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## ATTACHMENTS

Minutes of Previous Meeting

Minutes Ordinary Council Meeting –  
17 December 2013



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**OBERON COUNCIL**

*Unconfirmed Minutes  
Oberon Council Ordinary Meeting  
Tuesday 17 December 2013  
5.30pm Council Chambers*

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General Manager

Mayor

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## 01 Opening of Meeting

File No: Governance/Meetings/Ordinary

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

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## 02 Acknowledgement of Country and Prayer

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.

The Meeting was opened in prayer by Pastor Andy Godden.

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## 03 Record of Attendance

File No: Governance/Meetings/Ordinary

Members	Mayor John McMahon (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 Clr Kathy Sajowitz
Staff	Alan Cairney, General Manager Gary Wallace, Planning and Development Director Clive Cawthorne, Acting Works and Engineering Director Lynette Safranek, Finance and Community Services Director Sharon Swannell, Executive Coordinator
Apologies	Nil

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## 04 Declarations of Interest

Governance/Councillors/Declarations of Interest

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

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General Manager

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Mayor

## 05 Presentations

Mr Mark Byrnes of Complan provided a presentation to Council regarding the proposed NBN Tower (report item 12.02).

Councillors and members of the public asked questions following the presentation, which was responded to by Mr Byrnes.

Moved: McCarthy  
Second: Francis

That report item 12.02 be brought forward and dealt with at this point in time.

Carried 01 171213

### 12.02 DEVELOPMENT APPLICATION – NBN TRANSMITTER MAST

File No: PR141-15  
Author: Mark Dicker, Health and Building Manager

#### Summary

A Development Application for the construction of a proposed Transmitter Mast is referred to Council for determination.

Moved: Morgan  
Second: Sajowitz

That Council approve Development Application 10.2013.39.1 for a transmitter mast at Lot 27 DP: 785503 - 15 Harris Road, Oberon in accordance with the conditions contained within the report subject to amending the condition relating to Hours of Work, to include no work being undertaken on Saturdays, along with Sundays and Public Holidays.

Carried 02 171213

Votes For: Councillors McMahon, Francis, Morgan, Sajowitz, Doney and Evans  
Against: Councillors McCarthy, Lord, Gibbons

Auditor, Leanne Smith, Intentus (formerly Morse Group) will present the Financial Statements for 2012/13.

Councillors asked questions which were responded to by Leanne Smith

Moved: Doney  
Second: McCarthy

That report item 12.05 be brought forward and dealt with at this point in time.

Carried 03 171213

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## 12.05 ANNUAL FINANCIAL STATEMENTS

File No: Financial Management/Financial Reporting/Annual Financial Reports  
Author: Lynette Safranek, Director Finance and Community Services

### Summary

The Annual Financial Statements for the 2012/13 Financial Year, incorporating the Auditor's Report, will be presented to the public at this meeting. The Auditor, Ms Leanne Smith of Intentus, will attend the Council Meeting to present the reports. Full copies of the final Annual Financial Statements, incorporating the Auditor's Report, has been distributed as a separate attachment. Additional copies will be available for the public and placed on Council's website – [www.oberon.nsw.gov.au](http://www.oberon.nsw.gov.au).

Moved: Doney  
Second: Evans

That the Audited Financial Statements for the year ended 30 June 2013 and the Auditors Reports be noted and be made available for public comment.

Carried 04 171213

## 06 Questions from the Public None received.

## 07 Confirmation of Minutes of Previous Meeting(s)

### Ordinary Meeting 19 November 2013

Moved: Francis  
Second: Lord

That the Minutes of the Ordinary Meeting held on 19 November 2013 be taken as read and confirmed.

Carried 05 171213

### Matters Arising from the Minutes - Nil

### Special Meeting 26 November 2013

Moved: Morgan  
Second: Gibbons

That the Minutes of the Special Meeting held on 26 November 2013 be taken as read and confirmed.

Carried 06 171213

### Matters Arising from the Minutes - Nil

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## 08 Mayoral Minute and Report

### 08.01 MAYORAL MINUTE AND REPORT

File No: Governance/Meetings/Ordinary  
Author: Cllr John McMahon, Mayor

#### Summary

This report summarises the main activity for the Mayor since reported to the November Council Meeting.

Moved: McMahon  
Second: Evans

That Report Item 08.01 is received as information.

Carried 07 171213

## 09 Councillor/Delegates Reports

### 09.01 NOTICE OF MOTION – PUBLIC LIBRARY FUNDING

File No: Library and Information Access/General  
Author: Councillor Kathy Sajowitz

#### Summary

Successive NSW State Governments have allowed the share of funding they provide for library services to decline, putting pressure on local government to make up the substantial shortfall. With the 2014 Budget only five months away local Councils need to bring these concerns to the attention of their State Government Representatives.

Moved: Sajowitz  
Second: Morgan

That Oberon Council writes to State Member Paul Toole requesting that he support the motion, recently tabled by Greens MP Jan Barham, on Library Funding.

Carried 08 171213

### 09.02 OBERON PLATEAU TOURISM ASSOCIATION (OPTA)

File No: Economic Development/Visitor Information Centre/Oberon Plateau Tourism Association  
Author: Councillor Sam Lord

#### Summary

Councillor Sam Lord is nominated as the Council's delegate to the Oberon Plateau Tourism Association. The Mayor, Councillor John McMahon, General Manager Alan Cairney and Councillor Sam Lord attended the meeting held on 11 November 2013.

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**Oberon Council – Unconfirmed Minutes – Ordinary Meeting – 17 December 2013**

Moved: Lord  
Second: Sajowitz

That delegate's report item 09.02 is received as information.

Carried 09 171213

**09.03 PUBLIC LIBRARIES CONFERENCE – 24 – 26 NOVEMBER 2013**

File No: Community Services/Library/General  
Author: Councillor Kathy Sajowitz

**Summary**

Councillor Kathy Sajowitz and Library Officer, Eilagh Rurenga attended the Public Libraries for our Communities Conference titled "Creating Libraries for our Communities" on 24 – 26 November 2013.

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Moved: Sajowitz  
Second: Evans

That report item 09.03 is received as information.

Carried 10 171213

**09.04 OBERON ARTS COUNCIL**

File No: Community Relations/Community Consultation/Oberon Arts Council  
Author: Alan Cairney, General Manager

**Summary**

The Mayor, Councillor McMahon and the General Manager are Council's delegates to the Oberon Arts Council (OAC). Details are provided of the Annual General Meeting (AGM) and regular monthly meeting both held on 26 November 2013.

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Moved: McMahon  
Second: McCarthy

That delegate's report item 09.04 is received as information.

Carried 11 171213

**09.05 CENTROC BOARD MEETING – YOUNG 28 NOVEMBER 2013**

File No: Government Relations/Local and Regional Consultation/Centroc  
Author: Mayor John McMahon and Jenny Bennett, Centroc

**Summary**

The Mayor, Councillor John McMahon and General Manager, Alan Cairney attended the Centroc Board Meeting held at Young Town Hall on Thursday 28 November 2013.

Moved: McMahon  
Second: Doney

That report item 09.05 is received as information.

Carried 12 171213

**09.06 CHIFLEY LOCAL AREA COMMAND COMMUNITY SAFETY PRECINCT COMMITTEE MEETING**

File No: Community Services/Service Provision/Police Services (Community Precinct)  
Author: Alan Cairney, General Manager

**Summary**

Mayor John McMahon, General Manager, Alan Cairney and community representative Leanne Barlow attended the last meeting of the Chifley Local Area Command Community Safety Precinct Committee, held on Monday 2 December 2013 in Blayney.

Moved: McMahon  
Second: Gibbons

That report item 09.06 is received as information.

Carried 13 171213

**10 Inwards Correspondence**

**10.01 INWARDS CORRESPONDENCE**

File No: Governance/Meetings/Ordinary  
Author: Sharon Swannell, Executive Assistant

**Summary**

The Report Item provides a summary of incoming correspondence for the period 1 November to 30 November 2013. A copy of correspondence received will be available to be viewed at the Ordinary Council Meeting. Copies of correspondence are available upon request.

Moved: Morgan  
Second: Lord

That Report Item 10.01 is received as information.

Carried 14 171213

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## 11 Reports for Information

### 11.01 MONTHLY ACTIVITY REPORT – GENERAL MANAGER

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

#### Summary

The Report Item summaries the main activity for the General Manager during October including Human Resources and Workplace Health & Safety, Executive Support matters, Community Activity, Regional issues, Grant Applications and details of planned activity for the coming months.

### 11.02 MONTHLY ACTIVITY REPORT – PLANNING AND DEVELOPMENT

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

#### Summary

Providing details of major work within the Planning & Development Department for November.

### 11.03 MONTHLY ACTIVITY REPORT - WORKS AND ENGINEERING

File: Governance/Meetings/Ordinary  
Author: Clive Cawthorne, Relief Works Engineer / Acting Works and Engineering Director

#### Summary

Providing a summary of the major work carried out in the Works and Engineering Department for November 2013.

### 11.04 MONTHLY ACTIVITY REPORT – FINANCE & COMMUNITY SERVICES

File No: Financial Management/Financial Reporting/Periodic Reports  
Author: Lynette Safranek, Finance and Community Services Director

#### Summary

Providing a summary of major work within the Finance and Community Services Department during November 2013.

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**11.05 SMOKE TESTING – OBERON TOWNSHIP**

File No: Sewerage and Drainage/Inspections/Sewerage Systems  
Author: Clive Cawthorne, Relief Works Engineer / Acting Works and Engineering Director

**Summary**

It is intended to undertake smoke test inspections on homes in the Oberon in mid to late January. This action is required to determine illegal connections, missing or defective structures, blockages or breaks.

**11.06 STATE WATER CORPORATION**

File No: Water Supply/Service Providers/Fish River Water Supply  
Author: Clive Cawthorne, Relief Works Engineer / Acting Works and Engineering Director

**Summary**

The report is a summary of the State Water Corporation, Fish River Water Supply Customer Council (FRWSCC) Meeting held on 17 September 2013.

**11.07 OBERON SWIMMING POOL COMPLEX – SAFETY ASSESSMENT**

File No: Risk Management/WHS and Risk/Pool  
Author: Gary Wallace, Planning & Development Director

**Summary**

To advise the results of an Aquatic Facility Safety Assessment carried out by Royal Life Saving Society (RLSSA).

**11.08 MEDIA**

File No: Information Management/Information and Communications/Media Releases  
Author: Megan Booth, Receptionist/Cashier

**Summary**

The Report Item provides a list of Media Releases issued during November 2013, a list of the dates where the Mayor's column (Council News) has been published and a sample of Media Articles where Council is mentioned.

**11.09 UPCOMING MEETINGS**

File No: Governance/Meetings/Ordinary  
Author: Sharon Swannell, Executive Assistant

**Summary**

A calendar of upcoming meetings is provided for information.

## 11.10 STATUS REPORT – ACTIONING COUNCIL DECISIONS

File No: Governance/Meetings/Ordinary  
Author: Sharon Swannell, Executive Assistant

### Summary

Providing details of the status in actioning Council decisions, with reference to the actual Resolution Number as shown in the Minutes for each Council Meeting.

## 11.11 STATEMENT OF BANK BALANCES AND INVESTMENTS

File: Financial Management/Investments/Register  
Author: Timothy Booth, Management Accountant

### Summary

Reporting the Statement of Bank Balances and Investments as at 30 November 2013.

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Moved: Sajowitz  
Second: Francis

That items 11.01 to 11.11 be received as information.

Carried 15 171213

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## 12 Reports for Decision

Moved: Doney  
Second: Lord

That Items 12.01, 12.03, 12.04, 12.06 – 12.10 be considered as per the recommendations.

Carried 16 171213

## 12.01 CODE OF MEETING PRACTICE

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

### Summary

Changes are recommended to the Code of Meeting Practice and Meeting Procedures.

---

Moved: Doney  
Second: Lord

That Council adopt the principles as set out in the report and that a revised Code of Meeting Practice be prepared and placed on Public Exhibition.

Carried 17 171213

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### 12.03 - SWIMMING POOL BARRIER INSPECTION POLICY

File No: Development and Building Controls\Swimming Pool Barrier Inspection Program  
Author: Jaclyn Burns, Senior Development Control Officer

#### Summary

The NSW State Government has introduced a requirement for NSW Councils to prepare and implement a Swimming Pool Barrier Inspection Policy. A draft Policy has been advertised and is presented to Council for adoption.

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Moved: Doney  
Second: Lord

That Council adopt the Swimming Pool Barrier Inspection Policy.

Carried 17 171213

### 12.04 NSW PRELIMINARY POPULATION PROJECTIONS

File No: Development and Building Controls\Population Projections  
Author: Gary Wallace, Planning & Development Director

#### Summary

The NSW Department of Planning & Infrastructure (DPI) has issued Preliminary 2013 Population Projections, a special release of NSW state and local government area population projections

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Moved: Doney  
Second: Lord

That the Director General of the NSW Department of Planning & Infrastructure be advised of the understated population projections for the Oberon Local Government Area.

Carried 17 171213

### 12.06 REPORT – OBERON LAWN CEMETERY GUIDELINES

File: Public Health/Cemeteries/Oberon Cemetery  
Author: Engineering Administration Assistant, Matilda Dwyer

#### Summary

A Guideline document has been prepared to inform the community of requirements and to ensure that the Oberon Lawn Cemetery is managed and maintained to an acceptable standard.

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Moved: Doney  
Second: Lord

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That the Oberon Lawn Cemetery Guidelines be adopted.

Carried 17 171213

**12.07 EXTENSION OF REGIONAL CONTRACT WITH BORAL ASPHALT  
- SUPPLY AND DELIVERY OF BITUMEN EMULSION**

File No: Corporate Management/Tendering/Roads & Bridges  
Author: Engineering Administration Officer, Matilda Dwyer

**Summary**

An extension is required of the Regional Contract for the supply and delivery of Bitumen Emulsion.

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Moved: Doney  
Second: Lord

That the current Regional Contract for the supply and delivery of Bitumen Emulsion with Boral Asphalt be extended for a further period of 12 months.

Carried 17 171213

**12.08 COUNCIL PROPERTY – DART STREET PREMISES / DENTAL CLINIC**

File No:  
Author: Alan Cairney, General Manager

**Summary**

It is proposed to enter into commercial rental agreement with the Bathurst Dental Clinic for the use of the premises in Dart Street, which have been fitted out with equipment to operate as a dental surgery.

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Moved: Doney  
Second: Lord

That Council enter into a Licence Agreement with the Bathurst Dental Clinic on the basis of a minimum of one days use each week, at the rates detailed in the report.

Carried 17 171213

**12.09 CENTROC HEALTH WORKFORCE GROUP REPRESENTATIVE**

File No: Government Relations/Local and Regional Liaison/CENTROC  
Author: Alan Cairney, General Manager

**Summary**

Central NSW Councils (Centroc) is actively supporting the retention and growth of health services across the region and is seeking representatives from member Councils for the Centroc Health Workforce Group.

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Moved: Doney  
Second: Lord

That Councillor Morgan be nominated to the Centroc Health Workforce Group with the General Manager to appoint a staff member as an alternate nominee or delegate.

Carried 17 171213

**12.10 OBERON HEALTH COUNCIL – ROBey CENTRE PROPOSAL**

File No: Community Relations/Service Provision/Home and Community Care  
Author: Alan Cairney, General Manager

**Summary**

The Robey Centre until recently operated a Social Activity Program for residents of Oberon. The Oberon Health Council proposes revised operations and is seeking financial assistance from Oberon Council.

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Moved: Doney  
Second: Lord

1. That an amount of \$2,000 be allocated to enable the appointment of a Therapy Aide at the Robey Centre on the basis of approximately two months work, and further
2. That Council actively seeks grant funding opportunities for the engagement of a facilitator to coordinate an Activities Program at the Robey Centre including the use of community volunteers.

Carried 17 171213



## 13 Committee Reports

### 13.01 HERITAGE COMMITTEE

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

#### Summary

Minutes of the Heritage Committee held on 28 October 2013 is submitted for Council's information and consideration.

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Moved: Doney  
Second: Sajowitz

That the Minutes of the Heritage Committee held on 28 October 2013 is received as information.

Carried 18 171213

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## 14 New Business of an Urgent Nature Admitted by Council

Nil

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## 15 Closed Session Reports

Nil

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## 16 Closure of Meeting

The next Ordinary Meeting of Oberon Council will be held on Tuesday 18 February 2014 commencing at 5.30pm in the Oberon Council Chambers, 137 – 139 Oberon Street, Oberon.

*The Meeting closed at 8.04pm.*

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Mayor