



MINUTES

Community Development Committee

held at

Council Administration Centre
Committee Room
180 Mort Street, Lithgow

on

Tuesday 16 January 2024

at 4:00 PM

ORDER OF BUSINESS

2. Present	Error! Bookmark not defined.
3. Apologies	Error! Bookmark not defined.
4. Confirmation of Minutes	Error! Bookmark not defined.
5. Matters Arising from Previous Minutes	Error! Bookmark not defined.
6. Declaration of Interest	Error! Bookmark not defined.
7. Staff Reports	Error! Bookmark not defined.
7.1. Update on Current Projects	Error! Bookmark not defined.
7.2. Round 2 Financial Assistance	Error! Bookmark not defined.
7.3. Union Theatre Opera Event	Error! Bookmark not defined.
7.4. Australia Day	Error! Bookmark not defined.
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The Chairperson declared the meeting open at 4:00pm.

2. Present

Mayor Maree Statham, Councillor Coleman, Rachael Young, Glenda Anthes, Nathan Mas and Leanne Walding.

Staff: Matthew Johnson and Verity Brookes

3. Apologies

Councillor Bryce and Gaye MacFarlane

4. Confirmation of Minutes

The minutes of the 10 October 2023 meeting were endorsed by 3 people present and were reported to Council on 23 October 2023.

5. Matters Arising from Previous Minutes

The Chair called for any matters arising from previous minutes.

Disability Inclusion Action Plan

Following exhibition of the draft Disability Inclusion Action Plan, and with no public submissions received, the DIAP was reported back to Council on 27 November 2023 where it was adopted. The DIAP is on Council's website and has been sent to the NSW Disability Council.

Decodable Reader

The Library has purchased books for this service and is investigating a suitable online platform. Staff to provide a further update to Committee members once the dates are confirmed for commencement of this service.

ACTION: THAT The discussion under Business Arising be noted

MOVED: Rachael Young

SECONDED: Glenda Anthes

CARRIED

6. Declaration of Interest

Declarations of non-pecuniary interest were made as follows:

Item 7.2 Financial Assistance: The Mayor declared a non-pecuniary interest in relation to the application by Portland Tidy Towns and Nathan Mas in relation to the application by Lithgow Cares.

Item 7.4 Australia Day: Rachael Young declared a non-pecuniary interest in relation to the nomination of Rydal Show for an Australia Day award.

ACTION

THAT the declarations of interest be noted.

MOVED: Glenda Anthes

SECONDED: Leanne Walding

CARRIED

7. Staff Reports

7.1. Update on Current Projects

SUMMARY

The committee discussed a written report on current and planned projects within the Community and Culture Division including:

COMMENTARY

Current and planned projects include:

- Lake Pillans Upgrades.
- Blast Furnace Lighting and performance stage.
- The successful International Day for People with a Disability held at the Library on 5 December 2023.
- A review of systems and procedures for the Union Theatre to attract visiting shows.
- Planned major maintenance works and development of a Bracey Collection exhibition at Eskbank House Museum.
- Lithgow Library was a recipient of a Highly Commended Award for Outstanding Community Organisation at the 2023 awards.
- Progress with the current Library refurbishment, funded through a State Library Grant.
- There has been excellent attendance at children's programs in the library.

ACTION

That the report on current and planned projects within the Community and Culture Division be noted.

MOVED: Leanne Walding

SECONDED: Rachael Young

CARRIED

7.2. Round 2 Financial Assistance Applications

SUMMARY

The Committee reviewed applications received from community organisations for Round 2 Financial Assistance and makes the following recommendations to Council on projects to be approved for funding.

COMMENTARY

Council called for applications during October 2023 from not-for-profit community organisations for Round 2 Financial Assistance, with 15 applications to the value of \$48,995 received.

The Committee noted that \$25,557 has been allocated by Council for Rounds 1 and 2, and that only \$5,259 of this remains for allocation under Round 2. The Committee therefore recommends that a further \$5,000, allocated to Showground and Civic Ballroom fee waiver packages but not used to date, be made available for Round 2. This increases the amount available for Round 2 to \$10,259.

Assessment criteria considered by the committee included the extent to which the project meets community needs, the demonstrated experience of the applicant, the extent of collaboration with other services and whether the project promotes inclusion and diversity.

Financial Assistance: Round 2 Applications			
Organisation	Project and description	Requested Amount	Recommended Amount
The Glen Museum Assoc. Inc.	To engage a recognised expert to assess the museum collection, to inform future decisions regarding resources and identifying items of national/regional/local importance to Portland.	\$3,000.00	\$1,200.00
Wallerawang Lidsdale Progress Association.	Refurbishment of Mines Transport-Lake Wallace Playground	\$3,000.00	\$0.00
Rainbow Lithgow auspice by LINC.	IDAHOBIT Celebration To celebrate the International Day against homophobia, biphobia and transphobia. Event held in Portland. Brings together musicians, artists, performer and community organisations in a day of celebration, education and solidarity.	\$3,000.00	\$400.00
Lithgow Cares	Community Fun day Community fun days enable Lithgow Cares to continue its program of building a sense of community by providing a free community fun day in September 2024. In previous years these have had fantastic attendance from both community services and locals.	\$4,050.00	\$1,200.00
Wallerawang /Lidsdale Progress Association.	To bring community together for a free family day and New Year's Eve celebration at Lake Wallace with rides, music facepainting, balloon artist and fire works. Stalls that sell local and handmade produce.	\$6,000.00	\$2,000.00
Oakey Park Residents Association OPRA.	Plantings in and around the perimeter of Zig Zag park and the installation of fencing and/or bollards to restrict vehicular access.	\$3,000.00	\$500.00

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Portland Tidy Towns.	Portland Beautification Ongoing beautification of Portland Township, gardens, streetscape, planters.	\$3,000.00	\$800.00
Portland District Motor Sports Club Inc/Cullen Bullen Raceway.	Aluminium bench Seats The club has purchased 2nd hand aluminium single tier bench seating. We would use the grant to make concrete bases so we can bolt the seats down.	\$3,000.00	\$700.00
Capertee Valley Landcare Inc.	Glen davis Reserve regeneration work To support safer access to the site, through regular plant management, in order to showcase regeneration efforts in a public area and provide educational and practical evidence of habitat improvement, land and weed management and specific riverbank stabilisation.	\$4,000.00	\$700.00
Western Region Academy of Sport Inc.	Annual operation of the western region academy of sport - Funding to provide opportunities and support for regional athletes, umpires, coaches and sports managers selected in WRAS programs	\$1,340.00	\$700.00
Capertee & District Progress Assoc inc	Purchase new refrigerator for the Capertee hall and waiver of lease AMT up to \$500 for 2024-25 FY	\$1,500.00	\$700.00
The Salvation Army Lithgow	Train troubled young people in the art of boxing and further connect with them to provide assistance.	\$3,000.00	\$0.00
Lithgow/ Portland gifts for girls	Lithgow Portland gifts for girls Hygiene kits for Timor Leste. Funding will be used to pay next shipment.	\$1,500.00	\$600.00
First Australian muzzle loading gun, Rifle & Pistol Club inc and Lithgow Valley Archers	reimbursement of rates	\$1,605.25	\$700.00
Lithgow Homeless Connect	To help reduce homelessness by connect people with services they might need. Organisation might run charitable projects.	\$8,000.00	\$0.00

TOTAL		\$48,995.25	\$10,200.00
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RECOMMENDATION

That Council:

1. Reallocate \$5,000 currently allocated to Showground and Civic Ballroom fee waiver packages to Round 2 Financial Assistance.
2. Award \$10,200 Round 2 Financial Assistance to the following twelve (12) projects:

Financial Assistance: Round 2 Recommendations		
Organisation	Project and description	Recommended Amount
The Glen Museum Assoc. Inc.	To engage a recognised expert to assess the museum collection.	\$1,200.00
Rainbow Lithgow auspice by LINC.	IDAHOBIT Celebration	\$400.00
Lithgow Cares	Community Fun days	\$1,200.00
Wallerawang /Lidsdale Progress Association.	New Year's Eve celebration at Lake Wallace	\$2,000.00
Oakey Park Residents Association OPRA.	Plantings and bollards in and around the perimeter of Zig Zag park.	\$500.00
Portland Tidy Towns.	Portland Beautification	\$800.00
Portland District Motor Sports Club Inc/Cullen Bullen Raceway.	Aluminium bench Seats	\$700.00
Capertee Valley Landcare Inc.	Glen davis Reserve regeneration work	\$700.00

Western Region Academy of Sport Inc.	Annual operation of the Western Region Academy of Sport	\$700.00
Capertee & District Progress Assoc inc	Purchase new refrigerator for the Capertee hall and waiver of lease AMT up to \$500 for 2024-25 FY	\$700.00
Lithgow/ Portland gifts for girls	Lithgow Portland gifts for girls Hygiene kits for Timor Leste..	\$600.00
First Australian muzzle loading gun, Rifle & Pistol Club inc and Lithgow Valley Archers	reimbursement of rates	\$700.00
TOTAL		\$10,200.00

MOVED: Glenda Anthes
CARRIED

SECONDED: Rachael Young

7.3 Union Theatre Opera Event

SUMMARY

The Committee discussed a written report on the Opera event held at the Union Theatre on 3 and 4 November 2023.

COMMENTARY

Despite the Union Theatre having a seating capacity of 299 - 598 over two nights, only 174 tickets were sold over two nights. With event costs of approximately \$29,000 and net ticket sales income of \$8,373, the event delivered a loss of approximately \$21,000.

By comparison, the April 2022 Opera Gala was a near sellout and incurred a loss of about \$7,700. It was hoped that the November performances would deliver a similar or better result. The general feedback from those who attended was that they enjoyed the event with the following examples of responses to a post-event survey: "Fantastic venue so I am glad to see it used for live music" "Always enjoyable. Whether local or out of town performers. Fabulous venue" "It was a wonderful way to spend a Friday evening".

The opera event was designed to showcase the Union Theatre to the local community and to demonstrate its potential to other cultural production companies. The opera events were not designed as a model for Council to pursue in the future. With the recent appointment of Verity Brookes as Cultural Development Coordinator with responsibility for the Union Theatre, Council has for the first time an opportunity to proactively activate the theatre in a strategic and considered way, that includes the following:

Strategies to develop a seasonal program

- Working with professional partners
- Becoming part of the regional arts touring network
- Work with local creatives/makers to encourage them to develop work for the theatre and then seek funding in partnership.

- Review the theatre fees and charges including developing pricing structures and arrangements for co-productions.
- Allocate an annual budget for producing, seeding, and attracting shows/events.

Marketing and profile building activities

- Marketing plan including website development and Facebook page.
- Develop relationships with local media to tell the stories about the work on at the theatre
- Create a “friends of the Union theatre” to generate community buy-in and broaden support for programming and development of theatre
- Develop a subscription base

ACTION

THAT The Committee note the report on the Opera event held at the Union Theatre on 3 and 4 November 2023 and Council's future plans for activating the theatre.

MOVED Glenda Anthes **Seconded** Mayor Statham

CARRIED

7.4. Australia Day 2024

SUMMARY

The Committee discussed arrangements for Australia Day 2024 including the Local Citizenship Awards.

COMMENTARY

Planning continues for this event that will be held at Queen Elizabeth Park Lithgow from 9.00am on Friday 26 January 2024.

The Australia Day Ambassador is Mr Bruno Efoti, Director of Tradies in Sight, a not-for-profit program aimed at raising awareness of the mental health issues that are unique to tradies and providing them with information and support.

A number of new citizens will take the Citizenship Pledge.

Entertainment will be provided by Lithgow City Band and Dave James One Man Band. Lithgow Lions Club will provide food and drinks.

The Committee considered the nominations received for the Australia Day Awards and has determined the category winners:

See confidential attachment.

ACTION

That: Council note the arrangements for Australia Day and determination of the Local Citizen Awards category winners.

MOVED: Glenda Anthes

SECONDED: Leanne Walding

CARRIED

7.5 Community Resilience Officer Report

The Committee discussed a written report from Council's Community Resilience Officer (CRO) on recent resilience activities.

Council's Community Resilience Officer (CRO) has continued meeting and creating working relationships with residents and organisations across the LGA in line with the position's objectives of strengthening and creating a more resilient community and local government area.

Activities have included:

UHF radio training for several at-risk isolated communities that have experienced loss of land line, mobile phone, and internet connection during past disasters.

Free first aid training to take place early in 2024 for two community groups in the Capertee Valley.

2000 emergency preparedness/recovery and service provider information pamphlets have been distributed in hard copy.

Engaged in gathering information on what plans, studies, and other strategic and operational documents Council has in place to help us prepare for, respond to, and recover from natural hazards as they occur. This will then allow Council to identify gaps and be better able to work towards filling those gaps and make us more resilient and capable.

ACTION

THAT The Committee note the Community Resilience Officer report on recent resilience activities.

MOVED: Nathan Mas

SECONDED: Leanne Walding

CARRIED

7.6 2024 Committee Meeting Schedule

In accordance with the Committee Terms of Reference the following bi-monthly meeting dates were adopted:

Tuesday 16 January

Tuesday 12 March

Tuesday 7 May

Tuesday 9 July

Nil September – due to Council election / caretaker mode

Tuesday 12 November

With all meetings to commence at 4.00pm and conclude at 5.00pm.

MOVED: Glenda Anthes

SECONDED: Clr Coleman

CARRIED

8. General Business

There was no General Business

9. Meeting Close

There being no further business the Chairperson declared the meeting closed at 5:30pm.