



MINUTES

Community Development Committee

held at

Council Administration Centre
Committee Room
180 Mort Street, Lithgow

on

Tuesday 7 May 2024

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	4
7.1. Financial Assistance.....	4
7.2. Disability Inclusion Plan Implementation.....	4
7.3. Committee Role and Program.....	5
7.4. Update on Current Projects.....	5
8. General Business	6
9. Meeting Close	7

DRAFT

The Chairperson declared the meeting open at 4pm.

2. Present

Committee: Councillor Bryce, Councillor Coleman, Rachael Young, Glenda Anthes, Nathan Mas, Aunty Helen Riley and Leanne Walding.

Staff: Shaun Elwood, Matthew Johnson Cristina Portilla and Sharon Lewis

3. Apologies

An apology was received from Mayor Maree Statham.

4. Confirmation of Minutes

The minutes of the 16 January 2024 meeting were endorsed by 3 people present and were reported to Council on 30 January 2024.

5. Matters Arising from Previous Minutes

The Chair called for any matters arising from previous minutes.

Round 2 2023/4 Financial Assistance

Council approved the committee's recommendations in full with 12 projects to the value of \$10,200 approved.

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 7.1 Round 1 2024/5 Financial Assistance:

The following declarations of interest were made:

Councillor Coleman – Lithgow Show
Nathan Mas – Lithgow Cares and Portland Strong Girls
Rachael Young – Rydal Show Society
Leanne Walding – Nanna's Touch
Aunty Helen Riley – Mingaan NAIDOC event

ACTION

THAT the declarations of interest be noted.

MOVED: Glenda Anthes

SECONDED: Nathan Mas

CARRIED

7. Staff Reports

7.1. Financial Assistance

In view of the limited available funds for Rounds 1 and 2, the committee resolved that Council staff contact all applicants to determine if their projects can proceed with a reduced budget and to hold an Extraordinary meeting of the committee once Responses have been received from applicants.

The Committee also discussed Conflict of Interest and probity issues related to the assessment of Financial Assistance applications when most committee members have declared an interest in at least one application.

Shaun Elwood proposed a staff recommendation that Council seek advice on Conflict of Interest and probity issues in relation to Financial Assistance and report this back to the next meeting.

ACTION

That:

1. In view of the limited available funds for Rounds 1 and 2, Council staff contact all applicants to determine if their projects can proceed with a reduced budget and to hold an extraordinary meeting of the committee once Responses have been received from applicants.
2. Council staff seek advice on Conflict of Interest and probity issues in relation to Financial Assistance and report this back to the next meeting.

MOVED: Councillor Coleman

SECONDED: Leanne Walding

CARRIED

7.2. Disability Inclusion Plan Implementation

The Community Development Officer is working Council Department Managers to implement the Action Plan. A current example is that Council is undertaking an audit of laybacks (kerb ramps) across the LGA to determine their compliance.

Elements of the Action Plan are included in Council's 2024/5 Operational Plan. Progress will be tracked with progress to be reported to future Committee meetings. Outcomes will also be included in Council's Annual Report.

ACTION

THAT The Committee note the implementation and progress reporting of the 2024-2027 Disability Inclusion Action Plan (DIAP).

MOVED: Leanne Walding **SECONDED:** Aunty Helen Riley

CARRIED

7.3. Committee Role and Program

Committee members were invited to discuss whether they feel the Committee is achieving their expectations and to identify issues and areas of work that might be missing out.

ACTION

THAT This matter be deferred to the next meeting.

MOVED Councillor Coleman **Seconded** Rachael Young

7.4. Update on Current Projects

Planet Youth Summit: A successful Planet Youth Summit was held in late March with over 100 attendees.

Young Changemakers Program: Open mic sessions were held at the Union Theatre every Tuesday throughout March, and at the Bowenfels Family Fun Day in April.

Youth Week: Council delivered the Valley of Sound event for Youth Week 2024 on April 20 at the Union Theatre, organised by the Young Changemaker participants.

Union Theatre Kitchen Upgrade

Prices received for the work significantly exceed the available funds, so the scope of works is being revised.

Lake Pillans Carpark and Landscaping Works

Council is negotiating with the preferred tender company on a revised scope of works to bring the project within budget.

Blast Furnace Performance Stage and Projection Lighting

Council issued a Request for Quotation to construct a performance stage at Blast Furnace, and a separate Request for Tender, that closed 1 May, for the installation of projection lighting of the ruins. These are currently being assessed.

Union Theatre

There have been some exciting shows at the Union theatre including Stage Fright Cabaret on 16 March, Lithgow Comedy Festival on 22 March and Youth Week event on 20 April.

Waste 2 Art 2024

Lithgow is once again participating in the Waste 2 Art regional competition with this year's theme being "packaging".

Community Resilience Officer

The CRO's initiatives to create more resilient communities included:

Distributed more than 300 'Grab & Go' Emergency Evacuation Document Pouches in March and April plus a further 900 in January February 2024 and an estimated 2,000 in 2023.

Distributed approximately 1,000 Get Ready and Recovery information leaflets in the Capertee region in March/April 2024.

Conducted a UHF radio training workshop, with residents in the Gen Davis area.

Delivery of the first Person-Centred Emergency Planning (PCEP) workshop in the Hartley area, with further workshops to be held with another two local community groups in the Hartley area, Lithgow, Glen Davis, and Wallerawang.

Planning to run a property firefighting preparation and education workshop to help participants understand what equipment is needed to fight the arrival of uncontrolled fire and how to install and maintain it.

Lithgow Library Refurbishment: The internal refurbishment is almost complete with new technology items, three bureau booths for individual and small group use, glass noise partitions around the mezzanine level and stairwell to allow this area to be opened for a group study space, new furniture and shelving. A grand reopening event will be held on 26 June with this date to be confirmed.

Library Events and Program: April school holiday programs were well attended, and the Library also participated in the Bowenfels Family Fun Day. A Seniors Festival event was held on 14 March. Waste 2 Art entries will go on display during June. Portland Library Branch Storytime commenced in February and participant numbers have been good. This program, run weekly during school term, aims to develop early childhood literacy and a love of reading.

Eskbank House and Museum

A number of new volunteers have been recruited for customer service and tour-guiding roles. Group tour buses are returning after a drop in numbers during and after Covid-19 with three bus groups of 40+ visiting in April. The museum is preparing for capital works to begin soon, funded by a NSW Heritage Grant.

ACTION

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

MOVED: Leanne Walding

SECONDED: Rachael Young

CARRIED

8. General Business

LithGlow 2024

Safety concerns were raised in relation to the forecast heavy rain during the week. Shaun Elwood advised that a decision on the event proceeding will be taken on Wednesday 8 May.

Bracey Lookout:

Concerns were raised about the view being blocked by trees and the accumulation of rubbish. These matters will be followed up by staff.

Planet Youth 2024

Nathan advised the Committee that Planet Youth Lithgow has been nominated for a ZEST Award in the category of Outstanding Community Partnership. The ZEST Awards recognise and celebrate the achievements of the unsung heroes of the community sector.

9. Meeting Close

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

DRAFT