Ordinary Council Meeting dated 2 August 2010

**SUMMARY**

This report provides background information on the condition of South Littleton Hall and recommends that Council adopt a proposal for Lithgow Men's Shed to use the South Littleton Hall.

**COMMENTARY**

**Lithgow Men's Shed Group**

Lithgow City Council was approached in late 2008 by a group of local men seeking to have a Men's Shed established in Lithgow. Men's Sheds play a significant role in addressing isolation, loneliness and depression in men of all ages. Men's sheds help connect men with their communities and mainstream society and at the same time act as a catalyst in stimulating their community's activities.

Councillors will be aware that the Portland Men's Shed has been operating from a Council shed at Kremer Park Portland since early 2010. The Portland Men's Shed group is providing some support and encouragement to the Lithgow Men's Shed Group.

Extensive efforts have been undertaken by Council in partnership with the Lithgow Men's Shed Group to find a suitable site as follows:

**State Mine Heritage Park**

As the State Mine Park is open to the public, concerns were raised by the State Mine management committee around controlling access to the park and the loss of entrance fees.

**Union Theatre Stables**

These were found to be unsuitable due to their poor state of repair.

**Tony Luchetti Showground Netball courts**

The netball courts are flood affected which would require the floor level to be raised approximately 1m above ground level.

At a subsequent meeting between Council officers and the Men's Shed group it was decided that the South Littleton Hall be investigated as a suitable location.

### **South Littleton Hall**

Council considered a report on 4 December 2006 (Min 06-433) which recommended demolition of the South Littleton Hall due to its poor state of repair and there being few community inquiries for its use. Upon considering this report, Council resolved to convene a meeting with the residents at the South Littleton Hall to discuss the future of hall. This meeting did not take place.

In a 4 November 2008 report to Council (Min F08-131), it was concluded that it would cost at least \$90,000 to refurbish the hall for suitable use due to its poor state and the amount of asbestos sheeting. It was recommended in that report that the hall be demolished at a cost of up to \$12,000.

Council resolved at the 4 November 2008 meeting to convene a Citizen's Access Meeting at the South Littleton Hall to discuss the proposal to demolish the hall and to consider possible alternatives.

The Citizen's Access Meeting was held on 15 January 2009 where there was community support for retention of the hall. A list of potential users of the hall was later provided to Council. Council resolved on 20 April 2009 (Min 09-157) to seek wider expressions of interest for use of the hall; form a Sec 355 Management Committee; call for quotations for a transportable building, and; investigate funding sources from government grants and internal Council sources

In November 2009, Regional Services identified cost estimates for either repair or replacement:

#### **Option 1 Repair – Estimated cost \$151,000**

- Replacement of floor
- Remove and reconstruct all defective wall sections
- Remove and replace all defective wall cladding
- Remove and replace defective windows and doors
- Repair guttering and downpipes
- Remove and replace all internal asbestos wall and ceiling linings
- Repair all defective joinery
- Replace kitchen floor
- Install splashbacks and tile to kitchen
- Install Cupboards to kitchen
- Purchase and install kitchen Stove
- Electrical upgrade
- Construct toilet facilities
- Upgrade plumbing

#### **Option 2 Replacement**

Replacement of hall with a new 150m<sup>2</sup> building of masonry construction on a concrete slab, with timber roof frame and colour bond metal roof and amenities including accessible toilets and kitchen. Cost of demolition included.

Estimated cost \$240,000 plus \$50,000 ancillary works including car parking, external lighting and other site works that would be identified through the development application process.

### **Option 3 Replacement**

As for option 2 except steel framed composite wall lined with amenities. Includes the cost of demolition.

Estimated cost \$205,000 plus \$50,000 ancillary works including car parking, external lighting and other site works that would be identified through the development application process.

### **Lithgow Men's Shed Proposal**

The Lithgow Men's Shed group submitted an expression of interest to Council in May 2009 seeking to use the South Littleton Hall as their location.

The proposal developed is that:

1. Lithgow Men's Shed group restore the hall over an agreed period of time with Council to provide financial and material assistance towards the upgrade.
2. During the upgrade and for an agreed period following, the Lithgow Men's shed group will have sole use of the hall.
3. Following this agreed period, the hall would become available for general community use.

This proposal was discussed by Council at the Ordinary Meeting of Council dated 2 August 2010 (Min – 10-298), during consideration of a funding submission under the Regional and Local Community Infrastructure Program. Council resolved on 2 August 2010 to meet with ratepayers to consider a possible Men's Shed at the South Littleton Hall.

This meeting was held on the 14 October in Council Chambers. There appeared to be general support at the meeting for the proposal. Following disruption, the meeting was suspended by the General Manager.

Council has applied for \$15,000 in funding under the Regional and Local Community Infrastructure Program and a further \$15,000 in funding from the NSW Government's Community Builders Program to assist with renovating the hall. Council may wish to supplement these funds through its budget review processes to undertake essential works required before occupation including installing toilets, electrical works and removal of asbestos as well as to purchase materials for the men to renovate the hall.

### **Conclusion**

Subsequent discussions with the Men's Shed group have shown that the group is very interested in continuing with this proposal. A detailed list of the works required to restore the hall, and the respective responsibilities of Council and the Men's Shed group is currently being developed. A number of the men who will be volunteering their time to renovate the hall have specialist skills and in some cases are licensed tradesmen, which will allow for renovation works to be undertaken at much lower cost than would otherwise be the case.

This proposal will provide the opportunity for the Lithgow Men's Shed to become established and undertake a worthwhile community project in providing the community of South Littleton with a community hall at far less cost to ratepayers than would otherwise be the case.

A development application will need to be lodged for the Men's Shed to use the South Littleton Hall for this purpose. This will provide a further opportunity for the community to put their views to Council about the proposal and issues such as parking, hours of operation and other impacts.

It is recommended that a s355 Committee of Council be established to oversee and where applicable undertake the works. The Committee will provide a framework for co-ordination of the works between the group and Council.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

Option 1: Repair hall to original state - Estimated cost \$151,000.

Option 2: Replace with masonry construction - Estimated cost \$240,000 plus additional \$50,000 for ancillary works.

Option 3: Replace with steel construction - estimated cost \$205,000 plus additional \$50,000 for ancillary works.

Option 4: Men's shed group to undertake repair of the hall on a volunteer basis. Council has applied for \$15,000 in funding under the Regional and Local Community Infrastructure Program and a further \$15,000 in funding from the NSW Government's Community Builders Program to assist with renovating the hall. Council may wish to supplement these funds through its budget review processes to undertake essential works required before occupation including installing toilets, electrical works and removal of asbestos as well as to purchase materials for the men to renovate the hall.

### **LEGAL IMPLICATIONS**

Nil.

## ATTACHMENTS

1. Expression of interest from Lithgow Men's Shed Group (Dataworks Doc 502927)

## RECOMMENDATION

### THAT Council:

1. Supports the proposal from the Lithgow Men's Shed Group to use and undertake renovations of the South Littleton Hall.
2. Establish a s355 Committee of Council for the purpose of undertaking the renovation of the South Littleton Hall.
3. The Committee to be known as "The South Littleton Hall Renovations Committee"
4. The Terms of Reference for the Committee to be:
  - Develop a plan for the renovation of the South Little Hall, including works to be undertaken and recommended timeframes.
  - Liaise with the broader community in terms of long-term use of the hall
  - Undertake the renovation of prescribed areas of the South Littleton Hall
  - Seek and advocate for funds and grants for carrying out the works.
5. Membership of the Committee to consist of:
  - 2 Councillors
  - 6 community members from the Lithgow Men's Shed Group
  - 1 officer from Council's Regional Services
  - 1 officer from Council's Community and Cultural Services
6. The term of the Committee be for the duration of the renovations.
7. After an agreed timeframe, the hall to become available for community use.
8. Consider allocating funds to the renovation of South Littleton Hall as part of Council's budget review process.
9. Appoints two Councillors to the Committee.

## INTERNAL SERVICE REPORTS

### ITEM:13        INTS - 01/11/10 - 2009-10 GENERAL PURPOSE FINANCIAL REPORTS

#### REPORT FROM: INTERNAL SERVICES MANAGER – C FARNSWORTH

---

#### REFERENCE

Nil

#### SUMMARY

To advise of the completion of the 2009/10 General Purpose Financial Reports and seek Council authorisation as required by Chapter 13, Part 3, Division 2 of the Local Government Act 1993 to submit for final audit.

This report also recommends that Council invite our Auditors, The Morse Group, to present a formal report to the Ordinary meeting of Council on the 22 November 2010.

#### COMMENTARY

Council's 2009/10 Draft General Purpose Financial Reports are submitted to Council for acceptance as required by Chapter 13, Part 3, Division 2 of the Local Government Act 1993.

Principal reports are attached and a complete set will be provided following audit.

#### 2009/10 GENERAL PURPOSE FINANCIAL REPORTS – OVERVIEW

##### Net Operating Result

The draft result for the 2009/10 financial year, including capital income and contributions, is a surplus of \$7,200,000 (08/09 surplus of \$2,965,000). Total Assets \$301,996,000 (2008/09 \$249,018,000) with Liabilities of \$26,857,000 (2008/09 \$18,866,000) resulting in a total Equity of \$275,139,000 (2008/09 \$230,152,000)

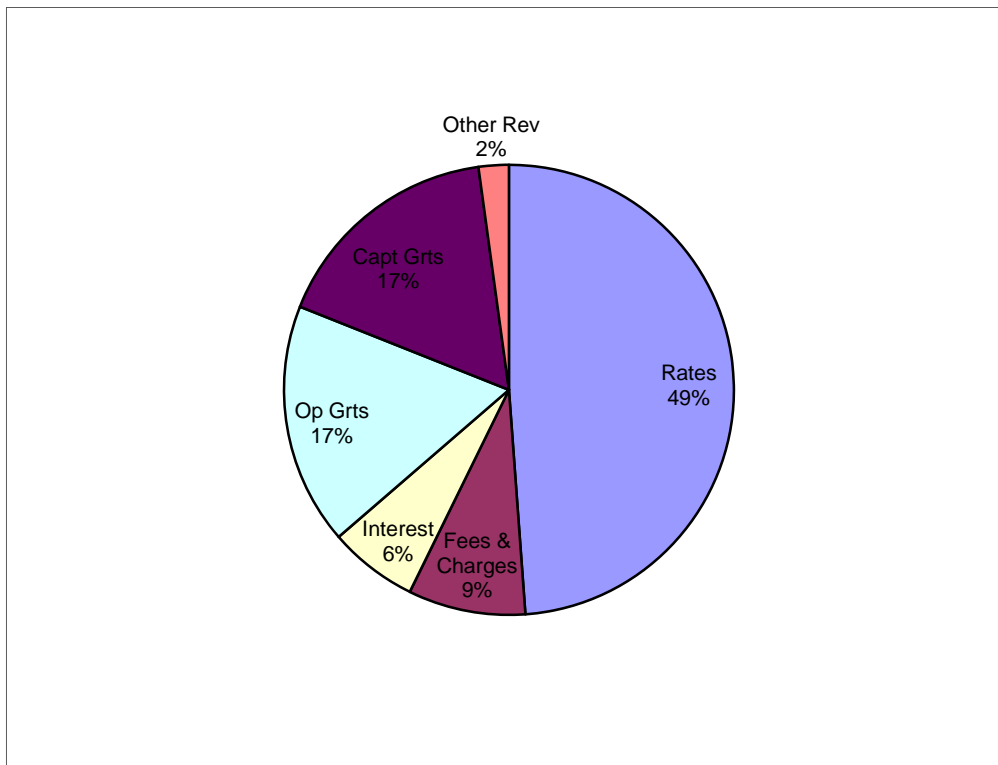
##### Net Operating Result before Capital Grants & Contributions

The 2009/10 operating result, before abnormal and capital items, is a surplus of \$921,000 (2008/09 deficit of \$3,566,000).

##### Operating Revenue:

Operating Revenue increased by \$3,759,000 to \$37,469,000 compared to the 2008/09 result of \$33,710,000 (includes capital grants and contributions of \$6,279,000).

**2009/10 REVENUE SOURCES \$'000**



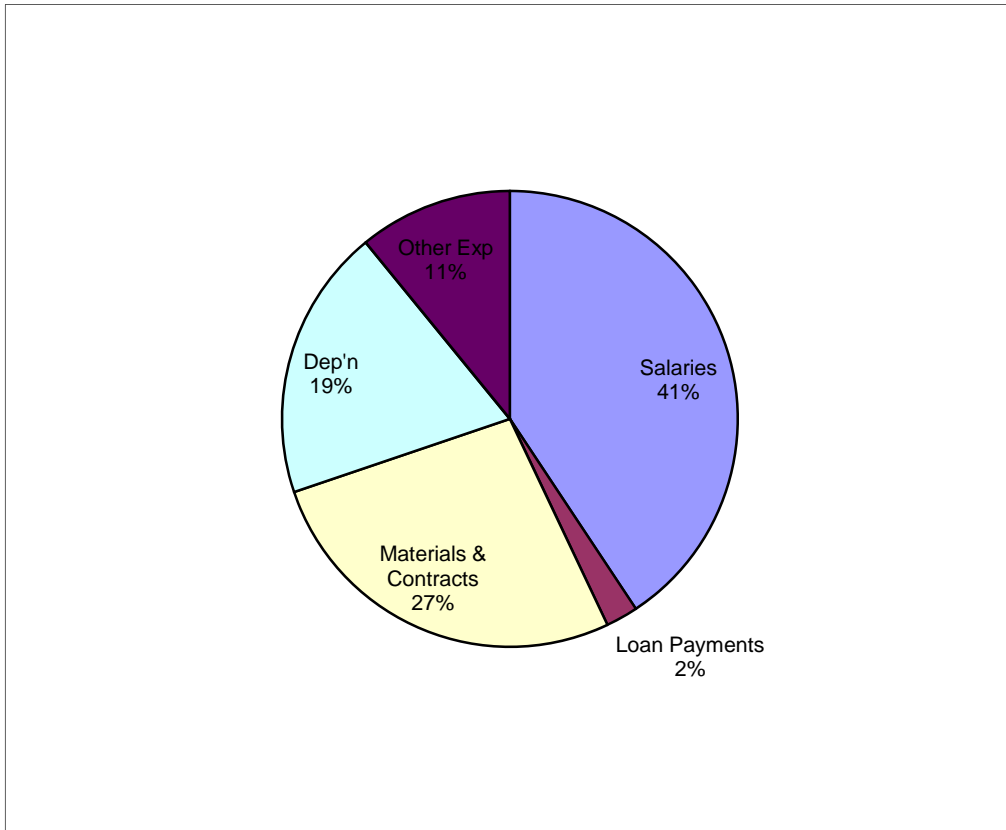
Revenue comparatives previous years:

FINANCIAL YEAR	VALUE
2009/10	\$37,469,000
2008/09	\$33,710,000
2007/08	\$30,269,000
2006/07	\$27,613,000
2005/06	\$24,871,000
2004/05	\$21,518,000
2003/04	\$23,580,000
2002/03	\$20,390,000
2001/02	\$18,024,000

**Operating Expenditure**

Operating Expenditure decreased by \$476,000 to \$30,269,000 (2008/09 \$30,745,000).

**2009/10 EXPENDITURE SOURCES \$'000**



Expenditure comparatives:

<b>FINANCIAL YEAR</b>	<b>VALUE</b>
2009/10	\$30,269,000
2008/09	\$30,745,000
2007/08	\$25,690,000
2006/07	\$24,266,000
2005/06	\$23,912,000
2004/05 (Adjusted AIFRS*)	\$24,767,000
2003/04	\$23,668,000
2002/03	\$22,168,000
2001/02	\$21,841,000

\* Australian International Financial Reporting Standards

**Capital grants and contributions:**

Capital grants and contributions of \$6,279,000 contributed to the net operating result and are summarised as follows:

Lithgow STP Augmentation	\$2,613,643
RTA Sunny Cnr Rd	\$265,000
Roads to Recovery	\$560,000
Flood Mitigation	\$295,887
RLCIP Round 3	\$208,000
RLCIP Round 2	\$1,149,925
Lithgow Hockey Association	\$125,000
Dept Health: Hockey	\$90,000
Financial Assistance Grant	\$4,063,190

**Acquisitions and Improvements to Infrastructure, Property Plant & Equipment:**  
Improvements and additions to assets of \$16,529,000 are summarised as:

Plant	\$1,644,000
Road & Ancillary	\$4,529,000
Sewerage Infrastructure	\$7,550,000
Water Infrastructure	\$345,000
Buildings	\$800,000
Other Structures	\$1,516,000

**Depreciation:**

Assets have depreciated by \$5,844,000 for the 2009/10 financial year (2008/09 \$5,576,000). The major contributing factor which has seen an increase in depreciation over recent accounting periods is the progressive revaluation of each asset class to fair value. During 2009/10 Roads, bridges, footpaths, K & G and drainage have been revalued and the effect on depreciation will be noted in the 2010/11 financial reports.

**Investments:**

2009/10 has seen the increase of Council's investment portfolio of \$4,451,000 to \$22,903,000 (2008/09 \$18,452,000). Interest of \$803,804 has been brought to account which is an increase on the previous year by \$50,026 and is attributed to the recovery of the financial market following the economic crisis.

Investment comparatives:

<b>FINANCIAL YEAR</b>	<b>VALUE</b>
2009/10	\$22,903,000
2008/09	\$18,452,000
2007/08	\$14,432,000
2006/07	\$14,905,000
2005/06	\$10,091,000
2004/05	\$11,154,000
2003/04	\$10,222,000
2002/03	\$8,714,000
2001/02	\$7,813,000
2000/01	\$6,957,000

As reported since the 2007/08 General Purpose Financial Reports, Council has one investment which is exposed to the Collateralised Debt Obligation (CDO) market. The investment is a Commonwealth Bank (CBA) Ethical Note purchased on 06 November 2006.

Due to the decline of the financial market the investment was written down on 30 June 2008 to \$220,000, \$163,500 on 30 June 09 and as at 30 June 2010 it has now been reduced to nil, effectively it has no resale value. As per the Ministers Investment Order of 31 July 2008 the investment will be held to maturity and adjusted annually as the future economic climate dictates.

It should be noted that since 20 November 2006 interest has been consistently paid by the CBA each quarter and total interest of \$127,933 has been received. At this stage Council expects quarterly payments of interest to continue.

#### **Loans:**

At 30 June 2010 \$14,300,000 remains outstanding as principal due on loans (2008/09 \$5,955,000). Council will recall the drawdown in June 2010 of the 2009/10 loan borrowing program of \$5,450,000 for the upgrade of the Lithgow STP and receipt of \$4,897,000 from the State Government as an interest free loan for the upgrade of the Wallerawang STP. Council is required to bring to account the discounted interest component of the interest free loan received during the year which equals \$1,553,885 and is shown in the income statement.

Loan repayments of \$448,000 and interest of \$384,000 have been made during 2009/10 financial year.

#### **Cash and Reserves**

Note 6 'Cash Assets and Investment Securities' discloses cash and investments of \$22,903,000 (2008/09 \$18,452,000) which are held as restricted and unrestricted assets, both for internal and external purposes.

Externally restricted assets total \$16,351,000 and are held for specific purpose grants, unexpended loan funds, Section 94 developer contributions, water, wastewater and waste reserves.

\$5,320,000 is held as internally restricted assets for Council's owned identified purposes such as employees leave entitlements, election expenses, land and buildings and works in progress.

Cash reserved for employees leave entitlements currently stands at \$1,126,000 (2008/09 \$1,094,000) and provides for 25% of annual and long service leave entitlements for the majority of employees and 100% of the entitlements due to employees 58 years and over.

Council's unrestricted cash is \$1,232,000 compared to \$1,222,000 in 2008/09.

**Financial Ratios:**

Note 13 discloses the following ratios:

**UNRESTRICTED CURRENT RATIO**  
**LITHGOW 2009/10**

Current Assets (Less Ext Rest)	<u>\$8,582,000</u>	<b>3.94:1</b>	2008/09	2.48:1
Current Liabilities	\$2,177,000			

The unrestricted current ratio is to assess the adequacy of working capital and the ability to satisfy obligations in the short term for the unrestricted activities of Council. Council has \$3.81 for every \$1.00 of liability.

**2008/09 DLG COMPARATIVE RATIOS:**

<b>Group Ave</b>	<b>Bathurst</b>	<b>Mid West</b>	<b>Orange</b>
2.25:1	1.80:1	3.38:1	3.41:1

**DEBT SERVICE RATIO**  
**LITHGOW 2009/10**

Debt Service Cost	<u>\$836,000</u>	<b>2.88%</b>	2008/09	3.30%
Current Liabilities	\$29,049,000			

The debt service ratio excludes capital items, specific purpose grants and contributions. It provides a means to assess the impact of loan principal and interest repayments on the discretionary revenue of Council.

**2008/09 DLG COMPARATIVE RATIOS:**

<b>Group Ave</b>	<b>Bathurst</b>	<b>Mid West</b>	<b>Orange</b>
7.10%	6.04%	2.52%	5.51%

**RATE COVERAGE RATIO**  
**LITHGOW 2009/10**

Rates & Annual Charges	<u>\$18,254,000</u>	<b>48.72%</b>	2008/09	48.88%
Current Liabilities	\$37,469,000			

The rate coverage ratio is used to assess the degree of dependency upon revenues from rates and annual charges and to assess the security of Council's income.

**2008/09 DLG COMPARATIVE RATIOS:**

<b>NSW Avg</b>	<b>Group Ave</b>	<b>Bathurst</b>	<b>Mid West</b>	<b>Orange</b>
47.20%	42.11%	41.04%	35.40%	28.27%

**RATES & ANNUAL CHARGES OUTSTANDING**  
**LITHGOW 2009/10**

Rates & Annual Charges O/S	<u>\$906,000</u>	<b>4.64%</b>	2008/09	6.63%
Current Liabilities	\$19,513,000			

The percentage of rates and annual charges outstanding is used to assess the impact of uncollected rates and annual charges on liquidity and the adequacy of Council' Debt recovery processes.

Council persistently pursues outstanding rates and charges by using a combination of internal and external processes. The current reduction in the percentage of rates outstanding compared to previous years proves our practice is successfully working. The result is also attributed to the 'Sale of Land for Unpaid Rates' conducted by Council on 26 September 2010.

It is interesting to note the improvement of the rates and charges outstanding over numerous financial years:

<b>FINANCIAL YEAR</b>	<b>VALUE</b>
2009/10	4.64%
2008/09	6.63%
2007/08	7.18%
2006/07	8.24%
2005/06	7.65%
2004/05	8.76%

**2008/09 DLG COMPARATIVE RATIOS:**

<b>NSW Avg</b>	<b>Group Ave</b>	<b>Bathurst</b>	<b>Mid West</b>	<b>Orange</b>
5.40%	6.00%	6.87%	4.35%	8.11%

## **CURRENT RE-AGENDA - ORDINARY MEETING OF COUNCIL HELD ON 1ST NOVEMBER 2010**

Department of Local Government Circular 06-75 required Council to report on the revaluation of the following classifications of non current assets to 'fair value':

- 2006/07 - Water and Wastewater: Completed
- 2007/08 - Plant and Equipment: Completed
- 2007/08 - Buildings & Operational Land: Completed (The DLG has deferred the revaluation of community land at this stage)
- 2008/09 – Roads, Bridges, Footpaths, K & G and Drainage: (Deferred by the DLG to 30.06.10)
- 2009/10 – Roads, Bridges, Footpaths, K & G and Drainage: Completed

The revaluation of an asset to fair value applies to the entire class of the asset whether it be plant and equipment, buildings and operational land, roads and bridges etc. The value comprises the re valued amount less accumulated depreciation and accumulated impairment costs.

Fair Value is the best estimate of the price reasonably obtainable in the market at the date of valuation and is defined as "amount for which an asset could be exchanged between willing parties in an arms length transaction" in Accounting Standard, AASB 116. It is the most reasonable price obtainable by the seller as well as being the most satisfactory price to the purchaser. The estimate specifically excludes a price inflated or deflated by special terms or circumstances such as financing, sale and leaseback arrangements, or any concession which may be granted by the seller.

In 2006/07 Council re evaluated Water and Wastewater assets which are now reviewed annually using guidelines issued by the Dept Energy Utilities and Sustainability (DUES) and DLG. As a result Water and Wastewater assets have increased in 2009/10 by \$1,699,000 and \$1,757,000 respectively.

In 2009/10 Roads, Bridges, Footpaths, K & G and Drainage have been revalued to Fair Value as at 30 June 2010 and as a result the fair of our roads network, footpaths, bridges and K & G is \$107,988,000, bulk earthworks \$29,573,000 and stormwater drainage \$16,782,000.

To achieve this task Council has completed the following actions:

- Implemented a work team consisting of Engineering and Internal Services employees
- Completed methodology for identifying and revaluing all assets under Council's control
- Identified and combined all databases showing road and drainage, lengths, values, remaining useful life and annual depreciation
- Identified all associated roadside structures e.g. signs, line marking etc

- Identified drainage pipes, culverts and pits at each locality
- Assessed each road for condition and future useful life
- Physically inspected all roads, footpaths and K & G for condition rating
- Valued each component of the asset class

### **DLG Compliance: General Purpose Financial Reports**

The following information should be noted with regard to Council's compliance with the Local Government Act 1993:

- Council's financial reports are prepared and will be audited within 4 months after the end of the reporting year.
- As per Sec 428 (2) (a) the audited financial reports will be included in Council's Annual Report.
- As per Sec 418 as soon as practicable after receipt of the auditors' report, no later than 7 November 2010, public notice will be given of presentation of the final report to Council at a public meeting with the auditor present.
- Council will invite the auditor to attend the Ordinary meeting of the 22 November 2010.
- Copies of Council's audited financial reports together with the auditors report will be made available for inspection.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Council's final draft result for the 2009/10 financial year, including Capital Income and Contributions is a surplus of \$7,200,000.

Total assets held are valued at \$301,996,000 and liabilities of \$26,857,000 resulting in Net Assets of \$275,139,000.

### **LEGAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

Principal Notes:

- 1) Income Statement
- 2) Balance Sheet
- 3) Statement in Changes in Equity
- 4) Cash Flow Statement
- 5) Note 6 Cash Assets and Investment Securities
- 6) Note 13 Statement of Performance Measurement

## RECOMMENDATION

### THAT:

1. The draft accounts be referred to auditors, The Morse Group
2. Council advertise the accounts following receipt of the 2009/10 Audit Certificate.
3. Council state the following on the General Purpose Financial Reports for the year ended 30 June 2010:-

*The Council's Annual General Purpose Financial Reports have been drawn up in accordance with:-*

- a) *The Local Government Act 1993 (as amended) and the Regulations made there under;*
- b) *The Australian Accounting Standards and professional pronouncements;*
- c) *The Local Government Code of Accounting Practice and Financial Reporting;*
- d) *The Local Government Asset Accounting Manual.*
- e) *To the best of our knowledge and belief, these reports*
- f) *Present fairly the Council's financial position and operating result for the year and*
- g) *Accord with Council accounting and other records.*

*The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be authorised attesting to the above and that they are not aware of any matter that would render the reports false or misleading in any way.*

4. Council state the following on the Special Purpose Financial Statements for the year ended 30 June 2010:-

*The attached Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting and the;*

- a) *NSW Government Policy Statement "Application of National Competition Policy to Local Government"*
- b) *Department of Local Government guidelines "Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality".*
- c) *The Department of Energy, Utilities and Sustainability "Best Practice Management of Water Supply and Sewerage" guidelines.*

*To the best of our knowledge and belief, these reports:*

- a) *Present fairly the financial position and operating result for each of Council's declared Business Units for the year, and*
- b) *Accord with Council's accounting and other records*

*The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be authorised attesting to the above and that they are not aware of any matter that would render the reports false or misleading in any way.*

5. Council invite the auditor, The Morse Group, to present a formal report of the results to the Ordinary meeting of the Council on the 22 November 2010.

## COMMITTEE MEETINGS

### ITEM:14      **COMM - 01/11/2010 - S355 ENVIRONMENTAL ADVISORY COMMITTEE MEETINGS MINUTES**

#### **REPORT FROM: MANAGER COMMUNITY AND CULTURE, MATTHEW JOHNSON**

### REFERENCE

Min No 07-389	Policy & Strategy Committee Meeting of Council 3 September 2007
Min No F08-21	Finance & Services Committee of Council Meeting 3 March 2008
Min No 008-153	Extraordinary Meeting of Council 29 September 2008
Min No 008-198	Ordinary Meeting of Council 18 November 2008
Min No 09-381	Ordinary Meeting of Council 14 September 2009
Min No 10-137	Ordinary Meeting of Council 12 April 2010
Min No 10-309	Ordinary Meeting of Council 2 August 2010

### SUMMARY

This report details the Minutes of the Environmental Advisory Committee Meetings held on 11 August and 13 October 2010.

### COMMENTARY

At the Environmental Advisory Committee Meeting held on 11 August 2010, there were ten (10) items discussed by the Committee:

1. Introductions
2. Apologies
3. Bioenergy Project
4. Lithgow Urban Sustainability Project
5. Land Use Planning
6. Terms of Reference
7. Coal Fires
8. Members Update
9. Historic Items
10. Close of Meeting

At the Environmental Advisory Committee Meeting held on 13 October 2010, there were fourteen (14) items discussed by the Committee:

1. Apologies
2. Business arising from previous minutes
3. Terms of Reference
4. Rural Representative on Committee

5. Coal Fires and Rebate Program
6. Pampas Grass
7. Lithgow Urban Sustainability Project
8. Hassans Walls Mountain Bike Track
9. Pest and Weeds Day
10. Natural Resource Management in Local Government Area
11. Members Update
12. General Business
13. Historic Items
14. Close of Meeting

The EAC passed three (3) motions at the 13 October 2010 meeting for Council's consideration as follows:

**Motion 1 Solid Fuel Rebate Program**

1. That Council's solid fuel rebate amounts be increased as follows:

Standard rebate – up from \$500 to \$1,000  
Pensioner rebate – up from \$700 to \$1,400  
Commercial rebate – to remain unchanged at \$2,000

2. That Council establishes a sunset date of December 31 2013 after which no further rebates will be provided.
3. That the rebate program be extended to include properties within rural residential zonings.
4. That Council writes to coal companies asking them not to provide coal to their employees.
5. That Council undertakes a media campaign to advise the community of the enhanced rebate program and of Council's intention to adopt a regulatory approach once the rebate program ends.
6. In the meantime, that Council issues smoke abatement notices where there are significant smoke impacts from coal heaters
7. That Council reviews its approval processes in relation to the installation of new coal fired heaters in rural areas.

**Council Officer Comment:** *Council has operated a Solid Fuel Rebate Program for several years and provides \$4,000 in Recurrent Section 356 Financial Assistance per year under Council Policy 4.4 towards the cost of providing the rebates. It is recommended that a further report be prepared for Council before the end of 2010 incorporating the EAC motion and following a review of other aspects of the Solid Fuel Rebate Program including the areas where it will apply and the types of eligible replacement systems.*

### **Motion 2 Hassans Walls**

The EAC wishes to draw Council's urgent attention to environmental issues arising from the operation of the mountain bike track on Hassans Walls and asks Council to suspend the operation of the track and associated competitions until a Plan of Management for Hassans Walls is developed.

**Council Officer Comment:** *Council officers advise that the Central Tablelands Central Tablelands Mountain Bike Club currently operates mountain biking activities on Hassans Walls under a Development Consent 134/08. It is recommended that further investigations be undertaken to determine whether the conditions of Council's Development Consent are being complied with prior to further action being taken.*

### **Motion 3 Membership of Committee**

The committee resolved to recommend to Council that in view of there being no school teacher (2 positions) or adult education (1 position) nominations received, the number of community representatives be increased from 1 to 3 and there be no alternate community representatives.

### **POLICY IMPLICATIONS**

In accordance with the terms of reference of S355 Committees of Council.

### **FINANCIAL IMPLICATIONS**

Should Council support the proposal for changes to the solid fuel rebate, Council may need to review its budget allocation.

Note! A report will be provided to Council.

### **LEGAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

1. Environmental Advisory Committee Meeting Minutes 11 August and 13 October 2010.

### **RECOMMENDATION**

**THAT** Council:

1. Notes the minutes of the Environmental Advisory Committee meetings held 11 August and 13 October 2010.
2. Notes that a further report will be prepared for Council before the end of 2010 incorporating the EAC motion in relation to the Solid Fuel Rebate Program.
3. Investigates whether the conditions of Council's Development Consent are being complied to with regards to the mountain bike track on Hassans Walls Reserve.
4. Revises the EAC Terms of Reference to remove the school teacher, adult education and alternate community representative positions and increasing the number of community representatives from 1 to 3.

**ITEM:15            COMM - 01/11/2010 - LITHGOW FLASH GIFT COMMITTEE MEETING  
MINUTES - 16 SEPTEMBER 2010**

**REPORT FROM: TOURISM MANAGER - KELLIE BARROW**

---

**REFERENCE**

Min No O09-235 Ordinary Meeting 1 June 2009.  
Min No O09-305 Ordinary Meeting 13 July 2009.  
Min No O09-462 Ordinary Meeting 2 November 2009.  
Min No O09-514 Ordinary Meeting 23 November 2009.  
Min No O09-514 Ordinary Meeting 23 November 2009.  
Min No 10-22 Ordinary Meeting 18 January 2010.  
Min No 10-43 Ordinary Meeting 8 February 2010.  
Min No 10-75 Ordinary Meeting 1 March 2010.  
Min No 10-146 Ordinary Meeting 12 April 2010.  
Min No 10-147 Ordinary Meeting 12 April 2010.  
Min No 10-362 Ordinary Meeting 23 August 2010

**SUMMARY**

This report details the Minutes of the Lithgow Flash Gift Committee meeting held on 16 September 2010 for Council adoption.

**COMMENTARY**

At the Lithgow Flash Gift Committee meeting held on 16 September 2010, there were (8) eight items discussed by the Committee.

1. Present and Apologies
2. Minutes from Previous Meeting
3. NSW Athletics League
4. Little A's
5. Sponsorship Packages
6. Radio advertisement for 2011 LFG
7. Commonwealth Games promotion
8. General Business

The minutes were electronically distributed and were electronically endorsed by three (3) committee members.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**LEGAL IMPLICATIONS**

Nil

## ATTACHMENTS

1. Minutes of the Lithgow Flash Gift Meeting held on 16 September 2010.

## RECOMMENDATION

**THAT** Council notes the minutes of the Lithgow Flash Gift meeting held on 16 September 2010.

---

## ITEM:16      COMM - 01/11/10 - COMM - 01/11/10 - AGEING STRATEGY ADVISORY COMMITTEE MINUTES - 16 SEPTEMBER 2010

---

## REFERENCE

Min No 09-352:	Ordinary Meeting of Council held 24 August 2009
Min No 10-80:	Ordinary Meeting of Council held 1 March 2010
Min No 10-144:	Ordinary Meeting of Council held 12 April 2010
Min No 10-252:	Ordinary Meeting of Council held 21 June 2010
Min No 10-408:	Ordinary Meeting of Council held 2 September 2010

## SUMMARY

This report details the minutes of the Ageing Strategy Committee meetings held 16 September 2010.

## COMMENTARY

At the Ageing Strategy Committee meeting held on 16 September 2010 there were seven (7) items discussed by the Committee:

1. Welcome
2. Apologies
3. Minutes of previous meeting
4. Business Arising from Previous Minutes
5. Survey Results
6. Service Audit
7. General Business

## POLICY IMPLICATIONS

In accordance with the terms of reference of S355 Committees of Council.

## FINANCIAL IMPLICATIONS

NIL

## **LEGAL IMPLICATIONS**

Local Government Act NSW 1993

## **ATTACHMENTS**

1. Minutes of Ageing Strategy Committee meeting held 16 September 2010.

## **RECOMMENDATION**

**THAT** Council notes the minutes of the Ageing Strategy Committee meeting held 16 September 2010.

**ITEM:17            COMM - 01/11/10 - YOUTH COUNCIL MINUTES 01/0910 AND  
                         13/10/10**

**REPORT BY: COMMUNITY DEVELOPMENT OFFICER- JASON HOPKINS**

---

## **REFERENCE**

Min No 18-09:            Ordinary Meeting of Council dated 27 January 2009  
Min No 09-273:         Ordinary Meeting of Council dated 22 June 2009  
Min No 10-279:         Ordinary Meeting of Council dated 12 July 2010  
Min No 10-413:         Ordinary Meeting of Council dated 20 September 2010

## **SUMMARY**

This report details the minutes of the Youth Council meetings held 1 September 2010 and 13 October 2010.

## **COMMENTARY**

At the Youth Council meeting held on 1 September 2010 there were seven (8) items discussed by the committee.

1. Welcome
2. Apologies
3. Minutes of last meeting
4. Business arising
5. Youth Council Guidelines
6. YouthWorx update
7. Newtons Nation Skate Park event
8. General Business

At the Youth Council meeting held on 13 October 2010 there were ten (10) items discussed by the committee.

1. Welcome
2. Apologies
3. Minutes of last meeting
4. Business arising
5. Guest Speaker: Renae Sharp - Matthew Sharpe Scholarship fund
6. Newton Nations Skate Park event
7. Graffiti wall/surveys
8. Radio Interview 2LT
9. YouthWorx update
10. General Business

### **POLICY IMPLICATIONS**

In accordance with the terms of reference of S355 Committees of Council.

### **FINANCIAL IMPLICATIONS**

Nil

### **LEGAL IMPLICATIONS**

Local Government Act NSW 1993

### **ATTACHMENTS**

1. Minutes of Youth Council meeting held 1 September 2010
2. Minutes of Youth Council meeting held 13 October 2010

### **RECOMMENDATION**

**THAT** Council notes the minutes of the Youth Council meetings held 1 September and 13 October 2010.

**ITEM:18            COMM - 01/11/2010 - TOURISM ADVISORY COMMITTEE MEETING  
MINUTES - 05/10/2010**

**REPORT FROM: TOURISM MANAGER - KELLIE BARROW**

---

**REFERENCE**

Min No 09-234 - Ordinary Meeting of Council 1 June 2009  
Min No 09-338 - Ordinary Meeting of Council 3 August 2009  
Min No 09-381 - Ordinary Meeting of Council 14 September 2009  
Min No 09-338 - Ordinary Meeting of Council 14 September 2009  
Min No 09-463 - Ordinary Meeting of Council 2 November 2009  
Min No 09-464 - Ordinary Meeting of Council 2 November 2009  
Min No 09-515 - Ordinary Meeting of Council 23 November 2009  
Min No 10-21 - Ordinary Meeting of Council 18 January 2010-06-30  
Min No 10-74 - Ordinary Meeting of Council 1 March 2010  
Min No 10-210 - Ordinary Meeting of Council 24 May 2010  
Min No 10-311 - Ordinary Meeting of Council 2 August 2010  
Min No 10-363 - Ordinary Meeting of Council 23 August 2010

**SUMMARY**

This report details the Minutes of the Tourism Advisory Committee Meeting held on 5 October 2010.

**COMMENTARY**

At the Tourism Advisory Committee held on 5 October 2010, there were eight (8) items discussed by the Committee.

1. Present and Apologies.
2. Confirmation of Minutes from the previous meeting.
3. Business arising from previous minutes.
4. Ideas for the “Roaring 20’s” Regional Event and Winter Events.
5. Update on Lithgow Visitors Guide.
6. Heritage Rail Tourism.
7. Tourism Manager’s Report.
8. General Business.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**LEGAL IMPLICATIONS**

Nil

**ATTACHMENTS**

1. Minutes from the Tourism Advisory Committee meeting of 5 October 2010.

## **RECOMMENDATION**

**THAT** Council:

1. Notes the minutes of the Tourism Advisory Committee held on 5 October 2010.
2. Notes the Tourism Advisory Committee totally supports the Heritage Rail Project and the Blue Zephyr Train project and that the Tourism Advisory Committee, in the future, will look at avenues to link the Blue Zephyr Train and the Zig Zag Railway to ensure the region is known as a Heritage Rail Destination.
3. Assists the Zig Zag Railway and attends the meetings with both the Department of Heritage and the Department of Lands to ensure the future of the Zig Zag Railway.

## **BUSINESS OF GREAT URGENCY**

*In accordance with Clause 241 of the Local Government (General) Regulations 2005 business may be transacted at a meeting of Council even though due notice of the business has not been given to the Councillors. However, this can happen only of:*

- a) *A motion is passed to have the business transacted at the meeting: and*
- b) *The business proposed to be brought forward is ruled by the Chairperson to be of great urgency.*