



A CENTRE OF REGIONAL EXCELLENCE

## **MINUTES**

ORDINARY MEETING OF COUNCIL

HELD ON

23 APRIL 2012

AT 7.00pm

**MINUTES OF THE CITY OF LITHGOW COUNCIL MEETING  
HELD AT THE CIVIC CENTRE, LITHGOW ON 23 APRIL 2012**

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Meeting Commenced 7.00pm

Public: 41

**PRESENT**

His Worship the Mayor  
Councillor Neville Castle  
Councillor H K Fisher  
Councillor R Thompson  
Councillor W McAndrew  
Councillor J J McGinnes  
Councillor C Hunter  
Councillor M F Ticehurst

**Also in attendance**

Mr Roger Bailey, General Manager  
Miss Rhiannan Pace, Minutes Secretary  
Mr Andrew Muir, Group Manager Environment and Development  
Mr Matthew Johnson, Acting Group Manager Community and Strategy  
Mr Iain Stewart, Group Manager Operation Services  
Mrs Carol Farnsworth, Finance Manager

**POINT OF ORDER – Unfinished Business**

Councillor Thompson called a Point of Order with regards to the unfinished item relating to Councillor Ticehurst and asked whether Councillor Ticehurst would be apologising for his previous disparaging remark.

The Mayor asked Councillor Ticehurst if he intended to apologise for his previous disparaging remark.

Councillor Ticehurst refused to apologise.

**PROCEDURAL MOTION**

**12-113 RESOLVED**

**THAT** Councillor Martin Ticehurst be expelled from the meeting and the Council premises for his failure to withdraw and apologise for his previous disparaging remark.

**MOVED:** Councillor R Thompson

**SECONDED:** Councillor H K Fisher.

A **DIVISION** was called by Councillors M F Ticehurst and J J McGinnes.

**Division -  
FOR**

Councillor H K Fisher  
Councillor C Hunter  
Councillor W McAndrew  
Councillor R Thompson  
Councillor N L Castle

**AGAINST**

Councillor M F Ticehurst  
Councillor J J McGinnes

The Mayor asked Councillor Ticehurst to leave the chambers and Councillor Ticehurst advised that would not be leaving.

The Mayor called an adjournment 7.02pm.

Following the adjournment Councillor Ticehurst continued to address the Council and members of the public gallery.

The Police were called to remove Councillor Ticehurst.

Councillor Ticehurst left the Chambers.

The Council reassembled at 7.07pm with all of the aforementioned Councillors present with the exception of Councillor Ticehurst.

**APOLOGIES**

**12-114 RESOLVED**

An apology was received from and leave of absence granted to Councillor G Danaher who is out of the City on business.

**CONFIRMATION OF MINUTES**

**12-115 RESOLVED**

Confirmation of the Minutes of the Ordinary Meeting of Council held on the 26 March 2012 were taken as read and confirmed by Councillors W McAndrew and H K Fisher.

**12-116 RESOLVED**

Confirmation of the Minutes of the Extraordinary Meeting of Council held on the 16 April 2012 were taken as read and confirmed by Councillors H K Fisher and W McAndrew.

**DECLARATION OF INTEREST**

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

Councillor R Thompson declared a Conflict of Interest in item 13.

## QUESTIONS FROM THE PUBLIC FORUM

At 7:09 pm Members of public gallery were invited to participate in the Public Forum Session.

### 1. PF – 23/4/12 - MR JEFF THURLOW

Mr Thurlow made a statement in regards to 2013 being a celebration of two centenary events including the Crossing of the Blue Mountains and the anniversary of Joseph Cook becoming Prime Minister of Australia. Mr Thurlow requested that Council consider encouraging Lithgow to celebrate this anniversary. Mr Thurlow made a number of suggestions to Council including Eskbank House running an exhibition, Council encouraging the local schools to participate, renaming of Cook Plaza to Joseph Cook Plaza, naming of any parks or a walkway along farmers creek being named after him or raising money towards historical projects.

*The Mayor advised that Mr Thurlow's request would be passed on to Councils Cultural Officer – Wendy Hawkes for consideration. The Mayor further informed Mr Thurlow that plans for the Crossing of the Blue Mountains are underway.*

### 2. PF – 23/4/12 – MR MARTY RUSHWORTH

Mr Rushworth raised his concerns with regards to the increase in charges to water supply for portable water advising Council that this will have a severe impact on his small business. He asked how Lithgow Council can justify the annual increase of approx 600% taking his charge to \$24,000 which will have to be passed on to his customers.

*The Mayor informed Mr Rushworth that he could make an appointment to discuss his concerns with the Finance Manager and General Manager. The Mayor further explained to Mr Rushworth that should the budget be resolved tonight it would go on public exhibition and encouraged Mr Rushworth to make a submission.*

### 3. PF – 23/4/12 - MRS SUE GRAVES

Mrs Graves made a comment in relation to Item 12 of the agenda and the removal of the tree in Cook Street plaza on behalf of the Community and Lithgow Tidy Towns.

Mrs Graves suggested that Council install a second camera on the railway side, regardless of the cost and with regards to the Pedestrian crossing and pedestrian safety she suggested that a stop sign be installed.

*The Mayor thanked Mrs Graves for her statement and advised that the suggestion of installing stop signs at the crossing would be referred to TALC.*

**4. PF – 23/4/12 – MRS LINDA WAGNER**

Mrs Wagner made a statement in relation to item 12 of the agenda in support of the trees remaining and the camera to being moved.

*The Mayor thanked Mrs Wagner for her comments.*

**5. PF – 23/4/12 – MR ANTHONY CRAIG**

Mr Craig requested an update on his request for Council to make representation to Mr Paul Toole with regards to an economic impact statement to the selling off of the power generation.

*The Mayor advised that Council has sent a letter to Paul Toole and have received a receipt of the letter advising Council that he had made representation to the relevant Minister. When a response is received a report will be prepared for Council.*

**6. PF – 23/4/12 – MR PAUL PHILLIPS**

Mr Phillips asked Council to confirm that \$10K had been allocated this financial year for additional security camera's and if so why this money couldn't be used to purchase a second camera so that the mop tops in Cook plaza did not have to be removed.

*The Finance Manager advised that she believed Council did have these funds allocated and the Mayor advised that he hoped the Councillors would take this on board when considering the item on the agenda.*

Mr Phillips raised an issue with regards to Clr Thompson making a derogatory comment at the Extra Ordinary Council meeting to a member of the public and requested that Clr Thompson be asked to apologise.

*Councillor Thompson apologised if he offended anybody but believes that the comments were taken out of context.*

**7. PF – 23/4/12 – MRS SHIRLEY HODGES**

Mrs Hodges made a statement in relation to her attendance at Ironfest on the weekend and commented what a great event it was and that we should be very proud.

**Councillor McGinnes left the chambers at 7.33pm**

*The Mayor agreed that the event was a success and that there was a large crowd in attendance. He added that it was good to see that the refurbished grandstand was utilised and positively received.*

**Councillor McGinnes left the chambers at 7.34pm**

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**ITEM-1                    MAYORAL MINUTE - 23/04/12 - COUNCILLOR MISBEHAVIOUR**

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**12-117 RESOLVED**

**THAT**

1. Council advises the Director-General of the Division of Local Government that it believes that grounds may exist that warrant the suspension of Councillor Martin Ticehurst and requests that such a suspension be made for him being expelled from the following meetings and on each occasion requiring the calling of Police due to the Councillor's failure to leave the Chamber:
  - Ordinary Council meeting of 10 October 2011
  - Ordinary Council meeting of 5 March 2012
  - At the resumption of the Ordinary Council meeting from 5 March 2012 held on 19 March 2012.
  - Ordinary Council meeting of 26 March 2012
  - Ordinary Council meeting of 26 March 2012 following his return to the meeting
2. Director General should be advised of the urgency of the issue; and
3. Council advise the Local Member Paul Toole and seek his support in pushing this recommendation to the Director General.

**MOVED:** Councillor N L Castle

**SECONDED:** Councillor H K Fisher.

**ITEM-2                    NOTICE OF MOTION - 23/04/12 - COUNCIL PUBLIC MEETING IN  
CULLEN BULLEN OF THE COALPACE CONSOLIDATION PROJECT  
- COUNCILLOR M F TICEHURST**

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**12-118 RESOLVED**

**THAT** the item be deferred indefinitely.

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.



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**ITEM-3 NOTICE OF MOTION - 23/04/12 - CONCERNS OVER THE INCREASED COSTS OF COUNCIL WATER TO RURAL LANDHOLDERS - COUNCILLOR M F TICEHURST**

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**12-119 RESOLVED**

**THAT** the item be deferred indefinitely

**MOVED:** Councillor R Thompson

**SECONDED:** Councillor H K Fisher.

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**ITEM-4 NOTICE OF MOTION - 23/04/12 - UPDATE ON OUTSTANDING LITHGOW CITY COUNCIL PLANS OF MANAGEMENT - COUNCILLOR M F TICEHURST**

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**12-120 RESOLVED**

**THAT** the item be deferred indefinitely.

**MOVED:** Councillor R Thompson

**SECONDED:** Councillor W McAndrew.

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**ITEM-5 NOTICE OF MOTION - IMPLEMENTATION OF FLUORIDE INTO THE LITHGOW CITY COUNCILS WATER SUPPLY - COUNCILLOR M F TICEHURST**

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**12-121 RESOLVED**

**THAT** Council note the advice of staff in relation to the proposed implementation of fluoride into the Lithgow City Councils water supplies and the related public education program, that will precede the implementation of fluoride.

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.

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**ITEM-6 GM - 23/04/12 - CHANGES TO POLITICAL DONATIONS LAWS - AMENDMENTS TO ELECTION FUNDING EXPENDITURE AND DISCLOSURES ACT 1981**

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**12-122 RESOLVED**

**THAT** Council note the amendments to the *Election Funding, Expenditure and Disclosures Act 1981* and that a report be brought back to Council on the legal requirement for the report and have all Councillors completed their requirements.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor R Thompson.

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**ITEM-7 GM - 23/04/12 - DRAFT SECTION 94A DEVELOPMENT CONTRIBUTIONS PLAN**

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**12-123 RESOLVED**

**THAT** Council:

1. Refer the attached Draft Lithgow City Council Section 94A Plan to the NSW Department of Planning and Infrastructure for their concurrence to publicly exhibit the Plan.
2. Provide the General Manager with delegated authority to make any minor amendments to the Plan that do not alter policy content, as may be required by the NSW Department of Planning and Infrastructure and place the Draft Plan on public exhibition in accordance with the EP & A Regulations, 2000.
3. Resolve to repeal all existing development contributions plans upon commencement of the Plan once adopted by Council.
4. Resolve to review the current Planning Agreements Policy of Council.

**MOVED:** Councillor R Thompson

**SECONDED:** Councillor W McAndrew.

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**ITEM-8 GM - 23/04/12 - SENIOR STAFF CONTRACTS**

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**12-124 RESOLVED**

**THAT** Council note the report in relation to Senior Staff contracts.

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.

**ITEM-9 GM - 23/04/12 - INTEGRATED PLANNING AND REPORTING FRAMEWORK**

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**12-125 RESOLVED**

**THAT**

1. The Integrated Planning and Reporting Framework suite of documents be placed on public exhibition for a minimum of 28 days. This will include the following documents:
  - a. The Draft Community Strategic Plan 2025
  - b. The combined Draft Delivery Program 2012/13 – 2015/16 and Draft Operations Plan 2012/13 and the Draft Fees and Charges 2012/13
  - c. The Draft Strategic Asset Management Plan
  - d. The Draft Long Term Financial Plan
  - e. The Draft Workforce Strategy
2. The closing date for submissions be Friday 25 May 2012.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**ITEM-10 ENVIRO - 23/04/12 - WESTON MATRIX LEASE - BLACKMANS FLAT WASTE DEPOT**

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**12-126 RESOLVED**

**THAT**

1. Council agree in principle to a five (5) year lease of the site at Blackmans Flat Waste Management Facility with Weston Matrix Pty Ltd subject to them obtaining the necessary development consent before 1 December 2012 and agreeing to commercial terms as determined by Council's property agent; and
2. Upon agreement of commercial terms, the General Manager be given authority to execute the lease;
3. Council authorise the affixing of the Council seal to any necessary documentation; and
4. Notify local residents of this proposal.

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor C Hunter.

**ITEM-11            ENVIRO - 23/04/12 - ROAD CLOSURE - LITHGOW    DISTRICT  
WORKMENS CLUB**

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**12-127 RESOLVED**

**THAT** Council authorise the use of the common seal to be affixed to the necessary documentation in relation to the road closure comprised in Certificate of Title - Volume 1072, Folio 154 and Certificate of Title - Volume 1134, Folio 81 situated within the Workmen's Club car park.

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.

**ITEM-12            ENVIRO - 23/04/12 - COOK STREET PLAZA SECURITY CAMERA**

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**12-128 RESOLVED****THAT**

1. There be no removal of the mop top tree;
2. In consultation with the Police Council place a second fixed camera in the general vicinity of the existing camera;
3. Council allocate an additional \$4,500 for the installation of the second camera; and
3. Where other trees have been removed in Main Street (between Eskbank and Bridge Streets) be replaced with mop tops.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**ITEM-13            ENVIRO - 23/04/12 - COUNCIL OWNERS CONSENT - SUBDIVISION  
OF LAND - USE OF COUNCIL LAND FOR ROAD PURPOSES - OFF  
GREAT WESTERN HIGHWAY BOWENFELS MARRANGAROO**

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**12-129 RESOLVED**

**THAT** the item be withdrawn at the request of the developer.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**ITEM-14            ENVIRO - 23/04/12 - CENTENNIAL COAL WASHERY UPGRADE AND  
LOGISTIC PROJECT BLACKMANS FLAT**

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**12-130 RESOLVED**

**THAT** the report on the Centennial Coal Washery Project be noted.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor R Thompson.

**ITEM-15            ENVIRO - 23/04/12 - COALPAC CONSOLIDATION PROJECT  
CULLEN BULLEN**

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**12-131 RESOLVED**

**THAT:**

1. The report on the Coalpac Consolidation Project be noted; and
2. The meeting at Cullen Bullen to be held on 24 April 2012 be declared a public meeting pursuant to Resolution 11-488.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor R Thompson.

**ITEM-16            OPER - 23/04/12 - FORMER SUBSTATION SITE - RAILWAY PARADE  
LITHGOW**

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**12-132 RESOLVED**

**THAT** Council agree to the following:

1. RailCorp would incorporate the site in the existing carpark lease with Council by way of a variation to the existing agreement.
2. Control of this site will be subject to the retention of the existing slab at the site to ensure stability.
3. Council will be responsible for all maintenance and access issues relating to this site to allow it to be used for parking purposes; and
4. RailCorp will ensure the appropriate fencing is in place between the licensed area and the corridor.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**MATTER ARISING – SANFORD AVENUE RAILWAY BRIDGE**

Council follow up with State Rail in relation to the maintenance of the Sandford Avenue Railway.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor R Thompson.

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**ITEM-17          OPER - 23/04/12 - WATER REPORT APRIL 2012**

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**12-133 RESOLVED**

**THAT** the water report be noted

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.

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**ITEM-18          OPER - 23/04/12 - BITUMEN EMULSION**

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**12-134 RESOLVED**

**THAT**

1. Council endorse the selection of Boral Asphalt as its bitumen emulsion supplier for a two year period with an option for a further year;
2. Council authorise completion of the necessary contract documentation; and
3. Council advise Centroc of its decision to support the recommendation of the preferred supplier

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor C Hunter.

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**ITEM-19          OPER - 23/04/12 - DRAFT ASSET MANAGEMENT POLICY**

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**12-135 RESOLVED**

**THAT**

1. Council adopt the Asset Management Policy in draft format and place the document on public exhibition for 28 days.
2. Following public exhibition, comments from the public be reported to Council, including a recommendation for adoption of the policy.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor C Hunter.

**ITEM-20          FINAN - 23/04/12 - COUNCIL INVESTMENTS HELD 31 MARCH 2012**

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**12-136 RESOLVED**

**THAT** Investments of \$18,402,713.55 for the period ending 31 March 2012 be noted

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor R Thompson.

**ITEM-21          FINAN - 23/04/12 - DRAFT POLICIES FOR ADOPTION**

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**12-137 RESOLVED**

**THAT** Council acknowledge that no submissions were received during the advertising period to 15 March 2012 and adopt:

1. Draft Policy 8.8 Main St Façade Policy V2
2. Draft Policy 9.7 Gifts & Benefits Policy V3

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.

**ITEM-22          COMM - 23/04/12 - YOUTH COUNCIL MINUTES - 27 MARCH 2012**

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**12-138 RESOLVED**

**THAT** Council notes the minutes of the Youth Council meeting held 27 March 2012.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor C Hunter.

**ITEM-23            COMM - 23/04/12 - SOUTH LITTLETON HALL RENOVATION  
SECTION 355 COMMITTEE MEETING - 3 APRIL 2012**

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**12-139 RESOLVED**

**THAT** Council:

1. Notes the minutes of the South Littleton Hall Renovation Committee meeting of 3 April 2012;
2. Notes that a community survey is being undertaken of South Littleton residents to determine their views on future use of the hall and that a community open day was held at the hall on Saturday 21 April 2012;
3. Congratulate the members of Men's Shed for their hard work on the hall; and
4. Authorise a further \$2,000 for the completion of the kitchen.

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.

**ITEM-24            COMM - 23/04/12 - BLUE MOUNTAINS CROSSING COMMITTEE  
MEETING MINUTES - 28 MARCH 2012**

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**12-140 RESOLVED**

**THAT** Council:

1. Notes the minutes of the Crossing of the Blue Mountains Committee Meeting of 28 March 2012.
2. Notes that Dr Helen Clements has been nominated by the Bowenfels (Lithgow) Presbyterian Church as their representative and that Mr Bob Morris Hartley has been nominated by the Mt Blaxland Reserve Trust as their representative with Ms Margaret Combs as alternate.

**MOVED:** Councillor W McAndrew

**SECONDED:** Councillor H K Fisher.

**ITEM-25            COMM - 23/04/12 - CRIME PREVENTION COMMITTEE MEETING  
MINUTES 26 MARCH 2012**

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**12-141 RESOLVED**

**THAT** Council:

1. Notes the minutes of the Crime Prevention Committee meeting of 26 March 2012
2. Notes the commencement of the seven (7) week pilot late night transport service

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.



**ITEM-26            COMM - 23/04/12 - LITHGOW FLASH GIFT COMMITTEE MEETING  
MINUTES – 9 FEBRUARY 2012**

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**12-142 RESOLVED**

**THAT** Council:

1. Notes the minutes of the Lithgow Flash Gift Committee held on 9 February 2012
2. Allocates surplus funds from the 2012 Lithgow Flash Gift Carnival event to the 2013 event. Of these surplus funds \$1,000 be set aside to support the Junior Athletics clinic to be held in Lithgow in September 2012 to encourage Juniors to participate in the Lithgow Flash Carnival.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**ITEM-27            COMM - 23/04/12 - LITHGOW FLASH GIFT COMMITTEE MEETING  
MINUTES - 23 JANUARY 2012**

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**12-143 RESOLVED**

**THAT** Council notes the minutes of the Lithgow Flash Gift Committee meeting held on 23 January 2012.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**ITEM-28            ENVIRO - 23/04/12 - ENVIRONMENTAL ADVISORY COMMITTEE  
MINUTES - 8 FEBRUARY 2012**

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**12-144 RESOLVED**

**THAT**

1. Council note the minutes of the Environmental Advisory Committee Meeting held on 8 February 2012.
2. The application for the Department of Sustainability, Environment, Water, Population & Communities 2011-12 Biodiversity Fund for the project Connecting Streams Project - Restoring Lithgow's Riparian Biodiversity be commended to the Federal Member for Calare, John Cobb.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor C Hunter.

**ITEM-29            ENVIRO - 23/04/12 - CRYSTAL THEATRE MANAGEMENT  
COMMITTEE MINUTES - 7 FEBRUARY 2012**

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**12-145 RESOLVED**

**THAT** Council note the minutes of the Crystal Theatre Management Committee Meeting held on 7 February 2012.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**ITEM-30            OPER - 23/4/12 - CEMETERY COMMITTEE MEETING MINUTES 2  
APRIL 2012 AND 12 APRIL 2012**

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**12-146 RESOLVED**

**THAT** Council:

1. Notes the minutes of the Cemetery Committee meeting held on 2 April 2012 and 12 April 2012.
2. Adopt the attached Terms of Reference for Committee,
3. Accept Quotation No Q00858 received from Stone Mason & Artist Pty Ltd for the sum of \$3,950 that was received and in accordance with Council minute Number 11-483, at no cost to the family.
4. If so offered, agree to buy pre-purchased positions at 80% of the current fees and charges.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor W McAndrew.

**ITEM-31            OPER - 23/04/12 - SPORTS ADVISORY COMMITTEE MEETING  
MINUTES - 26 MARCH 2012**

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**12-147 RESOLVED**

**THAT**

1. Council note the minutes of the Sports Advisory Committee meeting held on Monday, 26 March 2012.
2. Council request the Sports Advisory Committee reconsider the proposal to investigate relocating field number 1 at Tony Luchetti Sportsground Lithgow.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor R Thompson.

**ITEM-32            OPER - 23/04/12 - LITHGOW INDOOR AQUATIC CENTRE ADVISORY  
COMMITTEE MINUTES - 29 MARCH 2012**

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**12-148 RESOLVED**

**THAT** Council:

1. accept and approve Variation 1 for Rock (\$7,260 ex GST) and Variation 2 for Bad Ground (\$113,132.65 ex GST), to be funded from Council's allocation for contingencies;
2. approve the extension of time to 30 July 2012 due to uncontrollable delays caused by inclement weather;
3. accept the corrected original tender price of \$1,804,611 ex GST;
4. liaise with consulting companies regarding costs of reviewing the existing business plan and provide a report back to the Advisory Committee;
5. proceed with planning for funding of Stage 2 of the Lithgow Aquatic Centre through Section 94 contributions and the Management Plan, and for this project to be accelerated if additional grant funding can be secured;
6. undertake a survey of users and the community to determine needs and peak usage times, and to report back to the Advisory Committee; and
7. proceed with planning for the official opening of Stage 1 to be held in conjunction with 50 year celebrations in November 2012.

**MOVED:** Councillor H K Fisher

**SECONDED:** Councillor C Hunter.

## **BUSINESS OF GREAT URGENCY**

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

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

NIL

There being no further business the meeting closed at 9:04pm