



# MINUTES

Community Development Committee

held at

Council Administration Centre  
Committee Room  
180 Mort Street, Lithgow

on

Tuesday 10 October 2023

at 4:00 PM

# ORDER OF BUSINESS

---

2. Present .....	3
3. Apologies .....	3
4. Confirmation of Minutes.....	3
5. Matters Arising from Previous Minutes.....	3
6. Declaration of Interest.....	3
7. Staff Reports .....	3
7.1. Opera Event at the Union Theatre.....	3
7.2. Australia Day 2024 .....	4
7.3. Community and Culture Events Update .....	5
7.4. Disability Inclusion Action Plan .....	5
7.5. Library Report .....	6
7.6. Eskbank House .....	7
8. General Business .....	7
9. Meeting Close .....	7

The Chairperson declared the meeting open at 4:00pm.

## **2. Present**

---

Mayor Statham, Councillor Coleman, Councillor Bryce (arrived 4.26pm) , Councillor Mahoney, Councillor Goodwin (arrived at 4.15pm), Rachael Young, Glenda Anthes, Gaye MacFarlane (arrived 4.15pm) and Leanne Walding.

**Staff present:** Matthew Johnson and Greg Thurling

## **3. Apologies**

---

Nathan Mas

## **4. Confirmation of Minutes**

---

The minutes of the 15 August 2023 meeting were endorsed by 3 people present and were reported to Council on 28 August 2023.

## **5. Matters Arising from Previous Minutes**

---

The Chair called for any matters arising from previous minutes.

There were no matters arising.

## **6. Declaration of Interest**

---

There were no declarations of pecuniary interest made.

### **ACTION**

THAT the list of those present, apologies and declarations of interest be noted.

**MOVED:** Glenda Anthes

**SECONDED:** Cllr Coleman

## **7. Staff Reports**

---

### **7.1. Opera Event at the Union Theatre**

---

#### **SUMMARY**

The committee discussed the planned Opera Gala event to be held at the Union Theatre on 3 and 4 November 2023.

#### **COMMENTARY**

Ticket sales have opened for the performance of the Opera "Rita" on 3 and 4 November. Only around 30 seats have been sold to date.

Posters have been put up around town and print and social media releases issued. Print media advertisements have been booked for the next 3 weeks and radio advertisements will be booked.

The Committee was concerned about the low ticket sales. A further meeting will be held early the week beginning 23 October to review and in the meantime, Matthew Johnson will keep the Committee updated on ticket sale numbers.

---

The Committee asked that the event be promoted through Arts Outwest and the Visitor Information Centre. Upstairs tickets are not being sold yet just in case the new seats don't arrive in time. However, if bookings look like exceeding the available downstairs seats (200 per night), we can open up the upstairs seats and use portable seats.

## **ACTION**

That the report on the planned Opera Gala event to be held at the Union Theatre be noted.

**MOVED:** Cr Bryce

**SECONDED:** Gaye MacFarlane

## **CARRIED**

### **7.2. Australia Day 2024**

---

#### **SUMMARY**

The Committee discussed planning for the 2024 Australia Day event.

#### **COMMENTARY**

The Committee discussed planning for the 2024 Australia Day event including:

**Venue** – it was agreed that the event be held at Queen Elizabeth Park from around 3.00pm with children's activities, entertainment and food stalls.

**Entertainment** – to be discussed at the next meeting.

#### **Citizenship awards**

Citizenship award categories in 2023 were:

Citizen of the Year Award, Open and Young (16 – 26yrs)

Volunteer of the Year, Open and Young (16 – 26yrs)

Service to the Community - Organisation Award

Heritage Conservation/ Environmental contribution Award

Outstanding Event of the Year

It was agreed that a new award category be established recognising the initiative of a new resident to the area.

**Ambassador** – it was agreed that Council request an Ambassador with either an acting or sports background.

## **ACTION**

That:

1. The discussion on planning for the 2024 Australia Day event be noted.
2. The Lithgow event be held at Queen Elizabeth Park from around 3.00pm with children's activities, entertainment and food stalls. Matthew Johnson to contact Wallerawang and Portland Australia Day organising committees to determine their schedules.
3. A new award category be established recognising the initiative of a new resident to the area.
4. Council request an Ambassador with either an acting or sports background.
5. Free entry be provided to Lithgow Aquatic Centre on the day.

**MOVED:** Glenda Anthes

**SECONDED:** Leanne Walding

**CARRIED**

### **7.3. Community and Culture Events Update**

---

The Committee was provided with an update on current projects within the Community and Culture Department.

#### **COMMENTARY**

Current projects within the Community and Culture Department include: .

**Lake Pillans Upgrades:** The scope of works includes landscaping, carparking, pathway widening and lighting. Public exhibition of the proposed works has closed with mostly positive responses received. The plans are being updated by the designer in response to community suggestions. Works will go to tender before the end of 2023.

**Blast Furnace lighting and performance stage:** The scope of works includes a performance stage for events and lighting to illuminate the ruins. Design is complete however being a listed heritage site, approval is required from the NSW Heritage Office. Works won't commence therefore until the first half of 2024.

**Farmers Creek:** No works have occurred to date this year pending a grant submission Council made to the Growing Regions Fund. This program has since been cancelled by the NSW Government. Further grant opportunities are being investigated.

**Union Theatre Upgrades:** The new theatre seats are scheduled to be installed the week beginning 23 October. The old upstairs seats have been removed and new carpet installed in preparation for the new seats. The kitchen upgrade is pending some further fire safety design work followed by a Development Application.

#### **ACTION**

THAT the Committee note the update on current projects within the Community and Culture Department.

**MOVED:** Councillor A Bryce

**SECONDED:** Leanne Walding

**CARRIED**

### **7.4. Disability Inclusion Action Plan**

---

A staff report was provided on progress with the development of a new Disability Inclusion Action Plan to be completed by 30 November 2023.

#### **COMMENTARY**

The Disability Inclusion Act 2014 aims to improve the lives of people with disability and building a truly inclusive community, through planning and coordination across all levels of government. Council is obligated under the NSW Disability Inclusion Act to develop a Disability Inclusion Action Plan and to submit it to the NSW Government by 30 November 2023. Council's first DIAP, adopted in 2017, expired in July 2022.

It aimed to facilitate people with disability having better access to Council services, facilities and information.

The focus areas/domains of the new DIAP are:

- Building Liveable Communities
- Creating Meaningful Employment opportunities
- Promoting Positive attitudes and behaviors
- Enhancing systems and processes to improve access.

Consultation with the community and service providers has been completed and the draft report will be reported to Council on 23 October and then placed on exhibition during November for community comment.

#### **ACTION**

THAT the report on the progress with the development of a new Disability Inclusion Action Plan be received.

**MOVED:** Councillor A Bryce

**SECONDED:** Glenda Anthes

#### **CARRIED**

### **7.5. Library Report**

---

#### **SUMMARY**

The Committee discussed a report on current activities at the Library.

#### **COMMENTARY**

The Library has a full program of events and activities for the October to December period including school holiday programs, Halloween events and author talks.

Library refurbishment plans are progressing well and are at quotation stage. There will be some reorganisation of library spaces in the coming month in preparation for the refurbishment including demolition of the glass study room, relocation of the Children's area, Tovertafel projector and computers.

An audit and reorganisation of the local history collection is progressing well. Staff training and preparations are underway for moving this collection to the front of the library as part of the refurbishment.

Clr Coleman brought to the Committee's attention, the need for Decodable reader at the Library for children with Dyslexia.

#### **ACTION**

THAT

1. THAT the Committee note the staff report on current Library activities.
2. Matthew Johnson to contact Library staff about the potential purchase of a Decodable reader.

**MOVED:** Councillor A Bryce

**SECONDED:** Rachael Young

#### **CARRIED**

---

## **7.6. Eskbank House**

---

A report was provided on recent programs and events at Eskbank House

### **COMMENTARY**

New AV displays are being set up for Regional History presentations at the museum, and to facilitate events and other meetings.

A recent school visit by Hampton Public School involved a wonderful role play and hands on experience with food preparations and table setting. The garden volunteers dressed up in period costume.

A recent What's in Your Backyard event attracted 21 locals. The museum is taking part in the Edible Food Trail on 7 & 8 October.

Preparations are underway for commencement in early 2024 of grant funded capital works.

### **ACTION**

THAT the report on recent programs and events at Eskbank House including planned capital works be noted.

**MOVED:** Glenda Anthes

**SECONDED:** Leanne Walding

**CARRIED**

## **8. General Business**

---

There was no General Business

## **9. Meeting Close**

---

There being no further business the Chairperson declared the meeting closed at 5:15pm.