

OUR PLACE, OUR FUTURE

Delivery Program 2022/23 - 2025/26
Operational Plan 2023/24



Six Month Progress Report

June 2024

Lithgow City Council recognises that the Indigenous people and communities have a special connection with the land in ways that are often not fully appreciated nor fully understood by the wider community. Lithgow City Council will use consultative and participatory processes that are appropriate and relevant to Indigenous people in order that the views of Indigenous people are heard in relation to matters that may have an impact on their culture and heritage.

Lithgow City Council recognises the contribution that Indigenous people may make and of the damage that may be caused to Indigenous culture and heritage from planning decisions and resultant actions.



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General Managers Message



During the January - June reporting period the administration has balanced delivery of the projects and programs for 2024/25 while strategically positioning the council and the city for the future and dealing with emerging issues.

Transitioning our economy and advocating for our community

The council has continued to work with State agencies to progress claims in response to seven natural disasters. This has taken a toll on our roads and community spirit. If an LGA experiences one natural disaster, assets are weakened and damaged as a result. If, before there is an opportunity to repair that asset, a second natural disaster impacts that same area, the damage caused is compounded by the impacts of that previous disaster. Now consider that seven of these disasters occur over a very short period – there is no doubt that Lithgow has suffered most severely because of these cumulative, compounding impacts. Lithgow is competing with many other local government areas to have claims processed and approved in order for works to commence. The council is continuing to advocate for improvements and streamlining of the claims process in order to expedite much needed funds to repair local roads.

Lithgow City Council also continues to work steadfast toward delivering tangible progress in transitioning its economy in light of the transition toward a green energy future. In part, this

requires bold and affirmative action from all three levels of government, Energy Australia, Centennial Coal and knowledge providers like Western Sydney University.

As it stands today, funding is not flowing out of the NSW Government to tackle the wicked problems outlined within Lithgow's own Lithgow Emerging Economy Plan, even though this is the principal establishment tasked with the responsibility of functional economic readjustment of a region at risk of significant disruption. Lithgow City Council and its administration have formed an interim governance body with the view of pre-empting the work of the NSW Government's eventual Future Jobs and Investment Authorities. Alongside this, Council has secured several meetings with government ministers and their own policy advisors in an attempt to encourage swift action. Lithgow continues to meet with its peers in the Hunter and other transitioning regions with the view to form a like-minded coalition of the willing to advocate for appropriate attention and resources to be dedicated to the significant economic disruption caused by Australia's aspirational and commendable net-zero emissions goals.

Building a brighter future for our community

Lithgow continues to be of interest to several green energy generators due to its proximity to the electricity grid and the Central West Orana Renewable Energy Zone. Engagement continues with developers of such proposals to ensure community benefit schemes are delivered to those communities impacted by such projects. All participants in these projects are willing to enact such programs, but it is important that the Council works with each proponent to ensure maximum value is delivered to the community by centrally coordinating these

activities. To this end, Council is working to develop a policy position on voluntary planning agreements and other developer contributions to ensure that even small developments contribute to a much larger strategic objective, rather than piecemeal upgrades or smaller projects that may not result in great value to the local community.

Advocacy also continues for cross-government commitment. A report was presented to the February Ordinary Meeting of Council seeking endorsement of an interim governance vehicle that matches the proposal from the NSW and Federal Governments. Now that it has been endorsed, it is expected that this interim vehicle will be absorbed by the State transition vehicle once it is implemented.

A tender has been developed for the review of Chapter 12 of Lithgow's [Land Use Strategy](#) as it applies to employment lands. There is a distinct focus here on what is required to unlock lands for commercial, industrial and tourism opportunities throughout the region. This work is nearing completion with final revisions being submitted to the contractor in the coming weeks.

Lithgow City Council is also working alongside local schools to develop a trial of an Adaptive Skills Hub, likely from the local Western Sydney University campus. The components of the Hub include:

- direct science, technology, engineering, arts, and mathematics (STEAM) teaching support
- to primary and secondary schools,
- workforce planning, and
- Factory of the Future and micro-credentialing.

The proposal leverages existing resources at the Lithgow Transformation Hub which includes

a wet-lab, and media lab. Longer term, the Adaptive Skills Hub proposes to serve not only

Lithgow but also the surrounding towns in the Central West including Mudgee, Oberon and

Bathurst. The target group is primary and junior high school students.

Evidence suggests that investment in accessible STEAM-focused technical education is one of the most efficient ways to build workforce and future workforce capacity, agility and adaptivity, which is acknowledged by experts to be the best investment in building resilience

to economic disruption. Creating opportunities for our young people to learn formal STEAM skills – and related creative, problem solving, critical thinking, teamwork, and communication skills – is a practical investment in meeting employer needs, increasing attractiveness as a place to do business, and guiding young people to rewarding careers.

The vision is to ensure that these gateway regional communities are provided with the same

opportunities as their urban counterparts and are not left to be further disadvantaged due to

the closure of traditional industries. The concept of an Adaptive Skills Hub speaks to the changing nature of skills and the ability

to redirect and prioritise the offering based on the changing needs of the region over time.

Clarence to Wallerawang Water Scheme – Securing water for the future

The council has continued to work in collaboration with government partners and Centennial Coal to progress the Clarence to Wallerawang Water Scheme. Key studies including the Review of Environmental Factors, Discharge Impact Assessment and a Drinking Water Impact Assessment and the Integrated Water Cycle Management Strategy. Tender specifications for a detailed design are developed and prepared for advertisement.

This is a significant project which will accelerate the transition of the Lithgow economy through the provision of secure access to water needed to encourage new industries to establish in Central West NSW and to grow existing industry.

Water security enables businesses to plan and maximise their investment, providing the region with confidence to both encourage and facilitate population growth, including the potential development of 2,900 new homes in the Lithgow LGA.

The pipeline will create regional water security, ultimately underpinning water security for the Lithgow LGA and reducing the reliance on external water supplies such as the WaterNSW owned Fish River Water Scheme. Council continues to work with other local water utilities, government and private enterprise to ensure water security to Lithgow and the region is prioritised.

The redirection of groundwater from Clarence will protect and conserve the Wollangambe River, returning it to its natural flow patterns, with the characteristics of a Wild River.

With Farmers Creek Dam No. 2 being over 110 years old and reaching the end of its operational life, the risk of structural failure would have significant consequences for the township of Lithgow. Therefore, the Pipeline project is important to enabling the decommissioning of the dam and eliminating the risk of dam failure.

Wolgan Valley Access Road

Lithgow City Council has continued to deliver outstanding outcomes in this space, responding to the permanent closure of Wolgan Gap, which has ultimately stranded a community of 150 residents and a luxury resort.

In the past 6 months, Council has performed significant upgrades and maintenance to the Donkey Steps access route. At a cost of almost \$1 million, Council removed several embankments and reconstructed them at a reduced grade, requiring minor alignment alterations, to greatly improve their resilience during future rainfall events. It also upgraded the surface of the route to improve traction.

However, the most significant task these past 6 months is the finalisation of the application required to rebuild the route on the opposite side of the Wolgan Valley. This application, valued at \$327 million, is entirely multi-faceted, representing one of the largest single disaster recovery efforts in the country. This application includes highly complex design, risk assessments, cost estimation, peer review of costs for accuracy and reliability, collation of disaster evidence, planning approval pathway

papers, consideration of delivery strategies and constructability considerations, among many other matters.

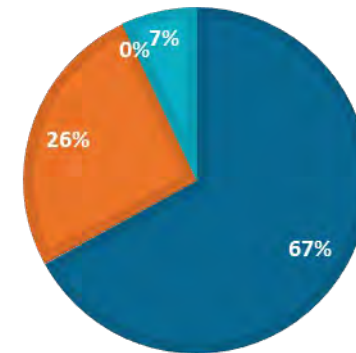
Work now continues on a detailed final design, including seeking the relevant approval for geotechnical investigations, through compilation of detailed environmental assessments and cultural surveys. Ultimately, it is expected that this project will run until as late as 2030 and is perhaps the most complex and costly project that Lithgow City Council might ever manage.

Delivering within our available resources

During the January – June 2024 period, the Council has delivered a full program of services and outcomes for the 23/24 year. Of the 100 Operational Plan Actions, 26% are multiyear projects which are on track for continuation in the 2024/25-year, 7% were unable to commence due to resourcing and will be carried forward to the 2024/25 year, 67% have been completed.

JANUARY - JUNE 2024

■ Complete ■ Progressing/Ongoing ■ Not progressing ■ Not due to start



About this report

The six-month progress report from January – December 2024 has been prepared in accordance with the Integrated Planning and Reporting Guidelines (September 2021) Essential Element 4.9. “The General Manager must ensure that progress reports are provided to the council with respect to the principal activities detail in the Delivery Program, at least every six months”.

All financial figures included in this report are preliminary, unaudited and subject to review as part of the audited 2023/24 financial statements for Council.

This report provides progress against the five key themes of the Community Strategic Plan.

Caring for our community

To retain, respect and strengthen both our overall sense of community, and the unique linked communities of groups, rural areas, villages and towns that make up the Lithgow LGA.

Developing our built environment

To provide a choice of effective public and private transport options, suitable entertainment and recreational facilities, and lifestyle choice while enhancing the existing rural areas, villages and towns that make up the Lithgow LGA.

Strengthening our economy

To provide for sustainable and planned growth through the diversification of the economic base, the development of diverse job opportunities and the provision of a broad range of formal and non-formal educational services.

Enhancing our natural environment

To balance, protect and enhance our diverse environmental elements, both natural and built, for the enjoyment and support of both current and future generations.

Responsible Governance & Civic Leadership

To develop community confidence in the organisation by the way it is directed, controlled and managed.

How to read this report

Community Strategic Plan Objective

Operational Plan Action Progress
against the CSP Objective.

Delivery Program Strategy

The principle strategies to be undertaken to implement the outcomes identified in the Community Strategic Plan during the Council's 4-year term of office.

Operational Plan Action

Detailed actions and targets to measure the implementation of the Delivery Program

Operational Plan Action Tasks

The projects and programs undertaken to meet the targets and measures of the Operational Plan Action.

CCI: To plan and provide quality community and recreational facilities and services for a healthy, vibrant and harmonious community that embraces challenges and has the resilience to adapt to change.

12	1	9	1	1
Operational Plan Actions	Complete	Progressing	Not due to Start	Not Progressing

CC1.1: We will provide a range of needs-based, flexible and accessible services, buildings and facilities.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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CC1.1.1	Upgrade and maintain our Libraries to meet changing needs of the community.	The physical space of all branch Libraries is enhanced.	100% Complete	57%
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CC1.1.1 Action Tasks	Comment	Status
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CC1.1.1a	Identify and submit applications for funding where applicable to deliver projects.	A funding grant was received to deliver a Grandparents' Day event. No application was submitted for the Public Library Infrastructure Grants this year as funding was received last year for the library refurbishment.	Progressing
CC1.1.1b	Install Bureau Booths	Bureau booths, including one with disability access, are being installed as part of the current library refurbishment.	Progressing



Caring for our
Community

CC1: To plan and provide quality community and recreational facilities and services for a healthy, vibrant and harmonious community that embraces challenges and has the resilience to adapt to change.

9	8	1	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing

CC1.1: We will provide a range of needs-based, flexible and accessible services, buildings and facilities.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC1.1.1	Upgrade and maintain our Libraries to meet changing needs of the community.	The physical space of all branch Libraries is enhanced.	100% Complete	100%

CC1.1.1 Action Tasks		Comment	Status
CC1.1.1a	Identify and submit applications for funding where applicable to deliver projects.	Acquittal and finalisation of the previous Public Library Infrastructure grant is underway with the \$453,000 grant fully committed. An application for a Community Heritage Grant to undertake preservation activities and training has been submitted and will be advised in mid-October.	Completed
CC1.1.1b	Install Bureau Booth/s.	The unit was installed in early February 2024 and is being utilised by the public. Feedback on this asset has been extremely positive.	Completed

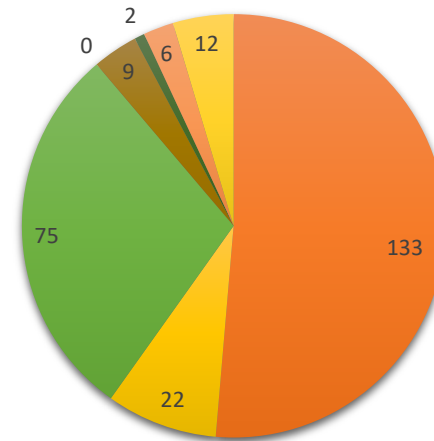
CC1.1.1 Action Tasks		Comment	Status
CC1.1.1c	Renew and seal the library roof.	Works completed successfully. New roofing has been installed along with reinforced structure to strengthen the roof trusses. New box gutter and downpipes were also installed as a complete scope of work	Completed
CC1.1.1d	Undertake a major internal upgrade and fit-out of the Lithgow Library to improve the facilities for Library users.	Project is fully complete and expended June 2024.	Completed
CC1.1.1e	Upgrade Picture Book Storage to provide improved display options for Children's Picture books.	As picture book storage is part of the successful library refurbishment grant, this project was transferred to an upgrade of furniture in the Wallerawang Library Community Room. Flip tables and stacking chairs have been purchased to make it more flexible and accessible for the various users of the room.	Completed
CC1.1.1f	Upgrade the Local History Archive Room Compactus to improve storage of archive boxes and the bound Lithgow Mercury Collection, thereby increasing space in the Local Studies area on the Mezzanine level of the library.	Final reorganisation of the archive room was undertaken during the library closure for roof works. The compactus is in full use and space has been made for the additional compactus in the new financial year.	Completed

CC1.1: We will provide a range of needs-based, flexible and accessible services, buildings and facilities.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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CC1.1.2	Lithgow Animal Shelter	Ensure the responsible care of animal welfare and maintenance of the animal shelter.	Annual program achieved.	80%
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**Lithgow Animal Shelter
January - June 2024**



- Animals Impounded
- Returned to owners
- Rescued or Adopted
- Feral Cats Destroyed
- Other Cats destroyed
- Dogs surrendered by owner destroyed
- Dogs unable to rehome destroyed
- Animals retained at end of reporting period

CC1.1: We will provide a range of needs-based, flexible, and accessible services, buildings, and facilities.

CC1.1.2 Action Tasks		Comment	Status
CC1.1.2a	Submit applications for funding where applicable to deliver projects to improve animal welfare at the Lithgow Animal Shelter.	No applications have been submitted.	Completed
CC1.1.2b	Undertake relevant studies to identify the best options to upgrade/renew the Lithgow Animal Shelter ensuring legislative and compliance requirements are met.	Shelter concept design has been completed with the final costings and Quantity Surveyors report to be provided to Council from the consultant.	Ongoing

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC1.1.3	Manage Community halls and theatres	Meadow Flat Hall, Crystal Theatre, Civic Ballroom, Cullen Bullen Hall, Albert Street Hall	100% Complete	100%	Bookings are being received via the online Bookable System. The Vale Hall, Albert Street & Cullen Bullen Halls have recently been taken on to be managed by Council with Bookings also being made for these venues via Bookable.

CC1.1: We will provide a range of needs-based, flexible, and accessible services, buildings, and facilities.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC1.1.4	Develop and implement programs to increase capacity in the community and build resilience.	Increased preparedness during disaster, pandemic, or crisis.	Annual program achieved.	100%

CC1.1.4 Action Tasks	Comment	Status
CC1.1.4a	<p>Build community knowledge and skills to support communities prepare for, respond to and recover from emergency events.</p> <p>Numerous initiatives have been implemented over the last 6 months towards increasing capacity in the community to prepare for disaster and build resilience:</p> <ul style="list-style-type: none"> An independent communication system has been rolled out in a number of vulnerable areas that is not reliant on mainstream communications systems, which have previously been disabled during disaster events. 6 personal emergency planning workshops were conducted to assist community members create personal disaster plans. Over 2,500 emergency document pouches were distributed across the LGA. 18 community members were formally trained to deliver first aid, A workshop was conducted for emergency services personnel, carers, volunteers, and social service providers on how to better accommodate the need of community members with autism during emergency situations. 	Completed

CC1.2: We will ensure that our rural and urban villages retain and celebrate their unique character and heritage from iconic buildings to village streetscapes.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC1.2.1	Heritage and interpretive signage	Implement the heritage and interpretive signage program to recognise local people, places and events.	Annual program achieved.	100%

CC1.2.1 Action Task	Comment	Status
CC1.2.1a	Community requests for interpretive signage considered and approved by the Community Development Committee.	Damaged directional signage on Hassans Walls and a damaged commemorative plaque at Blast Furnace have been replaced

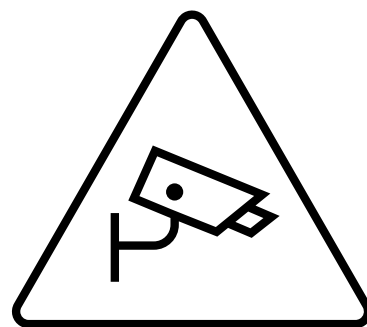
CC1.3: We will ensure work together to ensure the communities of the Lithgow region feel supported, connected, and united.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC1.3.1	Village Improvement Plan Program	Develop and implement the Village Improvement Plan program for rural and urban villages.	Priority Program developed	100%	During the reporting period a series of Destination Experience Workshops were conducted across the Seven Valleys. The workshops were designed to assist tourism operators and community groups in the local government area to develop the tourism potential of their locality.

CC1.4: We will manage and provide public places that promote physical activity and sport & recreational facilities that are accessible to achieve safe and healthy lifestyles.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC1.4.1	CCTV Network	To improve and maintain the CCTV network within the Lithgow CBD and Council facilities	Annual program achieved.	100%	Upgrade of management system in progress. Upgrade of wireless access points and switching to improve quality of received images.

1 January – 30 June



1

Requests from
Police for
CCTV footage
processed

CC1.4: We will manage and provide public places that promote physical activity and sport & recreational facilities that are accessible to achieve safe and healthy lifestyles.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC1.4.2	Impound abandoned articles from public places in accordance with the Impounding Act.	Impound abandoned articles from public places	100% Complete	100%	4 Articles impounded during the reporting period.
CC1.4.3	Parking patrols	Parking patrols undertaken in the CBD and School Zones.	Annual program complete	100%	Due to resourcing parking patrols not undertaken. Once successful recruitment has been completed for Rangers, Council will resume this program.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC1.4.4	Protect people, property and the environment from exposure to natural hazards and build resilient communities.	Implement the Signs as Remote Supervision capital works program.	Annual program achieved.	100%	<p>Signs for remote supervision Standard Working Procedures (SWP) (v2) was approved by the General Manager on 20th April 2022</p> <p>The Council endorsed a Continuous Improvement Program for playground assets. Assessment of playground assets includes inspecting Signs developed for supervision whilst visiting and/or using the playground.</p> <p>The Council Asset Inspection Team inspects and assesses maintenance and repair requirements for all developed signs as Remote Supervision assets.</p> <p>Additional signs developed for this year included:</p> <ul style="list-style-type: none"> • Henrietta Park at Wallerawang (New Build Asset) • Gun Emplacement at South Bowenfels (Change to entrance signs) • Blast Furnace at Lithgow - Train Siding (Risk Assessment of Signs)

CC2: To work together to support, celebrate and expand the social and cultural diversity of our community whilst promoting healthy, active lifestyles in a safe environment.

13	12	1	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing



CC2.1: We will improve access, participation and inclusion for everyone.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC2.1.1	Develop community plans and strategies.	Our communities are engaged, and we are meeting the needs of our community	Annual program achieved.	100%

Comment

Lithgow faces challenges due to the absence of specialised multicultural services, relying heavily on outreach efforts by the Community Development Officer, particularly with TAFE groups. Without dedicated multicultural workers or specific services, direct engagement remains difficult. To address this, Council's Community Development Officer has proposed establishing a working group through LINC's interagency network. This initiative aims to enhance engagement and coordinate service delivery more effectively, with ongoing discussions planned throughout the year. Additionally, LINC will re-launch its Multicultural Funday, providing a platform for multicultural communities to gather. The Community Development Officer will actively support and utilise this event to enhance engagement efforts.

Through leadership of the Planet Youth Consortium, Lithgow City Council has forged strategic alliances with community and youth-focused services and collaborating with peak bodies to shape its future youth strategy. A significant milestone was achieved with the successful delivery of the first Lithgow Youth Summit in March 2024, generously funded by the Office for Regional Youth. The Lithgow Youth Summit 2024 served as a pivotal platform for various youth stakeholders, leaders, and advocates in Lithgow to collaboratively address youth issues. It facilitated a comprehensive mapping of organisations involved in youth interventions, bolstered community engagement, and catalysed the establishment of the Youth Interagency Network.

Currently, the Community Development Officer is working closely with the Planet Youth team and the local youth sector to develop a collaborative community engagement plan. This plan will support the implementation and refinement of Council's youth strategy, ensuring it aligns with community needs and priorities.

CC2.1.1 Action Tasks		Progress	Comment	Status
CC2.1.1a	Apply for funding to develop a Community Well-being Strategy	100%	A review of current plans and strategies will be undertaken to identify strategies to be developed in accordance with community need.	Completed
CC2.1.1b	Consultation undertaken with the Multicultural community to develop consultation and engagement protocols.	100%	Lithgow still lacks specialised Multicultural services, relying instead on the Community Development Officer's outreach, particularly to TAFE groups. However, TAFE has struggled to engage these students effectively. Without a multicultural worker or specific services, direct engagement is very difficult. The LCC Community Development Officer has proposed the creation of a working table through the LINC's interagency network to improve engagement and organise coordinated service delivery, with discussions to continue throughout the year. LINC will re-launch its Multicultural Funday to create a space for our Multicultural communities' gathering, which the community development officer will support and utilise for engagement.	Completed
CC2.1.1c	Develop an Aboriginal Commitment Strategy in consultation with the ATSI community.	100%	A review of current plans and strategies will be undertaken to identify a priority program of strategies in accordance with community need.	Completed

CC2.2: We will build resilient and inclusive communities.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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CC2.2.1	Aboriginal and Torres Strait Islander Community	Collaborative and engaged community	Annual program achieved	100%
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CC2.2.1 Action Tasks	Comment	Status
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CC2.2.1a	Attend meetings and provide support and assistance for the development of cultural programs.	The Community Development Officer engages regularly with multiple Aboriginal and Torres Strait Islander groups to support and assist in the development of cultural programs. The officer attends the Police Aboriginal Consultative Committee (PACC), supports the Mingingan Corporation in planning and delivering NAIDOC Week, and provides information and technical support to the Aboriginal Education Consultative Group (AECG).	Completed
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CC2.2.1b	Maintain the Aboriginal Community webpage on Council's website promoting joint activities, events and key strategies.	The Community Development officer writes media releases with pictures to promote council specific activities.	Completed
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Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
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CC2.2.2	Celebrate and recognise new Australian citizens.	Naturalisation Ceremonies conducted as required.	100% Complete	100%	Citizenship Ceremonies were held on Australia Day 26 January and 17 June 2024
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CC2.2: We will build resilient and inclusive communities.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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CC2.2.3	Volunteers Program	Volunteering in the community is supported and promoted.	Annual program achieved	90%
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Throughout the year reporting period, volunteer achievements have been prominently recognised and celebrated within our community. Notably, volunteers were acknowledged during the Australia Day awards, highlighting their significant contributions to various initiatives and causes.

Under the Youth Changemakers program, Youth Council members have demonstrated exemplary commitment to community service through active volunteerism. Their dedication was formally recognised during both the Youth Week event and the Youth Summit 2024, affirming their role as leaders in fostering positive change.

The council has recently initiated discussions on developing policies concerning volunteers within our organization.

CC2.2.3 Action Tasks	Comment	Status	
CC2.2.3a	Acknowledge achievements of Volunteers through Australia Day Awards.	Volunteers' achievements are acknowledged as part of the Australia Day awards. <ul style="list-style-type: none"> Volunteer of the Year, Young (16 - 26yrs): Emily Waru Volunteer of the Year, Open: Louise Cameron 	Completed
CC2.2.3b	Celebrate National Volunteers Week	Due to resourcing, no activities were undertaken to celebrate National Volunteers Week 2024.	Completed
CC2.2.3c	Promote opportunities for volunteering and volunteer achievements at Eskbank House Museum.	Three new volunteers on boarded, social media posts celebrating volunteer achievements at Eskbank House Museum.	Completed
CC2.2.3d	Promote opportunities for volunteering and volunteer achievements at the libraries.	Promotion of opportunities for volunteering will be undertaken once a new Volunteer Policy has been developed and adopted by Council.	Not Progressing

CC2.2: We will build resilient and inclusive communities.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC2.2.4	Financial Assistance Program	Promote and administer the Financial Assistance Program.	Annual program achieved.	100%

2023/24 Financial Assistance Program Funding Allocation \$110,142

Recurrent Financial Assistance Allocation	\$	Non- Recurrent Financial Assistance – Round 2	\$
Portland Pool Operating Subsidy	41,200	The Glen Museum Assoc. Inc.	1,200
Arts Out West	14,000	Rainbow Lithgow auspice by LINC	400
2024 Lithgow Show	15,000	Lithgow CARES	1,400
Sporting Awards	1,700	Wallerawang Lidsdale Progress Association	2,000
School end of year prizes	550	Oakey Park Residents Association (OPRA)	500
Fee Waivers	7,000	Portland Tidy Towns	800
		Portland District Motor Sports Club Inc/Cullen Bullen Raceway	700
		Capertee Valley Landcare Inc.	700
		Western Region Academy of Sport Inc.	700
		Capertee & District Progress Association Inc.	700
		Lithgow/Portland gifts for girls	600
		First Australian Muzzle Loading Gun, Rifle & Pistol Club Inc. & Lithgow Valley Archers	700
Total	84,585	Total	10,200

Details of Council’s Financial Assistance Program and applications are available [here](#)

CC2.3: We facilitate social inclusion and neighbourhood programs to strengthen community connections.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC2.3.1	Community Events Program	We will work with community groups and volunteers to deliver a program of events which foster social inclusion.	Annual program achieved	100%

CC2.3.1 Action Tasks	Comment	Status	
CC2.3.1a	Celebrate Grandparents' Day and the contribution to the community by our senior residents.	Grandparents Day Storytime was held on Wednesday 25 October 2023 at Lithgow Library. 30 people attended including parents, grandparents, and children. Morning tea and a special craft activity formed part of the celebrations.	Completed
CC2.3.1b	Celebrate International Women's Day each year.	International Women's Day was promoted through a social media campaign aimed to inform and engage the community about the significance of International Women's Day and its importance in promoting gender equality and women's rights.	Completed
CC2.3.1c	Celebrate Seniors Week and the contribution to the community by our senior residents.	A small event was held on 14 March 2024 with a number of workshops, information booths and sessions held in Lithgow Library. Approximately 30 people attended.	Completed
CC2.3.1d	Harmony day is held each year with participation of the local multicultural community.	Harmony Day was held at Lithgow Library Storytime in March with a small group of children and families in attendance.	Completed
CC2.3.1e	NAIDOC Week is held each year with participation of council and the local Aboriginal and Torres Strait Islander community.	As part of National NAIDOC week celebration's, a flag raising ceremony and morning tea was held with several Aboriginal people and local agencies represented. The theme of NAIDOC WEEK 2023 was "for our elders". In First Nation's' culture, Elders play a key role. They are the foundation of Aboriginal community and they spread the ancient cultures.	Completed

CC2.3.1 Action Tasks		Comment	Status
		The Community Development Officer provided support to Mingaan Wiradjuri Aboriginal Corporation in the planning of the NAIDOC 2024 event, attending their planning meetings, promoting their event within the Lithgow interagency and with the design of promotional poster and flyers. The Community Development Officer and the Library attended the event and provided support during the day.	
CC2.3.1f	Promote and celebrate refugees, create awareness of refugee lived experiences.	No event was undertaken.	Completed
CC2.3.1g	Work with the Youth Council to develop a program of events to celebrate Youth Week.	Five active members of the Youth Changemakers team designed and delivered a family-friendly festival called "The Valley of Sound." The event transformed the Union Theatre into an arcade, with various services providing entertainment throughout the day and culminating in a music show to conclude the afternoon.	Completed

2.3: We facilitate social inclusion and neighbourhood programs to strengthen community connections.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC2.3.2	Mayors Christmas Appeal	Provide residents of local aged care facilities with Christmas Gifts.	100% complete	100%	In early December 2023, 84 gifts were distributed by the Mayor to Three Tree Lodge and Tabulam residents, and by request, Respect - Cooina residents received a donation of native plants to decorate the facility's entrance while they undergo major renovations.

CC2.4: We will work to ensure that health, education and community services will meet our identified needs.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC2.4.1	Lithgow Cares Partnership	Support provided to the Lithgow Cares Partnership.	Annual program achieved.	100%

Comment

The Community Development officer attends meetings and supports delivery of events by Lithgow Cares Partnership. During this reporting term, the Lithgow Care Partnership organized several events, including Ochre Ribbon Week, two Family Fun Days, Families Week, and Child Protection Week. Under its umbrella, the partnership has initiated a new project called Paint the Town REaD, aimed at improving children's literacy rates. Currently, a new event is being planned for November 28th, building on the success of last year's "She Is Not Your Rehab" event. This initiative promotes education on eradicating domestic violence by supporting perpetrators in their journey to heal, thereby creating violence-free communities.



CC2.4: We will work to ensure that health, education and community services will meet our identified needs.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC2.4.2	Community Services Interagency	Participate in programs and activities undertaken by the Community Services Interagency.	100% Complete	100%	Through active participation in programs and activities organised by the Community Services Interagency, the Community Development Officer has been able to enhance successful community engagement initiatives. This collaborative approach enables alignment with community needs, effective resource utilisation, and the establishment of partnerships crucial for fostering community resilience and well-being.



CC2.4: We will work to ensure that health, education and community services will meet our identified needs.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC2.4.3	Planet Youth Project	Deliver youth initiatives in line with the Planet Youth Project.	Annual program achieved	100%

Comment

Through leadership in the Planet Youth Team Consortium, Lithgow City Council has effectively coordinated several impactful youth-focused initiatives:

Young Changemakers Program: Council has successfully finished the Young Changemakers program, empowering youth to initiate positive changes within their community.

Youth Week Event 2024: Council facilitated a significant Youth Week event, providing a dynamic platform for local youth to showcase their talents and contributions.

Drop-in Spaces in Bowenfels and Portland: Planet Youth, in collaboration with Lithgow Information and Neighborhood Centre, the Council established two drop-in spaces in Bowenfels and Portland, enhancing accessibility of young people to youth services.

School Holidays Workshops: Planet Youth will deliver workshops during school holidays by year-end, offering educational and recreational opportunities tailored for the community's youth.

Youth Summit: In March 2024, the consortium successfully delivered the first Lithgow Youth Summit. Fully funded by the Office for Regional Youth, this summit convened diverse youth stakeholders, leaders, and advocates from across Lithgow. It served as a pivotal platform for collaborative discussions on youth issues, resulting in a comprehensive mapping of organisations engaged in youth interventions. Moreover, it fostered heightened community engagement and catalyzed the formation of the Youth Interagency Network.

CC2.5: We will maintain a focus on lifelong learning and collaborating to deliver a range of innovative programs and services.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC2.5.1	Provide relevant and engaging Library services and resources that meet community needs.	Community is engaged with Library services and activities	Annual program achieved	100%	<p>The recent Lithgow Library refurbishment and Wallerawang Library facelift has highlighted the library service to the community and provided state of the art facilities. These facilities are well utilised and valued by the community with visitation up from the previous twelve months despite some closures for the roof works and shelving installation.</p> <p>The collection is in good condition and now is more visible and accessible in the Lithgow Library due to the new shelving arrangements. Electronic resources are up to date and well used. Library programs are varied and well attended and there is a good range of special events and exhibitions.</p>

CC2.5.1 Action Tasks	Comment	Status
CC2.5.1a Develop and promote the Local History Collection	<p>The library refurbishment is complete and the move of local studies materials to the archive room has also been completed. There is an ongoing project to reorganise, catalogue and digitise the collection to make it more accessible. A grant application to have some significant items under preservation has been submitted for additional compactus to be installed in the new financial year.</p> <p>As part of this move, items that are too valuable to be out in public access are being catalogued/digitised and moved to the archive room.</p>	Completed

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
					When the refurbishment is complete there will be an education program for the community on utilising and accessing items from this collection.
CC2.5.1b	Monitoring and input of new-born babies into the Dolly Parton's Imagination Library Program				This program will end on 30 June 2024. There are 333 enrolments as of 19 June 2024. Children in the program will be funded for a further 12-months post 2024. The entire program will cease on 30 June 2025 when the funding is finished. At this point there is no further option from the government to continue the funding and due to the costs involved Council is unable to take this on.
CC2.5.1c	Provide early literacy resources to pre-school children through Library ReachOUT Program				The program has been very successful and has contributed to Portland Storytime being visited by students from the Blinky Bill Preschool who are part of the program. It is an opportunity for children's services to reach out to children who don't usually visit the library.
CC2.5.1d	Provide eResource Platforms for online Library members.				Use of the library's electronic resources is good. There are a variety of resources available from databases, video streaming services, as well as the traditional electronic books, magazines, and talking books. More promotion would see this service more fully utilised but there is a good following.
CC2.5.1e	Provide the Home Library Service to residents in Wallerawang, Portland and Lithgow.				Numbers using the service have dropped significantly in the last six months due to the passing of several long-term participants. Some borrowers have also significantly reduced their borrowing amounts. This is the nature of the service; the HLS officer is constantly promoting the service to the community.

CC2.5: We will maintain a focus on lifelong learning and collaborating to deliver a range of innovative programs and services.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
CC2.5.2	Community Events and programs	Community events and public programs are held regularly to promote the facilities and services offered by the libraries.	Annual program achieved	100%	<p>A good range of subjects for exhibitions was held from art to ANZAC memorials. There were 14 major exhibitions throughout the year, but the June 2024 Waste 2 Art had to be moved due to the closure of the library for roof works.</p> <p>6 Author talks were held with the most popular being the Bushexplorers new Wollemi book and local author Bruce Ryan's new novel.</p> <p>131 early literacy sessions were held with 2524 attendees across the whole year. They continue to prove very popular including the new sessions at Portland Library which commenced in February 2024.</p>

CC2.5.2 Action Tasks		Comment	Status
CC2.5.2a	After School activities conducted during school term.	A small number of craft sessions were held after school in May for Mother's Day. MOCS from the Blue Mountains were to commence after school activities in June, however this was delayed due to roof works closures.	Completed
CC2.5.2b	Children/Youth Activity programs conducted during school holidays.	19 Holiday activities were held in the December/January period - 257 attendees and 16 activities held in March/April period - 292 attendees.	Completed

CC2.5: We will maintain a focus on lifelong learning and collaborating to deliver a range of innovative programs and services.

Operational Plan Action Code	Action	Deliverable	Target	Progress
CC2.5.3	Library Service Review	Implement priority actions identified in the Library Service Review	Annual program implemented	100%

Comment

The library refurbishment has addressed the outstanding actions from the service review which included providing quiet spaces and better seating and event spaces. Once all building works are finalised the library service can begin to extend its programs and events in a more flexible space that will still allow for quiet study even when noisy events are in progress.

Local History storage and access issues have also been addressed during the process and there is continued investment into making this collection more accessible through cataloguing, and digitising. This is a long-term project but one that now has a lot more direction with the assessment and reorganisation of the collection nearing completion.

Due to the length of time since this review was undertaken any outstanding actions are no longer relevant under the current administration.





Developing our
built environment

BE1: To plan for suitable infrastructure to promote sustainable and planned growth, while enhancing the existing identity of the towns, villages and rural areas of the local government area.

3	0	2	0	1
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing



BE1.1: We will work to ensure new residential development areas have all necessary infrastructure in place.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
BE1.1.1	Manage and develop Council's property portfolio.	Develop a residential subdivision at South Bowenfels in line with market demands and to achieve a return.	Consider the business case for Stage 1 - South Bowenfels Subdivision development options.	100%	Development approval has been achieved and the business case for Stage 1 of the development was being finalised in June 2024.

BE1.2: We will encourage and implement progressive urban design, sensitive to environmental and heritage issues and maintaining local character.

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE1.2.1	Prepare, review and implement environmental and heritage development plans and strategies.	Strategies developed and implemented within budget	100% Complete	0%

BE1.2.1 Action Task/s	Comment	Status
BE1.2.1a Urban Waterways and Riparian Area Strategy Engage an external consultancy to identify urban waterways and riparian areas; future protection, conservation and management issues and integration with green open space grid.	Due to resourcing, this project has not commenced.	Not Progressing

BE1.2: We will encourage and implement progressive urban design, sensitive to environmental and heritage issues and maintaining local character.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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BE1.2.2	Implement the CBD Revitalisation Plan	Undertake projects and programs to implement the CBD Revitalisation Action Plan.	100% complete	73%
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BE 1.2.2 Action Task/s	Comment	Status
BE1.2.2a Main Street CBD Footpath Revitalisation (Stage 2) Removing slip hazards of existing pavers, modernisation of CBD to attract businesses, improved parking and pedestrian flows, replacement of aging infrastructure from Bridge to Cook Streets (BBRF5 & Resources for Regions Round 8)	Community engagement on the Main Street Renewal project has been completed with all responses synthesised and sent to the design team for collation into the final reports. These reports will be complete in August/September, with tenders publicised for construction shortly thereafter.	Ongoing
BE1.2.2b Develop a program of events to activate the CBD and Cook Street Plaza	The consultation with a community group to hold regular markets in Cook Street Plaza is now complete and a monthly market is now held by an external operator. Future events are also planned for Cook Street Plaza.	Completed
BE1.2.2c Develop a rotational program for the Main Street Banners based on significant events and 'shop Lithgow' promotions.	The main street banners program was delivered throughout the year with a series of new banners printed and banners up throughout the year to signify events and shop local promotions.	Completed

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE1.2.2d	Install/provide Christmas decorations in Cook Street Plaza, Lithgow and CBD's of Wallerawang and Portland.		Decorations were installed in the CBD in Cook Street Plaza and Pioneer Park and Wallerawang and Portland.	Complete
BE1.2.2e	Maintain and activate the 'Made in Lithgow Lighting Installation' in Cook Street Plaza.		<p>Full maintenance of the Made in Lithgow lighting installation was completed in March 2024 by Silver Bullet, the designers and installers of the installation. Maintenance was completed on time and on budget.</p> <p>The lights, in conjunction with the Visitors Centre Lamp and Library window decorations were set to blue for Do It for Dolly Day to shine a light on Youth Suicide.</p>	Completed
BE1.2.2f	Submit applications and apply for funding where applicable to deliver projects in the CBD Revitalisation Plan.		No grants applicable up to 30 June 2024. Council will continue to monitor all opportunities and apply for funding as resources permit.	Completed

BE2: To ensure sustainable and planned growth through the provision of effective public and private transport options, suitable entertainment and to enhance the lifestyle choices of the community.

12	5	7	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing

BE2.1: We will work in partnership with all levels of government to plan and deliver roads and public transport infrastructure at the right time and the capacity needed to support our growth.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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BE2.1.1	Our roads and associated infrastructure will ensure connected and efficient movement through the Lithgow region.	Implement the Transport Major Works Program	Projects commenced and on schedule	62%
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The major civil capital works were completed within the financial year. The line marking program was completed with minor delays in the completion time due to contractor availability.

Roads to Recovery Program - Works have started on Coxs River to repair the road pavement, clear the open drains at the side of the road and reseal the road through to the Duddawarra bridge. Sealing may be delayed due to the temperature but will be sealed as soon as the temperatures rise.

Bells Road over Ida Falls Creek - Construction of a concrete barrier to protect an exposed watermain was completed. (Q2 Budget review – Council Meeting 26 Feb 2024 – Min. No. 23-34)

BE2.1.1 Action Tasks		Comment	Status
BE2.1.1a	Submit applications and apply for funding where applicable to deliver projects identified in the Transport Major Works Program	The council continues to make application for funding to replace and raise the Glen Davis bridge to improve all-weather access to Glen Davis. Several applications have been made, all of which have been unsuccessful. Council will continue to scour opportunities and advocate for funding for this work over the coming 12 months.	Progressing
BE2.1.1b	Undertake linemarking in various locations	Line marking to establish or re-establish the centre lines, edge lines and some give way lines (depending on the location) were completed in the following locations. <ul style="list-style-type: none"> • Bridge Street, Lithgow • Inch Street, Lithgow • Amiens Street, Lithgow • Magpie Hollow Road, South Bowenfels • Coxs River Road, Hartley 	Completed
BE2.1.1c	Kerb & Gutter Renewal Program Divert water from roadways by renewing kerb and gutter in various locations across the LGA that have been affected by tree roots, have come to the end of their life cycle or other damage	Kerb and gutter renewed in various locations has been completed in the Lithgow area.	Completed

BE2.1.1 Action Tasks		Comment	Status
BE2.1.1d	Divert water from roadways by implementing the Rural Roadside Drain Reformation Program.	Work on Rydal/Hampton Road completed with all drains cleared and in correct formation.	Completed
BE2.1.1e	Re-gravel and seal Peach Tree Road, Megalong Valley.	Sealing of the road (1400m) was undertaken in January.	Completed
BE2.1.1f	Reseal and remediation of sections of pavement to Megalong Place, Kanimbla.	Council has completed major drainage works and the sealing of Kanimbla Drive and Megalong Place. Despite being disrupted by damage from storms, which added to the time and complexity of the project, the sealing work was completed 21- 22 March.	Completed
BE2.1.1g	Re-gravel 3.5km of Jerrys Meadow Road, Sodwalls	Completed as part of Storm Recovery Works with both the road and stormwater assets being improved.	Completed
BE2.1.1h	Re-sheet Anarel Road Sodwalls with road base and improve the drainage of the road.		Completed
BE2.1.1i	Amiens Street, Lithgow (Roads to Recovery) Reseal 400m (about 1312.34 ft) of road pavement from Rabaul St to Lemnos St.		Completed
BE2.1.1j	Bridge Street, Lithgow (Roads to Recovery) • Resurface the road from Mort Street to Pau Street.		Completed
BE2.1.1k	Atkinson Street/State Mine Gully Road, Lithgow (Gardens of Stone Project - subject to external funding) Renewal of Atkinson Street and State Mine Gully Road, Lithgow, from Willes Street to the boundary with National Parks.	This work has been scoped for inclusion as part of the broader Gardens of Stone development as the asset will require upgrade prior to the delivery of this project. The project has been costed at approximately \$4million. The council continues to advocate for external State Government funding from the \$50M	Not due to start

BE2.1.1 Action Tasks		Comment	Status
		allocated to Gardens of Stone to deliver this project.	
		In June, National Parks & Wildlife Service undertook roadworks on the State Mine Gully Road access into the State Conservation Area.	
BE2.1.1l	Coalbrook/Geordie Street (including Wear Street), Lithgow Repair and renew the road pavement of Coalbrook Street, Geordie Street and Wear Street with a total length of approximately 1400 lineal metres.	Sealing of Coalbrook Street between Davy Street and Sandford Avenue has been completed. The council is awaiting contractor availability to raise service covers to complete the works.	Ongoing
BE2.1.1m	Wolgan Road, Lidsdale • Renew from Ian Holt Drive to Maddox Lane.	Works were undertaken on the stormwater drainage, improving the flow of stormwater away from properties and reducing it across footpaths. Prior to sealing the road minor modifications were made to the footpath.	Completed
BE2.1.1n	Repair and renew Saville and Purcell Street, Portland	Works complete	Completed
BE2.1.1o	Implement the Pothole Repair Program (Transport for NSW Disaster Recovery Funded multi-year Program)	Work undertaken on roads in the Tarana area, repair to damaged road surfaces on Sodwalls, Diamond Swamp and Tarana Road and Glen Alice Road in the Capertee Valley.	Completed
BE2.1.1p	Regional Roads Safety Improvements Program (Resources for Regions Round 9) Reconstruct/upgrade regional, high-priority road assets.	Urgent works on Pipers Flat Road included sealing and associated drainage work to prevent future damage to the road surface.	Completed
BE2.1.1q			Ongoing

BE2.1.1 Action Tasks		Comment	Status
BE2.1.1r	Charles Street Bridge, Rydal (Fixing Country Bridges Round 2)	<p>Red Hill Bridge will be undertaken in 2024/25.</p> <p>The Charles Street bridge project will be undertaken in the 2024/25 financial year due to site constraints.</p>	
BE2.1.1s	Geordie Street Causeway - replacement (Resources for Regions Round 9) Commission a feasibility analysis and detailed design of a concrete, single span bridge to replace the existing concrete causeway on Geordie Street, Lithgow.	<p>Request for quotations to undertake the Feasibility and Options Study has closed.</p> <p>The quotations are being assessed and will be awarded following assessment determination.</p> <p>The Draft Feasibility and Options Study is expected to be finalised and community consultation undertaken during the July – September Quarter.</p>	Ongoing
BE2.1.1t	Glen Davis Causeway (AGRN1012) <ul style="list-style-type: none"> • Detour & Construction • Causeway repair & construction (Subject to grant funding approval) 	<p>Detour and construction: The cost to construct was exceedingly higher than the amount allocated (\$500k) from the natural disaster funding. The funds have been reallocated to other priority projects consistent with the grant funding guidelines. The community will be consulted on an alternative option. (Q2 Budget review – Council Meeting 26 Feb 2024 – Min. No. 23-34)</p> <p>Causeway repair and construction: The council has submitted an application for replacement of the Glen Davis Causeway bridge for</p>	Ongoing

BE2.1.1 Action Tasks		Comment	Status
BE2.1.1u	<p>Wolgan Road Realignment</p> <p>Studies and construction of a new permanent access to Wolgan Valley - funded under the State & Federal Governments Natural Disaster Recovery Arrangements Program.</p>	<p>\$2,122,836 under Disaster Ready Fund Round 2 however this application was unsuccessful. Council will continue to advocate for funding and make application for future grants as these opportunities become available.</p> <p>Finalisation of the application required to rebuild the route on the opposite side of the Wolgan Valley has occurred. This application, valued at \$326 million, is entirely multi-faceted, representing one of the largest single disaster recovery efforts in the country. This application includes highly complex design, risk assessments, cost estimation, peer review of costs for accuracy and reliability, collation of disaster evidence, planning approval pathway papers, consideration of delivery strategies and constructability considerations, among many other matters.</p>	Ongoing
BE2.1.1v(1)	<p>General Asset Transport Maintenance Special Rate Variation</p> <p>Undertake high risk road safety signage & barrier improvements.</p>	<p>An independent engineering consultancy was engaged to undertake a comprehensive asset condition inspection regime across the road network, cost and prioritise all defects, and develop a maintenance and renewal guideline that mirrors best practice. From this, a 5-year program of renewals will be</p>	Completed

BE2.1.1 Action Tasks		Comment	Status
		developed, setting Lithgow up to deliver a proactive maintenance and renewal strategy in future years.	
BE2.1.1v(2)	General Asset Transport Maintenance Special Rate Variation Program Develop and implement the Transport Maintenance Management Project	<p>Projects delivered under these funds include:</p> <ul style="list-style-type: none"> • \$117,000 of additional weed spraying. • Gravel resheeting of Crown Station Road, Wolgan Road and Dunville Loop Road. • Pavement rehabilitation and reseal of Coxs River Road, Park Avenue and Reserve Road. • Drainage repairs and vegetation control on Baaners Lane, Hartley. 	Completed
BE2.1.1v(3)	General Asset Transport Maintenance Special Rate Variation Program Undertake preventative maintenance to sealed roads condition 2	Works progressing to keep roads at a condition 2 or higher.	Completed
BE2.1.1v(4)	General Asset Transport Maintenance Special Rate Variation Program Undertake preventative maintenance to sealed roads condition 3	Pricing has been received for crack sealing and re-sheeting.	Completed
BE2.1.1v(5)	General Asset Transport Maintenance Special Rate Variation Program Undertake preventative maintenance to sealed roads condition 4	Work has been undertaken to improve the condition of Hampton Road and Old Bindo Road.	Completed

BE2.1.1 Action Tasks		Comment	Status
BE2.1.1w(1)	Implement the General Asset Transport Maintenance Special Rate Variation Program. Develop enhanced, evidence-based asset management program	An independent engineering consultancy has been engaged to undertake a comprehensive asset condition inspection regime across the road network, cost and prioritise all defects, and develop a maintenance and renewal guideline that mirrors best practice. From this, a 5-year program of renewals will be developed, setting Lithgow up to deliver a proactive maintenance and renewal strategy in future years.	Completed
BE2.1.1w(2)	Corderoy Place, Wallerawang (full length - 75m)	Works have been completed.	Completed
BE2.1.1w(3)	Brays Lane, Wallerawang (Blackberry Lane to No. 75 - 1200m)	Works have been completed.	Completed
BE2.1.1w(4)	Main Street, Wallerawang (Blackberry Lane to Railway Line - 1120m)	Works have been completed	Completed
BE2.1.1x	Roads Renewal Special Rate Variation Program Sunny corner Road Portland (470m (about 1541.99 ft) from Sofala St to Falnash St)	Works have been completed	Completed

BE2.2: We will advocate for sustainable transport options linking the Central West and Western Sydney to the Marrangaroo Urban Release Area.

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE2.2.1	Advocate for improved road connections - Great Western Highway upgrade	Advocacy undertaken	100% complete	100%

BE2.2.1 Action Tasks	Progress	Comment	Status
BE2.2.1a	100%	Traffic modelled to determine capacity of the existing intersection. Most existing intersections in the vicinity are already operating at a Level of Service E, thereby having no capacity for increased development without causing excessive delays and queuing. Council continues to advocate for alternative intersection treatments in this area to improve safety to current motorists, but also to create capacity for future growth in the precinct.	Completed
BE2.2.1b	100%	Transport for NSW remains committed to the installation of traffic lights at the intersection of Col Drewe Drive once further development occurs and traffic volumes warrant the installation of this infrastructure.	Completed

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
BE2.2.2	Recognise and act on the potential for Lithgow to act as a hub for improved rail services to the east and west.	Faster and more frequent passenger rail services between Western Sydney and regional centres in the Central West.	Improved rail services	100%	<p>Lithgow Council continues to advocate on behalf of the community for a balanced focus on efficiency improvements related to local transport networks, most particularly road and rail. The LEEP suggests that Lithgow is strategically placed to support a hydrogen or green power conversion facility for the state's rolling stock. Such a project would naturally increase the flow of workers and thereby the reliance on rail networks. It is this demand that will inform the state's future rail planning.</p> <p>A working party has been formed to address this very matter, representative of local experts including members from Greenspot, University of Technology, Transport for NSW and University of Western Sydney.</p>

BE2.3: We will plan and build shared pathways and link activity centres.

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE2.3.1	Implement the footpath construction program	Walkways and cycleways constructed.	100% Complete	80%
BE2.3.1 Action Tasks		Comment	Status	
BE2.3.1a	<p>Footpath replacement & maintenance program</p> <p>Replace sections of footpaths damaged or at the end of their life cycle to ensure the areas are safe and meet the community's needs.</p>	<p>This work commenced in the first quarter of the 2023/24 financial year. Works completed include:</p> <ul style="list-style-type: none"> • Wolgan Road, Lidsdale • Wallerawang Library • Various streets through Lithgow township • Williwa Street, Portland <p>Works remaining include:</p> <ul style="list-style-type: none"> • Burton Street crossing • Main Street, Wallerawang • Church Street, Lithgow 	Progressing	
BE2.3.1b	<p>Implement the Active Transport Plan - Walking & Cycling Projects - New footpath construction.</p> <ul style="list-style-type: none"> • Barton Avenue, Wallerawang and Hartley Valley Road, Vale of Clwydd. Contractor engaged, works commenced in January 2024 and continue into 2024/25. • Castlereagh Highway, Cullen Bullen, High Street, Portland and Pindari Place Wallerawang - completed in December 2023. • Maple Crescent, Lithgow – Contractor engaged. <ul style="list-style-type: none"> ○ Stage 1 works (Church to Elm Streets) - completed. 		Progressing	

Operational Plan Action Code	Action	Deliverable	Target	Progress
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- o Stage 2 works (Church to Boronia Sts) to commence in February 2024 for completion in April.

B2.3.1c	Submit applications and apply for funding where applicable to deliver projects in the Active Transport Plan.	Get NSW Active Round 2 applications submitted December 2023 and were unfortunately unsuccessful. Council to continue to pursue other grant funding opportunities for these projects, as they become available.	Completed	
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BE2.4: We will plan and deliver water, sewer and waste infrastructure that supports growth and sustainability.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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BE2.4.1	Provide a secure and reliable water reticulation system to residents of the Lithgow LGA	2023/24 Water Major Works Program	100% Complete	5%
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BE2.4 Action Tasks	Comment	Status
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BE2.4.1a	Concrete pits to cover flow meters at QE Park, Oakey Park Head Works and tow at Payne Street Portland.	Pits have been constructed at all areas to cover the flow meters installed on trunk mains	complete
BE2.4.1b	Dam Safety Compliance	Consultants appointed to carry out additional works for the dams including further modelling and work on the flood study. This is required to undertake the full Risk and Safety reports	Ongoing
BE2.4.1c	Clarence to Wallerawang Pipeline Project		Ongoing

BE2.4 Action Tasks		Comment	Status
	<ul style="list-style-type: none"> • Progress with the Business Case for the Clarence to Wallerawang Pipeline Project – Completed • Progress with Environmental Approvals – <ul style="list-style-type: none"> ○ Review of Environmental Factors (REF) is being developed. ○ Other studies such as the Discharge Impact Assessment and catchment review for Section 60 approvals to be undertaken. • Progress with the tender to create a Detailed Design only tender to go to market. This will derisk the project ready for advertisement for construction • Funding and grant applications to be completed for further works to be undertaken 		
BE2.4.1d	Oakey Park NBN Connection to the flow meter (Civil and electrical works)	Design Survey and investigations have begun. New location found and the new flow meter is to be installed during a water plant shutdown in later September 2024	Progressing
BE2.4.1e	Oakey Park Water FP - Differential Pressure Transmitters replacement	Not undertaken during in 2023/24. Further works required to undertake and install	Ongoing
BE2.4.1f	Oakey Park Water FP Clear Water and Backwash Pumps	Pumps are being removed one at a time to be refurbished and reinstalled. 3 out of 5 pumps completed with one currently being refurbished Purchase of New Pumps for installation in FY24/25	Ongoing
BE2.4.1g	Tarana Water System Investigation and community consultation on the works required to upgrade, replace, remove the Tarana raw water supply system.	Preliminary assessment undertaken and further consultation to be undertaken with the affected residents	Ongoing

BE2.4 Action Tasks	Comment	Status
Water Mains Renewal Lidsdale Street, Wallerawang - 690m water mains	Consultation documents being prepared for residents to have their say on the system and its future This project has been deferred due to Contractor unavailability. Originally planned to be undertaken with mix of contractor and in house however contractor pulled out so larger tender package created for the 24/25 year	Deferred

BE2.4: We will plan and deliver water, sewer and waste infrastructure that supports growth and sustainability.

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE2.4.2	Provide a secure and reliable sewer reticulation system to residents of the Lithgow LGA	2023/24 Sewer Major Works Program	100% Complete	14%

BE2.4.2 Action Tasks	Comment	Status
BE2.4.2a Annual Sewer Mains Relining Program	Tender was awarded at the November Council meeting. Works was completed in May on relining 700m (about 2296.59 ft) of Sewer Main in parts of Extension Estate. See the Sewer Mains Relining Project page on Council's website	Completed
BE2.4.2b Annual Sewer Vent Replacement Program	2 vents replaced. Costs for labour and materials have risen exponentially so further review on this project will be carried out.	Completed

BE2.4.2 Action Tasks		Comment	Status
BE2.4.2c	Annual Sewerage Testing for Illegal Connections Program. Undertake smoke testing of sewer mains to assess compliance of property connections.	Smoke Testing program undertaken on various areas and retests undertaken across the network	Progressing
BE2.4.2d	New Lithgow Sewerage Treatment Plant Inlet Works – Stage 1	Demolition completed of Digestors and boiler room for new inlet works to be built	Progressing
BE2.4.2a	Design and commence construction on the new Sewerage Pumping Station for South Bowenfels.	Sewerage Pumping Station, Gravity lines and Rising completed. Awaiting power connection to the site to allow the pumping station to be commissioned and sewer to begin flowing to the new SPS. Two existing pumping stations will then be decommissioned	Progressing
BE2.4.2f	East Portland Sewerage Pumping Station bypass upgrade and decommission of High Street Sewerage Pumping Station.	The bypass was nearly completed with new switchboard and pumps installed to cater for flows and height changes. Bypass pipework will be installed in Q4 2024 as part of the 2 nd phase	Progressing
BE2.4.2g	Lithgow Correctional Sewer Pumping Station Inlet - Muffin Monster installation & switchboard upgrade.	New Muffin Monster (maserator pump) installed at site. Logistics issues with the new switchboard being delivered and currently awaiting this onsite.	Progressing
BE2.4.2h	Old Bathurst Road - Stage 2 Installation and civil works of new pumps and receiver manhole.	Keane Civil engaged to complete the works on the new pumps and manhole. Progressing well and should be completed by end September 2024	Progressing
BE2.4.2i	Replace Maddox Lane, Wallerawang Sewerage Pumping Station to enable future development in the Lidsdale area.	TWS have nearly completed the work on the new SPS. Remaining issues relate to connection for power from the old site to the new which is awaiting approval from the energy provider.	Progressing
BE2.4.2j	Tweed Mills Sewerage Pumping Station high voltage upgrade.	Not completed in 23/24 due to staff leaving and approvals not received.	Not Progressing

BE2.4.2 Action Tasks		Comment	Status
BE2.4.2k	Undertake annual Sewer Manhole and Assessment program to assess condition and collect data for inclusion in the Asset Register and System.	Work undertaken on 40 manholes to reline and repair to stop infiltration. Ongoing program of works	Completed

BE2.5: We will develop quality and affordable multi-purpose sporting and recreational facilities which encourage active, healthy lifestyles.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
BE2.5.1	Manage and prepare playing fields ensuring their availability except in exceptionally wet weather conditions.	Sporting fields open and available	100%	100%	<p>All routine work has been completed; the fields have been maintained to a very high standard.</p> <p>Closures to the fields have only been considered due to weather conditions, not due to maintenance issues.</p> <p>A master plan is being developed for the Sporting precinct around Lithgow, this has included consultation with sporting bodies and key users. The study will be presented to the incoming Council.</p>

BE2.5: We will develop quality and affordable multi-purpose sporting and recreational facilities which encourage active, healthy lifestyles.

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE2.5.2	Implement the Recreation Major Works Program.	Annual Recreation Major Works Program implemented and applications for external funding submitted.	100% complete	65%

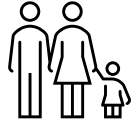
BE2.5.2 Action Tasks		Comment	Status
BE2.5.2a	Kremer Park Portland (Resources for Regions Rd 8) Complete works to improve the Grandstand	Major work has been completed and the Grandstand refurbished. Official opening occurred with the NSW Government in attendance.	Completed
BE2.5.2b	Kremer Park Portland Renew the retaining wall.	The tender for the project has closed with works scheduled to be undertaken in 1 st quarter 2024/25.	Ongoing
BE2.5.2c	Lithgow Hockey Facility Upgrade Construct new security fencing around the facility.	The Hockey fencing project has been completed with significant positive feedback received from local stakeholders.	Complete
BE2.5.2d	Lithgow Sporting Precinct Master Plan Develop a plan to guide future development of the Sporting Precinct.	DB Consulting have completed the final draft of the Precinct Master Plan. The final Precinct Master Plan will be presented to the incoming Council.	Ongoing
BE2.5.2e	Watsford Oval - Install irrigation system	No funding was made available; Council will investigate carrying out this project within the 24/25 budget.	Not Due to Start
BE2.5.2f	Watsford/Conran Oval - Seal the entry and carpark	All preparation work was completed, recent weather prevented the final scope of work. Sealing was delayed to the end of July 2024	Ongoing
BE2.5.2g	Watsford/Conran Oval - Provide new street/park furnishings	No funding was made available; Council will investigate carrying out this project within the 24/25 budget.	Not Due to Start

BE2.5: We will develop quality and affordable multi-purpose sporting and recreational facilities which encourage active, healthy lifestyles.

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE2.5.3	JM Robson Aquatic Centre	Develop and operate the JM Robson Aquatic Centre	100% Complete	100%
BE2.5.3 Action Tasks		Comment	Status	
BE2.5.3a	Replace pool covers, shade sales, lane ropes and filtration pumps.	Shade Sails Installed. New Shed being erected to assist with the storage of chemicals and other small plant and equipment A new Sauna has been installed and has been extremely popular.	Completed	



1 January – 30 June Patronage



19,454

total patrons



11

room bookings for
Children's Parties.



Learn to Swim

390

children registered,
Jan - Mar quarter.

305

children registered,
Apr - Jun quarter.



366

Total participants in
aqua aerobics

BE2.6: Our parks and public spaces will be inviting, accessible, creative spaces for the enjoyment of families and visitors to our area.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
BE2.6.1	Develop and maintain gardens, parks, reserves, street trees and other public spaces.	Submit applications for funding and where applicable deliver projects listed in the Recreation Major Works Program	100% Complete	100%	Various works completed throughout the year, seasonal works completed, new street trees planted, parks and gardens maintained to a high standard, gardens improved at various locations throughout the town, locations such as Tony Luchetti Sports Ground, Mort Street, Watsford Oval and Oakey Park.

BE2.6.1 Action Tasks	Comment	Status
BE2.6.1a Blast Furnace Park <ul style="list-style-type: none"> Install a performance stage to allow for music and other performance events. Lighting upgrade to enhance the site's features to enable regular light shows to occur. 	All design work completed, works tender awarded and contractor mobilising on site week beginning 24 June 2024 with scheduled September /October 2024 completion date	Ongoing
BE2.6.1b Lake Pillans Wetlands Upgrade pathways, construct formalised parking areas and install lighting to improve safety and visitor experience. (Stronger Country Communities Fund Rd 5)		
BE2.6.1c Bowenfels Gun Emplacement Conservation Management Plan Engage a specialist consultant to develop a Conservation Management Plan to guide the preservation and future use of this State Heritage Listed Site.	Draft Conservation Management Plan has been completed and is under review by Council.	Ongoing

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments	
BE2.6.1d	Portland Central Park Project Work with Portland Central School to complete redesign of the recreation space of Portland Central School including installation of secondary equipment and activation programs to create an "active share our space school" for students and families in Portland and surrounds. (Resources for Regions Round 9)				It seemed that this project may have had to be indefinitely deferred due to some disagreement regarding the method of project delivery between the NSW Government and Lithgow City Council. However, through effective negotiation a compromise has been reached and the project can now move ahead with the full scope to be delivered by the Department of Education in the 2024/25 financial year.	Ongoing
BE2.6.1e	Improve and enhance dog park facilities in the LGA.				Endeavour Park fencing removed and a new fence installed at the park.	Completed
BE2.6.1f	Queen Elizabeth Park Upgrade and renew aged and non-compliant play equipment.				New rubber soft fall has been installed. This will create savings each year with the reduced need to carry out replenishment of Mulch Soft fall.	Completed
BE2.6.1g	Upgrade and renew aged and non-compliant play equipment in accordance with the Playgrounds.				Two out of three playgrounds (Elizabeth Street, Wallerawang & Stewart Street, Bowenfels) have been completed and opened to the public, Oakey Park Playground to be installed prior to the end of June 2024	Ongoing

BE2.6: Our parks and public spaces will be inviting, accessible, creative spaces for the enjoyment of families and visitors to our area.

Operational Plan Action Code	Action/Deliverable	Target	Progress	Comments
BE2.6.2	Maintain and develop our Cemeteries. Through high performance and customer focus, actively pursue positive feedback regarding services provided through the cemeteries function.	100% complete	100%	The following improvements to our Cemeteries were undertaken during the July to December period: <ul style="list-style-type: none"> • Renewal of concrete paths for access throughout the cemetery. • Upgrade of fencing at the Hartley Cemetery • New Lawn Beam and lawn section of the Lithgow Cemetery

BE2.7: We will maintain and upgrade our community buildings and structures to meet the needs of the community and ensure commercial viability.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
BE2.7.1	Work with local bus services to ensure bus shelters are strategically placed to meet community demand for the service.	Bus shelters are supplied in accordance with community demand for service	100% Complete	100%	The Council works with the local bus company to ensure that bus shelter requirements are being met. No requests for new shelters were received during the reporting period. Regular cleaning and maintenance were undertaken including removal of graffiti.

BE2.7: We will maintain and upgrade our community buildings and structures to meet the needs of the community and ensure commercial viability.

Operational Plan Action Code	Action	Deliverable	Target	Progress
BE2.7.2	Maintain and upgrade community buildings and structures to meet the needs of the community and ensure commercial viability.	Submit applications for funding where applicable and deliver projects listed in the Buildings Capital Works Program.	100% Complete	41%

BE2.7.2 Action Tasks	Comment	Status	
BE2.7.2a	Administration and Depot security system upgrade	This project has been completed. A new security system has been installed, meaning secure access control has been reinstated to all areas of council operations	Complete
BE2.7.2b	Exeloo Toilet - Cullen Street, Portland Replacement and modernisation of the old toilet block on Cullen Street in keeping with the recent upgrades to Saville Park.	The Exeloo has arrived and is awaiting installation. The final scope of work is to demolish the existing toilet facility, prepare and install foundations, install and commission new Exeloo. Completion of this project will be end of August 2024	Ongoing
BE2.7.2a	Lithgow City Council Administration Building Upgrade Customer Service Area	This project is now being undertaken as part of an overall Administration Centre review. The Council has engaged a contractor to provide a seating plan and improved layout taking into consideration the Hartley Building, Administration Centre and vacant Centrelink Building.	Ongoing
BE2.7.2c	Lithgow City Council Administration Building Create a breakout area for staff above the carpark.	Due to resourcing and the timing of the Administration Centre review above, this will require a carryover of funding to complete this project in the 2024/25 financial year.	Ongoing
BE2.7.2d	Lithgow Store Construction of new store building, driveway and access points at 140 Mort Street, Lithgow.	Majority of earthworks have been undertaken, and contaminated material moved. The stockpile of contaminated material is now undergoing rehabilitation. Stormwater infrastructure has been laid	Ongoing

BE2.7.2 Action Tasks		Comment	Status
		and sewer connected. Awaiting pouring of building footings next week	
BE2.7.2e	ABCD Inc. Community Hall, Clarence Construct a new community hall in Petra Avenue to lock-up stage. (Resources for Regions Rd 9)	Building has reached lock-up stage and ancillary works are being undertaken	Ongoing

BE3 Diverse and affordable housing options are available for our residents throughout all life stages.

3	2	1	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing

BE3.1: We will create more new, affordable houses in Lithgow and other established urban centres.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
BE3.1.1	Issue Building & Development Certificates	Section 149 Certificates, Building Certificates, Subdivision Certificates, Section 10.7 Certificates	100% Complete	100%	Certificates issued within timeframes

Applications receipted by Customer Service 1 January – 30 June

10	12	5	0	58
Section 68 Solid Fuel Heater	Water	Certificate Linen Releases	Section 96 Modifications of Consent	Quotes for applications
948	75	71	10	12
Certificates applications	Development applications	Construction Certificates	On-site Sewer Management	Sewer

BE3.2: Planning and development of new suburbs will provide for a mix of housing types.

Operational Plan Action Code	Action/Deliverable	Target	Progress	Comments
BE3.2.1	Progress the development of the Marrangaroo Urban Release Area and Employment Lands Planning Proposal.	100% Complete	100%	<p>The Lithgow Strategic Traffic Model has been finalised by Transport for NSW identifying that the Marrangaroo Urban Release Area will need to include a grade separated intersection with the Great Western Highway to be funded by Council or future developers.</p> <p>Council held a landowner information session to inform of the status of the project in November 2023.</p> <p>The project is currently not progressing as a Council initiated Planning Proposal due to the significant and insurmountable costs of building a grade separated interchange to service the development. Council continues to advocate on behalf of the community for a solution to bring online one of the most significant residential and industrial expansion opportunities available in the Lithgow local government area.</p>

BE3.3: The diverse housing needs of our community will be met through active partnership with development.

Operational Plan Action Code	Action/Deliverable	Target	Progress	Comments
BE3.2.2	Planning agreements are negotiated and administered according to the adopted policy.	100% Complete	100%	Reporting - complied with

Excellence in a Caring Educational Environment



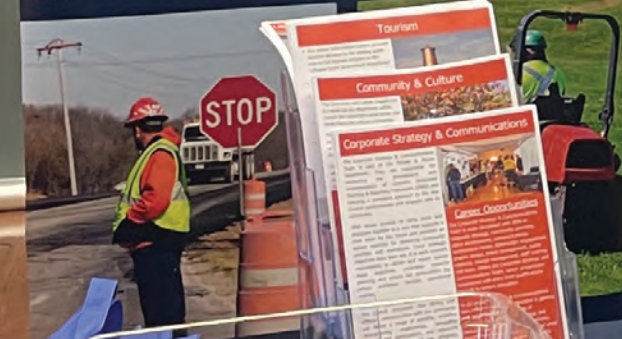
Lithgow
CITY COUNCIL

*Integrity, Resilience, Respect
and Accountability*



Lithgow
CITY COUNCIL

*Our Place...
Our Future*



Tourism

Community & Culture

Corporate Strategy & Communications

Careers, Discontinuation

Aquatic Centre

Recreation

Buildings & Transport

Capital Discontinuation

Customer Service

Records

Information Technology (IT)

Environmental Health

Animal Shelter & Pumping

Water, Wastewater & Waste

Careers, Discontinuation



Strengthening our
economy

SE1: To provide sustainable and planned growth that supports a range of lifestyle choices and employment options.

5	1	3	1	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing



SE1.1: We will attract new business and investment.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE1.1.1	Implement the Lithgow Evolving Economy Plan (LEEP)	Submit applications for funding where applicable and deliver projects listed in the LEEP Capital Works Program.	100% Complete	95%	<p>Representatives of Lithgow City Council continue to meet with all proponents of clean energy projects within the Lithgow LGA with the aim of coordinating the most effective approach to benefit sharing across the LGA. Three developers have been met with in the past twelve months. Ultimately, this will culminate in the development of a policy that governs Lithgow's approach to this issue. Work on a developer contributions strategy has commenced with the expectation that a draft will be presented to a new Council in approximately September.</p> <p>Additionally, several advocacy trips to Parliament House in Sydney have occurred, with the intent of securing the NSW and Australian Government's involvement with the LEEP, alongside their necessary financial contribution to the transition effort. Both government agencies are committed to the transition effort, pledging to form governance vehicles of their own in the form of the Future Jobs and Investment Authority (NSW Govt.) and the Net Zero Economy Taskforce (Aust. Govt.). Unfortunately, neither vehicle has materially progressed any significant initiatives with the exception of the NSW Government's release of an issues paper seeking local government feedback on their proposal. Council has allocated \$1.07 million of the recently approved Special Rate Variation to this purpose and is seeking approximately \$4 million per year of government assistance to supplement this allocation.</p>

SE1.1: We will attract new business and investment.

SE1.1.1 Action Tasks		Comment	Status
SE1.1.1a	Actively engage with developers proposing the construction of assets related to clean energy production, ensuring that there is value-add to residents and the local economy.	Representatives of Lithgow City Council continue to meet with all proponents of clean energy projects within the Lithgow LGA with the aim of coordinating the most effective approach to benefit sharing across the LGA. Three developers have been met with in the past twelve months. Ultimately, this will culminate in the development of a policy that governs Lithgow's approach to this issue, and work on this strategy has commenced with the expectation that a draft will be presented to a new Council in approximately September.	Completed
SE1.1.1b	Advocate for cross-government commitment, affirmative action and significant increase to levels of funding provided for economic transformation.	Several advocacy trips to Parliament House in Sydney have occurred, with the intent of securing the NSW and Australian Government's involvement with the LEEP, alongside their necessary financial contribution to the transition effort. Both government agencies are committed to the transition effort, pledging to form governance vehicles of their own in the form of the Future Jobs and Investment Authority (NSW Govt.) and the Net Zero Economy Taskforce (Aust. Govt.). Unfortunately, neither vehicle has materially progressed any significant initiatives with the exception of the NSW Government's release of an issues paper seeking local government feedback on their proposal. Council has allocated \$1.07 million of the recently approved Special Rate Variation to this purpose and is seeking approximately \$4 million per year of government assistance to supplement this allocation.	Completed

SE1.1.1 Action Tasks		Comment	Status
SE1.1.1c	Advocate to bring forward new employment precincts utilising the capacity of the NSW Government to examine and then facilitate the re-purposing of the city's brownfield sites for employment purposes.	A first draft of the review of Chapter 12 of Lithgow's Land Use Strategy has been delivered, detailing the quantitative and qualitative strengths and weaknesses of Lithgow's current employment land offerings. Aside from the redevelopment of the former Wallerawang Power Station (which is under private remediation and development), works continue to make lands in the Marrangaroo precinct economically viable for development, alongside the identification of two smaller sites which are potentially viable in Lithgow and Blackmans Flat.	Completed
SE1.1.1d	Commence development of an Adaptive Skills Hub	Lithgow City Council submitted a detailed proposal and tender for this work to the Australian Government in December 2023. Feedback expected in February 2024; however, the response was not received until May 2024. Very fortunately, Council was successful in its bid and has executed contracts for this work with the Australian Government. Over the coming months, Council will develop the necessary project plans to facilitate this work, alongside engaging a project manager and the necessary teaching resources required. Work is also ongoing in partnership with local high schools and training providers to co-develop the program.	Completed
SE1.1.1e	Develop a business case under the Growing regional Economies Fund for a pilot project to increase STEAM skills in a regional context, across the Central West, people related factors.		Completed
SE1.1.1f	Direct engagement with both the NSW (Department of Regional NSW) and Australian Governments (Net Zero Economy Taskforce) to reach a consensus and gain critical buy-in regarding the governance arrangements for the LEEP project implementation.	Several advocacy trips to Parliament House in Sydney have occurred, with the intent of securing the NSW and Australian Government's involvement with the LEEP, alongside their necessary financial contribution to the transition effort. Both government agencies are committed to the transition effort, pledging to form governance vehicles of their own in the form of the Future Jobs and Investment Authority (NSW Govt.) and the Net Zero Economy Taskforce (Aust. Govt.). Unfortunately, neither vehicle has materially progressed any significant initiatives with the exception of the NSW Government's release of an issues paper seeking local government feedback on their proposal. Nonetheless, Lithgow continues to push forward with	Completed

SE1.1.1 Action Tasks		Comment	Status
		its LEEP initiatives, keeping the upper levels of government apprised of progress, with the first meeting of the collaborative governance vehicle proposed for mid-August.	
SE1.1.1g	Engage with Centennial Coal and Energy Australia on the future of coal and the impacts to their respective workforces.	Both Centennial and Energy Australia heavily feature within the governance vehicle suggested for LEEP, including the underlying working parties that aim to give strategic and technical advice to the overarching governance vehicle. This vehicle was endorsed by the Council in February 2024 and letters of invitation have been provided to both Centennial Coal and Energy Australia. Both have accepted the offer, with the first meeting of the committee to occur in August 2024.	Completed
SE1.1.1h	Engage with the Expert Panels from the Royalties for the Rejuvenation Program to aid the economic transition of the Lithgow LGA.	This engagement process continued, with the Council having briefed the Expert Panels on the LEEP and continued to work with DRNSW direct on detail. However, it seemed that the Expert Panels were not meeting as often as previously anticipated, and funding has not flown from these Panels through to their representative communities. It has now been discovered that the Expert Panels were abandoned, three years after their inception, without any achievements. This has been replaced by the Future Jobs and Investment Authorities. These have not yet been set up by the NSW Government, but Council has every intention to work closely with them once this occurs.	Completed
SE1.1.1i	Redevelop the Invest Lithgow Website	Several attempts have been made to recruit a Communications Manager for the Lithgow Evolving Economy project. This is a necessary resource to redevelop this site, alongside many other comms-related tasks. Council has recently had success in this endeavor though, with a new incumbent commencing with Council in August. Once inducted, works will commence on this important project.	Not Due to Start

SE1.1.1 Action Tasks		Comment	Status
SE1.1.1j	Work in partnership with the Department of Regional NSW to develop a bespoke investment prospectus for the Lithgow region.	Investment Prospectus complete for both Advanced Manufacturing and Green Manufacturing industries, with a focus on Lithgow's proximity to the ports and population of the Sydney basin. This prospectus has been shared with the Lithgow Chamber of Commerce and was recently used to facilitate a local investor forum	Completed

SE1.2: We will encourage economic growth and diversity.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE1.2.1	Business and Investment enquiries	Respond to business/investment enquiries and coordinate with other departments.	100% complete	100%	<p>The council has received several business enquiries in the past 6 months, all of which have been referred by the Department of Regional NSW. With limited resources, the Council is currently constrained regarding the amount of assistance it can provide.</p> <p>As of June 2024, Council has been able to recruit an outstanding candidate to the position of Manager – Enterprise and Economy. Moving forward, Council will have far greater capacity to manage similar enquiries in-house.</p> <p>Council's Strategic Planning Team responded to four preliminary pre-lodgement enquiries regarding potential planning proposals to explore additional development opportunities on private land in the July – December period.</p> <p>The Strategic Planning Team also continued to work closely GreenSpot to progress the development of a final Planning Proposal.</p>

SE1.3: We will facilitate and provide infrastructure and land to support residential, rural and economic growth.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE1.3.1	Implement the Lithgow 2040 Local Strategic Planning Statement.	Land priorities and directions for the future of the Lithgow LGA.	Strategic planning undertaken	15%	The council's strategic planning team has continued work on key planning actions from the Lithgow Local Strategic Planning Statement in the reporting period.

SE1.3.1 Action Tasks	Comment	Status
SE1.3.1a	Commence development of a Housekeeping Planning Proposal to amend the Lithgow Local Environmental Plan 2014.	Progressing
SE1.3.1b	Commence Growth Management Strategy to include: <ul style="list-style-type: none"> • Employment Lands/Centres review • Local Housing Strategy • Rural Lands and Rural Residential Study. 	Progressing

SE1.4: We will develop into a "smart" city that embraces technology, innovation and entrepreneurship to support business success and improve liability.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE1.4.1	Implement the Smart Cities Road Map	Submit applications for funding where applicable and deliver projects listed in the Smart Cities Capital Works Program.	100% Complete	0%

SE1.4.1 Action Tasks		Comment	Status
SE1.4.1a	Construct a Smart Spaces - Chill-out Hub in Cook Street Plaza to provide a covered seating area inclusive of power and WIFI which will enable the recharge of mobile devices and mobility scooters.	The deferral of the Smart Cities project was included in the Quarter Three Budget Review variations reported to the 27/5/24 Council meeting (Min. No. 24-109). The reasons for deferral are lack of staff resourcing capacity coupled with the need to complete higher priority projects (e.g. the PABX transition to the cloud) by 30 June 2024.	Not due to start
SE1.4.1b	Submit applications for funding where applicable to deliver project in the Smart Cities Blueprint.		Not due to start

SE1.4: We will develop into a "smart" city that embraces technology, innovation, and entrepreneurship to support business success and improve liability.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE1.4.2	Implement the Lithgow Electric Vehicle Strategy.	Submit applications for funding where applicable and deliver projects listed in the Lithgow Electric Vehicle Strategy Capital Works Program.	100% Complete	50%

SE1.4.2 Action Tasks	Comment	Status
SE1.4.2a	Develop guidelines to locate and develop EV charging points. Project complete through the development of the Lithgow Electric Vehicle Strategy. More granular detail has since been developed through work with the Central NSW Joint Organisation to identify specific site constraints and how to work around these.	Completed
SE1.4.2b	Engage with key agencies on Electric Vehicle Infrastructure. Through engagement with the NRMA, a bank of fast chargers has commenced being constructed within the Eskbank Street carpark, at no cost to the Council. These should come online in August 2024. Work with the Joint Organisation to develop a fleet transition plan and further assess site suitability for those locations identified by Council's strategy has also been completed.	Ongoing
SE1.4.2c	Identify road transport constraints. Through engagement with the NRMA, a bank of fast chargers has commenced installation within the Eskbank Street carpark, at no cost to the Council. Through the delivery of this project, it was identified that the car park did not have sufficient power infrastructure to support the bank. This was addressed through the installation of a new electricity substation in close proximity. Work with the Joint Organisation to develop a fleet transition plan and further assess site suitability for those locations identified by Council's strategy has also been completed.	Completed
SE1.4.2d	Submit applications for funding where applicable to deliver projects listed in the Lithgow Electric Vehicle Strategy. No grants submitted yet; however, work has continued with the NRMA to install fast chargers in Lithgow at no cost to the Council. Once these are completed and brought online, work will commence to identify opportunities in other localities, namely Portland and Wallerawang in the first instance.	Ongoing

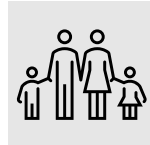
SE2: To explore and discover the richness in our society through the pursuit of educational, creative and cultural opportunities to diversify our economy, skills base and employment opportunities.

6	5	1	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing

SE2.1: We will celebrate the cultural diversity and rich heritage of the Lithgow LGA

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE2.1.1	Eskbank House Museum operations	Develop and promote an engaging and accessible visitor experience at Eskbank House Museum.	Annual program achieved	80%	Eskbank House Museum works to create engaging and accessible visitor experiences by developing and delivering internally curated exhibitions and hosting guest speaker events that promote and celebrate our local heritage and history. By linking into state and national annual celebrations such as National Trust Australian Heritage Festival and the History Council's History Week events, the museum extends reach and attracts visitors to Lithgow LGA. The museum has hosted three heritage/history speakers events this past year. The museum has also participated in the LGA wide multi-venue weekend events, What's in your backyard - Locals Day Locals free day and Edible Garden Trail (Transformation Hub event). Six school groups have visited and participated in hands on visitor experience sessions.

1 January – 30 June Patronage



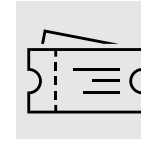
1,073

Visitors



1

School Visits



5

Events and exhibitions

SE2.1: We will celebrate the cultural diversity and rich heritage of the Lithgow LGA

SE2.1.1 Action Tasks	Comment	Status	
SE2.1.1a	Expansion of children and young people school holiday and schools' education programming.	Lithgow Public booking in June - 4 groups of students - 91 students plus care givers and teachers	Completed
SE2.1.1b	Submit applications and apply for funding where applicable to deliver projects listed in the Eskbank House Conservation Management Plan.	Contractor appointed and work on storm water drainage to the street has begun. The project grant is over two years, 2023/24 is complete.	Ongoing

SE2.1: We will celebrate the cultural diversity and rich heritage of the Lithgow LGA

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE2.1.2	Eskbank House Museum Collection	Best practice collection care and engagement strategies implemented for the Eskbank House Museum Collection.	Annual program achieved	100%	Assessment of catalogued items has been undertaken to ensure objects have been correctly identified and classified. The 'Bracey Collection' objects are being photographed and records updated by volunteers. The Museum Development Officer attended online training at the Centre for Volunteering on the management of volunteers.

SE2.1.2 Action Tasks	Comment	Status
SE2.1.2a	Staff and volunteers trained in best practice collection management.	Completed

Training for conservation cleaning of the museum's collection was provided by the Council's contracted Museum Adviser and this is refreshed in-house as one-on-one training to make sure the requirements are being met. New volunteers are mentored by experienced guides for the Visitor Experience Tours.

The collection is also being reviewed and one-on-one training is on-going for volunteers in museum standard photography and basic eHive cataloguing processes for the tracking of objects and exhibition planning.

The Museum Development Officer has attended TAFE NSW's pilot Museum Collection Management and Handling course, Museum & Galleries meetings and forum, and is working through the online Resource and Tool for management of Volunteers on The Centre for Volunteering website as professional development.

SE2.1.2 Action Tasks	Comment	Status
SE2.1.2b The collection is promoted through electronic storytelling on the Eskbank House Museum Facebook page and website.	<p>Social media weekly posts featured LCC Art Collection objects held at EHM during the exhibition period, with discussion on local history connections.</p> <p>A post for ANZAC Day highlighting the collection of WWI postcards relating to a local person.</p> <p>The museum has purchased two large screens for display of Eskbank related history and the promotion of regional history via historic videos. The Museum Development Officer had a meeting with a Powerhouse AV specialist for advice on the technology needed to make these displays happen with reliability and ease of use for volunteers.</p>	Completed



SE2.1: We will celebrate the cultural diversity and rich heritage of the Lithgow LGA

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE2.1.3	Eskbank House Museum marketing / communications	Develop marketing/communications for Eskbank House Museum	Annual program achieved	50%	Eskbank House’s main marketing strategies include Council Media Releases, radio interviews, social media events, videos and posts with images. Posts that include visitors to the museum or that reference other external stakeholders appear to have the best reach as these posts are the most likely to be shared. EHM brochure and flyer reviewed and organising another print run. The MDO and a Volunteer attended a session by Destination NSW on developing visitor experience and gained ideas on some premium options that would help promote the service.

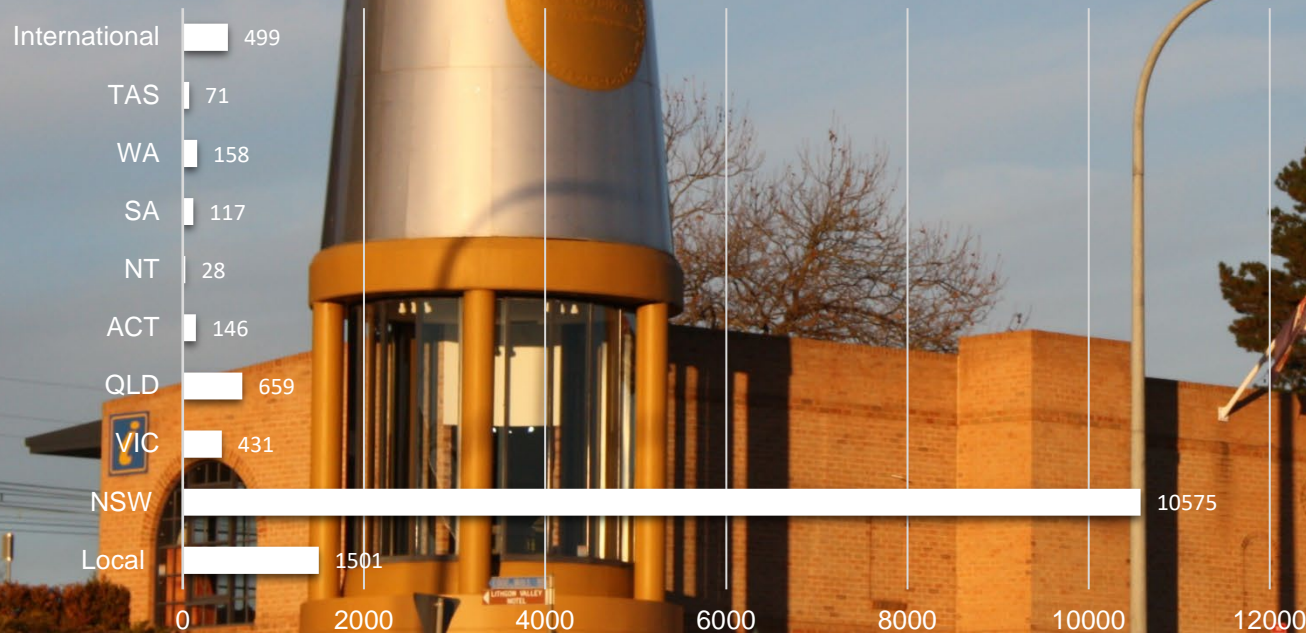


SE2.2: We will work with local creatives and tourism partners to develop a strong tourism industry that maximizes benefits from visitors to the LGA.

Operational Plan Action Code	Action	Progress	Comments
SE2.2.1	Promote Seven Valleys Tourism	100%	<p>Seven Valleys Tourism has a multichannel marketing approach to advertising the area. Leonard's advertising has been running the Seven Valleys promotional videos, html5 ads and google ads across social media and google platforms.</p> <p>A monthly Electronic Direct Mail is distributed to website subscribers. The Seven Valleys Visitor guide was completed, printed and distributed in September 2023. Regular social media posts are distributed via X, Facebook and Instagram.</p>

SE2.2.1 Action Tasks	Comment	Status
SE2.2.1a	Develop and implement joint Council and industry tourism marketing campaigns.	Completed
SE2.2.1b	Develop the Seven Valleys Destination Management Plan.	Completed
SE2.2.1c	Submit applications and apply for funding where applicable to delivery projects listed in the Destination Management Plan.	Completed

Visitors at the Lithgow VIC



35,200
Unique website
hits

2,700
Followers on
Instagram/month
[@visitsevenvalleys](https://www.instagram.com/visitsevenvalleys)

92,833
Avg. Reach on
[@visitsevenvalleys](https://www.facebook.com/visitsevenvalleys)
Facebook page

4
Social Media
Advertisements
per month

16
Film permit
enquiries
received.

\$24,884
Souvenir sales

143
Tourism
Members

SE2.2: We will work with local creatives and tourism partners to develop a strong tourism industry that maximizes benefits from visitors to the LGA.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comment
SE2.2.4	Support cultural organisations.	Provide support for cultural organisation in the development and promotion of cultural activities.	Annual program achieved.	100%	The role has also had over 10 meetings with cultural organisations in the 6 months and has provided multiple support letters for projects and coordinated partnership developments.

SE2.2.4 Action Tasks	Comment	Status	
SE2.2.4a	Participate in local and regional cultural networking groups.	The Community and Cultural Development Coordinator has attended Arts OutWest advisory committee meetings, AGM and 50th anniversary. These actions have provided an opportunity to promote local arts and cultural activities to the region and also develop networks and opportunities to leverage support and partnerships.	Completed
SE2.2.4b	The "Lithgow Creatives" website is updated, improved, and promoted.	This website has been shut down and council is now focusing efforts on supporting other websites that achieve the goal and activities to promote and support local creative industries.	Completed

SE2.2: We will work with local creatives and tourism partners to develop a strong tourism industry that maximizes benefits from visitors to the LGA.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE2.2.5	Museums Advisor Program	Work with Eskbank House and other museums to preserve and promote local history collections.	Annual program achieved.	100%	Museums advisors, Tegan Anthes and Lynn Collins, have completed 20/20 allocated days visiting and assisting local museums. Planned Annual Regional Museums morning tea meeting at SAF attended by Museum Development Officer and six volunteers.

SE2.4: Local job opportunities will be enhanced through employer and service provider partnership focused on the development of a local workforce with the skills required by local industry.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE2.4.1	Work with large industry to ensure retention and employment in the LGA.	ensure retention and employment in the LGA.	100% Complete	100%	Both Centennial and Energy Australia heavily feature within the governance vehicle suggested for LEEP, including the underlying working parties that aim to give strategic and technical advice to the overarching governance vehicle. This vehicle was endorsed by the Council in February 2024 and letters of invitation have been provided to both Centennial Coal and Energy Australia. Both have accepted the offer, with the first meeting of the committee to occur in August 2024.

SE2.4: Local job opportunities will be enhanced through employer and service provider partnership focused on the development of a local workforce with the skills required by local industry.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE2.4.2	Deliver localised business growth programs and workshops to enable business competency.	programs and workshops to enable business competency.	100% Complete	100%

Lithgow City Council submitted a tender to develop a local Adaptive Skills Hub in Lithgow, and it was successful in this endeavor. The objective of this proposal is to increase the adaptive capacity of the workforce consistent with established metrics developed by the University of Newcastle, Australian National University and the Australian Productivity Commission. The components of this project include direct science, technology, engineering, arts, and mathematics (STEAM) teaching support to primary and secondary schools, workforce planning, and Factory of the Future and micro-credentialing.

The council has also been successful in attracting three new incumbents to economic development and transition roles which will afford far greater capacity for efforts such as these into the future.



SE3: The Lithgow region is seen as a desirable place to work, live, visit, and invest.

6 Operational Plan Actions	5 Complete	1 Progressing Ongoing	0 Not due to Start	0 Not Progressing
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SE3.1: We will work in partnership to actively market the Lithgow region and our capabilities to existing and potential residents, businesses, visitors and investors.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE3.1.1	Investment and development attraction	Develop and promote programs to market the Lithgow region to attract investment and development.	Annual program achieved.	100%

Several attempts have been made to recruit a Communications Manager for the Lithgow Evolving Economy project. This is a necessary resource to redevelop the Invest Lithgow site, alongside many other comms-related tasks. Council has had success in this endeavor, with a new incumbent starting with Council in August. Once inducted, works will commence on this important project.

Investment Prospectus complete for both Advanced Manufacturing and Green Manufacturing industries, with a focus on Lithgow's proximity to the ports and population of the Sydney basin.

The council is represented at all applicable and relevant economic and tourism forums these past 12 months, including hosting a meet and greet with Destination NSW.

The Tourism Manager attended the Local Government NSW Destination and Visitor Economy Conference in May 2024.

SE3.2: We will grow our visitor economy through developing partnership and opportunities that enhance and strengthen iconic events, distinct local attractions, and the use of major venues.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE3.2.1	Union Theatre	Develop and activate the Union Theatre and Union Theatre Gallery	Annual program achieved.	80%	During the reporting period extensive work was undertaken to develop the operational systems and a strategic plan for the theatre and gallery.

SE3.2.1 Action tasks		Comment	Status
SE3.2.1a	Develop a "Friends of the Theatre" program to ensure collaboration with local users.	Work has been done on refining the scope of the program and how to go about achieving the aims.	Ongoing
SE3.2.1b	Submit applications and apply for funding where applicable to ensure the facility remains a high-quality cultural venue.	Funding applications submitted for projects in the theatre but not successful.	Completed
SE3.2.1c	Upgrade the kitchen and cut servery through the wall to create a kiosk for serving snacks and drinks to theatre audiences.	DA approved and Construction Certificate lodged. Due to higher-than-expected costs the scope of work has been changed by deleting the servery and associated works. Quotations will be sought in Quarter 1 2024/25	Ongoing

SE3.2: We will grow our visitor economy through developing partnership and opportunities that enhance and strengthen iconic events, distinct local attractions, and the use of major venues.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE3.2.2	Union Theatre Program Strategy	Promote the Union Theatre with a programming strategy to attract and deliver an engaging performance, arts, cultural season that considers Councils community plans, diversity, and inclusion.	Annual program achieved.	100%

SE3.2.2 Action Tasks	Comment	Status
SE3.2.2a	The Annual Season Program is inclusive of works for adults, families, children, and young people audiences.	<p>The Council is working to develop an inclusive annual program of events for the Theatre and Gallery. During the reporting period, the following events were held:</p> <ul style="list-style-type: none"> Lithgow Musical Society presented 6 performances of the musical "9 to 5" over 3 weekends, Stage Fright cabaret held a successful performance for one night, A series of youth open mic events and the Youth Summit were held in the theatre and The Lithgow Comedy Festival – a one-night show as part of the three-day festival.
SE3.2.2b	The Annual Season Program will include, where available, performances presented by Aboriginal and/or Torres Strait Islander theatre companies and /or with Aboriginal and/or Torres Strait Islander actors.	
SE3.2.2c	Principles of Council's Disability Inclusion Action Plan are included within programming strategy.	

SE3.3: We will host events, festivals, sporting and cultural activities that allow our communities to connect and celebrate.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE3.2.3	Union Theatre Gallery	Deliver and promote the Union Theatre Gallery with a programming strategy to attract arts exhibitions.	Annual program achieved.	100%

SE3.2.3 Action Tasks	Comment	Status
SE3.2.3a	The annual program is inclusive of works for adults, families, children, and young people audiences. The Council is working to develop an inclusive annual program of events for the Theatre and Gallery. During the reporting period, the Waste 2 art exhibition was held in the gallery which saw over 180 people visit.	Completed



SE3.3: We will host events, festivals, sporting and cultural activities that allow our communities to connect and celebrate.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE3.3.1	Council Events	Deliver and promote Council's signature events.	100% Complete	100%

SE3.3.1 Action Tasks		Comment	Status
SE3.3.1a	Deliver and promote Australia Day	Australia day was successfully delivered.	Completed
SE3.3.1b	Delivery and promote Lithgow - Lighting, entertainment and heritage festival held at Blast Furnace Park.	Due to inclement weather, Lithglow was postponed to the 2024/25 reporting year.	Completed
SE3.3.1c	Halloween Street Festival held in the Lithgow CBD in October.	Delivered Lithgow Halloween under budget and the biggest event in Lithgow Halloween history, incorporating a dedicated rides zone, full street pedestrianisation, activation of the Union Theatre and Lithgow Transformation Hub, and incorporating entertainment from the Seven Valleys Live and Local program.	Completed

SE3.3: We will host events, festivals, sporting, and cultural activities that allow our communities to connect and celebrate.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE3.3.2	Cultural Precinct - Temporary Programs and Events	Develop and deliver an annual events program for Blast Furnace Park and Lake Pillans Wetlands.	Minimum of 2 events per annum	100%

SE3.3.2 Action Tasks		Comment	Status
SE3.3.2a	Develop a temporary events program for Blast Furnace Park and Lake Pillans Wetlands	Lithglow was proposed to be held at the Blast Furnace in May but due to bad weather it needed to be postponed.	Completed
SE3.3.2b	Identify funding opportunities for events at Blast Furnace Park and Lake Pillans Wetlands.	The transformation hub also planned to hold the Painted River event, but it had to be moved due to bad weather. The Community and Cultural Development Coordinator continues to develop a program. Funding applications submitted but not successful.	Completed

SE3.3: We will host events, festivals, sporting, and cultural activities that allow our communities to connect and celebrate.

Operational Plan Action Code	Action	Deliverable	Target	Progress
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SE3.3.3	LGA festivals and events	Provide professional support and advice to notable LGA festivals and events.	100% Complete	100%
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SE3.3.3 Action Tasks	Comment	Status
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SE3.3.3a	Attract 1 new major event to the Lithgow LGA per annum.	Seed funding of \$16,500 was provided to Beatlesfest, a new event held over the October long weekend. This event was successful, and Council is working with the organisers to ensure it continues in 2024.	Completed
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SE3.3.3b	Work with community groups and local event coordinators to promote and develop events.	Worked with Lithgow Comedy Festival, Ironfest, Lithgow Show, JetBlack 24-hour, Glow Worm Tunnel Marathon, Ridgy Didge, and Beatlesfest to promote and ensure events were delivered.	Completed
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SE3.3: We will host events, festivals, sporting, and cultural activities that allow our communities to connect and celebrate.

Operational Plan Action Code	Action	Deliverable	Target	Progress
SE3.3.4	Sporting Events	Lithgow Live and local events and training program implemented across the LGA	100% complete	100%

SE3.3.4 Action tasks		Comment	Status
SE3.3.4a	Attract sports coaching clinics to develop the potential of young athletes to Tony Luchetti Sports Ground, Saville Park and J M Robson Aquatic Centre.	Council have been working with NSW office of Sports Creative Concept group who have been carrying out multiple group sessions throughout the year providing sporting sessions, training, various skills for a multitude of sports, also conducting training sessions for referees	Completed
SE3.3.4b	Seek opportunities to attract major sporting events to the Lithgow LGA	All efforts were made to liaise with potential sporting events without any being attracted to the Lithgow LGA.	Completed

SE4: Lithgow, Wallerawang and Portland CBDs are the vibrant, unique spaces which create a sense of pride within the community.

8	7	1	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing



SE4.2: We will continue to enhance the built form of our streetscapes in our town centres.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
SE4.2.1	Promote and execute the Main Street Facade Program promoted.	Promote and execute the Main Street Facade Program promoted.	100% Complete	0%	No specific budget allocated to the facade improvement program, funded from recurrent operating budget.
SE4.2.2	Implement the CBD Revitalisation Action Plan.	Actively work to identify viable funding opportunities to progress the Revitalisation project through future stages	100% Complete	100%	Funding for Stage 2 was secured through the Building Better Regions Fund and Resources for Regions grants.
SE4.2.2a	CBD Revitalisation - Stage 2	Main street footpath reconstruction from Bridge Street to Cook Street	100% Complete	50%	Draft final plans prepared for assessment and preparation of scope of works for tender documents being undertaken
SE4.2.2b	CBD Revitalisation - Stage 3	Main street footpath reconstruction from Cook Street to Lithgow Street	100% Complete	0%	Works are not able to start until funding is sourced. The date of funding provision is unknown currently, preliminary planning has been undertaken, but Council is not in a position to apply for funding until Stage 2 works are further progressed



Enhancing our natural
environment

NE1: To conserve and preserve the natural environment whilst balancing the impact of development to ensure a sustainable and healthy community.

11	5	4	0	2
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing

NE1.1: We will minimise the environmental footprint of the Lithgow region, live more sustainably and use resources more wisely.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.1.1	Implement an inspection regime of systems and take appropriate action where systems are failing.	Undertake 10 septic system inspections per month. Monitor service records for aerated wastewater systems (10 per week)	100% Complete	100%	The council has suspended septic inspections whilst a review of the Sewage Management Policy is undertaken.



46

Septic Inspections

NE1.1: We will minimise the environmental footprint of the Lithgow region, live more sustainably and use resources more wisely.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.1.2	Provide the Alternate Fuel Rebate for the replacement of coal heaters with cleaner heating alternative to Lithgow, Wallerawang, Portland and Villages.	Provide the Alternate Fuel Rebate for the replacement of coal heaters with cleaner heating alternative to Lithgow, Wallerawang, Portland and Villages.	100% Complete	0%	Due to resourcing progress with this matter is unavailable for the reporting period.

NE1.1.2 Action Tasks		Comment	Status
NE1.1.2a	Investigate opportunities and funding available for the replacement of gas heating systems.	Due to resourcing progress with this matter is unavailable for the reporting period.	Not Progressing
NE1.1.2b	Rebate reviewed to identify number of coal heater systems still in operation and relevance.	Due to resourcing progress with this matter is unavailable for the reporting period.	Not Progressing

NE1.1: We will minimise the environmental footprint of the Lithgow region, live more sustainably and use resources more wisely.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.1.3	Undertake energy audits of Council buildings/facilities and consider recommendations in the Operational Plan	Undertake energy audits of Council buildings/facilities and consider recommendations in the Operational Plan	100% Complete	100%	Council recently engaged 100% Renewables to carry out an extensive audit on Councils high use energy facilities: Water & Wastewater Pump stations and Lithgow Library. This work is complete, with a prioritised action plan for the reduction of Council's primary and secondary emissions in hand, for consideration of the incoming Council.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.1.4	Undertake Natural Area Management Projects	Develop and implement an annual priority program	100% Complete	100%	Lithgow Oberon Landcare have delivered events and workshops across the LGA that improve community capacity for environmental sustainability. Events have included launching the Purple Coppers Secret book, planting days, contracted weed control works and contributing towards the application for the 2024 – 2027 Enabling Landcare program.

NE1.2: We will increase our resilience to natural hazards and climate change.

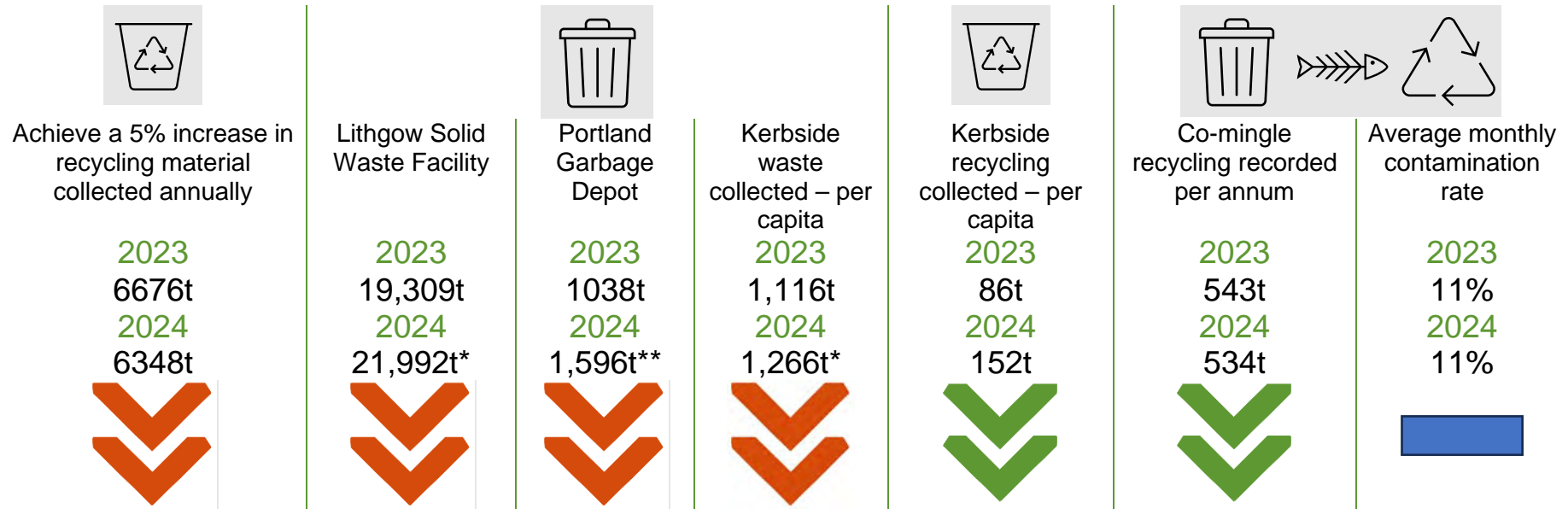
Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.2.1	Develop and implement a Climate Change Strategy	Incorporate Climate Change Actions into the 2022-2026 Delivery Program and 2024/25 Operational Plan.	100% Complete	100%	<p>Council participated on the following projects coordinated by the Central NSW Joint Organisation:</p> <ul style="list-style-type: none"> • Net Zero Action Plan • Disaster Risk Reduction Program • Regional Drought Resilience Plan in conjunction with Bathurst Regional Council and Oberon Council. <p>Actions from these three plans will be reviewed and implemented through the Integrated Planning & Reporting Framework.</p>

NE1.3: We will be innovative and embrace new technologies in the management of our community's waste.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.3.1	Implement the Lithgow City Council Waste Strategy	Provide kerbside garbage disposal facilities within the Lithgow local government area	100% Complete	100%	<p>The council provides a kerbside collection service to rateable properties throughout the Local Government Area. The Councils Waste Contractor is engaged to collect these services. Lithgow Solid Waste Facility is open 7 days per week for kerbside waste trucks and self-haul residents.</p>

NE1.3.1 Action Tasks		Progress	Comment	Status
NE1.3.1a	Advance planning for the construction of primary rural transfer station in preparation of closure of all rural landfills.	10%	Council is continuing to work towards the closure of all rural landfills.	Progressing
NE1.3.1b	Implement the closure and construct a transfer station at Capertee Landfill.	50%	Approximately 50% of the historical waste areas now capped and shaped. Undertaken preliminary design and site assessment for a new transfer station.	Progressing
NE1.3.1b	Install a Leachate Barrier System at Lithgow Landfill.	50%	Completed preliminary assessment of leachate barrier system options and now reviewing final landform.	Progressing
NE1.3.1b	Prepare for the closure and rehabilitation of Portland Landfill once it reaches capacity (expected in 2025)	50%	Approximately 50% of the historical landfill area now capped and shaped. Water management controls upgraded.	Progressing
NE1.3.1b	Provide the Food Organics Garden Organics (FOGO) service to the community through the roll out of Green Bins.	100%	Community education continued FOGO service implemented across the Kerbside service area	Completed
NE1.3.1b	Rehabilitation of Wallerawang Landfill	100%	Maintenance inspections have confirmed revegetation progressing well.	Completed
NE1.3.1b	Rural landfill cell construction undertaken at Portland & Capertee landfills as needed.	100%	Upgrade of landfill cells completed at Portland and Capertee for 2023/24.	Completed
NE1.3.1b	Undertake improvements to the weighbridge and gatehouse at Lithgow Solid Waste Facility.	50%	Engaged consultant to design new gatehouse with preliminary concept design completed. Assessing options for upgraded software and camera system.	Progressing

1 January – 30 June Waste & Recycling Targets



Note:

*February – 6,231.94 tonnes of certified Virgin Excavated Natural Material (VENM) included in the overall figure of waste received at Lithgow Solid Waste Facility resulting in 465kg of waste collected per capita.

**Wallerawang Garbage Depot ceased operation on 31 December 2022 resulting in waste being diverted to Portland or Lithgow.

4 March 2024

3

9,033

575.72t

Commenced
service

FOGO Trucks
(Food Organics Garden
Organics)

FOGO Bins
rolled out

of plant and food waste collected
between
4 March – 30 June



NE1.5: We will ensure planning and development activities provide a balance between the built and natural environments.

Operational Plan Action Code	Action	Deliverable	Target	Progress
NE1.5.1	Continue to forward plan and improve the capacity and resilience of Lithgow's stormwater infrastructure in line with ongoing development and growth of the city	Provide stormwater infrastructure to allow for sustainable growth and development of the area and alleviate flooding	100% Complete	30%

NE1.5.1 Action Task	Comment	Status
NE1.5.1a	<p>Main Street/Cupro Street Drainage Works Triplification of the subsurface drainage from the Main Street/Cupro Street intersection, including the installation of new box culverts and inlets.</p> <p>2023/24 works completed.</p> <p>Geotechnical investigations are underway to commence the upgrade of stormwater infrastructure in the vicinity of Main Street and Cupro Street, Lithgow.</p> <p>Surveys completed to inform the design of significant infrastructure upgrades around the intersection of Enfield Avenue and Main Street, Lithgow.</p> <p>Funding sought and work commenced on installing a stormwater retention basin within the Lithgow Urban Works Compound to reduce downstream flooding.</p> <p>This project is a multi-year program, with 2023/24 being just the first year of works that respond to the needs of the Floodplain Risk Management Plan.</p> <p>Future projects will include the delivery of a flood warning system, for example. Works will occur throughout 2024/25 on the design of the solution to flooding at the intersection of Main Street and Cupro Street, and construction works will occur on phase 1 of the Main Street - Cupro Street intersection flood improvements also.</p>	Ongoing

NE1.5: We will ensure planning and development activities provide a balance between the built and natural environments.

Operational Plan Action Code	Action/ Deliverable	Target	Progress	Comment
NE1.5.2	Implement the Lithgow Floodplain Risk Management Plan 2023	2023/24 Priority Actions completed.	80%	<p>Geotechnical investigations are underway to commence works on the upgrade of stormwater infrastructure in the vicinity of Main Street and Cupro Street, Lithgow.</p> <p>Surveys have been completed to inform the design of significant infrastructure upgrades around the intersection of Enfield Avenue and Main Street, Lithgow.</p> <p>Funding sought and work commenced on installing a stormwater retention basin within the Lithgow Urban Works Compound to reduce downstream flooding.</p> <p>This project is a multi-year program, with 2023/24 being just the first year of works that respond to the needs of the Floodplain Risk Management Plan.</p>

NE1.5.2 Action Tasks		Comment	Status
NE1.5.2a	Implement flood awareness and education program.	This project has not yet commenced, with Council's flood planning resources being placed in reserve for much needed upgrades and amplification of stormwater infrastructure in the vicinity of Main Street and Enfield Avenue, Lithgow.	Not Due to Start
NE1.5.2a	Investigate and design an integrated flood warning system for Lithgow.	This project has not yet commenced, with Council's flood planning resources being placed in reserve for much needed upgrades and amplification of stormwater infrastructure in the vicinity of Main Street and Enfield Avenue, Lithgow.	Not Due to Start

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.5.3	Farmers Creek Riparian Study	Develop a Riparian Zone Management Plan and prioritise works to repair and improve the stability of foreshores.	Study complete	0%	The council required a new position, known as the Natural Area Management Officer, to deliver this important piece of work. This has since occurred with the new person commencing with Council in July 2024. Works will deliver this strategy over 2024/25.

NE1.6: We will protect the Lithgow region's water supply.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.6.1	Provide safe drinking water to residents within the Farmers Creek Reticulated Supply System	Routine monitoring of Council's reticulated drinking water supplies undertaken as part of the NSW Health Drinking Water Monitoring Program.	100% Complete	100%	The council continues to monitor potable water in the area with reporting undertaken to NSW Health and EPA as per licensing and requirements for potable water distribution. No exceedances of AWDG from routine testing. Dirty water issues are still occasionally present in the network however the reticulation team are able to clear and return the service to normal.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE1.6.2	Purchase Water from State Water to supply to Cullen Bullen, Glen Davis, Lidsdale, Portland, Wallerawang and Marrangaroo.	Reliable water service purchased from State Water.	100% Complete	100%	The council continues to purchase water from WaterNSW to supplement the Farmer's Creek supply.

NE2: To work together to enhance, manage and maintain the Lithgow region's distinct and exceptional natural environment for the enjoyment of current and future generations.

8	4	2	1	-
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing

NE2.1: We will respect and protect the region's Aboriginal heritage assets.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE2.1.1	Implement the Lithgow Community Cultural Protocol.	Consultation undertaken with local indigenous elders regarding Aboriginal heritage assets as required.	100% complete	100%	No projects have required consultation to be undertaken during 2023/24 with local indigenous elders regarding Aboriginal heritage assets.

NE2.2: We will protect and improve our natural areas and ecosystems, including Hassans Walls Reserve, Farmers Creek and other water ways.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
NE2.2.1	Farmers Creek Weed Management, Regeneration and Revegetation	To continue Weed Management, Regeneration and Revegetation works along the creek and its tributaries	100% Complete	100%	Completed
NE2.2.2	Comply with the Environment Protection Licenses for water and sewerage treatment plants.	Pollution Incident Response Management Plans implemented as required.	100% Incidents reported	100%	Annual returns being undertaken, and all incidents reported.
NE2.2.3	Comply with the environment protection licenses for Lithgow Solid Waste Facility and Portland Garbage Depot	Pollution Incident Response Management Plans implemented as required	100% incidences reported.	100%	Nil non-compliances identified January - June 2024.

NE2.3: We will deliver sustainability and environmental education programs to local communities, groups and schools.

Operational Plan Action Code	Action	Deliverable	Target	Progress
NE2.3.1	Waste Education	Annual waste education program implemented	Minimum of three waste education programs.	100%

Information pamphlets

A set of tri-fold pamphlets has been created for residents. The pamphlets explain the correct way to use the:

1. Portland Garbage Depot,
2. Resource Recovery Centre,
3. Transfer Stations,
4. Household Chemical Cleanout and Community Recycling Centre.

The pamphlets also explain:

5. Construction & Demolition waste disposal and
6. The Waste Info App.

Waste to Art 2024

The Library Coordinator worked with Community and Culture and Waste to organise the annual competition and receive entries for display. Due to the roof works closure unfortunately the exhibition of works and prize giving were moved to the Union Theatre Gallery.

Annual Primary School Art Competition

The theme for 2024 has been confirmed. Competition collateral to be prepared in April 2024.

2023 Primary School Art Competition was rolled out in July 2023 to coincide with 'Plastic Free July' and the theme was 'single use plastics'.

Food Organics Garden Organics Community Information & Education Campaign

Green 'FOGO' bins were rolled out from January - February 2024. The service started on 4 March 2024. An education pack was provided with the kitchen caddy. The education pack included information on how to use the green FOGO bin service and how to use the other bin services and waste facilities. The information on the website continues to be updated.

NE2.3: We will deliver sustainability and environmental education programs to local communities, groups and schools.

Operational Plan Action Code	Action	Deliverable	Target	Progress
NE2.3.2	Environmental Education	Work with Lithgow Oberon Landcare Association (LOLA), community groups and Landcare organisations across the LGA to conduct activities that raise awareness and positively engage the community in managing their natural environment.	Community actively participates in programs.	100%

NE2.3.2 Action Tasks		Comment	Status
NE2.3.2a	Engage the community in Landcare activities through media, social media, website, Landcare newsletter and activity calendar.	During the reporting period the Lithgow Community has been engaged in events and workshops through social media, the Landcare website, Lithgow Oberon Landcare Association (LOLA) newsletter and calendar activities.	Completed
NE2.3.2b	Minimum of four Landcare programs conducted per annum.	During the reporting period Landcare has hosted planting events, fungi workshops and a contracted weed control works program.	Completed
NE2.3.2c	Seek opportunities to increase funding for environmental activities, groups and projects in the area.	Landcare coordinator was involved in successfully applying for funding for the Enabling Landcare program that funds the Local Landcare Coordinator role. This role is now full-time for a period of 5 years.	Completed

NE2.4: We will work with local partners and authorities to implement weed management strategies across our local government area.

Operational Plan Action Code	Action	Deliverable	Target	Progress
NE2.4.1	Control environmental and/or noxious weeds	Roadside Weed Management Program to be developed and implemented.	Annual program Complete	100%

Name	Comment	Status	
NE2.4.1a	A prioritised program be developed to address the backlog of Roadside Weed Management across the Lithgow LGA.	The Sodwalls, Rydal, Tarana and Hampton areas were treated in the 2023/24 financial year, with Glen Alice, Glen Davis, Capertee and Palmers Oakey areas scheduled for 2024/25. Kanimbla and Hartley have been programmed for 2025/26.	completed
NE2.4.1b	A three-year rotation program across the LGA be developed and identified in the Delivery Program.	Gap analysis undertaken, with a three-year program defined to bring the Council back into compliance with its biosecurity obligations. The Sodwalls, Rydal, Tarana and Hampton areas were treated in the 2023/24 financial year, with Glen Alice, Glen Davis, Capertee and Palmers Oakey areas scheduled for 2024/25. Kanimbla and Hartley have been programmed for 2025/26.	Completed
NE2.4.1c	Council to work in partnership with Central Tablelands Weed Authority (CTWA) to communicate relevant changes to the roadside spraying program with the broader Lithgow community.		
NE2.4.1d	Council to work with Central Tablelands Weed Authority (CTWA) to undertake a Gap Analysis to understand the problem across the Lithgow LGA.		
NE2.4.1e	Standard Working Procedure/s be developed/reviewed in accordance with Biosecurity obligations to ensure machinery hygiene, slashing and spraying protocols.	In collaboration with Lithgow Council, the Upper Macquarie County Council developed a Machinery Hygiene course. Lithgow Council nominated six employees across the Rural Works and Recreation teams to ensure slasher and mower operators are aware of their obligations regarding biosecurity and are equipped with the tools to ensure they can best limit the spread of roadside weeds across the local government area.	Completed



Responsible
governance & civic
leadership

GL1: To be a proactive Council that sets the long-term direction for the local government area and Council to ensure a sustainable future for the Lithgow local government area.

12	10	2	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing



GL1.1: Our plans and strategies focus on financial, economic, social, and environmental sustainability which informs council decision making.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL1.1.1	Asset Management Plans and Policies	Prepare, review an implement Asset Management Plans and Policies	100% Complete	34%	Asset Management Plans for Transport and Open Spaces Assets continued to be prepared, with expected adoption being in the first quarter 2024/25. Preparation of Asset Management Plans for Buildings and Stormwater commenced in April 2024, and expected to be completed by December 2024

GL1.1.1 Action Tasks		Comment	Status
GL1.1.1a	All policy reviews are to be undertaken by 30 June 2024.	Review of high priority policies has commenced	Progressing
GL1.1.1b	Comprehensive building asset inspections program (Condition & attributes) to be undertaken	Scheduled for completion July – December 2024	Progressing
GL1.1.1c	Stormwater & Buildings Asset Management Plans	Scheduled for completion July – December 2024	Progressing

GL1.1: Our plans and strategies focus on financial, economic, social and environmental sustainability which informs council decision making.

Operational Plan Action Code	Action	Deliverable	Target	Progress
GL1.1.2	Integrated Planning & Reporting Framework	Review & update the Integrated Planning & Policy Framework (IPR) in accordance with legislated requirements	100% Complete	80%

GL1.1.2 Action Tasks		Comment	Status
GL1.1.2a	Annual Report prepared and reported to November Council meeting and lodged with the Office of Local Government.	Endorsed at the Council meeting dated 28 November 2023. Placed on Council website and Office of Local Government Notified.	Completed
GL1.1.2b	Combined Delivery Program and Annual Operational Plan prepared and reported to Council.	This commenced in January 2024.	Completed
GL1.1.2c	Commence the State of the City Report	To be presented to the second meeting of the incoming Council in October 2024.	Progressing
GL1.1.2d	Jan-Jun Six Monthly Report prepared and report to September Council meeting.	The January to June Report 2023 Report was reported to the September Council meeting.	Completed
GL1.1.2e	July - December Six-Monthly Report prepared and report to March Council meeting.	Complete – report to Council delayed due to resourcing.	Completed

GL1.1: Our plans and strategies focus on financial, economic, social, and environmental sustainability which informs council decision making.

Operational Plan Action Code	Action	Deliverable	Target	Progress
GL1.1.3	Enterprise Risk Management (ERM) Framework	Continue to embed a culture of Enterprise Risk Management (ERM) throughout the Council.	100% Complete	100%

Comment

Vincent Consulting was engaged May 2023 to review Council Enterprise Risk Management Framework (ERM)

ELT, with Vincent Consulting, endorsed the Council Strategic Risk Tolerance Statements and accepted responsibility for the Strategic Risk Register.

Vincent's drafted a suite of documents that included the ERM Framework, ERM Policy and Risk Management Process Guidelines endorsed by ARIC in November 2023.

- ERM Policy 9.14 V2 was endorsed by the Council on 26th February 2024
- ERM Framework was approved as SWP 12.31 by the GM on 27/02/2024.

GL1.1.3 Action Tasks		Comment	Status
GL1.1.3a	Close outstanding audit actions within required timeframe and report on compliance.	Developed Internal Audit Model/ Structure/ Responsibilities SWP adopted May 2024 5.9 V(1). - Responsible Internal Audit Officer position description outlines responsibilities to ensure audit actions are undertaken within appropriate timeframes. - Council 4 Year Audit Program developed and active	Completed
GL1.1.3b	Continue to ensure and improve the safety and well-being of Council's workforce.	Health Monitoring SWP Infection Control SWP	Completed

GL1.1.3 Action Tasks		Comment	Status
		First Aid SWP	
GL1.1.1 .3c	Continue to meet internal Workplace Health & Safety audit Key Performance Indicators (KPI's)	Monthly Lead Lag reporting individual directorates. Quarterly Lead Lag reporting ELT	Completed
GL1.1.3d	Emergency Preparedness and Evacuation Diagrams for Council work sites and building assets are current and communicated.	3 quotes obtained to undertake audits for Council worksites in relation to emergency preparedness including signage, fire and safety equipment, emergency plans and designated emergency assembly sites. W/comp insurer - Statecover initiative funding \$53k budget to build Emergency Preparedness Procedures for identified workplaces.	Completed
GL1.1.3e	Ensure Council's Enterprise Risk Management (ERM) Framework continues to be embedded in all operations of council and development Key Performance Indicators to assess and report to the Executive Leadership Team on the ERM Framework.	Researching best system to accommodate Councils ability to complete risk assessments for Projects, major procurements and contracts to align with identified strategic and operational risks. Enterprise Risk Management Program developed including: - Policy - Framework - Process guidelines Further resource tools to be developed for Council Managers/ Supervisors to be able to assess risks using a user-friendly system Council information and approval is scheduled 1 st quarter of 2024. An internal Enterprise Risk Committee (ERC) has been established to embed and manage the risk culture in Council. The ERC's is tasked with developing key performance indicators in second half of 2024	Completed
GL1.1.3f	Improve compliance with contractor management and safety requirements and report on actions and compliance.	Version 3 WHS Contractor Management accepted by ELT.	Completed
GL1.1.3g	Review documentation and provide documents and forms via electronic means using the VAULT system.	WHSMS - Vault data collection includes: SWMS's - Toolbox Meeting Minutes - Incident Reporting and Investigation	Completed



GL1.1: Our plans and strategies focus on financial, economic, social and environmental sustainability which informs council decision making.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL1.1.4	Disability Inclusion Action Plan	Review and update the Disability Inclusion Action Plan (DIAP) within legislative timeframe.	100% complete	100%	<p>Council's Disability Inclusion Action Plan 2023-2027, adopted by Council on 27 November 2023, represents Council's commitment to creating a more accessible and inclusive Lithgow, that provides equal opportunity for people with disability so they can use and enjoy the public spaces of our town.</p> <p>Council recognises it has a lead role in promoting and supporting access and inclusion and has ensured it is considered in every aspect of Council business by focusing the action plan around the four key areas, as follows:</p> <ul style="list-style-type: none"> • Developing positive community attitudes and behaviours • Creating livable communities • Supporting access to meaningful employment • Improving access to services through better systems and processes. <p>This Plan has been informed by community conversations and surveys with key stakeholders, including disability services, people with disabilities, their families, and carers.</p>

GL1.1: Our plans and strategies focus on financial, economic, social, and environmental sustainability which informs council decision making.

GL1.1.4 Action tasks		Comment	Status
GL1.1.4a	Disability Inclusion Action Plan Annual Report prepared, reported to the November Council meeting, and notified to Communities & Justice NSW.	Due to resourcing the 2022/23 DIAP Annual Report was not completed.	Not Progressing

GL1.2: We manage our money and our assets to be sustainable now and into the future.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL1.2.1	Annual Financial Statements prepared, audited and lodged with the Office of Local Government by 31 October	Annual Financial Statements prepared, audited and lodged with the Office of Local Government by 31 October	100% Complete	100%	Annual Financial Statements prepared, audited and lodged with the Office of Local Government by an extended deadline of 29/2/24.
GL1.2.2	Plant Replacement Program	Maintain plant and fleet to ensure maximum availability of plant and equipment assets adequately fulfil their role and facilitate the completion of local maintenance, renewal, and construction requirements	100% Complete	100%	All identified plant replaced in the 2023/24 financial year, including one grader and a new jet patcher.
GL1.2.3	Financial Sustainability Plan & Productivity Improvements Program	Progressively work towards implementation of the plan and report achievements annually in the Annual Report.	Annual Program Achieved	100%	Progress towards completing 2023/24 Financial Sustainability Plan & Productivity Improvements Program actions is regularly reported to ELT (at least monthly).

GL1.3: We will continually review our service provision to ensure the best possible value and outcomes for the community.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL1.3.1	Service Planning & Review Program	Undertake Service Delivery planning and reviews and implement recommendations to improve productivity throughout the Council.	Annual program achieved.	100%	Stage 1 of the Service Planning and Review Program has been completed. A Service Catalogue inclusive of service plans which take into consideration; service risk, service demand and service forecasting have been received. The program has been designed to build capacity within the organisation identifying actions and resourcing.

GL1.3.1 Action tasks		Comment	Status
GL1.3.1a	Develop a priority service review program.	Final service plans have been completed and report received. Implementation will commence in 2024/25.	Completed
GL1.3.1b	Develop a Service Catalogue	Service Plans have been completed and final report received.	Completed
GL1.3.1c	Develop Framework, methodologies and project plan for Service Delivery planning and reviews.	Council is currently working with CT Management to upskill key staff and Service Managers to undertaken Service Planning and Reviews. The CT Management model provides a framework, methodologies and project timeline for each step in the process. This is currently being implemented.	Completed
GL1.3.1d	Identify priority projects and initiatives focused on improving productivity, efficiencies and cost savings, and report on progress annually.	Service Plans are currently being developed. This will identify actions for improvement in the short-term, a gap analysis and priority service review program. Progress will be implemented and measured through the Integrated Planning and Reporting Framework.	Completed
GL1.3.1e	Implement the actions identified in the Library Service Review.	The library refurbishment has addressed the outstanding actions from the library service review and this task is now fully complete until the next review.	Completed

GL1.4: Our workforce, systems and processes will support high performance and optimal service delivery for our community.

Operational Plan Action Code	Action	Deliverable	Target	Progress
GL1.4.1	Workforce Plan	Implement the Workforce Plan	Annual program achieved.	100%

Comment

Emphasis for this period continued to be in the area of building capacity in the workforce. Recruitment and retention strategies include exploration of different job markets, greater inputs into junior and trainee staff development, and the creation and modification of roles that will support the long-term strategic direction of the Council.

GL1.4.1 Action Tasks		Comment	Status
GL1.4.1a	Develop and implement the Health & Wellbeing Program to create a safe and healthy workforce.	The Health & Wellbeing program for this reporting period centered around the launching and implementation of the People at Work workplace survey. This survey was launched in March 2024, and the results have been communicated to staff. The program will continue to be implemented throughout 2024/25.	Completed
GL1.4.1b	Implement the annual training plan to enhance skills and knowledge of the workforce.	2024/25 Training Plan has been developed in accordance with the workforce training needs.	Completed
GL1.4.1c	Implement the annual workplace immunisation program.	Immunisation program for relevant position roles implemented. General voluntary Influenza immunisation program implemented.	Completed
GL1.4.1d	Review the Council's operational requirements to identify areas where the 'Seasonal Workforce' could be utilised to meet operational targets.	A joint collaborative program commenced with Kirkconnell Correctional Centre to undertake work in Council's parks and gardens. Other seasonal work initiatives will commence following Council's Service Review program.	Completed

GL1.4: Our workforce, systems and processes will support high performance and optimal service delivery for our community.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL1.4.2	Information Technology & Communication Systems	Ensure Council develops and improves information technology and communication systems to meet organisation requirements.	Annual program achieved	81%	Business system development during this period includes configuration of contract management system and implementation of security operations centre (SOC) over network.

GL1.4.2 Action tasks		Comment	Status
GL1.4.2a	Crowd Strike Breach Prevention Managed Service - Cyber security management service and 24/7 monitoring of Council systems implemented.	CrowdStrike is fully operational	Completed
GL1.4.2b	Ensure all software licensing is current.	All software licensing is current	Completed
GL1.4.2c	Enterprise Asset Management Mobility - A field application to enable Council officers to manage the work completion process, from receiving and completing work orders to creating and updating asset information, recording, and completing defects, completing inspection checklists, capturing photos and videos and crew management implemented.	Awaiting Park data for pilot asset group.	Progressing
GL1.4.2d	iPads made available for staff working in the field.	7 iPad/laptops were distributed during second half of year	Completed
GL1.4.2e	PABX transition to cloud - upgrade telephone management system to cloud provider.	Request for quotation completed and contract signed. Rollout over June/July 2024	Progressing
	PC's and servers are replaced in accordance with priority program.	No new desktops were purchased during this period	Progressing

GL1.5: We work with our partners and neighbouring councils to share skills, knowledge and resources and find ways to deliver services more efficiently.

Operational Plan Action Code	Action	Deliverable	Target	Progress
GL1.5.1	Advocacy	Work with all NSW Council's to advocate for sustainable local government.	Annual program achieved	100%

GL1.5.1 Action Tasks		Comment	Status
GL1.5.1a	Advocate for substantial review and reform of the funding arrangements for local government to provide the sector with the capacity to meet the many challenges of the 21st century.	Advocacy for review and reform of the funding arrangements for local government is ongoing. In 2023/24, Council has advocated with LGNSW & ALGA. Council has contributed to a CNSWJO submission to the federal inquiry on LG financial sustainability.	Completed
GL1.5.1b	Attend the Local Government NSW Conference	LGNSW Conference 13 & 14 November 2023 was attended by the General Manager, Craig Butler, Mayor Maree Statham and Deputy Mayor Darryl Goodwin.	Completed
GL1.5.1c	Participate in the activities of the Central NSW Joint Organisation.	The following meetings were attended during the reporting period: <ul style="list-style-type: none"> CNSWJO Board Meeting - 29 February 2024 CNSWJO - GMAC - 2 May 2024 CNSWJO Board Meeting - 23 May 2024 - Held in Lithgow 	Completed

GL2: To be a Council that focuses on strong civic leadership, organisational development and effective governance with engaged community actively participating in decision making processes affecting their future.

6	6	0	0	0
Operational Plan Actions	Complete	Progressing Ongoing	Not due to Start	Not Progressing

GL2.1: We will ensure the Council’s decision making is transparent, accessible and accountable.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL2.1.1	Conduct the business of the Council in an open and democratic manner.	Ordinary Meetings of council held on the fourth Monday of each month except for December. Extra-Ordinary Meetings will be held as required.	100% Complete	100%	<p>The following council meetings were held during the reporting period:</p> <ul style="list-style-type: none"> • 30 January 2024 • 20 February 2024 - Extra Ordinary • 26 February 2024 • 11 March 2024 - Extra Ordinary • 25 March 2024 • 22 April 2024 • 27 May 2024 • 13 June 2024 - Extra Ordinary • 24 June 2024

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL2.1.2	Councillors will be supported in their role.	Provide information to Councillors regularly in the form of briefing sessions, memos, email and meetings. Identify Councillors training requirements in the Training Plan and complete training.	100% Complete	100%	The following briefing sessions were held during the reporting period: <ul style="list-style-type: none"> • 5 February 2024 • 12 February 2024 • 13 March 2024 • 8 April 2024 • 11 April 2024 • 6 May 2024 • 13 May 2024 • 11 June 2024 • 17 June 2024

GL2.1: We will ensure the Council’s decision making is transparent, accessible and accountable.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL2.1.3	Assess, determine and respond to complaints in accordance with GIPA Act and procedures.	All applications are processed within legislative timeframes.	100% Complete	100%	4 formal GIPAs have been processed during the reporting period

GL2.2: We will be proactive and innovative in our engagement with the community ensuring our engagement programs are equitable, accessible, inclusive, and participatory.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL2.2.1	Implement Council's Communications and Engagement Strategy	Disseminate concise and effective information to the community about the Council's programs, policies, and activities.	Annual program achieved	100%	<p>In January 2024, the Council engaged a full-time Communications Officer. This has enabled the Council to focus on identifying new ways of delivering information to the community including:</p> <ul style="list-style-type: none"> • radio advertising, • full page fortnightly community updates in the Village Voice and Council Column, • the development of a Key Projects section on the Council website for progress updates on the Operational Plan Capital Works Program; and • greater use of the Our Place Our Future have your say website for community engagement projects.

GL2.3: We will continue to manage Council governance functions and statutory requirements.

Operational Plan Action Code	Action	Deliverable	Target	Progress	Comments
GL2.3.1	Provide staff with awareness, tools, and knowledge to assist them in meeting their governance and statutory compliance obligations.	Staff are made aware of their statutory compliance obligations and understand how to access information, tools and advice should the need arise.	Annual program achieved	100%	Pulse compliance register in place & reminders being sent.
GL2.3.2	Carry out governance functions, provide advice and conduct education programs to comply with legislation and best practice including in relation to delegations, legislative interpretation, compliance, complaints, UCCs, GIPA, PPIP, Copyright, PID, Fraud and Corruptions Prevention, Policy etc.	Awareness, advice, and support is provided to staff to ensure they understand and comply with their legislative obligations and follow best practice.	Annual program achieved	100%	The Governance & Risk Manager commenced in October 2023. Implementation of a program to increase awareness of governance requirements has commenced.