



MINUTES

Community Development Committee

held at

Lithgow Library and Learning Centre
Meeting Room
157 Main Street Lithgow

on

Tuesday 8 July 2025

at 4:00 PM

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

1. Acknowledgement of Country

Lithgow City Council acknowledges Wiradjuri Elders past and present of the Wiradjuri nation - the original custodians of the land on which the Lithgow's communities reside. The Council also extends our respects to our neighbouring nations.

2. Present

Councillors - Cass Coleman Mayor, Clr, Eric Mahoney,

Members - Glenda Anthes, Tim Roberts, Leanne Walding, Brett Groves, Rachel Young, Dennis Limbert, Emma Mason, Shirley Gray, Joy Smith, Jo Koleda, Angie Sheehan, Kylie Manson (Warrabinga)

Staff - Director People and Places, Manager Community & Culture, Events Coordinator

3. Apologies

Sarah Arnold, Aunty Helen Riley, Karla Priestly, Carol Cropper (withdrawn due to illness)
Nathan Mas-Stephens

MOVED: Dennis Limbert. **SECONDED:** Glenda Anthes

CARRIED

4. Confirmation of Minutes

4.1. Confirmation of Minutes

Not required

5. Matters Arising from Previous Minutes

5.1. Matters Arising from Previous Minutes

Heather Chaffey, Manager Community and Culture spoke to the table of actions and the status of those actions from previous meetings which are in progress.

Clr Mahony noted his appreciation of this approach to monitoring matters arising and agreed actions and the status of delivery.

MOVED: Glenda Anthes **SECONDED:** Jo Kaleda

CARRIED

6. Conflicts of Interest

None declared

7. Presentations

Tenille Evans, Events Coordinator delivered a presentation updating committee members on a few events in planning including Halloween, Christmas Concert, NAIDOC and early ideas regarding the Lithgow International Schnitzel Festival.

Tenille noted that the Events Portfolio now sits within the Community and Culture Department.

There was significant discussion regarding the Halloween Event.

Emma Mason spoke to the high standard of community engagement regarding these events and commended Tenille. Emma noted she is keen to support ongoing active engagement of young people in these events.

Brett Groves suggested a ghost tour could be included in the event series for Halloween and Tenille addressed this suggestion. Brett also suggested that the Yowie (local story) could be a theme.

Heather Chaffey outlined the proposal for engaging children and young people in the Halloween Carnivale event. This small addition would see children 'dress' Council owned trucks and machinery in various Halloween themes, thereby creating 'Monster Trucks' which will be utilized in locations where streets need to be closed to traffic.

Tim Roberts asked about disability access at events such as Halloween. He recommended Council undertake an accessibility audit of Main St. Tenille and Heather also added that planning for additional disability parking and the provision of a neurodiversity chill hub are underway for the Halloween Carnivale.

Planning for the Christmas Concert was also noted by Tenille. This will be a free event and will include opportunities for the promotion of and fundraising for community groups.

Jo Kaleda spoke to the planned New Years Eve event in Wallerawang. The community group planning the event have successfully exceeded their fundraising target and event planning is underway. This will include an accessible toilet which is being hired from a company in Bathurst.

Finally, Tenille spoke to early planning for the Lithgow International Schnitzel Festival. The first of three funded events will be held in February/March 2026. The project was funded at \$350,000 over 3 years.

Mayor Coleman noted that Council received the full amount of funding which was requested in the funding submission and commended the team who developed the proposal noting that a range of other Councils who were funded did not receive the full amounts requested.

Emma Mason and Jo Kaleda spoke in support of the event.

Jo Kaleda suggested that in future Council might consider hosting skill development workshops or provide information to support community members to understand how grants work, in terms of building their capacity to apply for grants and to build understanding of the constraints and processes Council is subject to when bidding for external funding.

Tenille has noted in her presentation that Council will be seeking to deliver a capacity building workshop for interested community members regarding event management and seeking funding.

The committee put forward two actions for Council staff.

ACTION: That Council conduct disability access audits of Main St and surrounds in relation to access and inclusion as part of the Halloween event and that Council conduct audits of other venues where events will be held with the aim of providing accessibility plans to event producers.

ACTION: That Councils Event Coordinator present to the Lithgow Chamber of Commerce and continue to update general community regarding these events.

MOVED: Tim Roberts **SECONDED:** Dennis Limbert

CARRIED

8. Staff Reports

8.1. Program Update – Heather Chaffey

Heather Chaffey tabled a report providing an update on programs being delivered within the Community and Culture Department.

The development of a newsletter, What's on Lithgow, as presented in this report was discussed by the committee.

ACTION: That the CDC form a working group to work with Heather Chaffey to inform the newsletter design, content and promotion. Brett Groves and Dennis Limbert accepted nominations for this working group.

MOVED: Glenda Anthes **SECONDED:** Emma Mason

CARRIED

The committee also discussed the Lithgow Health Dialogue which was included in the report.

Mayor Coleman raised an observation that many residents ask her for information about where to go for access to health and social services.

ACTION: That the CDC recommend to Council that they investigate delivering a Health Expo in partnership with community and the Chamber of Commerce.

MOVED: Tim Roberts **SECONDED:** Joy Smith

Emma Mason noted that GPs need information to support referral (to other medical/health/mental health services and regarding 'social prescribing).

The committee discussed the need for comprehensive service mapping should a Health Expo proceed.

Tim Roberts suggested networking time/activities should be built into the middle of any event to ensure participants meet each other, develop relationships, broaden understanding and strengthen referral pathways.

Jo Kaleda suggested that there is a need for a mental health working group as this is a matter of prime concern locally. There is a gap in mental health services for adults. NDIS support around mental health is changing/diminishing and Flourish has a year long wait list.

The Chamber of Commerce ran a business expo at Foundations last year and this may be a good example for planning a health expo.

9. General Business

Jo Kaleda raised the idea of establishing a Volunteer Network. There is a group of community members working on this. The network would provide capacity building opportunities and because a source of trained volunteers for local events. This could be appealing to young people and build employment skills and opportunities. There was discussion about older volunteers and groups feeling burned out and being concerned about sustaining local programs.

ACTION to follow up: Heather Chaffey will investigate funding opportunities for volunteer capacity building programs and share information with Jo. Heather mentioned the Good Things Foundation and funding around digital literacy and volunteering.

Mayor Coleman is currently working closely with Lithgow McDonalds and will discuss volunteering with local management.

10. Meeting Close

Next Meeting: 9 September 2025 venue to be confirmed at 4:00pm.

There being no further business the Chairperson declared the meeting closed at 5:55pm.