



# Our Place Our Future

Operational Plan 2024/25

6-MONTH  
PROGRESS REPORT

JANUARY – JUNE  
2025

## **Acknowledgement of Country**

Lithgow City Council acknowledges Wiradjuri Elders past and present of the Wiradjuri nation - the original custodians of the land on which Lithgow's communities reside.

The Council also extends our respects to our neighbouring nations.



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## Introduction

The Council's annual operational plan details the actions to be undertaken by the Council during the year to achieve the Delivery Program commitments.

This Six-Month Progress Report monitors progress against the projects, programs and actions identified in the 2024/25 Operational Plan and is an addendum to the 2022-2026 Delivery Program – January – June 2025 Six Month Progress Report.

Six Month Progress Reports are available for viewing on [Council's website](#).



## **Operational Plan 2024/25**

CARING FOR OUR  
COMMUNITY

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.

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

Deliverable	Action	Target	Progress	Comment
Submit applications for funding where applicable and deliver projects listed in the Libraries' Major Projects Program.	Upgrade and maintain our Libraries to meet the changing needs of the community.	Annual Program achieved.	100%	The project was fully completed in March 2025 as part of the State Library funding for Local Priority Grants. The air conditioning unit is fully functional, and the new blinds make a huge difference in the presentation of the meeting room space.  Community Heritage grant application submitted in June 2025 for preservation of local history items.

Task name	Status	Progress	Comment
<b>Contribute to the ongoing upgrade of the Wallerawang Library community/meeting room to make it more suitable for community events and meetings.</b>	Completed	100%	New blinds were installed in the community room in January 2025.

Deliverable	Action	Target	Progress
Ensure the responsible care of animal welfare and maintenance of the animal shelter.	Ensure the responsible care and welfare of animals at the Lithgow Animal Shelter.	Annual Program achieved.	100%

Task name	Status	Progress	Comment
<b>A minimum of 2 responsible animal education activities is undertaken.</b>	Completed	100%	No activities undertaken during the January – June period due to lack of resources. However, planning was undertaken for a series of animal education programs to be undertaken in 2025/26 commencing with a Microchipping event on 6 August.

<b>Undertake relevant studies to identify the best options for upgrade/renewal of the Lithgow Animal Shelter, ensuring legislative and compliance requirements are met.</b>	Completed	100%	Architectural report completed on the proposed site and alternative sites under consideration.
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## Caring for Our Community

Deliverable	Action	Target	Progress
Number of bookings received for community halls and theatres (measurable).	Manage Community halls and theatres.	Number of bookings received for community halls and theatres.	100%
Hall	Number of Bookings	Revenue Received	
Hermitage Hall	34	\$ 7,006.59	
Vale Hall	10	\$ 916.93	
Civic Ballroom	7	\$ 6,796.18	
Crystal Theatre	3	\$ 1,770.00	
Union Theatre	4	\$ 3,005.03	

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

Deliverable	Action	Target	Progress	Comment
Interpretive signage strategy was developed, including dual naming proposals.	Implement the Heritage & Interpretive Signage Program to recognise local people, places, or events.	100% complete.	0%	Two requests have been received regarding interpretative signage. Due to resource constraints, both staff turnover and limited funding for interpretive signage, neither of these proposals proceeded in the reporting period.
Number of development enquiries assisted by the Heritage Advisor.	Provide Heritage advice to residents on development matters.	Number of development enquiries assisted by the Heritage Advisor	100%	A heritage advisor has been engaged in relation to proposals involving property with a local heritage listing.

**We will work together to ensure that the communities of the Lithgow region feel supported, connected, and united.**

Deliverable	Action	Target	Progress	Comment
Develop a priority program for reviewing and updating the Village Improvements Plans.	Continue to develop and implement the Village Plans for rural and urban villages.	A priority program for Village Improvement Plans has been developed.	0%	Due to resource constraints, the Village Improvement Plans have not been reviewed or updated during the January to June 2025 reporting period. This action will be assessed and incorporated into future work regarding place-based engagement.

## Caring for Our Community

**We will manage public places that promote physical activity and sport; provide recreational facilities that are accessible and support safe and healthy lifestyles.**

Deliverable	Action	Target	Progress	Comment
The CCTV network is improved and maintained within the Lithgow CBD and Council facilities.	Requests from Police for CCTV Footage are processed.	The CCTV network has been maintained and improved.	100%	The CCTV network was managed and maintained throughout this period with 5 requests for assistance from police were processed.

Deliverable	Action	Target	Progress	Comment
Number of abandoned articles impounded.	Impound abandoned articles from public places in accordance with the Impounding Act.	Number of abandoned articles impounded	100%	57 abandoned articles were removed from public places. <ul style="list-style-type: none"> <li>• 54 Cars</li> <li>• 3 Caravans</li> </ul>
200 Parking patrols per annum in the CBD 24 on-street parking enforcement in school zones conducted. A minimum of two education programs conducted per annum.	Parking patrols and driver education are undertaken in the CBD and School Zones.	The set target number of patrols has been met.	100%	The target amount of 200 CBD patrolling was not met. We had a poor year for resources to do this kind of patrolling due to time restraints. The target amount of 24 School Zones was met. A report was provided to the Traffic Advisory Local Committee regarding child safety at Lithgow Public School. This was well received, and the recommendations will be implemented.

Deliverable	Action	Target	Progress	Comment
Implement the Signs as Remote Supervision capital works program.	Protect people, property and the environment from exposure to natural hazards and build resilient communities.	Annual Program implemented.	100%	Signs for remote supervision have been placed in relevant parks/recreational areas. An Inspection Program is planned for July-December 2025 of the signs and remedial action will be implemented.

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.

We will improve access, participation and inclusion for everyone.

Deliverable	Action	Target	Progress	Comment
Consultation undertaken with the Multicultural community to develop consultation and engagement protocols. Implement the Disability Inclusion Action Plan. Review and update the Youth Strategy.	Develop community plans and strategies to ensure our communities are engaged and we are meeting the needs of our community.	100% complete	100%	Due to resource constraints and staff changeover, no community plans or strategies have been reviewed or developed during January to June 2025. However, significant progress has been made with new staff joining the Council and quickly working to develop relationships with key stakeholders and commence discussions regarding community plans and strategies for future years.

Task name	Status	Progress	Comment
<b>Consultation undertaken with the Multicultural community to develop consultation and engagement protocols.</b>	Completed	100%	Due to resource constraints, this task was not delivered in the reporting period of January -June 2025. However, Council did work proactively with a range of community groups and partner organisations to deliver a Holi event at Queen Elizabeth Park during Harmony Week and supported community-led activities around Refugee Week.  The strengths and needs of multicultural communities will be reviewed as part of future projects, including the Lithgow Health Dialogue and community engagement, which will inform the community strategic plan.
<b>Implement the Disability Inclusion Action Plan.</b>	Completed	100%	Projects which have made contributions to the delivery of the Disability Inclusion Action Plan in the reporting period of January-June 2025 include, providing some advice to technical staff delivering Main St upgrades, an accessibility audit of the Eskbank House, and changes made to the agenda and focus of Councils Community Development Committee to include

## Caring for Our Community

Task name	Status	Progress	Comment
			a more specific focus on disability access and inclusion. Council has joined the Lithgow Disability Alliance Network and has also joined a collaborative group working toward a celebration for the International Day of People with Disabilities.
<b>Review and update the Youth Strategy.</b>	Completed	100%	<p>In the period January to June 2025, the Council has reestablished partnership meetings with the collective of services that had previously delivered the Planet Youth Project. Discussions have commenced regarding the review of the Lithgow Youth Council and Planet Youth to reestablish a collaborative program for local young people. This will likely involve the development of a Youth Strategy or Action Plan.</p> <p>A Youth strategy has not been updated due to prior resource restraints, making reestablishing a collaborative network the primary focus.</p> <p>As a result, during this time, the Council has formed new relationships with a range of community and youth services and schools and has delivered both Youth Week and a Family Fun Day associated with this collaborative group during this reporting period.</p>

### We will build resilient and inclusive communities.

Deliverable	Action	Target	Progress
Attend meetings and provide support and assistance for the development of cultural programs.	Aboriginal and Torres Strait Islander Community.	Annual Program achieved.	100%
Engage with ATSI on the development of new or reviewed Council policies or strategies.			

## Caring for Our Community

Task name	Status	Progress	Comment
<b>Attend meetings and provide support and assistance for the development of cultural programs.</b>	Completed	100%	During this reporting period, Council has participated in a range of meetings with First Nations stakeholders, including a range of youth services, the Aboriginal Education Consultative Group, and a series of meetings with diverse stakeholders, which contributed to the development of planned NAIDOC events for early July 2025. Council have also supported a range of programs which are specific to or include a significant number of First Nations children and families, including the Wiradjuri Culture Camp 2025, Bowenfels Family Fun Day (led by Lithgow Information and Neighbourhood Centre, LINC) and the Headspace-led Reconciliation Week event held in May 2025. In addition, a number of separate meetings have been held as new staff seek to develop connections with various Aboriginal Community Controlled Organisations.
<b>Engage with ATSI on the development of new or reviewed Council policies or strategies.</b>	Completed	100%	While no specific strategy has been produced for consultation with First Nations people during this reporting period, Council staff have been proactively developing relationships that will support future consultation.

Deliverable	Action	Target	Progress	Comment
Conduct Naturalisation Ceremonies as required.	Celebrate and recognise new Citizens.	Annual Program achieved.	100%	A Naturalisation Ceremony was held as part of the Annual Australia Day festivities.

## Caring for Our Community

Deliverable	Action	Target	Progress	Comment
<p>Celebrate National Volunteers Week.</p> <p>Acknowledge the achievements of Volunteers through the Australia Day Awards.</p> <p>Promote opportunities for volunteering at Eskbank House Museum and other museums, in Landcare activities and the libraries.</p>	Develop a strategic plan for supporting and promoting volunteering in the community.	Annual Program achieved.	100%	During January to June 2025, the Council developed a draft Volunteer policy which, pending endorsement, will support community members to Volunteer as part of various Council services. In addition, the highly successful Volunteer Week event, along with a broad range of meetings with diverse community stakeholders, further highlighted the need for a program that will promote opportunities for people to volunteer, and which celebrates and builds the capacity of volunteers across the Lithgow LGA. While a strategic plan has not been developed during this reporting period, significant work has been delivered, which has led to strengthened relationships between the Council and various volunteer groups.

Task name	Status	Progress	Comment
<b>Acknowledge the achievements of Volunteers through the Australia Day Awards.</b>	Completed	100%	Annual awards were presented at the 2025 Australia Day ceremony in January.
<b>Celebrate National Volunteers Week.</b>	Completed	100%	A Volunteer Week celebration event was held at Eskbank House on 21 June 2025. 50 guests attended the event, representing at least 20 different organisations and groups from across the Lithgow LGA. Participants were very pleased to have been acknowledged formally by Mayor Cass Coleman and provided a range of positive feedback for future programming consideration.
<b>Promote opportunities for volunteering and volunteer achievements at the Libraries, Eskbank House Museum and other museums.</b>	Completed	100%	<p>The library has been waiting for the volunteering policy to be finalised and is also determining which areas and tasks are suitable for volunteers.</p> <p>Eskbank House Museum produced a social media campaign celebrating the individual volunteers, their roles and contributions to the Museum during National Volunteers Week.</p>

## Caring for Our Community

Deliverable	Action	Target	Progress	Comment
Submissions from Community Groups are advertised in April and October.	Promote and administer the Financial Assistance Program to community organisations.	Annual Program achieved.	100%	This program has been delivered with all available funding expended by the end of June 2025.

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

Deliverable	Action	Target	Progress	Comment
NAIDOC Week Grandparents Day Harmony Day International Women's Day Seniors Week Youth Week	We will work with Community groups and volunteers to deliver a program of events that foster social inclusion.	100% complete.	95%	A series of Council-led and Community-led activities and events have been held throughout the January to June 2025 reporting period. These activities are delivered across the Councils Library, Cultural and Community Development Programs. Highlights in this period include Youth Week, Harmony Week and Reconciliation Week.

Task name	Status	Progress	Comment
<b>Celebrate Grandparents Day and the contribution to the community by our senior residents.</b>	Completed	100%	Completed October 2024.
<b>Celebrate International Women's Day each year.</b>	Completed	100%	Two exhibitions - 200 Years of International Women's Day History and an exhibition of objects, photos and documents belonging to Thelma McKenzie - Australian Women's Cricketer and local sportswoman were showcased to celebrate International Women's Day.
<b>Celebrate Seniors Week and the contribution to the community by our senior residents.</b>	Completed	100%	Seniors Week was celebrated with the launch of the year-long Connecting Seniors Program. Throughout 2025, older residents will have the opportunity to attend performances and attend a diverse and enriching lineup of activities, from writing workshops to poetry and music performances.

## Caring for Our Community

Task name	Status	Progress	Comment
<b>Harmony Day is held each year with the participation of the local multicultural community.</b>	Completed	100%	Council supported an event led by Lithgow Information and Neighbourhood Centre (LINC), which celebrated Harmony Day under the theme of Holi. The event was well-received by community members.
<b>NAIDOC Week was held with the participation of council and the local Aboriginal and Torres Strait Islander community.</b>	Completed	100%	Financial assistance for the support of the MINGAAN NAIDOC event was provided in the July to December 2024 reporting period.
<b>Promote and celebrate refugees, create awareness of refugee lived experiences.</b>	Not progressing	0%	Due to resource constraints, this task could not be actioned during this reporting period.
<b>Work with the Youth Council to develop a program of events to celebrate Youth Week.</b>	Completed	100%	<p>Council delivered a series of Youth Week activities in collaboration with a range of partners who had been members of Planet Youth, a program associated with the Youth Council. The program of activities included outdoor movie nights for young teens and their families in both Portland and Bowenfels during the April 2025 school holidays.</p> <p>The Youth Council and the Planet Youth Program have been paused due to resource constraints in 2025.</p> <p>Meetings to reconvene the Planet Youth Consortium and revise the Youth Council have been held throughout the reporting period.</p>

Deliverable	Action	Target	Progress	Comment
Gifts are delivered to nursing home residents in December each year.	Conduct the Mayor's Appeal to provide residents of Local Aged Care Facilities with Christmas Gifts.	Annual program delivered.	100%	The mayor delivered Christmas presents to residents of Lithgow Aged Care, Three Tree Lodge and Tabulam Cottages in December 2024.

## Caring for Our Community

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

Deliverable	Action	Target	Progress
Provide the Home Library Service to residents in Wallerawang, Portland and Lithgow. Develop and promote the Local History Collection. Provide early Literacy resources to pre-school children through the Library ReachOUT Program. Provide eResource Platforms for online Library members. Implement the actions identified in the Library Service Review.	Provide relevant and engaging Library services and resources that meet community needs.	Annual Program achieved.	100%

Task name	Status	Progress	Comment
Develop and promote the Local History Collection.	Completed	100%	<p>The intense project to catalogue and digitise the local history collection is progressing well, with almost 500 items added to the catalogue in the previous twelve months.</p> <p>Identifying and prioritising significant items for preservation and digitisation is also ongoing and forms part of the library's disaster plan for the local history collection. The second compactus is making a huge difference to the quality of storage.</p> <p>The local history collection is also now on TROVE, a free online research platform, to promote the collection to a national audience.</p>
Provide early Literacy resources to pre-school children through the Library ReachOUT Program.	Completed	100%	<p>There have been 4 Outreach visits in this reporting period, with an average of 50 children per month, and 260 books were borrowed. It is a good opportunity to promote library services and put books in homes. It also provides each child with their library card, which will hopefully continue to be utilised beyond the program.</p>
Provide eResource Platforms for online Library members.	Completed	100%	<p>Electronic resource use has increased dramatically in the previous twelve months and has essentially become a 4th library branch. It is on par with both Wallerawang and Portland Libraries combined in terms of loans, and 3% of library members are actively borrowing from the resources. This is excellent in comparison with the</p>

## Caring for Our Community

Deliverable	Action	Target	Progress
			general library's active membership of 8%.
Provide the Home Library Service to residents in Wallerawang, Portland and Lithgow.	Completed	100%	There are currently 55 clients registered for the Home Library Service, with 23 in private homes and the remainder in nursing homes. There is also an outreach service located in the Ethical SDA (old TAFE) building and bulk loan drops at Treeview Estate and Tabulum Nursing home. This service is valued by the participants, particularly those in their own homes who have no other means of obtaining library items, but it is also important for social interaction.

Deliverable	Action	Target	Progress
10 Exhibitions and/or displays are conducted annually. Minimum of 2 Author talks conducted annually. Children's early literacy sessions are held twice weekly during the school term. Children/Youth activity programs are conducted during School Holidays. After-school activities are conducted during the school term.	Community events and programs are held regularly to promote the facilities and services offered by the libraries.	Annual Program achieved.	100%

Task name	Status	Progress	Comment
10 Exhibitions and/or displays are conducted annually.	Completed	100%	From December to June, there were two exhibitions at the Lithgow Library, one by artist Amanda Young and another by the library's knitting group.  Library window displays continue to be well received by the community with themes from Christmas, Easter and Winter regular favourites, but the highlights are always the very vibrant Lunar New Year and respectful and engaging ANZAC display.
After school activities conducted during school term.	Completed	100%	Lithgow Library received an Energy Australia grant to conduct after-school STEAM activities with various themes and concepts explored. The program was aimed

## Caring for Our Community

Task name	Status	Progress	Comment
			<p>at mid to late primary-aged children but attracted a much younger cohort. While attendance was ok, it really did not hit the demographic that was anticipated. Two robotics workshops that were part of this program were very popular, so the remaining funds were invested in providing additional workshops in the upcoming July school holidays.</p> <p>Other after-school activities were held for Easter, Mother's Day and the remaining STEAM activities. Once again, these attracted a younger cohort despite being sent to all the local primary schools.</p> <p>Wallerawang Library has been holding Inspiration Station on Friday afternoons aimed at the young adult cohort, and numbers range from 5-12 attendees each week. This is a great result for a difficult-to-reach cohort and does show there is a demand for youth activities in the LGA.</p>
<p>Children/Youth activity programs are conducted during School Holidays.</p>	<p>Completed</p>	<p>100%</p>	<p>Over 150 school holiday and after-school activities were held throughout the year, with 4056 in attendance.</p> <p>Some holiday programs were overwhelming in attendance, so the libraries are introducing an online booking system for the new reporting period to better manage resources and staffing. This will take some time to streamline but will enable the library team to roster staffing around the proposed activities and add additional sessions if needed. Once again, it is pleasing to see the younger generation and young families utilising the library facilities and programs.</p>
<p>Children's early literacy sessions are held twice weekly during the school term.</p>	<p>Completed</p>	<p>100%</p>	<p>Storytime and Baby Bounce programs have been very popular and well attended throughout the year. There were 179 sessions spread across the three branches, with 3618 in attendance.</p> <p>Lithgow and Wallerawang sessions are the most popular and a rethink of days may be needed to boost Portland Library. Portland as a</p>

## Caring for Our Community

Task name	Status	Progress	Comment
Minimum of 2 Author talks conducted annually.	Completed	100%	<p>venue is difficult due to the layout of the library and the fact that it is on the same day as Wallerawang. Moving forward, an attempt will be made to find another day and a means of delivery.</p> <p>However, this program is important and teaches library use and values from a very young age. It also encourages early literacy development, and Baby Bounce success is partly a result of the Dolly Parton program.</p>
Monitoring and input of newborn babies into the Dolly Parton's Imagination Library Program.	Completed	100%	<p>A number of small book launches were held with Doug Cornwall and Tracie McMahon. There were also two large book launches by the Bush Explorers, on a new book on Walks in Wollemi National Park and the other a history of the Wollemi National Park.</p> <p>The program continues to be funded beyond the cut-off period, and a total of 138 new enrolments have been recorded in the 12 months. In total, there are 471 children enrolled in the program from the Lithgow LGA.</p> <p>It does seem to have had a flow-on result with early literacy programs recording good attendance.</p>

## Caring for Our Community

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

Deliverable	Action	Target	Progress	Comment
Provide support to Lithgow Cares Partnership	Lithgow Care's Partnership.	Annual Program achieved.	100%	Since March 2025, the Council has reconnected with Lithgow Cares and reinstated proactive membership as part of this collaboration. Council is currently working in partnership with various members of Lithgow Cares to deliver a range of activities in FY25-26.
Deliver youth initiatives in line with the Planet Youth Project.	Planet Youth Project.	Annual program delivered.	100%	During the January to June 2025 reporting period, Council instigated a series of meetings with stakeholders to begin the process of reviewing the Planet Youth Consortium and to decide on the future of the project. A review is planned for July-August 2025.



**Operational Plan 2024/25**

**DEVELOPING OUR  
BUILT ENVIRONMENT**

## Developing Our Built Environment

**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.**

**We will encourage and implement progressive urban design, sensitive to environmental and heritage issues and maintain local character.**

Deliverable	Action	Target	Progress	Comment
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.	Prepare, review and implement environmental and heritage development plans and strategies.	Environment and heritage development plans and strategies have been prepared, reviewed and implemented.	50%	RFQ has been issued for the review of Farmer's Creek Precinct Masterplan 2018, including the development of a new riparian revegetation strategy and confirmation of Farmer's Creek Strategic priorities.

Deliverable	Action	Target	Progress	Comment
Submit applications and apply for funding where applicable to deliver projects in the CBD Revitalisation Plan.  Maintain and activate the 'Made in Lithgow' Lighting Installation' in Cook Street Plaza.  Develop a rotational program for the Main Street Banners based on significant events and 'Shop Lithgow' promotions.  Develop a strategy to activate the CBD and Cook Street Plaza.	Continue to Implement the CBD Revitalisation Plan.	100% complete.	92%	Footpath replacement works on the northern side of Main Street have been completed. Council resolved to extend the project to include the southern side of Main Street between Bridge Street and Eskbank Street, with works commencing in June 2025.  All footpath works in Main Street between Bridge Street and Eskbank Street are expected to be completed in December 2025. Works include replacement of the pavers and kerb with concrete / decorative brick banding / decorative edge pavers, raised pedestrian crossing, upgraded drainage works, utility improvements, new street furniture and landscaping improvements.

## Developing Our Built Environment

Task name	Status	Progress	Comment
Commence Main Street CBD Footpath Revitalisation (Stage 2).	Progressing	60%	<p>Replacement works on the northern side of Main Street have been completed. Council resolved to extend the project to include the northern side of Main Street between Bridge Street and Eskbank Street, with works commencing in June 2025. This section of Main Street was prioritised due to the number of trip hazards presented by the condition of the pavers.</p> <p>Works include replacement of the pavers and kerb with concrete / decorative brick banding / decorative edge pavers, raised pedestrian crossing, upgraded drainage works, utility improvements, new street furniture and landscaping improvements.</p> <p>All footpath works on Main Street between Bridge Street and Eskbank Street are expected to be completed by December 2025.</p>
Develop a rotational program for the Main Street Banners based on significant events and 'Shop Lithgow' promotions.	Completed	100%	A rotational program of street banners is maintained along Main Street throughout the year and new banners are printed as needed.
Develop a strategy to activate the CBD and Cook Street Plaza.	Completed	100%	During the second half of 2024-25, Cook Street Plaza lighting has been utilised for a number of charity events such as Road Safety Week, Do It for Dolly, and Organ Donor Week. Markets have been held in Cook Street Plaza, and planning is underway for Lithgow Halloween 2025 and Lithgow International Schnitzel Festival 2026, which will activate Main Street Lithgow and Cook Street Plaza.
Maintain and activate the 'Made in Lithgow' Lighting Installation' in Cook Street Plaza.	Completed	100%	The Made in Lithgow installation required unplanned maintenance in October 2024. The CPU was replaced due to a malfunction, and at the time, a full service was undertaken. It is not envisaged that preventative maintenance will be required until the 2025-26 financial year.
Submit applications and apply for funding where applicable to deliver projects in the CBD Revitalisation Plan.	Completed	100%	No grant opportunities were available during the January to June 2025 reporting period.

## Developing Our Built Environment

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

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

Deliverable	Action	Target	Progress
<p>Submit applications and apply for funding where applicable to deliver projects identified in the Transport Major Works Program.</p> <p>Funding sourced for the Wolgan Road Disaster Recovery Project delivered. 1) Appoint a planning approval consultant. 2) Prepare Environmental Impact Assessment with relevant technical studies carried out. 3) Design a new road on the preferred alignment. 4) Undertake the SEARs process with the Department of Planning, Industry and Environment</p> <p>Continued advocacy for improved processes for Disaster Recovery Funding.</p> <p>Claims progressed for the Disaster Recovery Project, with works commenced on approval.</p> <p>Implement the Transport Major Works Program.</p>	<p>Our roads and associated infrastructure will ensure connected and efficient movement through the Lithgow region.</p>	<p>Annual Program achieved.</p>	<p>47%</p>

Task name	Status	Progress	Comment
<p>Atkinson Street/State Mine Gully Road, Lithgow (Gardens of Stone Project - subject to external funding).</p> <p>Renewal of Atkinson Street and State Mine Gully Road, Lithgow, from Willes Street to the boundary with National Parks.</p>	<p>Not Progressing</p>	<p>0%</p>	<p>This project is on hold until an appropriate funding source can be found. The project will be put on hold until funding can be obtained, and the road can be tested for the subgrade strength.</p>
<p>Charles Street Bridge, Rydal (Fixing Country Bridges Round 2)</p>	<p>Completed</p>	<p>100%</p>	<p>All bridge works have been completed as planned, and the bridge is now open to traffic. As part of the replacement project, both approaches were sealed, and concrete spoon drains were installed on both sides of the western approach. Although the project commenced slightly later due to the Daffodil Festival, all works were completed ahead of the original completion date. This bridge project has significantly enhanced road user safety at the Solitary Creek crossing and will ensure continuous access for residents on the western edge of Rydal, providing improved mobility and reliability for years to come.</p>

## Developing Our Built Environment

Task name	Status	Progress	Comment
Civil works to improve parking and install a bus stop on Portland / Sunny Corner Road, Portland (at Portland Cemetery).	Progressing	90%	Earthwork, drainage improvements, fencing and footpath improvements completed under LRCI4 completed 23/06/2025. Asphalt works completed from capital works funding delayed due to unsuitable weather conditions, works expected to be completed by 18/7/2025
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.	Not Progressing	100%	Project completed during July to December 2024 reporting period.
Construction of 4 new accessible parking spaces, associated line marking, signage and kerb ramps.	Completed	100%	Installation of 4 x new accessible parking spaces in Roy Street (Lithgow), Main Street (Wallerawang), Williwa Street and Wolgan Street (Portland) completed in April 2025
Continued advocacy for improved processes for Disaster Recovery Funding.	Completed	100%	Lithgow City Council's Director of Infrastructure and Economy has been elected Chair of the Central West Regional Resilience Group. One of the first projects to be delivered by this regional committee is the development of local Disaster Adaptation Plans. Additionally, in part through Council's ongoing advocacy, TfNSW has announced that changes to the draft Disaster Funding guidelines will be released for Council comment in October 2025.
Divert water from roadways by implementing the Rural Roadside Drain Reformation Program.	Not Progressing	100%	Works are ongoing as part of Council's 'business as usual' process of clearing rural roadside drains. Works delivered in the 12-month period are: <ul style="list-style-type: none"> <li>• Browns Gap Road, Hartley</li> <li>• Hartley Vale Road, Hartley</li> <li>• McKane Falls Road, South Bowenfels</li> <li>• Wolgan Road, Lidsdale</li> <li>• Main Street, Wallerawang</li> <li>• Hampton Road, Hampton</li> <li>• Martins Road, South Bowenfels</li> <li>• Vale Street, Portland</li> </ul>

## Developing Our Built Environment

Task name	Status	Progress	Comment
<p>Funding sourced for the Wolgan Road Disaster Recovery Project and project delivered.</p> <ul style="list-style-type: none"> <li>• Appoint a planning approval consultant.</li> <li>• Prepare Environmental Impact Assessment with relevant technical studies carried out.</li> <li>• Design a new road on the preferred alignment.</li> <li>• Undertake the SEARs process with the Department of Planning, Industry and Environment</li> </ul>	Completed	100%	<p>This is an ongoing project that will deliver the new section of Wolgan Road, enabling unrestricted access into the Wolgan Valley. The full funding package has been confirmed from the NSW Government with environmental assessments continuing, stakeholder meetings occurring regularly and preparations for the design/construct tender package moving forward. Project Management is being undertaken by the Wassabi Group on behalf of Council.</p>
<p>General Asset Transport Maintenance Special Rate Variation Program.</p> <p>Develop and implement the Transport Maintenance Management Project.</p> <p>Undertake preventative maintenance to sealed roads condition 2.</p> <p>Undertake preventative maintenance to sealed roads condition 3.</p> <p>Undertake preventative maintenance to sealed roads condition 4.</p>	Completed	70%	<p>Works in the Hartley Valley are completed with road failures repaired and resealed.</p> <p>Further works were identified on the Glen Davis Road which commenced with repairs. Sealing works will resume in October when the weather is warmer.</p>
<p>General Asset Transport Maintenance Special Rate Variation.</p> <p>Undertake high-risk road safety signage &amp; barrier improvements.</p>	Progressing	70%	<p>Signs and barriers identified in an audit of the Glen Alice area as being missing or needing replacement have been ordered and replaced as part of road works in the area. This will be an ongoing program.</p>
<p>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>	Completed	100%	<p>Options report presented to Council's Infrastructure Committee. Further funding opportunities for staging of project are being investigated. A submission will be made when opportunities present in the future.</p>
<p>Glen Davis Causeway (AGRN1012). Detour &amp; Construction.</p> <p>Causeway repair &amp; construction. (Subject to grant funding approval).</p>	Not Progressing	0%	<p>The project was withdrawn from AGRN 1012 funding application as grant conditions couldn't be met (budget constraints). Funding was reallocated to additional works impacted by flooding. Further grant submissions will be made for funding when opportunities arise in future years.</p>

## Developing Our Built Environment

Task name	Status	Progress	Comment
High Street, Portland- renewal.	Completed	100%	All works have been completed with High Street being stabilised and resealed between Williwa Street and Roxburgh Street.
Hill Street, Lithgow- renewal.	Completed	100%	Completed
Implement the General Asset Transport Maintenance Special Rate Variation Program.  Develop an enhanced, evidence-based asset management program.	Progressing	40%	<p>The Councils Road network has been assessed and given condition ratings. This will inform the roads program for the next 10 years and beyond as the assessments will continue at regular intervals to identify road that will require significant works.</p> <p>The report identified that the roads in the Hartley Valley area had significant works to rectify road failures, repair drainage infrastructure and reseal segments of roads.</p> <p>A significant area of the road network has undergone FWD (falling weight deflectometer) testing to determine the condition of the road under the sealed pavement which will inform the treatments required for future road works programs and significantly increase the life span of our roads by identifying the right treatments for repairs.</p>
Implement the Pothole Repair Program.	Progressing	100%	This was completed in the 2023/24 financial year.
Installation of a traffic splitter island at the approach to Kirkley Street Roundabout.	Completed	100%	Construction of traffic island and associated signage and line marking completed in April /2025.
Installation of a traffic splitter island at the intersection of Portland/Sunny Corner Road and Ilford Street, Portland.	Completed	100%	Construction of traffic island and associated signage and line marking completed April 2025.
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 have suffered damage.	Completed	100%	The kerb and gutter renewals have been completed with the Vale Street, Portland works completed and as the major works and other minor improvements across the urban areas completed.
Kremer Crescent Wallerawang - renewal.	Completed	100%	Completed
Limestone Creek Road, Portland - renewal.	Completed	100%	Works have been completed with the stabilisation of sections of the

## Developing Our Built Environment

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
			road and a full reseal of the road surface for the full length of the road.
Lithgow Street, Lithgow- renewal.	Completed	100%	Completed
Martins Road, Rydal- renewal and upgrade.	Completed	100%	Completed
Portland Street, Portland- renewal.	Not Due to Start	0%	These works have been deferred to the 2025/26 financial year due to the high demand for the repair of roads that were awaiting repairs due to storm damage. With funding soon to be received for the storm damaged roads, Council will be prioritising these.
Red Hill Road Bridge, Palmers Oaky (Fixing Country Bridges Rd 2)	Progressing	95%	All bridge works within the original scope have been completed, and the bridge has been opened to traffic. Council proposed sealing 100 meters of the bridge approaches from both abutments, as well as installing a concrete spoon drain at the Sofala end, using the underspent portion of the project budget. The funding body has approved this additional work. The sealing and drainage works are scheduled to commence in early August and be completed by late September. This bridge project has significantly enhanced road user safety at the Benedict Creek crossing and will ensure continuous access, providing improved mobility and reliability for years to come.
Rehabilitation of Blackheath Creek Road and adjacent infrastructure.	Not Due To Start	0%	Awaiting approval from Transport for NSW.
Rehabilitation of Coxs River Road and the adjacent infrastructure.	Completed	100%	All works are complete, and the last 2.4 kilometres of Coxs River Road have been renewed up to the Duddawarra Bridge.
Rehabilitation of Cuthill Road, Hampton, and the adjoining infrastructure.	Not Due To Start	0%	Awaiting approvals from Transport NSW to commence works.
Rehabilitation of Glen Alice Road, Glen Alice.	Completed	100%	Works completed
Rehabilitation of Glen Davis Road and the adjoining infrastructure.	Completed	100%	Works completed
Rehabilitation of Hampton Road from Rydal to Hampton, and the adjacent infrastructure.	Not Due to Start	0%	Funding has just been received from Transport for NSW for works on Hampton Road, these works will

## Developing Our Built Environment

Task name	Status	Progress	Comment
			be completed in 2025/26 after the procurement process has been completed.
Rehabilitation of Magpie Hollow Road and the adjacent infrastructure.	Not Due to Start	0%	Awaiting Transport for NSW approvals for works to commence.
Rehabilitation of Portland Sunny Corner Road and the adjacent infrastructure.	Not Due to Start	0%	Awaiting approval from Transport for NSW.
Rehabilitation of Sodwalls Road and the adjoining infrastructure.	Not Due to Start	0%	Awaiting works approvals from Transport for NSW.
Remediation of Browns Gap Road and the adjacent infrastructure.	Completed	100%	This is an ongoing project that monitors and plans work for the restoration of the slopes on the Browns Gap Road. The monitoring will continue to advise of any slope movement and the impact of the groundwater on the slope stability.
Remediation of Fields Road and the adjacent infrastructure.	Not Due to Start	0%	Awaiting approvals from Transport for NSW to commence works.
Remediation of John Mackey Drive, Portland and the adjacent infrastructure.	Completed	100%	Works completed
Renew Blackmans Creek Road.	Completed	100%	Works completed
The rehabilitation of Pipers Flat Road and the adjacent infrastructure.	Completed	100%	Works completed
The rehabilitation of Range Road and the adjacent infrastructure.	Not Due to Start	0%	Awaiting approvals from Transport NSW to start works.
The remediation of Dark Corner Road and the adjacent infrastructure.	Not Due to Start	0%	Awaiting approvals from Transport for NSW to commence works.
The remediation of Hartley Vale Road, Hartley.	Not Due to Start	0%	Awaiting approvals from Transport for NSW to start work.
The remediation of Lowther Siding Road and the adjacent infrastructure.	Not Due to Start	0%	Awaiting approvals from Transport for NSW to commence works.
The remediation of Mid Hartley Road and the adjacent infrastructure.	Not Due to Start	0%	Awaiting approvals from Transport for NSW to commence works.
The renewal and resealing of Cox's Street Lane, Portland.	Not Due to Start	10%	These works have been deferred until the 2025/26 financial year.
Undertake Linemarking in various locations.	Progressing	100%	Linemarking was undertaken in replacing pedestrian marking to the following streets. <ul style="list-style-type: none"> <li>Coalbrook Street, Bowenfels</li> <li>Tank Street, Lithgow</li> </ul>

## Developing Our Built Environment

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

<b>Deliverable</b>	<b>Action</b>	<b>Target</b>	<b>Progress</b>	<b>Comment</b>
Advance the Great Western Highway upgrade.	Advocate for improved road connections.	Annual Program achieved.	100%	Lithgow City Council continues to advocate for an integrated transport solution for the Central West. The Council advocated for urgent road and rail upgrades during the REF exhibition of the proposed GWH tunnel, before funding was removed. It has also provided feedback as part of the development of the Central West Orana Regional Transport Plan, and other recent strategic planning sessions conducted with Transport for NSW. It continues to feature heavily in the Council's advocacy of both state and federal ministers and their agencies. The Council has provided input to Transport for NSW's Sydney to Central West Corridor Assessment and Strategic Regional Integrated Transport Plan. A visit by the Minister for Regional Transport and Roads occurred in early 2025, which has resulted in opportunities being unlocked around the Marrangaroo Urban Release Area.
Advocate for more frequent rail service between Lithgow and Western Sydney.  Consider the potential for faster and more frequent passenger rail services between Western Sydney and regional centres in the Central West.	Recognise and act on the potential for Lithgow to act as a hub for improved rail services to the east and west.	Annual Program achieved.	100%	Lithgow City Council continues to advocate for an integrated transport solution for the Central West. It has also provided feedback as part of the development of the Central West Orana Regional Transport Plan and other recent strategic planning sessions conducted with Transport for NSW. It continues to feature heavily in the Council's advocacy of both state and federal ministers and their agencies.

**We will plan and build shared pathways and link activity centres.**

## Developing Our Built Environment

Deliverable	Action	Target	Progress
Submit applications and apply for funding where applicable to deliver projects in the Active Transport Plan.	Implement the footpath construction program.	100% complete.	44%
Finalise the redesign and construction of the Burton Street Causeway Bridge			
Complete Stage 2 of the Main Street Paver Replacement			
Audit kerbside pram and accessibility ramps for compliance and improve/replace in accordance with a priority program.			
Undertake planning and design works for the GWH shared pathway between Mudgee Street, Bowenfels and Main Street, Lithgow.			

Task name	Status	Progress	Comment
Audit kerbside pram and accessibility ramps for compliance and improve/replace in accordance with a priority program.	Progressing	10%	Project deferred until 2025 - 2026 with commencement and training of new position (Assets Inspection Officer - Transport)
Finalise the redesign and construction of the Burton Street Causeway Bridge.	Completed	100%	Works completed
Footpath replacement & maintenance program. Replace sections of footpaths that are damaged or at the end of their life cycle to ensure the areas are safe and meet the needs of the community.	Completed	100%	Footpath replacement and maintenance has occurred in the following locations. <ul style="list-style-type: none"> <li>Vale Street, Portland</li> <li>Lithgow Street, Lithgow</li> <li>Maple Crescent, Lithgow</li> <li>Stewart Street, Bowenfels</li> <li>Main Street, Lithgow</li> </ul>
Implement the Active Transport Plan - Walking & Cycling Projects - New footpath construction. Hartley Valley Road, Vale of Clwydd.	Completed	100%	Final completion report submitted to TfNSW
Implement the <a href="#">Active Transport Plan</a> - Walking & Cycling Projects - New footpath construction. Maple Crescent, Lithgow.	Completed	100%	Final completion report has been submitted to TfNSW and approved
Submit applications and apply for funding where applicable to deliver projects in the Active Transport Plan.	Completed	100%	No grant opportunities were available during the second half of the 2024 - 2025 financial year.
Undertake planning and design works for the GWH shared pathway between Mudgee Street, Bowenfels and Main Street, Lithgow.	Not Progressing	0%	

**We will plan and deliver water, sewer and waste infrastructure that supports growth and sustainability.**

## Developing Our Built Environment

Deliverable	Action	Target	Progress
Progress pipeline design and environmental assessments to ensure any impacts from the pipeline will be mitigated with positive outcomes for the environment, the community and the government. Deliver the 2024/25 water and sewer major works program.	Provide a secure and reliable water and sewer reticulation system to residents of the Lithgow LGA.	Annual Program achieved.	79%

Task name	Status	Progress	Comment
Annual Sewer Vent Replacement Program.	Completed	100%	3 vents replaced in financial year 24/25
Annual Sewerage Testing for Illegal Connections Program. Undertake smoke testing of sewer mains to assess compliance of property connections.	Completed	100%	Smoke testing completed in all failed properties; however, the council has faced a few challenges detailed below. <ul style="list-style-type: none"> <li>• Council Review options for 39 inaccessible properties.</li> <li>• Council to Review Dry Testing Requirement for 36 properties.</li> </ul>
Complete operational projects associated with the potable water mains operations.	Completed	100%	Works for the 24/25 year have been completed
Complete replacements, fabrications and installations at Cement Works SPS.	Completed	100%	The Cement Works SPS (Sewerage Pump Station) project was to upgrade the existing switchboard and replace it with an upgraded one. The main challenge of this project was sourcing a contractor to attend the site; however, since it was such a simple project, there was only one day to remove the redundant board and another day to install the new one.
Dam Safety Compliance.	Progressing	80%	Safety and Risk report being completed by Public Works NSW as the Dam Safety Engineer. Additional work has been required for analysis including structural assessments, so additional consultants appointed to assist and provide information required for Public Works NSW to complete the assessment. The modelling required is nearing completion allowing the reports to be completed soon. Other compliance items still ongoing such as surveillance reporting.

## Developing Our Built Environment

Task name	Status	Progress	Comment
Design and commence construction of inlet works for Lithgow Sewerage Treatment Plant.	Progressing	45%	<ul style="list-style-type: none"> <li>• Surveyed the profile of the inlet works</li> <li>• Most of the excavation of the piling is complete</li> <li>• Design of the Screw piles is complete</li> <li>• Manufacturing of screw piles</li> <li>• Site mobilisation complete</li> <li>• Preliminary excavations commenced</li> </ul>
Design and commence construction on the new Sewerage Pumping Station for South Bowenfels.	Progressing	6%	<ul style="list-style-type: none"> <li>• Contract review by SNG Engineering</li> <li>• Desktop preliminary site investigations.</li> <li>• Ongoing stakeholder Engagement</li> </ul>
East Portland Sewerage Pumping Station bypass upgrade and decommission of High Street Sewerage Pumping Station.	Completed	100%	Works completed.
Environmental Approvals for the Clarence to Wallerawang Pipeline Project.	Progressing	20%	<p>The Environmental Factor (TEF) have been engaged to review the specialist studies that have been completed to support the REF and provide advice on the further works required to support the Review of Environmental Factors (REF). TEF have provided their gap analysis report, and they will also provide advice around the aquatic ecology scope that is required to take place.</p> <p>LCC have also provided Aurecon with comments/findings around their two water reports so these can be finalised.</p> <p>The team had a meeting with LCC planners, Greenspot and Section 51 to discuss the new guidelines for the regional precinct partnership program, which will look to apply for funding for the design of the pipeline and Water Treatment Plant. Section 51 are looking at resubmitting the funding on behalf of LCC at the end of this financial year.</p> <p>The Water Offtake Deed is in the final stages of review with final iterations being completed.</p>
Oakey Park NBN Connection to the flow meter (Civil and electrical works).	Completed	100%	A major delay, primarily caused by the reliance on Fish River water supply to guarantee water availability to Lithgow and other

## Developing Our Built Environment

Task name	Status	Progress	Comment
			<p>villages for a period of one month was experienced during implementation of this project. However, this did not hold up the project which was completed for the 2024/25 year.</p> <p>Up to \$150,000 cost efficiency attributed to splitting the project into a multi - year project, and identification of a suitable flowmeter location within a few meters of the Clear Water Tank.</p> <p>This project will result in providing a very measurable water loss management program</p>
Oakey Park Water FP - Leak sealing and application of protective coating.	Completed	100%	The task was completed in the July to December 2024 reporting period. The clarifier was drained during the shutdown, and upon further inspection, the crack at the clarifier was sealed using a durable epoxy coating. This remedial action by the Council helped increase the asset's lifespan as we plan to build a new Water Treatment Plant.
Oakey Park Water FP - OPWFP Clear Water and Backwash Pumps Replacement - Pump # 2.	Progressing	85%	<p>New Valves installed, survey and strip investigation completed.</p> <p>New Variable Speed Drive (VSD) Installed.</p> <p>Pump 2 delivered to the Contractors Workshop for Overhaul</p>
Oakey Park Water FP - Replacement of 3 existing scraper motors and gearboxes with modern VSD drives.	Completed	100%	Works completed
Oakey Park Water FP - Leak Seal	Completed	100%	Project completed after Oakey Park Water Treatment Plant (WTP) shutdown maintenance.
Oakey Park Water FP Clear Water and Backwash Pumps.	Completed	100%	Works completed
Old Bathurst Road - Stage 2. Installation and civil works of new pumps and receiver manhole.	Completed	100%	<p>Whilst a number of challenges were experienced including:</p> <ul style="list-style-type: none"> <li>• Long lead times for pump delivery.</li> <li>• Adverse weather during construction.</li> <li>• Steep terrain requiring installation of a retaining wall and application of soil erosion prevention measures.</li> <li>• Lack of enough power supply on site, the contractor had to</li> </ul>

## Developing Our Built Environment

Task name	Status	Progress	Comment
			<p>trench 80m to connect power to the next available substation.</p> <p>Cost savings were experienced by splitting and spreading the project over two consecutive years saving close to \$15,000.00</p> <p>This project has resulted in sewer overflow issues being resolved.</p>
Relining or potential replacement of sewer mains and other fixtures on the Sewer mains throughout the LGA.	Progressing	95%	All works are now completed, besides some minor defects and sealing works scheduled for mid-June.
Renew and replace crane systems at each pumping station.	Completed	100%	Final report for the crane review and options assessment for the various cranes and pumping stations that require cranes has been received. The report will help inform the path forward for replacement.
Renewal of the Marrangaroo Reservoir.	Progressing	5%	Project deferred to this 2025/26 Financial year to allow enough time for preliminary site investigations and additional scope arising from the design of new pumps, switchboard, valve pit and telemetry requirement (Geo SCADA)
Replace Maddox Lane, Wallerawang Sewerage Pumping Station to enable future development in the Lidsdale area.	Completed	100%	The new sewage pumping station was completed with the connection of 80 Lots
Sewer mains program for operational projects and works in the sewer reticulation network.	Progressing	70%	<p>171 inspections were completed with 16 Fails, and 97 undetermined.</p> <p>Properties are listed as undetermined predominantly due to access issues. This can present in a variety of ways on the reports, but there are usually comments as to what the issues are.</p> <p>Depending on the property, the crew can and does still perform inspections.</p> <p>Any properties with Dogs or other animals in the yard due to risks involved, not least of which is safety.</p> <p>These access issues can be resolved by residents cooperating and communicating with us. If</p>

## Developing Our Built Environment

Task name	Status	Progress	Comment
			residents are unavailable or non-communicative, we are quite limited in our ability to access properties, as, at the end of the day, these are private properties.
Tarana Water System. Investigation and community consultation on the works required to upgrade, replace, and remove the Tarana raw water supply system.	Progressing	20%	Renewals of one pump have been undertaken to continue operation. Community consultation will be undertaken in 2025/26 to gain community sentiment on the scheme and its future.
Tender to design and construct the Clarence to Wallerawang Pipeline Project.	Progressing	50%	The Funding Application was submitted to the government; however, the grant application guidelines were changed, requiring a full review of the application followed by resubmission. Other works, such as environmental approvals, are still being undertaken. Detailed Design work to be undertaken prior to construction, allowing Council to lower the risk and complete a new scope of works accompanied by refined tender documentation.
Tweed Mills Sewerage Pumping Station high voltage upgrade.	Progressing	80%	The design is now approved, and CTG are onsite with the intent of completing all outage works once they receive a shutdown date.
Undertake an annual Sewer Manhole and Assessment program to assess condition and collect data for inclusion in the Asset Register and System.	Completed	100%	Works are completed.
Upgrade Sludge Lagoon 1 for use to allow for redundancy in sludge stabilisation, sludge storage, and breakdowns in mechanical dewatering system.	Progressing	75%	The Sludge Lagoon No. 1 project entails the feasibility report, design and construction of the Sludge Lagoon No. 1. This project is utilising the existing sludge lagoon No. 1, which is currently used for leachate and groundwater run-off and transforming this into a working lagoon. To date, the feasibility report has been received and is currently being reviewed. From here, there will be a tender developed to procure a contractor for the design and construction. Challenges to date have been the time it has taken for the contractor to provide the feasibility report.
Water Mains Renewal.	Completed	100%	Works complete

## Developing Our Built Environment

Task name	Status	Progress	Comment
Lidsdale Street, Wallerawang - 690m water mains.			

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

Deliverable	Action	Target	Progress	Comment
Playing fields are available for use except in exceptionally wet weather conditions. Submit applications and apply for funding where applicable to deliver projects in the Recreation Major works program.	Manage and prepare playing fields, ensuring their availability except in exceptionally wet weather conditions.	Playing fields were managed and available for use.	100%	All playing fields have been maintained to a high standard and have remained open for use throughout the year, except for Watford Oval due to stormwater upgrade.

Task name	Status	Progress	Comment
<b>Lithgow Sporting Precinct Master Plan</b> Develop a plan to guide future development of the Sporting Precinct.	Completed	100%	Plan complete and endorsed by Council. Will be further reviewed by the Sports Advisory Committee.
Submit applications and apply for funding where applicable to deliver projects in the Recreation Major works program.	Completed	100%	Very limited funding opportunities are available; however, the Council continues to review available opportunities as they present.

## Developing Our Built Environment

Deliverable	Action	Target	Progress	Comment
Submit applications and apply for funding where applicable to deliver projects in the Recreation Major works program. Number of patrons Kids party package Learn to swim programs. Exercise programs.	Develop and operate the JM Robson Aquatic Centre.	Annual Program achieved.	100%	To date, the Centre has been running well, and Council has seen consistent average patronage relevant to the seasonal months.  Programs are running consistently, with Learn to Swim classes holding good numbers. Water aerobics has also been consistent with patrons enjoying this program.  The installation of the sauna has made a positive impact on the number of people attending the centre.

Task name	Status	Progress	Comment
Submit applications and apply for funding where applicable to deliver projects in the Recreation Major works program.	Completed	100%	Very limited funding opportunities are available; however, the Council continues to review available opportunities as they present.

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

Deliverable	Action	Target	Progress	Comment
Submit applications for funding and, where applicable, deliver projects listed in the Recreation Major Works program. Improve and enhance dog park facilities in the LGA. Maintain and develop the Endeavour Park Precinct. Maintain and develop the Queen Elizabeth Park Precinct Maintain and Develop the Lake Wallace Foreshores.	Develop and maintain gardens, parks, reserves, street trees and other public spaces.	Annual Program achieved.	92%	Council has continued to maintain all recreation facilities over the past 6 months.

## Developing Our Built Environment

Task name	Status	Progress	Comment
Blast Furnace Park. 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.	Completed	100%	Completed in the previous reporting period, July-December 2024. An opening event was held in December 2024.
<b>Bowenfels Gun Emplacement Conservation Management Plan</b> Engage a specialist consultant to develop a Conservation Management Plan to guide the preservation and future use of this State Heritage Listed Site.	Completed	100%	This project was completed in December 2024. In addition, work has been progressed in this reporting period (January-June 2025), notably the identification and actioning of priorities identified within the Management Plan.
Improve and enhance dog park facilities in the LGA.	Completed	100%	Council continues to maintain community dog parks to a satisfactory standard.
Improve the infrastructure and safety of the Pontoon at Lake Lyell.	Completed	100%	The Council rectified and realigned the Pontoon at Lake Lyell within the planned timeframes. The program of works included: removing and putting back the pontoon and walkways, installing new concrete piers and adding concrete and stones to make the existing wash wall more secure.
<b>Kremer Park, Portland</b> Renew the retaining wall.	Completed	100%	works have been completed
<b>Lake Pillans Wetlands</b> Upgrade pathways, construct formalised parking areas and install lighting to improve safety and visitor experience. Stronger Country Communities Fund Rd 5)	Completed	100%	Works were completed in October 2024, and the reserve reopened for public use.
Maintain and develop the Endeavour Park Precinct.	Completed	100%	Council staff have been active as always, maintaining Endeavour Park to a high standard. The facility is recognised as a high-use facility by Residents and tourists. Maintenance has been carried out on all facilities at the site. The park grounds & surrounds, playground, the Pump Track and our toilet amenities continue to have scheduled cleaning & maintenance carried out on these sites.
Maintain and develop the Lake Wallace Foreshores.	Completed	100%	Council staff have been maintaining Lake Wallace Foreshore and surrounds to a high standard. Council continues to receive thanks and praise for the presentation of this site.

## Developing Our Built Environment

Task name	Status	Progress	Comment
Maintain and develop the Queen Elizabeth Park Precinct.	Completed	100%	The project is fully completed with a fence around the footpath, landscaping and a new garden bed.
New Master Key System for all Council and Public Assets.	Completed	100%	The first year of this multi-year program is complete.
<b>Portland Central Park Project</b> Work with Portland Central School to complete a 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 its surrounds. Resources for Regions Round 9.	Progressing	60%	Department of Education have taken over project management and are revising design plans and preparing contract documents for construction works to commence in late 2025. Works are expected to be completed in mid-2026
Upgrade and renew aged and non-compliant play equipment in accordance with the Playgrounds.	Completed	100%	Lake Lyell and Glen Davis playgrounds have been replaced.
<b>Watsford Oval</b> Install an irrigation system.	Not Due To Start	0%	The project has been identified for future grant funding.
<b>Watsford/Conran Oval</b> Provide new street/park furnishings.	Completed	100%	Sandstone blocks, gym equipment and seating have been installed along the Farmers Creek footpath.
<b>Watsford/Conran Oval</b> Seal the entry and car park.	Completed	100%	Project complete.

## Developing Our Built Environment

Deliverable	Action	Target	Progress	Comment
<p>Submit applications and apply for funding where applicable to deliver projects in the Cemeteries Capital works program.</p> <p>Monitor and report on the number of requests for maintenance or improvement received.</p> <p>Through high performance and customer focus, actively pursue positive feedback regarding services provided through the cemeteries function Exercise programs.</p>	Maintain and develop our Cemeteries.	Annual Program achieved.	89%	Maintenance and Internments are reported on a monthly basis. Council also actively seeks appropriate grants to deliver upgrade programs to the cemeteries within the LGA.

Task name	Status	Progress	Comment
Cemeteries Road Sealing (Resealing plus New)	Completed	100%	Carpark renewal occurred at Lithgow Cemetery.
Fencing, front boundary at Hartley & Wallerawang Cemeteries.	Completed	100%	A new front boundary fence was installed at Hartley Cemetery. Fencing for Wallerawang Cemetery will be considered in the future financial year budget.
Monitor and report on the number of requests for maintenance or improvement received.	Completed	100%	Requests are received and dealt with in a timely manner. All requests are monitored and reported on monthly.
New and renewal program - Install new concrete paths in newly developed areas and renewal program to replace damaged pathways at various sites.	Completed	100%	Footpath renewals have been completed in both Lithgow and Portland Cemeteries, particularly in the older sections.
New Lawn Beams for new development and extension of plots.	Completed	100%	Extension completed and opened for reservations and internments.

## Developing Our Built Environment

Task name	Status	Progress	Comment
New Signage to Plot locations at various sites.	Not Due To Start	0%	Project to be considered in future financial year budgets.
Park furniture, New and upgrade - New bins.	Completed	100%	New installations have occurred at Portland Cemetery.
Submit applications for funding where applicable to undertake cemetery projects.	Completed	100%	A successful funding application under the Local Roads and Community Infrastructure Program has been used to upgrade the internal road of Portland Cemetery. Will continue to apply for funding for other cemetery projects in the future.
Through high performance and customer focus, actively pursue positive feedback regarding services provided through the cemetery's function.	Completed	100%	Tracking high performance, customer focus and feedback is monitored through the received public requests.

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

Deliverable	Action	Target	Progress	Comment
Maintain bus shelters to a serviceable standard. New bus shelters are constructed as required.	Work with local bus services to ensure bus shelters are strategically placed to meet community demand for the service.	Annual Program achieved.	100%	Council continues to work with our local bus companies on appropriate bus routes and appropriate bus stop locations, ensuring these proposals are in line with the TALC Committee's requirements for transport rules and regulations.
Submit applications and apply for funding where applicable to deliver projects in the Buildings Capital works program.	Maintain and upgrade community buildings and structures to meet the needs of the community and ensure commercial viability.	Annual Program achieved.	71%	All projects associated with the upgrade of public-owned buildings are complete, except for the refurbishment of the Council's Administration Building. This project is on hold while the Council considers long-term strategies for use of the site.

Task name	Status	Progress	Comment
<b>Lithgow Council Admin Building</b> Redesign staff amenities - Male & Female change room / shower facilities & Toilet Facility upgrade	Completed	100%	All completed
Building repairs to 160 Mort Street Flats.	Progressing	90%	Kitchens & Bathrooms have been installed, floor coverings have also been installed, Carpet / Lino and tiles.

## Developing Our Built Environment

Task name	Status	Progress	Comment
			Final paint is being applied to the units & the stairwell. Renovations were completed at the end of May.
<b>Exeloo Toilet - Cullen Street, Portland</b> Replacement and modernisation of the old toilet block on Cullen Street, in keeping with the recent upgrades to Saville Park	Completed	100%	Project complete.
<b>Lithgow City Council Administration Building</b> Upgrade the Customer Service Area.	Not Due To Start	0%	This project has been placed on hold while the Council reviews draft office layout options.
<b>Lithgow City Council Administration Centre Building</b> Create a breakout area for staff above the carpark.	Not Due To Start	0%	This project has been placed on hold while the Council reviews draft office layout options.
Provide support to rural communities impacted by Natural Disaster to develop facilities suitable to their needs: 1) ABCD Inc. Community Hall, Clarence, 2) Construct a new community hall in Petra Avenue to the lock-up stage. Resources for Regions Rd 9.	Progressing	80%	Works are still continuing, and the committee group are arranging the works.
Replace dated office furniture with new ergonomic workstations.	Progressing	90%	Final orders for office workstations and associated equipment are being finalised for 24/25

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.

We will realise more new, affordable homes in Lithgow and established urban centres.

Action	Target	Progress	Comment
Number of applications processed within the required time frames.	Applications have been processed within the required time frames.	70%	<p>16 section 68 Solid Fuel Heater applications registered within 2 days.</p> <p>12 complying Development Applications registered within 2 days.</p> <p>5 water Applications registered within 2 days.</p> <p>0 section 96 Modification of Consent applications registered within 2 days.</p> <p>Subdivision Certificate requests are registered within 2 days.</p> <p>105 development Applications registered within 2 days.</p> <p>37 construction Certificates registered within 2 days.</p> <p>14 sewer Applications registered within 2 days.</p>
Number of On-site Sewer Management Applications registered.	On-site Sewer Management Applications have been registered.	100%	On-Site Sewer Management Applications were registered within 2-5 business days in TechOne, and applicants were contacted to arrange inspections on the day of registration.

## Developing Our Built Environment

### Planning and development of new suburbs will provide for a mix of housing types.

Deliverable	Action	Target	Progress	Comment
Work with Transport for NSW to resolve the issue of traffic infrastructure to access the Great Western Highway. Continue planning for Marrangaroo Urban Release Area (MURA).	Advocate to ensure Lithgow's housing growth by resolving the issue of traffic infrastructure requirements to service the Marrangaroo Urban Release Area (MURA) and the remaining undeveloped areas of South Bowenfels, including traffic lights at Col Drewe Drive.	Annual Program achieved.	60%	Meeting held with Transport for NSW (TfNSW) in late June 2025. Ongoing advocacy to the Minister for Roads, Jenny Aitchison, has resulted in a shift in perspective of TfNSW. Previously, Council was told that the Controlled Access Road designation that applied over the site restricted any changes that had a negative impact on the efficiency of the highway (i.e. no speed reductions or signalisations). This necessitated a grade-separated interchange at an estimated cost of over \$150 million to unlock further development in the Marrangaroo precinct. TfNSW has recently advised Council that a Controlled Access Road only prohibits additional intersections, and speed reductions/signalisation is acceptable. In the coming months, Council will be commissioning traffic engineers to further assess the site and develop concept plans to progress this initiative.

Task name	Status	Progress	Comment
Continue planning for Marrangaroo Urban Release Area (MURA).	Not Due To Start	20%	Continued to advocate to the State Government to remove the Controlled Access Road designation on the Marrangaroo Section of the Great Western Highway.  Written communication to landowners has yet to be progressed.

### The diverse housing needs of our community will be met through an active partnership with development.

Deliverable	Action	Target	Progress	Comment
Planning agreements are negotiated and administered according to the adopted policy.	Planning agreements are negotiated and administered according to the adopted policy.	Planning agreements are negotiated and administered according to the adopted policy.	100%	Voluntary planning agreements entered for the period 01.07.2024 to 30.06.2025 have been entered in accordance with the Council's policy 7.8.



## **Operational Plan 2024/25**

# **STRENGTHENING OUR ECONOMY**

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

**We will attract new business and investment.**

Action	Target	Progress
Implement the Lithgow Evolving Economy Plan (LEEP).	Annual Program achieved.	90%

Task name	Status	Progress	Comment
Active engagement with developers proposing the construction of assets related to clean energy production, ensuring that it adds value to residents and the local economy.	Completed	100%	<p>Council continues to meet with developers seeking the Council's consideration of clean energy production projects. Most of these developments are in concept stage, and the details of these remain confidential.</p> <p>However, Council remains committed to the principles of equity and community stewardship with respect to value capture for all such initiatives. Bespoke policies are being drafted for the consideration of the elected Council to ensure consistency of approach.</p>
Advocate for cross-government commitment, affirmative action and a significant increase in the levels of funding provided for economic transformation.	Completed	100%	All positions associated with the delivery of the LEEP Action Plan have been recruited, including two positions for broad LEEP action, and three position for delivery of services at the Adaptive Skills Hub.
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.	Completed	100%	<p>Staff officers have prepared an application under the Commonwealth Government's Regional Precincts and Partnerships Program (RPPP) with all key stakeholders providing letters of support. The RPPP grant is focused on investigation and some aspects of design for the following sites:</p> <ul style="list-style-type: none"> <li>• Former Commonwealth Defence Manufacturing site - Defence &amp; Precision Manufacturing Hub,</li> <li>• Former State Railyards - Rail Fleet Conversion, Manufacturing and Logistics Hub, and</li> </ul>

## Strengthening Our Economy

Task name	Status	Progress	Comment
Develop an Adaptive Skills Hub. Implement the program developed 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	100%	<ul style="list-style-type: none"> <li>Former State Mine Deposits Site - Eco-Tourism &amp; Adventure Tourism and Training Hub.</li> </ul> <p>Delivery of this project is ongoing; however, the expenditure of the Commonwealth Government's \$830,000 contribution has been fully acquitted.</p> <p>The Adaptive Skills Pilot is proposed to directly engage approximately 80% of all stage 3 students across the LGA and 35 stage 5 students from across all secondary schools across the LGA. The program will cease at the end of the school year (December 2025), continuing with the Council's financial contribution to the project.</p> <p>Additionally, an application has been submitted the RECIP to merge the pilot with the NSW Government's Stem Industry School Partnerships (SISP) Program across the whole of the Central West Coal Mining Affected Region for an additional two years.</p>
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.	Completed	100%	<p>At the direction of the elected Council, Council's General Manager and the LEEP team have invited both the NSW and Australian Governments to form part of Council's interim LEEP governance arrangements. Both have agreed to send observers so that they remain aware of progress and may integrate Lithgow's transition model with their own, once implemented by the NSW Government.</p> <p>Recently, the NSW Government has issued advice relating to the budgetary allocations to the Future Jobs and Investment Authorities, expecting that their implementation should be imminent. Council has also reconsidered the functions of its model, modifying these to ensure a Councillor sits on the committee.</p>
Engage with Centennial Coal and Energy Australia on the future of coal and its impacts on their respective workforces.	Completed	100%	<p>Both Centennial Coal and Energy Australia comprise an integral part of the LEEP governance body, formed by Lithgow City Council. Their involvement with the governance body will ensure they</p>

## Strengthening Our Economy

Task name	Status	Progress	Comment
			<p>can feed into all applicable LEEP initiatives, both in terms of their development and implementation.</p> <p>The approach to this governance body will likely shift with the introduction of the NSW Government's Future Jobs and Investment Authorities.</p>
Engage with the Expert Panels from the Royalties for the Rejuvenation Program to aid the economic transition of the Lithgow LGA.	Completed	100%	Council engaged on several occasions with the Central West Expert Panel, formed by the NSW Government's Royalties for Rejuvenation legislation. This program has since been abolished to make way for the Future Jobs and Investment Authorities proposed by the NSW Government. Funding has been allocated to this program for implementation in 25/26.
Redevelop the Invest Lithgow Website.	Not Due To Start	0%	Project has halted, acknowledging that Council has commissioned a consultant to review and redevelop the entirety of Council's website over the 25/26 financial year. This project will be embedded in this process.
Work in partnership with the Department of Regional NSW to develop a bespoke investment prospectus for the Lithgow region.	Completed	100%	Program complete. Materials have been used by the Chamber of Commerce as part of a recent Investor Forum held in Lithgow. Works will commence shortly to develop a new website presence for the LEEP project, which will feature these materials. Further and more discrete promotion of these quality materials will occur once Lithgow has appropriate employment lands on the market.

Deliverable	Action	Target	Progress	Comment
Respond to business/investment enquiries and coordinate with other departments.	Business and Investment enquiries.	100% complete	100%	Council has received several business enquiries in the past 6 months, all of which have been referred from the Department of Regional NSW. With limited resources, the Council is currently constrained regarding the depth of assistance it can provide; however, new resources have been successfully employed for this purpose.

## Strengthening Our Economy

### We will encourage economic growth and diversity.

Deliverable	Action	Target	Progress	Comment
Respond to business/ investment enquiries and coordinate with other departments as per policy 4.6.	Respond to business/ investment enquiries and coordinate with other departments.	100% Complete	100%	<p>The Strategic Land Use Planning Team has responded to investor enquiries during the early due diligence phases of proposals or land purchases to determine the alignment with the existing planning framework and to advise if an amendment to the Local Environmental Plan or Development Control Plan is required.</p> <p>The LEEP team regularly receive enquiries related to the initiatives of this program. All enquiries are responded to in accordance with the Council's customer service policy. Moreover, the LEEP Engagement Plan has been endorsed and is already resulting in enhanced community engagement with associated initiatives.</p>

### We will facilitate and provide infrastructure and land to support residential, rural and economic growth.

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
Implement the Local Strategic Planning Statement	We will facilitate and provide infrastructure and land to support residential, rural, and economic growth.	Annual Program implemented.	43%	During the reporting period, Council continued to work on the key strategic planning projects to inform and underpin a review of Lithgow's land use planning framework. The Strategic Planning Team has undertaken the scoping and key stages of the procurement process to engage an external consultancy to prepare the Growth Management Strategy, progressed the Lithgow Housekeeping Planning Proposal and managed the assessment of the Greenspot Wallerawang Planning Proposal.

Task name	Status	Progress	Comment
Commence development of a Housekeeping Planning Proposal to amend the Lithgow Local Environmental Plan 2014.	Progressing	30%	Awaiting Gateway Determination. Department of Planning, Housing & Infrastructure have advised that the Gateway Determination is awaiting executive endorsement.
Growth Management Strategy to include: <ul style="list-style-type: none"> <li>• Employment Lands/Centres Review,</li> <li>• Local Housing Strategy,</li> <li>• Rural lands and Rural Residential Study.</li> </ul>	Completed	100%	The Draft Employment Lands Strategy (ELS) has been prepared by HillPDA. Council's internal project group has determined not to proceed with separate adoption of the Draft ELS pending completion of infrastructure servicing reports for identified high-priority employment lands and the integration of the ELS into the comprehensive Growth Management Strategy.
Marrangaroo Urban Release Area (MURA) Planning Proposal.	Not Due To Start	5%	In June 2025, the Council met with Transport for NSW to further discuss a shared understanding of the transport issues associated with the Marrangaroo Urban Release Area as well as potential pathways to progress planning of the area. Council is awaiting a formal response from Transport for NSW.

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

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
Submit applications for funding where applicable and deliver Smart projects as recommended in the Smart Places Road Map.	Implement the Smart Places RoadMap.	100% complete	100%	Smart Spaces Roadmap was adopted by Council

Task name	Status	Progress	Comment
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.	Complete	100%	Funding redirected to an upgrade of the Council Chambers.
Submit applications for funding where applicable and deliver Smart projects as recommended in the Smart Places Roadmap (SPRM).	Complete	100%	No suitable funding sources were identified for projects within the SPRM.

Deliverable	Action	Target	Progress
Submit applications for funding where applicable and deliver projects listed in the Lithgow Electric Vehicle Strategy. Identify road transport constraints. Engage with key agencies on Electric Vehicle infrastructure. Develop guidelines to locate and develop EV (Electric Vehicle) charging points.	Implement the Lithgow Electric Vehicle Strategy.	Annual Program achieved.	100%

Task name	Status	Progress	Comment
Develop guidelines to locate and develop EV (Electric Vehicle) charging points.	Completed	100%	<a href="#">Council's EV Strategy</a> is complete, has been publicly exhibited and endorsed by the Council.
Engage with key agencies on Electric Vehicle Infrastructure.	Completed	100%	Council continues to investigate all opportunities to advance its adoption of EV technology. One key project is the installation of several charging units at the Eskbank Street carpark. These are now installed and operational. Council's second project is the potential installation of an array of fast chargers at Council's administration building, allowing for the organisation to move to EVs and away from conventional petrol and

## Strengthening Our Economy

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
			diesel. Supply infrastructure here is not sufficient, so we are now looking at opportunities around the former Centrelink building and Hoskins Building (formerly the WSU Transformation Hub).
Identify road transport constraints.	Completed	100%	Road constraints related to the development of the Eskbank Street chargers have been addressed with these chargers now installed and operational.
Submit applications for funding where applicable and deliver projects listed in the Lithgow Electric Vehicle Strategy.	Completed	100%	Two applications have been developed and submitted for chargers at the Hartley Historic Village, and the Capertee Rest Stop. Council awaits feedback on these applications, which align with Lithgow's Electric Vehicle Charging Strategy.

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.

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

Deliverable	Action	Target	Progress	Comment
<p>Open and operational 5 days per week through volunteer support.</p> <p>Minimum of 4 Events and/or public programs developed to promote Eskbank House Museum and its collections per annum.</p> <p>Expansion of children and young people's school holidays and schools' education programming.</p> <p>Submit applications and apply for funding where applicable to deliver projects listed in the Eskbank House Conservation Management Plan.</p> <p>Complete the current grant-funded program of capital works</p>	<p>Develop and promote an engaging and accessible visitor experience at Eskbank House Museum.</p>	<p>Annual program delivered.</p>	<p>100%</p>	<p>The staff and volunteers work hard to develop and promote an engaging and accessible visitor experience at Eskbank House Museum. The museum is open five days a week due to a dedicated team of volunteers, and attracts bus groups, independent tourists, and local visitors. The museum offers guided tours, beautiful gardens and grounds and hosts community events.</p> <p>Eskbank House Museum presents permanent and changing exhibitions, electronic storytelling via social media, and in-house visual displays promoting the Lithgow Region's heritage and the museum's collections that celebrate the heritage of the Lithgow LGA.</p>

Task name	Status	Progress	Comment
<p>Complete the current grant-funded program of capital works.</p>	<p>Completed</p>	<p>100%</p>	<p>The capital works on the outbuildings are complete.</p> <p>A Heritage Architect designed a scope of works to conservatively repair and remediate a long-term erosion problem due to salination affecting the flagstone verandas.</p> <p>An accessibility audit has been commissioned.</p> <p>A stonemason and a landscaper have been engaged to preserve and protect the original 1840s flagstone veranda.</p>

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
Expansion of children and young people's school holidays and schools' education programming.		Completed	100%	<p>This January to June reporting period, School holiday activity was Afternoon tea with the pollinators. Additionally, Eskbank Museum accommodated the annual visit by Chifley College Senior Campus.</p> <p>To gain knowledge to help with the expansion of children and young people programs, the Museum Development Officer and two volunteers attended a very valuable session/presentation at The Woodford Academy on providing tours for school groups. This is an ongoing process for the museum.</p>
Minimum of 4 Events and/or public programs developed to promote Eskbank House Museum and its collections per annum.		Completed	100%	<p>Eskbank House Museum has hosted four events, including two Lithgow City Council functions, a Volunteer Week celebration, a Citizenship Ceremony. Two environmental workshops centred on Mary's Garden, the LCC Community Heritage Garden, the community participated in a Native Pollinator workshop and a Winter Pruning Demonstration.</p> <p>The museum also presented two exhibitions, Marking Time: 200 Years of History and for International Women's Day (IWD) 2025, an Exhibition of objects, photos and documents belonging to Thelma McKenzie - Australian Women's Cricketer and local sportswoman</p>
Open and operational 5 days per week through volunteer support.		Completed	100%	<p>The museum has been open 99%+ of possible open days (248.5) with continuing support of a motivated volunteer team. There is still a need for more volunteers, especially on weekends.</p>
Submit applications and apply for funding where applicable to deliver projects listed in the Eskbank House Conservation Management Plan.		Completed	100%	<p>The capital works on the outbuildings are complete.</p>

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
<p>Staff and volunteers are trained in best practice collection management.</p> <p>The collection is promoted through electronic storytelling on the Eskbank House Museum Facebook page and website.</p>	<p>Best practice collection care and engagement strategies implemented for the Eskbank House Museum Collection.</p>	<p>Annual program delivered.</p>	<p>100%</p>	<p>Best practice collection care is an ongoing process at the museum, with training opportunities provided and procedures updated with the expert input from Museum Advisors. There is a continuing and regular promotion of the museum collections and the community heritage garden. The engagement strategies implemented for the Eskbank House Museum Collection include electronic storytelling and internally curated exhibitions and events offered to the community.</p>

Task name	Status	Progress	Comment
<p>Staff and volunteers are trained in best-practice collection management.</p>	<p>Completed</p>	<p>100%</p>	<p>The volunteer team have been offered several opportunities to attend training sessions and museum networking meetings. They have been provided with one-on-one training in best practice collection management, and as a regular business item, the Museum Development Officer presents a short session relating to collection management and museum procedures at each Museum Team Meeting.</p> <p>The Museum Development Officer has attended several workshops, including those provided by the Museum Advisor and by Museums and Galleries. Advice is regularly sought from the Museum Advisor for best practice.</p>
<p>The collection is promoted through electronic storytelling on the Eskbank House Museum Facebook page and website.</p>	<p>Completed</p>	<p>100%</p>	<p>The collection is promoted through electronic storytelling on the Eskbank House Museum Facebook page by posts highlighting exhibition items and objects new to the collection. These changing exhibitions are linked to the museum webpage.</p> <p>These in-house exhibition items form the basis of AV displays.</p>

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
Museum events are promoted at least 1 month prior.	Develop marketing/communications for Eskbank House Museum.	Museum events have been promoted at least once a month.	100%	Eskbank House Museum events, exhibitions, and electronic storytelling celebrate and promote the heritage, history and cultural diversity of the community in the Lithgow LGA and are marketed and communicated to the community using social media and online event software.

**We will work with local creatives and tourism partners to develop a strong tourism industry that maximises benefits from visitors to the LGA.**

Deliverable	Action	Target	Progress	Comment
Seven Valleys Visitors Centre is open and operational 7 days per week. Manage the Seven Valleys Visitors Centre using online tools to enable in-location visitor dispersal and spending. Customer satisfaction is measured by visitor feedback to the council and surveys.	Develop and promote Seven Valleys Tourism.	Seven Valleys Visitor's Centre has been managed, developed and promoted.	100%	Seven Valleys Visitor Information Centre has been open every day of the six-monthly reporting period, using in-house printed collateral and supplied guides, in addition to the QR code link to the downloadable visitor guide and website, to inform and direct customers to stay and play in the Seven Valleys. A survey is available and encouraged in-house, as well as having avenues for feedback through social media and Google listing, which is overwhelmingly positive. Social media campaigns have directed visitors to the website and driven visitor dispersal and spending, in addition to the team at Seven Valleys Visitor Information Centre.

Task name	Status	Progress	Comment
Customer satisfaction is measured by visitors' comments on social media and via surveys.	Completed	100%	An in-house customer satisfaction survey is currently available for visitors to fill out at Seven Valleys Visitor Information Centre. There are also many, almost exclusively positive comments made on Google, Bing business pages and TripAdvisor.
Manage the Seven Valleys Visitors Centre using online tools to enable in-location visitor dispersal and spending.	Completed	100%	Seven Valleys Tourism has been utilising the Seven Valleys Tourism website, @visitsevenvalleys social media pages, Accredited VIC app, and Google Ad listings to encourage and enable in-location visitor dispersal and spending.

## Strengthening Our Economy

Task name	Status	Progress	Comment
Seven Valleys Visitors Centre is open and operational 7 days per week.	Completed	100%	Seven Valleys Visitor Information Centre has been open every day of the reporting period, disseminating information on the Seven Valleys to visitors and locals.

Deliverable	Action	Target	Progress	Comment
Develop and implement joint Council and industry tourism marketing campaigns, commencing with the development of a Strategic Branding Strategy and long-term marketing plan.  Submit applications and apply for funding where applicable to deliver projects listed in the Destination Management Plan.  Develop the Seven Valleys Strategic Marketing Plan.  Tourism Staff visit tourism businesses on a regular basis to familiarise staff with tourism products and ensure marketing and communications are up to date.	Conduct a strategic branding review and development of a marketing strategy.	100% complete	100%	During the second half of the reporting year, it was recommended by the administration to councillors to adopt the Seven Valleys rebrand in full, inclusive of the multi-year Marketing and Branding Strategy. The strategy and rebranding have been subject to a number of delays due to notices of motion pertaining to the terminology of the branding. A further councillor information session, in addition to one held in the first half of the reporting year, was held in June 2025 to further educate on the importance of a united approach to the marketing of the entire region. The final endorsement of the strategy and branding will be at the June 30th meeting of Council.

Task name	Status	Progress	Comment
Develop and implement joint Council and industry tourism marketing campaigns, commencing with the development of a Strategic Branding Strategy and long-term marketing plan.	Completed	100%	The place branding was presented to the 30th of June full meeting of Council for final approval and was successfully adopted. All applicable place brand assets can now be rolled out across the various tourism channels.
Develop the Seven Valleys Strategic Marketing Plan.	Completed	100%	The Seven Valleys Strategic Marketing Plan is not fully funded in the 2025-26 budget. The place brand was adopted at the 30th of June council meeting. Following the successful adoption of the place brand, the recommendations of the

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
				marketing plan will be rolled out where and when funding allows.
Submit applications and apply for funding where applicable to deliver projects listed in the Destination Management Plan.		Completed	100%	Grant funding programs are constantly monitored for relevance to the actions listed in the Seven Valleys Destination Management Plan. As of the end of June 2025, grant funding for Lithgow Halloween was applied for, and support was given to the Capertee International Bird Festival to apply for grant funding, both under the Regional Event Fund Flagship and Incubator programs, respectively.
Tourism Staff visit tourism businesses on a regular basis to familiarise staff with tourism products and ensure marketing and communications are up to date.		Completed	100%	Tourism staff have been visiting businesses to perform 'familiarisation' visits, as well as visiting attractions to stock them with brochures and promotional material.

Deliverable	Action	Target	Progress	Comment
Participate in local and regional cultural networking groups.	Provide support for cultural organisations in the development and promotion of cultural activities.	Annual Program achieved.	100%	<p>The Cultural Development Coordinator has been:</p> <ul style="list-style-type: none"> <li>Working with Arts OutWest and attending the advisory committee meetings throughout the year.</li> <li>Attending meetings with local museums facilitated by the museum's advisor with the intention of connecting and collaborating.</li> <li>Attending the Seven Valleys Creative Forum and the Greater Lithgow Creative Arts Committee.</li> </ul>
Participate in local and regional museum networking groups. 10 visits per annum.	The Museums Advisory Program continues to work with Eskbank House Museum and other museums to preserve and promote local history collections.	Annual Program achieved.	100%	The Museum Advisor Program is an initiative of NSW Museums and Galleries. This program operates on a 50/50 grant, funded by NSW Museums and Galleries and Lithgow City Council. This joint program provides 20 days of professional service and advice from professional Museum Advisors and is available to all the Museums and other cultural and heritage organisations in the Lithgow LGA.

## Strengthening Our Economy

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
10 visits per annum.	Completed	100%	<p>As an ongoing Museums &amp; Galleries grant, two Museum Advisors provided professional services and expert advice to the Regional Museums and heritage organisations of the Lithgow LGA. The professional services provided included onsite visits to work on projects, remote professional services, and Museum Meetings to facilitate networking and information sharing for the predominantly volunteer museums.</p>
Participate in local and regional museum networking groups.	Completed	100%	<p>The Museum Development Officer (MDO) and volunteers have taken part in four local museums ' meetings organised by the Museum Advisor during 2024-2025.</p> <p>The MDO has also participated in the Blue Mountains Association of Cultural Heritage Organisations (BMACHO) biannual conference held at Katoomba, and the Museums and Galleries annual regional stakeholders' meetings in Sydney.</p>

## Strengthening Our Economy

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

Deliverable	Action	Target	Progress	Comment
Ensure retention and employment in the LGA.	Work with larger industries to ensure retention and employment in the LGA.	100% Complete	100%	Both Centennial Coal and Energy Australia heavily feature within the governance vehicle for LEEP, including the underlying working parties that aim to give strategic and technical advice to the overarching governance vehicle. This governance structure 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. This structure has been modified to include the representation of a Councillor, with the functions endorsed by the Council at their Ordinary Meeting held on 30 June 2025. Council has also recently received news that the NSW Government has allocated the proposed Future Jobs and Investment Authorities significant funding within the most recent budget announcements. Council eagerly awaits further advice regarding the implementation of the FJIA, as it will likely supersede Council's own model.

**The Lithgow Region is seen as a desirable place to work, live, visit and invest.**

**We will work in partnership to actively market the Lithgow region and our capabilities to existing and potential residents, businesses, visitors and investors.**

<b>Deliverable</b>	<b>Action</b>	<b>Target</b>	<b>Progress</b>	<b>Comment</b>
The "Invest Lithgow" website is updated and promoted.  Attend economic and tourism forums to profile Lithgow and advocate for development and business opportunities within the LGA.	Develop and promote programs to market the Lithgow region to attract investment and development.	100% complete	50%	The website update project has halted, acknowledging that Council has commissioned a consultant to review and redevelop the entirety of Council's website over the course of the 25/26 financial year. This project will be embedded in this process. Council continues to advocate heavily for the meaningful government interventions that Lithgow does require to realise opportunities for business development and investment. This advocacy continued through a variety of forms, including direct government engagement and the development of key strategic working groups related to the LEEP. Council also continues to work directly with infrastructure developers to support their initiatives and ensure adequate benefit capture within the LGA.

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
Attend economic and tourism forums to profile Lithgow and advocate for development and business opportunities within the LGA.	Completed	100%	Council's administration has not attended economic development forums as we have no opportunities on the market for investment. However, we've advocated heavily for the meaningful government interventions that Lithgow does require to realise such opportunities. This advocacy continued through a variety of forms, including direct government engagement and the development of key strategic working groups related to the LEEP.
The "Invest Lithgow" website is updated and promoted.	Not Due to Start	0%	Project has halted, acknowledging that Council has commissioned a consultant to review and redevelop the entirety of Council's website over the 25/26 financial year. This project will be embedded in this process.

## Strengthening Our Economy

**We will grow our visitor economy by developing partnerships and opportunities that enhance and strengthen iconic events, distinct local attractions, and the use of major venues.**

Deliverable	Action	Target	Progress	Comment
Submit applications and apply for funding where applicable to ensure the facility remains a high-quality cultural venue.	Develop and activate the Union Theatre and Union Theatre Gallery.	Annual Program achieved.	84%	The Community and Cultural Development Coordinator was successful in getting a grant to deliver the Connecting Seniors program at the Union Theatre, which will run till the end of the year. An application for Create NSW was submitted for business development and program funding in 2026-2027.
Develop a "Friends of the Theatre" Program to ensure collaboration with local users.				

Task name	Status	Progress	Comment
Develop a "Friends of the Theatre" program to ensure collaboration with local users.	Progressing	50%	A database of users to communicate with about the Lithgow Union Theatre and develop Friends of the Theatre program is being developed.
Submit applications and apply for funding where applicable to ensure the facility remains a high-quality cultural venue.	Completed	100%	The Community and Cultural Development Coordinator was successful in getting a grant to deliver the Connecting Seniors program at the Union Theatre, which will run till the end of the year. An application for Create NSW was submitted for business development and program funding in 2026-2027.
Union Theatre Kitchen. Upgrade the kitchen and cut a servery window through the wall to create a kiosk for serving snacks and drinks to theatre audiences.	Completed	100%	Kitchen refurbishment complete

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
<p>Programming strategy of performances for adults, families, children, and young people audiences.</p> <p>Programming strategy will encourage performances presented by Aboriginal and/ or Torres Strait Islander theatre companies and/or with Aboriginal and/or Torres Strait Islander.</p> <p>Principles of the Council's Disability Inclusion Action Plan are included within the programming strategy.</p>	<p>Promote the Union Theatre with a programming strategy to attract and deliver an engaging performance, arts, and cultural season that considers the Council's community plans, diversity, and inclusion.</p>	<p>Annual program delivered.</p>	<p>78%</p>	<p>A programming strategy will be developed as part of the Strategic Business Plan for the Lithgow Union Theatre and Gallery.</p>

Task name	Status	Progress	Comment
<p>Annual Season Program is inclusive of works for adults, families, children and young people audiences.</p>	<p>Completed</p>	<p>100%</p>	<p>The Lithgow Union Theatre and Gallery has had 7 bookings in the last 6 months, including a Puppetry and movement workshop, Hub fest, Ahn Do, First Wednesday club cabaret and Musical Society show.</p>
<p>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.</p>	<p>Completed</p>	<p>100%</p>	<p>No bookings were received for Aboriginal and/or Torres Strait Islander theatre companies and /or with Aboriginal and/or Torres Strait Islander actors.</p>
<p>Principles of the Council's Disability Inclusion Action Plan are included within the programming strategy.</p>	<p>Completed</p>	<p>100%</p>	<p>As part of the Strategic Business Plan to be developed for the Lithgow Union Theatre and Gallery, the principles of the Disability Inclusion Action Plan will be included.</p>
<p>Programming strategy of performances for adults, families, children, and young people audiences.</p>	<p>Progressing</p>	<p>75%</p>	<p>The programming strategy will be included as part of the development for a Strategic Business Plan for the Lithgow Union Theatre and Gallery.</p>

## Strengthening Our Economy

Task name	Status	Progress	Comment
Programming strategy will encourage performances presented by Aboriginal and/ or Torres Strait Islander theatre companies and/or with Aboriginal and/or Torres Strait Islander.	Progressing	45%	The programming strategy will encourage performances presented by Aboriginal and/ or Torres Strait Islander theatre companies and/or with Aboriginal and/or Torres Strait Islander artists.

Deliverable	Action	Target	Progress	Comment
Programming strategy of exhibitions for adults, families, children, and young people audiences.  The programming strategy includes a minimum of 1 exhibition featuring Council's art collection.	Deliver and promote the Union Theatre Gallery with a programming strategy to attract arts exhibitions.	Annual program delivered.	67%	The Lithgow Union Theatre and Gallery had 7 bookings in the last 6 months, including Puppetry and Movement workshop, Hub fest, Ahn Do, First Wednesday club cabaret and Musical Society show. The Waste-2-Art exhibition was displayed in the Gallery.

Task name	Status	Progress	Comment
The annual program is inclusive of works for adults, families, children and young people audiences.	Progressing	100%	The Lithgow Union Theatre and Gallery had 7 bookings in the last 6 months, including Puppetry and Movement workshop, Hub fest, Ahn Do, First Wednesday club cabaret and Musical Society show. The Waste-2-Art exhibition was displayed in the Gallery.
Programming strategy of exhibitions for adults, families, children, and young people audiences.	Progressing	50%	The programming strategy will include exhibitions for adults, families, children, and young people.
The programming strategy includes a minimum of 1 exhibition featuring the Council's art collection.	Progressing	50%	The programming strategy will include exhibitions of the Council's art collection.

## Strengthening Our Economy

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

Deliverable	Action	Target	Progress	Comment
Implement events from the endorsed events strategy.	Develop and deliver an endorsed Events Strategy.	Annual Program achieved.	100%	<p>Evaluation of the \$250,000 allocation to the 2025-26 events budget was carefully considered by the Events Working Party. The Events Working Party comprised administration staff and interested councillors. Careful consideration was given to the ongoing funding of existing events. The result was the ongoing support of Lithgow Halloween with a reduced budget, and the removal of LithGlow from the events program in favour of a Christmas Concert or similar event. The remainder of the budget has been allocated to supporting external events, which is the primary focus of the strategic direction of LCC Events, to encourage local uptake and external organisation of events. An expression of interest concept was developed to call for ideas of new events with a heavy focus on the return to the visitor economy.</p> <p>Subsequently, expressions of interest were called for regarding new events, with a criterion designed to derive maximum return to the visitor economy, including overnights. The EOI process saw 22 applications, with 4 events earmarked to receive financial support from the council.</p>

Task name	Status	Progress	Comment
Deliver and promote Australia Day.	Completed	100%	Australia Day was successfully delivered with engagement with the multicultural community, delivering wonderful performances and lots of cultural exchange. The addition of an Auslan interpreter and significant shade elements made the event more inclusive and enjoyable for all.
Delivery and promotion of Lithglow - Lighting, entertainment and heritage festival held at Blast Furnace Park.	Completed	100%	A comprehensive review of events was undertaken, including councillors and council admin. During the review, LithGlow was deleted from the 2025-26 events program.

## Strengthening Our Economy

Task name	Status	Progress	Comment
The Halloween Street Festival held in the Lithgow CBD in October.	Completed	100%	Halloween was held in October 2024.
Implement events from the endorsed events strategy.	Completed	100%	The new events strategy, adopted in the second half of the 2024-25 reporting year, sees a number of events being endorsed. Lithgow Halloween is in planning, Capertee Valley Bird Festival is being supported, Lithgow International Schnitzel Festival planning has also begun, and discussions around Lithgow Christmas Concert are ongoing.

Deliverable	Action	Target	Progress	Comment
Develop and deliver an annual events program for Blast Furnace Park and Lake Pillans Wetlands.	Cultural Precinct - Temporary Programs and Events.	minimum of 2 events per annum	80%	Lithgow was planned to be held in May but had to be postponed because of poor weather. An event was held on 13 December to launch the recent works on the Blast furnace and Lake Pillans.  No events occurred in this reporting period.

Task name	Status	Progress	Comment
Develop and deliver an annual events program for Blast Furnace Park and Lake Pillans Wetlands.	Not Updated	50%	Due to resource constraints, this task has not further progressed during the January to June 2025 reporting period.
Identify funding opportunities for events at Blast Furnace Park and Lake Pillans Wetlands.	Not Updated	30%	Due to resource constraints, this task has not further progressed during the January to June 2025 reporting period.

## Strengthening Our Economy

Deliverable	Action	Target	Progress	Comment
Provide professional support and advice to notable LGA festivals and events.	LGA festivals and events.	100% Complete	100%	<p>During the 6-month reporting period, the Events Coordinator role was restructured to fall under the Community and Culture department to give greater emphasis on community events as well as the high-volume Tourism Events.</p> <p>Advice was given internally on the application for Lithgow International Schnitzel Festival on the application for an Open Spaces Grant, and the ongoing organisation of the event, post awarding of the \$350,000 grant</p> <p>Concept planning for Lithgow Halloween was developed by the Events Coordinator, with a reduction in the street footprint to ensure the festival is delivered on budget but incorporating a range of stakeholder and supporting events over a week-long period that should fundamentally change the perception and viability of Lithgow Halloween as a Tourism and Visitor Economy Event, rather than a well-attended community event.</p>

Task name	Status	Progress	Comment
Attract 1 new major event to the Lithgow LGA per annum.	Completed	100%	Expressions of interest were called for regarding new events, with a criterion designed to derive maximum return to the visitor economy, including overnights. The EOI process saw 22 applications, with 4 events earmarked to receive financial support from the council.
Provide professional support and advice to notable LGA festivals and events.	Completed	100%	<p>Professional support has been provided to Wallerawang Lidsdale Progress Association for the New Year's Eve Fireworks Event.</p> <p>Advice has also been given to a potential new Ironfest event, Daffodils at Rydal Festival, Lithgow Show and supported Rydal Show, Ridgy Didge, and JetBlack 24-hour race.</p>
Work with community groups and local event coordinators to promote and develop events.	Completed	100%	During the second half of the 2024-25 reporting year, a review of events by the events working party

## Strengthening Our Economy

Task name	Status	Progress	Comment
			<p>took place. This coincided with the onboarding of a new Events Coordinator and the restructuring of Events under the Community and Culture department. An expression of interest was put to the events community to seek ideas for new or existing events to be sponsored by the Lithgow City Council's tourism event budget. Three events will be supported, with another to be investigated to see how the council can support it. The Capertee Valley International Bird Festival was also supported through a grants process to secure funding and an event structure for its inaugural event in 2025.</p> <p>All unsuccessful applicants under the Expression of Interest are proposed to receive capacity and capability workshop training to add experience and knowledge to the local events industry.</p> <p>Council has been working with an Events Company looking to reinstate Ironfest.</p>

Deliverable	Action	Target	Progress	Comment
Sporting events attracted to the region.	Sporting Events.	100% complete	100%	Program complete

Task name	Status	Progress	Comment
Attract sports coaching clinics to develop the potential of young athletes at Tony Luchetti Sports Ground, Saville Park and J M Robson Aquatic Centre.	Completed	100%	Through the Sports Advisory Committee, Council continues to engage with all local sporting bodies on opportunities to enhance youth participation in sport. At the Aquatic Centre, this has been accomplished through the creation of two higher tiers of Swim Squad Training at the Council's cost.
Seek opportunities to attract major sporting events to the Lithgow Sports Precinct.	Completed	100%	Council has developed a Sporting Precinct Masterplan which prioritises action to improve our Sporting precinct. As grants become available, Council will apply for funding that aligns with the priorities identified in the strategy.



**Operational Plan 2024/25**

**PRESERVING OUR NATURAL  
ENVIRONMENT**

## Preserving Our Natural Environment

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

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

Deliverable	Action	Target	Progress	Comment
<p>Number of On-site sewer Management applications registered.</p> <p>Number of sewer applications registered.</p> <p>Undertake 10 septic system inspections per month.</p> <p>Monitor service records for aerated wastewater systems (10 per week).</p>	<p>Implement an inspection regime of systems and take appropriate action where systems are failing.</p>	<p>100% complete</p>	<p>100%</p>	<p>On-site sewerage Management inspections were conducted based on lodged customer applications due to understaffing. Inspections for applications received were undertaken within an appropriate timeframe, with approvals issued in a timely manner. The Updated Policy is expected to be introduced in the new financial year to ensure practicality and efficiency of Council resources and staff capabilities.</p>
<p>Rebate reviewed to identify the number of coal heater systems still in operation and their relevance.</p> <p>Investigate opportunities and funding available for the replacement of gas heating systems.</p>	<p>Provide the Alternate Fuel Rebate for the replacement of coal heaters with a cleaner heating alternative to Lithgow, Wallerawang, Portland and Villages.</p>	<p>Annual Program achieved.</p>	<p>100%</p>	<p>Due to difficulties identifying funding for the program, the fuel heater rebate will be discontinued in the upcoming year</p>
<p>Monitor and report on energy efficiencies and savings.</p>	<p>Undertake energy audits of Council Buildings and Facilities.</p>	<p>Annual Program achieved.</p>	<p>100%</p>	<p>Lithgow has participated in the Central NSW Joint Organisation review of NetZero transition strategies and has completed the development of its Emissions Reduction Strategy (ERS). The Council is reviewing which of the buildings can accept EV charging stations for the transition of its fleet to greener alternatives.</p>

## Preserving Our Natural Environment

**We will increase our resilience to natural hazards and climate change.**

Deliverable	Action	Target	Progress
Disaster Risk Reduction and Climate Change actions incorporated into the 2026-2030 suite of Integrated Planning documents.	Incorporate Resilience Preparedness into the Integrated Planning & Reporting Framework.	100% Complete	100%

Task name	Status	Progress	Comment
Disaster Risk Reduction actions incorporated into the 2026-2030 suite of Integrated Planning documents.	Completed	100%	The Regional Disaster Risk Reduction (DRR) Framework for Integrated Planning and Reporting (IPR) developed by the Central NSW Joint Organisation in 2024 has been received and incorporated into the Community Strategic Plan and the Delivery Program.
Incorporate Climate Change Actions into the 2022-2026 Delivery Program and 2024/25 Operational Plan.	Completed	100%	The Regional Climate Change Framework for Integrated Planning and Reporting (IPR) developed by the Central NSW Joint Organisation in 2024 has been incorporated into the Community Strategic Plan and the Delivery Program.

## Preserving Our Natural Environment

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

Deliverable	Action	Target	Progress
<p>Provide kerbside garbage disposal facilities within the Lithgow local government area: 1) 20% amount of kerbside collection waste diverted from landfill per annum. 2) Provide 4 green waste collection services to residents in Lithgow, Lidsdale, Marrangaroo, Portland, Rydal and Wallerawang per annum. 3) Provide 2 bulky waste collection services to residents per annum.</p> <p>Assist in the provision of the annual Chemical Collection Service provided by NetWaste.</p> <p>Attend meetings and participate in NetWaste Programs, considered beneficial for the Lithgow LGA (Local Government Area)</p> <p>Implement the Waste major works program.</p>	Implement the Lithgow City Council Waste Strategy.	100% complete	42%

Task name	Status	Progress	Comment
Advance planning for the construction of the primary rural transfer station in preparation for the closure of all rural landfills.	Not Due to Start	0%	Awaiting identification of a suitable site.
Assist in the provision of the annual Chemical Collection Service provided by NetWaste.	Completed	100%	Household Chemical Cleanout Event completed 13 October 2024.
Implement the closure and construct a transfer station at Capertee Landfill.	Not Due to Start	15%	UGL Regional Linx have advised that they cannot provide a lease of the proposed land until the Native Title Claim is determined.
Install a Leachate Barrier System at Lithgow Landfill.	Not Due to Start	0%	This project is on hold until further notice.
Prepare for the closure and rehabilitation of Portland Landfill once it reaches capacity (expected in 2025).	Not Due to Start	0%	No rehabilitation required during 2024-25.
Provide kerbside garbage disposal facilities within the Lithgow local government area.	Completed	100%	Kerbside bin collection services have continued in the Lithgow LGA. Two bulky waste collections are provided each year to residents with the kerbside bin collection service. There are now two green waste collection services each year, as the green-lid FOGO bin provides a weekly collection for food and garden organics.
Rehabilitation of completed landfill areas at Lithgow Solid Waste Facility.	Not Due to Start	0%	No work required at this stage. Awaiting development of final landform and availability of suitable capping material.

## Preserving Our Natural Environment

Task name	Status	Progress	Comment
Replacement of the shed housing the Meadow Flat transfer station skip bin.	Completed	100%	The Meadow Flat Transfer Station build included the removal of the existing building, new block retaining walls, a new concrete driveway and a state-of-the-art brand-new transfer station building. The old building was in bad shape, and rubbish was constantly flying into nearby properties. The new building has solved that problem with larger walls and a smaller gap for the rubbish. The main challenges of the project were sourcing contractors to complete the work. Overall, the project was a success and is running smoothly since commissioning.
Restoration of historical landfilling areas to protect the adjacent creek line.	Not Due To Start	0%	The project is not progressing as the Council does not own all the land where works were scheduled to occur.
Undertake improvements to the weighbridge and gatehouse at Lithgow Solid Waste Facility.	Completed	100%	Completed for 2024/25. New software installed. Gatehouse design completed. Environmental assessments completed. Gatehouse Development Application submitted.

## Preserving Our Natural Environment

**We will encourage and implement ecotourism and adventure tourism, sensitive to environmental and heritage issues and maintaining local character.**

Deliverable	Action	Target	Progress	Comment
Commence the Hassans Walls Plan of Management in consideration of the Hassans Walls Reserve Environmental Studies and the Mountain Bike Infrastructure Strategy.	Finalise the direction for the management of Hassans Walls supported by the range of environmental, cultural and asset reports commissioned for Hassans Walls Reserve.	100% complete	50%	Ecological and heritage studies of Sheedy's gully are complete, and the Plan of Management update is underway.

**We will ensure that planning and development activities provide a balance between the built and natural environments.**

Deliverable	Action	Target	Progress	Comment
Implement the Lithgow Floodplain Risk Management Plan 2023.	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.	100% complete	26%	<p>Aspects of this strategy have been delivered, some are in progress, and others have not yet commenced.</p> <p>The substantial task is the construction of amplified stormwater infrastructure at the intersection of George Coates Avenue and Main Street, Lithgow. This project has been substantially commenced and represents a \$1.4 million commitment to the improvement of stormwater infrastructure in the Lithgow LGA. The design of improvements at the intersection of Enfield Avenue and Main Street is ongoing, for completion by the end of Q1 2025/26.</p>

Task name	Status	Progress	Comment
A stormwater management plan for Marrangaroo Fields and Farmers Creek catchment areas	Not Due To Start	0%	This project will be undertaken in the 2025/26 year.
Ensure flood data in the Lithgow FRMS2023 is available to the NSW SES for the improvement of flood emergency planning.	Completed	100%	All relevant technical data, including the adopted Floodplain Risk Management Study and Plan, has been uploaded to the NSW SES flood data portal in the reporting period July- December 2024.

## Preserving Our Natural Environment

Task name	Status	Progress	Comment
Implement a flood awareness and education program.	Not Due to Start	0%	This program is currently unfunded; however, the Council is investigating a partnership agreement with WaterNSW, which may assist in implementing this program.
Incorporate the recommended approach to managing future development on flood-prone land into the Lithgow Development Control Plan 2021.	Progressing	50%	Awaiting Gateway Determination of Lithgow Housekeeping Planning Proposal to enable concurrent public exhibition of it and the Development Control Plan amendments.
Investigate and design an integrated flood warning system for Lithgow.	Not Due to Start	0%	This program is currently unfunded; however, the Council is investigating a partnership agreement with WaterNSW, which may assist in implementing this program.
Investigate and prepare concept design for Farmers Creek Channel Works - Stages 3,4,5 & 6.	Not Due to Start	0%	This program is currently unfunded; however, the Council is investigating grant opportunities to complete the necessary site investigations and design work required for any future funding submissions.
Investigate and prepare concept design for George Coates Avenue Drainage Improvement Works.	Completed	100%	Concept design complete. Funding sourced and contract awarded. Works have commenced, for completion in August 2025.
Investigate and prepare concept design for Lithgow High School Detention Basin.	Not Due to Start	0%	This program is currently unfunded; however, the Council is investigating grant opportunities to complete the necessary site investigations and design work required for any future funding submissions.
Main Street/Cupro Street Drainage Works.	Progressing	10%	The installation of the new stormwater pipeline is 10% completed.
Prepare a stormwater and flood risk management strategy for future release areas located in the Marrangaroo Creek Catchment.	Not Due to Start	0%	This action will be reviewed as part of the considerations for progressing the Marrangaroo Urban Release Area in future years.
Review and update the investigation into the operation of the existing sewerage system at Lithgow using the flooding and drainage information set out in the FRMS 2023 report.	Completed	100%	Models of the sewer in each system have been created to determine the requirements of future infrastructure. Additional inputs such as development areas and yields are to be input to finalise and provide list of future works.

## Preserving Our Natural Environment

Task name	Status	Progress	Comment
Update the Lithgow LEP2014 with a new "Special Flood Considerations Clause".	Progressing	50%	Council is awaiting a Gateway Determination from the Department of Planning, Housing and Infrastructure for the Lithgow Local Environmental Plan - Housekeeping Planning Proposal, which includes the adoption of Clause 5.22 Special Flood Considerations to proceed to public exhibition.

Deliverable	Action	Target	Progress	Comment
Farmers Creek Riparian Study.	Update Farmers Creek Precinct Masterplan and develop Riparian Corridor Management Plan.	Study complete	80%	First draft update to the Farmers Creek masterplan and a complementary riparian management plan is complete. Commencing community consultation.

## We will protect the Lithgow region's water supply.

Deliverable	Action	Target	Progress	Comment
Achieve a reduction in unaccounted for water to less than 25%.	Implement the Water Loss Management Program.	Unaccounted-for water has been reduced below 25%.	100%	Smart meters continue to be installed and operate on the system. New flowmeters are in place on the treatment plant and will be introduced to the updated SCADA (Supervisory Control and Data Acquisition) system so water tracking and accounting can be undertaken frequently.
Routine monitoring of Council's reticulated drinking water supplies is undertaken as part of the NSW Health Drinking Water Monitoring Program. Implement the Water Capital Works Program.	Provide drinking water to residents within the Farmers Creek Reticulated Supply System per the Australian Drinking Water Guidelines.	Annual Program achieved.	100%	Drinking water has been provided to residents within the Farmers Creek Reticulated Supply System in accordance with the Australian Drinking Water Guidelines.  Monitoring has been completed, and the results are all in accordance with the NSW Health guidelines

## Preserving Our Natural Environment

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.

### We will respect and protect the region's Aboriginal heritage assets.

Deliverable	Action	Target	Progress	Comment
Consultation undertaken with local indigenous elders regarding Aboriginal heritage assets.	Implement the Lithgow Community Cultural Protocol.	Annual Program implemented.	100%	In the January to June 2025 reporting period, the Council has renewed stakeholder relationships with a number of Aboriginal Community.  First Nations people have accepted roles in relevant committees of Council.

### We will protect and improve our natural areas and ecosystems, including Hassan's Walls Reserve, Farmers Creek and other waterways.

Deliverable	Action	Target	Progress	Comment
Weed Management, regeneration and re-vegetation works along the creek and its tributaries.	Implement the Farmers Creek Management Regeneration and Re-vegetation Program.	Annual Program delivered.	50%	Revegetation and weed control have occurred as part of the Farmers Creek Riparian Improvements project, funded through the LRCI Phase 4 grants. Council has also performed weed control in various sites. Multiple community workdays have been performed by Lithgow Oberon Landcare Association within the Farmers Creek Corridor, primarily around Oakey Park.
Incidents responded to within 24 hours.	Respond to pollution incidents where the Council is the appropriate Regulatory Authority.	Pollution incidents have been responded to within 24 hours.	10%	All incidents responded to within 24 hours

## Preserving Our Natural Environment

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

Deliverable	Action	Target	Progress	Comment
Minimum of 2 waste education programs per annum.  Conduct the annual primary school art competition.  Participate in the Annual Netwaste Waste to Art Program.	Conduct community waste education activities.	Annual Program achieved.	100%	The Annual Netwaste Waste to Art Program awards night will be held on 11 July 2025. Entries have been submitted and are on display.  Community Consultation on kerbside bins is open until 18 July 2025.  Waste education programs also include a series of flyers on the correct use of the waste facilities and services. A macrame upcycling workshop has been delayed until later in this year.

Task name	Status	Progress	Comment
Conduct the annual NetWaste Waste to Art Competition and Exhibition at the Lithgow Library Learning Centre.	Completed	100%	The library is supporting the Waste and Community Teams to deliver the W2A program this year, but the exhibition is being held in the Union Theatre and the attached gallery.
Conduct the annual primary school art competition to educate children on Waste and Recycling.	Completed	100%	Primary schools were offered the 'Fixing Food Waste' cookbook and artwork project. The school that had shown interest did not proceed. All primary and high schools were sent the OZ Harvest FEAST program and funding information. The Primary School Art Competition is scheduled for 30 June - 8 August 2025
Minimum of 2 waste education programs per annum.	Completed	100%	In November 2024, all schools were sent information about the opportunity to enrol in the OZ Harvest program with funding to cover the costs. The Get Grubby Program has been extended until 2026, and information has been sent to early learning centres and primary schools, enabling them to enrol free of charge. The Get Grubby program is also available free of charge to families in the LGA. The macrame workshop has been delayed until the second half of 2025.
Participate in the Annual Netwaste Waste to Art Program.	Completed	100%	As part of the Waste 2 Art program, the Community and Cultural Development coordinator ran a series of workshops in the community to encourage participation. There were two free

## Preserving Our Natural Environment

Task name	Status	Progress	Comment
			workshops conducted at the Union Theatre Gallery with over 30 participants attending, and a workshop was held at Coinda aged care for the residents to create a collaborative work, which was then entered and exhibited.  As a result, a very vibrant exhibition with a lot of new entries of high quality was held.
Undertake a comprehensive communication and engagement campaign as part of the rollout of the Green Lidded bins for Food Organics Garden Organics (FOGO).	Completed	100%	This has been completed. More than 2000 tonnes of food and plant waste was collected in the 12 months to March 2025. A kerbside bin audit in October 2024 reported less than half a per cent contamination.

Deliverable	Action	Target	Progress	Comment
Minimum of six Landcare programs conducted per annum.	Work with Lithgow Oberon Landcare Association, community groups and Landcare organisations across the LGA to conduct activities that raise awareness and positively engage the community in managing their natural environment.	A minimum of 6 Landcare programs conducted.	95%	<p>3 regular, monthly, Landcare volunteer groups have been established, undertaking weed control works, planting and maintenance and water testing at public reserves along Farmers Creek.</p> <p>Landcare have delivered workshops in private land conservation, including weed control and biodiversity, Landscape rehydration and feral animal control.</p> <p>Landcare have also engaged the community through outreach at the Rydal show, hosting a fungi film night as part of Mycology May and are in the process of organising meetings of landholders to undertake collective, catchment-wide land management activities in Hartley and Kanimbla Valleys. The Capertee and the Wolgan.</p> <p>Additionally, the partnership between Lithgow City Council and Landcare has been further developed to deliver Biodiversity Month events and CSIRO GenSTEM activities with local high schools.</p> <p>Other events aimed at promoting natural resource management are planned as well, including Pollinator Week and Frog ID week.</p>

## Preserving Our Natural Environment

Task name	Status	Progress	Comment
Engage the community in Landcare activities through media, social media, website, Landcare newsletter and activity calendar.	Completed	100%	The local Landcare coordinator has engaged the community through direct mailouts and social media. Additionally, the coordinator has developed promotional flyers to increase Landcare participation.
Minimum of four Landcare programs conducted per annum.	Completed	100%	Over the past six months, Landcare have delivered community-based workshops on weed control and biodiversity, Landscape rehydration and feral animal control. Landcare community volunteers have planted 250 native plants as part of ongoing Farmers Creek revegetation and have ongoing weed control works in State Mine Gully.
Seek opportunities to increase funding for environmental activities, groups and projects in the area.	Completed	100%	Landcare have successfully applied for funds for further revegetation programs in Farmers Creek through Energy Australia's Community funding program and are waiting to hear from other funding applications. Landcare are currently in the process of applying for funds through a variety of sources, including the Foundation for National Parks and a private philanthropist.
To prepare and implement a policy for how the Council will identify and manage contaminated lands in accordance with legislation.	Progressing	75%	The project was reported at a Councillor Briefing Session in June 2024. Council continued to work with an external resource funded by the Environment Protection Authority to review and finalise a Draft Contaminated Lands Policy and to prepare community education and engagement material necessary for policy implementation. The Council adoption phase of the project has been delayed and will now be progressed in 1st half of 2025/2026.

## Preserving Our Natural Environment

We will work to implement weed management strategies across our local government area.

Deliverable	Action	Target	Progress
<p>The Weed Management Program was implemented.</p> <ul style="list-style-type: none"> <li>2023/24 - Sodwalls, Tarana Rydal, and Hampton.</li> <li>2024/25 - Palmers Oakey, Turon, Capertee Valley (Glen Alice Road and Glen Davis Road).</li> <li>2025/26 - Hartley, Megalong Valley, Kanimbla Valley.</li> </ul> <p>The roadside spraying program is communicated to the broader community.</p>	The roadside weed management program will be developed and implemented.	Annual Program delivered.	95%

Task name	Status	Progress	Comment
<p>Council to work in partnership with Central Tablelands Weeds Authority (CTWA) to communicate relevant changes to the roadside spraying program with the broader Lithgow community.</p> <ul style="list-style-type: none"> <li>2024/25 - Palmers Oakey, Turon, Capertee Valley (Glen Alice Road and Glen Davis Road).</li> </ul>	Completed	100%	<p>Gap analysis conducted, resulting in the development of a three-year program to address the backlog of weed spraying across the LGA. Due to funding constraints, this program has since been modified to become a four-year program.</p> <p>Council has contributed the full financial amount to the program, and the CTWA has confirmed completion of Year 2 of this program.</p>
<p>Council to work in partnership with Central Tablelands Weeds Authority (CTWA) to undertake a Gap Analysis to understand the scale of the problem across the Lithgow LGA</p>	Completed	100%	<p>Program delivery is ongoing. Reports were delivered to both the Operations Committee and Council, along with a media release made by the previous Council to communicate the change.</p>
<p>Standard Working Procedure/s be developed/reviewed in accordance with Biosecurity obligations to ensure machinery hygiene, slashing and spraying protocols.</p>	Progressing	70%	<p>The project to deliver a new Standard Working Procedure for the Council's roadside slasher has not yet commenced. Scheduled for delivery once the Reach Arm Mower has been replaced in the 25/26 financial year, as this machine will likely come with a new process of operation. However, Council has developed an entirely new internal SWP to govern how Part 5 assessments under the EP&amp;A Act are conducted. This was accomplished in consultation with staff, and with training delivered.</p>



**Operational Plan 2024/25**

**RESPONSIBLE GOVERNANCE  
AND CIVIC LEADERSHIP**

## Responsible Governance and Civic Leadership

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.

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

Deliverable	Action	Target	Progress	Comments
<p>All policy reviews are to be undertaken by 30 June 2025.</p> <p>All Asset Management Plans to be completed by 30 June 2025.</p>	Continue to implement the Strategic Asset Management Plan.	Annual Program achieved.	80%	<p>Final Asset Management Plans received from Council's consultants for the asset categories of Open Spaces, Transport, Buildings and Stormwater.</p> <p>Council has recently employed an Assets System Officer who is reviewing the documents for currency, with amendments to be made and each Plan presented to the Infrastructure Committee in late 2025 before being placed on Public Exhibition.</p> <p>This information will also be used to revise the Council's Strategic Asset Management Plan, which is required to be adopted in 2025</p>
Integrated Planning & Reporting Framework prepared and reported to Council.	Review and update the Integrated Planning & Reporting Framework (IPR) within legislative time frames.	Annual Program achieved.	88%	The Community Strategic Plan, Delivery Program and Operational Plan were adopted by the Council on 30 June 2025.

Task name	Status	Progress	Comment
Annual Report prepared and reported to Council.	Completed	100%	The 2023/24 Annual Report was endorsed by Council at its January 2025 meeting and is available on the Council's website.
Combined Delivery Program and Annual Operational Plan prepared and reported to Council.	Completed	100%	<p>The 2026-2030 Delivery Program and 2025/26 Operational Plan were endorsed for public exhibition at the April Meeting and adopted on the 30 June Council meeting.</p> <p>A report of all community feedback to the Integrated Planning Suite of Documents was presented to the 30 June Council meeting</p>
Six-monthly report prepared and reported to Council.	Completed	100%	The 2023-2024 Annual report, July to December 2024 6-monthly report was completed, exhibited and published on the Lithgow City Council website. To enhance

## Responsible Governance and Civic Leadership

Task name	Status	Progress	Comment
			accessibility of documents, a summarised version of the 6-month report was made available for the first time.
State of City Report prepared and reported to Council.	Completed	100%	The State of the Lithgow Local Government Area report was endorsed by Council at its January meeting and is available on Council's website.
Annual Report prepared and reported to Council.	Completed	100%	The 2023/24 Annual Report was endorsed by Council at its January 2025 meeting and is available on the Council's website.

Action	Target	Progress	Comments
Continue to embed the culture of Enterprise Risk Management (ERM) throughout the Council.	Annual Program achieved.	100%	<p>Council decided to use the PPLG module for IPR as well as risk, from Technology1, and the implementation project commences in August/September 2025</p> <p>ERM Training:</p> <p>Completed for ELT/Risk Managers. Statewide to train risk managers on risk assessment, for example, building assets and playgrounds (extra proposed by governance and risk and not part of sub0 output but to strengthen risk areas.</p> <p>ERC Meetings:</p> <p>ERC Charter completed - meetings occur every 6 weeks.</p> <p>ERMF Action Items</p> <ul style="list-style-type: none"> <li>• 8 Business Continuity Plans (BCPs) for major risk areas completed. These will be reviewed next month with the BCP committee</li> <li>• A plan needs to be developed for the remaining medium/low-risk areas, concentrating on the medium areas</li> <li>• Risk Management module is under discussion between IT and CIAnywhere to populate risk registers Safe Work Procedures (SWPs)/ BCPs/ Compliance. Most likely action will be in April, post completion of the inventory module by IT.</li> </ul>

Task name	Status	Progress	Comment
Ensure compliance with contractor management and safety requirements and report on actions and compliance.	Completed	100%	Contractor reporting incidents and investigations are in progress. The incidents/investigations are reported quarterly to ELT. Vault is currently being used to report incidents, superseded by DoneSafe from June

## Responsible Governance and Civic Leadership

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
Close outstanding audit actions within the required time frame and report on compliance	Completed	100%	<p>Procurement Audit action items are being progressed.</p> <p>The Internal Audit charter has been adopted by Council, and the model is under review as a Standard Working Procedure 5.9.</p> <p>Audit &amp; Risk Improvement Committee (ARIC) terms of reference have been adopted. Outsourced Expression of Interest is in progress with evaluations completed.</p>
Ensure the Council's Enterprise Risk Management (ERM) Framework is embedded in all operations of the council and report to the ERM Committee on the continuous improvement of the ERM Framework.	Completed	100%	<p>ERM Framework/Policy/Guidelines documents have been completed and approved.</p> <p>ERM Training completed for ELT/Risk Managers</p> <p>ERC Charter completed - Meetings are scheduled every 6 months.</p> <p>Eight Business Continuity Plans (BCPs) for major risk areas have been completed. These will be reviewed in due course with the BCP committee.</p> <p>A plan needs to be developed for the remaining medium/low-risk areas, concentrating on medium areas.</p> <p>Risk Management Module is under discussion between IT, CiA consultants to populate risk registers/Standard Working Procedures/Compliance.</p>
Meet internal Workplace Health & Safety audit Key Performance Indicators (KPI's)	Completed	100%	<p>WHS Training/ Promotion</p> <p>Ongoing - Conducted by WHS Officer for all new starters</p> <p>Ongoing - HSC Committee promotes WHS for the Council.</p> <p>Emergency Preparedness Audit for Council workplaces scheduled for the first week of March 2025 with United Safety Services.</p> <p>WHS Reporting</p> <p>Training underway by relevant staff for the DoneSafe system</p> <p>All incidents are still being reported via Vault until migration to DoneSafe.</p>

## Responsible Governance and Civic Leadership

Deliverable	Action	Target	Progress
Reported to the November Council meeting. Notification sent to the Communities & Justice NSW.	Disability Inclusion Action Plan Annual Report prepared.	Annual Program achieved.	100%

### We will manage our money and our assets to be sustainable now and into the future.

Deliverable	Action	Target	Progress	Comments
Lodged by 31 October.	Annual Financial Statements prepared, audited, and lodged with the Office of Local Government.	Annual Financial Statements have been prepared, audited and lodged by 31 October.	100%	Lodged on 30 October 2024.
Fleet requirements are met in accordance with a prioritised Fleet Management Plan.	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.	Annual Program achieved.	100%	Several key pieces of plant and equipment have been purchased in the past 6 months, including the Council's jet patcher. This is a \$750,000 piece of equipment delivers significant value across the LGA. As with other pieces of plant and equipment, this replacement will reduce maintenance costs, increase time on the road, increase the quality of work delivered and increase data recording of works delivered.
Progressively work towards implementation of the plan and report achievements annually in the Annual Report.	Continue to identify and implement the Our Place, Our Future Financial Sustainability Plan & Productivity Improvements Program.	Annual Program implemented.	100%	There was a range of savings made as part of the March Quarterly Budget Review, adopted by Council at the May Council meeting. Achievements from 2024/2025 will be reported in the Annual Report, to be considered by Council at the 1 December 2025 Council Meeting. This action will be an ongoing matter for all of the Council to deliver.

## Responsible Governance and Civic Leadership

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

Deliverable	Action	Target	Progress	Comments
Review and implement the findings of the Service Plans. Undertake Service Reviews in accordance with the Priority Program.	Undertake Service Delivery reviews and implement recommendations to improve productivity throughout the council.	Annual Program achieved.	100%	The 2025/26 Operational Plan was developed in accordance with the Service Planning Framework, further embedding the linkages between Council Services and the Community Strategic Plan across the organisation and within the community.  Based on the recommendations of the Service Plans by CT Management, Service Reviews of Eskbank House Museum and Tourism have been included in the 2025/26 Operational Plan.

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

Action	Target	Progress	Comments
Implement the Workforce Plan.	Annual Program implemented.	73%	Council made significant progress with the implementation of the annual program. A key focus for 24/25 was the training and upskilling of existing staff, through the implementation of the Council's Training plan, and a focus on the health and wellbeing of our workforce. This involved the development and implementation of our Psychosocial Strategy and Action Plan, following on from extensive workforce consultation. In addition, Council has made progress toward reviewing our current values, with aim of developing and aligning values throughout our policies, processes and upcoming training.  An 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 focus on junior and trainee staff development, and the creation and modification of roles that will support the long-term strategic direction of the Council.

Task name	Status	Progress	Comment
Additional staff training and focus on the Council values.	Progressing	50%	Council's Human Resources division is proceeding to incorporate our Values throughout our policies, processes and upcoming training. A review of our current Values and further incorporation of these values has commenced and will proceed into the 2025/2026 financial year.

## Responsible Governance and Civic Leadership

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
Develop and implement the Health & Wellbeing Program to create a safe and healthy workforce.	Completed	100%	The Health & Wellbeing program for this reporting period centred around implementing the developed Psychosocial Strategy and Action Plan, following on from the People at Work Survey and facilitated FOCUS Groups completed in August 2024. Several Health & Wellbeing actions have commenced or been completed in H2, including the Psychosocial Systems and Resources Audit commencing with StateCover, the commencement of server Psychosocial Risk Assessments for Customer Facing roles and the implementation of the Psychosocial and Behaviour Training Needs Plan. Training identified in this plan completed in H2 includes Dignity & Respect at Work, Mental Health Awareness, Conversations that Count, Managing Psychosocial Hazards at Work, Critical Incident Management and Positive Duty under the Sex Discrimination Act.
Enhance the skills and knowledge of the workforce.	Completed	100%	Council have implemented their approved 2024/2025 Training Plan, populated through the employee performance appraisal process. Training completed in the second half of the year includes: Dignity & Respect in the Workplace, Critical Incident Management Training, Aspiring Leaders, Workplace Support Skills for Supervisors, Conversations That Count and Positive Duty training.
Implement the Workplace Immunisation Program.	Completed	100%	Council's Immunisation program for relevant position roles has been implemented. The General voluntary Influenza immunisation program was implemented in May 2025.
Review the council's operational requirements to identify areas where 'Seasonal Workforce' could be utilised to meet operational targets.	Completed	100%	Review completed on Seasonal Workforce needs for H2.
Transition to the Capability Framework.	Not Due to Start	0%	The project has not yet commenced and will start in 2025/2026.

## Responsible Governance and Civic Leadership

Deliverable	Action	Target	Progress	Comments
<p>Implement new systems to increase efficiencies and reduce costs.</p> <p>Computers and servers are replaced in accordance with the priority program.</p> <p>Technological solutions are made available for staff working in the field.</p> <p>Ensure all software licensing is current.</p>	<p>Ensure Council develops and improves information technology and communication systems to meet the organisation's requirements.</p>	<p>Annual Program achieved.</p>	<p>79%</p>	<p>The Enterprise Cash Receipting project is almost complete in readiness for the CIA Live project. New phone system implemented and disaster recovery infrastructure renewed.</p>

Task name	Status	Progress	Comment
Computers and servers are replaced in accordance with the priority program.	Completed	100%	Priority to replace Win 10 pcs continues - end of life Oct 25. Decision made to provide staff with laptops instead of desktops as updates are required.
Ensure all software licensing is current.	Completed	100%	software licenses are maintained and current
Enterprise Asset Management Mobility	Progressing	10%	Investigations are continuing, with further progression to occur once the Strategic Asset Manager has been recruited.
Implement new systems to increase efficiencies and reduce costs.	Completed	100%	Progressing with the implementation of Enterprise receipting, which will enable the future CIA Live project to be undertaken.
PABX transition to cloud - upgrade telephone management system to a cloud provider.	Completed	100%	Phone system migration completed in July to December 2024 reporting period.
PC's and servers are replaced in accordance with the priority program.	Completed	100%	The decision to provide laptops instead of desktop PCs was made to assist with staff mobility and modern office layouts.
Remodelling and replacement of the library's dated camera system with camera relocation.	Progressing	50%	The selected supplier has not yet installed systems.
Technological solutions are made available for staff working in the field.	Completed	100%	Laptops are being rolled out to W&WW staff to replace outdated touch tablets.

## Responsible Governance and Civic Leadership

Task name	Status	Progress	Comment
To migrate property and rating to the new CIA platform. This is due to the CI version nearing the end of life.	Progressing	20%	Enterprise receipting is due to be implemented in late July 2025, following extensive user testing.
To move the Council's network DR location to the cloud, removing the need to host this at the library.	Completed	100%	Council completed a server refresh for onsite servers and established a new remote disaster recovery (DR) solution. Primary DR server located on server farm in Sydney with replication of data to cloud storage.
To provide new IT equipment to new councillors following the election in September 2024.	Completed	100%	Councillors were supplied with 5G-enabled Microsoft Surface Pros to allow them to conduct Council business and receive documentation electronically.

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

Action	Target	Progress	Comments
Work with all NSW Councils to advocate for sustainable local government.	Annual Program achieved.	100%	Council has participated in the activities of the Central NSW Joint Organisation, met with neighbouring Councils, attended the Local Government NSW Conference and continues to advocate for substantial review and reform of the funding arrangements for local government.

Task name	Status	Progress	Comment
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.	Completed	100%	The General Manager has accepted the lead role in the Financial Sustainability Working Group as part of the Central NSW Joint Organisation.
Attend the Local Government NSW Conference	Completed	100%	Mayor C Coleman, Deputy Mayor S Ring, Councillor E Mahony and the General Manager attended the conference in Tamworth on the 17 to 19 of November 2024.
Participate in the activities of the Central NSW Joint Organisation.	Completed	100%	The Mayor and General Manager have attended all Central NSW Joint Organisation meetings scheduled.

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

**We will ensure that the Council's decision-making is transparent, accessible and accountable.**

<b>Action</b>	<b>Target</b>	<b>Progress</b>	<b>Comments</b>
Continue to conduct the business of the council in a transparent and democratic manner.	Annual Program achieved.	100%	Conducting the business of the Council in a transparent and democratic manner has been covered in the Councillor induction program for the new Council term.

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
Extra-Ordinary Meetings will be held as required.	Completed	100%	An Extra, Ordinary Meeting of Council was held on 5 March 2025
Ordinary Meetings of the council are held on the fourth Monday of each month except for December.	Completed	100%	An Ordinary Meeting of Council was held every month, with June being held on the fifth Monday due to the National General Assembly being held on the fourth Monday.

<b>Action</b>	<b>Target</b>	<b>Progress</b>	<b>Comments</b>
Ensure Councillors are supported in their role.	Annual Program achieved.	100%	Councillor training and information sessions have been held at least once a month, and Councillor's training requirements are being identified in one-on-one meetings with the General Manager.

<b>Task name</b>	<b>Status</b>	<b>Progress</b>	<b>Comment</b>
Identify the Councillor's training requirements in the Training Plan and complete the training.	Completed	100%	Councillors have identified their preferred individual training, which has been added to their training plans.
Induct the new Council into the role and responsibilities of a Councillor and Council in the community.	Not Due To Start	100%	Councillor inductions occur once every four years after a local government election.
Provide information to Councillors regularly in the form of briefing sessions, memos, email, and meetings.	Completed	100%	No less than one Councillor information session was held in any one month, with May having four information sessions.

## Responsible Governance and Civic Leadership

Deliverable	Action	Target	Progress	Comments
All applications are processed within legislative time frames.	Assess, determine and respond to complaints in accordance with the Government Information Public Access (GIPA) Act and the Public Interest Disclosures Act and procedures.	Annual Program achieved.	100%	6 formal GIPAs have been received during these 6 months.

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

Deliverable	Action	Target	Progress
Disseminate concise and effective information to the community about the Council's programs, policies, and activities. Celebrate Local Government Week by undertaking activities that focus on Council in the community.	Implement Council's Communications and Engagement Strategy.	Annual Program implemented.	100%

### Comment

The last six months have seen the consistent delivery of communications activities across multiple channels to improve engagement and understanding on Council activities, including proposed works, changes to policy, events, exhibition periods and other important information that benefits the community and increases engagement with the Council.

The Communications team are working with departments across the entire Council to increase clarity and timeliness of messaging and to build the communication capacity across the whole Council. This includes further integration into departmental meetings and engagement with internal Council teams.

The communications team have streamlined processes, including the development of forms that allow internal stakeholders to seamlessly create event listings, which reduces double handling between departments. The Communications team has also improved the workflow for getting messages out to the public through our owned channels, such as social media, newsletters and Media Releases.

With a dedicated Communications Officer, the Council have been able to develop a broad suite of media engagements, including spots on local and regional radio stations, Television News interviews, and printed editorial, to deliver information to the community across multiple mediums

Task name	Status	Progress	Comment
Celebrate Local Government Week by undertaking activities that focus on Council in the community.	Completed	100%	Council Communications will be running a social media campaign during Local Government Week 2025 and will support any Council activities that other departments are delivering during Local Government Week through promotion.

## Responsible Governance and Civic Leadership

### We will continue to manage Council governance functions and statutory requirements.

Deliverable	Action	Target	Progress	Comments
Staff are made aware of their obligations regarding statutory compliance and understand how to access information, tools, and advice should the need arise.	Provide staff with awareness, tools and knowledge to assist them in meeting their governance and statutory compliance obligations.	Annual Program implemented.	100%	Staff have been provided with summarised information emails on Conflict of Interest (COI), Public Interest Disclosure (PID) and Fraud and Corruption Control, together with links to the LCC Hub or external websites, including the NSW Ombudsman's for relevant information. A separate COI information email has been sent to Purchasing staff to highlight a risk area where COI may be prevalent. Especially on tendering matters, staff have been advised to follow the Tendering Guidelines for NSW Local Government and Fraud & Corruption Control Policy. Conflict of interest policy has been drafted that will be presented as a Standard Working Procedure.
Information notices, advice, and support are provided to staff to ensure they understand and comply with their legislative obligations and follow best practice.  Assist staff to manage the Council's governance framework, ensuring the Council meets all its statutory and compliance responsibilities.	Carry out governance functions, provide advice and conduct education programs to comply with legislation and best practice in relation to delegations, legislative interpretation, compliance, complaints, UCCs, GIPA, PPIP, Copyright, PID, Fraud and Corruptions Prevention, Policy, Certificates of Insurance (COI) etc.	Annual Program implemented.	100%	The Delegation's Register has been adopted by Council at the 30 June 2025 Meeting. Information on Public Interest Disclosure (PID), Conflict of Interest (COI) and Fraud and Corruption Control, together with links to relevant internal and external websites, has been provided to staff. Staff have been provided individual advice on COI and PID where it was requested to provide further advice & guidance. Effort is now concentrated on enhancing the procurement guidelines and frameworks.
All policy reviews are to be completed by 30 June.	Create or review and update all policies identified as required or due for review. Place all policies where there are material changes on public exhibition.	100% complete	100%	Policies that have become due have been reviewed and implemented according to policy.



## DISABILITY INCLUSION ACTION PLAN

Lithgow City Council's Disability Inclusion Action Plan (DIAP) is informed by the social model of disability, where inclusion is defined as:

**"All citizens having the same opportunities to access enjoyable experiences and to be part of their community in a way that is meaningful to them".**

People with disabilities form a diverse population, with a range of requirements for support and through their multiple intersecting identities based on their race, ethnicity, gender, sexual orientation, age, culture, religion, migration status, and socioeconomic background.

Consequently, the purpose of the Lithgow City Council Disability Inclusion Action Plan 2023 – 2027 is to set out strategies and actions to guarantee that people with disability can fully take part in day-to-day community activities without restrictions.

The following section summarises what actions the Council has taken to carry out DIAP recommendations in the last six months.

## Disability Inclusion Action Plan (DIAP)

Disability Inclusion Action Plan Focus Area	2024/25 Operational Plan Objective	What specific steps have we taken to achieve this?
FA1 – Positive community attitudes and behaviours	Implement the Disability Action Inclusion Plan	Changes were made to the agenda and focus of Council’s Community Development Committee to include a more specific focus on disability access and inclusion.
	Implement the Disability Action Inclusion Plan	Joined a collaborative group working toward a celebration of International Day of People with Disabilities.
	Implement the Disability Action Inclusion Plan	Joined the Lithgow Disability Alliance Network.
	Delivery and promote Australia Day	Australia Day was successfully delivered at Queen Elizabeth Park with the Multicultural community delivery wonderful performances and lots of Cultural exchange. The addition of an Auslan Interpreter and significant shade elements made the event more inclusive and enjoyable for all.
FA2 – Creating Liveable Communities	Implement the Disability Action Inclusion Plan	Accessibility Audit of Eskbank House undertaken.
	Heritage Works Program at Eskbank House Museum	
	Implement the Disability Action Inclusion Plan	Technical advice provided to staff delivery Main Street Upgrades. Footpath replacement works between Bridge Street and Eskbank Street completed on the northern side. Works have now commenced on the southern side.
	Continue to implement the CBD Revitalisation Plan	
	Construction of 4 new accessible parking spaces, associated line marking, signage and kerb ramps.	
	Installation of traffic splitter islands in Lithgow and Portland.	<ul style="list-style-type: none"> <li>The approach to the Kirkley Street, Lithgow Roundabout.</li> </ul> The intersection of Portland/Sunny Corner Road and Ilford Street Portland.
	Audit kerbside pram and accessibility ramps for compliance and improve/replace in accordance with a priority program.	Project deferred until 2025-2026 with commencement and training of new position (Assets Inspection officer – Transport.
	Provide the Home Library Service to residents in Wallerawang, Portland and Lithgow.	55 people were registered for HLS (23 in private homes – the rest in nursing homes). The service was extended to provide outreach to the newly opened Ethical SDA.
	Installation of accessible toilet facilities.	Replacement of the toilet facilities at Cullen Street Portland with an Exeloo. New Exeloo constructed at the Children’s Playground in Queen Elizabeth Park.
	Install new concrete paths in newly developed areas and renew damaged pathways at Cemeteries	Footpath renewals have been completed in Lithgow and Portland Cemeteries, particularly in the older sections.
	<b>Footpath replacement &amp; maintenance program</b> Replace sections of footpaths that are damaged or at the end of their life cycle to ensure the areas are safe and	Footpath replacement and maintenance has occurred in the following locations. <ul style="list-style-type: none"> <li>Vale Street, Portland</li> <li>Lithgow Street, Lithgow</li> <li>Maple Crescent, Lithgow</li> <li>Stewart Street, Bowenfels</li> <li>Main Street, Lithgow</li> </ul>

## Disability Inclusion Action Plan (DIAP)

	meet the needs of the community.	
FA3 – Promoting meaningful employment	Develop and implement the Health and Wellbeing Program to create a safe and healthy workforce.	<p>The Health &amp; Wellbeing program for this reporting period centred around implementing the developed Psychosocial Strategy and Action Plan, following on from the People at Work Survey and facilitated FOCUS Groups completed in August 2024. Several Health &amp; Wellbeing actions have commenced or been completed in H2, including the Psychosocial Systems and Resources Audit commencing with StateCover, the commencement of server Psychosocial Risk Assessments for Customer Facing roles and the implementation of the Psychosocial and Behaviour Training Needs Plan. Training identified in this plan completed in H2 includes Dignity &amp; Respect at Work, Mental Health Awareness, Conversations that Count, Managing Psychosocial Hazards at Work, Critical Incident Management and Positive Duty under the Sex Discrimination Act.</p>
FA4 – Improve systems and processes	Disseminate concise and effective information to the community about the Council’s programs, policies and activities.	<p>The last six months have seen the consistent delivery of communications activities across multiple channels to improve engagement and understanding on Council activities, including proposed works, changes to policy, events, exhibition periods and other important information that benefits the community and increases engagement with the Council.</p> <p>The Communications team are working with departments across the entire Council to increase clarity and timeliness of messaging and to build the communication capacity across the whole Council. This includes further integration into departmental meetings and engagement with internal Council teams.</p> <p>The communications team have streamlined processes, including the development of forms that allow internal stakeholders to seamlessly create event listings, which reduces double handling between departments. The Communications team has also improved the workflow for getting messages out to the public through our owned channels, such as social media, newsletters and Media Releases.</p> <p>With a dedicated Communications Officer, the Council have been able to develop a broad suite of media engagements, including spots on local and regional radio stations, Television News interviews, and printed editorial, to deliver information to the community across multiple mediums</p>



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