



LITHGOW CITY COUNCIL

**MINUTES**

FINANCE AND SERVICES COMMITTEE  
MEETING OF COUNCIL

HELD ON

03 JUNE 2008

**MINUTES OF THE LITHGOW CITY COUNCIL MEETING  
HELD AT THE CIVIC CENTRE, LITHGOW ON 3<sup>RD</sup> JUNE 2008**

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Meeting Commenced 6.37pm.

Public Gallery: 12

**PRESENT**

His Worship the Mayor  
Councillor Neville Castle  
Councillor M F Ticehurst  
Councillor W McAndrew  
Councillor H K Fisher  
Councillor B S Moran  
Councillor M M Collins  
Councillor M J Wilson

**APOLOGIES**

An apology was received and accepted from B P Morrissey who was out of the City on Business.

An apology was received and accepted from A E Thompson who is out of the city for personal reasons.

An apology was received and accepted from the General Manager, Paul Anderson who was out of the City at the Shires Association Conference.

**MOVED:** Councillor H K Fisher **SECONDED:** Councillor M J Wilson.

**F08-55 RESOLVED**

**CARRIED**

**Also in attendance**

Group Manager Regional Services, Mr Andrew Muir  
Group Manager Community and Corporate Services, Ms Suzanne Lollback  
Minutes Secretary, Miss Casey Clarke

**CONFIRMATION OF MINUTES**

Confirmation of the Minutes of the Finance and Services Committee Meeting of Council held on the 6<sup>th</sup> May 2008 were taken as read and confirmed by Councillors B S Moran and M J Wilson

**F08-56 RESOLVED**

**CARRIED**

## **DECLARATION OF INTEREST**

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

NIL

## **QUESTIONS FROM THE PUBLIC GALLERY**

At 6.30pm members of public gallery were invited to address questions through the Mayor to Councillors and Staff: -

NIL questions were raised.

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## REGIONAL SERVICES REPORTS

ITEM:1           REG - 03/06/2008 - UPPER MAQUARIE COUNTY COUNCIL - APRIL  
WEEDS REPORT

REPORT FROM: GROUP MANAGER REGIONAL SERVICES, ANDREW MUIR

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### **SUMMARY**

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

### **COMMENTARY**

Attached is the report from the Upper Macquarie County Council Chief Weeds Officer Report for April 2008.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **LEGAL IMPLICATIONS**

Nil

### **F08-57 RESOLVED**

**THAT** the information be received.

**MOVED:** Councillor H K Fisher  
**CARRIED**

**SECONDED:** Councillor M J Wilson.

**ITEM:2            REG - 03/06/08 - PROPOSED ROAD NAMING - DA 360/03 - PS & BJ  
                         GITTARNY & DA 61/04 - R & M MENDHAM**

**REPORT FROM:        ACTING REGIONAL SERVICES MANAGER - STEPHEN  
DARLINGTON**

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**SUMMARY**

To advise Council of submissions for road naming.

**COMMENTARY**

McKanes Naming

The four lot subdivision of Lot 5 DP 1001104, McKanes Falls Road, South Bowenfels, DA 61/04. Meeting- 6/8/07

Central Palms Naming

The Subdivision of Lot 6, DP 1057900, Central Palms Estate, Hill Street Lithgow

**Background**

McKanes Naming

Proposed name of 'Stockyard Lane' to be adopted as it is a new /un-named road. In reference to the old stockyards which have been a feature of the property for many years.

Central Palms Naming

Proposed name of 'Cura Close' to be adopted as it is a new /un-named road. The name 'Cura' is Latin meaning attention, care, healing, management, dedication, thought and concern which reflects on the medical centre in this subdivision.

Council notified the residents along this section of road and advertised in the paper for suggestions for the road naming in accordance with the Geographical Names Board guidelines for the duration of 28 days.

**Issues/Public Participation**

As a result of the notification Council received a number of suggestions as follows:

McKanes Naming

'Beecroft Lane' in reference to family who owned subdivided land for some time and the cattle yards have been referred to as the Beecroft yards for some time, proposed by resident of McKanes Falls Road for 25yrs.

Central Palms Naming

1. 'S.H.Gannon Road' in reference to S. H. Gannon who was instrumental in the establishment of the original Lithgow Hospital.
2. 'Clout Close' in reference to George Clout who was one of the early founders of the Lithgow Hospital and third mayor of Lithgow in 1894 and died 1896.
3. 'Eucha Drive' in reference to an aboriginal Tribe that inhabited the surrounding area.
4. 'Queens Drive' in reference to Australia as a Monarchy

5. 'Paul- Joseph Close' in reference to a general practitioner that worked in the old Lithgow Hospital in the 60's

**Support**

Although a number of the names would be considered suitable for the naming of the road Council officers support the names with supported reasons:

McKanes Naming

'Stockyard Lane' as it was requested by the owner of the subdivision and the yards have changed hands for an extended amount of time since the Beecroft's ownership.

Central Palms Naming

'Cura Close' as it has defined meaning for the subdivision and owner has agreed to the name being short and to the point.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**CONCLUSIONS**

If there are no objections Council can proceed with the notification of the name in accordance with the Geographical Names Board of NSW Requirements.

**F08-58 RESOLVED**

**THAT** Council support the name 'Stockyard Lane' and 'Cura Close' and contact the owners of the subdivision and anyone living in the area for any final objections. If no objection is raised then Council shall proceed to notification of the proposed road naming and advise the Emergency Services and Government Gazette of these road names.

**MOVED:** Councillor B S Moran  
**CARRIED**

**SECONDED:** Councillor W McAndrew.

**ITEM:3            REG - 03/06/08 - DEVELOPMENT / CONSTRUCTION CERTIFICATE APPLICATION 087/08 CULLEN BULLEN TOILET BLOCK**

**REPORT FROM: ACTING REGIONAL SERVICES MANAGER – STEPHEN DARLINGTON**

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**SUMMARY**

To advise council of the submission of Development/Construction Certificate Application No.087/08 by Lithgow City Council for the toilet block on Council owned land at Portland Road, Cullen Bullen, and recommend approval.

**COMMENTARY**

An application has been received from Lithgow City Council the construction of a unisex toilet block on the reserve owned by council and located at Lot 145 DP 755769 Portland Road, Cullen Bullen.

The proposal involves the construction of a Landmark steel framed colourbond clad unisex toilet accessible to people with disabilities, the waste discharging to a dual tank Gough Hybrid Toilet System and small on-site trench installed in accordance with AS/NZS 1546.1.

**POLICY IMPLICATIONS**

Council's policy **Development Applications by Councillors and Staff and Relatives or on Council Owned Land** requires that such application be referred to Council or its appropriate committee for consideration and determination and that no aspect of the application be dealt with under delegated authority.

**FINANCIAL IMPLICATIONS**

Council is funding the project through the 2007/08 Management Plan.

**LEGAL IMPLICATIONS**

The application has been assessed in accordance with the provisions of the Environmental Planning and Assessment Act.

**F08-59 RESOLVED**

**THAT** Development/Construction Certificate Application No. 087/08 be approved subject to the following conditions:

**CONDITIONS**

1. To ensure structural integrity, the maintenance of minimum health standards, the management of the buildings surrounds and the protection of the environment, compliance certificates are to be issued at significant stages throughout the construction period. These stages are:
  - a) Pier holes/pad footings before filling with concrete.
  - b) Trenches complete with reinforcing and prior to filling with concrete.
  - c) Internal drainage carried out by licensed plumber prior to covering



- d) Reinforcing steel in position and before concrete is poured.
- e) External drainage (including onsite waste disposal system) installed by a licensed plumber and prior to covering.
- f) Stormwater drainage between building and discharge point (drainage pipes, soakage pits and the like) prior to covering.
- g) Completion of the development and sign off to all conditions of the consent including landscaping, prior to occupation and use.

At each inspection, erosion and sediment control measures and site management will be inspected.

**Note: forty-eight (48) hours notice shall be given to Council prior to inspections.**

2. All work on site shall only occur between the following hours:
 

Monday to Friday	7.00am to 6.00pm
Saturday	8.00am to 1.00pm
Sunday and public holidays	No work
3. That all plumbing and drainage work be carried out by a licensed plumber and drainer and inspected by Council officers.
4. All building work must be carried out in accordance with the provisions of the Building Code of Australia.
5. The person constructing any works shall install, prior to any construction work, adequate sediment and soil erosion controls. The controls shall be in accordance with the Department of Infrastructure Planning & Natural Resources current guidelines for erosion and sediment control.
6. The building or any part of the building which is the subject of a development consent and construction certificate must not be used or occupied until an Occupation Certificate has been issued by the Principal Certifying Authority.
7. The disabled handrails, access ramp and WC are to comply with the requirements of Australian Standard 1428 Design for Access and Mobility.

**MOVED:** Councillor H K Fisher  
**CARRIED**

**SECONDED:** Councillor W McAndrew.

**ITEM:4            REG - 03/06/08 - DEVELOPMENT AND CONSTRUCTION APPROVALS**

**REPORT FROM: ACTING GROUP MANAGER REGIONAL SERVICES –STEPHEN DARLINGTON**

**SUMMARY**

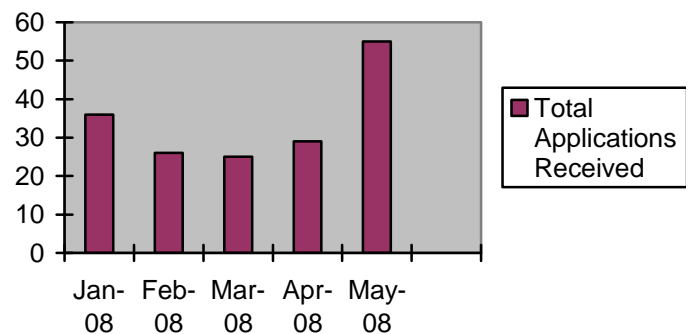
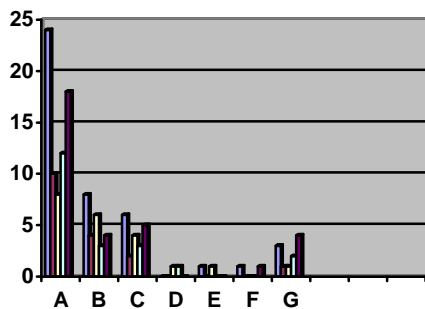
To provide statistical information on Development Applications and Construction Certificates processed.

**COMMENTARY**

The following table indicates Development Applications and Construction Certificates approved in the period between Finance and Services Committee Meetings. A full list of individual applications received and approved is 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
Jan 2008	24	8	6	0	1	1	3	33
Feb 2008	10	4	2	0	0	0	1	17
March 2008	8	6	4	1	1	0	1	21
April 2008	12	3	3	1	0	0	2	21
May 2008	18	4	5	0	0	1	4	32

\* includes Approvals from 12/04/2008 TO 23/05/2008



**APPROVALS**

Total Estimated Cost:  
 Average Approval Time  
 Total Cost of Approvals from 10/12/2007  
 No. of Applications from 10/12/2007 to 25/04/08

**\$1,441,729**  
**15 DAYS**  
**\$78,840,212.00**  
**142**

## **F08-60 RESOLVED**

**THAT** the information be received and that a report come back to Council in relation to shipping containers. Council is to see this report before a decision is made on the application.

**MOVED:** Councillor M J Wilson  
**CARRIED**

**SECONDED:** Councillor B S Moran.

**ITEM:5            REG - 03/06/2008 - DONATION TO TARANA VOLUNTEER BUSH  
FIRE BRIGADE**

**REPORT BY: ACTING GROUP MANAGER REGIONAL SERVICES - STEPHEN  
DARLINGTON**

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### **REFERENCE**

Nil.

### **SUMMARY**

To advise of a request for a donation to the Tarana Volunteer Bush Fire Brigade for the construction of an extra bay to their existing shed.

### **COMMENTARY**

The Tarana Volunteer Bush Fire Brigade has to build an extra bay to the existing shed to house a Cat 1 Fire Truck as the current shed is too low, at an estimated cost of \$20,000. The Rural Fire Service's maximum contribution to the Brigade is \$5000. The Tarana Volunteers Bush Fire Brigade has asked the Lithgow Council to contribute \$2000 towards provision of equipment and facilities to protect the Community.

Council may be able to make the donation by way of inkind using wages and plant rather than direct 'cash funding'.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

Funding of \$2000 will be required. If Council elected to undertake this work the \$2000 will need to be allocated in the 2008/2009 budget.

### **LEGAL IMPLICATIONS**

Nil.

**F08-61 RESOLVED**

**THAT** the General Manager negotiate with the Tarana Bush Fire Brigade for the amount of \$2000 in kind wages and plant to the construction of the Bushfire Shed.

**MOVED:** Councillor M M Collins  
**CARRIED**

**SECONDED:** Councillor H K Fisher.

## COMMUNITY AND CORPORATE SERVICES REPORTS

### ITEM:6 COMM - 03/06/08 - COUNCIL INVESTMENTS TO 30 APRIL 2008

#### REPORT FROM - INTERNAL SERVICES MANAGER - C FARNSWORTH

#### REFERENCE

Min 07-401: Finance & Services Committee Meeting 3 September 2007 (July 2007)  
 Min 07-425: Council Meeting 17 September 2007 (August 2007)  
 Min 07-480: Finance & Services Committee Meeting 5 November 2007 (15 Oct 2007)  
 Min 07-528: Finance & Services Committee Meeting 3 December 2007 (31 Oct 2007)  
 Min 07-554: Finance & Services Committee Meeting 17 Dec 2007 (30 Nov 2007)  
 Min O08-09: Finance & Services Committee Meeting 4 Feb 2008 (31 Dec 2007)  
 Min F08-18: Finance & Services Committee Meeting 3 March 2008 (31 Jan 2008)  
 Min F08-38: Finance & Services Committee Meeting 7 April 2008 (29 Feb 2008)  
 Min F08-39: Finance & Services Committee Meeting 7 April 2008 (31 Mar 2008)

#### SUMMARY

To advise Council of 2007/08 investments held for the period ending 30 April 2008.

#### COMMENTARY

The amount invested as at 30 April 2008 when compared to 31 March 2008 has decreased by \$2,102,922.80.

INVESTMENT REGISTER 2007/08								
INSTITUTION	INV TYPE	DATE LODGED	DATE DUE	DAYS	INT	VALUE 31.03.08	VALUE 30.04.08	% OF TOTAL
ANZ	TD	01.04.08	01.05.08	32	7.50	589,249.96	589,249.96	4.21%
BANKWEST	TD	31.03.08	30.05.08	90	7.86	512,445.40	512,445.40	3.66%
	TD	04.03.08	02.06.08	90	8.10	509,061.64	509,061.64	3.64%
CBA	CMS Nt	20.06.06	20.06.11	1,825	7.31	500,000.00	500,000.00	3.57%
	On Call				7.20	1,011,371.19	667,528.08	4.77%
	Ethical	06.11.06	06.11.11	1,825	9.25	500,000.00	500,000.00	3.57%
	TD	11.04.08	11.05.08	30	7.64	529,035.52	532,383.66	3.80%
	TD	21.11.07	05.06.09	547	16.0	750,000.00	750,000.00	5.36%
CITIBANK	TD	11.02.08	12.05.08	91	7.55	550,245.67	550,245.67	3.93%
LG FINANCIAL	On Call				7.72	765,683.46	265,683.46	1.90%
	TD	06.11.07	06.11.08	365	7.55	306,524.05	306,524.05	2.19%
	TD	07.02.08	07.05.08	90	7.47	537,245.67	537,245.67	3.84%
	On Call				7.15	4,714.43	4,714.43	0.03%
	TD	10.03.08	10.04.08	30	7.68	521,106.92	0.00	0.00%
IMBS	On Call				7.25	27,437.39	27,589.02	0.20%
	TD	06.02.08	06.05.08	91	7.55	1,114,769.71	1,114,769.71	7.96%
	TD	15.02.08	22.05.08	97	7.93	499,588.02	499,588.02	3.57%
	TD	05.03.08	03.06.08	90	8.10	815,810.89	815,810.89	5.83%
	TD	22.01.08	22.04.08	90	7.24	250,000.00	0.00	0.00%
MACQUARIE	TD	28.03.08	30.06.08	92	7.95	2,500,000.00	2,500,000.00	17.85%
ALLIANCE	Managed	28.02.08	28.02.09	365		1,000,000.00	1,000,000.00	7.14%
ST GEORGE	TD	17.10.07	17.04.08	180	7.05	505,682.19	0.00	0.00%
	TD	02.03.08	02.06.08	90	8.10	1,000,000.00	1,000,000.00	7.14%
	TD	15.04.08	14.07.08	90	7.95	805,986.52	820,196.17	5.86%
			<b>TOTAL</b>			<b>16,105,958.63</b>	<b>14,003,035.83</b>	<b>100.00%</b>

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 April 2008 is \$742,214.73. 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)

### **F08-62 RESOLVED**

**THAT** Council's 2007/08 investments for the period ending 30 April 2008 be received

**MOVED:** Councillor W McAndrew  
**CARRIED**

**SECONDED:** Councillor M J Wilson.

**ITEM:7            COMM - 03/06/08 - BUDGET FOR 13 SEPTEMBER 2008 LOCAL  
GOVERNMENT ELECTIONS**

**REPORT FROM: GROUP MANAGER COMMUNITY AND CORPORATE - SUZANNE  
LOLLBACK**

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**REFERENCE**

NIL

**SUMMARY**

This report updates the Council with a detailed budget estimate for the cost of providing election services for the Council.

**COMMENTARY**

The attached letter was received from the Electoral Commission NSW.

The NSW Electoral Commission is required by law to conduct the elections and each council is required by law to pay the costs associated with their election.

The Electoral Commission NSW will provide a range of services as indicated.

The budget estimate does not include the cost of any Crown Solicitor's advice that may be necessary in connection with the election for Lithgow City Council area.

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

The Council has estimated a total of \$120,000 for conducting the election in the 2008-2009 Draft Management Plan.

**LEGAL IMPLICATIONS**

NIL

**F08-63 RESOLVED**

**THAT** the information from the Electoral Commission NSW relating to the budget for the 13 September 2008 local government elections be noted.

**MOVED:** Councillor M J Wilson  
**CARRIED**

**SECONDED:** Councillor B S Moran.

## **COMMITTEE MEETINGS**

**ITEM:8            REG- 03/06/08 - SPORTS ADVISORY COMMITTEE - MINUTES 26  
                         MAY 2008**

**REPORT BY: STRATEGIC ENGINEER – LEANNE KEARNEY**

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### **SUMMARY**

Details of the Minutes of the Sports Advisory Committee Meeting held on Monday, 26 May 2008 for Council adoption.

### **COMMENTARY**

At the Sports Advisory Committee Meeting held on Monday, 26 May 2008, there were thirteen (13) items discussed by the Committee, and it is considered that all these items be adopted by Council as per the Committee's recommendations.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

Item 5 will require \$100.00 to be expended from the current allocation for Financial Assistance for Sporting Representations (approved financial assistance to Claire Rodgers).

### **LEGAL IMPLICATIONS**

Nil.

### **F08-64 RESOLVED**

**THAT** Council note the recommendations of the Sports Advisory Committee for the meeting held on Monday, 31 March 2008 and the General Manager initiate actions as appropriate.

**MOVED:** Councillor H K Fisher  
**CARRIED**

**SECONDED:** Councillor W McAndrew



## QUESTIONS WITHOUT NOTICE

### QWN - 03/06/08 - COUNCILLOR W MCANDREW

1. Mr Mayor can a report on the water levels of the local dams in our area please come back to Council as previously done?

*The Mayor deemed this as urgent and advised that a report will be done on a quarterly basis.*

2. Mr Mayor is Council aware of the cost of heating in the local government area by ratepayers? Most ratepayers use wood burners and have to apply to the Forestry Department to obtain a permit to cut wood for these heaters. I have been advised that to obtain this permit, ratepayers must now travel to Dubbo to pick the permit up. Can Council please investigate this issue and advise of the formal process of applying for permits?

*The Mayor deemed this as urgent and advised that a letter will be forwarded to the Forestry Department seeking answers and a memo will be provided to Councillors when a response is received.*

Meeting closed at 6.58pm.