

## Glen Alice Community Association Inc

Glen Alice Community Hall  
4045 Glen Alice Road,  
Glen Alice NSW 2849  
Email: [glenaliceca@gmail.com](mailto:glenaliceca@gmail.com)

Monday, March 27th, 2017

Lithgow Council  
180 Mort Street  
Lithgow NSW @790


### Ref: DA Application Fees

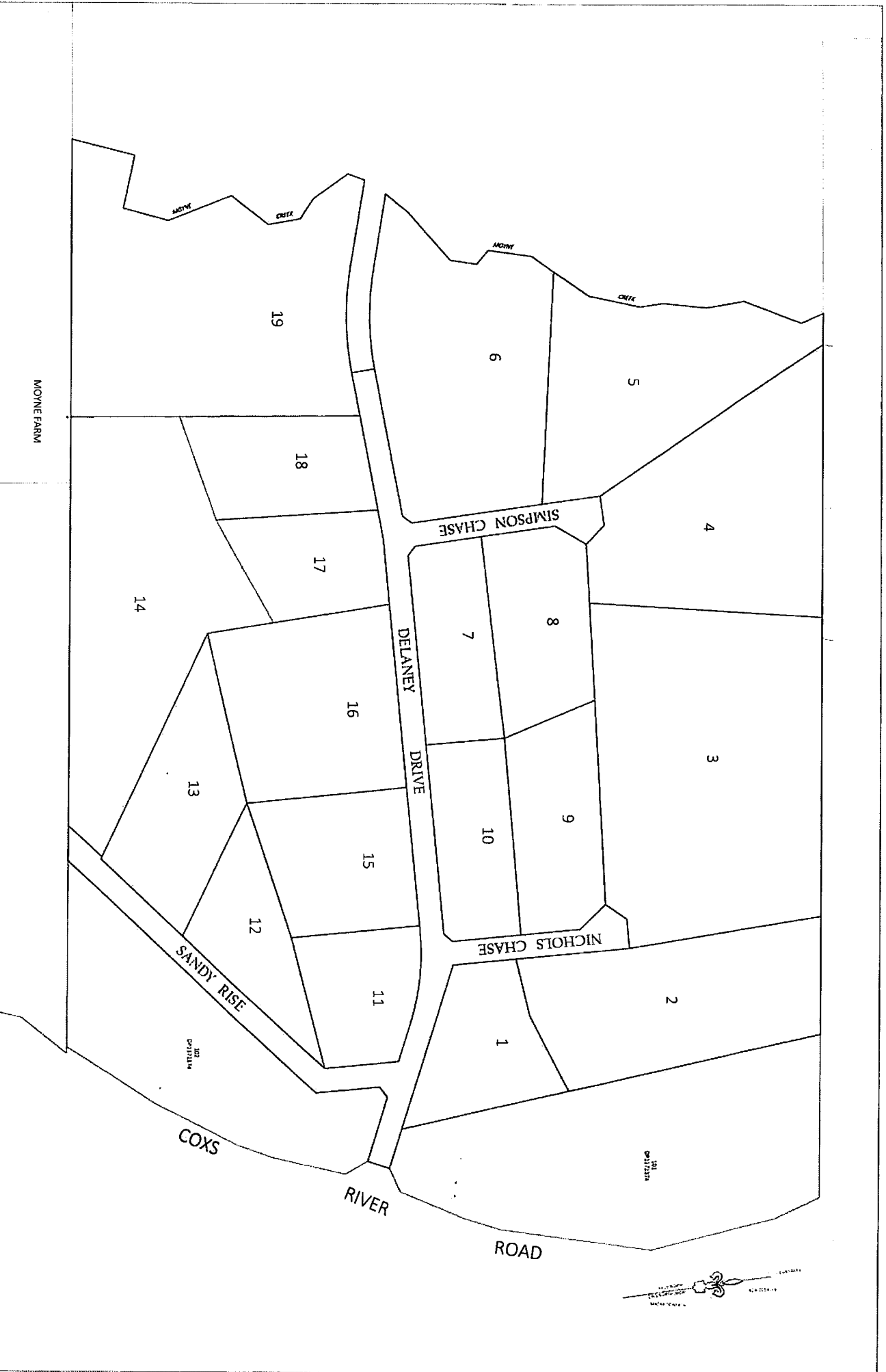
Dear Sir or Madam,

My name is Neil Franklin and I am the current president of the local community association at Glen Alice. The GACA committee has been successful in securing a substantial grant from the NSW Government to upgrade the local hall and better serve the local community by providing ancillary support services during times of bushfire emergencies. The upgrade involves the addition of an external deck with disability access, a commercial kitchen, upgraded waste water system, installing air conditioning and mobile phone coverage. We have today lodged our Development Application and supporting material with Council.

On behalf of Glen Alice Community Association I would like to ask if Council would consider supporting GACA by waiving the fees associated with the DA. These amount to just over \$1100 (invoice attached). We are an entirely community based association with very limited resources, all volunteers, and limited ability to raise funds beyond renting out the hall and providing dinner twice a year for the bird watchers who plant trees in the area. The grant is a major win for the community and we are trying to ensure every dollar goes to tangible improvements in the hall. Council staff have been wonderful in helping guide us with our DA application and we are very grateful but would like to request Council give consideration to financially supporting us by waiving the associated fees.

Many thanks for your consideration in this matter,

  
Neil Franklin  
President, GACA



REV	DATE	DESCRIPTION
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**NOTES:**

**AMENDMENT:**

**DATE:** 23-03-2017

**DESIGNER:** P. SHILINS

**DRAWN:** D. MACKIE

**DATE:** 23-03-2017

**SCALE:** 1:1500 (A1 Sheet)

**SCALE BAR:** 0 20 40 60 80 100m

**LOCALITY:** LITTLE HARTLEY LITHGOW

**CURR:** 53 AC PTY LTD

**PLAN:** MOYNE FARM ESTATE - STAGE ONE  
PLAN OF PROPOSED ROAD NAMING

**DESIGNING NO:** MFRD\_5N

**REV:** A

**PLAN NO:** 4896\_MFRD\_5N - REVISION - A

Mr Andrew Muir,  
Acting General Manager  
Lithgow City Council  
30<sup>th</sup> March 2017

**RE: Voluntary Planning Agreement - Invincible Southern Extension Project (PA07\_0127 MOD 5)**

As Lithgow City Council (Council) is aware Shoalhaven Coal Pty Ltd (trading as Castlereagh Coal) are seeking approval to modify the Project Approval (PA 07\_0127) for the Invincible Colliery. The modification, known as the Southern Extension Project, seeks an extension of the open cut operations to the south of the existing pit and mining infrastructure area at Invincible Colliery..

As part of the development of the Southern Extension Project, Castlereagh Coal formally notify Council of the intention, subject to granting of approvals, to enter into a Voluntary Planning Agreement (VPA), in accordance with the provisions of Division 6, Subdivision 2 of Part 4 of the *Environmental Planning and Assessment Act 1979*.

The VPA is proposed on the basis of the terms discussed with Council at our meeting of 28 March 2017 and as outlined below:

- Castlereagh Coal will contribute \$0.05 per tonne of product coal for each financial year of operation of the Southern Extension Project
- The contributions will be made subject to specific provisions to be set out VPA to be agreed between Castlereagh Coal and Council.

Whilst it is understood that the use of development contribution under the VPA is subject to Council's prerogative, Castlereagh Coal encourages Council to utilise the contributions in the Cullen Bullen township and surrounds. Castlereagh Coal has engaged extensively with the local community in relation to the Southern Extension Project and the social and economic impact assessments undertaken for the Project have highlighted substantive local benefits should the Southern Extension project be approved. Council's use of contributions for local initiatives would further enhance and support Castlereagh Coal's significant contribution to the local area.

We request Council provide a formal response to this correspondence to confirm agreement with the terms of the proposed VPA at its earliest convenience. We look forward to continuing to work with Council to progress the formal terms of the VPA for the Southern Extension Project following approval of the modification application.

Should you have any questions or wish to discuss further please feel free to contact me on (02) 9879-9800

Yours Faithfully



Brett Moore  
Castlereagh Coal

# **Explanatory Note- Invincible Colliery - Southern Extension Project- 07\_0127 MOD 5**

## **Objectives of the Planning Agreement**

To provide a material benefit to be used for or applied towards a public purpose.

## **Nature of the Planning Agreement**

- \$0.05 per tonne of product coal for each financial year of operation of the Southern Extension Project for community facilities and infrastructure to be utilised in the Cullen Bullen township and surrounds.

## **Effect of the Planning Agreement**

The effect of the Planning Agreement will be to allow for contributions towards community facilities and infrastructure of Cullen Bullen and the surrounds.

## **Merits of the Planning Agreement**

- The proposed development is for an extension to an existing open cut coal mine being Invincible Colliery and will have the potential to impact on the Cullen Bullen community.
- In the assessment of the merits of the development, Council must consider the social impacts of the proposal on the immediate locality and on the wider community, and ensure through whichever means are available, for community facilities and infrastructure to be provided which will address this matter.
- The provision of community facilities are the main outcome derived from the development operation of the Planning Agreement.

## **Promotion of Council's Charter**

Council has a vision for the Lithgow area to be recognised as a desirable place to live and visit and a viable place in which to invest. The provision of community facilities and infrastructure will assist in promoting this vision.

## **Planning Purpose**

The Planning purpose of the Planning Agreement is:

- In compliance with the *Environmental and Planning Assessment Act 1979* and *Environmental and Planning Assessment Regulations 2000*.
- The relevant provision(s) of the Minister for Planning's development consent (made under delegation) and pursuant to Section 75W of the *Environmental Planning & Assessment Act 1979* in relation to the modification 07\_0127 MOD 5 to existing Invincible Colliery approval of 2008 (PA07\_0127).

- To enhance the positive social impact of the development on the locality.

**Capital Works Program**

Once funds from the Planning Agreement have been collected Council begins planning for their expenditure through incorporation into the capital works program.

As agreed this day:.....

Executed for and on behalf of Castlereagh Coal (Shoalhaven Coal Pty Ltd):

.....

Name:.....Position:.....

Executed for and on behalf of Lithgow City Council:.....

Name:.....Position:.....

Between LITHGOW CITY COUNCIL AND CASTLEREAGH COAL (SHOALHAVEN COAL PTY LTD)

## PLANNING AGREEMENT

### Parties

Lithgow City Council of 180 Mort Street Lithgow, New South Wales, 2790 (**Council**)

and

Castlereagh Coal (Shoalhaven Coal Pty Ltd) of 6 Frank Street, Gladsville NSW 2111 (**Developer**).

### Background

(For Development Applications)

- A. On, 19 September 2016, the Developer made a Modification Application 07\_0127 MOD 5, under Section 75W of the *Environmental Planning & Assessment Act 1979* to the existing Invincible Colliery approval of 2008 (PA07\_0127) for a Southern Extension Project.
- B. That Development Application was accompanied by an offer by the Developer to enter into this Agreement to make Development Contributions towards community facilities and infrastructure of Cullen Bullen and surrounds.
- C. Subject to granting approval of the Southern Extension Project, Castlereagh Coal (Shoalhaven Coal Pty Ltd) has agreed to provide contributions as outlined in the conditions of consent and as per this Agreement.

### Operative provisions

#### 1 Planning agreement under the Act

The Parties agree that this Agreement is a planning agreement governed by Subdivision 2 of Division 6 of Part 4 of the Act.

#### 2 Application of this Agreement

This application applies to Modification Application 07\_0127 MOD 5 to the existing Invincible Colliery approval of 2008 (PA07\_0127) for a Southern Extension Project which applies to Lot 1 DP180294, Lot 11 DP614429, Lots 112 & 113 DP877190 and Ben Bullen State Forest.

#### 3 Operation of this Agreement

This Agreement takes effect on the date of execution. All contributions must be paid on an annual basis and within 21 days of the end of each financial year.

## 4 Definitions and interpretation

4.1 In this Agreement the following definitions apply:

**Act** means the *Environmental Planning and Assessment Act 1979* (NSW).

**Dealing**, in relation to the Land, means, without limitation, selling, transferring, assigning, mortgaging, charging, encumbering or otherwise dealing with the Land.

**Development** means that associated with Modification Application 07\_0127 MOD 5 to the existing Invincible Colliery approval of 2008 (PA07\_0127) for a Southern Extension Project

**Development Application** has the same meaning as in the Act.

**Development Consent** has the same meaning as in the Act.

**Development Contribution** means a monetary contribution, the dedication of land free of cost or the provision of a material public benefit.

**GST** has the same meaning as in the GST Law.

**GST Law** has the meaning given to that term in *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any other Act or regulation relating to the imposition or administration of the GST.

**Land** means Lot 1 DP180294, Lot 11 DP614429, Lots 112 & 113 DP877190 and Ben Bullen State Forest.

**Party** means a party to this agreement, including their successors and assigns.

**Regulation** means the *Environmental Planning and Assessment Regulation 2000*.

4.2 In the interpretation of this Agreement, the following provisions apply unless the context otherwise requires:

- (a) Headings are inserted for convenience only and do not affect the interpretation of this Agreement.
- (b) A reference in this Agreement to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney.

- (c) If the day on which any act, matter or thing is to be done under this Agreement is not a business day, the act, matter or thing must be done on the next business day.
- (d) A reference in this Agreement to dollars or \$ means Australian dollars and all amounts payable under this Agreement are payable in Australian dollars.
- (e) A reference in this Agreement to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.
- (f) A reference in this Agreement to any agreement, deed or document is to that agreement, deed or document as amended, notated, supplemented or replaced.
- (g) A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Agreement.
- (h) An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.
- (i) Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.
- (j) A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders.
- (k) References to the word 'include' or 'including' are to be construed without limitation.
- (l) A reference to this Agreement includes the agreement recorded in this Agreement.
- (m) A reference to a party to this Agreement includes a reference to the servants, agents and contractors of the party, and the party's successors and assigns.
- (n) Any schedules and attachments form part of this Agreement.



## 5 Development Contributions to be made under this Agreement

5.1 The developer pay a contribution of \$0.05 per tonne of product coal for each financial year of operation of the Southern Extension Project for community facilities and infrastructure to be utilised in the Cullen Bullen township and surrounds.

## 6 Application of the Development Contributions

6.1 Payments or provision of material public benefits must be made prior to 21 days of the end of each financial year.

## 7 Application of s94 and s94A of the Act to the Development

Sections 94 and 94A do not otherwise apply to the development.

## 8 Registration of this Agreement

This Agreement will not be registered as provided for in s93H of the Act as its provisions are to be finalised in accordance with and remain operative under the Development Consent for Invincible Colliery -Southern Extension project.

## 9 Review of this Agreement

This agreement shall not be reviewed except with the approval of both parties.

## 10 Dispute Resolution

Should a dispute arise as part of this agreement that cannot be resolved between the parties then the parties may engage an independent mediator to be funded by the parties to assist in resolving the dispute. If the dispute is not resolved by mediation then before either party has recourse to litigation, the party must submit the dispute to expert appraisal. If the parties do not agree upon an independent expert, either may request the Secretary General of the Australian Commercial Disputes Centre to nominate an expert.

## 11 Enforcement

If this agreement is not honoured within 21 days of the end of the first financial year since Development Consent was issued for the modification 07\_0127 MOD 5 to existing Invincible Colliery approval of 2008 (PA07\_0127), the Department of Planning & Environment will be notified for enforcement action in relation to non-compliance with conditions of consent.

## 12 Notices

12.1 Any notice, consent, information, application or request that must or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:

- (a) Delivered or posted to that Party at its address set out below.
- (b) Faxed to that Party at its fax number set out below.
- (c) Emailed to that Party at its email address set out below.

### **Council**

Attention: Andrew Muir

Address: 180 Mort Street, Lithgow, NSW 2790

Phone Number: 02 6354 9999

Fax Number: 02 63512927

Email: acm@lithgow.nsw.gov.au

### **Developer**

Attention: Castlereagh Coal ( Shoalhaven Coal Pty Ltd)

Address: 6 Frank Street, Gladesville NSW 2111

Phone Number: 02 9879 9800

Email: brett.moore@manildra.com.au

12.2 If a Party gives the other Party, 3 business days' notice of a change of its address or fax number, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or faxed to the latest address or fax number.

12.3 Any notice, consent, information, application or request is to be treated as given or made at the following time:

- (a) If it is delivered, when it is left at the relevant address.
- (b) If it is sent by post, 2 business days after it is posted.
- (c) If it is sent by fax, as soon as the sender receives from the sender's fax machine a report of an error free transmission to the correct fax number.

12.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 4.30pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

## 13 Approvals and consent

Except as otherwise set out in this Agreement, and subject to any statutory obligations, a Party may give or withhold an approval or consent to be given under this Agreement in that Party's absolute discretion and subject to any conditions determined by the Party. A Party is not obliged to give its reasons for giving or withholding consent or for giving consent subject to conditions.

## 14 Assignment and Dealings

The parties agree that should the developer intend to sell, transfer or assign the property, then the developer will, in any contract for sale or Deed of Assignment or Transfer, include a requirement that the purchaser or assignee must honour the same terms and conditions as this document.

## 15 Costs

Any incidental costs associated with this agreement shall be borne by the developer.

## 16 Entire agreement

This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with. No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law.

## 17 Further acts

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to affect, perfect or complete this Agreement and all transactions incidental to it.

## 18 Governing law and jurisdiction

This Agreement is governed by the law of New South Wales. The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them. The Parties will not object to the exercise of jurisdiction by those courts on any basis.

## 19 Joint and individual liability and benefits

Except as otherwise set out in this Agreement, any agreement, covenant, representation or warranty under this Agreement by 2 or more persons binds them jointly and each of them individually, and any benefit in favour of 2 or more persons is for the benefit of them jointly and each of them individually.

## 20 No fetter

Nothing in this Agreement shall be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing shall be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

## 21 Representations and warranties

The Parties represent and warrant that they have power to enter into this Agreement and comply with their obligations under the Agreement and that entry into this Agreement will not result in the breach of any law.

## 22 Severability

If a clause or part of a clause of this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way. If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

## 23 Modification

No modification of this Agreement will be of any force or effect unless it is in writing and signed by the Parties to this Agreement.

## 24 Waiver

The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Agreement, does not amount to a waiver of any obligation of, or breach of obligation by, another Party. A waiver by a Party is only effective if it is in writing. A written waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

## **Execution**

**Dated:**

**Executed as an Agreement:**

**Executed for and on behalf of Castlereagh Coal (Shoalhaven Coal Pty Ltd):**

.....

**Name:.....Position:.....**

**Executed for and on behalf of Lithgow City Council:**

.....

**Name:.....Position:.....**



## **1. ACQUISITION AND DISPOSAL OF ASSETS**

Policy 1.2

ASSET ACQUISITION

Version 4

# 1. ACQUISITION AND DISPOSAL OF ASSETS

## 1.2 ASSET ACQUISITION

### OBJECTIVE:

To ensure Council considers the full life cost of all asset acquisitions prior to entering into any process to acquire / develop future assets.

This Policy relates to Council's infrastructure assets, and excludes acquisition of Council's land assets.

### INTERACTION WITH OTHER POLICIES

- Asset Management Policy 1.5
- Asset Disposal Policy 1.3

### POLICY:

1. When considering the acquisition and / or development of assets, Council will take into consideration:
  - The comparative long-term ownership costs of the asset
  - Evidence of community demand for the provision or retention of the asset
  - Whether the land is suitable for its intended use in accordance with the strategy "ensuring Council land is suitable for its intended use", in the Operational Plan and Delivery Program
  - Whether the land is suitable for its intended use in terms of levels of contamination
  - The strategic worth of the asset and its community benefit
  - Whether the asset provides Council a positive return on the investment
  - The extent to which the asset is subsidised by the community, through the use of general rate revenue.
2. The long-term ownership costs of the asset acquisition and / or development must take into account;
  - Acquisition and / or development costs
  - The cost of providing finance (i.e. opportunity costs and interest charges)
  - Any warranty period applicable
  - The length, value and cost of any applicable maintenance agreements
  - The lifetime maintenance profile and costs
  - Energy consumption and projected costs
  - Any residual value (where applicable)
  - An investigation of alternative acquisition arrangements, eg. Purchase, lease, rent, public partnership or resource sharing

- An investigation as to alternative financing arrangements, eg. User pay, grants, loan funds or private sector
  - Taxation issues under competition policy.
3. Reports to Council on the acquisition and / or development of assets must include commentary on the above points as well as including details of;
    - Community demand
    - Strategic worth to the community
    - Asset return
    - A comparison of long-term ownership costs.
  4. Guidance from the Division of Local Governments Capital Expenditure Guidelines and Circular 10.34 should be applied where applicable. Where projects are less than \$1Million (GST exclusive) but expenditure is still expected to be significant, the Guidelines should be considered.
  5. The full details (both technical and financial) of any new assets acquired by Council will be added to the applicable Asset Register, and included in Council's corporate Asset Management Systems.

<b>Maintained by Department:</b>	Operations	<b>Approved by:</b>	Council	<b>Exhibition</b>	
<b>Reference:</b>	Dataworks: Policy Register	<b>Council Policy No:</b>	1.2	<b>Effective Date:</b>	16 February 2009
<b>Min No:</b>	06-349 V1 P08-136 O09-67 V3 - 13-432 V4 -	<b>Version No:</b>	4	<b>Reviewed Date:</b>	February 2009 August 2013 April 2017
<b>Attachments:</b>					





## **1. ACQUISITION AND DISPOSAL OF ASSETS**

Policy 1.3

ASSET DISPOSAL

Version 5

# **1. ACQUISITION AND DISPOSAL OF ASSETS**

## **1.3 ASSET DISPOSAL**

### **OBJECTIVE:**

To ensure when Council has determined an asset will be disposed of that there is adequate consideration of the method of disposal.

This Policy relates to Council's infrastructure assets, and excludes disposal of Council's land assets.

### **INTERACTION WITH OTHER POLICIES**

- Asset Management Policy 1.5
- Asset Acquisition Policy 1.2

### **POLICY:**

1. The apparent value (AV) of assets shall be determined by the relevant Manager as listed in this Policy who has carriage of management of the asset.
2. Apparent value will be determined by the Manager with consideration of the book value, and / or the replacement value of the asset and / or an assessment of the market value of the asset made by taking into consideration the potential to sell the assets, the perceived value of the asset to a buyer, its life stage and asset rating, potential for obsolescence and usefulness for future needs.
3. The Manager should detail the assumptions they use in estimating the asset's value in preparing their recommendation to dispose of the asset.

### **ASSETS WITH AN APPARENT VALUE OF LESS THAN \$1,000**

1. Assets with an AV of less than \$1,000 each will be disposed of using a method that maximises the return to Council.
2. Assets with an AV of less than \$1,000 shall be disposed of by a method determined by the relevant Manager. The Manager must document the process of determining the asset disposal methodology and ensure full documentation is captured in Council's corporate records management system detailing the decision making process and actions taken.
3. The details (both technical and financial) of any assets disposed of by Council will be amended in the applicable Asset Register, and included in Council's corporate Asset Management Systems.
4. The Manager must be aware and have control of the process of disposal of these assets and be aware and conduct the disposal in light of risk assessment considerations and must ensure no conflict of interest issues are present in the means of disposal chosen.

## **ASSETS WITH AN APPARENT VALUE OF MORE THAN \$1,000**

1. Assets disposal will be assessed on a case by case basis for assets with an AV of more than \$1,000 by the relevant Manager and the attached memo will be completed to be considered by the General Manager.
2. Managers will consider the following in their assessment and formulation of recommendations to dispose of an asset provided in the memo:
  - Market forces and impact on return from the sale of the asset should be considered and commented upon
  - Community need for the asset and alternative resources which could be considered to be substitutes should be assessed and commented upon
  - The strategic worth of the asset and its long-term benefit to the community should be assessed and commented upon
  - The purchase price and maintenance costs incurred over the lifecycle of the asset should be assessed to determine, where possible, a return on investment of a particular asset
  - That the funds raised from the sale of an asset should be considered as to their use and this must be reflected in the Council's Operational Plan and Delivery Program and include in the recommendation how this will be achieved.

## **METHODS OF DISPOSAL**

1. Assets of significant AV (being more than \$150,000) are to be disposed of either by auction or tender.
2. All motor vehicles and plant (except those on novated leases) shall be disposed of via public auction, trade-in or tender processes. Motor vehicles will not be made available to Council staff or Councillors in private sale arrangements. Vehicles under novated lease are excluded from this restriction as the lease is in the name of the employee and shall be dealt with in accordance with lease provisions.
3. For other assets, the Manager who has carriage of the assets will provide to the General Manager a recommended method of disposal which shall be made after assessing the means to maximise the return to Council.
4. The General Manager will determine the manner of disposal for information technology (IT) assets, office furniture, stores items and scrap materials (including scrap metal) on each occasion disposal is recommended by a Manager.
5. Spoil materials shall be dealt with under the Council's Policy 10.19 "Roadworks - Provision of Unusable Materials to Property Owners".

6. Where a recommendation for destruction of an asset is made, the Manager will provide the General Manager with the assessment criteria used to determine that the asset has no potential to realise a return for Council and will detail the method of destruction and name of the Council Officer who will be charged with the responsibility of ensuring the asset is destroyed.
7. If after offering an asset for sale, if no interest in purchasing the asset is shown, the relevant Manager may recommend to the General Manager the asset be dumped and provide the recommended best means for managing the dumping process to ensure environmental management conditions and / or legislative requirements are observed.
8. Dumping or destroying of assets shall be undertaken after consideration of the environmental issues and / or legislative requirements so that any hazardous substances shall be assessed to ensure safe disposal.
9. Assets can only be donated to other organisations if the organisation can:
  - affirm in writing their status as a non-profit organisation
  - provide written acknowledgement of receipt of the asset
  - acknowledge Council will not be responsible for any repair or maintenance of the asset
  - acknowledge that all copyright or licensed content has been removed (for example, software on computers)
  - take responsibility for the timely removal of the asset and any associated costs that arise from the assets removal
  - acknowledge Council's donation to the organisation via a media release that Council approves.

#### **PROCEEDS FROM ASSET DISPOSAL**

1. Proceeds of the disposal of IT Assets will be placed into a reserve for the specific purpose of purchasing new IT equipment unless the General Manager specifically determines an alternative.
2. Proceeds of all motor vehicle and plant sales will be placed in the Plant Reserve unless the General Manager specifically determines funds are to be otherwise allocated.
3. Proceeds from the sale of scrap materials shall be placed into the Plant Reserve unless the General Manager specifically determines funds are to be otherwise allocated.
4. The accounting treatment and reserving of proceeds from sale from any other asset will be assessed on a case by case basis and approved by the General Manager.
5. The proceeds shall be reflected in Council's financial statements and reported to Council in quarterly reviews as they arise.

## ASSETS CARRIAGE FOR PURPOSES OF DISPOSAL

The following staff are determined to have carriage of assets, and are responsible for the assessment and recommendations to dispose of assets:

Motor vehicles and plant items	Plant and Depot Manager
Information technology assets	Information Technology Manager
Real property (land and buildings)	General Manager
Office furniture	Finance Manager
Clothing	Plant and Depot Manager
Stores items	Plant and Depot Manager
Scrap metal	Works Manager
Stationary	Finance Manager

## DOCUMENTATION OF ASSET DISPOSAL PROCESSES

1. Documentation detailing decisions made on asset disposal is to be archived in Council's corporate records management system by the relevant Manager.
2. The relevant Manager will update the assets details in the applicable Asset Register, and will provide documentation detailing the technical and financial information relating to any assets disposed of by Council to Council's Asset and Project Engineer and Accountant to enable the amendment in Council's corporate Asset Management Systems, including accounting treatments for disposed assets initiated.
3. Receipt of the disposal of materials to a licensed scrap dealer or contracted engineer are to be included in the documentation.
4. Where a Councillor, member of Council's staff, or members of the immediate family of a Councillor or member of staff purchase an asset, the General Manager is to countersign the documentation that specifies the price paid for the asset and the method used in determining the price paid.

<b>Maintained by Department:</b>	Operations	<b>Approved by:</b>	Council		
<b>Reference:</b>	Policy Register	<b>Council Policy No:</b>	1.3	<b>Effective Date:</b>	4 Nov 08
<b>Min No:</b>	06-349 (V1) P08-05 (V2) P08-136 (V3) V4 - 13-432 V5 -	<b>Version No:</b>	5	<b>Reviewed Date:</b>	Nov 2009 August 2013 April 2017
<b>Attachments:</b>	1. Memo providing General Manager with recommendation on asset disposal				

**Memorandum**

To: General Manager

From: [Click here and type name]

Date: [Click here and type date]

Subject: Disposal of Assets – Recommended Actions

Asset number(s):	
Asset(s) description:	
Asset type	<input type="checkbox"/> IT asset <input type="checkbox"/> Plant or motor vehicle <input type="checkbox"/> Scrap metal <input type="checkbox"/> Other - specify _____ _____ _____
Reason requesting approval to dispose of asset(s):	<input type="checkbox"/> Technically obsolete or inefficient <input type="checkbox"/> Identified as part of assets replacement program in Management Plan <input type="checkbox"/> Unserviceable – beyond economic repair <input type="checkbox"/> Surplus to current and foreseeable future needs <input type="checkbox"/> Other - specify _____ _____ _____

If failing, cost of repair – attach quotation(s)	
Cost of replacement if required – indicate new vs second hand options assessed – also purchase vs lease options etc attach quotation(s):	
Recommended method of disposal:	<input type="checkbox"/> Tender – Council resolution will be required and Manager to determine Open or Selective Tendering processes  <input type="checkbox"/> Expression of interest  <input type="checkbox"/> Public auction  <input type="checkbox"/> Destruction - include details of reasons for recommending destruction, method of destruction and officer who will be responsible for the destruction as per policy requirements in an attachment to this memo  <input type="checkbox"/> Other – specify _____
General Manager comments - required for assets where the Manager has determined an apparent value >\$1,000	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected  Signed: _____ Date: _____
Advice to Assets and Project Engineer and Accountant sent – required for all assets regardless of apparent value – attach advice to this memo when archiving	Relevant Manager: _____  Date: _____

NB: A completed memo is to be archived on Council's corporate records management system by the author of this memo along with all quotations and associated documentation relating to the disposal of the asset(s)



## **1. ACQUISITION AND DISPOSAL OF ASSETS**

Policy 1.5

ASSET MANAGEMENT

Version 3



# **1. ACQUISITION AND DISPOSAL OF ASSETS**

## **1.5 ASSET MANAGEMENT**

### **OBJECTIVE:**

This Policy has been created to set guidelines for implementing consistent asset management processes across all activities undertaken by Lithgow City Council.

This Policy relates to Council's infrastructure assets, and excludes management of Council's land assets.

This Policy will ensure adequate provision is made for the long-term replacement of major infrastructure assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with appropriate levels of service to residents, visitors and the environment;
- Safeguarding Council's assets including physical assets and employees by implementing appropriate asset management strategies and allocating appropriate financial resources to those assets;
- Creating an environment where all Council employees are an integral part and play a proactive role in overall management of Council assets by creating and sustaining an asset management awareness throughout the organisation by training and development;
- Meet all legislative requirements of asset management;
- Ensure resources and operational capabilities are identified and responsibility for asset management is allocated;
- Demonstrate transparent and responsible asset management processes that align with appropriate best practice; and
- Implementing procedures that will ensure that:
  - The right assets are built, rebuilt or disposed of;
  - The assets are managed well; and
  - There is a balance between Council operations, new assets and existing assets.

### **INTERACTION WITH OTHER POLICIES**

- Asset Acquisition Policy 1.2
- Asset Disposal Policy 1.3

## **BACKGROUND:**

- Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of the organisation. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.
- Council owns and maintains a range of non-current assets to support its core business of delivery of service to the community.
- Asset management practices impact directly on the core business of the organisation and appropriate asset management is required to achieve Council's strategic service delivery objectives.
- Adopting asset management principles will assist Council in achieving its Strategic Longer-Term Plan and Long Term Financial objectives.
- A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on;
  - Members of the public and staff;
  - Council's financial position;
  - The ability of Council to deliver the expected level of service and infrastructure;
  - The political environment in which Council operates; and
  - The legal liabilities of Council.

## **PRINCIPLES**

- A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.
- This Policy covers all elected members of the Lithgow City Council, all personnel employed by Lithgow City Council, any person or organisation contracted to or acting on behalf of the Lithgow City Council, any person or organisation employed to work on Lithgow City Council premises or facilities and all activities of the Lithgow City Council. This policy does not confer any delegated authority upon any person.
- Council, as custodian of Lithgow City Council assets, will:
  - Ensure the Council's legal obligations are met;
  - Represent the community who pay for and use the assets ; and
  - Ensure the asset / service is maintained for use by present and future generations on a sustainable basis.
- As part of Council's consideration of infrastructure asset management, Lithgow City Council will:
  - Manage its infrastructure and assets in a systematic and sustainable manner;
  - Engage with the community, stakeholders and service providers when determining service standards / level of service every four (4) years (as part of the Community Strategic Plan review), within the first year of each newly elected Council;

- Set levels of service, risk and cost standards after balancing competing demands and considering integrated planning matters;
- Allocate appropriate resources to ensure the timely maintenance and renewal of built and natural assets, so that “life cycle” costs are optimised (existing and new assets);
- Meet legislative requirements for asset management;
- Update asset management plans annually to reflect the position in the Operational Plan for the upcoming financial year;
- Audit progress in Asset Management Plans and strategies on an internal basis every two (2) years;
- All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.
- Asset management principles will be integrated within existing planning and operational processes.
- Asset Management Plans will be developed for major service / asset categories. The Plans will be informed by community consultation and financial planning and reporting.
- An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
- Asset renewals required to meet agreed service levels and identified in adopted asset management plans and long term financial plans which align with the priority objectives of the Community Strategic Plan will be given high priority for funding in the annual budget estimates, with the service and risk consequences of variations in defined asset renewals and budget resources documented in budget documentation.
- Service levels defined in adopted asset management plans will form the basis of annual budget estimates, with the service and risk consequences of variations in defined services levels and budget resources documented in budget documentation.
- Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.
- Systematic and cyclic reviews will be applied to all asset classes and will ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.
- Future life cycle costs will be reported and the ability to fund those costs considered in all decisions relating to new services and assets, and upgrading of existing services and assets. Those lifecycle costs will include the eventual disposal / decommissioning costs.
- Future service levels will be determined in consultation with the community.
- Training in asset and financial management will be provided for Councillors and relevant staff.

## RESPONSIBILITIES

To achieve this policy, the following key roles and responsibilities and commitments are identified:

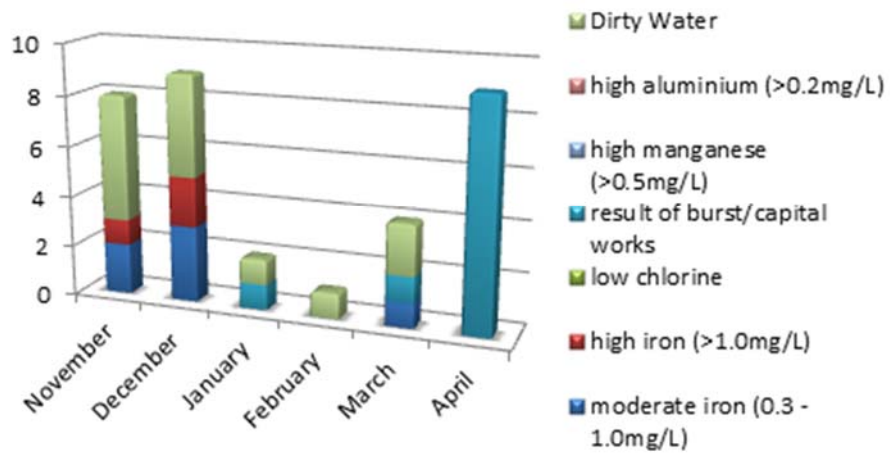
- **Council**  
Councillors are responsible for adopting the policy, allocation of resources, providing high level oversight of the delivery of the organisation's asset management strategy and plan and maintaining accountability mechanisms to ensure that organisational resources are appropriately utilised to address the organisation's strategic plans and priorities.
- **General Manager**  
The General Manager has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

The General Manager shall also ensure that Lithgow City Council's organisational structure identifies responsibility and accountability for implementation of Council's role for custodian of the community's infrastructure assets and meet the associated stewardship requirements.

- **Executive Management Team (EMT)**  
The Executive Management (EMT) has the responsibility of:
  - Ensuring a review of the risks and opportunities involved in the Strategic Asset Management Plan is undertaken;
  - Ensuring resources and funding for Asset Management activities are made available to integrate Asset Management into the corporate governance framework;
  - Reviewing Asset Management Plans annually; and
  - Ensuring that timely, accurate and reliable asset information is presented to Council to allow informed decision-making.
- **Asset Management Working Group (AMWG)**  
The Asset Management Working Group (AMWG) has the responsibility of:
  - Assisting EMT to develop and implement the Asset Management Policy and procedures;
  - Maintaining momentum and co-ordination of the implementation of this Policy and Lithgow City Council's Strategic Asset Management Plan; and
  - Encouraging continuous improvement, innovation and cost effective methods to improve asset management practices.

<b>Maintained by Department:</b>	Operations	<b>Approved by:</b>	Council	<b>Exhibition Date:</b>	24 June 2012
<b>Reference:</b>	Policy Register	<b>Council Policy No:</b>	1.5	<b>Effective Date:</b>	4 June 2012
<b>Min No:</b>	V1 - 12-182 V2 - 13-432 V3 -	<b>Version No:</b>	3	<b>Reviewed Date:</b>	June 2012 July 2013 April 2017
<b>Attachments:</b>					

## Lithgow Complaints



## Fish river Complaints

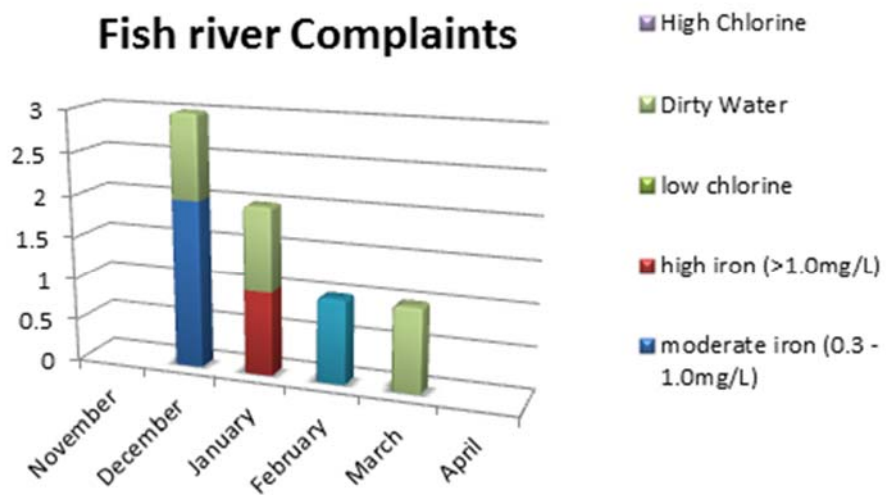
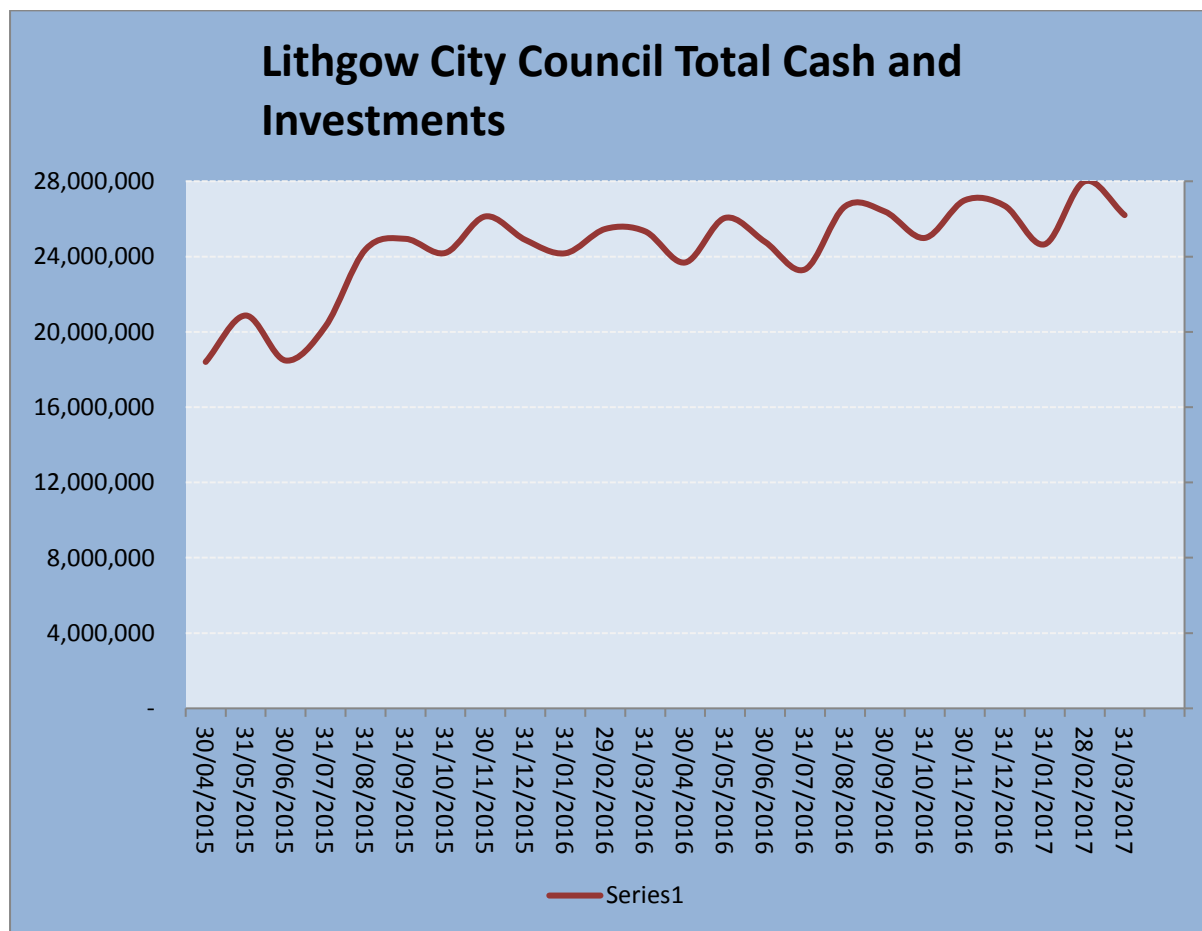


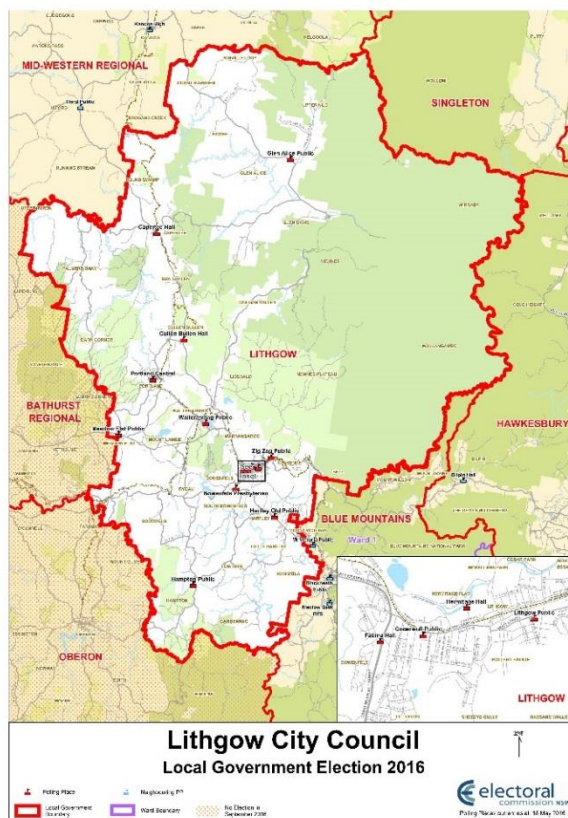
Figure 1

INSTITUTION	AMOUNT SPENT	Institution %
AMP	\$5,000,000.00	19.08%
Auswide Bank Ltd	\$1,000,000.00	3.82%
Beyond Bank Australia	\$5,500,000.00	20.99%
CBA	\$1,200,717.69	4.58%
MEMBERS EQUITY BANK	\$4,500,000.00	17.81%
MYSTATE BANK LIMITED	\$2,000,000.00	7.63%
NAB	\$1,000,000.00	3.82%
Newcastle Permanent	\$1,000,000.00	3.82%
ST GEORGE	\$3,000,138.43	11.45%
WESTPAC	\$1,000,000.00	3.82%
<b>Total Investment</b>	<b>\$26,200,856.12</b>	<b>100%</b>

Figure 2



## City of Lithgow Council Report



### Election Summary

Poll declared by Saturday, 17 September 2016

### Councillor elections, successful candidates

Councillor Name	Party
COLEMAN Cass	-
COX Geoff	-
LESSLIE Stephen	-
McANDREW Wayne	-
RING Steve	-
SMITH Joe	Independent
STATHAM Maree	-
THOMPSON Ray	Independent
TICEHURST Martin	Independent

### Enrolment

<b>Total Electors</b>	<b>15,447</b>
Residential Roll	15,447
Non-residential Roll	0

## Participation and Informality

Formal Votes	12,357
Participation Rate	84.3%
Informal Votes	605
Total Votes	12,962
Informality Rate	4.7%

## Apparent Failure to Vote Notices

Notices Issued	1,886
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## Election Costs

Total cost of the City of Lithgow Council 2016 Election

\$105,868.00

Cost per elector

\$6.85

## NSWEC Website

There were 1,758 unique visitors to the City of Lithgow Council election web page.

## Braille Ballot Papers

No Braille Ballot Papers were requested or printed.

## Returning Officer

Michael Beltran

### Returning Officer's Office

Lithgow Region Returning Officer's Office

Shop 8, Pottery Plaza, Valley Drive

Pottery Estate NSW 2790

## Councils in Region

City of Lithgow Council, Mid-Western Regional Council

## Staffing

Office Assistants	35
Senior Office Assistants	9
Polling Place Managers	14
Deputy Polling Place Managers	0
Declaration Vote Issuing Officers	2
Election Officials	21
<b>Total Staff</b>	<b>81</b>

## Polling Places

Pre-poll centres	2
Declared Institutions	6
Election Day Polling Places	15



## Pre-poll centre locations

Lithgow Region Returning Officer's Office  
Sydney Town Hall

## Advertising

### Statutory Campaign

The Council requested that the statutory advertisements be placed in the following press:  
*Lithgow Mercury*

## Candidates

### Nominations Withdrawn

No councillor nominations were withdrawn.

### Names of all candidates

Councillor Candidates	Party
ANDERSON Lynn	Independent
CLUFF Robert	Independent
COLEMAN Cass	-
COX Geoff	-
CRAIG Anthony	Independent
DEAN Jeff	-
FEATHERSTONE Linsey	Independent
FEGBANK Judy	-
GOODWIN Darryl	-
GRAVES Sue	Independent
GURNEY Rod	Independent
HADDIN Pam	-
HODSON Graham	-
HUNTER Col	Independent
JACKSON Steve	Independent
JOHN Emmanuel	-
KEARNS John	-
KING Darren	Independent
LAING Clive	-
LAMBORN Jenny	Independent
LEE Peter	Independent
LESSLIE Stephen	-
McANDREW Wayne	-
McGINNES Joe	Independent
MILLS Trevor	-
NEVILLE Andrew	-
NOBLE Kathy	Independent
PETERS David	Independent
PEVERIL-GUEST Greg	Independent
PHILLIPS Pete	-
PILBEAM Peter	-
PRESBURY Jody	-
REID Barry	-
RING Steve	-
ROEBUCK Lorraine	-

SCHRAM Trevor	-
SMITH Jeff	-
SMITH Joe	Independent
STAINES Annette	-
STATHAM Maree	-
THOMPSON Ray	Independent
THURLOW Jeff	-
TICEHURST Martin	Independent
WADE Shane	Independent
WARREN Stephen	Independent
WHEELER Geoff	Independent
WHITTY Danny	Independent

F2013/70

17 March 2017

Mr Andrew Muir  
Acting General Manager  
City of Lithgow Council  
PO Box 19  
LITHGOW NSW 2790

Lithgow City Council  
**RECEIVED**  
21 MAR 2017

Dear Mr Muir

**Invoice for the Local Government Election held on 10 September 2016**

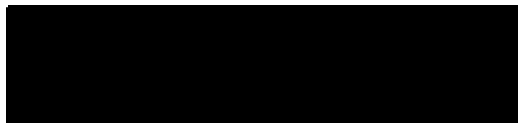
I am writing to advise that the NSW Electoral Commission (NSWEC) is now in the process of finalising its accounts relating to the conduct of the Local Government Elections on 10 September 2016.

In this context, I have enclosed our invoice for conducting the election on behalf of your Council. Also enclosed is a Summary of Costs which provides a detailed breakdown for this invoice. Payment of this invoice should be made within 30 days.

I would like to take this opportunity to thank you for engaging the NSWEC to provide these election services.

Should you have any questions regarding the invoice please contact Mr Steve Robb by email at [steve.robb@elections.nsw.gov.au](mailto:steve.robb@elections.nsw.gov.au).

Yours sincerely



John Schmidt  
**Electoral Commissioner**

## 2016 Council Election - Summary of Costs

### City of Lithgow Council

Projects / Deliverables	Amount
<i>Enrolment</i>	1,688
<i>Client Council Liaison</i>	2,900
<i>Election Staffing</i>	74,708
<i>Financial Services</i>	959
<i>Venue Procurement</i>	9,836
<i>Voting</i>	967
<i>Counting and Results</i>	4,510
<i>Logistics</i>	9,876
<i>Media, Communications &amp; Advertising</i>	4,322
<i>Call Centres</i>	2,035
<i>Ballot Paper Production, Allocation &amp; Distri</i>	5,629
<i>Nominations &amp; How-to-Vote</i>	1,788
<i>Event Operations Management</i>	829
<i>Election Business Systems</i>	3,758
<i>IT Infrastructure &amp; Application Support</i>	3,308
<i>Sydney Town Hall</i>	444
<i>Reporting &amp; Evaluation</i>	1,124
<i>Election Management Fee @ 55 cents per elector</i>	10,813
<b>SUB-TOTAL (excluding GST)</b>	<b>139,495</b>
<i>Amalgamation Discount</i>	(33,626)
<b>TOTAL (excluding GST)</b>	<b>105,869.00</b>
<b>GST</b>	<b>10,586.90</b>
<b>TOTAL (including GST)</b>	<b>116,455.90</b>
<i>Number of Electors</i>	15,447

# Tax Invoice



**Invoice To**  
CITY OF LITHGOW COUNCIL  
PO BOX 19  
LITHGOW NSW 2790  
ABN: 59 986 092 492

**Date:** 16/03/2017  
**Invoice:** SILG002651  
**Account Number:** AR00223  
**Your Reference:** 2016 Council Election Invoice

Description	Quantity	Unit Cost	Net Value	Tax	Gross
Total Expenses LGE 2016	1.00	95,056.00	95,056.00	9,505.60	104,561.60
Election Management Fee	1.00	10,813.00	10,813.00	1,081.30	11,894.30
<b>PAYABLE AMOUNT</b>			<b>Net Value</b>	<b>Tax</b>	<b>Gross</b>
			<b>105,869.00</b>	<b>10,586.90</b>	<b>116,455.90</b>

### ACCOUNTS ARE PAYABLE WITHIN 30 DAYS

Payment via E.F.T to Westpac BSB: 032-001 Acct: 20-4116 OR Cheque Payable to "NSW Electoral Commission"

Remittance Advice email to: [finance@elections.nsw.gov.au](mailto:finance@elections.nsw.gov.au)

## **Attachment 1 – Excerpt regarding Local Preference Policies from the ICAC’s *Taking the Con out of Contracting 2001.***

### Local preference

Many councils have local preference policies for a variety of reasons. On the other hand, many councils also recognise problems with local preference policies and do not advocate their use.

Local preference policies present a moderate to high corruption risk in our opinion. This is because they can be anti-competitive in application, create circumstances for conflicts of interest to arise and may result in the council being captured into using the same service provider.

Some councils have informal local preference practices that are not captured in their procurement policies and for which there are no established protocols. Having assessed the corruption risks of having a local preference policy, if a council determines it should keep such a policy, the following guidelines are suggested:

1. The decision to have a local preference policy should be taken in open council and communicated to the community.
2. Councils should determine how local preference is to be applied in the procurement/tender process. For example, is local preference to be applied only after all factors have been considered and the proponents are otherwise equal, or is it to be a separately weighted item against which all proponents are scored, either by adding the appropriate weighting from the local supplier or subtracting the weighting from non-local suppliers?
3. The term local should also be defined. For example, is a business which is located outside the council boundary, but whose employees live inside the council boundary entitled to the benefits of the policy?
4. Each proponent in a procurement process in which local preference is to be applied, whether under the tender threshold or not, should be advised that local preference will be applied and how it will be applied.
5. If local preference is applied in a procurement process, the community should be notified accordingly, together with advice about the cost to the community of applying the policy.
6. Tender processes where local preference is to apply should preferably include a non-local independent on the tender panel.
7. Procurement resulting in local preference should be capable of identification and verification through the council’s audit or internal control mechanism.
8. Councils should report annually on their use of local preference procurement, including who the beneficiary of the decision was, the number of instances local preference was applied, and the measures taken by council to measure the cost and effectiveness of such a policy.

# Draft Disability Inclusion Action Plan 2017-2021



## CONTENTS

1. Mayoral Message
2. Guiding Principles
2. The Case for Inclusion
3. Policy and Legislative Context
4. Demographic profile
6. Consultation
7. Monitoring, Reviewing and Reporting
8. Recent Access Improvements
9. Action Plan

## APPENDICIES

1. Postcards to the Mayor
2. References

# Message from the Mayor

*I am pleased to present Lithgow City Council's Disability Inclusion Action Plan 2017-2021. Council is committed to the principles of the NSW Disability Inclusion Plan, the United Nations Convention on the Rights of People with Disability, the National Disability Strategy, and to fostering a culture of inclusion in Lithgow. We understand that the basis of a strong community stems from diversity and when a range of viewpoints and individual perspectives are considered and valued.*

*Inclusion enables all people, regardless of their ability, to participate in every part of community life. It leads to better outcomes in health, welfare, education and employment. In addition to the social imperative for action, Council recognises a strong economic imperative for increasing the inclusiveness of our community. In a study conducted in 2011 by Deloitte Access Economics, it was shown that providing people with disability real job opportunities presents them with an option to move off social service dependence, have an economic impact and provide enormous benefit by improving the quality of life.*

*Council has an important role to play in supporting and promoting access and inclusion and is committed to ensuring that inclusion is considered in all Council business. This includes how we develop the built environment, provide information and services, support employment opportunities and promote positive community*



*attitudes and behaviour toward people with disability.*

*Community engagement played a key role in the development of this Plan. I would like to thank the community members, organisations and school students from La Salle Academy and Lithgow Public School who contributed their ideas about access and inclusion during the consultation process. Your contribution will go a long way in ensuring our City provides equal opportunities for everyone and is a better place to live, work, study and play.*

*Cr Stephen Lesslie  
Mayor*



## *Guiding Principles*

The aim of the Disability Inclusion Action Plan is to outline precise strategies and actions that will help Council achieve its inclusion goals over the next four years. This will allow people with disability to have better access to the services, information and facilities offered by Council. The Plan takes a holistic approach and includes actions for all areas of Council.

By implementing the actions in this Plan, not only will people with disability benefit, but older people, people with acute or short-term injuries, and parents with young children will also benefit.

Therefore, this Plan is based on the broader guiding principles outlined in the United Nations Convention on the Rights of Persons with Disabilities, which includes:

- Full and effective participation and inclusion in society
- Accessibility
- Equality of opportunity
- Non-discrimination
- Respect for difference and acceptance of persons with disabilities as part of human diversity and humanity
- Principles of Universal Design

## *The Case for Inclusion*

In addition to the human rights imperative the case for an inclusive community is strong:

- As a community, we are poorer without a diverse range of viewpoints and individual perspectives.
- Exclusion leads to disadvantage and discrimination, which have far reaching negative impacts across all aspects of life, including health, welfare, education and employment. These impacts are felt beyond the individual, with families and the broader community being negatively impacted by a non-inclusive community.
- There is a strong economic imperative for increasing the inclusiveness of our society. Employment can provide independence, reduce reliance on government income support and improve the living standards of people with disability. This can also have positive health impacts and contribute to a greater sense of self-worth.
- Providing physical access to businesses benefits not only people with disability, but older people, parents with prams and business owners by expanding their business reach.
- With an ageing population there is a growing need to not simply create places for older people, but to ensure that all places are designed to support people regardless of age.

# Policy and Legislative Context

## United Nations Convention on the Rights of Persons with Disabilities (UNCRPD)

The UNCRPD, ratified by Australia in 2008, acknowledges that people with disability have the same human rights as those without disability. This commits participating governments to ensure these rights can be exercised and that barriers are removed. Importantly, implementing a rights-based approach under the UNCRPD does not limit governments to addressing the provision of specialist services to people with disability – it requires mainstream services to be provided in a way that does not directly or indirectly prevent people with disability fully participating. This focus on mainstream service access means that all levels of government, as well as other parts of the community, have a role to play in giving effect to the UNCRPD.

## National Disability Strategy 2010-2020 (NDS)

The NDS 2010-2020, developed in partnership by the Commonwealth, state and territory and local governments, sets out a national plan for improving life for Australians with disability, their families and carers, to support the commitment made to the UNCRPD. The NDS is designed to guide public policy across Australia and specifically aims to bring about change in all mainstream services and programs.

The NDS sets out six priority areas which reflect the broad scope of the UNCRPD, for action to improve the lives of people with disability, their families and carers. The NDS NSW Implementation Plan 2012-2014 was the NSW Government's initial two-year strategy to promote the principles of the NDS.

These principles have now been aligned with the objects of the Disability Inclusion Act (2014) and Disability Inclusion Plan. The

NSW Government continues to work with the Commonwealth to progress actions and report on progress particularly through the COAG and the Disability Minister's forum.

## National Disability Insurance Scheme (NDIS)

The National Disability Insurance Scheme (NDIS) is also currently being rolled out across NSW and will be operating state wide by 30 June 2019. The NDIS is the new way of providing individualised support for people with disability, their families and carers - an insurance scheme that provides people with choice and peace of mind.

## NSW Disability Inclusion Act 2014 (DIA)

The National Disability Insurance Scheme (NDIS) is also currently being rolled out across NSW and will be operating state wide by 30 June 2019. The NDIS is the new way of providing individualised support for people with disability, their families and carers - an insurance scheme that provides people with choice and peace of mind.



# Demographic Profile

## Australian Bureau of Statistics (ABS)

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Lithgow City Council is a Local Government Area (LGA) located about 140km west of Sydney CBD and with a population of about 20,160 residents. According to the 2011 Census, 1,162 or 5.8% of people were identified as being “in need of assistance” in Lithgow. This relates to people with severe or profound disability, and does not include residents who have a disability for which they do not need assistance.

In addition, the number of people over the age of 55 is up from 5,523 in 2006, to 6,506 people in the 2011 Census, an 18% increase in 5 years. This growing number of older residents may have difficulties navigating their local environment and accessing information and services. Therefore, it is critical that Council’s Disability Inclusion Action Plan accounts for these shifts in demographics by working towards creating an accessible and inclusive community.



## Public Health Information Development Unit (PHIDU)

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The Public Health Information Development Unit provides data workbooks that present the latest social health atlases by local government area for the whole of Australia.

According to the PHIDU, in 2010 there were 2,541 persons over the age of 18 years that had a profound/severe/moderate/mild core activity restriction. This suggests that about 13% of the population experienced difficulty when executing a specific task or action. It also shines a light on the diversity of disability, whereby some disabilities are profound, severe and chronic, while others are moderate, mild and acute in nature.

Disability does not discriminate and can happen to anyone at any point in their life. Disability inclusion action planning will assist in meeting the access and inclusion needs of the community.

## Mobility Parking Scheme (MPS)

The Mobility Parking Scheme (MPS) provides parking concessions to people with mobility disabilities in NSW. Roads and Maritime Services (RMS) issues a licence-style card to eligible people. There are three types of permits available to people with disability:

- Individual (blue card) – issued for five years to eligible people whose disability is permanent
- Temporary (red card) – issued for up to six months to eligible people whose disability is temporary. A temporary permit may be renewed for up to six months (providing 12 months in total).
- A third type of permit (green card) is also available to organisations that provide transport for people who meet the eligibility requirements.

According to the RMS, a total of 1,421 mobility parking permits were issued to people in the Lithgow LGA in the last quarter of 2016. This includes 1,362 individual permits, 42 organisational permits and 17 temporary permits, as outlined in the table below:

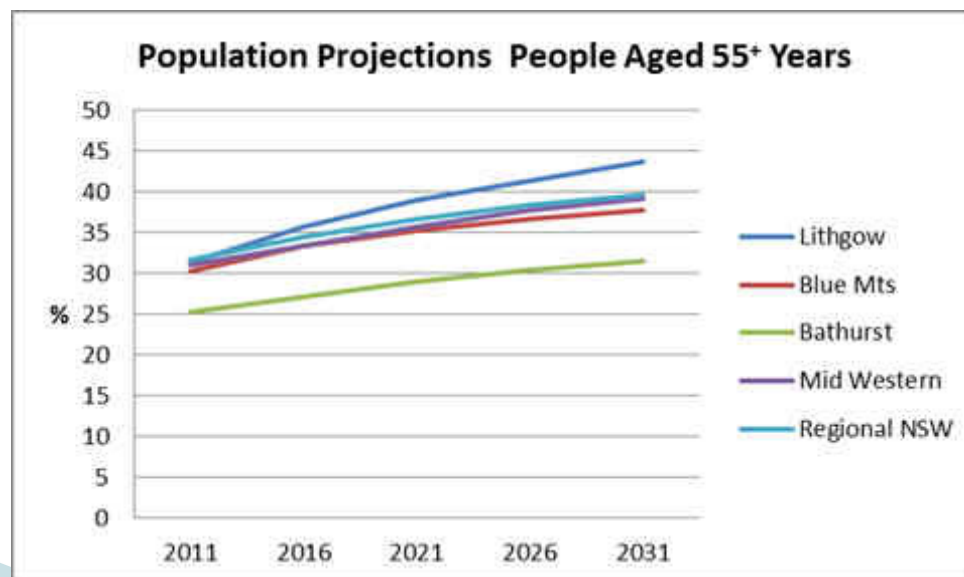
MPS Permit Class				
LGA	Individual	Organisational	Temporary	Total
Lithgow	1,362	42	17	1,421

This data shows that about seven percent of the Lithgow population has some form of physical disability that warrants a mobility parking permit. Furthermore, it highlights the need to determine the number and location of disability parking spaces to ensure a sufficient amount are available to this group of people. As a result, one of the actions in this Plan is to conduct an audit on disability parking spaces in the Lithgow LGA.

## Population Projections

- The correlation between ageing and disability is well cited in numerous research papers produced by the Australian Institute for Health and Welfare, the World Health Organisation and the Department of Health and Ageing.
- Furthermore, data from the ABS shows that the 'need for assistance' greatly increases in the 60+ age group and this need continues to rise throughout the life cycle.
- The ageing projections below highlight the need for Council to plan ahead for its ageing population and provide appropriate information, services and support for this age group.

The table below shows projections for the percentage of the total population that will be aged 55+ out to the year 2031 in Lithgow and surrounding LGA's. Therefore, by 2031, it is projected that almost 45% of Lithgow's population will be over the age of fifty five.



# Consultation

- Council committed to developing a Disability Inclusion Action Plan for delivery from July 2017. To assist in meeting the obligations under the NSW Disability Inclusion Act 2014 background research was conducted, as well as a demographic analysis and review of Council's current access improvements.
- Meetings were held with Council's previous Disability Access Committee to raise awareness of the Act, and the need to develop a plan that improves inclusion across all areas of Council. And a number of consultations were held with various groups, including:
- A community conversation with the clients at the Lithgow Information and neighbourhood Centre facilitated by the Community Hub Coordinator. A total of 11 participants attended.
- A community conversation with the clients and staff at Uniting Care Lithgow. A total of 31 clients and staff members were in attendance.
- A call for submissions was made in November 2016 to the general public and a total of 2 submissions were received by Council.
- Lithgow Public School was engaged to take part in the "Postcards to the Mayor" activity to capture the needs of young people with disability. A total of 27 postcards were received.
- La Salle Academy was also engaged in the "Postcards to the Mayor" activity. A total of 5 postcards were received.
- A survey was distributed to people at the Accessible Lifestyle Expo at the Hoskins Church. A total of 7 surveys were completed.
- The Disability Access Committee also provided feedback on issues related to access and inclusion.

Draft strategies and actions were then developed based on what the community told us was important. Discussions and meetings were held with Group Managers across all levels of Council to review the draft strategies and actions in the Plan.

The draft Plan was placed on public exhibition and the community provided feedback before the Plan was adopted by Council. The adopted Plan will be lodged with the Disability Council of NSW .

## Key Findings

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The consultations identified the need for:

- Further improvements to make the community more accessible – for example public toilets, parking spaces, pavers on Main st, footpaths, kerbing, pot holes, ramps, and footpath laybacks.
- The kerbs along Main Street Lithgow to be made more accessible. They are too high and difficult for someone with mobility issues, a wheelchair, a walker, or a pram to step up.
- Increased accessibility of bus stops and shelters – for example waiting areas, boarding points, bus stop furniture.
- More social and recreational opportunities for young people with disabilities – a safe space where young people can just be, such as a drop in "chill-out" centre, and outings and activities around school holidays.
- Creative thinking about generating greater employment opportunities for people with disability.
- The shops on Main street Lithgow to make their businesses more accessible.
- Accessible toilets in the Lake Pillans area.
- Better access to information and promotion of local services in town.
- Consideration of accessibility when planning and delivering large scale community events, such as Halloween and Lithglo.
- People with disability to be involved in events planning and delivery processes.
- More social and recreational activities for people with disability. For example, events at the Indoor Aquatics Centre, sewing and cooking groups, and other support groups.
- Changed perceptions of disability and for the general public to have a broader understanding of disability.
- Disability services to work together and share information.

# Monitoring, reviewing and reporting

## Monitoring

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Council's Executive Management Team will support the Plan and the Community Development Committee will oversee and monitor the implementation of the actions in the Plan.

An implementation plan will be developed to assist with delivering the actions in the Plan, and an evaluation framework has been developed which identifies key performance indicators and priority actions to track and measure change.

## Reviewing

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Council will talk with the community on a regular basis to check that the priorities in the Plan haven't changed and make updates when needed. In the fourth year of the Plan, Council will measure community satisfaction through a community survey.

## Reporting

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Regular updates will be provided in Council's newsletter to report on inclusion progress. Council will report on implementation of the Plan in its Annual Report, and forward a copy to the Minister. Council will prepare and submit reports to the NSW Disability Council as required.



# Recent Access Improvements

Council has been working for many years to improve access to our services and facilities. Here are some of our current achievements:

- A new accessible toilet block has been installed in Capertee.
- Two new accessible toilet blocks have been installed centrally in the Lithgow CBD in Cook St Plaza and at the Eskbank Street taxi rank.
- An accessible pathway, toilet and ramp has been installed inside Eskbank House & Museum and in the gardens.
- Replacement of the existing toilet at Endeavour Park with a new accessible toilet block is underway.
- Queen Elizabeth Park toilets have been upgraded to meet accessibility standards.
- The toilets at the Union Theatre are accessible and an access ramp has been installed on the side of the building.
- The Indoor Aquatics Centre is fully accessible
- Accessible toilets and a ramp have been installed in the Lithgow Civic Ballroom.
- A new accessible toilet block has been installed in Cullen Bullen.
- An access bridge has been installed across Farmers Creek at the Showground.
- The pathways and cycle ways along Farmers Creek have been upgraded.
- An access pathway has been installed from Blast Furnace Park to Lake Pillans, including a pathway around the lake itself as well as a bridge.
- A new accessible toilet block has been installed at Wallerawang Oval.
- An access ramp has been installed at the meadow Flat Hall.
- Work is about to start on implementation of the Blast Furnace Masterplan which will include accessible ramps and pathways around this heritage site.

Council is committed to progressive and continual upgrades of its services and facilities to create an accessible and inclusive town. This can only be achieved by having an “ear to the ground” and listening to what the community is saying. The Community Development Community will play a crucial role in informing Council on issues related to access and inclusion to ensure the Plan is reflective of the needs of our community.



## ACTION Plan

### Focus Area 1. Building Liveable Communities

Liveable communities are places people can move about easily to access services and facilities and participate in community life.

	<b>Aim</b>	<b>Action</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Indicator</b>
1.1	Enhance access to Council buildings, and facilities	<p>Conduct access appraisals of Council's buildings and facilities to identify access issues.</p> <p>Progressively upgrade access within J.M Robson aquatic centre, including the installation of hoists, adult change tables and water wheel chairs.</p>	<p>Environment &amp; Development</p> <p>Operations &amp; Community and Culture</p>	<p>2017/18</p> <p>2018/19</p>	<p>Number of appraisals completed</p> <p>Works completed and/or number of grants applied for</p>
1.2	Improve access to public toilets	<p>Continue to progressively implement public toilet improvement plan to ensure compliance of all Council public toilets.</p> <p>Maintain information on the National Public Toilet Map.</p>	<p>Environment and Development</p> <p>Information Technology</p>	<p>2017/18</p> <p>Ongoing</p>	<p>Number of toilets accessible to people with disability</p> <p>Updated annually</p>
1.3	Ensure there are sufficiently well-located disability parking spaces in the LGA	<p>Review the number and location of accessible parking spaces in the Lithgow town centre.</p> <p>Monitor and enforce non-compliant use.</p>	<p>Operations and Community &amp; Culture</p> <p>Environment and Development</p>	<p>2017/18</p> <p>Ongoing</p>	<p>Review completed</p> <p>Number of fines issued</p>



	Aim	Action	Responsibility	Timeframe	Indicator
		Develop and implement an education campaign to support compliant use of parking spaces.	Community and Culture	2018/19	Campaign implemented
1.4	Improve the number of accessible paths of travel to key destinations	Progressively improve the continuous accessible paths of travel including parking, footpaths and kerb ramps in Lithgow, Wallerawang and Portland to key destinations such as recreation and community facilities.	Operations	Ongoing	Number of CAPT improved
1.5	Increase the number of accessible bus stops and shelters	<p>Audit bus stops and shelters and develop a priority list for improvements. For e.g. upgrades to boarding points, access paths, waiting areas, signs, tactile ground surface indicators, bus stop furniture etc.</p> <p>Progressively upgrade bus stops and shelters to make them accessible including a link to a continuous accessible path of travel.</p>	<p>Community and Culture &amp; Operations</p> <p>Operations</p>	<p>2017/18</p> <p>2018/19</p>	<p>Audit completed</p> <p>Number of upgrades to bus stops and shelters</p>
1.6	Improve Council's policy and planning tools to create better access	Consider the Universal Access Guidelines when planning and implementing the actions of the Main Street Revitalisation Plan. For e.g. equitable use, flexibility in use, simple	Operations	Ongoing	Guidelines considered and incorporated into works and promoted in newsletter

	Aim	Action	Responsibility	Timeframe	Indicator
		<p>and intuitive use, perceptible information, tolerance for error etc.</p> <p>Include the needs of people with disability in the development of Council's town and village plans, master plans and precinct plans</p>	All Departments	Ongoing	Number of plans and people consulted
1.7	Increase access and inclusion to the library, Eskbank House & Museum.	<p>Maintain and support our valued partnerships with disability providers in the community.</p> <p>Provide a range of resources to meet diversity needs such as, large print books and audio books both in the library and online.</p> <p>Continue providing Maker Space as an inclusive children's creator space and Lego Club as an inclusive activity and play therapy for children with disability.</p> <p>Host events and develop programs that celebrate and recognise inclusion and diversity in our community at the library and/or Eskbank House and Museum.</p>	<p>Community and Culture &amp; Library</p> <p>Library</p> <p>Library</p> <p>Library and Eskbank House &amp; Museum</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Partnerships maintained</p> <p>Number of loans provided for each inclusive collection</p> <p>Number of Maker Space and Lego Clubs held annually</p> <p>Number of events held annually</p>

	<b>Aim</b>	<b>Action</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Indicator</b>
1.8	Increase recreational opportunities for young people with disability in our community	<p>Work with local community organisations and government to enhance meaningful recreational opportunities for young people with disability.</p> <p>Ensure the planning and delivery of recreational assets takes account of the needs of people with disability.</p>	<p>Community and Culture</p> <p>Operations</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Number of recreational opportunities provided</p> <p>Number of people consulted during planning process</p>

## Focus Area 2. Creating Meaningful Employment Opportunities

Employment contributes to independence and feelings of self-worth, social interaction and mental health, and increases opportunities to support individual choice and control.

	<b>Aim</b>	<b>Action</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Indicator</b>
2.1	Improve Council's preparedness to employ people with disabilities.	<p>Audit Council's Hartley and Administration buildings to identify barriers to physical access, e.g. accessible toilets and doorways, paths of travel.</p> <p>Develop a priority list of required changes to Council buildings and workplaces to improve our ability to employ people with disabilities.</p> <p>Review recruitment procedures to support non-discrimination of people with disability and include in Council's Workforce Plan eg – job advertisements promote Council as an Equal Opportunity employer, reasonable adjustment available etc.</p>	<p>Community &amp; Culture</p> <p>Community &amp; Culture</p> <p>Organisational Development</p>	<p>2017/18</p> <p>2017/18</p> <p>2017/18</p>	<p>Audit completed</p> <p>Priority list completed</p> <p>Recruitment procedures reviewed</p>
2.2	Incorporate workforce diversity as part of	Design all work as flexibly as possible, with a focus on achieving the desired	Organisational Development	2017/18	Flexible work practices implemented

	<b>Aim</b>	<b>Action</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Indicator</b>
	everyday Council business	outcomes rather than starting from required work methods, location, hours.			
2.3	Increase employment opportunities for people with disability	<p>Work with community, government and businesses to support local employment for people with disabilities.</p> <p>Promote employment and/or work experience for people with disability at Council.</p> <p>Provide meaningful work experience opportunities through Council's events program for young people.</p>	<p>Organisational Development and Community &amp; Culture</p> <p>Organisational Development</p> <p>Tourism &amp; Community and Culture</p>	<p>Ongoing</p> <p>2018/19</p> <p>2018/19</p>	<p>Number of organisations worked with</p> <p>Program in place</p> <p>Number of young people with disability included in events program</p>

### Focus Area 3. Promoting Positive Attitudes and Behaviours

People’s attitudes impact all aspects of community life. The attitudes and behaviours of the community towards people with disability have been described as the single biggest barrier to participation and inclusion.

	<b>Aim</b>	<b>Action</b>	<b>Responsibility</b>	<b>Timeframe</b>	<b>Indicator</b>
3.1	Raise awareness about the contribution people with disability make to our community	<p>Include images of people with disability in mainstream publications and promotion of mainstream events, not just for disability specific areas.</p> <p>Talk to businesses about the importance of providing good access. For e.g. “Missed Business” campaign.</p> <p>Celebrate International Day of People with Disability and recognise the contribution of people with disability.</p>	<p>Community &amp; Culture</p> <p>Community &amp; Culture</p> <p>Community &amp; Culture</p>	<p>Ongoing</p> <p>2018/19</p> <p>2016/17</p>	<p>Number of publications that show images of people with disability</p> <p>Number of businesses approached</p> <p>International Day celebrated</p>
3.2	Undertake programs to promote access and inclusion	<p>Implement the Dignity and Respect in the Workforce Plan through conducting team-based training sessions.</p> <p>Partner with community organisations to deliver projects that support inclusion.</p>	<p>Organisational Development</p> <p>Community &amp; Culture</p> <p>Community &amp; Culture</p>	<p>2017/18</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Training sessions implemented</p> <p>Number of partnerships forged</p> <p>Number of people involved</p>

	Aim	Action	Responsibility	Timeframe	Indicator
		Involve people with disability in the development of communication campaigns regarding inclusion.			
3.3	Increase participation of people with disabilities in Council events, festivals and activities	<p>Review events and implement strategies to improve access.</p> <p>Include information about access in marketing and promotional material of all events.</p>	<p>Community and Culture &amp; Tourism.</p> <p>Community &amp; Culture and Tourism</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Number of events reviewed</p> <p>Access information included in promotional material</p>

#### Focus Area 4. Enhancing Systems and Processes to Improve Access

Accessible systems, options for communicating, and information help remove barriers to participation and support people to live independently.

4.1	Aim	Action	Responsibility	Timeframe	Indicator
	Enable easy access to information	Distribute information widely and in a variety of accessible formats, large print, electronic, radio etc.	All Departments	Ongoing	Community satisfaction survey
		Upload web content that is accessible and in line with Web Content Accessibility Guidelines (WCAG) 2.0.	Information Technology	2019/20	% Website WCAG 2.0 Compliant
		Create an online map on Council's website showing disability parking spaces and toilets in the Lithgow LGA.	Information Technology	2017/18	Online map completed
		Develop a communication tool, such as an App, that promotes the accessibility of businesses and attractions in our area.	Tourism	2018/19	App developed and launched
		Support local groups and/ or organisations working to	Community & Culture	Ongoing	Number of groups supported



	Aim	Action	Responsibility	Timeframe	Indicator
		improve information distribution for the disability sector.			
4.2	Increase participation in Council's community engagement processes	<p>Engage people with disability in the consultation process and include their ideas in plans for Council services, facilities and activities.</p> <p>Install a hearing loop in Council Chambers.</p>	<p>Community and Culture &amp; Corporate Planning and Communications</p> <p>Environment and Development</p>	<p>Ongoing</p> <p>2019/20</p>	<p>In-house training session for inclusive practices conducted.</p> <p>Hearing loop installed</p>
4.3	Raise awareness about Council's services to support access	<p>Include Information about access in our promotional material and signage.</p> <p>Promote access upgrades to services and facilities in our newsletter.</p> <p>Keep website and tourism app up-to-date with information about access.</p>	<p>All departments as relevant</p> <p>Corporate Planning and Communications</p> <p>Community and Culture &amp; Tourism</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Number of publications that promote inclusion</p> <p>Number of access upgrades promoted</p> <p>Number of updates uploaded</p>

4.4	Aim	Action	Responsibility	Timeframe	Indicator
	Improve Council's systems and processes to deliver better access outcomes	Ensure disability access is a key consideration in Council's capital works program, for eg working in accordance with Universal Access Guidelines.	Operations	Ongoing	Access considerations included in capital works programs
		Work with Council's Community Development Committee to develop better ways of providing access to information and Council's assets	Community & Culture	Ongoing	Number of actions taken to improve access
		Provide training to Council's frontline staff in how to communicate more effectively with people with a hearing impairment.	Organisational Development	Ongoing	Number of staff trained per year

**Appendix – Postcards to the Mayor by students from La Salle Academy**



**A PostCard from Maggie**

To Mayor Leslie,

I want to be able to do things in the community like go to the pool and the library and know that people who are there to help me understand my disability and what I need help with.

I want to be able to do fun things in the community like go to the park and know that there are accessible facilities there that I can use.

We need more accessible toilet facilities in different areas of the town.

When I am older I want to be able to do activities and go to events with other young people in town, that support my disabilities. A council facilitated disability support service would be very good for many young people in our community.

Yours sincerely,

Maggie Aged 4



To:

The Mayor of Lithgow

PO Box 19,

Lithgow, N.S.W. 2790

From:

Maggie

Jack and Jill Pre-School



### A PostCard from LUCI

Dear Mayor Leslie,

My goals for the future are to get a job at the pet shop at the shops in Coles. I would like a playground for the little kids and the big kids. Could Lithgow build a waterslide? I love waterslides and I could have a party there for my birthday. Please could we have a pretend beach so I could see the sun set and take my dog for a walk.

Thank you from Luci

Aged 17.



To:

The Mayor of Lithgow

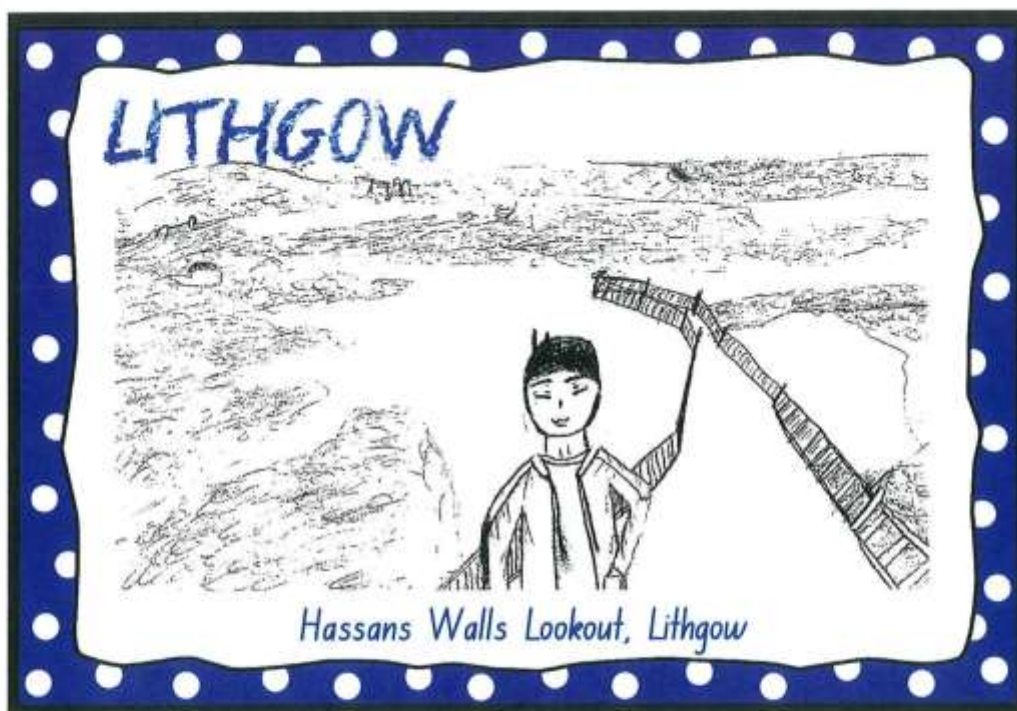
PO Box 19,

Lithgow, N.S.W. 2790

From:

Luci

La Salle Academy



**A PostCard from Joseph**

To Mayor Leslie,

My name is Joseph and I am a silent person. I would like Lithgow to have rock climbing because I like adventure and it is fun.

Would you please build a bookshop because I like books. I like survival books and historical books and I also like science fiction.

I think Lithgow needs faster trains because the trains we have are out dated and an airport so we can travel anywhere in the world.

I would like to have a museum in Lithgow because it has historical stuff and artefacts.

Sincerely, Joseph      Aged 17

To:

The Mayor of Lithgow

PO Box 19,

Lithgow, N.S.W. 2790

From:

Joseph

La Salle Academy

# LITHGOW



J.B. Hi Fi One of Lithgow's Fabulous Retail Shops

## A PostCard from Jordan

Dear Mayor Leslie,

In the future, I would like to be a Manager at a car dealership or a police officer or work on the trains. I would like to see more retail shops like gaming, car shops, restaurants, book stores and comic shops.

I would like to be told more about what is available for me, like being told there was a skate park.

I like trying food from different countries, so I like that Lithgow has good restaurants and would like to see more.

Thank you from Jordan

Aged 14

To:

The Mayor of Lithgow

PO Box 19,

Lithgow, N.S.W. 2790

From:

Jordan

La Salle Academy

LITHGOW



Viaducts at Marrangaroo

### A Postcard from Emily

Dear Mayor Leslie,

I am a student at La Salle Academy, Lithgow. In the future I would love to invite my friend from America to visit me in Lithgow. We could have coffee together in a quiet cafe. It would be great to have Starbucks in a quiet location of Lithgow. We could also go running through book stores, going on a buying craze, if Lithgow had a few book shops. I would also like to see monthly run competitions like painting and writing competitions. An Apple store would be really good, thanks to the growing demand of Apple products. The locals would not have to go to Sydney to get their Apple fix :)

Thank you from Emily

Aged 16

To:

The Mayor of Lithgow

PO Box 19,

Lithgow, N.S.W. 2790

From:

Emily

La Salle Academy

## References

- ABS 2011 Census of Population and Housing, Lithgow
- Community Strategic Plan 2026, Lithgow City Council
- Disability Inclusion Action Planning Guidelines Local Government.
- Disability Inclusion Action Planning Guidelines, Family and Community Services
- Mobility Parking Scheme Data - <http://www.rms.nsw.gov.au/roads/using-roads/mobility-parking/index.html>
- NSW Department of Planning and Environment: New South Wales State and Local Government Area Population, Household and Dwelling Projections: 2014
- Public Health Information Development Unit (PHIDU) Data - <http://phidu.torrens.edu.au/social-health-atlases/data#hmIXzw8605Yg6iQA.97>





Hi I am Jessica Alexander

I wish to be part of the Lithgow city council youth council and represent young students of my age and above and below because I believe the youth of Lithgow are important to life in Lithgow. Children are important. My details are stated below.

In conclusion please consider me as part of the Lithgow city council youth council I believe in improvements in Lithgow area because you see too much graffiti on walls and trains just because teenagers are bored

Thanks heaps

Jessica Alexander

Age 11

ECM Doc 1494 343

From: Lauren Corney [  
Sent: Friday, 31 March 2017 2:33 PM  
To: Lithgow City Council  
Subject: Lithgow Youth Council Nomination

To Who It May Concern,

Please find enclosed my nomination for Lithgow Youth Council.

My name is Lauren Corney, and I am 17 years old, and attend La Salle Academy (Year 12)

As a lifetime resident of Lithgow, and a member of a fourth generation local family, I am interested in seeing Lithgow progress from a youth perspective, and continue to be a place where youth are catered to.

Some of my relevant skills and experience are:

- NSW Catholic Schools Open Debating Champions 2016 • Taekwondo Black Belt - State and National Champion. (Australian representative) • Leader at Primary Camps and Disability Camps

I have travelled a lot through a South East Asia (Vietnam, Cambodia, Thailand, India, Malaysia and Indonesia), which has inspired a social justice consciousness. All people deserve a right to be treated fairly, and I think that this belief is relevant to youth in our community.

I believe I would be a valued member of the youth council, and could contribute in a positive way to make a difference in the community for our local youth.

Please let me know if I can provide further information.

Kind Regards,  
Lauren Corney

ECM DOC 149 4395

To Who It May Concern,

Please find enclosed my nomination for Lithgow Youth Council.

My name is Olivia Corney, and I am 13 years old, and attend La Salle Academy (Year 8).

As a lifetime resident of Lithgow, and a member of a fourth generation local family, I am interested in seeing Lithgow progress from a youth perspective, and continue to be a place where youth are catered to.

Some of my relevant skills and experience are:

Cooerwull School Captain - 2015  
NAIDOC Public Speaking (2012 -2015) - State Finalist 2014  
La Salle Junior Debating Team  
Taekwondo Black Belt - State and National Champion.

I have travelled a lot through a South East Asia (Vietnam, Cambodia, Thailand, India), which has inspired a social justice consciousness. All people deserve a right to be treated fairly, and I think that this belief is relevant to youth in our community.

I believe I would be a valued member of the youth council, and could contribute in a positive way to make a difference in the community for our local youth.

Please let me know if I can provide further information.

Kind Regards,  
Olivia Corney

ECM DOC 1499 357

**From:** Anita Younger [REDACTED]  
**Date:** 23 March 2017 at 5:09:47 pm AEDT  
**To:** <[clr.coleman@lithgow.nsw.gov.au](mailto:clr.coleman@lithgow.nsw.gov.au)>  
**Subject:** Kalvein

Hi Cassandra,

Hi my name is Kalvein Zimmer I'm 19 years old I would really like to part of the Lithgow Youth Council.

I work as an Apprentice barber in Lithgow.

I'm am volunteering my time to help out with the Artist Community Galleries to help mentor young artist.

I would Love to see a legal graffiti wall in Lithgow, reduce illegal graffiti with in the town, to help broaden the understanding about the street art culture, also to help broaden all aspects of art and how it can help young people express them selves.

Thanks Kalvein Zimmer  
[REDACTED]

ECM DOC 1485062

**From:** [REDACTED]

**Sent:** Wednesday, 29 March 2017 9:06 PM

**To:** Viktoria Gulabovski

**Subject:** Re: Youth Council

Hi Viktoria,

I would love to nominate for the youth council 2017! I've previously been a member of the youth council, I was perfect at LHS 2015 and I'm currently studying a bachelor of education (K-12) at CSU.

Thank you for the opportunity,

Kind regards,

Jess :)

ECM DOC 1486134

**From:** Tracie Hunt [REDACTED]  
**Sent:** Tuesday, 28 March 2017 9:11 PM  
**To:** Viktoria Gulabovski  
**Subject:** EOI LITHGOW YOUTH COUNCIL

Hi

I am writing in regards to an expression of interest for the Lithgow Youth Council. I believe that I am eligible to be considered for a position with the youth council for the following reasons;

- I am a young person who resides in the Lithgow area. I am 17 years old and am completing Year 12 at Mountains Christian College.
- I have resided in Lithgow for 12 years and I have participated in community activities and sport in the local area. I have played soccer with a local team for many years and I am currently involved in boxing, crossfit and other fitness activities with local gyms.
- I am motivated and have an open and creative mind. In 2015 I was awarded first prize in the 3d section of the Waste to Art competition.
- I am interested in community participation and I have contributed to the local area including volunteering with Blue Mountains Winter Magic festival.
- I have a keen interest in social justice and child protection. In 2015 I travelled to Thailand with my school and provided practical and material assistance to a number of orphanages and AID clinics for children and young people. I will be returning again this year with the same school program to volunteer and learn insight into the needs of children and young people who live in poverty and with terminal illness. I am also looking forward to developing further cultural knowledge and understanding.

I can be contacted at home on [REDACTED] or by return email at [REDACTED].  
My postal address is [REDACTED].

*kind regards*  
*Asha Finn*

ECM DOC 1486138

**From:** Meg Benson [REDACTED]  
**Date:** 10 April 2017 at 5:17:59 pm AEST  
**To:** Cass Coleman <[Clr.Coleman@lithgow.nsw.gov.au](mailto:Clr.Coleman@lithgow.nsw.gov.au)>  
**Subject:** expression of interest in youth council

Dear Council community team,

I was encouraged to be a professional on your monthly youth council by Cassandra.  
I value any opportunity to engage with and listen to young people.  
This is my contact info- should it be relevant.

However please let me know what times you meet on Wednesdays.

Thankyou!

Meg

*Meg Benson*

**Adolescent & Family Counselling Service  
Lithgow Information & Neighbourhood Centre  
Open Mon, Tues & Wed.**

[REDACTED]  
[www.linc.org.au](http://www.linc.org.au)  
(02) 6354 5912

ECM DOC 1490663

Leanne Walding  
[REDACTED]  
Lithgow NSW 2790  
[REDACTED]

31<sup>st</sup> May 2017

The General Manager  
Lithgow City Council  
Mort Street  
Lithgow NSW 2790

Re: Lithgow City Council Youth Advisory Committee

Dear Sir,

I am writing to express my interest in becoming an active participant of the Lithgow City Council – Youth Advisory Committee.

My name is Leanne Walding who is a long term local resident who has worked across a range of community service programs which includes education, employment and support services.

Currently I am employed as a Linker with Ability Links, which supports people with a disability, their family and carers. This includes working with Youth and having a voice, which explores and supports their goals, aspirations and inclusion. This position is an initiative under NSW Government and it aims to create linkages within the local community and this representation would be advantageous in assisting Council on strategic direction for youth services and the development of a positive image of our youth, especially those with a disability.

Many thanks and I look forward to your reply

Yours faithfully

Leanne Walding

ECM DOC 1486360



To Whom It may concern,

My name is Billie-Jean Schroder and I am the school captain of Portland Central School and I would like to be a part of your Youth Council.

I would like to be a member of the Youth Council because:

- I would like to develop my leadership skills
- I would like to be a voice for Portland
- Become more involved in my local community

I think that I would be a valuable member of the Youth Council because I am willing to speak up and have a voice for the youth of Portland. I am reliable and enthusiastic.

Thank you for your consideration.

Thanks,  
Billie

ECM DOC 149 0657

**From:** jeff.smith [REDACTED]  
**Date:** 13 April 2017 at 8:01:39 am AES1  
**To:** <clr.coleman@lithgow.nsw.gov.au>  
**Subject:** Crime prevention committee

Dear Councilor Coleman,

I have been informed there is a vacancy for a citizen member to fill a position on Crime Prevention Committee, I hereby make an application for consideration on the committee. Having been born and resided in Lithgow for most of my life, and currently doing casual taxi driving, places me in a position to be a fair & balanced person with something to contribute to this committee.

Yours Sincerely  
Jeffrey M Smith.

[REDACTED]  
Lithgow  
Ph [REDACTED]

ECM DOC 1490657

**From:** kristiekearney

**Sent:** Friday, 3 March 2017 9:36 PM

**To:** Lithgow City Council

**Subject:** Expression of Interest - LCC Tourism Advisory Committee

Hi,

I wish to express my interest in seeking representation on the Lithgow City Council's Tourism Advisory Committee.

I possess a Bachelor of Applied Science (Parks, Recreation & Heritage)(Charles Sturt University) and a Master of Cultural Heritage (Deakin University). I have over 15 years experience in the tourism sector from working with organisations such as the NSW National Parks & Wildlife Service (Hartley Historic Site), Bathurst Regional Council (Australian Fossil & Mineral Museum), Lithgow City Council (Eskbank House & Museum) and more recently with Emirates One&Only Wolgan Valley (Field Guides Department). I have extensive experience in the development and delivery of interpretive programs specialising in environmental conservation and cultural heritage (movable and built heritage).

Recently, I embarked on the establishment of my own ecotourism business Wolgan Valley Eco Tours. The business specializes in small group sizes with a tour program that has been designed for the experience seeker who enjoys authentic guided adventures, engaging with locals and unique wilderness experiences. The business was born out of a want: and identified need, to provide free and independent travellers (FIT's) to the Wolgan Valley with premium guided walks and hikes that explores the unique and spectacular regions of the Wolgan Valley.

With such extensive experience within the tourism industry, I believe that I would be able to contribute greatly to the Lithgow City Council Tourism Advisory Committee and tourism in the greater Lithgow region. If there is any further information required please do not hesitate to contact me.

I look forward to your reply.

Kind regards,

Kristie Kearney

## Kellie Barrow

---

**From:** BARBARA BRETHERTON [REDACTED]  
**Sent:** Tuesday, 7 March 2017 6:48 AM  
**To:** Kellie Barrow  
**Subject:** Re: Lithgow City Council Tourism Advisory Committee Expressions of Interest

Hi Kellie,  
I am not sure if this is where to send this but my computer has decided not to open counsel link and I have played with it all week.  
I am requesting an acceptance onto the Tourism Advisory Committee .  
I am the Events coordinator for the Portland Spring Fair and president of the Portland Development association.  
I am evolved with community interest assisting the Wallnuts weekend in October each year,  
I am the contact person for the Bandstand rebuilding committee and a business owner in Portland  
I have devoted 10 years of service to the Portland district and will continue to dedicate my services to the area  
I was born in Lithgow and have been in business in Lithgow over a 40 year period prier to moving to Portland  
my general interest is in promoting Lithgow and district as a tourist destination by my involvement in council and community events and attractions.  
I have enjoyed my time on the Tourism Advisory Committee over the past years and look forward to working with council again  
Barbara Bretherton.

Frances Waddell

[REDACTED]  
Lithgow NSW 2790  
[REDACTED]

1<sup>st</sup> March 2017

Lithgow City Council  
180 Mort Street  
Lithgow NSW 2790

Nomination for Lithgow Tourism Advisory Committee

I am writing to you in regard to the nominations for the Lithgow Tourism Advisory Committee and placing my name for nomination of this committee.

I presently hold the position of Sales Manager with Midwest Radio Network radio stations 2LT & MOVE FM and have held this position for the past ten years.

I feel that I would bring a wealth of knowledge to the committee as I was born and bred in this area before moving to the South Coast for a number of year then returning to Lithgow.

In my working career I have been employed by various forms of media outlets from newspapers to magazines and now in my present employment position radio broadcasting. Where I have successfully initiated many media focuses, competition's, broadcasting features, community events and much more.

In recent times I initiated successfully the MOVE FM Australia Family Fun Day at Lake Lyell, working closely with the lake co- coordinators to provide a family day for residents and visitors. This was a very successful event with many happy families attending from many areas locally and outside the Lithgow Shire.

Prior to this I worked closely with the Lithgow Lions Club to initiate the Lithgow Lions Club Community Markets at the Tony Luchetti Sportsground once per month.

In my working career, I have dealt with business houses and media outlets on a daily basis in a marketing capacity and have witnessed the growth of towns that I have lived in eg: Kiama, Shellharbour and Wollongong Councils, were I lived for several years.

This has given me the experience with a one on one business focus with many types of industries and a good listening ear for what residents and business focused minds believe to be the best way forward for the area.

Lithgow is in a growth area with many residents from the Sydney basin relocating and purchasing homes and properties in the Lithgow City Council area. Due to the lack of housing in Sydney and the affordability in our beautiful area.

I believe the Lithgow and surrounding area has a lot to offer visitors and residents with many of the great wonders right here and on our doorstep. I feel that I could bring a great wealth of knowledge to the committee with my marketing experience in various attractive ideas, hence my application for nomination.

I look forward to working towards a bigger brighter future for the Lithgow region.

Warmest regards

Frances Waddell

TO WHOM IT MAY CONCERN:

I wish to submit an expression of interest in sitting on the Tourism Committee, for the coming term. I believe that tourism is a key economic driver for the future of the LGA.

I have been a lifetime resident of Lithgow and a business owner for the past 9 years, as well as having been involved in my parent's businesses.

I was a member, and committee member of the Lithgow Business Association for a number of years and was actively involved in the organisation of the Celebrate Lithgow Event.

I believe events like Halloween & Lithglo have the potential to grow and put Lithgow on the map as a "go-to" destination, and I would like to be hands on and involved on the forefront of the development and planning of these events into the future.

As a private business owner, I have the capacity to be able to close my business and attend meetings during the day, when required.

Thank-you for taking the time to read my application,

Glenda Anthes,  
Intimate Dreams,  
91 Main Street,  
Lithgow  
Ph: [REDACTED]  
Mobile [REDACTED]

**Kellie Barrow**

---

**From:** Mingaan Wiradjuri Aboriginal Corporation [mingaan.lithgow@ymail.com]  
**Sent:** Thursday, 2 March 2017 9:03 PM  
**To:** Kellie Barrow  
**Subject:** Expression of Lithgow City Council Tourism Advisory Committee

Dear Kellie

I wish to apply on behalf of Mingaan Wiradjuri Aboriginal Corporation for a position on Lithgow City Council Tourism Advisory Committee. Our aboriginal heritage is an important part of tourism in our local government area.

Kind Regards  
Helen Riley  
Wiradjuri Elder

MINGAAN WIRADJURI ABORIGINAL CORPORATION  
PO Box 3123  
Bowenfels NSW 2790  
Phone 0484 189 122  
Office Hours 9am - 5pm Tuesday, Wednesday  
[mingaan.lithgow@ymail.com](mailto:mingaan.lithgow@ymail.com)  
ABN: 83905273168

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## Kellie Barrow

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**From:** Lake Lyell Recreation Park [lake.lyell@bigpond.com]  
**Sent:** Wednesday, 15 February 2017 12:36 PM  
**To:** Kellie Barrow  
**Subject:** Tourism Committee

Attention Kellie.

Dear Kellie,

I am writing to express my interest in applying to be involved with the Lithgow Tourism Committee. Currently I am a caretaker at Lake Lyell Recreation Park and am very eager to see our local tourism move forward.

I look forward to hearing from you soon.

Kind regards,  
Pete Phillips

Kind Regards  
The Lake Lyell Crew  
Lake Lyell Recreation Park  
[www.lakelyellrecreationapark.com](http://www.lakelyellrecreationapark.com)  
[www.facebook.com/LakeLyellRecreationPark](https://www.facebook.com/LakeLyellRecreationPark)  
[lake.lyell@bigpond.com](mailto:lake.lyell@bigpond.com)  
(02) 63556347

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## Kellie Barrow

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**From:** Renee Difranco [REDACTED]  
**Sent:** Tuesday, 21 February 2017 1:52 PM  
**To:** Kellie Barrow  
**Subject:** Re: Lithgow City Council Tourism Advisory Committee Expressions of Interest

Hi Kelly

I would like to the apply

For a position for for the tourism committee

I previously was a committee member for 4 years

In this time we achieved great things

I would still be representing the retail sector for Lithgow LGA

Regards

RENEE DIFRANCO

## Kellie Barrow

---

**From:** Genna Inzitari [REDACTED]  
**Sent:** Thursday, 23 February 2017 5:11 PM  
**To:** Kellie Barrow  
**Cc:** Chris Inzitari; Michael Inzitari  
**Subject:** Re: Lithgow City Council Tourism Advisory Committee Expressions of Interest

Hi Kel,

I would like to nominate myself to join the tourism committee – representing the motels' of Lithgow.

Please let me know if you need any further information.

Kind regards,

Genna Inzitari

Business Development Manager | INZ GROUP PTY LTD

Best Western Plus Hovell Tree Inn and Zig Zag Motel

M: +61 499 444 050

[hovelltreeinn.com.au](http://hovelltreeinn.com.au) | [zigzagmotel.com.au](http://zigzagmotel.com.au)



Top 25 Hotels — Australia

**13** BEST WESTERN PLUS Hovell Tree Inn  
Albury, Australia

## Kellie Barrow

---

**From:** Geoff Wheeler [REDACTED]  
**Sent:** Wednesday, 1 March 2017 2:20 PM  
**To:** Kellie Barrow  
**Subject:** Tourism Advisory Committee

Hi Kellie,

Further to our phone conversation I would like to put in an EOI to become a member of the Tourism Advisory Committee. Through my role as General Manager of the Lithgow Workmen's Club I think I can make a positive contribution to the committee.

Regards,  
Geoff Wheeler  
General Manager  
Lithgow Workmen's Club

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# Minutes

Sports Advisory Committee  
 18<sup>th</sup> April 2017  
 5.00pm

Sports Advisory Committee	
Item Number	Agenda
1	Present And Apologies
2	Declaration Of Interests
3	Confirmation Of Minutes
4	Business Arising From The Minutes
5	Financial Assistance Requests
6	2017 LJ Hooker Reg Cowden Sports Star Of The Year Awards
7	Booking Requests
8	New Members
9	General Business
10	Next Meeting

**AGENDA – SPORTS ADVISORY COMMITTEE – 18/04/2017**



**ITEM 1: PRESENT AND APOLOGIES**

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**PRESENT:** Clr S Lesslie, Clr J Smith, R Marjoram, R Whitty, D Whitty, P Hughes, G Ryan, A Magus, S Morris, K Turner, J Kearney, S Howarth.

**APOLOGIES:** M Brown, P Glasson

**OFFICERS:** I Stewart, T Nolan, K Cibulka.

**ITEM 2: DECLARATION OF INTERESTS**

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**NIL**

**ITEM 3 CONFIRMATION OF THE MINUTES FROM THE PREVIOUS MEETING**

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The Minutes were endorsed by one member of the Committee being:

K Turner

The minutes were presented to Council on the 10<sup>th</sup> April 2017.

**ACTION**

**THAT** the Minutes of the meeting 28<sup>th</sup> March 2017 be taken as read and confirmed.

**MOVED:** P Hughes

**SECONDED:** R Marjoram

**ITEM 4: BUSINESS ARISING FROM THE MINUTES**

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**NIL**

**ITEM 5: FINANCIAL ASSISTANCE REQUESTS**

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**SUMMARY**

There were no complying financial assistance requests received in April 2017.

**ACTION**

**THAT** that the information regarding financial assistance be noted.

**ITEM 6: 2017 LJ HOOKER REG COWDEN MEMORIAL SPORTS STAR OF THE YEAR AWARDS**

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**SUMMARY**

There were no written Junior nominations for the month of April 2017 received.

There were no written Senior nominations for the month of April 2017 received, and achievements reported in the Lithgow Mercury for the month of April include:

- Andrew Burton (Golf) - The 2017 Centennial Coal Lithgow Golf Club champion for 2017 is Andrew Burton who finished a whopping 10 shots ahead of the field in what was a dramatic charged Championship with rounds having to be postponed due to the weather. Burton was too consistent with the talented golfer adding this year's title to those of he won in 2008 and 12. He has had a big year having a number of Opens around the district. (3rd April 2017) .

MONTH	JUNIOR RECIPIENT(S)	SENIOR RECIPIENT(S)
December/January	Ethan Corney (Downhill)& Emmerson Banning (Tennis)	Richard Forbes (Table Tennis, Lawn Bowls, Darts, Petanque and Archery) & Roxanne Van Veen (Cricket)
February	Lucy Green (Tennis)	Cheryl Schram (Bowls) and Lesley Townsend (Bowls)
March	Morgan Watts (Triathlon)	Lithgow Lightning (Cricket)
April	No Nominations Received	Andrew Burton ( Golf )
May		
June		
July		
August		
September		
October		
November		

**ACTION**

**THAT**

1. The 2017 LJ Hooker Reg Cowden Memorial Junior Sports Star of the Year Award for January 2017 be awarded to Ethan Corney (Downhill) & Emmerson Banning (Tennis);
2. The 2017 LJ Hooker Reg Cowden Memorial Senior Sports Star of the Year Award for December 2016/ January 2017 be awarded to Richard Forbes (Table Tennis, Lawn Bowls, Darts, Petanque and Archery) & Roxanne Van Veen (Cricket).

3. The 2017 LJ Hooker Reg Cowden Memorial Junior Sports Star of the Year Award for February 2017 be awarded to Lucy Green (Tennis);
4. The 2017 LJ Hooker Reg Cowden Memorial Senior Sports Star of the Year Award for February 2017 be awarded to Cheryl Schram (Bowls) and Lesley Townsend (Bowls) ; and
5. The 2017 LJ Hooker Reg Cowden Memorial Junior Sports Star of the Year Award for March 2017 be awarded to (Morgan Watts) (Triathlon);
6. The 2017 LJ Hooker Reg Cowden Memorial Senior Sports Star of the Year Award for March 2017 be awarded to (Lithgow Lightning) (Cricket); and
7. The 2017 LJ Hooker Reg Cowden Memorial Senior Sports Star of the Year Award for April 2017 be awarded to Andrew Burton (Golf).
8. Merit certificates to be awarded to all other nominees.



**ITEM 7: BOOKING REQUESTS**

**SUMMARY**

The following bookings were received between 28<sup>th</sup> March 2017 and 18<sup>th</sup> April 2017, and do not conflict with any other approved bookings.

<b>Kremer Park, Portland</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Ellen Davis Portland Colts JRCLC	Between 4.30pm and 6.00pm on Wednesdays and Fridays and 8.30am and 12.00pm on Saturdays from 29 <sup>th</sup> March 2017 to 4 <sup>th</sup> September 2017.	Junior League Competition and Training	Approved subject to standard condition.
<b>Lake Wallace, Wallerawang</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Mr S Addison & Miss A Lamb	Between 12pm to 3pm on Friday 5 <sup>th</sup> May 2017	Private Function – Wedding Ceremony	Approved subject to standard condition.
Wallerawang/ Lidsdale Progress Association	Between 10am and 10pm on Sunday 31 <sup>st</sup> December 2017	New Year's Eve Pyrotechnical Event	Approved subject to standard condition.
<b>Marjorie Jackson Oval, Lithgow</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Lithgow Public School	Between 9.00am and 2.00pm on 19 <sup>th</sup> May 2017 (back up date 26 <sup>th</sup> May 2017).	Lithgow Public School Girls PSSA Soccer Match	Approved subject to standard condition.
<b>Tony Luchetti Sportsground, Lithgow</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Lithgow Giants Mollie Briggs	Between 6pm and 7pm on Mondays, Wednesdays and Fridays from 10 <sup>th</sup> April 2017 to 10 <sup>th</sup> October 2017	Football Training	Approved subject to standard condition
Lithgow City Council	Between 5pm and 8pm on Sunday 7 <sup>th</sup> May 2017.	Out of the Shadows Walk	Approved subject to standard condition
<b>Wallerawang Oval, Wallerawang</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>

Todd Lane Wallerawang Warriors	Between 5.30pm and 6.30pm on Tuesdays and Fridays and 1.00pm to 5.00pm on Saturdays from 1 <sup>st</sup> March 2017 to 30 <sup>th</sup> August 2017	2017 New Era Cup and Training	Approved subject to standard condition.
<b>Watsford Oval, Lithgow</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Ben Foster Coerwull Public School	Between 9.00am and 3.00pm on 5 <sup>th</sup> May 2017.	Lithgow Publix School Boys PSSA Cricket Match	Approved subject to standard condition.

The approved bookings calendars are updated after each Sports Advisory Committee meeting, and can be viewed and / or downloaded from Council's website <http://www.council.lithgow.com/recreationFacilities.html>

### **CANCELLATIONS**

Council has received correspondence from Lithgow Giants , cancelling their booking of Tony Luchetti between 10<sup>th</sup> April to 10<sup>th</sup> October 2017.

### **ACTION**

#### **THAT**

1. All bookings detailed in Item 7 be approved.
2. Cancellation of the booking by Lithgow Giants be noted.

**MOVED:** P Hughes

**SECONDED:** R Marjoram

## **ITEM 8: NEW MEMBERS**

---

NIL

## **ITEM 9: GENERAL BUSINESS**

---

### **SUMMARY**

#### **1. NOMINATIONS FOR REG COWDEN AWARDS**

There have been numerous discussions regarding the nominations for the Reg Cowden awards. It should be noted that Council is having difficulty attracting nominations from the public for Junior and Senior Sporting representatives. It was agreed that the articles in the local paper should not be counted as a nomination and that nominations should be a formally written nomination or from the sporting representative present on the night of the meeting.

It was also discussed that a special meeting should be held with regards to the criteria and policy for current and new members.

Members have advised that more advertising needs to be done. The local radio station has also offered its services to advertise the nominations with no cost to council throughout the year.

Members were encouraged to bring new ideas for a change in direction for the Presentation Night, to be presented at the next meeting.

#### **2. TONY LUCHETTI**

The committee was advised that there is still the issue of the black beetle on the Westfund number 1 field and more spraying and turfing been done to rectify the issue. It was also discussed that goal posts have been pulled down for the Iron Fest festival with the possibility of being left down off the Westfund Number 1 field to stop the temptation of using the field to provide it a break for a couple of weeks to benefit the uses in the future.

It was also mentioned that the large exhaust fan in the canteen area is dripping fat onto the floor and believes that this is caused by a blockage in the system.

A special meeting prior to the Sports Advisory Committee meeting is to be held with stakeholders to discuss ways of resting the Westfund Number 1 field.

#### **3. WALLERAWANG BASEBALL FIELD**

The Baseball Association has requested the synthetic cricket pitch in the baseball field be removed as they believe it is a hazard to the players. They have also requested some top soil to be laid on the field in the coming months. There was no objection to the removal of the non-standard cricket wicket from the meeting.

### **ACTION**

**THAT** appropriate actions and reporting be undertaken in relation to the items raised during general business.

**ITEM 10: NEXT MEETING**

---

**Next Meeting:** 5.00pm on Tuesday, 30<sup>th</sup> May 2017  
Council Chambers, Administration Building,  
180 Mort Street LITHGOW NSW 2790

---

**There being no further business the meeting closed at 5:35pm**



# Minutes

Operations Committee  
24<sup>th</sup> April 2017  
4.00pm

Operations Committee	
Item Number	Agenda
1	Present And Apologies
2	Declaration Of Interests
3	Confirmation Of Minutes
4	Business Arising From The Minutes
5	Dam Safety Report
6	Draft Capital Works Program – 2017/18
7	General Business
8	Next Meeting

## AGENDA – OPERATIONS COMMITTEE – 24/04/17



### ITEM 1: PRESENT AND APOLOGIES

---

**PRESENT:** Clr S Lesslie, Clr W McAndrew, Clr S Ring, Clr R Thompson

**APOLOGIES:** A Muir.

**OFFICERS:** I Stewart, R Brownlow, J Edgecombe, K Cibulka

### ITEM 2: DECLARATION OF INTERESTS

---

NIL

### ITEM: 3 CONFIRMATION OF THE MINUTES FROM THE PREVIOUS MEETING

---

Previous minutes from meeting held on the 3<sup>rd</sup> April 2017, were presented to Council on the 10<sup>th</sup> April 2017.

### ITEM 4: BUSINESS ARISING FROM THE MINUTES

---

Report on the Draft Capital Works Program which was presented at the last meeting has been reviewed and is be presented at this meeting Item 6.

### ITEM 5: DAM SAFETY REPORT

---

#### SUMMARY

Council has recently received a Dam Surveillance reports for 2016 from Water NSW. These reports have been compiled following site visits by Council's Dam Engineer, and engineers from Water NSW, and provide recommendations for future works in order to to comply with the Dam Safety Committee and Australia National Committee on Large Dams standards and guidelines.

#### COMMENTARY

The reports contain recommendations from previous reports with a criticality rating for the works to be undertaken. The Lithgow Dam No.1 report for 2016 showed 22 recommendations ranging from the 2010 report to the current report. To date there are 8 completed recommendations, 12 underway and 2 not started. Lithgow Dam No.2 has 37 recommendations from 2013 until the current report with 17 been completed, 15 underway and 5 Not started. Many of the recommendations are copies from previous reports or are replications whilst many of the tasks that have not been

completed are being quoted on. The work that has not been started is reliant on other work or recommendations to be completed prior to commencement.

Detailed discussion took place in regard to the utilization of Dam No 1 and its role in providing retention of major flood flows in the event of failure of the No 2 dam and excessive storm flows. The demolition of the wall would reduce the ability to detain flood flows from the catchment and increase the likelihood of flooding downstream.

Council is awaiting various options in regard to the future of this Dam but at this stage is not proceeding with demolition of the structure. Further details will be provided to a future meeting of the Operations Committee.

## **ATTACHEMENTS**

1. List of the recommendations and their current status.

## **ACTION**

**THAT** the current status of the Lithgow Dams No.1 and No.2 as detailed in the Dam Surveillance reports be noted.

**MOVED:** Clr S Lesslie

**SECONDED:** Clr R Thompson

## **ITEM: 6      DRAFT CAPITAL WORKS PROGRAM – 2017/18**

---

As discussed during the Operations Committee of the 3<sup>rd</sup> April 2017, options are available for allocation to the Urban Resealing Program for the 2017/18 financial year., Funds previously allocated to pavement renewal in Main Street are to be reallocated to their original source, being roads.

Additional options may present themselves during the course of the committee meeting. The options below are based on community feedback over the past 12 months, engineer assessment and analysis of road condition data / traffic data.

### **Option A:**

Tank Street (from Read Avenue to Railway Parade)

Bridge Street (from Railway Parade to Mort Street)

Hotmix Reseal - \$170,000.00

### **Option B:**

Hill Street (from Eskbank Street to Cook Street)

Lett Street (from Cook Street to Waratah Lane)

Two-coat Reseal - \$92,500.00

Tank Street (from Read Avenue to Railway Parade)

Hotmix Reseal - \$71,000.00

## **COMMENTARY**

Following discussions on the two proposed options for the reallocated funds, Option A was agreed as the most deserving of resealing improvements. The proposed

## RECOMMENDATION

**THAT** Council adopt the following works program for the 2017/18 financial year as per attachment.

**MOVED:** Clr R Thompson

**SECONDED:** Clr S Ring

## ITEM 7: GENERAL BUSINESS

---

### SUMMARY

Welcome to Clr Thompson to the Operation Committee.

### ROADS AND DRAINAGE

The following issues were discussed:

- **Mckanes Falls Road** – Improvement works are planned for the Jenolan Caves end of this road with funds provided in 2106/17 works program
- **Road to Newnes** – Works are underway for the new bridge construction on Wolgan Road, Wolgan Valley which will facilitate access to the unsealed section of the road for major resheeting
- **Naroo Circuit** - It was noted that repair works have started at Naroo Circuit and was discussed if an option of a drain being put in place is likely.
- **Road to National Park – Glen Davis** - the road to the national park just before heading into the township of Glen Davis is in need of repair work as there is many large potholes along the length of the road. Ownership of the road is to be investigated
- **Bent Street Lithgow** – The local Taxi Company have raised some concerns to the new island that has been constructed on the merging lane from Bent Street onto Lithgow Street. It was discussed this has potential to create more accidents in that particular area. This area will be monitored once the work is complete to determine its success in reducing accidents at this location., which has been declared a blackspot in accord with RMS criteria.
- **Wolgan Street, Portland** – The footpath is in a bad state, shop owner not happy that there is bark/mulch all over the pavement and is not being cleaned regularly.
- **Curtin Place** –Future works including mains lining, smoke testing for illegal connections and relocation of sewer mains are planned which may eliminate the issue of manhole surcharge during period of heavy rain.



- **Barracks Place** – The overflow of stormwater drainage from existing drains has been investigated and alterations of gully drains into the main drainage line are defective and require replacing. It is also believed that cigarette butts from these grates are coming from the State Debt Recovery Office Parking area and it was suggested that the owners of the building be requested to place suitable containers in the smoking area.

## **SPORTING FIELDS IN PORTLAND**

The condition of Kremer Park due to a serious infestation of the black beetle was raised and every effort is being made to improve the surface of the football field Kremer Park.

The deciduous trees adjacent to the pool boundary at Portland in the Saville Park have been planned to be removed progressively during the winter months to eliminate the hazards of tree debris entering the Pool's filtration system..

## **CEMETERIES**

Clr McAndrew formally thank the Council Staff T Nolan, P Gordon and G Chew on how well kept the cemetery is at Lithgow.

## **ACTION**

**THAT** appropriate actions and reporting be undertaken in relation to the items raised during general business.

## **ITEM 8: NEXT MEETING**

---

**Next Meeting:** 4.00pm on Monday, 22<sup>nd</sup> May 2017  
Committee Room, Administration Building,  
180 Mort Street LITHGOW NSW 2790

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**There being no further business the meeting closed at 4:57pm**



# Attachments

Operations Committee  
24<sup>th</sup> April 2017  
4.00pm

Operations Committee	
Item Number	Agenda
1	Present And Apologies
2	Declaration Of Interests
3	Confirmation Of Minutes
4	Business Arising From The Minutes
5	Dam Safety Report
6	Draft Capital Works Program – 2017/18
7	General Business
8	Next Meeting

# **Attachment 1**

**NIL**

# Attachment 2

**NIL**

# Attachment 3

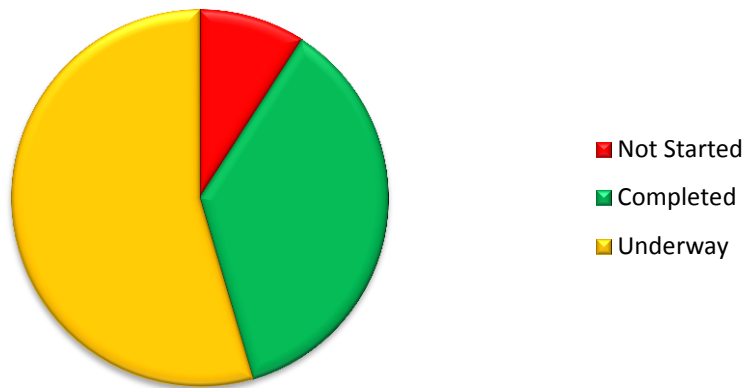
**NIL**

# **Attachment 4**

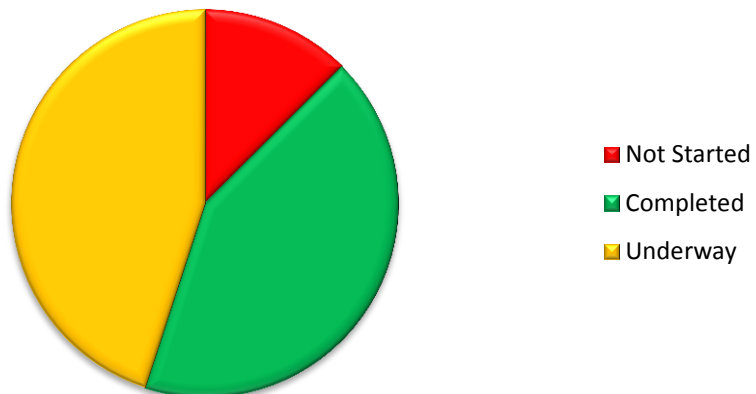
**NIL**

# Attachment 5

**Lithgow Dam No.1 Surveillance  
Report Progress**



**Lithgow Dam No.2 Surveillance  
Report Progress**



Lithgow Dam No.1

Rec No.	Recommendation	Status
2013.2	Council should arrange for a full safety review including a full updated hydrology study, finalisation of the DRAFT 2005 dambreak study, and a comprehensive risk assessment to be carried out. Note: this recommendation supersedes nos. 2010.7 and 2005.1, 3, 11.	Council wishes to discuss with Safety Committee and Water NSW potential of Demolishing Dam No.1 as it only acts as a retarding basin prior to any further studies or reviews be undertaken. Quotes are being collected to undertake this study.
2013.3	Develop a flood frequency curve including inflow/outflow hydrographs for the 1 in 50 and 1 in 100 AEP floods based on PMPs derived from the Bureau of Meteorology's GSDM. Use this data in the requisite updating of the Dam Safety Emergency Plan.	Same as 2013.2
2013.4	Determine the Incremental Potential Loss of Life (PLL) for the dam to conclusively determine the Consequence Category.	Same as 2013.2
2013.5	Update the DSEP annually and arrange for testing of the DSEP in conjunction with testing of the Lithgow No 2 dam DSEP testing at five yearly intervals.	DSEP being reviewed by GHD
2013.6	Carry out a security evaluation of the dam.	Completed
2010.01	Engage a dam specialist to increase the inlet /outlet capacity through the base of the dam to pass the 1% AEP flood at full supply level and report on the condition of the structure to meet the outstanding PRA recommendation.	Quotes received for works however same as 2013.2
2010.2	Remove debris, trees and large shrubby bushes adjacent to the upstream face at least 20 meters and from downstream right abutment and near the scour valve outlet.	Completed and Ongoing
2010.3	Undertake interim repair of the left abutment erosion.	Collecting quotes
2010.4	Establish and maintain a photographic record database to monitor and record the cracks and defects and the condition of both faces.	CEH conduct aerial surveys of both Dam 1 and Dam 2 using Drone
2010.5	Record the result of routine inspections of the dam on a pro-forma 'tick sheet'.	Records kept of inspections monthly
2010.6	Obtain DSC endorsement for "monthly" inspection regime for the dam.	Completed
2010.7	Arrange a rigorous assessment of the earthquake capacity to quantitatively determine whether the dam is capable of withstanding appropriate earth quake loads.	Same as 2013.2
2010.9	Prepare a simplified O&M Manual to formally document procedures in respect to Operation	To be completed



	and Maintenance of the dam as recommended by previous Inspection reports.	
2010.10	Update the current DSEP to the latest guidelines.	DSEP being reviewed by GHD
2010.11	Provide safe access around the dam for Council staff to undertake routine inspections and maintenance of the dam.	Clearing completed and handrail to be investigated
2010.12	Arrange an OH&S Audit to identify deficiencies and any modifications to the structure or security system required.	Completed
2013.3	Address all the outstanding recommendation from the 2002 SMEC Portfolio Risk Assessment (PRA) and previous inspection reports.	Quotes being collected to undertake a full safety review
2014.1	Any sudden or inexplicable change in the condition of the dam should be reported immediately to the Lithgow City Council's Water Engineer/Manager and to WaterNSW (formerly State Water) for assessment.	Surveyed 6 monthly by CEH and 3 monthly inspections by operators.
2014.2	In updating the DSEP as recommended in the 2013 5-Yearly Surveillance Report (see Recommendation (2013.5), the updated DSEP should reflect that the WaterNSW (formerly State Water) is now Lithgow City Council's dams engineer and should be the second point of contact after the SES in an alert or emergency situation.	Being reviewed by GHD
2014.3	Council either install a water level recorder at the dam with telemetry to Council's head office to allow warnings to be appropriately triggered OR, submit a written justification to the DSC for using the Lithgow 2 water level recorder (when installed) as providing warning triggers for floods at Lithgow 1 dam, given all of the various associated unknowns and anomalies associated therewith.	Telemetry upgrade to include Dam telemetry for Council.
2014.4	Council is to attend to the recommendations outlined in the DEUS (previously the DLWC) letter of 28 October 2002, attached to the Lithgow No. 1 Dam Risk Assessment Report as a matter of utmost urgency.	To be completed
2015.1	Any new personnel attend an approved training course (it is understood that Council's new Relief Operator, Mr Laurin Shirt and Council's new Water and Wastewater Manager, Ms Maddison Bailey have not attended such training), and all	Laurin Shirt completed Safety Course in 2015. Maddison Bailey is no longer employed by Lithgow City Council Matthew Trapp to be trained and Phil

	other personnel who are involved with the inspection and operation and maintenance of the dam, attend refresher courses at 5 year intervals.	Kellond to attend refresher course.
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#### Lithgow Dam No.2

Rec No.	Recommendation	Status
2013.1	Dewater and inspect the toe dissipater plunge pool when conditions allow, and when all relevant WHS items have been satisfactorily addressed, to determine the condition of the pool and dam toe area.	WHS access nearly complete. Work can be undertaken by staff soon
2013.2	Carry out a condition assessment on the dam's outlet works and scour system. Undertake the appropriate remedial works to the scour and outlet systems resulting from recommendations of the condition assessment. Once the scour system has been repaired, exercise the scour valve on a regular basis (at least once a year) to ensure proper operation.	WHS measures to be installed prior to inspections. Currently investigating works to be undertaken.
2013.3	Install an automatic storage level recorder (telemetry system) at the dam with alarms which annunciate, at a continually manned control point or connected pager system, if there is a rapid rise or fall in reservoir level. Incorporate the system into the requisite Dams Safety Emergency Plan (DSEP).	To be installed as a part of telemetry rollout.
2013.4	Install a rainfall measuring gauge on site to measure rainfall activity at the dam. Unless the rainfall gauge at the Clarence Colliery is within the dam's catchment.	To be installed as a part of telemetry rollout.
2013.5	Install seepage measurement weirs on the downstream toe and at key locations on the right and left abutments to measure seepages at these locations. Telemetry of the seepage to a continually manned control point or connected pager system, if there is a rapid rise or fall in reservoir level. Incorporate the system into the requisite Dams Safety Emergency Plan (DSEP).	To be installed as a part of telemetry rollout.
2013.6	Develop an Operation and Maintenance Manual in accordance with the requirements of the ANCOLD guidelines and the DSC's requirements.	Currently being developed.
2013.7	Liase with the SES to upgrade their Flood Emergency Plan to include coverage of a	Completed

	dambreak event.	
2013.8	Update the current DSEP annually, including substituting a nominated dam specialist where reference is made to the former DWE or NOW divisions, branch and personnel in the text, flow charts and responsibilities and communications directories.	DSEP complete being reviewed by GHD
2013.9	Carry out an occupational health and safety audit on all aspects of the routine inspections, operation and maintenance of the dam including any public safety issues, in accordance with the requirements of the NSW Work Health and Safety Act 2011.	Completed
2013.10	Council should seek the DSC's advice on what spillway capacity is acceptable due to revised PMP Design Flood.	Completed
2013.11	(Council) sign off the inspection form.	Completed and Ongoing
2013.12	Remove the trees and shrubs from the upstream left abutment to allow an unobstructed view of the face and crest during routine inspections.	Completed and ongoing
2013.13	Thoroughly inspect the upstream face of the dam when water levels permit and take an adequate number of photos for future records, and carry out any remedial works as required.	Underwater drone survey being investigated through Abyss Solutions. Trial to be undertaken in May.
2013.14	Establish a photographic record database of the structure comprising a series of photos from the same point, regularly taken every six months (summer and winter) to monitor the cracks and record the condition of the downstream faces.	CEH currently completes 6 monthly using drone.
2013.19	Re-assess the Dam Stability Analysis due to the revised PMP Design Flood Level.	Completed
2013.20	Carry out a security evaluation of the dam.	Completed
2013.21	Carry out a full Work Health and Safety Audit of the dam in accordance with the WH&S Act 2011, and implement the findings.	Completed
2013.22	Determine the dam's capacity to withstand the newly found peak flood. This will need to be based on a non-linear dynamic analysis using material parameters found by laboratory testing of core samples of the dam, the foundations and the abutments	Being reviewed by GHD
2013.23	Carry out an Incremental Potential Loss of Life study to conclusively determine the consequence category of the dam.	To be completed
2013.24	Carry out a nonlinear dynamic analysis (on the same basis as Rec. 22) for the latest earthquake loading.	To be completed
2013.25	Re-evaluate the 1995 Seismic Loadings to	To be completed

	determine if they are still applicable for Rec. 24.	
2013.26	Carry out a diver's inspection of the upstream face.	Underwater drone survey being investigated through Abyss Solutions. Trial to be undertaken in May.
2013.27	Install WHS compliant access to the right abutment and toe area to allow detailed inspections to occur. If totally impractical, ensure both abutments and toe areas are inspected from relevant vantage points by binoculars or similar.	Nearing Completion of access to toe of the dam. Handrail currently collecting quotes.
2013.1	Repair the concrete over the exposed steel beam on the outlet control platform and the defect at junction of the arch and right hand buttress section of the dam.	Completed
2013.2	To assist with the inspection of both the upstream and downstream faces clear the sight lines from the abutments of all vegetation, shrubs and dead eucalypt growth.	Completed and ongoing
2013.3	Rehabilitate the steps down the right abutment to provide access to the plunge pool and scour valve to comply with WHS legislation.	Nearing completion
2013.4i	Check and repair the steel work and timber decking of the operating platform and overhaul the winch.	To be done as a part of the WHS equipment including walkway to be installed.
2013.4ii	Check the behaviour of the outlet and stabilise if movement, deflection or vibration are excessive under operating conditions.	To be completed. Nothing changing currently
2013.5	(i) Install a telemetry system to record storage level. (ii) Install a seepage weir in the plunge pool and connect to the telemetry system to monitor flow. (iii) Install an automatic rain gauge at the dam and connect to the telemetry system. (iv) Install a control network of fixed pillars on the abutments to site the camera and photograph the various defects at six monthly intervals (i.e. Summer/winter) or if there is a significant change in the reservoir level or following a seismic event. <b>Note:</b> The telemetry system to automatically and continuously transfer all data to a permanently manned location or pager network.	To be installed as part of telemetry rollout.
2013.6	Determine the annual seepage flow and carryout chemical analysis of both seepage water and stored water annually to measure	To be determined following the installation of dam toe access.

	calcium-iron difference to estimate the annual loss of cementitious material.	
2013.7	Review ALL current security arrangements (gates hand rails signage) around and onto the structure to prevent the general public accessing the crest from either the abutments or when the reservoir is approaching FSL by swimming or by canoe/boat.	Completed currently investigation implementation of security measures.
2014.1	The reservoir rim be inspected annually, Particularly if underground mining is approaching the storage.	Inspected annually.
2014.2	Any sudden or inexplicable change in the condition of the dam should be reported immediately to the Lithgow City Council's Water Engineer/Manager and to WaterNSW (State Water) dam engineers for assessment.	Ongoing no changes as yet. Changes to be reported as a part of inspections
2014.3	In future, a copy of all groundwater monitoring results should be forwarded to State Water every 3 months for their record. Any sudden or inexplicable change in the result should be reported immediately to Lithgow City Council's Water Engineer/Manager and to State Water Dam Engineers for assessment.	Can be found on Centennial Coal Website for Clarence colliery.
2014.4	In future, a copy of all deformation survey results should be forwarded to State Water every 3 months for their record. Any sudden or inexplicable change in the result should be reported immediately to Lithgow City Council's Water Engineer/Manager and to State Water Dam Engineers for assessment.	Ongoing no changes as yet. Changes to be reported as a part of inspections
2014.5	The updated DSEP should at least reflect that the WaterNSW (formerly State Water) is now Lithgow City Council's Dams Engineer and should be the second point of contact after the SES in an alert situation or emergency situation.	Completed being reviewed by GHD
2015.1	Any new personnel attend an approved training course (it is understood that Council's new Relief Operator, Mr Laurin Shirt and Council's new Water and Wastewater Manager, Ms Maddison Bailey have not attended such training), and all other personnel who are involved with the inspection and operation and maintenance of the dam, attend refresher courses at 5 year intervals.	Laurin Shirt completed Safety Course in 2015. Maddison Bailey is no longer employed by Lithgow City Council, Matthew Trapp to be trained and Phil Kellond to attend refresher course.

# Attachment 6

## Capital Works Program 2017/18

Main Program	Sub-Program	Section	Type of Work	Surface Type	Length of Work (m)	Budget
						<b>\$ 200,000.00</b>
Urban Resealing						
	Bridge Street, Lithgow	Railway Parade to Mort Street	Reseal	Hotmix	350	\$ 200,000.00
	Tank Street, Lithgow	Read Avenue to Railway Parade	Reseal	Hotmix		
	Total					<b>\$ 200,000.00</b>
						<b>\$ 1,117,608.00</b>
Roads to Recovery						
	Glen Alice Road, Glen Alice	End of 2016/17 works	Reseal	Two-coat	2,500	\$ 367,608.00
	Magpie Hollow Road, Lithgow	End of 2015/16 works	Reseal	Two-coat	800	\$ 120,000.00
	Curly Dick Road, Lithgow	End of 2016/17 works	New seal	Two-coat	2,500	\$ 367,608.00
	Clarence Pirie Park Road, Capertee	Castlereagh Highway	New seal	Hotmix	127	\$ 110,000.00
	Donald Street, Lithgow	Tank Street to Bennett Street	Reseal	Hotmix	279	\$ 152,392.00
	Total					<b>\$ 1,117,608.00</b>
						<b>\$ 406,318.66</b>
ILP - Roads						
	Cripps Avenue, Wallerawang	Pindari Place to Heel Street	Reseal	Two-coat	253	\$ 50,000.00
	Carlton Road, Portland	Section around Albion Road	New seal	Two-coat	410	\$ 50,000.00
	Lyon Parade & Hume Avenue, Wallerawang	Barton Avenue to Hume Avenue & Lyon Parade to Lidsdale Street	Select Reseal	Hotmix	328	\$ 81,318.66
	Cullenbenbong Road, Kanimbla	324 Cullenbenbong Road - Ray Hadley	Reseal	Two-coat	350	\$ 50,000.00
	Ellen Close, Portland	End of Ellen Close	Reseal	Hotmix	40	\$ 40,000.00
	Valley Drive, Lithgow	Kirkland Link to Cooper Close	Reseal	Hotmix	116	\$ 50,000.00
	Brays Lane, Wallerawang	Pipers Flat Road to Blackberry Lane	Reseal	Hotmix	190	\$ 65,000.00
	Ivatt Street Lane, Lithgow	Sandford Avenue to Ivatt Street	New seal	Two-coat	150	\$ 20,000.00
	Tank / Union Lane, Lithgow	Inch / Gay Lane to End	Reseal	Two-coat	240	\$ 20,000.00
	Total					<b>\$ 406,318.66</b>
						<b>\$ 90,000.00</b>
ILP - Lane Improvements						
	Williwa Lane (CBD), Portland	Lett Street to Tramway Avenue	Reseal	Two-coat	96	\$ 12,000.00
	Jamison / High Lane, Portland	Lidsdale Street to Limestone Street	New seal	Two-coat	182	\$ 15,000.00
	Langbein Lane, Portland	Union Street to Limestone Creek Road	New seal	Two-coat	260	\$ 25,000.00
	Bate / Piper Lane, Portland	Saville Street to Paine Street	New seal	Two-coat	182	\$ 19,000.00
	Falnash / Ilford Lane, Portland	Portland / Sunny Corner Rd to Green St	New seal	Two-coat	196	\$ 19,000.00
	Total					<b>\$ 90,000.00</b>
						<b>\$ 260,000.00</b>
Rural Road Improvements						
	Palmers Oakey Road	902 Palmers Oakey Road to 'Bingletree' 1616 Palmers Oakey Road	Gravel reconstruction	Gravel unsealed	5,000	\$ 260,000.00
	Total					<b>\$ 260,000.00</b>
						<b>\$ 150,000.00</b>
Rural Roads Gravel Resheeting						
	Old Western Road, Rydal	Sydney Road to last property	Gravel reconstruction	Gravel unsealed	1,600	\$ 150,000.00

	Total								\$ 150,000.00
<i>Kerb and Gutter Construction</i>									\$ 20,000.00
	Allocate to Main Street footpath								\$ 20,000.00
	Total								\$ 20,000.00
<i>Footpath Construction</i>									\$ 103,783.00
	Main Street Footpath								\$ 103,783.00
	Total								\$ 103,783.00
<i>Urban Drainage Improvements</i>									\$ 50,000.00
	Main Street, Lithgow	Cupro Street to Laurence Street	New inlets	New inlets	x				\$ 50,000.00
	Total								\$ 50,000.00
<i>Guardrail Installation</i>									\$ 33,000.00
	Allocate to Main Street footpath								\$ 33,000.00
	Total								\$ 33,000.00
<i>Depot Improvements</i>									\$ 50,000.00
	Wallerawang Depot Seal								
	Lithgow Stockpile Shed								
	Total								\$ -
<i>Farmers Creek Stage 3 Footpath</i>									\$ 70,000.00
<i>Bus Shelters</i>									\$ 15,000.00
<i>Timber Bridge Improvements</i>	Glen Davis Road, Capertee Valley (Coco,								\$ 100,000.00
<i>Bicycle Plan Review</i>	Crown and Airlie Creek Bridges)								\$ 10,000.00

# Attachment 7

**NIL**



# Attachment 8

**NIL**

*This plaque commemorates the Centenary of  
the Gallipoli ANZAC landings.  
It honours all men and women with connections to  
Lithgow and surrounding districts  
who served their country  
during the Great War of 1914 to 1918.*

*The nearby tree is a seedling sourced from the  
original Lone Pine at ANZAC Cove, Gallipoli  
(courtesy Australian War Memorial)  
and was planted on the occasion of the  
annual ANZAC Cemetery Walk on 26th April 2015  
by the Lithgow & District Family History Society Inc.*

*"Lest We Forget"*