



LITHGOW CITY COUNCIL

AGENDA

POLICY AND STRATEGY COMMITTEE
MEETING OF COUNCIL

TO BE HELD AT

THE ADMINISTRATION CENTRE, LITHGOW

ON

06 NOVEMBER 2006

AT 6.00pm

AGENDA

PRESENT

QUESTIONS FROM THE PUBLIC GALLERY

PRESENTATIONS - NIL

**CONFIRMATION OF THE MINUTES OF THE POLICY AND STRATEGY
COMMITTEE MEETING OF COUNCIL HELD ON 3 OCTOBER 2006**

DECLARATION OF INTEREST

NOTICES OF MOTION - NIL

NOTICES OF RESCISSION - NIL

CORRESPONDENCE AND REPORTS

General Manager Reports
Regional Services Reports
Community and Corporate Services Reports

REPORTS FROM DELEGATES - NIL

COMMITTEE MEETINGS - NIL

QUESTIONS WITHOUT NOTICE

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GENERAL MANAGER REPORTS

**ITEM:1 GM - 06/11/06 - SYDNEY WEST AREA HEALTH SERVICES
 SCHOLARSHIP PROPOSAL**

REFERENCE

07/08/06 - QWN - Councillor W McAndrew - Policy and Strategy Committee Meeting

SUMMARY

This report outlines correspondence in relation to the scholarship between Lithgow City Council and Sydney West Area Health Services.

COMMENTARY

Correspondence was received on 10 October 2006 from Professor Steven Boyages, Chief Executive of Sydney West Area Health Services in regarding the possibility of Lithgow City Council and Sydney West Area Health Services entering into an agreement for the funding of a scholarship for an undergraduate from the Lithgow Local Government area to undertake a formal course of study in either radiography or physiotherapy.

Sydney West Area Health Service would be happy to match the \$2000 annual contribution by Lithgow Council.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

LEGAL IMPLICATIONS

NIL

ATTACHMENTS

NIL

RECOMMENDATION

THAT the information be received and noted.

ITEM: 2 NEW LOGO - LITHGOW CITY COUNCIL

REFERENCE

NIL

SUMMARY

Lithgow City Council currently lacks a clear and identifiable brand that represents both the community and the Council at an organisational level. With the planned modernisation and restructure currently occurring within Lithgow City Council, an opportunity to establish a Lithgow brand exists.

COMMENTARY

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.

What is a brand?

A brand is the values, personality and promise that are portrayed to a customer. A brand is more than just a companies logo or signature. The visual or corporate identity reflects the overall image and reputation of a company.

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

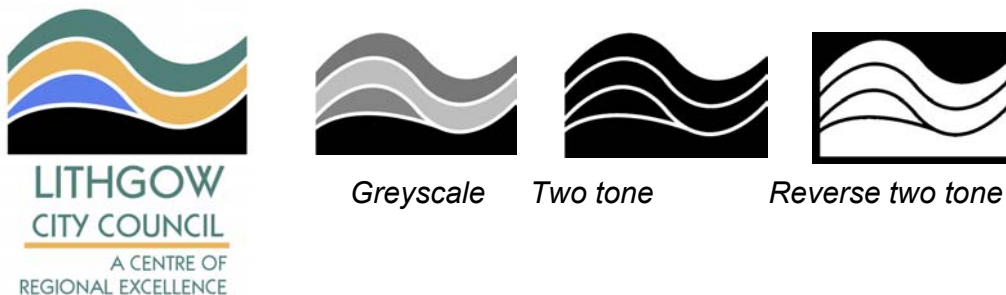
With this in mind, a logo incorporating these values has been developed to encompass these values as a representational image. The logo is as follows:



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 communication as the following examples depict:



*Brand signature underneath
visual representation*

Brand Strapline

The Policy & Strategy Committee meeting held on 3rd October 2006 adopted the overarching vision statement for the strategic plan as **“A centre of regional excellence”**. It is thought appropriate that this become Council’s strapline replacing the “Learning City”. The Council brand would therefore become:



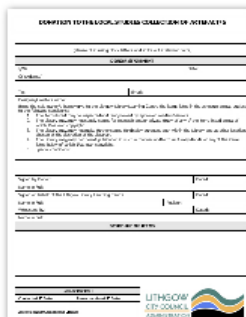


Brand Values, Personality and Promise

In establishing a corporate image for Lithgow City Council it is vitally important that the key core brand values are communicated to all staff, who in turn communicate those values to the community and key stakeholders. With the adoption of the brand “A Centre of Regional Excellence”, then a whole of brand approach to implementation should be communicated to support the brand.

How the brand can be used to communicate key core messages

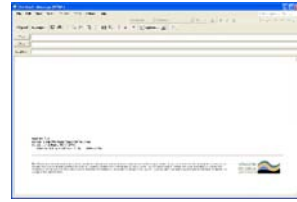
A corporate identity communicates the brand values, personality and promises. The Lithgow brand will be communicated in the following ways:

Stationery		
		
Letterhead	Business Cards	Council Forms

Multimedia



Website



Email

Council Vehicles



Utes



Trucks



Heavy Equipment

Buildings



Council Chambers



Depots

Signage



Street blades



Billboards

Corporate Uniforms



Budget Estimates

Signage – Billboards	Free
Street blades	\$14,000
Buildings	\$ 1,500
Parking signs	\$ 3,000
Uniforms	\$ 9,600
Vehicles	\$ 5,000
Total	\$ 33,100

Uniforms will be purchased as a priority for customer service staff. Uniforms for other staff will be available for purchase as per Council's purchase policy.

Brand Implementation

It is deemed appropriate that a community consultation process be instigated on the change of name from Lithgow City Council to Lithgow Regional Council. This is to be carried out via the consultation process as part of the Lithgow Strategic Plan, to gauge community acknowledgment of the name.

A Lithgow brand policy is to be developed to ensure key core messages are communicated. The brand manual is to include:

- Implementation of the brand
- Use of the brand
- Brand personality, values and promises to be communicated
- Brand/logo imagery
- Brand/logo signatures
- Service level issues
- Partnership branding
- Advertising
- Imagery use

POLICY IMPLICATIONS

Establishes Lithgow City Council Corporate Identity with a brand policy to be completed.

FINANCIAL IMPLICATIONS

Signage – Billboards	Free	
Street blades		\$14,000
Buildings		\$ 1,500
Parking signs		\$ 3,000
Uniforms		\$ 9,600
Vehicles		\$ 5,000

Total **\$ 33, 100**

An amount of \$18,979 is already allocated in the budget for traffic signs.
Street signs can be replaced gradually in the budget process rather than a bulk item.

LEGAL IMPLICATIONS

NIL

ATTACHMENTS

NIL

RECOMMENDATION

THAT:

1. The following logo be adopted as the new visual representation for Lithgow



2. A brand policy be developed

REGIONAL SERVICES REPORTS

**ITEM:3 REG - 06/11/06 - CELEBRATE LITHGOW REQUEST FOR THE
 CLOSURE OF MAIN STREET, LITHGOW - SUNDAY 26 NOVEMBER
 2006**

REPORT FROM: WORKS ENGINEER– CHRIS SCHUMACHER

SUMMARY

To advise of the proposed closure of Main Street, Lithgow on 26 November 2006 for Celebrate Lithgow.

COMMENTARY

As in previous years Lithgow Business Association is requesting Councils co-operation with the closure of Main Street, Lithgow for Celebrate Lithgow. Celebrate Lithgow is an annual event that is held as part of activities that run this year from Sunday 19 November 2006 culminating in the street fair on Sunday 26 November 2006.

As part of the event, Celebrate Lithgow requests the following local road closures on 26 November 2006;

Closure of Main Street from 6am until 6pm from the east side of Gray Street to the intersection of Eskbank Street, Lithgow.
Closure of Main Street/Burns Lane
Closure of Main Street/ Braceys Lane
Closure of Sandford Avenue / Main Street Intersection.

The Celebrate Lithgow Street Fair is set to commence at 9:30am and conclude at 3:30pm. The extended closure and re-opening times will allow for the set-up of stalls and amusements and dismantling of such.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Council normally contributes towards the cost to set-up the signage, barriers inclusive of labour in order to close Main Street at during the hours requested. It is expected that a total of 4 hours will be required to set-up and dismantle relevant equipment. Council also advertises the Street Closure as part of the contribution to the Celebrate Lithgow Street festivities.

LEGAL IMPLICATIONS

NIL

ATTACHMENTS

NIL

RECOMMENDATION

THAT:

1. The street closure of Main Street Lithgow for Celebrate Lithgow Sunday 26 November 2006 proceed as requested.
2. Council provide the signage, barriers and labour for the street closures and advertise the street closure as part of Councils contribution to the Celebrate Lithgow Festivities.

ITEM:4 REG - 06/11/06 - PLANNING AGREEMENTS

REPORT FROM: ENVIRONMENTAL PLANNER - P MOPPETT

SUMMARY

To recommend the endorsement of Planning Agreements prepared as part of two development applications in Lithgow in relation to contributions and/or works for and community facilities and other matters.

COMMENTARY

A Planning Agreement is a negotiated voluntary agreement or other arrangement between a planning authority and a developer under which the developer is required to dedicate land free of cost, pay a monetary contribution, or provide any other material public benefit, or any combination of them, to be used for or applied towards a public purpose.

Council has considered a number of agreements to date, and carried out the appropriate notification process with no submissions being received. There are currently two agreements ready for endorsement by Council as follows:

DA NO.	DESCRIPTION	NAMES OF PARTIES	LAND
62/06	For community facilities and mapping wetland	Lithgow City Council & Treeview Estates P/L	Lot 1 DP 1044978, Gt Western Highway, South Bowenfels
335/05	For community facilities	Lithgow City Council & Regional Project Management P/L	Lot 1 DP 1082148 Col Drewe Drive, South Bowenfels

POLICY IMPLICATIONS

The Planning Agreements have been compiled in accordance with the Draft Planning Agreement Policy. Normally negotiation would occur prior to issue of the development consent as in DA 335/05, whose consent has not been issued as yet. However for DA 62/06 Council has the opportunity to process the agreement posts consent as long as an offer has been made by the applicant during the DA assessment process. In this instance the consent has been issued and both agreements have been advertised. They are now due for endorsement by Council and the developer.

FINANCIAL IMPLICATIONS

The financial implications for Council are the receipt by Council of a development contribution being a monetary contribution, the dedication of land free of cost, or the provision of a material public benefit in the form of infrastructure, facilities, amenities and services.

LEGAL IMPLICATIONS

The Planning Agreements are subject to the requirements of the Environmental Planning & Assessment Act 1979, and the provisions of Council's Draft Planning Agreement Policy.

ATTACHMENTS

1. Planning Agreement and Explanatory Note - DA 62/06 Treeview Estates P/L
2. Planning Agreement and Explanatory Note - DA335/05 Regional Project Management P/L.

RECOMMENDATION

THAT Council endorse the Planning Agreements as presented and proceed to issue of the final documents, notification to the Minister and registration in Council's Public Register.

ITEM:5 REG - 06/11/06 - FOOTPATH MAINTENANCE AND REPAIR POLICY

REPORT FROM: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

REFERENCE

Minute No 05.256.

SUMMARY

This report seeks Council's endorsement to move toward the implementation of a new policy on footpath maintenance and repair.

COMMENTARY

At it's meeting of 16 October 2006, Councillor M Ticehurst enquired as to the progress in relation to a resolution of Council in respect to the reviewing and/or re-writing of Council's policy on footpaths. Whilst Council's newly adopted policies include a policy on "footpath reservations – works undertaken by adjacent landowners" it is considered that this policy may not specifically address the issue of repair and maintenance. To this end, a draft policy has been prepared for Council's consideration.

POLICY IMPLICATIONS

The report proposes a course of action that is likely to lead toward the adoption of a new policy.

FINANCIAL IMPLICATIONS

Maintenance and repair of assets is addressed in relevant recurrent budgets. However, as Council moves toward more effective asset management systems a greater focus may lead to adjustment of recurrent budgets.

LEGAL IMPLICATIONS

A maintenance and repair program based on an updated policy should assist Council in relation to its legal and risk management responsibilities.

ATTACHMENTS

1. Draft Policy on Footpath Maintenance and Repair.

RECOMMENDATION

THAT the draft policy on Footpath Maintenance and Repair be exhibited for a period of Fourteen (14) days.

ITEM:6 REG - 06/11/06 - STATUS OF NEWNES FOREST ROAD, CLARENCE

REPORT BY: GROUP MANAGER REGIONAL SERVICES - ANDREW MUIR

SUMMARY

To advise Council of the status of Newnes Forest Road, Clarence following enquiries from a development proponent and resident.

COMMENTARY

Council is in receipt of enquiries on behalf of an applicant for a heritage sawmill and resident at Newnes Forest Road Clarence. This road provides access to a number of properties in the locality, however, investigations have ascertained that this formed road that traverses private and State Government land has no legal status as a public road nor has it been maintained by Council.

Representations urging Council to take action to have the road surveyed and acquired as a public road have been received.

POLICY IMPLICATIONS

Should Council be of a mind to acquire the land where the current unsurveyed road is situated it would be required to consider it's adopted policy on asset acquisition as follows:

When considering the acquisition and/or development of assets, Council will take into consideration;

- *The comparative long term ownership costs of the asset;*
- *Evidence of community demand for the provision or retention of the asset;*
- *The strategic worth of the asset and its community benefit;*
- *Whether the asset provides Council as positive return on the investment, and*
- *The extent to which the asset is subsidised by the community, through the use of general rate revenue.*

The long term ownership costs of asset acquisition and/or development must take into account;

- *Acquisition or Development costs;*
- *The cost of providing finance (i.e. opportunity costs and interest charges);*
- *Any warranty period applicable;*
- *The length, value and cost of any applicable maintenance agreements;*
- *The lifetime maintenance profile and costs;*
- *Energy consumption and projected costs;*
- *Any residual value (where applicable);*
- *An investigation of alternative acquisition arrangements, eg. Purchase, lease, rent, public partnership or resource sharing;*

- *An investigation as to alternative financing arrangements, eg. User pay, grants, loan funds or private sector, and*
- *Taxation issues under competition policy;*

Reports to Council on the acquisition and/or development of assets must include commentary on the above points as well as including details of;

- *Community demand;*
- *Strategic Worth to the Community;*
- *Asset return, and*
- *A comparison of long term ownership costs.*

Whilst the road in question is not a Crown road, Council has also recently adopted a policy not to maintain Crown roads unless the landholders enter into a work at owners cost arrangement.

FINANCIAL IMPLICATIONS

Whilst the full financial implications have not been costed a quotation for the survey work has been received at a cost of \$4,950.00 including GST.

Other costs would be expected to be significant and include –

- land acquisition costs
- legal fees
- On-going maintenance

Council has no dedicated funds allocated for this matter.

LEGAL IMPLICATIONS

There would appear to be no legal obligation for Council to formalise the road.

ATTACHMENTS

Plan prepared by Department of Lands indicating the rough location of “Newnes Forest Road”.

CONCLUSION

Council is under no legal obligation to acquire the land and survey the existing unformed road. The costs involved would be significant and under the circumstances it is recommended that Council resolve to take no further action.

RECOMMENDATION

THAT Council take no further action in relation to the possible survey and acquisition of the unsurveyed road know “Newnes Forest Road”, however, offer to project manage the process on behalf of the applicant(s) at this full cost.

ITEM:7 REG - 06/11/06 - LITHGOW PSSA AND WALLERAWANG PUBLIC SCHOOL SWIMMING CARNIVALS

REPORT FROM: Strategic Engineer – L. Kearney

REFERENCE

At Council's meeting held on Monday, 20 January 2003, Council resolved advertise all School Swimming Carnivals approved for the Lithgow War Memorial Olympic Swimming Pool, and to ensure that there are appropriate "carnival free" days each week to enable adequate use of the facility by the public.

SUMMARY

The Sports Advisory Committee have recently approved a number of bookings for school swimming carnivals to be conducted at the Lithgow War Memorial Olympic Swimming Pool during February 2007. This year, the Committee have also received and approved requests from Bathurst Schools, as current upgrading works being undertaken at the Bathurst War Memorial Olympic Swimming Pool have resulted in the facility being unavailable.

COMMENTARY

In accordance with Council's resolution of 20 January 2003, the Sports Advisory Committee have only been approving bookings provided there are "Carnival Free" days in between each carnival, allowing adequate use by the public on these days. Furthermore, Council advertises the approved bookings for school carnivals/special events the Council Column of the Thursday edition of the Lithgow Mercury (at least two (2) weeks prior to the events), as well as provides a written notice displayed at the entry terminal of the Lithgow War Memorial Olympic Swimming Pool, to advise members of the public who plan to use the facilities on these days of the restriction on use during these periods.

Lithgow PSSA have requested permission to conduct their Annual Swimming Carnival on Thursday, 15 February 2007, which will allow all local primary schools to conduct their events and select the appropriate representatives to attend the PSSA carnival.

The Sports Advisory Committee have previously approved bookings for Wednesday, 14 February 2007 (Lithgow High School), as well as Friday, 16 February 2007 (La Salle Academy), however, there are no bookings approved for Monday, 12 February 2007 or Tuesday, 13 February 2007. Allowing the Lithgow PSSA carnival to be conducted on Thursday, 15 February 2007 conflicts with Council's previous resolution, however, the PSSA carnival cannot be conducted on Monday, 12 February 2007, as the event organisers need at least three (3) days preparation for the event, and the last primary school carnival has been booked for Friday, 9 February 2007.

It would seem appropriate to grant permission to Lithgow PSSA to conduct their annual swimming carnival on Thursday, 15 February 2007, provided no bookings are approved for Monday, 12 February 2007 or Tuesday, 13 February 2007, allowing the public to continue to have two (2) days of full use of the facilities, provided that appropriate advertising is undertaken.

Furthermore, an application has also been received from Wallerawang Public School, requesting permission to conduct their annual swimming carnival on either of the dedicated as a "carnival free" days of Tuesday, 6 February 2007 or Thursday, 8 February 2007, to enable the School to select appropriate athletes to compete at the PSSA carnival.

The approved bookings are detailed in the table below:

Monday	Tuesday	Wednesday	Thursday	Friday
29 January 2007	30 January 2007 First day of Term 1	31 January 2007	1 February 2007 Lithgow Primary School	2 February 2007
5 February 2007 Cooerwull Primary School	6 February 2007	7 February 2007 Assumption School	8 February 2007	9 February 2007 St Patrick's School
12 February 2007	13 February 2007	14 February 2007 Lithgow High School	15 February 2007 Requested date for Lithgow PSSA	16 February 2007 La Salle Academy

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

ATTACHMENTS

Nil.

RECOMMENDATION

THAT:

1. Council grant permission to Lithgow PSSA to conduct their annual swimming carnival on Thursday, 15 February 2007 and for the event to be appropriately advertised; and
2. Council grant permission to Wallerawang Public School to conduct their annual swimming carnival, on 6 February 2007 to enable students to compete at the PSSA carnival on Thursday, 15 February 2007.

ITEM:8 REG - 06/11/06 - QUESTION WITHOUT NOTICE - COUNCILLOR A E THOMPSON - TRADE WASTE ISSUES

REPORT FROM: Strategic Engineer – L.Kearney

SUMMARY

To advise the Council on the current position in relation to Trade Waste, in response to a Question Without Notice from Councillor AE Thompson at the Finance and Services meeting of 23 October 2006.

COMMENTARY

At its Finance and Services meeting of 3 July 2006 Councillor AE Thompson requested a report as follows:

“Mr Mayor I refer to some questions I raised previously in relation to Trade Waste, can a report come back on the compliance of this for businesses?”.

As previously reported Council identified a possible 185 properties requiring inspection and to date 148 inspections have been carried out. From these 185 inspections 36 were determined not to be trade waste discharges, 14 approvals have been issued, 4 applications require further information, 44 applications are pending assessment, 30 applications have not been returned (various reminders sent), 37 properties are yet to be inspected and 20 properties have recently been inspected and Council is awaiting the lodgement of the their applications.

Since the inception of the policy one of the significant issues that has arisen relates to the charging regime for premises that **have not** installed and maintained appropriate pre-treatment facilities compared to premises that **have** installed and maintained pre-treatment facilities.

For category 2 dischargers Council’s adopted policy at section 3.5.4 provides:

- Commercial premises that have installed and maintained appropriate pre-treatment facilities will be required to pay \$1.20 per kilolitre of liquid trade waste discharged to the sewer.
- Commercial premises that have not installed and maintained appropriate pre-treatment facilities will be required to pay \$11.00 per kilolitre of liquid trade waste discharged to the sewer.

These charges have been reiterated in the current Management Plan and adopted fees and charges in addition to fees for applications, annual trade waste fee, re-inspection fees, excess mass charges, food waste disposal charge and non-compliance excess mass charge.

It is important to note that section 3.5 of the trade waste policy states:

“Large increases in liquid trade waste fees and charges are to be implemented over a three (3) year period. The amounts payable are to be 33% of the calculated total charge in the first year (2005), 66% in the second year (2006) and 100% in the third year (2007).”

Council has issued trade waste usage accounts based on fees and charges applicable during the 2005/2006 financial year, which has prompted a minor number of businesses (approximately eight (8)) to complete and return their required application forms.

Officers are now contacting each business that remains non compliant, to offer any assistance and advice on items the business needs to undertake to become compliant.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

For the 2005/2006 financial year, adjustments have been made to any accounts for premises that have been charged at \$11.00 per kilolitre so that only 33% is charged.

LEGAL IMPLICATIONS

Nil.

ATTACHMENTS

Nil

RECOMMENDATION

THAT the information be received.

COMMUNITY & CORPORATE SERVICES REPORTS

ITEM:9 COMM - 06/11/06 - DELEGATIONS REGISTER

REPORT FROM: GROUP MANAGER – COMMUNITY AND CORPORATE – K. WOOLLEY

REFERENCE

Minute 05-450: Ordinary Council meeting 05/09/2005
Minute 05-473: Special meeting 19 September 2005

SUMMARY

An updated delegations register is provided to Council which includes updates brought about through legislative changes and amendments arising from a review of the document.

COMMENTARY

The attached Delegations Register provides an updated list of delegations from the Council to the General Manager with the following changes compared to the delegations adopted by Council in September 2005:

- Format updated
- Inclusion of additional delegations from Food Act 2003
- Inclusion of necessary delegations from Roads Transport (General) Act 2005
- Inclusion of necessary delegations from Bush Fires Act 1997
- Inclusion of the delegations specifically resolved by Council
- Inclusion of Schedule 1 containing conditions and limitations applicable to the General Manager's delegations, Review process, media statements and correspondence delegations and information about the manner in which the General Manager may sub-delegate.
- Inclusion of Schedule 2 which contains the authority forms, certificates of authority and authorisation card templates.

To ensure the Delegations register remains current, the recommendation that concludes this report suggests that as Council may resolve to delegate the General Manager to complete specific tasks, these be added to the delegations register to ensure they can be enacted and have been recorded. This would only occur following a specific resolution of Council which identifies the actions Council wishes to be executed.

Once adopted by Council, the General Manager will be able to update the sub-delegations to staff within the new council structure.

POLICY IMPLICATIONS

The Delegations Register is a policy document of Council.

FINANCIAL IMPLICATIONS

NIL

LEGAL IMPLICATIONS

The Council may delegate to the General Manager a range of items with the exclusion of those listed in s377 of the Local Government Act 1993.

Council is required under the Act to review the delegations it has in place within 12 months of every election.

CONCLUSION

The updated Delegations Register is recommended to Council.

ATTACHMENTS

1. Delegations Register

RECOMMENDATION

THAT the Delegations Register be adopted by Council and that Council resolve to amend the section which lists items specifically delegated to the General Manager as they are resolved by Council.

ITEM:10 COMM - 06/11/06 - WRITING OFF DEBTS

REPORT FROM: GROUP MANAGER COMMUNITY AND CORPORATE – K. WOOLLEY

REFERENCE

NIL

SUMMARY

This report is provided to Council to enable the specific resolution of Council to enable the General Manger to write off debts (other than rates or charges) to a certain amount.

COMMENTARY

Clauses 131 and 213 of the Local Government (General) Regulation 2005 relate to the need for Council to determine the level that rates and charges (cl 131) and other debts (cl 213) may be written off by the General Manager or a delegated officer.

This report seeks to establish, in accordance with the Regulation, the level of debts which may be written off by the General Manager or delegated staff member.

Council's recently adopted Debt Recovery Policy (adopted by Council on 16 October 2006) identified an amount of up to \$1,000 may be considered by the General Manager or a delegated officer in terms of economic viability to retrieve a debt when compared to the costs of recovery.

The Regulation indicates a specific resolution of Council is required to enable the delegation to be performed.

POLICY IMPLICATIONS

The amount of \$1000 is specified in Council's Debt Recovery Policy.

FINANCIAL IMPLICATIONS

NIL

LEGAL IMPLICATIONS

NIL

ATTACHMENTS

NIL

RECOMMENDATION

THAT Council resolve the maximum amount that the General Manager, or a delegated officer, can write off for rates and charges and also for other debts be \$1,000.

ITEM:11 COMM - 06/11/06 - ELIGIBILITY FOR SEASON, FAMILY AND PENSIONER PASSES AT SWIMMING POOL

REPORT BY: CUSTOMER SUPERVISOR – G. ALLAN

REFERENCE

NIL

SUMMARY

Eligibility for season and family passes for the swimming pool need to be clarified through written guidelines for community information.

This matter has been presented to Council for endorsement following questions from the public and through questions raised by Councillors.

COMMENTARY

With regard to eligibility for season or family tickets, the question has been asked that if you have a child over 16 years of age, living at home, still at school, Uni or TAFE and not working full time, are they eligible to be on the family pass.

Council staff have researched other Councils' approaches to this issue and the results of research shows:

- *Blayney*: Under 18 for children's pass and qualifies on family pass.
- *Mudgee*: Family pass up to 16 years of age. However if they show a uni or TAFE pass they are eligible to be on family pass.
- *Orange*: Over 16 years of age - there is no rule just suggested discretion.
- *Bathurst*: Doesn't have a policy on this.

The following guidelines are recommended to Council as there were no written guidelines previously:

1. Children under 5 years are free;
2. School children up to and including the age of 16 years are considered eligible to purchase a child season ticket;
3. Children 17 years and over are only entitled to purchase a child season ticket or be included on a family season ticket, if they are current holders of a TAFE or a University student card, or holders of a school student ID card, **and** be on the family Medicare card. Student cards shall be produced for verification before the issuing of the ticket.
4. Persons to be included on a Family Season ticket are:
 - a) two adults (maximum) with unlimited children under 16 years of age of which the adults are legal guardians;
 - b) children aged 16-25 years and residing in the residence of at least one parent/guardian identified in point (a) and with the same characteristics as listed in clause 3 above;
5. To be entitled to a Pensioner season ticket, the applicant must be a holder of a Pensioner Card issued by Centrelink. This card must be produced for verification before issue of the ticket. Unemployed persons who are not holders of the Pension Card are *not* eligible to purchase a Pensioner season ticket.

POLICY IMPLICATIONS

The proposed guidelines will form a policy position for Council staff to interpret who is entitled to season, family and pensioner tickets for the swimming pool.

FINANCIAL IMPLICATIONS

There will be less single tickets purchased and possibly more family tickets.

LEGAL IMPLICATIONS

Nil

ATTACHMENTS

1. Swimming pool flyer

RECOMMENDATION

THAT Council confirm the eligibility for season, family and pensioner passes for the swimming pool guidelines and that staff make available the flyer in Council office locations.

ITEM:12 COMM - 06/11/06 - UPDATE ON COLLECTION PROCESSES

REPORT BY: COMMUNITY AND CULTURE MANAGER – P. HALL

REFERENCE

Min 05-248: Planning and Development Committee Meeting 30/05/05
Min 06-312: Policy and Strategy Meeting 03/10/06

SUMMARY

Methods of improved trolley collection have been considered and recommendations are made to Council concerning the questions raised regarding the conditions of consent for a coin operated trolley usage system and a means to ensure the retailers are collecting their trolleys in accordance with their obligations.

COMMENTARY

Council staff have received the attached assessment of coin operated trolleys from Ms Lyn Hall, Project Manager of Trolley Trackers. Ms Hall recommends coin operated trolleys **not** be introduced and provides commentary on the experiences in other areas. It must be noted that it is in Trolley Tracker's interests are for the ongoing support of Trolley Trackers however the information is worth noting.

Retailers are however demonstrating they are willing to work with Council to address Council's concerns and therefore it is recommended to Council that the current more targeted concentration from Council officers with the retailers be continued for 3 months to determine if the issues are improved in terms of abandoned and uncollected trolleys.

Staff have also examined the consent Woolworths received as a matter arising from the last Council meeting. The consent required that the retailer prepare a Trolley Management Plan and that this be reviewed within twelve months of opening. Council did not specify in the consent conditions that a coin operated system be used. (A coin operated system was only mentioned as an example).

The recommendation to Council is that, given it is impossible to respectively enforce any condition not appearing in the actual consent, a process of monitoring the new levels of commitment is done and at the conclusion of a 3 month period, a review of the performance and management of trolleys by retailers be undertaken and reported to Council.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

It will cost the retailers more money to get the impounded trolleys back from Council than bear the financial loss of the actual trolleys.

LEGAL IMPLICATIONS

Council has a duty of care to make sure there are no abandoned trolleys which could cause harm of any kind.

ATTACHMENTS

1. Trolley Management Plan
2. Trolley Trackers comments
3. Woolworths Walkway and Trolley Management - Report and Resolution
4. Minutes of the Collection Processes Meeting held on 12 October 2006.

RECOMMENDATION

THAT:

1. Council send correspondence be sent to Woolworth's requesting that the Trolley Management Plan be reviewed
2. Council collect trolley abandonment data on how many pick ups occur over a three month period to determine if the retailers are collecting their trolleys more diligently and provide a report to Council on the results of the survey.

**ITEM:13 COMM - 06/11/06 - TRANSITIONAL ARRANGEMENTS FOR
DEVELOPMENT CONTROL PLANS**

REPORT FROM: POLICY & PLANNING MANAGER – A MUIR

REFERENCE

Nil

SUMMARY

This report outlines changes to the transitional provisions of the Environmental Planning and Assessment Regulation 2000 in relation to the commencement of requirements for Development Control Plans. By April 2009, Council must comply with the "one development control plan per site rule" and ensure that provisions of Development Control Plans are not inconsistent with Environmental Planning Instruments applying to the same land.

COMMENTARY

In September 2005, new requirements were introduced into the Environmental Planning and Assessment Act 1979 (the Act) and the Environmental Planning and Assessment Regulation 2000 (the Regulation) in relation to Development Control Plans (DCPs). Section 74C of the Act states:

- Only one DCP per planning authority may apply in respect of the same land. Non compliance with this provision renders all DCPs invalid.
- A provision of a DCP is rendered invalid if it is the same as, or is inconsistent with, the provisions of an Environmental Planning Instrument applying to the same land.

An amendment to Clause 289A of the Regulation has been gazetted which extends the period in which councils have to comply with section 74C of the Act. Council must comply with section 74C of the Act by the time the principal Local Environmental Plan that applies to the same land as the DCP adopts the provisions of the Standard Instrument (Local Environmental Plans) Order 2006, i.e. April 2009.

POLICY IMPLICATIONS

The amendments to the Act and Regulation will affect the current suite of DCPs. A DCP under the new rules can apply to a site, a precinct or the whole local government area.

FINANCIAL IMPLICATIONS

Council will be considering an item in the draft 2007/08 Budget for the review and preparation of a DCP or a suite of DCPs that comply with section 74C of the Act.

LEGAL IMPLICATIONS

The legislative changes can invalidate any DCP if it does not comply with section 74C of the Act.

RECOMMENDATION

THAT the information be received.

ITEM:14 COMM - 06/11/06 - REVIEW OF MANAGEMENT PLAN ACTIONS - SEPTEMBER QUARTER 2006

REPORT FROM: POLICY & PLANNING MANAGER – A MUIR

REFERENCE

Min 06-183: Council Meeting 19 June 2006

SUMMARY

This report details the achievement of actions identified in the Management Plan.

COMMENTARY

Achievement of Actions

The following table details the achievement of actions as identified in the Management Plan during the period of 1 July to 30 September 2006.

Function: Community Development	
Action	Achievement
Access and equity activities	Access and equity activities undertaken include: <ul style="list-style-type: none"> • Participation in the Transport Forum for Pensioners. • Healthy Local Government Grant – Department of Housing Community BBQ and Audit of Emora Park. • Customer Service staff participated in Telephone Interpreter Service training provided by the Bathurst Migrant Support Worker. • Participated in Child Protection Week activities.
Social Plan	Draft Plan prepared and currently on exhibition at the time of writing this report.
Participation in community networks	Participated in the following networks: <ul style="list-style-type: none"> • Community Services Interagency • Child Protection Interagency • Domestic Violence Liaison Committee • Multicultural Interagency • Youth Council • Transport Working Group • Lithgow Community Action Partnership Group • Lithgow Correctional Centre Community Consultative Committee.
Community Donations	NAIDOC Day was celebrated on the 21 st July with the Aboriginal and non Aboriginal community gathering for a program of activities at the PCYC in Lithgow. The day was attended by more than 400 school children from a number of Primary Schools

	in the Local Government Area.
Function: Library & Learning Centre	
Action	Achievement
Develop programs to promote the library and attract more customers.	During July and August 2006 approximately 15 Koreans learnt English at the Lithgow Library Learning Centre as part of Operation Mobilisation. The Library collections were used as teaching resources.
Function: Environment Management	
Action	Achievement
State of the Environment Report	Draft report being prepared.
Function: Planning & Development	
Action	Achievement
100% of full development applications determined within 21 days.	Average approval time for the quarter was 23 days.
Strategic Plan	Prepared draft Local Profile & draft Discussion/Issue Paper and conducted Stage 2 of the Community Engagement Program.
Interim and amendments to the Local Environmental Plan.	The Evans Environmental Planning Instruments and Sex Premises, Home Occupation (Sex Services) and Restricted Premises amending Local Environmental Plans are undergoing government authority consultation at the time of writing this report.
Marrangaroo Local Environmental Study and Masterplan.	Report being finalised for Council's meeting of 20 November 2006 regarding the results of exhibition and the future of the draft Local Environmental Study & draft Structure Plan.
Function: Building	
Action	Achievement
Feasibility Study for additions to the Administration Centre, including Customer Service Counter.	Plans have been prepared and are being assessed to determine if satisfactory. The Customer Service Counter will be stage 1.
Eskbank House disabled facilities.	Completed.
Function: Executive/Governance Support	
Action	Achievement
Business papers produced and distributed on time, minimum three days prior to a meeting.	Achieved.
Function: Corporate Management	
Action	Achievement
Quarterly reports to	The Budget Review Statement and this report

Council on achievements against Plan and submitted within four weeks of the end of each quarter.	provide details of the Management Plan achievements, however, the reporting deadline has not been achieved this quarter.
Annual report within five months of the end of the financial year.	Draft report being prepared.
Function: Organisational Development	
Action	Achievement
Training Plan	2006/07 Training Plan approved by the Executive Management Team.
Occupational Health and Safety Program	Draft Occupational Health and Safety Policy presented to Council at its meeting of 18 September 2006. A new occupational health and safety system has been developed.
Compliance with award and statutes.	Compliant.
Function: Tourism & Economic Development	
Action	Achievement
Visitation statistics	10,941 persons visited the Visitor Information Centre during the quarter.
Function: Water Supply	
Action	Achievement
Maintain storage levels in reservoirs greater than 30%.	Fluctuated between 80 to 100% during the quarter.
Quality failures <10 per annum.	Farmers Creek Water Supply - all samples complied with the Australian Drinking Water Guidelines except one sample which failed the criteria for iron. Fish River Water Supply – all samples complied with the Australian Drinking Water Guidelines except for one sample which failed the criteria for total coliforms.
Function: Wastewater	
Action	Achievement
Lithgow Sewage Treatment Plant Augmentation	Council adopted the augmentation concept on 4 September 2006.
Function: Recreation	
Action	Achievement
Attendance and participation at Sports Advisory Committee Meetings.	Achieved.
Function: Bush Fire Mitigation	
Action	Achievement
Execute new Service	In progress.

Level Agreement with Rural Fire Service.	
Function: Transport	
Action	Achievement
Dark Corner Road – Reconstruct 2.3km & 5.7km.	Construction complete.
Willowvale Land – Repair and resheet approximately 1.2km and seal approximately 500m	Complete.
Blackheath Creek Road – Resheet and seal approximately 1.35km.	Complete.
Mid Hartley Road - Seal	Complete.
Ganbenang Road creek approaches.	Complete.
Function: Geographical Information Systems	
Action	Achievement
Provide a live and updated link between MapInfo and Proclaim.	Underway.
Matching of property with mapping database to be >95%.	Currently 93% match.
Function: Financial Services	
Action	Achievement
Rates levied by 31 July each year.	Completed.
Budget review statements submitted to Council quarterly.	Refer to Budget Review Statement Report within the Business Paper.
Audited financial reports composed by 31 October each year.	Reported at Council's Meeting of 16 October 2006 and will be forwarded to the Department of Local Government by compliance date 7 November 2006.
Domestic water accounts issued by 31 July.	Council has moved to cyclical water billing from 1 October.
Commercial/industry water and sewerage accounts issued by 31 July.	Completed.
Return on cash investments.	Interest on investments indicating an increase on original budget due to investment strategies.

POLICY IMPLICATIONS

There are no policy implications as a result of this report. However, Council will note the new format of outlining the progress of items with the Management Plan.

FINANCIAL IMPLICATIONS

The financial implications of the quarterly review of the Management Plan are provided in the Budget Review Statement Report.

LEGAL IMPLICATIONS

The Local Government Act 1993 sets out requirements for the quarterly reporting of the achievement of performance targets set by the current management plan during the quarter.

ATTACHMENTS

Nil

RECOMMENDATION

THAT the information be received.

ITEM:15 COMM - 06/11/06 - 2006/07 MANAGEMENT PLAN SEPTEMBER QUARTER REVIEW

REPORT FROM: INTERNAL SERVICES MANAGER – C FARNSWORTH

REFERENCE

Min 06-183: Ordinary Council Meeting of 19 June 2006, Adoption of the 2006/07 Management Plan

SUMMARY

This report provides the revised September quarter budget review of the 2006/07 Management Plan projecting a surplus of \$247,644.

COMMENTARY

September Quarterly Review

The September Quarterly Review of the 2006/07 Budget has been completed and projects a surplus of \$247,644. The table below provides a comparison of income, expenditure and total affect on the Financial Management Plan from the original budget as adopted by Council on 19 June 2006.

Original and September Quarter Budget Comparison			
Budget (Inc Internal)	Income	Expenditure	Total
Original	\$47,782,234	\$48,147,675	(\$365,441)
September Quarter	\$49,872,772	\$50,120,416	\$247,644

The following provides an overview of the major items which have produced the surplus of the September review.

- The Financial Assistance Grant was originally estimated at \$3,296,143, however, on 10 August 2006, the Department of Local Government advised that the 2006/07 allocation would be \$3,366,278. This represents an additional \$70,135 income.
- An additional \$123,142 has been received as rate income due to additional supplementary information provided by the Valuer General such as subdivisions, land splits etc which were unknown at the time of budget deliberations.
- Waste Fund has also received an additional \$97,000 again due to supplementary information from the Valuer General.
- The Workers Compensation premium has produced a saving of \$98,000 along with a refund of past years premiums of \$40,000. It is recommended this saving be set aside as in an Internally Restricted Asset to fund future premiums.
- The Public Liability premium has decreased by \$250,000 in accordance with advice received from Council's Insurer, Jardine Lloyd Thompson. However, as an offset Council's Environmental Impairment Insurance Policy has increased by \$77,000 in relation to leachate from the Lithgow Solid Waste Facility and the funds will be meet jointly by the Waste and Wastewater Funds.
- A 3% wage increase of \$185,000 is effective from 1 November 2006 and to fund this expense savings have been made within each Program.
- In the original 2006/07 estimates improvements to the Lithgow Swimming Centre allocated \$60,000 for solar heating improvements and \$85,000 for disabled access. The opening of

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the pool has highlighted the need for improvements to the backwash filter at a cost of \$120,000. To fund this additional expenditure the solar heating will be funded from the Section 94 reserve and the disabled access program has been deleted.

The following expenditure items related to works in progress which were incomplete at the end of the 2005/06 financial year and require inclusion in the 2006/07 September Quarterly Review of the Management Plan.

The majority of works are in relation to grant works which are matched by corresponding income to be transferred from reserve.

PROGRAM	VALUE
GRANT WORKS	
Crystal Theatre	84,877.72
NSW DOCS Anti Racism Day	2,000.00
Jobslink Plus Community Fun Day	2,750.00
LGSA Active Community Project	10,000.00
LGSA Active Young Bowenfels	10,000.00
Library Homework Centre Delta	8,347.31
State Library Spydus Computer Upgrade	26,145.00
On Site Sewage Management	9,371.00
EPA State Mine Old Power Site Cleanup	5,111.00
Arts Advisory Interpretive Signage	7,070.18
Heritage Office: Lithgow Industrial Presentation	6,886.00
Heritage Office: Main Street Study	1,000.00
Roads to Recovery	71,616.71
SCA Kanimbla/Ganbenang Road	19,710.52
War Memorial Veteran Affairs	6,000.00
SCA Sewerage Gauging and Monitoring	21,500.00
Coxs River Management	10,196.47
DIPNR Bio Diversity Lithgow Region	12,624.55
DIPNR Bio Diversity Wolgan Valley	36,177.50
DIPNR Community Partnerships	35,978.06
DIPNR Hassans Walls Biodiversity	4545.45
DIPNR Hyde Park & Dargan Reserves	6,003.91
DIPNR LEP	141,181.06
Land Dept Hassans Walls Weeds	2,000.00
Rylstone Grants: Unexpended prior to amalgamation	54,404.44
COUNCIL WORKS	
Beynon St/Heffernan Place Footpath	7,500.00
James St – Young to George Coates Ave	15,000.00
Valley View Road Sealing	6,639.20
Portland Pool Improvements (Loan Program)	200,000.00
AAA Showerheads	7,770.00
Onsite Sewerage Management	20,000.00
Hassans Walls Gates and Signs	20,000.00
Hassans Walls Bracey Lookout	20,000.00
Hassans Walls Upgrade Road	20,000.00
Hassans Walls Weed Control	5,000.00
Police Security Cameras	15,000.00
Eskbank House Disabled Facilities (From reserve)	5,000.00
TL Monaghans Cinders Tract Disabled Facilities	25,000.00
Glanmire Hockey Toilets	9,106.28
RAMS BA/DA System	10,280.00

Wallerawang Chlorinator	40,000.00
Oakey Park WTP	25,000.00
Oakey Park Sludge Lagoons	50,000.00
Flood Earthquake Study	155,000.00
Smoke Tester	7,000.00
Gell St Main Extension	104,117.84
Angus Place Tip Fence	20,000
Capertee Tip Fence	20,000

Water fund requires an additional \$140,000 for the purchase of Fish River water from State Water due to price variations from the original budget allocation.

The restructure the organisation was not operational until early July and as such movement has occurred between programs to realign the financial plan with the Modernisation of the Organisation.

It is suggested that the projected surplus for September 2006/07 of \$247,664 has been distributed to the following Internally Restricted Cash Assets to be reserved for future purposes:

- \$123,822: Plant Replacement
- \$ 44,000: Future Workers Compensation Insurance Premiums
- \$ 15,000: Increase in Election Reserve
- \$ 64,822: Increase the Employee Leave Entitlement Reserve for the ageing workforce.

Council will note the importance of increasing / creating these reserves for future general fund savings in continuing ongoing budget programs.

GORRIE BAN

At Council's meeting of 19 June 2006, it was resolved to consider a late submission from Gorrie Ban for financial assistance to install a spilt system air conditioner at Fatima Hall in the September quarterly review. The submission requested a third of the total cost of \$15,000 i.e. \$5,500. Council has provided funding for the organisation over past years and this is occasion it is suggested financial assistance be declined at this stage, however, the project be recommended as part of Councils donations program in the March quarterly review.

FEES & CHARGES

The Fees and Charges for 2006/07 have been reviewed and have revealed Council is undercharging for the actual cost of a load of water delivered in one hour. The current cost \$99.00 (Inc GST) per load and the actual cost is \$172.24 (Inc GST) per hour. It is recommended the revised charge be advertised for the required 21 day period and included in the 2006/07 Management Plan, Fees and Charges following advertising.

Water tanker operators currently purchase water from Council's standpipe in Barton St Lithgow at cost of \$1,000 per tanker and on sell the water to the general public. The Original 2006/07 Fees & Charges determined a cost of \$1,000 per annum / per operator which is insufficient for the quantity of water being utilised. It is recommended the fee be increased to \$3,300 per annum / per operator.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

I, Carol G Farnsworth, Lithgow City Council Internal Services Manager (Responsible Accounting Officer) certify as required by the Local Government (General) Regulations 2005, that Council's 2006/07 Management Plan has been reviewed and the financial position of Council is satisfactory with regard to the original estimate of income and expenditure and the recommended changes made as a result of the September 2006 quarterly review.

LEGAL IMPLICATIONS

The Local Government Act 1993 sets out requirements for the submission of a budget review statement after the end of each quarter.

ATTACHMENTS

The following reports are attached:

- Divisional Net Cost Summary
- Program Net Cost Summary
- Comparative Resource Summary

The following report will be tabled at the meeting:

- Program/Activity Report.

RECOMMENDATION

THAT:

1. The revised surplus of \$247,644 be noted
2. Council note the creation / addition of the Internally Restricted Assets for the following strategic management purposes:
 - \$123,822: Plant Replacement
 - \$ 44,000: Workers Compensation Insurance Premiums
 - \$ 15,000: Increase in Election Reserve
 - \$ 64,822: Increase the Employee Leave Entitlement Reserve for the ageing workforce.
3. The following expenditure items related to works in progress which were incomplete at the end of the 2005/06 financial year and be included in the September Quarter Review of the 2006/07 Management Plan.

PROGRAM	VALUE
GRANT WORKS	
Crystal Theatre	84,877.72
NSW DOCS Anti Racism Day	2,000.00
Jobslink Plus Community Fun Day	2,750.00
LGSA Active Community Project	10,000.00
LGSA Active Young Bowenfels	10,000.00
Library Homework Centre Delta	8,347.31
State Library Spydus Computer Upgrade	26,145.00

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On Site Sewage Management	9,371.00
EPA State Mine Old Power Site Cleanup	5,111.00
Arts Advisory Interpretive Signage	7,070.18
Heritage Office: Lithgow Industrial Presentation	6,886.00
Heritage Office: Main Street Study	1,000.00
Roads to Recovery	71,616.71
SCA Kanimbla/Ganbenang Road	19,710.52
War Memorial Veteran Affairs	6,000.00
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DIPNR Bio Diversity Wolgan Valley	36,177.50
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DIPNR Hassans Walls Biodiversity	4545.45
DIPNR Hyde Park & Dargan Reserves	6,003.91
DIPNR LEP	141,181.06
Land Dept Hassans Walls Weeds	2,000.00
Rylstone Grants: Unexpended prior to amalgamation	54,404.44
COUNCIL WORKS	
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James St – Young to George Coates Ave	15,000.00
Valley View Road Sealing	6,639.20
Portland Pool Improvements (Loan Program)	200,000.00
AAA Showerheads	7,770.00
Onsite Sewerage Management	20,000.00
Hassans Walls Gates and Signs	20,000.00
Hassans Walls Bracey Lookout	20,000.00
Hassans Walls Upgrade Road	20,000.00
Hassans Walls Weed Control	5,000.00
Police Security Cameras	15,000.00
Eskbank House Disabled Facilities (From reserve)	5,000.00
TL Monaghans Cinders Track Disabled Facilities	25,000.00
Glanmire Hockey Toilets	9,106.28
RAMS BA/DA System	10,280.00
Wallerawang Chlorinator	40,000.00
Oakey Park WTP	25,000.00
Oakey Park Sludge Lagoons	50,000.00
Flood Earthquake Study	155,000.00
Smoke Tester	7,000.00
Gell St Main Extension	104,117.84
Angus Place Tip Fence	20,000
Capertee Tip Fence	20,000

3. Alteration to the 2006/07 Fees and Charges following 21 days advertising as follows:

- Water Delivery to \$172.24 (Inc GST) per hour / per load of water.
- Commercial carter purchase of water from standpipe \$3,300.00 per annum / per operator

COMMITTEE MEETINGS

Nil.

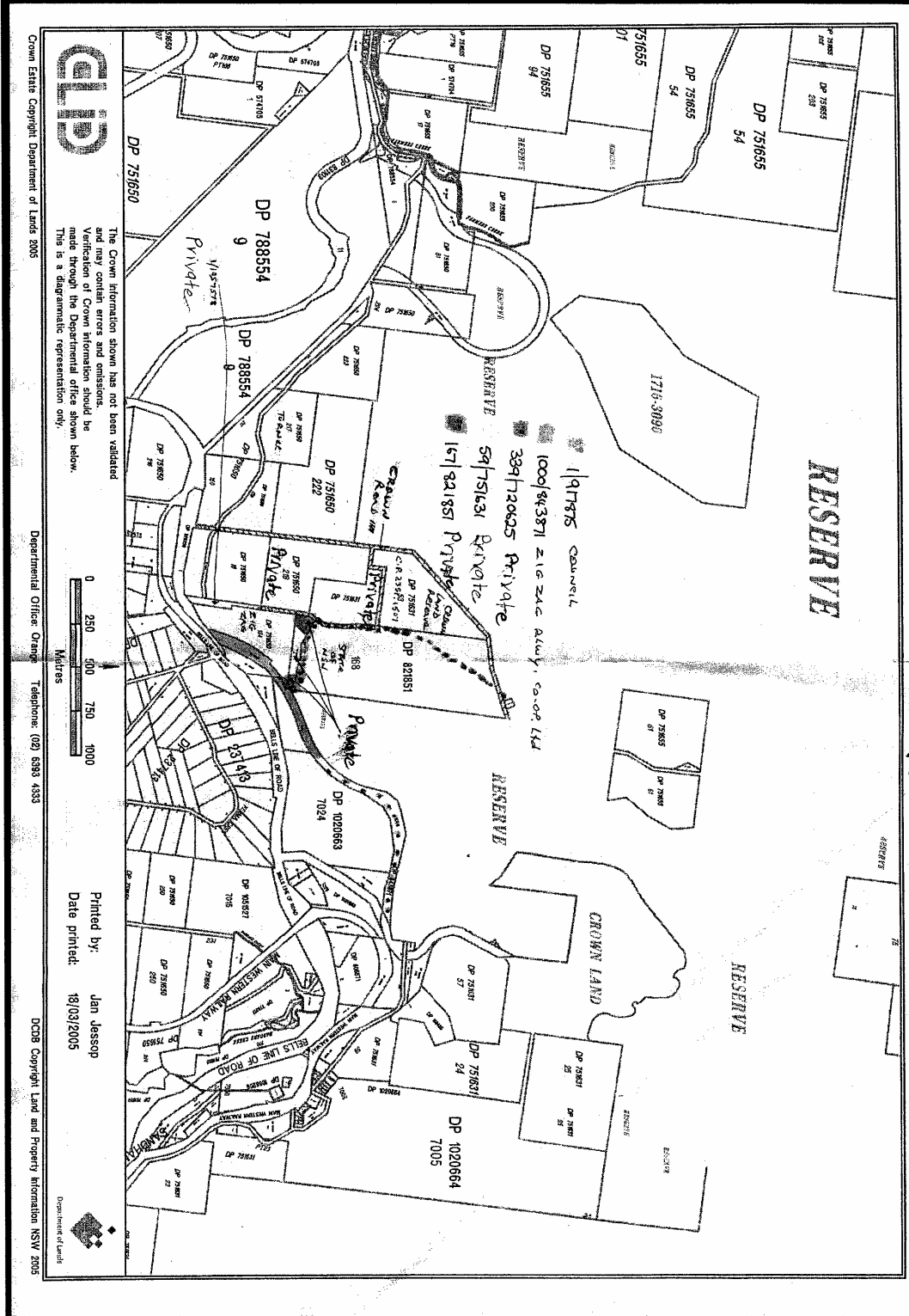
QUESTIONS WITHOUT NOTICE

Nil.

ATTACHMENTS

ITEM:6 REG - 06/11/06 - STATUS OF NEWNES FOREST ROAD, CLARENCE

DataWorks Document Number: 278966



This is a Reprint Of A Scanned Image

ITEM:11 **COMM - 06/11/06 - ELIGIBILITY FOR SEASON, FAMILY AND PENSIONER PASSES AT SWIMMING POOL**

LITHGOW SWIMMING POOL

SEASON TICKET 2006/07

SINGLE	\$66.00	PAID	<input type="checkbox"/>	\$88.00	<input type="checkbox"/>
FAMILY	\$165.00	PAID	<input type="checkbox"/>	\$192.50	<input type="checkbox"/>

FAMILY NAME: _____

ADDRESS: _____

CHILDREN'S NAMES

AND AGES: _____

OFFICE USE ONLY		
TICKET NUMBER	ADULTS	
CHILDREN		
VERIFICATION OF MEMBERS	<input type="checkbox"/> Medicare Card	<input type="checkbox"/> Other

SIGNED DATE

1. PAID BY: _____

2. PAID BY: _____

GUIDELINES FOR ISSUE OF SEASON TICKETS

1. Children under 5 years are free;
2. School children up to and including the age of 16 years are considered eligible to purchase a child season ticket;
3. Children 17 years and over are only entitled to purchase a child season ticket or be included on a family season ticket, if they are current holders of a TAFE or a University student card, or holders of a school student ID card, **and** be on the family Medicare card. Student cards shall be produced for verification before the issuing of the ticket.
4. Persons to be included on a Family Season ticket are:
5. two adults (maximum) with unlimited children under 16 years of age of which the adults are legal guardians;

6. children aged 16-25 years and residing in the residence of at least one parent/guardian identified in point (a) and with the same characteristics as listed in clause 3 above;
7. To be entitled to a Pensioner season ticket, the applicant must be a holder of a Pensioner Card issued by Centrelink. This card must be produced for verification before issue of the ticket. Unemployed persons who are not holders of the Pension Card are *not* eligible to purchase a Pensioner season ticket.