



LITHGOW CITY COUNCIL  
180 Mort Street, (PO BOX 19)  
LITHGOW NSW 2790  
Phone: 02 6354 9999  
Fax: 02 6351 4259  
E-mail: [council@lithgow.nsw.gov.au](mailto:council@lithgow.nsw.gov.au)  
[www.lithgow.nsw.gov.au](http://www.lithgow.nsw.gov.au)

## LITHGOW CITY COUNCIL

Nominations for election of the **Office of Mayor** at the Ordinary meeting of the Council on Monday 24 September 2018.

We, the undersigned Councillors, nominate Councillor to the \_\_\_\_\_  
**Office of Mayor.**

Nominators:

1. Name: \_\_\_\_\_ 2. Signature: \_\_\_\_\_

2. Name: \_\_\_\_\_ 2. Signature: \_\_\_\_\_

I consent to be nominated for the **Office of Mayor.**

Nominee

Name: \_\_\_\_\_ Signature: \_\_\_\_\_



LITHGOW CITY COUNCIL  
180 Mort Street, (PO BOX 19)  
LITHGOW NSW 2790  
Phone: 02 6354 9999  
Fax: 02 6351 4259  
E-mail: [council@lithgow.nsw.gov.au](mailto:council@lithgow.nsw.gov.au)  
[www.lithgow.nsw.gov.au](http://www.lithgow.nsw.gov.au)

## LITHGOW CITY COUNCIL

Nominations for election of the **Office of Deputy Mayor** at the Ordinary meeting of the Council on Monday 24 September 2018.

We, the undersigned Councillors, nominate Councillor to the \_\_\_\_\_  
**Office of Deputy Mayor.**

Nominators:

1. Name: \_\_\_\_\_ 2. Signature: \_\_\_\_\_

2. Name: \_\_\_\_\_ 2. Signature: \_\_\_\_\_

I consent to be nominated for the **Office of Deputy Mayor.**

Nominee

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

# BUSINESS JOURNEY



*Startup/Scale-up*

## **Australian Small Business Advisory Services – AusIndustry.**

Provides low cost digital advisory support to small business.

[www.business.gov.au](http://www.business.gov.au) – online information to assist business planning and growth.

## **Crowd Sourced Equity Funding (CSEF) - ATO**

Legislation allowing entrepreneurs to raise funds from individuals in return for equity in their company.

## **Tax Incentive for Angel Investors – ATO**

Tax offsets and exemptions to incentivise investment in qualifying Early Stage Innovation Companies.

## **Incubator Support Initiative – AusIndustry**

Funding for incubators to assist start-ups to develop the capabilities to succeed internationally.

## **Business Connect – NSW Government**

Provides low cost business advice to help you start or grow your small business.

<https://www.becbiz.com.au/>

## **Minimum Viable Product (MVP) – Jobs for NSW**

Competitive grants focused on developing scalable technology solutions for pre-revenue startups.

## **Building Partnership Grant – Jobs for NSW**

Grants for technology startups to complete pilot projects with customers to accelerate market adoption.

## **CSIRO Kickstart – CSIRO**

Matched funding to access CSIRO capabilities to do research, development or testing.

## **R&D Tax Incentive – AusIndustry and ATO**

Provides companies with a tax refund/offset for doing eligible research and development (R&D) activities.

## **Accelerating Commercialisation – AusIndustry**

Early stage commercialisation support and competitive matched funding grants to bring new and novel projects to market.

## **CSIRO ON (Prime and Accelerate) - CSIRO**

ON offers accelerator programs for science and technology researchers and their collaborators.

## **Innovation Connections – AusIndustry**

Facilitation to collaborate with the research sector to develop new ideas with commercial potential.

## **CRC-Projects – AusIndustry**

Supports short-term industry-led collaboration between industry, research and the community, to focus R&D efforts on utilisation and commercialisation.

## **Global Innovation Linkages – AusIndustry**

Assists Australian businesses and researchers to collaborate with global partners on strategically focused leading-edge R&D projects.

## **TechVouchers – NSW Government**

Grants to connect with researchers and their facilities to embark on an innovative joint research project.



*R&D/  
Collaboration/  
Commercialisation*



*Business Growth*

### **Entrepreneurs Programme Business Evaluation – AusIndustry**

Free business evaluation leading to growth grants to implement business improvement projects.

### **Industry Growth Centres**

Six not for profit Australian growth sector organisations work with industry participants to capitalise on competitive strengths and growth prospects.

### **Centre for Defence Industry Capability**

Supports Australian businesses working in the defence industry or looking to get involved.

### **Venture Capital - AusIndustry**

Lists of registered fund managers are available at [business.gov.au](http://business.gov.au).

### **Jobs Action Plan – NSW Government**

Provides eligible NSW businesses with a payroll tax rebate when they employ new workers.

### **NSW Growth Loans and Loan Guarantees - Jobs for NSW**

A range of loans and loan guarantees to assist emerging and fast-growth SMEs to scale and create jobs.

### **Small Business Grant – NSW Government**

Provides small businesses owners who do not have payroll tax expense with a grant when they employ new workers.



*International  
/Import/Export*

### **Tradex - AusIndustry**

Provides an up-front customs duty and GST exemptions on eligible imported goods intended to be exported or incorporated into other goods to be exported.

### **Landing Pads - Austrade**

Provides market-ready startups / scaleups the opportunity to land and expand overseas in global innovation hubs.

### **Export Finance and Insurance Corporation - EFIC**

Finance and insurance products for current or aspiring exporters.

### **Export Market Development Grants (EMDG) – Austrade**

Financial support for current and aspiring exporters to develop new export markets.



# NSM Australia Joint Venture

UGL > Company > Joint Ventures > NSM Australia

A-A+ Resize Print Share

## Long term partners, delivering cost effective sustainment solutions to ANZAC Class Frigates

Naval Ship Management (Australia) Pty. Ltd. is a Joint Venture between UGL and Babcock, established to execute the ANZAC Class Group Maintenance Contract (GMC Group 3).

### GROUP MAINTENANCE CONTRACT

The Group Maintenance Contract between the Commonwealth of Australia and NSM (AUST) was signed in May 2012 and was in full operation by October 2012.

This Contract represents a clear shift from previous short-term and unpredictable naval ship maintenance contracts to a new grouped asset ('batched'), long-term, performance based contracting methodology for the repair and maintenance of the Navy's major fleet units.

The move to a Group Maintenance Contract provides the following key benefits:

#### To Industry

- Increased certainty of work promoting investment
- A commonality of contract/expectation
- A manageable and predictable level of effort that it can plan against and deliver efficiencies

#### To Navy

A single long-term partner delivering maintenance, resulting in:

- Reduced costs and effort associated with performance based contracting
- Efficiency gains through process improvement
- An improved material state of the Class through iterative maintenance analysis / effectiveness reviews
- Improved notice to ships' crews of the planned location of maintenance and maintenance patterns

### SUCCESS STORY >

[▶ back to top](#)

#### COMPANY

[Corporate Overview](#)

[Leadership >](#)

[Our Projects >](#)

[Joint Ventures v](#)

- [UGL Unipart Joint Venture](#)
- [NSM Australia](#)
- [UGL Kentz Joint Venture](#)

[Locations](#)



[NSM \(AUSTRALIA\) JOINT VENTURE](#)

#### NSM TIMELAPSE



#### REQUEST INFORMATION





Is any product or service to be provided by your company bound by any export controls (eg International Traffic in Arms Regulation (ITAR), Export Administration Regulation (EAR), the Australian Customs Act etc)?

If yes, does your company have in place a Technology Control Plan to ensure compliance with the ITAR?


**EQUAL OPPORTUNITIES, EQUALITY AND DIVERSITY**

Does your company have a Diversity & Equity Policy?

If yes, please attach a copy.

Does your company discriminate against equal opportunities for Aboriginal and Torres Strait Islanders?

Has your company been convicted of workplace discrimination, bullying or harassment?

Has your company been named as not complying with the Equal Opportunity for Women in the Workplace Act?


**TERMS AND CONDITIONS**

We declare we shall comply with the Standard NSM Terms and Conditions (as attached).

If no, please attach agreed T&Cs.

--

**RELEVANT EXPERIENCE AND REFERENCES**

Does your company maintain a skills matrix for its employees to ensure work is appropriately assigned to staff?

--

**CAPABILITY/FLEXIBILITY/RESPONSIVENESS**

Who are the main customers of this company? (List industry and % of business)

Select all core capabilities provided by your company from the attached list (refer Capabilities worktab).

--

**RISKS**

Does your company have a procedure in place for identifying and assessing risk (eg risk matrix, workplace assessments etc)?

If yes, does your company have a system in place for documenting, monitoring and controlling risks (eg JSEA, SWMS etc)?

Has your company had any Worksafe notifiable incidents in the past 2 years?

If you are providing subcontracting services, provide details of all current insurances (Public & Products Liability, Marine Liability Insurance, Third Party Property Damage (vehicles and mobile plant), Compulsory Third Party Motor Vehicle Insurance, Workers Compensation Insurance, Professional Indemnity Insurance, Ship Repairs Liability Insurance, Pollution Liability Insurance, All Risks Property Insurance, Business Interruption Insurance)

[Provider]
[Policy Number]
[Value]
[Exp Date]

Attach copy of each certificate.

**CULTURE**

Does your company have any current/ pending law suit(s)?

If yes, please provide details.

Has your company been party to any judgements in the past 5 years?

If yes, please provide details.

Has your company ever failed to complete a contract or had a contract fully or partially taken over or terminated?

If yes, please provide details.

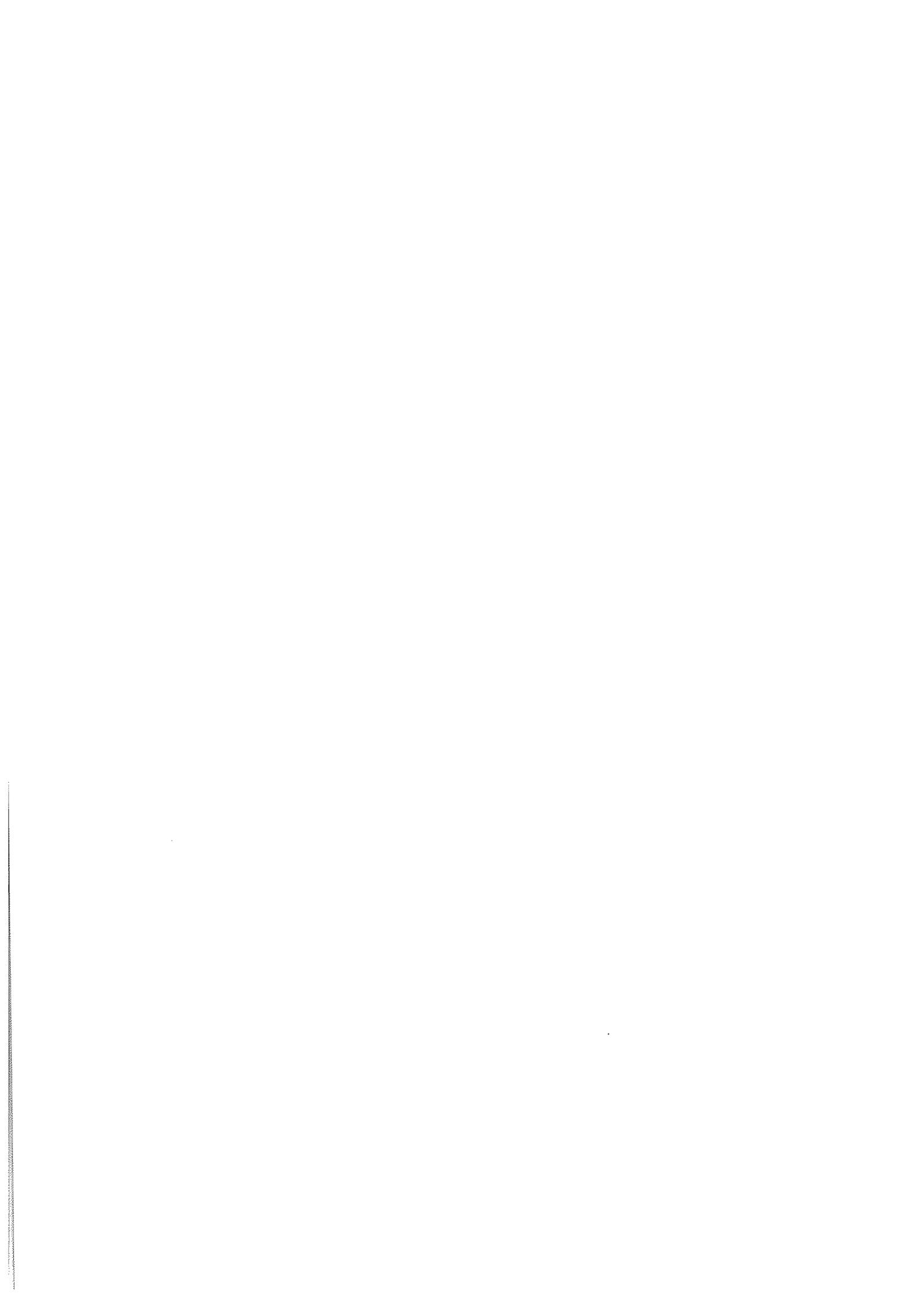

**SUPPLIER PRE-QUALIFICATION QUESTIONNAIRE - CAPABILITIES**

Category	Description	Select
Accreditation/ Qualification	Accreditation/ Qualification - Welding - Aluminium (Iaw ANZAC CLASS System Specification (ACSS))	
Accreditation/ Qualification	Accreditation/ Qualification - Welding - Non Ferrous (Iaw ANZAC CLASS System Specification (ACSS))	
Accreditation/ Qualification	Accreditation/ Qualification - Welding - Steel - General (Iaw ANZAC CLASS System Specification (ACSS))	
Accreditation/ Qualification	Accreditation/ Qualification - Welding - Steel D36 (Iaw ANZAC CLASS System Specification (ACSS))	
Accreditation/ Qualification	Accreditation/ Qualification - High Risk Licence - Confined Space Work	
Accreditation/ Qualification	Accreditation/ Qualification - High Risk Licence - Cranage	
Accreditation/ Qualification	Accreditation/ Qualification - High Risk Licence - Scaffolding	
Accreditation/ Qualification	Accreditation/ Qualification - High Risk Licence - Diving Inspection Services	
Mandated Qualification	Mandated Qualification - Approved Hyperbaric Repairer (A203533)	
Mandated Qualification	Mandated Qualification - Halon Handling (Federal Guidelines of the Department of the Environment and Heritage)	
Mandated Qualification	Mandated Qualification - NATA Laboratory	
Mandated Qualification	Mandated Qualification - Naval Hull Surveyor (ABR 6290)	
Mandated Qualification	Mandated Qualification - PCCP (Painting Contractors Certification Program)	
Mandated Qualification	Mandated Qualification - Pressure Equipment - In-Service Inspection (AS3788)	
Mandated Qualification	Mandated Qualification - Registered Training Organisation (RTO)	
Mandated Qualification	Mandated Qualification - Security Construction and Equipment Committee (SCEC) Endorsed Locksmith	
Mandated Qualification	Mandated Qualification - Vertical Launch System (VLS) Specific Certification	
Mandated Qualification	Mandated Qualification - Certificate III In Flooring Technology	
Direct Service Provider	Air Conditioning (HVAC) - Hygiene, Air Quality Testing	
Direct Service Provider	Air Conditioning (HVAC) - Modules, RAC's, SCAC, Compressor	
Direct Service Provider	Air Conditioning (HVAC) - Ventilation, Trunking & Flaps Cleaning	
Direct Service Provider	Air Quality Testing	
Direct Service Provider	Air Systems Maintenance - High Pressure (250 Bar) (Qualified Iaw AS 3788)	
Direct Service Provider	Air Systems Maintenance - Low Pressure (40 Bar) (Qualified Iaw AS 3788)	
Direct Service Provider	Air Systems Maintenance - Breathing Hyperbaric (registered on the Approved Hyperbaric Repairer List (A203533))	
Direct Service Provider	ANZAC Mine and Obstacle Avoidance Sonar (MOAS) System Maintenance and Repair	
Direct Service Provider	ANZAC Mine and Obstacle Avoidance Sonar (MOAS) System Set To Work and Operation	
Direct Service Provider	ANZAC System - Mast Access Equipment Maintenance and Repair	
Direct Service Provider	Boat Crane Maintenance and Repair	
Direct Service Provider	Capstan and Winch Overhaul (NATA Accredited)	
Direct Service Provider	CCTV System Maintenance and Repair	
Direct Service Provider	Cleaning - General Ship Compartments	
Direct Service Provider	Cleaning - Tank	
Direct Service Provider	Communications - RF	
Direct Service Provider	Communications - UHF	
Direct Service Provider	Communications - VHF Transceiver	
Direct Service Provider	Compressor Maintenance and Repair	
Direct Service Provider	Confined Space Management Provision	
Direct Service Provider	Deck Breakage Readings	
Direct Service Provider	Door and Hatch Maintenance and Repair	
Direct Service Provider	Electrical System Rooming	
Direct Service Provider	Electrical - Cabling	
Direct Service Provider	Electrical - Instrumentation	
Direct Service Provider	Electrical - PLC	
Direct Service Provider	Electrical - Switchgear	
Direct Service Provider	Electrical - UPS	
Direct Service Provider	Emergency Response Team Provision	
Direct Service Provider	Fire Fighting System Repair/ Replacement/ Testing - Halon (Iaw Halon Handling Accreditation)	
Direct Service Provider	Fire Fighting System Repair/ Replacement/ Testing - AFFF and General	
Direct Service Provider	Flooring - Carpet Coverings	
Direct Service Provider	Flooring - False Decks	
Direct Service Provider	Flooring - Floor tiles	
Direct Service Provider	Flooring - Wet Areas - Epirez	
Direct Service Provider	Fuel Oil Purification System Maintenance and Repair	
Direct Service Provider	Furniture and Fixings Maintenance and Repair	
Direct Service Provider	Galley Equipment Maintenance and Repair	
Direct Service Provider	Gauge Inspection and Calibration - Electrical	
Direct Service Provider	Gauge Inspection and Calibration - Pressure	
Direct Service Provider	Gauge Inspection and Calibration - Vacuum	
Direct Service Provider	Heat Exchanger Cleaning and Repair	
Direct Service Provider	Hoses - Inspect and Pressure Test	
Direct Service Provider	Hoses - Supply IACS Compliant	
Direct Service Provider	Hydraulics System Maintenance and Repair	
Direct Service Provider	Lagging and Insulation	
Direct Service Provider	Laundry Equipment Maintenance and Repair	
Direct Service Provider	Load Testing and Certification of Lifting Equipment (NATA Accredited)	
Direct Service Provider	Machinery Alignment	
Direct Service Provider	Motor Rewind	
Direct Service Provider	Non Destructive Testing (NDT) - Abovewater	
Direct Service Provider	Non Destructive Testing (NDT) - Underwater Diving	



**SUPPLIER PRE-QUALIFICATION QUESTIONNAIRE - CAPABILITIES**

Category	Description	Select
Direct Service Provider	Pipe Work Flushing and Cleaning	
Direct Service Provider	Pipe Work System Installation and Repair Cuni/Bronze	
Direct Service Provider	Pipe Work System Installation and Repair GRP	
Direct Service Provider	Pipe Work System Installation and Repair LORO X	
Direct Service Provider	Pipework & Fittings - Steel/Galvanised	
Direct Service Provider	Preservation - with PCCP Accreditation	
Direct Service Provider	Pressure Vessel Cleaning	
Direct Service Provider	Pressure Vessel Inspection (AS3788)	
Direct Service Provider	Propulsion System Maintenance - Transmission	
Direct Service Provider	Propulsion System Maintenance - Shafts and Propellers	
Direct Service Provider	Pump Overhaul	
Direct Service Provider	RAST System Maintenance and Repair	
Direct Service Provider	Refrigeration and Cooling System Maintenance and Repair	
Direct Service Provider	Relief Valve Inspect Repair and Calibration	
Direct Service Provider	Reverse Osmosis System Maintenance and Repair	
Direct Service Provider	Rope and Remote Access	
Direct Service Provider	Sewage System Maintenance and Repair	
Direct Service Provider	Sheet Metal Fabrication	
Direct Service Provider	Valve Overhaul and Replacement	
Direct Service Provider	Vibration Analysis	
Direct Service Provider	Waste Disposal - Liquid Contaminants	
Direct Service Provider	Weapon System Repair and Alignment	
Indirect Service Provider	Calibration of STE	
Indirect Service Provider	Cleaning - Site Office and Facilities	
Indirect Service Provider	Consultancy Services - General	
Indirect Service Provider	Consultancy Services- Coatings	
Indirect Service Provider	Cooler Tower Maintenance and Repair	
Indirect Service Provider	Docking Facilities	
Indirect Service Provider	Plant Hire - Compressors/ Generators	
Indirect Service Provider	Plant Hire - Cranes (incl. Operator/ Driver)	
Indirect Service Provider	Plant Hire - Fork lift	
Indirect Service Provider	Plant Hire - Load Banks	
Indirect Service Provider	Plant Hire - Portable Air- Conditioning Units	
Indirect Service Provider	Plant Hire - Portable Buildings	
Indirect Service Provider	Site Drinking Water	
Indirect Service Provider	Site Sanitary Hygiene Hire and Disposal	
Indirect Service Provider	Site Security Services	
Indirect Service Provider	Training- Dangerous Goods	
Indirect Service Provider	Transportation - Dangerous Goods	
Indirect Service Provider	Transportation - Heavy Goods (Low Loader)	
Indirect Service Provider	Transportation - Pallets	
Indirect Service Provider	Transportation - Parcels and Pallets	
Indirect Service Provider	Waste Disposal - Site Waste	
Materials & Equipment Supplier	Fork Lift Gas	
Materials & Equipment Supplier	Material Provision - Coatings	
Materials & Equipment Supplier	Material Provision - Engineering Consumables	
Materials & Equipment Supplier	Material Provision - NATO Coded Components	
Materials & Equipment Supplier	Material Provision - Safety Consumables	
Materials & Equipment Supplier	Material Provision - Fasteners	
Materials & Equipment Supplier	Material Provision - Hydraulic Components	
Materials & Equipment Supplier	Site Fuel - Diesel	
Materials & Equipment Supplier	Warehousing Equipment	
Products	Provision of Products	



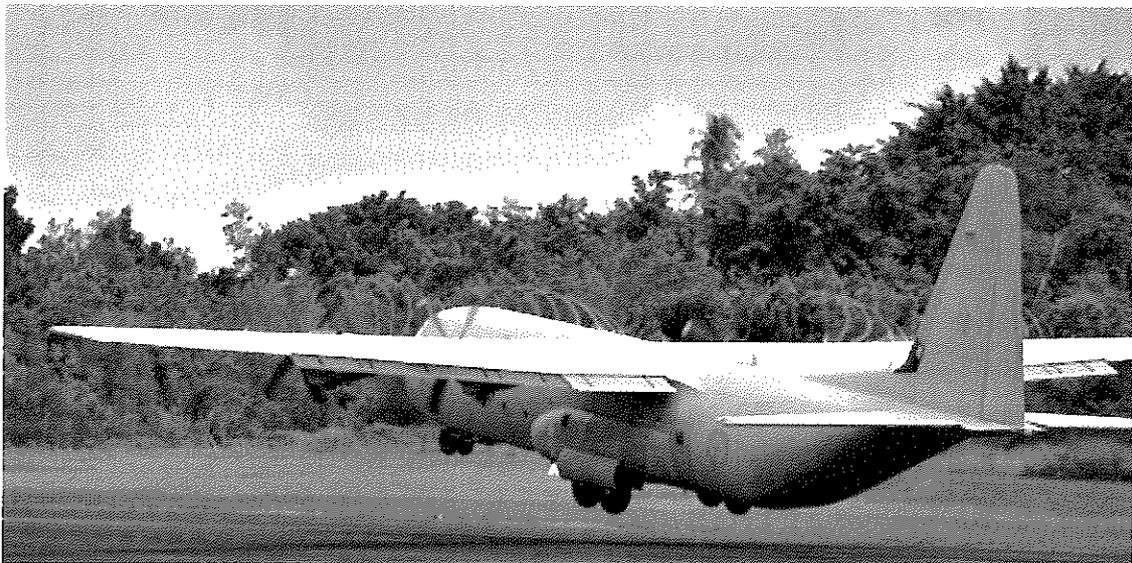
- [Annual Reports](#)
- [Board](#)
- [Executive Management](#)
- [Contact Us](#)
- [Partners](#)
- [Corporate Responsibility](#)
- [Careers](#)
- [Payments](#)
- [Become a member](#) or [Sign in](#)

[Menu](#)

## How we can help you

[Home](#) > [How We Help](#) > [Defence Industry](#).

Australian Business Defence Industry is a nationally-focused member organisation. We provide a range of services to support entry into and business with the Australian defence market. Services are tailored to meet the needs of companies of all sizes, engaged in defence-related activity across all sectors, and located both within Australia and overseas.



Australian Business Defence Industry (ABDI) believes that Australia needs an innovative, vibrant and sustainable defence industry - aligned to our strategic requirements and able to substantially contribute to national economic activity. This is what we are working for.

### **ABDI enables business through:**

**Connections, knowledge and expertise** – Our members benefit from education, networking, products and services necessary to develop business opportunities and grow effectively within the defence and broader national security markets, both domestically and abroad.

**Defence policy and advocacy.** On behalf of our members, we influence the defence industry and government at national defence industry advisory forums and through policy submissions, working groups, roundtables and engagement with ministers and defence executives to promote a supportive industry environment.

**Exclusive market information.** We provide member with defence industry news, analysis and insights available only to members.

**National coverage serving members across Australia and overseas.** On a one-to-one basis, ABDI helps businesses involved in all defence related activities – from small enterprises to large corporations.

### **Representing members doing business in the defence industry**

ABDI member companies come from all tiers of defence industry and all states and territories in Australia. We represent the needs of our members doing business with all areas of the defence industry, including:

- Capability Acquisition & Sustainment Group
- Defence Estate & Infrastructure Group
- Chief Information Officer Group
- Defence Science and Technology Group

### **More information about Australian Business Defence Industry**

- [Contact us](#)  
General, events, membership or media enquiries for ABDI  
[Speak to the team](#)
- [Defence Industry Links](#)  
Helpful links to direct you to your defence industry interest  
[Find out more](#)
- [Defence Industry Policy](#)  
ABDI's advocacy for a conceptual framework  
[Find out more](#)
- [How we can help](#)  
Services to support entry into & business with the Australian defence market.  
[Find out more](#)
- [Industry Job Information](#)  
View the latest job information from our members  
[Find out more](#)
- [Membership](#)  
Find out how we could help your business  
[Join today](#)
- [Our Events](#)  
Facilitating defence and industry engagement  
[Find out more](#)
- [Our members](#)  
Find out more about our members and their operations  
[Find out more](#)
- [Our Services](#)  
Our services are tailored to meet the needs of companies of all size  
[Find out more](#)
- [Recent news](#)  
View our recent news and submissions  
[Find out more](#)

### **Join the conversation**

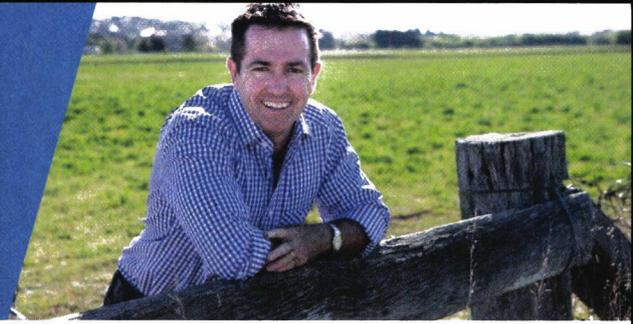
- -
- -
- -
- -

Related sites:



# Paul Toole MP

Member for Bathurst Electorate



Lithgow City Council

Scanned

06 SEP 2018

31 August 2018

Doc Set ID .....

BB:3108/2018

GA Ref .....

Years .....

Graeme Faulkner  
General Manager  
Lithgow City Council  
PO Box 19  
LITHGOW NSW 2790

Dear Mr Faulkner

Please find enclosed a copy of a response from the Minister for Transport, The Hon Andrew Constance MP following representations I made on your behalf concerning the School Student Transport Scheme (SSTS).

Yours faithfully

Paul Toole MP  
**Member for Bathurst Electorate**



**The Hon Andrew Constance MP**  
Minister for Transport and Infrastructure

Our Ref: 00623965  
Your Ref: BA2152; BB:2607/2018

The Hon Paul Toole MP  
Minister for Lands and Forestry  
Minister for Racing  
Member for Bathurst  
PO Box 2237  
BATHURST NSW 2795

Dear Minister

Thank you for your correspondence on behalf of Mr Graeme Faulkner, General Manager at Lithgow City Council, about the School Student Transport Scheme (SSTS). I note Mr Faulkner also wrote directly to me and to the Secretary of Transport for NSW about this matter. I trust he will accept this as a response to all approaches.

I appreciate the reasons that have prompted Council to write to you.

I am advised there are no plans to change the SSTS eligibility requirements to include all primary school children. The requirements have been set under long standing policy.

Students ineligible for the SSTS can appeal Transport for NSW's decision by making an application to the SSTS Appeals Panel if they feel there are mitigating circumstances such as safety or hardship. The panel will make an independent assessment of Transport for NSW's decision. Further information may be found by visiting [apps.transport.nsw.gov.au/ssts](http://apps.transport.nsw.gov.au/ssts).

The SSTS is the most generous free school student transport scheme in Australia and benefits around half the 1.1 million school students in NSW. Additionally, school students who are ineligible for the SSTS are entitled to half-price fares on public transport. More information is available at [www.transportnsw.info](http://www.transportnsw.info) or by calling 131 500.

Thank you for taking the time to write.

Yours sincerely

**THE HON ANDREW CONSTANCE MP**

29/8/2018

## FINANCIAL ASSISTANCE PROGRAM Application Form

### SECTION 1: APPLICANT'S DETAILS – all applicants complete this section

The name of Your Project	Portland Christmas Festival
Name of the Organisation or person seeking financial assistance.	Portland Business Association Inc.
Address	9 Wolgan Street, Portland NSW 2847
Postal Address	PO Box 286 Portland NSW 2847
Name and position of the contact person	Andrew Neville – President
Telephone, Fax and Email Address	Telephone: 0427268348 (bh)
	Email: portlandbusinessassociationinc@gmail.com
	Fax:
	Mobile:0427268348
What legal status does your organisation have? (e.g. Incorporated Association etc)	Incorporated Association
Australian Business Number (ABN) *	67 750 802 194
Australian Company Number (if applicable)	NA
General Description of your Organisation	To provide a unified Business support network. To promote Portland Businesses, Schools and Churches to both the local and wider communities. To be a Representative Body for Portland Businesses, Schools and Churches dealing with Council. To promote Portland itself to the wider Lithgow Council Area and beyond. To organise and hold regular events aimed at attracting people to visit Portland.
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state policy numbers. (Council may request a copy of certificates of currency.)	<b>Please list policies, insurer and policy number.</b> Public/Products Liability \$20,000,000.00 Arena Underwriting Pty Ltd Suite 8,12 Alma Road, NEW LAMBTON NSW 2305 Policy number: ARBIAE/003002 Expiring: 06/12/18 <i>See attached</i>
What is the time frame of your project?	Start Date: set up from 26/11/2018 End Date: pack up week starting 2/1/2019

If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form.

#### AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:

<p><b>\$3407.27</b> waving of fees  <b>\$2677.64</b> financial support  <b>\$6084.91</b> excluding GST</p>
--

**Must agree with amount stated in this application's budget in section 5) (amount EXCLUSIVE of GST)**

## SECTION 2: PROJECT / PROGRAM DESCRIPTION

PLEASE tick one of the following boxes

### NON-RECURRENT FINANCIAL ASSISTANCE

- Local projects and activities with a demonstrated broad community benefit - Generally up to \$3,000 p.a.**
- Major event or Project**
- Applications For Rate Reimbursements**  
General Land Rates only and available for non-profit organisations only
- Waiver of Council fees and charges**
- Schools:** Local projects and activities of schools within Council's area where those projects demonstrate partnership with and benefit to the wider community.

**SPORTING FINANCIAL ASSISTANCE** – ALL applications under this category are referred to the Council's Sports Advisory Committee for their recommendation – note if more than one team member applies the financial assistance will be split between team members.

- Junior Regional Sporting representation** – up to \$100 p.a.
- Junior State Sporting representation** – up to \$300 p.a.
- Junior National Sporting representation** – up to \$500 p.a.

**SECTION 3: APPLICATION / PROJECT DETAILS – all applicants to complete (including representation/prize giving).  
Briefly describe your request/project. If required, attach additional details.**

Month long Christmas Festival in Portland.

- Playing Christmas music from outdoor speakers (from local shops) for the month of December. The appropriate music licences will be held.
- Decorating a Christmas Tree, and hanging Christmas lights across Wolgan Street. This needs to be done before Saturday 1<sup>st</sup> December 2018, as we will have the 'Tree Lighting' and Festival Opening on that Saturday.
- The holding of outdoor Carols by Candlelight Service in Saville Park pending Council approval. This Service will be held on Saturday 8<sup>th</sup> December 2018 starting from 6.30pm.
- On December 15<sup>th</sup>, we request permission for the Portland Business Association Inc. to be able to conduct Outdoor Trading of their businesses on the footpaths and use of Mick Moore Park. This would be for the morning of the 15<sup>th</sup> December 9.00am – 12.00pm.
- On Thursday 20<sup>th</sup> December 2018, we would like to hold a Christmas Street Festival in Wolgan Street between 5.00pm – 8.30pm. This would require the streets to be closed from Williwa and Wolgan Street intersection to the Wallerawang Road entry onto Wolgan Street. We would also like the Council Carpark (entry via Cullen Street) to be closed during this time for festival activities overflow.
- The Local businesses are planning to decorate their shop fronts with Christmas Lights and Nativity window displays. We would like to request that Lithgow City Council join in the occasion by decorating the Crystal Theatre with lights or projections.
- Local Schools join to participate in the Advent Pageant on the last Friday in November.
- Portland Film Society runs Christmas movies incorporated into our events.

**Is your project new? Select one YES  NO  A**

If you answered no, please provide some information that illustrates the new part of an existing project that you are seeking funding for.

The purchase and erection of lights and decorations across the main streets of Portland.  
Purchase or hire of Christmas tree and decorations. The expansion of festival activities.

**What are the aims of the request/project?**

To attract People to the greater Lithgow region.

To spread the Spirit of Christmas to Portland and the wider region.

**How will your request/project assist members of the Community?**

We hope to help our local businesses financially by drawing on tourism

Create a feeling of community and offer social outlets for residents

Create forums for all local organisations/groups to work together.

**What outcomes and benefits will your project have for the community?**

Promoting Portland to the wider area will in turn create more business through tourism, with the growth of the business community we can maintain and upgrade our local community facilities in the hope to attract more residents to the area. New residents will in turn spend more money locally and support local schools and organisations. Creating a stable economy will also create more local jobs for our residents.

**Demonstrate how your project promotes community development and participation by connecting people, increased opportunity and building community capacity.**

During December, we hold events every weekend. Every event is supported by local organisations/schools/business and residents. The community comes together to help organise the events.

By giving a platform to local groups/businesses/organisations to showcase their products and services in the area, while giving these groups the ability to meet people face to face rather than just through paper adverts/phone listings/social media.

To provide for expansion of the Festival to incorporate a wider population from across the state.

**What community consultation has confirmed the need for this program?**

Positive feedback from our inaugural festival in 2017.

General communication from residents and businesses

Through local meetings held with Schools/community organisations and businesses.

**List the organisations actively involved in the project / program.**

<b>ORGANISATION</b>	<b>CONTACT PERSON</b>	<b>Contact telephone number</b>	
Hunny Ant Art	Leila Constable	0422360229	*
Ant Fitness	Andrew Neville	0427268348	*
Absolute Edge	Maree Statham	0428280354	*
Blinky Bill Child Care	Tanya Rue	63555833	*
Bowen Care	Margarethe Jansen	0412137744	*
Coronation Hotel	Doug McManus	63555307	*
Companions for Life	Andrea Vanden Berg	0418171896	*
The Village Voice	Kellie Evans	635554258	*
Foodworks Portland	Heather Palmer	0414722873	*
Portland Produce	Tammy Brown	63555467	*
Portland Post office	Yashik Valabjee	0468429372	*
Portland Pampered Pooches	Kathy West	0406491486	*
Portland Pharmacy	Gobika Srikanthan	63555100	*
Portland Newsagency	Marg and Phil	63555167	*
Rsl Sport and Recreation Club – Portland	Denis Kelly Director	63555203	*
Shmik Hair Design	Lee Grant	63555830	*
Sparkey’s Excavations and General Repairs	Robert Coleman	0428290467	*
St Joseph’s School	Sue Kearns	63555111	*
St Vincent’s Catholic Church	Lorna Nicholson	0439017270	*
Solferino Cinemas	Aanya Whitehead	0466391146	*
The Foundations	Rich Evans	63554258	*
Virtual Lawyers and Mediators Pty Ltd	Stephen Graham	0407001464	*
Williams and Sons Butchery	Grant Williams	0428360818	*
Lithgow Mercury	Carmel Houlison	63522700	
2LT Radio	Peter Watson	63522900	
Crystal Theatre – Portland Film Society	Sue Rose	0428622819	
Portland Bowling Club	Daryl Kirkwood	63555210	
Portland Golf Club	Bob Roberts	0422616301	
Portland Churches			
Portland Central School	Jodie Mason	63555233	
Cullen Bullen School	Tami Bennett	63590543	
The Bird Family – Carols by Candlelight	Ken Bird	ken@techybird.com	
Portland Fire Brigade	Leo Smith	63555173	
Energy Australia	Jennifer Cordina	63548147	
Portland Community Quilters	Carol Woodin	63555102 0412198369	*
Santa Clause	Peter Beljon	0427255583 63555583	
Portland Pool	Simone Taylor	c/- 635552111	

Asterisk\* indicates members of Portland Business Association Inc. who actively participate through financial assistance, donations of goods/services. They also organise and run events of the festival.

Organisations and community members not marked with asterisk\*, actively participate through in-kind help, attending organisation meetings, participation in events eg: singing/dancing. Volunteering goods and services, such as the Bird Family who offer their time and equipment to the Carols by Candlelight.

**SECTION 4 : BUDGET – IMPORTANT – all applicants must complete this section.**

You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. You may submit your budget as a separate attachment if you prefer.

<b>Proposed Income:</b>	<b>Amount</b>
Spring Vale Coal Mine funding application	\$1000.00
Chocolate Wheel	\$2000.00
Market stalls	\$ 300.00
BBQ	\$ 300.00
Carols by Candle light donations	\$ 300.00
Portland Business Association Inc	\$6200.00
<b>Proposed Expenses:</b>	<b>Amount excluding GST</b>
Saville Park Hiring Fees	\$ 224.10
Footpath Trading Fees – Sat 15 <sup>th</sup> Dec	\$ 852.27
Road Closure	\$1090.90
Traffic Management application fees	\$ 296.82
Footpath Trading Fees – Thursday 20 <sup>th</sup> Dec	\$ 852.27
Hire Crystal Theatre	\$ 90.91
Christmas Tree and decorations	\$4545.45
Christmas Lights for streets	\$1818.19
Carols by Candle light; candles, glowsticks, programme	\$ 636.36
APRA Licence	\$ 81.82
Public Liability Insurance portion December	\$ 105.00
Advertising Buses	\$1363.64
Advertising Newspapers	\$1090.81
Advertising Billboard	\$1363.64
Equipment hire - erect lights, decorations, tree	\$ 636.36
Labour- erect lights, decorations, tree	\$ 545.45
Fencing- Carols	\$ 454.55
Catering BBQ	\$ 136.37
<b>TOTAL COST OF PROJECT</b>	\$16184.91 excluding GST
<b>TOTAL COST OF FUNDING SOUGHT</b>	\$ 6084.91

Please indicate if you intend to match any funding applied for on a \$ for \$ basis. If you are purchasing equipment or are planning a capital improvement to your asset, 2 quotations for the goods/ services need to be attached to your application.

**We are matching requested funding of \$6084.91 as shown in income:**

**Portland Business Association Inc. contributing \$6200.00**

## SECTION 5: IMPLEMENTATION SCHEDULE

Detail your plan for project development, implementation and project management.

<b>KEY MILESTONE</b>	<b>TIME FRAME</b>
Council Application	28/8/18
Bus Advertising to commence – 3 months	15/9/18
Sub-committee monthly planning meetings	Sept onwards
PBA Inc meeting monthly	Sept onwards
Newspaper advertising – 6 weeks	1/11/18 – mid December
Lithgow Tourist Centre – 6 weeks	1/11/18 – mid December
Christmas Festival calendar Release	15/11/18
Traffic Control plan submitted	15/11/18
Advert Billboard – 4 weeks	29/10/18
Schools Christmas Pageant	30/11/18
Erection of Christmas Decorations, tree, lights	26/11/18 – 30/11/18
Lighting of Tree and Official Opening	1/12/18
Weekly meeting to review and revise	3, 10, 17 Dec
Carols by Candlelight	8/12/18
Outdoor Trading and School Carols	15/12/18
Christmas Street Festival	20/12/18
Removal of decorations, tree, lighting	2/1/19 – 5/1/19
Festival Debrief	14/01/19

**SECTION 6: DECLARATION – ALL applicants to complete this section.**

On behalf of: PORTLAND BUSINESS ASSOCIATION INC.  
(name of the organisation, if applicable)

I declare that the information provided above is complete and correct.

Signed: 

Print Name: ANDREW NEVILLE

Position in organisation: PRESIDENT.

Address: 9 WOLGAN ST. PORTLAND 2847.

Contact telephone numbers: 0427 268 348.

Email address: portlandbusinessassociation@gmail.com

Date: 24/08/18.

**CERTIFICATE OF CURRENCY**  
**Arena/Berkley Entertainment and Events General Liability**  
**Our Reference: 17120049**

**POLICY NUMBER:** ARBIAE/003002  
**INSURED:** Portland Business Association Inc  
**INSURED ADDRESS:** Portland, NSW  
**THE BUSINESS:** Organiser of Christmas Festival and quarterly meetings  
**SECURITY:** Berkley Insurance Australia  
**PERIOD OF INSURANCE:** 06/12/17 to 06/12/18 At 4pm Local Time

**Covering**

Section 1 Public Liability                      INSURED  
Section 2 Products Liability                      INSURED

Please take note of the Exclusions that apply to this Policy (Exclusions 4.1 to 4.19 in the Policy Wording).

It is hereby declared and agreed that:

Section 4  
4.18 Self Promoted Show, Performance or Concert is deleted from the Policy and will have no effect.

Berkley Insurance Australia (ABN 53 126 559 706) is the Insurer of this Policy.

Arena Underwriting Pty Ltd (ABN 26 125 869 481, AFSL 317617) acts under a binding authority given to it by the Insurer to administer and issue policies, alterations and renewals, and acts on behalf of the insurer and as agent of the insurer, not as your agent.

**Sum Insured**

Section 1 Public Liability  
Limit of Liability \$20,000,000 Defence Costs in Addition

Section 2 Products Liability  
Limit of Liability \$20,000,000 Defence Costs in Addition

**Excess**

Section 1 Public Liability  
Each & every occurrence: \$500  
Alcohol related claims: \$1,500  
Defence Cost Inclusive

Section 2 Products Liability  
Each & every occurrence: \$500  
Alcohol related claims: \$1,500  
Defence Cost Inclusive

**Geographical Limits**

Worldwide excluding United States of America and Canada.

**POLICY WORDING:** BIA GL G2 Arena Ent 1 - 2016

**SPECIAL NOTE**

This Certificate of Currency is prepared as a summary of the insurance policy. It is not a complete description of all the policy's terms, conditions and exclusions.

In determining a claim, or questions with regard thereto, the provisions of the policy will prevail.

-oo0oo-



## Tax Invoice Number **16748780**

<b>Customer Code</b> CRAI6001	<b>Job Site</b> NSW_GENERAL TRADING	<b>Hire Branch Details</b>	<b>Previous Invoice Number</b>	04/12/2017
<b>Invoiced To</b> CRAIG CUTTING BUILDING PTY LTD PO Box 171 PORTLAND NSW 2847	<b>Delivered To</b> CRAIG CUTTING BUILDING PTY LTD PO BOX 171 VIEW AVENUE PORTLAND	Coates Hire Lithgow Main Street Wallerawang NSW 2845 Telephone: (02) 6355 1527 Facsimile: (02) 6355 1859 E-mail: lithgow@coateshire.com.au	<b>Invoice Date</b>	6743884
	<b>LTD Waiver</b> Yes	<b>Site Days Chgd / Week</b> 6	<b>Hire Schedule No</b>	01/12/2017
	<b>Site Contact</b>		<b>Ordered By</b>	Craig
	<b>Site Tel</b>	<b>Mob</b>	<b>Orderer Tel</b>	<b>Mob</b>
		<b>Served By</b> Coates Lithgow	<b>Order Number</b>	Craig
			<b>Customer Ref.</b>	

PRODUCT INFORMATION						HIRE PERIOD INFORMATION				PRICING INFORMATION																	
Line Numbers	Inv	HA	Qty	Description	P G Code	Item Code	Hire Period From	Hire Period To	Status	Off Hire No	Request By	Days/Mths Chgd	Rate	Rate Desc	Adj Rate	Line Total (ex GST)											
1	1	1	1	Trailer Mounted Boom 10.2M Petrol/Electric - [TB92EG]	10100	1158594	1/12/2017 08:56	2/12/2017 08:53	Returned			1.00	\$160.19 <sup>QR</sup>	Daily		\$160.19											
2		1	1	Environmental Charge		ENVIROCHARGE							\$1.60			\$1.60											
<table border="0" style="width: 100%;"> <tr> <td>Hire Charges</td> <td style="text-align: right;">\$160.19</td> </tr> <tr> <td>LTD Waiver Charge</td> <td style="text-align: right;">\$20.02</td> </tr> <tr> <td>Additional Charges</td> <td style="text-align: right;">\$1.60</td> </tr> <tr> <td>Price Excluding GST</td> <td style="text-align: right;">\$181.81</td> </tr> <tr> <td>GST</td> <td style="text-align: right;">\$18.18</td> </tr> <tr> <td><b>Invoice Total</b></td> <td style="text-align: right;"><b>\$199.99</b></td> </tr> </table>																Hire Charges	\$160.19	LTD Waiver Charge	\$20.02	Additional Charges	\$1.60	Price Excluding GST	\$181.81	GST	\$18.18	<b>Invoice Total</b>	<b>\$199.99</b>
Hire Charges	\$160.19																										
LTD Waiver Charge	\$20.02																										
Additional Charges	\$1.60																										
Price Excluding GST	\$181.81																										
GST	\$18.18																										
<b>Invoice Total</b>	<b>\$199.99</b>																										

[www.coateshire.com.au](http://www.coateshire.com.au)

Payment Terms Strictly 30 Days

Thank you for choosing Coates Hire Lithgow

QR - Quoted Rate

<b>All Payments &amp; Account Enquiries PHONE: 1800 04 66 99</b>			
 Payment by mail GPO BOX 5120 MELBOURNE 3001	 Payment by EFT (within Australia only) Acc Name: Coates Hire Operations Pty Limited Bank Name: Westpac Banking Corporation BSB: 037-831 Acc No: 10317824 Remittance: See Fax / E-mail details to the right	 Payment by BPAY® Biller Code: 110247 Ref: 10317824	 Payment by phone Visa, Mastercard, Amex, Diners
 Payment via the Internet Log on to <a href="http://coateshire.com.au">coateshire.com.au</a>	Bank Branch Payments or Overseas Payments Acc Name: Coates Hire Operations Pty Limited Bank Name: Westpac Banking Corporation BSB: 034-002 Acc No: 247643	Remittances To E-mail: <a href="mailto:debtors@coates.com.au">debtors@coates.com.au</a> Fax: 03 9768 3015 Mail: GPO BOX 5120 MELBOURNE 3001	
Equipment with a 'CURRENT' status is still on hire indicating a progressive invoice.		Coates Hire Operations Pty Limited TERMS OF HIRE apply to this transaction. Subject to the state in which building & construction work is taking place, this invoice is a claim for payment under the Building & Construction Industry Security of Payment Act 1999 (NSW) or similar legislation in any other state or territory. In some instances our Goods come with guarantees that cannot be excluded under the Australian Consumer Law.	
		DB: NatLive <span style="float: right;">Page 1 of 1</span>	

ORIGINAL COPY  
Mick Grant

834201

**CASH RECEIPT**

DATE 1-12-17

RECEIVED FROM Portland Business Ass Inc

A.B.N/G.S.T No. (of supplier) 61367409252

THE SUM OF

Five hundred & Fifty dollars

BEING FOR

Erection Christmas Tree  
decorations

TOTAL		G.S.T.		TOTAL INC G.S.T.		SIGNATURE
\$500		\$50		\$550		

# Notice of Modification

## Section 4.55(2) of the *Environmental Planning and Assessment Act 1979*

As delegate of the Minister for Planning, I modify the development consent referred to in Schedule 1, as set out in Schedule 2.

*Howard Reed*

Howard Reed  
Director  
Resource Assessments

Sydney

*15 August*

2018

### SCHEDULE 1

The development consent (SSD 6084) for the Austen Quarry Extension Project, granted by the Executive Director, Resource Assessments and Compliance, as delegate of the Minister for Planning on 15 July 2015.

### SCHEDULE 2

1. In the list of definitions delete the terms "DRE", "Incident", "Material harm", "Minister", "NOW", "Stage 2 Extraction Area" and "Secretary", and their definitions, and insert the following in alphabetical order:

AHD	Australian Height Datum
BC Act	<i>Biodiversity Conservation Act 2016</i>
BCT	NSW Biodiversity Conservation Trust
DoI	Department of Industry - Lands and Water
DRG	Division of Resources and Geoscience within the Department
Incident	An occurrence or set of circumstances that causes or threatens to cause material harm and which may or may not be or cause a non-compliance
Material harm	Is harm that: <ul style="list-style-type: none"><li>• involves actual or potential harm to the health or safety of human beings or to the environment that is not trivial, or</li><li>• results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000, (such loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment)</li></ul> This definition excludes "harm" that is authorised under either this consent or any other statutory approval
Minister	NSW Minister for Planning or delegate
Morning Shoulder	The period between 4 am and 7 am
Secretary	Planning Secretary under the EP&A Act, or nominee
SEE (Mod 1)	Statement of Environmental Effects titled <i>Austen Quarry Stage 2 Extensions Project (MOD 1 – SSD 6084) Statement of Environmental Effects</i> , prepared by RW Corkery & Co Pty Limited, dated March 2018; including the Response to Submissions titled <i>Austen Quarry Stage 2 Extension Project (MOD 1 – SSD 6084) Response to Submissions</i> , prepared by RW Corkery & Co Pty Limited, dated June 2018
Stage 2 Extraction Area	The area within the Extraction Boundary shown in Appendix 2
Weekday	Any day from Monday to Friday

2. Delete all references to "shall" and replace with "must" except in conditions 3, 5 and 10 of Schedule 2.
3. Delete all references to "DRE" and replace with "DRG".
4. Delete all references to "NOW" and replace with "DoI".

5. In condition 2 of Schedule 2:
  - a) in paragraph (a) delete the “;” and insert “, SEE (Mod 1); and”;
  - b) in paragraph (b) delete the “; and” replace with a fullstop; and
  - c) delete paragraph (c).
6. After condition 2 of Schedule 2, insert the following:
  - 2A. The Applicant must carry out the development in accordance with the conditions of this consent.
7. In condition 8 of Schedule 2:
  - a) in paragraph (a) delete “1.1”, and replace with “1.6”;
  - b) in paragraph (b) delete “250” and replace with “300” and delete the words “any one day”, and replace with “weekdays and 167 laden trucks from the site on Saturdays”; and
  - c) in paragraph (c) delete “150” and replace with “200” and delete both occurrences of the word “day” and replace with “weekday”.
8. In condition 9 of Schedule 2 delete “104A” and replace with “4.63”.
9. In condition 20 of Schedule 2:
  - a) after the words “Council in accordance with” delete “division” and replace with a “;”;
  - b) in the first bullet point delete “6” and replace with “7.1” and delete “4” and replace with “7”.
10. After condition 20 of Schedule 2, insert the following:

**EVIDENCE OF CONSULTATION**

21. Where conditions of this consent require consultation with an identified party, the Applicant must;
  - (a) consult with the relevant party prior to submitting the subject document to the Secretary for approval; and
  - (b) provide details of the consultation undertaken including:
    - (i) the outcome of that consultation, matters resolved and unresolved; and
    - (ii) details of any disagreement remaining between the party consulted and the Applicant and how the Applicant has addressed the matters not resolved.

**APPLICABILITY OF GUIDELINES**

22. References in the conditions of this consent to any guideline, protocol, Australian Standard or policy are to such guidelines, protocols, Standards or policies in the form they are in as the date of this consent.
23. However, consistent with the conditions of this consent and without altering any limits or criteria in this consent, the Secretary may, when issuing directions under this consent in respect of ongoing monitoring and management obligations, require compliance with an updated or revised version of such a guideline, protocol, Standard or policy, or a replacement of them.

**COMPLIANCE**

24. The Applicant must ensure that all of its employees, contractors (and their sub-contractors) are made aware of, and are instructed to comply with, the conditions of this consent relevant to activities they carry out in respect of the development.
11. In condition 1 of Schedule 3, in the fifth bullet point in the second column of Table 1, delete “5”, and replace with “4”.
12. In condition 3 of Schedule 3:
  - a) in Table 2, to the right of the column titled “Morning Shoulder”, insert the following:

<b>Morning Shoulder (Sleep Disturbance)</b>
<i>LA max</i>
52

- b) delete the paragraph beginning with “Noise generated by the development”, and replace with “Noise generated by the development must be measured in accordance with the relevant procedures and exemptions (including certain meteorological conditions) of the *NSW Noise Policy for Industry (EPA, 2017)*.”.
13. In condition 4 of Schedule 3:

- a) in paragraph (b) after “during”, insert “noise-enhancing” and delete “when the noise criteria in this consent do not apply (see Appendix 5)”; and
- b) in paragraph (c) after “carry out” insert “attended”.

14. In condition 5 of Schedule 3:

- a) delete the words “and implement” from the first sentence;
- b) in the third bullet point of paragraph (c) after “during”, insert the words “noise-enhancing” and delete “under which the noise criteria in this consent do not apply (see Appendix 5)”
- c) delete paragraph (e) and replace with the following:

(e) include a monitoring program:

- to be implemented to measure noise from the development against the noise criteria in Table 2;
- that includes annual noise monitoring at R24A, unless otherwise agreed with the Secretary; and
- which evaluates and reports on the effectiveness of the noise management system on site.

d) after paragraph (e), insert the following:

The Applicant must implement the Noise Management Plan as approved by the Secretary.

15. In condition 9 of Schedule 3:

- a) delete “and implement” from the first sentence; and
- b) after paragraph (e), insert the following:

The Applicant must implement the Blast Management Plan as approved by the Secretary.

16. In condition 10 of Schedule 3, delete the table following “Table 4: Air quality criteria”, and replace with the following:

<b>Pollutant</b>	<b>Averaging Period</b>	<b>Criterion</b>	
Particulate matter < 10 µm (PM <sub>10</sub> )	Annual	a,d 25 µg/m <sup>3</sup>	
Particulate matter < 10 µm (PM <sub>10</sub> )	24 hour	b 50 µg/m <sup>3</sup>	
Particulate matter < 2.5 µm (PM <sub>2.5</sub> )	Annual	a,d 8 µg/m <sup>3</sup>	
Particulate matter < 2.5 µm (PM <sub>2.5</sub> )	24 hour	b 25 µg/m <sup>3</sup>	
Total suspended particulates (TSP)	Annual	a,d 90 µg/m <sup>3</sup>	
<sup>c</sup> Deposited dust	Annual	b 2 g/m <sup>2</sup> /month	a,d 4 g/m <sup>2</sup> /month

17. In condition 12 of Schedule 3:

- a) delete “and implement” from the first sentence; and
- b) after paragraph (d), insert the following:

The Applicant must implement the Air Quality Management Plan as approved by the Secretary.

18. In condition 20 of Schedule 3:

- a) delete “and implement” from the first sentence; and
- b) after paragraph (d), insert the following:

The Applicant must implement the Water Management Plan as approved by the Secretary.

19. In paragraph (d) in condition 22 of Schedule 3, delete “5 am” and replace with “4 am on weekdays and 5 am on Saturday”.

20. After condition 22 of Schedule 3, insert the following:

22A. In 2022, and every 2 years thereafter, unless RMS directs otherwise, the Applicant must, in consultation with RMS, undertake monitoring of intersection performance at the Jenolan Caves Road and Great Western Highway intersection. Within 2 months of completing this monitoring, the results must be provided to RMS.

21. In condition 23 of Schedule 3:

- a) delete “and implement” from the first sentence;
- b) in paragraph (b) delete “level of service” and replace with “intersection performance”; and
- c) in paragraph (c) delete all words after “Conduct” and replace with:

that includes:

- details of the safe and quiet driving practices that must be used by drivers travelling to and from the quarry, with a particular focus on the morning shoulder period;
- a map of the primary haulage route;
- safety initiatives for haulage during peak periods and along school bus routes;
- an induction process for vehicle operators and regular toolbox meetings; and
- complaints resolution and disciplinary procedures;

d) after paragraph (d), insert the following:

The Applicant must implement the Transport Management Plan as approved by the Secretary.

22. Delete conditions 25 and 26 of Schedule 3, including the headings, and replace with the following:

#### **Biodiversity Credits Required**

25. Within 12 months of the approval of Modification 1, or other timeframe agreed by the Secretary, the Applicant must retire the biodiversity credits specified in Table 4A below.

*Table 4A: Biodiversity credits to be retired*

<b>Credit Type</b>	<b>Offset Type</b>	<b>Number of Credits</b>
Ecosystem Credit	PCT 1093 – Red Stringybark – Brittle Gum – Inland Scribbly Gum dry open forest of the tablelands, South Eastern Highlands Bioregion	649
Ecosystem Credit	PCT 649 – Apple Box – Broad-leaved Peppermint dry open forest of the South Eastern Highlands Bioregion	131
Ecosystem Credit	PCT 840 – Forest Red Gum – Yellow Box woodland of dry gorge slopes, southern Sydney Basin Bioregion and South-Eastern Highlands Bioregion	60
Species Credit	Silver-leaved Mountain Gum ( <i>Eucalyptus pulverulenta</i> )	10,784

The retirement of the credits in Table 4A must be carried out in consultation with OEH and in accordance with the Biodiversity Offsets Scheme of the BC Act, to the satisfaction of the BCT.

*Note: The credits in Table 4A were calculated in accordance with Framework for Biodiversity Assessment of the NSW Biodiversity Offset Policy for Major Projects (OEH, 2014) and may need to be converted to reasonably equivalent 'biodiversity credits', within the meaning of the BC Act, to facilitate retirement.*

23. In condition 27 of Schedule 3, delete "EIS", and replace with "documents listed in condition 2 of Schedule 2".

24. Delete all references to "the Biodiversity Offset Strategy" and replace with "any land based offset".

25. In condition 29 of Schedule 3:

- a) delete "and implement" from the first sentence;
- b) in paragraph (c) after "any land based offset", insert "(including Conservation Area H, shown in Appendix 6)";
- c) in the first bullet point of paragraph (f) delete "in the enhancement of the offset area or site rehabilitation";
- d) in the third bullet point of paragraph (f) delete "Silver-leaved" and replace with "Silver-leaved"; and
- e) after paragraph (i), insert the following:

The Applicant must implement the Landscape and Rehabilitation Management Plan as approved by the Secretary.

26. In condition 30 of Schedule 3:

- a) in paragraph (a) after "calculating the" insert "full"; and
- b) in the first bullet point of the notes, delete "such as provision of capital and management funding as agreed by OEH as part of a Biobanking Agreement, or transfer to conservation reserve estate".

27. In condition 37 of Schedule 3:

- a) in paragraph (a), delete "and"; and
- b) in paragraph (b), following "vicinity of the site" insert the following:  
"; and  
(c) prepare a Bush Fire Emergency Evacuation Plan in accordance with the NSW Rural Fire Service document, *Guide for Developing a Bush Fire Emergency Evacuation Plan*, to the satisfaction of the Secretary."

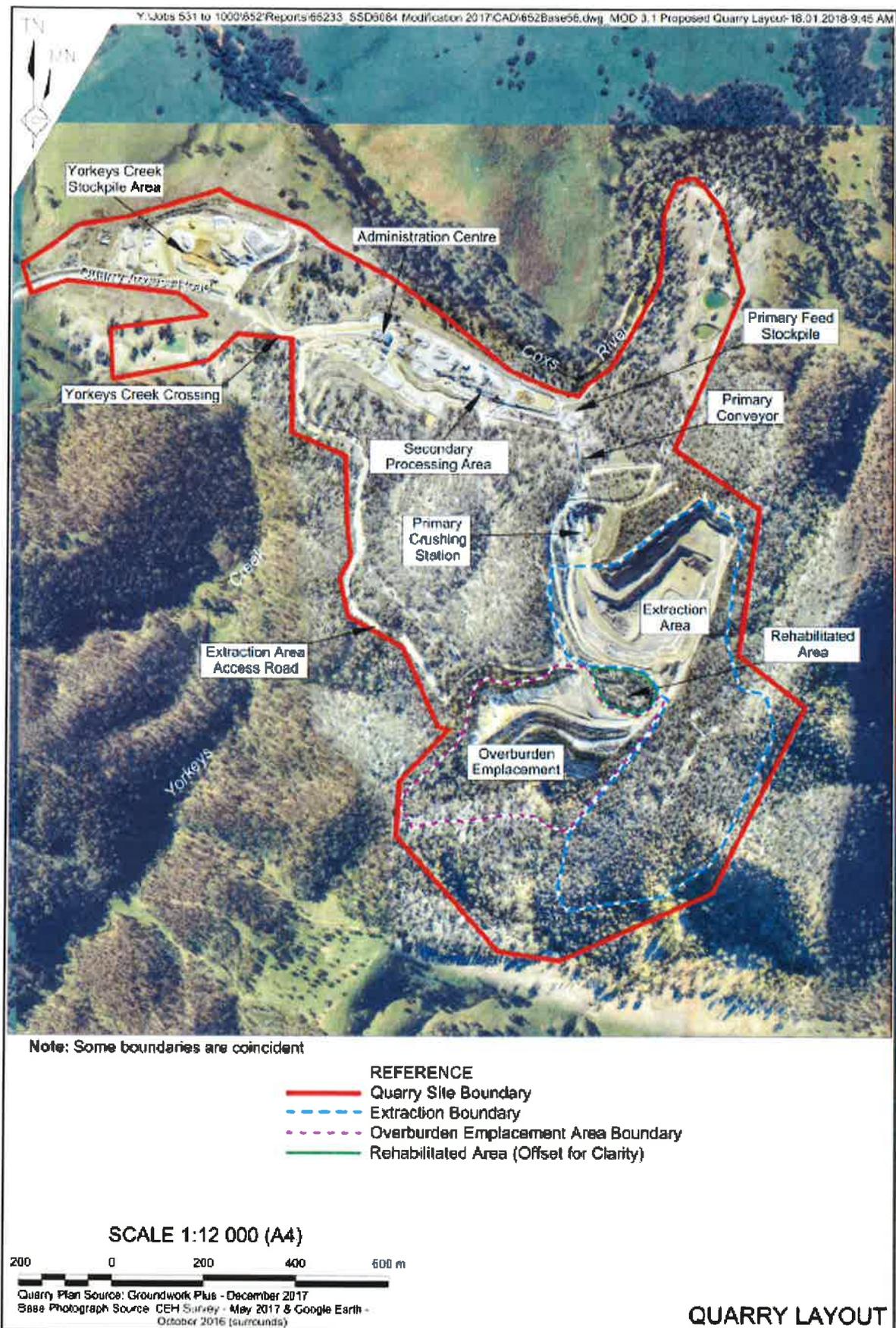
28. In condition 1 of Schedule 5:

- a) delete "and implement" from the first sentence;
- b) in paragraph (d) delete "describe", and replace with "set out";
- c) in paragraph (e) delete "describe", and replace with "set out" and delete "that would" and replace with "to";

- d) in the fourth bullet point of paragraph (e), following "non-compliance", insert "and any incident";
- e) in the first bullet point of paragraph (f), delete "copies of" and replace with "references to"; and
- f) after paragraph (f), insert the following:

The Applicant must implement the Environmental Management Strategy as approved by the Secretary.

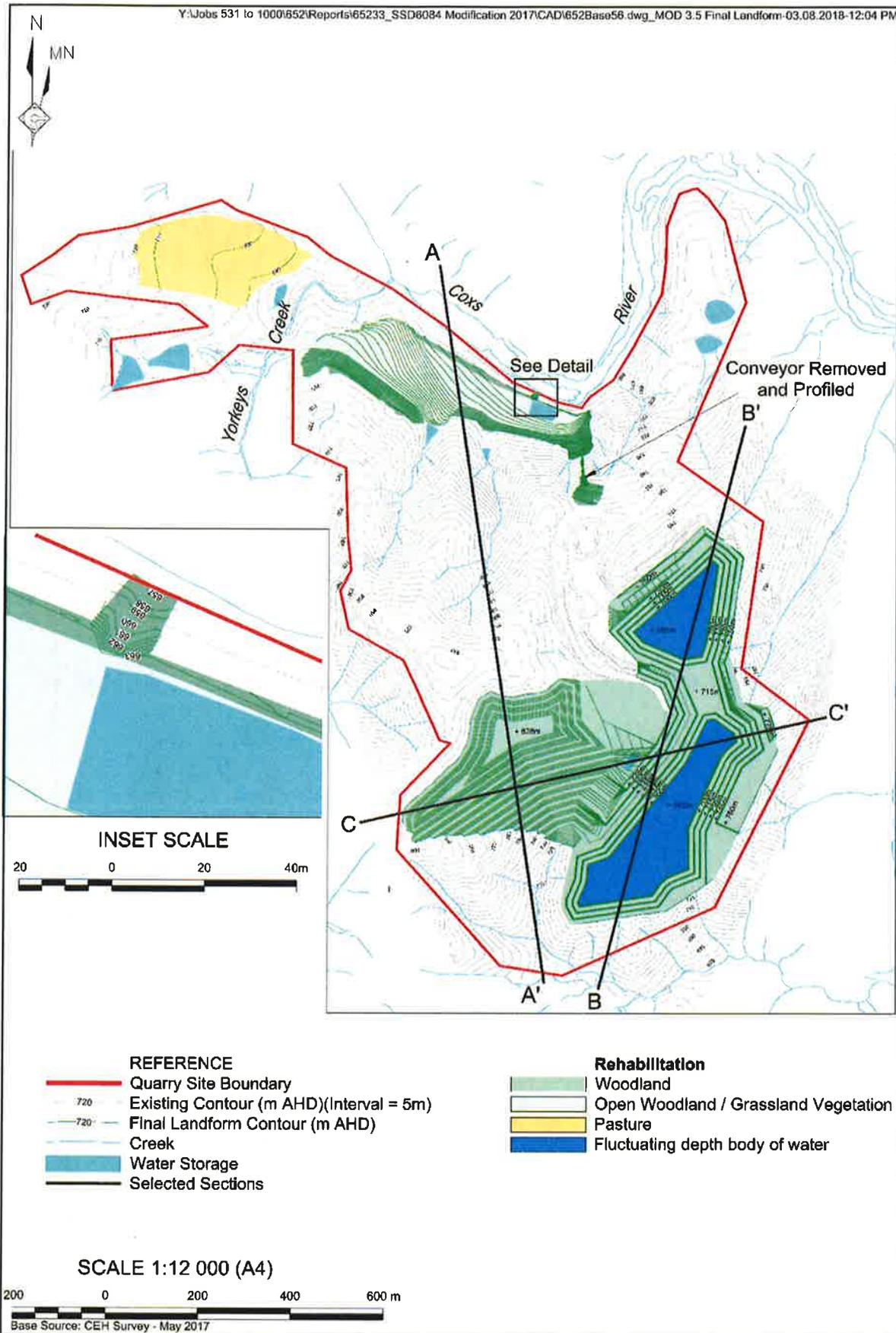
- 29. In paragraph (a) in condition 2 of Schedule 5, delete "detailed baseline data", and replace with "a summary of relevant background or baseline data".
- 30. In condition 4 of Schedule 5:
  - a) in the fourth bullet point of sub-paragraph (b), delete "EIS" and replace with "documents listed in condition 2 of Schedule 2"; and
  - b) in paragraph (c) delete "ensure compliance", and replace with "rectify the non-compliance and avoid reoccurrence".
- 31. In condition 8 of Schedule 5:
  - a) in paragraph (d) delete "and";
  - b) in paragraph (e) delete the fullstop and replace with "; and"; and
  - c) after paragraph (e), insert the following:
    - (f) be conducted and reported to the satisfaction of the Secretary.
- 32. In Appendix 2, delete the figure and replace with the following:

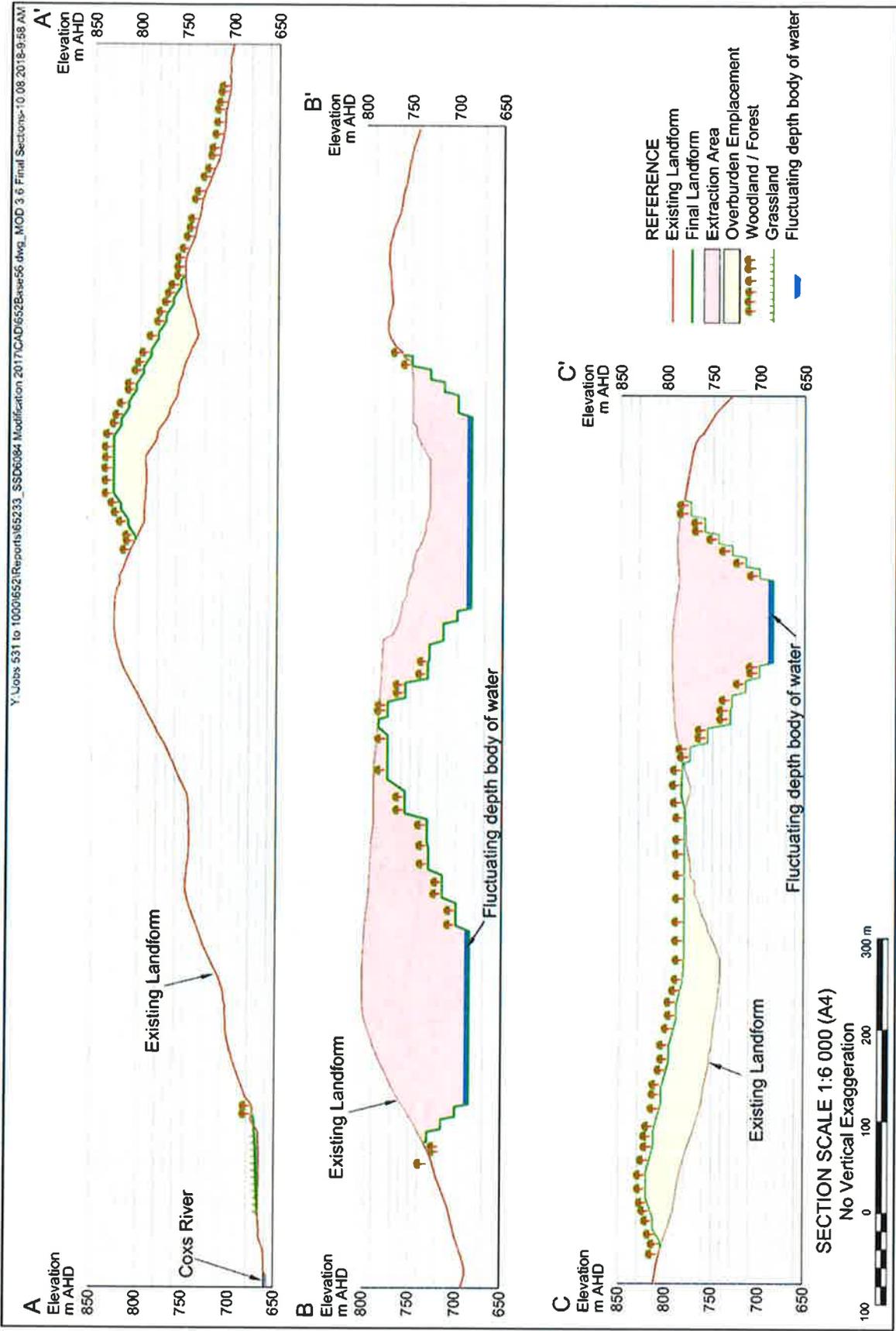


33. In Appendix 3:

- (a) delete "NSW Office of Water" and replace with "Dol"; and
- (b) in the second column of the row beginning "6.1", in paragraph (a) delete "Figure 2.4 of the EIS" and replace with "Figure 3.2 of the SEE (Mod 1)", and delete "Figure 2.6 of the EIS" and replace with "Figure 3.3 of the SEE (Mod 1)".

34. In Appendix 4, delete both figures and replace with the following:

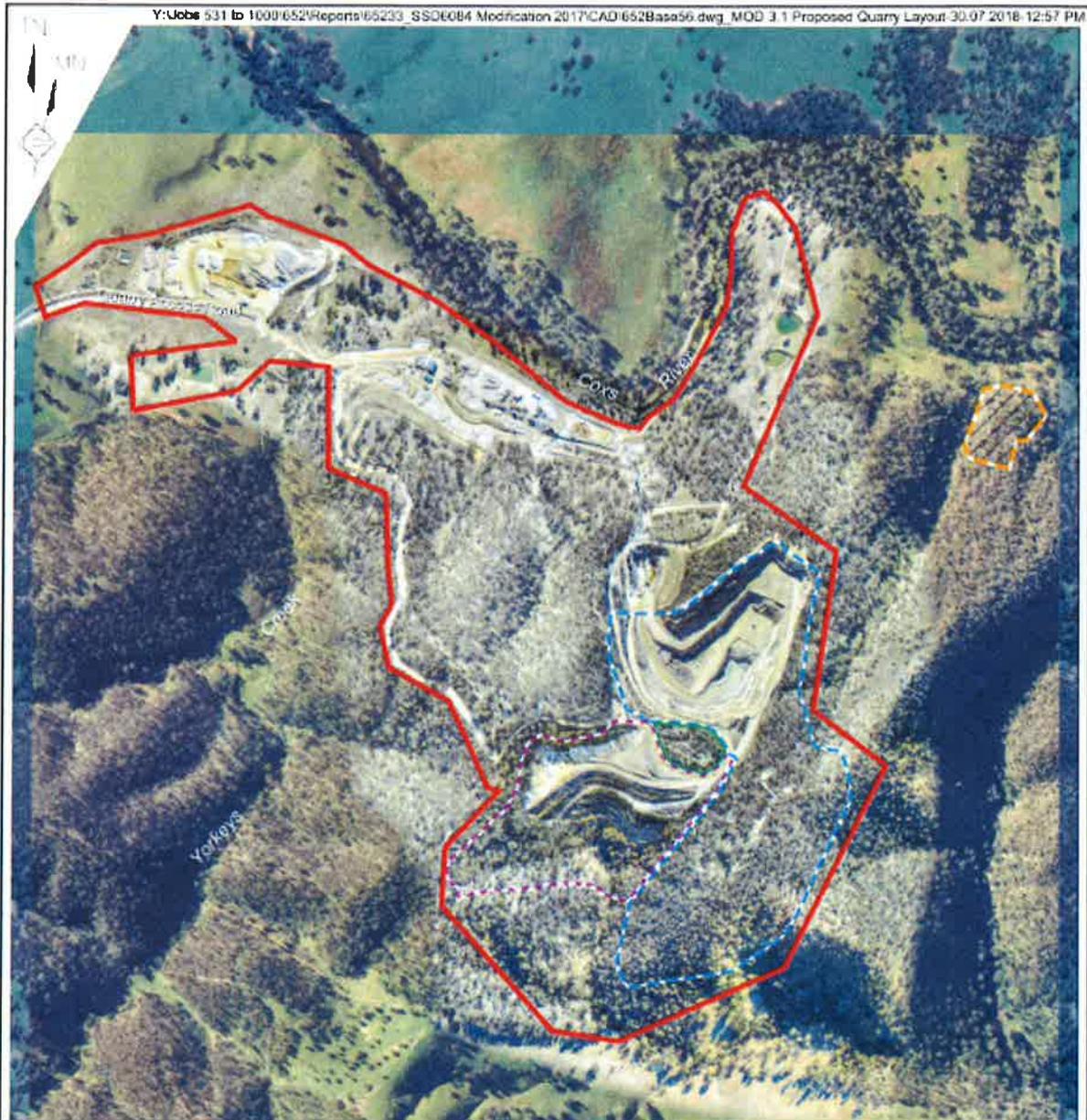




35. Delete Appendix 5.

36. In Appendix 6, delete the heading and figure and replace with the following:

## CONSERVATION AREA H



Note: Some boundaries are coincident and are offset for clarity

- REFERENCE**
- Quarry Site Boundary
  - - - Extraction Area Boundary
  - - - Overburden Emplacement Area Boundary
  - Rehabilitated Area (Offset for Clarity)
  - ▨▨▨▨ Conservation Area H

**SCALE (A4)**

200 0 200 400 600 m

Quarry Plan Source: Groundwork Plus - December 2017  
 Base Photograph Source: CEN Survey - May 2017 & Google Earth -  
 October 2018 (aerovista)

37. Update the Table of Contents to reflect the above changes.



# Development Consent

## Section 89E of the *Environmental Planning and Assessment Act 1979*

As delegate of the Minister for Planning, I approve the development application referred to in Schedule 1, subject to the conditions in Schedules 2 to 5.

These conditions are required to:

- prevent, minimise, and/or offset adverse environmental impacts;
- set standards and performance measures for acceptable environmental performance;
- require regular monitoring and reporting; and
- provide for the on-going environmental management of the development.

Oliver Holm  
**Executive Director**  
**Resource Assessments and Compliance**

Sydney

2015

---

### SCHEDULE 1

<b>Application Number</b>	SSD-6084
<b>Applicant</b>	Hy-Tec Industries Pty Ltd
<b>Consent Authority:</b>	Minister for Planning
<b>Land:</b>	Lots 1 and 2 DP 1000511 Lot 31 DP 1009967 Lot 4 DP 876394
<b>Development</b>	Austen Quarry Extension

---

August 2018 modification in red type

## TABLE OF CONTENTS

<b>DEFINITIONS .....</b>	<b>3</b>
<b>ADMINISTRATIVE CONDITIONS .....</b>	<b>5</b>
Obligation to Minimise Harm to the Environment .....	5
Terms of Consent .....	5
Lapsing of Consent .....	5
Limits on Consent .....	5
Surrender of Existing Development Consents .....	5
Structural Adequacy .....	6
Demolition .....	6
Protection of Public Infrastructure .....	6
Operation of Plant and Equipment .....	6
Updating and Staging of Strategies, Plans or Programs .....	6
Production Data .....	6
Identification of Approved Extraction Limits .....	6
Community Enhancement .....	7
Evidence of Consultation .....	7
Applicability of Guidelines .....	7
Compliance .....	7
<b>ENVIRONMENTAL PERFORMANCE CONDITIONS .....</b>	<b>8</b>
Noise .....	8
Blasting .....	9
Air Quality .....	10
Soil And Water .....	11
Transport .....	12
Aboriginal Heritage .....	13
Landscape And Rehabilitation .....	13
Visual .....	15
Waste .....	15
Liquid storage .....	15
Dangerous Goods .....	15
Bushfire .....	15
<b>ADDITIONAL PROCEDURES .....</b>	<b>17</b>
Notification of Landowners .....	17
Independent Review .....	17
<b>ENVIRONMENTAL MANAGEMENT, REPORTING AND AUDITING .....</b>	<b>18</b>
Environmental Management .....	18
Reporting .....	19
Independent Environmental Audit .....	19
Access To Information .....	20
<b>APPENDIX 1: DEVELOPMENT AREA .....</b>	<b>21</b>
<b>APPENDIX 2: DEVELOPMENT LAYOUT .....</b>	<b>22</b>
<b>APPENDIX 3: STATEMENT OF COMMITMENTS .....</b>	<b>23</b>
<b>APPENDIX 4: CONCEPTUAL FINAL LANDFORM .....</b>	<b>29</b>
<b>APPENDIX 5: DELETED .....</b>	<b>31</b>
<b>APPENDIX 6: CONSERVATION AREA H .....</b>	<b>32</b>
<b>APPENDIX 7: PLANNING AGREEMENT .....</b>	<b>33</b>

## DEFINITIONS

<b>AHD</b>	<b>Australian Height Datum</b>
Annual Review	The review required by condition 4 of Schedule 5
Applicant	Hy-Tec Industries Pty Ltd, or any other person/s who rely on this consent to carry out the development that is subject to this consent
BCA	Building Code of Australia
<b>BC Act</b>	<b>Biodiversity Conservation Act 2016</b>
<b>BCT</b>	<b>NSW Biodiversity Conservation Trust</b>
Conditions of consent	Conditions contained in Schedules 2 to 5 inclusive
Conservation Area H	The 2.2 ha conservation area shown as 'easement for conservation maintenance work' in Appendix 6 and established in accordance with condition 7b of DA 103/94
Construction	The demolition of buildings or works, carrying out of works and erection of buildings covered by this consent
Council	Lithgow City Council
Day	The period from 7am to 6pm on Monday to Saturday, and 8am to 6pm on Sundays and Public Holidays
Department	Department of Planning and Environment
Development	The development as described in the documents listed in condition 2 of Schedule 2
<b>Dol</b>	<b>Department of Industry - Lands and Water</b>
<b>DRG</b>	<b>Division of Resources and Geoscience within the Department</b>
EIS	Environmental Impact Statement titled <i>Environmental Impact Statement for the Austen Quarry Stage 2 Extension Project</i> , dated October 2014, as modified by the Response to Submissions titled, <i>Austen Quarry Stage 2 Extension Project Response to Submissions</i> dated January 2015
EPA	NSW Environment Protection Authority
EP&A Act	<i>Environmental Planning and Assessment Act 1979</i>
EP&A Regulation	<i>Environmental Planning and Assessment Regulation 2000</i>
EPL	Environment Protection Licence under the POEO Act
Evening	The period from 6pm to 10pm
Feasible	Feasible relates to engineering considerations and what is practical to build
GPS	Global Positioning System
<b>Incident</b>	<b>An occurrence or set of circumstances that causes or threatens to cause material harm and which may or may not be or cause a non-compliance</b>
Land	As defined in the EP&A Act, except where the term is used in the noise and air quality conditions in Schedules 3 and 4 of this consent, where it is defined as the whole of a lot, or contiguous lots owned by the same landowner, in a current plan registered at the Land Titles Office at the date of this consent
Laden trucks	Trucks transporting quarry products from the site
<b>Material harm</b>	<b>Is harm that:</b> <ul style="list-style-type: none"><li>• involves actual or potential harm to the health or safety of human beings or to the environment that is not trivial, or</li><li>• results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000, (such loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment)</li></ul> <b>This definition excludes "harm" that is authorised under either this consent or any other statutory approval'</b>
<b>Minister</b>	<b>NSW Minister for Planning or delegate</b>
Mitigation	Activities associated with reducing the impacts of the development
<b>Morning Shoulder</b>	<b>The period between 4 am and 7 am</b>
Night	The period from 10pm to 7am on Monday to Saturday, and 10pm to 8am on Sundays and Public Holidays
POEO Act	<i>Protection of the Environment Operations Act 1997</i>
Privately-owned land	Land that is not owned by a public agency or the Applicant (or its subsidiary)
Public infrastructure	Linear and other infrastructure that provides services to the general public, such as roads, railways, water supply, drainage, sewerage, gas supply, electricity, telephone, telecommunications, etc.
Quarrying operations	The extraction, processing and transportation of extractive materials on the site and the associated removal of vegetation, topsoil and overburden
Quarry products	Includes all saleable quarry products, but excludes tailings and other wastes

Reasonable	Reasonable relates to the application of judgement in arriving at a decision, taking into account: mitigation benefits, cost of mitigation versus benefits provided, community views and the nature and extent of potential improvements
Rehabilitation	The restoration of land disturbed by the development to a good condition and for the purpose of establishing a safe, stable and non-polluting environment
RMS	Roads and Maritime Services
Secretary	Planning Secretary under the EP&A Act, or nominee
SEE (Mod 1)	Statement of Environmental Effects titled <i>Austen Quarry Stage 2 Extensions Project (MOD 1 – SSD 6084) Statement of Environmental Effects</i> , prepared by RW Corkery & Co Pty Limited, dated March 2018; including the Response to Submissions titled <i>Austen Quarry Stage 2 Extension Project (MOD 1 – SSD 6084) Response to Submissions</i> , prepared by RW Corkery & Co Pty Limited, dated June 2018
Site	The land described in Schedule 1
Stage 2 Extraction Area	The area within the Extraction Boundary shown in Appendix 2
Statement of commitments	The Applicant's commitments in Appendix 3
Weekday	Any day from Monday to Friday

## SCHEDULE 2 ADMINISTRATIVE CONDITIONS

### OBLIGATION TO MINIMISE HARM TO THE ENVIRONMENT

1. In addition to meeting the specific performance criteria established under this consent, the Applicant **must** implement all reasonable and feasible measures to prevent and/or minimise any material harm to the environment that may result from the construction, operation, or rehabilitation of the development.

### TERMS OF CONSENT

2. The Applicant **must** carry out the development generally in accordance with the:
  - (a) EIS, **SEE (Mod 1); and**
  - (b) Statement of Commitments.

*Note: The statement of commitments is reproduced in Appendix 3.*

#### **2A. The Applicant must carry out the development in accordance with the conditions of this consent.**

3. If there is any inconsistency between the above documents, the most recent document shall prevail to the extent of the inconsistency. However, the conditions of this consent shall prevail to the extent of any inconsistency.
4. The Applicant **must** comply with any reasonable requirement/s of the Secretary arising from the Department's assessment of:
  - (a) any strategies, plans, programs, reviews, audits, reports or correspondence that are submitted in accordance with this consent;
  - (b) any reviews, reports or audits undertaken or commissioned by the Department regarding compliance with this consent; or
  - (c) the implementation of any actions or measures contained in these documents.

### LAPSING OF CONSENT

5. If the development has not been physically commenced within 5 years of the date of this consent, then this development consent shall lapse.

### LIMITS ON CONSENT

#### Quarrying Operations

6. The Applicant **must** not extract extractive materials below a level of 685 m AHD.
7. The Applicant may carry out quarrying operations on the site until 30 June 2050.

*Note: Under this consent, the Applicant is required to rehabilitate the site and carry out additional undertakings to the satisfaction of the Secretary. Consequently, this consent will continue to apply in all other respects other than the right to conduct quarrying operations until the rehabilitation of the site and those undertakings have been carried out to a satisfactory standard.*

#### Extractive Material Transport

8. The Applicant **must** not:
  - (a) transport more than **1.6** million tonnes of quarry products from the site during any financial year;
  - (b) dispatch more than **300** laden trucks from the site on **weekdays and 167 laden trucks from the site on Saturdays**; and
  - (c) dispatch more than **200** laden trucks from the site per **weekday**, averaged over the total number of dispatch **weekdays** in any calendar month.

### SURRENDER OF EXISTING DEVELOPMENT CONSENTS

9. Within 12 months of the date of this consent, or as otherwise agreed by the Secretary, the Applicant **must** surrender the development consent (DA 103/94) for the existing operations on the site in accordance with Section **4.63** of the EP&A Act.

*Note: This requirement does not extend to the surrender of construction and occupation certificates for existing and proposed building works under Part 4A of the EP&A Act. Surrendering of consent should not be understood as implying that works legally constructed under a valid consent can no longer be legally maintained or used.*

10. Prior to the surrender of development consent DA 103/94, the conditions of this consent shall prevail to the extent of any inconsistency with the conditions of development consent DA 103/94.

## STRUCTURAL ADEQUACY

11. The Applicant **must** ensure that all new buildings and structures, and any alterations or additions to existing buildings and structures, are constructed in accordance with the relevant requirements of the BCA.

*Notes:*

- Under Part 4A of the EP&A Act, the Applicant is required to obtain construction and occupation certificates for the proposed building works; and
- Part 8 of the EP&A Regulation sets out the requirements for the certification of the development or project.

## DEMOLITION

12. The Applicant **must** ensure that all demolition work is carried out in accordance with *Australian Standard AS 2601-2001: The Demolition of Structures*, or its latest version.

## PROTECTION OF PUBLIC INFRASTRUCTURE

13. The Applicant **must**:
- (a) repair, or pay the full costs associated with repairing, any public infrastructure that is damaged by the development; and
  - (b) relocate, or pay the full costs associated with relocating, any public infrastructure that needs to be relocated as a result of the development.

*Note: This condition does not apply to damage to roads caused as a result of general road usage.*

## OPERATION OF PLANT AND EQUIPMENT

14. The Applicant **must** ensure that all the plant and equipment used at the site is:
- (a) maintained in a proper and efficient condition; and
  - (b) operated in a proper and efficient manner.

## UPDATING AND STAGING OF STRATEGIES, PLANS OR PROGRAMS

15. To ensure that strategies, plans and programs required under this consent are updated on a regular basis, and that they incorporate any appropriate additional measures to improve the environmental performance of the development, the Applicant may at any time submit revised strategies, plans or programs for the approval of the Secretary. With the agreement of the Secretary, the Applicant may also submit any strategy, plan or program required by this consent on a staged basis.

With the agreement of the Secretary, the Applicant may prepare a revision of or a stage of a strategy, plan or program without undertaking consultation with all parties nominated under the applicable condition in this consent.

*Notes:*

- While any strategy, plan or program may be submitted on a staged basis, the Applicant will need to ensure that the existing operations on site are covered by suitable strategies, plans or programs at all times.
- If the submission of any strategy, plan or program is to be staged; then the relevant strategy, plan or program must clearly describe the specific stage/s of the development to which the strategy, plan or program applies; the relationship of this stage/s to any future stages; and the trigger for updating the strategy, plan or program.

16. Until they are replaced by an equivalent strategy, plan or program approved under this consent, the Applicant **must** implement the existing strategies, plans or programs for the site that have been approved under DA 103/94.

## PRODUCTION DATA

17. The Applicant **must**:
- (a) provide annual quarry production data to **DRG** using the standard form for that purpose; and
  - (b) include a copy of this data in the Annual Review (see condition 4 of Schedule 5).

## IDENTIFICATION OF APPROVED EXTRACTION LIMITS

18. By 30 September 2015, unless otherwise agreed with the Secretary, the Applicant **must**:
- (a) engage a registered surveyor to mark out the boundaries of the approved limits of extraction within the development area; and
  - (b) submit a survey plan of these boundaries with applicable GPS coordinates to the Secretary.
19. While quarrying operations are being carried out, the Applicant **must** ensure that these boundaries are clearly marked at all times in a manner that allows operating staff to clearly identify the approved limits of extraction.

## COMMUNITY ENHANCEMENT

20. Within 6 months of the date of this consent, unless otherwise agreed by the Secretary, the Applicant **must** enter into a planning agreement with the Council in accordance with;
- Division 7.1 of Part 7 of the EP&A Act; and
  - the terms specified in Appendix 7.

If there is any dispute between the Applicant and Council on the planning agreement, then either party may refer the matter to the Secretary for resolution.

## EVIDENCE OF CONSULTATION

21. Where conditions of this consent require consultation with an identified party, the Applicant must;
- (a) consult with the relevant party prior to submitting the subject document to the Secretary for approval; and
  - (b) provide details of the consultation undertaken including:
    - (i) the outcome of that consultation, matters resolved and unresolved; and
    - (ii) details of any disagreement remaining between the party consulted and the Applicant and how the Applicant has addressed the matters not resolved.

## APPLICABILITY OF GUIDELINES

22. References in the conditions of this consent to any guideline, protocol, Australian Standard or policy are to such guidelines, protocols, Standards or policies in the form they are in as the date of this consent.
23. However, consistent with the conditions of this consent and without altering any limits or criteria in this consent, the Secretary may, when issuing directions under this consent in respect of ongoing monitoring and management obligations, require compliance with an updated or revised version of such a guideline, protocol, Standard or policy, or a replacement of them.

## COMPLIANCE

24. The Applicant must ensure that all of its employees, contractors (and their sub-contractors) are made aware of, and are instructed to comply with, the conditions of this consent relevant to activities they carry out in respect of the development.

**SCHEDULE 3  
ENVIRONMENTAL PERFORMANCE CONDITIONS**

**NOISE**

**Hours of Operation**

1. The Applicant **must** comply with the operating hours set out in Table 1.

*Table 1: Operating Hours*

<b>Activity</b>	<b>Permissible Hours</b>
<ul style="list-style-type: none"> <li>• Extraction operations</li> <li>• Processing operations</li> <li>• Overburden Management</li> <li>• Stockpile Management</li> </ul>	<ul style="list-style-type: none"> <li>• 6 am to 10 pm Monday to Friday;</li> <li>• 6 am to 3 pm Saturday; and</li> <li>• At no time on Sundays or public holidays.</li> </ul>
<ul style="list-style-type: none"> <li>• Blasting</li> </ul>	<ul style="list-style-type: none"> <li>• 10 am to 3 pm Monday to Friday (except public holidays).</li> </ul>
<ul style="list-style-type: none"> <li>• Loading and dispatch</li> </ul>	<ul style="list-style-type: none"> <li>• 4 am to 10 pm Monday to Friday;</li> <li>• 5 am to 3 pm Saturdays; and</li> <li>• At no time on Sundays or public holidays.</li> </ul>
<ul style="list-style-type: none"> <li>• Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Anytime.</li> </ul>

2. The following activities may be carried out on the site outside the hours specified in condition 1:
- (a) delivery or dispatch of materials as requested by Police or other authorities; and
  - (b) emergency work to avoid the loss of lives, property and/or to prevent environmental harm.

In such circumstances, the Applicant **must** notify the Secretary and affected residents prior to undertaking the activities, or as soon as is practical thereafter.

**Noise Impact Assessment Criteria**

3. The Applicant **must** ensure that the noise generated by the development does not exceed the criteria in Table 2 at any residence on privately-owned land

*Table 2: Noise criteria dB(A)*

<b>Receiver</b>	<b>Day dB(A)<math>L_{Aeq}(15\ min)</math></b>	<b>Evening dB(A)<math>L_{Aeq}(15\ min)</math></b>	<b>Morning Shoulder dB(A)<math>L_{Aeq}(15\ min)</math></b>	<b>Morning Shoulder (Sleep Disturbance) <math>L_{A\ max}</math></b>
All privately-owned residences	35	35	35	52

Noise generated by the development must be measured in accordance with the relevant procedures and exemptions (including certain meteorological conditions) of the *NSW Noise Policy for Industry (EPA, 2017)*.

However, the noise criteria in Table 2 do not apply if the Applicant has an agreement with the relevant landowner to exceed the noise criteria, and the Applicant has advised the Department in writing of the terms of this agreement.

**Operating Conditions**

4. The Applicant **must**:
- (a) implement best practice management to minimise the operational and road transportation noise of the development;
  - (b) minimise the noise impacts of the development during **noise-enhancing** meteorological conditions;
  - (c) carry out **attended** noise monitoring (at least every 6 months) to determine whether the development is complying with the relevant conditions of this consent; and
  - (d) regularly assess noise monitoring data and modify and/or stop operations on site to ensure compliance with the relevant conditions of this consent, to the satisfaction of the Secretary.

*Note: Required frequency of noise monitoring may be reduced if approved by the Secretary.*

## Noise Management Plan

5. The Applicant **must** prepare a Noise Management Plan for the development to the satisfaction of the Secretary. This plan must:
- be prepared in consultation with EPA;
  - be submitted to the Secretary at least 3 months prior to the commencement of quarrying operations under this consent, unless otherwise agreed by the Secretary;
  - describe the measures that would be implemented to ensure:
    - compliance with the noise criteria in this consent;
    - best practice management is being employed; and
    - the noise impacts of the development are minimised during **noise-enhancing** meteorological conditions;
  - describe the proposed noise management system; and
  - include a monitoring program:**
    - to be implemented to measure noise from the development against the noise criteria in Table 2;**
    - that includes annual noise monitoring at R24A, unless otherwise agreed with the Secretary; and**
    - which evaluates and reports on the effectiveness of the noise management system on site.**

The Applicant must implement the Noise Management Plan as approved by the Secretary.

## BLASTING

### Blasting Impact Assessment Criteria

6. The Applicant **must** ensure that blasting on site does not cause any exceedance of the criteria in Table 3.

Table 3: Blasting Criteria

Receiver	Airblast overpressure (dB(Lin Peak))	Ground vibration (mm/s)	Allowable exceedance
Any residence on privately-owned land	120	10	0%
	115	5	5% of the total number of blasts over a period of 12 months

However, these criteria do not apply if the Applicant has a written agreement with the relevant owner to exceed the limits in Table 3, and the Applicant has advised the Department in writing of the terms of this agreement.

### Blasting Frequency

7. The Applicant may carry out a maximum of 1 blast per calendar week, unless an additional blast is required following a blast misfire. This condition does not apply to blasts required to ensure the safety of the quarry or workers on site.

*Note: For the purposes of this condition, a blast refers to a single blast event, which may involve a number of individual blasts fired in quick succession in a discrete area of the mine.*

### Operating Conditions

8. During blasting operations, the Applicant **must**:
- implement best practice management to:
    - protect the safety of people and livestock in the areas surrounding blasting operations;
    - protect public or private infrastructure/property in the surrounding area from damage from blasting operations and
    - minimise the dust and fume emissions of blasting;
  - operate a suitable system to enable the local community to get up-to-date information on the proposed blasting schedule on site; and
  - carry out regular monitoring to determine whether the development is complying with the relevant conditions of this consent, to the satisfaction of the Secretary.

### Blast Management Plan

9. The Applicant **must** prepare a Blast Management Plan for the development to the satisfaction of the Secretary. This plan must:

- (a) be submitted to the Secretary for approval at least 3 months prior to the commencement of quarrying operations under this consent, unless otherwise agreed by the Secretary;
- (b) describe the measures that would be implemented to ensure compliance with the blast criteria and operating conditions of this consent;
- (c) include a monitoring program for evaluating and reporting on compliance with the blasting criteria in this consent;
- (d) include community notification procedures for the blasting schedule; and
- (e) include a protocol for investigating and responding to complaints.

The Applicant must implement the Blast Management Plan as approved by the Secretary.

## AIR QUALITY

### Air Quality Impact Assessment Criteria

10. The Applicant **must** ensure that all reasonable and feasible avoidance and mitigation measures are employed so that particulate matter emissions generated by the development do not cause exceedances of the criteria in Table 4 at any residence on privately-owned land.

Table 4: Air quality criteria

Pollutant	Averaging Period	Criterion
Particulate matter < 10 µm (PM <sub>10</sub> )	Annual	a,d 25 µg/m <sup>3</sup>
Particulate matter < 10 µm (PM <sub>10</sub> )	24 hour	b 50 µg/m <sup>3</sup>
Particulate matter < 2.5 µm (PM <sub>2.5</sub> )	Annual	a,d 8 µg/m <sup>3</sup>
Particulate matter < 2.5 µm (PM <sub>2.5</sub> )	24 hour	b 25 µg/m <sup>3</sup>
Total suspended particulates (TSP)	Annual	a,d 90 µg/m <sup>3</sup>
<sup>c</sup> Deposited dust	Annual	<sup>b</sup> 2 g/m <sup>2</sup> /month <sup>a,d</sup> 4 g/m <sup>2</sup> /month

Notes to Table 4:

*a* Cumulative impact (ie increase in concentrations due to the development plus background concentrations due to all other sources).

*b* Incremental impact (ie increase in concentrations due to the development alone, with zero allowable exceedances of the criteria over the life of the development).

*c* Deposited dust is to be assessed as insoluble solids as defined by Standards Australia, AS/NZS 3580.10.1:2003: Methods for Sampling and Analysis of Ambient Air - Determination of Particulate Matter - Deposited Matter - Gravimetric Method.

*d* Excludes extraordinary events such as bushfires, prescribed burning, dust storms, sea fog, fire incidents or any other activity agreed by the Secretary.

*e* "Reasonable and feasible avoidance measures" includes, but is not limited to, the operational requirements in conditions 11 and 12 to develop and implement an air quality management system that ensures operational responses to the risks of exceedance of the criteria.

### Operating Conditions

11. The Applicant **must**:
- (a) implement best practice management to minimise the dust emissions of the development;
  - (b) regularly assess meteorological and air quality monitoring data and relocate, modify and/or stop operations on site to ensure compliance with the air quality criteria in this consent;
  - (c) minimise the air quality impacts of the development during adverse meteorological conditions and extraordinary events (see note d under Table 4);
  - (d) monitor and report on compliance with the relevant air quality conditions in this consent; and
  - (e) minimise the area of surface disturbance and undertake progressive rehabilitation of the site, to the satisfaction of the Secretary.

### Air Quality Management Plan

12. The Applicant **must** prepare an Air Quality Management Plan for the development to the satisfaction of the Secretary. This plan must:
- (a) be submitted to the Secretary for approval at least 3 months prior to the commencement of quarrying operations under this consent, unless otherwise agree by the Secretary;

- (b) describe the measures that would be implemented to ensure:
  - compliance with the relevant conditions of this consent;
  - best practice management is being employed; and
  - the air quality impacts of the development are minimised during adverse meteorological conditions and extraordinary events;
- (c) describe the proposed air quality management system;
- (d) include an air quality monitoring program that:
  - is capable of evaluating the performance of the development;
  - includes a protocol for determining any exceedances of the relevant conditions of consent;
  - effectively supports the air quality management system; and
  - evaluates and reports on the adequacy of the air quality management system.

The Applicant must implement the Air Quality Management Plan as approved by the Secretary.

### Meteorological Monitoring

13. For the life of the development, the Applicant **must** ensure that there is a suitable meteorological station operating in the vicinity of the site that complies with the requirements in the *Approved Methods for Sampling of Air Pollutants in New South Wales* guideline.

### Greenhouse Gas Emissions

14. The Applicant **must** implement all reasonable and feasible measures to minimise the release of greenhouse gas emissions from the site.

### SOIL AND WATER

*Note: Under the Water Act 1912 and/or the Water Management Act 2000, the Applicant is required to obtain the necessary water licences for the development, including in respect of the extraction and/or interception of groundwater.*

### Water Supply

15. The Applicant **must** ensure that it has sufficient water for all stages of the development, and if necessary, adjust the scale of operations under the consent to match its available water supply, to the satisfaction of the Secretary.

### Water Discharges

16. The Applicant **must** comply with the discharge limits in any EPL, or with section 120 of the POEO Act.

### Surface Water Audit and Water Management Improvement Program

17. Within three months of the date of this consent, the Applicant **must** commission independent surface water expert/s, approved by the Secretary, to undertake an audit of current and proposed surface water management practices and infrastructure on the site. The audit **must**:
- (a) be undertaken in consultation with EPA and WaterNSW;
  - (b) fully describe and audit existing site water management practices and consider the EIS's proposed water management practices;
  - (c) identify all reasonable and feasible measures to improve surface water management on the site, with particular reference to opportunities to divert clean water away from the site; and
  - (d) recommend design parameters for proposed water management systems on the site.
18. Unless otherwise agreed with the Secretary, the Applicant **must** submit the Surface Water Audit report to the Secretary within six months of commissioning the audit. The report must be accompanied by a Water Management Improvement Program, based on the report's recommendations, to improve surface water management practices on the site, including a program of proposed timeframes for implementation.
19. The Applicant must implement the Water Management Improvement Program to the satisfaction of the Secretary.

### Water Management Plan

20. The Applicant **must** prepare a Water Management Plan for the development to the satisfaction of the Secretary. This plan must:
- (a) be prepared by suitably qualified person/s approved by the Secretary;
  - (b) be prepared in consultation with the EPA, **DoI** and WaterNSW;

- (c) be submitted to the Secretary for approval at least 3 months prior to the commencement of quarrying operations under this consent, unless otherwise agreed by the Secretary;
- (d) include a:
- (i) Site Water Balance that includes:
    - details of:
      - sources and security of water supply;
      - water use and management on site;
      - any off-site water transfers; and
      - reporting procedures.
    - measures that would be implemented to minimise clean water use on site;
  - (ii) Surface Water Management Plan, that includes:
    - detailed baseline data on surface water flows and quality in water bodies that could potentially be affected by the development;
    - a detailed description of the surface water management system on site including the:
      - clean water diversion system;
      - erosion and sediment controls;
      - dirty water management system; and
      - water storages; and
    - a program to monitor and report on:
      - any surface water discharges;
      - the effectiveness of the water management system; and
      - surface water flows and quality in local watercourses;
  - (iii) Groundwater Management Plan, that includes:
    - baseline data on groundwater levels, yield and quality in local aquifers and privately-owned groundwater bores that could be potentially affected by the development;
    - a program to monitor and report on groundwater inflows to the quarry pit and the impacts of the development on surrounding aquifers and privately-owned groundwater bores; and
    - an analysis of these monitoring results to predict long-term water levels within the quarry void; and
  - (iv) Surface and Ground Water Contingency Strategy, that includes:
    - a protocol for the investigation, notification and mitigation of identified impacts on surface water flows and quality in water bodies and/or groundwater levels, yield and quality in local aquifers and privately-owned groundwater bores that could be potentially affected by the development; and
    - the procedures that would be followed if any unforeseen impacts are detected during the development.

**The Applicant must implement the Water Management Plan as approved by the Secretary.**

## TRANSPORT

### Monitoring of Product Transport

21. The Applicant **must** keep accurate records of all laden truck movements to and from the site (hourly, daily, weekly, monthly and annually) and publish a summary of records on its website every 6 months.

### Operating Conditions

22. The Applicant **must** ensure that:
- (a) all reasonable measures are taken such that laden trucks have appropriate signage, including a contact phone number, so they can be easily identified by road users;
  - (b) all laden trucks entering or exiting the site have their loads covered;
  - (c) all laden trucks exiting the site are cleaned of material that may fall on the road, before leaving the site; and
  - (d) no trucks queue at the entrance to the quarry access road before **4 am on weekdays and 5 am on Saturday**.

- 22A. **In 2022, and every 2 years thereafter, unless RMS directs otherwise, the Applicant must, in consultation with RMS, undertake monitoring of intersection performance at the Jenolan Caves Road and Great Western Highway intersection. Within 2 months of completing this monitoring, the results must be provided to RMS.**

### Transport Management Plan

23. The Applicant **must** prepare a Transport Management Plan for the development to the satisfaction of the Secretary. This plan must:

- (a) be submitted to the Secretary for approval at least 3 months prior to the commencement of quarrying operations under this consent, unless otherwise agreed by the Secretary;
- (b) describe the measures that would be undertaken to monitor the **intersection performance** at the Jenolan Caves Road and Great Western Highway intersection and maintain an acceptable level of service at this intersection;
- (c) include a Drivers' Code of Conduct **that includes:**
  - details of the safe and quiet driving practices that must be used by drivers travelling to and from the quarry, with a particular focus on the morning shoulder period;
  - a map of the primary haulage route;
  - safety initiatives for haulage during peak periods and along school bus routes;
  - an induction process for vehicle operators and regular toolbox meetings; and
  - complaints resolution and disciplinary procedures;
- (d) describe the measures that would be put in place to ensure compliance with the Drivers' Code of Conduct.

The Applicant must implement the Transport Management Plan as approved by the Secretary.

## ABORIGINAL HERITAGE

24. If any item or object of Aboriginal heritage significance is identified on site, the Applicant **must** ensure that:
  - (a) all work in the immediate vicinity of the suspected Aboriginal item or object ceases immediately;
  - (b) a 10 m buffer area around the suspected item or object is cordoned off; and
  - (c) the OEH is contacted immediately.
 Work in the vicinity of the Aboriginal item or object may only recommence in accordance with the provisions of Part 6 of the *National Parks and Wildlife Act 1974*.

## LANDSCAPE AND REHABILITATION

### Biodiversity Credits Required

25. Within 12 months of the approval of Modification 1, or other timeframe agreed by the Secretary, the Applicant must retire the biodiversity credits specified in Table 4A below.

Table 4A: Biodiversity credits to be retired

Credit Type	Offset Type	Number of Credits
Ecosystem Credit	PCT 1093 – Red Stringybark – Brittle Gum – Inland Scribbly Gum dry open forest of the tablelands, South Eastern Highlands Bioregion	649
Ecosystem Credit	PCT 649 – Apple Box – Broad-leaved Peppermint dry open forest of the South Eastern Highlands Bioregion	131
Ecosystem Credit	PCT 840 – Forest Red Gum – Yellow Box woodland of dry gorge slopes, southern Sydney Basin Bioregion and South-Eastern Highlands Bioregion	60
Species Credit	Silver-leaved Mountain Gum ( <i>Eucalyptus pulverulenta</i> )	10,784

The retirement of the credits in Table 4A must be carried out in consultation with OEH and in accordance with the Biodiversity Offsets Scheme of the BC Act, to the satisfaction of the BCT.

**Note:** The credits in Table 4A were calculated in accordance with the Framework for Biodiversity Assessment of the NSW Biodiversity Offset Policy for Major Projects (OEH, 2014) and may need to be converted to reasonably equivalent 'biodiversity credits', within the meaning of the BC Act, to facilitate retirement.

26. Deleted

### Rehabilitation Objectives

27. The Applicant must rehabilitate the site to the satisfaction of the Secretary. This rehabilitation must be generally consistent with the rehabilitation strategy in the documents listed in condition 2 of Schedule 2 and the conceptual final landform in Appendix 4 and must comply with the objectives in Table 5.

Table 5: Rehabilitation Objectives

Feature	Objective
Site (as a whole)	<ul style="list-style-type: none"> <li>• Safe, stable and non-polluting</li> </ul>

	<ul style="list-style-type: none"> <li>Final landform integrated with surrounding natural landforms as far as is reasonable and feasible, and minimising visual impacts when viewed from surrounding land</li> </ul>
Surface Infrastructure	<ul style="list-style-type: none"> <li>Decommissioned and removed, unless DRG agrees otherwise</li> </ul>
Quarry Benches	<ul style="list-style-type: none"> <li>Landscaped and vegetated using native tree and understorey species</li> </ul>
Quarry Pit Floor	<ul style="list-style-type: none"> <li>Landscaped and revegetated using native tree and understorey species</li> </ul>
Final Void	<ul style="list-style-type: none"> <li>Minimise the size, depth and slope of the batters of the final void</li> <li>Minimise the drainage catchment of the final void</li> </ul>

### Progressive Rehabilitation

28. The Applicant **must** rehabilitate the site progressively, that is, as soon as reasonably practicable following disturbance. All reasonable and feasible measures must be taken to minimise the total area exposed for dust generation at any time. Interim stabilisation measures must be implemented where reasonable and feasible to control dust emissions in disturbed areas that are not active and which are not ready for final rehabilitation.

*Note: It is accepted that parts of the site that are progressively rehabilitated may be subject to further disturbance in future.*

### Landscape and Rehabilitation Management Plan

29. The Applicant **must** prepare a Landscape and Rehabilitation Management Plan for the development to the satisfaction of the Secretary. This plan must:
- be prepared in consultation with OEH and be submitted to the Secretary for approval at least 3 months prior to the commencement of quarrying operations under this consent, unless the Secretary agrees otherwise;
  - provide details of the conceptual final landform and associated land uses for the site;
  - describe how the implementation of **any land based offset (including Conservation Area H, shown in Appendix 6)** would be integrated with the overall rehabilitation of the site;
  - include detailed performance and completion criteria for evaluating the performance of **any land based offset** and rehabilitation of the site, including triggers for any necessary remedial action;
  - describe the short, medium and long term measures that would be implemented to:
    - manage remnant vegetation and habitat on site, including within **any land based offset**; and
    - ensure compliance with the rehabilitation objectives and progressive rehabilitation obligations in this consent;
  - include a detailed description of the measures that would be implemented over the next 3 years (to be updated for each 3 year period following initial approval of the plan) including the procedures to be implemented for:
    - maximising the salvage of environmental resources within the approved disturbance area, including tree hollows, vegetative and soil resources, for beneficial reuse in the enhancement of the offset area or site rehabilitation;
    - restoring and enhancing the quality of native vegetation and fauna habitat in the biodiversity and rehabilitation areas through assisted natural regeneration, targeted vegetation establishment and the introduction of fauna habitat features;
    - protect, conserve, propagate, plant and/or regenerate **Silver-leaved Mountain Gum (*Eucalyptus pulverulenta*)** (including the propagation and planting of at least 1,000 individuals of this species);
    - protecting vegetation and fauna habitat outside the approved disturbance area on-site;
    - minimising the impacts on native fauna, including undertaking pre-clearance surveys;
    - establishing vegetation screening to minimise the visual impacts of the site on surrounding receivers;
    - ensuring minimal environmental consequences for threatened species, populations and habitats;
    - collecting and propagating seed;
    - controlling weeds and feral pests;
    - controlling erosion;
    - controlling access; and
    - managing bushfire risk;
  - include a program to monitor and report on the effectiveness of these measures, and progress against the performance and completion criteria;
  - identify the potential risks to the successful implementation of **any land based offset**, and include a description of the contingency measures that would be implemented to mitigate these risks; and
  - include details of who would be responsible for monitoring, reviewing, and implementing the plan.

The Applicant must implement the Landscape and Rehabilitation Management Plan as approved by the Secretary.

### Conservation and Rehabilitation Bond

30. Within 6 months of the approval of the Landscape Management Plan, the Applicant **must** lodge a Conservation and Rehabilitation Bond with the Department to ensure that **any land based offset** and rehabilitation of the site are implemented in accordance with the performance and completion criteria set out in the plan and relevant conditions of this consent. The sum of the bond **must** be determined by:
- calculating the **full** cost of implementing **any land based offset** over the next 3 years;
  - calculating the cost of rehabilitating the site, taking into account the likely surface disturbance over the next 3 years of quarrying operations; and
  - employing a suitably qualified quantity surveyor or other expert to verify the calculated costs, to the satisfaction of the Secretary.

*Notes:*

- Alternative funding arrangements for long term management of **any land based offset**, can be used to reduce the liability of the conservation and rehabilitation bond.*
- If capital and other expenditure required by the Landscape Management Plan is largely complete, the Secretary may waive the requirement for lodgement of a bond in respect of the remaining expenditure.*
- If **any land based offset** and rehabilitation of the site area are completed to the satisfaction of the Secretary, then the Secretary will release the bond. If **any land based offset** and rehabilitation of the site are not completed to the satisfaction of the Secretary, then the Secretary will call in all or part of the bond, and arrange for the completion of the relevant works.*

31. Within 3 months of each Independent Environmental Audit (see condition 8 of Schedule 5), the Applicant **must** review, and if necessary revise, the sum of the Conservation and Rehabilitation Bond to the satisfaction of the Secretary. This review must consider the:
- effects of inflation;
  - likely cost of implementing **any land based offset** and rehabilitating the site (taking into account the likely surface disturbance over the next 3 years of the development); and
  - performance of the implementation of **any land based offset** and rehabilitation of the site to date.

### VISUAL

32. The Applicant **must** implement all reasonable and feasible measures to minimise the visual and off-site lighting impacts of the development to the satisfaction of the Secretary.

### WASTE

33. The Applicant **must**:
- manage on-site sewage treatment and disposal in accordance with the requirements of its EPL, and to the satisfaction of the EPA and Council;
  - minimise the waste generated by the development;
  - ensure that the waste generated by the development is appropriately stored, handled, and disposed of; and
  - report on waste management and minimisation in the Annual Review, to the satisfaction of the Secretary.
34. Except as expressly permitted in an EPL, the Applicant must not receive waste at the site for storage, treatment, processing, reprocessing or disposal.

### LIQUID STORAGE

35. The Applicant **must** ensure that all tanks and similar facilities for storage of liquids (other than for water) are protected by appropriate bunding, which must exceed 110% of the stored volume of the liquid.

### DANGEROUS GOODS

36. The Applicant **must** ensure that the storage, handling, and transport of dangerous goods is done in accordance with the relevant *Australian Standards*, particularly AS1940 and AS1596, and the *Dangerous Goods Code*.

### BUSHFIRE

37. The Applicant **must**:
- ensure that the development is suitably equipped to respond to any fires on site;
  - assist the Rural Fire Service and emergency services as much as possible if there is a fire in the vicinity of the site; **and**

- (c) prepare a Bush Fire Emergency Evacuation Plan in accordance with the NSW Rural Fire Service document, *Guide for Developing a Bush Fire Emergency Evacuation Plan*, to the satisfaction of the Secretary.

## SCHEDULE 4 ADDITIONAL PROCEDURES

### NOTIFICATION OF LANDOWNERS

1. As soon as practicable after obtaining monitoring results showing:
  - (a) an exceedance of any relevant criteria in Schedule 3, the Applicant **must** notify the affected landowners in writing of the exceedance, and provide regular monitoring results to each affected landowner until the development is again complying with the relevant criteria; and
  - (b) an exceedance of any relevant air quality criteria in Schedule 3, the Applicant **must** send a copy of the NSW Health fact sheet entitled "Mine Dust and You" (as may be updated from time to time) to the affected landowners and current tenants of the land (including the tenants of land which is not privately-owned).

### INDEPENDENT REVIEW

2. If an owner of privately-owned land considers the development to be exceeding the relevant criteria in Schedule 3, then he/she may ask the Secretary in writing for an independent review of the impacts of the development on his/her land.

If the Secretary is satisfied that an independent review is warranted, then within 2 months of the Secretary's decision, the Applicant **must**:

- (a) commission a suitably qualified, experienced and independent person, whose appointment has been approved by the Secretary, to:
  - consult with the landowner to determine his/her concerns;
  - conduct monitoring to determine whether the development is complying with the relevant criteria in Schedule 3; and
  - if the development is not complying with these criteria, then identify measures that could be implemented to ensure compliance with the relevant criteria; and
- (b) give the Secretary and landowner a copy of the independent review.

**SCHEDULE 5  
ENVIRONMENTAL MANAGEMENT, REPORTING AND AUDITING**

**ENVIRONMENTAL MANAGEMENT**

**Environmental Management Strategy**

1. The Applicant **must** prepare an Environmental Management Strategy for the development to the satisfaction of the Secretary. This strategy must:
  - (a) be submitted to the Secretary for approval within 6 months of the date of this consent;
  - (b) provide the strategic framework for environmental management of the development;
  - (c) identify the statutory approvals that apply to the development;
  - (d) **set out** the role, responsibility, authority and accountability of all key personnel involved in the environmental management of the development;
  - (e) **set out** the procedures **to** be implemented to:
    - keep the local community and relevant agencies informed about the operation and environmental performance of the development;
    - receive, record, handle and respond to complaints;
    - resolve any disputes that may arise during the course of the development;
    - respond to any non-compliance **and any incident**;
    - respond to emergencies; and
  - (f) include:
    - **references to** any strategies, plans and programs approved under the conditions of this consent; and
    - a clear plan depicting all the monitoring to be carried out under the conditions of this consent.

**The Applicant must implement the Environmental Management Strategy as approved by the Secretary.**

**Management Plan Requirements**

2. The Applicant **must** ensure that the management plans required under this consent are prepared in accordance with any relevant guidelines, and include:
  - (a) **a summary of relevant background or baseline data**;
  - (b) a description of:
    - the relevant statutory requirements (including any relevant approval, licence or lease conditions);
    - any relevant limits or performance measures/criteria; and
    - the specific performance indicators that are proposed to be used to judge the performance of, or guide the implementation of, the development or any management measures;
  - (c) a description of the measures that would be implemented to comply with the relevant statutory requirements, limits, or performance measures/criteria;
  - (d) a program to monitor and report on the:
    - impacts and environmental performance of the development; and
    - effectiveness of any management measures (see (c) above);
  - (e) a contingency plan to manage any unpredicted impacts and their consequences and to ensure that ongoing impacts reduce to levels below relevant impact assessment criteria as quickly as possible;
  - (f) a program to investigate and implement ways to improve the environmental performance of the development over time;
  - (g) a protocol for managing and reporting any:
    - incidents;
    - complaints;
    - non-compliances with statutory requirements; and
    - exceedances of the impact assessment criteria and/or performance criteria; and
  - (h) a protocol for periodic review of the plan.

*Note: The Secretary may waive some of these requirements if they are unnecessary or unwarranted for particular management plans.*

**Adaptive Management**

3. The Applicant **must** assess and manage development-related risks to ensure that there are no exceedances of the criteria and/or performance measures in Schedule 3. Any exceedance of these criteria and/or performance measures constitutes a breach of this consent and may be subject to penalty or offence provisions under the EP&A Act or EP&A Regulation.

Where any exceedance of these criteria and/or performance measures has occurred, the Applicant **must**, at the earliest opportunity:

- (a) take all reasonable and feasible steps to ensure that the exceedance ceases and does not reoccur;

- (b) consider all reasonable and feasible options for remediation (where relevant) and submit a report to the Department describing those options and any preferred remediation measures or other course of action; and
- (c) implement remediation measures as directed by the Secretary; to the satisfaction of the Secretary.

### Annual Review

4. By the end of September each year, or other timing as may be agreed by the Secretary, the Applicant **must** review the environmental performance of the development to the satisfaction of the Secretary. This review must:
  - (a) describe the development (including any rehabilitation) that was carried out in the previous financial year, and the development that is proposed to be carried out over the current financial year;
  - (b) include a comprehensive review of the monitoring results and complaints records of the development over the previous financial year, which includes a comparison of these results against the:
    - relevant statutory requirements, limits or performance measures/criteria;
    - requirements of any plan or program required under this consent;
    - monitoring results of previous years; and
    - relevant predictions in the **documents listed in condition 2 of Schedule 2**;
  - (c) identify any non-compliance over the past financial year, and describe what actions were (or are being) taken to **rectify the non-compliance and avoid reoccurrence**;
  - (d) identify any trends in the monitoring data over the life of the development;
  - (e) identify any discrepancies between the predicted and actual impacts of the development, and analyse the potential cause of any significant discrepancies; and
  - (f) describe what measures will be implemented over the current financial year to improve the environmental performance of the development.

### Revision of Strategies, Plans & Programs

5. Within 3 months of the submission of an:
  - (a) annual review under condition 4 above;
  - (b) incident report under condition 6 below;
  - (c) audit report under condition 8 below; and
  - (d) any modifications to this consent,
 the Applicant **must** review the strategies, plans and programs required under this consent, to the satisfaction of the Secretary. Where this review leads to revisions in any such document, then within 4 weeks of the review the revised document must be submitted for the approval of the Secretary.

*Note: The purpose of this condition is to ensure that strategies, plans and programs are regularly updated to incorporate any measures recommended to improve environmental performance of the development.*

## REPORTING

### Incident Reporting

6. The Applicant **must** immediately notify the Secretary and any other relevant agencies of any incident. Within 7 days of the date of the incident, the Applicant **must** provide the Secretary and any relevant agencies with a detailed report on the incident, and such further reports as may be requested.

### Regular Reporting

7. The Applicant **must** provide regular reporting on the environmental performance of the development on its website, in accordance with the reporting arrangements in any plans or programs approved under the conditions of this consent.

## INDEPENDENT ENVIRONMENTAL AUDIT

8. Within a year of the date of this consent, and every 3 years thereafter, unless the Secretary directs otherwise, the Applicant **must** commission and pay the full cost of an Independent Environmental Audit of the development. This audit must:
  - (a) be conducted by a suitably qualified, experienced and independent team of experts whose appointment has been endorsed by the Secretary;
  - (b) include consultation with the relevant agencies;
  - (c) assess the environmental performance of the development and whether it is complying with the relevant requirements in this consent and any relevant EPL or necessary water licences for the development (including any assessment, strategy, plan or program required under these approvals);
  - (d) review the adequacy of strategies, plans or programs required under the abovementioned approvals;

- (e) recommend appropriate measures or actions to improve the environmental performance of the development, and/or any assessment, strategy, plan or program required under the abovementioned approvals; and
- (f) be conducted and reported to the satisfaction of the Secretary.

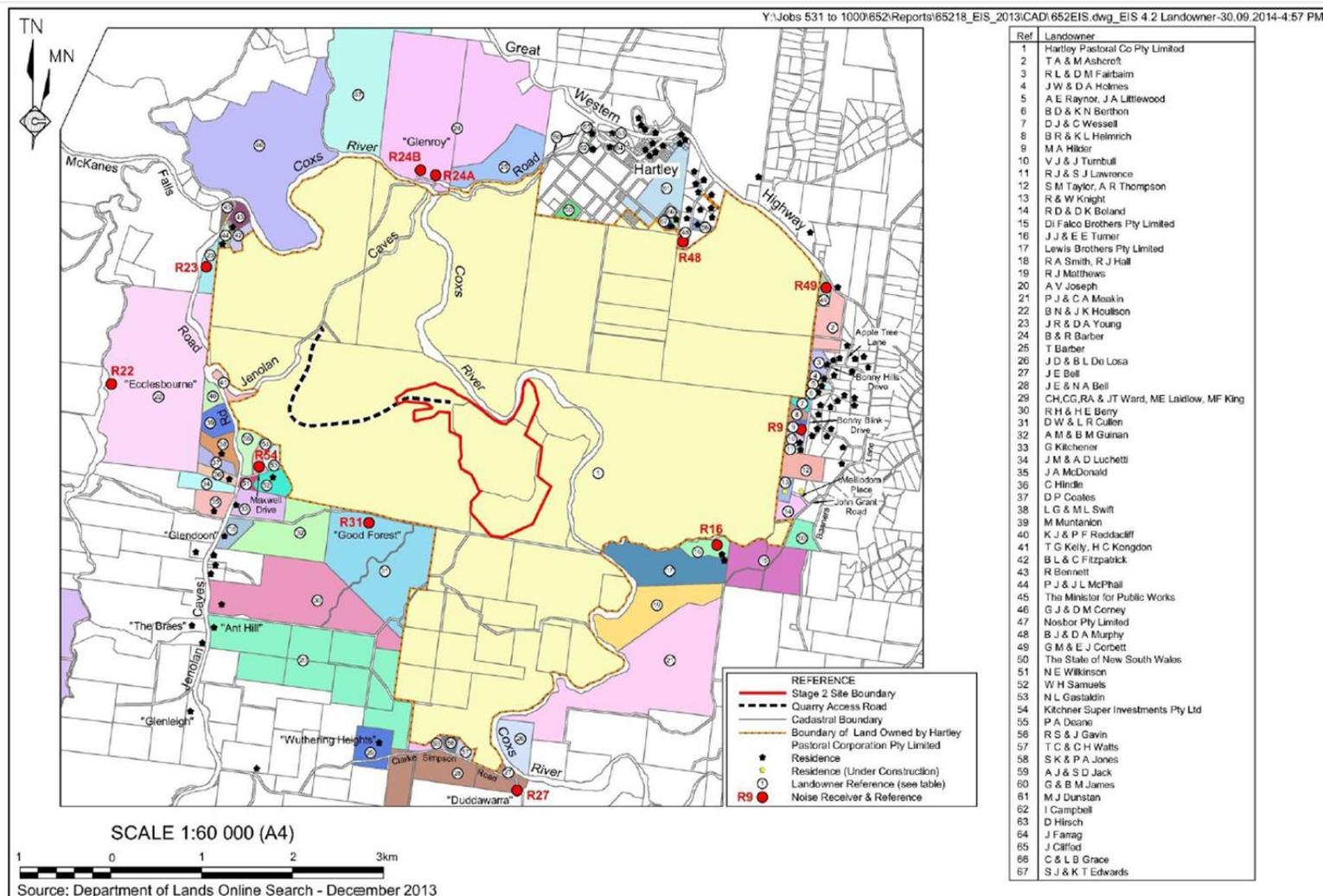
*Note: This audit team must be led by a suitably qualified auditor and include experts in any fields specified by the Secretary.*

- 9. Within 6 weeks of completion of this audit, or as otherwise agreed by the Secretary, the Applicant **must** submit a copy of the audit report to the Secretary, together with its response to any recommendations contained in the audit report.

#### **ACCESS TO INFORMATION**

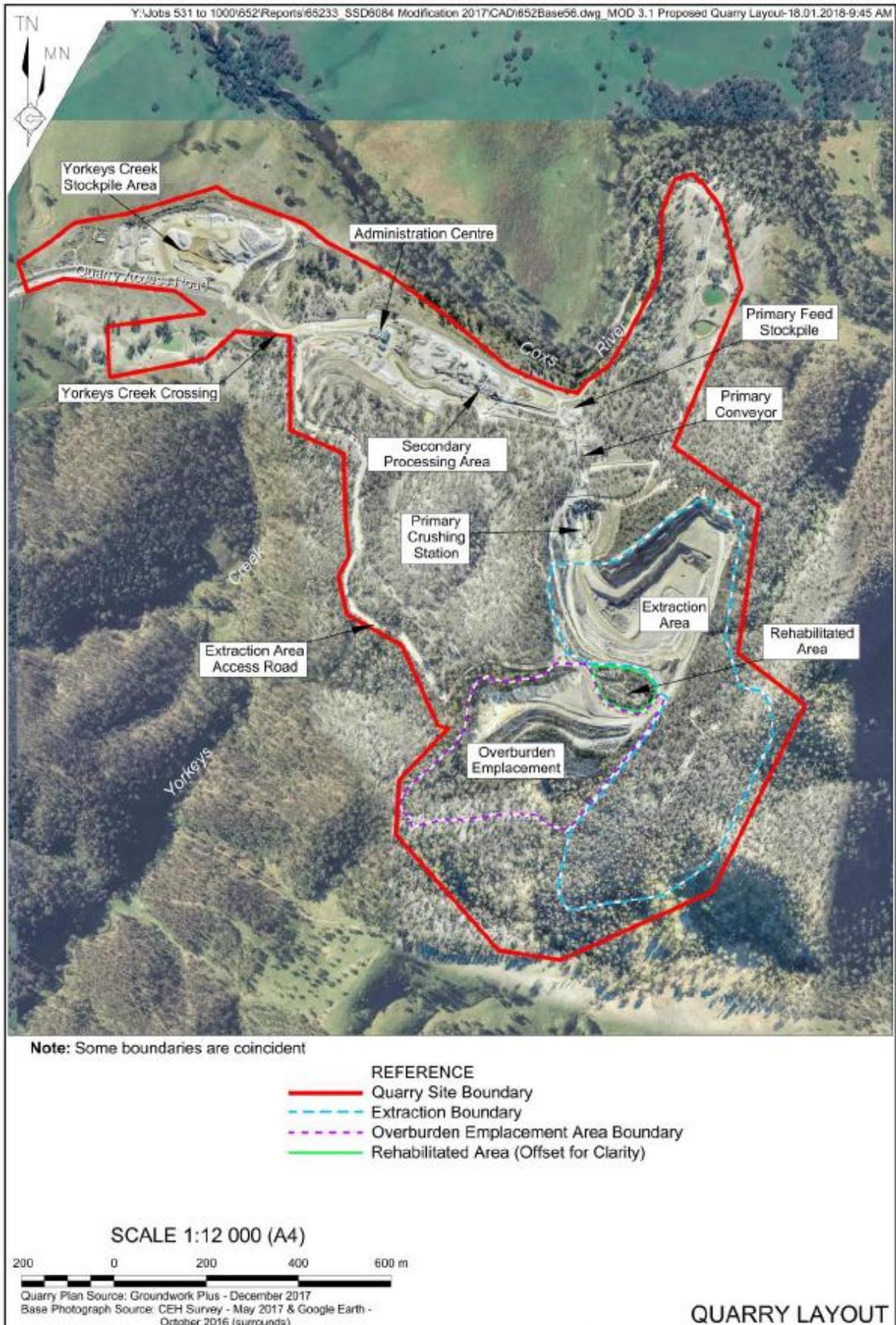
- 10. Within 6 months of the date of this consent, the Applicant **must**:
  - (a) make the following information publicly available on its website:
    - the documents listed in condition 2 of Schedule 2;
    - current statutory approvals for the development;
    - all approved strategies, plans and programs required under the conditions of this consent;
    - a comprehensive summary of the monitoring results of the development, reported in accordance with the specifications in any conditions of this consent, or any approved plans and programs;
    - a complaints register, updated monthly;
    - the annual reviews of the development;
    - any independent environmental audit, and the Applicant's response to the recommendations in any audit; and
    - any other matter required by the Secretary; and
  - (b) keep this information up-to-date, to the satisfaction of the Secretary.

## APPENDIX 1 DEVELOPMENT AREA



**Figure 1: Development Area and nearby residences**

## APPENDIX 2 DEVELOPMENT LAYOUT



**APPENDIX 3  
STATEMENT OF COMMITMENTS**

<b>Desired Outcome</b>	<b>Action</b>	<b>Timing</b>
<b>1. Environmental Management</b>		
Compliance with all conditional requirements in all approvals licences and leases.	1.1 Comply with commitments recorded in this table.	Continuous and as required.
	1.2 Comply with all conditional requirements included in the: <ul style="list-style-type: none"> <li>• Development Consent;</li> <li>• Environment Protection Licence;</li> <li>• Approval under the EPBC Act;</li> <li>• Water Access Licence; and</li> <li>• any other approvals.</li> </ul>	Ongoing.
<b>2. Waste Management</b>		
Minimisation of general waste creation and maximisation of recycling, wherever possible.	2.1 Place all paper and general wastes originating from the site office, together with routine maintenance consumables from the daily servicing of equipment in waste skip bins located adjacent to the site office and workshop.	Ongoing.
	2.2 Segregate waste into recyclables and non-recyclable materials for removal by a licensed contractor.	Ongoing.
Minimisation of the potential risk of environmental impact due to waste creation, storage and/or disposal.	2.3 Ensure the appropriate storage and regular collection of industrial wastes including waste oils and scrap metal.	Monthly or on an as needs basis.
<b>3. Rehabilitation and Biodiversity Offset Management</b>		
The creation of a stable final landform, available for the proposed future use(s) of nature conservation and low intensity agriculture.	3.1 Retain all soil and suitable cleared vegetation resources for use in rehabilitation of the final landform.	Ongoing.
	3.2 Include <i>Eucalyptus pulverulenta</i> in the revegetation of the Stage 2 Site.	During rehabilitation activities.
	3.3 Re-instate the pre-disturbance soil and land capability in the area used for the secondary processing area and Yorkeys Creek stockpile area.	Ongoing and prior to quarry closure.
Establish and manage a Biodiversity Offset Area.	3.4 Mark, and where appropriate fence, boundaries relevant to the Biodiversity Offset Area.	Within 6 months of approval of the Biodiversity Offset Area.
<b>4. Land Resources</b>		
Ensure sections of the Site with higher land capability are returned to agricultural use.	4.1 Provide for rehabilitation of the secondary processing area and Yorkeys Creek stockpile area back to agricultural land.	Ongoing as available.
<b>5. Traffic and Transport</b>		
	5.1 All transport contractors required to complete the Hy-Tec Chain of Responsibility: Driver Vehicle Check system.	Ongoing.

Desired Outcome	Action	Timing
Transport operations are undertaken with minimal impact on other road users and residents.	5.2 Maintain a complaints management system to appropriately respond to any complaints received through investigation and implementation of corrective treatments.	Ongoing.
	5.3 Monitor the delays for vehicles turning right onto the Great Western Highway at two-yearly intervals from 2022 onwards.	To begin in 2022.
<b>6. Visibility</b>		
Reduce the area of the Stage 2 Site exposed to surrounding vantage points.	6.1 Implement design and sequencing measures to minimise exposure of the Quarry, namely: <ul style="list-style-type: none"> <li>a) undertake the extraction area and overburden emplacement extensions in accordance with the limits noted on <b>Figure 3.2 of the SEE (Mod 1)</b> and sequence generally as presented on <b>Figure 3.3 of the SEE (Mod 1)</b>;</li> <li>b) retain the primary crusher in its current location within the Stage 1 extraction area;</li> <li>c) retain the visual screen provided by the Northern Ridge; and</li> <li>d) restrict further extension of the secondary processing area and Yorkeys Creek stockpile area.</li> </ul>	Ongoing.  Ongoing.  Ongoing.  Ongoing.
Reduce the impact of the areas of quarry disturbance visible from surrounding vantage points.	6.2 Implement management measures to limit impacts to visual amenity including the following. <ul style="list-style-type: none"> <li>a) Complete a trial of short-term visual mitigation measures for the Yorkeys Creek stockpile area.</li> <li>b) Implement short-term visual mitigation measures for the Yorkeys Creek stockpile area.</li> <li>c) Progressive revegetation or rehabilitation of terminal faces of the extraction area and overburden emplacement and profiled slopes between the administration area and the extraction area.</li> <li>d) Maintain existing visual barriers including retained northern face of extraction area and tree-lined visual barriers.</li> <li>e) Apply a bituminous film to reduce the contrast between the pale rhyolite and darker background vegetation on completed western facing slopes where necessary.</li> <li>f) Minimise dust emissions through suppression measures such as regular watering of areas.</li> <li>g) Maintain the Site in a tidy and orderly manner.</li> <li>h) Minimise the impacts of lighting by directing lights away from critical receptors (to the south and east) and minimise the 'lume' created by the lights.</li> </ul> <p>Note: If superseded by more effective measures, or no longer required due to progressive development of the Quarry Site, the above will cease to be implemented.</p>	Prior to November 2015. Prior to November 2016. Ongoing.  Ongoing.  Ongoing.  Ongoing.  Ongoing.  Ongoing.
Monitor the progressive visual changes from nearby receptors.	6.3 Monitor the sequence of visual impacts using a series of annual photographs from vantage points surrounding the Quarry Site. These photos, along with a discussion as to compliance with the impact predicted, would be included in annual reporting.	Annually.

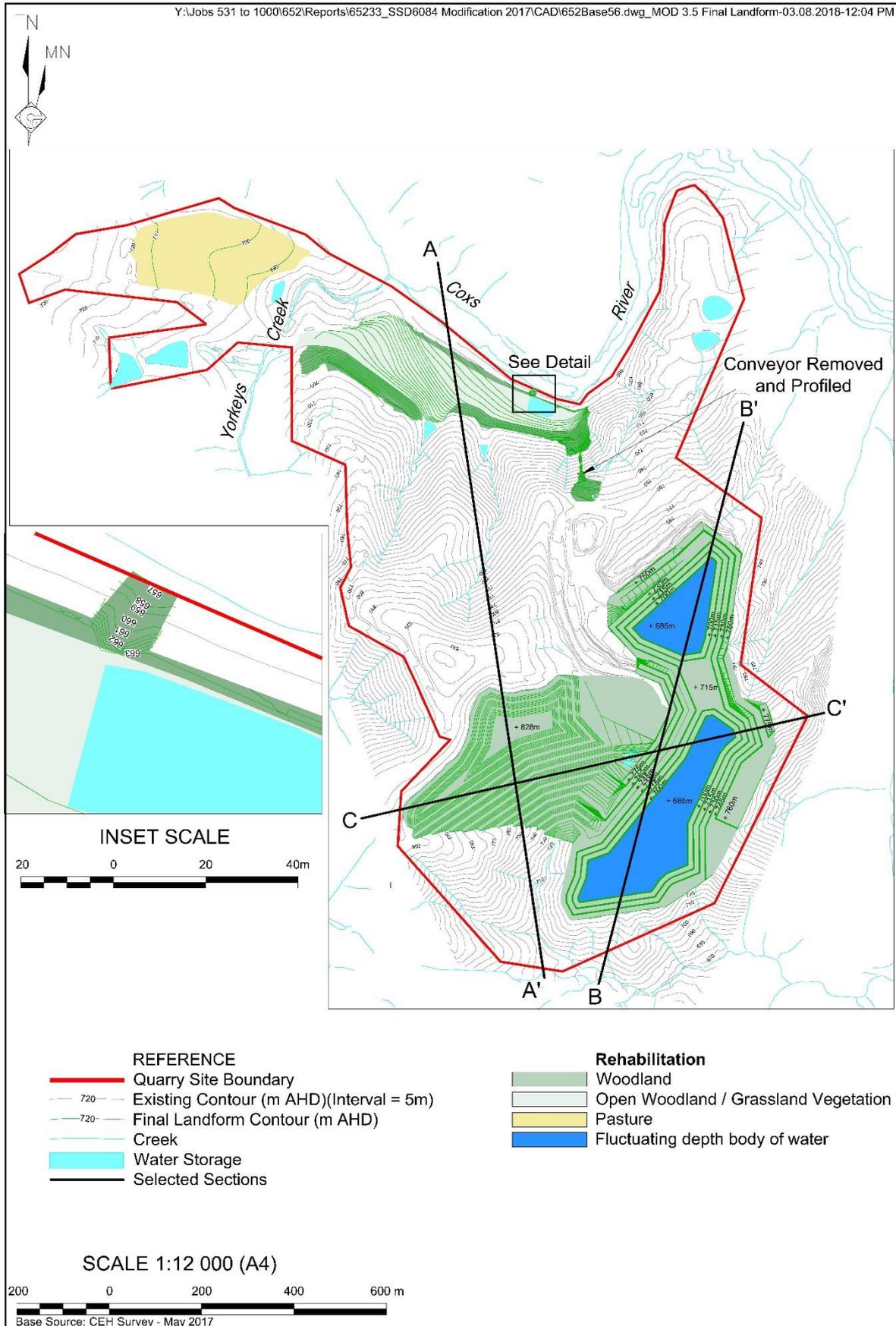
Desired Outcome	Action	Timing
<b>7. Surface Water</b>		
Appropriately document water management measures including erosion and sediment control.	7.1 Ensure any off-site discharge is monitored and reported in accordance with EPL 12323.	In the event of off-site discharge.
Capture of sediment-laden water flows from Proposal-related disturbance.	7.2 Ensure the capacity of the various sediment basins and water storages of the Site provides the required water settlement and sediment storage volumes for a 5-day 95 <sup>th</sup> percentile rainfall event.	Ongoing.
Manage the discharge of water from the various sediment basins and storage dams.	7.3 Apply procedures established in the Water Management Plan for the appropriate treatment of water that is to be discharged to natural drainage.	In the event off-site discharge is required.
Prevention of hydrocarbon contamination of water on the Site.	7.4 Securely store all hydrocarbon products within designated and bunded areas.	Ongoing.
	7.5 Refuel and maintain all equipment within designated areas of the Site, i.e. workshop area.	Ongoing.
<b>8. Groundwater</b>		
Prevention of groundwater contamination.	8.1 Securely store all hydrocarbon products within designated and bunded areas.	Ongoing.
	8.2 Refuel and maintain all equipment within designated areas of the Site, i.e. workshop area.	Ongoing.
Appropriately license any removal of groundwater.	8.3 Obtain and maintain a Water Access Licence(s) for the volume of groundwater seepage into the extraction area annually.	Prior to commencement of development consent.
	8.4 Report annual and projected groundwater extraction to the <b>Dol</b> .	Annual.
<b>9. Terrestrial Ecology</b>		
Avoid impacts on native flora and fauna.	9.1 Locate primary crushing station within extraction footprint.	Ongoing.
	9.2 Limit extent of extraction area as nominated in the development consent.	Ongoing.
Minimise or mitigate unavoidable impacts on native flora and fauna.	9.3 Operate a conveyor between the primary crushing station and secondary processing area to limit transportation of raw materials.	Ongoing.
	9.4 Maintain a 10m buffer and exclusion zone around the proposed area of disturbance.	Ongoing.
	9.5 Fence, as appropriate, sections of the Stage 2 Site not required for ongoing operations.	Ongoing as needed.
	9.6 Include the Silver-leafed mountain gum in progressive revegetation of the final landform.	Ongoing.
	9.7 Install appropriate erosion and sediment control measures prior to vegetation clearing activities (to reduce the potential for pollution of downstream riparian and aquatic habitat).	Ongoing.

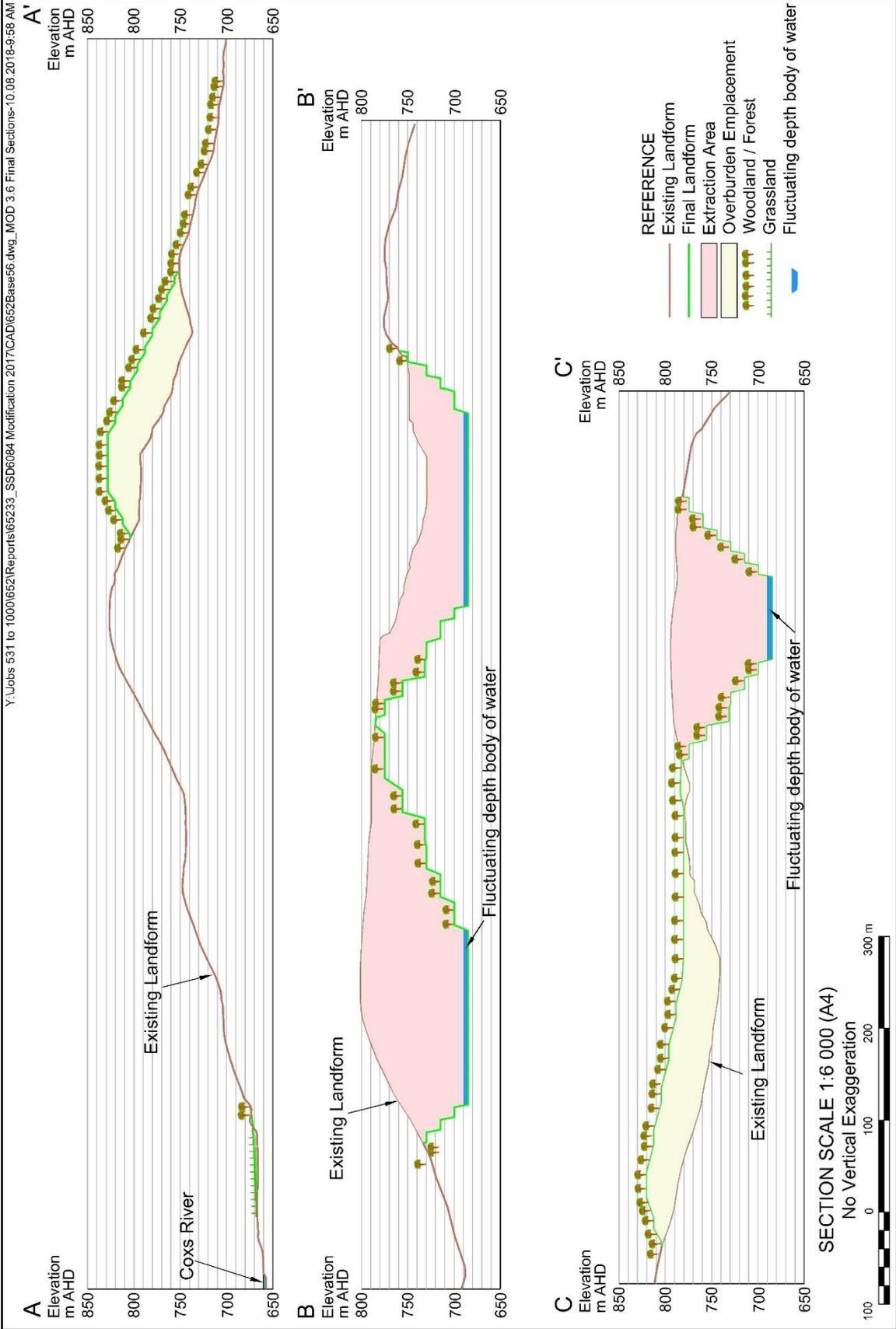
Desired Outcome	Action	Timing
	9.8 Limit vehicle speeds within the Site to limit the potential for vehicle trauma to wildlife.	Ongoing.
<b>10. Aquatic Ecology</b>		
Avoid, minimise or mitigate impacts as a result of operational activities on aquatic biota and habitats.	10.1 Design and construct any ancillary development works, e.g. access roads, in the vicinity of watercourses in accordance with the NSW DPI Policy and <i>Guidelines for Fish Habitat Conservation and Management</i>	As required.
	10.2 Minimise the occurrence of uncontrolled discharges of water by managing water in accordance with a Water Management Plan.	Ongoing.
	10.3 Maintain a bunded area for storage of fuels, oils, refuelling and appropriate maintenance of vehicles and mechanical plant.	Ongoing.
	10.4 Procedures would be implemented to manage handling of hazardous material and spill response protocols.	Ongoing.
	10.5 Install and maintain scour protection at pipe outlet points.	Ongoing.
<b>11. Noise</b>		
Noise emissions do not exceed intrusiveness criteria nor significantly impact on neighbouring landowners and/or residents.	11.1 Undertake processing operations with the current or equivalent crushing and screening plant.	Ongoing.
	11.2 Ensure all equipment on Site has sound power levels at or below that nominated for noise modelling purposes (see <i>Table 5-1</i> of Benbow, 2014a).	Ongoing.
	11.3 Limit transportation noise by ensuring: a) All trucks under control of Hy-Tec, or accredited contractors would comply at all times with RMS noise limits.	Ongoing.
	b) All truck drivers would be required to sign a Code of Conduct that includes noise limiting behaviour. c) Comply with conditional limits on truck movements. d) The internal road network would be graded, as required, to limit body noise from empty trucks	Ongoing. Ongoing. Ongoing.
	11.4 Maintenance work would be confined to standard daytime hours where practicable.	Ongoing.
<b>12. Air Quality</b>		
Site activities are undertaken without exceeding the nominated air quality criteria.	12.1 Undertake operations in accordance with an Air Quality Management Plan.	Ongoing.
Minimise greenhouse gas emissions from Site related activities.	12.2 Minimise the impacts of greenhouse gases relating to diesel consumption by: a) minimising use of haul trucks through use of an overland conveyor;	Ongoing.
	b) minimising rehandling of overburden and products;	Ongoing.
	c) maintaining and servicing equipment to ensure efficiency;	Ongoing.
	d) minimising the quarry footprint to reduce land disturbance and travel distances; and	Ongoing.
	e) optimising the design of the Processing Plant to	Ongoing.

Desired Outcome	Action	Timing
	f) maximise the use of gravity to move material throughout the plant and maximise energy efficient motors in major equipment.	Ongoing.
Record and monitor the local environment regarding dust impacts.	12.3 Continue to monitor dust impacts through: a) the existing deposited dust gauges; and b) on-site meteorological monitoring to record relevant parameters.	Ongoing. Ongoing.
<b>13. Indigenous Heritage</b>		
Minimise the potential for adverse Proposal-related impacts on indigenous heritage sites.	13.1 Include Indigenous heritage protocols and obligations within training and induction processes for the quarry.	Ongoing.
	13.2 Halt all works in the immediate area if cultural objects are found and contact a suitably qualified archaeologist and Aboriginal community representative.	Ongoing.
	13.3 Halt all works in the immediate area if human remains are found and contact NSW Police, Aboriginal community representative and OEH.	Ongoing.
	13.4 Maintain reasonable efforts to avoid impacts to Aboriginal cultural heritage values at all stages of the development works	Ongoing.
Maintain appropriate records of identified indigenous heritage sites.	13.5 Complete an Aboriginal Site Impact Recording Form and submit it to the Aboriginal Heritage Management Information Management System (AHIMS) Registrar, for each AHIMS site that is harmed through the proposed development.	Upon discovery of a site of heritage significance.
<b>14. Historic Heritage</b>		
Minimise the potential for adverse Proposal-related impacts on historic heritage sites.	14.1 Halt all works in the immediate area if cultural object(s) are found.	Ongoing.
	14.2 Secure the location, e.g. through the installation of protective fencing, flagging with high visibility tape.	
	14.3 Contact a suitably qualified archaeologist to determine the significance of the object(s).	
	14.4 Report discovery of relic (if advised of validity by archaeologist) in accordance within Section 146 of the <i>Heritage Act 1977</i> .	
	14.5 Do not recommence works within the secured area until advised by archaeologist.	
	14.6 Include the commitments of 14.1 to 14.4 within training and induction processes for the Site.	On induction of new personnel.
<b>15. Hazards</b>		
Manage bush fire risks on site to minimise the potential for property damage or personnel injury.	15.1 Ensure refuelling is undertaken within designated fuel bays and vehicles are turned off during refuelling.	Ongoing.
	15.2 Ensure no smoking policy is enforced in designated areas of the Site.	Ongoing.
	15.3 Ensure fire extinguishers are maintained within site vehicles and refuelling areas.	Ongoing.
	15.4 Ensure that a water cart is available to assist in extinguishing any fire ignited.	Ongoing.
	15.5 Establish and maintain an Outer Protection Area around the administration area.	Ongoing.

Desired Outcome	Action	Timing
	15.6 Maintain the access road to the extraction area such that safe passage is guaranteed should an emergency evacuation be required.	Ongoing.
	15.7 Maintain access to water contained within SD1 to SD6, as well as SB1 for use in fighting ember attack.	Ongoing.
	15.8 Complete appropriate training with site personnel in relation to fire-fighting tasks and procedures.	Ongoing.
	15.9 Ensure access is provided for Rural Fire Service and its and other emergency services' authority is recognised and assistance offered in the event of a bush fire.	Ongoing.
Reduce risks of traffic accidents on roads used by Proposal-related traffic.	15.10 Ensure route selection for delivery of quarry products follows routes designated in the EIS for entry and exit to the Site, transportation through the Blue Mountains and local deliveries of products.	Ongoing.
	15.11 Operate a Traffic Management Plan for all trucks entering and exiting Austen Quarry.	Within 6 months of receipt of approval.
	15.12 Continue to implement the Chain of Responsibility – Driver Vehicle Check system for all transportation activities undertaken at the Site.	Ongoing.
All members of the public are safe when near the Austen Quarry.	15.13 Implement measures to ensure the safety of public including visitors, contractors and employees through recruitment, induction and training programs.	Ongoing.
Measures to be put in place to, where possible, restrict unauthorised entry and reduce the risk of accident to any trespasser on the Site.	15.14 Ensure gate at entrance on Jenolan Caves Road is locked outside standard operating hours.	Ongoing.
	15.15 Use of locks on equipment when site personnel are not working on or with this equipment or plant.	Ongoing.
	15.16 Installation and maintenance of safety signage around the Site and perimeter fencing, where necessary.	Ongoing.
	15.17 Instruct all visitors entering and departing the Site to visit either the Site office or weighbridge for registration including time of arrival and departure, and an induction, if required.	Ongoing.
	15.18 Install appropriate controls to ensure the stability of the open cut, overburden emplacement and stockpiles.	Ongoing.
<b>16. Socio-economic Setting</b>		
Continue to proactively consult with members of the community affected by the Proposal.	16.1 Maintain the existing 'open door' policy for community members to approach the management staff of the Austen Quarry.	Ongoing.
	16.2 Maintain the existing community complaints and response system.	Ongoing.
Consider local sources of service and supply contractors	16.3 Seek local supply and service contractors from within the Lithgow LGA where it is practicable to do so.	Ongoing.

## APPENDIX 4 CONCEPTUAL FINAL LANDFORM

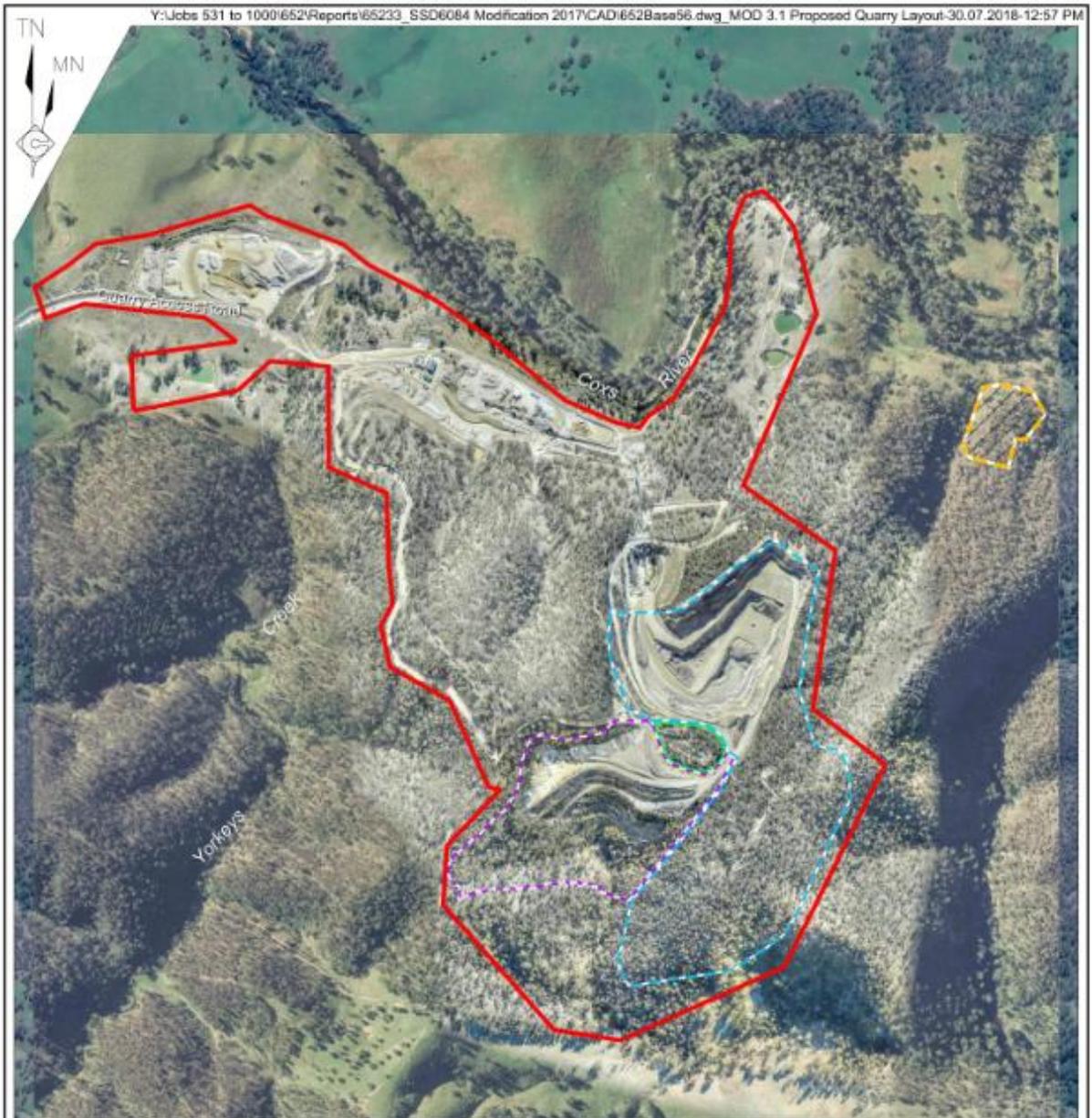




**APPENDIX 5**

*Deleted*

**APPENDIX 6**  
**CONSERVATION AREA H**



**Note:** Some boundaries are coincident and are offset for clarity

- REFERENCE**
- Quarry Site Boundary
  - - - Extraction Area Boundary
  - - - Overburden Emplacement Area Boundary
  - - - Rehabilitated Area (Offset for Clarity)
  - ||||| Conservation Area H

**SCALE (A4)**



Quarry Plan Source: Groundwork Plus - December 2017  
Base Photograph Source: CEH Survey - May 2017 & Google Earth - October 2016 (surrounds)

**APPENDIX 7  
PLANNING AGREEMENT**

1. The Applicant **must** pay Council \$0.025 per tonne of quarry product extracted and transported from the Stage 2 Extraction Area on a quarterly basis. Each payment **must** be:
  - (a) based on weighbridge records of the quantity of extraction material transported from the site in the relevant quarter;
  - (b) paid within 21 days of the end of the relevant quarter;
  - (c) adjusted in line with the Consumer Price Index calculated from the date of approval and applied annually from the first day of operation.

# **DEVELOPMENT ASSESSMENT REPORT – DA114/18 - PROPOSED SUBDIVISION 1 LOT INTO 3, BARTON AVENUE WALLERAWANG NSW 2845**

---

## **1. PROPOSAL**

Council is in receipt of a Development Application DA114/18 for a subdivision of 1 lot into 3 lots on land known as Lot 20 DP 1217065, Barton Avenue, Wallerawang.

The property currently contains an area of 61.47ha and is vacant of building structures.

Lot 1 is proposed to be privately sold as per Council's resolution dated 25 September 2017 for future development. Lot 2 is proposed to be located on its own title and currently contains a lease agreement with the Department of Education. This parcel of the land is used as a sports oval for the Wallerawang Public School (Lot 22 DP830058). Proposed Lot 3 is the residue lot and will remain in Council ownership.

Lot 1 is proposed to contain an area of 17.5ha, Lot 2 is proposed to contain an area of 0.51ha and Lot 3 is proposed to contain an area of 43.3ha. The property has a frontage to Barton Avenue, Forest Ridge Drive and Lyon Parade.

The property is restricted by easements for transmission lines, access and pipelines. The property adjoins the Wallerawang Public School, the Wallerawang indoor sport and recreation centre, and residential dwellings. Lake Wallace and the Lake Wallace recreational park is located adjacent to the property on Barton Avenue.

The property is shown in the photo below:



### **Past Applications**

DA198/17 Access and Boundary Adjustment with Lot 1 DP 371568- Subdivision Certificate Issued

## 2. SUMMARY

To assess and recommend determination of DA114/18 with recommendation for approval subject to conditions.

## 3. LOCATION OF THE PROPOSAL

Legal Description : Lot 20 DP 1217065  
Property Address : BARTON AVENUE WALLERAWANG NSW 2845

**4. ZONING:** The land is zoned R5 Large Lot Residential in accordance with Council's current planning instrument, being Lithgow Local Environmental Plan (LEP) 2014.

**5. PERMISSIBILITY:** The development being a 'subdivision' is permissible under Lithgow Local Environmental Plan 2014, subject to development consent as per Clause 4.1 below.

### **4.1 Minimum subdivision lot size**

*(1) The objectives of this clause are as follows:*

*(a) to minimise the cost to the community of:*

- (i) fragmented and isolated development of rural land, and*
- (ii) providing, extending and maintaining public amenities and services,*

*(b) to ensure that the character and landscape setting of an area is protected and enhanced by any development,*

*(c) to promote development on appropriately sized lots and to ensure access to available essential services.*

*(2) This clause applies to a subdivision of any land shown on the Lot Size Map that requires development consent and that is carried out after the commencement of this Plan.*

*(3) The size of any lot resulting from a subdivision of land to which this clause applies is not to be less than the minimum size shown on the Lot Size Map in relation to that land.*

*(4) This clause does not apply in relation to the subdivision of individual lots in a strata plan or community title scheme.*

*(4A) Despite any other provision of this clause, land identified as "Area 1" or "Area 2" on the Lot Size Map may not be further subdivided.*

The minimum allotment size shown on the Lot Size Map is 800m<sup>2</sup>. Lot 1 is proposed to contain an area of 17.5ha, Lot 2 is proposed to contain an area of 0.51ha and Lot 3 is proposed to contain an area of 43.3ha. The development is permissible in the zone and complies with Clause 4.1 above.

## 5.1 POLICY IMPLICATIONS (OTHER THAN DCP's)

### **Policy 7.2 Subdivision – Release Of Subdivision Plans**

*1. Council will endorse subdivision certificates prior to completion of subdivision works only on the following basis:*

*a) Subdivision works must be substantially complete. "Substantially complete" means that all civil works have been completed including roads, water supply, sewerage and drainage. Minor outstanding works refers to installation of street signage, final rectification/seeding of excavations & batters and landscaping.*

*b) Works as executed plans must have been submitted to Council and accepted.*

c) Security for incomplete works must be provided to Council prior to the endorsement of the subdivision certificate, either by cash deposit or unconditional bank guarantee.

d) The amount of the security must be 100% of the estimated cost of completion of the outstanding works.

2. The General Manager is authorised to determine the amounts of security deposits for outstanding subdivision work and to release security upon satisfactory completion and to vary the time periods for completion of works as deemed necessary.

3. The General Manager is authorised to decline to allow bonding of outstanding subdivisions works where the deferred completion of works would not be in the best interest of Council and the community.

4. The owner of the land to which the subdivision relates must provide written authority allowing Council to enter the site and make all necessary arrangements to have outstanding works completed within six (6) months of the date of the subdivision certificate.

5. The General Manager may sub delegate any function under this policy including the issue of a Subdivision Certificate.

**Comment:** on completion of the subdivision and to Council's satisfaction that the conditions on the consent have been undertaken, the applicant will be required to submit a subdivision certificate for the development.

### **Policy 7.5 Notification Of Development Applications**

The development is not defined as being exempt under Council's Notification Policy. Therefore the following clause applies:

#### **5. Who will be notified under this Policy and how long is the notification period?**

5.1 Except for specified types of development outlined in 6.3 below, written notice of a development application will be given to landowners adjoining the Lithgow City Council Policy 7.5 – Notification of Development Applications land on which the development is proposed for a period of 14 calendar days. For the purposes of this policy adjoining land is land that directly abuts the subject site; shares a common boundary; or is situated directly opposite to the site where separated by a road, pathway or driveway.

The proposal was notified to surrounding landowners and placed on display for a period of 14 days. The development therefore complies with Council's Policy.

### **Policy 7.6 Development Applications By Councillors And Staff Or On Council Owned Land**

*Policy 7.6 Development Applications on Council owned land* requires Development Applications on Council land to be referred to the elected Council for consideration and determination and that no aspect of the development is dealt with under delegated authority. Given Council's ownership of this land the proposal is reported to Council for determination.

The provision of the sale of Council land has previously been reported to Council as per Item 37 Confidential-Closed Report: Ordinary Meeting of Council held 25 September 2017 – Proposed Sale of Council Land. The following resolution was made:

**ITEM 37 CONFIDENTIAL - CLOSED REPORT - ECDEV - 25/09/17 - PROPOSED SALE OF COUNCIL LAND**

**RESOLVED**

**THAT:**

1. Council agree to enter into direct negotiation with Timberfix Pty Ltd for the disposal of Part Lot 20 DP 1217065 as identified in Survey Drawing 4\_5088 OPT 1b CEH dated 14/7/17 for the purchase price of \$1,100,000 (incl GST).

2. Council enter into a conditional contract of sale with Timberfix Pty Ltd pending the registration of the necessary plan of subdivision.

3. Timberfix Pty Ltd to meet all associated subdivision and legal costs.

4. Timberfix Pty Ltd be advised that the sale of the land in no way relieves the proponent of its obligations to obtain development consent for both the subdivision of the land and future development thereon.

5. All proceeds from the sale of the land be held as a restricted asset for future strategic asset acquisition.

**MOVED:** Councillor R Thompson **SECONDED:** Councillor S Ring.

**CARRIED**

**Policy 7.7 Calling In Of Development Applications By Councillors**

This application has been called in pursuant to Policy 7.7 "Calling in of Applications by Councillors" Item 3 that states:

3. Should written notice, signed by a minimum of one (1) Councillor, be received by the General Manager prior to determination of a development application or development application/construction certificate, the application shall not be determined under delegated authority but shall be:

- Reported to the next Ordinary Meeting for the information of Council that the development application or development application/construction certificate has been "called in"; and
- Reported to an Ordinary Meeting of Council for determination.

The application has been called in by Cllr Wayne McAndrew.

**5.2 FINANCIAL IMPLICATIONS**

**Section 94A (Section 7.12) Development Contributions Plan 2015**

The Section 94A plan **does not** apply to this development given it is for a subdivision.

**Water Management Act 2000**

This financial implication applies to the development as the development creates an additional load on Council's water or sewer systems.

Council's 'Development Servicing Plans for Water Supply and Sewerage August 2018' (DSPs) was adopted by Council at Council's Ordinary Meeting dated 27 August 2018.

The DSPs have been prepared in accordance with the 2016 Developer Charges Guidelines for Water Supply, Sewerage and Stormwater issued by the Minister for Lands and Water, pursuant to section 64 of the LG Act 1993, exercising its function under section 306 (3) of the *Water Management Act, 2000*.

Under the Water Management Act 2000, Section 305, an application for Certificate of Compliance must be submitted to Council. This Act states:

- (1) *A person may apply to a water supply authority for a certificate of compliance for development carried out, or proposed to be carried out, within the water supply authority's area.*
- (2) *An application must be accompanied by such information as the regulations may prescribe.*

Therefore Councils Contributions under Local Government Act 1993 for headwork charges for Lot 1 will be required to be paid prior to the release of the Subdivision Certificate.

Following condition would be included in the condition of consent:

- *An application shall be submitted to Council for the supply of a Certificate of Compliance under Section 305 of the Water Management Act. A Subdivision Certificate shall not be issued until such time as the contributions (for Lot 1) applicable to release the Certificate of Compliance are paid in full to Council. These contributions may be found in the Lithgow Council Fees and Charges or any applicable document adopted by Council in relation to contributions under Section 64 of the Local Government Act 1993 at the time of payment.*

You are to note that the current headworks charges for the 2018-2019 period is within Council's 'Development Servicing Plans for Water Supply and Sewerage August 2018' adopted by Council on 27 August 2018.

## **5.3 LEGAL IMPLICATIONS**

### **Conveyancing Act 1919**

The property is restricted by easements for transmission lines, access and pipelines. These easements will be required to remain on the new deposited plan.

### **Local Government Act 1993**

Council requires applicants for subdivisions to obtain a written Section 68B application for connection to Council's water and sewer supply. As there will be no future developments for 2 of the 3 lots a Section 68 application is not required. 1 Lot is to be owned privately and separated from the Council owned lots. At this stage it is unknown what the future developments on this lot will occur. As such it will be conditioned on the consent that a Section 68 application will be required to be submitted to Council for any future development on the allotment.

### **Rural Fires Act 1997**

The development may be considered to be integrated under this act (via Section 4.46 of the EP & A Act 1979). Accordingly the approval of the Rural Fire Service is required prior to Council being in a position to determine the application. Recommendations from the Rural Fire Service have been obtained and it is

considered that subject to conditions of consent the development will comply with the provisions of this Act.

### **Environmental Planning and Assessment Act 1979**

In determining a development application, a consent authority is required to take into consideration the matters of relevance under Section 4.15 of the *Environmental Planning and Assessment Act 1979*. These matters for consideration are as follows:

#### 5.3.1 Any Environmental Planning Instruments

#### ***Lithgow Local Environmental Plan 2014***

LEP 2014 – Compliance Check		
Clause		Compliance
<b>Land Use table</b>	R5 Large Lot Residential	Yes
<b>4.1</b>	Minimum subdivision lot size – 800m <sup>2</sup>	Yes
<b>7.3</b>	Stormwater management	Yes
<b>7.5</b>	Groundwater vulnerability	Yes
<b>7.7</b>	Sensitive lands	Yes

**Comment:** The proposed subdivision of land is consistent with the zone objectives. The objectives of the zone are:

#### ***1 Objectives of zone***

- *To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.*
- *To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.*
- *To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To limit development to areas in reasonable proximity to the settled town centres of Lithgow, Wallerawang and Portland to strengthen settlement hierarchy.*
- *To maintain or improve the water quality of receiving water catchments.*

The development proposes to subdivide the property for future development. The subdivision is not expected to impact services or facilities in the area as all services exist within the vicinity of the property. Water quality would be maintained and not impacted upon as no building structures are proposed as part of this application.

The property is surrounded by residential and recreational uses and is unlikely to increase the demand for services or public facilities.

As no structural developments are involved with this application, drainage runoff will not be impacted upon. Drainage will continue to flow towards Lake Wallace. Inter-allotment drainage will be designed for future developments.

Lot 1 is proposed to contain an area of 17.5ha, Lot 2 is proposed to contain an area of 0.51ha and Lot 3 is proposed to contain an area of 43.3ha. As such the proposed lots are above the minimum allotment size of 800m<sup>2</sup>.

The property is identified as containing ground water vulnerability. Groundwater dependent ecosystems would not be impacted upon by the development as the landscape of the property is proposed to remain. The development is designed, sited and will be managed to avoid any significant adverse environmental impact. Water vulnerability is mapped below:



The property is identified as being sensitive land. The location of the development has a slight slope that is less than 25%. The land is not subject to high erosion potential, salinity, impeded drainage or expected to be subject to regular or permanent inundation. The development is designed, sited and will be managed to avoid significant adverse environmental impact. The sensitive land map is shown below:



The land is deemed suitable for the proposal and is considered to comply with Council's LEP 2014.

***State Environmental Planning Policy 44 – Koala Habitat Protection***

SEPP 44 is applicable to site given that it exceeds 1ha in size and is located within the Lithgow Local Government Area to which the SEPP applies. Part 2 of the SEPP requires Council to consider whether the land the subject of the application retains potential and subsequently core koala habitat.

Many of the trees listed within Schedule 2 of the SEPP are common within the Lithgow Local Government area, however core koala habitat within this area is rare, with only 12 koala sightings ever reported on private land within the LGA.

**Comment:** Given that no trees are to be removed as part of the development, and the section of the subject site relevant to the application is devoid of native vegetation it is considered unnecessary to proceed further with SEPP 44 assessment.

***State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011***

SEPP (Sydney Drinking Water Catchment) 2011 – Compliance Check		
Clause		Compliance
<b>10</b>	Development consent cannot be granted unless neutral or beneficial effect on water quality	Yes

**Comment:** The application is required to be assessed using the Neutral or Beneficial Effect on Water Quality Assessment Tool as below. Given the development satisfies this assessment the development complies with the SEPP.

NEUTRAL OR BENEFICIAL EFFECT ON WATER QUALITY ASSESSMENT TOOL

**General Information:**

Council Name	Lithgow City
Date	10 May 2018
DA Number	DA114/18
Assessing Officer	Lauren Stevens
Development Class	Subdivisions <3 lots sewerred

**Assessment Summary:**

NorBE Status: **Determined**  
 System Outcome: **Satisfied**      User Outcome: **Satisfied**  
 Determination outcome: **Granted**      Determination date: **10/05/18**

**Pre- Assessment Checklist:**

Located within Sydney drinking water Catchment	Yes
Is development consistent with any existing SCA 88B Instruments on title?	N/A
Crown perpetual leasehold land?	No
Water quality impact identifies?	No
Concentration of flow of water?	No
Flow of water impeded?	No
Discharge of pollutants?	No
Any other matter?	No
Documentation is completed?	Yes
Does Water Cycle management Study meet SCA/Council requirements?	Yes

**Condition**

*Effective erosion and sediment controls shall to be installed prior to any construction activity and shall prevent sediment or polluted water leaving the construction site or entering any natural drainage system or stormwater drain. The controls shall be regularly maintained and retained until works have been completed and groundcover established.*

5.3.2 Any draft environmental planning instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority

Nil.

5.3.3 Any Development Control Plan

Nil.

5.3.4 Any planning agreement that has been entered into under Section 7.4, or any draft planning agreement that a developer has offered to enter into under Section 7.4?

Nil.

5.3.5 Any matters prescribed by the regulations that apply to the land

There are no demolition works, rebuilding or extension of a building proposed as part of this application.

5.3.6 The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality

**Adjoining Landuse:** The property adjoins the Wallerawang Public School, the Wallerawang Indoor Sport and Recreation Centre, and residential dwellings. Lake Wallace and the Lake Wallace recreational park is located adjacent to the property on Barton Avenue.

The development being a subdivision with no building structures is consistent with the surrounding land uses and will not cause any land use conflicts. The development is therefore permissible within the zone.

**Services:** The Statement of Environmental Effects states that the purpose of the subdivision is not for residential development but for the sale of part of the land to facilitate further development in the area. As the servicing requirements for future developments and the design of future developments are unknown at this point, it is requested that conditions relating to service connections not be included in the conditions of consent.

It is proposed that a covenant be placed on the title of Lot 1 stating that any future development cannot commence until such time that the land is connected to Council's utilities.

Conditions will be placed on the consent that a Section 68 application is required for water and sewer services to be connected for future developments.

Electricity and telecommunication facilities are located within the vicinity of the property. Council's standard condition of consent requires notification of arrangement from telecommunication and electrical authorities. The fibre ready pit and pipe legislation states that the entire frontage of any development is required to contain fibre ready pit and pipe to all lots. There are no provisions for residue lots or the

provision for notification to a single lot in a plan. It is requested that notification of arrangement for telecommunication services and electrical services is not included in the consent conditions as it only relates to Lot 1 in which the future development at this stage is unknown.

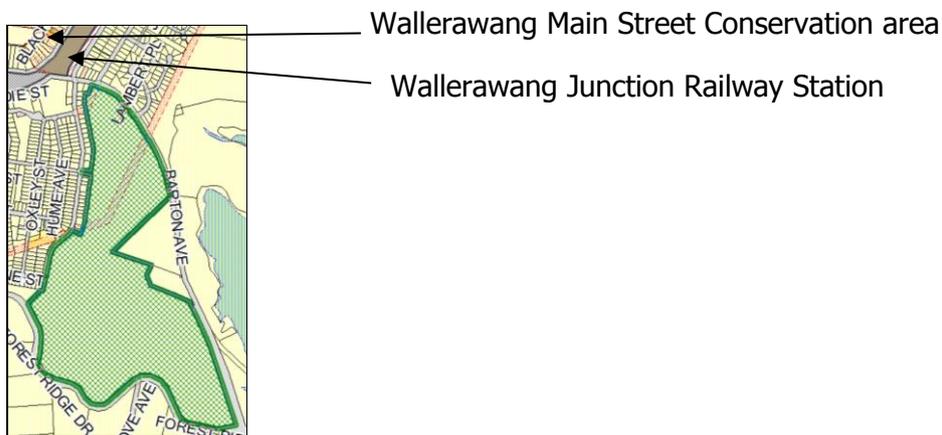
**Context and Setting:** The proposed development will be located within an established residential area and will have no major impact on the context and setting of the area. The development has been designed to complement existing features of similar development in the area.

**Access/traffic:** It is recommended that any future development on proposed Lot 1 would be accessed via Barton Avenue. As Lot 2 is leased by the Department of Education for the Wallerawang Public School that is located on the adjoining allotment, and access to the school exists on Lot 22 DP830058 no additional access to the school is necessary.

Lot 3 is proposed to be the residue lot and be retained by Council. At this stage the land is proposed to be vacant. Access driveways would be assessed and constructed as per future development applications.

It is expected to be a minimal traffic increase as no construction work is proposed as part of the proposed subdivision.

**Heritage:** The property is not heritage listed under Schedule 1 of the LEP. However, the property is located within proximity to the Wallerawang Main Street and located adjacent to the Wallerawang Junction Railway Station that is a heritage listed item under Council's LEP 2014. The heritage item and conservation area is shown on the map below:



As the development and the heritage item/conservation area are separated by Barton Avenue and the railway line, and does not involve any construction work, the development is not expected to impact heritage in the Wallerawang area.

**Flora and Fauna:** No proposed clearing is required and the development will have no impact on flora or fauna.

**Social and Economic Impact:** As the proposed development will be generally in keeping with the provisions of the planning instrument and is reasonably compatible

with other similar development in the locality, it is expected to have minimal social and economic impact.

**Soils:** The proposed development will have no significant impact on soils. There is no reason to believe the site would be affected by acid sulphate soil or contamination problems.

**Water:** The proposed development has been assessed using the NorBE tool as required by the *State Environmental Planning Policy (Sydney Catchment Drinking Water) 2011* with a result of satisfied. Therefore with appropriate conditions of consent it is considered that the development will have minimal impact on water.

**Air and Microclimate:** There will be no significant impact on air or microclimate.

**Natural Hazards:** The property is located within the bushfire prone area. A bushfire report was submitted with the application and indicates that proposed lots 1 and 2 is not mapped as being bushfire prone. Proposed Lot 3 has a very small section being within the bushfire prone area. The property is predominantly grassland and is surrounded by residential and recreational uses. The slope is a gentle downslope across Barton Avenue to Lake Wallace. The bushfire prone area is mapped below:



The development was referred to the Rural Fire Service (RFS) for comment. These comments are found later in this report.

**Noise and Vibration:** There are no nearby sources of noise or vibration that would impact detrimentally the proposal. The proposal is not expected to cause any noise issues in the surrounding area, given it is for subdivision with no construction work.

**Other Land Resources:** The development will not impact on the value of the land in terms of agricultural potential or mining as it is zoned for residential use and adjacent to an established residential/recreation area.

### 5.3.7 The Suitability of the site for the development

The surrounding land uses are for residential and recreational pursuits with the size and nature of the development to be consistent with those in the surrounding area. The proposal is compatible with the objectives of the zone and is considered to have minimal impact on the surrounding amenity. Therefore, the site is considered to be suitable for the proposed development.

### 5.3.8 Any submissions made in accordance with this Act or the Regulations

The proposal was sent to Rural Fire Service, Endeavour Energy, Transgrid, Council's Water & Wastewater Officer, and Engineers for commenting with recommendations detailed below. The proposal was also sent to surrounding landowners and placed on public display in Council's Administration Building for a period of 14 days with four submissions received which are summarised below.

#### **RURAL FIRE SERVICE (RFS)**

Reference is made to Council's correspondence dated 11 May 2018 seeking general terms of approval for the application for integrated development in accordance with the Environmental Planning and Assessment Act 1979.

The New South Wales Rural Fire Service (NSW RFS) has considered the information provided. This response is a bush fire authority issued under Section 100B of the Rural Fires Act, and is issued without any specific conditions.

#### **ENDEAVOUR ENERGY**

Endeavour Energy's Strategic Property Section have provided the following advice regarding the easements/electricity infrastructure relevant to Development Application DA114/18 at Barton Avenue Wallerawang.

##### Endeavour Energy (EE).

*As shown in the site plans from Endeavour Energy's G/Net master facility model EE have the following existing electrical assets within Lot 20 DP1217065:*

- 1. 66kV Overhead Feeder 817 in the north-eastern corner, within an existing easement in favour of EE.*
- 2. 11kV Overhead Power Lines and Underground Cables (Lidsdale Feeder T831) inside the Barton Avenue frontage with no existing easements.*

*An existing vacant easement running in an east-west direction is also in favour of EE that used to contain the former Lithgow to Orange 66kV Transmission Line. Subject to further investigation and application by the developer, potentially this easement may be able to be released in accordance with EE's Company Policy 9.2.4 "Network Easement Release" ie. must be confirmed as being considered to be redundant or obsolete and an assessment of monetary value.*

##### Other Authorities (Overhead Power Lines)

*Feeder 944 and 94X are owned by TransGrid.*

*Feeder 944 is located within an easement that is in favour of EE. There are investigations under way for that section of easement to be transferred to TransGrid. Nonetheless, it is expected that equally TransGrid would have reservations about the subdivision/use of the easement area.*

##### Requirements

*All the existing easements have been identified on the Proposed Subdivision Plan and noted on the title.*

*EE's existing overhead and underground 11kV assets that are not protected by easements, especially the underground (not visible, nor easily identified) assets within Proposed Lot 2 which one would assume will be developed in the near future.*

*EE requires easements be created over these assets in proposed Lots 1 & 2 which should be included as a Council condition of the DA consent. This is consistent with EE's Property Tenure Guidelines that are published by Network Connections Branch which are applied to all new subdivision applications that are submitted to Network Connections.*

*EE's easements, rights and restrictions, covenants etc. must be retained over the effected lots and the new easements etc. created in accordance with the requirements of NSW Land Registry Services (LRS).*

Although Endeavour Energy's 11 kV Overhead Power Lines and Underground Cables traversing the site are not held under easement, they are protected assets under the Electricity Supply Act 1995 (NSW) Section 53 'Protection of certain electricity works'. The owner or occupier of the land cannot take any action by reason of the presence or operation of the electricity works in, on or over the land ie. they cannot remove the electricity infrastructure from the property. These protected assets are managed on the same basis as if an easement was in existence.

In accordance with Endeavour Energy's Mains Design Instruction MDI 0044 'Easements and Property Tenure Rights', Table 1 – 'Minimum easement widths':

- The 11 kV Overhead Power Lines traversing the site requires a minimum easement width of 9 metres ie. 4.5 metres to both sides of the poles/centre line of the conductors.
- The 11 kV Underground Cables traversing the site requires a minimum easement width of 3 metres ie. 1.5 metres to both sides of the centre line of the cable ducts which are assumed has no concrete protection unless proven otherwise.

Subject to the resolution of the foregoing, Endeavour Energy's has no objection to the Development Application. Its further recommendations and comments are as follows:

• **Earthing**

The construction of any building or structure (including fencing, signage, flag poles etc. whether temporary or permanent) that is connected to or in close proximity to Endeavour Energy's electrical network is required to comply with Australian/New Zealand Standard AS/NZS 3000:2007 'Electrical installations' to ensure that there is adequate connection to the earth. Inadequate connection to the earth places persons and the electricity network at risk.

• **Safety Clearances**

In the absence of easements, any future proposed buildings, structures, signage etc. whether temporary or permanent, must still comply with the minimum safe distances/clearances for voltages up to and including 132,000 volts (132kV) as specified in:

- Australian/New Zealand Standard AS/NZS 7000 – 2016: 'Overhead line design'

- 'Service and Installation Rules of NSW' which can accessed via the following link to the NSW Resources & Energy website:

<https://www.resourcesandenergy.nsw.gov.au/energy-supply-industry/pipelines-electricity-gas-networks/network-connections/rules>

Different voltages are kept at different heights, the higher the voltage, the higher the wires are positioned on the pole. Similarly, the higher the voltage, the greater the required building setback. These distances must be maintained at all times to all buildings and structures ie. including signage, fencing, temporary site sheds, etc. and regardless of the Council's allowable building setbacks etc. under its development controls, allowance must be made for the retention of appropriate/safe clearances.

#### • **Easement Management/Network Access**

The following is a summary of the usual/main terms of Endeavour Energy's electrical easements requiring that the land owner:

- Not install or permit to be installed any services or structures within the easement site.
- Not alter the surface level of the easement site.
- Not do or permit to be done anything that restricts access to the easement site without the prior written permission of Endeavour Energy and in accordance with such conditions as Endeavour Energy may reasonably impose.

Endeavour Energy's preference is for no activities or encroachments to occur within its easement areas. If any proposed works or activities (other than those approved/certified by Endeavour Energy's Network Connections Branch as part of an enquiry/application for load) will encroach/affect Endeavour Energy's easements/protected assets, contact must first be made with the Endeavour Energy's Easements Officer, Jeffrey Smith, on direct telephone 9853 7139 or alternately email [Jeffrey.Smith@endeavourenergy.com.au](mailto:Jeffrey.Smith@endeavourenergy.com.au)

Please also refer to the attached copy of Endeavour Energy's Mains Design Instruction MDI 0044 'Easements and Property Tenure Rights' for further details regarding encroachments and activities in easement areas.

It is imperative that the access to the existing electrical infrastructure adjacent and on the site is maintained at all times. To ensure that supply electricity is available to the community, access to the electrical assets may be required at any time.

#### • **Vegetation Management**

The planting of large trees in the vicinity of electricity infrastructure is not supported by Endeavour Energy. Suitable planting needs to be undertaken in proximity of electricity infrastructure. Only low growing shrubs not exceeding 3.0 metres in height, ground covers and smaller shrubs, with non-invasive root systems are the best plants to use. Larger trees should be planted well away from electricity infrastructure (at least the same distance from overhead power lines as their potential full grown height) and even with underground cables, be installed with a root barrier around the root ball of the plant. Landscaping that interferes with electricity infrastructure may become a potential safety risk, cause of bush fire, restrict access or result in the interruption of supply. Such landscaping may be subject to Endeavour Energy's Vegetation Management program and/or the

provisions of the *Electricity Supply Act 1995* (NSW) Section 48 'Interference with electricity works by trees' by which under certain circumstances the cost of carrying out such work may be recovered.

• **Prudent Avoidance**

The electricity network is operational 24/7/365 ie. all day, every day of the year. The electricity industry has adopted a policy of prudent avoidance by doing what can be done without undue inconvenience and at modest expense to avert the possible risk to health from exposure to emissions from electricity infrastructure such as electric and magnetic fields (EMF) and noise which generally increase the higher the voltage ie. Endeavour Energy's network ranges from low voltage (normally not exceeding 1,000 volts) to high voltage (normally exceeding 1,000 volts but not exceeding 132,000 volts/132 kV). In practical terms this means that when designing new transmission and distribution facilities, consideration is given to locating them where exposure to the more sensitive uses is reduced and increasing separation distances. These emissions are generally not an issue but with Council's permitting or encouraging development with higher density, reduced setbacks and increased building heights, new development can impact on existing electricity infrastructure. Where development is proposed in the vicinity of electricity infrastructure, Endeavour Energy is not responsible for any amelioration measures for such emissions that may impact on the nearby proposed development.

• **Dial Before You Dig**

Before commencing any underground activity the applicant is required to obtain advice from the **Dial Before You Dig 1100** service in accordance with the requirements of the *Electricity Supply Act 1995* (NSW) and associated Regulations. This should be obtained by the applicant not only to identify the location of any underground electrical and other utility infrastructure across the site, but also to identify them as a hazard and to properly assess the risk.

• **Public Safety**

Workers involved in work near electricity infrastructure run the risk of receiving an electric shock and causing substantial damage to plant and equipment. Endeavour Energy's public safety training resources, which were developed to help general public/workers to understand why you may be at risk and what you can do to work safely are available via Endeavour Energy's website via the following link:

<http://www.endeavourenergy.com.au/wps/wcm/connect/ee/nsw/nsw+homepage/communitynav/safety/safety+brochures>

• **Emergency Contact**

In case of an emergency relating to Endeavour Energy's electrical network, the applicant should note the Emergencies Telephone is 131 003 which can be contacted 24 hours/7 days.

**NSW DEPARTMENT OF PLANNING & ENVIRONMENT-DIVISION OF RESOURCES & GEOSCIENCE, GEOLOGY SURVEY OF NSW**

Reference is made to Council's letter dated 11 May 2018 requesting advice for a subdivision at Lot 20 DP1217065 at Barton Avenue, Wallerawang.

GSNSW has no mineral resource issues to raise with this application.

GSNSW notes that the proposed subdivision southern boundary is located within the transition area buffer for Wallerawang Quarry approximately 1km distance from the subject area. The quarry is covered by Mining Lease (ML) 1633 and is operated by Walker Quarries Pty Ltd extracting coarse aggregate for construction material.

The Wallerawang Quarry was identified in the NSW State-wide Mineral Resource Audit (MRA) conducted in accordance with S117 D1.3 of the *Environmental Planning and Assessment Act 1979*. GSNSW supplied information relating to the Lithgow LGA as a data package to council in September 2015.

Should Council propose changes to Lot 3 of the subdivision, GSNSW suggest that the Wallerawang Quarry be consulted.

### **TRANSGRID**

No comment was received from Transgrid, therefore it is assumed that they have no comment to the application. Transgrid easements are located on Council's land and will not be impacted upon by the subdivision.

### **COUNCIL'S WATER & WASTEWATER OFFICER**

Further to recent discussions and review of previous assessment Council's Water and Sewer Officer provides the following updated assessment and conditions:

- **NOTES OF ASSESSMENT**

- a) The applicant has provided no concept plan of how these lots can be serviced.
- b) There is an existing gravity sewer main available at the western boundary of Lot 1 and water main located in Lyon Parade. Water could be provided to the allotment from this location. However Sewer would only provide limited accessibility via gravity as per the original proposal. Given the site has the possibility of future subdivision the proposed sewer connection to provide a service purely for the purpose of subdivision may be considered unreasonable and would possibly not facilitate any future connection.
- c) Lot 2 services are not required as this land is being used as a sporting oval in connection with the school which has existing services.
- d) Lot 3 is the residue lot, no services available.

Therefore, there is no objection to the proposal given the following conditions of consent:

1. Section 68 Approval shall be required for all Water and Sewer works prior to release of a Construction Certificate for future developments proposed for Lot 1.
2. The Lots, as part of the proposed subdivision, are to be unserved for water and sewerage. Upon future applications relating to the use of the land being created on proposed Lot 1, Council will provide appropriate connection/s to the allotment at full cost to Council. Prior to providing a connection Council will require the provision of the below condition to be met.
  - a) The applicant shall provide a full Water and Sewer Design Plan for the future development of Lot 1. Approval under *Section 68 of the Local Government Act 1993* will be required prior to the release of the

Construction Certificate/Subdivision Works Certificate. Design is to include, longitudinal sections for each main, minimum depth and cover, maximum depth, grade, chainage, inverts, size, depths, manholes, manhole numbers, manhole depths, pipe velocity, proposed material and positions of junctions and dead ends for all Lots created as part of any future subdivision.

### **COUNCIL'S ENGINEERS**

Reference is made to the Development Application in regard to Council's Planners referral and provides the following comments:

No stormwater drainage works are proposed as part of this development. Any issues regarding stormwater from neighbouring developments can be addressed during the design stage for any future development should it occur.

1. The approved access point for Lot 1 is to be from Lyon Parade. No access to the lot is to be obtained from Barton Avenue for the subdivision, but may be required for future development on Lot 1.
2. Part of the property known as Cannelite Street will remain in Council ownership and be dedicated as a public road. This section of the road will be required to be formed and upgraded if required as part of any future development application submitted to Council.

### **PUBLIC SUBMISSIONS**

During the notification period four submissions were received with the following concerns:

1. There is a major sewer line that runs parallel to the rear of the houses along Lyon Parade and there is no mention of any easement for access to that line for maintenance.
2. Future developments would impact views from properties within Lyon Parade.
3. A small section of the property is known as Cannelite Street. This is not indicated on the plans as a public street. This area services access to 2 properties, provides access to the rear properties along Lyon Parade, provides access to sewer manholes behind the dwellings and access for fire rescue services.
4. Devaluation of properties on the corner of Lyon Parade and Cannelite Street.
5. The stormwater from properties within Lyon Parade on the eastern side flows into proposed Lot 1 with no containment.

### **Applicant's Response**

*1. The sewer line is covered by the provisions of Section 59A of the Local Government Act 1993 which states:*

#### ***59A Ownership of water supply, sewerage and stormwater drainage works***

- a) Subject to this division, a council is the owner of all works of water supply, sewerage and stormwater drainage installed in or on land by the Council (whether or not the land is owned by the Council).*

- b) A Council may operate, repair, replace, maintain, remove, extend, expand, connect, disconnect, improve or do any other things necessary or appropriate to any of its works to ensure that, in the opinion of the Council, the works are used in an efficient manner for the purposes for which the works were installed.*
- c) The provisions of this section have effect despite anything contained in Section 42 of the Real Property Act 1900.*
- d) An easement does not give the Council any more rights to access and maintain these assets than they already have under this provision of the Local Government Act 1993.*

*2. No development is proposed as part of this application. The adjoining properties do not have an easement for views over the subject land. Due to the slope of the land, any future development is unlikely to interrupt views from adjoining neighbours unless it was of a considerable size. If any residential development of this scale is proposed in the future as part of later development applications, then the adjoining neighbours should be invited to submit any comments on that development as part of Council's Consent process. As no development is proposed for this development, no views will be impacted.*

*3. No part of the development has a frontage to Cannelite Street. Cannelite Street comes to a T-intersection with Lyon Parade. While the kerb and gutter along Lyon Parade turns into the subject land no public road exists in this location.*

*4. The value of adjoining properties is not a valid planning consideration and should not be taken into account when considering this application. The development is not likely to impact the values of the surrounding properties.*

*5. No development is proposed as part of this application and as such, any stormwater that enters the subject land will not have an adverse effect on the development. If future development is to take place, the impact of the stormwater must be considered as part of the design and construction of that development. This would be done as part of the design and construction of that development. This would be done as part of any normal engineering design which accompanies development where construction is to take place.*

**Council Officer's Comment:**

1. The development was referred to Council's Water and Sewer Officer for comment. An easement will be created over Council's sewer main located at the rear of the properties along Lyon Parade. This would be conditioned on the consent.

2. No building structures have been proposed as part of this application. The property has a steep downwards slope towards Lake Lyell. As such any future development would be on a lower elevation to the existing dwellings along Lyon Parade. Any future development would be required to be designed and oriented to have minimal impact to the surrounding environment.

3. The small section off Lyon Parade that is known as Cannelite Street is proposed to remain as a Council owned land. This was agreed with the proposed new owners of the land of the land and Council.

4. Land valuations are not assessed by Council as it is unknown.

5. As no structural developments are involved with this application, drainage runoff will not be impacted upon. Drainage will continue to flow towards Lake Wallace. Inter-allotment drainage will be designed for future developments.

5.3.9 The public interest

There have been no issues raised from the public regarding planning issues.

**6. DISCUSSION AND CONCLUSIONS**

The proposal is considered to generally comply with the relevant provisions of the applicable Environmental Planning Instruments. The proposal is not considered likely to have any significant negative impacts upon the environment or upon the amenity of the locality. As such it is recommended that development consent is issued subject to the conditions outlined below.

**7. ATTACHMENTS**

Schedule A- Conditions of consent.

**8. RECOMMENDATION**

**THAT** development application DA 114/18 is approved subject to conditions set out in Schedule A.

Report prepared by:

Supervisor:

Signed:.....

Signed:.....

Dated:.....

Dated:.....

### **REASONS FOR CONDITIONS**

The conditions in Schedule A have been imposed for the following reasons:

- To ensure compliance with the terms of the relevant Planning Instruments
- To ensure no injury is caused to the existing and likely future amenity of the neighbourhood
- Due to the circumstances of the case and the public interest.
- To ensure that adequate road and drainage works are provided.
- To ensure access, parking and loading arrangements will be made to satisfy the demands created by the development.
- To ensure the structural integrity of the development.
- To ensure the protection of the health and safety of the occupants of the development.
- To protect the environment.
- To prevent, minimise, and/or offset adverse environmental impacts.
- To ensure lots are adequately serviced.
- To ensure there is no unacceptable impact on the water quality.
- To ensure compliance with the requirements of the Rural Fire Services.
- To ensure adequate soil conservation and protect against movement of soil and sediments.

## **Schedule A**

### **Conditions of Consent (Consent Authority)**

**Please Note:** It should be understood that this consent in no way relieves the owner or applicant from any obligation under any covenant affecting the land.

#### **ADMINISTRATIVE CONDITIONS**

1. That the development be carried out in accordance with the application, Statement of Environmental Effects, accompanying information, plans listed in the approval and any further information provided during the process unless otherwise amended by the following conditions.
2. That the a Subdivision Certificate Application, release fee, Registered Surveyors Plans (original & 11 copies) along with associated 88B instrument if applicable, be submitted to Council for finalisation following the compliance with all conditions of this consent.
3. Part Lot 20 DP1217065 Barton Avenue that adjoins Lyon Parade is to remain in Council ownership and be dedicated as a public road. This section of the road will be required to be formed and upgraded as part of any future development application submitted to Council. The area is shown in red on the plans
4. The approved access point for Lot 1 is to be from Lyon Parade. No access to the lot is to be obtained from Barton Avenue for the subdivision, but may be required for future development on Lot 1.

#### ***Section 64 Contributions***

5. An application shall be submitted to Council for the supply of a Certificate of Compliance under Section 305 of the Water Management Act. A Subdivision Certificate shall not be issued until such time as the contributions (for Lot 1) applicable to release the Certificate of Compliance are paid in full to Council. These contributions may be found in the Lithgow Council Fees and Charges or any applicable document adopted by Council in relation to contributions under Section 64 of the Local Government Act 1993 at the time of payment.

You are to note that the current headwork charges for the 2018-2019 period is within Council's '*Development Servicing Plans for Water Supply and Sewerage August 2018*' adopted by Council on 27 August 2018.

#### ***Erosion and Sediment Controls***

6. Effective erosion and sediment controls shall to be installed prior to any construction activity and shall prevent sediment or polluted water leaving the construction site or entering any natural drainage system or stormwater drain. The controls shall be regularly maintained and retained until works have been completed and groundcover established.

#### ***Environmental Protection***

7. Prior to the issue of the Subdivision Certificate, Council is to be provided with a report from Upper Macquarie County Council indicating:
  - Noxious plants are under adequate management; or
  - Noxious plant management has been undertaken and adequate control measures are in place; or
  - Noxious plants are not a concern for the property

### **Water and Sewer Requirements**

8. Section 68 Approval shall be required for all Water and Sewer works prior to release of a Construction Certificate for future developments proposed for Lot 1.
9. The Lots, as part of the proposed subdivision, are to be unserved for water and sewerage. Upon future applications relating to the use of the land being created on proposed Lot 1, Council will provide appropriate connection/s to the allotment at full cost to Council. Prior to providing a connection Council will require the provision of the below condition to be met.
  - a) The applicant shall provide a full Water and Sewer Design Plan for the future development of Lot 1. Approval under *Section 68 of the Local Government Act 1993* will be required prior to the release of the Construction Certificate/Subdivision Works Certificate. Design is to include, longitudinal sections for each main, minimum depth and cover, maximum depth, grade, chainage, inverts, size, depths, manholes, manhole numbers, manhole depths, pipe velocity, proposed material and positions of junctions and dead ends for all Lots created as part of any future subdivision.

### **ENDEAVOUR ENERGY REQUIREMENTS**

#### **Easements**

10. *Endeavour Energy requires easements be created over all assets in proposed Lots 1 & 2 this includes:*
  - *All existing easements identified on the Proposed Subdivision Plan and noted on the title.*
  - *Endeavour Energy's existing overhead and underground 11kV assets that are not protected by easements, especially the underground (not visible, nor easily identified) assets within Proposed Lot 2.*

*Endeavour Energy's easements, rights and restrictions, covenants etc. must be retained over the effected lots and the new easements etc. created in accordance with the requirements of NSW Land Registry Services (LRS).*

Although Endeavour Energy's 11 kV Overhead Power Lines and Underground Cables traversing the site are not held under easement, they are protected assets under the *Electricity Supply Act 1995* (NSW) Section 53 'Protection of certain electricity works'. The owner or occupier of the land cannot take any action by reason of the presence or operation of the electricity works in, on or over the land ie. they cannot remove the electricity infrastructure from the property. These protected assets are managed on the same basis as if an easement was in existence.

In accordance with Endeavour Energy's Mains Design Instruction MDI 0044 'Easements and Property Tenure Rights', Table 1 – 'Minimum easement widths':

- The 11 kV Overhead Power Lines traversing the site requires a minimum easement width of 9 metres ie. 4.5 metres to both sides of the poles/centre line of the conductors.
- The 11 kV Underground Cables traversing the site requires a minimum easement width of 3 metres ie. 1.5 metres to both sides of the centre line of the cable ducts which are assumed has no concrete protection unless proven otherwise.

#### **Earthing**

11. The construction of any building or structure (including fencing, signage, flag poles etc. whether temporary or permanent) that is connected to or in close proximity to Endeavour Energy's electrical network is required to comply with Australian/New Zealand Standard AS/NZS 3000:2007 'Electrical installations' to ensure that there is adequate connection to the earth. Inadequate

connection to the earth places persons and the electricity network at risk.

### ***Safety Clearances***

12. In the absence of easements, any future proposed buildings, structures, signage etc. whether temporary or permanent, must still comply with the minimum safe distances/clearances for voltages up to and including 132,000 volts (132kV) as specified in:

- Australian/New Zealand Standard AS/NZS 7000 – 2016: 'Overhead line design'
- 'Service and Installation Rules of NSW' which can accessed via the following link to the NSW Resources & Energy website:

<https://www.resourcesandenergy.nsw.gov.au/energy-supply-industry/pipelines-electricity-gas-networks/network-connections/rules>

Different voltages are kept at different heights, the higher the voltage, the higher the wires are positioned on the pole. Similarly, the higher the voltage, the greater the required building setback. These distances must be maintained at all times to all buildings and structures ie. including signage, fencing, temporary site sheds, etc. and regardless of the Council's allowable building setbacks etc. under its development controls, allowance must be made for the retention of appropriate/safe clearances.

### ***Easement Management/Network Access***

13. The following is a summary of the usual/main terms of Endeavour Energy's electrical easements requiring that the land owner:

- Not install or permit to be installed any services or structures within the easement site.
- Not alter the surface level of the easement site.
- Not do or permit to be done anything that restricts access to the easement site without the prior written permission of Endeavour Energy and in accordance with such conditions as Endeavour Energy may reasonably impose.

Endeavour Energy's preference is for no activities or encroachments to occur within its easement areas. If any proposed works or activities (other than those approved/certified by Endeavour Energy's Network Connections Branch as part of an enquiry/application for load) will encroach/affect Endeavour Energy's easements/protected assets, contact must first be made with the Endeavour Energy's Easements Officer, Jeffrey Smith, on direct telephone 9853 7139 or alternately email [Jeffrey.Smith@endeavourenergy.com.au](mailto:Jeffrey.Smith@endeavourenergy.com.au)

Please also refer to the attached copy of Endeavour Energy's Mains Design Instruction MDI 0044 'Easements and Property Tenure Rights' for further details regarding encroachments and activities in easement areas.

It is imperative that the access to the existing electrical infrastructure adjacent and on the site is maintained at all times. To ensure that supply electricity is available to the community, access to the electrical assets may be required at any time.

### ***Vegetation Management***

14. The planting of large trees in the vicinity of electricity infrastructure is not supported by Endeavour Energy. Suitable planting needs to be undertaken in proximity of electricity infrastructure. Only low growing shrubs not exceeding 3.0 metres in height, ground covers and smaller shrubs, with non-invasive root systems are the best plants to use. Larger trees should be planted well away from electricity infrastructure (at least the same distance from overhead power lines as their potential full grown height) and even with underground cables, be installed with a

root barrier around the root ball of the plant. Landscaping that interferes with electricity infrastructure may become a potential safety risk, cause of bush fire, restrict access or result in the interruption of supply. Such landscaping may be subject to Endeavour Energy's Vegetation Management program and/or the provisions of the *Electricity Supply Act 1995* (NSW) Section 48 'Interference with electricity works by trees' by which under certain circumstances the cost of carrying out such work may be recovered.

### ***Prudent Avoidance***

15. The electricity network is operational 24/7/365 ie. all day, every day of the year. The electricity industry has adopted a policy of prudent avoidance by doing what can be done without undue inconvenience and at modest expense to avert the possible risk to health from exposure to emissions from electricity infrastructure such as electric and magnetic fields (EMF) and noise which generally increase the higher the voltage ie. Endeavour Energy's network ranges from low voltage (normally not exceeding 1,000 volts) to high voltage (normally exceeding 1,000 volts but not exceeding 132,000 volts/132 kV). In practical terms this means that when designing new transmission and distribution facilities, consideration is given to locating them where exposure to the more sensitive uses is reduced and increasing separation distances. These emissions are generally not an issue but with Council's permitting or encouraging development with higher density, reduced setbacks and increased building heights, new development can impact on existing electricity infrastructure. Where development is proposed in the vicinity of electricity infrastructure, Endeavour Energy is not responsible for any amelioration measures for such emissions that may impact on the nearby proposed development.

### ***Dial Before You Dig***

16. Before commencing any underground activity the applicant is required to obtain advice from the ***Dial Before You Dig 1100*** service in accordance with the requirements of the *Electricity Supply Act 1995* (NSW) and associated Regulations. This should be obtained by the applicant not only to identify the location of any underground electrical and other utility infrastructure across the site, but also to identify them as a hazard and to properly assess the risk.

### ***Public Safety***

17. Workers involved in work near electricity infrastructure run the risk of receiving an electric shock and causing substantial damage to plant and equipment. Endeavour Energy's public safety training resources, which were developed to help general public/workers to understand why you may be at risk and what you can do to work safely are available via Endeavour Energy's website via the following link:

<http://www.endeavourenergy.com.au/wps/wcm/connect/ee/nsw/nsw+homepage/communitynav/safety/safety+brochures>

### ***Emergency Contact***

18. In case of an emergency relating to Endeavour Energy's electrical network, the applicant should note the Emergencies Telephone is 131 003 which can be contacted 24 hours/7 days.



## **3. WATER SUPPLY**

Policy 3.1

WATER SERVICE AND METER INSTALLATION

**Version 1**

## 3. WATER SUPPLY

### 3.1 WATER SERVICE AND METER INSTALLATION

#### OBJECTIVE:

To define minimum acceptable standards concerning water service connections, meter selection and installation of water meters.

#### DEFINITION

Under the *Local Government Act 1993* a **premises** means any of the following:

- (a) a building of any description or any part of it and the appurtenances to it,
- (b) land, whether built on or not,
- (c) a shed or other structure,
- (d) a tent,
- (e) a swimming pool,
- (f) a ship or vessel of any description (including a houseboat),
- (g) a van.

**house service pipe** means such part of a water service pipe as is not a property service pipe.

**property service pipe** means such part of a water service pipe as lies between the service main and the water meter or, if there is no water meter, the boundary of the premises served by the service pipe.

#### POLICY:

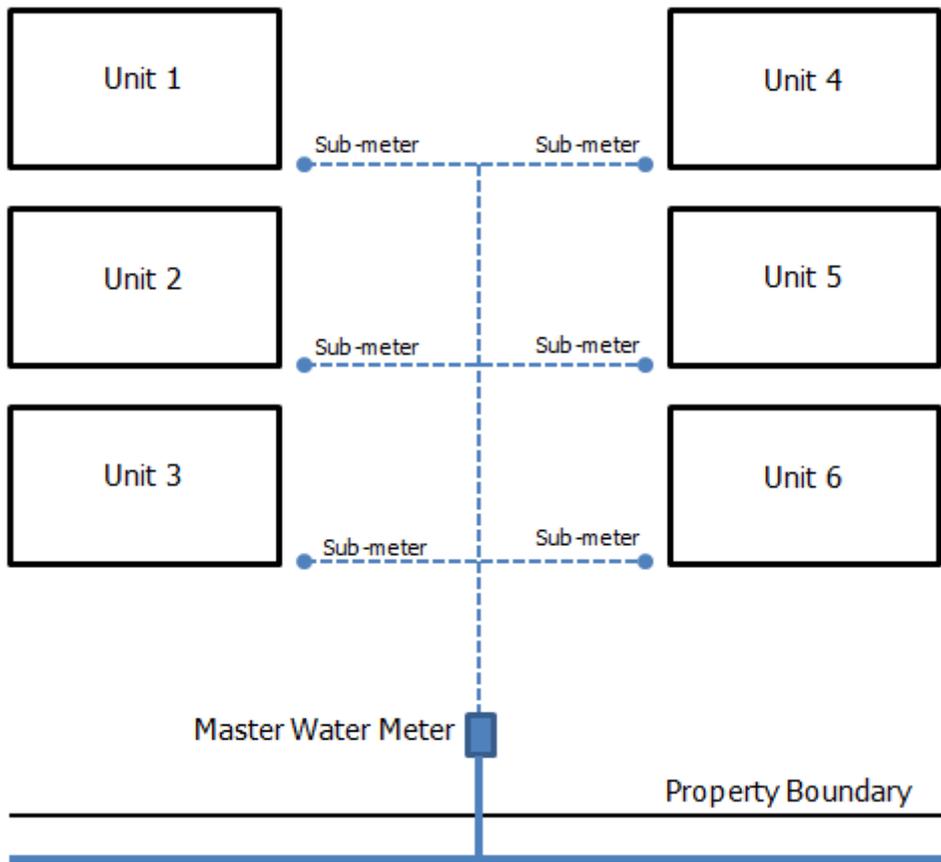
1. Council has adopted the provisions of the Water Service Association of Australia's Meter Selection and Installation Code of Practice – WSA12-2012. Where this policy is silent the provisions of the Code will take precedence.
2. Council does not permit persons, other than Council staff to undertake repair, maintenance or replacement of water meters owned by Council. It is an offence under *Section 636* of the *Local Government Act 1993* to tamper with a meter/s and fittings.
3. Prior to commencement of works to connect to Council's Water Reticulation, property owners must obtain approval issued under *Section 68 –Part B* of *Local Government Act 1993* by completing a Water Service Connection Application Form. A person who fails to obtain an approval or who carries out an activity otherwise than in accordance with an approval is guilty of an offence under *Section 626 & 627* of the *Local Government Act 1993*.
4. Council will maintain water service connections from the water main to and including the water meter.

5. All properties within the Lithgow City Council Local Government Area connected to the reticulation system require a backflow prevention device. Refer to Council's Backflow Prevention – Containment Policy, Policy Number 3.4.
6. In accordance with the Local Government (General) Regulation 2005, the owner of premises must, unless Council authorises otherwise, ensure that the premises are not connected to a property service pipe linked to the council's water supply system except by an independent house service pipe.

An independent house service pipe connecting premises to Council's water supply system must have a stop-valve within the premises:

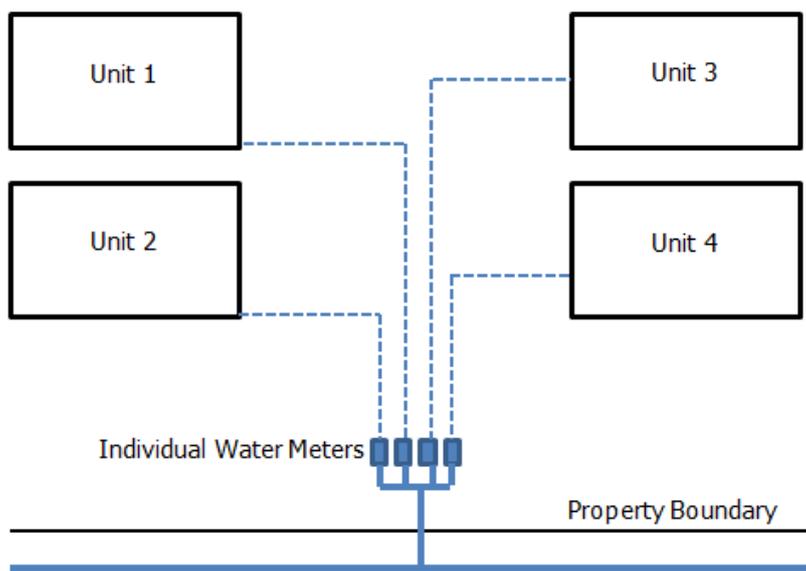
- a. at a place that is not more than 450 millimetres from the road alignment, or
  - b. at some other place approved by Council.
7. If the council authorises the connection of 2 or more premises by means of a single house service pipe, there must (unless all the premises are occupied by one household or firm as a residence or place of business) be installed on each of those premises:
    - a. a separate stop-valve that complies with clause (6), and
    - b. a separate water meter to measure the water supply to those premises.

The following diagrams provide acceptable solutions for the installation of house service pipes and meters.



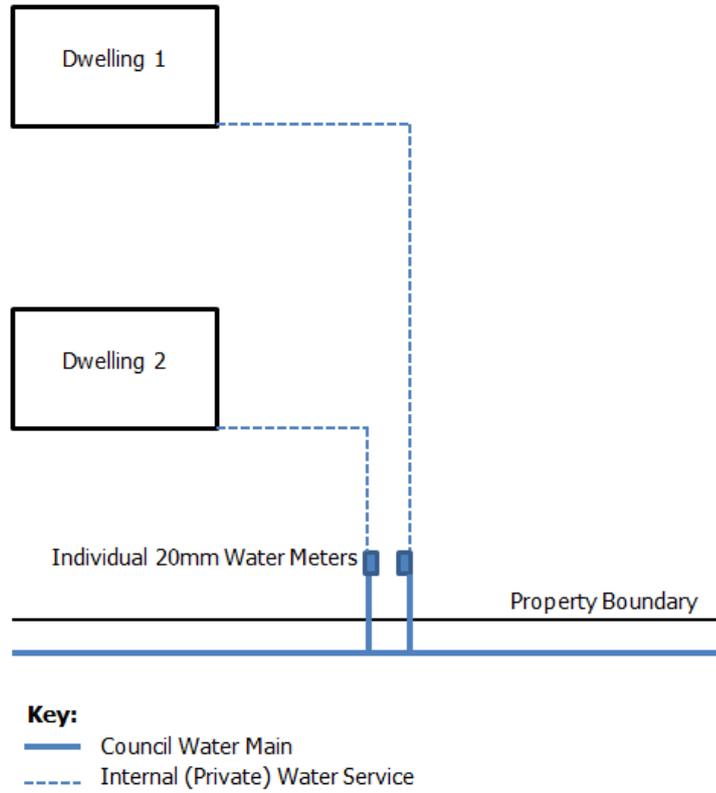
- Key:**
- Council Water Main
  - - - Internal (Private) Water Service

**Figure 1: Strata and Community Title water connections utilising a master meter and sub meter arrangement.**

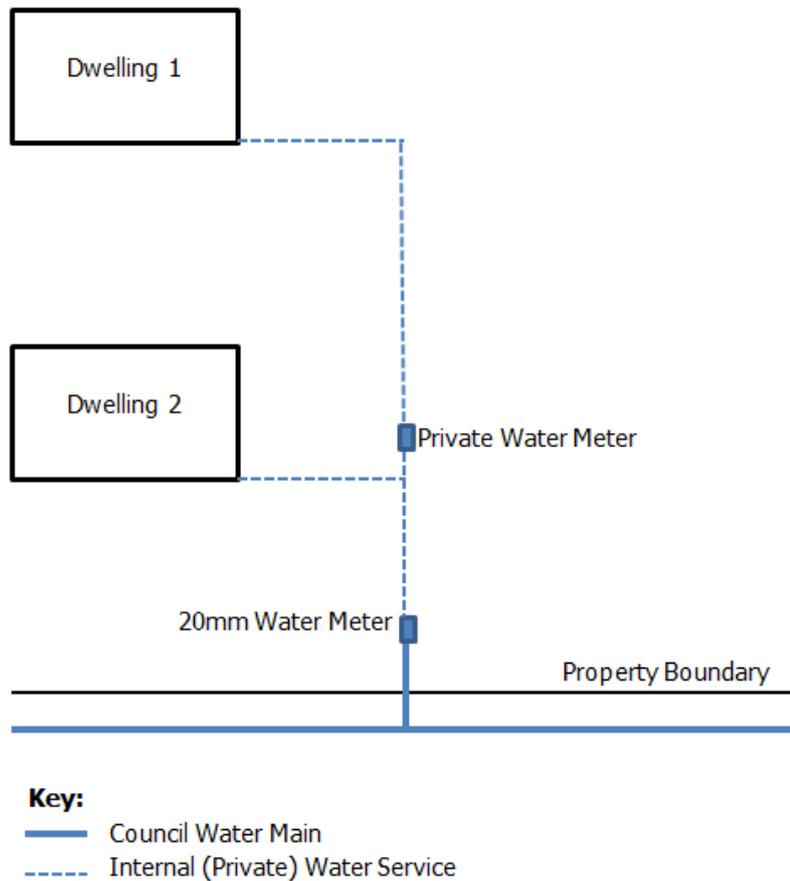


- Key:**
- Council Water Main
  - - - Internal (Private) Water Services

**Figure 2: Water connections utilising a manifold arrangement**



**Figure 3: Dual Occupancy Water Connection (Preferred)**



**Figure 4: Dual Occupancy Water Connection (Alternate)**

In the above instances Council will read and issue individual water accounts to each premises.

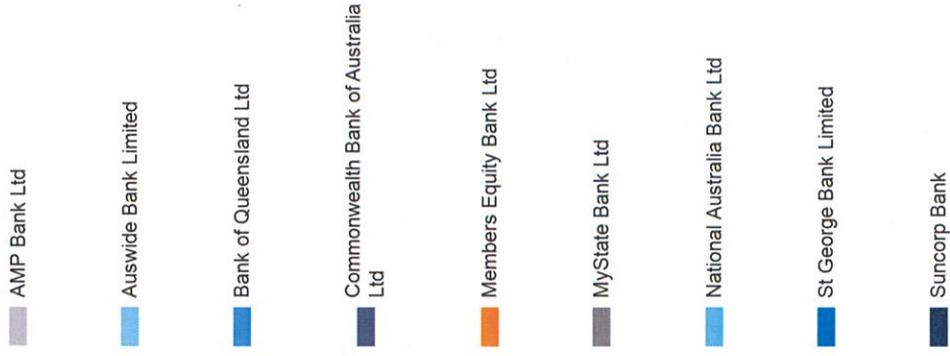
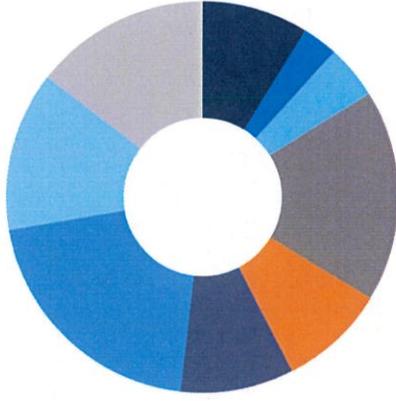
8. If several premises are supplied with water by a single house service pipe, the council may require, as a condition of the supply that a house service pipe be laid to each of the premises.
9. Council reserves the right to repair, maintain or replace a water meter used for billing purposes.
10. Where a meter is proposed to be relocated, written approval of the Council is required and all costs are to be borne by the applicant.
11. Water meter assemblies are to be protected from damage caused by freezing in accordance with AS/NZS3500 and Section 10.8 of the Code
12. In accordance with the Local Government (General) Regulation 2005, A water meter (other than a water meter hired from or provided by the council) to be installed on premises connected or to be connected to a water supply system must:
  - a. be of a size and class approved by the council, and

- b. be fitted with stop-valves and such other fittings as may be specified by the council.
- 13. The meter is to be accessible for reading and removal or repair is unrestricted. Where meters are covered with unacceptable obstructions the owner will be requested to remove the offending obstruction at full cost. If such obstructions are not removed within 60 days, Council may remove the obstructions at the owners full cost

<b>Maintained by Department:</b>	Operations	<b>Approved by:</b>	Council		
<b>Reference:</b>	Dataworks: Policy Register	<b>Council Policy No:</b>	3.1	<b>Effective Date:</b>	2006
<b>Min No:</b>	V1 - 06-349 V2 – 09-189 V3 - 14-161	<b>Version No:</b>	3	<b>Reviewed Date:</b>	Apr 2009 Jul 2013 May 2014
<b>Attachments:</b>					

### Market Value by Issuer

Issuer	Market Value	% Total Value
AMP Bank Ltd	5,006,060.26	14.54%
Auswide Bank Limited	4,536,410.95	13.18%
Bank of Queensland Ltd	7,046,556.16	20.47%
Commonwealth Bank of Australia Ltd	3,240,000.00	9.41%
Members Equity Bank Ltd	3,010,357.53	8.75%
MyState Bank Ltd	6,036,909.58	17.54%
National Australia Bank Ltd	1,517,416.44	4.41%
St George Bank Limited	1,011,687.67	2.94%
Suncorp Bank	3,017,260.27	8.77%
Portfolio Total	34,422,658.86	100.00%





5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

Our Reference: GC 147  
A591375/A591380

Contact: Helen Pearce  
02 4428 4131

Mr Graeme Faulkner  
General Manager  
City of Lithgow Council  
By email: graeme.faulkner@lithgow.nsw.gov.au  
Cc: council@lithgow.nsw.gov.au

23 August 2018

Dear Mr Faulkner

In accordance with the Commission's policy of providing information to councils about the way it calculates financial assistance grants (FAGs), please find attached (**Appendix A**) a summary of Council's 2018-19 estimated FAG entitlement.

The national figure for 2018-19 was made up of \$1.702 billion for the general purpose component and \$755 million for the local roads component.

The general purpose component was distributed across the States on a population basis. NSW received 32% or \$544 million, which represents a 3.7% increase on last year's figure.

The local roads component is based on a historical formula. NSW's share of the total road funding is a fixed 29% share, or \$219 million, which was in-line with the previous year. The total, then, for NSW was \$763 million.

The Council's 2018-19 FAG estimated entitlement compared to 2017-18 final entitlement is as follows:

City of Lithgow Council				
Year	General Purpose	Local Roads	Total	
2017-18	\$3,256,415	\$1,216,031	\$4,472,446	Change
2018-19	\$3,436,329	\$1,262,950	\$4,699,279	5.1%

To assist councils with budgeting and bank reconciliations, a breakdown of the 2018-19 quarterly instalments is available on our website at [www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission](http://www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission).

As councils will be aware, the Commission is required to adhere to the National Principles which mandate a per capita payment based on population growth/decline. It is also the policy of the NSW Government to explore opportunities to direct grants to communities with the greatest relative need. In allocating the grants the Commission has had regard to these policies.



A key challenge for the Commission is the application of the minimum per capita grant which has a significant impact on the ability of the Commission to redirect funding. Councils with relative advantage (typically metropolitan councils) generally have increasing populations, whereas councils with relative disadvantage (typically rural and remote councils) are generally depopulating. The map contained in the attached Factsheet (**Appendix B**) identifies the rate of population change in NSW from 2006 to 2016. The Factsheet also provides an update on the model review and transition arrangements councils were initially advised of on 21 June 2018 in GC circular 147.

In addition to these calculations, in its 2018 Budget, the Federal Government decided to retain the practice of forward payments of 50 per cent of the financial assistance grants based on the 2017-18 estimates for payment. Councils, therefore, received half of their estimated 2018-19 FAGs on 21 June 2018. The remainder of the grant entitlements will be paid in quarterly instalments in August 2018, November 2018, February 2019 and May 2019.

### **SPECIAL SUBMISSIONS RELATING TO 2018-19 GRANTS**

As usual, special submissions from councils will be considered by the Commission. The purpose of a submission is to give council the opportunity to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognised in the current methodology. This allows the Commission to adequately consider all legitimate factors that affect council's capacity to deliver services.

**Appendix C**, titled *Guidelines for Special Submissions*, contains guidelines for preparing submissions – please read the guidelines carefully.

Submissions should be e-mailed to the Commission at [grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au) by **30 November 2018**.

I would ask that this letter please be tabled at the next Council meeting.

If you have any questions concerning these matters please contact me on (02) 4428 4131.

Yours sincerely



**Helen Pearce**  
**Executive Officer**

# APPENDIX A

## Schedule of Payments 2018-19

Councils	2018-19	2018-19	2018-19	2017-18	2017-18	2017-18	2018-19	2018-19	2018-19	2018-19	2018-19	2018-19
	Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustment	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments
Albury (C)	4,972,242	1,399,696	6,371,938	1,474	(175)	1,299	2,534,513	696,569	3,231,082	2,439,203	702,952	3,142,155
Armidale Regional	4,179,541	2,435,519	6,615,060	1,195	(305)	890	2,053,815	1,214,528	3,268,343	2,126,921	1,220,686	3,347,607
Ballina (S)	3,080,185	1,395,209	4,475,394	893	(173)	720	1,534,316	686,338	2,220,654	1,546,762	708,698	2,255,460
Balranald (S)	2,659,070	1,320,202	3,979,272	757	(166)	591	1,301,302	661,050	1,962,352	1,358,525	658,986	2,017,511
Bathurst Regional	4,384,987	1,979,000	6,363,987	1,300	(248)	1,052	2,234,302	987,889	3,222,191	2,151,985	990,863	3,142,848
Bayside	3,535,701	1,168,806	4,704,507	989	(144)	845	1,699,655	573,495	2,273,150	1,837,035	595,167	2,432,202
Bega Valley (S)	5,094,243	1,936,878	7,031,121	1,490	(245)	1,245	2,561,466	973,821	3,535,287	2,534,267	962,812	3,497,079
Bellingen (S)	2,776,199	942,498	3,718,697	786	(119)	667	1,351,923	474,856	1,826,779	1,425,062	467,523	1,892,585
Berrigan (S)	3,308,743	1,390,904	4,699,647	942	(174)	768	1,619,631	690,731	2,310,362	1,690,054	699,999	2,390,053
Blacktown (C)	13,503,800	3,390,098	16,893,898	4,007	(421)	3,586	6,887,597	1,673,822	8,561,419	6,620,210	1,715,855	8,336,065
Bland (S)	4,568,631	2,932,030	7,500,661	1,323	(371)	952	2,275,024	1,475,033	3,750,057	2,294,930	1,456,626	3,751,556
Blayney (S)	1,784,332	851,636	2,635,968	505	(106)	399	867,745	422,504	1,290,249	917,092	429,026	1,346,118
Blue Mountains (C)	7,429,580	1,377,680	8,807,260	2,204	(175)	2,029	3,789,324	694,221	4,483,545	3,642,460	683,284	4,325,744
Bogan (S)	2,615,411	1,444,792	4,060,203	740	(183)	557	1,271,855	725,612	1,997,467	1,344,296	718,997	2,063,293
Bourke (S)	3,878,670	1,901,880	5,780,550	1,111	(239)	872	1,909,728	951,593	2,861,321	1,970,053	950,048	2,920,101
Brewarrina (S)	2,606,401	1,300,607	3,907,008	736	(164)	572	1,264,817	652,224	1,917,041	1,342,320	648,219	1,990,539
Broken Hill (C)	4,194,707	492,280	4,686,987	1,178	(64)	1,114	2,024,931	252,550	2,277,481	2,170,954	239,666	2,410,620
Burwood	813,374	268,134	1,081,508	224	(33)	191	385,513	130,533	516,046	428,085	137,568	565,653
Byron (S)	1,964,161	1,157,180	3,121,341	560	(145)	415	962,435	575,379	1,537,814	1,002,286	581,656	1,583,942
Cabonne	2,838,846	2,050,662	4,889,508	804	(259)	545	1,382,755	1,028,363	2,411,118	1,456,895	1,022,040	2,478,935
Camden	2,447,071	1,386,403	3,833,474	737	(166)	571	1,267,261	659,873	1,927,134	1,180,547	726,364	1,906,911
Campbelltown (C)	8,279,001	1,753,562	10,032,563	2,494	(219)	2,275	4,287,436	868,955	5,156,391	3,994,059	884,388	4,878,447
Canada Bay (C)	1,948,883	639,709	2,588,592	556	(80)	476	954,958	317,216	1,272,174	994,481	322,413	1,316,894
Canterbury-Bankstown	8,276,591	2,661,787	10,938,378	2,493	(335)	2,158	4,286,190	1,331,359	5,617,549	3,992,894	1,330,093	5,322,987
Carrathool (S)	3,518,899	2,308,927	5,827,826	1,011	(290)	721	1,738,574	1,151,759	2,890,333	1,781,336	1,156,878	2,938,214
Central Coast	21,286,511	4,393,529	25,680,040	6,314	(555)	5,759	10,857,104	2,207,224	13,064,328	10,435,721	2,185,750	12,621,471
Central Darling (S)	3,828,577	1,587,910	5,416,487	1,096	(200)	896	1,884,729	796,350	2,681,079	1,944,944	791,360	2,736,304
Cessnock (C)	5,506,721	1,688,686	7,195,407	1,632	(211)	1,421	2,805,422	837,960	3,643,382	2,702,931	850,515	3,553,446
Clarence Valley	7,620,974	3,251,476	10,872,450	2,255	(413)	1,842	3,875,925	1,643,301	5,519,226	3,747,304	1,607,762	5,355,066
Cobar (S)	3,999,159	1,720,090	5,719,249	1,154	(217)	937	1,983,554	862,799	2,846,353	2,016,759	857,074	2,873,833
Coffs Harbour (C)	5,269,082	2,190,657	7,459,739	1,562	(272)	1,290	2,685,855	1,081,421	3,767,276	2,584,789	1,108,964	3,693,753
Coolamon (S)	2,379,115	1,224,347	3,603,462	671	(154)	517	1,153,448	612,712	1,766,160	1,226,338	611,481	1,837,819
Coonamble (S)	2,525,622	1,473,788	3,999,410	694	(186)	508	1,193,009	738,427	1,931,436	1,333,307	735,175	2,068,482
Cootamundra-Gundagai Regional	3,592,451	1,562,128	5,154,579	1,023	(197)	826	1,758,646	782,832	2,541,478	1,834,828	779,099	2,613,927
Cowra (S)	3,138,848	1,451,017	4,589,865	886	(182)	704	1,523,543	724,635	2,248,178	1,616,191	726,200	2,342,391
Cumberland	6,441,390	1,647,783	8,089,173	1,771	(205)	1,566	3,044,541	817,052	3,861,593	3,398,620	830,526	4,229,146
Dubbo Regional	8,004,818	3,402,258	11,407,076	2,369	(427)	1,942	4,072,189	1,697,199	5,769,388	3,934,998	1,704,632	5,639,630
Dungog (S)	1,664,559	911,110	2,575,669	472	(115)	357	810,957	456,891	1,267,848	854,074	454,104	1,308,178
Edward River	3,905,524	1,526,651	5,432,175	1,112	(192)	920	1,911,716	763,571	2,675,287	1,994,920	762,888	2,757,808
Eurobodalla (S)	5,307,932	1,647,307	6,955,239	1,565	(207)	1,358	2,689,592	824,254	3,513,846	2,619,905	822,846	3,442,751
Fairfield (C)	7,466,509	1,717,503	9,184,012	2,249	(217)	2,032	3,866,673	864,599	4,731,272	3,602,085	852,687	4,454,772
Federation	4,547,963	2,213,543	6,761,506	1,320	(279)	1,041	2,269,499	1,108,908	3,378,407	2,279,784	1,104,356	3,384,140
Forbes (S)	3,404,161	1,937,802	5,341,963	958	(244)	714	1,646,744	968,927	2,615,671	1,758,375	968,631	2,727,006
Georges River	3,248,346	1,119,099	4,367,445	918	(139)	779	1,578,684	552,588	2,131,272	1,670,580	566,372	2,236,952
Gilgandra (S)	2,451,130	1,392,358	3,843,488	683	(175)	508	1,173,846	697,377	1,871,223	1,277,967	694,806	1,972,773

Councils	2018-19	2018-19	2018-19	2017-18	2017-18	2017-18	2018-19	2018-19	2018-19	2018-19	2018-19	2018-19
	Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustment	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments
Glen Innes Severn	2,736,080	1,382,824	4,118,904	771	(174)	597	1,324,988	690,694	2,015,682	1,411,863	691,956	2,103,819
Goulburn Mulwaree	3,337,617	1,703,721	5,041,338	959	(215)	744	1,648,308	856,014	2,504,322	1,690,268	847,492	2,537,760
Greater Hume (S)	3,196,176	2,051,326	5,247,502	903	(257)	646	1,552,147	1,022,984	2,575,131	1,644,932	1,028,085	2,673,017
Griffith (C)	3,820,684	1,633,595	5,454,279	1,083	(205)	878	1,861,145	813,157	2,674,302	1,960,622	820,233	2,780,855
Gunnedah (S)	2,902,222	1,596,472	4,498,694	821	(201)	620	1,410,468	800,694	2,211,162	1,492,575	795,577	2,288,152
Gwydir (S)	2,667,645	1,873,857	4,541,502	740	(235)	505	1,272,085	935,245	2,207,330	1,396,300	938,377	2,334,677
Hawkesbury (C)	2,721,662	1,723,923	4,445,585	819	(217)	602	1,408,694	864,485	2,273,179	1,313,787	859,221	2,173,008
Hay (S)	2,048,843	806,282	2,855,125	554	(101)	453	952,414	403,292	1,355,706	1,096,983	402,889	1,499,872
Hills (S)	3,473,844	1,893,676	5,367,520	1,012	(249)	763	1,740,398	991,113	2,731,511	1,734,458	902,314	2,636,772
Hilltops	5,176,346	2,807,034	7,983,380	1,487	(354)	1,133	2,556,258	1,405,672	3,961,930	2,621,575	1,401,008	4,022,583
Hornsby (S)	3,098,951	1,381,426	4,480,377	929	(188)	741	1,597,144	745,938	2,343,082	1,502,736	635,300	2,138,036
Hunters Hill (M)	317,786	147,304	465,090	91	(19)	72	156,750	74,547	231,297	161,127	72,738	233,865
Inner West	4,051,359	1,358,099	5,409,458	1,211	(170)	1,041	2,081,623	676,542	2,758,165	1,970,947	681,387	2,652,334
Inverell (S)	3,859,533	2,052,892	5,912,425	1,093	(259)	834	1,878,782	1,029,229	2,908,011	1,981,844	1,023,404	3,005,248
Junee (S)	1,904,858	931,890	2,836,748	539	(116)	423	926,789	461,689	1,388,478	978,608	470,085	1,448,693
Kempsey (S)	4,164,413	1,838,931	6,003,344	1,191	(232)	959	2,047,906	922,728	2,970,634	2,117,698	915,971	3,033,669
Kiama (M)	1,158,728	512,508	1,671,236	331	(64)	267	568,854	254,688	823,542	590,205	257,756	847,961
Ku-ring-gai	2,593,403	1,120,441	3,713,844	763	(142)	621	1,311,397	564,203	1,875,600	1,282,769	556,096	1,838,865
Kyogle	2,725,922	1,623,319	4,349,241	763	(207)	556	1,312,418	823,625	2,136,043	1,414,267	799,487	2,213,754
Lachlan (S)	5,679,797	3,373,747	9,053,544	1,646	(426)	1,220	2,828,894	1,691,944	4,520,838	2,852,549	1,681,377	4,533,926
Lake Macquarie (C)	13,444,224	2,777,584	16,221,808	3,989	(349)	3,640	6,856,789	1,389,537	8,246,326	6,591,424	1,387,698	7,979,122
Lane Cove (M)	805,276	285,597	1,090,873	227	(35)	192	390,698	140,990	531,688	414,805	144,572	559,377
Leeton (S)	3,226,103	1,040,395	4,266,498	905	(132)	773	1,556,160	522,881	2,079,041	1,670,848	517,382	2,188,230
Lismore (C)	4,351,431	1,946,685	6,298,116	1,289	(247)	1,042	2,215,034	982,126	3,197,160	2,137,686	964,312	3,101,998
Lithgow (C)	3,436,329	1,262,950	4,699,279	981	(159)	822	1,686,565	630,936	2,317,501	1,750,745	631,855	2,382,600
Liverpool (C)	6,557,616	2,267,721	8,825,337	1,976	(282)	1,694	3,395,979	1,119,705	4,515,684	3,163,613	1,147,734	4,311,347
Liverpool Plains (S)	2,353,749	1,373,858	3,727,607	660	(173)	487	1,134,828	686,109	1,820,937	1,219,581	687,576	1,907,157
Lockhart (S)	2,177,088	1,341,823	3,518,911	608	(169)	439	1,045,148	670,218	1,715,366	1,132,548	671,436	1,803,984
Lord Howe Island (Bd)	216,713		216,713	63	-	63	108,445	-	108,445	108,331	-	108,331
Maitland (C)	5,613,758	1,383,342	6,997,100	1,665	(171)	1,494	2,862,794	678,234	3,541,028	2,752,629	704,937	3,457,566
Mid-Coast	12,432,277	5,377,147	17,809,424	3,674	(675)	2,999	6,315,991	2,683,164	8,999,155	6,119,960	2,693,308	8,813,268
Mid-Western Regional	4,003,735	2,418,644	6,422,379	1,137	(303)	834	1,953,789	1,204,586	3,158,375	2,051,083	1,213,755	3,264,838
Moree Plains (S)	4,840,627	2,876,649	7,717,276	1,356	(363)	993	2,331,797	1,442,930	3,774,727	2,510,186	1,433,356	3,943,542
Mosman (M)	656,124	237,535	893,659	188	(30)	158	323,638	121,115	444,753	332,674	116,390	449,064
Murray River	5,300,874	2,951,027	8,251,901	1,527	(371)	1,156	2,625,267	1,473,583	4,098,850	2,677,134	1,477,073	4,154,207
Murrumbidgee (new)	2,762,283	1,597,742	4,360,025	776	(201)	575	1,333,784	800,332	2,134,116	1,429,275	797,209	2,226,484
Muswellbrook (S)	2,556,714	915,986	3,472,700	729	(117)	612	1,252,729	466,231	1,718,960	1,304,714	449,638	1,754,352
Nambucca (S)	2,721,816	1,218,673	3,940,489	776	(153)	623	1,333,627	608,184	1,941,811	1,388,965	610,336	1,999,301
Narrabri (S)	4,835,185	2,338,196	7,173,381	1,383	(295)	1,088	2,377,888	1,172,501	3,550,389	2,458,680	1,165,400	3,624,080
Narrandera (S)	3,166,461	1,580,848	4,747,309	896	(199)	697	1,539,394	790,622	2,330,016	1,627,963	790,027	2,417,990
Narromine (S)	2,884,187	1,441,884	4,326,071	810	(182)	628	1,392,938	723,341	2,116,279	1,492,059	718,361	2,210,420
Newcastle (C)	10,513,647	1,817,192	12,330,839	3,167	(232)	2,935	5,444,309	921,320	6,365,629	5,072,505	895,640	5,968,145
North Sydney	1,517,383	482,816	2,000,199	452	(62)	390	776,348	245,336	1,021,684	741,487	237,418	978,905
Northern Beaches	5,593,412	2,248,098	7,841,510	1,652	(285)	1,367	2,839,189	1,134,797	3,973,986	2,755,875	1,113,016	3,868,891
Oberon	1,742,160	926,473	2,668,633	488	(118)	370	838,159	470,696	1,308,855	904,489	455,659	1,360,148
Orange (C)	3,421,943	1,142,504	4,564,447	997	(145)	852	1,713,427	575,039	2,288,466	1,709,513	567,320	2,276,833

Councils	2018-19	2018-19	2018-19	2017-18	2017-18	2017-18	2018-19	2018-19	2018-19	2018-19	2018-19	2018-19
	Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustment	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments
Parkes (S)	4,137,990	2,120,149	6,258,139	1,179	(262)	917	2,026,435	1,042,340	3,068,775	2,112,734	1,077,547	3,190,281
Parramatta (C) (new)	7,372,496	2,032,563	9,405,059	2,221	(255)	1,966	3,817,988	1,012,849	4,830,837	3,556,729	1,019,459	4,576,188
Penrith (C)	8,564,054	2,412,848	10,976,902	2,580	(304)	2,276	4,435,050	1,206,759	5,641,809	4,131,584	1,205,785	5,337,369
Port Macquarie-Hastings	6,330,112	2,895,234	9,225,346	1,877	(358)	1,519	3,226,589	1,422,735	4,649,324	3,105,400	1,472,141	4,577,541
Port Stephens	5,406,013	1,237,157	6,643,170	1,603	(155)	1,448	2,754,992	617,629	3,372,621	2,652,624	619,373	3,271,997
Queanbeyan-Palerang Regional	3,630,584	2,421,458	6,052,042	1,074	(301)	773	1,846,248	1,197,161	3,043,409	1,785,410	1,223,996	3,009,406
Randwick (C)	3,156,008	977,856	4,133,864	906	(122)	784	1,556,708	486,416	2,043,124	1,600,206	491,318	2,091,524
Richmond Valley	3,441,175	1,588,539	5,029,714	983	(201)	782	1,689,036	797,183	2,486,219	1,753,122	791,155	2,544,277
Ryde (C)	2,591,326	937,898	3,529,224	734	(117)	617	1,262,449	464,140	1,726,589	1,329,611	473,641	1,803,252
Shellharbour (C)	4,276,549	898,866	5,175,415	1,269	(112)	1,157	2,180,958	445,138	2,626,096	2,096,860	453,616	2,550,476
Shoalhaven (C)	8,895,243	3,394,878	12,290,121	2,639	(423)	2,216	4,536,008	1,681,459	6,217,467	4,361,874	1,712,996	6,074,870
Silverton (VC)	33,579	-	33,579	10	-	10	16,803	-	16,803	16,786	-	16,786
Singleton	2,399,215	1,293,355	3,692,570	686	(163)	523	1,178,651	649,222	1,827,873	1,221,250	643,970	1,865,220
Snowy Monaro Regional	6,704,754	2,764,799	9,469,553	1,964	(348)	1,616	3,376,106	1,384,668	4,760,774	3,330,612	1,379,783	4,710,395
Snowy Valleys	4,240,360	1,381,853	5,622,213	1,220	(175)	1,045	2,097,655	694,865	2,792,520	2,143,925	686,813	2,830,738
Strathfield (M)	905,006	294,192	1,199,198	252	(36)	216	432,592	143,864	576,456	472,666	150,292	622,958
Sutherland (S)	4,714,981	2,038,528	6,753,509	1,396	(258)	1,138	2,400,536	1,026,630	3,427,166	2,315,841	1,011,640	3,327,481
Sydney (C)	4,842,556	1,371,929	6,214,485	1,296	(164)	1,132	2,227,544	652,796	2,880,340	2,616,308	718,969	3,335,277
Tamworth Regional	6,228,359	4,204,339	10,432,698	1,840	(529)	1,311	3,162,527	2,105,137	5,267,664	3,067,672	2,098,673	5,166,345
Temora (S)	2,236,501	1,309,171	3,545,672	622	(153)	469	1,068,618	608,310	1,676,928	1,168,505	700,708	1,869,213
Tenterfield (S)	3,084,727	1,655,301	4,740,028	861	(209)	652	1,479,438	831,481	2,310,919	1,606,150	823,611	2,429,761
Tibooburra (VC)	75,404	-	75,404	22	-	22	37,733	-	37,733	37,693	-	37,693
Tweed (S)	7,749,935	2,876,081	10,626,016	2,297	(361)	1,936	3,948,266	1,434,613	5,382,879	3,803,966	1,441,107	5,245,073
Upper Hunter (S)	3,007,862	1,950,272	4,958,134	849	(246)	603	1,459,022	977,453	2,436,475	1,549,689	972,573	2,522,262
Upper Lachlan (S)	2,767,999	1,906,865	4,674,864	776	(240)	536	1,333,939	955,268	2,289,207	1,434,836	951,357	2,386,193
Uralla (S)	1,587,296	944,847	2,532,143	445	(122)	323	764,970	485,888	1,250,858	822,771	458,837	1,281,608
Wagga Wagga (C)	7,015,880	3,250,417	10,266,297	2,079	(409)	1,670	3,574,020	1,625,143	5,199,163	3,443,939	1,624,865	5,068,804
Walcha	1,340,259	938,013	2,278,272	363	(117)	246	624,279	467,078	1,091,357	716,343	470,818	1,187,161
Walgett (S)	4,351,161	1,958,484	6,309,645	1,233	(247)	986	2,118,850	984,039	3,102,889	2,233,544	974,198	3,207,742
Warren (S)	1,769,705	1,038,603	2,808,308	477	(131)	346	820,019	520,698	1,340,717	950,163	517,774	1,467,937
Warrumbungle (S)	4,580,496	2,462,128	7,042,624	1,309	(310)	999	2,250,437	1,234,498	3,484,935	2,331,368	1,227,320	3,558,688
Waverley	1,519,439	440,348	1,959,787	451	(56)	395	774,784	223,626	998,410	745,106	216,666	961,772
Weddin (S)	1,674,770	1,007,024	2,681,794	457	(127)	330	786,319	504,038	1,290,357	888,908	502,859	1,391,767
Wentworth (S)	4,155,293	2,025,993	6,181,286	1,205	(255)	950	2,071,174	1,013,215	3,084,389	2,085,324	1,012,523	3,097,847
Willoughby (C)	1,652,288	595,189	2,247,477	478	(75)	403	821,959	297,599	1,119,558	830,807	297,515	1,128,322
Wingecarribee (S)	3,183,112	1,876,735	5,059,847	940	(234)	706	1,615,874	932,110	2,547,984	1,568,178	944,391	2,512,569
Wollondilly (S)	2,393,016	1,383,524	3,776,540	710	(174)	536	1,220,264	690,057	1,910,321	1,173,462	693,293	1,866,755
Wollongong (C)	16,138,864	2,442,438	18,581,302	4,788	(308)	4,480	8,231,421	1,224,321	9,455,742	7,912,231	1,217,809	9,130,040
Woollahra (M)	1,222,656	435,551	1,658,207	368	(56)	312	632,154	222,245	854,399	590,870	213,500	804,120
Yass Valley	1,666,245	1,358,729	3,024,974	472	(171)	301	810,571	678,511	1,489,082	856,146	680,047	1,536,193
	544,058,912	219,131,911	763,190,823	158,221	(27,549)	130,672	271,983,904	109,533,478	381,517,382	272,233,229	109,570,884	381,804,113

# APPENDIX B



**Local Government Financial Assistance Grants are paid to local councils to help them deliver services to their communities. The funds are paid annually by the Australian Government. Councils are free to use these funds at their discretion and are accountable to their ratepayers. The allocation is paid in quarterly instalments.**

### Who decides how much each council will receive?

Grants commissions in each state are responsible for allocating their share of the funds. The NSW Local Government Grants Commission is responsible for making the grant allocation recommendation to the NSW Minister for Local Government.

### Who is on the Grants Commission?

The members of the NSW Local Government Grants Commission are nominated for terms of up to five years.

<b>The Hon. Jenny Gardiner</b> Chairperson	Former member of the Legislative Council.
<b>Grant Gleeson</b> Deputy Chairperson	Director Legal, NSW Office of Local Government.
<b>Alan McCormack</b> Commissioner	Former General Manager, Parkes Shire Council.
<b>Graeme Fleming</b> Commissioner	Former General Manager, Cabonne Council.

grant (all in the Sydney metropolitan area) are largely being supported by other councils.

While the Commission has continued to deliver improved grant outcomes to smaller rural communities, the Government is committed to making the process more transparent and equitable.

As a result, the Commission is reviewing the allocation model (further information on Page 2).

### In 2018-19 NSW councils will receive:

- \$544 million in general purpose grants.
- \$219 million in the local roads component.

### In 2017-18 NSW councils received:

- \$525 million in general purpose grants.
- \$211 million in the local roads component.

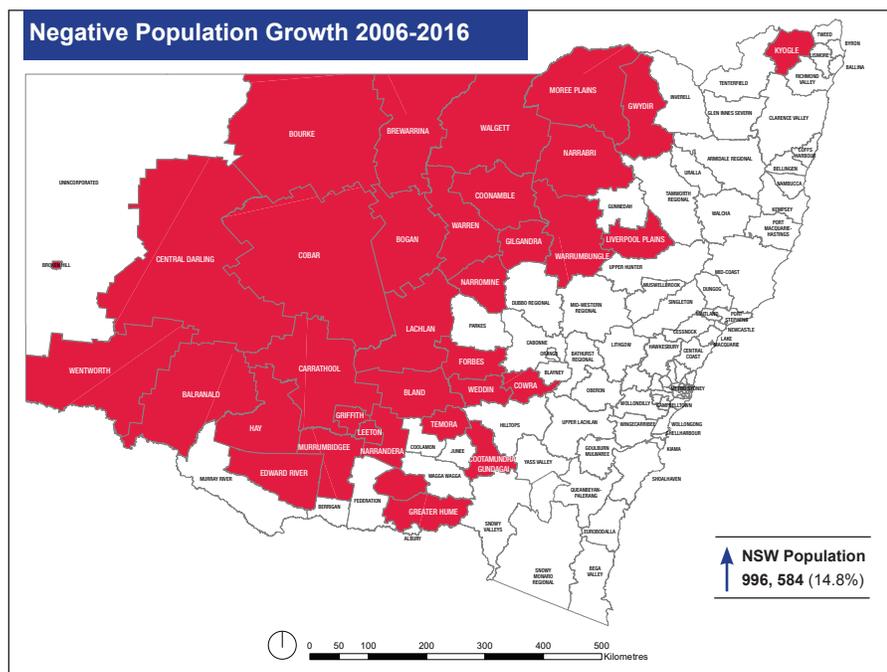
This represents a 3.7 per cent increase due to indexation of state population shares.

### How is the grant money allocated?

Funds are allocated on the basis of the National Principles laid out in the Federal legislation - *Local Government (Financial Assistance) Act 1995*. The NSW Government policy is to allocate grants, as far as possible, to the councils with the greatest relative need. Councils with relative advantage (typically metropolitan councils) are generally increasing their populations whereas councils with relative disadvantage (typically rural and remote councils) are generally depopulating (as shown in the map on the right).

Due to the per capita minimum grant allocation being mandated, the 19 councils on that

**Negative Population Growth 2006-2016**



Councils with the greatest relative need (shaded red) are largely rural and remote with small and declining populations.

### Review of the allocation methodology

The Commission has been reviewing the grant methodology in line with NSW policy to direct the general purpose component of the grant to councils with greatest relative need. These are largely rural and remote and with small and declining populations.

In October 2013 the final report of the Local Government Review Panel recommended that the Commission review the allocation methodology for the expenditure allowance of the general purpose component to make it less process driven and more transparent.

The challenge confronting the Commission is how to achieve this outcome when 30 per cent of the funding must be allocated based on population.

### The aim of the review is to deliver a model that:

- Allocates a higher proportion of grant funding to councils with the greatest relative need.
- Is consistent with the National Principles.
- Is consistent with NSW policy of grant allocation.
- Is transparent and publishable.
- Is robust, statistically verifiable and auditable.
- Uses best practice financial and modelling principles.
- Is modern, simplified and more flexible.

### What does this mean for the 2018-19 grant allocations?

It's important to stress that the Commission is not implementing a new model.

The Commission has taken advice, tested the competing propositions and decided to implement refinements and improvements to the existing model.

The expenditure previously included is still being taken into account after being tested for significance.

Over time the model has become very complex, involving multiple factors. There are 20 expenditure categories and more than 47 disability factors spread across 128 councils.

The Commission is looking to consolidate the expenditure categories reported in special schedule 1 of council annual financial data returns.

### Grounds for the review

The Local Government Review Panel recommendation was supported by a number of other reviews and reports including:

#### • 2008 Assessing Local Government Revenue Raising Capacity, Productivity Commission Research Report:

*"A number of councils, particularly in capital city and urban developed areas, have the means to recover additional revenue from their communities sufficient to cover their expenditures without relying on grants. However, a significant number of councils, particularly in rural (87 per cent) and remote (95 per cent) areas would remain dependent on grants from other spheres of government to meet their current expenditure. Given the differences in the scope to raise additional revenue across different classes of councils, there is a case to review the provision of Australian Government general purpose grants to local governments."*

#### • 2010 Australia's Future Taxation System Report (Henry Review):

*"The current requirement that each council receives 30 per cent of its per capita share of untied financial assistance grants may prevent state grants commissions from redistributing to councils that require greater assistance."*

#### • 2013 The NSW Local Government Grants Commission submission to the Commonwealth Grants Commission 2013 Review:

*... "we have seen an increase in concerns being raised about:*

- the widening gap in revenue raising capacity for larger metropolitan councils versus smaller rural councils.
- increasing infrastructure needs.
- declining population."

#### • 2014 The NSW Local Government's Response to the Local Government Review Panel:

*"The Government supports targeting Financial Assistance Grants to communities with the greatest need. It will ask the NSW Grants Commission to continue to identify opportunities to achieve this over time, within the constraints imposed by the national funding principles. It will also ask the Commission to ensure transitional protection for those councils with lower levels of need, to minimise the impact of any redistribution."*

#### • 2017 Shifting the Dial: 5 year Productivity Commission Review:

*"The Commission's study into transitioning regional economies noted that where populations have declined in Local Government areas, related declines in revenue are hampering efforts to maintain infrastructure designed to service (and be funded) by larger populations."*

### General purpose grants

No council's general purpose component will be less than that allocated in 2017.

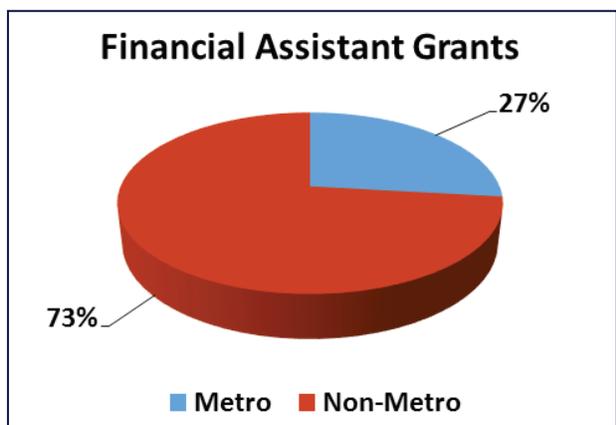
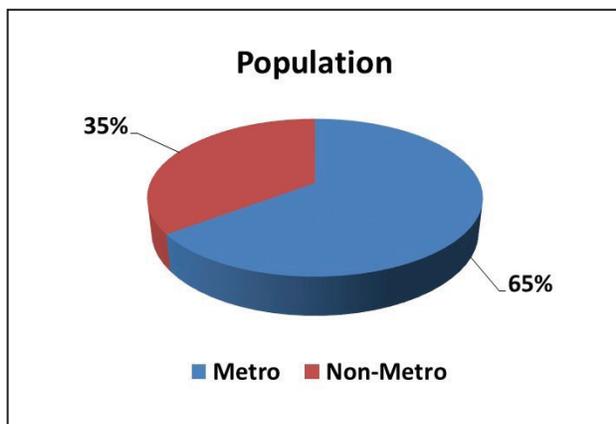
This will allow for further testing of the model during the transition period.

Population increases and decreases must be taken into account as required under the Federal Act.

To compensate councils that have lost funding due to population decline, isolation and length of non-urban roads, the Commission will deliver these councils \$5 million of the \$19 million CPI increase (0.9 per cent of the total component). The remaining \$14 million was spread across all councils on the basis of relative need. The revenue allowance and pensioner allowance are not affected.

### The graphs below illustrate:

1. The breakdown of the NSW population - metropolitan (5,131,456) and non-metropolitan (2,729,090) and;
2. The grant allocation breakdown - Metropolitan (\$202,588,554) and non-metropolitan (\$560,602,268).



### Local roads component

This component of the grant is assessed on the basis of council area, population and proportions of local roads and bridges. It is calculated based on an historical Roads and Maritime Services formula.

The local roads component will continue to be calculated according to that formula.

The state allocation for the local roads component for 2018-19 is \$291 million. This is split between:

- Urban councils located in the areas of Sydney, Newcastle and Wollongong receiving 27.5 per cent; and
- Rural councils (or all councils outside Sydney, Newcastle and Wollongong) receiving 72.5 per cent.

### Funds are then distributed based on the individual council's population, road length and bridge length:

- Urban councils - 95 per cent of the allocation is based on the length of local roads (60 per cent) and population (40 per cent), while 5 per cent is distributed on the basis of bridge length: and
- Rural councils - 93 per cent of the allocation is based on the length of local roads (80 per cent) and population (20 per cent), while 7 per cent is distributed on the basis of bridge length.

### Submissions

As always, special submissions from councils will be considered by the Commission.

The purpose of a submission is to give council the opportunity to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognised in the current methodology.

This allows the Commission to adequately consider all legitimate factors that affect council capacity to deliver services.

### Or contact the NSW Local Government Grants Commission

5 O'Keeffe Ave, Nowra NSW 2541  
 Locked Bag 3015, Nowra 2541  
 Telephone 4428 4131  
[grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au)

# APPENDIX C

## APPENDIX C

### LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS

---

#### 1. GENERAL

All submissions **must** be consistent with the principles which have been adopted by the Commission. The principles are attached in **Table 1**.

Information in the submissions must relate to the year ended 30 June 2018, in order to be compatible with the Grants Commission's **Return of General Information** for that year.

Only recurrent costs should be included; capital costs are to be excluded.

Submissions should be based only on inherent disabilities and problems, which are outside Council's control. **Additional costs that result from deliberate policy decisions made by Council to provide a higher than average standard of service are not considered disabilities.**

Information provided on disabilities should be **brief** and the costing estimates of the disabilities should be as accurate as is practicable to determine.

It is expected that submissions will generally relate to expenditure disabilities.

It should be noted that water, sewerage and waste management services are not considered.

If you have further questions, then please contact:  
Helen Pearce on (02) 4428 4131 or by email at [helen.pearce@olg.nsw.gov.au](mailto:helen.pearce@olg.nsw.gov.au)

Submissions should be e-mailed to the Commission at [grants@olg.nsw.gov.au](mailto:grants@olg.nsw.gov.au) as soon as possible, but no later than **30 November 2018**.

## **APPENDIX C**

### **LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS**

---

#### **(b) Required Format**

**Table 2** shows the **REQUIRED FORMAT** for submissions on expenditure disabilities. Submissions should be **brief** and include:

- (1) the function affected;
- (2) a **brief** description of the disability;
- (3) a **brief** account of the action taken, or which would need to be taken, to deal with that disability;
- (4) the **estimated additional cost** impact of that action.

Where a disability factor affects costs across a number of council functions, separate details should be used showing the cost impact in each function area.

#### **(c) Outcome**

Where the Commission recognises an additional disability raised in a submission, an adjustment will be made for that function.

Where an additional disability is recognised which has an impact on a number of councils, the methodology will be adjusted and all councils will be affected according to the extent of the relevant disability.

### **3. REVENUE DISABILITIES**

While the approved principles generally bind the Commission's operation in this area, councils may wish to comment on the methodology if it is considered that these unfairly disadvantage them.

It should be noted that non-rateable properties are taken into consideration in the Commission's calculation automatically. The loss of revenue from non-rateable properties does not need to be specified in the submission. However, additional net costs associated with services to non-rateable properties may be raised as an expenditure disability.

## **APPENDIX C**

### **LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS**

---

#### **TABLE 1**

#### **APPROVED PRINCIPLES**

1. General purpose grants to local governing bodies will be allocated as far as practicable on a full equalisation basis as defined in the *Local Government (Financial Assistance) Act 1995*; that is a basis which attempts to compensate local governing bodies for differences in expenditure required in the performance of their functions and in their capacity to raise revenue.
2. The assessment of revenue and expenditure allowances of local governing bodies will, as far as is practicable, be independent of the policy or practices of those bodies in raising revenue and the provision of services.
3. Revenue raising capacity will primarily be determined on the basis of property values; positive and negative allowances relative to average standards may be calculated.
4. Revenue allowances may be discounted to achieve equilibrium with expenditure allowances.
5. Generally for each expenditure function an allowance will be determined using recurrent cost; both positive and negative allowances relative to average standards may be calculated.
6. Expenditure allowances will be discounted to take account of specific purpose grants.
7. Additional costs associated with non-resident use of services and facilities will be recognised in determining expenditure allowances.

## **APPENDIX C**

### **LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2019-20 GRANTS**

---

#### **TABLE 2**

#### **REQUIRED FORMAT FOR SUBMISSIONS ON EXPENDITURE DISABILITIES**

**EXAMPLE:**

**Function:**

Administration and Governance

**Disability:**

**Description and Response:**

**Cost Impact:**

The **additional** cost is estimated as:-

450 applications x 3 hours/application x \$45/hour = **\$60,750**

*Our Place...Our Future*  
Special Rate Variation  
Proposal 2019/20  
Community Engagement  
Strategy



## TABLE OF CONTENTS

Introduction	3
Integrated Planning and Reporting	4
Background	6
Special Rate Variation Proposal	8
The Purpose of this Strategy	10
Engaging with our Community	11
Engagement Methodology	20
Community Engagement Action Plan	22

Over the coming months in 2018/19, Council will be continuing to seek community input into the proposal to apply for a Special Rate Variation to commence in 2019/20.

Lithgow City Council seeks to ensure a sustainable future for the Lithgow Local Government Area. Our Community Strategic Plan (CSP), Our Place, Our Future 2030, outlines key environmental, social, economic and civic leadership objectives for making the Lithgow Local Government Area a better place. Our Governance and Civic Leadership Goal Statement is to be:

*“A Council that focuses on strong civic leadership, organisational development and effective governance with an engaged community actively participating in decision making processes affecting their future”*

Key strategies previously endorsed by the community to achieve this, include:

- *GL1 - Our council works with the community.*
- *GL2 - Moving towards a sustainable council.*
- *GL3 - We are all valued citizens.*

This Community Engagement Strategy has been developed to guide community engagement on how best we can achieve levels of service that are both affordable and acceptable, given the significant financial challenges our LGA faces.

As part of the Council's integrated long-term resource planning, two alternative funding options have been developed that community input and engagement is being sought on. These options, and their varying impacts, have been detailed in the following Integrated Plans that will be on public exhibition from 23 October to 19 November 2018, subject to Council endorsement.

- Revised Delivery Program 2017-21 / Operational Plan 2018/19.
- Resourcing Strategy 2018/19 - 2028-19 (including Long Term Financial Plan, Asset Management Policy and Strategy, Workforce Management Strategy).

**Part 1** of this document presents the overall approach to community engagement, including level of engagement planned, key messages, guiding principles and key target groups being consulted and engaged.

**Part 2** presents the detailed Community Engagement Action Plan.

This Community Engagement Strategy provides a guideline as to how Council will be engaging with the community to develop the application for a Special Rate Variation to commence in 2019/20.

Council has a high level of commitment to engaging with the community and actively seeks community input and advice into its strategic plans and processes on a regular basis.

Throughout this process we will be:

- Seeking to gain an understanding of your satisfaction with Council Assets and what you believe are the asset funding priorities for the future;
- Seeking your views on Councils current and future service level priorities and levels;
- Seeking your support or otherwise for the proposed Special Rate Variation:
  1. Support for reduced service levels/No increase to rates above rate peg.
  2. Support for improved service levels/Increased rates.

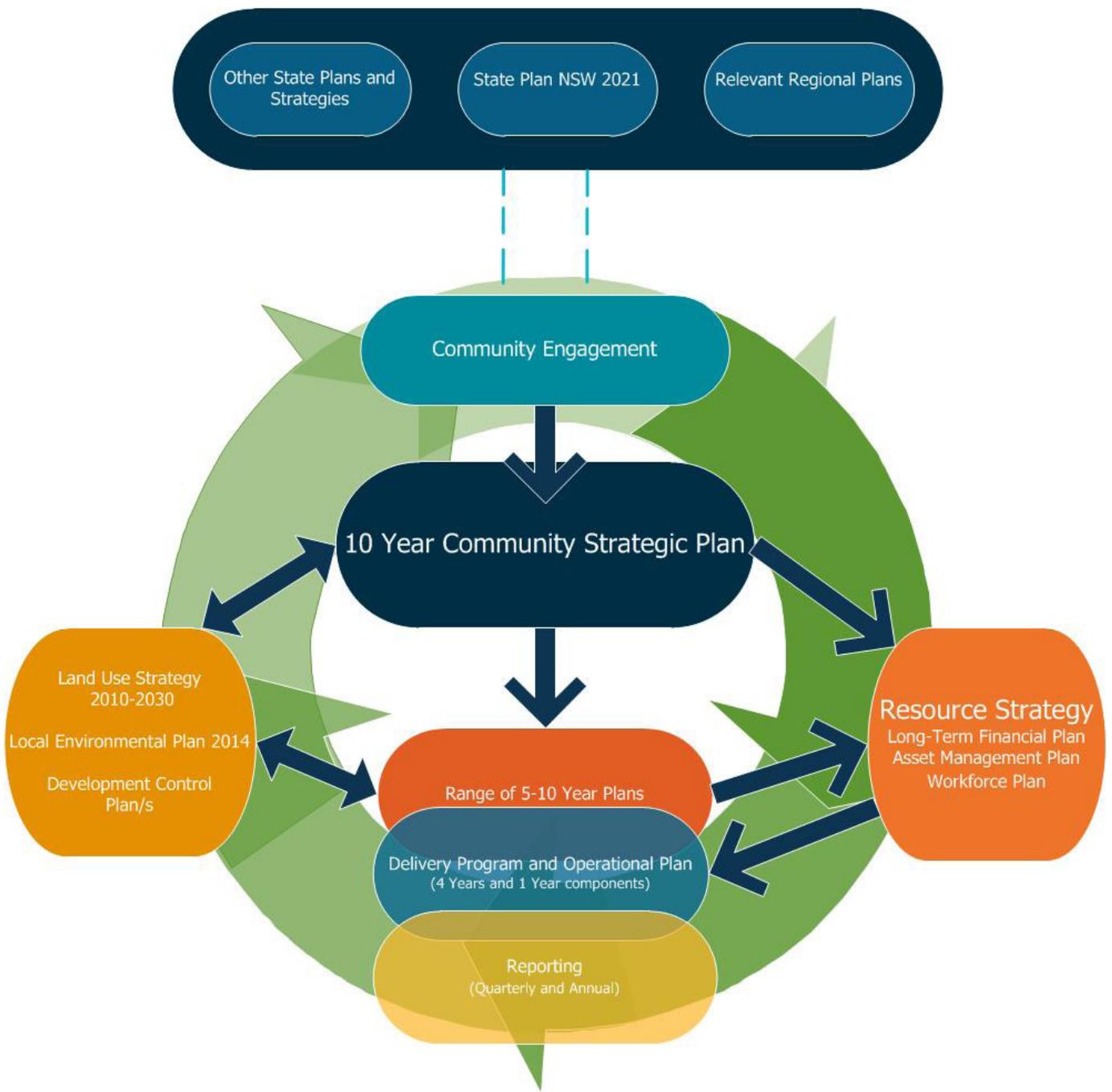
## *Our place Our Future*

In October 2009, NSW Parliament passed the Local Government Amendment (Planning and Reporting) Bill 2009, requiring all NSW local Councils to develop an Integrated Planning and Reporting Framework consisting of a:

- Community Strategic Plan
- Resourcing Strategy (Long-term Financial Plan, Workforce Plan and Asset Management Strategy)
- Delivery Program
- Operational Plan
- Quarterly and Annual Reporting
- End of Term Report.

This legislation was introduced to improve all NSW Councils' long term planning across social, environmental, economic and civic leadership spheres. The changes are underpinned by the principle that all members of the community have the right, and the responsibility, to contribute to the future of their local government areas.

A key component of the Integrated Planning and Reporting Framework is for Councils to adopt a Community Engagement Strategy for the development of their Community Strategic Plan. This strategy will also be used as a guide for engaging with the community for the development of all strategic documents which comprise of the Integrated Planning and Reporting Framework.



# Background

## **What is the Rate Peg?**

As things currently stand, Council's revenue is regulated under the rate peg. The Independent Pricing and Regulatory Tribunal (IPART) sets a rate peg which limits the amount by which councils can increase their rate revenue from one year to the next.

For many years, the rate peg limit has not kept pace with the funding needs of Councils in NSW, including costs shifted from other levels of government, and residents' needs for appropriate services.

## **What is a Special Rate Variation?**

After IPART announces the rate peg for the upcoming year, Councils can then have a conversation with the community as to whether the increase is sufficient to continue to deliver the existing range and standard of services available, whilst also ensuring there are sufficient funds to maintain and renew infrastructure. If they feel the increase is insufficient, Council can request an increase above the rate peg limit. These increases are known as a Special Rate Variation (SRV).

Applications for increases above the rate peg limit are assessed by IPART. IPART has stringent criteria which a Council must meet before approving any application. This includes extensive community consultation and clearly showing to the community the impact of the proposal on ratepayers.

The proposal to apply for an SRV was included as "Scenario 3 – Sustainable Assets" in Council's 2017-2027 Long Term Financial Plan (LTFP), which was placed on public exhibition in May 2017 and adopted by Council in June 2017.

## **Why is Council Considering a Special Rate Variation?**

Like many other NSW Councils, our roads, footpaths, buildings, drainage and other community assets are ageing and need to be renewed or upgraded. We know that our community places a high value on these assets, in particular our road network. Our assets in their current state are continually deteriorating and need costly maintenance. To improve our public assets we need to spend more money on maintaining and renewing these assets to ensure that they meet the needs of our community.

The proposed Special Rate Variation is an important step to help maintain and manage our current assets to ensure that we deliver services in line with community expectations and remain financially sustainable into the future.

## **What is 'Fit for the Future' all about?**

In 2014 the NSW State Government initiated its 'Fit for the Future' (FFTF) local government reform program that required all NSW councils to submit a proposal demonstrating plans to achieve long term financial sustainability and meet seven asset and financial benchmarks.

As a part of our 'Fit for the Future' process we reviewed the condition of our assets and detailed long term financial modelling. We currently spend around \$19 million on the maintenance and renewal of community assets each year; we have a funding gap and need to invest an additional \$1.1 million per year. This additional investment will ensure that the number of assets in poor condition does not continue to grow.

On 6 December 2016, Council received a 'Notice of intention to issue a Performance Improvement Order to Lithgow City Council

under Section 438A of the Local Government Act 1993 from the, then Minister for Local Government, the Hon. Paul Toole, MP. The Minister identified a number of reasons for issuing the Notice including:

- Failure by Council to follow the principles of sound financial management with respect to ensuring that Council's forecast spending is responsible, sustainable, aligning general revenue and expenses.
- Reporting of annual deficits in the financial statements over the past five financial years.
- Consistently forecasted deficits in Council's Long Term Financial Plan (LTFP) for the next ten years until 2024-25.
- Council's FFTF reassessment proposal forecast to meet the financial sustainability criteria relied heavily on two proposed SRV's.
- Council did not have a documented strategy to meet its forecast operating performance ratio to ensure its long term financial sustainability did not include a SRV.
- Council did not provide substantive evidence of strategies implemented since the IPART review to move Council towards long term financial sustainability.
- The financial sustainability ratios forecast in Council's FFTF reassessment submission (General Fund) did not align with the ratios forecast in Council LTFP (Consolidated Fund).

In response, Council engaged the services of specialist consultants, Morrison Low to develop a Performance Improvement Plan that would position Council for a sustainable future by:

- Reviewing and developing Council's LTFP to incorporate a Fit for the Future Improvement Plan and strategies.
- Reviewing Council's Asset Management Plan and Financial Statements Assets Special Schedule 7.
- Preparing a Financial Management Maturity Assessment to understand Council's Financial Management Maturity Status and developing an Improvement Plan with specific priority actions.

This work was completed as part of Council's Integrated Planning and Reporting Framework (IPR) and the actions identified support the following objective in the Community Strategic Plan 2030:

- GL2 – Moving towards a sustainable Council.

Strategies identified in the Fit for the Future Improvement Plan are included in Council's 2018/19 Operational Plan. In addition to this the following actions have commenced to improve service delivery, cut costs and reduce reliance on rates revenue:

- Implementation of a range of initiatives to generate operational efficiencies.
- Review of the 2018/19 fees and charges to optimise revenue.
- Service reviews to determine affordable levels of service.
- Implementation of asset management and financial management improvement plans.
- Applications for grants and seeking corporate sponsorship.

# Special Rate Variation Proposal

## Why can't my current rates pay for the additional maintenance and renewal works?

The role of local Councils has come a long way since the days of roads, rates and rubbish. Today, we now fund many more services to meet our community's needs and expectations. Some of these include:

- Parks, sports grounds, playgrounds and community halls;
- Libraries, arts and culture;
- Community development services for children, youth, older people, people living with a disability and Aboriginal and Torres Strait Islander People;
- Public and environmental health;
- Environmental sustainability projects and invasive species management;
- Transport services including roads, footpaths, car parks, road safety and traffic facilities;
- Business development, events and tourism;
- Development services, such as development applications and certification;
- Land use and natural environmental planning;
- Stormwater and flood management;
- Emergency management;
- Community and council strategic planning;
- Executive, communication and support services

## What are the options Council is considering?

There are two options that we would like you to consider; each option will have varying impacts on our assets and service quality.

### Scenario 1

*Current SRV expires + rate peg*

On 1 July 2019, the current 4.77% SRV expires. A 2.7% rate peg would be added to the lower rate base. The projected loss of rates revenue due to the expiry of the current SRV is estimated at \$624,000 for the 2019/20 year.

### Scenario 2

*Maintain the current SRV + rate peg + one-off (permanent) 4.23% SRV*

Council proposes to apply to retain the current SRV of 4.77%. Council also plans to request an additional one-off SRV of 4.23%. The total SRV application will be for a 9% increase in rates revenue (i.e. the current 4.77% SRV plus a new 4.23% SRV). The 2.7% rate peg will also be added. The impact on ratepayers will be a new 4.23% SRV plus the rate peg. The projected total SRV income (from maintaining the current SRV plus adding the new SRV) is estimated at \$1.178 million for the 2019/20 year.

Council is proposing to increase funding for the following assets.

- Transport (sealed roads, unsealed roads, footpaths, cycleways, bridges and road drainage)
- Stormwater Drainage
- Buildings

Increasing the level of funding for these assets will allow council to renew those which are currently in a poor condition. It will also ensure that the number of assets in poor condition does not continue to grow. It is essential that our community assets are safe, in working order and meet community expectations. The expenditure will ensure that the Fit for the Future asset benchmarks are met over time.

The remainder of the increased funding (approx. \$100,000 p.a.) will be spent on business improvement initiatives which will either generate additional revenue or reduce long-term costs.

### **What is the proposed increase in funding?**

The table below shows the current amount of funding allocated each year, towards renewal and maintenance work across our main asset types, as well as recommendations for increases to improve their condition.

Asset Type	Current Maintenance & Renewal Budget (\$'000 p.a.)	Proposed increase in Investment (\$'000 p.a.)	Proposed Total Investment (\$'000 p.a.)	Proposed % increase in investment
Transport	4,188	725	4,913	17%
Stormwater Drainage	107	100	207	93%
Buildings	831	250	1,051	26%

# The purpose of this strategy

This Community Engagement Strategy aims to:

- Improve community understanding of services provided by the Council and the financial challenge in maintaining existing levels of service into the future.
- Ensure the community is effectively engaged on the two options as detailed in the draft Resourcing Strategy 2018-2028, and Draft combined Delivery Program/Operational Plan (on public exhibition from 23 October - 19 November) and in various communication documents.

Part 2 of this Strategy includes a detailed Community Engagement Action Plan. This plan aims to ensure within available resources, that the general community is aware of and has access to relevant information on the three proposed options for resourcing our future. To access the voice of the broader community – the silent majority – the Action Plan includes a survey of a representative sample of ratepayers and workshops with a randomly selected cross section of the community.

This strategy and documentation developed to support the community engagement process demonstrates the Council's commitment to Financial Sustainability and that Council is not just seeking to increase rates without first doing everything possible to address our financial challenge. This commitment includes:

1. Avoiding Shocks – The Council is proactively implementing sound financial planning to ensure we live responsibly within our means, manage risks and prioritise resources to achieve best outcomes.

2. Balancing the Budget – Given that costs are rising in real terms more than income, the Council is taking action to balance its budget by finding efficiencies and cost savings.
3. The Council is committed to borrowing only for key infrastructure projects which are assessed on a business case basis including consideration of life cycle costs. The Council manages its borrowings within industry benchmarks, which measure borrowing and repayment capacity.
4. Increasing Income – The Council is seeking to maximise income where appropriate.
5. For every dollar residents pay in rates and annual charges, the Council matches it from other funding sources. Over the past five years the Council obtained over \$75 million in grant funding for the community. The Council seeks to engage community in 2018 on options for achieving affordable and acceptable levels of service including a possible further special variation to rates.
6. Reviewing and adjusting services – The council is committed to ongoing review of its services to ensure we are providing quality, value for money services responsive to the changing requirements of the community over time.
7. Increasing Advocacy and Partnerships involves advocating to other levels of government for a fair share of funding and reduced cost shifting onto local government and building partnerships to achieve positive outcomes.

# Engaging with our Community

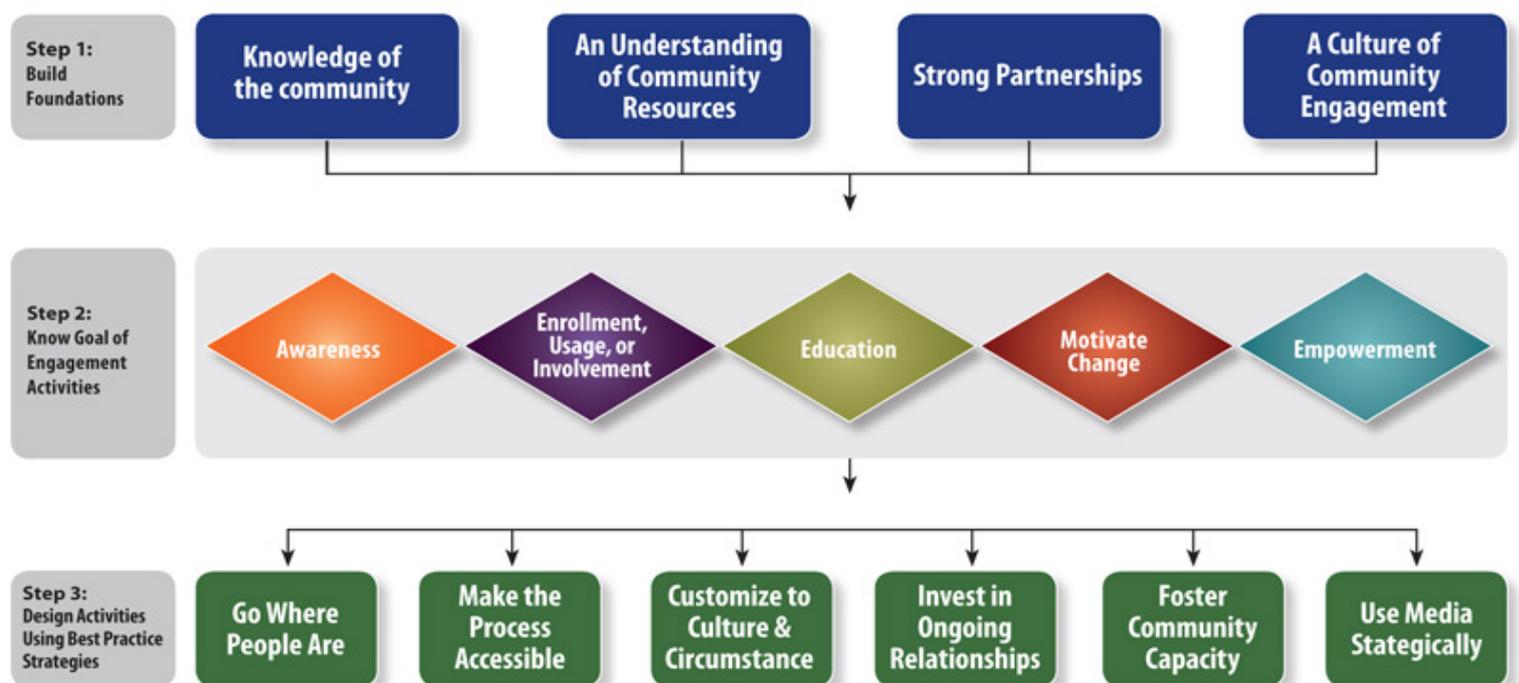
## Principles of community engagement

The Community Engagement Strategy is based on the fundamental principles for engagement of social equity and justice.

- Inclusiveness and diversity
- Openness, respect and accountability
- Leadership
- Purpose
- Information sharing
- Feedback and evaluation
- Resourcing and timing.

## Key Stakeholders

- General community
- Ratepayers – residential, business, farmland and mining.
- Local community groups and organisations
- State and Federal Government
- Non-government agencies and organisations
- Council



# Engaging with our Community

## Key Engagement Messages

- This is a chance for everyone to be involved in the future of the Lithgow region. We want people to think about what our community needs and speak up about it.
- This is a chance for Council and the community to build a strong, sustainable future together.
- Council will use the results of this engagement process to guide decision-making on its services and service standards, and how the community's assets are managed into the future.
- The development of '*Our Place, Our Future*' requires long-term thinking – we can't do everything at once, but this plan will give us a path to follow into the future.
- Lithgow City Council will be the caretakers of the plan – monitoring results, implementing change in areas Council controls and speaking up for the community on the broader issues.
- Your feedback will directly influence Council's future decision making on how we spend money on community assets such as roads, bridges, parks, playgrounds and buildings.
- Council appreciates your taking the time to participate in this research. This is *Our Place, Our Future* Let's build it together.
- Council aims to provide the best possible value for money services for our community while ensuring financial sustainability.
- Like many NSW councils, Lithgow City Council is experiencing significant challenges in becoming financially sustainable while continuing to provide agreed levels of service into the future. To address the financial challenges facing the LGA, the Council is changing the way we do things and progressing a continuous improvement framework and Service Review cycle.
- In line with this Strategy, Council is actively working to avoid shocks, balance its budget each year through finding savings and efficiencies, manage borrowings responsibly, increase income, review and adjust services to ensure best value; and increase advocacy and seek partnerships to achieve positive outcomes, including a financially sustainable Lithgow local government area.
- Taking into consideration the outcomes of the community engagement on options for resourcing our future, the Council will decide whether or not to proceed with a Special Variation application.
- The results of community engagement will inform the update of our Community Strategic Plan, 10-year Resourcing Strategy and combined four-year Delivery Program and annual Operational Plan. It will help ensure we work together to build a successful future for our local government area.

## Supporting background information

- Lithgow City Council delivers a wide range of services to a population of approx. 21,596 (Estimated Resident Population 2017<sup>1</sup>) residents across a Local Government Area of 4,567km<sup>2</sup>.
- Financial challenges facing NSW councils, and the Lithgow Local Government Area are the result of real costs rising faster than available revenue, rate pegging (limiting the amount by which rates can rise), cost shifting from other levels of government, and councils only collecting approximately 3% of total tax revenue (through rates) but having responsibility for provision of approximately 36% of built assets and infrastructure (much of which is old and in need of renewal and upgrade)

Lithgow City Council also has a number of additional challenges, including:

- A large proportion of the Lithgow LGA is unrateable being National Park or State Forest.
- Service provision to Lithgow, Wallerawang and Portland and across 12 villages and localities from Capertee and the Wolgan Valleys in the north, Little Hartley, Kanimbla and Megalong Valleys in the east, Tarana in the south and Meadow Flat in the west.
- Additional expenses arising from emergency management responsibilities, as the area is prone to costly natural disasters, especially bushfires and storms
- Increased resident expectations for high levels of service particularly in the rural areas.

<sup>1</sup> Source: <https://profile.id.com.au/lithgow/home>

- Significant pockets of isolated households located in the rural areas not serviced by public transport -- including a growing number of older people with disabilities.

Analysis of the service age groups of Lithgow City in 2016 compared to Regional NSW shows that there was a lower proportion of people in the younger age groups (0 to 17 years) and a higher proportion of people in the older age groups (60+ years).

Overall, 20.6% of the population was aged between 0 and 17, and 29.0% were aged 60 years and over, compared with 22.1% and 27.2% respectively for Regional NSW.

The major differences between the age structure of Lithgow City and Regional NSW were:

- A larger percentage of 'older workers & pre-retirees' (15.1% compared to 13.8%)
- A larger percentage of 'seniors' (12.4% compared to 11.4%)
- A larger percentage of 'empty nesters and retirees' (14.1% compared to 13.1%)

From 2011 to 2016, Lithgow City's population increased by 916 people (4.5%). This represents an average annual population change of 0.89% per year over the period.

The largest changes in the age structure in this area between 2011 and 2016 were in the age groups:

- Seniors (70 to 84) (+585 people)
- Parents and homebuilders (35 to 49) (-319 people)
- Empty nesters and retirees (60 to 69) (+292 people)
- Young workforce (25 to 34) (+278 people)<sup>2</sup>

<sup>2</sup> <https://profile.id.com.au/lithgow/service-age-groups>

# Engaging with our Community

Despite these challenges, ratepayers receive good value for their rating dollar from the Council – for every rating dollar paid the Council at least matches it with funding from other sources primarily grants and to a lesser extent fees and charges.

As a result of these challenges the Council's costs exceed revenue by about \$1.1m each year.

The Council balances its cash budget each year by reducing expenditure in real terms and implementing cost containment strategies; and productivity and continuous improvement initiatives. However, the Council cannot maintain this practice of expenditure containment into the future, without impact on service levels and significant deterioration in the condition of built and natural assets

Lithgow City Council cannot live beyond its means and within available funding will responsibly manage risks and prioritise the allocation of available funding to achieve the best possible outcomes for the community

A Special Variation is a legitimate and reasonable option for Council to undertake to raise additional revenue to meet community needs and expectations. Around 15-20 councils annually apply for special variations – the majority are approved. This is particularly so for asset funding backlogs – the majority of applications are to address this issue.

## **Two options for ensuring a sustainable future**

The community will be engaged on two Scenarios for ensuring a sustainable future. In communicating these options, the Council will outline the following:

- The magnitude of the financial challenge and infrastructure funding shortfall facing the LGA over the next 10 years and its impact on service levels
- The need to consider community "capacity" to pay additional rates in determining the options to be presented.
- The need for residents to be able to have their say on whether or not they are prepared to pay additional rates to maintain and/ or improve service levels.

The two scenarios, which have been developed for community consideration, are:

### **Scenario 1**

*Current SRV expires + rate peg*

On 1 July 2019, the current 4.77% SRV expires. A 2.7% rate peg would be added to the lower rate base. The projected loss of rates revenue due to the expiry of the current SRV is estimated at \$624,000 for the 2019/20 year.

### **Scenario 2**

*Maintain the current SRV + rate peg + one-off (permanent) 4.23% SRV*

Council proposes to apply to retain the current SRV of 4.77%. Council also plans to request an additional one-off SRV of 4.23%. The total SRV application will be for a 9% increase in rates revenue (i.e. the current 4.77% SRV plus a new 4.23% SRV). The 2.7% rate peg will also be added. The impact on

ratepayers will be a new 4.23% SRV plus the rate peg. The projected total SRV income (from maintaining the current SRV plus adding the new SRV) is estimated at \$1.178 million for the 2019/20 year.

Importantly, the allocation of funding would be subject to legislatively required annual Service and Asset Management Plan reviews and to addressing priority risk mitigation actions. Expenditure would target critical service/ asset priorities that the community places a high value on and / or those that have a high risk profile.

The following Tables provide an overview of how these Options will be communicated in different documents and communication channels – including:

*Table 1: Impact of Options on Rates and Revenue*

Impact on average rate	Average Rate 2018/19 \$	Average Rate 2019/20 \$	Variance \$ per annum	Variance \$ per week
<b>Residential Rates</b>				
Scenario 1	763.00	745.00	-16.00	
Scenario 2	763.00	814.00	52.00	1.00
<b>Business Rates</b>				
Scenario 1	3,950.00	3,860.00	-82.00	
Scenario 2	3,950.00	4,217.00	275.00	5.29
<b>Farmland Rates</b>				
Scenario 1	1,439.00	1,407.00	-29.00	
Scenario 2	1,439.00	1,536.00	1.00	1.92
<b>Mining Rates</b>				
Scenario 1	160,461.00	156,819.00	-3,322.00	
Scenario 2	160,461.00	171,260.00	11,120.00	213.85

### **Impact on Council Revenue**

Option 1 - Service Levels Improved: \$1.178 per annum

Option 2 - Service Levels Reduced: \$-624k per annum due to the current SRV of 4.77% expiring in 2019/20.

Table 2: Proposed allocation of additional revenue obtained from Special Rate Variations commencing 2019/20 (subject to annual review of Service and Asset Management Plan priority risk assessment and best value resource allocation to achieve service level targets).

Service	Option 1 Service Levels Improved	Option 2 Service Levels Reduced
Transport Service Levels	<p>Council proposes to apply to retain the current SRV of 4.77%. Council also plans to request an additional one-off SRV of 4.23%. The total SRV application will be for a 9% increase in rates revenue (i.e. the current 4.77% SRV plus a new 4.23% SRV). The 2.7% rate peg will also be added. The impact on ratepayers will be a new 4.23% SRV plus the rate peg. The project total SRV income from maintaining the current SRV plus adding the new SRV) is estimated at \$1.178 million for the 2019/20 year.</p> <p><b>\$4,913 per annum</b></p> <ul style="list-style-type: none"> <li>Funding the shortfall between Council's existing budget and works required to return Council's sealed and unsealed road assets to a serviceable standard.</li> <li>Provide the funding required to effect sealed and unsealed road asset improvements such as increases to width, pavement strengthening and drainage reconstruction to increase longevity of such assets.</li> <li>Funding required renewal of footpath and bridge assets while continuing to maintain service levels across other assets.</li> </ul>	<p>On 1 July 2019, the current 4.77% SRV expires. A 2.7% rate peg would be added to the lower rate base. The projected loss of rates revenue due to the expiry of the Current SRV is estimated at \$624,000 for the 2019/20 year.</p> <p><b>\$4,383 per annum</b></p> <p><i>As for Option 1 but with \$530k less funding for required work:</i></p> <ul style="list-style-type: none"> <li>Renewal and maintenance of sealed road network.</li> <li>Reduced ability to effect transport asset improvements to increase longevity and effectiveness of expenditure.</li> <li>Increased requirement to defer essential asset improvements to future Operational Plans.</li> </ul>
Stormwater Drainage Service Levels	<p><b>\$207,000 per annum</b></p> <ul style="list-style-type: none"> <li>Stormwater management infrastructure gaps.</li> </ul>	<p><b>\$107,000 per annum</b></p> <p><i>As for option 1 but with \$107k less funding for required work:</i></p> <ul style="list-style-type: none"> <li>Stormwater management infrastructure maintenance.</li> </ul>
Building Service Levels	<p><b>\$1.051 million per annum</b></p> <ul style="list-style-type: none"> <li>Improve building compliance</li> <li>Public toilet upgrade in town centres</li> <li>Building renewal.</li> </ul>	<p><b>\$957,000 per annum</b></p> <p><i>As for option 1 but with \$94k less funding for required work:</i></p> <ul style="list-style-type: none"> <li>Public toilet upgrade in town centres</li> <li>Building renewals</li> </ul>
Business Improvement Service Levels	<p><b>Approximately \$100,000 per annum</b></p> <ul style="list-style-type: none"> <li>Initiatives which will either generate additional revenue or reduce long-term costs.</li> </ul>	<p><b>No specific budget</b></p> <ul style="list-style-type: none"> <li>Limited improvements within existing budget constraints.</li> </ul>

Table 3: Likely impact of Options on Key Financial Performance Measures

Measure	Option 1 - Service Levels Improved	Option 2 Service Levels Reduced
<p><b>Operating Performance Ratio:</b> Measures Council's achievement of containing operating expenditure within operating revenue (including depreciation) <i>Benchmark: should be &gt; zero</i></p>	<p><b>By 2019/20</b></p> 	
<p><b>Assets Renewal Ratio:</b> The Council's ability to renew built assets relative to rate at which they are depreciating. <i>Benchmark: should be 100%</i></p>		
<p><b>Infrastructure Backlog Ratio:</b> The proportion of the backlog against the total value of Council's infrastructure. <i>Benchmark: should be &lt;2%</i></p>		
<p><b>Debt Service Ratio:</b> The percentage of Council revenue used to service debt. <i>Benchmark: should be below 10%</i></p>		
<p><b>Summary</b></p>	<p>Significant improvement in most key financial performance measures (particularly the Operating Performance Ratio and the Asset Renewal Ratio) with a need to continue addressing the infrastructure backlog.</p>	<p>Unsustainable financial position with significant deterioration in built infrastructure and reduction in service levels.</p>

# Engagement Methodology

Effective engagement requires a range of methods to be employed to keep participants willing to be involved throughout the process, or alternatively participate in a time and manner of their choosing. It is important that we build on past experience and avoid the notion of 'over consultation', where stakeholders feel they have provided the same opinion and advice to Council on the same or similar issues. It is also important that contributors' are acknowledged.

Our engagement will aim to:

- Acknowledge people for their contribution.
- Keep people engaged during the process via regular updates.
- Provide feedback mechanisms and ongoing opportunities for people to be involved in the refinement and evaluation of the 'Our Place, Our Future Community Engagement Strategy'.

## Success Indicators

A range of qualitative and quantitative measures will be used to assess the success of the 'Our Place, Our Future' community engagement process.

This will include:

- Requests to Council to present at community/ stakeholder forums
- Number of people attending face-to-face sessions
- Number of visitors to 'Our Place, Our Future' website
- Contributions people make to 'Our Place, Our Future' at workshops, meetings and on-line forums.
- Formal submissions received.
- Media coverage
- Number of questionnaires responded to.
- Adoption of the plan by Council

## Learning and Reporting

The result of engagement activities will be compiled in report format and provided to Council, as well as placed on Council's website.

The results of this feedback will also contribute to the development of Council's overall community engagement process and tools used to engage with our community.





# Engagement Methodology

## Definitions

The five pillars of community engagement can be defined as follows:

**Inform** – Giving information to the local community

**Consult** – Seeking feedback from the local community

**Involve** – Working directly with the local community

**Collaborate** – Creating partnerships with the local community to produce recommendations and solutions.

**Empower** – Putting final decision-making in the hands of the community.

The following methods of engagement may be used:

Inform	Consult	Involve	Collaborate	Empower
<ul style="list-style-type: none"> <li>• Fact Sheets</li> <li>• Discussion papers</li> <li>• Web Pages</li> <li>• Social Media</li> <li>• Supporting documentation</li> <li>• Flyers</li> <li>• Rates Insert</li> <li>• E-bulletin</li> <li>• Volunteers</li> <li>• Staff networks</li> <li>• Community exhibitions and displays</li> <li>• Open days/ expos</li> <li>• Community notice boards</li> <li>• Press releases</li> <li>• Council Column</li> <li>• Council Connections</li> <li>• Video messages</li> </ul>	<ul style="list-style-type: none"> <li>• Public Comment and submissions</li> <li>• Focus groups</li> <li>• Surveys (telephone, online, face-to-face)</li> <li>• Public meetings</li> <li>• Feedback forms</li> <li>• Open house sessions</li> <li>• Interviews</li> <li>• Suggestion box</li> <li>• Partnerships with service providers</li> </ul>	<ul style="list-style-type: none"> <li>• Public workshop</li> <li>• Open public meetings</li> <li>• Forums</li> <li>• Reference groups</li> <li>• Online forums, discussion boards etc</li> </ul>	<ul style="list-style-type: none"> <li>• Consensus building</li> <li>• Participatory decision-making</li> <li>• Interagency networks and workgroup coordination</li> </ul>	<ul style="list-style-type: none"> <li>• Delegated decision through Council Committees and Council affiliated groups</li> </ul>

## Questions to address

During the engagement process a number of questions will be raised by the community. Some of these have been anticipated and how they will be managed is set out in the table below. Throughout the process, matters raised on social media will be addressed through media releases and fact sheets on the Have Your Say website, including a frequently asked questions fact sheet.

Question/comment	Proposed Response
<p>Stop wasting money on the unnecessary enhancement of Main Street.</p> <p>Cancel Halloween that will save \$100,000.</p>	<p>The role of local Councils has come a long way since the days of roads, rates and rubbish. Today, we now fund many more services to meet our community's needs and expectations. Some of these include:</p> <ul style="list-style-type: none"> <li>• Creating vibrant public spaces and amenities to attract economic growth and visitation.</li> <li>• Developing and encouraging events which are unique to the area for the wellbeing of the community and to attract visitation.</li> </ul>
<p>How can the Council best show that it is efficient?</p> <p>OR How do I know the Council is being efficient?</p>	<ul style="list-style-type: none"> <li>• Case studies have been prepared and are available on the Have Your Say website which document how Council has contained expenditure, achieved cost savings and efficiencies and generated additional revenue.</li> </ul>
<p>How has the Council considered the capacity of the community to pay?</p>	<ul style="list-style-type: none"> <li>• The Council has completed a full analysis of the community's capacity to pay additional rates and this will be detailed in the Draft Long-Term Financial Plan 2018-2028 and the Draft Operational Plan 2018/19 being publicly exhibited from 23 October - 19 November 2018.</li> <li>• Within available funding, the Council is committed through its integrated planning to building a sustainable future for the Lithgow Local Government Area – that supports the creation of a vibrant economy / town centres providing increased local employment opportunities and to advocating for the provision of services and facilities that meet the needs of all age groups and special needs groups.</li> <li>• The Council has a Hardship Policy to accommodate the special needs of those unable to pay their rates in full on time. The Council is committed to working with such ratepayers to agree on affordable payment plans.</li> </ul>
<p>How will I know that the funds from the SRV are being spent in my area.</p>	<p>Council places its Draft Operational Plan on public exhibition each year in April /May for the Community to review and make submissions. The Draft Operational Plan provides a detailed list of Capital Works to be undertaken and identifies the budget area that the works are funded from. Members of the community are invited to make submissions during this period which are considered by Council prior to adoption of the Operational Plan in June.</p>

# Community Engagement Action Plan

COMMUNICATION ACTIVITY & AIMS	DATES	TYPE OF ENGAGEMENT	TARGET GROUP	LEVEL
<p><b>Public Exhibition</b></p> <ul style="list-style-type: none"> <li>To exhibit the Draft 2018/19 Operational Plan</li> <li>To obtain community feedback and consultation on the document.</li> <li>To inform community that the Council is proposing to apply for a special rate variation - with this decision being informed by results of the exhibition and engagement.</li> </ul>	24 April - 21 May	<ul style="list-style-type: none"> <li>Proposal for Special Rate Variation included in report to Council for Draft 2018/19 Draft Operational Plan.</li> <li>www.haveyoursay.com made live on 24 April <ul style="list-style-type: none"> <li>Fact Sheets</li> <li>Mayor and staff videos discussing the contents of the Draft Operational Plan including the proposal for a special rate variation.</li> </ul> </li> <li>Council Listening Post held in Cook Street Plaza - Thursday 3 May 11.30am - 2.30pm.</li> <li>Promotion by media release, full page ad in the Village Voice, social media, eNewsletter.</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> <li>Local organisations</li> <li>Ratepayers</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> <li>Consult</li> </ul>
<p><b>Telephone survey of representative cross section of ratepayers.</b></p> <p>To engage a representative cross section (400 participants) of the community on Councils Assets (Transport, Stormwater drainage, Parks and Open Spaces, Buildings, Water Network, Sewer Network) to understand:</p> <ul style="list-style-type: none"> <li>Whether they are happy with the current quality of the assets.</li> <li>What state they think these assets should be in.</li> <li>What they believe are the asset funding priorities for the future.</li> </ul>	2 July - 10 August	<p>Investing in our Future - Asset Management Survey - Micromex Consulting</p> <ul style="list-style-type: none"> <li>2-10 July - survey participant recruitment calling <ul style="list-style-type: none"> <li>Promotion by media release, social media and eNewsletter</li> </ul> </li> <li>9-15 July - council to send out Investing in our Future Information Pack to participants.</li> <li>16-27 July - Micromex to re-contact survey participants to complete survey.</li> <li>31 July - 10 August - Survey and Information pack made available on Have Your Say Website. <ul style="list-style-type: none"> <li>Promotion by Media release, social media, eNewsletter and Council Column.</li> </ul> </li> <li>Results reported to Council, made available on Have Your Say Website, mailed/emailed to interested participants and used to inform future documentation.</li> <li>Fact sheets/infographs developed and placed on Have Your Say Website.</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> <li>Ratepayers</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> <li>Consult</li> </ul>
<p><b>Service Delivery Levels Priorities Review</b></p> <p>To engage a representative cross section of the community (20 people) to sit on a community panel to identify Service Delivery Level priorities now and into the future. The panel will be provided with information regarding Council's Services for discussion.</p>	August - September	<p>Service Delivery Levels Priorities Review - LGNSW Management Solutions- Martin Bass</p> <ul style="list-style-type: none"> <li>Recruit Community Panel (20 people) from mailing list provided by Micromex for recruitment of Asset Study. <ul style="list-style-type: none"> <li>Media Release call for nominations to the panel.</li> <li>Contact Lithgow, Portland and La Salle Highschools to recruit 3 year 11 students to participate in the panel.</li> </ul> </li> <li>Conduct 3 Community Panel meetings over 6 week period with panel members required to source opinion from friends, colleagues, relatives on Council services and future requirements.</li> <li>Notes from Forum meetings posted on Have Your Say Website.</li> <li>Results reported to Council, made available on Have Your Say Website, and used to information future documentation.</li> <li>Promotion by Media release, social media, eNewsletter and Council Column.</li> <li>Fact Sheets/Infographs Developed and placed on Have Your Say Website.</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> <li>Involve</li> <li>Consult</li> <li>Collaborate</li> </ul>

# Community Engagement Action Plan

COMMUNICATION ACTIVITY & AIMS	DATES	TYPE OF ENGAGEMENT	TARGET GROUP	LEVEL
<p><b>Public Exhibition</b></p> <ul style="list-style-type: none"> <li>To exhibit the updated Resourcing Strategy, and Combined Delivery Program &amp; Operational Plan , which include the two options for ensuring a sustainable future ; one which proposes a special variation.</li> <li>To obtain community feedback and consultation on the documents and the two options through seeking formal submissions from the community</li> <li>To inform the community that the Council is proposing to apply for a special rate variation - with this decision being informed by results of the exhibition and engagement</li> </ul> <p><b>Telephone survey of a representative cross section of ratepayers</b></p> <ul style="list-style-type: none"> <li>To engage a representative cross-section of ratepayers to obtain their views on the two options.</li> </ul> <p><b>Mail out to ratepayers</b></p> <ul style="list-style-type: none"> <li>To promote the public exhibition period of the updated Resourcing Strategy and combined Delivery Program &amp; Operational Plan</li> <li>To invite feedback on the two options.</li> </ul>	30 October 2018 - 11 January 2019	<ul style="list-style-type: none"> <li>Report to Council for adoption for exhibition</li> <li>Draft combined 2017-2021 Delivery Program and 2018/19 Operational Plan.</li> <li>Draft Resource Strategy; 2018-2028 Long Term Financial Plan, 2018-2028 Strategic Asset Management Plan and Asset Management Policy, 2018-2022 - Workforce Strategy.</li> <li>Exhibit draft documents on Have Your Say Website.</li> <li>Micromex Consulting to undertake random telephone survey to gauge levels of community support for the SRV.</li> <li>Listening Post to be conducted in Cook Street Plaza?</li> <li>Community Survey on Have Your Say Website</li> <li>Promotion by Media release, social media, eNewsletter, Council Column, Radio Advertising,</li> <li>Fact Sheets/Infographs/Case Studies on website.</li> <li>Information video by the Mayor on the website.</li> <li>Letter from the Mayor with 4 page brochure mailed to all ratepayers.</li> <li>Brochure to include a tear off slip for ratepayers to make submission using a reply paid address.</li> <li>Rates Calculator on the Have Your Say Website.</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> <li>Local organisations</li> <li>Ratepayers (residential/farmland/business).</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> <li>Involve</li> <li>Consult</li> </ul>
<p><b>Media Release</b></p> <p>To inform the community of Council's application to IPART for a Special Rate Variation and the ongoing process.</p>	February 2019	<ul style="list-style-type: none"> <li>Media release forwarded to all local and regional media outlets.</li> <li>Made available on Council Website, Have Your Say Website, Social Media and eNewsletter</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> <li>Ratepayers</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> </ul>
<p><b>Public Exhibition</b></p> <ul style="list-style-type: none"> <li>To exhibit the Draft Combined Delivery Program &amp; 2019/20 Operational Plan , which include the capital works program taking into consideration the programs that will be undertaken under the two options for ensuring a sustainable future ; one which will include the special variation, the second to include reduced service levels should the SRV application be unsuccessful.</li> <li>To obtain community feedback and consultation on the documents and the two options through seeking formal submissions from the community</li> </ul>	April 2019	<ul style="list-style-type: none"> <li>Report of Draft 2019/20 Operational Plan to Council with both Scenario 1 and 2 included.</li> <li>www.haveyoursay.com updated with Draft 2019/20 Operational Plan.</li> <li>Fact Sheets/infographs. <ul style="list-style-type: none"> <li>Mayor and staff videos discussing the contents of the Draft Operational Plan including the proposal for a special rate variation.</li> </ul> </li> <li>Council Listening Post held in Cook Street Plaza - May 2019 11.30am - 2.30pm.</li> <li>Promotion by media release, full page ad in the Village Voice, social media, eNewsletter.</li> <li>Ratepayer letter from the Mayor with both scenarios in it.</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> <li>Local organisations</li> <li>Ratepayers</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> <li>Consult</li> <li>Involve</li> </ul>
<p><b>Media Release</b></p> <ul style="list-style-type: none"> <li>To inform the community of the results of the SRV application from IPART</li> </ul>	May 2019	<ul style="list-style-type: none"> <li>Notification received from IPART</li> <li>Report to Council - Success or otherwise</li> <li>Media Release to the community.</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> <li>Local organisations</li> <li>Ratepayers</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> <li>Consult</li> <li>Involve</li> </ul>
<p><b>Mail out to ratepayers</b></p> <ul style="list-style-type: none"> <li>To promote the adoption of the combined Delivery Program &amp; Operational Plan and the final Capital Program for 2019/20.</li> </ul> <p><b>Media Release</b></p> <ul style="list-style-type: none"> <li>To inform the community of the final Capital Program for 2019/20.</li> </ul>	June 2019	<ul style="list-style-type: none"> <li>Report final 2019/20 Operational Plan to Council with final scenario based on advice from IPART.</li> <li>Ratepayer letter from the Mayor - Final Capital Program for 2019/20.</li> </ul>	<ul style="list-style-type: none"> <li>General community</li> <li>Local organisations</li> <li>Ratepayers</li> </ul>	<ul style="list-style-type: none"> <li>Inform</li> <li>Consult</li> <li>Involve</li> </ul>

# Lithgow City Council

180 Mort Street

PO Box 19

LITHGOW NSW 2790

Phone: 02 6354 9999

Email: [ipr@lithgow.nsw.gov.au](mailto:ipr@lithgow.nsw.gov.au)

[www.haveyoursay.lithgow.com](http://www.haveyoursay.lithgow.com)

## **Privacy and Personal Information Protection Notice in Relation to Submissions and Objections**

By making a submission to the Draft Community Strategic Plan, Council may make public details of your submission, which are not of a Personal nature. Should you not wish details of your submission to be disclosed you should include a clear statement to this effect in your submission. Under these circumstances Council will consider your request and may not publicly release a copy. Council will only consider the release of personal information in compliance with the General Information Public Access Act 2009 (GIPA Act 2009).

2018

# Report to Lithgow City Council: The benefits of the Arts OutWest program



*Photo: Arts OutWest staff with presenters from Lithgow at one of  
Arts OutWest's Winter Arts Networking Nights*

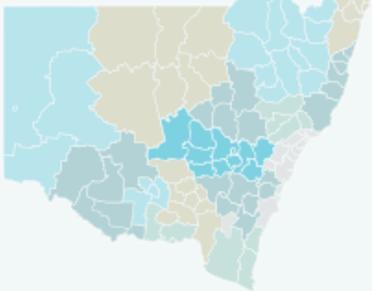
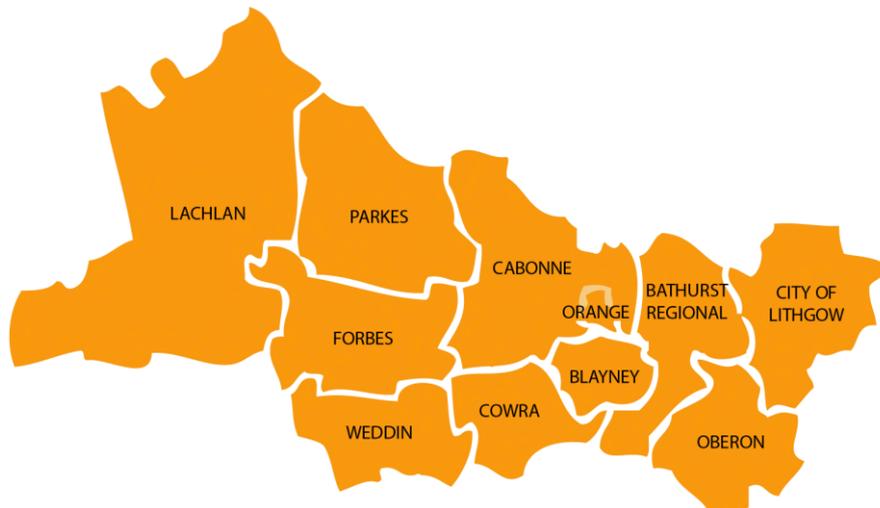
## Report to Lithgow City Council

**Background:** This report is a response to the request from Lithgow City Council outlining the benefits of the Arts OutWest program to the Lithgow community.

Arts OutWest is one of fourteen regional arts development organisations that cover regional NSW. This network links to Regional Arts NSW and works closely with NSW government to ensure regional support for the arts. Arts OutWest is the oldest of these regional arts development organisations (RADOs), having been established in 1974. Arts OutWest covers 11 LGAs.

There are 86 councils in the Regional Arts network. Of these, two are currently non-contributing.

There is no equivalent network in metropolitan areas. This is because it is felt that larger councils have more financial capacity to deliver services and because the arts community has access to many of the major arts organisations.

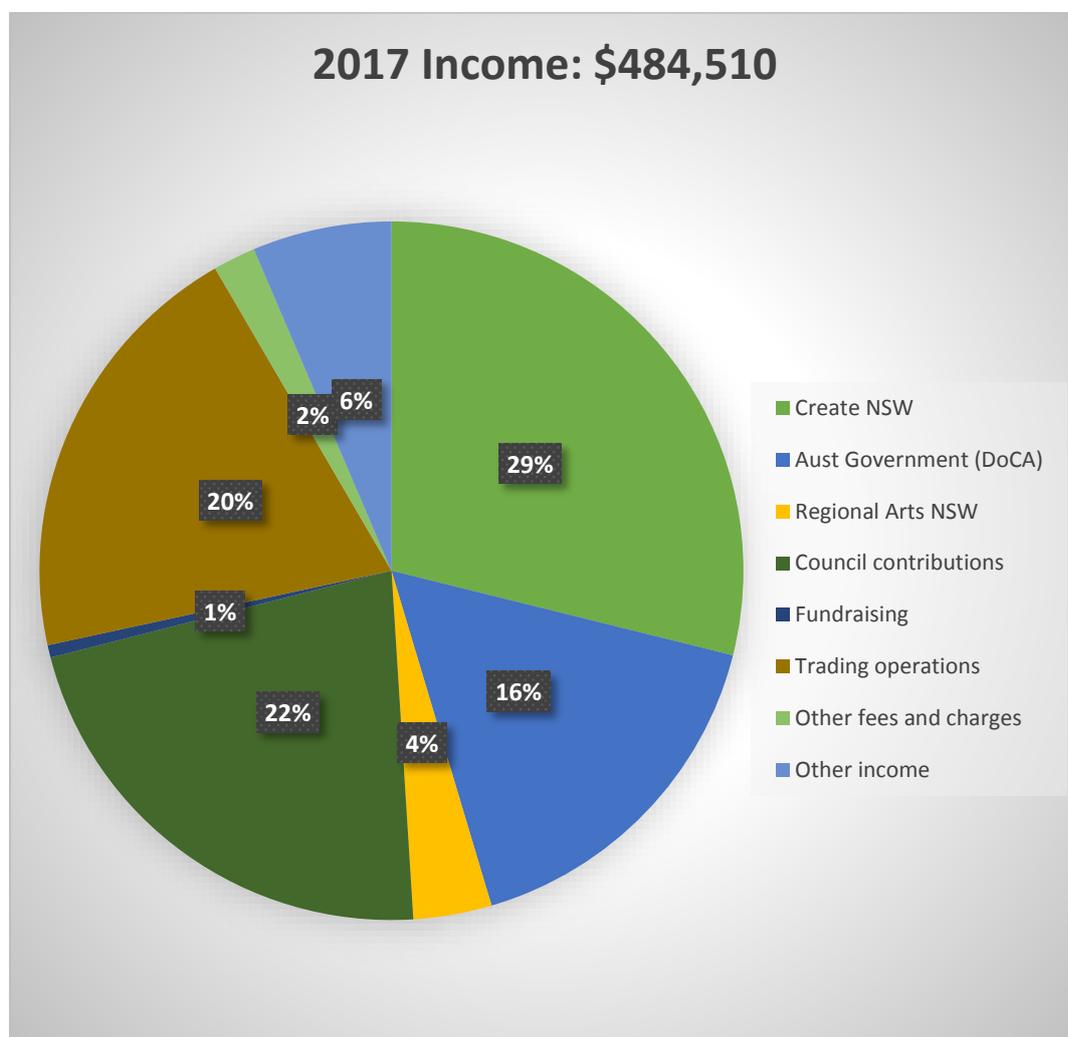


Contributing Councils	
Bathurst Regional	City of Lithgow
Blayney Shire	Oberon
Cabonne	Orange City
Cowra Shire	Parkes Shire
Forbes Shire	Weddin Shire
Lachlan Shire	

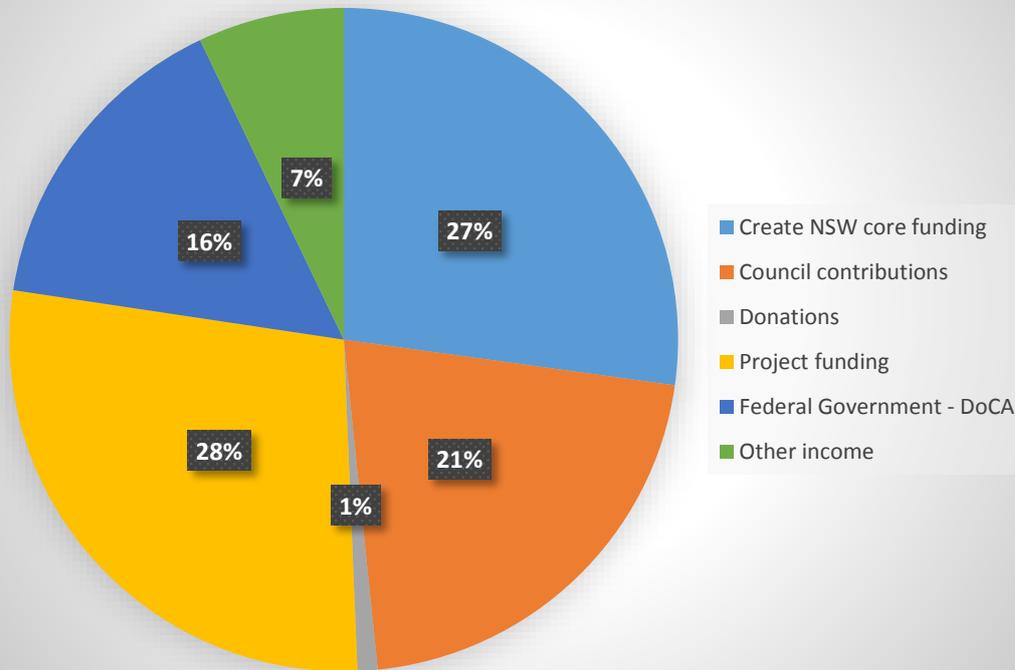
## INCOME

Arts OutWest is funded by the NSW Government to deliver services, through Create NSW. Arts OutWest receives Federal Government funding to deliver Aboriginal services through the Department of Communication and the Arts (DoCA). Both of these sources of funding have been triennial agreements.

Each council contributes to Arts OutWest on a per head basis – currently 65 cents per person. Arts OutWest also applies for project funding and sometimes receives fees for services. This gives us a diverse range of income which makes us more robust and resilient. It also means that we can return the investment that each council makes in us by delivering the value in services many times over.



## Projected income 2018 - \$560,000



In 2017 Lithgow paid Arts OutWest \$12,884 + GST. This was 0.2% of Arts OutWest's income. In return a conservative estimate of Arts OutWest services to Lithgow that year showed that \$47,508 of services were delivered. (See Appendix 1)

This represents a **369%** return on Lithgow's investment in Arts OutWest.

In the coming months Arts OutWest has many thousands of dollars of work planned for Lithgow, outlined later in this report.

### A FEW STATS ABOUT ARTS OUTWEST

- One of 14 Regional Arts Development Organisations
- Currently 7 staff members (4.0FTE), including one from Lithgow
- 109 arts practitioners contracted/commissioned or had work sold through Arts OutWest in 2017
- 2,460 events promoted in 2017
- Around 200 organisations/individuals received direct advice and support in 2017
- Ran or partnered on 243 events in 2017
- Over 18,000 attendances at Arts OutWest activities, events and exhibitions in 2017

## WHAT DOES ARTS OUTWEST DO?

Arts OutWest's mission statement is to promote, facilitate, educate and advocate for arts and culture in the communities of the NSW central west.

In order to explain the activities of Arts OutWest, we will present our program in relation to these four areas.

### 1. PROMOTE

Arts OutWest promotes all arts and cultural events for free. It is easy for anyone organising an event to send the information to Arts OutWest so that we can promote it.

We do this over many media platforms including:

- Promoted on the Arts OutWest website including a What's On search function
- Included in our monthly print version of What's On, circulated to tourist centres, libraries and other venues
- Promoted on our regular radio spots
- Included in our print media articles with partner media organisations
- A selection of regional events are sent on for wider promotion through Regional Arts NSW
- Promoted over social media



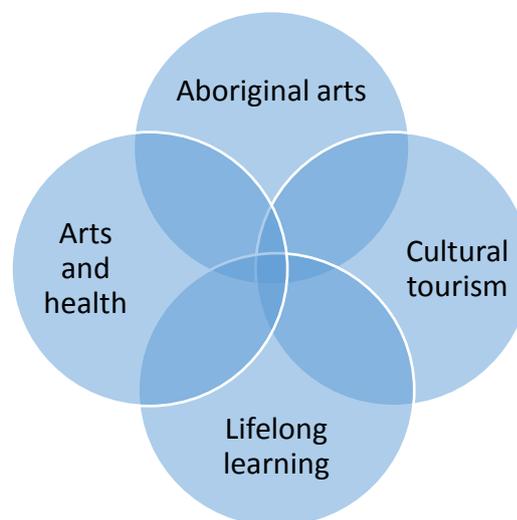
*The Arts OutWest Communications staff working in the office,  
including Wendy Hawkes from Lithgow*

## 2. FACILITATE

Arts OutWest facilitates through providing support and advice. We also facilitate opportunities for artists.

This includes:

- Arts business assistance
- Assistance with writing business plans and strategic plans
- Copyright and intellectual property advice
- Assistance to identify potential funding sources
- Assistance in writing funding grants
- Letters of support for funding grants
- Creating networks across the arts – both face-to-face through meetings and networking events and through online forums
- Representing the region's arts at a range of meetings and events at local, state and national levels
- Employing artists to work on Arts OutWest projects (usually around \$80K- \$100K per year of fees directly to arts practitioners in the region)
- Curating exhibitions featuring regional artists
- Deliver projects to support our current strategic areas which are:



### 3. EDUCATE

Arts OutWest offers many opportunities for education in the arts. The range of education services ranges from enjoyable activities for arts hobbyists through to professional development for arts professionals. This includes:

- Grant writing workshops
- Arts business workshops
- Artform development workshops
- Aboriginal cultural workshops

We also partner with many other organisations to help them provide education services in our region, some of which are based in Sydney. This includes:

- Accessible Arts
- APRA/AMCOS (Australasian Performing Rights Association)
- Arts Law
- Australian Museum
- Charles Sturt University
- Create NSW
- Critical Path
- Museum of Applied Arts and Sciences
- Museums and Galleries
- Regional Arts NSW
- TAFE
- Varuna Writers Centre



*Arts OutWest workshop in Lithgow at the library. Arts and Health Coordinator Christine McMillan in the centre with Lithgow participants.*

#### 4. ADVOCATE

This is some of our most important work, even though it is often the least visible. Arts OutWest work with government, business and the not-for-profit sector to influence arts development and ensure that our region has a strong voice in decisions about arts and culture. This includes:

- Working closely with Create NSW strategic planning
- Regular meetings with CIPMO (Cultural Infrastructure – now becoming Create Infrastructure) to ensure that regional areas are linked into funding opportunities
- Staff members of Arts OutWest regularly sit on funding assessment panels including for Create NSW, National Association of Visual Arts, Regional Arts Fund, Accessible Arts and others
- Staff from Arts OutWest represent the arts on a number of bodies that have included:
  - A member of the NSW Government's Health and the Arts 7 person Taskforce
  - A member of NSW/ACT Arts and Health Leadership Group
  - A member of the Central West Tourism Group
  - Leading the NSW Aboriginal Arts Exchange Working Group
  - Attending Regional Arts Network meetings
  - Board member on Australian Centre for Photography
  - Board member of Lifeline Central West
- Arts OutWest represent our region by submitting to all relevant government enquiries
- Participating in research into the arts. Two examples are:
  - Arts OutWest is currently one of the participants identified by Create NSW to be part of a piece of research into the social value of the arts, conducted by University of Western Sydney
  - Arts OutWest Executive has just completed a PhD thesis investigating the value of the cultural and creative industries in the region
- Arts OutWest frequently represent the arts in the region by presenting at conferences

It is also the case that all major organisations coming into any region have been advised by Create NSW that they should get in touch with the regional arts development organisation. In this way we can assist them with promoting their opportunities, finding venues for them and connecting them with the relevant people in each location.

## WHAT'S COMING UP IN LITHGOW?

For the remainder of the year Arts OutWest has a number of things planned for Lithgow.

### 1. Art and Dementia at Gang Gang Gallery

Arts OutWest's Arts and Health Coordinator Christine McMillan has been planning with Sharon Howard from Gang Gang Gallery to deliver a series of sessions for people with dementia, commencing in September. This will build on a successful model that Arts OutWest has developed with the National Gallery of Australia. Arts activity has been shown to have great benefits for people with dementia and Arts OutWest has already had significant success with work they have already developed in Bathurst, Forbes and Oberon. Arts OutWest won a national Arts and Health Australia Award for the pilot program they ran to start this program.



*Participants in an Arts and Dementia workshop conducted by Arts OutWest*

### 2. Artstate

Arts OutWest will be hosting *Artstate* - the NSW conference / festival about regional arts – in partnership with Regional Arts NSW on 1-4 November, 2018 in Bathurst. In addition to having Rich Evans on one of the keynote speakers' panels talking about the work that is happening in Portland, Arts OutWest is curating an exhibition of work from artists from across the Arts OutWest region. We have invited five Lithgow artists to be part of this exhibition. As well as the fee that we will pay these artists to exhibit, this is an opportunity for their work to be seen by a large audience which will include some major decision-makers in the arts who will be travelling to our region for the event. We are also encouraging Lithgow events to be part of *Artstate* by being listed in *Artstate* Regional, encouraging delegates to experience other parts of the region.

### 3. Hartley Precinct, Kew-Y-Ahn Gallery

National Parks and Wildlife Services / Office of Environment and Heritage have a gallery within the historic precinct at Hartley. Kew-Y-Ahn features the work of Aboriginal artists from the NSW Central West, including some Lithgow artists (eg. Bob Sutor, Glenn Dennis). Arts OutWest is responsible for managing and curating the selection of works, pricing supporting the administration of artist sales.



*Work on display in Kew-Y-Ahn Gallery in Hartley, curated by Arts OutWest*

### 4. Portland Gallery development

The activation of the old cement works at Portland includes plans for an art gallery. Arts OutWest has agreed to support this development by assisting in identifying suitable artists and liaising to set these links up. This has the potential to be an ongoing partnership.

### 5. Spring Networking Night

Arts OutWest's networking nights have been running for some years and in spring we are planning to run another night where people can get together and hear about what each other are doing, explore ways of linking. We also use these opportunities to let people know of other opportunities that are coming up within the arts.

The value of these projects in the next 4 months is estimated (conservatively) to be:

Art and Dementia project	\$7, 200
Artstate regional artists exhibition value to Lithgow artists	\$5,000
Kew-Y-Ahn Gallery curation	\$8,000
Portland Gallery support	\$4,000
Spring Networking Night	\$800
<b>Total</b>	<b>\$25,000</b>

This is in addition to the ongoing core service work that we do in the areas of promotion, facilitation, education and advocacy.

These services can be delivered at no cost to Lithgow because of the support that we receive from state and federal governments and from Lithgow City Council. If Lithgow City Council decide not to contribute we will have to withdraw from all the services we provide as it would be unfair to all our other councils that do contribute. We hope that this will not happen as we look forward to continuing to work with the many individuals and organisations in Lithgow that we have developed relationships with.

## APPENDIX 1: REPORT ON DELIVERY OF SERVICES TO LITHGOW IN 2017

This is the report that was sent to council earlier in 2018 outlining the services that were delivered in the 2017 calendar year.



### Working with communities in 2107

This page accompanies the Arts OutWest 2017 Annual Report

[artsoutwest.org.au/annualreport2017](http://artsoutwest.org.au/annualreport2017)

**lithgow**  
city council

#### LGA population

Invoiced for 21,474 based on the ABS 2016 estimate of population.  
(12% of Arts OutWest service area).

#### Lithgow City Council contribution to the regional arts program

On a per capita basis as per MOU at 60c per person \$12,884 + GST

#### Estimated value of Arts OutWest services to communities in Lithgow City Council area 2017

Arts media program \$31,950  
(213 events @ \$150 per event promoted)

Specific projects \$10,800

+ estimated core services delivered over \$4,758  
(advice, support and advocacy)

**Total estimated value \$47,508**

This conservative estimate of services represents a 369% return on the council's contribution to Arts OutWest.

**Board Member**  
Cr Stephen Lesslie

# highlights... Specific Projects



## Subliminal festival

Arts OutWest provided assistance to Lithgow's Subliminal Festival, using funds from House With No Steps for mental health support.

## Kew-Y-Ahn Gallery

Arts OutWest worked in partnership with National Parks and Wildlife Services to curate their Kew-Y-Ahn Gallery at Hartley, showing and selling work by Aboriginal artists from the NSW Central West region.

## Winter Arts Networking

Held a well-attended Winter Arts Networking Night in Lithgow at Eskbank House, giving locals the opportunity to share and promote their arts practice or project and connect those working in arts & culture in the area.



## Examples of key groups, organisations and individuals met with, consulted or assisted during 2017:

- Mitchell Conservatorium – Lithgow (Including a performance in a Baroque ensemble by Arts OutWest Executive Director Tracey Callinan on harpsichord).
- National Parkes and Wildlife Service (Hartley Historic Site).
- Central West Aboriginal Arts Development Officer met with groups and individuals.
- Wendy Hawkes, Sandy and Tom Fullerton, Ariel Elliott, Ana Carter.
- Rydal Daffodils (with performance by Arts OutWest auspiced choir Sounds Live).
- Sharon Howard assisted with advice and support in setting up Gang Gang Gallery.

- Arts OutWest Executive Director assisted with judging for the Tarana Art Prize.
- 1 letter of support provided: Lithgow City Council for application for upgrade to Union Theatre.
- 5 Lithgow arts practitioners contracted to work or sold artwork through Arts OutWest projects: Bob Kerrie Davies; Andrew Davies; Anna Carter; Glenn Dennis; Bob Sutor.

## Arts media program stats

- 213 Events promoted.
- Interviews produced for ABC Central West.
- Increased reach through social media.



Left to Right: Crowd at Subliminal Festival; Glasswork weaving and small paintings at KYA; Gang Gang Gallery; Gang Gang Gallery opening; Farmers Inn with Kew-Y-Ahn Gallery sign; Winter Arts Networking; What Makes Me Happy exhibition at Eskbank House Museum; Wordingow Poetry Slam at The Lithgow Tin Shed.

## Regional representation and advocacy

- Arts and Health Coordinator  
Christine McMillan was a member of the NSW & ACT Leadership Team for the Arts and Health with the Creative Institute for Health.
- Aboriginal Arts Development Officer  
Aleshia Lonsdale was a member of funding assessment panels for Create NSW.
- Executive Director Tracey Callinan was on the funding panel for Arts on Tour.
- Tracey Callinan presented on a panel about partnerships at the NSW regional arts event Artstate in Lismore.
- Tracey was on the selection panel for speakers at Artstate.
- Tracey was a guest speaker at an arts and health forum at Erina with Central Coast Council, and at forums in Batemans Bay, Bega and Cooma for South East Arts.
- Tracey judged the regional Waste to Art awards.
- Tracey was interviewed for research by NIDA students. As a PhD student she was a finalist in CSU's 3 Minute Thesis competition in Wagga Wagga.
- Arts OutWest staff were involved in network meetings and teleconferences with the other Regional Arts Development Organisations in NSW and with Regional Arts NSW.

---

More information and links about our projects, people and organisation are available on our website:

[www.artsoutwest.org.au](http://www.artsoutwest.org.au) | [artsoutwest@csu.edu.au](mailto:artsoutwest@csu.edu.au) | 02 6338 4657  
@artsoutwest on Facebook, Instagram and Twitter  
PO Box 8272 CSU LPO BATHURST NSW 2795

Arts OutWest acknowledges the Wiradjuri people, whose land we work on, and pays respect to the traditional owners past and present.

**bathurst   blayney   cabonne   cowra   forbes**  
**lachlan   lithgow   oberon   orange   parkes   weddin**



Australian Government  
Indigenous Visual Arts Industry Support



NSW  
GOVERNMENT



Arts OutWest

# Queen Elizabeth Park Cenotaph

Vietnam War  
Plaque

Proposed location of World  
War 1 Plaque

Blank Wall



Korean War  
Plaque

World War 2  
Plaque



## **9. GOVERNANCE**

### 9.18 Policy

#### SIGNS AS REMOTE SUPERVISION

Version 1

## **9. GOVERNANCE**

### **9.18 SIGNS AS REMOTE SUPERVISION**

#### **OBJECTIVES**

Users of Council owned, operated or controlled land are exposed to varying degrees of risk associated with the use of the land. The risk comes from the hazards which exist on the land: both natural hazards, and hazards related to developed facilities. The law says that if it is "reasonably foreseeable" that a person might suffer some sort of loss or harm because of something someone else does, then that person is owed a Duty of Care. It is desirable for Council to provide a warning to users of the land about the nature of any hazards, to exercise its Duty of Care.

#### **PURPOSE**

Lithgow City Council encompasses 4,551 square kilometres including vast bushland from Capertee and Wolgan Valleys in the north, Little Hartley in the east, Tarana in the south and Meadow Flat in the west. Over 30 parks and a number of sports facilities. Council also facilitate 2 major foreshores in the area known as Lake Lyell and Lake Wallace. Using Signs As Remote Supervision helps Council to achieve the community objective for ensuring that recreation and sporting facilities and opportunities cater for the changing needs of the local government area's residents and visitors.

#### **POLICY IMPLEMENTATION**

This policy covers:

1. Implementation
2. Funding

##### **1. Implementation**

- a) The implementation of this policy is set out in the Signs as Remote Supervision Standard Working Procedure.
- b) The Standard Working Procedure (SWP) will identify all Council's facilities and allocate a Facility Visitation Rating (FVR) on each. Once the FVR has been determined the facility will have the hazards identified and depending on the rating of the FVR the appropriate signs installed.
- c) To bring Council's signs up to best practice, Council will replace all the signs at a facility starting with the facility with the highest FVR as the first priority and as budget permits.
- d) The Risk Co-ordinator will site risk audit, foreshores, pool, parks/ reserves, skate parks and bicycle facilities. The information from the site risk audits will be entered into Council's asset management system with the condition and appropriateness of each sign.

- e) The asset management system will produce a maintenance schedule based on the highest defect rating. The signs with the highest defect rating will be treated first as the budget permits.
- f) The Recreational Supervisor will be responsible for the maintenance and installation of new or missing signs.
- g) All required Council staff will be trained and show how to implement the elements within the Standard Working Procedure
- h) Areas of public liability exposure at foreshores, swimming pools, reserves, parks and public walkways, will be assessed with a view to mitigating the risk exposure using Signs as Remote Supervision.

## 2. Funding

- a) New Skate Parks, Bicycle and Reserve signage in addition to maintenance of all existing signs will come from the Recreation Supervisors budget.
- b) The Risk Coordinator shall seek an annual budget (Risk Management Budget) from Council to be used for new priority signage for Pools and foreshores
- c) The legal position regarding "Principles concerning resources, responsibilities etc. of public or other authorities" is outlined in part 5 Section 42 of the Civil Liability Act 2002

This policy has been developed taking into account the principles of the AS/NZS ISO 31000:2009 Risk management – Principles and guidelines and Statewide Mutual's Best Practice Manual, Signs as Remote Supervision (Version 8.1 August 2014) with a view to limiting Council's (i.e. the community's) exposure to potential litigation claims.

<b>Maintained by Department:</b>	Corporate and Community	<b>Approved by:</b>	Council		
<b>Reference:</b>	Policy Register	<b>Council Policy No:</b>	9.	<b>Effective Date:</b>	
<b>Min No:</b>	V1	<b>Version No:</b>	1	<b>Review Date:</b>	Each term of Council



## **9. GOVERNANCE**

### 9.19 Policy

#### **INSPECTION, EVALUATION AND MAINTENANCE OF FOOTPATHS AND CYCLEWAYS**

Version 1

## **9. GOVERNANCE**

### **9.19 INSPECTION, EVALUATION AND MAINTENANCE OF FOOTPATHS AND CYCLEWAYS**

#### **BACKGROUND**

In order to minimise the potential for 'slip, trip and fall' injuries to occur, Council has developed a risk management approach to Council's footpath and cycleway networks.

Council has recognised that 'slips, trips, and falls' associated with footpath and cycleway networks form a significant percentage of public liability claims received by council's within NSW.

The procedures developed for this purpose are derived from industry best practice as documented in the "Statewide Mutual Best Practice manual – Footpaths, Nature Strips and Medians".

This policy applies to footpaths and cycleways surfaced with concrete, asphaltic concrete, bitumen seal or pavers.

This policy does not apply to turfed, gravel surfaced or unformed footpaths, boardwalk, walkways or walking trails.

#### **OBJECTIVE**

To support procedures for the inspection, evaluation and maintenance of footpaths and cycleways.

#### **PRINCIPLES**

- To provide a managed level of public safety for users of the footpath and cycleway networks.
- To extend the life of the footpath and cycleway assets by timely maintenance and rehabilitation.

#### **POLICY STATEMENT**

- Council aims to provide a managed network of footpaths and cycleways for pedestrians and cyclists to utilise.
- The policy, together with the procedures, provides the guidelines for managing the footpaths and cycleways.
- Council will within its budgetary constraints, endeavor to provide level of funding each year to meet the maintenance requirements documented in the procedures.

#### **RELATED POLICIES AND DOCUMENTS**

- Register of footpath and cycleway network
- Inspection and assessment procedures

<b>Maintained by Department:</b>	Corporate and Community	<b>Approved by:</b>	Council		
<b>Reference:</b>	Policy Register	<b>Council Policy No:</b>	9.	<b>Effective Date:</b>	
<b>Min No:</b>	V1	<b>Version No:</b>	1	<b>Review Date:</b>	Each term of Council

[REDACTED]

---

[REDACTED]

-----Original Message-----

From: jennifer pascoe [REDACTED]  
Sent: Monday, 13 August 2018 4:02 PM  
To: Lithgow City Council  
Subject: LITHGOW AREA WOMEN'S SHED - PERMANENT SITE

ATTENTION MR GRAEME FAULKNER, GENERAL MANAGER

Dear Mr Faulkner

We write to enlist Council's support in assisting us to find a permanent site to house the Lithgow Area Women's Shed ("the Shed").

We are a not-for-profit, tool-based initiative established for and by the women of Lithgow to promote the health, wellbeing and empowerment of its members through the conduit of connection, construction and community.

The Shed is currently in its formative stages, establishing a Committee, membership registration and developing strategies. A range of classes and workshops have taken place which have contributed to the growth of our membership base, with interest now in excess of 150 on Facebook and an increased demand for further workshops.

And herein lies our dilemma! While the Shed is progressing in theory, we are unable to proceed further in practice without an exclusive, designated space – a permanent site where meetings, training, workshops etc. can be held on an ongoing basis and where the group and its philosophies can expand and evolve and have the opportunity to exceed its expectations. We, therefore, seek Council's support in helping us to find this place - a place to call home.

We understand that there is a building in the Showground that is currently vacant, which we viewed in May. We believe this could be a suitable venue for our purposes.

If this building is viable for the Shed and once established, we would also appreciate exploring the prospect of working with Council in the future to develop its potential, e.g. re-activating the old netball site, establishing an art hub, picnic area, community garden, waste management Tip Shop, all of which would benefit the community.

By way of background information, the Shed grew out of a community consultation between Council and a diverse group of local women during International Women's Day 2018. It recognized the need for a place where women of all ages, cultures and circumstances can not only connect and learn from each other but also acquire practical, tool-based skills to enable them to live self-sufficient, independent lives.

More than ever, there is a need for women to not only recognize their worth but also have the opportunity to express it. Our philosophy is Empowering Women to Build our Future and with Council's support, we can help our local women to achieve this and create positive, transformative change for the community in the process.

We would be grateful for the opportunity to discuss the possible usage of the vacant Showground building. Please contact the undersigned on [REDACTED] Ali Kim (Secretary) [REDACTED] or email [REDACTED]

Any assistance you can provide in helping the Lithgow Area Women's Shed to procure a permanent site would be greatly appreciated.

Yours sincerely

Leanne Hopkins  
President

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---



# Minutes

Lithgow Local Heritage Advisory  
Committee  
13 August 2018  
3.30pm Hartley Meeting Room

Item	Agenda
1	Welcome/present/ apologies/declaration of interests
2	Confirmation of Minutes from Previous Meeting
3	Lithgow Heritage DCP Chapter – Preliminary Working Draft
4	Former milk depot site – Inch street Lithgow – heritage significance – potential threat from onsite works
5	Identifying new items for local heritage listing
6	General Business
7	Next meeting

**MINUTES – LITHGOW LOCAL HERITAGE ADVISORY COMMITTEE- 13  
AUGUST 2018**



**ITEM: 1 PRESENT AND APOLOGIES**

---

**PRESENT:** Mayor Cllr Stephen Lesslie, Cllr Ring, R Moodie, H Clements, D Whitty, S Graves, C Aitken

**APOLOGIES:** Nil received.

**OFFICERS:** A Muir, S Hanrahan, M Johnson (for S Hipworth)

**DECLARATION OF INTERESTS:** Nil

**ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS  
MEETING 21 JUNE 2018**

---

The minutes were endorsed by at least three members of the Committee being: Cllr Lesslie, A Muir and M Johnson.

**Business Arising**

The Committee noted that a meeting between Council's LLHAC executive officer and Ramsay Moodie to discuss the development of Council's heritage website was held on 28 June 2018.

The Committee noted the progress on the implementation of the heritage website. The final website proposal is to be tabled to all members for their information.

R Moodie identified that the minutes of 21 June were incorrect in relation to the status of the process for the naming of the Old Western Road to Commissariat Road. This matter is still being considered as Council had called for public submissions and was required to be reported back to Council. R Moodie has submitted a submission to this process.

R Moodie requested that each LLHAC agenda include a table of carried forward items and actions to monitor completion/resolution.

**COMMITTEE ACTION**

**THAT** the Minutes of the meeting of 21 June 2018 are taken as read and confirmed and the business arising be noted.

**MOVED:** Cllr Lesslie **SECONDED:** A Muir

**ITEM: 3          LITHGOW HERITAGE DCP CHAPTER – PRELIMINARY WORKING DRAFT**

---

The Committee noted and discussed comments received to date and were reminded to forward comments on the Lithgow Heritage DCP Chapter- Preliminary Working Draft.

**COMMITTEE ACTION**

**THAT** any final comments on Draft Heritage Chapter be provided to Council's Strategic Land Use Planner by members of the Committee no later than 30 September 2018.

**MOVED:** Clr Ring      **SECONDED:** R Moodie

**ITEM: 4          FORMER MILK DEPOT SITE – INCH STREET LITHGOW – HERITAGE SIGNIFICANCE – POTENTIAL THREAT FROM ON SITE WORKS**

---

The Committee considered a brief report on site works currently being undertaken (without consent) on the privately owned former milk depot site that includes part of a former rail corridor linking two State listed heritage items being Blast Furnace Park site and Eskbank House.

**COMMITTEE ACTION**

**THAT** for the long term benefit of Tourism in the LGA, that the Committee endorses in principle the necessity to preserve the corridor/linkages between Blast Furnace Park and Eskbank House.

**MOVED:** Clr Lesslie      **SECONDED:** Clr Ring

**ITEM: 5          IDENTIFYING ITEMS FOR LOCAL HERITAGE LISTING**

---

The Committee considered a verbal report from S Graves in relation to cottages at 41-59 Railway Parade Lithgow that appeared to be identified for local heritage listing in the Community Heritage Study 2000; undertaken by Professor Ian Jack; but had then not been listed in the Local Environmental Plan in 2014.

The Committee was advised that not all items from the Community Heritage Study were listed as some items following a further audit were deferred due to the lack of sufficient information within the original inventory sheets.

**COMMITTEE ACTION**

**THAT** the Committee members be provided the "deferred list" from Council's Heritage Audit to review and provide further detailed information/comment on items to complete inventory sheets where possible. Further, each Committee member is to develop a preferred priority list for further investigation for discussion by all members at a future meeting.

**MOVED:** Clr Lesslie    **SECONDED:** Clr Ring

**ITEM 6:                    GENERAL BUSINESS**

---

There were no items of general business.

**COMMITTEE ACTION**

**THAT** the Committee notes there were no items of general business discussed.

**MOVED:** Clr Lesslie    **SECONDED:** Clr Ring

**ITEM 7:    NEXT MEETING:**

---

**Next Meeting:** Monday 12 November 4pm  
                         Hartley Building Meeting Room

---

**There being no further business the meeting closed at 4.35pm**



# Agenda

Youth Advisory Council Meeting  
21 August 2018  
4.30-5.30pm

Name of Committee: Youth Advisory Council	
Item Number	Agenda
1	Welcome/Present/Apologies
2	Business Arising
3	Issues Discussion
4	Youth Leadership Forum
5	General Business



**ITEM: 1 PRESENT AND APOLOGIES**

---

**PRESENT:** Elyse Hudson, Brayden Drury, Farah Trifogli, Ollyvar Baber, Shifa Hargi, Claire Tilley, Eleisha Fisher, Elli Kozicki, Jess Alexander, Katie Coleman.

**APOLOGIES:**

**OFFICERS:** Viktoria Gulabovski

**DECLARATION OF INTERESTS:** Nil

**ITEM: 2 BUSINESS ARISING**

---

Youth Councilors discussed the topic of bullying and cited individual instances where they witnessed cases of bullying in person and/or on social media. Part of their discussion focused on what Youth Council can do to create a more respectful and responsible community. The suggestion was made to write an article about bullying and raise awareness about practical approaches to creating a safe and caring community.

**ACTION**

**THAT** Youth Councilors approach their school principals and request if their article can be published in the school newsletters.

**MOVED:** Elyse Hudson

**SECONDED:** Braydon Drury

**ITEM: 3 ISSUES DISCUSSION**

---

Youth Councilors discussed other issues that were important to them, including:

1. Drinking alcohol at the Skate Park
2. Fund-raising for Farmers

During this year's Lithgow Show there was a small group of young people at the skate park drinking alcohol and displaying aggressive behavior. Youth Councilors noted that clearer and more distinct signage prohibiting the consumption of alcohol at the skate park is required. The current sign installed is far too detailed and the messaging is not clear.

In addition, Youth Councilors discussed actions they could undertake to support local farmers during the drought. Two ideas were flagged, including hosting a 'Farmer's Luncheon' at the Old Hartley Post Office Café, and/ or having donation boxes in cafes on Main Street. Youth Councilors will unpack these ideas further at future meetings.

**ACTION/RECOMMENDATION**

**THAT** Youth Councilors to draft a letter to TALC requesting the signage at the skate park be investigated.

**MOVED:** Jess Alexander

**SECONDED:** Katie Coleman

**ITEM: 4      YOUTH LEADERSHIP FORUM**

---

Youth Councillors were advised to 'save the date' for Friday, 21 September 2018. As part of Council's 'Future Finders' Program a Youth Leadership Forum will be hosted to provide young people with a springboard to lead and create future change in the community.

**ACTION/RECOMMENDATION**

**THAT**

**MOVED:** Claire Tilley

**SECONDED:** Elli Kozicki

**ITEM: 5      GENERAL BUSINESS**

---

Youth Councilors discussed options for better inter-group communication. 'Google Classroom' was recommended as a platform for group communication. Claire Tilley will look into establishing a code for future use and will provide training in the near future for non-users.

**There being no further business the meeting closed at: 5.30pm**

**Next Meeting:**

**18 September 2018 @ the Library Conference Room, 4.30pm-5.30pm  
157 Main Street, Lithgow**

---



# Minutes

Environmental Advisory Committee  
5 September 2018  
4pm Hartley Building

Name of Committee	
Item Number	Agenda
1	Welcome/present/ apologies
2	Confirmation of Minutes from Previous Meeting
3	Matters Arising
4	Illegal Dumping
5	Single Use Plastic Bags
6	General Business
7	Next Meeting

**ENVIRONMENTAL ADVISORY COMMITTEE  
MEETING MINUTES  
WEDNESDAY 5<sup>th</sup> SEPTEMBER 2018**

**ITEM 1 – WELCOME/PRESENT/APOLOGIES**

**PRESENT:** Councillor Lesslie, Councillor Ring, Col Hunter, Trish Kidd

**APOLOGIES:** Julie Favell, Sue Graves, Councillor Coleman and Damian Roebuck

**OFFICERS:** Damon Cupitt, Andrew Muir and Robyn Goddard (Minutes)

**DECLARATION OF INTEREST:** Nil.

Apologies are accepted.

**MOVED:** Councillor Lesslie

**SECONDED:** Col Hunter

**ITEM 2 – CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

**THAT** the Minutes of the meeting of 9<sup>th</sup> May 2018 be taken as read and confirmed at the Council meeting of 28<sup>th</sup> May 2018.

**MOVED:** Councillor Ring

**SECONDED:** Damon Cupitt - **CARRIED**

**ITEM 3 – MATTERS ARISING**

**RENEWABLE ENERGY ACTION PLAN**

**Recommendation**

1. Council's Purchasing Co-ordinator be asked to do a presentation at the next EAC meeting on energy efficiencies that council are currently undertaking including, if possible, a timeframe on the current project of the rooftop solar panels on the Administration Centre..
2. The General Manager be requested to ask the Water and Wastewater area for a report on the potential for the reticulated water supply system to be used for energy generation through the installation of rotors or turbines within the mains water pipelines. If feasible this to include investigation into what is available in the market for incorporation into the LCC possible Renewable Energy Action Plan.
3. Given the action requested in No 2 may take time, the matter to remain on the agenda of future Environmental Advisory Committee agendas.

**MOVED:** Councillor Ring

**SECONDED:** Councillor Lesslie

## **MANAGEMENT OF EUROPEAN WASPS WITHIN THE LITHGOW AREA**

**Commentary** – A local pest controller (Wolfman Pest Control) has been organised to speak about European Wasps in a community information session at the library on Monday 17<sup>th</sup> September 2018. A media release has been posted on Council's website for interested people to attend. Councillor Ring will send through some information that he found on Facebook to Andrew Muir & Damon Cupitt for further details.

**Recommendation** - The Committee noted the information.

## **REQUEST CLASSIFICATION OF NEW CONCRETE PATHWAY AT LAKE PILLANS WETLAND**

**Commentary** – footpaths at Lake Pillans have been assessed by Council's Risk and Safety Coordinator – signs will be erected following classification of this path.

**Recommendation** - The Committee noted the information and requested that the matter be kept on the Agenda.

## **STREET TREE PLANTING – REFERRED TO OPERATIONS COMMITTEE MEETING**

**Commentary** - The Executive Manager - Operations has advised that the preparation of a Street Tree Plan is not progressing quickly due to staff and priority issues. Consideration may need to be given to outsourcing the work.

The Committee requests that consideration be given for the formulation of a community working party for the preparation of a street tree plan. Furthermore, prior to a street tree plan being implemented, strong consideration should be given when trees are removed, to replacement with a similar species.

### **Recommendation**

1. The information on the Street Tree Plan be noted.
2. The committee request the General Manager give consideration to the formulation of a community working party to prepare a Street Tree Plan,
3. The formulation of a Street Plan remains on the Agenda.

**MOVED:** Councillor Ring

**SECONDED:** Col Hunter

#### **ITEM 4 – ILLEGAL DUMPING**

**Summary** – Councillor Ring would like to gain a better understand of illegal dumping within the LGA and risks associated with it.

**Commentary** – Team Leader Environment spoke about the 2016 EPA Illegal dumping baseline data Grant Program. Through the program Council developed an illegal dumping database and undertook community education throughout the 12 month project.

At the Cullen Bullen landfill closure community meeting held on the 23<sup>rd</sup> August 2018, residents expressed concerns about illegal dumping in the area. Council has since contacted Forestry to commence discussions about the cleanup and improving security in the area to prevent further illegal dumping on Forestry land adjacent to the Cullen Bullen landfill.

The EAC requests that a line item for the allocation in the budget to fund the control of Illegal Dumping in the Local Government Area.

#### **Recommendation**

1. That a budget allocation be included in the in the draft 2019/2020 budget to assist in the control of illegal dumping.
2. The issue of illegal dumping remains on the Agenda.

**MOVED:** Councillor Lesslie

**SECONDED:** Councillor Ring

#### **ITEM 5 – SINGLE USE PLASTIC BAGS**

**Summary** –Now that Coles and Woolworths no longer supply these bags, there is a concern where they can be recycled. Woolworths still have a recycling bin for discarded plastic.

**Commentary** – Information from the Waste & Recycling Coordinator was received by the Committee.

**Recommendation** - The Committee noted the information.

## **ITEM 6 – GENERAL BUSINESS**

### **Ongoing Management of Council Reserves**

Councillor Ring – Requested information on the Management of Council Reserves.

**Recommendation** - The Environmental Advisory Committee be provided with a copy of Council's Land Register including classification and sub-category.

**MOVED:** Trish Kidd

**SECONDED:** Col Hunter

### **Landcare Coordinator**

Trish Kidd spoke about the Land Care Coordinator Position – Rechelle Fisher has resigned and the recruitment will start to replace her part time for 12 months. She wanted to thank Rechelle for her hard work for the time she worked at Lithgow City Council.

Trish also mentioned that at the recent Local Landcare Meeting – congratulations to Lithgow City Council to becoming a member of WSROC.

**Recommendation** - The Committee noted the information.

### **Lake Wallace Blue Green Algae**

Team Leader Environment – Had a meeting with a company called Water Cleanser in relation to the annual Blue Green Algae out brakes at Lake Wallace. Once Council receive a quote to undertake a treatment program discussions stakeholders such as Energy Australia and Water NSW will occur.

**Recommendation** - The Committee noted the information.

## **ITEM 7 – NEXT MEETING**

The next scheduled meeting of the EAC is Wednesday 7<sup>th</sup> November 2018 at 4.00pm in the Hartley Meeting Room.

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



# Minutes

## Community Development Committee

Tuesday 11 September 2018

Lithgow City Council

Committee Room

4.00 – 5.00 pm

Community Development Committee	
Item Number	Agenda
1	Welcome, Present & apologies
2	Previous Minutes
3	Business Arising from Previous Minutes
4	Community Consultation by Council
5	Recognition of Ron Bidwell OAM
6	Signage Queen Elizabeth Park Lithgow
7	Update on Current projects
8	General Business

**Minutes  
Community Development Committee  
11 September 2018**

**ITEM: 1 WELCOME, PRESENT AND APOLOGIES**

---

**Present:** Mayor Stephen Lesslie, Cllr Statham, Cllr Ring, Rachael Young, Glenda Anthes, Paul Phillips and Leanne Walding.

**Apologies:** Cllr Coleman and Annette Staines

**Officers:** Matthew Johnson

**Declaration of Interests:** NIL

**MOVED:** Paul Phillips                      **SECONDED:** Glenda Anthes

**ITEM: 2 PREVIOUS MINUTES**

---

The minutes of the 10 July 2018 meeting were endorsed by three members present and reported to Council on 23 July 2018.

**ACTION**

**THAT**

The endorsement of the previous minutes by three members present and their reporting to Council on 23 July 2018 be noted.

**MOVED:** Rachael Young                      **SECONDED:** Paul Phillips

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

---

**3.1. Traffic Lights Bayonet Street/Great Western Highway intersection .**  
Since the previous meeting, the lights have been installed and appear to be close to commissioning.

**3.2 Financial Assistance**

Council resolved on 23 July 2018 to provide financial assistance of \$38,242 to 19 projects as recommended by the Committee. Council deferred the financial assistance of \$10,000 to Arts Outwest pending further information being received on benefits to the Lithgow LGA and Council also awarded a further \$1,500 to the Daffodils at Rydal event and \$1,200 to the Clarence/Dargan RFS shelter.

**3.3 Adult Change Facility Endeavour Park Adventure Playground**

Further to the discussion at the previous meeting, usage data on the existing toilets shows a high rate of use, even before the adventure playground is opened. Consideration will be given to preparing a 2019/20 Council budget bid for an additional toilet block, possibly with adult change capability. Consultation will be undertaken beforehand with disability organisations and the business chamber.

*Staff were asked to investigate suitable grant opportunities for new toilets*

**3.4 Adventure Playground**

Demolition and site works including drainage and services are well underway. Weather permitting, we are still aiming for a December 2018 completion.

**Minutes  
Community Development Committee  
11 September 2018**

**3.5 Union Theater**

Final design and site assessment are underway after which tenders will be called later this year.

**ACTION**

**THAT** The discussion on Business Arising from the Previous Minutes be noted.

**MOVED:** Glenda Anthes

**SECONDED:** Rachael Young

---

**ITEM: 4 COMMUNITY CONSULTATION BY COUNCIL**

---

**SUMMARY**

The Committee discussed ways that Council could improve the way it exhibits plans and proposals to keep the community informed and to seek community input.

**COMMENTARY**

The committee discussed how Council might better communicate with the community about current and proposed projects so that the community is kept better informed. It was agreed that a multi-pronged approach is needed using printed and digital communication.

**ACTION**

**THAT** this matter be discussed with Council's Communications Officer and reported back to the committee.

**MOVED:** Paul Phillips

**SECONDED:** Mayor Lesslie

**ITEM: 5 RECOGNITION OF RON BIDWELL OAM**

---

**SUMMARY**

A proposal has been submitted by Council to the Geographic Names Board of NSW to rename Rotary Park Portland to the Ron Bidwell OAM Rotary park.

**COMMENTARY**

Council recently resolved to submit a proposal to the Geographic Names Board of NSW to rename Rotary Park Portland to the Ron Bidwell OAM Rotary park and to install appropriate signage.

Correspondence has been received from Upper Blue Mountains Rotary stating that they would be interested in supplying a plaque recognising Ron Bidwell.

**Minutes  
Community Development Committee  
11 September 2018**

**ACTION**

**THAT** contact be made with Ron Bidwell's family to seek their views on the wording of the plaque.

**MOVED:** Clr Statham                      **SECONDED:** Rachel Young

**ITEM: 6        COMMEMORATIVE SIGNAGE QUEEN ELIZABETH PARK  
                  LITHGOW**

---

**SUMMARY**

Council has received a request that Council install a commemorative sign and plant a Lone Pine tree near the Queen Elizabeth Park Cenotaph.

**COMMENTARY**

Council resolved on 25 June 2018 to support the installation of the plaque listing the names of all who served in World War 1 on the Queen Elizabeth Park War Memorial. This project has been an initiative of Mr Ian Burrett of Portland, whose father fought in WW1.

The plaque is currently being manufactured and is to be unveiled at the Remembrance Day ceremony on 11 November 2018.

Mr Burrett has also requested that Council install a commemorative sign and plant a Lone Pine tree near the Cenotaph, and that Council list the names of all those on the plaque on Council's website.

Mr Burrett has provided the content of the sign as attached to this agenda. The sign gives prominence to Captain Jack Hamilton VC, the only man with a connection to Lithgow who was awarded a VC during WW1. Captain Hamilton was born in Orange, where he is recognised on the Orange War Memorial, and enlisted in Sydney however Australian War Memorial records state that he was schooled in Oakey Park where his father owned a butcher shop. The sign also gives prominence to Lieutenant Colonel Joe Burrett, Mr Burrett's father who was platoon commander and was awarded the Distinguished Service Order.

Mr Burrett has been advised that his sign draft will be considered by the Community Development Committee.

**ACTION**

**THAT** The proposed sign be referred to the Lithgow RSL Sub-Branch for advice.

**MOVED:** Mayor Lesslie                      **SECONDED:** Glenda Anthes

**ITEM: 7      UPDATE ON CURRENT PROJECTS**

---

**SUMMARY**

An update was provided on projects currently underway in Community and Culture.

**COMMENTARY**

A report was given on progress with the Endeavour Park adventure playground. Works are progressing to schedule with an anticipated December 2018 completion date.

**ACTION**

**THAT** the discussion on current projects be noted.

**MOVED:**      Leanne Walding

**SECONDED:**      Clr Ring

**ITEM: 8      GENERAL BUSINESS**

---

Leanne Walding advised the Committee that the next Walk and Talk event will be held at Blast Furnace on Saturday 22 September at 9:30am.

Some matters as follows were raised which have been forwarded to the appropriate Council Department for response:

- Tourism Flagship funding – referred to Visitor Centre
- Remaining works at Cook St Plaza – referred to Project Engineer.

**Meeting Closed 4:50pm**

**Next Meeting Tuesday 13 November 2018 at 4:00pm**

---



# Minutes

Sports Advisory Committee  
 12<sup>th</sup> September 2018  
 4.00pm

Operations Committee	
Item Number	Agenda
1	Welcome/Present/Apologies
2	Confirmation of Minutes
3	Business Arising From The Minutes
4	Financial Assistance Requests
5	2018 LJ Hooker Reg Cowden Sports Star of the Year Awards
6	Booking Requests
7	New Members
8	General Business
9	Next Meeting

**ITEM: 1 PRESENT AND APOLOGIES**

---

**PRESENT:** Clr S Lesslie, G Healey, D Whitty, R Whitty, G Ryan, D Peters, T Crook, S Morris, M Wren, L Kearney, A Magus, R Marjoram

**APOLOGIES:** Clr J Smith, Clr D Goodwin, M Fordham

**OFFICERS:** E Trudgett

**DECLARATION OF INTERESTS:** NIL

**ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING**

---

The minutes were presented to Council on 27<sup>th</sup> August 2018

**ACTION**

**THAT** the Minutes of the meeting of 8<sup>th</sup> August 2018 be noted.

**MOVED:** G Ryan

**SECONDED:** R Marjoram

**ITEM: 3 BUSINESS ARISING FROM THE MINUTES**

---

**NIL**

**ITEM: 4 FINANCIAL ASSISTANCE REQUESTS**

---

**SUMMARY**

There were no complying financial assistance requests received in August 2018.

**ACTION**

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

**MOVED:** G Healey

**SECONDED:** D Whitty

**ITEM: 5 2018 LJ HOOKER REG COWDEN MEMORIAL SPORTS STAR OF THE YEAR AWARDS**

---

**SUMMARY**

Junior nominations for the month of August 2018 were received from:

- Kade Inwood (Basketball) – Kade was a representative of NSW in the Southern Sons Australian Country U14 Boys team which competed and were the winners at the World Youth Basketball Tournament in Hawaii.

Senior nominations for the month of **JULY** 2018 were received from:

- Lithgow Bears League Tag Team (League Tag) – The Bears team finished the season in 6<sup>th</sup> place. They improved each game and became more confident each week. The Bears played teams from Kandos, Orange, CSU, Blackheath and Portland.

There were no written Senior nominations for the month of August 2018 received.

MONTH	JUNIOR RECIPIENT(S)	SENIOR RECIPIENT(S)
December/January	Emily Watts (Cycling)	Lachlan Sharp (Hockey)
February	No Nominations Received	No Nominations Received
March	Lucy Green (Tennis) Lithgow Lightning (Cricket) – Team Winner	No Nominations Received
April	No Nominations Received	David Palmer (Squash)
May	No Nominations Received	Lithgow Workmen's Valley Women's Bowling Club
June	Alex Evans (Swimming)	Roxsanne Van Veen (Cricket)
July	Under 12s State Age Team (Netball) Under 13s State Age Team (Netball) Joint Team Winners	Lithgow Bears Women's League Tag Team (League Tag)
August	Kade Inwood (Basketball)	Dale Ryan (Wood Chopping)
September		
October		
November		

## ACTION

### THAT

1. The 2018 LJ Hooker Reg Cowden Memorial Senior Sports Star of the Year Award for July 2018 be awarded to Lithgow Bears Women's League Tag Team (League Tag);
2. The 2018 LJ Hooker Reg Cowden Memorial Junior Sports Star of the Year Award for August 2018 be awarded to Kade Inwood (Basketball);
3. The 2018 LJ Hooker Reg Cowden Memorial Senior Sports Star of the Year Award for August 2018 be awarded to Dale Ryan (Wood Chopping); and
4. Merit certificates to be awarded to all other nominees.

**MOVED:** D Whitty

**SECONDED:** R Marjoram

**ITEM: 6      BOOKING REQUESTS**

**SUMMARY**

The following bookings were received between 8<sup>th</sup> August and 12<sup>th</sup> September 2018, and do not conflict with any other approved bookings.

<b>Conran Oval, Lithgow</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Lithgow Show Society	Between 6am and 10pm from 8 <sup>th</sup> March 2019 to 18 <sup>th</sup> March 2018	2019 Lithgow Show	Approved subject to standard condition.
<b>Saville Park, Portland</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Lydia Commins	Between 8am-2pm on Wednesday, 3 <sup>rd</sup> October 2018	Family Fun Day	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 Show Society	Between 6am and 10pm from 8 <sup>th</sup> March 2019 to 18 <sup>th</sup> March 2018	2019 Lithgow Show	Approved subject to standard condition.
Lithgow Junior Touch Football	Between 4pm-5pm on Mondays and 4.30pm-7pm on Tuesdays from 15 <sup>th</sup> August 2018 to 26 February 2019	2018/19 Junior Touch Football Season	Approved subject to standard condition.
Lithgow Senior Touch Football	Between 6pm and 9pm on Mondays, from 15 <sup>th</sup> October to 25 <sup>th</sup> March 2019	2018/19 Senior Touch Football Season	Approved subject to standard condition.
Aussie Night Markets	Between 5pm and 10pm from Saturday, 15 <sup>th</sup> December to Sunday, 16 <sup>th</sup> December 2018	Aussie Night Markets Lithgow	Approved subject to standard condition.
Lithgow Public School	Between 10am and 2pm on Friday, 7 <sup>th</sup> September 2018	Lithgow Public School Touch Football	Approved subject to standard condition.
<b>Watsford Oval, Lithgow</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>

Lithgow Show Society	Between 6am and 10pm from 8 <sup>th</sup> March 2019 to 18 <sup>th</sup> March 2018	2019 Lithgow Show	Approved subject to standard condition.
<b>Jim Monaghan Athletics Oval, Lithgow</b>			
<b>User</b>	<b>Dates / Times</b>	<b>Purpose</b>	<b>Comments</b>
Lithgow Little Athletics	Between 4pm-6pm on Tuesdays & Wednesdays and between 4pm-7pm on Fridays from 21 <sup>st</sup> September 2018 to 29 <sup>th</sup> March 2019	2018/19 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>
Wallerawang - Central Acclimatisation Society	Between 8am and 9pm on Sunday, 14 <sup>th</sup> October 2018.	DPI GO Fishing NSW	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**

**NIL**

#### **ACTION**

##### **THAT**

1. All bookings detailed in Item 7 be approved, subject to;
  - a. The organisers of the Aussie Night Markets enter into negotiations with Lithgow Cricket Association; and
  - b. The Lithgow Show Society enter into negotiations with Country Rugby League.

**MOVED:** D Whitty

**SECONDED:** R Marjoram

## **ITEM 7: NEW MEMBERS**

---

### **SUMMARY**

- Correspondence has been received from Lithgow District Football Association Inc. advising of a change in Sports Advisory Committee delegates, being Mark Fordham.

### **RECOMMENDATION**

**THAT** Council accept Mark Fordham as the Sports Advisory Committee representative from Lithgow District Football Association Inc.

**MOVED:** G Ryan

**SECONDED:** S Morris

## **ITEM 8: GENERAL BUSINESS**

---

### **SUMMARY**

#### **Citizenship Award Nominations**

Council is calling for nominations from the community for the 2018/19 NSW Local Citizen of the Year Awards. If you or someone you know wish to nominate someone who deserves to be recognized, nomination forms are available from Council.

#### **Appreciation**

Two letters of appreciation have been received from Emily and Maggie Thompson in regards to the financial support given through Council to assist with their hockey representations.

#### **Grant Funding**

Questions were raised in regards to Council support with grant funding for sporting bodies/organisations. It was advised that Council will assist with any funding applications that sporting bodies are looking to apply for, and should sporting bodies receive any information on grants that require Council to apply, please notify Council and the funding opportunity will be investigated.

### **FINANCIAL IMPLICATIONS**

- **Budget approved – N/A**
- **Cost centre – N/A**
- **Expended to date – N/A**
- **Future potential impact – N/A**

### **ACTION**

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

**MOVED:** S Morris

**SECONDED:** G Healey

**ITEM 9: NEXT MEETING:**

---

**Next Meeting:** Wednesday, 10<sup>th</sup> October 2018 at 5:00pm  
Council Chambers, Administration Building  
180 Mort Street LITHGOW NSW 2790

---

**There being no further business the meeting closed at 5.30pm**

DRAFT