

137-139 Oberon Street  
PO Box 84  
Oberon NSW 2787

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



**OBERON COUNCIL**

## ATTACHMENTS

Minutes of Previous Meeting

Ordinary Council Meeting

21 June 2016

Extraordinary Council Meeting

30 June 2016



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## UNCONFIRMED MINUTES

Oberon Council Ordinary Meeting  
Tuesday 21 June 2016

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.

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## 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.

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## 3. PRAYER

The Meeting was opened in prayer Rev. Dan Henby.

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## 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           Gary Wallace, Acting General Manager  
                 Chris Schumacher, Works and Engineering Director  
                 Lynette Safranek, Finance and Community Services Director  
                 Sharon Swannell, Executive Coordinator

Apologies    Nil

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## 5. DECLARATIONS OF INTEREST

File No: Governance/Councillors/Declarations of Interest

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

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## 6. GENERAL AND CIVIC PRESENTATIONS

Nil

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## 7. COMMUNITY PRESENTATIONS AND QUESTIONS

None received.

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## 8. CONFIRMATION OF MINUTES

### **Ordinary Meeting 17 May 2016**

Moved: Doney  
Second: Francis

That the Minutes of the Ordinary Meeting held on 17 May 2016 be confirmed.

Carried 01 210616

### **Matters Arising from the Minutes**

It was noted that on Page 14. Item 13.07 the Development Application number is incorrect. The DA number should be 10.2016.25.1. This will be amended in the confirmed minutes.

### **Extraordinary Meeting 31 May 2016**

Moved: Gibbons  
Second: Doney

That the Minutes of the Extraordinary Meeting held on 31 May 2016 be confirmed.

Carried 02 210616

### **Matters Arising from the Minutes**

Nil

### Finance Committee Meeting 31 May 2016

Moved: Morgan  
Second: Lord

That the Minutes of the Finance Committee Meeting held on 31 May 2016 be confirmed.

Carried 03 210616

### Matters Arising from the Minutes

Nil

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## 9. MAYORAL MINUTE AND REPORT

### 09.01 MAYORAL MINUTE AND REPORT

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

#### Summary

This report summaries the main activity for the Mayor since my last report.

---

Moved: Doney  
Second: McCarthy

That Report Item 09.01 is received as information.

Carried 04 210616

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## 10. NOTICES OF MOTIONS

### 10.01 NOTICE OF MOTION – ZONE OF LAND ON O'CONNELL ROAD

File No: Land Use and Planning/Planning/Local Environmental Plans  
Author: Cllr Clive McCarthy

#### Summary

Requesting amendment of the Zone for land located on O'Connell Road

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Moved: McCarthy  
Second: Gibbons

A report outlining the activities permissible in B6 and Light Industrial zones be provided to the next available Council Meeting.

Carried 05 210616

## 11. COUNCILLOR AND DELEGATES REPORTS

### 11.01 CENTROC – BOARD MEETING

File No: Government Relations/Local and Regional Liaison/Centroc  
Author: Mayor Kathy Sajowitz & Centroc Executive Officer, Jenny Bennett

#### Summary

Acting General Manager, Gary Wallace and I attended the Centroc Board meeting held at Parliament House, Sydney on 12 May 2016. This report summarises the outcomes of the meeting.

Moved: McCarthy  
Second: Lord

That report item 11.01 is received as information.

Carried 06 210616

### 11.02 OBERON BUSINESS AND TOURISM ASSOCIATION

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

#### Summary

Oberon Business and Tourism Association Meetings were held at the Oberon Golf Club on Wednesday 11 May 2016 and Wednesday 8 June 2016.

Moved: Lord  
Second: McCarthy

That report item 11.02 is received as information.

Carried 07 210616

## 12. COMMITTEE REPORTS

### 12.01 THE COMMON WORKING PARTY

File: Governance/Meetings/The Common Working Party  
Author: Gary Wallace, Acting General Manager

#### Summary

Minutes of The Common Working Party meeting held on 10 May 2016 are submitted for Council's information and consideration.

Moved: McCarthy  
Second: Evans

That Council received report 12.01 for information.

Carried 08 210616



## **12.02 BLACK SPRINGS COMMUNITY HALL COMMITTEE**

File: Governance/Meetings/Black Springs Community Hall Committee  
Author: Kathy Beesley, Community Services Coordinator

### **Summary**

Minutes of the Black Springs Community Hall Committee held on 18 May 2016 are submitted for Council's information and consideration.

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Moved: Gibbons  
Second: Francis

That Council:

1. Note the Minutes of the 18 May 2016 Black Springs Community Hall Committee Meeting.
2. Erect a new free standing sign at the Black Springs Community Hall that also incorporates a noticeboard, in consultation with the Black Springs Progress Association.
3. Consider projects at the Black Springs Community Hall when deliberating the 2016/17 Operational Plan.

Carried 09 210616

## **12.03 OBERON YOUTH COUNCIL**

File: Governance/Ordinary/June 2016  
Author: Lynette Safranek, Finance & Community Services Director

### **Summary**

Minutes of the Oberon Youth Council Meeting held on 7 June 2016 is submitted for Council's information and consideration.

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Moved: McCarthy  
Second: Doney

That report item 12.03 is provided for information.

Carried 10 210616

## **12.04 HERITAGE COMMITTEE**

File: Governance/Meetings/Heritage Committee  
Author: Gary Wallace, Acting General Manager

### **Summary**

Minutes of the Heritage Committee held on 30 May 2016 submitted for Council's information and consideration.

---

Moved: McCarthy  
Second: Doney

That:

1. The Minutes of the Heritage Committee held on 30 May 2016 received as information.
2. The Heritage Committee seek the support from Council to contribute \$500 towards the printing costs of a new Cox's Road brochure to go hand in hand with the original one currently on display at the Visitors Information Centre, subject to the township of Oberon being clearly marked on the map within the brochure.
3. The Heritage Committee seek \$500 to assist the erection of a sign depicting the site of the three private graves on the Porters Retreat property owned by Mr & Mrs Healey.

Carried 11 210616

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## 13. REPORTS FOR DECISION

### 13.01 PROCUREMENT AND DISPOSAL POLICY

File No: Governance/Meetings/Ordinary/June 2016  
Author: Finance & Community Services Director

#### Summary

Policy 1206 – Procurement and Disposal is submitted to Council for approval. The policy is a review of the existing policy dated September 2009.

---

Moved: Doney  
Second: Morgan

That Council approve the amended policy 1206 – Procurement and Disposal for immediate implementation.

Carried 12 210616

### 13.02 DEBTOR WRITE OFF – DEBTOR 528.04

File No: Financial Management/Financial Reporting/June 2016  
Author: Lynette Safranek, Finance & Community Services Director

#### Summary

Council has a debtor with an outstanding debt of \$2,058.80. This debtor was referred to SR Law for recovery and it has become apparent that the company is deregistered with no success in pursuing them.

---

Moved: McCarthy  
Second: Doney

That the matter be deferred to discussion in closed council due to discussion regarding personal hardship of any resident or ratepayer.

Carried 13 210616

### **13.03 COMMUNITY ENGAGEMENT FUND – LEGAL CHALLENGE**

File No: Governance/Reporting/Boundaries Commission Review  
Author: Gary Wallace, Acting General Manager

#### **Summary**

Providing an update regarding the legal action currently being undertaken in relation to the State Government merger proposal of Bathurst Regional Council and Oberon Council.

Moved: Morgan  
Second: Doney

That:

1. Council allocate an additional \$50,000 for legal expenses.
2. Should the Council determine to proceed, resolve that the expenditure is required and warranted in accordance with the guidelines under Section 23A of the Local Government Act to enable the legitimate exercise of legal rights of review or appeal.

Carried 14 210616

### **13.04 DRAFT OBERON TOURISM STRATEGY**

File No: Economic Development/Regional Tourism  
Author: Sharon Swannell, Executive Coordinator

#### **Summary**

Council has been working in consultation with representatives from the Oberon Business and Tourism Association to develop a Draft Oberon Tourism Strategy.

Moved: Lord  
Second: McCarthy

That Council place the Draft Oberon Tourism Strategy on public exhibition.

Carried 15 210616

## **14. REPORTS FOR INFORMATION**

### **14.01 MONTHLY ACTIVITY REPORT – ACTING GENERAL MANAGER**

File No: Governance/Meetings/Ordinary  
Author: Gary Wallace, Acting General Manager

#### **Summary**

This report item summaries the main activity by the Acting General Manager since the May Council Meeting including Human Resources and Workplace Health & Safety, Executive Support matters, Community Activity, Regional Issues, Executive Management Team Meetings, planned activities and major work within the Planning & Development Department.

Moved: McCarthy  
Second: Morgan

That report item 14.01 is received as information.

Carried 16 210616

#### **14.02 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 May 2016 and including scheduled work for the coming month of June.

---

Moved: McCarthy  
Second: Francis

That report item 14.02 is received as information.

Carried 17 210616

#### **14.03 MONTHLY ACTIVITY REPORT – FINANCE & COMMUNITY SERVICES**

File No: Governance/Meetings/Ordinary/June 2016  
Author: Lynette Safranek, Finance and Community Services Director

##### **Summary**

This report provides a summary of work within the Finance and Community Services Department during May 2016, plus planned activities for the upcoming months.

---

Moved: McCarthy  
Second: Gibbons

That report item 14.03 is received as information.

Carried 18 210616

#### **14.04 STATEMENT OF INVESTMENTS**

File No: Financial Management/Investments/Register  
Author: Lisa Koleda, Management Accountant

##### **Summary**

Reporting the Statement of Investments as at 31 May 2016.

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Moved: Morgan  
Second: Francis

That report item 14.04 is received as information.

Carried 19 210616

#### **14.05 GRANTS MONTHLY UPDATE**

File No: Governance/Meetings/Ordinary/June 2016  
Author: Gillian Salmon, Grants Officer

##### **Summary**

This report provides a summary of Grant Funding Applications and Submission, both internal and external, during May 2016.

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Moved: McCarthy  
Second: Gibbons

That report item 14.05 is received as information.

Carried 20 210616

#### **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**

This report provides a summary Water & Waste Water Activity for the previous month of May 2016.

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Moved: McCarthy  
Second: Doney

That report item 14.06 is received as information.

Carried 21 210616

### **15. URGENT BUSINESS**

##### **Summary**

In accordance with Clause 241 of the Local Government (General) Regulations 2005 business may be transacted at a meeting of Council even though due notice of the business has not been given to the Councillors. However, this can happen only if:

- a) A motion is passed to have the business transacted at the meeting; and
- b) The business proposed to be brought forward is ruled by the Chairperson to be of great urgency.

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Moved: Sajowitz  
Second: Doney

That late report item 13.05 be considered at this point in time.

Carried 22 210616

### **13.05 IN PRINCIPLE SUPPORT – ADDITIONAL RESERVE TRUST LAND**

File No: PO47-107

Author: Gary Wallace, Acting General Manager

#### **Summary**

Council has received advice from its Legal Advisors after being approached by the Oberon Golf Club seeking support for additions to the current Reserve Trust to accommodate the proposed additions to the Oberon Golf Clubhouse. This report seeks the in principle support from Council.

Moved: Gibbons  
Second: McCarthy

That Council:

1. Give 'in principle' support the inclusion of Lots 6 & 7 section 63 DP 758805 in the land that currently forms the Reserve Trust for the Oberon Golf Club.
2. Write to the Department of Primary Industries – Crown Lands and the Minister indicating its support for the inclusion of the additional land.
3. Delegate to the Acting General Manager and Mayor all functions associated with the inclusion of these parcels into the Reserve Trust.

Carried 23 210616

## **16. CLOSED SESSION / CONFIDENTIAL REPORTS**

#### **Summary**

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

### **13.02 DEBTOR WRITE OFF – DEBTOR 528.04**

File No: Financial Management/Financial Reporting/June 2016

Author: Lynette Safranek, Finance & Community Services Director

#### **Summary**

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:

- (b) the personal hardship of any resident or ratepayer

## **16.01 SUPPLY AND DELIVERY OF BULK FUEL**

File No: Plan Equipment and Stores/Stores/Ordering  
Author: Chris Schumacher, Works and Engineering Director

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.

d) commercial information of a confidential nature that would, if disclosed:

(i) prejudice the commercial position of the person who supplied it

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Moved: Lord  
Second: Morgan

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 24 210616

*Council moved into Closed Session 6.41pm. All members of the public present left at this point in time.*

## **13.02 DEBTOR WRITE OFF – DEBTOR 528.04**

File No: Financial Management/Financial Reporting/June 2016  
Author: Lynette Safranek, Finance & Community Services Director

Moved: McCarthy  
Second: Lord

That in accordance with Policy 2201, a write off of \$2,058.80 is approved.

The motion was put and lost.

Moved: McCarthy  
Second: Lord

That Council retain the debt in itemised form and continue to monitor the land ownership and seek opportunities to recover the debt.

Carried 25 210616

## **16.01 SUPPLY AND DELIVERY OF BULK FUEL**

File No: Plan Equipment and Stores/Stores/Ordering  
Author: Chris Schumacher, Works and Engineering Director

Moved: Morgan  
Second: Gibbons

That Council accept and sign contracts with the following providers for the Supply and Delivery of Bulk Fuel:

- Ocwen Energy t/a Lowes Petroleum
- Oilsplus Holdings Australia
- Park Pty Ltd

Carried 26 210616

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Moved: McCarthy  
Second: Gibbons

That Council move out of closed council and into open council.

Carried 27 210616

*Open Council resumed at 6.57pm.*

The Mayor advised that resolutions 25 250616 and 26 250616 were made while the meeting was closed to the public. There were no members of the public present.

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## **17. CLOSURE OF MEETING**

The Mayor declared the Meeting closed at 6.58pm.

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

Tuesday 19 July 2016  
commencing at 5.30pm

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



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## UNCONFIRMED MINUTES

Oberon Council Extraordinary Meeting  
Thursday 30 June 2016

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 5.35pm.

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## 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.

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## 3. RECORD OF ATTENDANCE

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

Staff           Gary Wallace, Acting General Manager  
                 Jaclyn Burns, Acting Planning and Development Director  
                 Chris Schumacher, Works and Engineering Director  
                 Lynette Safranek, Finance and Community Services Director  
                 Sharon Swannell, Executive Coordinator

Apologies     Clr Jill Evans  
                 Clr Sam Lord

Moved:        McCarthy  
Second:       Francis

That apologies be received and noted for the non attendance of Councillor Jill Evans and Clr Sam Lord.

Carried 01 300616

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## 4. DECLARATIONS OF INTEREST

File No: Governance/Councillors/Declarations of Interest

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

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## 5. REPORTS FOR DECISION

### 05.01 OBERON OPERATIONAL PLAN AND COMMUNITY STRATEGIC PLAN 2025

File No: Governance/Integrated Planning and Reporting/Community Strategic Plan

Author: Gary Wallace, Acting General Manager; Lynette Safranek, Finance & Community Services Director; Chris Schumacher, Works & Engineering Director

#### Summary

The Draft Oberon Operational Plan and associated documents were placed on formal Public Exhibition from Wednesday 1 to Tuesday 28 June 2016.

During the Public Exhibition period presentations were made at Community Meetings held at Black Springs, Burruga, O'Connell and Oberon.

The 2016/17 Draft Operational Plan includes the programs and projects to be undertaken from 1 July 2016 to 30 June 2017. During the exhibition period, Council received four written submissions.

This report seeks endorsement of the Draft Operational Plan for the 2016/17 financial year.

The report also seeks to reaffirm Council's Community Strategic Plan 2025 which the programs and projects have been developed and completion of the first four years of Councils Delivery Program.

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Moved: Morgan  
Second: McCarthy

That:

1. Council adopt the Operational Plan 2016/17 incorporating the changes outlined within the report and any variation deliberated at the meeting.
2. Council endorse the 2016/17 Fees & Charges per changes indicated in this report.
3. Council adopt the 2016/17 Rating Structure as set out in this report.
4. Provide all persons and organisations that made submissions be provided with feedback on their submissions.
5. That the Acting General Manager make arrangements for Councillors and staff to attend meetings at each of the villages in Black Springs, Burruga, and O'Connell at least once during 2016/17 in accordance with Councils Community Engagement Strategy.
6. A report be provided to Council detailing alternative waste options for the Villages of Black Springs and Burruga.

Carried 02 300616

**05.02 LAND ZONING CLARIFICATION – B6 ENTERPRISE CORRIDOR & IN 2 – LIGHT INDUSTRIAL**

File No: Land Use and Planning/Planning/Local Environmental Plans  
Author: Gary Wallace, Acting General Manager

**Summary**

This report provides information to Councillors outlining the differences in land use zoning for the B6 – Enterprise Corridor and the IN 2 – Light Industrial zones.

Moved: McCarthy  
Second: Doney

That Council receive report 05.02 as information.

Carried 03 300616

**05.03 DEVELOPMENT APPLICATION 10.2015.75.2 – DWELLING**

File No: Property/PR21-114  
Author: Health and Building Surveyor, Kerry Davison

**Summary**

At the Ordinary April 2016 Meeting a Development Application 10.2016.75.1 was approved for a Dwelling at 114 Gingkin Road, Edith. Currently a Modification of Development Application 10.2015.75.2 has been received for the change of location of a dwelling.

Council previously resolved to vary its Development Control Plan (DCP) 2001, allowing the Dwelling to be constructed including a 50m setback including a buffer under the part B.14.12.9 of the Development Control Plan 2001 DCP.

Moved: McCarthy  
Second: Gibbons

That Council approve the amended setback and incorporated Buffer Management Plan submitted with the Modification of Development Consent application 10.2015.75.with a modified setback of 30m from the southern boundary on Lot 78 in DP 757065, 114 Gingkin Road, Edith.

Carried 04 300616

*In accordance with Section 375A of The Local Government Act 1993 the following votes are recorded for and against the Motion:*

Votes For: Councillors Francis, Morgan, McCarthy, Gibbons, Doney and Sajowitz  
Against: Nil

#### **05.04 COMMUNITY ENGAGEMENT FUND – LEGAL CHALLENGE**

File No: Governance/Reporting/Boundaries Commission Review  
Author: Gary Wallace, Acting General Manager

##### **Summary**

Providing an update regarding the legal action currently being undertaken in relation to the State Government merger proposal of Bathurst Regional Council and Oberon Council.

Moved: Doney  
Second: Gibbons

That:

1. Council allocate an additional \$15,000 for legal expenses.
2. Council resolve that the expenditure is required and warranted in accordance with the guidelines under Section 23A of the Local Government Act 1993 to enable the legitimate exercise of legal rights of review or appeal.

Carried 05 300616

## **6. URGENT BUSINESS**

##### **Summary**

In accordance with Clause 241 of the Local Government (General) Regulations 2005 business may be transacted at a meeting of Council even though due notice of the business has not been given to the Councillors. However, this can happen only if:

- a) A motion is passed to have the business transacted at the meeting; and
- b) The business proposed to be brought forward is ruled by the Chairperson to be of great urgency.

Moved: Gibbons  
Second: McCarthy

That Council consider the following matters as they are considered to be of an urgent nature requiring immediate consideration by Council

- Current state of disrepair of the Pise Barn Structure located within the urban conservation area in O'Connell.

Carried 06 300616

Moved: Doney  
Second: McCarthy

The currently unallocated \$2,500 for the 2015/16 O'Connell Village Fund be used to support immediate heritage protection of buildings within the O'Connell Urban Conservation Area.

That council provide a \$150 consultancy fee to Mr Rod Burton for out of pocket expenses.

Carried 07 300616

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## 7. CLOSED SESSION / CONFIDENTIAL REPORTS

### Summary

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

### 07.01 TELECOMMUNICATION TENDER – CAPITAL UPGRADE

File No: Governance/Meetings/Special Meetings/2016  
Author: Lynette Safranek, Finance & Community Services Director

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:

The matters and information are the following:

- (d) Commercial information of a confidential nature that would, if disclosed:
- (i) Prejudice the commercial position of the person who supplied it, or
  - (ii) Confer a commercial advantage on a competitor of the Council, or
  - (iii) Reveal a trade secret

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Moved: Francis  
Second: Gibbons

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 08 300616

Page 7 of the Minutes of the Extraordinary Meeting of Oberon Council held on Thur 30 June 2016.

*Council moved into Closed Session 7.36pm. There were no members of the public present at this point in time.*

#### **07.01 TELECOMMUNICATION TENDER – CAPITAL UPGRADE**

File No: Governance/Meetings/Special Meetings/2016  
Author: Lynette Safranek, Finance & Community Services Director

Moved: Gibbons  
Second: Doney

That Council approve \$57,564 be allocated as capital expenditure for the telecommunication project from the 2015/16 Operational Plan.

Carried 09 300616

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Moved: McCarthy  
Second: Doney

That Council move out of closed council and into open council.

Carried 10 300616

*Open Council resumed at 7.43pm.*

The Mayor advised that resolution 09 300616 was made while the meeting was closed to the public. There were no members of the public present.

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## **8. CLOSURE OF MEETING**

The Mayor declared the meeting closed at 7.43 pm.