



LITHGOW CITY COUNCIL

AGENDA

POLICY AND STRATEGY COMMITTEE
MEETING OF COUNCIL

TO BE HELD AT

THE ADMINISTRATION CENTRE, LITHGOW

ON

03 APRIL 2006

AT 6.00pm

AGENDA

PRESENT

QUESTIONS FROM THE PUBLIC GALLERY

PRESENTATIONS

CONFIRMATION OF THE MINUTES OF THE POLICY AND STRATEGY COMMITTEE MEETING OF COUNCIL HELD ON 6 MARCH 2006

DECLARATION OF INTEREST

MAYORAL MINUTES --- NIL

NOTICES OF MOTION --- NIL

NOTICES OF RESCISSION --- NIL

CORRESPONDENCE AND REPORTS

Corporate Services Report
Engineering Services Reports
Environment And Planning Services Reports

REPORTS FROM DELEGATES --- NIL

COMMITTEE MEETINGS ---- NIL

QUESTIONS WITHOUT NOTICE

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ENGINEERING SERVICES REPORTS

**ITEM: 1 ENG - 20/03/06 - REMOVAL OF TELSTRA PAYPHONE SERVICES IN
 THE LITHGOW CITY COUNCIL AREA**

REFERENCE

NIL

SUMMARY

Council recently had concerns relating to the removal of payphone services from South Littleton Area of Lithgow. Telstra has responded with written correspondence relating to the questions put forward to them as follows:

COMMENTARY

Council has written to Telstra requesting investigation response to the removal of payphone services from the South Littleton area of Lithgow. Telstra have responded as follows:

Quote:

'Telstra receives many requests for the installation and relocation of public payphones across the nation. Each request is investigated its merits using a variety of criteria including, but not limited to:

- Evident community demand;
- Telstra's obligations under the Universal Service Plan;
- Financial Viability; and
- Operational standards

With a limited amount of resources, we try to balance all the relevant factors to obtain the most effective distribution and highest quality of service to customers across the nation.

In this instance an existing low usage Payphone service was knocked down and the remnants recovered to make the site safe. A decision has then been made not to reinstate the facility after applying the above criteria'.

Telstra was also asked to produce records of other payphones that have been removed within the South Littleton Area. Telstra responded with the following:

Quote:

'Telstra has no records of a payphone being located near Lemnos Street or Loan Pine Avenue and I do not know of any recovery in that area'.

Find attached a copy of the correspondence received from Telstra relating to Payphone Services for the South Littleton, Lithgow.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

LEGAL IMPLICATIONS

NIL

ATTACHMENTS

1. Public telephone

RECOMMENDATION

THAT information be received for discussion.

**ITEM: 2 ENG - 03/04/06 - EXTENSION OF BUSHFIRE DANGER PERIOD 2006
 SEASON**

REFERENCE

NIL

SUMMARY

The NSW Rural Fire Service has recently written to Council advising that the Bushfire Danger Period in the City of Lithgow Local Government Area has been extended by one month to the 30 April 2006.

COMMENTARY

NSW Rural Fire Service has advised that the 'Bushfire Danger Period' has been extended by one month to the 30 April 2006 for the Lithgow Local Government Area. The decision to recommend the extension of the Bushfire Danger Period was made following consultation with local Brigade Captains and Group Officers as well as the Bushfire Management Committee Operations Group. Council would agree that the seasonal weather patterns have been very dry with very little rain experienced, thus making for favourable fire conditions into the autumn months of 2006. It is therefore recommended that the extension be granted until 30 April 2006.

Council should also be aware that this variation to the Bushfire Danger Period has also been gazetted and Council are advised to advertise this period within the Local newspaper as a means of community awareness.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

LEGAL IMPLICATIONS

NIL

ATTACHMENTS

1. RFS – Request for Variation to Bushfire Danger Period.
2. RFS – Approval Notice to extend Bushfire Danger Period to 30 April 2006.

RECOMMENDATION

THAT:

1. The information be received.
2. Council arrange for an advertisement in the local newspaper and website indicating the extension of the Bushfire Danger Period to 30 April 2006.

ENVIRONMENT & PLANNING SERVICES REPORTS

ITEM:3 EPS - 03/04/06 - WATER FLUORIDATION PRESENTATION

SUMMARY

To provide a presentation on water fluoridation.

COMMENTARY

A meeting was held with Mr John Irving of the Northern NSW Oral Health Network, the General Manager and Environmental and Planning Services Manager to discuss the seriousness of dental disease in the Lithgow area compared with nearby fluoridated areas. As a result, it was agreed that a presentation be made to Council at its Policy and Strategy Committee Meeting of 3 April 2006 at 6pm. It is also understood that Mr Irving will explain the process that exists for the provision of the necessary equipment to fluoridate the water supply at no cost to Council if the issue is considered one of public health.

POLICY IMPLICATIONS

Council at its Finance and Policies Committee Meeting of 14 October 1991 resolved "that Council not proceed with the fluoridation of the public water supply in Greater Lithgow".

FINANCIAL IMPLICATIONS

There are no financial implications as a result of this presentation.

LEGAL IMPLICATIONS

There are no legal implications as a result of this presentation.

ATTACHMENTS

1. Correspondence from Mr John Irving, Project Manager, Northern NSW Oral Health Network is provided for Councillors in their Business Paper Packages.

RECOMMENDATION

THAT:

1. The presentation from Mr Irving be received.
2. Council consider its position on water fluoridation and decide on public health grounds if it wishes the matter to be referred to a process where the Director General of Health will consider making a direction on the fluoridation of the water supply with the provision of equipment and installation to be funded by the NSW Government.

ITEM:4 EPS - 03/04/06 - UPDATE OF STRATEGIC PLAN

REFERENCE

Item 4, PP&S 6/2/06
Item 5, PP&S 6/3/06

SUMMARY

The purpose of this report is to provide the monthly update of the Strategic Plan Project, in particular the outcomes from Stage 1 of the Community Engagement Plan – Visioning Sessions.

COMMENTARY

LOCAL PROFILE

The local profile is nearing completion with all draft analysis reports due to be submitted to Council in early April, for review by the Strategic Working Party. In terms of the project timeline this represents an extension of two weeks due to delays experienced in obtaining key data sets.

COMMUNITY ENGAGEMENT PLAN – STAGE 1 -VISIONING

Stage 1 of the community engagement plan incorporating the visioning sessions took place over the last three week period (March 7- 22) In this time, Council's officers and consultants conducted a total of thirteen (13) visioning sessions at various locations throughout the Local Government Area.

These sessions were well supported by the community with in excess of 250 people attending.

Participants of these sessions provided Council and their consultants with a wealth of information regarding the issues currently facing our community along with their opinions and visions of what the future of the Lithgow Local Government Area should hold

Several key threads emerged from each of these sessions and are summarised below;

- **Employment Opportunities:** wish to provide for a variety of employment opportunities for people of all ages and abilities
- **Growth:** wish to provide for growth in a controlled manner, without losing the identity of areas and to be consistent with the provision of services and infrastructure to support such growth
- **Transport:** wish to provide better transport links both public and private to/from and within the Local Government Area
- **Environment:** wish to protect and enhance our natural environment in a sustainable manner for the enjoyment of current and future generations and to provide opportunities for tourism
- **Heritage:** wish to protect, enhance and promote our natural and built heritage assets

- **Youth:** wish to provide more community facilities for youth and provide employment opportunities and lifestyle choices for youth to remain within the area
- **Education:** wish to provide a variety of opportunities for learning within our Local Government Area
- **Community:** wish to maintain our strong sense of community, be happy and vibrant, respectful and provide for equal access to services and facilities.
- **Image:** wish to improve the image of Lithgow through promotion, beautification programs and provision of a more diverse economy

These threads will now be woven together into vision statement/s to underpin the Strategic Plan. This task is being assisted by a community group consisting of representatives from all previous sessions. This group met on 22nd March, 2006 and although making some real progress will need to meet again to carry out this task. The break will enable the process to be more deliberative by allowing time for the participants to receive all output from the previous sessions and to think about what it is that Council is asking them to do.

This further session will take place in the evening on 19th April, 2006.

All data output from the visioning sessions will be sent to all participants and will be placed on Council's Website.

RESIDENT FEEDBACK REGISTER

The Resident Feedback Register has also been established with a total of 232 participants. This Register was established by Market Facts (Qld) P/L, a social research company without any Council involvement. The Register is statistically representative of the demographics within our Local Government Area in terms of age and gender base.

Letters advising residents of the outcome from their application forms should reach participants shortly. Participants have been asked to sign up for a period of two years.

The Register in the first instance will be used to further engage the community in the Strategic Plan process.

GOVERNMENT AUTHORITY/AGENCY FORUM

A forum for government authority/agency stakeholders will be held on 10th April, 2006. This forum will follow on from an initial written consultation in February, 2006 and will provide a further opportunity for discussion of issues and policy direction in a collaborative manner.

The outcomes from the forum will be checked against the local profile and will feed directly into the issues paper for the Strategic Plan.

POLICY IMPLICATIONS

No policy implications arise from this report.

FINANCIAL IMPLICATIONS

The Strategic Plan project is funded by the Planning Reform Fund Program. A full report detailing expenditure and commitments from the grant monies allocated will be provided to the next meeting of the Strategic Working Party.

LEGAL IMPLICATIONS

No legal implications arise from this report.

ATTACHMENTS

1. A copy of the data output from all the visioning sessions are attached to the Councillor Business papers.

RECOMMENDATION

THAT:

1. The information be received.
2. A date and time for the next Strategic Working Party be set within the week May 1 – 5, 2006.

ITEM:5 EPS - 03/04/06 - DEVELOPMENT & CONSTRUCTION APPROVALS

REPORT

Purpose of Report

The following Development Applications and Combined Development/Construction Certificate Applications have been approved subject to compliance with the requirements of the Environmental Planning and Assessment Act 1979, the Mine Subsidence Act, where applicable, and any special conditions.

DA NUMBER	OWNERS NAME	SITE ADDRESS	PROPOSAL	APPROVAL TIME (DAYS)
535/05	T TOMS	62 MCKANES FALLS ROAD, SOUTH BOWENFELS	PATIO COVER	11
538/05	BJ & LG WILLIAMS	59 CUPRO STREET, LITHGOW	ADDITION TO LAUNDRY/FAMILY ROOM	21
494/05	JH & CM POLLARD	38 KANIMBLA DRIVE, LITTLE HARTLEY	DECK ADDITION	14
540/05	B HOLDER	18 WALKER DRIVE, WALLERAWANG	PATIOCOVER/ADDITION	28
05/06	MS & NL HARDING	46 QUARRY ROAD, PORTLAND	GARAGE	25
18/06	G WILLIAMS	5 OXLEY STREET, WALLERAWANG	GARAGE	20
42/06	LB & JE DRURY	51 RABAU STREET, LITHGOW	PATIOPORT	10
39/06	BM & KA MACCULLAGH	36 JAMES PARADE, WALLERAWANG	PATIOPORT	11
395/05	AC & E GRECH	51-53 MORT STREET, LITHGOW	SUBDIVISION INTO 2 LOTS & DWELLING	42
06/06	TM & SL BRAIN	46 MALVERN STREET, LITHGOW	DWELLING ADDITION & CARPORT	21
534/05	PJ & J NEWHAM	11 HENDERSON PLACE, LITHGOW	DWELLING	14
54/06	DJ TAYLOR	4 DAVY STREET, LITHGOW	SWIMMING POOL	8
08/06	KF CONCRETE	LOT 42 MAIN STREET, WALLERAWANG	STORAGE SILO FOR CEMENT POWDER	31
72/06	TD & KM ROSS	4 MAPLE CRESCENT, LITHGOW	PATIO & GARDEN SHED	8
61/06	R M PYNE	45 CASTLEREAGH HWY, CULLEN BULLEN	GARAGE	6
09/06	PRIME TELEVISION	730 SUNNY CORNER RD, PORTLAND	2.4M GRIDPOLE FOR DIGITAL TV	21
45/06	EJ & KM WILLOUGHBY	3 TAMARIND PLACE, SOUTH BOWENFELS	ABOVEGROUND SWIMMING POOL	18
55/06	LT & GJ DYSON	53 LYON PARADE, WALLERAWANG	GARAGE	8
38/06	G LEWIS	12 FERRO STREET, LITHGOW	PATIOPORT	13

AGENDA – POLICY AND STRATEGY COMMITTEE MEETING OF COUNCIL

44/06	BR & MB DAVIES	18 AMBERMERE DRIVE, LITTLE HARTLEY	CARPORT	9
73/06	E GALASSO	396 RYDAL/SODWALLS/TARA NA ROAD, SODWALLS	BBQ/STORE	6
405/05	DJ NOBLE	1501 JENOLAN CAVES ROAD, LOWTHER	DWELLING EXTENSION	25
501/05	LOCH NO. PTY LTD	LOT 12 DP 1043086 SANDFORD AVENUE, LITHGOW	PATIOPORT	17
473/05	L GOODALL	120 BLACKMAN'S CREEK ROAD, HARTLEY	DUAL OCCUPANCY	23
65/06	EE COUGHLAND	22 GIRRAWEE DRIVE, MARRANGAROO	DWELLING	12
89/06	JL & EL PRINGLE	2 WINDARRA PLACE, MARRANGAROO	CONCRETE SWIMMING POOL	4
90/06	TS & JA JENNINGS	67 RESERVE ROAD, MARRANGAROO	SWIMMING POOL	4
64/06	J & J LANE	3 IVATT STREET, LITHGOW	ENCLOSE EXISTING PATIO	6
59/06	DA & JM SWIFT	26 CHIVERS CLOSE, LITHGOW	DWELLING ADDITION & CARPORT	12
37/06	MA & AL LANE	23 PARK PARADE, LITHGOW	CARPORT	17
76/06	MD & CA CURRAN	4 BIRDWOOD STREET, LITHGOW	PATIOPORT	11
507/04	WW CHOU	2358 GLEN ALICE ROAD, GLEN ALICE	SUBDIVISION INTO 8 LOTS	93
381/05	C KELLY	8 LETT STREET, LITHGOW	DEMOLITION OF EXISTING DWELLING	29
439/05	BA ROBSON	159 MARSDEN ROAD, RYLSTONE	DWELLING ADDITION	23
489/05	GG & PM COX	50 MAGPIE HOLLOW ROAD, SOUTH BOWENFELS	SUBDIVISION INTO 2 LOTS (Legal issues required resolution)	81

Total Estimated Cost:	\$1,462,614
Average Approval Time	20 DAYS
Total Cost of Approvals from 1/01/06	\$8,092,279
No. of Applications from 1/01/2006	102

RECOMMENDATION

THAT the information be received

CORPORATE SERVICES REPORTS

**ITEM:6 CORP - 03/04/06 - CONSIDERATION OF CHARGES TO COMMUNITY
& SPORTING BODIES - 2006/07, 2007/08, 2008/09 MANAGEMENT
PLAN**

REFERENCE

09 March 2006: 3 Year Draft Management Plan workshop

SUMMARY

To provide Council a DRAFT policy 'Seasonal Allocation of Sporting Fields' which includes the implementation of charging sporting bodies and community groups on a 'user pay ' basis for the provision of Council assets and services. The recommendation is for a further report be brought back detailing submissions received following the specified advertising period.

The policy if adopted it will be effective from the 1 July 2006 and charging will commence in conjunction with the 2006/07 Management Plan.

COMMENTARY

At the 2006/07 Draft Management Plan workshop of the 9 March 2006 Councillors considered the commencement of appropriate charging for the use of Councils administrative services or the provision of assets provided to various community groups and sporting bodies.

The groups identified all receive income via fees, membership and / or association affiliation fees and presently pay no or only a minimal contribution to Council for the upkeep of the asset used.

SPORTING BODIES:

It is recommended Council consider the attached draft policy document 'Seasonal Allocation of Sporting Fields & Facilities' which includes the imposition of a charge as a percentage area of the asset utilised (up to a maximum of 10%) by the previous year's maintenance of the facility. This in reality means Council and the wider community will still fund the 90% difference, or it will actively enable Council to use the additional funding to improve these assets.

The charge will be levied upon the sporting body at the time approval is granted for the use of the asset and will be payable within the first month of commencement of the booking. This will allow each group sufficient time to levy and collect an acceptable membership fee from each individual player.

If the policy is accepted by Council it will be effective from the 1 July 2006 following advertising, for public comment, for a required three week period. Sporting associations specifically mentioned will be contacted directly.

MAINTENANCE CHARGES - SPORTING FACILITIES

FACILITY	2005/06 MAINTENANCE EXPENDITURE
TL Sportsground	129,368
Glanmire	26,626
MJ Oval	11,891
Watsford / Conran Oval	12,407
Kremer Park	28,441
Wallerawang Oval	14,300
Swimming Pool	285,906
Golf Club Bld & Course	151,032
TOTAL	659,971

SPORTING GROUPS

ORGANISATION	FACILITY & %	PROPOSED FEE 2006/07 (GST Inc)
League: Lithgow Grounds	TL: 10%	14,229
Union: Bears Lithgow Grounds	TL: 10%	14,229
Touch Football : Lithgow Grounds	TL: 10%	14,229
Trotting Assoc: Lithgow	TL: 10%	14,229
Union: Portland Colts	Kremer: 10%	3,128
Union: Wang Warriors	Wang Oval:10%	1,573
Trotting Assoc: Lithgow	TL: 10%	14,229
Trotting Assoc: Portland Owners	Kremer: 10%	3,128
Soccer Assoc	MJ Oval: 10%	1,307
Swimming club	Pool: 10%	28,875
Golf Club	Golf: 10%	16,613
Hockey Assoc	Glanmire: 10%	2,928
Cricket Assoc: Lithgow Grounds	TL/Watsford: 10%	15,594
Cricket Assoc: Portland Grounds	Kremer: 10%	3,128
Cricket Assoc: Wang Grounds	Wang Oval: 10%	1,573
Tennis Assoc	Glanmire: 5%	1,464
TOTAL	GST Inclusive	135,504

COMMUNITY GROUPS:

Council has undertaken administrative services for Cooina Aged Care Homes since 1968, and the production of payroll for Tabulam Cottages Portland, since 1990. All authority and daily operations are held by both Committees. Due to the demands of Local Government Council must consider a change to this process in order to meet full or part cost recovery for the services provided.

Council is well aware of the importance of the function undertaken by both institutions with regard to aged care in the area but we should also be aware of the demands required by our resources from all sectors of the community, for example aged care, childcare, sport and recreation, water, sewerage, libraries, community services etc.

To be accountable to all groups and government departments we must reflect the true costs of the services provided by Council and it is recommend Cooina and Tabulam be charged the direct employee related costs and associated overheads, for 2006/07, to enable Council to undertake the preparation and completion of administrative services provided on a weekly, monthly and annual basis.

The resources utilised may be summarised as follows:

- Payroll officer: weekly, group certificates, superannuation
- Accounts payable: weekly cheques, orders, petty cash
- Accounts receivable: collection and maintenance of resident fees and bonds
- Cashiering: receipting of resident fees, bonds, donations, grants
- Computer time: processing of all transactions
- EFT transfers / cheque production
- Liaison with Centre link / Dept Health and Ageing / various banks
- Preparation of accounts for audit
- Preparation of Statement of Prudential Compliance
- Management and investment of all bond and retentions
- Management of grant funding
- Management of insurance requirements
- Monthly reporting to the Committee
- Liaison with the Centres Management and office staff
- Liaison with Auditors on a quarterly basis
- Preparations with regard to Accreditation standards
- Stationery associated with all transactions

COMMUNITY GROUPS:

GROUP	2006/07 ESTIMATED CHARGE + ASSOC OVERHEADS
Cooinda	47,635
Tabulam	12,585
TOTAL	60,220

(a) Policy Implications

Adoption of the DRAFT policy 'Seasonal Allocation of Sporting Fields' following the specified advertising period. The policy will include the implementation of charging for sporting fees on a 'user pay ' basis for the use of Council assets and services.

(b) Financial Implications

This report if adopted potentially will see "user" paying a proportion of the costs associated with the sport that they enjoy.

ATTACHMENTS

1. DRAFT policy ' Seasonal Allocation of Sporting Fields'.

RECOMMENDATION

THAT:

1. Council advertise the DRAFT policy 'Seasonal Allocation of Sporting Fields' for a period of 28 days
2. All sporting bodies and community groups mentioned be contacted individually
3. A further report be brought back to Council itemising submissions received

QUESTIONS WITHOUT NOTICE

Nil.

ATTACHMENTS

ITEM:1 **ENG - 20/03/06 - REMOVAL OF TELSTRA PAYPHONE SERVICES IN THE LITHGOW CITY COUNCIL AREA**



25th January 2006

Mr Chris Schumacher
Lithgow City Council
180 Mort St
Lithgow NSW 2830

Ref: 17606

**Telstra Consumer & Marketing
Customer Sales & Service
One Inbound Sales Payphones**

PO Box 106
Lawrence NSW 2460
Phone: 0266439075
Fax: 0266493069

Email:
Mark.Austen@team.telstra.com

Lithgow City Cour
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- 2 FEB 2006
Doc. No
GDA Ref.
Years

Dear Mr Schumacher

I write in reply to your correspondence regarding the possibility of retaining the public payphone previously located in East Street Lithgow.

Telstra receives many requests for the installation and relocation of public payphones across the nation. Each request is investigated on its merits using a variety of criteria including, but not limited to:

- evident community demand;
- Telstra's obligations under the Universal Service Plan;
- financial viability; and
- operational standards.

With a limited amount of resources, we try to balance all the relevant factors to obtain the most effective distribution and highest quality of service to customers across the nation.

In this instance an existing low usage Payphone service was knocked down and the remnants recovered to make the site safe. A decision has then been made not to re instate the facility after applying the above criteria.

As discussed on the phone today Telstra has no record of a Payphone being located near Lemnos or Loan Pine Avenue and I do not know of any recovery in that area.

Should you have any further information that we might not taken into account, or any further questions, please contact me at the above address.

Yours Sincerely

Mark Austen
Payphone Provisioning Manager

ITEM:2 ENG - 03/04/06 - EXTENSION OF BUSHFIRE DANGER PERIOD 2006 SEASON

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MEMORANDUM



Lithgow City Council
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23 MAR 2006

Doc. No
GDA Ref.
Years

TO: PAUL ANDERSON
GENERAL MANAGER
THE CITY OF LITHGOW COUNCIL

FROM: TOM SHIRT
NSW RFS LITHGOW DISTRICT MANAGER

SUBJECT: VARIATION OF BUSHFIRE DANGER PERIOD

DATE: 22 MARCH 2006 **File No.** CN/BFMC/001

Paul,
The Bushfire Danger Period in the City of Lithgow Local Government area has been extended by one month to the 30 April 2006.

My decision to recommend the extension of the BFDP was made following consultation with local Brigade Captains and Group Officers as well as the Bushfire Management Committee Operations Group.

I would appreciate if you would include the attached variation notice in the next Council business paper for the information of Staff and Councillors.

Regards,

Superintendent Tom Shirt
Executive Officer Lithgow District Bushfire Management Committee.

*Chris,
pls have registered +
report to Finance +
Service
Committee.
for info.*

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22/03 2006 13:14 FAX 87415227

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MEMORANDUM



To: MANAGER, LITHGOW FCC
From: COMMISSIONER
Subject: REQUEST FOR VARIATION TO BUSHFIRE DANGER PERIOD
Date: 22 MARCH 2006 **File No.** BFDP000093

I refer to your application dated 21 March 2006 to vary the local Bushfire Danger Period in the following Local Government Areas:

- City of Lithgow Council

Please find attached the instrument giving effect to the variation.

Gazettal has been organised and you are required to make arrangements for an advertisement in the local newspaper.

You are also required to forward a copy of the instrument to the local authority, Rural Fire Service Permit issuing officers, firefighting authorities and members of your Bush Fire Management Committee.

Should you require any additional information, please contact the Manager Operations, Policy and Standards in the first instance.

Phil Koperberg AO AFSM BEM

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22/03 2006 13:14 FAX 87415227

RFS OPS LVL 1

003

All communications to be addressed to:

Headquarters
Rural Fire Service
15 Carter Street
Homebush Bay NSW 2127

Headquarters
Rural Fire Service
Locked Mail Bag 17
Granville NSW 2142

Telephone: (02)8741 5400
e-mail: state.operations@rfs.nsw.gov.au

Facsimile: (02)8741 5300



Your Ref:
Our Ref: BFD000093

TO WHOM IT MAY CONCERN

Pursuant to Section 82 of the Rural Fires Act 1997 as amended, the Commissioner of the NSW Rural Fire Service, following consultation with the local stakeholders, declares the following Local Bush Fire Danger Period Variation:

Area of Variation: Lithgow FCC Incorporating:
City of Lithgow Council

The Local Bush Fire Danger period has been extended for the period 1 April until 30 April 2006.

During this period permits pursuant to Section 87 of the Rural Fires Act 1997 as amended will be required for the lighting of fire for the purposes of land clearance or fire breaks.

Phil Koperberg AO/AFSM BEM
Commissioner

- i) Long term seasonal hirers – clubs and associations that satisfy the eligibility criteria, and have hired fields in the previous years;
- ii) Casual eligible hires – clubs and associations that satisfy the eligibility criteria and have requested use of Council's sports files, on a casual basis.

c) Allocation to long term seasonal hirers

Allocation to a long term hirers is undertaken in the following way:

- i) Prior to the commencement of each season information is sought, via Council-initiated invitation, from all long term seasonal hirers about training and playing requirements for the forthcoming season;
- ii) The requirements are then given first priority to retain fields as booked for the previous season;
- iii) If these requirements involve the need for additional fields to those booked for the previous season, they will be accommodated where possible before allocation to new eligible hirers or other hirers.

d) Allocation to casual eligible hirers

Once the requirements of long term seasonal hirers have been met, any excess sporting fields are released to casual eligible hirers.

e) Allocation to other clubs

Once the requirements of long term seasonal hirers and new eligible hirers have been met, any excess sporting fields are released to casual hirers that have requested a seasonal booking. This is done with a clear understanding that the booking is on a season-to-season basis only and subject to cancellation (at the end of season) in the event that the fields are required for either a permanent hirer or a new eligible club.

6. RESPONSIBILITIES

Councillors and staff are responsible for communicating and supporting the principles of this policy in any discussions with representatives of sporting clubs seeking use of sporting fields in the Lithgow City Council.

The property bookings area of the Community & Culture Department is responsible for administration of the process for allocating fields for seasonal hire and reporting to the Sports Advisory Committee.

7. FEES

- a. Charge will be levied on an eligible sporting body at the time approval is granted for the use of Councils asset and will be payable within the first month of commencement of the booking.
- b. Non payment of the fee will result cancellation of the booking for the remainder of the season.
- c. Fees will be reviewed annually in conjunction with the Management Plan effective from 1 July each year.
- d. Fees will be determined as a percentage of the assets used (up to a maximum of 10%) by the previous years maintenance of the facility.
- e. Casual hirers will be charges as per the adopted Fees & Charges on a full cost recovery basis.