



LITHGOW CITY COUNCIL

MINUTES

FINANCE AND SERVICES COMMITTEE
MEETING OF COUNCIL

HELD ON

05 FEBRUARY 2007

**MINUTES OF THE LITHGOW CITY COUNCIL MEETING
HELD AT THE CIVIC CENTRE, LITHGOW ON 5 FEBRUARY 2007**

A **SUSPENSION OF STANDING** orders was moved by Councillors B S Moran and M J Wilson for the Finance and Services Committee Meeting to begin at 7.16pm.

Meeting Commenced 7.16pm
Public Gallery: 14

PRESENT

His Worship the Mayor
Councillor Neville Castle
Councillor B P Morrissey
Councillor W McAndrew
Councillor H K Fisher
Councillor B S Moran
Councillor M M Collins
Councillor A E Thompson
Councillor M J Wilson

APOLOGIES

An apology was received and accepted from M F Ticehurst who was out of the City on personal business.

Moved: Councillor H K Fisher **SECONDED:** Councillor B P Morrissey.

07- 20 RESOLVED

CARRIED

Also in attendance

General Manager, Mr Paul Anderson
Group Manager Regional Services, Mr Andrew Muir
Group Manager Community and Corporate Services, Ms Kathy Woolley
Minutes Secretary, MS Casey Clarke
Policy and Planning Manager, Mrs Amanda Muir
Internal Services Manager, Mrs Carol Farnsworth

CONFIRMATION OF MINUTES

Confirmation of the Minutes of the Finance and Services Committee Meeting of Council held on the 4 December 2006 were taken as read and confirmed by Councillors H K Fisher and M J Wilson with a noted change of *"the Minute Numbers 06-427 and 06-428 that were required to say that number 06-427 was CARRIED and 06-428 was DEFEATED"*.

07-21 RESOVLED

CARRIED

DECLARATION OF INTEREST

His Worship the Mayor called for Declarations of Interest on any matter before the Meeting.

Councillor M J Wilson declared a pecuniary interest in Item 10 as Delta Electricity is his employer.

QUESTIONS FROM THE PUBLIC GALLERY

At 7.16pm members of public gallery were invited to address questions through the Mayor to Councillors and Staff: -

There were NIL questions.

TABLE OF CONTENTS

<u>ITEM</u>	<u>TITLE</u>	<u>PAGE</u>
	<u>REGIONAL SERVICES REPORTS</u>	<u>5</u>
<u>ITEM:1</u>	<u>REG - 05/02/06 - WOLGAN ROAD - FUNDING</u>	<u>5</u>
<u>ITEM:2</u>	<u>REG - 05/02/2007 - UPPER MACQUARIE COUNTY COUNCIL - WEEDS REPORT - DECEMBER 2006 AND JANUARY 2007</u>	<u>6</u>
<u>ITEM:3</u>	<u>REG - 05/02/07 - ADMINISTRATION BUILDING TREE REMOVAL</u>	<u>6</u>
<u>ITEM:4</u>	<u>REG - 05/02/07 - ALTERATIONS TO CROQUET CLUB, GLANMIRE OVAL LITHGOW</u>	<u>7</u>
<u>ITEM:5</u>	<u>REG - 05/02/07 - DEVELOPMENT AND CONSTRUCTION APPROVALS</u>	<u>9</u>
<u>ITEM:6</u>	<u>REG - 05/02/07 - ELECTRONIC SCOREBOARD - TONY LUCHETTI SPORTSGROUND, LITHGOW</u>	<u>11</u>
<u>ITEM:7</u>	<u>REG - 05/02/07 - DA 007/07 DEMOLITION AMENITIES BLOCK LOT 73 DP 258356 EMORA PARK LITHGOW</u>	<u>13</u>
<u>ITEM:8</u>	<u>REG - 05/02/07 - REQUEST TO INSTALL MURALS - LITHGOW TIDY TOWNS</u>	<u>15</u>
<u>ITEM:9</u>	<u>REG - 05/02/07 - LITHGOW LOCAL GOVERNMENT WATER USAGE</u>	<u>16</u>
<u>ITEM:10</u>	<u>REG - 05/02/07 - CONFIDENTIAL REPORT - WATER TRADE WITH DELTA ELECTRICITY CONFIDENTIAL</u>	<u>18</u>
<u>ITEM:11</u>	<u>REG - 05/02/07 - JOHN WELLINGS HERITAGE AWARD</u>	<u>19</u>
<u>ITEM:12</u>	<u>REG - 05/02/07 - CONFIDENTIAL REPORT - LITHGOW WATER TREATMENT PLANT CONFIDENTIAL</u>	<u>20</u>
	<u>COMMUNITY AND CORPORATE SERVICES REPORTS</u>	<u>21</u>
<u>ITEM:13</u>	<u>COMM - 05/02/07 - COUNCIL INVESTMENTS NOVEMBER 2006</u>	<u>21</u>
<u>ITEM:14</u>	<u>COMM - 05/02/07 - COUNCIL INVESTMENTS DECEMBER 2006</u>	<u>22</u>
<u>ITEM:15</u>	<u>COMM - 05/02/07 - DECEMBER STOCKTAKE LITHGOW AND WALLERAWANG STORES</u>	<u>24</u>
<u>ITEM:16</u>	<u>COMM - 05/02/07 - COMPULSORY ACQUISITION OF LAND IN MORRELL STREET, MEADOW FLAT</u>	<u>25</u>
<u>ITEM:17</u>	<u>COMM - 05/02/07 - SUBMISSION TO 2005/06 GENERAL PURPOSE FINANCIAL REPORTS</u>	<u>26</u>
<u>ITEM:18</u>	<u>COMM - 05/02/07 - REVIEW OF MANAGEMENT PLAN FOR THE DECEMBER QUARTER 2006/07</u>	<u>33</u>

<u>COMMITTEE MEETINGS</u>	<u>46</u>
<u>ITEM:19</u> <u>REG - 05/02/07 - SPORTS ADVISORY COMMITTEE - MINUTES 29</u> <u>JANUARY 2007</u>	<u>46</u>
<u>QWN - 05/02/07 - COUNCILLOR M M COLLINS</u>	<u>47</u>
<u>CLOSED COUNCIL REPORTS</u>	<u>49</u>
<u>ITEM:10</u> <u>REG - 05/02/07 - CONFIDENTIAL REPORT - WATER TRADE WITH</u> <u>DELTA ELECTRICITY</u>	<u>49</u>
<u>ITEM:12</u> <u>REG - 05/02/07 - CONFIDENTIAL REPORT - LITHGOW WATER</u> <u>TREATMENT PLANT</u>	<u>49</u>

REGIONAL SERVICES REPORTS

ITEM:1 REG - 05/02/06 - WOLGAN ROAD - FUNDING

REPORT BY: ANDREW MUIR - GROUP MANAGER REGIONAL SERVICES

REFERENCE

NIL

SUMMARY

To advise Council of a successful grant application for Wolgan Road under the AusLink's Strategic Regional Program.

COMMENTARY

Correspondence has been received from the Federal Minister for Local Government, Territories and Roads, The Hon Jim Lloyd advising of a successful application under the Strategic Regional Program for proposed upgrade works to Wolgan Road. Under the program the Government will contribute \$2.4 Million towards the proposed major upgrade of Wolgan Road, from Wolgan Gap into the Wolgan Valley.

POLICY IMPLICATIONS

No Council Policies are relevant at this stage.

FINANCIAL IMPLICATIONS

The total cost of the project has been estimated at \$3.6 Million. Representations are now being made to Emirates and the State Government to provide funds for the balance of the project.

LEGAL IMPLICATIONS

No legal implications are apparent at this stage.

RECOMMENDATION

THAT the information be received.

07-22 RESOLVED

THAT the information be received and the staff be congratulated on the successful grant application.

MOVED: Councillor M M Collins

SECONDED: Councillor B P Morrissey.

CARRIED

ITEM:2 REG - 05/02/2007 - UPPER MACQUARIE COUNTY COUNCIL - WEEDS REPORT - DECEMBER 2006 AND JANUARY 2007

REPORT FROM: GROUP MANAGER REGIONAL SERVICES – ANDREW MUIR

SUMMARY

To advise of the most recent Upper Macquarie County Council Weeds Reports.

COMMENTARY

Attached are the reports from the Chief Weeds Officer of Upper Macquarie County Council for December 2006 and January 2007.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

07-23 RESOLVED

THAT the information be received.

MOVED: Councillor H K Fisher

SECONDED: Councillor M J Wilson.

CARRIED

ITEM:3 REG - 05/02/07 - ADMINISTRATION BUILDING TREE REMOVAL

REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

REFERENCE

Nil

SUMMARY

Advising Council of the intention to remove trees adjacent to the Administration Building causing damage and blockage to the roof drainage system.

COMMENTARY

On a number of occasions during heavy storms the roof drainage on the single storey section of the Administration Building has backed up resulting in extensive flooding to the Regional Services office space. This was particularly evident during the violent storm on Wednesday 17/01/07 when carpet was saturated and it was necessary to relocate staff and documents for a number of days.

The problem results from the two large pin oak trees that are located less than a metre from the building on the Centrelink side. Roots have entered the roofwater drainage lines and the trees have dropped leaves into the box gutters on the roof. This results in water backing up and flooding into the building, particularly during heavy hail.

The gutters are cleared regularly but due to the very limited fall on the roof it is impossible to ensure that the problem will not reoccur without removal of the trees. Failure to remove the trees may eventually result in damage to council records and possible ceiling collapse in the affected area.

Removal of the two trees will be carried out by Council recreational staff and has been placed on the works program.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost of the tree removal is estimated at \$2,500. This can be funded from within the existing recurrent budget.

LEGAL IMPLICATIONS

Legal implications could result if records were lost due to water damage or staff injury from ceiling collapse.

07-24 RESOLVED

THAT the information be noted.

MOVED: Councillor W McAndrew

SECONDED: Councillor M J Wilson.

CARRIED

**ITEM:4 REG - 05/02/07 - ALTERATIONS TO CROQUET CLUB, GLANMIRE
 OVAL LITHGOW**

REPORT FROM: STRATEGIC ENGINEER – LEANNE KEARNEY

REFERENCE

Nil.

SUMMARY

Details regarding the outcome of Council's submission for grant funding through the NSW Department of Sport and Recreation's Capital Assistance Programme.

COMMENTARY

Council submitted an application for financial assistance from the NSW Department of Sport and Recreation, under their Capital Assistance Programme, which closed on 31 May 2006.

This project was instigated following receipt of correspondence from the Lithgow Croquet Club, requesting Council to consider alterations and extensions to the existing Croquet Clubhouse to provide a suitable store room and meeting area.

The provision of this work was investigated by the Lithgow Croquet Club and Council, and the Lithgow Croquet Club have arranged for the preparation of plans for this building work. Council has an allocation of \$10,000.00 adopted in the three (3) year capital works budget prepared for the 2005/2006 Annual Management Plan (\$5,000.00 for 2006/2007 and \$5,000.00 for 2007/2008) for additional seating and installation of a disabled ramp at the facility.

This project aims to enlarge the present club room to accommodate Lithgow Croquet Club members who have physical disabilities and the aged, and will allow members to move safely around the facility (currently the small size of the facility inhibits the safe movement of members with walking aids etc). Quotations for this work have been received, at an estimate of \$32,000.00.

Council has received confirmation from the Department that the submission for financial assistance has been successful, and Council is eligible for \$16,000.00 funding for this project. Terms and conditions of this grant require Council to complete the Terms and Conditions Grant form (authorised by the General Manager), commence this project within nine (9) months of the offer for funding, with the project required to be completed within two (2) years of the offer, to complete progress reports for regular submission to the Department, provide the Department with a photograph of the completed project and audit statement of final costs once the project is completed, and provide an appropriate public acknowledgement of the Department's contribution to the project (including a permanent sign provided by the Department being attached to the scoreboard in a prominent position).

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The total cost of the project will be approximately \$35,200.00 (including GST), and Council is eligible for funding from the NSW Department of Sport and Recreation of \$16,000.00. This results in Council having to allocate approximately \$19,200.00 in the 2007/2008 budget to complete this project. However, prior to this occurring it would be prudent to approach the local member to ascertain if other sources of funding are available to cover the shortfall.

LEGAL IMPLICATIONS

Nil

07- 25 RESOLVED

THAT:

1. Representations be made to the Member for Bathurst seeking additional funding sources to cover the shortfall for the project.
2. The General Manager be authorised to sign the Terms and Conditions of the grant acceptance form for Project ID WS26043 as per the NSW Department of Sport and Recreation's requirement for this project.

MOVED: Councillor B P Morrissey

SECONDED: Councillor B S Moran.

CARRIED

ITEM:5 REG - 05/02/07 - DEVELOPMENT AND CONSTRUCTION APPROVALS

REPORT FROM: GROUP MANAGER REGIONAL SERVICES – ANDREW MUIR

SUMMARY

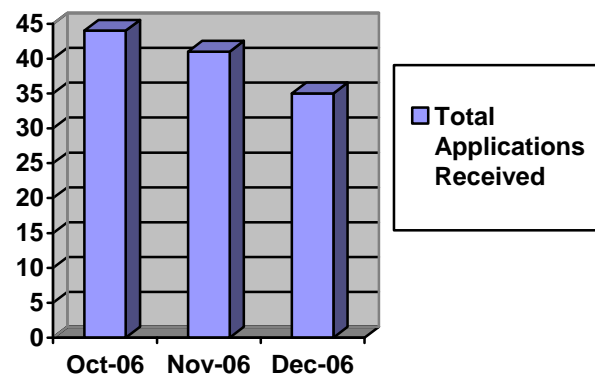
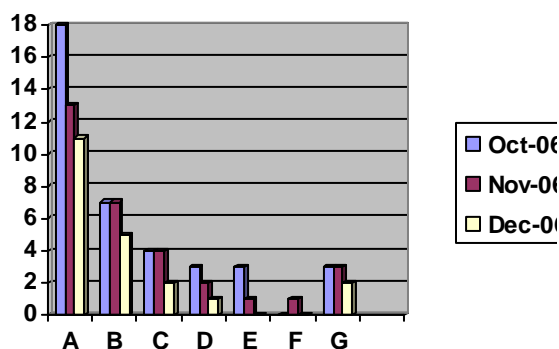
To provide statistical information on Development Applications and Construction Certificates processed.

COMMENTARY

Following installation of a new electronic registration system the traditional reports on Development Applications and Construction Certificates have been replaced with a report detailing the types of applications processed in each month. Over time this will evolve into useful statistical information. A full list of individual applications will be made available to Councillors and the press.

	Minor Development Approvals (including carports, garages and patios) A	Dwelling Approvals B	Dwelling Addition Approvals C	Other Residential Applications (including Dual Occupancies, Flats) D	Rural Subdivision Approvals E	Residential Subdivision Approvals F	Commercial /Industrial Approvals G	Total Applications Received
Oct 2006	18	7	4	3	3	0	3	44
Nov 2006 *	13	7	4	2	1	1	3	41
Dec 2006	11	5	2	1	0	0	2	35

* includes Approvals from 29/11/2006 to 31/12/2006

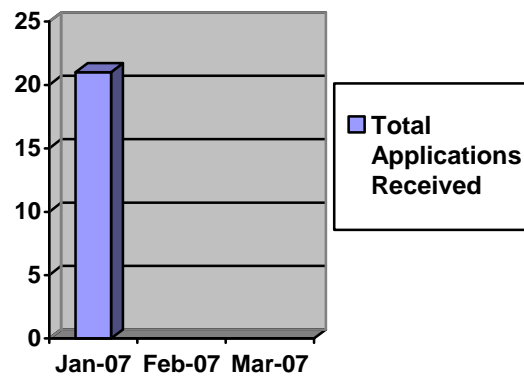
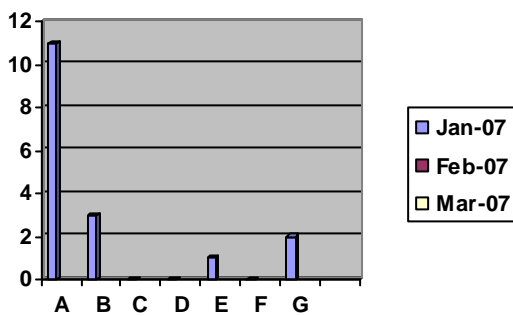


Total Estimated Cost:
Average Approval Time
Total Cost of Approvals from 1/01/06 TO 31/12/06
No. of Applications from 1/01/2006 TO 31/12/06

\$19,610,908
28 days
\$40,784,752
442

	Minor Development Approvals (including carports, garages and patios) A	Dwelling Approvals B	Dwelling Addition Approvals C	Other Residential Applications (including Dual Occupancies, Flats) D	Rural Subdivision Approvals E	Residential Subdivision Approvals F	Commercial /Industrial Approvals G	Total Applications Received
Jan 2007	11	3	0	0	1	0	2	21
Feb 2007								
Mar 2007								

* includes Approvals from 1/1/2007 TO 26/01/2007



Total Estimated Cost:	\$971,044
Average Approval Time	27 days
Total Cost of Approvals from 1/01/2007	\$971,044
No. of Applications from 1/01/2007	21

RECOMMENDATION

THAT the information be received

07- 26 RESOLVED

THAT the information be received

MOVED: Councillor M M Collins
CARRIED

SECONDED: Councillor M J Wilson.

A **MATTER OF ARISING** was moved by Councillors A E Thompson and B P Morrissey that Council invite the Parole Office to address Council on their proposed move to a further building in Main Street.

07-27 RESOLVED

MOVED: Councillor A E Thompson
CARRIED

SECONDED: Councillor B P Morrissey.

**ITEM:6 REG - 05/02/07 - ELECTRONIC SCOREBOARD - TONY LUCHETTI
SPORTSGROUND, LITHGOW****REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR**

REFERENCE

Council resolution of 11 July 2005 to consider reallocating for the provision of a permanent electronic scoreboard (OS-150 Model with 300mm high electromagnetic digits at a cost of \$6,990.00 plus GST) at Tony Luchetti Sportsground, Lithgow, subject to successful grant application from the Department of Sport and Recreation.

SUMMARY

Details regarding the outcome of Council's submission for grant funding through the NSW Department of Sport and Recreation's Capital Assistance Programme.

COMMENTARY

Council submitted an application for financial assistance from the NSW Department of Sport and Recreation, under their Capital Assistance Programme, which closed on 31 May 2006.

This project was instigated following receipt of correspondence from the Lithgow Workmen's Club Rugby League Football Club, requesting Council to consider installing a permanent electronic scoreboard at Tony Luchetti Sportsground, Lithgow.

The provision an electronic scoreboard was investigated by Council officers previously, where Council determined that a permanent structure could not be erected between field number 1 and field number 2 (where the current temporary scoreboard is placed during football games) at Tony Luchetti Sportsground, Lithgow, due to the multi purpose use of the facility (cricket, equestrian, football etc). Council received quotes for a portable scoreboard, and funding to the value of \$20,000.00 was considered in the 2006/2007 financial year for this item.

Research undertaken by the Lithgow Workmen's Club Rugby League Football Club has determined that a permanent structure could be mounted on the announcing booth wall, where the current clock is located. This scoreboard can be multi purpose, and able to be used for rugby league games, rugby union games, cricket games and used in conjunction with other events held at Tony Luchetti Sportsground (ie Lithgow Show, Australian Day celebrations etc).

AusSport Scoreboards provided quotations for various models of appropriate scoreboards, and Council resolved to consider reallocating funds in the March 2006 review for the provision of a permanent electronic scoreboard (OS-150 Model with 300mm high electromagnetic digits at a cost of \$6,990.00 plus GST) at Tony Luchetti Sportsground, Lithgow, subject to successful grant application from the Department of Sport and Recreation at its meeting held on Monday, 11 July 2005.

This model allows for two digit team scores (ie up to 99), high contrast electromagnetic digits, name racks provided to receive name slips, wide view angle, time count down clock with siren, unbreakable polycarbonate windows over digits, and user friendly controller with LCD display, with 300mm high digits.

Council has received confirmation from the Department that the submission for financial assistance has been successful, and Council is eligible for \$3,514.00 funding for this project.

Terms and conditions of this grant require Council to complete the Terms and Conditions Grant form (authorised by the General Manager), commence this project within nine (9) months of the offer for funding, with the project required to be completed within two (2) years of the offer, to complete progress reports for regular submission to the Department, provide the Department with a photograph of the completed project and audit statement of final costs once the project is completed, and provide an appropriate public acknowledgement of the Department's contribution to the project (including a permanent sign provided by the Department being attached to the scoreboard in a prominent position).

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The total cost of the project (including supply and installation of the scoreboard) will be approximately \$9,365.40 (including GST), and Council is eligible for funding from the NSW Department of Sport and Recreation of \$3,514.00. This results in Council having to allocate approximately \$5,851.40 and it will be recommended that this amount be allocated in the draft 2007/2008 budget.

LEGAL IMPLICATIONS

Nil

RECOMMENDATION**THAT:**

1. Council allocate \$5,851.40 in the draft 2007/2008 budget to supply and install a permanent electronic scoreboard at Tony Luchetti Sportsground, Lithgow.
2. The General Manager be authorised to sign the Terms and Conditions of the grant acceptance form for Project ID WS26042 as per the NSW Department of Sport and Recreation's requirement for this project.

07 - 28 RESOLVED**THAT**

1. Council allocate \$5,851.40 from the surplus 2006/07 budget to supply and install a permanent electronic scoreboard at Tony Luchetti Sportsground, Lithgow prior to the football season.
2. The General Manager be authorised to sign the Terms and Conditions of the grant acceptance form for Project ID WS26042 as per the NSW Department of Sport and Recreation's requirement for this project.

MOVED: Councillor B S Moran
CARRIED

SECONDED: Councillor A E Thompson.

**ITEM:7 REG - 05/02/07 - DA 007/07 DEMOLITION AMENITIES BLOCK LOT
73 DP 258356 EMORA PARK LITHGOW**

REPORT FROM: REGIONAL SERVICES MANAGER – ANDREW MUIR

REFERENCE

Development Application 007/07 - demolition of amenities block and Policy and Strategy Committee Minute No. 06 - 417 "Results of Public Exhibition of the Draft Plan of Works for Emora Park".

SUMMARY

Recommendation for approval of DA 007/07 for demolition of an existing amenities block at Emora Park, Lithgow.

COMMENTARY

Development Application No. 007/07 has been received on behalf of the General Manager, Lithgow City Council for the demolition of an existing brick amenities block on Lot 73 DP 258356 Emora Park, Landa Street, Lithgow.

The building has been vacant for a number of years and is extensively vandalised being beyond economic repair. Council resolved at a meeting of its Policy and Strategy Committee on 4 December 2006 to accept an offer from the Minister for Housing to accept an offer to fund the demolition of the building at a cost of \$3,000.

POLICY IMPLICATIONS

The application has been assessed in accordance with the relevant Council Plans and Policies. Full assessment of the application under Section 79C of the Environmental Planning and Assessment Act has been provided as an attachment.

SUBMISSIONS

Community submissions were received following public exhibition of the Draft Plan of Works for Emora Park and demolition was considered to be the appropriate course of action.

FINANCIAL IMPLICATIONS

The demolition is being funded by the State Government.

LEGAL IMPLICATIONS

The application has been assessed in accordance with Section 79C of the Environmental Planning and Assessment Act 1979. A copy of the Section 79C report is attached.

07-29 RESOLVED

THAT Development Application No. 007/07 be approved subject to the following conditions:

Conditions

That the development be carried out in accordance with the application and plans submitted with the application or otherwise amended by the following conditions.

1. That the development be carried out in accordance with the Waste Management Plan submitted with the application unless otherwise amended by the following conditions.
2. All demolition is to be carried out strictly in accordance with AS2601/2001 All demolition is to be carried out strictly in accordance with AS2601/1991. Note: The applicant is to ensure that asbestos (if any) is identified prior to commencement of demolition. Asbestos/fibro Material to be removed and transported and disposed of in accordance with Workcover requirements. This material *must not* be disposed of at any Lithgow Council Rural Tip.
3. All recyclable materials are to be recovered. Receipts are to be provided to Council upon the completion of demolition works. Any materials to be used for building works on another site shall only be transported to that site if a valid development consent and construction certificate are in place to allow their use.
4. Approval must be obtained from Council's Environmental Officer prior to the disposal of any waste (including VENM) at any Council owned facility. Certification of the classification of the waste in accordance with the Environmental Guidelines: Assessment, Classification & Management of Liquid and Non-liquid Wastes and quantities will be required to be submitted. Also, waste receipts will need to be obtained and provided to Council prior to issue of an Occupation Certificate. NOTE: Large quantities of construction and asbestos waste will not be accepted. Concrete, bricks, etc are required to be crushed to a maximum size of 80 mm and separated from other waste materials prior to disposal at the appropriate area of the Lithgow Landfill.
5. Hours of operation during demolition/construction shall be permitted between 7am to 6pm, Monday to Friday and 8am to 1pm, Saturdays. Not work shall be permitted on Sundays or Public Holidays.
6. The LA₁₀ level measured over a period of not less than 15 minutes when the demolition/construction site is in operation must not exceed the background level by more than 10dB(A). In this regard, the background noise level is to be provided to Council prior to the commencement of demolition.
7. Active noise and dust suppression is to be employed to meet the minimum requirements at all times with dust emissions to be maintained within site boundary.
8. The demolition area is to be provided with siltation and sedimentation control measures to prevent the transportation of sediment off-site during demolition, and the site is to be grassed, as a minimum, upon completion of the demolition works.
9. Materials stored on-site are to be placed in an orderly manner and where necessary provided with a storage compound to prevent wind or other actions removing materials from the site.
10. That minimal site disturbance is caused to the site during construction works and any disturbed areas are to be generally made good and revegetated to the satisfaction of Council.
11. That the site shall be kept clean and tidy during the demolition period and all rubbish shall be removed from the site upon completion of the demolition.
12. Any development proposals for new buildings on the land shall have regard to the architectural character of the demolished building and similar such dwellings in the locality as well as being sympathetic to the existing streetscape.

MOVED: Councillor M J Wilson

SECONDED: Councillor B P Morrissey.

CARRIED

ITEM:8 REG - 05/02/07 - REQUEST TO INSTALL MURALS - LITHGOW TIDY TOWNS

REPORT FROM: ANDREW MUIR - GROUP MANAGER REGIONAL SERVICES

SUMMARY

To determine a request from Lithgow Tidy Towns for the relaxation of a requirement to use anti graffiti coating on murals approved for installation on the wall of the Tattersalls Hotel adjacent to Councils walkway.

COMMENTARY

Council may recall at its Policy and Strategy Meeting of 4 September 2006 its resolution to raise “no objection to the installation of murals on the wall of the Tattersalls Hotel providing they are securely affixed and treated with appropriate anti graffiti treatment.” Correspondence has been held with Tidy Towns members, and a meeting subsequently held, seeking that the requirement to treat the murals with anti graffiti treatment be waived in this instance. It has been submitted that other murals have not been affected by graffiti and that the requirement is too onerous in this instance.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

If the murals were affected by graffiti there is a legal process to require the graffiti’s removal.

07-30 RESOLVED

THAT Council indicate to Lithgow Tidy Towns that it has no objection the murals remaining untreated against graffiti but seek their cooperation to quickly remove any graffiti should it occur.

MOVED: Councillor M J Wilson

SECONDED: Councillor B S Moran.

CARRIED

ITEM:9 REG - 05/02/07 - LITHGOW LOCAL GOVERNMENT WATER USAGE

REPORT FROM: Strategic Engineer – L. Kearney

REFERENCE

Nil

SUMMARY

Comparison of figures for 2005 and 2006 for water usage within the Lithgow Local Government area.

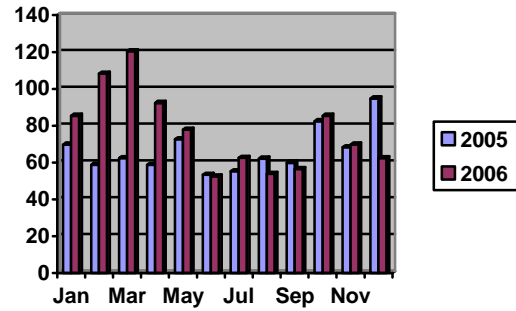
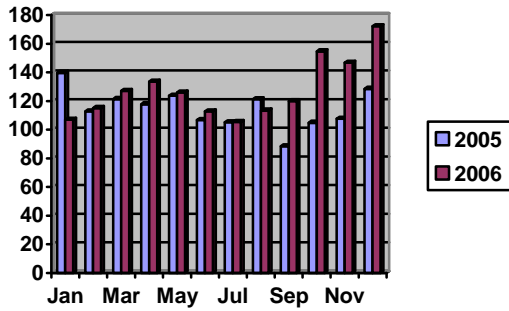
COMMENTARY

Lithgow Local Government Area Water Usage, including use from Farmers Creek Dam and Fish River Water Supply as at 29 January 2007. It should be noted that Council’s maximum annual allocation of water from the Fish River Water Supply is 2,092 megalitres, and to date, Council has utilised 927 megalitres of water from this supply, equating to approximately 44% of its annual allocation.

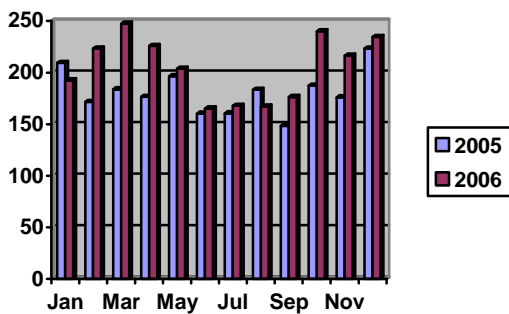
	2005			2006		
	Farmers Creek Dam (ML)	Fish River Water Supply (ML)	Total (ML)	Farmers Creek Dam (ML)	Fish River Water Supply (ML)	Total (ML)
January	139.745	69.753	209.498	107.086	85.456	192.542
February	112.835	58.864	171.699	115.126	108.236	223.362
March	121.438	62.414	183.852	127.115	120.423	247.538
April	117.836	58.763	176.599	133.557	92.345	225.902
May	123.884	72.694	196.578	125.966	77.810	203.776
June	106.872	53.392	160.264	112.814	52.381	165.195
July	105.235	55.289	160.524	105.382	62.530	167.912
August	121.397	62.105	183.484	113.398	53.792	167.19
September	88.470	59.817	148.287	119.937	56.443	176.38
October	104.953	82.421	187.374	154.694	85.386	240.08
November	107.772	68.302	176.074	146.773	69.673	216.446
December	128.566	94.874	223.440	172.212	62.376	234.588
TOTAL (ML)	1,379.003	798.688	2,177.691	1,534.06	926.851	2,460.911

Farmers Creek Dam Usage (ML)

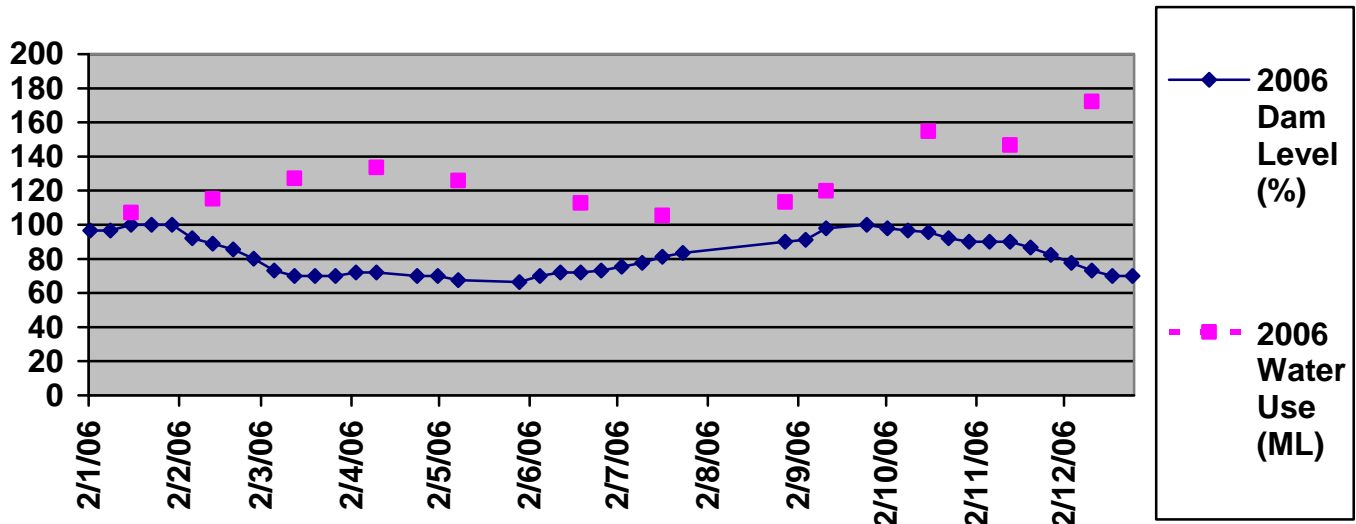
Fish River Water Supply Usage (ML)



Total Water Consumption in Lithgow LGA (ML)



Dam Level (%) versus Water Use (ML) graph



From these figures, the following statistics are derived:

- With the exception of January and July, the total water consumption in the Lithgow LGA exceeded the usage per month during 2005;
- Annual daily water use for Farmers Creek Dam during 2005 was 3.78 megalitres and increased to 4.21 megalitres in 2006;
- Annual daily water use for Fish River Water Supply during 2005 was 2.18 megalitres and increased to 2.54 megalitres in 2006;

- Annual daily water use for Farmers Creek Dam and Fish River Water Supply combined during 2005 was 5.97 megalitres and in increased to 6.75 megalitres in 2006;
- The Oakey Park Water Treatment Plant supplied approximately 4.2 megalitres per day;
- Council utilised 992.628 megalitres of water from Clarence Colliery, which equated to over twice the dam storage (450 megalitres).

Farmers Creek Dam is currently at 63.1% of its full capacity and Oberon Dam is currently at 22.45% of its full capacity.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

07-31 RESOLVED

THAT the information be received.

MOVED: Councillor M M Collins

SECONDED: Councillor A E Thompson.

CARRIED

**ITEM:10 REG - 05/02/07 - CONFIDENTIAL REPORT - WATER TRADE WITH
DELTA ELECTRICITY CONFIDENTIAL**

REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (d) commercial information of a confidential nature that would if disclosed:
 - (i) prejudice the commercial position of the person who supplied it

SUMMARY

To advise Council of the terms of a trade of water allocation with Delta Electricity.

07-32 RESOLVED

THAT Council consider this report in the closed Council pursuant to the provision of Sec 10(A) (2) (d) of the Local Government Act 1993.

MOVED: Councillor B S Moran

SECONDED: Councillor A E Thompson.

CARRIED

ITEM:11 REG - 05/02/07 - JOHN WELLINGS HERITAGE AWARD

REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

SUMMARY

This report recommends that Council sponsor a heritage award for local school students, to be named after the late John Wellings.

COMMENTARY

The National Trust Lithgow Branch has suggested that a Council Heritage Award be named after the late John Wellings. The local branch has suggested that such an award be related to education as well as historical research and heritage conservation to honour and acknowledge John's deep commitment to these areas.

One of the enduring legacies to Lithgow City from John was his ability to make history relevant and interesting to current times. This stems from his background in education and deep love of community based enterprise. A possible award could be given on an annual basis, tied in with the existing heritage awards for conservation work, to students in local schools.

A great deal of work to Council owned property has been done by community groups that John had a hand in, and so the award would be a fitting response to the economic as well as environmental benefits of his works.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost of the award would be in the order of \$300, dependent upon the value and nature of the award, to be discussed with local schools. This could be funded from the existing recurrent budget.

LEGAL IMPLICATIONS

Nil

07 -33 RESOLVED

THAT:

1. Council adopt the suggestion from the National Trust Local Branch for a Heritage Award for local school students.
2. Council discuss with the local schools and the National Trust local branch the details of a heritage award for local school students, to be named after the late John Wellings.

MOVED: Councillor M M Collins

SECONDED: Councillor B S Moran.

CARRIED

**ITEM:12 REG - 05/02/07 - CONFIDENTIAL REPORT - LITHGOW WATER
TREATMENT PLANT CONFIDENTIAL**

REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(g) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

SUMMARY

This report advises of proceedings commenced by the Environment Protection Authority (EPA) for alleged breaches of licence conditions in respect of the Lithgow Water Treatment Plant.

07- 34 RESOLVED

THAT Council consider this report in the closed Council pursuant to the provision of Sec 10(A) (2) (g) of the Local Government Act 1993.

MOVED: Councillor M M Collins

SECONDED: Councillor B S Moran.

CARRIED

COMMUNITY AND CORPORATE SERVICES REPORTS

ITEM:13 COMM - 05/02/07 - COUNCIL INVESTMENTS NOVEMBER 2006

REPORT FROM - INTERNAL SERVICES MANAGER - C FARNSWORTH

REFERENCE

Min 06-237: Finance and Services Committee 7 August 2006 (investments for July 2006)
 Min 06-330: Finance and Services Committee 3 October 2006 (investments for August 2006)
 Min 06-378: Finance and Services Committee 6 November 2006 (investments for September 2006)
 Min 06-:436 Finance and Services Committee 4 December 2006 (investments for October 2006)

SUMMARY

To advise Council of 2006/07 investments held for the period ending 30 November 2006.

COMMENTARY

The amount invested as at 30 November 2006 when compared to 31 October 2006 has increased by \$571,288.35. The second rate instalment of the 2006/07 rate levy was due for payment on 30 November 2006 along with the second instalment of the Financial Assistance Grant on the 16 November 2006.

INVESTMENT REGISTER 2006/07								
INSTITUTION	INV TYPE	DATE LODGED	DATE DUE	DAYS	INT	VALUE 31.10.06	VALUE 30.11.06	% OF TOTAL
ANZ	TD	27.10.06	27.11.06	31	6.22	548,195.80	548,195.80	4.69%
CBA	CMS Nt	06.11.11	06.11.16	1,825	9.25	600,000.00	500,000.00	4.28%
	On Call				6.20	1,195,536.25	903,240.54	7.74%
	TD	17.11.06	18.12.06	30	6.31	0.00	700,000.00	5.99%
	Ethical	20.06.06	20.06.11	1825	7.12	500,000.00	500,000.00	4.28%
CITIBANK	TD	19.09.06	19.12.06	90	6.29	507,649.86	508,067.72	4.35%
	TD	27.08.06	05.02.07	63	6.38	500,000.00	507,649.86	4.35%
LG FINANCIAL	On Call				6.15	1,166,282.69	1,184,714.43	10.15%
	TD	29.08.06	06.12.06	93	6.30	772,445.52	772,445.52	6.61%
	TD	29.11.06	05.02.06	63	6.41	500,000.00	508,224.66	4.35%
IMBS	On Call				5.75	5,013.49	5,013.49	0.04%
	TD	11.09.06	10.11.06	60	6.22	535,389.41	0.00	0.00%
	TD	03.11.06	05.02.07	94	6.45	1,015,008.77	1,025,386.89	8.78%
	TD	28.06.06	29.06.07	364	6.41	450,000.00	450,000.00	3.85%
	TD	21.11.06	22.01.07	62	6.40	250,000.00	253,871.23	2.17%
	TD		06.03.07	92	6.48	0.00	750,000.00	6.42%
ALLIANCE	Managed	01.04.02	28.02.07	365		1,000,000.00	1,000,000.00	8.56%
ST GEORGE	TD	17.08.06	07.01.07	153	6.01	250,000.00	250,000.00	2.14%
	TD	09.10.06	12.12.06	62	6.16	510,397.33	510,397.33	4.37%
	TD	17.11.06	16.01.06	92	6.36	800,000.00	800,000.00	6.85%
			TOTAL			11,105,919.12	11,677,207.47	100.00%

I, Carol G Farnsworth, Lithgow City Council Internal Services Manager (Responsible Accounting Officer) certify as required under Local Government (General) Regulations 2005, that Council's investments have been made in accordance with the Local Government Act 1993, Regulations and Lithgow City Council's Investment Policy.

POLICY IMPLICATIONS

All Council's investments are held in accordance with Lithgow City Council's Investment Policy.

FINANCIAL IMPLICATIONS

Investment income to date, 30 November 2006 totals \$233,034.25. Interest is paid on the maturity date of the investment and managed funds report earnings quarterly.

LEGAL IMPLICATIONS

Investments are held in accordance with the Lithgow City Council's Investment Policy which accords with the requirements of the:

- Local Government Act 1993 - Section 625
- Local Government Act 1993 - Order dated 17 March 2000
- Local Government (General) Regulation 2005
- Trustee Amendment (Discretionary Investments) Act 1997- Section 14A(2), 14c(1) & (2)

07-35 RESOLVED

THAT Council's 2006/07 investments for the period ending 30 November 2006 be received.

MOVED: Councillor B P Morrissey **SECONDED:** Councillor M J Wilson.

CARRIED

ITEM:14 COMM - 05/02/07 - COUNCIL INVESTMENTS DECEMBER 2006

REPORT FROM - INTERNAL SERVICES MANAGER - C FARNSWORTH

REFERENCE

Min 06-237: Finance and Services Committee 7 August 2006 (investments for July 2006)

Min 06-330: Finance and Services Committee 3 October 2006 (investments for August 2006)

Min 06-378: Finance and Services Committee 6 November 2006 (investments for September 2006)

Min 06-436: Finance and Services Committee 4 December 2006 (investments for October 2006)

SUMMARY

To advise Council of 2006/07 investments held for the period ending 31 December 2006.

COMMENTARY

The amount invested as at 31 December 2006 when compared to 30 November 2006 has increased by \$272,527.41.

INVESTMENT REGISTER 2006/07								
INSTITUTION	INV TYPE	DATE LODGED	DATE DUE	DAYS	INT	VALUE 31.11.06	VALUE 30.12.06	% OF TOTAL
ANZ	TD	27.11.06	29.01.07	33	6.35	548,195.80	553,945.38	4.63%
CBA	CMS Nt	06.11.11	06.11.16	1,825	9.25	500,000.00	500,000.00	4.18%
	On Call				6.20	903,240.54	907,870.59	7.60%
	TD	18.12.06	18.01.06	30	6.33	700,000.00	703,751.42	5.89%
	Ethical	20.06.06	20.06.11	1825	7.12	500,000.00	500,000.00	4.18%
CITIBANK	TD	19.09.06	19.12.06	90	6.29	508,067.72	0.00	0.00%
	TD	27.08.06	05.02.07	63	6.38	507,649.86	508,401.79	4.25%
LG FINANCIAL	On Call				6.15	1,184,714.43	1,184,714.43	9.91%
	TD	06.12.06	06.03.07	90	6.44	772,445.52	785,644.82	6.57%
	TD	29.11.06	05.02.06	63	6.41	508,224.66	508,224.66	4.25%
IMBS	On Call				5.75	5,013.49	5,013.49	0.04%
	TD	03.11.06	05.02.07	94	6.45	1,025,386.89	1,025,386.89	8.58%
	TD	28.06.06	29.06.07	364	6.41	450,000.00	450,000.00	3.76%
	TD	21.11.06	22.01.07	62	6.40	253,871.23	253,871.23	2.12%
	TD		06.03.07	92	6.48	750,000.00	750,000.00	6.27%
ALLIANCE	Managed	01.04.02	28.02.07	365		1,000,000.00	1,000,000.00	8.37%
ST GEORGE	TD	17.08.06	07.01.07	153	6.01	250,000.00	250,000.00	2.09%
	TD	09.10.06	12.12.06	62	6.16	510,397.33	515,910.18	4.32%
	TD	17.11.06	16.01.06	92	6.36	800,000.00	800,000.00	6.69%
	TD	06.12.07	06.02.07	60	6.37	0.00	750,000.00	6.27%
			TOTAL			11,677,207.47	11,952,734.88	100.00%

I, Carol G Farnsworth, Lithgow City Council Internal Services Manager (Responsible Accounting Officer) certify as required under Local Government (General) Regulations 2005, that Council's investments have been made in accordance with the Local Government Act 1993, Regulations and Lithgow City Council's Investment Policy.

POLICY IMPLICATIONS

All Council's investments are held in accordance with Lithgow City Council's Investment Policy.

FINANCIAL IMPLICATIONS

Investment income to date, 31 December 2006 totals \$313,661.28. Interest is paid on the maturity date of the investment and managed funds report earnings quarterly.

LEGAL IMPLICATIONS

Investments are held in accordance with the Lithgow City Council's Investment Policy which accords with the requirements of the:

- Local Government Act 1993 - Section 625
- Local Government Act 1993 - Order dated 17 March 2000
- Local Government (General) Regulation 2005
- Trustee Amendment (Discretionary Investments) Act 1997- Section 14A(2), 14c(1) & (2)

07- 36 RESOLVED

THAT Council's 2006/07 investments for the period ending 31 December 2006 be received.

MOVED: Councillor M J Wilson
CARRIED

SECONDED: Councillor A E Thompson.

ITEM:15 COMM - 05/02/07 - DECEMBER STOCKTAKE LITHGOW AND WALLERAWANG STORES

REPORT FROM - INTERNAL SERVICES MANAGER: C FARNSWORTH

REFERENCE

Nil

SUMMARY

To advise Council of the six monthly stocktake at Council's Lithgow and Wallerawang stores with a recommendation for adjustments to be made.

COMMENTARY

A six monthly stock take was conducted at Lithgow and Wallerawang stores on January 15 and 16 2006 respectively.

Details of the variations request a write off of \$59.64 at Lithgow store and \$106.27 at Wallerawang store. Considering the value of the adjustment requested from a value of stock held it is considered acceptable.

PRODUCT NO	DESCRIPTION	ADJ QUANTITY	ADJUST VALUE
007101	Bush Brass 25mm	1	2.29
020037	Rain Jacket XL	-1	-25.24
020038	Rain Coat XL	1	10.26
028201	Nipple Brass 13mm	-1	-0.90
057028	Hat Green Cotton 57cm	1	7.50
060029	Hat L Green Cotton 60cm	-1	-16.50
087210	Trousers - Green Drill 87R	1	25.48
092310	Trouser - Green Drill 92S	-1	-25.51
323700	Cement - Quick Set 20kg	-1	-5.16
400600	Brush - Pain 25mm	-2	-4.95
405300	Bucket - Plastic 9 ltr	-1	-1.41
474802	Shirt - Drill Green	-1	-25.50
061028	Hat - Green Cotton 61cm	-1	-8.65
072406	Hose Coupling	-1	-3.58
075705	Connector No 1 Copper Straight	-1	-28.95
079947	Pipe Stormwater 90mm	-1	-31.27
079977	Connector PVC 90mm	-2	-3.05
092220	Overalls - Combination 92R	-1	-50.40
346104	Cement 20kg	1	19.63
TOTAL ADJUSTMENT DEC 2006/07			<u>-165.91</u>

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Adjustment to Council stores by a write off of \$165.91 for the 2006/07 December stocktake is required.

LEGAL IMPLICATIONS

Nil

07-37 RESOLVED

THAT Council authorise an adjustment to the Council stores by a write off of \$165.91 for the December 2006/07 stock take.

MOVED: Councillor M J Wilson**SECONDED:** Councillor A E Thompson.**CARRIED**

ITEM:16 COMM - 05/02/07 - COMPULSORY ACQUISITION OF LAND IN MORRELL STREET, MEADOW FLAT

POLICY & PLANNING MANAGER – A MUIR

REFERENCE

Question Without Notice: Councillor B S Moran 20 November 2006

SUMMARY

This report advises that the compulsory acquisition relating to the Meadow Flat Hall is completed.

COMMENTARY

Further to a Question Without Notice from Councillor B S Moran at Council's Meeting of 20 November 2006, the following update is provided from Le Fevre & Co regarding Meadow Flat Hall and the compulsory acquisition of land:

"We confirm that the compulsory acquisition of Lots 1 & 2 DP 1081225 is now complete as a consequence of publication on 8 December, 2006 of the Notice of Compulsory Acquisition of Land in the New South Wales Government Gazette No. 175. A copy of the notice published in the Gazette is enclosed for your information. We have lodged a formal request with the Register General for the issue of certificates of title for the subject land and we shall forward same to you shortly, as soon as we receive same.

We note that as Thomas Hope Knox cannot be located and we further note that Council has taken all steps required under the legislation and in accordance with the requirements of the Department of Local Government to locate Thomas Hope Knox, it is not possible for Council to serve upon Thomas Hope Knox a notice pursuant to Section 42 of the Land Acquisition (Just Terms Compensation) Act notifying him of the acquisition and offering compensation.

In the circumstances, all that can be done is for Council to leave the question of compensation in abeyance indefinitely, on the basis that should any person ever come forward able to prove their entitlement to compensation in respect of the acquisition, Council would then deal with that matter. We have confirmed this situation with the Department of Local Government.

We confirm that we have notified the Department of Local Government of the completion of the compulsory acquisition and we have, as required, furnished a copy of the gazettal notice to the department. We have also notified the Valuer General of the acquisition, as required."

With regard to Councillor Moran's request for community involvement in the management of the facility, this will be dealt with as a component in the ongoing review of s355 committees of council which is currently in progress. It is anticipated that a committee would be established through a call for expressions of interest and that the committee would be constituted and managed in accordance with guidelines Council establishes through a document detailing the terms of reference for the committee. This approach provides clarity for Committee members in terms of the responsibilities and duties. The review of potential new committees to assist Council's operations is expected to be brought to Council before the end of March.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The issue of compensation is in abeyance and in the future should any person come forward and be able to prove their entitlement, Council will need to consider compensation.

Legal costs have been incurred in the finalisation of the issue which can be accommodated in the current allocation in the Management Plan.

LEGAL IMPLICATIONS

All applicable legislative requirements have been achieved.

07-38 RESOLVED

THAT the information be received with much pleasure.

MOVED: Councillor M J Wilson

SECONDED: Councillor W McAndrew.

CARRIED

ITEM:17 COMM - 05/02/07 - SUBMISSION TO 2005/06 GENERAL PURPOSE FINANCIAL REPORTS

REPORT FROM - INTERNAL SERVICES MANAGER: C FARNSWORTH

REFERENCE

Minute 06-350: 18.10.06 - Draft 2005/06 General Purpose Financial Reports

Minute 06-438: 04.12.06 - Audit Presentation: 2005/06 General Purpose Financial Reports

Minute 06-464: 18.12.06 - Submission Received 2005/06 General Purpose Financial Reports

SUMMARY

To advise Council in response to a Submission received from Councillor M Ticehurst in relation to the 2005/06 General Purpose Financial Reports (GPFRs).

COMMENTARY

As Council is aware one submission was received on the 11 December 2006 in relation to the 2005/06 GPFRs.

As reported to Council on the 18 December 2006 the Local Government Act specifies:

420 Submissions on financial reports and auditor's reports:

- (1) Any person may make submissions to the council with respect to the council's audited financial reports or with respect to the auditor's reports.*
- (2) A submission must be in writing and must be lodged with the council within 7 days after the date on which those reports are presented to the public.*
- (3) The council must ensure that copies of all submissions received by it are referred to the auditor.*
- (4) The council may take such action as it considers appropriate with respect to any such submission, including the giving of notice to the Director-General of any matter that appears to require amendment of the council's financial reports.*

In compliance with Section 420(3) of the Local Government Act, the submission was forwarded to Council's auditors on the 11 December 2006 for comment and a copy of their response of 19 January 2007 is attached.

Section 420(4) advises Council may take such action as it considers appropriate should the financial reports require amendment.

Councillor Ticehurst's submission details a number of statements as well as questions, many of which are not relevant to 2005/06 but the following report provides comment on each issue raised.

A copy of the submission is provided as an enclosure.

1a) THREE TREE LODGE AND PORTLAND POOL

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Note 4: Expenses - Depreciation 3% \$154,200

Note 9: Infrastructure, Property Plant and Equipment: Depreciation \$154,200

Three Tree Lodge and Portland Pool were brought to account in the **2004/05** GPFRs as assets over which Council had technical control for accounting purposes. They were reported in Note 9 'Infrastructure, Property, Plant and Equipment,' and formally adopted by Council on the 31 October 2005. The assets held a value of \$4,820,000 and \$320,000 respectively.

During the 2005/06 financial year Three Tree Lodge and Portland Pool have been depreciated by 3% in accordance with the determined depreciation rate for all buildings. No additional entries are reflected in the 2005/06 statements.

Further questions in relation to Three Tree and Portland Pool have been previously answered and documented in Council Minute 06-168, 5 June 2006 which included audit correspondence from Alan Morse & Co of the 6 March 2006 and 22 May 2006. A copy of the Council Minutes, with the relevant inclusions, are attached for information.

1b) 2005/06 DISCLOSURE OF COUNCIL'S INVOLVEMENT WITH NUMEROUS NON PROFIT AND COMMUNITY ORGANISATIONS:

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Note 18: Contingencies - Disclosure only

Note 4: Expenses - Donations

As required by Code 14 of the Local Government Code of Accounting Practice and Financial Reporting, 2005/06 GPFRs Note 18 Contingencies, discloses Council's involvement in acting as a guarantor for two community groups, Cooinda Homes for the Aged Inc (Minute 02-27 21 February 2002) and the Lithgow Hockey Association (Minute 99-864, 22 November 1999 and Minute 06-293, 4 September 2006).

Council's involvement with the organisations falls within the definition of a contingent liability. It is estimated that the possibility of any outflow from Council is remote as Cooinda and the Lithgow Hockey Association have demonstrated their capability to repay outstanding loan commitments and it is not probable that Council's resources will be required now or in the future therefore only disclosure by Note 18 is required.

This differs to the issue with Three Tree Lodge and Portland Pool as Council will derive future economic benefit from these assets.

Future financial reports will require Council to acknowledge the improvement made by the Lithgow Hockey Association's loan funding on Council's Glanmire Oval. The value expended on the water based field will be shown in Note 9 of the GPFRs: Infrastructure, Property, Plant and Equipment and a corresponding entry will be shown in Note 3: Revenue, as a Non Cash Contribution from a sporting body. No entries were required for the 2005/06 financial year as the work had not commenced on the new water based field.

Council's involvements with other organisations detailed in Councillor Ticehurst's submission are basically requests for a financial donation or 'in kind' assistance. The Community Groups may be itemised into two distinct categories, those that are on Council assets and those that are not. The assets on Council land are listed in Council's assets register and are depreciated annually.

COMMUNITY GROUPS UTILISING COUNCIL ASSETS:

- LINC - Council asset 1 Padley St Lithgow
- Lithgow Hockey Assoc - Glanmire Oval Lithgow

COMMUNITY GROUPS NOT UTILISING COUNCIL ASSETS:

- Tanderra - Short St Lithgow
- Portland & District Aged Persons Welfare Assoc
- Lithgow Mining Museum - Atkinson St Lithgow
- Portland & District Motor Sports Club Assoc - Boulder Rd Portland

Any assistance to the individual organisations may have been provided in the 2005/06 financial year as a Donation under Section 356 which Council has approved through the Management Plan or by individual resolution. Expenditure is disclosed in Note 4: Expenses - Other Expenses, Donations.

- Tanderra Lithgow Inc: No assistance 2005/06
- Portland & District Aged Persons Welfare Assoc Inc: No assistance 2005/06
- LINC: 2005/06 \$15,000 financial assistance towards rental (as per lease agreement) and a further \$1,000 for Community Projects - Bowenfels Cottage (Disclosed Note 3: Contributions)

Council also has officer representation on working groups organised by LINC such as the Community Services Interagency and Multicultural Group. The premises LINC utilise are 1 Padley St Lithgow they are Council owned & depreciated annually.

- Lithgow Mining Museum - State Mine: No assistance 2005/06
- Portland & District Motor Sports Club Assoc Inc: 2005/06 \$120 financial assistance towards their annual event (Disclosed Note 3: Contributions)
- Lithgow Hockey Assoc:
Written request for Council to construct amenities at Council owned Sportsfield Glanmire Oval \$12,000 (Disclosed Note 3: Contributions)
Request for Council to act a loan guarantor Minute 06-293 4 September 2006 (Disclosed Note 18)

Premises Glanmire Oval Sandford Ave, Lithgow: Council asset & annual depreciation disclosed in Note 9 of the 2005/06 GPFs.

- Cooina Homes for the Aged Inc & Tabulam Cottages Portland:
Payroll production and accounting support since commencement of the organisations in 1968. Recently acknowledged by a presentation to Council in May 2005 during consideration of the 2006/07 Management Plan.

Representation by a Councillor or a Council Officer on a Community Group or Committee may be by Council resolution or private representation. It is assumed private representation would be disclosed by the elected member or officer on a Section 449 (1) or (3) return as required by the Local Government Act 1993, 'Disclosures by Councillors & Designated Persons.'

1c) CWG GROUP LTD - TENDER / CONTRACT / LOAN PORTLAND POOL

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Nil

As reported to the Council meeting of the 18 December 2006 Council included in the 2005/06 Management Plan an allocation of \$200,000 to be funded by loan borrowings for works on the Portland Pool.

Tenders were called for the works which and Council duly considered at a meeting held on 4 October 2005. The tender was awarded in the amount of \$200,640.

The successful tenderer, CWG Group, inspected the site subsequent to the Council determining the tender and advised Council that the works were much more extensive than anticipated and covered in their tender application. As a result of this inspection, CWG Group did not agree to complete the works.

The matter was reported in the Annual Report for 2005/06 to comply with Section 428 of the Local Government Act 1993 which requires details of each contract awarded by Council during the year which are for amounts in excess of \$150,000 (as specified in the Local Government (General) Regulation 2005).

The Department of Local Government has confirmed that it is appropriate to have listed the tender in the Annual Report as it was awarded in the year even though the works were not undertaken and the tenderer advised they would not complete the works.

However, staff have determined that for clarity sake it would have been advisable to identify that tenderer had withdrawn their offer as a comment within the Annual Report. This process will be followed in future.

No works have been undertaken, no payments have been made nor has the loan been initiated. The works are still within Council's 2006/07 Management Plan as resolved on 6 November 2006 (Minute 06-369) in adopting the revotes from the 2005/06 Management Plan to carry forward the intended loan of \$200,000.

2) DLG CIRCULAR 06/46 - "THE AUDITORS RESPONSIBILITY TO FRAUD IN AN AUDIT OF A FINANCIAL REPORT"

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Nil - Circular sent by DLG on 26 July 2006

Circular 06/46 was released by the DLG on the 26 July 2006 and has no bearing on the 2005/06 GPFRs since it was issued after the reporting period.

Senior Council Officers can verify Auditors Alan Morse & Co investigate Council policies, practices and procedures on each audit visit. Processes, duties, authorisations and delegations are checked and records updated in line with system or procedural changes. Substantiation is made as to why changes are made with regard to effectiveness and security. Should concerns arise during an audit they are highlighted in the Management letter to the General Manager and Council following their visit.

It should be noted the Auditors issued an unqualified audit report for the 2005/06 accounts.

Council has numerous internal procedures and practices to ensure the risk of fraud is effectively managed. For example:

- Delegation of tasks
- Segregation of duties
- Authorisation levels
- Purchase and procurement procedures
- Cash Handling procedures
- Security Banking
- Payroll authorisation
- Accounts Payable procedures
- Accounts Receivable procedures
- Journals, processing and authorisation

With further regard to Circular 06/46 Council's Senior Management has already formed a working party to review internal auditing procedures not only in relation to financial matters but across all levels of Council's operations to enable regular management reporting on the Management Plan's progress as well as statutory compliance. The Circular will be considered as a resource in establishing internal audit processes. Additionally, the Council recently reviewed all policies adopting updated versions on 16 October 2006. Minute 06-439.

3) ROAD TO RECOVERY GRANT WORKS 2005/06 - DEPT TRANSPORT

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Note 4: Expenses - Resources \$452,114.86

Note 3: Income - Grants (\$400,000.00)

Note 6: Unexpended Grants 30.06.06 (\$71,616.71)

All transactions involving the Dept of Transport, Roads to Recovery Grant program were disclosed in the 2005/06 GPFRs as follows:

2005/06 ROADS TO RECOVERY GRANT WORKS - DEPT TRANSPORT		
Reserve B/Fwd 2004/05	Note 6: Unexpended grants	(\$123,731.57)
Add Income Dept Trans	Note 3: Grants	(\$400,000.00)
Less Expenditure	Note 4: Resources	\$452,114.86
Reserve 30.06.06 - Carried forward as a revote	Note 6: Unexpended grants	(\$71,616.71)

RTR works during 2005/06 were:

- Rydal - Hampton Rd (minor finalisation of account payments only)
- Ganbenang Rd (Tinkers Hill)
- Wolgan Rd (minor preparation of works)

(Councillor Ticehurst's submission details Blackheath Creek Rd and Henrietta St Wallerawang improvements as part of the Roads to Recovery Program. These roads programs were not in the 2005/06 GPFRs. Henrietta St was programmed in 2004/05 and Blackheath Creek Rd in 2006/07)

During the completion of the 2005/06 audit Alan Morse & Co were requested by Council to complete an Audit Certificate as required by the granting body, the Department of Transport. This was received on the 12 October 2006 and is available if required.

During the course of the audit Alan Morse and Co requested and were provided with all information and documents required in relation to grant works. Documents such as:

- Grant approval
- Funding conditions
- GL transaction listings
- Income verification: Remittance advices, receipts, bank statements
- Expenditure verification:
Payroll and plant records, orders, store requisitions, verification of employee signatures etc

The RTR work is continuing over a number of financial years including 2006/07.

In addition to the above on the 29 June 2006 Council also received a 'supplementary Roads to Recovery payment' of \$453,389. Grant conditions require the funds to be spent within three years and for this reason they have been internally restricted and separately invested for the Roads to Recovery Program. Council's 2005/06 GPFRs disclosed receipt of this amount in Note 3: Grants and the internally restricted funds in Note 6: Unexpended Grants.

DARK CORNER ROAD - NSW STATE FORESTS

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Note 4: Expenses - Resources \$274,989.16

Note 3: Income - Grants (\$24,749.02)

Note 7: Receivables 30.06.06 \$250,240.14

Councillor Ticehurst's submission details Dark Corner Rd improvements as part of the Roads to Recovery Program. This is incorrect as the project is funded by a separate entity being NSW State Forests.

All transactions were disclosed and audited by Alan Morse and Co in the 2005/06 GPFRs as follows:

2005/06 DARK CORNER RD - NSW STATE FORESTS		
Income NSW State Forests	Note 3: Grants	(\$24,749.02)
Less Expenditure	Note 4: Resources	\$274,989.16
Grant Debtor Due 30.06.06	Note 7: Receivables	\$250,240.14

The project has not been cancelled as suggested in the submission.

Documents requested during the audit were duly supplied to Council Auditors and the program continues into the 2006/07 financial year.

4) SYDNEY CATCHMENT AUTHORITY - KANIMBLA RD

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Note 4: Expenses - Resources \$70,106.48

Note 3: Income - Grants (\$89,817.00)

Note 6: Unexpended Grants 30.06.06 (\$19,710.52)

All transactions were disclosed and audited by Alan Morse and Co in the 2005/06 GPFRs as follows:

2005/06 KANIMBLA RD - SYDNEY CATCHMENT AUTHORITY		
Income Sydney Catchment	Note 3: Grants	(\$89,817.00)
Less Expenditure	Note 4: Resources	\$70,106.48
Reserve 30.06.06	Note 6: Unexpended Grants	(\$19,710.52)

Documents requested during the audit were duly supplied to Council Auditors.

The program carried over into the 2006/07 financial year and unspent funds of \$19,710.52 were revoked by Council at the Finance & Services Committee Meeting of the 6 November 2006 in conjunction with the first review of the 2006/07 Management Plan.

As an update, all works have been completed in the 31 December quarter of the 2006/07 financial year.

With regard to allegations of fraud such issues should be referred to the General Manager in accordance with Council's Code of Conduct.

5) CUTCLIFFE v LITHGOW CITY COUNCIL / DUKES

IMPACT ON 2005/06 GENERAL PURPOSE FINANCIAL REPORTS:

Note 18: Contingencies - Advice that the matter was pending and an estimate of pending costs was disclosed as \$50,000

Court orders on this matter were awarded on 2 August 2006 and the current status remains as per Council resolution 06-457 of the 18 December 2006 and the matter is proceeding to conclusion by proper process.

The 2005/06 GPFRs disclosed the matter appropriately in Note 18 as a pending legal issue with an estimate of costs of \$50,000.

CONCLUSION

Auditors Alan Morse & Co and Council's Management do not recommend any changes be made to the 2005/06 GPFRs.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications will only occur should Council resolve to amend the 2005/06 GPFRs.

LEGAL IMPLICATIONS

Nil

07-39 RESOLVED

THAT the information be received and no changes be made to the 2005/06 General Purpose Financial Reports.

MOVED: Councillor B P Morrissey

SECONDED: Councillor M J Wilson.

CARRIED

ITEM:18 COMM - 05/02/07 - REVIEW OF MANAGEMENT PLAN FOR THE DECEMBER QUARTER 2006/07

REPORT FROM: INTERNAL SERVICES MANAGER – C FARNSWORTH & POLICY & PLANNING MANAGER – A MUIR

REFERENCE

Min 06-183: Council Meeting 19 June 2006
Min 06-368: Policy & Strategy Committee 6 November 2006
Min 06-369: Policy & Strategy Committee 6 November 2006

SUMMARY

This report details the achievement of actions identified in the Management Plan and provides a revised 2006/07 budget surplus of \$93,196 which is in addition to the transfers to the Plant replacement, Workers Compensation, Election and ELE reserves of \$247,644 in the September quarter.

The table below provides a comparison of income, expenditure and total affect on the Management Plan from the original budget as adopted by Council Min 06-183 on 19 June 2006.

Original & December Quarter Budget Comparison			
Budget (Inc Internal)	Income	Expenditure	Total
Original	\$47,782,234	\$48,147,675	(\$365,441)
September Quarter	\$49,872,772	\$50,120,416	\$247,644
December Quarter	\$47,443,845	\$47,350,649	\$93,196

The following provides an overview of the major items which have produced the surplus of the December review.

- Council is in the process of advertising for quotations for an enclosed cab street sweeper/scrubber for use in all weathers conditions. This will be funded by an increase in the Capital Plant purchase
Nett effect: Increase of \$80,000
- 2006/07 Country Passenger Transport Infrastructure Scheme reported to Council on 4 December 2006 for the provision of five bus shelters and the upgrade of the taxi rank in Eskbank St. Lithgow.
Impact: Increase in grant revenue of \$139,195.45 (GST Exc) and increase in expenditure to match.
Nett effect: Nil
- Removal of seven Eucalypt trees on the northern side of Main St, Lithgow, reported Council on 6 November 2006.
Nett Effect: Increase of \$10,000 in expenditure
- Increase in interest on investments
Nett effect: Increase of \$90,000 on income
- Purchase of unused water of \$106,000 by Delta and implementation of water saving program of \$53,000
Nett effect: Increase of \$53,000 income
- Deferment of Stage 2 of the upgrade to the Lithgow STP to 2007/08 which reduces expenditure by \$4,011,860 and reduction in grant, loans and reserve income. Loan approval has been provided for the 2006/07 loan borrowing program and this will be the subject of a separate report to Council at a future meeting.
Nett effect: Nil
- Inclusion to desludge lagoons at the Lithgow STP
Nett effect: Increase of \$600,000

COMMENTARY

Achievement of Management Plan Actions

The following table details the achievement of actions as identified in the Management Plan during the period of 1 October to 31 December 2006.

Function: Building	
Action	Achievement
Provision of day to day functions of building assessment, inspection and regulation.	Ongoing.

Feasibility Study for additions to the Administration Centre, including Customer Service Counter and office reorganisation.	Works have commenced.
Tony Luchetti Monaghans Cinders Track Disabled Facilities	Completed.

Function: Bush Fire Mitigation	
Action	Achievement
Execute new Service Level Agreement with Rural Fire Service.	In progress.

Function: Community Development	
Action	Achievement
Develop and pursue opportunities to attract community funding through grants and other sources.	Applied for SPARK funding for a youth dance through the Youth Council. Discussion with Alliance member Re: appointing a Grants Officer.
Provide information and education about services and activities available to the Lithgow City communities.	Ongoing with the community notice board.
Community leadership through access and equity activities.	Access and equity activities undertaken include: <ul style="list-style-type: none"> • Commencement of School Holiday Program as part of the Active Young Bowenfels Project • Family Christmas Party • White Ribbon Day.
Social planning with reviews and reporting.	Council adopted the Social Plan on 20 November 2006 and a copy was received by the Department of Local Government on time. Social Plan actions have been included in the draft Management Plan for 2007/08 to 2009/10, currently being prepared.
Co-ordination of and participation in community networks.	Participated in the following networks: <ul style="list-style-type: none"> • Child Protection Interagency

	<ul style="list-style-type: none"> Lithgow Correctional Centre Community Consultative Committee.
Contributions:	
Smith Family Worker	Presented to the Smith Family at Council's meeting of 18 December 2006.
Arts Out West	Payment completed.
Gumnut House – Oven/stove	Payment completed.
Josephite Foundation	Payment completed.
Ironfest	Part payment completed.
LINC – Bowenfels Cottage	Payment completed.
Lithgow Community Orchestra	Payment completed.
Early Intervention Program	Payment completed.
Lithgow Mental Health	Payment completed.
State Mining Museum	Payment completed.
Portland Tidy Towns	Part payment completed.
Wallerawang Kids Club	Payment completed.
LGSA Active Young Bowenfels	<p>The School Holiday Program of the Young Bowenfels Project was launched in the October School Holidays with 70 children and their families attending. Also, the Sydney West Area Health Service conducted a survey of 50 children on activities needed.</p> <p>Emora Park upgrade works proceed to DA stage.</p>

Function: Corporate Management	
Action	Achievement
Prepare Management Plan including public exhibition prior to 30 June.	Draft Management Plan 2007/08 to 2009/2010 is being prepared.

MINUTES – FINANCE AND SERVICES COMMITTEE MEETING OF COUNCIL

Quarterly reports to Council on achievements against Plan and submitted within four weeks of the end of each quarter.	This report provides details of the Management Plan achievements and the budget review statement. However, the reporting deadline has not been achieved this quarter due to the Committee meeting date of 5 February 2007, with no January meeting being held.
Annual report within five months of the end of the financial year.	Report completed and reported to Council at its Finance and Services Committee Meeting on 4 December 2006. The report was received by the Department of Local Government on time.

Function: Environment Management	
Action	Achievement
Provision of day to day services:	
• Environmental education and inspections.	Inspections are ongoing.
• Recycling, waste collection and disposal.	248,639 kgs of recycling was collected from the kerbside in the quarter.
• Cleaning of buildings and streets.	Ongoing.
• Development approvals to protect the environment and public health.	Ongoing.
• Public health education, inspections and testing.	Ongoing.
• Companion animal education and regulation.	Participated in Celebrate Lithgow with promotional material.
Monitor and report on the State of the Environment.	Report completed and reported to Council at its Finance and Services Committee Meeting on 4 December 2006. The report was received by the Department of Local Government on time.
Detailed design and construct Blackman's Flat Waste Facility	Council at its Finance and Services Committee Meeting of 4 December 2006 approved the Development Application.
Alternate Fuel Rebate	Two rebates processed for the quarter.

Function: Financial Services	
Action	Achievement
Model and levy rates and charges annually.	Completed: 2006/07 Rates modeling completed March - May 2006. Rates adopted with the 2006/07 Management Plan by Min 06-183 19.06.06 and rates

	issued in compliance with the Act by 31 July 2006.
Recover rates and sundry debtor accounts promptly.	Ongoing process: Council policy adopted Min 06-349 on the 19 October 2006
Read and issue domestic water accounts on a cyclical basis.	Completed: Introduction of cyclical billing of domestic accounts commenced Oct 2006. Extensive advertising undertaken and individual notification to landowners
Read and issue commercial and industrial water accounts quarterly.	Completed: Accounts issued for 1 st quarter in Oct 06. 2 nd quarter commenced.
Produce three year financial plan annually.	Completed: 2006/07 Min 06-183 19.06.06
Properly record all income and expenditure.	Ongoing: Monthly reporting to Management. Quarterly reporting to Council
Coordinate progressive revaluation of Council's infrastructure assets.	Ongoing: Land & Building 2004/05 Infrastructure assets 2005/06
Invest surplus funds appropriately and competitively.	Ongoing: Policy adopted 19 October 2006 Min 06-349 Monthly reporting to Finance & Services Committee
Implementation of electronic commerce.	Ongoing: All banking electronic. Electronic commerce used for suppliers.
Administer taxation compliance.	Ongoing: GST / BAS completion by 21 st of each month. FBT completed quarterly & Payroll tax completed monthly.
Maintain Stores for internal supply.	Ongoing: Store items ordered and issued as required. Stock takes undertaken bi annually. December 2006 stocktake completed 15 & 16 January 2007 and reported to Council 05.02.07
Pay Creditor according to agreed terms.	Ongoing: All creditors paid by EFT or cheque within 7 days of completion of orders and authorisation from relevant officers.
Rates levied by 31 July each year.	Completed: Rates issued by 31 July 2006
Budget review statements submitted to Council quarterly.	Completed: Sept 2006/07 Min 06-368 06.11.06. Dec 2006/07 to Council 05.02.07

MINUTES – FINANCE AND SERVICES COMMITTEE MEETING OF COUNCIL

Audited financial reports composed by 31 October each year and to DLG by 7 November.	Completed: 2005/06 GPFRs to Council Min 06-350 18.10.06. To DLG 01.11.06
Domestic water accounts issued by 31 January and 31 July each year.	This action is no longer relevant due to the implementation of cyclical billing in October 2006 as detailed above.
Trade waste accounts issued to business each year.	Ongoing: Sept Commercial accounts issued Oct / Nov 2006
Return on cash investments.	Ongoing: Report to Council monthly. Investments <ul style="list-style-type: none"> • 31.10.06 \$11,105,919.12 • Interest \$162,145.52 • 30.11.06 \$11,677,207.47 • Interest \$233,034.25 • 31.12.06 \$11,952,734.88 • Interest \$313,661.28

Function: Executive/Governance Support

Action	Achievement
Provide administrative assistance to the Mayor.	A personal assistant is shared between the Mayor and General Manager.
Produce business papers for Council and Committee Meetings on time, minimum three days prior to a meeting.	Achieved.
Keep Councillors informed on all relevant issues.	Councillors were kept informed of relevant issues using a variety of media such as briefing sessions, emails, memos and reports.
Ensure adequate communication technology for Councillors.	The Mayor was provided with a Blackberry.
Election Reserve	Council resolved at its meeting of 6 November 2006 to add \$15,000 to the Election Reserve. A further \$30,000 is recommended to be transferred to the election reserve as a result of this review.

Function: Geographical Information Systems

Action	Achievement
Provide an updated link between 'MapInfo' and 'Proclaim', property database to reduce duplication.	Link achieved in the quarter. Trial of project to get underway 3 rd quarter.

Function: Library Learning Centre	
Action	Achievement
Operate the Library network using a mix of professional, technical and operational staff.	The Library Coordinator's position was advertised but not recruited and will be readvertised.
Provide print material and state of the art technology to disseminate information for research and recreational purposes.	A graphic novel collection for teenagers was introduced this quarter. Technology Centre continued to offer research options.
Develop programmes, activities and celebrate special events to promote the library and attract more customers.	<p>The International Day for People with a Disability was celebrated with an art exhibition organised through Uniting Care.</p> <p>A thank you afternoon tea was held to thank sponsors who have provided resources to the Library.</p> <p>Santa Claus visited the Library on the 22 December 2006 with stories and activities.</p> <p>The Book Fair for discarded Library material has been re-established in the Library.</p> <p>The following statistics are provided for the Library Learning Centre in the quarter:</p> <ul style="list-style-type: none"> • 16,780 resources were utilised • 2,100 persons used the computers • 17,267 persons visited • 132 new borrowers • 265 children attended story time.
Participate in community activities.	Spread the Word participated in Celebrate Lithgow promoting reading.
Network closely with the State Library of NSW and Country Public Libraries Association of NSW.	Achieved.
Homework Centre	The Homework Centre was operational 2 afternoons per week except during school holidays.

Books	386 new resources (ie. books, magazines, DVDs etc) have been purchased.
State Library Spydus Computer Upgrade	The system is fully installed and operational.

Function: Organisation Development	
Action	Achievement
Recruit employees in accordance with policies and procedures that ensure selection on merit.	Achieved.
Provide advice and support to other departments.	Achieved.
Develop and implement training plans.	Training undertaken during the quarter includes: <ul style="list-style-type: none"> • Building & Construction General OH&S Induction • Pool Lifeguard Licence • Traffic Control • OHS System Training
Monitor and maintain training records.	Achieved.
Monitor workplace trainers.	Achieved.
Maintain skills based salary system.	Achieved.
Design and implement performance based assessment process.	Commenced with managerial positions.
Review and monitor Salary System.	Reviewed in conjunction with the Annual Staff Performance Appraisals will also consider with Alliance members.
Develop, implement and review Occupational Health and Safety Program.	Occupational Health and Safety Policy was adopted by Council at its meeting of 4 December 2006.
	The new system commenced on 22 November 2006.
	Managers and Supervisors have attended information sessions on the system's components and have commenced implementation.
Provide advice on workplace safety.	Ongoing with the role of Council's OHS/Risk Management Officer.
Support Occupational Health and Safety Committee.	OHS/Risk Management Officer is an active member of the Committee.

Compliance with award and statutes.	Achieved.
-------------------------------------	-----------

Function: Planning & Development	
Action	Achievement
Finalise the Lithgow Strategic Plan.	Draft Strategic Plan is being prepared. The Plan will be available in the next quarter.
Complete interim LEP and various alterations to LEP as resolved.	Lithgow City Local Environmental Plan Amendment No. 12 is on public exhibition.
Complete Marrangaroo Local Environmental Study and Masterplan.	Council at its Policy and Strategy Committee Meeting of 4 December 2006 resolved to place the amended Structure Plan into the Strategic Plan for further assessment and on public exhibition.
Provision of day to day functions of assessing development applications.	Ongoing.
Maintain heritage advisor program and local heritage fund.	Under review.
100% of full development applications determined within 21 days.	The average approval days were 23.27 days for the quarter.
RAMS BA/DA System	Implemented August/September 2006.

Function: Records & IT	
Action	Achievement
Operate and maintain appropriate computer hardware.	New mail gateway installed.
Develop new systems to meet user needs.	Library Spydus 8 System implemented. Map Info link to property system progressed.
Manage Council's voice and data telecommunications services.	Tourism Centre telephones converted to Spectrum. Review of all Council Systems to be undertaken
Operate Council's switchboard and corporate facsimile service	Achieved
Develop and implement Records Management Policies.	Ongoing: Currently entering procedures into 'Standard Work Method Statements'
Ensure the integrity and security of Council's records.	Ongoing: Security constantly monitored. Review of records system underway.

Sort and distribute Council's incoming mail	Ongoing: 91% of incoming mail tasked to officer within four hours on day of receipt
Allocate and archive hardcopy and electronic documents.	Ongoing: Allocation & archival of electronic documents daily upon receipt. Completion of disposal of records according to State Archives Retention and Disposal Schedules.
Provide timely and comprehensive information.	Ongoing: Monthly Management reporting completed and officers requests actioned.
PC Replacement Program	Purchased 11 new computers and distributed to staff. Consideration of leasing options underway.

Function: Recreation	
Action	Achievement
Efficiently maintain and operate the Lithgow War Memorial Olympic Swimming Pool.	18,925 persons visited the Lithgow War Memorial Olympic Swimming Pool this quarter.
Support local sporting organisation and committees.	Ongoing.
Officiate and arrange actions raised or resolved at Sports Advisory Committee Meetings.	Achieved.
Top Dressing Marjorie Jackson Oval	Achieved.
Wallerawang Oval and Tony Luchetti Top Dressing.	Achieved.

Function: Tourism & Economic Development	
Action	Achievement
Operate Visitor's Information Centre in Lithgow.	11,639 persons visited the Visitor Information Centre during the quarter.
Blue Mountains Pocket Guide	In production.
Blue Mountains Holiday Book	In production.
Blue Mountains Monthly "I" Magazine	Advertisements placed in magazine each month.

Function: Transport	
Action	Achievement
ADI – Bayonet Street and Martini Parade Roundabout.	Achieved.

Mid Hartley Road – to Browns Gap Road Improvements.	Achieved.
Sealing Donald Road Intersection	Achieved.
James Street – Young Street to George Coates Avenue Footpath	Achieved.
Valley View Road Sealing	Achieved.

Function: Wastewater	
Action	Achievement
Undertake regular maintenance and repairs on wastewater infrastructure including the three treatment plants, sewerage pumping stations, sewer mains and sewerage connections.	Ongoing.
Ensure compliance with Council's Trade Waste Acceptance and Septic Tank Approvals Policies, minimising transport and treatment system failures and eliminating all unnecessary transport and treatment costs.	Ongoing.
Sedimentation Tank Repairs	Achieved.
Sewer Vent Replacement	Achieved.
SCA Sewerage Gauging and Monitoring Grant	Council at its meeting of 20 November 2006 awarded the Sewer Flow Gauging Contract to ADS Environmental Services.
Gell Street Main Extension	In progress.

Function: Water	
Action	Achievement
Undertake regular maintenance and repairs on water infrastructure including the treatment plant, reservoirs, watermains, hydrants, valves and standpipes.	Ongoing.
Quality failures <10 per annum.	Farmers Creek Water Supply - all samples complied with the Australian Drinking Water Guidelines except one sample which failed the criteria for total coliforms. Fish River Water Supply – all samples complied with the Australian Drinking Water Guidelines except for four samples which failed the criteria for total coliforms.
Mains Renewal	Tender has been called.

Construct South Bowenfels Reservoir	Achieved.
Reservoir Cleaning	Achieved.

The surplus for September 2006/07 of \$247,664 was distributed to the following Internally Restricted Cash Assets to be reserved for future purposes as per Councils resolution 06-368 6 November 2006.

- \$123,822: Plant Replacement
- \$ 44,000: Future Workers Compensation Insurance Premiums
- \$ 15,000: Increase in Election Reserve
- \$ 64,822: Increase the Employee Leave Entitlement Reserve for the ageing workforce.

Council will note the importance of increasing / creating these reserves for future General fund savings in continuing ongoing budget programs.

The December quarterly review has produced a surplus of \$93,193. It is recommended to Council that \$30,000 of this surplus be placed into the Election Reserve and the remaining money be held as a surplus.

FEES & CHARGES

The Fees and Charges for 2006/07 have been reviewed and no changes are required for this quarter.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

I, Carol G Farnsworth, Lithgow City Council Internal Services Manager (Responsible Accounting Officer) certify as required by the Local Government (General) Regulations 2005, that Council's 2006/07 Management Plan has been reviewed and the financial position of Council is satisfactory with regard to the original estimate of income and expenditure and the recommended changes made as a result of the December 2006 quarterly review.

LEGAL IMPLICATIONS

The Local Government Act 1993 sets out requirements for the quarterly reporting of the achievement of performance targets and the submission of a budget review statement after the end of each quarter.

07- 40 RESOLVED

THAT:

- 1) The surplus for the December quarter of \$93,196 be noted;
- 2) Council approve the addition of \$30,000 to the internally restricted Election Reserve from the December quarter surplus.
- 3) The Council note with pleasure the extent of works completed up to the December 31 Quarter.

MOVED: Councillor B S Moran

SECONDED: Councillor M J Wilson.

CARRIED

QUESTIONS WITHOUT NOTICE

QWN - 05/02/07 - COUNCILLOR M M COLLINS

1. Mr Mayor has Council had many responses in regards to the pool survey?

The General Manager advised that approx 360 telephone and 142 written responses were received. These have now been forwarded to the WRI for action.

The General Manager advised the Public that Council will now consider the Closed Confidential reports. The reports were confidential in nature due to:

Item 10 - (d) commercial information of a confidential nature that would if disclosed:
(i) prejudice the commercial position of the person who supplied it

Item 12 - advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

The General Manager asked for objections from the Public as to the confidential reports.

There were NIL objections

It was resolved that the reports would be considered in Closed Committee.

07- 42 RESOLVED

MOVED: Councillor M J Wilson

SECONDED: Councillor W McAndrew.

CARRIED

Closed Committee started at 7.43pm

CLOSED COUNCIL REPORTS

ITEM:10 REG - 05/02/07 - CONFIDENTIAL REPORT - WATER TRADE WITH DELTA ELECTRICITY

REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (d) commercial information of a confidential nature that would if disclosed:
 - (i) prejudice the commercial position of the person who supplied it

Councillor M J Wilson declared a pecuniary interest in this item and vacated the Chambers.

07- 32 RESOLVED

THAT notwithstanding any resolution to the contrary, Council allocate the funds from the water trade to water saving and reuse schemes and a further report be brought back with the details.

MOVED: Councillor M J Wilson
CARRIED

SECONDED: Councillor W McAndrew.

ITEM:12 REG - 05/02/07 - CONFIDENTIAL REPORT - LITHGOW WATER TREATMENT PLANT

REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(g) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

07-34 RESOLVED

THAT the information be received.

MOVED: Councillor M J Wilson
CARRIED

SECONDED: Councillor W McAndrew.

Closed Council finished at 8.00pm

The Mayor reopened the meeting to the public and the General Manager advised them that the following resolutions were made in relation to the confidential reports:

07- 43 RESOLVED

MOVED: Councillor H K Fisher
CARRIED

SECONDED: Councillor M J Wilson.

The meeting closed at 8.01pm.