



# Minutes

Community Development Committee  
 Tuesday 17 November 2015  
 Lithgow City Council  
 Committee Room  
 4.00 – 6.20 pm

Community Development Committee	
Item Number	Minutes
1	Present & apologies
2	Adoption of Previous Minutes
3	Business Arising From Previous Minutes
4	Australia Day 2016
5	Review Of Financial Assistance Assessment Criteria
6	Recognition of Molly Kiddle
7	Round 2 Non-Recurrent Financial Assistance Including Request From Lithgow Show Society
8	Update on Current Projects
9	Re-Naming of Meadow Flat Hall
10	Public Donation Policy
11	General Business

## **ITEM 1      PRESENT AND APOLOGIES**

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**Present:** Mayor Statham (from 4.10pm during Item 4), Clr McAndrew, Linda Hine, Robyn da Costa, Renee di Franco (until 4.40pm at end of Item 5) and Rachael Young.

**Apologies:** Helen Riley

**Officers:** Juli-Ann Brozek, Matthew Johnson, Melanie Jones (until 6pm at end of Item 7) and Wendy Hawkes (until 4.25pm at end of Item 4).

### **Declaration of Interests:**

1. The Mayor declared a less than significant interest in Item 9
2. A number of committee members declared an interest in some financial assistance applications discussed in Item 7 and did not participate in discussion on those applications:

The Mayor – Can Assist application

Clr McAndrew – Quota Club application

Robyn da Costa - Lithgow District Garden Club application

Linda Hine – Lithgow Show application

Rachael Young – St Patricks School

### **ACTION**

**THAT** Present and apologies and the declaration of interests be noted.

**MOVED:** Linda Hine

**SECONDED:** Robyn da Costa

## **ITEM 2      ADOPTION OF PREVIOUS MINUTES**

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The Minutes of the 19 August 2015 meeting were confirmed by email by 3 Committee members and reported to Council on 7 September 2015.

### **ACTION**

**THAT** the confirmation and reporting of the previous minutes to Council be noted.

**MOVED:** Linda Hine

**SECONDED:** Robyn da Costa

### **ITEM 3 BUSINESS ARISING FROM PREVIOUS MINUTES**

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- 3.1 Review of Financial Assistance assessment criteria:** Discussed under Item 5.
- 3.2 Recognition of David Palmer:** Matter still in progress.
- 3.3 Wallerawang Railway Station:** Matter has been referred to Council's Tourism Advisory Committee for action.
- 3.4 Recognition of Charlie Pinch:** Council resolved on 7 September 2015 to liaise with AWJ Civil, the owners of the Portland Cement Works site, regarding naming a suitable building within the redeveloped site after Charlie Pinch. This matter has been referred to Council's Group Manager Environment and Development for action.

#### **ACTION**

**THAT** the matters discussed under Business Arising be noted.

**MOVED:** Linda Hine

**SECONDED:** Robyn da Costa

### **ITEM 4 AUSTRALIA DAY 2016**

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#### **SUMMARY**

The Committee was asked to consider the proposed program for next year's Australia Day event and to review the NSW Local Citizenship Awards criteria.

#### **COMMENTARY**

The Committee discussed the proposed NSW Local Citizenship Awards and program for Australia Day 2016.

#### **Australia Day Awards**

It is proposed that the awards remain unchanged from 2015 as follows:

- **Volunteer of the Year Award:** (Young Citizen and Open Citizen) for people who have given their time freely to help the community both in Lithgow and elsewhere.
- **Achievement Award:** (Young Citizen and Open Citizen) for those who have excelled in their chosen field which may include academia, business, the arts and sciences or community service.
- **Service to the Community – Organisation Award:** for organisations that aim to enrich the lives of the people in the Lithgow area. The organisation does not have to be a volunteer organisation.

- **Recognition of Outstanding Event Award:** In recognition of the many events in Lithgow that are making such a difference to our town. Once nominations have been received, the public will be asked to vote on their favourite event with the results to be revealed on Australia Day 2015.

Nominations will close on 23 December 2015 with the Committee to meet on Tuesday 12 January at 4.00pm to consider the nominations received.

### **Australia Day Program**

The 2016 Australia Day Ceremony will be held from 4.00-5.00pm in Queen Elizabeth Park Lithgow. The Committee gave its support to a family friendly event from 3.00-7.00pm including live music, damper, rides and activities.

It is hoped that free entry will once again be provided to the Lithgow Aquatic Centre however due to uncertainty about the completion date of works to the outdoor pool, there will be no outdoor water slides.

### **ACTION**

**THAT** the discussion on the Australia Day Awards and program be noted.

**MOVED:** Rachael Young

**SECONDED:** Linda Hine

## **ITEM 5 REVIEW OF FINANCIAL ASSISTANCE ASSESSMENT CRITERIA**

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### **SUMMARY**

The Committee further discussed the development of assessment criteria for future non-recurrent financial assistance allocations commencing 2016/17.

### **COMMENTARY**

The Committee asked that staff forward suggested assessment criteria to members for discussion at the first meeting in 2016.

### **ACTION**

**THAT** Council staff provide suggested assessment criteria to Committee members for discussion at the first meeting in 2016

**MOVED:** Linda Hine

**SECONDED:** Rachael Young

## **ITEM 6            RECOGNITION OF MOLLY KIDDLE**

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### **SUMMARY**

Council resolved on 28 September 2015 to refer to the Community Development Committee, the possible renaming of the South Littleton Hall to the Kiddle Hall in recognition of Molly and Max Kiddle.

### **COMMENTARY**

The Committee recommends to Council that the South Littleton hall be named the Kiddle Memorial Hall.

### **RECOMMENDATION**

**THAT** Council rename the South Littleton Hall to the Kiddle Memorial Hall in recognition of Molly and Max Kiddle.

**MOVED:**        Wayne McAndrew                      **SECONDED:**        Robyn da Costa

## **ITEM 7            ROUND 2 NON-RECURRENT FINANCIAL ASSISTANCE INCLUDING REQUEST FROM LITHGOW SHOW SOCIETY**

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### **SUMMARY**

The Committee considered applications for Round 2 Non-Recurrent Financial Assistance as well as a request from the Lithgow Show Society for the waiver of Lithgow Showground and Civic Ballroom fees for a number of events.

### **COMMENTARY**

1. Round 2 of Non-Recurrent Financial Assistance was open from 1-31 October with \$32,592 available for allocation. The committee considered the applications received as detailed in the following table. Twenty six applications to the value of \$48,759 were received and twenty-four projects to the value of \$17,950 are recommended for funding.

<b>Organisation and Project Name</b>	<b>Project Outline</b>	<b>Amount requested</b>	<b>Amount Recommended</b>	<b>Comment</b>
<b>Lithgow Senior Citizens Club</b> Ongoing program costs & running costs for events.	The Senior Citizens Club provides entertainment, mental stimulation, outings and socialising for the elderly.	\$1,000	\$600	

<b>Organisation and Project Name</b>	<b>Project Outline</b>	<b>Amount requested</b>	<b>Amount Recommended</b>	<b>Comment</b>
<b>Can Assist - Lithgow Branch</b>  Running costs.	Can Assist financially assists people affected by cancer e.g. cost of medicines, accommodation while receiving treatments, utility accounts or cost of living.	Amount requested not specified	\$500	
<b>St Patrick's Primary School Lithgow</b>  Vegetable Garden	Establish a vegetable garden for K-Year 6 students to support classroom learning in a practical way, teach the students about different food and methods of growing food.	\$2,300	\$500	
<b>Nepean Blue Mountains Local Health District Primary Care &amp; Community Health</b>  Bowenfels Engagement Project	Provide a BBQ once per month in Bowenfels for young people and purchase portable basketball rings.	\$3,000	\$1,500	
<b>Gorrie Ban</b>  Excursions	Take the elderly on an out of town bus trip 4 times during 2016.	\$2,800	\$1,000	
<b>Barton Park Giant Trees Arboretum</b>  Grand Opening	The Arboretum will open to the public for the first time on the 28 November 2015 and assistance is sought for portable toilets, tables, PA system rental and a first aid kit.	\$3,000	\$1,500	
<b>Lithgow Community Orchestra</b>  Orchestral workshops	Run workshops and lessons during 2016 for beginner string players to provide them with the skills to become playing members of Lithgow Community Orchestra.	\$700	\$350	
<b>Lithgow Flash</b>	Purchase replacement competition sweep oar	\$650	\$300	

<b>Organisation and Project Name</b>	<b>Project Outline</b>	<b>Amount requested</b>	<b>Amount Recommended</b>	<b>Comment</b>
<b>Dragons</b> Sweep oar purchase	to complement the Flash Dragon's competition Dragon Boat.			
<b>Lithgow Quota Club</b> Replace the memorial miner statue in Quota Park	Replace statue of the miner in Quota Park due to vandalism and deterioration	Amount not specified	\$1,000	
<b>Lithgow District Garden Club</b> Garden & Picnic Area within Giant Trees Arboretum	To create a garden and picnic area at the entrance of the Giant Trees Arboretum.	\$1,000	\$400	
<b>Lithgow partnerships Against Domestic Violence and Family Abuse</b> Domestic Violence Services Referral Card	Update and re-print existing 2011 domestic violence referral card which was distributed to local services to educate non domestic violence services in the community about the services available, and provide them with access to local referral points.	\$1,699	\$800	
<b>Lithgow &amp; District Community Nursery</b>	Computer Update	\$1,493	\$750	
<b>Mitchell Conservatorium – Lithgow</b> New Horizons Seniors Beginners Band	Provide a participatory group music activity for Lithgow seniors (residents over 60, ATSI residents over the age of 50 and people over 50 with a lifelong disability), who are either beginners or re-starters on a musical instrument.	\$3,100	\$1,000	
<b>Lithgow District Car Club</b>		\$1,290	\$850	

<b>Organisation and Project Name</b>	<b>Project Outline</b>	<b>Amount requested</b>	<b>Amount Recommended</b>	<b>Comment</b>
Rates re-imburement Yvonne Martin Memorial Motorsport Park				
<b>First Australian Muzzleloading Gun Rifle Pistol Club Lithgow</b>	Rates re-imburement	\$1,038	\$500	
<b>Lithgow National Trust</b> John Wellings Award		\$800	\$400	
<b>Friends of St John's Church</b>	Rate Reimbursement	\$1,000	\$500	
<b>Wallerawang Lidsdale CWA</b>	Rate Reimbursement	\$519	\$300	
<b>Portland Sport and Recreation Club</b>  Portland Bike Track	Construct a series of bike tracks for children aged 3 and above to provide a safe and legal place for the youth of Portland and surrounds to ride their bikes. This facility will provide a positive recreational option for youth in Portland.	\$10,000	\$0	The Committee will reconsider this submission in the new year as land use and consent issues remain outstanding
<b>Crystal theatre Ball Committee</b>  Debutante Ball	A fundraising ball to be held at the Crystal Theatre.	\$1,000	\$0	The Committee was advised that the ball did not proceed
<b>Portland Quilters</b>  Ongoing	Costs for fabric and tools to provide quilts to those who are very ill, elderly or grieving.	\$1,000	\$500	



Organisation and Project Name	Project Outline	Amount requested	Amount Recommended	Comment
costs				
<b>Capertee &amp; District Progress Association</b>	Capertee Memorial Hall Heating	\$3,000	\$1,500	
<b>Hampton Reserve Trust</b> Mower	Purchase mower to maintain the grounds as a safe area for all the community to use.	\$3,000	\$1,000	
<b>Cullen Bullen Progress Association</b>	Rates re-imbusement	\$870	\$500	
<b>Portland District Motor Sports Club</b> Sponsorship	Sponsorship of major NSW Title held at Cullen Bullen Speedway	\$1,500	\$700	
<b>Lara Jean Association</b> Movie Mayhem	Conduct a special event (Movie mayhem) at Katoomba United Cinemas for special needs kids, including children from special schools and schools with support classes in Lithgow and Blue Mountains. Up to 150 local families can attend and enjoy the free movie, lunch, showbags and lucky door prizes.	\$3,000	\$1,000	
<b>TOTAL</b>		<b>\$48,759</b>	<b>\$17,950</b>	

2. **Lithgow Show Society:** The Lithgow Show Society has requested a waiver of Lithgow Showground and Civic Ballroom hire fees for the 2016 Lithgow Show as well as for three fundraising events prior to the 2016 Show. The Show Society is seeking to raise funds through these events to assist with offsetting costs from the 2015 Show and to ensure the running of the 2016 Lithgow Show:

- "Machines" - farm machinery, cars and trucks 18-19 September 2015. Council fee \$953.30

- Summer Horse Show: 25-26 January 2016. Council fee \$953.30
- February 2016: Lithgow Show Ball. Council fee estimate \$733
- Lithgow Show – 11-13 March 2015. Council fee: \$3,958.20

Total Request: \$6,597.80

Council has provided \$12,000 financial assistance in 2015/16 to the Show Society for the holding of the 2016 Lithgow Show. The committee noted that the \$3,958.20 Council fee for the Showground and Civic Ballroom hire already represents a discount from the standard fee.

The Committee also noted that Council Policy 4.2 Financial Assistance states that Council will not consider additional funding requests from organisations that receive recurrent financial assistance.

The Committee recommends to Council that in view of the financial hardship facing the Show Society, Council's Policy 4.2 Financial Assistance be amended to allow for a one-off payment of additional financial assistance to the Lithgow Show Society of 50% of their request, to the value of \$3,298.90

- 3. Recurrent Financial Assistance:** The Committee further recommends to Council that in framing the 2016/17 budget, the Solid Fuel Rebate Recurrent Financial Assistance allocation be moved to a more appropriate budget program in Council's Environment Department and that the allocation to schools for end of year presentations be increased from \$50 to \$60 per school.

## RECOMMENDATION

**THAT** Council:

1. Provide Round 2 Non-Recurrent Financial Assistance to the value of \$17,950 to the following twenty-four organisations.

Organisation and Project Name	Amount Recommended
<b>Lithgow Senior Citizens Club</b> Ongoing program costs & running costs for events.	\$600
<b>Can Assist - Lithgow Branch</b> Running costs.	\$500
<b>St Patrick's Primary School Lithgow</b> Vegetable Garden	\$500
<b>Nepean Blue Mountains Local Health District Primary Care &amp; Community Health</b> Bowenfels Engagement Project	\$1,500

<b>Organisation and Project Name</b>	<b>Amount Recommended</b>
<b>Gorrie Ban</b> Excursions	\$1,000
<b>Barton Park Giant Trees Arboretum</b> Grand Opening	\$1,500
<b>Lithgow Community Orchestra</b> Orchestral workshops	\$350
<b>Lithgow Flash Dragons</b> Sweep oar purchase	\$300
<b>Lithgow Quota Club</b> Replacement of the memorial miner statue in Quota Park	\$1,000
<b>Lithgow District Garden Club</b> Garden & Picnic Area within Giant Trees Arboretum	\$400
<b>Lithgow partnerships Against Domestic Violence and Family Abuse</b> Domestic Violence Services Referral Card	\$800
<b>Lithgow &amp; District Community Nursery</b> Computer Update	\$750
<b>Mitchell Conservatorium – Lithgow</b> New Horizons Seniors Beginners Band	\$1,000
<b>Lithgow District Car Club</b> Rates re-imburement Yvonne Martin Memorial Motorsport Park	\$850
<b>First Australian Muzzleloading Gun Rifle Pistol Club Lithgow</b> Rates re-imburement	\$500
<b>Lithgow National Trust</b> John Wellings Award	\$400
<b>Friends of St John’s Church</b> Rate Reimbursement	\$500
<b>Wallerawang Lidsdale CWA</b> Rate Reimbursement	\$300
<b>Portland Quilters</b> Ongoing costs	\$500
<b>Capertee &amp; District Progress Association</b> Capertee Memorial Hall Heating	\$1,500
<b>Hampton Reserve Trust</b> Mower	\$1,000

Organisation and Project Name	Amount Recommended
<b>Cullen Bullen Progress Association</b> Rates re-imbusement	\$500
<b>Portland District Motor Sports Club</b> Sponsorship	\$700
<b>Lara Jean Association</b> Movie Mayhem	\$1,000
<b>TOTAL</b>	<b>\$17,950</b>

2. In view of the financial hardship facing the Show Society, Council's Policy 4.2 Financial Assistance be amended to allow for a one-off payment of additional financial assistance to the Lithgow Show Society of 50% of their Lithgow Showground and Civic Ballroom fee waiver requests to the value of \$3,298.90
3. The Solid Fuel rebate Recurrent Financial Assistance allocation be moved to a more appropriate budget program in Council's Environment Department.
4. The Recurrent Financial Assistance allocation to schools for end of year presentations be increased from \$50 to \$60 per school.

**MOVED:** Clr Statham

**SECONDED:**

Clr McAndrew

## **ITEM 8 UPDATE ON CURRENT PROJECTS**

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### **SUMMARY**

An update was provided on Blast Furnace upgrade works, the WW11 Memorial in Queen Elizabeth Park, the adventure playground and the Bowenfels Gun Emplacement site.

### **COMMENTARY**

**Blast Furnace:** Repair and remediation works have commenced at Blast Furnace with a scheduled February 2016 completion date. Following this, Council is planning to proceed with Masterplan works including fencing, boardwalks and interpretative signage as funds allow.

**World War 11 Memorial:** The memorial at Queen Elizabeth Park was unveiled to the public and officially dedicated on 11 November 2015. The event was well attended by the public.

**Adventure Playground:** Design work has commenced on the playground to be located at Endeavour Park. The Committee was advised that Council recently resolved to investigate the possible

reclassification and sale of some of the park for housing to raise funds for the adventure playground construction.

**Bowenfels Gun Emplacement:** Installation of interpretative signage has commenced however Council is waiting for resolution of public access issues to the site.

## **ACTION**

**THAT** the Committee note the update on current projects.

**MOVED:** Rachael Young

**SECONDED:** Linda Hine

## **ITEM 9 POSSIBLE RE-NAMING OF MEADOW FLAT HALL**

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### **SUMMARY**

The Committee was asked to comment on a proposal to re-name the Meadow Flat Hall in recognition of the late Mr Mac Scott.

### **COMMENTARY**

Mr Mac Scott was a Councillor on Blaxland Shire Council and prominent community figure in the area. Suggestions have included the Mac Scott Hall or perhaps the Mac Scott Memorial Hall.

### **RECOMMENDATION**

**THAT** Council rename the Meadow Flat Hall to the Mac Scott Memorial Hall in recognition of Mr Mac Scott.

**MOVED:** Linda Hine

**SECONDED:** Robyn da Costa

## **ITEM 10 PUBLIC DONATION POLICY**

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### **SUMMARY**

Council resolved on 7 September 2015 to refer to the Community Development Committee for its consideration, a proposal for Council to receive and disburse public donations to local charities to provide immediate financial support for people involved in tragic accidents or incidents.

### **COMMENTARY**

The aim of this proposal is for Council to facilitate the rapid collection of funds from the public and their disbursement to local charities in the event of a major public incident or emergency eg bushfire, flood as well as personal tragedies.

The Committee recommends that in the event of declared natural disasters only, Council establish a relief fund in a similar way to the Mayoral Bushfire Relief fund that was established after the 2013 bushfires. Council would at the time each natural disaster is declared, seek Deductible Gift Recipient Status for the fund from the ATO to enable public donations to attract tax deductibility.

The Committee further recommends that relief funds not be established to provide assistance in relation to personal tragedies or other events that are not declared natural disasters as these matters can be best dealt with by local charities and would not attract Deductible Gift Recipient Status.

### **RECOMMENDATION**

**THAT** Council establish a relief fund to attract public donations for the support of the community during declared natural disasters and as each event occurs, seek Deductible Gift Recipient Status for the fund from the Australian Taxation Office.

**MOVED:** Linda Hine

**SECONDED:** Robyn da Costa

### **ITEM 11      GENERAL BUSINESS**

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**NIL**

**Meeting Closed 6.20pm**

**Next meeting to Consider Australia Day Award Nominations**

**Tuesday 12 January 2016 from 4.00- 5.00pm in the Committee Room**