



LITHGOW CITY COUNCIL

AGENDA

FINANCE AND SERVICES COMMITTEE  
MEETING OF COUNCIL

TO BE HELD AT

THE ADMINISTRATION CENTRE, LITHGOW

ON

04 DECEMBER 2006

AT 7.00pm

# AGENDA

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**PRESENT**

**QUESTIONS FROM THE PUBLIC GALLERY**

**PRESENTATIONS** - Auditors

**CONFIRMATION OF THE MINUTES OF THE FINANCE AND SERVICES  
COMMITTEE MEETING OF COUNCIL HELD ON 6 NOVEMBER 2006**

**DECLARATION OF INTEREST**

**NOTICES OF MOTION - NIL**

**NOTICES OF RESCISSION - NIL**

**CORRESPONDENCE AND REPORTS**

Regional Services Reports  
Community and Corporate Services Reports

**REPORTS FROM DELEGATES - NIL**

**COMMITTEE MEETINGS**

Tourism Advisory Committee

**QUESTIONS WITHOUT NOTICE**

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## REGIONAL SERVICES REPORTS

ITEM:1           REG - 04/12/06 - TROTting STABLES

REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

### REFERENCE

Question Without Notice Councillor HK Fisher Finance and Services Committee 18/9/2006.

### SUMMARY

To inform Council of the current situation in relation to the pending demolition of trotting stables at the showground.

### COMMENTARY

Discussions were held with Lithgow Trotting representatives some time ago to determine what action was necessary to remove any sub-standard and potentially dangerous stables at the showground. The buildings requiring demolition were identified and repairs necessary to the stables that would remain was agreed.

The trotting representatives were informed that traditionally any work to the stables was the responsibility of the Lithgow Trotting Association and that Council had no funds available for work on repairs or demolition of stables. They advised that they had funds available that could be used for the work and were informed that Council would provide to them a costing of the demolition using Council staff. It was noted that a large section of fencing would need to be replaced after demolition of the damaged stables. It was considered that it may be necessary for Council to meet the cost of the fence replacement.

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

The estimated cost of fencing is \$3,000 which could be funded from the recurrent budget.

### LEGAL IMPLICATIONS

Nil

### ATTACHMENTS

Nil

### RECOMMENDATION

**THAT** the Lithgow Trotting representatives be advised that Council is unable to contribute to the cost of demolition of the substandard stables but will meet the cost of replacement fencing up to a value of \$3,000 as provided in the 2006/07 Management Plan.

**ITEM:2            REG - 04/12/06 - 2006/07 COUNTRY PASSENGER TRANSPORT  
INFRASTRUCTURE GRANT SCHEME UPGRADE BUS SHELTERS,  
BUS SIGNAGE, TIMETABLE HOLDERS AND LITHGOW TAXI RANK**

**REPORT FROM: WORKS ENGINEER– CHRIS SCHUMACHER & ENVIRONMENTAL  
PLANNER – IAN RUFUS**

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**SUMMARY**

This report advises of successful grant applications under the Country Passenger Transport Infrastructure Scheme.

**COMMENTARY**

Council has achieved \$153,115 in grant funding for 5 bus shelters, taxi rank upgrade to the existing Lithgow Eskbank rank and bus stop signage and timetable holders from the Country Passenger Transport Infrastructure Grant Scheme. This will bring Lithgow City public transport signage into line with current Department of Transport Best Practice Guidelines for NSW Public Transport Signage and Information Systems. Shelters for major bus stops and safer taxi access will also be provided.

This is the second largest grant in the state, being approximately 1/12th of the total grant pool for all NSW country Council's. This is the first time that Council has been successful with an application under this long running grant scheme. The application arose from the Lithgow Transport Working Group convened by the Ministry of Transport, and was applied for by Council officers. It is proposed to utilise Council staff in taxi rank reconstruction, constructing and locating bus shelters and inserting poles into footpaths.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Council staff will be able to undertake the bulk of the work.  
Quotes were obtained from bus pole manufacturers for the works but this could be costed by Council and these works may also be able to be done in house or even by local contractors.

**LEGAL IMPLICATIONS**

Nil

**ATTACHMENTS**

1. Site Plans illustrating the existing Eskbank Taxi Rank layout showing vehicle/pedestrian conflict
2. Site Plans illustrating proposed changes to Eskbank Taxi Rank layout to reduce vehicle pedestrian conflict.
3. New J-Poles & U-Poles with current Public Transport Signage & Information Systems.
4. Example of new Bus Shelters to be manufactured & installed by Council.

**RECOMMENDATION**

**THAT** the information be received and the Management Plan be updated in the December quarterly review to accommodate the increase in income achieved through the grant.

**ITEM:3            REG - 04/12/06 - "BLACK BRIDGE" - MR 531 - WALLERAWANG -  
STRUCTURAL FENCE DAMAGE**

**REPORT FROM: WORKS ENGINEER– CHRIS SCHUMACHER**

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**SUMMARY**

To inform Council of the damage caused by a truck colliding with the Black Bridge at Wallerawang.

**COMMENTARY**

Council is aware that damage was caused to the 'Black Bridge' Wallerawang 5 October 2006. This was the result from the impact of a truck that failed to negotiate the southern end approach to this bridge. As a result, structural damage to the fence and handrail are evident highlighting matters of concern and safety for pedestrians utilising the footway across the bridge. As an interim measure Council has installed temporary glow-mesh fence and safety devices in order to highlight areas of damage to pedestrians utilising the footpath across this bridge. It has been difficult to maintain these temporary measures on a consistent basis.

The Australian Rail & Track Corporation (ARTC) are the infrastructure owners and controllers of the Black Bridge and perform all maintenance activities upon this bridge structure. Council has contacted the ARTC, Bathurst Office several times regarding this safety matter in order to have it rectified.

To date little response has been received. No written or verbal communication has been received which would indicate ARTC's intended response time in rectifying this matter. It has now been seven weeks to date, and concerns of the local residents regarding their safety when utilising this bridge continue to be raised with Council on a regular basis.

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**LEGAL IMPLICATIONS**

NIL

**ATTACHMENTS**

NIL

**RECOMMENDATION**

**THAT** Council seek the assistance of the Member for Bathurst, Gerard Martin, in order to resolve the urgent repairs required to the Black Bridge, Wallerawang.

**ITEM:4            REG - 04/12/06 - BREWERY LANE FENCING OF FORMER ACCESS TRACK**

**REPORT FROM: GROUP MANAGER REGIONAL SERVICES – ANDREW MUIR**

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**SUMMARY**

This report provides information following a question from Councillor H Fisher in relation to the erection of a fence blocking access to a 'traditional' access track.

**COMMENTARY**

At its Policy and Strategy Committee of 3 October 2006 Councillor H Fisher sought a report on the legal status of the fence in Brewery Lane. The matter has been discussed with the landowner and the landowner's Surveyor, plans have been produced and the site inspected. There appears little doubt from these investigations that the former track and newly erected fence are situated entirely within Lot 4 DP 102985 which is in private ownership. Therefore, it has been concluded that the fence has been lawfully erected and from discussions with the relevant landowner it appears that the reasons for erecting the fence were not unreasonable.

The former track was mainly used for pedestrian access to Zig Zag School. It has traditionally been possible to gain pedestrian access via the nearby Mills Street footbridge although there is not an appropriately defined pedestrian linkage from the Brewery Lane area. Council would be aware that an amount of \$60,000 has been allocated in the current budget for the replacement of the footbridge at Mills Street. It is proposed to both replace the footbridge and construct a pedestrian/cycle linkage from the vehicular bridge in Island Parade. The replacement of the footbridge has been planned for some time and the improvement of pedestrian access will benefit pedestrians travelling from the Brewery Lane area to access Zig Zag School. The works are programmed for the 3<sup>rd</sup> quarter of the financial year.

**POLICY IMPLICATIONS**

No specific Policy implications arise.

**FINANCIAL IMPLICATIONS**

A budget amount is allocated in the current financial year to replace Mills Street footbridge.

**LEGAL IMPLICATIONS**

Investigations have revealed that the fencing of the former walkway was able to be undertaken in a lawful manner.

**ATTACHMENTS**

Nil.

**RECOMMENDATION**

**THAT** the information be noted.



**ITEM:5            REG - 04/12/06 - LAND AND ENVIRONMENT COURT APPEAL - DA  
                         297/06**

**REPORT BY: GROUP MANAGER REGIONAL SERVICES –ANDREW MUIR**

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**REFERENCE**

DA 297/06

**SUMMARY**

To advise of an appeal lodged in the Land and Environment Court against an alleged deemed refusal by Council of a development application for a restricted premises.

**COMMENTARY**

Council has been served with an application by McKee Legal Solutions on behalf of Mr Jeff Oliver advising of an appeal to the Land and Environment Court against an alleged deemed refusal by Council of a development application for a restricted premises at Lot 2 DP 530041, 183 Main Street, Lithgow. The matter has now been referred to Council's Solicitors with the first telephone call over to take place on 20 December 2006.

**POLICY IMPLICATIONS**

No specific policy implications arise as a result of this report other than Council will be asserting that the development application will have to comply with its recently adopted policy.

**FINANCIAL IMPLICATIONS**

Legal costs, unable to be estimated at this stage, will be incurred as a result of the appeal.

**LEGAL IMPLICATIONS**

The appeal has been commenced in accordance with the provisions of Section 97 of the Environmental Planning and Assessment Act.

**ATTACHMENTS**

Nil

**RECOMMENDATION**

**THAT** the information be received.

**ITEM:6            REG - 04/12/06 - CULLEN BULLEN PROGRESS ASOCIATION  
ANNUAL CHRISTMAS STREET FAIR - ROAD CLOSURE REQUEST**

**REPORT FROM: WORKS ENGINEER– CHRIS SCHUMACHER**

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**SUMMARY**

To advise of the proposed closure of both ends of the Low-road in front of the Cullen Bullen General Store and Progress Hall, Cullen Bullen.

**COMMENTARY**

As in previous years Cullen Bullen Progress Association is requesting Council's co-operation with the closure of the Low – Road, Cullen Bullen to conduct the annual Christmas Street Fair. The Christmas Fair is an annual event that is held every year as part of the activities leading up to the festive season. This year the Cullen Bullen Progress Association wish to conduct the annual Christmas street fair on 8 December 2006.

As part of the event, Cullen Bullen Progress Association requests the following local road closure of the Low-road Cullen Bullen between the hours of 5:00pm to 9:00pm. The Low- road at Cullen Bullen is a local road adjacent to the Castlereagh Highway, and such closure would not detrimentally impact or inconvenience existing local residents.

The Cullen Bullen Christmas street fair is set to commence at 5:00pm and conclude at 9:00pm. The closure and re-opening times will allow for the set-up of stalls, amusements and dismantling of same.

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Council normally provides barricades and traffic signage. The Cullen Bullen Progress Association organise for the erection of such barriers across the Low-road in order to close it to vehicular traffic. Council also advertises the Street Closure as part of the contribution to the Cullen Bullen Progress Association for the annual Christmas Fair.

**LEGAL IMPLICATIONS**

NIL

**RECOMMENDATION**

**THAT:**

1. The street closure of the Low-Road Cullen Bullen for the annual 'Christmas Street Fair' Friday, 8 December 2006 proceed as requested.
2. Council provide the road closure barricades and road closure signage for the street closure and advertise the closure as part of Councils contribution to the Cullen Bullen Progress Association annual Christmas Street Fair.
3. A formal plan of the precise location be provided by the Progress Association and arrangements be made in relation to the installation and removal of barricades and signage.

**ITEM:7            REG - 04/12/06 - DA 388-05 WASTE MANAGEMENT FACILITY,  
BLACKMANS FLAT**

**REPORT BY: ENVIRONMENTAL PLANNER – GARY WALLACE**

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**SUMMARY**

Lithgow City Council commissioned Geolyse Pty Ltd to undertake an assessment of the Development Application (DA) for the Blackmans Flat Waste Management Facility, known as DA 388-05. As Council is both the applicant and the consent authority for the DA it was considered that through transparency the assessment of the application should be undertaken by an independent person. Council is now in receipt of the assessment and this report seeks Council's determination of the application.

**COMMENTARY**

Lithgow City Council currently operates seven landfills and three transfer stations within the Lithgow Local Government Area (LGA). Most of the landfills are nearing the end of their operational life and as a consequence, Council has identified there is a significant need for a modern, centrally located Waste Management Facility (WMF) for the future needs of waste disposal in the LGA.

The proposed location for the WMF is the old Western Main Colliery site, situated on the western side of the Castlereagh Highway approximately 16km from Lithgow at Blackmans Flat. This site was chosen after the investigation and consideration of a number of options. The site occupies an area of approximately 46 hectares.

Council proposes to develop the WMF at the Blackmans Flat site utilising the present mine void of some 720,000m<sup>3</sup> located on the site. The proposed development would include:

- Establishment of the WMF including preparation of the mine void for landfilling, and construction of a waste transfer and recycling facility, weighbridge, road access and associated developments.
- Landfilling of solid and inert waste within a 'dry tomb' in order of 35,000 to 40,000 tonnes per annum for a period of approximately 15 years.
- Storage and transfer of recyclable waste including scrap metal, glass and plastic, paper and cardboard, green waste and other recoverable materials,

The existing landfills in the Lithgow LGA are coming to an end of their operational life, particularly the main landfill site located in Geordie Street, Lithgow. The proposal will provide the LGA with a well managed WMF which provides for the disposal and management of waste managed in the LGA into the future. Council is seeking to reduce waste generated within the LGA, however, a modern landfilling site is still required to manage waste that cannot be recovered or recycled. The proposal would also enable the existing open cut void and surrounding disturbed landscape to be rehabilitated and returned to a landform conducive with the surrounding rural landscape.

The independent assessment undertaken by Geolyse considered that the application should be approved subject to conditions outlined in their report with some minor amendments to proposed conditions to reflect transparency. These proposed changes are:

Proposed Condition	Proposed Change	Reason
23	Replace “Manager of Engineering Services” with “Group Manager Regional Services”	Restructure of roles and responsibilities.
25(b)	Replace “Council” with “the Principal Certifying Authority”	Council should not automatically be assumed to be the Principal Certifying Authority in the consent document.
32(c)	Delete “being Lithgow City Council”	Council should not automatically be assumed to be the Principal Certifying Authority in the consent document.
35	Delete “Council” in first line and replace with Principal Certifying Authority	Council should not automatically be assumed to be the Principal Certifying Authority in the consent document.
36	Delete “Council” in last line and replace with Principal Certifying Authority	Council should not automatically be assumed to be the Principal Certifying Authority in the consent document.

### **POLICY IMPLICATIONS**

Waste management for Lithgow is guided by Council’s Solid Waste Management Strategy, 2001. The aims of the Strategy are to review the current solid waste management practices within the Lithgow LGA and explore the possibilities in technology associated with waste management that may be adaptable to the current and future waste management strategy. The development proposal has adapted these principles as part of the application.

### **FINANCIAL IMPLICATIONS (In Council's role as a consent authority only)**

The main financial implication for Council would arise if the application was approved and a third party lodged an Appeal to the development application in the Land and Environment Court. However, this would not be an appropriate matter for consideration in the determination of the development application.

### **LEGAL IMPLICATIONS (In Council's role as a consent authority only)**

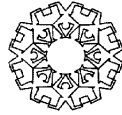
The main legal implication arising out of Council's consent authority role would be the opportunity for an objector to lodge an appeal in the Land and Environment Court should Council resolve to approve the development application. However, this would not be an appropriate matter for consideration in the determination of the development application.

## ATTACHMENTS

1. Development Assessment Report for the Blackmans Flat Waste Management Facility and recommendations.

## RECOMMENDATION

**THAT** Council issue development consent to Development Application 388-05 for the establishment of a Waste Management Facility at Lots 42 and Part Lot 67, DP 751636, Lot 1 DP 1049889, Part Lot 15, DP 804929, Part Lot 37, DP 827626 and Part Lot 1, DP 88503 and Crown Roads between Part Lots 67 and 37, subject to the recommendations outlined in the Development Assessment Report for the Blackmans Flat Waste Management Facility produced by Council's independent Planning Consultant and the proposed conditions of consent as outlined in the Assessment Report subject to the minor amendments outlined in the table in "commentary" section of this Committee report.



**GEOLYSE**

**DEVELOPMENT ASSESSMENT REPORT**  
BLACKMANS FLAT WASTE FACILITY

### 7.3 CONDITIONS OF CONSENT

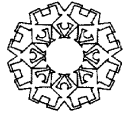
#### 7.3.1 Preliminary

##### General

- |    |   |                      |
|----|---|----------------------|
| 1. | Development shall take place in accordance with: <ul style="list-style-type: none"> <li>• <i>Blackmans Flat Waste Management Facility Environmental Impact Statement</i>, Volumes 1 - 3 (inclusive) prepared by HLA-Envirosciences Pty Limited, dated September 2005;</li> <li>• Letters from HLA-Envirosciences Pty Limited to the Department of Environment and Conservation, dated 21 October 2005 and 30 November 2005;</li> <li>• <i>Environmental Guidelines: Solid Waste Landfills</i>, prepared by the Environment Protection Authority, dated 1996;</li> </ul> | DEC/SCA              |
| 2. | The applicant shall consult with, as required: <ul style="list-style-type: none"> <li>• Integral Energy</li> <li>• A local telecommunications carrier</li> </ul> regarding their requirements for the provision of services to the development and location of existing services that may be affected by proposed works, either on site or on the adjacent public road/s.   | Geolyse              |
| 3. | Compliance with the Department of Environment and Conservation's General Terms of Approval for issue of a Environmental Protection Licence under the Protection of the Environment Operations Act 1997 (Notice No. 1054013).  | DEC                  |
| 4. | Compliance with the Sydney Catchment Authority's conditions of concurrence outlined in its letter dated 19 June 2006.   | SCA                  |
| 5. | All building work shall be carried out in accordance with the requirements of the Building Code of Australia.   | Prescribed condition |

##### Existing Landfill Operations

- |    |  |     |
|----|--|-----|
| 6. | All existing landfills within the Sydney Catchment Authority area of operations are to be closed within 6 months after the commencement of operations of the Blackmans Flat Waste Disposal Facility. The closure plans for these existing landfills are to be developed in consultation with the Sydney Catchment Authority. | SCA |
|----|--|-----|



## GEOLYSE

DEVELOPMENT ASSESSMENT REPORT  
BLACKMANS FLAT WASTE FACILITY

### 7.3.2 Prior to Issue of Construction Certificate

#### Approvals from other Authorities

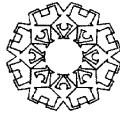
7. The proponent is to satisfy Council or the Principal Certifying Authority that all necessary permits and consents from the relevant approval bodies have been obtained before the issue of any Construction Certificate. Geolyse

#### Consistency with Development Consent Plans

8. The Certifying Authority must ensure that any certified plans forming part of the Construction Certificate, are in accordance with the Development Consent plans as amended by conditions of this consent. Geolyse

#### Required Submissions to Certifying Authority

9. A detailed Soil and Water Management Plan (SWMP) shall be submitted to the Principal Certifying Authority prior to the issue of the Construction Certificate. The plan is to be prepared consistent with Landcom's *Soils and Construction: Managing Urban Storm Water* (2004) manual - the "Blue Book", except that all sediment dams are to be sized to contain all runoff from the 90th percentile 5-day rainfall event. The SWMP is to be developed in consultation with the Sydney Catchment Authority and Department of Environment and Conservation and incorporated in the LEMP. The plan shall also address both long and short term management of all disturbed areas, and to specify methods and structures to be employed to minimise any impact. DEC/SCA/  
Council
10. The Landfill Environmental Management Plan (LEMP), being Appendix D of the EIS is to be amended to include the changes to operation of the landfill set out in the SCA's concurrence conditions and the Department of Environment and Conservation's General Terms of Approval and POEO licence. A copy of the amended LEMP, as approved by the DEC and SCA, is to be forwarded to the Principal Certifying Authority prior to issue of the Construction Certificate. Geolyse
11. Details of the essential fire or other safety measures shall be submitted with the Construction Certificate Application. Council
12. All Development shall be designed and constructed in accordance with Lithgow City Councils "Subdivision and Development Code" adopted by Council on the 28 of September, 1992, Minute no.1439. In the event of a conflict with requirements of the DEC or SCA, the latter two's requirements shall take precedence. Council
13. That the external cladding and roofing of the structure are of a natural tone, non- reflective finish. Council



## GEOLYSE

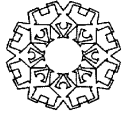
### DEVELOPMENT ASSESSMENT REPORT BLACKMANS FLAT WASTE FACILITY

14. Disabled persons access, carparking and a WC shall be in accordance with the Building Code of Australia, with details indicating compliance shown on the Construction Certificate plans. Council

#### Road Works

15. All works as listed below shall be shown on the submitted drawings prior to the issue of the Construction Certificate.
16. The developer is to submit engineering construction plans as well as a pavement design for associated works. RTA
17. A formal agreement in the form of a Works Authorisation Deed (WAD) will be required between the developer and the RTA should the developer wish to undertake "private financing and construction" of the access with the Mid Western Highway. This agreement is necessary on works in which the RTA has a statutory interest. RTA
18. A Road Occupation Licence is required from the RTA. A Traffic Management Plan is to be submitted as part of this application. RTA
19. The design and construction by the developer, at its own expense and to the satisfaction of the NSW Roads and Traffic Authority and Council, the intersection of the access road and the Castlereagh Highway. Detailed construction plans of the proposed intersection shall be prepared and submitted to the NSW Roads and Traffic Authority for approval prior to the issue of the Construction Certificate. WRDC, RTA & Geolyse
- The minimum acceptable design standard for the intersection shall provide protected turns from the highway (Right turn Type CHR and Left turn Type AUL in accordance with the RTA's Road Design Guide) and treatments catering for the deceleration and storage of vehicle types and numbers accessing the site. The design of the intersection shall also give adequate consideration to the adjacent access road to the Pine Dale Coal Mine.
20. Warning signage including symbolic 'Side Road' series W2-4 and 'Truck' series W5-22 warning signs of minimum size 'B', installed approximately 200m in advance of the intersection facing approaching highway traffic; WRDC
21. Any new pavement forming part of or joining the highway to be in accordance with current RTA specifications for road pavements and to suit existing pavement and levels; WRDC





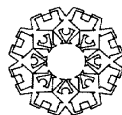
## GEOLYSE

**DEVELOPMENT ASSESSMENT REPORT**  
BLACKMANS FLAT WASTE FACILITY

22. Accesses that intersect bitumen roads shall have a minimum 150mm compacted roadbase (DGB 20) or equivalent material, and a minimum 2 coat bitumen seal finish in accordance with Lithgow City Councils "Subdivision and Development Code". Council
23. A plan of the access from the Castlereagh Highway to the site entry (the main gate) shall be submitted to the Manager of Engineering Services and be approved prior to operation. The access shall be line marked to show turn lanes, slip lanes and holding points. Council
24. Roads within the Facility shall be a minimum of 8 metres in width (4 metres per lane) and appropriate signage shall be installed to direct users of the facility as to the safe speeds allowed on site and the route to be taken. Council

### 7.3.3 PRIOR TO WORKS COMMENCING

25. Prior to commencing any construction works, the following provisions of the Environmental Planning and Assessment Act 1979 are to be complied with: Council
- (a) a Construction Certificate is to be obtained in accordance with Section 81 A(2)(a) of the Act, and
  - (b) Council is to be notified at least two days prior of the intention to commence building works, in accordance with Section 81A(2)(c) of the Act in Form 7 of Schedule 1 of the Regulations.
26. Installation of all equipment to monitor noise, air and water quality as per the Department of Environment and Conservation and Sydney Catchment Authority's requirements, prior to any works commencing on site. Geolyse
27. That documentary evidence of structural adequacy prepared by an approved practising Structural Engineer are submitted to and approved by Council prior to the commencement of the following work. (Note: any such Certificate is to set forth the extent to which the Engineer has relied on relevant specifications, rules, codes of practice or publications in respect of the construction): Council
- (a) Sediment control measures;
  - (b) Floor;
  - (c) Fire rated ceiling construction.



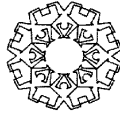
## GEOLYSE

### DEVELOPMENT ASSESSMENT REPORT BLACKMANS FLAT WASTE FACILITY

28. If an earth mound is to mitigate noise impacts emanating from operation of the development above the 925m contour, fully detailed plans shall be provided to and approved by Council for any required earth mounds. These plans shall include landscape plans demonstrating appropriate treatment of the mound to ameliorate any adverse visual impacts. The final landscaping treatment of this area shall be consistent with any rehabilitation plans associated with provision of compensatory habitat on site.
- Geolyse

#### 7.3.4 DURING WORKS

29. All works to be carried out in accordance with relevant Government Acts and Regulations.
- WRDC
30. All works must be undertaken in accordance with the LEMP submitted with the Construction Certificate as approved by the DEC and SCA.
- Geolyse
31. All excavations associated with erection or demolition of a building must be properly guarded and protected to prevent them from being dangerous to life or property.
- Council
32. A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:
- Council
- (a) stating that unauthorised entry to the work site is prohibited, and
- (b) showing the name of person in charge of the work site and telephone number of which that person may be contacted outside working hours.
- (c) stating name and contact details of the Principal Certifying Authority (PCA) being, Lithgow City Council.
- (d) stating DA 3 88/05.
33. Installation and maintenance of all required erosion and sediment control measures, pursuant to the approved Soil and Water Management Plan, for the entire construction period and until such a time as the disturbed areas are restored by turfing, paving or revegetation.
- Geolyse
34. For the purpose of preserving the amenity of neighbouring occupations, building work including the delivery of materials to and from the site is to be restricted to the hours of:
- DEC
- 7.00am to 6.00pm Mondays to Fridays;
  - 8.00am to 1.00pm Saturdays; and
  - At no time on Sundays and/or Public Holidays.



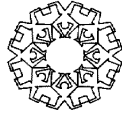
## GEOLYSE

### DEVELOPMENT ASSESSMENT REPORT BLACKMANS FLAT WASTE FACILITY

35. The building works are to be inspected during construction, by the Council and documentary evidence of compliance with the relevant terms of the approval/standards of construction detailed in the Building Code of Australia, is to be obtained prior to proceeding to the subsequent stages of construction, encompassing not less than the following key stages: (Note: copies of the stated documentary evidence are to be submitted to the Council upon completion of each specified stage of construction and prior to occupation of the building.):
- (a) Footings;
  - (b) Wall and roof frame;
  - (c) Wet area flashing;
  - (d) Stormwater drainage prior to covering connections;
  - (e) Final.
36. That all "wet area" floors, including concrete, shall be flashed to walls with approved material so as to effectively prevent moisture entering the structure. Particular attention is to be paid to the flashing of the shower recess. Any wet area flashing shall comply with AS 3740-1994 "Waterproofing of Wet Areas within Residential Buildings". Any alternative method must be approved by Council prior to installation.
37. That all plumbing and drainage work be carried out by a licensed plumber and drainer and inspected by Council officers.

#### 7.3.5 PRIOR TO ISSUE OF OCCUPATION CERTIFICATE/USE

38. A Compliance Certificate or similar documentary evidence is to be issued by the Certifying Authority stating that all building and site works have been carried out in accordance with the Development Consent and Construction Certificate.
39. A road safety audit be conducted of the highway intersection and public access to the site before opening and any remedial works completed before opening.
40. Dedication of all required roads to Council prior to issue of occupation certificate or use of the site, whichever occurs first.
41. That upon completion and prior to occupation of the building, a Certificate from an approved practising Structural Engineer shall be submitted to Council certifying that the building has been erected in accordance with the approved structural details and is structurally adequate for the imposed loads.



## GEOLYSE

### DEVELOPMENT ASSESSMENT REPORT BLACKMANS FLAT WASTE FACILITY

#### 7.3.6 Conditions Relating to Use

##### General

42. All works must be undertaken in accordance with the LEMP submitted with the Construction Certificate as approved by the DEC and SCA. Geolyse

##### Hours of Operation

43. For the purposes of preserving the amenity of neighbouring occupations and residents, hours of operation are to be restricted to between 8.00am to 6.00pm seven days a week. DEC

##### Lighting

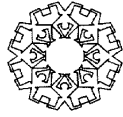
44. Any lighting on site shall be designed so as not to cause nuisance to residences in the area or to motorists on nearby roads and to ensure no adverse impact on the amenity of the surrounding area by light overspill. All lighting shall comply with the Australian Standard 4282-1997 Control of Obtrusive Effects of Outdoor Lighting. Geolyse

##### Landfill Closure Plan

45. When a landfill closure plan for the Blackmans Flat Waste Disposal Facility is proposed, it is to be prepared in consultation with the Sydney Catchment Authority. SCA

#### 7.3.7 Advisory Notes

- A Section 97 of the Act provides that an applicant who is dissatisfied with the Council's determination of the Development Application may appeal to the Land and Environment Court within twelve (12) months of the date of determination, or as otherwise prescribed. Geolyse
- B Section 82A of the Act provides that an applicant may request, within twelve (12) months of the date of determination of the Development Application, that the Council review its determination (this does not apply to integrated or designated development). A fee is required for this review. Geolyse



## GEOLYSE

**DEVELOPMENT ASSESSMENT REPORT**  
BLACKMANS FLAT WASTE FACILITY

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- C The applicant and Owner are advised that the Commonwealth Disability Discrimination Act 1992 may apply to this particular proposal. Approval of this application does not imply or confer compliance with this Act. Applicants and owners should satisfy themselves as to compliance and make their own enquiries to the Human Rights and Equal Opportunity Commission. Attention is also drawn to the provisions of Parts 2, 3 and 4 of Australian Standard 1428 - Design for Access and Mobility.
- Council

**ITEM:8            REG - 04/12/06 - LAND AND ENVIRONMENT COURT APPEAL -  
DEVELOPMENT APPLICATION NO 504-2004 - LOT 301 PEACHTREE  
ROAD, MEGALONG VALLEY**

**REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR**

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### **SUMMARY**

To advise of the directions by the Land and Environment Court in an appeal by the applicant against the decision of the Court to uphold Council's refusal of Development Application No.504/2004.

### **COMMENTARY**

A callover was held on this matter on 27 October 2006. The Registrar made the following directions:

- Parties to file and serve written submissions by 22 January 2007
- Any written submissions in response to be filed and served by 28 January 2007
- Matter listed for hearing on 5 February 2007 at 10am.

Council's solicitor, Pike, Pike & Fenwick have been instructed to proceed with the preparation of the necessary documentation. Barrister Sandra Duggan has been briefed by the Solicitor and will be appearing for Council.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

The estimated cost of the proceedings is \$20,000. Funds will need to be obtained from within the recurrent budget.

### **LEGAL IMPLICATIONS**

Council is obliged to defend the action.

### **RECOMMENDATION**

**THAT** the information be received and noted.

**ITEM:9            REG - 04/12/06 - DEVELOPMENT AND CONSTRUCTIONS APPROVALS**

**REPORT FROM: GROUP MANAGER REGIONAL SERVICES – ANDREW MUIR**

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**SUMMARY**

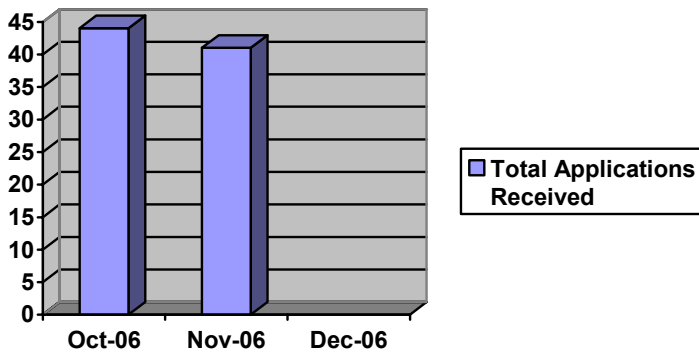
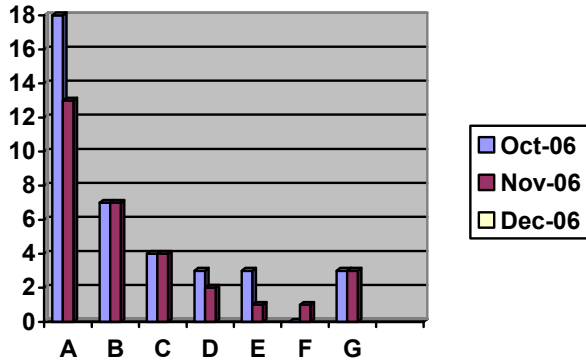
To provide statistical information on Development Applications and Construction Certificates processed.

**COMMENTARY**

Following installation of a new electronic registration system the traditional reports on Development Applications and Construction Certificates have been replaced with a report detailing the types of applications processed in each month. Over time this will evolve into useful statistical information. A full list of individual applications will be made available to Councillors and the press.

	Minor Development Approvals (including carports, garages and patios) A	Dwelling Approvals B	Dwelling Addition Approvals C	Other Residential Applications (including Dual Occupancies, Flats) D	Rural Subdivision Approvals E	Residential Subdivision Approvals F	Commercial /Industrial Approvals G	Total Applications Received
<b>Oct 2006</b>	18	7	4	3	3	0	3	44
<b>Nov 2006</b> *	13	7	4	2	1	1	3	41
<b>Dec 2006</b>								

\* includes Approvals from 27/10/06 to 27/11/06



Total Estimated Cost:	\$18,274,408
Average Approval Time	24 days
Total Cost of Approvals from 1/01/06	\$39,448,252
No. of Applications from 1/01/2006	407

**ATTACHMENTS**

Nil.

**RECOMMENDATION**

**THAT** the information be received



**ITEM:10            REG - 04/12/06 - HERMITAGE FLAT HALL QUESTION WITHOUT  
                         NOTICE COUNCILLOR H K FISHER**

**REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR**

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**SUMMARY**

In response to a Question Without Notice from Councillor HK Fisher asking that repairs be done to Hermitage Flat Hall and advising that repairs have commenced.

**COMMENTARY**

An inspection of the building revealed that a number of minor repairs are necessary to improve the building for users. Repairs have commenced and should be completed before the Christmas break. It is considered necessary to plan some improvements of the facility particularly in regard to disabled access and toilets.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Maintenance Works funded from the 2006/07 recurrent budget. An amount will also be proposed for consideration in the 2007/2008 Draft Management Plan.

**LEGAL IMPLICATIONS**

Nil

**RECOMMENDATION**

**THAT**

1. The information be noted.
2. An amount of \$10,000 be placed in the 2007/2008 draft Management Plan for disabled access and toilet facilities proposals list for consideration when preparing next years budget.

**ITEM:11            REG - 04/12/06 - INVINCIBLE OPEN CUT COLLIERY COMMUNITY  
CONSULTATIVE COMMITTEE**

**REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR**

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**SUMMARY**

This report is to inform Council of an approval issued by the Minister for Planning for the Invincible Colliery Open Cut Mine submitted by Coalpac Pty Limited, and to seek Council representation on the Community Consultative Committee.

**COMMENTARY**

The NSW Department of Planning has advised of the approval of a development application under Part 3A of the Environmental Planning and Assessment Act by Coalpac Pty Limited, for the approval for open cut mining operations at Invincible Colliery. Conditions of consent accompanied the notification.

As part of the approval Condition 8(a) in Schedule 5 requires at least two representatives of Council to be members of the Community Consultative Committee (CCC). Other members of the Committee are to be two representatives of the proponent, at least three representatives from the local community and an independent Chairperson, or Council representative whose appointment is approved by the Director/General.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

The consent provides a condition requiring the payment of a contribution to Council of \$38,857.50 for the upgrading or provision of community facilities within the Cullen Bullen area.

**LEGAL IMPLICATIONS**

Conditions of consent that must be satisfied are the prime legal implication although being a State Government approval they will not necessarily be enforced by Council.

**ATTACHMENTS**

1. Conditions of consent pertaining to the approved extensions to Invincible Open Cut Colliery operations.

**RECOMMENDATION**

**THAT** Council elect a Councillor to sit together with the General Manager or nominee on the Community Consultative Committee for the Invincible Colliery open cut operations and Council indicate that it would like to Chair the Committee in accordance with Condition 8(b) of Schedule 5 of the consent document.

**ITEM:12            REG - 04/12/06 - QUESTION WITHOUT NOTICE COUNCILLOR H K FISHER SOUTH LITTLETON COMMUNITY HALL**

**REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR**

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**SUMMARY**

In response to a Question from Councillor HK Fisher considering possible improvements to the South Littleton Community Hall. It is considered that the hall is beyond economic repair and should be demolished.

**COMMENTARY**

The South Littleton Community Hall, previously occupied by the Scouts, has not been used for a number of years and is in very poor condition. No improvements have ever been carried out to the building by Council as the agreement with the Scouts was that it was their responsibility. After a thorough inspection by Trades staff it is considered that the building has deteriorated to such a stage that it is beyond economic repair. Only a small number of enquiries have been received by Council for use of the building.

The following work would be necessary to upgrade the building to an acceptable standard:

- Construct a ramp to provide access to the building
- Replacement and repair of all windows and doors
- Removal and construction of new accessible male and female amenities
- Removal and construction of new front verandah
- Replace all defective damaged and dry rot affected wall framing
- Paint internally and externally as required.

The estimated cost of this work is \$35,000 as many of the repairs/improvements involve major construction work. This is more than the building is worth and repairs cannot be recommended.

The cost of demolition is estimated at \$6,500

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

No funds exist for repairs or demolition of this building.

**LEGAL IMPLICATIONS**

The building is on community land which should not preclude demolition.

**RECOMMENDATION**

**THAT** demolition of the South Littleton Community Hall at a cost of \$6,500 be considered in conjunction with the 2007/08 budget.

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**COMMUNITY AND CORPORATE SERVICES REPORTS**

**ITEM:13            COMM - 04/12/06 - MID-WESTERN REGIONAL COUNCIL REQUEST  
MINOR BOUNDARY ADJUSTMENT LOT 157 AND 158 DP 755778**

**REPORT FROM: RATES OFFICER - C WATSON**

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**REFERENCE**

Nil

**SUMMARY**

Mid-Western Regional Council has written requesting Council's agreement to a minor boundary adjustment which would allow the transfer of Lot 157 & Lot 158 DP 755778 into Lithgow Council's area. The amalgamation would combine the land with a larger holding of a ratepayer who already has land within Lithgow City Council Local Government area and provide Council with additional annual rate income. It is recommended the transfer be approved.

**COMMENTARY**

Mid-Western Regional Council has been approached by a ratepayer requesting the transfer of a small portion of land to Lithgow City Council for amalgamation with the ratepayer's larger holding of approximately 450 hectares within Council's area. The existing holding in Lithgow's Local Government area is Property 51030, Castlereagh Highway Capertee. Mid-Western Regional Council is requesting confirmation if Lithgow City Council is agreeable to the minor boundary change as requested by the ratepayer.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

The small holding proposed for transfer to Lithgow City Council would be amalgamated with other adjacent lands in property 51030 which would likely result in a slight increase in the valuation to be determined by the Valuer General's Department and a corresponding increase in the rate leviable in the ad valorem (rate in the dollar) levy from the 2007/2008 rating year on.

**LEGAL IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**RECOMMENDATION****THAT:**

1. Council agree to the proposed minor boundary adjustment by the transfer of Lot 157 & Lot 158 DP 755778 from Mid-Western Regional Council Local Government area to Lithgow City Council's Local Government area.
2. Council advises Mid-Western Regional Council and seek their conclusion of the matter.

**ITEM:14            COMM - 04/12/06 - ANNUAL AND STATE OF THE ENVIRONMENT REPORTS**

**REPORT FROM: POLICY & PLANNING MANAGER – A MUIR**

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**REFERENCE**

Nil

**SUMMARY**

This report provides copies of the Annual and State of the Environment Reports to Council for its information.

**COMMENTARY**

The Annual Report and State of the Environment Report for the year 2005/06 has been prepared and forwarded to the Department of Local Government. Some of the highlights for 2005/06 have included:

- The commencement of the formal process to modernise the organisation. This focused on service delivery, governance and management. In particular, this has involved:
  - The operation of Council's Customer Service Unit which now provides a 'one stop shop' for all Council enquiries.
  - The integration of community consultation into Council's decision making process such as the provision of information and consultation sessions with the community on the Management Plan 2006/07 to 2008/09.
  - The adoption by the Council of the Community and Corporate and Regional Services Group structures which emphasises the strategic focus of the 3 senior staff positions of General manager and two Group Managers.
- A budget surplus of \$959,000 which was \$313,000 more than Council's original budget estimate.
- In June 2006, Council joined with Mid-Western Regional and Oberon Councils in a Strategic Alliance to foster and promote improved levels of service and performance by working cooperatively together for the ultimate benefit of the individual communities of the region as a whole.
- The commencement of Council's Strategic Plan preparation which included the development of vision statements and themes for the Plan in conjunction with the community and the establishment of the resident feedback register.
- An examination of the Marrangaroo area to determine the 'highest and best use' of the land.
- Part sealing of Ganbenang Road, Kanimbla Valley; Valley View Road, Dargan; Crane Road, Lithgow and Springvale Lane, Wallerawang.
- Completion of Stage 1 of the Lithgow Sewage Treatment Plant augmentation and the Farmers Creek Flood Mitigation Project.

- Lodgement of the development application for the proposed Blackmans Flat Waste Management Facility.
- Continued rehabilitation of the former Gasworks site in Lithgow.

A copy of each Report has been provided to Councillors within their Business Paper Packages. In addition, both Reports will be placed on Council's website and a hard copy is available for viewing at Council's Administration Centre.

### **POLICY IMPLICATIONS**

There are no policy implications as a result of this report.

### **FINANCIAL IMPLICATIONS**

The Annual and State of the Environment Reports were produced internally and therefore funded from the 2006/07 Recurrent Budget for the Policy and Planning Division.

### **LEGAL IMPLICATIONS**

The Annual and State of the Environment Reports were prepared in accordance with the requirements of the Local Government Act 1993, Local Government (General) Regulation 2005, Freedom of Information Act 1989, Freedom of Information Regulation 2005, Privacy and Personal Information Protection Act 1998 and Environmental Planning and Assessment Act 1979.

### **ATTACHMENTS**

1. Copies of the Annual Report 2005/06 and State of the Environment Report 2005/06 are provided within Councillor Business Paper Packages.

### **RECOMMENDATION**

**THAT** the information be received.

**ITEM:15            COMM - 04/12/06 - COUNCIL INVESTMENTS OCTOBER 2006**

**REPORT FROM - INTERNAL SERVICES MANAGER - C FARNSWORTH**

**REFERENCE**

Min 06-237: Finance and Services Committee 7 August 2006 (investments for July 2006)  
 Min 06-330: Finance and Services Committee 3 October 2006 (investments for August 2006)  
 Min 06-379 Finance and Services Committee 6 November 2006 (investments for September 2006)

**SUMMARY**

To advise Council of 2006/07 investments held for the period ending 31 October 2006.

**COMMENTARY**

The amount invested as at 31 October 2006 when compared to 30 September 2006 has decreased by \$955,465.38. The second rate instalment of the 2006/07 rate levy is due for payment on 30 November 2006 as well as the second payment of the Financial Assistance Grant. During the month of October Council relies heavily on investments to fund ongoing operations.

INVESTMENT REGISTER 2006/07								
INSTITUTION	INV TYPE	DATE LODGED	DATE DUE	DAYS	INT	VALUE 31.10.06	VALUE 30.09.06	% OF TOTAL
ANZ	TD	27.10.06	27.11.06	31	6.22	548,195.80	545,461.02	4.94%
CBA	SHIELD	04.12.04	04.12.06	730	6.75	600,000.00	600,000.00	5.40%
	On Call				5.95	1,195,536.25	1,787,090.07	10.76%
	Ethical	20.06.06	20.06.11	1825	7.12	500,000.00	500,000.00	4.50%
CITIBANK	TD	19.09.06	19.12.06	90	6.29	507,649.86	507,649.86	4.57%
	TD	27.08.06	30.10.06	63	6.22	500,000.00	500,000.00	4.50%
LG FINANCIAL	TD	14.08.06	14.11.06	92	6.27	1,166,282.69	1,166,282.69	10.50%
	TD	29.08.06	06.12.06	93	6.30	772,445.52	772,445.52	6.96%
	TD	01.08.06	29.11.06	90	6.32	500,000.00	500,000.00	4.50%
IMBS	On Call				5.75	5,013.49	4,964.74	0.05%
	TD	11.09.06	10.11.06	60	6.22	535,389.41	535,389.41	4.82%
	TD	04.09.06	03.11.06	60	6.22	1,015,008.77	1,015,008.77	9.14%
	TD	28.06.06	29.06.07	364	6.41	450,000.00	450,000.00	4.05%
	TD	21.08.06	21.11.06	90	6.28	250,000.00	250,000.00	2.25%
ALLIANCE	Managed	01.04.02	28.02.07	365		1,000,000.00	1,000,000.00	9.00%
ST GEORGE	TD	17.08.06	07.01.07	153	6.01	250,000.00	250,000.00	2.25%
	TD	09.10.06	12.12.06	62	6.16	510,397.33	505,137.53	4.60%
	TD	17.08.06	17.11.06	92	6.19	800,000.00	800,000.00	7.20%
	TD	25.08.06	24.10.06	60	6.13	0	371,954.89	0.00%
			<b>TOTAL</b>			<b>11,105,919.12</b>	<b>12,061,384.50</b>	<b>100.00%</b>

I, Carol G Farnsworth, Lithgow City Council Internal Services Manager (Responsible Accounting Officer) certify as required under Local Government (General) Regulations 2005, that Council's investments have been made in accordance with the Local Government Act 1993, Regulations and Lithgow City Council's Investment Policy.

**POLICY IMPLICATIONS**

All Council's investments are held in accordance with Lithgow City Council's Investment Policy.

### **FINANCIAL IMPLICATIONS**

Investment income to date, 31 October 2006 totals \$162,145.52. Interest is paid on the maturity date of the investment and managed funds report earnings quarterly.

### **Legal Implications**

Investments are held in accordance with the Lithgow City Council's Investment Policy which accords with the requirements of the:

- Local Government Act 1993 - Section 625
- Local Government Act 1993 - Order (of Minister) dated 17 March 2000
- Local Government (General) Regulation 2005
- Trustee Amendment (Discretionary Investments) Act 1997- Section 14A(2), 14c(1) & (2)

### **RECOMMENDATION**

**THAT** Council's 2006/07 investments for the period ending 31 October 2006 be received.



**ITEM:16            COMM - 04/12/06 - UNMET CONTRIBUTION FROM ROTARY LITHGOW TOWARDS THE PURCHASE OF A PIANO FOR THE UNION THEATRE**

**REPORT FROM: INTERNAL SERVICES MANAGER C FARNSWORTH**

**REFERENCE**

Min No 05-40: Ordinary Meeting of Council 24 January 2005

**SUMMARY**

To advise Council of an outstanding payment of \$15,225 on Invoice 154889 due from the Rotary Club of Lithgow for the purchase of a mini grand piano for the Union Theatre in January 2005.

**COMMENTARY**

On the 27 September 2004 Council was approached by the Rotary Club of Lithgow to support the purchase of a 'mini grand piano' for the Union Theatre. Options to purchase a piano were investigated and it was agreed the purchase would be completed with 50% of the funding to be contributed by the Rotary Club and 50% to be funded by Council from Sec 94 reserves.

The matter was the subject of a report to Council on the 24 January 2005 and it was resolved to purchase a 'Richard Strauss Model F-111' grand piano for \$55,000, \$27,000 to be reimbursed by the Rotary Club as their fundraising permitted. Council did not wish Rotary to enter into a repayment schedule or a formal agreement.

Rotary made their first payment to Council of \$12,000 in August 2005 and advised in their letter of the 23 August 2005:

“In response to your recent letter I write to update you on the fundraising being undertaken by Lithgow Rotary to meet its undertaking to finance half the cost of the Grand Piano purchase.

To date we have raised in the vicinity of \$12,000. All donations received have been publicly acknowledged through the Mercury.

It is the intention of the club to pay this amount, and any subsequent amounts raised to the Council when a suitable opportunity presents itself. However to date this has not occurred. We had also deemed it prudent to make payments to the Council of a consolidated amount, rather than in smaller amounts as received.

We are holding our Annual Art Show in the Union Theatre on October 14-16 2005 to which we will be inviting the Mayor or his representative to the opening night. This would seem to be an appropriate time to make an initial payment, as again this year the proceeds from the Art Show will be placed toward the Grand Piano account.”

Since the purchase of the piano, Council has issued regular statements, reminder notices and letters to recover the final balance due of \$15,225.00.

To date no further payments or part payments have been forthcoming and contact was made with the President of Rotary in August 2006. The President has advised fundraising efforts have been exhausted and no further instalments will be able to be made.

**POLICY IMPLICATIONS**

Council's policy for Debt Recovery applies if Council determines that the debt is unrecoverable.

### **FINANCIAL IMPLICATIONS**

Writing off Invoice 154889 for \$15,225 will reduce the ultimate outcome of the annual financial position by a substantial amount and illustrates the caution Council needs to take in entering into arrangements for financial assistance.

If resolved by Council to declare the debt unrecoverable, the amount will need to be an adjustment to the December Quarterly review of the 2006/07 Management Plan.

### **LEGAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil

### **RECOMMENDATION**

**THAT** Council write off Invoice No. 154899 for \$15,225 for the Rotary Club of Lithgow as unrecoverable and the transaction be shown in the December Review of the 2006/07 Management Plan.

**ITEM:17            COMM - 04/12/06 - FINALISATION OF 2005/06 GENERAL PURPOSE  
FINANCIAL REPORT AND AUDIT PRESENTATION**

**REPORT FROM: INTERNAL SERVICES MANAGER C FARNSWORTH**

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**REFERENCE**

Min 06 - 380: Policy and Strategy Committee Meeting 19 October 2006

**SUMMARY**

To advise Council of the finalisation of the 2005/06 General Purpose Financial Reports and acknowledge the presentation of the audit report from Alan Morse & Co representatives who will be present at the Committee meeting on 4 December 2006.

**COMMENTARY**

Council is in receipt of the 2005/06 General Purpose Financial Audit report to the 30 June 2006. A copy of the final document and audit report has been provided to all Councillors, relevant Government and banking authorities within the required timeframe and in compliance with the Local Government Act 1993.

Due notice has been provided in the local media and on Council's website that Auditors, Alan Morse & Co will present the Audited 2005/06 General Purpose Financial Reports, Special Purpose Reports and the Auditor's Report for the financial year ended June 30 2006 at Council's Policy and Strategy Committee Meeting on the 4 December 2006 at 6pm.

Advertising has been undertaken requesting all interested members of the public to attend the meeting and in accordance with Section 420 of the Local Government Act 1993, any person may make submissions in writing to Council with respect of the Audited 2005/06 Financial Reports or Auditor's reports prior to the 11 December 2006.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

The statements represent Council's end of year financial position.

**LEGAL IMPLICATIONS**

Nil

**ATTACHMENTS**

1. Tabled: Final 2005/06 General Purpose Financial Reports and audit report

**RECOMMENDATION**

**THAT** Council acknowledge the final 2005/06 General Purpose Financial Reports and thank Alan Morse & Co representatives for their presentation.

**ITEM:18 COMM - 04/12/06 - SEC 356 DONATIONS****REPORT FROM: INTERNAL SERVICES MANAGER - C FARNSWORTH****REFERENCE**

Minute 06-162: Finance and Services Committee 5 June 2006  
 Minute 06-183: Council Meeting 19 June 2006  
 Minute 06-229: Finance and Services Committee 7 August 2006  
 Minute 06-292: Finance and Services Committee 4 September 2006  
 Minute 06-332: Finance and Services Committee 3 October 2006  
 Minute 06-378: Finance and Services Committee 6 November 2006

**SUMMARY**

To advise Council of payments allocated in 2006/07 from Local Government Act Section 356 donations which have been approved by Council resolution or as previously approved through the process to adopt the Management Plan for 2006/07 and to further seek Council consideration for current requests.

**COMMENTARY**

Council allocated \$20,000 in the 2006/09 Management Plan for donations approved under Section 356 of the Local Government Act.

As at 18 October 2006 the following payments have been made:

DATE	ORGANISATION	ASSISTANCE	AMOUNT
<b>Management Plan Allocation 2006/07</b>			<b>\$20,000.00</b>
24.07.06	GLATSIC Naidoc Week	Cont :Min 06-162 05.06.06	500.00
04.08.06	Lithgow High School	Presentation Day : as per Policy	50.00
07.08.06	Bicentennial National Trail	Refund DA Fees: Min 06-229	261.95
04.09.06	Lithgow Country Women's Assoc	General Rate Component Min 06-292	417.21
04.09.06	Wallerawang Country Women's Assoc	General Rate Component Min 06-292	408.69
04.09.06	Portland Dist Motor Sports	Sponsorship (Following Advertising) Min 06-292	60.00
04.09.06	Lithgow & District Poultry Club	Sponsorship Min 06-292	300.00
04.09.06	Lithgow Golf	Sponsorship (Following Advertising) Min 06-292	1,000.00
04.09.06	Crystal Theatre Com Cinema	Sponsorship (Following Advertising) Min 06-292	500.00
04.09.06	Lithgow Greyhound Club	Sponsorship (Following Advertising) Min 06-292	4,350.00
03.10.06	Mitchell Conservatorium Inc	Scholarships for local students Min 06-332	275.00
03.10.06	Pied Piper Preschool	Assistance with equipment purchase Min 06-332	50.00
06.11.06	Blinky Bill Child Care	Assistance with Fundraising Min 06-378	50.00
06.11.06	Portland Golf Club	Sponsorship Min 06-378	750.00
06.11.06	Portland Central School	Annual Presentation Min 06-378	50.00
06.11.06	Ironfest	Assistance with rental 2005/06 Min 06-378	2,840.00
<b>Total: Sec 356 Donations to 11 September 2006</b>			<b>\$11,862.85</b>

2006/07 Allocation Remaining	<u>\$8,137.15</u>
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Council is in receipt of the following requests for assistance and determination is required:

**1. Lithgow High School – Request not disclosed – no donation recommended.**

The request is for financial assistance for a cultural exchange program to United States in January 2007.

Council's Policy for donations to schools indicates a \$50 per annum limit for end of year/prize night allocations, hence no donation is recommended. \$50 was provided to Lithgow High School in August 2006.

**2. Cullen Bullen Progress Association – Request assistance with rates \$313.21 – recommendation \$313.21**

Recommended donation of \$313.21 which is the equivalent of the General component of the rate levy. This is in line with previous rating donations to community organisations such as the CWA. Services charges, such as garbage, are still met by the organisation.

**3. Lithgow Small Arms Rifle Club – Request not disclosed - \$50.00 recommended**

Assistance with Annual Open Championship Prize meeting on 3 December 2006. Recommended donation of \$50.00.

**4. Lithgow Workmen's Valley Women's Bowling Club – Request for assistance of \$500.00 – Recommendation \$50**

Assistance with 'Versatility Sixes' event with nominations from Bathurst to the upper Blue Mountains.

Recommended donation of \$50.00.

**5. Rydal A H & P Society – Request not disclosed – Total of \$300 recommended (as provided in past years) with the amount being made up of a combination of in-kind and cash components.**

Assistance with Rydal Show for 2007 as sponsorship of 'Heavy Horse' section and request for in kind assistance with garbage collection.

Recommended donation to a total of \$300.00 of in-kind and cash components. Assessment of the costs associated with the additional garbage services would be determined and the balance paid in cash to the Society.

**6. Christmas and Beyond – Request not disclosed - \$100.00 recommended (assistance provided in past years)**

Assistance with Xmas 2006 for the disadvantaged in the community for 2007

Recommended donation of \$100.00 following required advertising in accordance with Policy guidelines.

As resolved at the Finance and Services Committee meeting of 6 November 2006, advertising has commenced for all schools wishing to apply for financial assistance to assist in end of year presentation ceremonies. In addition to those listed in the table above, applications have been received as follows to date:

- 7) Cullen Bullen Public School - \$50 recommended
- 8) Zig Zag Public School - \$50 recommended
- 9) Coerwull Public School - \$50 recommended
- 10) Lithgow Public School - \$50 recommended

### POLICY IMPLICATIONS

Payment in accordance with Donations Policy are recommended.

### FINANCIAL IMPLICATIONS

Donations of \$11,862.85 have been made from \$20,000 allocated in the 2006/07 Management Plan. \$8,137.15 remains unallocated.

### LEGAL IMPLICATIONS

Nil

### RECOMMENDATION

#### THAT:

1. Council note donations of \$11,862.85 made under Section 356 arising from previous resolutions or as included in the Council's Management Plan and those assessed in accordance with Council's Donations Policy;
2. Following appropriate advertising for donations to the following organisations, where necessary, Council grant funds from the budgeted Sec 356 allocation as follows:

ITEM	ORGANISATION	AMOUNT
1)	LHS Cultural Exchange	\$0
2)	Cullen Bullen Progress Assoc	\$313.21
3)	Lithgow Smalls Arms Rifle Club	\$50.00
4)	Lithgow Workmen's Valley Women's Bowling Club	\$50.00
5)	Rydal A H & P Society	\$300.00
6)	Xmas & Beyond	\$100.00
7)	Cullen Bullen Public School	\$50.00
8)	Zig Zag Public School	\$50.00
9)	Coerwull Public School	\$50.00
10)	Lithgow Public School	\$50.00
	<b>TOTAL</b>	<b>\$1,013.21</b>

**ITEM:19            COMM - 04/12/06 - CERTIFICATE OF RECONCILIATION OF RATES  
 LEVIED FOR THE YEAR ENDED 30 JUNE 2007**

**REPORT FROM :        RATES OFFICER - C WATSON**

**REFERENCE**

Nil

**SUMMARY**

To seek Council's approval to adopt the Certificate of Rates levied to 30 June 2007.

**COMMENTARY**

In accordance with the provisions of Section 546 of the Local Government Act 1993, I hereby certify that the entries in the Rate Book for the year ended 30 June 2007, have been duly completed and the rates levied as shown hereunder have been brought to account. The valuation figures upon which the rates have been levied have been checked with the valuations shown in the Valuation List.

I further certify that the valuations appearing under the rating categories in the Annual Return showing the calculation of the notional revenue and notional yield are correct and that the list of non-ratable properties referred to below, has been examined by me and that such properties are exempted by the Council, under the provisions of the Act.

Particulars of the total amount of the levy, the arrears in respect of each rate, and the valuations used to calculate Notional Rate income, upon which the rates were levied, are as follows:

Valuations are as at 1 July 2006, determined by the Council from the total of the general valuation list and adjustments included in supplementary valuation lists received up to 30 June 2006 (List SVL 13/2005/2006)

<b>TOTAL LAND VALUE 2006/2007 RATE LEVY</b>			<b>\$935,974,510</b>
<b>Total Land Value (SVL 13/2005/2006)</b>			<b>\$935,974,510</b>
Less:	Non Rateable	\$31,451,540	
	Heritage	\$347,300	
	Sec 14L(1)(A) (Land Improvement Allowance)	\$60,000	
	Sec 14L(1)(B) (Drainage Allowance)	\$3,066,000	
	Sec 14T (Subdivision Allowance)	\$1,420,800	
	Hospitals/Police/Admin Srv	\$1,372,700	
	Split Valuations	<u>\$923,900</u>	<u><b>\$38,642,240</b></u>
			<u><b>\$897,332,270</b></u>

NB: The dollar totals for the calculations are for the period 1 July 2006 to 30 June 2007 and include loss or gain by fraction.

GENERAL FUND					
<b>Residential – Lithgow</b>					
4 7 7 5	Assessments on LV	\$228,67 6,660		0.901c in \$	\$2,060,38 0.74
<b>Residential - Wallerawang</b>					
7 9 9	Assessments on LV	\$25,277, 179		0.901c in \$	\$227,746. 84
<b>Residential – Portland</b>					
9 1 1	Assessments on LV	\$13,912, 723		0.901c in \$	\$125,352. 53
<b>Residential – Strathlone</b>					
1 2 2	Assessments on LV	\$9,160,7 00		0.901c in \$	\$82,537.7 7
<b>Residential - Marrangaroo</b>					
8 7	Assessments on LV	\$9,790,4 00		0.901c in \$	\$88,211.5 1
<b>Residential – Littleton/Strathlone</b>					
2 1 6	Assessments on LV	\$16,430, 650		0.901c in \$	\$148,040. 22
<b>Residential – Lidsdale</b>					
1 2 5	Assessments on LV	\$7,307,9 00		0.901c in \$	\$65,844.1 6
<b>Farmland</b>					
1 3 4	Assessments on LV	\$250,34 8,670		0.33805c in \$	\$846,304. 37
<b>Farmland – Intense Use</b>					



## AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

1 1 7	Assessments on LV	\$45,544, 600		0.33805c in \$	\$153,963. 59
<b><u>Business - Lithgow</u></b>					
3 0 0	Assessments on LV	\$34,898, 100		2.8005c in \$	\$977,321. 58
<b><u>Business – Wallerawang</u></b>					
3 8	Assessments on LV	\$2,587,5 01		2.8005c in \$	\$72,462.9 7
<b><u>Business – Portland</u></b>					
4 0	Assessments on LV	\$841,34 7		2.8005c in \$	\$23,561.9 2
<b><u>Business - General</u></b>					
1 0 8	Assessments on LV	\$19,096, 707		0.520764c in \$	\$99,448.7 7
<b><u>Business – Lidsdale</u></b>					
3	Assessments on LV	\$201,30 0		2.8005c in \$	\$5,637.40
<b><u>Residential - General</u></b>					
2 , 0 2 9	Assessments on LV	\$218,62 7,823		0.3599c in \$	\$786,842. 48
<b><u>Mining</u></b>					
1 3	Assessments on LV	\$14,630, 010		4.683c in \$	\$685,123. 37
<b><u>Base Rate – Residential</u></b>					
6 , 9 6 6	Assessments			\$205	\$1,428,03 0.00
<b><u>Base Rate – Residential General</u></b>					
2 ,	Assessments			\$135	\$273,240. 00

AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

0 2 4					
<b><u>Base Rate – Business</u></b>					
3 0 9	Assessments			\$300	\$92,700.00
<b><u>Base Rate – Business General</u></b>					
1 0 3	Assessments			\$195	\$20,085.00
<b><u>Base Rate – Farmland</u></b>					
1 , 0 3 1	Assessments			\$275	\$283,525.00
<b><u>Base Rate – Mining</u></b>					
1 3	Assessments			\$8,025	\$104,325.00
<b><u>Base Rate – Farmland Intense Use</u></b>					
1 1 7	Assessments			\$275	\$32,175.00
<b><u>Base Rate – Residential (Part)</u></b>					
P t 6 9	Assessments			\$205	\$5,278.75
<b><u>Base Rate – Residential General (Part)</u></b>					
P t 5	Assessments			\$135	\$279.45
<b><u>Base Rate – Business (Part)</u></b>					
P t 6 9	Assessments			\$300	\$12,975.00

AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

<b>Base Rate – Business General (Part)</b>						
P t 8	Assessments			\$195		\$961.35
<b>Base Rate – Farmland (Part)</b>						
P t 3	Assessments			\$275		\$275.00
1 0 ,						
7 1 7						
- 7 7						
<b>1 0 . 6 4 0</b>		<b><u>\$897.33</u> <u>2,270</u></b>				<b><u>\$8,702.62</u> <u>9.77</u></b>
<b>STORMWATER</b>						
1 ,	Stormwater Business Standard			\$25		\$46,850.00
8 7 4						
5 ,	Stormwater Residential Standard			\$25		\$145,050.00
8 0 2						
6 7	Stormwater Residential Strata			\$12.50		\$837.50
7 ,						\$192,737.50
7 4 3						
<b>PARKING FUND</b>						

AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

1 4 0	Assessments on LV	\$8,405,390		.818c in \$	\$68,756.12
<b>SEWERAGE FUND</b>					
<b>(Section 501)</b>					
<b><u>Domestic</u></b>					
6, 85 9	Residential Access			\$270.00	\$1,851,930.00
6, 85 9	Residential Usage			\$113.50	\$778,496.50
<b>Business</b>					
351 .25	Business Access 20mm			\$510.00	\$179,137.50
58. 7	Business Access 50mm			\$680.00	\$39,916.00
21. 4	Business Access 100mm			\$772.50	\$16,531.60
.6	Business Access 200mm			\$1,545.00	\$927.00
14, 149 .95					\$2,866,938.60
<b>WATER FUND</b>					
<b>(Section 501)</b>					
<b><u>Domestic</u></b>					
7 , 4 1 3	Residential Access			\$206.00	\$1,527,078.00
<b>Business</b>					
4 1 0	Business Access 20mm			\$510.00	\$209,100.00
7 9	Business Access 50mm			\$680.00	\$53,720.00

## AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

2 7	Business 100mm	Access			\$772.50		\$20,857.5 0
1	Business 200mm	Access			\$1,545.00		\$1,545.00
7 , 9 3 0							\$1,812,30 0.50

Particulars of the total amount of rates levied and of the arrears in respect of each rate are as follows:-

	Arrears as at 30 June 2006	Levy 2006/2007 as per Rate Book
General Fund	\$285,885.97	\$8,895,367.27
Parking Fund	\$5,828.41	\$68,756.12
Sewerage Fund	\$218,048.87	\$2,866,938.60
Water Fund	\$148,828.59	\$1,812,300.50
	<b>\$658,591.84</b>	<b>\$13,643,362.49</b>

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**LEGAL IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**RECOMMENDATION**

**THAT** the Certificate of Reconciliation of Rates levied to 30 June 2007 be received and adopted as reported

**ITEM:20            COMM - 04/12/06 - CERTIFICATE OF RECONCILIATION OF RATES  
 LEVIED FOR THE YEAR ENDED 30 JUNE 2006**

**REPORT FROM : RATES OFFICER C WATSON**

**REFERENCE**

Nil

**SUMMARY**

To seek Council's approval to adopt the Certificate of Rates levied to 30 June 2006.

**COMMENTARY**

In accordance with the provisions of Section 546 of the Local Government Act 1993, I hereby certify that the entries in the Rate Book for the year ended 30 June 2006, have been duly completed and the rates levied as shown hereunder have been brought to account. The valuation figures upon which the rates have been levied have been checked with the valuations shown in the Valuation List.

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Particulars of the total amount of the levy, the arrears in respect of each rate, and the valuations used to calculate Notional Rate income, upon which the rates were levied, are as follows:

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<b>TOTAL LAND VALUE 2005/2006 RATE LEVY</b>			<b>\$935,974,510</b>
<b>Total Land Value (SVL 13/2005/2006)</b>			<b>\$935,974,510</b>
Less:	Non Rateable	\$31,248,540	
	Heritage	\$347,300	
	Sec 14L(1)(A) (Land Improvement Allowance)	\$60,000	
	Sec 14L(1)(B) (Drainage Allowance)	\$3,828,000	
	Sec 14T (Subdivision Allowance)	\$1,786,850	
	Hospitals/Police/Admin Srv	\$1,372,700	
	Not Applicable 2005/2006	<u>\$2,090,920</u>	<b><u>\$40,734,310</u></b>
			<b><u>\$895,240,200</u></b>

NB: The dollar totals for the calculations are for the period 1 July 2005 to 30 June 2006 and include loss or gain by fraction.

## AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

GENERAL FUND					
<b>Residential – Lithgow</b>					
4	Assessments on LV	\$228,86		0.7745c in	\$1,772,55
7		4,449		\$	7.67
7					
1					
<b>Residential - Wallerawang</b>					
7	Assessments on LV	\$23,881,		0.7745c in	\$184,958.
3		179		\$	99
5					
<b>Residential – Portland</b>					
9	Assessments on LV	\$13,932,		0.7745c in	\$107,904.
0		403		\$	95
9					
<b>Residential – Strathlone</b>					
1	Assessments on LV	\$9,160,7		0.7745c in	\$70,949.3
2		00		\$	6
2					
<b>Residential - Marrangaroo</b>					
8	Assessments on LV	\$9,790,4		0.7745c in	\$75,826.8
7		00		\$	8
<b>Residential – Littleton/Strathlone</b>					
2	Assessments on LV	\$15,928,		0.7745c in	\$123,367.
1		600		\$	36
4					
<b>Residential – Lidsdale</b>					
1	Assessments on LV	\$7,296,4		0.7745c in	\$56,510.5
2		00		\$	8
6					
<b>Farmland</b>					
1	Assessments on LV	\$251,19		0.29966c	\$752,730.
0		4,570		in \$	07
3					
8					
<b>Farmland – Intense Use</b>					
1	Assessments on LV	\$45,743,		0.29966c	\$137,073.
1					

## AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

8		000		in \$	50
<b><u>Business - Lithgow</u></b>					
1 6 4	Assessments on LV	\$27,746, 390		2.53045c in \$	\$702,108. 62
<b><u>Business – Lithgow</u></b>					
1 3 5	Assessments on LV	\$7,147,4 71		2.53045c in \$	\$180,863. 16
<b><u>Business – Wallerawang</u></b>					
3 8	Assessments on LV	\$2,587,5 01		2.53045c in \$	\$65,475.4 2
<b><u>Business – Portland</u></b>					
3 9	Assessments on LV	\$803,14 7		2.53045c in \$	\$20,323.2 4
<b><u>Business - General</u></b>					
1 0 8	Assessments on LV	\$18,972, 307		0.4709c in \$	\$89,340.6 2
<b><u>Business – Lidsdale</u></b>					
3	Assessments on LV	\$201,30 0		2.53045c in \$	\$5,093.80
<b><u>Residential - Village</u></b>					
5 8	Assessments on LV	\$207,60 0		0.325108c in \$	\$674.76
<b><u>Residential - Village</u></b>					
2 9 5	Assessments on LV	\$7,059,8 50		0.325108c in \$	\$22,952.1 8
<b><u>Residential - General</u></b>					
1 6 6 0	Assessments on LV	\$210,19 7,923		0.325108c in \$	\$683,370. 75
<b><u>Mining</u></b>					



AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

1 3	Assessments on LV	\$14,525, 010		4.253313c in \$	\$617,794. 15
<b><u>Base Rate – Residential “A” 1</u></b>					
6 8 9 5	Assessments			\$205	\$1,413,47 5.00
<b><u>Base Rate – Residential “A” 2</u></b>					
3 5 3	Assessments			\$135	\$47,655.0 0
<b><u>Base Rate – Residential “A” 3</u></b>					
1 6 5 5	Assessments			\$135	\$223,425. 00
<b><u>Base Rate – Business “A” 4</u></b>					
3 0 7	Assessments			\$300	\$92,100.0 0
<b><u>Base Rate – Business “A” 5</u></b>					
1 0 3	Assessments			\$195	\$20,085.0 0
<b><u>Base Rate – Farmland “A” 6</u></b>					
1 0 3 5	Assessments			\$275	\$284,625. 00
<b><u>Base Rate – Mining “A” 7</u></b>					
1 3	Assessments			\$8,025	\$104,325. 00
<b><u>Base Rate – Farmland “A” 8</u></b>					
Intense Use					
1 1 8	Assessments			\$275	\$32,450.0 0

AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

<b><u>Base Rate – Residential “A” 1 Part</u></b>					
P t 6 9	Assessments			\$205	\$5,252.10
<b><u>Base Rate – Residential “A” 3 Part</u></b>					
P t 5	Assessments			\$135	\$279.45
<b><u>Base Rate – Business “A” 4 Part</u></b>					
P t 6 9	Assessments			\$300	\$13,014.0 0
<b><u>Base Rate – Business “A” 5 Part</u></b>					
P t 8	Assessments			\$195	\$961.35
<b><u>Base Rate – Farmland “A” 6 Part</u></b>					
P t 3	Assessments			\$275	\$275.00
1 0, 6 3 3					
- 7 7					
1 0, 5 5 6	<b>TOTAL</b>	<b><u>\$895.24</u></b> <b><u>0.200</u></b>			<b><u>\$7,907.79</u></b> <b><u>7.96</u></b>
<b>PARKING FUND</b>					
1 3 9	Assessments on LV	<b><u>\$8,400.2</u></b> <b><u>90</u></b>		0.818c in \$	<b><u>\$68,714.4</u></b> <b><u>0</u></b>
<b>SEWERAGE FUND</b>					

AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

<b>(Section 501)</b>						
<b><u>Domestic</u></b>						
6	Residential Access			\$270.00		\$1,832,49
7						0.00
8						
7						
6	Residential Usage			\$110.00		\$746,570.
7						00
8						
7						
<b><u>Business</u></b>						
3	Business Access 20mm			\$450.00		\$155,925.
4						00
6.						
5						
5	Business Access 50mm			\$600.00		\$34,080.0
6.						0
8						
2	Business Access			\$750.00		\$16,050.0
1.	100mm					0
4						
.6	Business Access			\$1,500.00		\$900.00
	200mm					
<b><u>13.</u></b>						<b><u>\$2,786.01</u></b>
<b><u>9.</u></b>						<b><u>5.00</u></b>
<b>WATER FUND</b>						
<b>(Section 501)</b>						
<b><u>Domestic</u></b>						
7	Residential Access			\$200		\$1,444,20
2						0.00
2						
1						
<b><u>Fish River Water Supply</u></b>						
1	Residential Access			\$200		\$24,000.0
2						0
0						
<b><u>Business</u></b>						
4	Business Access 20mm			\$450.00		\$184,050.
0						00

## AGENDA – FINANCE AND SERVICES MEETING OF COUNCIL

9					
7 9	Business Access 50mm			\$600.00	\$47,400.00
2 7	Business Access 100mm			\$750.00	\$20,250.00
1	Business Access 200mm			\$1,500.00	\$1,500.00
<u>7</u> <u>8</u> <u>5</u> <u>7</u>					<u>\$1,721,400.00</u>

Particulars of the total amount of rates levied and of the arrears in respect of each rate are as follows:-

FUND	Arrears as at 30 June 2005	Levy 2005/2006 as per Rate Book
General	\$359,898.91	\$7,907,797.96
Parking	\$7,422.83	\$68,714.40
Sewerage	\$189,378.37	\$2,786,015.00
Water	\$169,325.97	\$1,721,400.00
	<u>\$726,026.08</u>	<u>\$12,483,927.36</u>

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**LEGAL IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**RECOMMENDATION**

**THAT** the Certificate of Reconciliation of Rates levied to 30 June 2006 be received and adopted as reported.

**ITEM:21            COMM - 04/12/06 - ESKBANK HOUSE AND MUSEUM SCHOOL  
HOLIDAY PROGRAMME FEE**

**REPORT FROM: COMMUNITY AND CULTURE MANAGER P. HALL**

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**REFERENCE**

Min. No. 06-336 Finance and Services Committee Meeting – 03 October 2006

**SUMMARY**

Council at the Finance and Services meeting of 3 October 2006 adopted a \$15.00 fee (GST inclusive) for inclusion in the 2006/07 Annual Management Plan.

**COMMENTARY**

The fee was advertised in Council's column for a twenty eight day period. There were no submissions from the community.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Workshops will be held with the fee assisting in promotion of the programme within the region, acquiring equipment and materials as well as covering facilitator costs.

**LEGAL IMPLICATIONS**

Nil

**CONCLUSION**

The fee may now be added to the fees and charges to enable it to be used for school holiday activities at Eskbank House.

**ATTACHMENTS**

Nil

**RECOMMENDATION**

**THAT** the fee be included in the fees and charges for 2006/7.

**ITEM:22          COMM - 04/12/06 - CONFIDENTIAL - LEGAL MATTER - BUILDING ENTITLEMENT**

**REPORT BY: GROUP MANAGER COMMUNITY AND COPORATE - K WOOLLEY**

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**Reason for Confidentiality**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(e) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (e) information that would, if disclosed, prejudice the maintenance of law

**REFERENCE**

NIL

**SUMMARY**

Council is provided with commentary on a potential legal matter which relates to an application for a building entitlement and also is advised of the recommended action to resolve the matter which is currently being investigated.

**RECOMMENDATION**

**THAT** Council consider this report in the closed Council pursuant to the provision of Sec 10(A) (2) (E) of the Local Government Act 1993.

## COMMITTEE MEETINGS

### ITEM:14 MINUTES - THE LITHGOW TOURISM ADVISORY COMMITTEE MEETING HELD ON 13 NOVEMBER 2006

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#### REFERENCE

NIL

#### SUMMARY

This report outlines the Minutes of the Lithgow Tourism Advisory Committee Meeting held on 13 November 2006.

#### COMMENTARY

At the Lithgow Tourism Advisory Committee meeting held on 13 November 2006, there were various items discussed by the Committee and it is considered that all these items be adopted by Council as per the Committee's recommendations.

#### POLICY IMPLICATIONS

nil

#### FINANCIAL IMPLICATIONS

nil

#### LEGAL IMPLICATIONS

nil

#### ATTACHMENTS

1. The Lithgow Tourism Advisory Committee Meeting Minutes - Held on 13 November 2006

#### RECOMMENDATION

**THAT** the Council adopt the recommendations of the Lithgow Tourism Advisory Committee for the meeting held on 13 November 2006.

## QUESTIONS WITHOUT NOTICE

Nil.



## ATTACHMENTS

### ITEM:14 MINUTES - THE LITHGOW TOURISM ADVISORY COMMITTEE MEETING HELD ON 13 NOVEMBER 2006

#### MINUTES

**Present:** Cr M Collins, Mrs K Fryer, Ms J Rayner, Ms D McGrath, Mr & Mrs B Upton, Mr B Hustwaite, Mr G Johnston, Mr M Wells, Mr C Flynn

**Apologies:** Mr M Pascoe, Mr D Whitty

**Declaration of Interests:** NIL

### ITEM: 1 CONFIRMATION OF MINUTES

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#### SUMMARY

Confirmation of the minutes

#### COMMENTRY

Minutes of the meeting of the 11<sup>th</sup> September 2006 be taken as read and confirmed.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Nil

**(c) Legal Implications**

Nil

## ATTACHMENTS

Attachment 1 – minutes of the previous meeting of the Tourism Board held of the 11<sup>th</sup> September 2006

#### RECOMMENDATION

**THAT** the Minutes of the meeting of the 11<sup>th</sup> September 2006 be taken as read and confirmed.

**MOVED:** Mr M Wells      **SECONDED:** Mr B Hustwaite

### ITEM: 2 TOURISM MANAGER'S REPORT

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#### SUMMARY

Report on items from the Tourism Manager

**COMMENTRY****Lithgow Visitor Information Centre Membership Report 2006/07**

Membership for the Lithgow Visitor Information Centre is currently 52 for 2006/07. The following operators are current members:

<b>2005-06 Membership</b>
<b>Trading Name</b>
52 on Mort
A Settler's Waldorf
Archvale Trout Farm
Blue Mountains SpaRadise
Blue Mountains Wonderland
Blue Sky Chinese Restaurant
Capertee Valley/Glen Davis Accommodation
Captured Craft
Casey's Vineyard
Chapel House
Clonturkle Sanctaury
Club Lithgow
Collitt's Inn
Colonial Motor Inn
Dargan Springs Retreat
De Beaurepaire Wines
Duckmaloi Farm
Eagleview Escape
Eskbank House Museum
Getabout 4WD Adventures
Glenroy Cottages
Goolooinboin Station - Grove + Quill Lake
Hampton Half Way Hotel Motel
Hartley on the Hill
Hartley Valley Teahouse
Hopfner Arts Centre
Hotel Royal - Wallerawang
Ironfest
Jannei Goat Dairy
Jenolan Caves
Jones Bros Bus Company
Lansallos Bed & Breakfast
Lithgow & District Workmen's Club
Lithgow Golf Club
Lithgow Heritage Tours
Lithgow Parkside Motor Inn
Lithgow Small Arms Factory Museum
Lithgow Tourist & Van Park

<b>2005-06 Membership</b>
<b>Trading Name</b>
Lithgow Valley Motel
Littleton at Napoleon Reef
Madjestic Mini Bus Hire
Magpie Hollow Bed & Breakfast
Majic Views Bed & Breakfast
McDonalds - Lithgow
Mead' s Farm Cottages
Misty Mountains 4WD Tours & Tag a Longs
Mouse in the House Emporium
Mt Haven Bed & Breakfast
Mt Piper Power Station
Mt Tomah Botanic Gardens
National Parks & Wildlife Service
Newnes Hotel
Newnes Kiosk
NPWS - Hartley
O'Connell Hotel
Peak Alpacas
Plan 2 B Books & Fine Art
Riverlands Fly & Sport fishing
Rydal Mount Conference Centre
Secret Creek Café & Restaurant
Secret Valley Escapes
SIAS Apartments
Springvale Retreat
State Mine Heritage Park & Railway
Sunny Corner Trail Tours
Talisman Gallery & Wood Fired Pizza Café
Tarana Hotel
The Comet Inn
The Cordial Factory
The Cubby House
The Fottage
The Liberty Apartments
The Makers Gallery
The Old Church Tarana Valley
The Peak at Mt Kanimbla
The Victorian Terrace Cottage
Turon Gates
Turon Technology Museum
Warrigal Cottages & Shearing Shed
Winooka Park Vineyard
Wolgan Wilderness Cabin & Camping

2005-06 Membership
Trading Name
Woolshed Cabins
Zig Zag Motel
Zig Zag Railway Co Op Ltd

Membership Prospectus for 2006/07 have been forwarded to operators and a membership drive is currently being co-ordinated by the Visitor Information Centre.

### Visitation Statistics

Visitation statistics for the 2005/06 period for door statistics at the Lithgow Visitor Information Centre are as follows:

Month	2004/05	2005/06	2006/07
Jul	2995	3181	3617
Aug	2741	2846	3138
Sept	2085	2948	4186
Oct	3854	4132	4774
Nov	3258	3701	0
Dec	3755	3557	0
Jan	4241	4310	0
Feb	3254	4310	0
Mar	3795	3952	0
Apr	4661	5365	0
May	3136	2994	0
June	3059	2956	0
<b>Total Visitation</b>	<b>40834</b>	<b>44252</b>	<b>15715</b>

Total commissionable bookings at the Lithgow Visitor Information Centre from July 2005 to April 2006 are as follows:

Month	Total Price for Accommodation	Total Commission	No. of Visitor Nights	Employee attaining most Bookings	Total no. of bookings for the month	VIC Total monthly visitation - Door	Booking % to Visitation
Jul-06	\$ 2,467.00	\$ 246.69	23	Simon	19	3617	5.25%
Aug-06	\$ 1,506.00	\$ 150.09	13	Jodie	10	3138	3.19%
Sep-06	\$ 3,639.00	\$ 363.17	29	Jodie	25	4186	5.97%
Oct-06	\$ 9,875.00	\$ 994.99	75	Kellie	44	4774	9.22%
<b>TOTAL</b>	<b>\$ 17,487.00</b>	<b>\$ 1,754.94</b>	<b>140</b>		<b>98</b>	<b>15715</b>	

The month of October 2006 has seen a significant increase in accommodation bookings at the Lithgow Visitor Information Centre, with the average conversion rate of visitors to the Centre being 9%. The staff at the Centre have been congratulated on their efforts.

### **Ironfest**

Ironfest has secured grant funding from Tourism NSW as part of the Regional Flagship Funding for the 2007 event.

The Flagship Program supports events in regional New South Wales with tourism potential that can act as 'flagships' for the region – building its image and boosting visitation from outside the region. Since 1996, 152 events have been funded under the Program to a total value of more than \$3.1 million.

The Regional Flagship Events Program seeks to identify and assist those events that support and contribute to the unique identity of the tourism regions of the State, and that demonstrate the potential to act as 'flagships' for those regions.

The grant for Ironfest is \$10,000 to be allocated towards event marketing.

### **Lithgow City Council Corporate Re-brand**

Lithgow City Council has recently placed on exhibition branding information for the Council. Information on the brand is currently on exhibition for public feedback. Information on the brand is below with the full information available at [http://www.council.lithgow.com/gen\\_newlogo.html](http://www.council.lithgow.com/gen_newlogo.html)

Lithgow City Council is currently undergoing a restructure within the organisation. In the modernisation of the Council an overhaul of the corporate identity and branding will endeavour to:

- Act as a catalyst for organisational change
- Increase Council's profile with key stakeholders
- Establish protocols and standards for all communication from Council
- Create a new corporate identity
- Create a sense of civic pride through out the communication of key core values, personality and promises

### **Lithgow City Council Current Logo**

The Lithgow City Council current logo features:

- Brush Tailed Rock Wallaby
- Pagoda Rock formations
- Native endemic flora – Macrocarpum Leptosperm
- Rail cog – the wheel of industry
- Mountain backdrop
- Sandstone viaducts



The current logo is representational of numerous components from the Lithgow area and history, however it is complicated in its presentation and presents a dated image of the region. The logo is also utilised inconsistently throughout Council departments.

The current logo is also limiting with print processes as it is unable to be converted to a vector image for large print needs, is unsuitable for two-tone printing and on dark backgrounds and is also incongruous for embroidery.

**Logo concept**

Key brand values for Lithgow have been identified as part of the Strategic Plan, currently being undertaken. These key values include:

- Community
- Diversity of the surrounding environment
- Heritage
- Recreation

With this in mind, a logo incorporating these values has been developed to encompass these values as a representational image. The logo is as follows:



The above logo represents geological layers of Lithgow:

- Green = trees
- Gold = sandstone plateau
- Blue = lakes & streams
- Black = coal seam

The simplistic design will ensure ease of use whilst endeavouring to modernise Council's communication. The flexibility of the design ensures compatibility with a wide variety of printing processes and can be flexibly utilised in all communication.

**Furnace, Fire Forge Book and Drive Launch**

A book launch for *Furnace, Fire & Forge*, on the history of industry in the Lithgow region, was held recently at the Union Theatre. The launch was well attended. The launch also released the thematic driving route brochure for the Furnace, Fire & Forge driving trail. A brochure of the route is available from the VIC.

**TAFE Groups visiting the VIC**

Several TAFE groups have been visiting the Lithgow VIC as part of the training for the Outdoor Adventure Studies. The groups, consisting of High School students from throughout NSW, spend 10 days camping at Newnes, participating in a range of adventure activities and learning about the wilderness area. At the end of their stay, the groups visit the VIC and are provided with a presentation pack on Lithgow. A short talk on the attractions and history of Lithgow is also provided to the groups. All the groups have been enthusiastic about continuing to explore the surrounding area. The TAFE groups will continue until the end of the year.

**Hartley Big Day Out**

The Hartley Progress Association recently held a major event – "Hartley's Big Backyard". The event attracted approximately 3,000 visitors to the one day show. The Lithgow VIC disseminated a range of tourism products at the show.

**Collaborative Partnerships – Hawkesbury**

Lithgow Tourism participated in joint marketing with Hawkesbury City Council and Hawkesbury Tourism at the Richmond RAAF Show. The Lithgow VIC disseminated a range of tourism products at the show. The event attracted approximately 80,000.

#### **Staffing at the Lithgow Visitor Information Centre**

The Lithgow Visitor Information Centre has welcomed Ms Kellie Barrow and Ms Beverly Pollett to the Centre staffing compliment. Both will be soon undergoing product familiarisations.

#### **(a) Policy Implications**

Nil

#### **(b) Financial Implications**

Nil

#### **(c) Legal Implications**

Nil

#### **ATTACHMENTS**

Nil

#### **RECOMMENDATION**

##### **THAT**

1. the information be received
2. an accommodation reservation/booking system be investigated for installation at the Lithgow Visitor Information Centre
3. the membership report be broken up into accommodation, attraction and event categories and reported to the next meeting

**MOVED:** Mr G Johnston    **SECONDED:** Mr M Wells

#### **ITEM: 3 BMTL REPORT – MR M WELLS & MRS K FRYER**

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##### **SUMMARY**

Mrs K Fryer provided an update report on the operations at Blue Mountain Tourism Ltd.

##### **COMMENTRY**

##### **Emirates**

Wolgan Valley Resort & Spa, will be owned and operated by Emirates and is to be located in the Newnes Valley. The 6 Six Star Resort will consist of 40 units, ensuring that there are only 80 visitors on site at any one time. The resort is a high end conservation site, generally employing 3 people per room.

Emirates liaises with BMTL on a regular basis, with the RTO heavily involved in locating the site for the resort.

Emirates will play a positive role in destinational imaging, profiling the resort and the region on an international and domestic basis. This marketing will also profile the area from an environmental perspective.

Lithgow City Council has submitted grant applications to fund road improvements into the Wolgan Valley, to the State Government.

### **TV Campaign**

The Blue Mountains television campaign is currently in the 6<sup>th</sup> week of an 8 week campaign. The advertising campaign aims to profile the region and call to action responses are being tracked through the Blue Mountains telephone booking service. The advertisements focus on the experiences that can be enjoyed in the region.

### **Marketing Target Teams**

The BMTL Domestic, Conferencing and International Marketing Target Teams have met to discuss marketing issues prior to the annual marketing workshop. The research being co-ordinated will form the basis of the 2007-08 Business and Marketing Plan for BMTL.

### **Greater Blue Mountains Tourist Drive – ATDP**

Mrs Kerry Fryer met with the Department of Industry, Tourism & Resources; the project plan timeframe has been reworked, with a Project Manager to be contracted by the end of December. The drive team will be meeting early next year to co-ordinate this project.

### **Blue Mountains Accommodation and Experience Guide & Pocket Book**

The Blue Mountains Accommodation and Experience Guide and Pocket Book are currently available for advertising for member operators of BMTL. The Accommodation guide will have a print run of 100,000 and the pocket guide 150,000. The guides are distributed via the Visitor Information Centre network, the international airport and Sydney Visitor Centre. The guides are also utilised at trade and consumer shows in both the domestic and international markets.

### **Website**

The Blue Mountains website is currently being upgraded. The site is performing well, however fine tuning of information and updating of event information is a continual project.

#### **(a) Policy Implications**

Nil

#### **(b) Financial Implications**

Nil

#### **(c) Legal Implications**

Nil

### **ATTACHMENTS**

Nil

### **RECOMMENDATION**

**THAT** the information be received



**MOVED:** Mr M Wells      **SECONDED:** Ms D McGrath

**ITEM: 4PRESENTATION: CENTRAL TABLELANDS MOUNTAIN BIKE CLUB**

**SUMMARY**

Mr Craig Flynn, President of the Central Tablelands Mountain Club reported on the recent State Downhill Mountain Bikes Races that were held at the State Mine Track.

**COMMENTRY**

**Downhill Event – Mountain Bikes**

The Lithgow National Downhill Mountain Bike Round 1 was held at the State Mine Track on the weekend of the 28<sup>th</sup> – 29<sup>th</sup> October, 2006. The event attracted 325 riders, making the event the largest non chair-lifted downhill round in Australia. The event is a time run on mountain bikes down a 2km track.

The Downhill event, hosted by the Central Tablelands Mountain Bike Club attracted interstate and international riders. Inquiries for the event were received from as far away as New Zealand.

The Downhill event was sponsored by Insane Cycles, Zig Zag Motel, Bowen Inn, Colonial Motor Inn, Mace, Aireal, Manitou, Sixsisone, Thirteen Components, Mt Quench, Rock Shock, Norco, Truativ, Sram and Gos and is supported by the Australian Mountain Bike Club.

The Downhill Mountain Bike event aims to:

- 1)To develop and promote mountain biking in Lithgow for the benefit and enjoyment of all participants
- 2)Profile Lithgow as a premier destination for mountain biking for both participation in events and leisure.
- 3)Attract a range of riders to visit the Lithgow District participating on an annual basis, thus creating economic activity and diversity.
- 4)Encourage participation in an outdoor sporting event.
- 5)Create a positive and measurable economic contribution to the Lithgow community.

**Lithgow National Downhill Mountain Bike Round 1 Visitation 2006**

The Lithgow National Downhill Mountain Bike Round 1 was an extremely successful event. The event included downhill mountain bike events for experts, veterans and juniors, in both male and female categories.

The event attracted 325 riders, with a minimum of two support crews for the event.

On average, riders were staying in Lithgow from the Tuesday before the event in order to practice on the track, with a minimum night stay of 5 nights.

**Lithgow National Downhill Target Markets**

As a major contributor to Lithgow's event calendar, the National Downhill Mountain Bike events endeavour to show sustainable visitation and growth in target markets. The event proposes to aid an increase in yield to the tourism industry and all businesses that provide services to visitors.

The primary target markets for the National Downhill Mountain Bike event are:

<b>Overnight, prime</b>	<b>Overnight niche markets</b>	<b>Day Visits</b>
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markets		
<ul style="list-style-type: none"> <li>• Event participants</li> <li>• Groupies (specifically those that attend similar events)</li> <li>• True Travellers (Experimental, adventurous, trail blazing)</li> </ul>	<ul style="list-style-type: none"> <li>• VFR (Visiting friends &amp; relatives)</li> </ul>	<ul style="list-style-type: none"> <li>• Locals</li> </ul>

Visitors attending the National Downhill Mountain Bike were from the following places of origin:

- New Zealand
- Sydney region
- Blue Mountains region
- Lithgow
- Central West
- Wollongong
- Canberra
- Queensland
- South Australia

#### **Central Tablelands Mountain Bike Club Committee**

The Central Tablelands Mountain Bike Club Committee is a local Club located in Lithgow that maintain various downhill and cross country tracks in the area. Assistance for event organisation also comes from the Western Sydney Mountain Bike Club.

#### **Economic Impact of Events on a region**

Tourism events have the potential to act as a significant tourism promotional vehicles in encouraging:

- Increased visitation during off peak periods
- Encourage overnight stays
- Provide/develop a focal point for the area
- Provide a unique experience
- Encourage repeat visitation
- Position and brand a region
- Derive income from visitors
- Growth in strength areas – build on reputations
- Tourism development
- Specific targeting of market segments
- Infra-structure development – social gains for the wider community

The long-term impacts of successful events on a destination include:

- Employment creation
- Increase in potential for commercial investment in the community
- Construction/improvements to facilities
- Strengthening of local values and traditions
- Increased local community pride
- Sustained development within the community
- Destinational image development

Sustainable economy

### Economic Impacts of Lithgow National Downhill Mountain Bike Round 1

Date of Event:	28 <sup>th</sup> to 29 <sup>th</sup> October 2006
Total Participants:	325
Support Crews (average no. of 2):	650
Average length of stay:	5 nights
Visitor Expenditure:	\$600,000 (based on average \$120 per visitor. Average spend of visitors per day)

This estimate includes expenditure by persons who traveled to Lithgow specifically for the event and stayed in the region as a result of the event.

### Benefits for Lithgow in hosting Mountain Bike events

Major event awareness and marketing via a range of advertising and promotions was carried out for the Downhill event. Lithgow National Downhill Mountain Bike Round 1 carried out the following marketing activities:

- Brochure placement disseminated in key target market areas
- Website
- Production of DVD on mountain biking which profiles the Lithgow area as a destination
- Event television coverage on the following channels:
  - Prime Television Central Tablelands - local news
  - Win Television Central Tablelands - local news
  - Vision on SBS World of Sport - 7 pm in your state - playout
  - Win Television - Canberra - local news - 6 pm
  - Gold Coast - NBN - local news - Tuesday night - 6pm
  - Ten - Canberra - local news - 5 pm (photos)

In undertaking promotional activities as above, the Central Tablelands Mountain Bike Club successfully contributes to tourism visitation to the region and in shaping the development of a destination image.

### Other Mountain Bike Events

The Central Tablelands Mountain Bike Club will be endeavouring to host a range of other events including the 8 Hour Working series, cross country events and other downhill events.

The Club anticipates that a bid will be placed on behalf of Lithgow to host the 2009 National Mountain Bike events. In order to do this a 4 Cross Track will develop the track to a standard for the lodgment of the bid. A DA is currently awaiting approval at Council to develop this track.

The Central Tablelands Mountain Bike Club is also lodging a grant application for the Regional Partnerships to develop mountain bike tracks in the area.

#### (a) Policy Implications

Nil

#### (b) Financial Implications

Nil

#### (c) Legal Implications

Nil

#### ATTACHMENTS

Nil

#### RECOMMENDATION

**THAT** the Central Tablelands be congratulated for holding a successful event that creates a significant economic benefit to the region

**MOVED:** Mr G Johston      **SECONDED:** Mr M Wells

#### ITEM: 6 DISCUSSION: CAPITAL PROJECTS – LITHGOW ATTRACTIONS

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#### SUMMARY

At a previous meeting of the Lithgow Tourism Advisory Committee, it was suggested that the Committee discuss the state of the local tourism attractions and devise an action plan for ongoing works that can be discussed with Council, NPWS and individual attractions.

#### COMMENTRY

Attached is a report for comment by tourism operators regarding local tourism attractions. The report pertains to:

- State of the attractions
- Maintenance issues
- Ongoing issues

An Action Plan is to be devised to increase the visitor appeal of these attractions and identify grant funding to help upgrade. ***Please note: this document is a work in progress***

#### (a) Policy Implications

Nil

#### (b) Financial Implications

Nil

#### (c) Legal Implications

Nil

#### ATTACHMENTS

Nil

#### RECOMMENDATION

#### THAT

1. the report be received
2. the issues relating to Pearson's Lookout be forwarded to Mr Gerard Martin to be addressed

**MOVED:** Mr B Hustwaite **SECONDED:** Mr M Wells

**GENERAL BUSINESS**

1. The toilets at Capertee are currently closed due to lack of water. This issue is to be investigated and a report brought back to the Committee
2. A visitor guide for Cudgeong is being developed to include Rylstone and surrounding areas. 10,000 copies of the guide will be made available through the Visitor Information network.
3. Tourist drives within the Lithgow township were removed, approximately 4 years ago, due to lack of marketing collateral on the drives and insufficient signage that placed visitors onto dirt roads. Scenic drives that are currently signposted include Tourist Drive 2 into the Capertee Valley and State Tourist Drive into Jenolan Caves via Hampton. Drive inquiries at the VIC are provide with a copy of You'll Love Lithgow and staff assist visitors depending upon the individual inquiry. Mr and Mrs B Upton presented a copy of the tourist drives around the Rylstone area, that is currently available for visitors. The tourist drive sheet provides information on scenic drives in the Capertee Valley.