

## MINUTES

MINUTES OF THE MEETING OF THE LONGFORD LOCAL DISTRICT COMMITTEE HELD AT THE COUNCIL CHAMBERS, SMITH STREET, LONGFORD ON WEDNESDAY, 5 AUGUST 2015, COMMENCING AT 7:02 PM

### 1. PRESENT

Mr Linus Grant (Chairperson), Ms Dee Alty, Mr Neil Tubb, Mr John Cauchi, Mr Harry Galea

### 2. IN ATTENDANCE

Acting Mayor Richard Goss, Cr Dick Adams, Mr Des Jennings (General Manager), Miss Amanda Mason (Executive Officer)

### 3. APOLOGIES

Mrs Anne O'Hara, Mr Rein Wever, Mrs Lesley McKenzie

### 4. DECLARATION OF PECUNIARY INTEREST

Nil declared.

### 5. CONFIRMATION OF MINUTES

*Ms Dee Alty/Mr Neil Tubb*

That the Minutes of the Longford Local District Committee Meeting held on 6 May 2015 be confirmed as a true record of proceedings.

Carried unanimously

### 6. BUSINESS ARISING FROM MINUTES

#### 6.1 Longford Strategic Plan

1. Streetscape, including entrances to Longford, entrances to heritage precinct, Illawarra Road roundabout and beautification of the levee bank;
2. Maximise the use of the Halls – including purchase of equipment such as window blackouts, lighting, sound systems etc – budget allocation made for improvements to the Longford Town Hall internally and externally;
3. Sculpture for town – suggestion to have a community competition among sculpture artists to create a one day installation of sculptures in Longford, judge and then winning sculpture gets installed

#### **Action**

*Ms Alty to work further on the concept.*

4. Promotion of convict heritage story – referred to Longford Tourism & Business Association;
5. Linkage of Christ Church and the Village Green (committee to endorse and put forward to Council when the time comes).

The Committee noted that drawings are being developed of the streetscape (ie banners on Wellington Street in the Heritage Precinct), and the linking of Christ Church and the Village Green.

**Mr Harry Galea/Mr John Cauchi**

*That the LLDC seek the Council's support to appoint an appropriately qualified person to develop a concept plan improving the streetscape of Longford from the Illawarra Road roundabout to the southern end of the heritage precinct.*

*Carried unanimously*

**Mr Neil Tubb/Ms Dee Alty**

*That Council officers establish with State Growth permissible signage for the eastern and western approaches to Longford from Illawarra Road.*

*Carried unanimously*

**Action**

Miss Mason prepare letter to the Church on behalf of the LLDC requesting the wild flowers in the church grounds not be mowed in spring.

**7. GENERAL BUSINESS**

**7.1 Infrastructure Sub-Committee Report**

**7.1.1 Traffic Study**

Discussion has been had with officers of State Growth regarding a Traffic Study in Longford.

The Committee noted the General Manager is meeting with General Manager of State Growth of 13<sup>th</sup> of August.

**Action**

Report to be provided to the committee after the meeting has occurred.

It was requested by the Committee that previous recommendations regarding the roundabout and traffic in Longford should be raised with State Growth.

**7.1.2 Signage Review**

Council investigating how to progress the matter. Update to be provided as available.

The Committee requested its recommendations be referred to the signage committee for review and action.

**7.2 Tourism Heritage & Culture Sub-Committee Report**

**7.2.1 Visitor Information Hut**

Signs up, project complete.

**7.2.2 Visitor Information Centre**

Committee to note decision of Council of 20 July 2015:

**Cr Knowles/Cr Goninon**

That Council:

- i) Seek the comments of the current volunteers that support the Visitor Information shop front at JJ's Bakery.
- ii) If the Memorial Hall is a consideration for the location of the Visitor Information Centre, seek the input of existing and potential users of the Memorial Hall.
- iii) Assess the cost to establish a trial Visitor Information Centre at the Memorial Hall.

- iv) Review appropriateness of Council staff managing the centre volunteers, and the staffing capacity to undertake this role.
- v) Seek comments from the Ross Wool Centre in respect to downgrading from the yellow "i" to the white "i".

Carried unanimously

Request from Council to assess what items are required to establish the VIC.

### **7.3 Economic Development Sub-Committee Report**

It was noted by the Committee that the business name "Longford Revival Festival" has been transferred to Opcon Pty Ltd.

It was noted by the Committee that there will be a report to Council in August/September regarding development of equine related activities in Longford.

It was noted that Stokes Park was gifted to Council with conditions, these should be referred to when considering any future development.

### **7.4 Longford Planning Applications**

Nil

## **8. OTHER BUSINESS**

### **8.1 Budget**

Update to be provided on Council 2015/16 budget.

#### ***Action***

Miss Mason to circulate copies of letter from Corporate Services Manager re budget.

### **8.2 Memorandum of Understanding**

The Committee to review the amended Memorandum of Understanding approved by Council at its meeting of 18 May 2015 (Min Ref 124/15). It is noted that in order to bring all Local District Committees into line in respect to terms, new agreements will run until 30 June 2016 at which time the new two year term will be implemented.

#### ***Ms Dee Alty/Mr John Cauchi***

*That the Longford Local District Committee agree to the terms of the Memorandum of Understanding, to run until 30 June 2016.*

Carried unanimously

It was suggested that in future reviews of the MOU consideration should be given to a proxy voting system.

### **8.3 Longford Visitor Appeal Study**

Committee reviewed attached document prepared by Ms Alty and the Longford Business & Tourism Association.

***Ms Dee Alty/Mr John Cauchi***

*That the LLDC supports the general thrust of the Fox Report and urges Council to develop a challenging but realistic tourism plan for Longford, including in particular:*

- 1. Improvements to the streetscape, such as banners, to add vibrancy (key Fox observation);*
- 2. Council provide support to maximise benefits stemming from a collaborative information/promotion link between the Longford Business & Tourism Association, Woolmers and Brickendon (Fox recommendation 15);*
- 3. Adoption of a Longford Visitors Centre based on the Evandale model, subject to the 20 July 2015 decision of Council;*
- 4. Development of a calendar of museum/exhibition events showcasing items unique to Longford;*
- 5. Uniform local street and attractions signage throughout Longford and surrounds (Fox recommendation 6).*

*Carried unanimously*

### **9. NEXT MEETING**

Next meeting to be held at the Council Chambers, Longford on **2 September 2015**.

### **10. CLOSURE**

The Chairman closed the meeting at 8:35 pm.

**MOTIONS OF THE LONGFORD LOCAL DISTRICT COMMITTEE**  
**2013-2015 TERM**  
**Still outstanding**

<b>DATE</b>	<b>MOVE/SECOND</b>	<b>MOTION</b>	<b>STATUS</b>
1 May 2013	Robert Henley/Dee Alty	That the priority project for the Longford LDC for the 2013/14 Budget is the rehabilitation and development of the Stokes Park precinct.	Funds allocated in 2015/16 budget for development.
6 November 2013	Robert Henley/John Cauchi	That the fence line between the caravan park and Carins Park be planted with hawthorn.	To be progressed
5 February 2014	Robert Henley/Dee Alty	That the LLDC recommend that Council investigate the establishment of a visitors centre at the Longford Memorial Hall.	Council investigating relocation of Visitor Information Centre – See Council decision of 20 July 2015 Min Ref: 184/15.
4 June 2014	Dee Alty / Vanessa Thirkel-Johnston	The Committee recommends to Council that they identify funding, location and implementation of a standalone visitor information centre as a matter of priority.	Council investigating relocation of Visitor Information Centre – See Council decision of 20 July 2015 Min Ref: 184/15.
4 June 2014	Dee Alty / John Cauchi	The Committee recommends to Council that the system of signage in Longford be simplified and made coherent by: a) being in sympathy with the entrance to the town; b) being in sympathy with the historic precinct and social viability of the town; c) removing outdated signs; and d) signs be grouped in like colour and font according to the category of the sign.	Referred to Council's signage committee for action.
6 August 2014	Dee Alty / Robert Henley	That the Committee refer the matter of traffic counts, load limits and other traffic issues to Council's traffic engineer to report back at the next meeting.	Meeting with State Growth upcoming re Longford Traffic Study.
3 December 2014	Mr Robert Henley/Mr John Cauchi	The Longford Local District Committee recommends to the incoming committee that a Tourism Committee and a standalone Visitor Information Centre are of critical importance to Longford.	Business and Tourism Group established.

3 December 2014	Mr Robert Henley/Ms Dee Alty	That the Longford Local District Committee agrees with the principles of simplification of the signage system within Longford and that the standard white signs with black print be maintained outside of the heritage precinct area, and the heritage street signs be kept within the heritage area.	Referred to Council's signage committee for action.
6 May 2015	Dee Alty/Lesley McKenzie	That the Longford Local District Committee recommends Council develop a system of standardised signage incorporating a style guide consistent with state requirements.	Referred to Council's signage committee for action.
6 May 2015	Mr Rein Wever/Mr Neil Tubb	The Longford Local District Committee recommends Council establish a bi-lateral agreement with State Growth for the maintenance of the appearance and condition of the roundabout and its surrounds.	Discussion to be had with State Growth. Council has budgeted for entrance statement design across the municipality.