AGENDA AND BUSINESS PAPERS

Oberon Council Ordinary Meeting
Tuesday 15 August 2017

Commencing at 5.30pm
at the Oberon Council Chambers
OBERON STREET

IN EMERGENCY Phone 0 000

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 15 August 2017
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1. OPENING OF MEETING
The Mayor will welcome members and declare the meeting open.

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 will be opened in prayer.

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, General Manager
- Lynette Safranek, Finance and Community Services Director
- Chris Schumacher, Works and Engineering Director
- Shane Wilson, Planning and Development Director
- Sharon Swannell, Executive Coordinator

Apologies
- Nil
5. DECLARATIONS OF INTEREST
File No: Governance/Councillors/Declarations of Interest

A GUIDE TO ETHICAL DECISION-MAKING
(Provided by the Independent Commission Against Corruption)

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council’s objectives and code of conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- Pecuniary – regulated by the Local Government Act and Department of Local Government
- Non-pecuniary – regulated by codes of conduct and policy. ICAC, Ombudsman, Department of Local Government (advice only)

The test for conflict of interest:

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson’s definition of “corruption” – using public office for private gain
- Important to consider public perceptions of whether you have a conflict of interest

Identifying problems

- 1st Do I have private interests affected by a matter I am officially involved in?
- 2nd Is my official role one of influence or perceived influence over the matter?
- 3rd Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

When making a Declaration of Interest the reason for making the declaration should be clearly stated. Pecuniary and Non-Pecuniary Significant Interests should be managed by leaving the room while the matter is considered.

Pecuniary  -
Non-Pecuniary Significant  -
Non-Pecuniary Less than Significant  -
6. GENERAL AND CIVIC PRESENTATIONS
Nil

7. COMMUNITY PRESENTATIONS AND QUESTIONS
None received.

8. CONFIRMATION OF MINUTES
Ordinary Meeting 18 July 2017
ATTACHED is the Minutes of the Ordinary Council Meeting held on 18 July 2017

Recommendation:
That the Minutes of the Ordinary Meeting held on 18 July 2017 be confirmed.

Matters Arising from the Minutes
Nil

9. MAYORAL MINUTE AND REPORT

09.01 MAYORAL MINUTE AND REPORT
File No: Governance/Meetings/Ordinary
Author: Clr Kathy Sajowitz, Mayor

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

Recommendation
That Report Item 09.01 is received as information.

Comment
A. Meetings
17 July Garrick Hawkins, Amy Collins and Hamish Keith, Mayfield Garden re Quarry Development
17 July Lorraine Maloney re Jaunter Road
17 July Paul Toole MP, meeting re Grant opportunities and release of trout at Lake Oberon
18 July Ordinary Council Meeting
19 July Meet with Clr McCarthy re Aged Units
21 July 2016 Census Data Seminar
24 July Councillor Candidate Information Session
26 July Oberon Youth Council Meeting
31 July Janet Baljeu re Councillor Elections
31 July Meet with Oberon RSL Club re Grants
1 Aug  Meet with John Borg and Victor Bendevski, Borg Panels
2 Aug  Centroc Regional Tourism Structure and Strategy Workshop, Cowra
3 Aug  Russell Meadley, Business Enterprise Centre
3 Aug  Meeting re Grant funding opportunities
8 Aug  Discussion with Rotary regarding Planning Events
8 Aug  Friends of the Oberon Library Meeting
8 Aug  Councillor Informal Briefing Session

B. Representation
14 July  O’Connell RFS Fire Shed Sod Turning Ceremony (apology submitted, attended by Clr Clive McCarthy)
20 July  Waste 2 Art Regional Exhibition in Orange
27 July  Oberon Correctional Centre Gurnang Life Challenge Graduation Ceremony
29 July  Skoda Xmas in July – attended by Deputy Mayor Kerry Gibbons
31 July  Oberon Public School Education Week Assembly
31 July  Oberon High School Education Week Assembly
1 Aug  Section 356 Community Donations Presentation

C. Correspondence
11 July  Simmone Logue objecting to the proposed development of Middle Creek Quarry.
11 July  Nerida Thomson objecting to the proposed development of Middle Creek Quarry.
12 July  Essential Energy advising applications for the 2017 Community Support Program open on 1 August and close on 15 September.
14 July  Threatened Species Commissioner seeking submissions in relation to the RSPCA Identifying Best Practice Cat Management in Australia draft paper which is currently on public exhibition.
18 July  Shaun McBride, Local Government NSW follow up regarding a proposed meeting with Councils affected by unrateable forestry land.
18 July  Glenis Symons objecting to the proposed development of Middle Creek Quarry.
19 July  Invitation to attend the Oberon High School Education Week Assembly being held on 31 July 2017.
20 July  Invitation to attend Pastor Andy Godden’s final service at the Oberon CLC.
21 July  Invitation to attend the Oberon Public School Education Week Assembly
24 July  Rotary Club of Oberon advising of a proposal to hold two fair type events in 2018 and seeking assistance from Council to source grants, traffic management and approvals.
25 July  Australian Local Government Association advising that the National Local Roads and Transport Congress theme this year is ‘Shaping Transport’s Future’. This year’s event will be held from 6 – 8 November 2017 in Albany WA.
25 July  Blenheim Lodge, submission in relation to the proposed closure of unformed Council Road, Bailey’s Lane, Oberon.
25 July  Emma Bradbury, Murray Darling Association advising the Murray Darling Association is renewing its call for local government to be given a voice in the implementation of the Basin Plan.
25 July  Rouken Glen, submission in relation to the proposed closure of part of Bailey’s Lane, Oberon.
26 July  The Benevolent Society advising that from 1 August they will take over the operations of the Specialist Disability Community Support teams across NSW.
27 July  Media Release, Gladys Berejiklian, Premier of NSW and Gabrielle Upton, Minister for Local Government advising that proposed Council mergers before the courts will not proceed.

28 July  Local Government NSW seeking Council’s feedback in relation to a customised report card sent to Councils outlining value delivered by LGNSW.

30 July  Invitation to the inaugural MAV Sustainable Communities National Summit, convened by the Municipal Association of VIC being held on 6 – 7 September 2017.

31 July  Invitation to attend the NSW Local Government Aboriginal Network Conference being held on 13 – 15 September in Albury.

31 July  Invitation to attend a Cocktail Function as part of the Forestry Corporation Board visit to the Bathurst Region being held on Monday 4 September 2017.

1 Aug  Office of Local Government response to correspondence in relation to an application to extend a quarry that is being considered by the Western JRPP.

2 Aug  Correspondence from Bob Conroy, Administrator Jenolan Caves re progress on masterplan and update on regional tourism application.

2 Aug  Shaun McBride, Local Government NSW regarding a proposed meeting date for Councils affected by unrateable forestry land.

3 Aug  Media Release, NSW/ACT Regional Achievement and Community Awards, nominations close on Wednesday 16 August.

Notes:
10. NOTICES OF MOTIONS

Nil

11. COUNCILLOR AND DELEGATES REPORTS

11.01 CENTROC TOURISM WORKSHOP – 2 AUGUST 2017

Summary
On August 2 2017 I attended the second Centroc Tourism Workshop at the Japanese Gardens, Cowra

As stated in previous reports, Central West NSW Tourism (CWNSWT) ceased operation on June 30 this year. Along with twelve other CW Councils Oberon agreed to be part of a new Centroc driven CW Tourism Group and became a financial member. All remaining assets of CWNSWT have been transferred to the new organisation. Ms Lisa Ditchfield formerly employed by CWNSWT is now employed by the Centroc Organisation.

Recommendation
That Oberon Council participate in the 2017 Unearth Campaign and allocate $7,000 from the Tourism/Economic Development restricted funds to this project.

Following are the main outcomes of the workshop

- Clr Bill West is the sponsoring Mayor of the group and Rebecca Ryan, General Manager Blayney Shire Council is the sponsoring General Manager. There are twelve constituent Central West Councils participating.
- Representatives attending the meeting worked up a business plan and future direction document, drafts of which will be presented for comment at the next meeting.
- To build a profile and future direction for the group accurate statistics and return on investment data needs to be sourced and categorised to suit the aims and vision of the group.
- It was agreed that in general terms tourism projects will be aimed at the 35+ age demographic.
- The visitors, friends and family (VFR) market has proven to be very valuable in the tourism economy and should be a focus of local initiatives. Attracting family and friends to visit the LGA is an easy “win” for the industry.
- CWNSWT has successfully run two “Unearth” campaigns and it was discussed and decided that this type of initiative provides a good return on investment and are proven to be successful. It is anticipated that the campaign would cost around $77,000 to be spread over participating councils. After discussion it was decided the focus of the campaign should be stronger digital marketing of the region, collaborative trade shows showcasing the CW (participation will be user pays) unique accommodation options, events, heritage and market trails, Indigenous experiences, eco-tourism and the agriculture experience such as hands on farm stays. Individual councils will input into the concept as the project develops.
- The group website needs to be updated and able to link back to constituent council’s websites.
- Grant funding opportunities will be sought.
Details of previous “Unearth” campaign attached for information.

Oberon Council, although currently developing tourism projects, does not at this point in time participate in any major tourism initiatives; it is my opinion that to invest $7000 in a collaborative project such as the “Unearth” campaign would provide a good return in tourism dollars.

Notes:
2016 CAMPAIGN PARTNERS

2016 marks the third year of Central NSW Tourism’s Unearth program and we’re excited to announce a new destination partner has come on board to participate in this year’s program.


PROGRAM OBJECTIVES

As per the past two years of campaign activity, Destination NSW has develop a strict set of funding guidelines and requires the program to deliver on an ambitious set of key performance indicators (KPIs). There are four specific metrics we must meet in order to successfully secure the entire allotment of funding:

1. Deliver a minimum of 40,088 website visits between April – November 2016;
2. Generate an estimated Equivalent Advertising Value (EAV) of $700,000 through PR/media outreach activities;
3. Work in partnership with Expedia Media Group on a direct bookings campaign to deliver an incremental 1169 visitor nights during the program period; and
4. Complete four Experience Development workshops across the region with a minimum of 80 attendees total.

CAMPAIGN AUDIENCE

The 2016 program will continue to engage with and target the same prospective traveller groups.

In 2013, Central NSW Tourism invested in a robust research program to better define the attributes of the region’s ideal target audiences:

PRIMARY AUDIENCE: DOMESTIC LEISURE TRAVELLERS – CULTURE LOVERS

Central NSW Tourism’s 2013 Roy Morgan research program helps us develop a clear picture of our ideal traveller and suggests we should focus primarily on ADULTS TRAVELLING IN COUPLES.

Our audience is compelled by the search for authentic experiences. Whether implied or explicit, they view travel as a transformative experience. Holidays are an opportunity to learn something about themselves and something about the place they are visiting. From an age perspective, the priority is adults 45-54 years of age, but the broader age catchment can be 35 – 64. Regardless of age, our audience is well educated with an average HHI of $104,420. Within the household, women are often the key decision-makers in travel planning and are key influencers in much of the travel planning process. More than 70% of our core audience does not have children at home (either their kids are old enough and left home, or they do not have kids at all).

The bulk of our audience is travelling to the region by car. Therefore, primary source markets include (1) Regional NSW – with priority given to key urban areas such as Dubbo, Newcastle, Tamworth, and Wagga; (2) Sydney (North Western as a primary audience within the entire Sydney footprint); and (3) Canberra.
From a destination perspective, our target market wants to escape the routine of the everyday; they want to engage with and learn about the local culture of a place – its people, its offerings, its traditions.

Our audience likes to take holidays in Australia and, from a domestic travel perspective, short breaks and weekend getaways are key to our target market (many of them use the majority of their annual leave for a significant overseas holiday). We want to position Central NSW as an attractive place for a short break and an easy escape from the routine of everyday life. Most of our audience lives in urban areas, caught up in the hustle and bustle of everyday life – they want to escape the routine, get away from the crowds and jump in to experiences where they can reconnect with the simple pleasures of life.

SECONDARY AUDIENCES FOR 2016: This year, we will also look to attract family holidaymakers during key periods (i.e. school holidays) as well as look for ways to further engagement with the lucrative visiting friends and relatives market (VFR).

2016 CAMPAIGN ACTIVITIES

The 2016 program will directly build on the approach developed in 2016, with a focus on highlighting the depth and breadth of experiences on offer across the region with an emphasis on the cultural and heritage offerings.

The priority storylines for 2016 include:

1. Museums & Villages
2. Nature, including bird watching and open gardens
3. Waterways, including canoeing, kayaking, fishing, camping, boating, dragon boating, water skiing
4. Cycling, Running activities
5. One of a Kind Experiences

For 2015, rather than invest heavily in traditional display print advertising we took the opportunity to work closely with a handful of key media outlets to tell richer, deeper stories from across the region; MindFood, Broadsheet, and Fairfax’s Traveller publications were key media partners last year. The campaign team worked closely with each outlet to develop a customised content program, running over key periods to provide inspiration and tangible evidence of the variety of activities on offer across the entire region.

A similar approach will be adopted for 2016 and, as such, the foundation of the 2016 program will rely on three core pillars of activities.
PR PROGRAM

Gabrielle Brewer Lifestyle & Tourism Public Relations will implement a strategic public relations campaign focused on positioning Central NSW as one of the richest cultural heritage regions of NSW. Visitors can discover tempting, original and authentic food, wine, art, nature and indigenous experiences as they journey through magnificent inspiring landscapes.

Public relations activity will be designed to re-engage relationships with key media and industry targets, and seek new opportunities in which to leverage the previous two year’s Unearth Central NSW campaign activity. The strategy will centre on the region’s differentiator, as a short break ‘country-escape’ destination where ‘it all begins just two hours’ drive west of Sydney’ offering a broad variety of experiences and accommodation styles to relax, revitalise, and enjoy quality time with friends and family.

PR OBJECTIVES

• Generate publicity opportunities to promote Central NSW and ensure the region is consistently top of mind with media
• Renew and extend the Unearth Central NSW destination proposition to stimulate visitation
• Drive key thematic experiences of the campaign to ignite new story ideas, including culture and heritage, villages, nature, waterways and ‘one of a kind’ experiences
• Drive PR activity to motivate and convert target markets between March to December 2016
• Promote key assets of the region across all CNSWT partners
• Drive consumers to CNSWT website as the call to action for all publicity

KEY MESSAGES & THEMES

The following key themes will be core to the focus of PR activity this year, including press releases, advertorials, media pitching and media visits.

• Nature abounds – national parks, bird-watching, walking, bike paths, tours, night skies, gardens
• Cultural and heritage tourism – museums, regional galleries, old buildings and homes
• Village escapes - warm hospitality, markets
• Waterways - riverbanks, lakes, swimming, kayaking, fishing, boating
• ‘One of a kind’ experiences - led by Central NSW’s strong event schedule

TARGET AUDIENCE

The program focuses on a demographic central to Sydney, Regional NSW and ACT, targeting three specific audiences:

1. Adults 35-64 years, travelling in couples (no kids)
2. Visiting friends & relatives
3. Families

PUBLIC RELATIONS ACTIVITY

Media partnerships

GBPR propose to work with a few select media partners to deliver advertorial style content, with the look and feel of traditional editorial.
• Fairfax’s ‘Traveller’ in the SMH/Sun-Herald – focused on ‘one of a kind’ experiences in Autumn and Winter. Suggested timing, April 2016

• Better Homes & Gardens – they publish a regular ‘road trips’ editorial with content to reflect a similar theme that promotes culture, village and nature elements of Central NSW. We propose to negotiate a spend that includes integration across the magazine, online and hopefully TV. Suggested timing, July/August 2016

• Sydney Weekender, Channel 7 – review event, water-based activity and food experiences for promotion. Suggested timing, tbc

Press releases

The development of a proactive press release schedule will ensure a steady stream of content and ‘story hook’ ideas are seeded with target media and industry throughout the year.

• Research and write approx. 4-5 press releases over the campaign period. Focus each release around key themes identified above
• Issue to 400+ media contacts, tourism industry and partners
• Call to action to www.visitcentralnsw.com website
• Follow-up all key media to discuss editorial opportunities
• Develop media famil itineraries based on relevant themes from press releases

Suggested press release ideas include:

• ‘Romantic new ways to unearth Central NSW’: Themed on new and/or updated product for couples from the last six months including accommodation, new tours and attractions. The media love ‘new’ and it can become a great hook to leverage other ideas for a story.

• ‘One of a kind experiences in country NSW 2016’: Celebrating the variety of cultural, quirky, food and wine, and other festival and event experiences that are hosted across Central NSW throughout the year, where visitors can soak up the country atmosphere and mingle with the locals.

• ‘Little towns with big heart, hidden gems in Central NSW’: Legendary yum cha, inspiring artists, boutique hotels to rest your head – discover Central NSW through its historic villages and you’ll be amazed what you unearth. From Rylstone and Kandos to Milthorpe and Sofala, these little places are packed with heart….

• ‘Life along the riverways of Central NSW’: Head inland and be surprised by the vast range of waterway and river experiences that provide a playground for recreational pursuits including water-skiing, kayaking, canoeing and fishing. Discover riverside country pubs for a long lunch, picnic under the Red Gums and take a dip in natural swimming holes.

• ‘Art-tripping across Central NSW’: Celebrate your inner artist on holiday in Central NSW at sculpture gardens, Mayfield Gardens, the John Olsen garden and regional galleries. Highlight art workshops, retreats, festival and events.

• ‘Top 10 Unearthed Experiences in Central NSW’: Did you know Central NSW is home to the world’s second largest enclosed canyon?
Highlight the best ‘unearthed’ facts of the region including unique ‘twitching’ destinations for the bird watcher, accommodation with a nature focus including Hatter’s Hideout to spend the night in a cave, Jenolan Caves, top walking and cycling trails (include events), best vantage spots for amazing panoramic views, and other intriguing ‘did you know?’ nature facts.

**Media familiarisation program**

Our media visits program will get journalists into the region to ‘unearth’ Central NSW and write about their journeys first-hand.

- Aim to **secure 6 media familiarisations** with key media on individual self-guided trips
- Develop story ‘angles’ to match media outlet target audience and interests
- Target a range of media and social media influencers in travel, lifestyle, food and wine and drive genres
- Agree itinerary content with CNSWT, and coordinate all detail including accommodation, tours and activities.
- GBPR will negotiate with individual partners to host journalists complimentary however we will need to pay for some costs, reserved under budget
- **Potentially look at hosting 1 Instagram/online group media visit themed on ‘Springtime secrets of the Central West’** hosted by GBPR, to generate instantaneous online content and social media photo opportunities i.e. Canola fields in bloom, long lunch by the river to highlight waterways, vineyard experiences, open gardens etc. This could be developed into a press release too.

**Proactive media pitching**

GBPR will reach out to tourism stakeholders throughout the year, to continue development of media pitch ideas. Topics that may make an interesting story include:

- **New product** - any new operators, attractions or experiences such as accommodation, tours, nature experiences, cooking classes, vineyard experiences
- **Unique product** - a product that is unique to Australia/state or hard to find
- **Trends** - a movement such as a boom in small bars in historic properties,
- **People** – a passionate guide or representative doing something really different or with a unique story to tell

**Media targets**

A broad media ‘hit list’ will be compiled to target both mainstream consumer media, and more niche online and social media prominent to our target market.

**Mainstream media**

- **Magazines** – Australian Country Style, Australian Geographic, Australian House & Garden, Australian Traveller, Australian Women’s Weekly, Better Homes & Gardens, Home Beautiful, Homes +, House & Garden, New Idea, Woman’s Day, Yours
- **Broadcast** – Better Homes & Gardens, Sydney Weekender, Getaway, The Living Room, radio in regional NSW and Sydney/national
- **Regional cities and centres**
Central West Lifestyle Magazine, Blue Mountains Life, Highlife, Breeze
Canberra Times and Newcastle Herald
Plus regional media in Tamworth, Richmond, Parramatta, Penrith, North Western Sydney

Niche media
- **Online lifestyle** – Homes To Love, Mr & Mrs Romance, We Are Scout, The Carousel, Concrete Playground, Broadsheet, Time Out Sydney, Daily Life
- **Family** - Essential Kids, Out and About with Kids, Holidays with Kids, Y Travel Blog
- **Senior titles** – Get Up & Go, Australian Senior Traveller
- **Food and wine** – Delicious, Wine Selector, Gourmet Traveller and GT Wine, Mindfood, Nourished
- **Drive and inflight** – Flight Centre, Jetstar, Lexus, NRMA Open Road, Qantas, Voyeur

**REPORTING**

GBPR will provide regular and measurable updates on the PR program including weekly/fortnightly summaries and a final report.

**Media Monitoring**
- Set up media monitoring for all print coverage

**Weekly/fortnightly PR Updates**
- Includes a PDF of the Media Monitors report with clippings from articles and a description of the promotion and the media circulation
- Distributed to key stakeholders and partners

**Final Report**
- Summary of PR program and activity implemented
- Number of media visits
- Number of press releases issued and stories written
- Number of articles generated
- Equivalent Advertising Value and Equivalent PR Value

**SOCIAL MEDIA PROGRAM**

2015 saw a dramatic increase in Central NSW Tourism’s engagement across two core social media channels – Instagram and Facebook.

Last year’s program was Central NSW Tourism’s first year on Instagram, and there are now more than 1250 followers. And, with a dedicated manager of Central NSW Tourism’s Facebook page, the activities increased the fan-base more than 5 fold, with almost 5000 followers.

Social media will continue to be a key priority for 2016, and we will look to maintain a regular social media calendar through the 2016 campaign period.

Proposed 2016 social media activities include:
- Twice weekly posts promoting relevant activities and experiences across the region
- Featured events and activities
- Promoted posts highlighting hero experiences in key timeframes
- Display advertising and promoted posts to continue to gain more engagement and grow followers
- Richer engagement via Facebook and Instagram through featured promotions and contests

PARTNERSHIP WITH EXPEDIA MEDIA SOLUTIONS

The backbone of Destination NSW’s funding program relies entirely on being able to provide distinct booking metrics as a direct result of the campaign activity. As such, Central NSW Tourism is working closely with Expedia Media Solutions to develop a strategic campaign plan for 2016, to specifically deliver on Destination NSW funding requirement.

Expedia Media Group owns and operates a variety of online booking brands, including Expedia, Hotels.com, Wotif.com and Lastminute.com.au. Expedia Media Group is currently developing a draft campaign plan, which we will look to review in the coming weeks.

CAMPAIGN CALL TO ACTION

As in past years, www.visitcentralnsw.com.au will be the primary call to action for all activities. Throughout 2016, we will look to grow the websites content and have the ability to efficiently make updates to the homepage content in line with feature experiences and activities.

The Australian Tourism Data Warehouse is also making updates to its operator content listings and, as such, we will look to evolve the way operator listings are presented on the website.

Media articles and featured blogs will continue to be updated on the website, ensuring our content stays timely and relevant throughout the year.

Finally, we will also look to update the regional content to include the Lithgow region, a new financial partner for 2016.

CAMPAIGN TIMING

Campaign activities will run March through to October 2016, with the priority to deliver increased visitation through late Winter and into Spring.

2016 CAMPAIGN BUDGET

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Summary

The most recent meeting of the Upper Macquarie County Council was held on Friday 4 August 2017 at the Council offices in Kelso. The meeting was attended by Council’s delegates Clr John Morgan and Clr Neil Francis.

Recommendation:

That report item 11.02 is received as information.

A number of matters were reported on and considered at the meeting. Included amongst these were:

1. Tenders Aerial Spraying Program – ‘Spring’ 2017

The Upper Macquarie Country Council has been carrying out aerial spraying programs for at least the last 15 years. Following the successful autumn spraying program a spring 2017 program is to be conducted. In the autumn program almost 2,000 hectares were sprayed, targeting serrated tussock and blackberry. The spring program focusses mainly on serrated tussock.

Aerial spraying tenders were called on Saturday 24th June 2017 and closed Wednesday 19th July 2017. The tender provided for the whole program of the works and includes:

- Provision of plant, labour and materials (excluding herbicide, anti-drift agent and water)
- The contractor carries out the works under the Contract, between the hours of 6.00 am and 6.00 pm, Monday to Sunday, and excluding public holidays.

Based on 2,250HA of land being sprayed a tender of $168,000 GST inclusive was accepted from Commercial Helicopters. Commercial Helicopters has been performing the aerial spraying with Upper Macquarie Country Council for over 15 years and Council has been satisfied with its services.

Subject to weather the program is expected to commence in September 2017.

2. Inspections at Wattle Flat

Wattle Flat has been an area that has long had problems with weeds, due to location and land type with large sections of poor agricultural land, resulting in lower investment placed on controlling weeds infestations. Land ownership within Wattle Flat has been a factor with a high number of lifestyle properties as well as a high number of absentee land owners.

On 12 May 2017, Upper Macquarie County Council sent Notice of Intent to inspect letters to residents of Wattle Flat with inspections commencing later that month. A total of 176 property inspections took place over the period.
There were a large number of properties that only had light infestations and on most of these properties there was evidence of weed control work being carried out. Council is planning to re-inspect these properties again in 12 months.

There are 45 properties that have larger or heavy infestations that are receiving property inspection reports requiring weed control work to be carried out within a suitable time frame.

There are 6 main properties of concern that have heavy or large infestations. 5 out of the 6 properties of concern will be receiving letters to contact Council seeking advice on the level of infestations on their property and their management plan for the control of these infestations. The 6th property has only just recently changed ownership.

3. Alternative Governance Models for UMCC

The Council considered a report in relation to alternative governance models for the UMCC and resolved to hold a workshop with councillors to consider the matter in further depth. The workshop is to be held as soon as possible after the appointment of delegates to the County Council following the September elections.

4. Inspections (3 June to 21 July 2017)

During the period 324 inspections of properties and roads took place. These included:

<table>
<thead>
<tr>
<th>LGA</th>
<th>No. of Inspections</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bathurst</td>
<td>172</td>
</tr>
<tr>
<td>Blayney</td>
<td>11</td>
</tr>
<tr>
<td>Lithgow</td>
<td>63</td>
</tr>
<tr>
<td>Oberon</td>
<td>78</td>
</tr>
</tbody>
</table>

In addition to the Council meeting a number of other noteworthy matters arose since the previous meeting:

5. Biosecurity Act 2015

The Biosecurity Act 2015 is now in effect. The new Act replaces ten existing Acts, including the Noxious Weeds Act 1993, and makes substantial changes to four other Acts. The Act is considered to be an enabling piece of legislation that includes numerous tools and powers that can be used regardless of what the biosecurity risk is, whether it is known or newly emerging, or where the risk is occurring. The Act supports a national approach to biosecurity and provides consistency with legislation in other jurisdictions, enabling more effective management, enforcement and compliance activities.

6. Central Tablelands Regional Weed Management Plan

The Central Tablelands Local Land Services Board has developed and adopted the Management Plan. The Plan gives direction for how weeds within the region are to be managed and outlines how government, industry and the community will share responsibility and work together to identify, minimise, respond to, and manage weeds. It relates to all lands and waters in the Central Tablelands Local Land Services region of NSW. Importantly however the Plan will be providing direction for Local Control Authorities for the application of the new Biosecurity Act.
The Plan focuses on managing weeds that impact:

- animal and plant industries, including agriculture, horticulture, forestry, aquaculture and recreational and commercial fishing in freshwater systems
- ecological communities and biodiversity, including natural urban and peri-urban environments
- human health, livelihood, lifestyle, cultural values, recreation and landscape amenity
- infrastructure and service industries, including energy, transport and water supplies

The plan defines what “shared responsibility” means for the region’s communities and stakeholders, and how they might work together to identify, minimise, respond to and manage high risk weeds at a landscape scale, both now and into the future.

The Biosecurity Act 2015 is tenure neutral, as it applies equally to all land in the region, whether public or private.

A regional weed prioritisation process has been identified with management categories of: Prevention; Eradication; Containment; and Asset Protection.

7. NSW Government Innovation Fund

Council has been successful in its application under the NSW Government’s Innovation Fund Round Two for Remotely Piloted Aircraft (Drones) for Weed Inspections and Biosecurity Threats with an estimated project cost of $51,700 a Council contribution of $17,200 and grant of $34,500.

8. Community Events

Oberon Garden Club – a Council Weeds Officer gave a presentation at the Oberon Garden Club. The presentation was well received with 28 people in attendance and 8 weed samples were brought in for identification and discussion on how to control as well as many questions raised in relation to their own weed management experiences. Of those that attended most lived on rural acreage with several living in town.

Upcoming community events include; Blayney Farmers’ Market, 20 August; Burraga Show, 27 August; Tarana Farmers’ Market in November; and Oberon Farmers’ Market.

It has been very pleasing the number of events that Council has been getting invited to.

Notes:
12. COMMITTEE REPORTS

Nil

13. REPORTS FOR DECISION

13.01 CONTRACT FOR SUPPLY AND DELIVERY OF BITUMEN EMULSION

File No: Government Relations/Local & Regional Liaison/Centroc
Author: Chris Schumacher, Works & Engineering Director

Summary

This report seeks Council’s determination for continued participation in the regional procurement of bitumen emulsion and cold mix through Central NSW Councils (Centroc) Compliance and Cost Savings program and Supply Management Team.

Centroc will be seeking a ‘Request for Tenders’ (RFT), to identify suitable providers to supply (1) Bitumen Emulsion and (2) Cold Mix for the period 1 March 2018 – 28 February 2020 with an option for a 12 month extension. The two RFTs will be run concurrently, however will be separate contracts.

The following report provides more background advice regarding both Centroc’s Compliance and Cost Savings Program and the regional purchase of bitumen emulsion cold mix.

Recommendation:

That:

1. In principle Oberon Council agree to participate in the two regional contracts for the procurement of bitumen emulsion and cold mix for the period 1 March 2018 – 28 February 2020 with an option for a 12 month extension.

2. The Council’s Works and Engineering Director provide Centroc with advice accordingly.

Comment

Central NSW Councils (Centroc) represents over 236,000 people covering an area of more than 70,000sq kms comprising Bathurst Regional, Blayney, Cabonne, Cowra, Forbes, Hilltops, Lachlan, Lithgow, Oberon, Orange, Parkes, Upper Lachlan, and Weddin Councils and Central Tablelands County Council.

To support member operations, a Compliance and Cost Savings Program has been created to add better value to members and generate more cost savings to individual councils. The program is being funded in part from the Centroc surplus and comes at no extra cost to members.

The objective of the program is to drive initiatives across the region to reduce Council costs through:

• providing a regional approach to compliance with State and Federal legislation thereby reducing costs to member Councils;
• trialling with the intent to implement products and services to reduce costs; and
• implementing regional contracts to reduce costs through group purchasing.
The program has been in operation since 14 December 2009 and over $3,500,000 of savings to the region have been realised through a variety of programs including desktop telephony audit, on site telephony audit at some councils, diesel tax rebate audit and a desktop electricity review.

**Background on the Centroc Supply Management Team**

The Supply Management Team was established in June 2003. The objectives of this team are:
1. Networking of professional purchasing staff
2. Achieve savings through joint procurement of goods and services
3. Generate income through rebates to Central NSW Councils
4. Facilitate professional development and training of Council purchasing staff
5. Encourage use of the latest technology for communication and purchasing functions

The Supply Management Team has been successful in all of these areas over the past eleven years and continues to provide ways for councils to save money and time through working together regionally.

In addition to bitumen emulsion, the Team has currently has regional contracts in road signs, fuel and line marking services and are continuously looking at ways that purchasing regionally can assist Centroc members.

**Background on developing contracts for bitumen emulsion and cold mix**

The Supply Management Team first decided to do a regional contract for Bitumen Emulsion in 2004 culminating in a three year regional contract in 2005 with the process repeated at the completion of that contract in 2008, and again in 2011 and 2015. The latest contract has also been extended for 12 months. As we near the completion of the current contract, Centroc seeks to repeat the process.

Centroc members currently procuring under this arrangement are as follows:

<table>
<thead>
<tr>
<th>Council</th>
<th>Participating in Current Bitumen Emulsion Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bathurst</td>
<td>Yes</td>
</tr>
<tr>
<td>Boorowa</td>
<td>Yes</td>
</tr>
<tr>
<td>Cabonne</td>
<td>Yes</td>
</tr>
<tr>
<td>Cowra</td>
<td>Yes</td>
</tr>
<tr>
<td>Forbes</td>
<td>Yes</td>
</tr>
<tr>
<td>Hilltops</td>
<td>Yes</td>
</tr>
<tr>
<td>Lachlan</td>
<td>Yes</td>
</tr>
<tr>
<td>Lithgow</td>
<td>Yes</td>
</tr>
<tr>
<td>Oberon</td>
<td>Yes</td>
</tr>
<tr>
<td>Orange</td>
<td>Yes</td>
</tr>
<tr>
<td>Parkes</td>
<td>Yes</td>
</tr>
<tr>
<td>Upper Lachlan</td>
<td>No</td>
</tr>
<tr>
<td>Weddin</td>
<td>Yes</td>
</tr>
</tbody>
</table>
At its meeting on 24 July 2017, the Centroc Roads Technical Committee agreed to include cold mix in the procurement process, alongside bitumen emulsion. At the meeting of 27 July 2017, GMAC resolved conduct a procurement process for both bitumen emulsion and cold mix.

Should Council agree to participate in a regional contract, Centroc will release an RFT (Request for Tender) and proceed to a contract.

Centroc seeks, by way of RFT, to identify suitable providers to supply bitumen emulsion and cold mix for the period 1 March 2018 – 28 February 2020 with an option for a 12 month extension. The RFTs will be run concurrently, however will be separate contracts.

Advice regarding service and pricing under a regional contract will be provided to members. Benefits of a regional approach include:
- cost savings to members through bulk procurement;
- time saved by Supply team staff though centralised coordination and
- income stream to Centroc from the Contractor with a view to reducing fees

**Council contribution**

Centroc manages the process including all costs of advertising and tender assessment and takes a management fee from the supplier to cover these costs which council is not responsible for. The management fee for bitumen emulsion is typically 0.5%, and cold mix will be 2% as annual spend is much lower than bitumen.

**Options**

If Oberon Council was to participate in Centroc’s Regional Contracts for bitumen emulsion and cold mix, benefits of the larger buying power of the multiple councils will force the purchase price down as compared to standing alone. Group procurement also saves time for Council staff in not having to retrieve quotes each time a purchase of bitumen emulsion is required.

**Notes:**
### 13.02 BAILEYS LANE PROPOSED CROWN ROAD CLOSURE

**File No:** Roads/RCl/Perm  
**Author:** Chris Schumacher, Works and Engineering Director

**Summary**
Council has received notification from the Crown Lands department regarding and application lodged with them with intent of a private land holder to close an unformed section Baileys Lane which traverses their parcel of land in DP 757042 linking Adams Lane with the already formed section of Baileys Lane.

**Recommendation:**

That:
1. Council object to the current application to close the unformed section of Baileys Lane across DP 757042
2. Council advise the Crown Lands Department in writing of its objection prior to 1 September 2017.
3. Council consider its position in the future construction of the unformed section of Baileys Lane across DP757042 as a potential future extension to link the full length of Baileys Lane with Adams Lane.

**Comment**
Copies of survey plans of the unformed section of Baileys Lane FOLLOW.

Copies of submissions received are available to Councillors upon request.

Correspondence from Crown Lands was received 17 July 2017 regarding receipt of an application from a resident of Baileys Lane who has made application to close the unformed Council road within their property known as Lot 152 (DP 757042).

The section of unformed road run through private land owned by Colin & Maria Hunt, and the unformed section of road does allow for a future connection between Baileys Lane South with Adams Lane.

Recent survey and investigations relating to the unformed section of Baileys Lane was completed during December 2016. The survey identified that the road traverses through a private land holding being Lot 152 in DP 757042 and Lot 2 in DP 827233, Parish of Blenheim County of Westmoreland and is approximately 863 metres in length.

As a courtesy Council staff wrote to the affected residents of Baileys Lane outlining the road closure application received, seeking formal responses. To date several residents have replied to Council, objecting to the application currently before Crown Lands and request that Oberon Council formally object to its closure.

**History**
In the late 1800’s and early 1900’s Baileys Lane was a through road connecting local farmers with Taranana Station and was used to transport their produce to various markets. With the advent of local rail services in the 1920’s the lane became less used eventually servicing just one or two
large properties in the area. As Oberon grew and more development came to the route of Baileys Lane more families settled the area north of the Fish River.

During severe floods those families were cut off from civilisation. Today six properties have been developed and there are now a minimum of 15 - 20 private vehicle movements per day along the northern side of the Fish River and other such as service vehicle movements.

Upon purchase of properties it is alleged that many residents were told that the unformed section of Baileys Lane that passed through Mr Hunt's property was the alternate route if there was bad weather or flooding.

As a result of the current road closure application, six families that live on the Northern side of the Fish River in Baileys Lane have indicated that it would be beneficial to them and the Council if there was an alternate route, especially in the event of an emergency.

Cost to council should be minimal if the same standard of road was completed to link with Adams Lane and Nunans Hill Road through the Blenheim Forest. Should Council object to the closure further investigation and costing for future budget consideration can be completed for further consideration.

Representations made to Council
COPIES of correspondence received are available to Councillors upon request.

Council has received correspondence from nearby landowners expressing concern about the current application to close the unformed section of Baileys Lane across DP 757042. A summary of the written submissions is below.

<table>
<thead>
<tr>
<th>Submission Received From</th>
<th>Comments</th>
</tr>
</thead>
</table>
| Submission 1             | • Under existing arrangements the applicant can use this 80 metre “Choke Point” to deny access to the Forest Road or Baileys Lane.  
• Considered that regardless of any verbal agreement access can be denied without a formal approval in place.  
• Like to see Baileys Lane extended to link up with Adams Lane. |
| Submission 2             | • At such times of impassable flooding, local residents have traditionally been able to wait a couple of days for the flooding to abate, but always with the reassurance that in the case of a real emergency, an alternative way out exists – namely – the use of the unformed Crown Road, which is the continuation of Baileys Lane.  
• Request the whole of the unformed Crown Road be known as Baileys Lane, so that it will be possible to drive, unrestricted, from the start of Baileys Lane at the sealed Duckmaloi Rd junction in the south, to its junction with the Hazelgrove/Duckmaloi Rd. |
| Submission 3             | • Today six properties have been developed and there are now a minimum of 15-20 vehicle movements per day along the northern side of the Fish River.  
• When I purchased my property I was told that the unformed section that passed through the applicant’s property was the alternate route if there was bad weather or flooding.  
• It would be beneficial to the six families that live on the Northern side of the Fish River in Baileys Lane if there was an alternate route if there was an emergency.  
• An easier route for emergency services to access the isolated residents |
near the forest in Adams Lane. There are a number of older people living in that area with serious medical conditions.

Submission 4
- I feel this road should be kept open as ‘a public road’.
- Continued access in and out for existing residents of the north side of Baileys Lane in times of flooding.
- Continued access for Emergency Services to attend fires and other urgencies.
- I would like the road to be accessible as I have a horse which I can ride from my house down Baileys Lane to the Blenheim State Forest if it was accessible.
- Many visitors (and locals) would enjoy the recreation that Blenheim State Forest has to offer. There is fabulous walking/cycling/horse riding trails to be explored and enjoyed.

Given the information received and the information provided it is considered that this Council Road should remain open and as such an objection to the closure be forwarded to the Department of Lands.

Notes:
15\textsuperscript{th} December, 2016

Oberon Council
PO Box 84
OBERON NSW 2787

Dear Sir,

RE: RESERVED ROAD OFF BAILEYS LANE

This survey has been undertaken as per your instructions. The report pertains to the reserved road through Lot 152 in DP 757042 and Lot 2 in DP 827233 Parish of Blenheim County of Westmoreland.

Corners have been marked as shown on the attached sketch plan.

The metal shed located on Lot 2 in DP 827233 stands up to 1.6 metres on to the Reserved Road as shown on the attached sketch plan.

The silo located on Lot 2 in DP 827233 stands upon the Reserved Road as shown on the attached sketch plan.

Fencing is as shown on the attached sketch plan.

PARTICULARS OF PROPERTY

<table>
<thead>
<tr>
<th>LGA:</th>
<th>Oberon</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parish:</td>
<td>Blenheim</td>
</tr>
<tr>
<td>County:</td>
<td>Westmoreland</td>
</tr>
<tr>
<td>Description:</td>
<td>Reserved road through Lot 152 in DP 757042 and Lot 2 in DP 827233</td>
</tr>
</tbody>
</table>

Yours Faithfully

Nicole F. Vollebergh
Registered Surveyor NSW
### 13.03 PROPOSED CROWN ROAD CLOSURES

**File No:** Roads/RCl/Perm  
**Author:** Chris Schumacher, Works and Engineering Director

**Summary**  
Council has received notification of the intent to close a number of Crown Roads within the Essington and Walbrook areas.

**Recommendation:**  
That Council has no objection to the closure of these sections of Crown Road, File ref: 17/06946, and File ref: 16/09152 provided that no properties are left without legal and practical access.

**Comment**  
FOLLOWING are copies of the plan of the proposed closures.

The NSW Department of Primary Industry (DPI), Lands has advertised the proposed closure File ref: 17/06946 in the Bathurst Western Advocate on 25 July 2017 and File ref: 16/09152 in the Bathurst Western Times on 30 March 2017 and letters have been sent to all affected adjoining landholders advising of the proposed closure and providing the opportunity for affected landholders to lodge an objection.

Crown roads, sometimes known as crown paper roads, are roads which have never been dedicated, and are therefore not controlled or maintained by council. In most cases there is no physical carriageway, or if there is it is used only by the adjoining landowner as an internal track. It is usually the adjoining landowner who applies for any such closures.

The location of the proposed closures has been checked. Council has no interest in these Crown road reserves, and will not be affected by their closure. If any nearby landowners believe they will be adversely affected, they have the opportunity to object directly to Department of Primary Industry, Lands.

**Notes:**

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...
Summary
This report seeks Council’s support to adopt the new ‘Developer Servicing Plan’ (DSP) in accordance with section 64 of the Local Government Act. The plan was on public exhibition for 30 working days, as required by the 2016 Developer Charges Guidelines for Water Supply, Sewerage and Stormwater issued by the Minister for Lands and Water, pursuant to section 306 (3) of the Water Management Act, 2000. There were no submissions received during the exhibition period.

Recommendation:

That:

1. The new Developer Servicing Plan be adopted by Council with the inclusion of the new Sewer Zone Map and implemented as part of Council’s 2017/2018 Operational Plan.

2. Until such time the Hunter H20 Options Study is complete and formal consultation has been undertaken with East Oberon Residents, the DSP zoning charges for sewer in Zone B be capped at $0.00.

Comment:

Previously Council considered the implementation of the DSP Water and Sewerage Plan at its July Ordinary Council Meeting. As a result Council resolved to approve the document subject to a change in the Sewer Map for East Oberon. Staff have now amended the zoning map (FOLLOWS) to comply with the resolution.

Further the Options Study is in progress by consultancy Hunter H20 for the potential sewer options of the existing East Oberon Residential Estate. As no formal consultation has been undertaken directly with the affected residents, it was resolved to create two (2) zones, as follows:

Zone A – Oberon Township = New Water & Sewer Charges to apply.
Zone B – East Oberon Residential Area = New Water Charges ONLY to apply.

Until such time the Options Study is complete and formal consultation the DSP will apply to these two zones.

Upon investigation of the DSP the option of charging only water in Zone B at the new rate and having a sewer rate of $0.00 within Zone B allows the DSP to be implemented upon further consultation with the community.

Upon completion of the consultation process with East Oberon Residents, a further report shall be put before Council to determine if the East Oberon Sewer project will or will not proceed, this will determine the finalisation of the new DSP charges for East Oberon.

If the entire DSP document were to be recalculated at this point in time prior to public consultation, Council will be charged an additional $3,960 GST Inc. which may not be a necessary expense to incur.
13.05 OBERON TIGERS RUGBY LEAGUE CLUB REQUEST FOR ASSISTANCE

File No: Recreation & Cultural Services/Event Management/Sporting & Cultural Events/2016
Author: Lynette Safranek, Finance & Community Services Director

Summary
The Oberon Tigers Rugby League Club Inc. has written to Council requesting assistance with Semi Finals Ground requirements.

Recommendation:
That Council provide $1,000 of in kind support to the Oberon Tigers Rugby League Club to host a Semi Final in Oberon.

Comment
The Oberon Tigers are likely to host a Group 10 semi final either on the 20th or 27th August and have requested support from Council.

The club believe they would require assistance with preparing the ground for the game, temporary seating in the form of portable grandstands and fencing off of the field.

In August 2016, Council provided assistance to the Oberon Tigers by way of ground preparation, purchase of seating and fencing, and the transportation of this equipment to and from Oberon. The assistance provided was in line with Council’s resolution 05160816 to provide up to $7,000 of cash and in-kind assistance.

Council provides substantial assistance in maintaining the Oberon Leagues Ground. During 2016/17 financial year, it provided over $18,200 worth of staff time and plant hire. It has provided $975 during July 2017 for staff and plant hire for the ground preparation.

Given the amount of support Council currently provides for the ground, it should consider providing in kind assistance to the value of $1,000 to assist with the transportation of the seating and fencing to and from Oberon.

Notes:
13.06 COUNCIL MEETING DATE SEPTEMBER 2017

File No:  
Author: Gary Wallace, General Manager

Summary
As a result of the potential outcomes of the 2017 Local Government elections being finalised by 15 September 2017 it is proposed to hold the first meeting of the new Council on Thursday 21 September 2017 to allow for the Business Paper to be provided to the new Council in a statutory time.

Recommendation:
That Council move the September Ordinary Council Meeting from Tuesday 19 September 2017 to Thursday 21 September 2017.

Comment
The Oberon Community will go to the election polls on 9 September 2017. Given the expected timeframes for confirmation of a new Council it is proposed to defer the first meeting of a new Council from Tuesday 19 September 2017 until Thursday 21 September 2017. This will give officers an opportunity to provide the new Council with their Business Paper in a timely matter in accordance with Councils Code of Meeting Practice which states:

Date, Time and Location of Ordinary Council Meetings

Council’s Ordinary Meeting shall commence at 5:30 pm on the 3rd Tuesday of each month at the Council Chambers, 137-139 Oberon Street Oberon. Any change from the time, day or venue of a Council meeting shall be by resolution of the Council or, in emergency circumstances, by the authorisation of the Mayor.

One of the first tasks to be undertaken by the new Council will be to review the number and structure of the 355 Committees, their charter, delegates role and objectives. Therefore it is considered that appropriate time should be given to new Councillors to review and understand appropriate protocol.

Notes:
13.07 SUPPORT FOR RUN AGAINST VIOLENCE

File No: S:/Community Services/Service Provision/Community Support
Author: Lynette Safranek, Finance & Community Services Director

Summary
Council has been approached by Brad Smithers and the Run Against Violence (RAV) team for support with the solo ultramarathon run. The run is over 1300km from Broken Hill to Sydney in the ‘Steps Together Ultramarathon’ to give a voice to the often silent victims of family violence – the children. RAV is a not-for-profit organisation run completely by volunteers.

Recommendation:
That Council provide support of $200 toward the Run Against Violence volunteers dinner during their stay in Oberon.

Comment
Run Against Violence is on a mission to engage all Australian in a positive conversation about family violence, to remove the stigma and barriers that prevent people asking for help.

For 19 days, solo ultra marathon runner, Kirrily Dear, will run 1300km from Broken Hill to Sydney to give a voice to the often silent victims of family violence.

Family and domestic violence is increasingly being recognised as the social challenge of our time. Public conversation around the issue is building; however, we often overlook the children - those who hear and see the violence, or are directly targeted. Too often, these children don’t have the chance to tell their own story. In 2017 we will ask the nation to stop and listen to these young people.

Kirrily and her support team will arrive be running 47kms from Bathurst to Oberon on Wednesday 13 September 2017. This will be Day 15 of the ultramarathon.

The Oberon community are getting behind this event with donations. One example is the Royal Hotel providing assistance with accommodation. Council can support this effort to highlight family violence by promoting the event on our social media and website pages, as well as provide funding for Kirrily and her support team’s dinner while in Oberon.

More information can be found at either https://www.runagainstviolence.com/.
13.08 UPDATED LEAVE POLICY 2103

File No: Governance/Policies/2017 Reviews
Author: Lynette Safranek, Finance & Community Services Director

Summary
Leave Policy 2103 has been amended in accordance with the Local Government (State) Award 2017. It has also been through the Oberon Council Consultative Committee.

Recommendation:
That Council approve Leave Policy 2103 as provided to the meeting.

Comment
A copy of Leave Policy 2103 FOLLOWS.

In February 2017, Council was provided with Leave Policy 2104 which incorporated the sick leave provisions. At the time, Policy 2104 was Payment of Sick Leave Bonus. The new Leave policy included the sick leave bonus, as well as all other leave under the Local Government (State) Award 2014.

However, following the Oberon Council Consultative Committee meeting in May 2017 it requested that management leave the Payment of Sick Leave Bonus as a separate policy and have the leave policy, which incorporates all other types of leave, as Policy 2103.

Following extension consultation with the Consultative Committee, we have a Leave Policy that is agreed by staff and management. It also incorporates the new Local Government (State) Award 2017.

Councillors are asked to endorse the Leave Policy 2103 as presented.

Notes:
1. **PURPOSE**  
This Policy covers all types of leave applicable to Council employees. It applies to all full-time, part-time and casual employees.

2. **COMMENCEMENT OF THE POLICY**  
This Policy will commence from 20 June 2017.

It replaces the previous leave policy of Council, either written or perceived.

3. **APPLICATION OF THE POLICY**  
This Policy does not form part of any employee’s terms of employment.

The Policy reflects the provisions of, the Industrial Relations Act 1996 (NSW) (the Act), Local Government (State) Award 2017 (the Award), and its successors. The Policy is not intended to override the terms of any award, or certified agreement.

4. **DEFINITIONS**

   4.1 “Immediate family” means:

   (a) a spouse of the employee; or
   (b) a de facto spouse, who, in relation to a person, is a person of the opposite sex to the first mentioned person who lives with the first mentioned person as the husband or wife of that person on a bona fide domestic basis although not legally married to that person; or
   (c) a child or an adult child (including an adopted child, a step child, a foster child or an ex nuptial child), parent (including a foster parent, step parent and legal guardian), parents of spouse, grandparent, grandchild or sibling (including half, foster and step sibling) of the employee or spouse or de facto spouse of the employee; or
   (d) a same sex partner who lives with the employee as the de facto partner of that employee on a bona fide domestic basis; or
   (e) a relative of the employee who is a member of the same household, where for the purposes of this subparagraph:

      (i) "relative" means a person related by blood, marriage or affinity;
      (ii) "affinity" means a relationship that one spouse because of marriage has to blood relatives of the other; and
      (iii) "household" means a family group living in the same domestic dwelling.

5. **EMPLOYEE RESPONSIBILITIES**  
Employees are responsible for:

   - attending work when they are safely able to fulfil the requirements of the position,
   - notifying their supervisor in a timely manner to minimise any potential disruption to workflows and provision of service,
ensuring they return to work as soon as possible after the period of illness
provide appropriate evidence of illness or injury for periods of sick leave
maintaining a healthy and safe lifestyle to minimise the need for accessing sick leave provisions.

6. SUPERVISOR/MANAGER RESPONSIBILITIES
Supervisors/Managers are responsible for:
- ensuring employees understand their rights, responsibilities and obligations in relation to sick leave,
- being empathetic towards employees who access sick leave for genuine purposes,
- fostering a positive workplace culture where sick leave is accessed appropriately,
- ensuring the appropriate documentation is provided, authorised and forwarded to payroll staff in a timely manner,
- identify any potential misuse of sick leave and patterns of sick leave and manage appropriately,
- ensuring the effects of sick leave on other employees are minimised,
- if required, discuss with the employee other options to sick leave. This may include reduced hours, suitable duties.

7. HUMAN RESOURCES RESPONSIBILITIES
Human Resources staff are responsible for:
- reviewing, updating and distributing appropriate guidelines,
- providing advice and recommendations to employees and management with respect to sick leave management and potential issues.

8. SICK AND CARER’S LEAVE
Sick leave (Clause 21A) and carer’s leave (Clause 21B) are provided in accordance with the LG (State) Award 2017.

Paid sick/carer’s leave for employees (other than casuals) will be paid at the employee’s ordinary rate of pay for all ordinary hours of work in the period. Sick leave may be payable at half pay under exceptional circumstances and by prior approval. Payment will be processed at the usual pay time provided the employee has complied with the notice and documentation requirements. Payment maybe withheld until appropriate documentation has been received.

Sick/carers leave is not payable on an employee’s rostered day off, flexiday, public holiday or any other day where an employee would not otherwise have attended work. Sick/carers leave may be payable while the employee is on other approved leave if appropriate evidence is supplied.

An employee may apply to take unpaid leave for the purpose of personal illness, or injury, or for providing care and support to an immediate family member who is ill or requires care due to an unexpected emergency. Applications for unpaid carer’s leave will be assessed a case by case basis and approval will be based on merit.

A casual employee is entitled not to be available to attend work, or to leave work for up to 48 hours (two days) per occasion, if the employee needs to care for a person in their immediate family.
9. **PREVENTION AND INTERVENTION**
Council promotes a healthy lifestyle and has in place many initiatives to assist employees maintain health and wellbeing and present fit for work. These include but are not limited to:

- Assistance to Quit Smoking – Smoking Policy,
- Drug and Alcohol Policy and Awareness training,
- Employee Assistance Program – providing free access to confidential Counselling services,
- Free flu vaccinations annually,
- Provision of work/life balance strategies,
- Human Resources and Workplace Health & Safety employees will provide confidential guidance and support to direct employees to appropriate health service providers upon request.

10. **HEALTH AND WELLBEING LEAVE**
Health and Wellbeing leave (Clause 24) is provided to eligible employees in accordance with the LG (State) Award 2017 and these guidelines.

A Health and Wellbeing activity for approval is discretionary and the list below is simply a guide and is not an exhaustive list of acceptable activities. Health and Wellbeing leave will be considered for the purposes of participating in the following activities:

- Work related health activities and/or team building exercises;
- Annual check-ups (e.g. general physical, dental, optical, hearing);
- Annual cancer screenings (e.g. skin cancer, bowel, breast, pap smear, prostate);
- Mental health (e.g. counsellor, psychologist, psychiatrist);
- Remedial health (e.g. physiotherapist, chiropractor, podiatrist);
- Physical Health (e.g. Active involvement in sports team, attendance at an exercise program such as swimming, yoga, aerobics, personal training.);
- Pre-arranged specialist medical appointments (e.g. scans, tests, follow-up medical appointments);
- Pregnancy related medical appointments (e.g. ultrasound, blood work, amniocentesis, glucose tolerance test);
- Health and Wellbeing Educational programs (e.g. nutrition, quit smoking, weight loss programs);
- Natural therapies including remedial massage, acupuncture, naturopathy;
- Activities as otherwise approved by the General Manager

11. **ANNUAL LEAVE**
The Council provides annual leave (Clause 21D) in accordance with the LG (State) Award 2017 and the *Annual Holidays Act 1944* (NSW).

12. **JURY SERVICE LEAVE**
The Council provides Jury Service Leave (Clause 21K(i)) in accordance with the LG (State) Award 2017.

13. **SPECIAL LEAVE**
The council provides special leave (Clause 21L) in accordance with the LG (State) Award 2017.

14. **LONG SERVICE LEAVE**
Long Service Leave (Clause 21E) will be granted to all employees in accordance with the LG (State) Award 2017, and the *Long Service Leave Act 1955 (NSW)*.
15. **BEREAVEMENT LEAVE**
Entitlement to Bereavement Leave (Clause 21K) for Employees Covered by the LG (State) Award 2017.

16. **UNION PICNIC DAY (UPD)**
In accordance with the LG (State) Award 2017 (Clause 20B), financial members of the Union(s) are entitled to take a Union Picnic Day as a public holiday at their ordinary rate of pay.

17. **PARENTAL AND PAID PARENTAL LEAVE**
Leave is provided in accordance with the LG (State) Award 2017 (Clauses 21F, G, H, I), the Fair Work Act 2009 and the Paid Parental Leave Act 2010.

18. **UNION RELATED LEAVE**
The Council provides union leave in accordance with the LG (State) Award 2017 (Clause 21K(ii), (iii)) and, where relevant, the Electricians Award.

19. **LEAVE WITHOUT PAY (LWOP)**
Employees are able to apply for Leave Without Pay in accordance with LG (State) Award 2017 (Clause 21M) if they have exhausted all other leave balances.

20. **EMERGENCY SERVICE LEAVE**
Council grants Emergency Services Leave in accordance with the LG (State) Award 2017 (Clause 21C)

20. **PURCHASED ADDITIONAL LEAVE**
All employees, with the exception of casuals, may apply to Council to “purchase” additional leave.

Employees may apply for a minimum of one (1) week to a maximum of eight (8) weeks absence, over a twelve month period, calculated from the employee’s commencement date.

The employee’s salary will be reduced to reflect the purchased additional leave and annualised over a 52 week period.

The employee must apply for a purchased annual leave provision in writing, the agreement will be for a minimum of twelve months and a maximum of three years, after which the agreement will be reviewed.

The employee will be entitled to any public holidays which fall within the period taken as purchased additional leave.

Council will make superannuation payments on the annualised salary after the deduction of the purchased additional leave. Council is NOT responsible for superannuation payments on time purchased as additional leave. An employee can choose to make additional payment to their superannuation fund.

The agreement will be in writing, receive approval from the General Manager and be recorded on the employees personnel file.
21. LEAVE TO ATTEND RELIGIOUS CEREMONIES AND EVENTS

Anti-discrimination legislation and the principles of equal employment opportunity and Council’s equal employment management plan will be observed with respect to leave relating to religious beliefs.

Applications to attend religious ceremonies and events must be in writing and received with reasonable notice in advance of the leave being taken.

An employee may apply for leave to observe special religious celebrations and events. All applications for leave should be in writing and provide reasonable notice. Approval for an employee’s application of leave to attend such a celebration and/or event will not be unreasonably withheld.

Should an employee be concerned that an application for leave on religious grounds has been unreasonably withheld, they should advise the General Manager or Council’s Human Resources staff who will conduct a review of the matter. The outcome of such a review will be communicated to the employee in writing.

22. STUDY LEAVE

Employees who are undertaking formal qualifications relevant to their role with Council may apply to Council to access study leave.

Study leave will be granted in accordance with Council’s Training and Development Policy.

Each individual application will be assessed on its merits and will depend on costs of the qualifications already incurred by Council, level of qualification being undertaken (Certificate, Diploma, Degree, etc), previous study leave granted and results obtained by the employee.

All applications for study leave must be in writing, provided with reasonable notice, detail qualifications being studied and dates of leave requested.

23. APPLICATIONS FOR LEAVE

Any employee who requests leave of a type specified by this Policy should submit a Leave Application Form in a reasonable time prior to taking leave. The exception to this is sick or emergency leave, in which case the employee should advise their supervisor as soon as possible and complete the required documentation on return to work.

The approval of leave is not automatic. Council will assess your application on its merits and in relation to operational demands. Should your leave not be approved, you will be provided with reasons why and, if possible, an alternative mutually agreeable decision may be reached.

If the issue is unresolved, the matter may be escalated to the General Manager.
24. **REVISION AND REVIEW**
Council will review this policy at least every two years, or earlier, should changes be required.
13.09 BLACK SPRINGS PUBLIC SCHOOL READING PROGRAM

File No: Financial Management/Section 356 Donations
Author: Lynette Safranek, Finance & Community Services Director

Summary
The Black Springs Public School thought they had submitted an application for their Reading Comprehension Program during the Section 356 Funding Program but discovered after the event that it had not arrived at Council for consideration. The school would like to apply for support from Council for this program.

Recommendation:
That Council approve a contribution of $500 as part of the Section 356 Funding Program for the Black Springs Public School Reading Comprehension Program.

Comment
The copy of the Black Springs Public School Funding application FOLLOWS.

As mentioned above, the Black Springs Public School thought that they had applied for assistance with the purchase of a Reading Comprehension Program that allows identification and teaching of specific reading and comprehension strategies. Informed by data collection teachers can then provide students with targeted instruction depending on each student's individual needs by using Cars and Stars Plus program.

The benefit of the program is that it would improve reading and comprehension skills, and overall literacy.

You will see in the application that the Black Springs Public School will contribute an amount of $1,100 toward this program.

The Community Survey in December 2016 identified that the community were looking to Council to support the youth. This program would be one way that Council could assist the youth within the Oberon Local Government Area. As the 2017/18 funds have already been allocated, it is suggested that the funds to support this request could come from the Village Improvements allocation.

Notes:
Application for Funding/Donations 
under Section 356 of the LG Act 1993 for 
1 July 2017 to 30 June 2018

Application form must be received by Council no later than 4pm Friday 24 March 2017

If you are requesting donations for the 2017/18 financial year, any funds received for the 2016/17 period will require an acquittal prior to any funds being approved.

Form must be submitted either:
- In person at Council's Administration Office at 137 Oberon Street, Oberon;
- Emailed to council@oberon.nsw.gov.au; or
- Mailed to Oberon Council, PO Box 84, Oberon NSW 2787.

Name of organisation/community group: Black Springs Public School.

Is the organisation/group GST registered Yes [ ] No [ ]

If yes, Australian Business Number (ABN): 59 153 573 994

Is the organisation/group a legally incorporated non-profit organisation? Yes [ ] No [ ]

How long has the organisation/group been established? 136 years

Has Council supported this organisation previously? Yes [ ] No [ ]

THE OBERON COUNCIL
26 JUL 2017
RECEIVED
[Stamp]
Project Summary for Funding
(If an event, please include the date, place, time, etc.)

School purchase of reading comprehension program that allows identification and teaching of specific reading and comprehension strategies. Informed by data collection teachers can then provide students with targeted instruction depending on each student's individual needs by using Cars and Stars Plus program.

Benefit to the Community:

Students will improve reading and comprehension skills, and overall literacy results.

Project Funding Summary (not including GST)

- Organisation/Group (own) cash contribution: $1100
- Organisation/Group (own) in-kind contribution: $ (volunteer labour costs to be calculated at $30/hr)
- Request from Council for cash contribution: $500
- Request from Council for in-kind contribution: $
- List other contributions toward this project: (e.g. businesses, sponsorship, grants, etc.) $

Total Project Cost $1600
13.10 CUMBERLAND COUNCIL SISTER CITY REQUEST
File No: Economic Development/Sister City
Author: Gary Wallace, General Manager

Summary
Correspondence has been received from the Cumberland Council seeking Council's confirmation of whether it continues to welcome a Sister City arrangement. Oberon Council has previously had a Sister City arrangement with the former Auburn City Council.

Recommendation:
That Oberon Council confirm their wish to enter into a Sister City arrangement with Cumberland Council.

Comment
Following the establishment of a Sister Council relationship with the Eceabat Council in Turkey in 2007, Oberon Council resolved that in order for a relationship to foster and continue it was necessary to link into the Turkish community in Australia.

At that time Council then approached Auburn Council to see if it would be interested in entering into a Sister Council relationship with Oberon so that opportunities may be created to liaise with the Turkish community centred at Auburn to pursue cultural opportunities of mutual interest. This relationship was reaffirmed by Auburn City Council in November 2015.

In more recent years, Oberon Council has established connections along with the Oberon RSL Sub-branch with the Turkish community in Auburn through the Australian Ataturk Cultural Centre.

Following the State Government amalgamation process Auburn City Council, Holroyd City Council and parts of Parramatta City Council were amalgamated to form a large local government area known as Cumberland Council.

Correspondence has been received from Cumberland Council asking if Council could confirm whether it wishes to continue a Sister City arrangement.

Notes:
13.11 END OF TERM REPORT – 2012-2017 CSP

File No: Corporate Mgt/Community Strategic Plan
Author: Gary Wallace, General Manager

Summary
In 2012 Oberon Council introduced its first Community Strategic Plan. As part of its legal obligations Council is required to report back to its community as to the outcomes of the Plan. This end of term report outlines the achievements of Council through this period.

Recommendation:
That Council endorse the End of Term Report for the 2012-2017 reporting period.

Comment
The Oberon Community participated in the first Community Strategic Plan in 2012. Under the Local Government Act 1993 Council has an obligation to report the outcomes of the CSP to its community at the final meeting of the existing Council.

Submitted to Council as an ATTACHMENT to the August Ordinary Meeting is the End of Term Report outlining the achievements of the Council over the last 5 years.

It is considered that given the significant obstacles faced by Council over the last 5 years the achievements outlined within the CSP are many.

It is considered that the Report adequately reflects the Strategic Outcomes expected by the community over the past 5 years.

The report will be provided to Councillors as a late ATTACHMENT.

Notes:
14. REPORTS FOR INFORMATION

14.01 MONTHLY ACTIVITY REPORT – GENERAL MANAGER
File No: Governance/Meetings/Ordinary
Author: Gary Wallace, General Manager

Summary
This report item summaries the main activity by the General Manager since the July Council Meeting. Items including Human Resources and Workplace Health & Safety, Community Activity, Regional Issues, Executive Management Team Meetings, and planned activities.

Recommendation:
That report item 14.01 is received as information.

Commentary

1. PLANNED ACTIVITY FOR AUGUST and SEPTEMBER

LEGAL ACTION – On Wednesday 7 July 2017 Ms Fiona Sinclair, our legal representative appeared before the Registrar in relation to our current Appeal. At the hearing, the Registrar indicated that in his view there was no utility in our filing an Amended Appeal and he encouraged the parties mediate the dispute as to costs (although he did not have power to direct the parties to attend mediation). Mr O’Brien appearing on behalf of the Government advised that he did not have instructions to mediate. As a result we have provided information to the Government as to our opinion. A call over has been earmarked for 14 August 2017. Currently Council is awaiting advice from the Crown in relation to the call over.

LAND SALES – Three sales for blocks of land in Edith Road have been finalised. Interest in the Dudley Street land continues. Further interest has been received in relation to the remaining land with in Councils Industrial Estate. Both small and large allotments are being considered however it is becoming ever important to finalise the infrastructure for the development. Programmed works will be initiated in the coming weeks.

The auction of the Hathaway building has now been concluded with the sale of the property completed. It is expected that officers will meet with the new owner to discuss options for the Cottage, in the coming month.

2. ACTIONING COUNCIL DECISIONS
Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director has been requested to provide an update in the Monthly Activity Report, as well as reporting on actions to the General Manager.

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Summary/Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 201216</td>
<td></td>
</tr>
<tr>
<td>20 December 2016</td>
<td></td>
</tr>
<tr>
<td>Skoda And Tatra Museum – Request For Assistance</td>
<td>1. Council defer a decision in relation to the request and have an onsite meeting to evaluate its possible support for this project. 2. Council continue to support and assist the Skoda &amp; Tatra Museum though ongoing grant applications for the development. Inspection to be held on 15 Feb 2017 Finalisation of lease documentation still awaiting Matter ongoing</td>
</tr>
</tbody>
</table>
Legal Challenge Update

1. Lodge an appeal in the NSW Supreme Court of Appeal in relation to the merger proposal.
2. Provide an additional allocation of $40,000 to its current legal appeal fund from General Revenue to cover the costs of an appeal.
3. Resolve that the expenditure is required and warranted to enable Council to exercise its legitimate right to appeal.

Matter ongoing

WORKS COMMITTEE MEETING

That Council allocate funding from Town Improvement funds to facilitate a conduit under Blenheim Avenue.

Meeting with residents held 8 May 2017. Information from landowners to be supplied to Council so as correspondence can be had with power authority.

Temporary power has been connected to three buildings whilst Essential Energy undertake the appropriate design for underground power.

Matter ongoing

That Council indicate their interest in pursuing a report in relation to the identified land.

Report to be tabled to future meeting

Matter has been forwarded to agent who will contact Council in near future

ORDINARY COUNCIL MEETING

Meeting with Forestry Corporation

1. Council seek to implement a Memorandum of Understanding with Forestry Corporation to maintain access to the White Springs Cemetery in perpetuity from Campbells River Road, through the existing Forestry Corporation land.

2. Council write to the Black Springs Progress Association to indicate if they are interested in supporting the construction phase of the project.

3. Council pursue local contractors to assist with in kind support to complete the construction project.

4. Council pursue Forestry Corporation for a financial contribution to the installation of an additional water tank on the Black Springs Hall to facilitate a water supply for users of the picnic area in Black Springs.

5. Council reiterate its concerns over the potential for pine harvesting on Meadows Road and urge Forestry Corporation to consider upgrade to this road due to proposed harvesting.

6. That an application be submitted to Round 3 of the Fixing Country Roads Fund and a letter of support be sought from Minister for Forestry, the Hon Paul Toole MP and Forestry Corporation.

Matters ongoing

ORDINARY COUNCIL MEETING

That Council endorse the following public health services for inclusion in the Centroc Health Advocacy Plan:

- social worker
- physiotherapist
- occupational therapist
- mental health worker
With respect to outstanding actions from previous Council Meetings the General Manager will review these with the Mayor and the Directors on at least a monthly basis.

If any Councillor requires an update on a specific item they should contact the General Manager or the relevant Director, or submit a Councillor Request Form to the Executive Coordinator.

3. WORKPLACE HEALTH AND SAFETY
Includes information provided supplied by WHS/Risk Coordinator.

Incidents/Injuries

There were 2 incidents and 1 injury reported during August 2017

A kangaroo struck a vehicle on 2 separate occasions while an employee was travelling home. An employee suffered a cut thumb while preparing lunch requiring first aid treatment.

DAYS WITHOUT LOST TIME BECAUSE OF INJURY

<table>
<thead>
<tr>
<th>Department/work area</th>
<th>30 June 2017</th>
<th>31 July 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>30</td>
<td>61</td>
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<tr>
<td>Works</td>
<td>189</td>
<td>220</td>
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<tr>
<td>Library</td>
<td>847</td>
<td>878</td>
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<tr>
<td>OVIC</td>
<td>135</td>
<td>166</td>
</tr>
<tr>
<td>Workshop</td>
<td>1415</td>
<td>1446</td>
</tr>
</tbody>
</table>

Meetings/activities attended
18 Jul CENTROC ELMO LMS administrator training session, Orange Council
31 July Best Practice Asbestos Management for Local Council, Forbes Council
03 Aug WHS committee meeting

Upcoming meetings/events
10 Aug CouncilSafe advisory Network
11 Aug Workers Compensation Insurance mentor session with WHS manager City of Parramatta Council
15 Aug SafeWork NSW Mentor program closing event

Summary of Best Practice Asbestos Management for Council

Topics presented;
- Responding to emergencies and incident involving asbestos - Fire and rescue NSW
- Working safely with asbestos – SafeWork NSW
• Improving councils asbestos management capability and compliance with legislation – Cowra Shire Council
• Mapping naturally occurring asbestos – NSW Dept. of Industry
• Land use and aspects of naturally occurring asbestos – Dept. of Planning and Environment
• Managing land contaminated by asbestos – EPA
• Forbes Shire Council gave an overview of the implementation of their asbestos management policy

ELMO learning management system

CENTROC has engaged ELMO talent management to provide Learning Management System (LMS) to member councils. ELMO is a cloud based multi user platform with the ability to deliver and track employee training. It comes with a library of pre-developed courses that can be modified in the course builder software to meet Council’s specific needs. ELMO is in the pilot phase and will go live Sept 17

4. COMMUNITY ACTIVITY, REGIONAL ISSUES and OTHER MEETINGS (JULY/AUGUST 2017)

The following is a summary of meetings attended by the General Manager.

13 July  Narelle Lennon, Civica New Account Manager
13 July  Jasmine Yeow, Manager Special Events and Operations Planning RMS
14 July  O’Connell RFS Fire Shed – Sod Turning Ceremony
17 July  Garrick Hawkins, Amy Collins and Hamish Keith re Quarry Development
17 July  Lorraine Maloney re Jaunter Road
17 July  Paul Toole MP re upcoming grant funding opportunities
17 July  Paul Toole MP release of Trout into Oberon Dam
18 July  Stuart Evennett, Bathurst Region Returning Officer
18 July  Ordinary Council Meeting
19 July  People at Work Survey (PAWS) Working Party Meeting – Commitment Statement
19 July  Meet with Clr McCarthy re Aged Units
21 July  2016 Census Data Seminar
24 July  Meet with Paul Crennan, Crennan Legal, Bathurst
24 July  Councillor Candidate Information Session
27 July  Centroc GMAC Meeting, Orange
28 July  Planning Inspections
31 July  IR Matter – Sydney
1 Aug  John Borg and Victor Bendevski, Borg Panels
1 Aug  Section 356 Community Donations Presentation
2 Aug  Office of Local Government Integrated Planning and Reporting Workshop, Bathurst
2 Aug  Drainage Inspection O’Connell RFS Fire Shed
3 Aug  Russell Meadley, Central NSW Business Enterprise Centre
3 Aug  Meeting regarding upcoming Grant Programs
3 Aug  WHS Committee Meeting
3 Aug  Meet with Clr Gibbons
4 Aug  United Services Union
4 Aug  Tijmen Klootwijk, Forest Corporation to discuss upcoming FCNSW transport operations
4 Aug Ray White Emms Mooney re Industrial Land
7 Aug Porters Retreat landholders regarding Dog issue
7 Aug Sharon and Glenn Christie-Johnston re Development Application
8Aug Rotary re planning for upcoming events
8 Aug Hy-nash re Bracken Glen Lane
8 Aug Councillor Informal Briefing Session

5. EXECUTIVE SUPPORT – MEETINGS & VISITOR INFORMATION CENTRE

Includes information provided by the Executive Coordinator.

ACTIVITIES & MEETINGS

Council Page in the Oberon Review was prepared each week during July with advertising and information. This included the Mayoral Column and articles including – Local Government Elections, Launch of e-platform, Quotations Hire of Plant 2017-18, Councillor Candidate Information Sessions, Determinations June 2017, Public Exhibition Draft 2017-18 Private Works, Plant Hire and Cemetery Maintenance Fees and Charges and Council Meeting Dates August 2017.

Council Website and Council Facebook Page updated with media releases and relevant articles.

“Good News Week” newsletter was issued to councillors and staff on 7, 13, 21 and 28 July 2017.

Visitor Statistics July 2017

July
Domestic 1043
International 33
Total 1076

Major Tourism Requests

<table>
<thead>
<tr>
<th>July 2017</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fossicking</td>
<td>206</td>
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<tr>
<td>General Activities</td>
<td>110</td>
</tr>
<tr>
<td>Mayfield Garden</td>
<td>75</td>
</tr>
<tr>
<td>Jenolan Caves</td>
<td>58</td>
</tr>
<tr>
<td>Snow/Weather</td>
<td>45</td>
</tr>
</tbody>
</table>

Events held during July included:

1-29 July Annual Yulefest at Jenolan on Wednesdays and Saturdays throughout July
1-16 July Mayfield Garden Winter Festival – with the very welcome addition of Ian Redpath taking you on a guided bus tour of the Garden!
4,6,11,12,13 Makerspace Library Activities for the school holidays
7 July Winter Workshops at Mayfield Forage and Feast - learn how to build and maintain a kitchen garden good enough to eat!
14 July Winter Workshop at Mayfield Mulled Wine and Swine - dine on wood fired swine and mulled wine! Learn how to create unique combinations with mulled wine and ingredients from local mixologist Tom Griffiths.
15 July  Oberon Old Tige’s Black and Gold Ball at the RSL Club
21/22 July Christmas in July Dinner at O’Connell Café
22 July  Christmas in July Churches of Oberon at the Oberon RSL Club
23 July  Enjoy an afternoon of live music from Mickey Pye at the Oberon RSL Club
29 July  Christmas in July Dinner and Fundraiser at Tarana

**Upcoming Events:**

26 August  58th Annual Burraga Sheep Show and Village Fair
26 August  Elvis will be appearing at the Oberon RSL Club

**General**

Quite a few phone enquiries received asking “is it snowing yet in Oberon?” and also 32 requests on information about Yerranderie.

2BS Radio changed from Wednesdays to Tuesdays – Visitor Information Centre staff provide a fortnightly update regarding ‘What’s On’ in the region.

On 15 July a group of 40 visitors from Rooty Hill visited the centre. The visitors braved the cold weather for a fossicking demonstration and fun in the noodling patch.

Jenolan Caves were a feature on the TV show ‘Sydney Weekender’ which went to air on Sunday 30 July Channel 7 at 5.30pm.

**Notes:**
Summary
This report item summaries the main activity in the Planning and Development Department since the July Council Meeting.

Recommendation:
That report item 14.02 is received as information.

Commentary

1. PLANNED ACTIVITY FOR AUGUST and SEPTEMBER

COMPLIANCE – work continues to investigate compliance issues in development assessment and building control. Staff continue to monitor approvals to ascertain their compliance with conditions of consent. Currently staff have been dealing with building, animal and stock and dog matters.

PLANNING & DEVELOPMENT POSITIONS – with the appointment of a new General Manager the position within the Planning & Development Department has now been filled. The new Director is to start with Council on 7 August 2017.

STRATEGIC PLANNING – Work continues on finalising several strategic Planning initiatives that have been supported by Council. The review of permissible use relating to Function Centres has now been approved by Parliamentary Counsel and will be gazetted imminently. The review ofzonings for our Recreational areas continues to progress. Currently, initial assessment is being undertaken on a proposed rezoning Gateway application around the O’Connell Urban Conservation Area. A further report will be brought back to Council upon receipt of the initial assessment.

2. ACTIONING COUNCIL DECISIONS

Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director has been requested to provide an update in the Monthly Activity Report, as well as reporting on actions to the General Manager.

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>30160413</td>
<td>Councillor Workshop held 9/12/14. Recycling Area established September 2015 Waste Strategy developed</td>
</tr>
<tr>
<td>06 151215</td>
<td>Parkland in Glyndwr Avenue. Amendment to the LEP required. Gateway lodged and supported by Council</td>
</tr>
</tbody>
</table>

Matter Ongoing
20 December 2016

**ORDINARY COUNCIL MEETING**

28 201216  
Planning Proposal – RE1 & RE2 Public Recreation Zones

1. Council support the planning proposal in principle to amend the Oberon Local Environmental Plan 2013 to incorporate the RE1 Public Recreation Zone into the plan and identify permissible compatible land uses, excluding the Oberon Rugby League Ground (site 6).

2. As part of the proposal to include the RE1 Public Recreation zone, that Council seek to rezone identified public recreation, open space and parkland areas to the RE1 Public Recreation zone,

3. Council support the planning proposal in principle to amend the Oberon Local Environmental Plan 2013 to incorporate the RE2 Private Recreation Zone into the plan and identify permissible compatible land uses,

4. Council authorise the Acting General Manager to submit the attached planning proposal to the Department of Planning and Environment requesting Gateway Determination in accordance with the requirements of section 56 of the Environmental Planning and Assessment Act 1979, and

5. Council receive a further report on the outcomes of the planning proposal following the mandatory public exhibition period and prior to final authorisation.

18 July 2017

**ORDINARY COUNCIL MEETING**

12 180717  
DA 10.2017.27.1  
Transportable Dwelling

Delegation is granted to the General Manager to vary Covenant No 2 of DP1142106 – “Restriction on Use of Land” associated to Development Application 10.2017.27.1 for the placement of a transportable dwelling at Lot 3 in DP 1142106, being known as 2068 Beaconsfield Road, Wisemans Creek.

Approval issued  
Matter closed

13 180717  
DA 10.2017.37.1 - dwelling, separate garage and separate shed

Delegation is granted to the General Manager to vary Covenant No 1 of DP1225255 – “Restriction on the Use of Land” associated to Development Application 10.2017.37.1 for the construction of a dwelling, separate garage and separate shed at Lot 101 in DP 1225255, being known as 83 Warego Lane, O’Connell.

Approval issued  
Matter closed

14 180717  
DA 10.2017.34.1 – Construction of a Carport

Delegation is granted to the General Manager to vary Part C.5.5 – “Building Height Plane” and Part C.6.4 – “Carports and Garages of its current DCP 2001 associated to Development Application 10.2017.39.1 for the construction of a carport at Lot 6 in DP 249179, being known as 49 Fleming St, Oberon.

Approval Issued  
Matter closed

23 180717  
Potential Planning Proposal – 62 Fairview Drive, Oberon

Council advise that under our current Strategic Planning initiatives no provision exists to currently support any proposal to further reduce the Minimum Lot Size with in the Titania Estate Large Lot Residential zone.

Applicant advised, alternate plan discussed  
Matter closed

With respect to outstanding actions from previous Council Meetings the General Manager will review these with the Mayor and the Directors on at least a monthly basis.

If any Councillor requires an update on a specific item they should contact the General Manager or the relevant Director, or submit a Councillor Request Form to the Executive Coordinator.
### 3. PLANNING AND DEVELOPMENT MATTERS

**DETERMINATIONS**

<table>
<thead>
<tr>
<th>Determination Code</th>
<th>Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.2017.44.1</td>
<td>Shed</td>
<td>40 Wilson Drive, Oberon</td>
</tr>
<tr>
<td>11.2016.37.1</td>
<td>Construction Certificate Stage 2-Roads and Services</td>
<td>24 Springfield St Oberon</td>
</tr>
<tr>
<td>15.2013.56.1</td>
<td>Subdivision Certificate -1 lot for Agricultural</td>
<td>1837 Burraga Road JUDDS CREEK</td>
</tr>
<tr>
<td>20.2017.9.1</td>
<td>Approval to operate a Caravan Park</td>
<td>7 Cunynghame Street OBERON NSW</td>
</tr>
<tr>
<td>10.2017.36.1</td>
<td>Patio Cover</td>
<td>15 Tarana Crescent OBERON NSW 2787</td>
</tr>
<tr>
<td>10.2013.89.1</td>
<td>Alterations and additions to Oberon Seventh Day Church</td>
<td>31 Dart Street OBERON NSW 2787</td>
</tr>
<tr>
<td>10.2017.57.1</td>
<td>Patio Cover</td>
<td>31 Brennan Crescent, OBERON NSW 2787</td>
</tr>
<tr>
<td>10.2017.20.1</td>
<td>Conversion of shed to dwelling and On-Site Waste Water System</td>
<td>232 Harveys Road, OBERON NSW 2787</td>
</tr>
<tr>
<td>19.2017.10.1</td>
<td>Shed with attached awning</td>
<td>1 Blenheim Avenue, OBERON NSW 2787</td>
</tr>
<tr>
<td>19.2017.27.1</td>
<td>Approval to operate an Existing On-Site Waste Water</td>
<td>31 Fox Lane, OBERON NSW 2787</td>
</tr>
<tr>
<td>10.2017.48.1</td>
<td>Dwelling and On-Site Waste Water System</td>
<td>370 Hazelgrove Road, HAZELGROVE NSW 2787</td>
</tr>
<tr>
<td>19.2017.34.1</td>
<td>Carport</td>
<td>49 Fleming Street, OBERON NSW 2787</td>
</tr>
<tr>
<td>10.2017.27.1</td>
<td>Manufactured Home</td>
<td>2068 Beaconsfield Road, WISEMANS CREEK NSW 2787</td>
</tr>
<tr>
<td>10.2017.37.1</td>
<td>Dwelling and On-Site Waste Water System</td>
<td>83 Warego Lane, O’CONNELL NSW 2787</td>
</tr>
<tr>
<td>19.2013.5.2</td>
<td>Modify existing On-Site Waste Water System - Tank and Trenches</td>
<td>167 Harveys Road, Oberon NSW 2787</td>
</tr>
<tr>
<td>10.2017.55.1</td>
<td>2 Lot subdivision</td>
<td>159 Oberon Street OBERON NSW 2787</td>
</tr>
<tr>
<td>10.2017.51.1</td>
<td>Awning</td>
<td>53 Albion Street OBERON NSW 2787</td>
</tr>
<tr>
<td>10.2003.290.2</td>
<td>Modification to stage the 4 Lot Subdivision</td>
<td>978 Beaconsfield Road, ESSINGTON NSW 2787</td>
</tr>
<tr>
<td>10.2013.4.2</td>
<td>Modification to allotment configuration</td>
<td>200 Mount Norway Road, NORWAY NSW 2787</td>
</tr>
<tr>
<td>11.2016.16.1</td>
<td>8 Residential Units</td>
<td>96-98 Queen Street, OBERON NSW 2787</td>
</tr>
</tbody>
</table>

Copies of determinations are available for inspection at Council’s Administration Centre.

Total fees for Applications during July 2017 were $3,689.90. The year to date income is $271,905.16 which is 274% of the total income ($99,000) estimated.
Applications for the calendar year are being provided in a table form to give an outline of applications being lodged against those of the previous year.

### Number of Applications Lodged

<table>
<thead>
<tr>
<th>Month</th>
<th>2017 Applications</th>
<th>2016 Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>20</td>
<td>15</td>
</tr>
<tr>
<td>February</td>
<td>25</td>
<td>20</td>
</tr>
<tr>
<td>March</td>
<td>15</td>
<td>10</td>
</tr>
<tr>
<td>April</td>
<td>45</td>
<td>30</td>
</tr>
<tr>
<td>May</td>
<td>35</td>
<td>25</td>
</tr>
<tr>
<td>June</td>
<td>20</td>
<td>15</td>
</tr>
<tr>
<td>July</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>August</td>
<td>30</td>
<td>20</td>
</tr>
<tr>
<td>September</td>
<td>15</td>
<td>10</td>
</tr>
<tr>
<td>October</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>November</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>December</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

The following Applications lodged of interest in July 2017.

<table>
<thead>
<tr>
<th>REF NO.</th>
<th>DEVELOPMENT TYPE</th>
<th>STREET ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.2016.62.1</td>
<td>Shed to be used as a museum</td>
<td>15 Dudley Street, Oberon</td>
</tr>
</tbody>
</table>

### CERTIFICATES ISSUED

During the Conveyancing process, normally as part of the sale of a property, various Certificates are applied for by Solicitors, Real Estate Agents or by the public.

In July 2017 the following Certificates were issued:

<table>
<thead>
<tr>
<th>CERTIFICATES</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>SECTION 149(2) AND (5) PLANNING CERTIFICATES</td>
<td>30</td>
</tr>
<tr>
<td>Environmental Planning and Assessment Act, 1979</td>
<td></td>
</tr>
<tr>
<td>SECTION 735A CERTIFICATES AS TO NOTICES</td>
<td>6</td>
</tr>
<tr>
<td>SECTION 121ZP CERTIFICATES AS TO ORDERS</td>
<td>4</td>
</tr>
<tr>
<td>Environmental Planning and Assessment Act, 1797</td>
<td></td>
</tr>
<tr>
<td>SECTION 149D BUILDING CERTIFICATES</td>
<td>0</td>
</tr>
<tr>
<td>Environmental Planning and Assessment Act, 1979</td>
<td></td>
</tr>
</tbody>
</table>

Certificates for the calendar year are being provided in a table form to give an outline of certificates being lodged against those of the previous year.
OBERON ANIMAL POUND

The following are details of activity at the Animal Pound in July 2017.

In July 2017 there were no Dangerous Dog Declarations, no Dangerous Dog Orders or Notice of Intentions to declare a dog dangerous issued.

MISCELLANEOUS MATTERS

Various inspections, including building inspections, health inspections, environmental inspections and complaints were conducted during July 2017.
<table>
<thead>
<tr>
<th>TYPE OF INSPECTIONS</th>
<th>July 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Inspections</td>
<td>31</td>
</tr>
<tr>
<td>Food Inspections</td>
<td>0</td>
</tr>
<tr>
<td>Environmental Inspections (Air, Noise and Water Pollution)</td>
<td>0</td>
</tr>
<tr>
<td>Subdivisions Certificate Inspections</td>
<td>0</td>
</tr>
<tr>
<td>Complaints (Including Animal Control)</td>
<td>7</td>
</tr>
<tr>
<td>Building Maintenance Inspections</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes:
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 work activities in the Works & Engineering Department for the month of July 2017 and including scheduled work for the coming month of August 2017.

Recommendation:
That report item 14.03 is received as information.

Comment

1. UPCOMING/PLANNED WORKS
The following works will commence during the month of August 2017:

PARKS AND GARDENS ACTIVITY – The parks and gardens crews will be pruning and chipping trees and vegetation on Duckmaloi Rd. They will also be tending to the sporting fields and ovals. Mowing will continue to maintain parks, recreation grounds and cemeteries. The kerb and gutters in town have been cleaned and trees and graves tended to at the Oberon Cemetery.

LIRS – 2017/2018 LIRS work continues on Hanrahan Lane, Steels Lane, Cranfield Rd and Bastard Point Rd.

MAINTENANCE GRADING will be undertaken on Black Bullock Rd, Mozart Rd, Gingkin Valley Rd, Beaconsfield Rd and Faugha Ballaugha Rd.

Drainage works are planned for Isabella Rd.

COMMUNITY BUILDING PARTNERSHIP PROGRAM – $28,083 will be spent completing project work at the frontage of the Oberon pool to install new street furniture, new cool climate grass, enclosed bins, and installation of a new electronic notice board.

2. WORKS ON LOCAL ROADS, BRIDGES AND PARKS UNDERTAKEN DURING MAY

Pothole Repairs – Routine pothole maintenance was completed during the month of July 2017 on Local Roads, Regional Roads and the State Highway.

Maintenance grading work has been undertaken on Carlwood Rd, Bosworth Falls Rd, Bloom Hill Rd, Snake Valley Rd, Arkstone Rd, Ryan’s Rd, Bolton Lane and Bundaleer Rd.

LIRS work has been completed on Beattie Rd, Cosgrove Rd, Jaunter Rd, Soldiers Hill Rd and Sewells Creek Rd.
3. **ACTIONING COUNCIL DECISIONS**

The actions resulting from previous Council Meetings to be undertaken by the Works and Engineering Director are summarised:

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting Type</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 February 2017</td>
<td>ORINARY COUNCIL MEETING</td>
<td>Council consider allocate $15,000 from the 2017/2018 Town Improvement Fund in support of 6 signs to facilitate the identification of Council sporting assets in Oberon, subject to the finalisation of Councils branding strategy plan. Action: To be reviewed once Oberon Council Branding Strategy completed.</td>
</tr>
</tbody>
</table>
| 32 210217       | Restart NSW – Oberon Sewerage Treatment Plant Upgrade | 1. Proceed with the Oberon Sewerage Project.  
2. Investigate borrowing of $4.95 million funds, being 50% of this project;  
3. Authorise the Acting General Manager to execute the Restart NSW Funding Deed;  
4. Accept the proposal from WaterOz Pty Ltd to complete item one of this project, Investigation;  
5. Provide additional information in relation to the project management of this program to the March Ordinary Council Meeting.  
6. Allocate funding from the borrowing for this project across the 2016/17 to 2018/19 financial years, in accordance with the timeframe in this report.  
It was noted that in addition to the items listed under the project on page 19 item c. will include “support the total capacity of the proposed new system including future expansion at Springfield Street and Oberon West.”  
Action: In progress |
| 2 May 2017      | WORKS COMMITTEE MEETING       | That Council use Section 94 rural road funds to seal an additional 500m of Carlwood Road on the eastern end under existing pavement.  
That Council establish a priority matrix, including the following roads: Spring Mount Road, Gingkin Road, (to Gingkin Valley Road), Beaconsfield Road, Carlwood Road, Tilsbury Lane, Emden Vale Road, Faughna Ballaugha, Bosworth Falls Road, Meadows Road and Mozart Road for priority sealing based around vehicle movements, volume of traffic, potential development, cost to upgrade, existing development and other funding sources.  
Action: In progress |
| 16 May 2017     | ORDINARY MEETING              | That the matter be deferred to allow further discussion to take place in relation to the priority road matrix and a further report be provided to Council.  
Action: In Progress |
### 20 June 2017

**ORDINARY MEETING**

<table>
<thead>
<tr>
<th>Date</th>
<th>Item Description</th>
</tr>
</thead>
</table>
| 09 200617  | **Traffic Advisory Local Committee Meeting 10 May 2017**  
1. The an application be submitted to RMS to reduce the speed along Abercrombie Road from Paling Yards to the Abercrombie Bridge / Upper Lachlan Shire Council shire boundary to 60 km/hr.  
2. Council approach Goulburn Mulwaree Council and Upper Lachlan Shire Council to initiate a joint representation to the NSW State Government for re-classification of Abercrombie Rd to State Road. |
| 30 200617  | **Land Purchase Edith Road**  
1. Council approve the sale of the both parcels of unused road reserve land for the combined sum of $6,580.73.  
2. That all costs associated with the legal, survey and registration of the land parcels be borne by the applicants H.R & S.P Webb.  
3. Councils General Manager be authorised to sign and affix the Councils Common Seal to Contract of Sale. |

**Action:** Item 1 – Complete, Item 2 – Complete

### 18 July 2017

**ORDINARY COUNCIL MEETING**

<table>
<thead>
<tr>
<th>Date</th>
<th>Item Description</th>
</tr>
</thead>
</table>
| 05 180717  | **That Oberon Council revisit the potential sale of road reserve fronting 1300 Abercrombie Road, Oberon and a report be brought back to Council for consideration.**  
| 06 180717  | **Width of Fog Lines**  
1. Trial a Local heavy haulage Road with no fog lines and a report be provided back to Council outlining the benefits or impacts versus that of a Regional Road of 3.5 metres.  
2. Approach RMS seeking justification as to why road widths are limited at 3.5 metres on 9 metre pavement. |
| 15 180717  | **New Development Servicing Plan for Water Supply & Sewerage**  
1. The new Developer Servicing Plan be adopted by Council and shall be implemented as part of Councils 2017/2018 Operational Plan.  
2. The sewer service map appendix B page 78 be amended to reflect two zones with b being the Oberon east future development area being a potential sewed area and A being the residual. |
| 16 180717  | **Proposed Crown Road Closures**  
That Council has no objection to the closure of these sections of Crown Road. File ref: CL/00462, provided that no properties are left without legal and practical access. |
| 18 180717  | **Late Report – Proposed Crown Road Closures**  
That Council seek extension from Crown lands to consider the road closure W575820 at the next available Council meeting. |
| 19 180717  | **Revised Engineering and Works Fees & Charges Private Works**  
2. Council place the revised Draft 2017/18 Works and Engineering Section Fees & Charges on Public Exhibition for 28 days. |
<table>
<thead>
<tr>
<th>&amp; Plant Hire 2017/18</th>
<th>3. Following the Public Exhibition period, a report to be submitted to the next available Council Meeting for the adoption of the Works and Engineering Fees &amp; Charges for 2017/18.</th>
</tr>
</thead>
</table>
2. Council place the revised Draft 2017/18 Cemetery Management Fees & Charges on Public Exhibition for 28 days.  
3. Following the Public Exhibition period, a report to be submitted to the next available Council Meeting for the adoption of the Cemetery Management Fees & Charges for 2017/18.  
Action – In Progress |
| 35 180717 Restart NSW – Oberon Sewerage Projects Update | That Council:  
1. Endorse the Arup Group to undertake the Oberon STP options investigation  
2. Endorse Hunter H2O to undertake the options study for the East Oberon Residential Project  
Action - Complete |

4. WORKS FOR ROADS AND MARITIME SERVICES (RMS)
Work continues on the Drainage project MR 253 O'Connell Rd Mini Rehab Section project cost $85,000.00, the installation of a new concrete drain along side the road shoulder.

Work continues on the extension works on bottom of the Mount: 24/06/2017 it is envisaged to take a month to complete.

RMS has committed $375,000 to supply and lay new asphalt along MR 253 Oberon Street. The new asphalt will be applied to the trafficable lanes between Ross Street to the North Street intersection.

RMS and the Project Engineer have now finalised plans for the upgrade to the top section of Oberon Mount. The $1.4M commitment will see predominately corrective pavement alignment work on a section length 400m down the Mount from the recent upgrade works.

Ongoing routine maintenance has been undertaken on O’Connell Rd and Duckmaloi Rd.

5. WORKS ON TOWN IMPROVEMENTS
The parks and gardens crews have been mowing and weeding the Oberon, O’Connell, Burraga and Black Springs parks and recreation grounds as well as Oberon, O’Connell, Burraga and Black Springs cemeteries and road verges.

The cleaning of town gutters has been undertaken by the outdoor crews as well as mulching and pruning the main street gardens.

6. PLANT AND WORKSHOP REPORT
General maintenance and repairs have been undertaken on trucks, graders, rollers and minor plant such as chainsaws, mowers and light fleet vehicles during July 2017.
MAINTENANCE AND REPAIRS

<table>
<thead>
<tr>
<th>DATE</th>
<th>PLANT</th>
<th>DESCRIPTION OF WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/07/2017</td>
<td># 24 - CAT CS563E ROLLER</td>
<td>LH FINAL DRIVE REPLACE GEARS / BEARINGS / SEALS</td>
</tr>
<tr>
<td>5/07/2017</td>
<td># 24 - CAT CS563E ROLLER</td>
<td>REPLACE LH MIRROR / ADJUST BELTS</td>
</tr>
<tr>
<td>6/07/2017</td>
<td># 79 - TOYOTA HILUX 4X4</td>
<td>REPLACE QUICKSPRAY BATTERY</td>
</tr>
<tr>
<td>10/07/2017</td>
<td># 58 - WESTERN STAR TRUCK</td>
<td>REPLACE TARP FUSE AND RELAY</td>
</tr>
<tr>
<td>12/07/2017</td>
<td># 54 - MACK TRIDENT TIPPER</td>
<td>4 X DRIVE TYRES - REAR DIFF</td>
</tr>
<tr>
<td>13/07/2017</td>
<td># 51 - WESTERN STAR TRUCK</td>
<td>REPLACE SLACK ADJUSTER - LH REAR DIFF</td>
</tr>
<tr>
<td>18/07/2017</td>
<td># 88 - HINO CREW CAB 2X4</td>
<td>REPLACE BATTERIES</td>
</tr>
<tr>
<td>20/07/2017</td>
<td># 15 - VOLVO DUMP TRUCK</td>
<td>REPLACE BATTERIES</td>
</tr>
<tr>
<td>20/07/2017</td>
<td># 23 - CAT CS563E ROLLER</td>
<td>REPLACE THERMOSTAT HOUSING</td>
</tr>
<tr>
<td>20/07/2017</td>
<td># 23 - CAT CS563E ROLLER</td>
<td>REPLACE FUEL HOSE FROM COOLER TO FILTER</td>
</tr>
<tr>
<td>21/07/2017</td>
<td># 7 - CAT D7R DOZER</td>
<td>REPLACE &quot;E&quot; STOP</td>
</tr>
<tr>
<td>26/07/2017</td>
<td># 6 - CAT 938K LOADER</td>
<td>REMOVE AND REWELD WEAR PLATES TO BOTTOM OF BUCKET</td>
</tr>
<tr>
<td>27/07/2017</td>
<td># 4 - CAT 12M GRADER</td>
<td>REPLACE BATTERIES</td>
</tr>
<tr>
<td>27/07/2017</td>
<td># 42 - ISUZU / PAVELINE</td>
<td>REPLACE FRONT DELIVERY HOSE</td>
</tr>
<tr>
<td>28/07/2017</td>
<td># 54 - MACK TRIDENT TIPPER</td>
<td>REPLACE CABLE TO ELECTRIC TARP</td>
</tr>
<tr>
<td>31/07/2017</td>
<td># 6 - CAT 938K LOADER</td>
<td>APPLY HARD FACING TO BUCKET</td>
</tr>
</tbody>
</table>

RFS MAINTENANCE AND REPAIRS

<table>
<thead>
<tr>
<th>DATE</th>
<th>BFO VEHICLE</th>
<th>DESCRIPTION OF WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/07/2017</td>
<td>BFO 6261 - OBERON CAT 1</td>
<td>REPLACE TRUCK BATTERIES</td>
</tr>
<tr>
<td>17/07/2017</td>
<td>BFO 8965 - MAYFIELD CAT 7</td>
<td>SERVICED - PINK SLIP</td>
</tr>
</tbody>
</table>

GENERAL MAINTENANCE

Manufacture and fabricate compound for PPE room inside new shed at Tip.

7. ATTENDING EXTERNAL MEETINGS

The Works and Engineering Director attended the following meetings during July 2017:

- 07/07/2017 CENTROC Energy meeting, Orange
- 11/07/2017 Meeting with Inland Building regarding the RFS O’Connell Fire Shed
- 12/07/2017 STP Inceptions meetings
- 14/07/2017 O’Connell Fire Shed sod turn ceremony, O’Connell
- 20/07/2017 Streetlight Consultative Committee teleconference
- 24/07/2017 CENTROC Roads Technical meeting, Orange
- 25/07/2017 On site meeting with resident, Jaunter Rd
- 25/07/2017 On site meeting with consultant, Springfield St Subdivision
- 27/07/2017 On site meeting with Hynash Civil, Bracken Glen Subdivision
14.04 MONTHLY ACTIVITY REPORT – FINANCE & COMMUNITY SERVICES

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

Summary
This report provides a summary of work within the Finance and Community Services Department during July 2017, plus planned activities for the upcoming months.

Recommendation:
That report item 14.04 is received as information.

Comment

1. PLANNED ACTIVITIES FOR AUGUST and SEPTEMBER

RATING – the 2017/18 rates have been levied and ratepayers should have received it by the time of this meeting. Ratepayers will also receive a Rates Newsletter, Waste Vouchers, a Valuer General Flyer and an eNotice Flyer with their rates notice. Ratepayers are encouraged to contact Council’s Revenue Office if they do not receive their rates notice.

2. STATUS OF COUNCIL DECISIONS

Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director has been requested to provide an update in the Monthly Activity Report, as well as reporting on actions to the General Manager.

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Summary/Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 June 2016</td>
<td>ORDINARY COUNCIL MEETING</td>
</tr>
<tr>
<td>09 210616</td>
<td>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. F&amp;CS Director to attend BSPA meeting to discuss. Matter Ongoing – waiting for Council Branding</td>
</tr>
<tr>
<td>16 May 2017</td>
<td>ORDINARY COUNCIL MEETING</td>
</tr>
<tr>
<td>09 160517 Black Springs Community Hall Committee</td>
<td>3. Approach Forestry to supply drinking water at the rest area for visitors, 4. Look at ways to secure the water tank at the hall to avoid the tank being drained in future. Ongoing – Water tank being installed in August</td>
</tr>
<tr>
<td>20 June 2017</td>
<td>ORDINARY COUNCIL MEETING</td>
</tr>
<tr>
<td>20 200617 Related Parties Disclosures Policy 2220</td>
<td>1. A letter be sent to the Premiers Office outlining Councils strong objection to the implementation of the policy due to the onerous nature of this requirement in small communities and costs to Council in implementing the policy. 2. A letter be sent to Local Government NSW in support of their position against the implementation of this policy. Ongoing</td>
</tr>
<tr>
<td>18 July 2018</td>
<td>ORDINARY COUNCIL MEETING</td>
</tr>
<tr>
<td>10 180717 Black Springs Community Hall</td>
<td>1. Receive as information the Minutes of the Black Springs Community Hall Committee Meeting held on 21 June 2017.</td>
</tr>
<tr>
<td>Committee</td>
<td>2. Approve the change of meeting day of the Committee to the second Monday of every second month commencing at 6.30pm.</td>
</tr>
<tr>
<td>-----------</td>
<td>---------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>21 180717</td>
<td>Completed</td>
</tr>
</tbody>
</table>
| New Skate Park Location – Oberon Common | 1. Locate a Skate Park within the Oberon Common, and  
2. Submit a development application for the new skate park as a prerequisite to applying for grant funding for the project. | Ongoing |
| 22 180717 | 1. Receive report 13.09 as information  
2. Continue engagement with the Beyond the Range social media Facebook posts;  
3. Participate in a free social media workshop; and  
4. Provide feedback to Centroc on value of the program. | Centroc advised - completed |

With respect to outstanding actions from previous Council Meetings the General Manager will review these with the Mayor and the Directors on at least a monthly basis.

If any Councillor requires an update on a specific item they should contact the General Manager or the relevant Director, or submit a Councillor Request Form to the Executive Coordinator.

### 3. FINANCE

It has been a difficult month in Finance during July with staff and family members sick with pneumonia or the flu. It has been prevalent around Oberon and our staff did not miss out. However, taking this into account staff have put in a big effort to ensure that the day to day running and 2016/17 Financial Statement work for the audit preparation has continued.

An update on rating balances for July and August will be in the September Council Report.

Below is an update to the Audit timetable provided to the Council Ordinary Meeting on 18 April 2017 in relation to the 2016/17 Financial Audit. The timetable was set by Council’s external auditor, Crowe Horwath, and the Auditor General’s Office.

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interim audit starts (on site 2 days)</td>
<td>17 May</td>
<td>Completed</td>
</tr>
<tr>
<td>Council provides the Statements and supporting working papers to Crowe Horwath</td>
<td>28 August</td>
<td>Aiming to be completed by 21 August</td>
</tr>
<tr>
<td>Audit team starts audit (on site 3 days)</td>
<td>6 September</td>
<td></td>
</tr>
<tr>
<td>Audit Office issues Financial Statements to Council staff</td>
<td>10 October</td>
<td></td>
</tr>
<tr>
<td>Council staff presents audited financial statements and Independent Audit Report at Council meeting</td>
<td>17 October</td>
<td></td>
</tr>
<tr>
<td>Council approves Financial Statements for lodgement to the Auditor General and place on public exhibition</td>
<td>17 October</td>
<td></td>
</tr>
<tr>
<td>Audit Office reports any identified significant issues to the Minister in accordance with s421 and s426 of the LG Act</td>
<td>By 20 October</td>
<td></td>
</tr>
<tr>
<td>Council submits audited Financial Statements and the Independent Auditor’s Reports to OLG and the Australian Bureau of Statistics</td>
<td>By 31 October</td>
<td></td>
</tr>
<tr>
<td>Audit Office issues final Management Letter</td>
<td>Within 6 weeks</td>
<td></td>
</tr>
</tbody>
</table>
4. INFORMATION TECHNOLOGY

We welcome AJ Jack to the role of IT/GIS Co-ordinator. AJ has over 15 years of IT experience including previous IT Manager positions. He has worked in private industry as well as NSW State Government (Health, Justice, Spatial Services, Finance) and Local Government (Blue Mountains City Council).

Apart from IT, AJ has worked as an accountant, a tour guide, an MC and had a seven-year non-IT related stint in the water industry. AJ lives in Little Hartley with his wife Sue and dog Jules.

5. COMMUNITY SERVICES

**Oberon Library**

During July, there were 1,620 visitors; 1,287 articles issued; 1,157 returns; 26 interlibrary loans; 218 uses of the public computers, with 24 of these over 65 years old; 1,620 visitors; and staff assisted clients on 135 instances (that we recorded).

The Community Display Space for August has a display of sporting photos donated by the Oberon Review from the 1980s. Community members are asked to help identify anyone in the photos and staff have some coffee vouchers as an encouragement.

Library and Community Services staff organised activities during the July School Holidays. The theme was Christmas in July for craft and fondant moulding. There was also a Paper Chair making activity were participants made chairs from newspaper. We also organised a visit to the Bathurst Winter Festival ice skating rink which five children and one grandparent attended. After the ice skating some of the adventurous children and a brave staff member went on a Ferris Wheel ride.

It was disappointing to have to postpone the ePlatform launch due to bad weather on 19 July. Staff are currently learning how to use the devices and will be able to introduce Library Members to the platform over the next few weeks.
We are also pleased to announce that we are expanding our ePlatform choices for Library Members with the introduction of a second provider, Bolinda, through regional collaboration with the South West Zone Libraries.

Bolinda, audio publisher of elite literary and commercial talent, is the No. 1 audiobook publisher in the British Commonwealth. For more than 25 years it has created the highest quality collection of audiobooks in the world. Bolinda was born in the library and has been supplying libraries with the world’s greatest audiobooks for over 25 years. The company is credited worldwide for reinvigorating the audiobook category. Now Bolinda offers libraries the world’s best digital content via BorrowBox – the award-winning digital lending solution.

‘Bolinda values’ are intrinsic to the company’s success, encapsulating commitment to libraries, authors, the user experience, the provision of great literature and the fostering and engaging of communities. Bolinda is a market leader and digital expert conceived to offer libraries a complete end-to-end digital lending service. It is created and staffed by a passionate crew, equal parts book lovers and tech nerds. The company delivers the best range of eAudiobooks and eBooks since digital lending began.

**Oberon Youth Council**
The OYC will hold a sausage sizzle and draw their Wood Raffle on Saturday 12 August in Oberon Street. Starting a 10am and going through until 1pm.

The OYC are looking to hold a Youth Hobby Expo on Sunday 3 December 2017. Expressions of interest are being sort from members of the community, businesses and community groups who would be prepared to give up some time to demonstrate to youth at the Expo. If there is enough local hobbyists committed to participate at the Expo by September. The OYC will promote the event to the Oberon LGA to encourage youth to attend.

OYC also received their new T-Shirts and Hoodies at the last meeting. This will help them be easily identified at any events or programs they hold.

**Self Care Units**
There are currently no vacancies. Approximately 12 residents are on the waiting list, although not all would be ready to move at this point.

This meeting is facilitated by the Oberon Neighbourhood Centre for providers of all types of community programs/facilities. At the last meeting on Thursday 13 July it was reported by Wattle Tree House (Women’s Refuge) representatives that there are about 5 females in Oberon who are homeless and aged over 60. These women are currently being housed by Wattle Tree House in motel accommodation. The situation for homeless women over 60 is becoming increasingly common and they are desperate to remain living in Oberon. There is a need for more Self Care units in Oberon.

**Section 356 Funding Program**
There were approximately 30 people in attendance at the presentation of cheques and certificates on Tuesday 1 August. The Mayor, Kathy Sajowitz, presented the funding to those present, with the assistance of Council's General Manager, Gary Wallace. There were Councillors and Council staff also in attendance.

**Child Restraint Checks in Oberon**
The RMS will be coordinating Child Restraint Checks across the Western Area and will be working with a certified Child Restraint Fitter in Oberon. The community will be invited to have their Child Restraints checked free of charge. The RSL have kindly agreed to allow the car parking spaces at the back of the RSL, adjacent to the Oberon Public School, for these checks to be carried out. This will take place on Thursday 14 September from 9am – 11am.

**Stroke Awareness Week**
Liaison with Men’s Shed, Oberon Pharmacy and Council has resulted in the Oberon Men’s shed willing to hold a morning tea to promote Stroke Awareness Week. A staff member from Oberon Pharmacy will speak on a variety of issues pertaining to stroke prevention and rehabilitation. This will be held at the Men’s Shed at the Oberon Showground on Tuesday 12 September from 10.30am. Council will provide morning tea.

**Future Events/Activities**
Science Week display at the Oberon Library: 14 to 18 August
Oberon Youth Council Meeting: 23 August, 5.30pm
Community Services Meeting: 24 August, 2pm

**Notes:**

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**14.05 STATEMENT OF INVESTMENTS**

File No: Financial Management/Investments/Register
Author: Lisa Koleda, Management Accountant
Summary
Reporting of Statement of Investments as at 31 July 2017.

Recommendation
That report item 14.05 is received as information.

Comment
Interest accrued on active investments for the month of July 2017 came to $28,686 with an average interest rate of 3.12% performing above the 90 day Bank Bill Swap Rate of 1.69%. Current interest accrued at the end of July 2017 on active Term Deposits sits at $163,028. Interest receipted for the month of July 2017 was $17,722 on Term Deposits matured. Total year to date interest receipted on matured investments is $17,189.

The Reserve Bank of Australia has left the cash rate unchanged at 1.50 per cent at its meeting on 1 August 2017. Conditions in the global economy are still continuing to improve. Employment growth is still on the strong side showing an increase in all states however wage growth continues to remain low. Our Australian dollar has appreciated in recent times, partially due to the lower US dollar. There is an expectation for inflation to gradually pick up as the economy strengthens. Electricity and tobacco price increases showing to be the main boost for CPI inflation. Financial markets have remained functioning effectively.

Tightening of credit conditions which occurred late 2016-17 financial year has caused a slight downturn in the average 90 day BBSW as shown below. However interest earned from term deposits for this month is still showing in Council’s favour despite the lower BBSW for July 2017.

At 31 July 2017 - $12,300,000 was invested as shown in the following Statement. Total Cash at call being $13,555,147.43
### Cash at Call

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date of Investment</th>
<th>Interest rate</th>
<th>Date of Maturity</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBA Business Online Saver</td>
<td></td>
<td></td>
<td></td>
<td>303,276.77</td>
</tr>
<tr>
<td>CBA Business At Call</td>
<td></td>
<td></td>
<td></td>
<td>788,440.26</td>
</tr>
<tr>
<td>NAB Business Online Saver</td>
<td></td>
<td></td>
<td></td>
<td>163,430.40</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>1,255,147.43</strong></td>
</tr>
</tbody>
</table>

### Active Term Deposits

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date of Investment</th>
<th>Interest rate</th>
<th>Date of Maturity</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family First Credit Union</td>
<td>7/11/2016</td>
<td>2.90%</td>
<td>7/08/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Bank of Queensland</td>
<td>18/01/2017</td>
<td>2.75%</td>
<td>17/08/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Intech Bank Ltd</td>
<td>9/03/2017</td>
<td>2.80%</td>
<td>6/09/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank Ltd</td>
<td>9/03/2017</td>
<td>2.75%</td>
<td>7/09/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Intech Bank Ltd</td>
<td>9/03/2017</td>
<td>2.80%</td>
<td>9/10/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Family First Credit Union</td>
<td>15/03/2017</td>
<td>2.70%</td>
<td>15/10/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Reliance Credit Union</td>
<td>3/04/2017</td>
<td>2.70%</td>
<td>3/11/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Family First Credit Union</td>
<td>22/11/2016</td>
<td>3.00%</td>
<td>22/11/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank</td>
<td>15/03/2017</td>
<td>2.75%</td>
<td>25/11/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Auswide</td>
<td>13/12/2016</td>
<td>3.00%</td>
<td>13/12/2017</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Family First CU</td>
<td>21/12/2016</td>
<td>3.00%</td>
<td>21/12/2017</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Beyond Bank Australia</td>
<td>4/07/2017</td>
<td>2.70%</td>
<td>9/01/2018</td>
<td>500,000.00</td>
</tr>
<tr>
<td>ME Bank</td>
<td>18/05/2017</td>
<td>2.65%</td>
<td>20/02/2018</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Bank of Queensland</td>
<td>23/05/2017</td>
<td>2.65%</td>
<td>20/02/2018</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank</td>
<td>31/05/2017</td>
<td>2.60%</td>
<td>31/05/2018</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Reliance Credit Union</td>
<td>7/06/2017</td>
<td>2.70%</td>
<td>7/06/2018</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Intech Bank Ltd</td>
<td>14/06/2017</td>
<td>2.85%</td>
<td>14/06/2018</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Bank of Queensland</td>
<td>26/07/2017</td>
<td>2.70%</td>
<td>26/07/2018</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Commonwealth Bank (5yr TD)</td>
<td>30/06/2016</td>
<td>2.79%</td>
<td>30/06/2021</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Commonwealth Bank (5yr TD)</td>
<td>17/08/2016</td>
<td>4.35%</td>
<td>17/08/2021</td>
<td>800,000.00</td>
</tr>
<tr>
<td>Commonwealth Bank (5yr TD)</td>
<td>31/08/2016</td>
<td>5.15%</td>
<td>31/08/2021</td>
<td>500,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$12,300,000.00</strong></td>
</tr>
<tr>
<td><strong>Total Cash at Call</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$13,555,147.43</strong></td>
</tr>
</tbody>
</table>
Investment movements for July 2017 saw the maturity of two investments, one being with Auswide and one with AMP Bank. Two new deposits where placed with Beyond Bank Australia and Bank of Queensland.

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date invested</th>
<th>Rate</th>
<th>Maturity date</th>
<th>Amount</th>
<th>Interest earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auswide</td>
<td>26/10/2016</td>
<td>2.75%</td>
<td>25/07/2017</td>
<td>500,000.00</td>
<td>10,246.58</td>
</tr>
<tr>
<td>AMP Bank</td>
<td>25/01/2017</td>
<td>2.80%</td>
<td>25/07/2017</td>
<td>500,000.00</td>
<td>6,942.47</td>
</tr>
</tbody>
</table>

Total Interest earned $17,189.05

The following new deposits were made during the month of July 2017:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date of Investment</th>
<th>Interest rate</th>
<th>Date of Maturity</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beyond Bank Australia</td>
<td>4/7/2017</td>
<td>2.70%</td>
<td>09/01/2018</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Bank of Queensland</td>
<td>26/07/2017</td>
<td>2.70%</td>
<td>26/07/2018</td>
<td>1,000,000.00</td>
</tr>
</tbody>
</table>

Total $1,500,000.00

**Note:** Beyond Bank Australia is one of the largest customer owned financial institutions with assets under management of more than $4 billion. Beyond Bank Australia is the trading name of Community CPS Australia. Prior to becoming a customer owned bank in 2013, Community CPS Australia was one of Australia’s largest credit unions. They provide community investments; grants and sponsorships, together with their foundation Beyond Bank have invested more than $15 million back into communities since 2007.

I certify that the investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulations 2005, and Council’s Investments Policy.

Lynette Safranek
Responsible Accounting Officer
14.06 GRANTS MONTHLY UPDATE

File No: Governance/Grants/July 2017
Author: Gillian Salmon, Grants Coordinator

Summary
This report provides a summary of Grant Funding applications and submissions, both internal and external, during July 2017.

Recommendation
That report item 14.06 is received as information.

Comment

1. SUCCESSFUL GRANT APPLICATIONS AND FUNDING NOTIFICATIONS

   Council Roadside Reserves Environmental Grant
Local Government NSW has announced that 21 council projects have been awarded grants to manage their roadside reserves – protecting significant biodiversity, connecting vegetation across the landscape and providing valuable wildlife habitats.

Oberon Council was awarded $47,580 to undertake roadside mapping, train council staff on roadside reserve management and to develop a roadside vegetation management plan. Council’s project focusses on trialling a new rapid assessment methodology to assess environmental values and using this information to manage, monitor and protect our 1,000km of roadside reserves.

A consultant brief for the project has been issued to three interested environmental consultants. The successful consultant will be responsible for developing the roadside vegetation management plan and conducting staff training.

2. GRANT APPLICATIONS IN PROGRESS AND CURRENT GRANT OPPORTUNITIES

   Fixing Country Roads (FCR) Round 3
This round of the FCR programme is expected to provide up to $100 million for projects on Council managed roads and bridges that provide benefits to the movement of freight. Fixing Country Roads is divided into three streams—roads and bridges construction, bridge and route load assessments and truck washes.

Council staff are preparing two applications for road upgrades on freight routes that will meet the FCR criteria on The Meadows Road which services the Blenheim State Forest and on a 1.5km unsealed section of Arkstone Road which services the Ceres Feedlot at Ballyroe near Burrara.

On 31 July 2017 Council staff attended a one on one session with economists from Transport NSW to review draft applications for the above projects.

As the estimated tonnages of timber that will be harvested from Blenheim Forest over a six year period are relatively low, with concerns that the Meadows Road project may not meet the benefit cost ratio (BCR) criteria.
Round three applications include a safety weighting based on previous crash history of the project site. The safety weighting has a very significant impact on the BCR outcome and hence the competitiveness of the grant application. Given that The Meadows Road route has not been previously used as a logging route there is limited crash data to support the application. Council’s application will argue that this is a proactive project aimed at preventing road accidents once logging of Blenheim Forest begins in 2018. A co-contribution from either Council or industry of at least 20% is highly recommended to support the application.

Council staff are reviewing data for the Arkstone Road project as it too has a low Benefit Cost Ratio.

Applications close 1 September 2017.

**Community Building Partnerships**
Council’s Grants Coordinator is preparing grant applications for the Community Building Partnership Programme on behalf of the following community organisations:

1. Black Springs Progress Association, for a project to replace the children’s playground at Black Springs. Total project cost $25,849.
2. Oberon Golf Club, for a project to install concrete pathways for golf carts at Oberon Golf Course.
3. Rotary Club of Oberon, for assistance with a grant application for proposed improvements including the installation of a new viewing platform at the Rotary Lookout at Falls Hill, Abercrombie Road, Oberon which is Council owned land.

Applications close 9 August 2017.

**NSW Safer Roads Program**
As there are currently no safety blackspots on Council managed roads, a nomination for a project to make some proactive safety improvements to sections of the Abercrombie Road between Oberon and Paling Yards has been made to the NSW Government Road Safety Infrastructure Program. The improvements are based on a Road Safety Audit conducted by Australian Road Research Board (ARRB) and will include installation of safety barriers, road delineation, line marking and removal of hazardous trees. Total project cost is $300,000 with a proposed $50,000 Council co-contribution.


3. **GRANT APPLICATIONS SUBMITTED**

**COUNTRY ARTS SUPPORT PROGRAMME (CASP)**
An application from Council to fund a community project to engage a graffiti or mural artist to design and install a new mural for the eastern wall of the Oberon Pool Complex was submitted on behalf of Council on 27 July 2017. Suggested grant amount is $3,000 with an estimated total project cost of $6,000.
The following tables summarise the status of current grant applications.

### External Grants

<table>
<thead>
<tr>
<th>Submitted</th>
<th>Details/Description of Project</th>
<th>Grant Program</th>
<th>Grant Amount</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 March 2017</td>
<td>Outdoor Movie equipment for Friends of Oberon Library</td>
<td>Small Grants for Rural Communities</td>
<td>$4,572</td>
<td>Unsuccessful</td>
</tr>
</tbody>
</table>

### Internal Grants

<table>
<thead>
<tr>
<th>Submitted</th>
<th>Details/Description of Project</th>
<th>Grant Program</th>
<th>Grant Amount</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 May 2017</td>
<td>Roadside Vegetation Plan</td>
<td>Office of Local Government</td>
<td>$47,580</td>
<td>Pending</td>
</tr>
<tr>
<td>15 May 2017</td>
<td>Replace Bridge on Edith Road</td>
<td>Bridges Renewal Programme</td>
<td>$243,864</td>
<td>Pending</td>
</tr>
<tr>
<td>24 May 2017</td>
<td>Covered Grandstand for Oberon Recreation Ground.</td>
<td>Veolia Mulwaree Trust</td>
<td>$38,234</td>
<td>Unsuccessful</td>
</tr>
<tr>
<td>9 June 2017</td>
<td>Financial Control Centre</td>
<td>Innovation Fund</td>
<td>$37,000</td>
<td>Pending</td>
</tr>
<tr>
<td>28 June 2017</td>
<td>Community Tree Planting Day Oberon Common</td>
<td>NSW Grandparents Day</td>
<td>$3,000</td>
<td>Pending</td>
</tr>
<tr>
<td>27 July 2017</td>
<td>New Mural at Oberon Pool</td>
<td>Country Arts Supports Programme</td>
<td>$3,000</td>
<td>Pending</td>
</tr>
</tbody>
</table>

### 4. NEW GRANT OPPORTUNITIES FOR AUGUST

**Infrastructure Grants**

Department of Industry Liquor and Gaming. This program is revamped version of the ClubGrants Category 3 Fund and is made possible by reinvesting a rebate on gaming machine profits from the state’s registered clubs. Funding is available for sport and recreation, arts and cultural infrastructure and projects that enhance facilities used to shelter communities and provide emergency services.

Council’s Grants Coordinator is providing assistance to the Oberon RSL Bowling Club to apply for a grant to replace the synthetic bowling green at the club at an estimated cost of $180,000. This project has the support of the Oberon RSL club who will be the grant applicant.

Applications Open 1 August 2017.

### 5. GRANT PROJECT IMPLEMENTATION

**Oberon Pool Complex Facilities Upgrade**

Grant funded new internal seating, street furniture, turf and an electronic noticeboard for outside the pool have been ordered and will be installed prior to the opening of the pool season in October 2017.

**Community Recycling Centre (CRC)**

The shed for the Community Recycling Centre for hazardous household materials at the Oberon Waste Depot has been constructed. Recycling receptacles and safety equipment will be installed in early August. A staff training day will be held on 16 August prior to the soft operating opening of the facility by the end of August.
6. STRONGER COUNTRY COMMUNITIES FUND

Skate Park Oberon Council and community groups within the LGA are eligible to apply under for Tranche C of this fund which is due to open in September 2017. Projects for public assets including school facilities, libraries, parks, walking and cycle pathways, swimming pools and playgrounds which contribute to the social fabric of regional towns are eligible for this fund.

Council staff are preparing and sourcing documentation including concept plans to support an application for a new skate park in the Oberon Common.

Notes:
14.07 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 month of July 2017.

Recommendation:
That report item 14.07 is received as information.

Comment

1. WEEKLY OBERON DAM LEVELS JULY 2017
The following is a weekly dam level recording at Oberon Dam for the month of July, information supplied by State Water:

<table>
<thead>
<tr>
<th>Date</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/07/2017</td>
<td>88.6 %</td>
</tr>
<tr>
<td>10/07/2017</td>
<td>88.0 %</td>
</tr>
<tr>
<td>17/06/2017</td>
<td>87.5 %</td>
</tr>
<tr>
<td>24/06/2017</td>
<td>87.2 %</td>
</tr>
<tr>
<td>31/07/2017</td>
<td>86.8 %</td>
</tr>
</tbody>
</table>

2. WATER CONSUMPTION FROM WATER NSW JULY 2017

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/07/2017 – 09/07/2017</td>
<td>13.5 ML</td>
</tr>
<tr>
<td>10/07/2017 – 16/07/2017</td>
<td>10.6 ML</td>
</tr>
<tr>
<td>17/07/2017 – 23/07/2017</td>
<td>13.0 ML</td>
</tr>
<tr>
<td>24/07/2017 – 31/07/2017</td>
<td>14.3 ML</td>
</tr>
</tbody>
</table>

51.4 ML of raw water for July 2017 was consumed from Water NSW.

The July 2017 Average Daily Consumption for Oberon Township was 51.4 ML/31 Days = 1.66 ML p/d
Note: The Average Daily Water Consumption trend has been 1.60ML p/d

3. WATER & SEWERAGE FAULTS
No reports of discoloured drinking water, water odour, water main breaks or taste issues were reported or logged with Council during the month of July 2017.
4. SEWER PLANT – WEEKLY PLANT kL INTAKE FOR TREATMENT OF WASTE WATER

- 01/07/2017 – 09/07/2017 = 5722 kL
- 10/07/2017 – 16/07/2017 = 4455 kL
- 17/07/2017 – 23/07/2017 = 4612 kL
- 24/07/2017 – 31/07/2017 = 6200 kL

**Total Waste Water volume into Oberon STP during July 2017 was 20,978 kL**

5. PLANT FAULTS

**Water Treatment Plant:**
- Reservoir 2 level sensor fail – New level sensor installed.
- Process Tank 2 level sensor fail – New sensor installed.
- Air entering vacuum system while plant is stopped – cause faulty spring in non return check valve.

There were no faults at the Waste Water Treatment Plant in July 2017.

6. PLANT UPGRADES AND PREVENTATIVE MAINTENANCE PROGRAM

**Water Treatment Plant:**
- Preventative maintenance on all pumps.
- Online instruments all calibrated.
- Seeking quotations on new online monitoring instruments – current instrument is old and would like to install the latest technology – more accurate readings.

**Waste Water Treatment Plant:**
- Trickling filter arms have been cleaned of rubbish and greased.
- Preventative maintenance on all pumps around the site.
- Dried sludge removed from drying bed and buried onsite, in the coming days will be withdrawing sludge from sludge lagoons to the drying bed.

**Pump Stations:**
- All pumps stations have been checked.
- SPS 2 - Hi level alarm recorded – unknown reason as when inspected everything was fine.
- SPS 3 - Hi Level alarm recorded – Same as above.

Notes:
14.08 FIRE AND EMERGENCY SERVICES LEVY INQUIRY

File No: Governance/Meetings/Ordinary/August 2017
Author: Lynette Safranek, Finance & Community Services Director

Summary
Following the decision by the State Government to halt the Fire and Emergency Services Levy by Local Councils, an Inquiry into the fire and emergency services levy has been formed.

Recommendation
That Report Item 14.08 is received as information.

Comment
A copy of information in relation to Portfolio Committee No. 4, Upper House Committees information and a Guide to writing submissions FOLLOWS.

Portfolio Committee No. 4 – Legal Affairs (formerly General Purpose Standing Committee No. 4) was established to inquire into and report on any matters regarding the expenditure, performance or effectiveness of any Government department, statutory body or corporation within the following portfolios: Attorney General, Police, Corrections, Emergency Services, Veterans Affairs, and Counter Terrorism.

Council is advised that the Legislative Council of NSW has commenced its inquiry into and report on the funding of fire and emergency services, and in particular:

(a) The policy process and financial modelling underlying the provisions of the Fire and Emergency Services Levy Act 2017,
(b) The policy and financial implications for all stakeholder of repealing this Act,
(c) Alternative models for ensuring that fire and emergency services are fully funded in a fair and equitable manner; and
(d) Any other related matter.

Council’s Finance staff intend to provide a submission to this Committee regarding the impact to staff with the introduction of such a levy. The introduction was rushed and caused staff a lot of unnecessary stress due to unrealistic timeframes from the NSW Government to have tasks completed.

I encourage Councillors to provide a submission to this Committee on behalf of their community members. We had a lot of community members contact staff very concerned with the increase that was being placed upon them with this levy.

The main issue for community members was that it was not that it was moving from their insurance to their Council rates, but that the amount had increased substantially compared to what they were paying previously.

Please do not hesitate to contact Council’s Finance & Community Services Director if you would like any assistance in putting together or submitting a submission.
Inquiry into the fire and emergency services levy

Terms of reference

1. That Portfolio Committee No. 4 - Legal Affairs inquire into and report on the funding of fire and emergency services, and in particular:

(a) the policy process and financial modelling underlying the provisions of the *Fire and Emergency Services Levy Act 2017*,

(b) the policy and financial implications for all stakeholders of repealing this Act,

(c) alternative models for ensuring that fire and emergency services are fully funded in a fair and equitable manner; and

(d) any other related matter.

Committee membership

<table>
<thead>
<tr>
<th>The Hon Robert Borsak MLC</th>
<th>Shooters, Fishers and Farmers Party</th>
<th>(Chair)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr David Shoebridge MLC</td>
<td>The Greens</td>
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<tr>
<td>The David Clarke MLC</td>
<td>Liberal Party</td>
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<tr>
<td>The Hon Trevor Khan MLC</td>
<td>The Nationals</td>
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<tr>
<td>The Hon Catherine Cusack MLC</td>
<td>Liberal Party</td>
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<tr>
<td>The Hon Shaoquett Moselmane MLC</td>
<td>Australian Labor Party</td>
<td></td>
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<tr>
<td>The Hon Lynda Voltz MLC</td>
<td>Australian Labor Party</td>
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</tbody>
</table>
Steps of a committee inquiry

1 Terms of reference
Terms of reference outline the scope of the inquiry and the issues that the committee will inquire into and report on. Terms of reference may be referred by a minister or a vote of the Upper House, or self-referred by a committee.

The inquiry's terms of reference are advertised on our website and Twitter, and often in newspapers.

2 Evidence gathering
Committees start inquiries by calling for submissions from the public and relevant organisations. They may also hold public hearings, forums and site visits.

Anyone can make a submission. Further information on making a submission is available on our website.

3 Reporting to Parliament
Committees prepare a report after considering the evidence. The report is tabled in the Upper House and includes the committee's findings and recommendations. Members of the Upper House can debate the findings of the report.

Committee reports are public documents and are available on our website.

4 Government response to recommendations
Six months after a report is tabled, the government must provide a response to the Upper House that addresses the committee's recommendations. The government is not required to implement the recommendations but must explain what action, if any, it will take in relation to each recommendation.

A copy of the government's response is made available on our website.

Further information
You can find contact details, submissions, hearing schedules, transcripts and committee reports on our website at www.parliament.nsw.gov.au/committees.

You can follow us on Twitter for updates about what is happening in the Upper House and its committees @nsw_upperhouse.
Upper House committees

The Parliament of New South Wales has two houses: the Legislative Council (Upper House) and the Legislative Assembly (Lower House). Both Houses have parliamentary committees.

Upper House committees usually comprise up to seven members of Parliament from different political parties including the government, the opposition and minor parties.

One of the roles of the Upper House is to act as an effective check and balance on the government and committees are an important part of this work. Committees allow members to examine issues in greater detail and with more public input than if the matter was considered only during parliamentary debate.

Engage

Committees provide an important opportunity for individuals and groups to participate in the parliamentary process and put their views directly to members of Parliament.

You can:
- make a written submission
- give oral evidence
- attend a public hearing.

Examine

Committees examine and scrutinise government policy, expenditure, decisions and legislation in order to hold the government to account. Committees can ask ministers and senior public servants to explain and justify their actions or decisions.

Inform

Committees promote public debate and increase awareness of issues under consideration by Parliament. Committee reports provide a valuable summary of a range of views on a particular issue.

Types of committees

There are several types of Upper House committees.

Standing committees are established for the life of each Parliament, which is four years.

- The Standing Committee on Law and Justice focuses on legal and constitutional issues.
- The Standing Committee on Social Issues examines matters relating to the state’s social development and the wellbeing of its people.
- The Standing Committee on State Development considers opportunities for growth and development throughout New South Wales.
- The six Portfolio Committees focus on government accountability. Each committee is responsible for oversight of certain government portfolios, such as health, education and transport.

Select committees are established by the Upper House to inquire into particular issues. Select committees cease to exist once an inquiry has been completed.

Joint select committees are comprised of members from both Houses.

The Privileges Committee examines matters regarding parliamentary privilege and considers submissions from citizens seeking a right of reply to statements made about them in Parliament.
Guide to writing submissions

Calling for written submissions is one of the most important ways that parliamentary committees gather evidence. Any person or organisation can make a submission to a committee.

Submissions alert committee members to information relevant to an inquiry. Committee reports refer to and quote from the information and arguments presented in submissions. Submissions also inform members about how you, your organisation, or your community feel about an issue. They may also help members decide who should be called to give evidence at committee hearings.

Drafting a submission
There is no set format for a written submission. You can write a brief letter or a substantial research paper. You can also attach appendices and other supporting documents.

Your submission must be relevant to the terms of reference. The terms of reference describe the subject of the inquiry and set the boundaries. You only need to address those issues that are relevant to you.

You may wish to use the terms of reference as headings to provide a clear structure to your submission.

If your submission does not address the terms of reference the committee may not accept it as evidence.

In drafting your submission, you may wish to include the information set out below.

Key issues
Identify the key problems or issues that need to be addressed.

Evidence
Refer to relevant research, laws, policies or findings. The committee wants to be informed by expert opinion.

Case studies
Include examples of how you, your organisation or your clients are affected by the issue. The committee wants to know about the human side of a policy and its effects (you may want to consider removing identifying information).

Recommendations
Try to identify possible solutions. The committee wants to know what can be done to address a problem.
Summary
Provide a brief summary and a contents list, if your submission is lengthy and includes several recommendations.

Please also include page numbers so the committee can accurately reference your submission in the report.

Sending your submission
The committee prefers submissions to be provided electronically through the website. Otherwise, you can send your submission by email, post or fax. Contact details can be found on each inquiry's webpage.

Remember to keep a copy of your submission. You may find it useful if you are called to give evidence.

Include your details
Please ensure that your name, address and phone number are included with your submission. Your personal contact details will not be published with your submission.

If you are making a submission on behalf of an organisation, please indicate who has authorised it, for example, the executive committee, president or chairperson.

Publishing submissions
A committee may decide to publish some or all of the submissions received. Public submissions are usually available on our website.

If you want all or some of your submission to be kept confidential, you must state that clearly in your submission. The committee will consider your request. Wherever possible, the committee will try to publish submissions so that they can be used as evidence in writing the report and forming recommendations.

Parliamentary privilege
Committees are an extension of the Parliament. A committee's proceedings, including the making of submissions and oral evidence given by witnesses, are protected by parliamentary privilege. This means that evidence can be given freely and honestly without fear or threat of legal action for defamation. At the same time, parliamentary privilege should not be abused so be cautious about including adverse comments about individuals in your submission. Comments made outside a submission do not receive the protection of parliamentary privilege.

Submissions become committee documents and are confidential until the committee decides to make them public. Anyone who republishes a committee document apart from the Parliament or its committees is subject to the laws of defamation. You should not distribute copies of your submission without the committee’s permission.

Further information
You can find contact details, submissions, hearing schedules, transcripts, committee reports and other information on our website at www.parliament.nsw.gov.au/committees. From here you can navigate to specific committees and inquiries. If you need help finding information, please contact the committee staff.

For more information:
- Upper House committees
- Guide for witnesses

Follow us: @nsw_upperhouse
14.09 HIRE OF PLANT 2017/18
File No: Risk Management/Insurance/Contractors
Author: Chris Schumacher, Works & Engineering Director

Summary

Expressions of Interest were invited and rates have been received for the Comprehensive Hire of Plant on a contract basis for a period of eleven (11) months from 1 August, 2017. Quotations are assessed and recorded in the approved Plant Hire Schedule and contacted when plant items are required to cater for temporary fluctuations of workloads or where specialist items are required.

Recommendation:

That report item 14.09 is received as information.

Comment

It is normal practice that the External Contractor Plant Hire documents are reviewed annually. There are two (2) separate documents, Wet Hire (Including operator) & Dry Hire (Excluding Operator).

There have been some changes to the documents which include the introduction of a Stand-By “B” Rate to cover wet weather and maintenance stoppages in the Wet Hire Agreement.

There is also the introduction of the reduction of 1.0 hour of time at the “A” Rate to cover for morning tea/lunch/idle time in the Wet Hire Agreement.

There is no payment for breakdown stoppages.

In addition, there is an introduction of a Weekly Rate in the Dry Hire Agreement in addition to the daily rate to cover for longer term engagements.

As a result of much tighter local government audit requirements, Council continues to have in place a clear and identifiable audit trail of the engagement of External Plant Hire Contractors. This includes, in the form of a purchase order based engagement system followed by other work certification and payment authorisation systems required for accurate payments.

Council continues to make improvements to the level of surveillance and monitoring of the Contractor Engagement Agreement documents.

There is no rise & fall clause applicable to the rates submitted.

Council has also introduced some Special Conditions of Contract in the Schedule, this year.

These include:

- Method of Engagement – Which clearly states that there is no implied guarantee of work
- Hours of Work – Which clearly details that Council works a nine (9) day fortnight between 7:00am to 4:00pm and normal start times on site for Wet Hire Contractors is expected to be 7:30am
- Disputes – Which clearly details a dispute resolution process to deal with hiring decisions
• Probity – Which clearly details the requirement that all Contractors are required to make a declaration of interest of their or their family relationships/association with council staff or councillors or other local companies
• Confidentiality – Which clearly details that any information available/provided shall be kept confidential

A total of twenty (21) different Contractors submitted rates for different types of plant: Out of which there were Six (6) non-compliant quotations from Contractors who failed to provide the required information and/or submitted non-compliant conditions with their rates.

BACKHOES
• Gracey’s Earthmoving & Excavations

BOBCATS
• Agile Arbor Pty Ltd
• Central West Civil
• Oberon Earthmoving Pty Ltd
• P&C Dwyer t/a Drakes Bulk Haulage

BULLDOZERS
• Barts Earthmoving
• Gracey’s Earthmoving & Excavations
• Humphrey Earthmoving & Civil
• Oberon Earthmoving Pty Ltd

EXCAVATORS
• Agile Arbor Pty Ltd
• Barts Earthmoving Pty Ltd
• Central West Civil Pty Ltd
• Gracey’s Earthmoving & Excavations
• Oberon Earthmoving Pty Ltd
• P&C Dwyer t/a Drakes Bulk Haulage
• Sitex Rentals Pty Ltd

GRADERS
• Central West Civil
• Gracey’s Earthmoving & Excavations
• Saul’s Grading Services Pty Ltd

LOADERS
• Agile Arbor Pty Ltd
• Oberon Earthmoving Pty Ltd
• P&C Dwyer t/a Drakes Bulk Haulage

LOW LOADERS
• Central West Civil

ROLLERS
• Central West Civil
• Gracey’s Earthmoving & Excavations
• Greatwood Pty Ltd t/a TG Hire
• Oberon Earthmoving Pty Ltd
• Rollers Australia Pty Ltd
TIPPERS / TIPPER TRUCK & DOG
- Agile Arbor Pty Ltd
- B&G Haulage and Earthmoving Pty Ltd
- Central West Civil Pty Ltd
- Gracey’s Earthmoving & Excavations
- Hayden’s Bin Hire
- Humphrey Earthmoving & Civil
- Oberon Earthmoving Pty Ltd
- P&C Dwyer t/a Drakes Bulk Haulage
- Scots Haulage (Oberon) Pty Ltd

WATER CARTS
- Campbells Plant Hire
- Central West Civil
- Gracey’s Earthmoving & Excavations
- Greatwood Pty Ltd t/a TG Hire
- Oberon Earthmoving Pty Ltd
- Rollers Australia

All quotations received are assessed according to price, insurance requirements, WHS, compliance etc. and are listed onto an approved Plant Hire Schedule and distributed to personnel in the Works & Engineering Department who are involved in hiring plant.

As the Plant have different specifications, purchase dates, brand names and capacities, they are difficult to compare to each other, therefore all accepted types of Plant and the Contractors Names are listed.

It is noted that the Contractor Panel is only for works under the Local Government Tendering Threshold of $150,000. However, accumulation expenditure/payments with individual contractors may exceed $150,000 over a twelve (12) month period, but not in any one specific work engagement. In the event, a particular engagement is known to be close or exceed the $150,000 threshold, then either an Open Tender or Select Tender process will be applied in accordance with the Local Government Tender Regulations Act by placing newspaper advertisements.

**Director’s Note:** The engagement of external plant from Contractors historically has been on an as needs basis ONLY. Selection of plant is based on a range of factors including price, suitability of plant for type of work, capability/skills of operator, condition of Plant, other relevant information etc.

Notes:
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.

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

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.

Set out below is Section 10A(2) of the Local Government Act 1993 in relation to matters which can be dealt with in the closed part of a meeting.

The matters and information are the following:

(a) Personnel matters concerning particular individuals (other than Councillors)
(b) The personal hardship of any resident or ratepayer
(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, or
   (ii) Confer a commercial advantage on a competitor of the Council, or
   (iii) Reveal a trade secret
(e) Information that would, if disclosed, prejudice the maintenance of law
(f) Matters affecting the security of the Council, Councillors, Council staff or Council property
(g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
(h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
### 16.01 ROTARY CLUB MOU – ALTHEA TAMAR JOHNSON MEMORIAL TRUST

File No: Community Services/Service Provision/Aged Care Services  
Author: General Manager – Gary Wallace

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

(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

### 16.02 LAND SALE – OPERATIONAL LAND ABERCROMBIE RD

File No: PR187.1300  
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.

### 16.03 LAND PURCHASE CORNER ABERCROMBIE & CAMPELLS RIVER ROAD BLACK SPRINGS

File No: R191  
Author: Works & Engineering Director, Chris Schumacher

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

(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

### 17. CLOSURE OF MEETING

The Mayor will declare the meeting closed.

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

To be confirmed  
commencing at 5.30pm

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