
Local Impact Assessment Class 1 Application
2C Lithgow Street, Lithgow NSW

Club Lithgow
(LIQC300237958)
February 2017

EXECUTIVE SUMMARY

1. INTRODUCTION

This document is a Class 1 Local Impact Assessment to accompany an application for a Threshold Increase for approval of a 'low range' gaming machine threshold increase of 20 for the Lithgow City Bowling Club Ltd (the "Applicant"). The Applicant conducts the premises situated at 2C Lithgow Street, Lithgow and known as Club Lithgow (the "Venue"). The Venue is located in the Band 2 Local Government Area (the "LGA") of City of Lithgow Council. This LIA provides relevant gaming data, social data and issues of concern to the Local Community to allow the Authority to determine whether additional gaming machines will positively contribute to the Local Community.

2. RESPONSIBLE GAMBLING MEASURES

Chapter 2 of this Report details the mandatory and additional responsible conduct of gambling measures that have been put in place by the Applicant at the Venue. The Applicant manages its gaming machine operations in strict accordance with legislated and 'best-practice' interventions and initiatives modelled on its Responsible Conduct of Gambling House Policy (see **Attachment "A"**). The Applicant has also implemented additional measures to ensure compliance with the *Gaming Machines Act* 2001 and associated Regulations. The Applicant is a member of ClubSafe, and has adopted its best practice guidelines and policies.

3. LOCAL COMMUNITY

Chapter 3 of this Report details the characteristics of the area potentially affected by the approval of the Threshold Increase Application. The township of Lithgow has also been identified as the Local Community, whilst the broader community is identified as the City of Lithgow Council Local Government Area. A map of the township of Lithgow is included at **Attachment "B"**. Chapter 4 of this Report provides a demographic description of the Local Community and LGA.

4. POSITIVE CONTRIBUTION

Chapter 5 of this Report details the positive contribution that will result from approval of the Threshold Increase Application to the Local Community. The Applicant proposes to donate \$80,000 to Lithgow Community Transport, which is a unique and not-for-profit organisation that provides a range of necessary transport facilities to a wide range of groups throughout the township of Lithgow and the LGA. Further information about this donation is provided in Chapter 6.

5. CONCLUSION

Given the satisfaction of the requirements of the Gaming Machines Act and Regulation through the conduct of gaming machine operation at the Venue in a responsible manner, along with the evidence of substantial positive contributions to the Local Community, it is the Applicant's belief that this LIA meets the requirements of the Legislation.

INTRODUCTION

- 1.1. This Report is a Class 1 Local Impact Assessment ("LIA") to accompany a Threshold Increase Application made for a 'low range increase' of 20 gaming machines for Lithgow City Bowling Club Ltd also known as "Club Lithgow". The Applicant conducts the premises located at 2C Lithgow Street, Lithgow in the City of Lithgow Local Government Area, which is currently classified as a Band 2 Local Government Area.

Methodology

- 1.2. In respect of LIA's relating to threshold increase applications, the LIA Guidelines provide that the Independent Liquor and Gaming Authority ("the Authority") can only approve an LIA where the LIA complies with the requirements of the *Gaming Machines Act 2001* and the *Gaming Machines Regulations 2008* (the "Legislation") and demonstrates that gambling activities will be conducted in a responsible manner. The Guidelines further state that a Class 1 LIA must demonstrate that the proposed increase in gaming machines for the Venue will provide a positive contribution towards the Local Community in which the Venue is situated.

Applicant Details and History

- 1.3. The Applicant provides a wide range of recreational services and community based enterprises for the residents of the Local Community. The location of the Venue is identified in **Attachment "B"**. The total floor space of the Venue is 797 m² with the layout plan of the Venue provided at **Attachment "C"**.
- 1.4. The Applicant was formed in 1944 by its founding members who set out to create an establishment where people could gather and have a place to play sport. For a time the only members of Applicant were bowlers, although over the years, the Applicant has undergone a number of changes, with the Venue currently incorporates a variety of other facilities in addition to the bowling greens.

Current Applicant Services and Facilities

- 1.5. The Venue currently provides a dedicated bar and gamine room area together with a restaurant, snack bar, café, meeting rooms and function areas, and together with bowling greens. The recent addition of the snack bar furthers the Applicant's focus on the provision of quality meals to members and their guests who attend the Venue.
- 1.6. The Applicant offers a variety of services to its members and guests including but not limited to the provision of gaming and refreshments, as well as bowling, trivia and raffles.
- 1.7. The Venue's trading hours are:
- Monday to Thursday - 10.00 am until 11.00 pm;
 - Friday – 10.00 am until 12.00 midnight;
 - Saturday – 10.00 am until 1.00 am; and
 - Sunday 10.00 am until 10.00 pm.

- 1.8. These hours are traded at a maximum, with the closing times on Monday to Wednesday and Sunday nights being largely dependent on the number of patrons utilising the Venue's facilities.

2. PROPOSAL

- 2.1 The positive contribution put forward in this LIA will not occur without the approval of the Threshold Increase Application. The Applicant proposes to donate a total of \$80,000 to Lithgow Community Transport which is a unique, not-for-profit organisation that provides specific services to the Lithgow LGA. This organisation provides necessary and life saving transport facilities to a wide range of in need groups located within the LGA. Further information about these donations is provided in Chapter 6.

3. RESPONSIBLE GAMBLING MEASURES

- 3.1. The Applicant's gaming machine operation exceeds legislative requirements and is considered to comply with best practice in this area. A copy of the Applicant's House Policy on the Responsible Conduct of Gambling is included at Attachment "A".
- 3.2. The Applicant complies with its responsible gambling house policy which has been drafted in accordance with the legislative requirements stated in the *Gambling Legislation Amendment (Responsible Gambling) Act 1999*, the *Registered Clubs Act 1976*, the *Gaming Machines Act 2001* and accompanying regulations. The Applicant's harm minimisation strategies are extensive. A full list is provided at **Attachment "D"**.
- 3.3. The Applicant is a member of ClubSAFE, and has adopted its best practice guidelines and policies. As such, the Applicant goes beyond compliance with current legislation. The Applicant proactively adopts the latest measures aimed at preventing and managing problem gambling. The applicant also ensures that all staff hold current and valid Responsible Conduct of Gambling Competency Card.
- 3.4. In addition, the Applicant offers the ClubSAFE online self-exclusion program. This provides patrons with the ability to be self-excluded from venues within a particular area. The program also allows for updates to be received from other clubs within the region, making the Applicant's self-exclusion scheme much more accessible and effective.

4. LOCAL COMMUNITY

Definition of Local Community

- 4.1. For the purposes of this LIA, the Local Community is defined as encompassing the township of Lithgow and its surrounding suburbs, whilst the broader community is considered to be the City of Lithgow Local Government Area. The approach taken by the Applicant in defining its Local Community relates to its membership penetration within surrounding localities.
- 4.2. Generally, a club will have a membership penetration of approximately 5kms. This assessment is linked heavily to legislative requirements pertaining to compulsory membership of any person residing within 5kms of the registered club in question. In the context of the information set out above, the Local Community is comprised of the suburbs that make up the township and surrounding suburbs whilst the broader community encompasses all townships and other communities located within the LGA.

- 4.3. It is submitted therefore that this defined area meets the requirements of the Act, Regulation, and Guidelines.

5. DEMOGRAPHY

- 5.1. Lithgow township is located in the Central West region of NSW approximately 150 kilometres from Sydney and covers an area of approximately 79 square kilometres (whilst the LGA covers an area of approximately 4,551 square kilometres). The LGA has residential, shopping and commercial centres and comprises approximately 7,787 private dwellings.
- 5.2. In 2014 Lithgow township's population was 11, 143. In August 2011, Lithgow LGA's population was estimated at 20,160. At that time, 24.6% of the population was recorded as above the age of 55. In comparison to the NSW figure of 13.4% and reflecting that Lithgow LGA comprises a significant aging population.
- 5.3. The rate of unemployment in Lithgow LGA in August 2011 was estimated at 7.2%, only slightly higher than the NSW rate of 5.9%.

6. POSITIVE CONTRIBUTION

- 6.1. The granting of the Application will yield a significant social benefit for the Local Community through the Applicant's contribution of a total of **\$80,000** is to be donated to Lithgow Community Transport.

Lithgow Community Transport

- 6.2. Lithgow Community Transport is based in Lithgow and provides transport to the wider Lithgow community. The service commenced in 1978 and provides transport services to a wide group of residents and community bodies within the LGA. Transport is provided as far as Orange to the west and Sydney to the east. A small staff run primarily on volunteer drivers using 7 vehicles, 2 of which are small buses to transport members of the public requiring the need for transport.
- 6.3. Funding comes from both State and Federal Government however strict eligibility requirements apply to the use of these funding's.
- 6.4. The service provides transport services to the following:
- doctors' appointments
 - specialists appointments
 - hospital visits
 - medical treatments
 - podiatry
 - pathology
 - shopping

- 6.5. The transport service is provided on an individual basis to both local and out of area appointments to ensure that residents obtain the required services necessary for quality of life. Without these services, a large portion of those persons requiring the service provided within the Local and Broader community would be without transport to the health services required by the residents.
- 6.6. Request for transport for outside the funding requirements are regularly received. These requests come from the PCYC, Women's Refuges, cancer patients requiring chemotherapy or radiation; and more recently persons under 65 years of age with a disability that have not been successful in the National Disability Insurance Scheme assessment process.
- 6.7. The services are promoted to remote villages within the LGA and people who are transport disadvantaged. In order to provide transport for those persons outside of the funding requirements, independent fund raising is relied upon to ensure these persons have access to quality and reliable transport options. The donation will enable the use of the spare capacity within the fleet to provide critical additional transport to those persons outside the funding criteria.

The Proposal

- 6.8. The Applicant proposes to donate \$80,000 to this service provider. The donation will be used towards providing funding for transport outside the eligibility funding requirements. The distribution of these donations will be made to the following entities:
- PCYC
Women's Refuge
Cancer patients
Disability claims under the age of 65 years -
- 6.9. The funds donated will be allocated towards the costs associated in promoting and using the vehicles operated by the organisation to transport a wide range of persons to destinations they would not be able to access without the use of this service.
- 6.10. **Attachment "D"** is a letter from Steven Stanton, General Manager of Lithgow Community Transport confirming the details of the organisation as well as the arrangements and proposed use of the donation from the Applicant.

7. CONCLUSION

- 7.1. This LIA, pursuant to Section 37 of the Gaming Machines Regulation 2009, defines the Applicant's Local Community, details the positive contributions that the Applicant will provide to the Local Community if the Threshold Increase Application is approved, and details the harm minimisation and responsible gambling measures that are in place at the Venue.
- 7.2. The Applicant is a community based licensed club which provides the needed community support through the proposed donation that exceeds those required through ClubGRANTS contributions.
- 7.3. The Applicant operates gaming machines at the Venue in compliance with mandated legislative requirements and operates a best-practice style of interventions and

procedures. The Applicant enforces this strict approach based on its House Policy for the Responsible Conduct of Gambling. This includes regular in-house training sessions for all of its gaming staff, each of whom holds qualifications in the Responsible Conduct of Gambling. The Applicant's commitment to its responsible provision of gaming facilities is enhanced by its ClubSafe membership.

- 7.4. The positive contribution comprises of a significant donation to Lithgow Community Transport in order to fund needed and vital additional transport that falls outside of the eligibility requirements for funding by State and Federal Governments. The additional funding will allow much needed transport to be provided to PCYC, Women's Refuge, Cancer patients and persons under the age of 65 with disability requirements that may not be forthcoming otherwise. The required transportation will assist persons who would otherwise not be able to access medical and other services required for a basic quality of life in the local and broader community.
- 7.5. It is therefore provided that the test as set out in the Guidelines and Legislation is met and the Applicant submits that the Threshold Increase Application should be approved.

ATTACHMENT

“A”

Club Lithgow Gambling Policy

Club Lithgow has established this policy to ensure that patrons and guests perceive that the gambling operations of the club are being conducted in a fair and equitable manner.

Whilst Club Lithgow allows employees to be members of the club, staff and also contractors and suppliers, whether they be full time, part time or casual, are prohibited from participating in any form of gambling that the club conducts whilst on duty or attending to provide services at the club. Staff and also contractors and suppliers are prohibited from participating in any form of gambling during their unpaid and paid breaks. Forms of gambling that are prohibited include, but are not limited to, poker machines, card machines, member promotions of any kind, TAB and Keno.

Employees who wish to participate in any form of gambling also must not do so within 30 minutes before the start of their shift or 60 minutes after the ceasing of their shift. Employees are not allowed to participate in any form of gambling whilst they are in club uniform.

Any breach of this policy by a member of staff or by a contractor or supplier to the club would be a very serious matter. In some cases, it could put the club in breach of its compliance obligations.

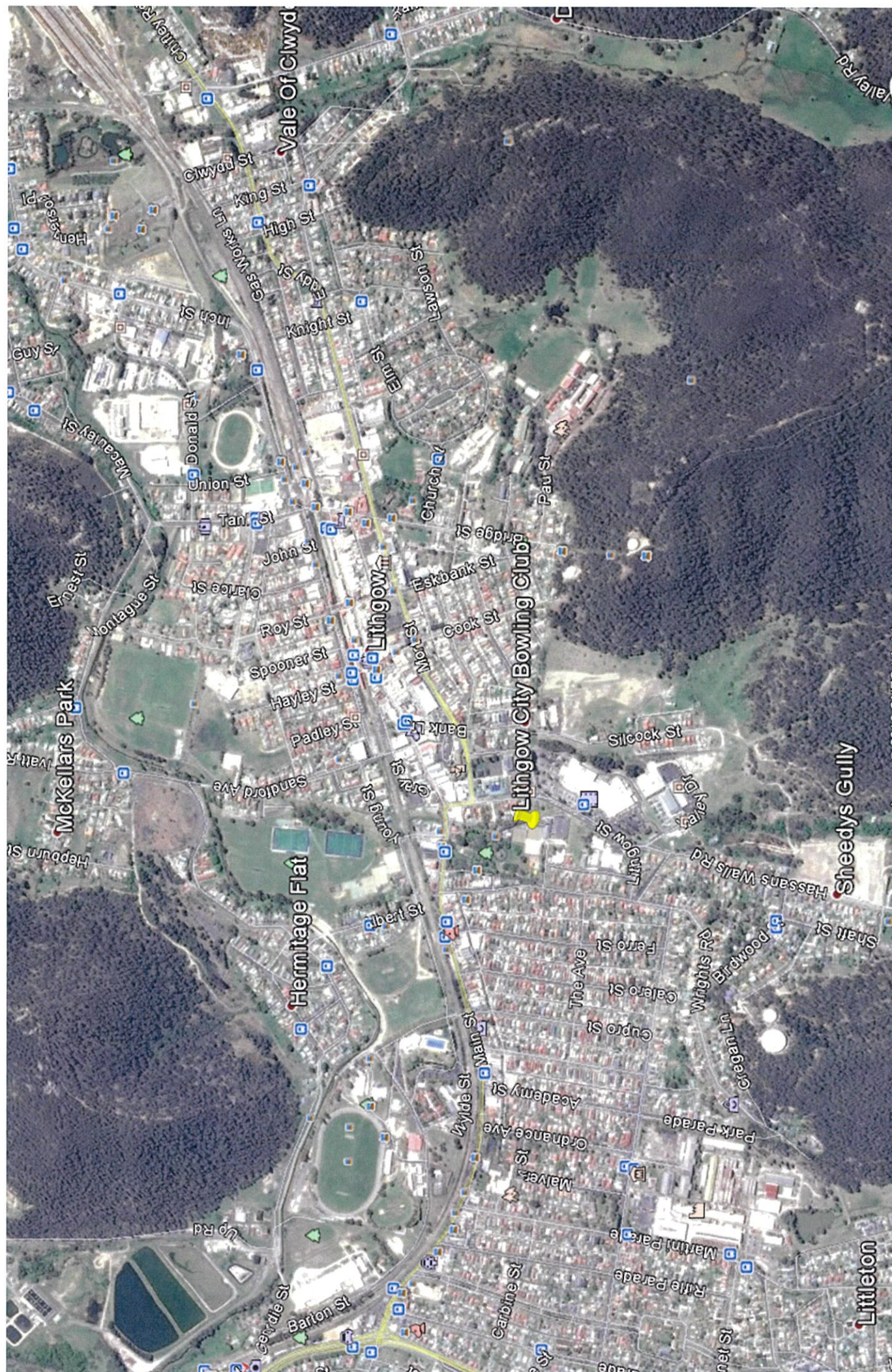
Breach of this policy by a member of staff will be serious and wilful misconduct which could lead to summary dismissal.

Breach of this policy by a contractor or supplier will be a serious breach of an essential condition of the clubs arrangements with the contractor or supplier, entitling the club to terminate all current contracts as well as claiming damages.

By
Board of Directors

ATTACHMENT

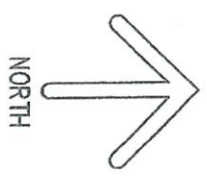
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ATTACHMENT

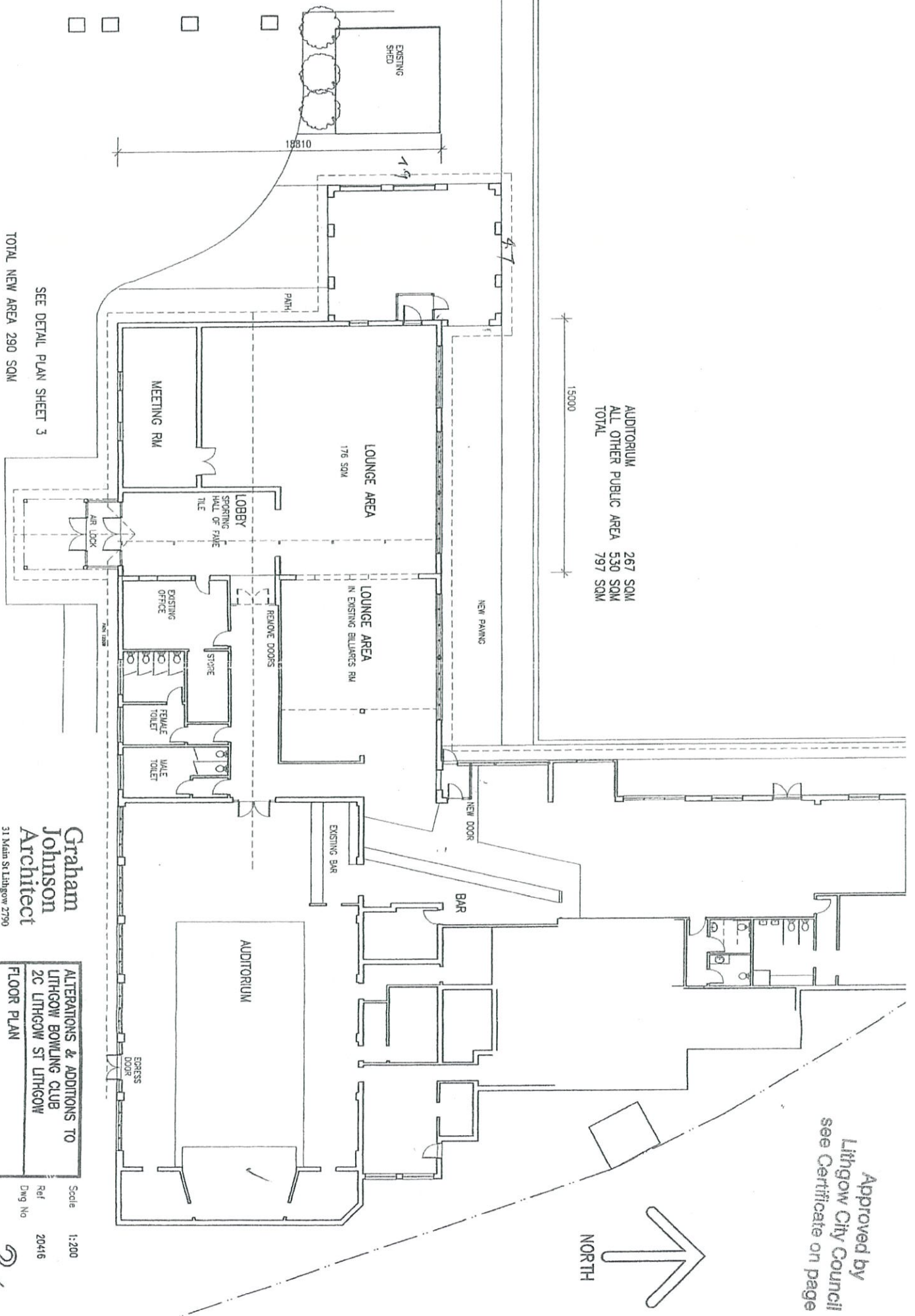
“C”

Approved by
Lithgow City Council
see Certificate on page 1



AUDITORIUM 267 SQM
ALL OTHER PUBLIC AREA 530 SQM
TOTAL 797 SQM

15000



Graham
Johnson
Architect
31 Main St Lithgow 2790
Tel. 02 6351 3463

ALTERATIONS & ADDITIONS TO
LITHGOW BOWLING CLUB
2C LITHGOW ST LITHGOW
FLOOR PLAN

Scale 1:200
Ref 20416
Dwg No

2

ATTACHMENT

“D”

CLUBLITHGOW

...on Lithgow Street!

HARM MINIMISATION STRATEGY

Privacy

Protecting your privacy and personal information is a high priority for Club Lithgow. We are committed to the privacy and protection of the member, visitor and staff.

Security and CCTV

The club is committed to the provision of a safe and compliant environment for the benefit of its members, visitors and employees. The club recognises the importance of security measures to mitigate the risk of physical and psychological hazards within the workplace which include threatening or violent persons, work place violence, hostage siege situations, armed hold up and alcohol related violence.

The club has a number of security strategies to help protect our members, staff and visitor. We pride ourselves in providing a safe and professionally managed venue for our patrons to enjoy. We have continuous closed circuit television which is in operation 24 hours a day 7 days a week, in accordance with the *workplace Surveillance Act 2005 and Regulations*.

Responsible Service of Alcohol

The club is committed to providing our guests and staff with a safe and secure environment to enjoy when they are on our premises. We are committed to the Responsible Service of Alcohol and actively implement policies in accordance with the *Liquor Act 2007*.

Lithgow Liquor Accord

The club plays an active role in the Lithgow Liquor Accord. Lithgow Liquor Accord is a voluntary based organisation working with the Local Area Government and law enforcement to help prevent alcohol related antisocial behaviour and improve the perception of safety and appeal of the City of Lithgow.

Responsible Conduct of Gaming

The *Gaming Machines Act 2001* and *Gaming Machines Regulation 2010* aims to ensure registered clubs and other licensed venues adopt responsible practices for gambling activities conducted within venues. The club is committed to the Responsible Conduct of Gaming and is committed to providing an environment for them to conduct gambling responsibly and as an enjoyable activity. However we do recognise that some people can have significant problems with gambling. We have gambling help information leaflets and staff readily to help in any area available throughout our gaming room and venue.

Self Exclusion Programs

A self exclusion scheme is in operation whereby a person/participant is prevented, at his or her own request, from entering or remaining in any area of a registered club that is nominated by the participant. At minimum the restricted area must be the poker machine area of the club. The legislation behind the scheme allows Club Management to use no more force than is reasonable in the circumstances; a) To prevent a participant from entering the nominated area of the club, and b) To remove a participant from the nominated area. Self-exclusion schemes are also available for gaming machines, Keno, TAB gambling and liquor restrictions, noting that liquor self-exclusion is exclusion from the entire premises. This exclusion is run through the Clubs nsw website portal which allows you to nominate other clubs within your area to self-exclude. For a private and confidential appointment please contact the clubs office.

Members Reward Program

As a member of the club you will enjoy the benefits of being apart or our Opal Rewards Program. It is a five tier rewards program. Opal Rewards information flyers are available throughout the club. If at any point you do not wish to be a part of the program, which includes entry to member's promotions, member's discounts, loyalty benefits and point accrual, kindly forward a request in writing to our Secretary Manager.

Member Reward Point Security

Membership cards are encoded with a generic PIN number through the kiosk. Bar and door staff are able to change PIN numbers at customer request.

Member Feedback and Complaints

Our club welcomes the opportunity for members and visitors to give feedback and concerns. We have a suggestion box that is placed in the bar area with forms for patrons to complete and submit. These forms are then handled by our secretary manager and if it cannot be handled satisfactorily it will go before the board of directors. Management are always available to listen to your praise, suggestions and grievances.

THINK! About your choices

Call Gambling Help 1800 858 858

www.gamblinghelp.nsw.gov.au

Your player activity statement is available from the Cashier

Club Lithgow supports the Responsible Service of Alcohol.

ATTACHMENT “E”



1/31 Railway Pde
LITHGOW NSW 2790

10 February 2017
The Manager
Att. Christine Green
Lithgow Bowling Club
2c Lithgow St
LITHGOW NSW 2790

Dear Christine,

Re: Funding proposal

Lithgow Community Transport is part of the LiveBetter (formally CareWest) network based in Lithgow. LiveBetter is a not for profit company that provides a variety of services in the aged, disabilities, children and social services sectors. In Lithgow we provide transport to the broader Lithgow Community. We transport our clients around the area as far as Orange in the west and to Sydney in the east. In Lithgow our small staff run primarily on volunteer drivers using 7 vehicles, including 2 small buses. Community Transport's primary funding comes from both the State & Federal Governments however they have strict eligibility requirements for potential clients.

We often have requests for transport for people that are not eligible for transport funding. These include requests from the PCYC, Women's refuge, cancer patients requiring chemotherapy or radiation, Indigenous health related transport and recently people under 65 with a disability that have not been successful in the National Disability Insurance Scheme (NDIS) assessment process. Additionally, we have undertaken a needs review of the local transportation support gaps with local service providers and determined the level of support required, this is as presented.

In order to provide any transport service to these clients we rely solely on independent fundraising. This funding enables us to use the spare capacity within our fleet to provide this critical additional transport to these needy members of the Lithgow community.

We would be grateful for your consideration of assistance in this area. We understand that you are considering donating a sum in the vicinity of \$80,000.00 to enable us to provide further services to these clients. We would propose to distribute your generous donation solely within the Lithgow community as follows:

PCYC and other Community Groups \$5000
Women's refuge \$15,000.00
Cancer Patients \$25,000.00
Indigenous Specific Health Transport \$15,000.00
Disability clients under 65 \$20,000.00

Thank you for the opportunity to apply for this funding. We are willing to provide any acquittal details and spending conformations that you may require.

Should you require any further information, please do not hesitate to contact our Kathy Dickson on 02 6352 2146

Yours sincerely,

Steve Stanton
General Manager, Community Services
LiveBetter