

A1.2.1 BF:SS

April 2009

P1.	FINAL RECONCILIATION OF COSTS – 2008 LOCAL GOVERNMENT ELECTION.....	2
P2.	TERRAZZO TAPESTRIES – THE OBERON COMMON.....	2
P3.	AUSTRALIAN UNITED TIMBERS – B-DOUBLE ACCESS	3
P4.	REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM – STRATEGIC PROJECTS.....	3
P5.	REDISTRIBUTION OF FEDERAL ELECTORAL BOUNDARIES IN NSW.....	3
P6.	ACCOUNTING AND ADMINISTRATION COMPUTER SOFTWARE	4
P7.	SUPERANNUATION CONTRIBUTIONS INCREASES	5
P8.	EMPLOYEES LONG SERVICE LEAVE RESERVE FUNDS.....	6
P9.	OBERON ANIMAL POUND	7
P10.	STATEMENT OF BANK BALANCES AND INVESTMENTS.....	8

This is Page No. 1 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

General Manager

Mayor

P1. FINAL RECONCILIATION OF COSTS – 2008 LOCAL GOVERNMENT ELECTION
Staff Report to the 21 April 2009 Ordinary Meeting
File No. A7.1
Prepared by Leigh Robins on 2 April 2009

By letter, dated 26 March 2009 the Electoral Commission of NSW has written to advise council of the final costs of conducting the 2008 Local Government Elections.

Council were invoiced for 85% of the estimated costs in August 2008. The final election costs for Oberon are less than the budget estimate and as a result Council has been issued a credit for \$6,380.00 (incl. GST).

A full summary of the final expenses for Oberon Council Local Government Election is included for Councillors information (**Attachment P1**).

Recommendation:

That the information be received and noted.

P2. TERRAZZO TAPESTRIES – THE OBERON COMMON
Staff Report to the 21 April 2009 Ordinary Meeting
File No. E34.9
Prepared by Leigh Robins on 2 April 2009

The Oberon Arts Council has written to Council (**Attachment P2**) to express their thanks to the Oberon Councillors and Oberon Council staff for the support given to the Terrazzo Tapestries project recently completed in The Oberon Common.

As a result of funding from Youth Week 2008, the Diprotodon Youth Mosaic has also recently been completed and installed on the wall of the Visitor Information Centre.

The next project that The Arts Council would like to undertake in The Common is a shelter wall depicting a historic time line for Oberon, Oberon pioneer families and native flora and fauna. A model of the project is currently on display in the Council's foyer.

Recommendation:

That the information be received and noted.

This is Page No. 2 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

General Manager

Mayor

P3. AUSTRALIAN UNITED TIMBERS – B-DOUBLE ACCESS
Staff Report to the 21 April 2009 Ordinary Meeting
File No. E31.1
Prepared by Leigh Robins on 2 April 2009

Australian United Timbers has written to Council to advise that they do not wish to proceed with any road works relating to B-Double access.

A copy of the letter is attached for Council's information (**Attachment P3**).

Recommendation:

That the information be received and noted.

P4. REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM – STRATEGIC PROJECTS
Staff Report to the 21 April 2009 Ordinary Meeting
File No. A5.1 & E34.9.1
Prepared by Leigh Robins on 6 April 2009

By letter, dated 27 March 2009 (**Attachment P4**), the Department of Infrastructure, Transport, Regional Development and Local Government has written to acknowledge receipt of Oberon Council's application for funding under the Regional and Local Community Infrastructure Program – Strategic Projects for the Oberon Sports Complex and Recreational Stadium Development Project.

Analysis of the project has now commenced and successful projects will be announced shortly.

Recommendation:

That the information be received and noted.

P5. REDISTRIBUTION OF FEDERAL ELECTORAL BOUNDARIES IN NSW
Staff Report to the 21 April 2009 Ordinary Meeting
File No. A7.1
Prepared by Leigh Robins on 7 April 2009

A media release by the Australian Electoral Commission dated 2 April 2009 (**Attachment P5**) invites the public to submit suggestions about the redistribution of federal electoral boundaries in New South Wales.

This is Page No. 3 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

Interested individuals and organisations are requested to provide written suggestions about possible changes to the boundaries and names for 48 federal electoral divisions in NSW. New South Wales currently has 49 seats.

The closing date for submissions is Monday 4 May 2009.

Recommendation:

That the information be received and noted.

**P6. ACCOUNTING AND ADMINISTRATION COMPUTER SOFTWARE
Staff Report to the 21 April 2009 Ordinary Meeting
File No. C18.3.3
Prepared by John Chapman on 12 April 2009**

On 8 July 2008, Council approved the conversion of the Fujitsu computer software to the latest version of the Civica Authority to manage its accounting and administration functions. The conversion is scheduled to introduce some new modules which will assist substantially with improving the efficiency of Council's administration, finance and development & building functions.

Following substantial staff training and preparation for the implementation of the new system, the old Fujitsu system (which has been in use since 1995) was "switched off" on Friday 27th March 2009 and is currently used only in "enquiry" mode where conversion to the new Civica Authority software did not include transfer of past transactions.

A summary of the additional features and efficiencies being introduced with the implementation of the Civica product include:

- Overall improvement in human resources function (e.g. online facility for application for and approval of staff leave)
- Electronic recording of water meter readings for automatic download to financial system for more efficient production of accounts for water supply and sewerage usage charges
- Improved accounts receivable functions
- Improved budgeting process and budget monitoring facilities
- Improved accounts payable facilities including online ordering and "live" updates of purchase values to facilitate more up to date costing
- Improved bank reconciliation process
- Lodgment of development applications online (i.e. internet)
- Ability for developers to monitor the progress of assessment of their development and construction certificate applications online
- Computerised customer request (e.g. complaints) system
- Lodgment of applications for and issue of certificates (e.g. rates, section 149, etc) online

This is Page No. 4 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

General Manager

Mayor

While it was intended to fully utilize the new software from 1 April 2009, a number of issues associated with the conversion of data have delayed the full implementation (not an uncommon occurrence with the conversion of large sets of data). However, modules such as receipting/revenue and payroll in the new system are currently being used and other modules are being introduced progressively as data conversion issues are resolved.

The introduction of online development applications and applications for certificates will be implemented following further setup and training scheduled for May 2009.

Council should note the substantial amount of preparatory work (often resulting in a number of staff having been required to work long hours both at night and on weekends) undertaken by a number of Corporate Services staff to ensure a minimum of inconvenience to rate payers and residents during the changeover to the new system.

Recommendation: That the information relating to the installation and use of the new Civica Authority computer software be noted.

P7. SUPERANNUATION CONTRIBUTIONS INCREASES
Staff Report to the 21 April 2009 Ordinary Meeting
File No. C19.8.4
Prepared by John Chapman on 12 April 2009

Councillors would be aware of the recent negative media reports relating to the proposed substantial increases in employer contributions payable to the Local Government Superannuation Scheme commencing 1 July 2009. The increases refer only to the Retirement Scheme and the Defined Benefit Scheme which apply to only a total of 10 of Oberon Council's employees. Entry to these schemes was not available to employees after 1996, hence all new employees commencing after that year were not eligible to join the scheme. The contributions for other employees remain at 9% of superable salary in accordance with the Superannuation Guarantee legislation.

The higher contributions payable for these particular schemes are payable by New South Wales Councils in accordance with a Trust Deed under the NSW Superannuation Act 1996. The employer contributions are based upon the amount contributed by each employee (which can be between 1% and 9% of each employee's personal contribution to the scheme).

For Councillors who may be interested in the details a copy of the Trust Deed (133 pages) it is available from the Director of Corporate Services and will be supplied upon request.

The original advice from the Local Government Superannuation Scheme received in early March 2009 indicated that the contribution required by Oberon Council for the affected employees would increase from \$65,000 to \$155,000 per annum from 1 July 2009. However, following representations from numerous Councils and staff professional associations, the LGSS board met on 27 March 2009 and agreed to review the period over which the schemes' current deficit position is amortised. The amortisation period has now been set at 10 years in lieu of the originally planned 5 years. While this review will have the effect of reducing the originally

This is Page No. 5 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

proposed increase from 140% to 100% for the scheme overall, the effect for each Council varies according to the status of each affected employee.

For Oberon Council, after calculating the effect for each individual affected employee, the effect will now be as follows:

Employer Contribution Based on Current Year Contributions	\$ 65,405
New Contribution Originally Proposed (5 year amortisation)	\$154,463
Increase over current year (136%)	\$ 89,058
Revised Contribution Proposed (10 year amortisation)	\$117,117
Increase over current year (79%)	\$ 51,712

The proposed increase of \$51,712 has been included in the draft budget currently being prepared by staff.

Recommendation:

That the information be received and noted.

P8. EMPLOYEES LONG SERVICE LEAVE RESERVE FUNDS
Staff Report to the 21 April 2009 Ordinary Meeting
File No's C15.1, C15.2
Prepared by John Chapman on 12 April 2009

On 20 January 2009 Council resolved *"That advice be sought from Council's Auditors regarding the recommended Long Service Leave Provision and a further report be provided to Council following receipt of the advice"*.

Council's decision to reduce the existing level in the Long Service leave Reserve by \$425,000 to offset anticipated investments losses has effectively reduced the level of the reserve from 70% to 35% of the long service leave liability.

Advice has been received from Council's Auditors that the recommended funds that should be retained in the Long Service Leave cash reserve is 25% of the total liability. However, an analysis of the likely reduction of the reserve as a result of both normal leave taken and possible retirements should be undertaken to ensure that the 25% minimum is adequate to provide for leave expected to be paid out in the next five years.

A detailed analysis will be undertaken for consideration by Council in conjunction with the 2009/2010 Draft Management Plan.

Recommendation:

That the information be received and noted.

This is Page No. 6 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

General Manager

Mayor

P9. OBERON ANIMAL POUND
Staff Report to the 21 April 2009 Ordinary Meeting
File No. D54.1
Prepared by Vicki McKinnon on 2 April 2009

Each month, staff will provide a brief report to the Council concerning the operations of the Animal Pound.

The following details are for the month of March 2009:

Details	Number of Cats	Number of Dogs
Animals carried over from previous month	8	8
Animals Seized	1	5
Animals Dumped		1
Animals Surrendered		
Animals Released to Owner		1
Animals Released to CHD (Cats, Dogs & Horses Charity) under Clause 17 of the Companion Animals Regulations 1999 (Exemptions from Registrations Requirement) for re-homing		
Animals Destroyed	9	7
Animals Sold		
Animals died at Council's facility		1
Animals Escaped/Stolen		2
Animals still in the pound	0	3

Recommendation

That the information be received and noted.

This is Page No. 7 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

 General Manager

 Mayor

P10. STATEMENT OF BANK BALANCES AND INVESTMENTS
Staff Report to the 21 April 2009 Ordinary Meeting
File No. C17.1
Prepared by Amanda McGrath on 14 April 2009

The statement of Bank Balances and Investments as at 31 March 2009 is attached (***Attachment P10***) for Council's information.

Recommendation

That the information be received and noted.

This is Page No. 8 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 April 2009.

General Manager

Mayor