

137-139 Oberon Street
PO Box 84
Oberon NSW 2787

Telephone: (02) 6329 8100
Fax: (02) 6329 8142
Email: council@oberon.nsw.gov.au



ATTACHMENTS

Minutes of Previous Meeting

Ordinary Council Meeting

15 September 2015

137-139 Oberon Street
PO Box 84
Oberon NSW 2787

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UNCONFIRMED MINUTES

Oberon Council Ordinary Meeting
Tuesday 15 September 2015

Commencing at 5.30pm
at the Oberon Council Chambers

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1. OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

Council acknowledges that this meeting is being held on the traditional lands of the Wiradjuri and Gundungurra People, and respects the history and culture of the elders both past and present.

3. PRAYER

The Meeting was opened in prayer by Pastor Andrew Godden.

4. RECORD OF ATTENDANCE

Members: Mayor Kathy Sajowitz (in the Chair)
Deputy Mayor Kerry Gibbons
Clr Ian Doney
Clr Jill Evans
Clr Neil Francis
Clr Sam Lord
Clr Clive McCarthy
Clr John Morgan

Staff: Alan Cairney, General Manager
Gary Wallace, Planning and Development Director
Lynette Safranek, Finance and Community Services Director
Sharon Swannell, Executive Coordinator
Sarah-Jane Holland, Administration Trainee

Apologies: Chris Schumacher, Works and Engineering Director

5. DECLARATIONS OF INTEREST

File No: Governance/Councillors/Declarations of Interest

Pecuniary	-	Nil
Non-Pecuniary Significant	-	Nil
Non-Pecuniary Less than Significant	-	Nil

6. GENERAL AND CIVIC PRESENTATIONS

A presentation was provided by Upper Macquarie County Council Weeds Officer, Jill O'Grady regarding the importance of Weed Control and to outline land holders obligations to control their weeds.

Jill explained a weed is declared Noxious when it becomes harmful to the Economy, Community and Environment. An example Jill used was Blackberries which impacts:

- Farmers Land and Livestock – Blackberries spread covering large areas causing farmers to lose valuable land that could be used. It can stop livestock from moving freely.
- Impacts on Local Tourism
- Impact on Communities – Blackberries can propagate and move to neighbouring properties causing cost to the land owner. UMCC provides mediation and education to property owners and neighbouring owners who do not control their weeds.
- Impact on Environment – If Blackberries are near high risk pathways such as rivers, seeds can be transported into areas such as National Parks where it is a lot harder to control weeds. Blackberries are also a habitat to pests such as rabbits.

Jill O'Grady then explained the ways UMCC are creating awareness to control the spread of noxious weeds. The UMCC hold Field Days such as UMCC Chilean Needle Grass Field Day which was attended by 45 property owners. This helped property owners to identify the weed. Creating community awareness through the Media and educating local Schools. UMCC also inspect properties to development a strategy and weed management plan with the property owner. Weeds Officers then conduct a follow up inspection to see if the strategy and weed management plan is successful.

UMCC will be updating and upgrading their website, creating a calendar of events to raise community awareness, applying to increase grant funding which is a valuable resource to Council as UMCC will be using funds from a recent grant to control weeds such as Blackberries and Tussock at the Reef Reserve at the Oberon Dam.

Jill O'Grady finished her presentation asking Council and Community to help raise awareness of weeds so that they can be controlled.

7. COMMUNITY PRESENTATIONS AND QUESTIONS

Veronika Cvitanovic referred to page 15 Council Water Utility Performance Identify Capital Works Schedule 18-19 of the Fit for the Future submission to IPART. Veronika stated that \$269,000 for Fluoridation has been included in this Schedule and asked why Fluoridation has been included in the report if Council had decided against adding fluoride to our water.

The General Manager advised the Submission was to include what might happen in next few years. The Strategic Business Plan for Water and Sewerage Operations included in the Submission hasn't been updated since it was approved in 2010. The General Manager advised that the plan will be updated and the \$269,000 for fluoridation will be deleted.

Oberon Council is not communicating properly, Information that was sent out with rates notice regarding how rates are spent should have been sent last year.

Mayor Kathy Sajowitz responded that will be taken on notice.

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8. CONFIRMATION OF MINUTES

Ordinary Meeting 18 August 2015

Moved: Morgan
Second: Francis

That the Minutes of the Ordinary Meeting held on 18 August 2015 be confirmed.

Carried 01 150915

Matters Arising from the Minutes

Nil

9. MAYORAL MINUTE AND REPORT

09.01 MAYORAL MINUTE AND REPORT

File No: Governance/Meetings/Ordinary
Author: Cllr Kathy Sajowitz, Mayor

Summary

This report summarises the main activity for the Mayor since the August Council Meeting.

Moved: McCarthy
Second: Gibbons

That Report Item 09.01 is received as information.

Carried 02 150915

09.02 NBN INSTALLATION UPDATE

File No: Energy Supplies & Telecommunications/Connections/Telecommunications
Author: Mayor Kathy Sajowitz

Summary

Mr Ian Scott, Community Affairs Manager, NBN Co provided General Manager, Alan Cairney and I an update regarding the current status of the NBN roll out.

Moved: Gibbons
Second: McCarthy

That Report Item 09.02 is received as information.

Carried 03 150915

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General Manager

Mayor

09.03 UPPER MACQUARIE COUNTY COUNCIL

File No: Environmental Management/Meetings/Upper Macquarie County Council
Author: Mayor Kathy Sajowitz

Summary

General Manager, Alan Cairney and I attended a meeting at Bathurst Regional Council Chambers on 8 September along with the Mayors and General Managers of Bathurst Regional Council, Lithgow City Council, Blayney Shire Council and the Council delegates to the Upper Macquarie County Council (UMCC).

Moved: Morgan
Second: Lord

1. That Oberon Council request from the UMCC details about performance targets/levels of service set out in its current Strategic Plan for:
 - a. Roadside inspections
 - b. Farmland properties
 - c. Rural Residential properties
 - d. Residential properties
 - e. Aerial spraying programs
 - f. Enforcement actions
2. That UMCC provide details about the level of employees allocated for works activities and inspections, for each Local Government Area
3. That UMCC provide details about the level of funding required to carry out the performance targets/levels of service set out in its current Strategic Plan
4. That UMCC provide a report on the organisations future directions and resource strategy

Carried 04 150915

09.04 ELECTION OF MAYOR AND DEPUTY MAYOR

File No: Governance/Elections/Local Government Elections
Author: Alan Cairney, General Manager and Sharon Swannell, Executive Coordinator

Summary

Council is required to elect a Mayor for the coming 12 month period. The report provides the procedure for the Election of Mayor and Deputy Mayor.

The Mayor vacated the Chair and the General Manager assumed the role of Returning Officer for the Election of Mayor and Deputy Mayor.

ELECTION OF MAYOR

The General Manager advised that one nomination had been received for the position of Mayor, being Councillor Kathy Sajowitz, and declared the election of Councillor Kathy Sajowitz to the position of Mayor unopposed.

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ELECTION OF DEPUTY MAYOR

The General Manager advised that one nomination had been received for the position of Deputy Mayor, being Councillor Kerry Gibbons, and declared the election of Councillor Kerry Gibbons to the position of Deputy Mayor unopposed.

09.05 COUNCIL COMMITTEES

File No: Governance/Meetings/Committees General

Author: Alan Cairney, General Manager and Sharon Swannell, Executive Coordinator

Summary

There are a number of Section 355 Committees and other Council Committees. This report seeks the confirmation of the Councillor appointments to these Committees.

Moved: Lord
Second: Evans

Council confirm its appointments and Chair of the Section 355 Committees; and make appointments to other Council Committees, Community Committees and Working Parties.

1. Section 355 Committees

Committee	Current Councillors Appointed
Oberon Community Services	Councillor Sajowitz – Chair Councillor Lord Councillor Evans
Hazelgrove Public School Reserve	Clr McCarthy - Chair
Heritage	Councillor McCarthy - Chair Councillor Doney
Oberon Sports Facilities	Councillor Gibbons – Chair Councillor McCarthy (alternate)
Seniors Welfare	Councillor Morgan – Chair Councillor Evans
Black Springs Community Hall	Councillor Gibbons (Chair) Councillor Francis

Note: the Elected Mayor is also a member of these Committees

2. Council Committees

Finance Committee	Whole Council
Performance Review Committee	Whole Council
Traffic Advisory Local Committee Is a statutory Committee	Councillor Gibbons Councillor Morgan (alternate delegate)
Works Committee	Whole Council

3. Community Committees & Working Parties

Australia Day Working Party	Councillor Kathy Sajowitz Councillor Jill Evans
Cemetery Headstone Maintenance Committee (Working Party reporting to Works Committee)	Mayor
Community Precinct Working Party	Chair of Community Services Committee
Self Care Units Tenants Panel	Councillor McCarthy Councillor Lord (alternate delegate)
Timber Heritage Walk Committee (Working Party reporting to Heritage Committee)	Chair of Heritage Committee
Youth Council Working Party	Councillor Sajowitz
Oberon Common Working Party	Councillor Evans Councillor Lord Councillor McCarthy

Carried 05 150915

09.06 DELEGATES TO EXTERNAL ORGANISATIONS

File No: Governance/Meetings

Author: Alan Cairney, General Manager and Sharon Swannell, Executive Assistant

Summary

Following the election of the Mayor and Deputy Mayor, Council traditionally reviews its delegates to a number of external organisations. In some cases the Mayor is automatically designated as a delegate representing Council.

Moved: Evans
Second: McCarthy

That Council appoint its delegates to external organisations for the following twelve months.

- Arts OutWest
 - Fran Charge, Oberon Arts Council
- Ben Chifley Catchment Management Steering Committee
 - Councillor Francis
- Bicentennial Crossing Alliance
 - Mayor
- Central Tablelands Alliance Internal Audit Committee
 - Mayor
- CENTROC
 - Mayor and General Manager are automatic delegates

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General Manager

Mayor

- CENTROC Health Workforce
 - Councillor Morgan
- Chifley Local Area Command – Community Safety Precinct Committee
 - Mayor and General Manager are automatic delegates
- Hawkesbury/Nepean Catchment Management Authority
 - No delegate currently appointed
- Joint Regional Planning Panel
 - Councillors McCarthy and Gibbons
 - Councillor Doney (alternate delegate)

Note: Any delegate or alternate nominated by Council needs to be endorsed by the Director General of the NSW Department of Planning and Infrastructure.

- Lachlan Catchment Management Committee
 - No delegate currently appointed
- Lachlan Regional Transport Committee Incorporated
 - No delegate currently appointed
- Macquarie Catchment Management Committee
 - No delegate currently appointed
- NSW Public Libraries Authorised Elective Representative
 - Mayor Kathy Sajowitz
- Oberon Arts Council (OAC)
 - Mayor and General Manager
- Oberon Business & Tourism Association (OBTA)
 - Mayor, Councillor Lord and General Manager
- Oberon Correctional Centre Community Consultative Committee
 - Councillor Gibbons and Councillor Evans
- Oberon Timber Complex Community Consultative Committee Meeting
 - Councillors Evans and Councillor Doney
- Rural Fire Service Chifley Zone Liaison Committee
 - Councillors McCarthy and Francis (also attend Brigade Captains' Meetings)
 - Works & Engineering Director and Finance and Community Services Director
- Sydney Water Catchment Management Authority
 - No delegate currently appointed
- Union Fenosa Pre Development Application Community Consultative Committee
 - Councillors Evans, Francis, Morgan and Sajowitz
 - Planning & Development Director
- Upper Macquarie County Council
 - Councillors Francis and Morgan
- Oberon Rugby League Club
 - General Manager
- Lithgow Community Transport
 - Finance and Community Service Director

Carried 06 150915

09.07 RETURNS DISCLOSING INTERESTS

File No: Corporate Management/Administration/Register of Disclosures
Author: Alan Cairney, General Manager and Sharon Swannell, Executive Coordinator

Summary

All Councillors and designated persons who hold a position at 30 June must complete and lodge with the General Manager within 3 months a return. To facilitate this process a form has been sent to all Councils and relevant staff, including the General Manager.

Moved: Morgan
Second: Lord

That Council note the requirement to lodge a return disclosing interests of Councillors and designated persons.

Carried 07 150915

10. NOTICES OF MOTIONS

10.01 NOTICE OF MOTION – INVESTIGATION INTO FEASIBILITY OF STAFF HOURS FOR ECONOMIC DEVELOPMENT & YOUTH DEVELOPMENT OFFICERS

File No: Economic Development/Planning/Regional Development
Author: Mayor Kathy Sajowitz

Summary

That the General Manager investigate the possibility of employing both an Economic Development Officer and a Youth Development Officer as an investment in the future prosperity of Oberon. This includes reporting on the impact of this initiative on the budget forecast.

Moved: Sajowitz
Second: Evans

1. That a cost analysis be provided to Council detailing the cost versus the benefits of employing either full or part time, a dedicated Economic Development Officer.
2. That a cost analysis be provided to Council detailing the cost versus the benefits of employing a part time dedicated Youth Development Officer.

Carried 08 150915

Councillor Doney entered the meeting at 6.22pm.

11. COUNCILLOR AND DELEGATES REPORTS

11.01 CENTROC BOARD MEETING – CANBERRA 12 AUGUST 2015

File No: Government Relations/Local and Regional Consultation/Centroc
Author: Mayor Kathy Sajowitz, General Manager Alan Cairney and Jenny Bennett, Centroc

Summary

The Mayor, Councillor Kathy Sajowitz and General Manager, Alan Cairney attended the Centroc Board Meeting held in Canberra on Thursday 12 August 2015.

Moved: McCarthy
Second: Francis

That Delegates Report Item 11.01 is received as information.

Carried 09 150915

11.02 OBERON BUSINESS AND TOURISM ASSOCIATION

File No: Economic Dev/OBTA
Author: Cllr Sam Lord

Summary

Mayor Kathy Sajowitz, General Manager, Alan Cairney and I attended the Oberon Business and Tourism Association Meeting held at the Oberon Golf Club on 26 August 2015.

Moved: Lord
Second: Evans

That Delegate's Report item 11.02 is received as information.

Carried 10 150915

Councillor Clive McCarthy gave a verbal report from the Rural Fire Service Chifley Zone Meeting. Councillor McCarthy stated that the financial reports for Oberon were exceptional. Oberon Council's Report was to a high standard and accepted by the RFS.

12. COMMITTEE REPORTS

12.01 SENIORS WELFARE COMMITTEE

File: Governance/Meetings/Seniors Welfare Committee/ September 2015
Author: Lynette Safranek, Finance & Community Services Director

Summary

Minutes of the Seniors Welfare Committee Meeting held on 10 August 2015 are submitted for Council's information and consideration.

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Moved: Morgan
Second: Lord

That The Minutes of the Seniors Welfare Committee held on 10 August 2015 be received as information.

Carried 11 150915

12.02 COMMUNITY SERVICES COMMITTEE

File: Governance/Ordinary/September 2015
Author: Lynette Safranek, Finance & Community Services Committee

Summary

Minutes of the Community Services Committee Meeting held on 27 August 2015 is submitted for Council's information and consideration, along with recommendation.

Moved: Sajowitz
Second: Evans

That the Minutes of the Community Services Committee held on 27 August 2015 be received as information.

Carried 12 150915

12.03 HERITAGE COMMITTEE

File: Governance/Meetings/Heritage Committee
Author: Gary Wallace, Planning & Development Director

Summary

Minutes of the Heritage Committee held on 31 August 2015 is submitted for Council's information and consideration.

Moved: McCarthy
Second: Doney

That the Minutes of the Heritage Committee held on 31 August 2015 be received as information.

Carried 13 150915

13. REPORTS FOR DECISION

13.01 CROWN ROAD CLOSURES

File No: Roads/Rd Cl/Perm
Author: Chris Schumacher, Works and Engineering Director

Summary

Applications have been submitted for the closure of a number of sections of Crown Road.

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Moved: Gibbons
Second: McCarthy

That Council has no objection to the closure of these sections of Crown Roads, as follows, provided that no properties are let without legal and practical access:

1. Crown Roads at Jaunter, within and adjoining properties 436 Tuglow Road, 1174 Kowmung River Fire Trail and 757 Drogheda Forest Road (Ref: 08/6731)
2. Crown Roads in Chatham Valley & Gingkin, west of Gingkin Road, within and adjoining the properties 760 & 990 Gingkin Road (Ref: 12/05412)
3. Crown Roads in Isabella, east of Arkstone Road, within and adjoining the property 109 Hinton's Road (Ref: 15/06097)

Carried 14 150915

13.02 STRATFORD DOWNS ESTATE - TOWN IMPROVEMENT SPECIAL RATES

File No: Governance/Meetings/Ordinary/August

Author: Alan Cairney, General Manager and Lynette Safranek, Finance & Community Services Director

Summary

A Community meeting was held on 27 August 2015 with owners of properties within the Stratford Downs Estate to discuss the Town Improvement Special Rate. This resulted from a decision at the August Council Meeting where details were provided about complaints from ratepayers about the levying of the Special Rate for 2015/2016.

An outcome from the Community meeting was to submit a report to this Council Meeting seeking a decision to remove the Special Rate for the Stratford Downs Estate for 2015/2016.

Moved: McCarthy
Second: Lord

That Council endorse the revision to the Operational Plan 2015/2016 with the removal of the Town Improvement Special Rate from the Stratford Downs Estate.

That the revised Operational Plan 2015/2016 be placed on Public Exhibition with Council to consider submissions received at the October Council Meeting.

That Council endorse the General Manager's actions in "writing-off" the accrued interest for the rated properties within the Stratford Downs Estate.

Carried 15 150915

13.03 TENDER T2015/4 and T2015/5 – MOTOR GRADER AND LOW LOADER

File No: BCS/Plant Equipment and Stores/Acquisition/Purchase

Author: Chris Schumacher, Director of Works & Engineering

Summary

This report provides details on Tenders called for the replacement of 1 x Motor Grader and 1 x Low Loader, in accordance with the adopted Plant Replacement Program 2015/2016.

Moved: Gibbons
Second: McCarthy

1. That the Tender from Westrac Pty Ltd to supply 1 x CAT 12M Motor Grader for the tendered price of \$365,200 and the trade-in from Westrac Pty Ltd of the 2001 Caterpillar 12H Grader for \$88,000, both be accepted.
2. That the Tender from Drake Trailers Pty Ltd to supply a Drake 3 x 4 Deck Widener Low Loader be accepted for the tendered price of \$202,748.70 be accepted.
3. The Tender from Pickles Auctions for the purchase of the 2004 Drake Low Loader for \$77,500 be accepted.
4. The General Manger advise the Mayor and Deputy Mayor about the preference and options for a 14ft blade for item 1 above.

Carried 16 150915

13.04 2014/15 FINANCIAL STATEMENTS FOR AUDITING

File No: Governance/Ordinary/Confidential 2015
Author: Lynette Safranek, Finance & Community Services Director

Summary

The Draft Annual Financial Statements for the 2014/15 Financial Year are ready to be audited by Council's External Auditor, Crowe Horwath Auswild. The audit will be conducted on 22 and 23 September.

Moved: Doney
Second: McCarthy

That the Draft Financial Statements for the year ended 30 June 2015 be noted and made available for Auditing by Crowe Horwath Auswild.

Carried 17 150915

13.05 FINANCIAL ASSISTANCE GRANTS

File No: Grants & Subsidies/Grants/FAG's
Author: Alan Cairney, General Manager

Summary

Correspondence has been received from Local Government NSW and from the Australian Local Government Association seeking Council's support for a National advocacy campaign to have the freeze on indexation of Federal Assistance Grants lifted sooner than three years.

Moved: Lord
Second: Doney

That Council:

1. Acknowledge the importance of federal funding through the Financial Assistance Grants program for the continued delivery of Council services and infrastructure.
2. Acknowledge that the Council will receive \$2,369,294 in 2015/2016.
3. Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council publications, including annual reports.

Carried 18 150915

14. REPORTS FOR INFORMATION

14.01 MONTHLY ACTIVITY REPORT – GENERAL MANAGER

File No: Governance/Meetings/Ordinary
Author: Alan Cairney, General Manager

Summary

This report item summaries the main activity by the General Manager during August including Human Resources and Workplace Health & Safety, Executive Support matters, Community Activity, Regional Issues, Executive Management Team meetings, and details of planned activities.

14.02 MONTHLY ACTIVITY REPORT – PLANNING AND DEVELOPMENT

File: Governance/Meetings/Ordinary
Author: Gary Wallace, Planning and Development Director

Summary

Providing details of major work within the Planning & Development Department for August and September and provide information on statistics of work that has occurred in August.

14.03 MONTHLY ACTIVITY REPORT - WORKS AND ENGINEERING

File: Governance/Meetings/Ordinary
Author: Chris Schumacher, Works and Engineering Director

Summary

Providing a summary of the major work in the Works & Engineering Department for the month of August 2015 plus planned work for the coming months.

14.04 MONTHLY ACTIVITY REPORT – FINANCE & COMMUNITY SERVICES

File No: Governance/Meetings/Ordinary/September 2015
Author: Lynette Safranek, Finance and Community Services Director

Summary

This report provides a summary of major work within the Finance and Community Services Department during August 2015, plus planned activities for the following months.

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General Manager

Mayor

14.05 STATEMENT OF INVESTMENTS

File No: Financial Management/Investments/Register/September 2015
Author: Lynette Safranek, Finance & Community Services Director

Summary

Reporting the Statement of Investments as at 31 August 2015.

14.06 WATER AND SEWER PLANT REPORT

File: Governance/Meetings/Ordinary
Author: Chris Schumacher, Works and Engineering Director & Richard Robinson, Sewer & Water Plant Operator.

Summary

Providing a summary of water consumption and sewerage treatment processes for the month of August 2015.

14.07 CAMPING IN SHOWGROUND – LEGISLATIVE REQUIREMENTS

File No: S:\19 Land Use Planning
Author: Gary Wallace, Planning & Development Director

Summary

This report outlines the requirements for the use of any Showground under a Trust arrangement or Crown Reserve as a Caravan Park.

14.08 ROAD STABILISER INVESTIGATION

File No:
Author: Chris Schumacher, Works and Engineering Director

Summary

Councillor Sam Lord submitted a Councillor Request Form during August requesting that information be provided to Council regarding the product poly-com for surfacing dirt roads.

Moved: Francis
Carried: Lord

That Report Item 14.01 to 14.08 is received as information.

Carried 19 150915

15. URGENT BUSINESS

The Mayor advised that a donation request from the Oberon Little Athletics Club had been omitted during consideration of Section 356 Donations and asked Council to consider this request as a matter of urgency due to the previous omission.

Moved: Sajowitz
Second: McCarthy

That a donation of \$500.00 be made to the Oberon Little Athletics Club from Section 356 Donations and an adjustment to be made at next Quarterly Budget Review.

Carried 20 150915

16. CLOSED SESSION / CONFIDENTIAL REPORTS

16.01 PROPERTY AND LAND DEVELOPMENT

File No: File No: Governance/Ordinary/Confidential

Author: Alan Cairney, General Manager

This report item contains matters and information which relate to Section 10A (1) – (3) of the Local Government Act 1993.

This report item contains matters and information listed in Section 10A (2) of the Act:

(c) Information that would if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Moved: Morgan
Second: Lord

That:

1. Council resolve into Closed Council to consider business identified, together with any late confidential reports tabled at the meeting.
2. Pursuant to Section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified as confidential under the provisions of Section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by Section 11(2) of the *Local Government Act 1993*.

Carried 21 150915

Council moved into Closed Session 8.03pm. All members of the public present left at this point in time.

16.01 PROPERTY AND LAND DEVELOPMENT

File No: File No: Governance/Ordinary/Confidential

Author: Alan Cairney, General Manager

Moved: Doney
Second: McCarthy

That the matter be further investigated and a Councillor Workshop be held to discuss the detail.

Carried 22 150915

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Open Council resumed at 8.44pm.

The Mayor advised that resolution 22 150915 was made while the meeting was closed to the public. There were no members of the public present.

17. CLOSURE OF MEETING

The Mayor declared the meeting closed at 8.45pm.

The next Ordinary Meeting of Oberon Council will be held on:

Tuesday 20 October 2015
commencing at 5.30pm

in the Oberon Council Chambers
137 – 139 Oberon Street, Oberon.