

137-139 Oberon Street
PO Box 84
Oberon NSW 2787

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



*Agenda and Business Papers
Oberon Council Ordinary Meeting
Tuesday 16 October 2012
5.30pm Council Chambers*

01	OPENING OF MEETING	3
02	ACKNOWLEDGEMENT OF COUNTRY AND PRAYER	3
03	RECORD OF ATTENDANCE	3
04	PRESENTATIONS	3
05	QUESTIONS FROM THE PUBLIC	3
06	CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)	4
07	DECLARATIONS OF INTEREST	4
08	MAYORAL MINUTE AND REPORT	5
08.01.01	MAYORAL MINUTE AND REPORT	5
09	COUNCILLOR/DELEGATES REPORTS	7
09.01.01	NOTICE OF MOTION – COUNCILLOR McCARTHY - NEW BULLET TRAIN SERVICE	7
09.01.02	OBERON ARTS COUNCIL.....	7
09.01.03	OBERON PLATEAU TOURISM ASSOCIATION.....	8
10	INWARDS CORRESPONDENCE	12
10.01.01	INWARDS CORRESPONDENCE	12
11	REPORTS FOR INFORMATION	14
11.01.01	MONTHLY ACTIVITY REPORT – GENERAL MANAGER	14
11.01.02	MONTHLY ACTIVITY REPORT - TOURISM SERVICES & VISITOR INFORMATION CENTRE ACTIVITY	17
11.01.03	MONTHLY ACTIVITY REPORT – COMMUNITY SERVICES	20
11.01.04	COUNCILLOR HANDBOOK AND COUNCILLOR INDUCTION PROGRAM	23
11.01.05	COUNCIL COMMITTEES.....	25
11.01.06	AGED CARE SERVICES - ACCOMMODATION	26
11.01.07	ESTATE OF THE LATE A T JOHNSTON – TRUST FUND	27
11.01.08	WORK ARRANGEMENTS - CHRISTMAS TO NEW YEAR PERIOD	28
11.01.09	MONTHLY ACTIVITY REPORT – DEVELOPMENT DEPARTMENT	29
11.01.10	ATTENDANCE STATISTICS 2011 – OBERON SWIMMING POOL.....	31
11.01.11	MONTHLY ACTIVITY REPORT – ENGINEERING DEPARTMENT	33

11.01.12	MONTHLY ACTIVITY REPORT – CORPORATE SERVICES DEPARTMENT	35
11.01.13	STATEMENT OF BANK BALANCES AND INVESTMENTS	36
11.01.14	MEDIA.....	40
11.01.15	STATUS REPORT – ACTIONING COUNCIL DECISIONS	41
11.01.16	UPCOMING MEETINGS	45
12	REPORTS FOR DECISION	48
12.01.01	ANNUAL FINANCIAL REPORTS	48
12.01.02	EXHIBITION OF AMENDMENTS TO LAND USE STRATEGY AND LOCAL ENVIRONMENTAL PLAN .	53
12.01.03	FUNDING OPPORTUNITIES.....	54
12.01.04	POLICY REVIEW / NEW POLICY AND PROCEDURES ANTI-BULLYING AND HARASSMENT FREE WORKPLACE.....	55
12.01.05	CODE OF MEETING PRACTICE	56
13	COMMITTEE REPORTS.....	60
13.01.01	TIMBER HERITAGE WALK COMMITTEE – 24 SEPTEMBER 2012	60
13.01.02	HERITAGE COMMITTEE – 24 SEPTEMBER 2012.....	63
13.01.03	COMMUNITY SERVICES COMMITTEE – 4 OCTOBER 2012	67
13.01.04	WORKS COMMITTEE MEETING – 9 OCTOBER 2012.....	71
14	NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL.....	80
15	CLOSED SESSION REPORTS	80
15.01.01	OBERON STORM WATER HARVESTING PROJECT	81
15.01.02	INVESTMENTS – LEGAL ACTION LGFS.....	81
16	CLOSURE OF MEETING.....	81

01 Opening of Meeting

File No: Governance/Meetings/Ordinary

The Mayor welcomed members and declared the meeting open at [REDACTED]

02 Acknowledgement of Country and Prayer

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

The Meeting was opened in prayer by [REDACTED]

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

Officers Alan Cairney, General Manager
 John Chapman, Director of Corporate Services
 Gary Wallace, Director of Development
 Aruna Wickramasinghe, Director of Engineering
 Sharon Swannell, Executive Assistant

Apologies Nil

That apologies be received and accepted for the non-attendance of [REDACTED]

04 Presentations

Nil

05 Questions from the Public

None received.

06 Confirmation of Minutes of Previous Meeting(s)

Ordinary Meeting 18 September 2012

The Minutes of the Ordinary Meeting of Oberon Council held on 18 September 2012 are ATTACHED.

Recommendation:

That the Minutes of the Ordinary Meeting held on 18 September 2012 be taken as read and confirmed.

Matters Arising from the Minutes

Nil

07 Declarations of Interest

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.

Pecuniary -
Conflicts -
Staff -

08 Mayoral Minute and Report

08.01.01 MAYORAL MINUTE AND REPORT

File No: Governance/Meetings/Ordinary

Author: Sharon Swannell, Executive Assistant

Summary

This report summaries the main activity of the Mayor since the 18 September 2012 Ordinary Council Meeting.

Recommendation

That report item 08.01.01 is received as information.

Comment

A. Meetings

1. Ordinary Council Meeting – 18 September 2012
2. Timber Heritage Walk Committee Meeting - 24 September 2012
3. Heritage Committee Meeting – 24 September 2012
4. Councillor Informal Briefing Session – 2 October 2012
5. Community Services Committee Meeting – 4 October 2012
6. Meeting with Ian Edison – Lithgow and Oberon Landcare Group – 8 October 2012
7. Meeting with Councillor Sajowitz – 8 October 2012
8. Oberon Plateau Tourism Association Annual General Meeting – 8 October 2012
9. Works Committee Meeting – 9 October 2012
10. Planning for Australia Day Meeting – 10 October 2012

B. Representation

Weekly radio interview each Monday morning with 2BS regarding Council activities.

C. Correspondence

1. Keep Australia Beautiful NSW – Invitation to the 2012 Tidy Towns Sustainable Communities Awards Weekend in Kyogle.
2. Can Assist Network seeking Council Support for a funding application to assist with new accommodation in Sydney for people with cancer in country NSW.
3. Invitation to attend the Oberon RSL Sub-Branch dedication of the new Black Springs Memorial being held on 3 November 2012, commencing at 1.30pm.
4. Invitation to attend the 2012 NSW and ACT Regional Achievement and Community Awards Gala Presentation Dinner
5. Invitation to the Grand Opening of the Festival of Walking 2012 being held on Saturday 6 October 2012
6. Invitation to attend the Bathurst Harness Racking Club annual Awards Night being held on Friday 19 October 2012.
7. Letter of congratulations from Mayor of Cabonne, Ian Gosper for election as Mayor.
8. Letter of congratulations from Mayor of Parkes, Ken Keith for election as Mayor.
9. Letter of congratulations from mayor of Upper Lachlan Shire Council for election as Mayor.
10. Invitation from St Josephs Catholic School, Oberon to attend the annual St Josephs Art Show being held on Friday 12 October 2012
11. Letter from the Hon Simon Crean MP advising of the release of the Practical Guide to Using the NBN to Improve Government Service Delivery.
12. Email from the Hon Kevin Humphries MP, Minister for Mental Health, and Minister for Western NSW regarding the release of the NSW Government Strategic Regional Land Use Policy.
13. The Hon Warren Snowdon MP, Minister for Veterans' Affairs regarding Anzac Day Commemorations for 2015.

Notes:

09 Councillor/Delegates Reports

09.01.01 NOTICE OF MOTION – COUNCILLOR McCARTHY - NEW BULLET TRAIN SERVICE

File No: Traffic and Transport/Service Providers

Author: Sharon Swannell, Executive Assistant on behalf of Councillor Clive McCarthy

Summary

Councillor McCarthy has requested Council's consideration a motion in relation to the new Bullet Train service which will travel from Bathurst to Sydney daily from 21 October 2012.

Motion

That a letter be sent to Paul Toole congratulating him for the new Bullet Train Service and requesting that Tarana be considered as a stop over for passengers who give prior notice.

Comment

The new Bathurst Bullet Daily return passenger rail service to Sydney will commence on 21 October 2012. It is expected that the service will stop at Lithgow, Mount Victoria, Katoomba, Penrith and other stops then onto Central Station in Sydney. There are no plans for the train to stop in Tarana, which would be the closest station to Oberon.

It is envisaged the train would depart Bathurst at 5.40am and arrive at Central at 9.25am. The return journey would leave Central at 5.55pm and pull into Bathurst at 9.30pm.

Currently Oberon residents have to catch a bus to Mount Victoria. This bus service does not run seven days per week.

09.01.02 OBERON ARTS COUNCIL

File No: Community Relations/Community Consultation/Oberon Arts Council and Parks and Reserves/Service Provision

Author: Alan Cairney, General Manager

Summary

Councillor McMahon and the General Manager are Council's delegates to the Oberon Arts Council. The General Manager attended the last meeting of the Arts Council held on Tuesday 24 September 2012.

Recommendation

That Council endorse the Oberon Arts Council in coordinating a Public Art Project at The Common, subject to Council being informed of the progress of the project and that proposals for works be submitted to Council for final approval.

Comment

Although the Minutes of the meeting held on 24 September are currently unavailable the Oberon Arts Council (OAC) is seeking endorsement from Council's to formalise OAC's plans for projects at The Common.

Firstly OAC will be continuing with the "Paver History Book" Project and will soon be finalising orders for Pavers. Signage at The Common for the Pavers and other works is currently being arranged through Mark Taylor.

Secondly in response to my request to seek a commitment from OAC for a Public Art Project associated with the Toilet Facility, located adjacent to the lower car park off Edith Road, OAC have restated their willingness to coordinate this project.

Members of OAC were particularly keen to ensure that school children, youth and all community groups and associations within the Oberon Local Government Area have the opportunity to participate in this project. It is expected that local artists may assist in any designs associated with murals and concepts plans for the project.

At this time it is uncertain as to the costs of the project and if Council is expected to provide any funds towards the project. It is however suggested that further discussions be held with OAC to determine the scope of the project and that Council be informed of further details including approving proposals for any work.

Council's commitment at this time will be to remove the existing cement render (which has failed) and either fully or partially replace the render, subject to the requirements for the project. For example a design for a mural might be on painted brickwork instead of a rendered surface. The removal of the render and any work will be done in liaison with OAC.

I also attended the Tarana Art Show on Friday 28 September 2012, along with members of the OAC. There was a strong presence of local Oberon artists and I was advised that in previous years Oberon Council had acquired artworks at the Art Show. I spoke to the new Lithgow Mayor, Maree Statham who also attended the Art Show and congratulated her on her election.

09.01.03 OBERON PLATEAU TOURISM ASSOCIATION

File No: Economic Development/VIC/OPTA

Author: Alan Cairney, General Manager

Summary

Councillor Lord as Council's delegate and the General Manager attended meetings of the Oberon Plateau Tourism Association held on 8 October 2012. The General Manager also attended the Ordinary Meeting held on 10 September 2012.

Recommendation

That report item 09.01.03 is received as information.

Comment

At the time of preparing this report item Minutes of the meetings held on 8 October 2012 was unavailable. An Annual General Meeting (AGM) was held followed by an Ordinary Meeting.

The Mayor conducted the Election at the AGM with the following persons declared elected:

Chairperson	Tim Charge
Vice Chairperson	Bob Parrington
Treasurer	Pat Bird
Secretary	Sally Parrington
Executive Committee Member	Brian Harman
Executive Committee Member	Barry Richard
Executive Committee Member	Chris Stott
Executive Committee Member	Peter Wright
Executive Committee Member	Irene Bishop
Major Attraction Special Committee Member	Charles Degotardi – Jenolan Caves
Major Attraction Special Committee Member	Jules Bros – NPWS
Major Attraction Special Committee Member	Jo Murphy – Mayfield Garden

The Ordinary Monthly Meeting followed the AGM. Minutes of the previous Monthly Meeting held on 10 September have been received and a copy FOLLOWS.

Items of interest discussed at the Ordinary Meeting included updates on recent activity at Jenolan Caves, and Mayfield Garden, with the Committee also acknowledging the good work of our staff at the Oberon Visitor Information Centre.

The Committee were advised of the intention to have a Visitor Information Centre presence at the November and December Tablelands Way Farmers Markets and members of OPTA were invited to participate.

On Wednesday 3 October the General Manager met with 3 of the Executive Members of OPTA as agreed to in the Memorandum of Understanding (MOU) with Council (Wayne Cooper, Tim Charge and Brian Harman) with positive outcomes.

OBERON PLATEAU TOURISM ASSOCIATION

Minutes of Meeting held at Café Savanna Oberon Street Oberon on September 10 2012

ATTENDEES: Monica Vince, Wayne Cooper, Barry, Robyn and Michael Richard, Alan Cairney, Peter Wright, Irene Bishop, Sally and Bob Parrington, Jennifer Prineas and Malcolm Allen, James Shearer, Chris Stott, Tim and Fran Charge, Debra Marks, Charles Degotardi

APOLOGIES: Lin Boswell, Tony and Deirdre Robinson, Lynne Causer, Brian and Sandy Harman, Jules Bros, Pat Bird, David McMurray, Lin Boswell

The Chair: Wayne Cooper opened the meeting at 1910hrs/7.10pm

MINUTES OF MEETING August 13th 2012:
Minutes accepted (Irene Bishop/Barry Richard)

BUSINESS ARISING FROM MINUTES: there was nothing to discuss

New Members: Nil

CORRESPONDENCE IN:

- Letter from Anglican Church re **The Tablelands Way** Oberon Farmers Markets being run by the church from October
- Thankyou email from Andrew Meenahan of Rural Press

Correspondence Out:

- Letter thanking Oberon Review for excellent support supplement on Country & Regional Living Expo and for attending Expo to represent Oberon
- Email to Alan Cairney re **The Tablelands Way** website being taken down and replaced by a simple site
- Email to Alan Cairney re setting a meeting to begin MOU process.

TREASURERS REPORT: Distributed at the meeting (Irene Bishop/Charles Degotardi)

NEW BUISINESS (of urgent nature only, reports held over):

Letter from Anglican Church discussed. Meeting agreed to write a suitable letter in reply pointing out that OPTA had become involved only when the Church was unable to run the markets and that it is pleasing to see this has now been changed.

Closing of The Tablelands Way website was discussed. It was pointed out a great deal of time and effort had been put into the research and writing and that Oberon would be disadvantaged by the closure. Alan Cairney reported that he had had discussions with Stralia Web and that the site would be restored shortly. A long-term management strategy was required which Alan was working on.

Alan Cairney suggested a date for the first meeting between Oberon Council and OPTA and this was to be confirmed.

SPECIAL WORKSHOP:

James Shearer held a workshop to identify the various roles of a Local Tourism Organisation (OPTA) and a Regional Tourism Organisation (Blue Mountains Lithgow and Oberon Tourism).

James was thanked James for his time and an interesting discussion. OPTA looked forward to ongoing cooperative ventures with BMLOT.

THANK YOU:

To Café Savanna and staff for meal.

Meeting closed at 2100hrs/9.00pm

Next Meeting: October 8 2012 will be the Annual General Meeting followed by an Ordinary Meeting .

Venue to be advised at a later date.

Signed as a true and correct record of proceedings.

Signed _____ Date _____

10 Inwards Correspondence

10.01.01 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 September 2012 to 30 September 2012. A copy of correspondence received will be available to be viewed at the Ordinary Council Meeting. If Councillors have any questions regarding correspondence items please address them with the relevant Director.

Recommendation

That report item 10.01.01 is received as information.

Comment

A summary of incoming correspondence received by Council is as follows:

1. Australian Local Government Association advising the 2013 National General Assembly will be held from 16 – 19 June 2013 in Canberra
2. Independent Local Government Review Panel – Media Release – Strong response to Local Government listening tour
3. Circular to Councils regarding the 2012 Local Government Survey of Candidates and Councillors
4. Minister for Police and Emergency Services – discussion paper regarding Enhancing Hazard Reduction in NSW. Public and stakeholder meetings will be held in Orange on 1 November 2012
5. Oberon Business Association regarding nominations for the 2012 Oberon Business Awards
6. Carolyn McNally, Deputy Director General, Transport NSW regarding the release of the Draft NSW Long Term Transport Master Plan
7. Mrs Joan Cunynghame regarding slippery pavers in the Oberon Main Street
8. Oberon Show Society Inc. advising the 2013 Oberon Show Committee propose to showcase the Oberon region main industries of Forestry and Agriculture
9. Oberon Junior Rugby League invitation to attend annual presentation day being held on Saturday 13 October 2012
10. NSW Country and Regional Living Expo providing feedback from the 2013 Expo and outlining proposed changes for next year's Expo.
11. State Library of NSW Public Library Funding Strategy for 2012/13
12. State Library of NSW regarding Library Development and Country Libraries Fund Grants for 2013/13
13. Letter from Mr Ian Whalan requesting support to lobby for improved mobile phone service south of Oberon
14. Confirmation from Essential Energy that they will continue to support the Oberon Photography Competition

Notes:

11 Reports for Information

11.01.01 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 for the month of September and includes issues such as Staff Matters, Workplace Health & Safety, Council Committees, Regional Matters and some details of planned activity for the next few months.

Recommendation

That report item 11.01.01 is received as information.

Comment

1. Staff Matters

- a. Executive Management Team (EMT) meetings held on several issues including preparations for the Councillor Induction and Information Sessions and finalising Report Items for the first meeting of the “new” Council
- b. Meetings/briefing with former Mayor on Report Items and other staff issues
- c. EMT meeting with “new” Mayor, Councillor John McMahon
- d. Staff Meetings at Oberon Visitor Information Centre and Oberon Library to discuss draft proposals for revised staff rosters (also Staff Consultative Committee meeting and meeting with USU Local Organiser)
- e. Staff Appointments – Kylie Nyssen was appointed to the role of Library Officer
- f. Charity Days – Beyond Blue for September (**in excess of \$300 raised**)
- g. Team Building with Red v Blue – the Red Team Captain, John Chapman had arranged a “finals” footy team competition for the NRL and a lunch was held on 27 September as a “Dress Down Thursday”. Additional funds for the month will also assist Canteen and Red Cross (for October)
- h. The Movember initiative to raise funds for Men’s Health is planned for November and efforts are being made to include most of the male staff, and Councillors are welcome to join in the “Council Team”
- i. General
 - i. 4 Sept – Staff Consultative Committee
 - ii. 5 Sept – “InfoCouncil” software solutions in-house demonstration
 - iii. 5 Sept – session with IT and EMT on iPads “experiences”
 - iv. 7 Sept – morning tea with staff and former Mayor, Don Fitzpatrick
 - v. 12 Sept – Interview for Library Officer position
 - vi. 13 & 19 & 27 Sept – Oberon VIC staff meeting
 - vii. 19 Sept – Library Staff meeting
 - viii. 21 Sept – shortlisting for Project Engineer position
 - ix. 24 Sept – meeting with Library Officer and HR Officer on “moving forward”
 - x. 26 Sept – Telstra Account Manager, Andrew Faulds
 - xi. 27 Sept – Project Engineer Interviews
 - xii. 27 Sept – USU Local Organiser, Shane Reece and VIC staff meeting

- 2. Workplace Health & Safety** – on advice from Workplace Health & Safety/Risk Manager
- a. 1 incident reported – a syringe discovered by staff in a DVD case at the Oberon Library. No injury sustained and syringe was placed in an appropriate container
 - b. WH&S Training conducted in September:
 - i. Payroll staff trained on new Workers Compensation arrangements
 - ii. Site visit and toolbox talks at Duckmaloi Rod worksite
 - iii. Site visit / Risk management Plan and toolbox talks at Edith Rd worksite
 - iv. WHS induction for work experience students
 - v. Safety Management Plan for Central West Technology Forum (field day)
 - c. Activities planned for October
 - i. 5 Oct – Swimming Pool Inductions of temporary (seasonal) employees
 - ii. 5 Oct – Inspection of The Common and Inventory update for Continuous Improvement Program (CIP) Management Plan
 - iii. 9 Oct – Central West Tech Forum Field Day
 - iv. 9 Oct – Library Workplace Inspection
 - v. 9 Oct – Oberon Visitor Information Centre Workplace Inspection
 - vi. 10 Oct – O'Connell Road site inspection (with Director Engineering)
 - vii. 24 Oct – Indoor Staff Toolbox Talks
 - viii. 25 Oct – Indoor Staff Toolbox Talks
 - ix. Late October – Works Staff Toolbox Talk & Launch of Movember

3. Council Committees (and other Council initiated activity) & Community Activity

- 1 Sept - attended Tablelands Way Farmers Market
- 3 Sept – met with representatives of the Timber Industry to discuss the Stormwater Harvesting Project with Director Engineering
- 3 Sept – Inspection of Burrough's Crossing Rd with Mayor and Engineering staff
- 3 Sept – Anne Russell on proposals for 150th Celebrations
- 5 Sept – attended Oberon Business Association Breakfast Meeting
- 5 Sept – Pat Bird on various matters
- 6 Sept – meet on-site with Jack Cotterill, Forests NSW at Millionth Acre rest area
- 6 Sept – met with Commonwealth Bank Regional Manager
- 10 Sept – Oberon Museum inspection with Director Development
- 10 Sept – OPTA Meeting at Café Savannah
- 11 Sept – Councillor Induction/Briefing/Information Session
- 12 Sept – attended the Community Consultative Committee at the Oberon Timber Complex along with Director Development
- 13 Sept – Oberon Local Government Golf Day planning meeting
- 13 Sept - Tourism Community Awards Program, Scott Pollock (Everglades)
- 14 Sept – Kay Lyme, Oberon Tennis/Sports Complex
- 14 Sept – met with Executor of Leath Johnson Estate
- 18 Sept – met with Councillor John McMahon for Council Meeting procedure
- 18 Sept – met with Clr McCarthy and Director Engineering
- 18 Sept – meeting of new Council
- 24 Sept – Timber Heritage Walk Committee
- 24 Sept – Heritage Committee
- 25 Sept – Oberon Arts Council Meeting
- 28 Sept – Tarana Art Show

4. Regional Matters

- a. 3 Sept - Chifley LAC Community Safety Precinct Committee meeting in Oberon
- b. 13 Sept – Arts OutWest, meet CEO, Tracey Callinan and Delegate, Fran Charge

5. Planned Activity for October and November

A major aim for the next few months is continuing with a more strategic approach for our Executive Management Team (EMT). As Council may appreciate there have been significant staff changes at the management level particularly during the last 12 to 18 months and this is now a good time to focus on strategic issues.

As a management team we will respect, encourage, provide feedback and empower our staff to perform in their roles.

We have also committed to meeting each week, for one hour and will focus on:

- Finalising actions on Council decisions and Reports for the next Council Meeting
- Outstanding items from previous EMT meetings
- Communication issues – our Weekly What's On!, and updating the events calendar
- Update on major work activity and financial results for each work area
- Staff issues including Work Health and Safety and HR matters

Meetings of all Section 355 Committees are being arranged and work is continuing to prepare and present Reports and other information in a more user friendly style and format, for Councillors and our community.

Other work during October will be finalising the existing interim management arrangements at the Visitor Information Centre and Library following the recent resignations of staff and the need to review our "management structure". This will involve some community consultation and staff input before presenting proposals to the staff Consultative Committee and then to Council.

Notes:

11.01.02 MONTHLY ACTIVITY REPORT - TOURISM SERVICES & VISITOR INFORMATION CENTRE ACTIVITY

File No: Economic Development/Tourism Development

Author: Alan Cairney, General Manager

Summary

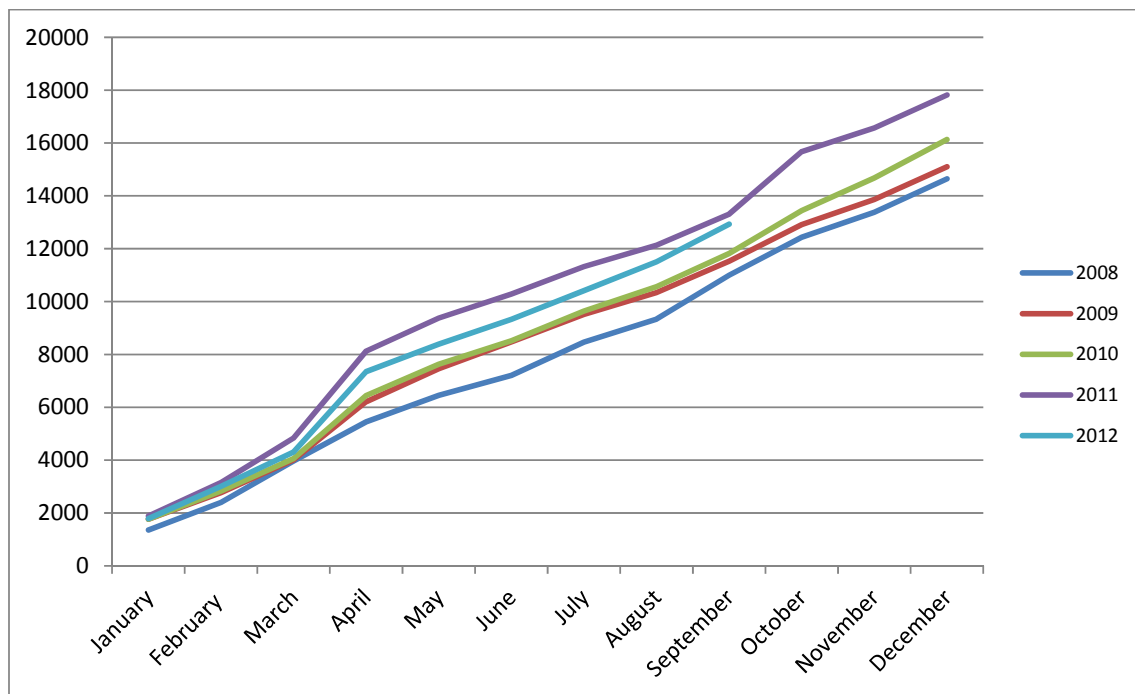
The report is a summary of Tourism and Visitor Information Centre activities for September.

Recommendation

That report item 11.01.02 is received as information.

Comment

Oberon Visitor Information Centre (OVIC) – VISITOR NUMBERS



The graph above clearly shows a reduction in visitors during the year compared to 2011.

However the last 4 months have seen an increase compared to the same period last year. For September there were 1426 visitors compared to 1178 in 2011, an increase of 21%.

For the last 4 months there has been a 15% increase compared to 2011.

For the year to date, up to the end of September, there was 12930 visitors compared to 13314 in 2011, a decrease in visitor numbers of just under 3%.

Oberon Visitor Information Centre September 2012 Report

Total number of people walking through the Centre doors

	Month	Domestic	International	Total	Accum Tot
2011	January	1649	235	1884	1884
	February	1149	117	1266	3150
	March	1503	183	1686	4836
	April	3130	156	3286	8122
	May	1196	56	1252	9374
	June	880	34	914	10288
	July	999	40	1039	11327
	August	732	77	809	12136
	September	1131	47	1178	13314
	October	1849	135	1984	15298
	November	1109	166	1275	16573
	December	1042	204	1246	17819
	Total		16,369	1,450	17,819

	Month	Domestic	International	Total	Accum Tot
2012	January	1522	264	1786	1786
	February	1056	167	1223	3009
	March	1157	143	1300	4309
	April	2871	167	3038	7347
	May	959	85	1044	8391
	June	907	33	940	9331
	July	1014	66	1080	10411
	August	1032	61	1093	11504
	September	1367	59	1426	12930
	October				
	November				
	December				
	Total		11885	1045	12930

Staffing & General Issues

During the month there has been further consultation with staff about changes to the staff roster. The main aim of a change is to achieve a better service to visitors, with a secondary aim that no staff member would lose hours or money.

The OVIC is open 6 days a week from Monday to Saturday from 9:30am to 5:00pm, and from 10:00am to 3:00pm on Sundays. The Sunday "shift" has been changed from 9:30am to 5:00pm, and staff have now been instructed to remain later to service visitors or close earlier at their discretion.

As a result of the consultation with staff, a 3 month trial of a revised roster is now in place, effective from 1 October.

Major Tourism Requests

The collection of the data for the following "Major Tourism Requests" shows that again Jenolan Caves (187) is the top request followed by Fossicking (160) and Kanangra Walls (157). ***The method of capturing this data is being reviewed with OVIC staff.***

Oberon Council - Agenda and Business Papers – Ordinary Meeting 16 October 2012

Major Tourism Requests

2011	Kanangra Walls	J Caves	Mushroom	Fishing	Fossicking	Driving	Evans Crown	Tarana	Camping	Mayfield Garden	CTC Use	TW Enquiries	Bathurst Employment	Public Toilets
January	213	354	93	172	205	127	75	119	250	37	120	198	47	156
February	158	241	117	89	94	57	38	60	196	84	169	105	49	118
March	129	236	513	87	84	38	66	82	125	123	174	143	35	120
April	174	259	1119	122	295	68	66	70	152	494	123	94	21	329
May	147	207	429	58	98	36	47	42	65	16	127	72	23	165
June	104	152	74	41	107	30	35	45	47	10	62	85	40	85
July	134	180	43	62	163	43	32	50	36	15	142	66	58	91
August	73	89	33	19	43	24	5	22	40	18	158	77	58	72
September	97	166	18	61	118	64	23	38	85	52	93	97	79	94
October	149	210	49	58	103	44	26	44	95	464	77	150	48	175
November	113	184	32	35	50	32	18	35	89	221	92	115	59	81
December	151	212	30	75	79	49	20	28	148	10	67	127	55	110
Total	1642	2,490	2550	879	1439	612	451	635	1328	1544	1,404	1329	572	1596

2012	Kanangra Walls	J Caves	Mushroom	Fishing	Fossicking	Driving	Evans Crown	Tarana	Camping	Mayfield Garden	CTC Use	TW Enquiries	Bathurst Employment	Public Toilets
January	203	276	102	108	183	50	75	51	232	44	64	132	23	142
February	160	221	152	53	63	45	20	36	97	41	74	133	24	106
March	121	167	412	82	97	46	22	24	127	50	51	129	37	118
April	280	324	1143	190	337	64	51	56	246	356	50	193	43	312
May	91	170	245	47	72	46	14	25	50	28	41	75	59	103
June	99	170	63	52	73	32	13	51	53	24	91	102	53	93
July	137	218	29	51	106	39	35	56	19	28	67	81	33	97
August	117	229	24	63	83	32	13	38	43	60	67	80	56	76
September	150	187	24	56	160	38	19	43	67	84	67	117	57	71
October														
November														
December														
Total	1358	1962	2194	702	1174	392	262	380	934	715	572	1042	385	1118

11.01.03 MONTHLY ACTIVITY REPORT – COMMUNITY SERVICES

File: Governance/Meetings/Ordinary

Author: Alan Cairney, General Manager and Joanne Barton, Human Resources Officer

Summary

The report is a summary of Community Services activity for the month of September 2012.

Recommendation

That report item 11.01.03 is received as information.

Comment

1. Staff Matters

Community Liaison Officer, Kathy Beesley, is still on Annual Leave until 5 November. During Kathy's Leave our Administration Trainee, Hanna Bates, has taken on additional tasks with other work being shared by other Administration Staff.

2. Committee Meetings

In future this will be deleted as the Minutes of Committee Meetings are referred directly to Council, through the nominated staff member. This is not a Community Services activity.

3. Events

Planning is underway for Australia Day and Youth Week, with Community Services staff expected to play a role in assisting the Steering Committee for Oberon's 150th Anniversary Celebrations.

4. Library

Membership as at end of September 3,657
 Gender Breakdown
 Males 1,462 (39.98%)
 Females 2,167 (59.26%)
 Groups 14 (0.38%)

Membership Type	Number	%	Membership Type	Number	%
Adult	1,861	51	Young Adult 12-17 years	430	12
Adults 50-60 years	451	12	Junior	579	16
Adults over 65	322	9		14	0

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

New Borrowers for the Month

12

Borrower Type	Number	Borrower Type	Number
Adult Male	2	Adult Female	4
Seniors Male	1	Seniors Female	1
Juniors Male	1	Juniors Female	2
Young Adult Male	0	Young Adult Female	1

Total Number of Items Issued	1302
People visiting the Library	1405
Computers / Internet Usage	1533
New resources purchased	122
Total Stock Holdings	13,740

COMPARATIVE FIGURES

Date	Visits	Customers Per Hour	Issues and Internet	New Borrowers
June 2011	1325	9.2	1843	13
July 2011	1484	10.3	2012	16
August 2011	1447	7.6	1748	18
September 2011	1033	5	2178	26
October 2011	1486	8	1829	17
November 2011	1378	5.4	1551	24
December 2011	1230	6.8	1587	17
January 2012	1100	6.3	1719	8
February 2012	1087	5.9	1589	16
March 2012	1229	6.3	1893	15
April 2012	1408	10.1	1803	28
May 2012	1235	6.2	1941	26
June 2012	1301	7.2	1940	24
July 2012	1532	8.0	1987	30
August 2012	1381	5.5	1568	22
September 2012	1405	6.3	1533	12

Note: The method for calculating visits to the library was modified in September 2011 and the current method is being reviewed.

Councillors had requested details of "Active Membership" and at the time of preparing this report details were unavailable, however will be tabled at the Council Meeting.

STORYTIME & CRAFT THEMES (School Holidays!)

School Holiday Craft celebrated the 30th anniversary of the BFG (Big Friendly Giant):

- Tuesday 25 September – 7 participants + 4 onsite carer's – Fantastic Mr Fox Masks
- Wednesday 26 September – 7 participants – BFG Dream Catchers
- Thursday 27 September – 9 participants – James' Giant Peaches

SEPTEMBER DISPLAYS

- Bullying
- Bloke's Stuff
- Neil Armstrong – Astronauts, Solar System, etc.
- Spring
- Roald Dahl
- Weddings
- Books & Matching DVD's
- Rainforests (as requested by local schools)
- Father's Day titles
- Selection of books on fathers and dads for the younger children
- Adult Learners Week
- National Child Protection Week
- Stroke Awareness Week
- Landcare / World Parks Day
- History Week
- Our Story Titles (National Year of Reading)
- School Holiday titles
- Selection of new books/items to the Library

5. The Robert Hooper Community Centre

Usage figures for the Robert Hooper Community Centre are shown below:

Community Centre	Usage Statistics
Function Room	23
Large Activity Room	41
Meeting Room	18
TOTAL	82

A summary of Community Centre Users and activities conducted in the Centre throughout the month include:

- Telstra Childflight Meeting
- Fitness Training
- Knitters – Wrapped with Love
- FOOL's – Oberon Verse and Worse
- Hammond Care
- Spinners and Weavers
- Oberon Writers Group
- Needlework and Quilt Show
- Meditation

- Slimliners
- Library Craft
- Needleworkers (2 groups)
- Bathurst Early Childhood Intervention Service
- Oberon Little Athletics Committee Meeting
- French Classes
- Sureway Employment
- Oberon Information and Neighbourhood Centre

6. Community Technology Centre (CTC)

No additional information to report on for September.

General Manager's Note: The recently formed Community Services Committee is tasked to act as a liaison with user groups of the Library, Community Centre and Community Technology Centre to better assist Council in managing these facilities.

7. HACC

The community transport vehicle has undertaken 23 trips in September. The client list is 116, with 18 volunteer drivers available.

A Council vehicle was borrowed 3 times during September as the Community Transport vehicle was already booked – a clear indication of the popularity and need for the service.

Community Transport Service has booked two buses to take (HACC) clients to Bathurst shopping on Friday 30 November and again on Friday 7 December 2012 at no cost to HACC clients. Clients will be picked up from their homes starting at 9.00 and returned home again from Bathurst around 3.30pm. NON HACC clients will be charge \$5.00 if the wish to go, if there are seats available.

8. Self Care Units – Nil activity to report at this time.

9. Grants – Nil, no current Grant Applications have been submitted.

11.01.04 COUNCILLOR HANDBOOK and COUNCILLOR INDUCTION PROGRAM

File No: Governance/Councillors/Councillor Training and Professional Development

Author: Alan Cairney, General Manager

Summary

The report item provides details of the professional development opportunities provided by the NSW Division of Local Government and the Councillor Induction Program and other initiatives developed to assist Councillors fulfil their role as Elected Members of Oberon Council.

Recommendation

That report item 11.01.04 is received as information.

Comment

A number of initiatives have been developed to assist all Councillors to be better equipped to fulfil their roles as Elected Members of Oberon Council.

The NSW Division of Local Government (DLG) in conjunction with the joint Local Government and Shires Associations has prepared an update of the Councillor Handbook (formerly the Councillor Guide) for all Councillors elected in September 2012.

Topics covered in the Handbook include:

- an overview of local government
- roles, responsibilities and relationships
- ethical decision making
- making the most of meetings
- planning and reporting
- financial management
- support for councillors

A copy of the Handbook has been provided to each Councillor.

An initial Councillor Information Session was held with Councillors on Tuesday 11 September 2012, with Council's General Manager, the 3 Departmental Directors and the Executive Assistant in attendance along with 7 of the 9 Elected Councillors.

At this Information Session each staff member and Elected Councillor were asked to provide an outline of one thing they wanted to achieve in the next 4 years (coinciding with the term of their local government election) and two things they appreciated about living/working in the Oberon Local Government area.

The Information Session was structured into 3 distinct components – Legislation and things “You need to know”, Information specific to Oberon Council, and Commitments (from staff and from the Elected Council).

A 5 page Councillors Handbook and a single page Councillor Request Form was also provided along with copies of the following documents:

- Code of Meeting Practice (Policy 1101)
- Code of Conduct (Policy 1102) and
- Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and other Councillors (Policy 1103)

A number of issues were highlighted at the Information Session and this included a proposal to conduct monthly “informal briefing sessions” to better inform all Councillors on relevant topics, which may also include inspections and training elements.

The “informal briefing sessions” and other advisory Committee Meetings (Section 355 Committees) will be held in the Council's Committee Room rather than the Council Chambers, with the Chambers used for Council Meetings and Committees of which all Councillors are members for example the Finance Committee and Works Committee.

The Councillor Handbook provided by the DLG is 120 pages and provides Councillors with useful information on how to fulfil various responsibilities as a Councillor.

The DLG recognises the “*value of workshops or information sessions in developing Councillor knowledge and expertise, and in assisting their role as public officials*”.

The DLG is also conducting a series of Councillor Workshops throughout NSW for all Councillors and General Managers.

11.01.05 COUNCIL COMMITTEES

File No: Governance/Meetings/Committees General

Author: Alan Cairney, General Manager

Summary

The report advises Council on the progress of arranging meetings of our Section 355 Committees and the reappointment of members and reviewing the roles and purposes for these Committees.

Recommendation

That report item 11.01.05 is received as information.

Comment

A proposal for the management of the Section 355 Committees: was considered by Council’s Executive Management Team (EMT). As a first step the Management Manual for these Committees was reviewed and “ownership” assigned/reassigned to specific staff to be responsible for each Committee.

A requirement at the “expiration” of each Council (and with each new Council Election – every 4 years) is that each Committee needs to be reappointed, and members need to be reappointed.

At the time of preparing this report meetings have been held with 3 of our 10 Section 355 Committees, and the remaining Committees will have meetings scheduled within the next 2 months.

Reports prepared by the nominated staff member and/or secretary for the Heritage Committee, Timber Heritage Walk Committee and the Community Services Committee are included in the Business Papers for this meeting along with the Minutes of these meetings. The Reports include the specific **Recommendations** from each Committee, for Council’s consideration.

Each Committee has been requested to consider the Charter assigned by Council, which provides details of the roles and purposes expected of each Committee.

Reports and the Minutes of all Committees will be referred to Council.

A standard format is being prepared for each Committee so that ALL Agendas and Minutes follow the standard guideline. As an example many Committees have developed a “style” of following a rigid set of rules for making decisions, when in reality these Committees only need to make a **Recommendation** to Council, with decisions being made by Council.

Committees should therefore seek to achieve a consensus in making recommendations to Council, and our staff (usually a Director) and Councillors can guide these Committees through this process.

To further illustrate this, there is an emphasis on Committees “adopting” their previous Minutes, yet there have not been any notations that the Committee’s Recommendations were accepted by Council (a formal adoption of the Recommendation).

There should be a clear direction that these Committees are advisory, and that Council is the decision making body.

In some instances it is suggested that the existing Committees would be more effective as a Working Party or as a “sub-committees”.

In discussion with the EMT and members of existing Committees the following additional observations are made:

- *There is heavy weighting on “community involvement” BUT only for Oberon, with less community interaction with our villages (O’Connell, Black Springs, Burruga);*
- *Where does “The Common” Master Plan” development sit and the Oberon Town Improvements?*
- *Where is Village Planning/Consulting?*
- *Duplications with “seniors” groups and “economic development / tourism” with existing community groups and associations (not necessarily Council controlled).*
- *No Development / Planning focus –should there be a whole of Council Committee similar to our Finance & Works Committees?*
- *Committees don’t comply with our Code of Meeting Practice (they are not required to) however they also don’t appear to follow the Management Manual / Guidelines.*
- *Quire often NO recommendations are submitted to Council.*

At this time the favoured strategy is to continue holding meetings of the Section 355 Committees and referring Reports and Minutes and other feedback to Council and for Council to consider the issues raised at the scheduled Community Strategic Plan Workshop on **Tuesday 23 October 2012**.

11.01.06 AGED CARE SERVICES - ACCOMMODATION

File No: Community Services/Service Provision/Aged Care Services

Author: Alan Cairney, General Manager

Summary

The report provides an update on the status of the establishment of Aged Care Accommodation in Oberon. Council has negotiated with Columbia Aged Care Services to sell Council land at the corner of Tarana Road and Albion Street in Oberon.

Recommendation

That report item 11.01.06 is received as information.

Comment

Contracts for the sale of the land have now exchanged with a deposit received from Columbia Oberon (as the trading name for the project). The financial implications of the sale will be reported to Council separately to a Finance Committee meeting, once settlement of the sale has been completed.

The impending sale confirms the commitment by Columbia to construct the Aged Care facility in Oberon and representatives met with the Mayor, General Manager and Director of Development Services to outline their timeframes for the proposal.

The advice received is that the project has been delayed slightly due to a revision of the plans and delays in submitting these plans to Council for approval. It is expected these plans will be formally submitted before the end of the year and that construction will most likely commence around March next year.

A final completion date of April 2014 has been suggested.

In the meantime Council will be liaising with Columbia to assist in informing the community of the project and joint media releases will be issued as the project progresses.

11.01.07 ESTATE OF THE LATE A T JOHNSTON – TRUST FUND

File No: Community Services/Service Provision/Aged Care Services

Author: Alan Cairney, General Manager

Summary

The report provides advice to Council on the establishment of a fund called the AT Johnston Memorial Fund. The Trust Fund is maintained by the Rotary Club of Oberon.

Recommendation

That report item 11.01.07 is received as information.

Comment

Mr Pat Bird of Bird Legal has arranged the establishment of a Trust Fund to be maintained by the Trustees, being the Rotary Club of Oberon, to enable funds from a bequest from the late Aleathea Tamar Johnston to be “settled”.

An amount of \$110,050 has been received and the AT Johnston Memorial Fund established.

The purpose of the bequest and the objects of the Trust Fund include:

“being the purposes of providing money, property or benefits for:

- (i) The purpose of promoting and maintaining the provision of a nursing home and associated facilities in Oberon for the provision of residential accommodation and the like for the care and comfort of the elderly and disadvantaged people; and*
- (ii) The conservation, protection, restoration, creation, expansion and enhancement of any facilities as determined by the trustee for the benefit of the elderly and disadvantaged in Oberon.*

It is an understanding that the Fund will be accepting (and encouraging) additional bequests, donations, gifts and other forms of financial assistance to, or for the benefit of the objects stated above.

Council's role at this time has been to facilitate the establishment of the Trust and will have a role (through the General Manager) to remove or appoint a new or additional trustees.

11.01.08 WORK ARRANGEMENTS - CHRISTMAS to NEW YEAR PERIOD

File No: Governance/Meetings/Ordinary

Author: Alan Cairney, General Manager

Summary

Arrangements and planning have commenced for the annual closure of our worksites, and facilities during the Christmas and New Year holiday period.

Recommendation

That report item 11.01.08 is received as information.

Comment

Christmas Day, 25 December 2012, falls on a Tuesday this year as does New Years Day, 1 January 2013.

The declared Public Holidays are:

- Tuesday 25 December 2012
- Wednesday 26 December 2012
- Tuesday 1 January 2012

To facilitate planning arrangements, and for our employees to maximise their annual leave, the last day at work will be Friday 21 December for the following areas:

- Administration Centre Office.
- Works Depot.
- Water and Sewerage Treatments Plants.
- All external worksites.

Employees working in these areas will return at the earliest on Wednesday 3 January 2013, with the majority of our Works Staff returning the week commencing Monday 14 January 2013.

The Council Library will be open on the Saturday 22 December and will then be closed until Wednesday 3 January 2013.

The Oberon Visitor Information Centre will be open for business as usual with the exception of the 3 declared public holidays.

Separate to the Christmas/New Year holiday period all Council staff also have a scheduled Picnic Day, which in previous years has coincided with the day of the running of the Melbourne Cup horserace (first Tuesday in November) on 6 November. The Works Staff usually move their set rostered day off to the Monday to effect a 4 day weekend.

Council's Works Depot and Administration Office will be closed, with the Library and Visitor Information Centre remaining open for business as usual. "Skeleton" staff will be working at the Depot and Office.

11.01.09 MONTHLY ACTIVITY REPORT – DEVELOPMENT DEPARTMENT

File: Governance/Meetings/Ordinary

Author: Gary Wallace

Summary

A summary of the major work carried out in the Development Department for the period 1 September 2012 to 30 September 2012.

Recommendation

That report item 11.01.09 is received as information.

Comment

1. Determinations for the Month of September

The following Applications and Certificates were issued or determined during the month.

Type of Application	Number Approved
Development Applications	2
Construction Certificates	0
Complying Development Certificates	0
Section 68 Applications	3
Subdivision Certificates	0

A complete list of the determinations is as follows:

Determinations for the Month of - September (S.101 E.P. & A. Act.)

Ref No	Development Type	Street Address	Locality
10.2012.42.1 19.2012.15.1 20.2012.9.1	Transportable Dwelling and On-Site Waste Water system	400 O'Connell Road	Oberon
10.2012.39.1 19.2012.13.1	Dwelling and On-Site Waste Water system	269 Todd's Road	Wisemans Creek

Copies of Determinations are available for inspection free of charge during normal business hours from the Council's Office

2. Certificates Issued During the Month of September

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. During the month of September the following certificates were issued:

Certificates	Number Issued
<u>Section 149(2) and (5) Planning Certificates</u> – issued under Section 149(2) and (5) of the Environmental Planning and Assessment Act, 1979.	23
<u>Section 725A Certificates As To Notices</u> – issued under Section 735A of the Local Government Act, 1993.	3
<u>Section 121ZP Certificates As To Orders</u> – issued under Section 121ZP of the Environmental Planning and Assessment Act, 1979.	2
<u>Section 149A Building Certificates</u> – issued under Section 149A of the Environmental Planning and Assessment Act, 1979.	1

3. Oberon Animal Pound

No Nuisance Dog, Nuisance Cat orders or Dangerous Dog Declarations were issued during September. The following details relate to activity at the Animal Pound.

Details	Number of Cats	Number of Dogs
Animals carried over from previous month	0	1
Animals Seized - Roaming animals collected by Ranger	0	5
Animals Abandoned - Animals left in Council drop-off cages	0	1
Animals Surrendered - Animals given up by owner	0	0
Animals released to Owner	0	3
Animals Released to CHD (Cats, Dogs and Horses Charity) under Clause 17 of the Companion Animals Regulations 1999 (Exemptions from Registrations Requirement) for re-homing	0	0
Animals Destroyed	0	1
Animals Sold	0	0
Animals died at Council's facility	0	0
Animals Escaped/Stolen	0	0
Animals still in the Pound	0	3

4. Miscellaneous Matters

The Development Department undertakes various inspections, including building inspections, health inspections, environmental inspections and complaints.

Development Department staff conducted the following inspections during the month.

Type of Inspections	Number of Inspections
Building Inspections	12
Food Inspections	0
Environmental Inspections (Air Pollution/Noise Pollution/Water Pollution)	1
Subdivisions Certificate Inspections	1
Complaints (Including Animal Control)	4
Building Maintenance Inspections	7

5. Pool

Recently, Junior Pool Attendants have been appointed for this year's pool season and it is great to see so many applications for these positions. Inductions for the season have been completed and the pool is in readiness for the season. The heat pump exchanger has been installed and will be commissioned in early October.

6. Attendance at Seminars/Conference/Short Courses

No conferences or short courses were attended and no seminars were attended by Council officers this month.

7. Upcoming Events

The Development Department is preparing for the exhibition of both the amended Land Use Strategy (LUS) and new Local Environmental Plan (LEP) in the coming months. It has been a long while coming however there seems to be light at the end on the tunnel.

It is expected there will be substantial community input into the preparation of the Standard Instrument Local Environmental Plan (SI LEP) and the comprehensive Development Control Plan (DCP) that will accompany the SI LEP. The comprehensive DCP will be required to be endorsed within 6 months of gazettal of the SI LEP. Therefore major works are envisaged for the Development Department.

The State Government commitment to create a new Planning System is gaining momentum and the Development Department will be very interested to see the outcomes relating to the exhibition of the Green Paper and the release for comment of the 'White Paper'.

11.01.10 ATTENDANCE STATISTICS 2011 – OBERON SWIMMING POOL

File No: Governance/Meetings/Ordinary

Author: Gary Wallace, Director of Development

Summary

To advise Council of statistics for the 2011/2012 season at the Oberon Swimming Pool.

Recommendation

That report item 11.01.10 is report as information.

Comment

Over the past pool season it was found that the inclement weather experienced had a substantial affect on patronage at the pool. Council's pool supervisor believed that it was the most disappointing season experienced at the complex for many years.

Head counts for the 2011/12 have declined 16% from 2010/2011 season with the primary reason directly relating to weather conditions. Further, this is a 30% decrease from the 2009/2010 season, which was primarily unaffected by inclement weather.

TABLE 1 below highlights this with respect to the 2010/2011 season also affected by cold and inclement weather whilst the 2009/2010 season was considered to be a very hot summer with high patronage throughout the season.

Weather is an obvious contributor to the patronage of the pool complex.

TABLE 1: SEASON 2011 / 2012 HEAD COUNT TOTAL

Head Count	Child	Adult	Family	Pass Adult	Pass Concession	NIL Pay Child	NIL Pay Adult	TOTAL
2009/2010	4217	1180	453	376	2695	551	2933	5397
2010/2011	3336	1172	342	268	591	1246	1519	4508
2011/2012	3186	594	178	144	290	363	680	3780

Regardless of the climatic impact of the past season head counts have gradually increased for private and swim school lessons. This is a very satisfying outcome and demonstrates the level of importance the community places on water safety and learning to swim, especially in the younger age groups.

TABLE 2 highlights a 26% increase in patronage directly relating to private lessons whilst a 37% increase has occurred for programs in and around school lessons which is pleasing to note despite the weather conditions of the previous season.

TABLE 2: Swim School/Private Lessons

+ Program	Private	School train	Xercise	Picnic days	Squads	School sport	School lesson	TOTAL
2010/2011	1002	13	68	220	528	118	1202	3151
2011/2012	1352	0	73	40	351	56	1914	3786

As Council will be aware past resolutions relating to the swimming pool have been adopted seeking opportunities for a cover to be investigated for the pool. Those investigations are continuing and a further report will be tabled with Council upon receipt of all appropriate information relating to opportunities available to increase the pool season. It is considered that any type of cover option will have a positive effect on pool patronage.

11.01.11 MONTHLY ACTIVITY REPORT – ENGINEERING DEPARTMENT

File: Governance/Meetings/Ordinary

Author: Aruna Wickramasinghe/Ian Tucker

Summary

Providing a summary of the major work carried out in the Engineering Department for the period 01 September 2012 to 30 September 2012.

Recommendation

That report item 11.01.11 is received as information.

Comment

1. General Fund Activity

DOG ROCKS ROAD

Upgrading of the first 1km of the unsealed section of Dog Rocks Road will continue as conditions and resources permit. Survey and design for the next 1km is proceeding.

FLOOD DAMAGE RESTORATION

Restoration of roads damaged during the flood event last March is continuing. This has included substantial works, including the addition of gravel, to Chain of Ponds Road and Loch Erin Road.

UNSEALED ROADS MAINTENANCE

Investigations are continuing into the land slip on Arkstone Road. The road has been narrowed to one lane to keep vehicles away from the edge on the western side.

GINGKIN ROAD

The reconstruction of a section of Gingkin Road, extending further south from the end of the bitumen seal, is in progress. This involves clearing of vegetation, widening the formation, adding gravel, and sealing. The seal will then extend to just past the fire shed.

HEAVY PATCHING

Some heavy patching has been carried out on Shooters Hill Road south of Mount Werong Road.

2. Roads and Maritime Services (RMS) Works

DUCKMALOI ROAD

Restoration of scoured shoulders and clearing of drains along Duckmaloi Road has been completed. A number of small heavy patches have also been carried out.

HEAVY PATCHING

Some heavy patching has been completed on Edith Road, and is currently in progress on Abercrombie Road.

3. Town Improvement Fund

SOCCKER FIELD

Top dressing, aerating, fertilising and seeding of the junior soccer field has been completed.

RICHARDS AND ROBINSON PARKS

Further stone pitching works are in progress at the bottom of Church Hill, around the bridges between Richards and Robinson Park.

4. Sewer Fund

All test results of effluent released to the Fish River are within EPA licensing requirements.

5. Water Fund

WATER MAINS REPLACEMENT

Replacement of the water main in Oberon Street, between Robinson Park and Glyndwr Avenue, is in progress.

6. External Meetings

- RMS Regional Consultative Committee Meeting.
- Stormwater Harvesting Project – Meeting with Oberon Timber Complex.
- IPWEA Workshop related to plant replacement.

7. Stormwater Harvesting Project

A report has been submitted to the October Council Meeting.

8. Waste Facilities

Free Tip days were arranged for household garbage in Oberon, Burruga and Black Springs.

9. Plant

Change over of two light fleet vehicles, servicing of SES and RFS Plant.

10. Upcoming Works

Projects likely to commence over the next three months include the following. The program is subject to change:

- State Roads heavy patching
- Local Roads heavy patching
- Abercrombie Road REPAIR project
- Dog Rocks Road – Initial Construction and seal
- Campbells River Road heavy patching
- Abercrombie Hill earthworks
- Toilet at Cunynghame Oval, delivery due mid October

11.01.12 MONTHLY ACTIVITY REPORT – CORPORATE SERVICES DEPARTMENT

File: Financial Management/Financial Reporting/Periodic Reports

Author: John Chapman, Director of Corporate Services

Summary

Providing details of Rates Collections, Certificates Issues and Training within the Corporate Services Department for the month of September 2012.

Recommendation

That report item 11.01.12 is received as information.

Comment

1. Rates Collections Reports

The monthly statistical report on the collection of rates and annual charges for the financial year to 30 September 2012 is shown below for information.

Total collections for the year represent 37.61% of the total receivable, compared with 37.41% for last year. Ongoing recovery action is continuing in an attempt to further reduce the total outstanding. Recovery action for the month included:

- 13 Statements of Claim
- 4 Writs for Collection of Goods

	Ordinary Rates	Town Improvement Rates	Waste Collection Charges	Water Access Charges	Water Treatment Plant Charges	Resid Sewer Access Charges	Non Resid Sewer Access Charges	TOTALS
Arrears 1 July	185,363	28,184	19,545	17,099	13,865	51,305	1,242	316,604
Levied	2,725,285	398,752	262,062	316,674	0	384,453	67,589	4,154,815
Interest & Legal Costs Charged	14,765	(20)	560	625	239	1,038	1,072	18,279
Gross Receivable	2,925,414	426,916	282,167	334,399	14,104	436,796	69,903	4,489,698
Less: Pensioners Concessions	(67,685)	0	(16,271)	(18,995)	0	(17,857)	(53)	(120,860)
Net Receivable	2,857,729	426,916	265,896	315,404	14,104	418,939	69,851	4,368,837
Payments Received	(1,115,892)	(163,978)	(93,009)	(105,739)	(4,534)	(116,543)	(43,426)	(1,643,121)
Balance Outstanding	1,741,837	262,938	172,887	209,665	9,570	302,396	26,424	2,725,717
Collection % This Year to Date	39.05%	38.41%	34.98%	33.53%	32.14%	27.82%	62.17%	37.61%
Collection % September Last Year	37.63%	39.75%	34.57%	33.41%	44.80%	27.81%	68.68%	37.41%

2. Certificates Issued

During the property conveyancing process, normally as part of the sale of a property, applications are received for certificates relating outstanding rates and water consumption on properties. During the month of September 2012 the following certificates were issued:

- 7 Certificates under Section 603 (rates and charges) of the Local Government Act
 - 1 consumers water meter reading certificate

3. Attendance at Seminars/Conference/Short Courses

- The Assets Accountant and Payroll Officer attended a course conducted by StateCover at Cowra on the new Workers Compensation legislation on 11 September 2012.

11.01.13 STATEMENT OF BANK BALANCES AND INVESTMENTS

File: Financial Management/Investments/Register

Author: John Chapman, Director of Corporate Services

Summary

The statement of Bank Balances and Investments as at 30 September 2012, together with a graphical summary for the period from October 2007 was provided for Council's information.

Recommendation

That Report Item 11.01.13 is received as information.

Comment

In accordance with Clause 212 of the Local Government (General) Regulation 2005:

“(1) The responsible accounting officer of a council:

(a) must provide the council with a written report (setting out details of all money that the council has invested under Section 625 of the Act) to be presented:

(i) if only one ordinary meeting of the council is held in a month, at that meeting, or

(ii) if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and

(b) must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council's investment policies.

(2) The report must be made up to the last day of the month immediately preceding the meeting.”

FOLLOWING is the Statement of Bank Balances and Investments as at 30 September 2012, together with a graphical summary for the period from October 2007.

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

In addition to the Statement of Bank Balances and Investments the following figures, compared with those reported at 30 September 2011, are presented for information.

	<u>2011</u>	<u>2012</u>
Capital Value of Investments Held	\$4,421,819	\$5,630,508
Cheque Account Cash Book Balance	(\$178,602)	(\$204,319)
Total Cash and Investments (Market Value)	\$4,243,217	\$5,426,189
Interest Received Year to Date	\$33,463	\$27,475
Call A/c Interest Rate	4.70%	3.45%

Coupon payments continue to be received for the Grange Securities/Lehman Bros Aphex/Glenelg CDO, while payment for the Zircon/Coolangatta and Helium/Scarborough CDO's have been suspended for some time.

A summary of the net amounts of principal written off in relation to Lehman Brothers and LGFS CDO's is provided as follows:

Written Off 30 June 2008	(2,682,780)	
Written Back 30 June 2009	540,585	(includes Federation CDO \$500,000 recovered)
Written Back 30 June 2010	55,040	
Written Back 30 June 2011	86,250	
Written Off 30 June 2012	<u>(140,150)</u>	
Net Written off to 30 June 2012	(2,141,055)	
Net Write-Off to date in 2012-2013	61,020	
Net Written off to 30 September 2012	<u>(\$2,080,035)</u>	

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

**Oberon Council
Statement of Investments
As at 30 September 2012**

<u>Institution, Type</u>	<u>Capital Value Invested 31/08/2012</u>	<u>Capital Value Invested 30/09/2012</u>	Interest Rate	Invested	Term (Days)	Date of Legal Maturity	Interest Payments			<u>Source of Funds</u>
							Received YTD	Received LTD	Frequency	
Commonwealth Call A/c	1,390,000.00	1,340,000.00	3.45%		At Call Savings		15,044		Monthly	
CBA Business Online Saver -CDO Interest a/c	491,980.20	493,442.66	3.50%				4,262		Monthly	
NAB Term	500,000.00	500,000.00	5.00%	12/07/2012	90	10/10/2012	0		Maturity	Matured Invest
Bankwest Term	500,000.00	500,000.00	5.10%	8/08/2012	180	4/02/2013	0		Maturity	Matured Invest
Bankwest Term	500,000.00	500,000.00	5.10%	8/08/2012	180	4/02/2013	0		Maturity	Matured Invest
Bankwest Term	500,000.00	500,000.00	5.10%	8/08/2012	180	4/02/2013	0		Maturity	Matured Invest
NAB Term	500,000.00	500,000.00	4.92%	27/08/2012	184	27/02/2013	0		Maturity	Matured Invest
Bankwest Term	0.00	500,000.00	4.60%	4/09/2012	62	5/11/2012	0		Maturity	Matured Invest
Lehman Brothers - Zircon/Coolongatta	0.00	0.00	Bank Bills +1.25 (6.1400%)	20/03/2007	7yrs	20/09/2014	0	125,358	Quarterly	Call/Matured Invest.
Lehman Brothers - Helium Capital/Scarborough	0.00	0.00	n/a	25/05/2006	8yrs	23/06/2014	0	170,968	Quarterly	Call/CDO Sale
Lehman Brothers - Aphex/Glenelg	71,910.00	97,065.00	Var - 6.77%	13/06/2006	8yrs	22/12/2014	6,055	130,709	Quarterly	Call/CDO Sale
FIIG Securities - Octagon	700,000.00	700,000.00	n/a	25/10/2005	10 yrs	30/10/2015	0	96,390	Annually	Call Account
Interest on Previously Matured Investments							2,114			
	<u>\$5,153,890.20</u>	<u>\$5,630,507.66</u>					<u>27,475</u>			
Lehman Brothers	71,910.00	97,065.00					6,055			
Other	5,081,980.20	5,533,442.66					21,419			

* As Lehman Bros is currently under Administration, valuations have been provided by ANZ as at 31 August 2012.

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

BANK BALANCE	<u>At Value</u>	<u>At Value</u>
Bank Statement	838,513.32	73,254.61
Cash Book	676,985.86	(204,318.50)
Limit of overdraft (arranged with Bank)	\$500,000.00	\$500,000.00
Total Cash & Investments	\$5,830,876.06	\$5,426,189.16

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.



J Chapman
Responsible Accounting Officer
8/10/2012

11.01.14 MEDIA

File No: Information Management/Information and Communications/Media Releases

Author: Sharon Swannell, Executive Assistant

Summary

The Report Item provides a list of Media Releases issued during the month of September 2012, 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.

Recommendation

That report item 11.01.14 is received as information.

Comment

The following is a list of Media Releases which have been issued since the previous Council Meeting.

Thursday 6 September 2012

- No Votes Required – Reminder to residents they are not required to vote in the 8 September Local Government Election
- Library News

Thursday 13 September 2012

- Residents Urged to Check Water Pipes
- Library News

Thursday 20 September 2012

- Library News

Thursday 27 September 2012

- Library News

The following is a list of the dates where the Mayor's Column "Council News" has been published:

- Thursday 27 September 2012

The following is a list of Media Articles where Council has been mentioned during the last month.

Thursday 6 September 2012

- Thumbs up for new Transport Unit – Oberon Community Transport Vehicle attracts interest at Oberon Farmers Markets
- Before the Fire Season a Chance to Prepare – Oberon RFS host an exercise day for Rural Fire Fighters and Volunteers
- Applications open for Community Building Partnership Fund

Thursday 13 September 2012

- Rewards to Tourism Helpers – Blue Mountains Attractions Group members will recognise Blue Mountains, Lithgow and Oberon residents as valuable tourism ambassadors through a new rewards program

Thursday 20 September 2012

- Just one nominee for Mayor's Job – election of Mayor and Deputy Mayor
- Four new faces among Councillors – Oberon's Councillors attended their first Council Meeting on Tuesday 18 September 2012
- Abercrombie Bridge set to get a facelift – Paul Toole says work to restore the Abercrombie Bridge near Oberon will start this week
- Letter to the editor – Get Priorities Right. Mrs Joan Cunynghame sustained serious injury due to a fall in the Main Street of Oberon earlier this year and urges Council to address the slippery uneven surface of pavers

Thursday 27 September 2012

- Court backs Class Action – Council part of bid to recover losses – Oberon Council is one of a group of 56 Councils which are part of a 72 member class action suing Lehman Bros in an attempt to recover losses
- Needlework skills on show – display will be held at the Robert Hooper Community Centre on Saturday 29 and Sunday 30 September
- New Column to promote Health Council Activities – the Oberon Health Council plan to have a monthly column in the Oberon Review. At the Council's last meeting it was decided to promote the Health Council and its role in the community to encourage people to approach the Council with ideas, concerns and issues

11.01.15 STATUS REPORT – ACTIONING COUNCIL DECISIONS

File No: Governance/Meetings/Ordinary

Author: Alan Cairney, General Manager

Summary

The Report Item provides details of the status in actioning Council decisions, and includes all decisions with reference to the actual Resolution Number as shown in the Minutes for each Council Meeting.

Recommendation

That report item 11.01.15 is received as information.

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

Comment

The FOLLOWING 3 page document contains 30 separate Council “decisions”, which includes some requests by Councillors for information or actions not made by Resolution.

There are 10 decisions from the 18 September 2012 Council Meeting and of these ALL have been completed, or are subject to a further report item.

It should be noted that due to the preparation of the Business Paper and finalising Report Items that some of the “outstanding items” may have been completed before the commencement of the Council Meeting.

NOTE: Copies of the “COUNCILLOR REQUEST FORM” have been issued with the Business Papers and all Councillors are requested to use this in lieu of raising issues of General Business at the Council Meeting.

Progress on Actions – updated 8 October 2012

Resolution Number – Subject	Resolution - Summary	Assigned To:	Action Taken
18 September 2012 Ordinary Meeting – Road Closure and Sale of Land	Councillor McCarthy requested the General Manager escalate the finalisation of a Road Closure and sale of land to Merv Malcolm and that the matter be finalised ASAP.	DE	The General Manager advised that this matter had been escalated through the Director of Engineering and would be reported via the Status Report or to the Works Committee.
18 September 2012 Ordinary Meeting – Beaconsfield Rd	Councillor Gibbons advised that a section of Beaconsfield Road on the southern side of Captain Kings Creek is breaking up quite badly.	GM/DE	Has been inspected. Will be included in the heavy patching program.
24180912 - Forests NSW - Shooters Hill Road	Council make application to the Minister to compulsorily land from Forests NSW	DE	Application has been submitted. Bird Legal is currently organising native title search and plan registration.
23180912 – Solar Lights at The Common	That the replacement of the Solar Lights at The Common be held over for 30 days and reported to October Council Meeting	DE	Further investigations have been carried out and a report submitted to October Works Committee meeting.
22180912 - Development Application: 10.2012.43.1 – Variation to DCP 2001	That delegation be given to the Director of Development to vary Part C.5.5 “ <i>Building Height Planes</i> ” of the Development Control Plan 2001 for the proposed dwelling additions at Lot 2 in DP 758805, 18 Dart Street Oberon.	DD	Approval finalised 5 October 2012. Matter Closed
20180912 – Great Western Hwy/Jenolan Caves Rd	That the RMS be invited to address Council Meeting to discuss the intersection of Great Western Highway and Jenolan Caves Rd.	DE	RMS Regional Manager has accepted invitation tentatively for November Council meeting and will confirm 1 week prior to the meeting.
18 September 2012 Ordinary Meeting	It was requested a report be provided outlining the active memberships at the Library. The General Manager will provide this information to October Council Meeting.	GM	Noted – to be included in Report Item.

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

06180912 - Delegates to External Organisations	That Council appoint its delegates to external organisations for the ensuing twelve months.	GM	Letters to external organisations sent. Matter Closed.
05180912 - Delegates to Section 355 and Council Committees	<ol style="list-style-type: none"> 1. Council appoint its delegates and confirm the community representatives to Section 355 Committees. 2. Council make appointments to the Council Committees. 3. Steering Committee formed for the purpose of making arrangements to celebrate Oberon's 150th Anniversary. 4. A Working Party to coordinate Australia Day celebrations for 2013. 	GM	<p>Work is progressing on scheduling meetings of these Committees.</p> <p>Letters sent advising of appointments of delegates etc.</p> <p>Meetings being arranged for 150th Celebrations and planning for Australia Day</p>
01180912 - Oberon LGA Election Result and Meeting Schedule	That Council meet on the third Tuesday of each month for its Ordinary Council Meetings and other meetings in accordance with the schedule contained within the report and that the Code of Meeting Practice is amended as required.	GM	<p>Meeting schedule adopted. Code of Meeting Practice to be amended.</p> <p>Matter Closed</p>
28210812 – Works Committee	<ol style="list-style-type: none"> 1. Council seeks to have the issues of access from Jenolan Caves Road onto the Great Western Highway bought forward and addressed as a priority. 2. Support be sought from the State and Federal Members and in particular the access from Jenolan Caves Road. 3. The RMS be invited to address Council in relation proposal. 4. That Council note the construction program for 2112 / 2013. 5. That Council note the information regarding the Golf Club Effluent Reuse Project. 6. That Grant funding be sought to enable the Oberon Golf Club Effluent Reuse Project to proceed. <p>Staff are requested to take corrective action to rectify the area where water is being directed into a paddock at Wilga.</p>	DE	<ol style="list-style-type: none"> 1. In progress – meeting held with RMS Regional Manager regarding short term solutions until the long term concept of a grade separated intersection is completed. 2. Not commenced. 3. In progress – RMS Regional Manager has accepted invitation tentatively for November Council meeting and will confirm 1 week prior to the meeting. 4. Complete – no action required 5. Complete – noted and Golf Club advised. 6. Complete – noted and Golf Club advised. <p>Culvert at Wilga not yet commenced, but will be scheduled ASAP.</p>
27210812 – Oberon Sports Facilities Committee	Staff be requested to complete rehabilitation of the Sporting Fields and further that staff be requested to evaluate where the balance of funds can be sourced to complete the top dressing of all fields.	DE	Junior Soccer field has been top dressed, rotary hoed, fertilised and reseeded.
04210812 – Upper Macquarie County Council	That a letter be sent to the Upper Macquarie County Council requesting Sifton Bush be declared a noxious weed	DE	Letter sent – General Manager UMCC has confirmed receipt of the letter, had a discussion with DE and has advised that a response will be sent shortly.
04070812 – Sale of Land – Tasman Estate	That Ray White Emms Mooney be advised that Council is prepared to negotiate for the sale of Lot 11 in Stevenson Close.	DCS	Agent notified – no response received.

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

03070812 – Blue Mountains Tourism Board Meeting	That Council facilitate a meeting of the three Council’s directly associated with the Jenolan Caves, in conjunction with the State and Federal Members, Blue Mountains, Lithgow and Oberon Tourism, Oberon Plateau Tourism Association and if appropriate the National Parks and Wildlife Service plus any interested community members.	GM	Meetings to be arranged.
17 July 2012 Ordinary Meeting – Arkstone Rd and the Blue Rd	Councillor Francis advised about work on Arkstone Road and there is a large area which has washed out. Intersection off the Blue Road also requires pipes. Cllr Francis requested an on-site meeting with staff.	DE	Inspection held with Councillor Francis. Investigations into land slip commenced. Pipes installed near Blue Road.
30170712 – Schumachers Rd	That a letter be written to the owner of the pine plantation on Schumachers Road	DE	GM and DE will inspect.
28170712 – Traffic Advisory Committee Meeting	<ol style="list-style-type: none"> 3 Curtis Street (West) on its approach to Raleigh Street be closed 4 Curtis Street (West) on its approach to Dudley Street be closed 5 O’Connell Road (South) on its approach to Carrington Avenue be closed to create a dead 6 The No Stopping zone on the southern side of Albion Street opposite Gate 3 be extended further east 	DE	<p>3, 4 and 5. Signs and temporary kerbing ordered. Letters sent to affected residents.</p> <p>6. Complete.</p>
27170712 – Works Committee	A cost be prepared to construct the first 250 metres of Todds Road	DE	Not commenced
19 June 2012 Ordinary Meeting - Private Cemetery	The BDCA would like to access the old Back Burruga Cemetery to review the internments Councillor Francis asked if there is a right of way	DE	Staff requested to investigate, when time permits.
17150512 – Oberon 150 Year Celebrations	<ol style="list-style-type: none"> 1. Council establish a Steering Committee - 150th Anniversary; 2. The Mayor to invite members of the community to form the Steering Committee 	GM	Initial discussion with the Mayor, GM and EA to determine broad objectives and membership of the Steering Committee. Meetings now to be held in October.
15 May 2012 – Children’s Centre Footpath	A request has been received to construct a footpath along the outside perimeter of the Oberon Children’s Centre to facilitate access to the rear block	DE	Director and General Manager have now met with Director of the Centre. Not completed.
15 May 2012 Ordinary Meeting – Museum Carpark	Councillor McCarthy requested Council to provide some fill material and gravel for the Oberon Museum carpark.	DE	DE to liaise with OTHR and Museum Committee. Not completed
15 May 2012 Ordinary Meeting – Road Signage	Tarana sign located too close to Strathroy Avenue intersection	DE	Tarana sign not yet relocated.
26170412 – Swimming Pool Complex	That the Community and Customer Services Manager and the Director of Development investigate design options	DD	Report to July Meeting delayed, will aim to submit to August Meeting.

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 16 October 2012

34170412 – Minutes of the Works Committee	<p>2. A concept plan be prepared for future development of the Common and Visitor Information Centre precinct</p> <p>3. The cement render on the toilet block at the Common be removed</p> <p>11.Improvements to Todds Road be assessed and an estimate be prepared for consideration with the 2012/13 Draft Budget</p> <p>12.Staff investigates purchase of land to facilitate a walkway from Albion Street.</p>	DE	<p>2. Not yet commenced</p> <p>3. Deferred to be done in warmer weather.</p> <p>11. Will be tabled at the Works Committee Meeting to confirm the scope. Estimate to widen seal 150m of road \$100,000.</p> <p>12. Survey completed. Registration process now commencing.</p>
22200312 - Community and Correctional Partnership Program	That the Mayor convenes a meeting of interested community groups and the Corrective Services Department.	GM	GM contacted CSD and meeting arranged subject to availability of parties. GM has met with Correctional Centre management and will report to Council on MOU status.
43210212 - Library Container	Staff be requested to investigate the feasibility of an alternative location that could allow the container to still be utilised by the Friends of the Oberon Library.	GM	June - President recently met with GM, DD and CSM. FOOLS to pursue use of Showground as first priority
32210212 – Forests NSW Road Funding	That staff be requested to evaluate the cost impact of haulage of forest products on local roads	DE	Not commenced
21210212 and 22210212 - Policy Reviews	That the General Manager report to Council in relation to the benefits of allowing advertising on bus shelters	DCS	DCS investigating charges made by other Councils.

11.01.16 UPCOMING MEETINGS

File No: Governance/Meetings/Ordinary

Author: Sharon Swannell, Executive Assistant

Summary

A calendar of upcoming meetings is provided for information.

Recommendation

That report item 11.01.16 is received as information.

Comment

A schedule of upcoming Council and Community Meetings being held during October 2012 and November 2012 FOLLOWS for Councils information.

October 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 5.30pm Councillor Informal Briefing Session	3	4 2.00pm Community Services Committee Meeting	5	6 Farmers Markets 10.30am Grand Opening BMLOT Festival of Walking
7	8 6.30pm – OPTA AGM – Titania Motel	9 5.30pm Works Committee Meeting	10	11	12	13
14	15 9.30am Seniors Welfare Committee Meeting	16 5.00pm Councillor Photo 5.30pm Ordinary Council Meeting	17	18 10.30 – Library Morning Tea with FOOL's & Book Group 12 noon Oberon Interagency Meeting	19	20
21	22 4.30pm Citizenship Ceremony	23 5.30pm CSP Review DLG - Councillor Development Workshop – Blayney	24 DLG - Councillor Development Workshop – Lithgow	25	26 9.00am Oberon Council Local Government Golf Day	27
28	29	30	31			

November 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 GMAC – Orange 2.00pm – Community Services Committee Meeting - CTC	2	3 1.30pm – Dedication of Black Springs RSL Memorial
4	5	6 Council Picnic Day 5.30pm – Councillor Informal Briefing Session	7 Centroc Summit at the Mount	8 Centroc Summit at the Mount Westrac Technology Forum	9	10
11	12	13 5.30pm – Finance Committee Meeting	14	15	16	17
18	19	20 5.30pm Ordinary Council Meeting – O'Connell	21	22 Centroc Board Meeting - Wellington	23 OBA Business Awards	24
25	26	27	28	29	30	

12 Reports for Decision

12.01.01 ANNUAL FINANCIAL REPORTS

File No: Financial Management/Financial Reporting/Annual Financial Reports

Author: John Chapman, Director of Corporate Services

Summary

Council's Annual Financial Reports for the year ended 30 June 2011 have been audited.

Recommendation:

That:

1. Council resolve that:

- a. The Annual Financial Statements for the year ended 30 June 2012 have been drawn up in accordance with:
 - the Local Government Act 1993 (as amended) and the Regulations made thereunder,
 - the Australian Accounting Standards and professional pronouncements, and
 - The Local Government Code of Accounting Practice and Financial Reporting.
- b. To the best of Council's knowledge and belief, the reports:
 - present fairly the Council's financial position and operating result for the year, and
 - Accord with Council's accounting and other records.
- c. Council is not aware of any matter that would render the reports false or misleading in any way.
- d. The special purpose Financial Statements for the year ended 30 June 2012 have been prepared in accordance with the:
 - the NSW Government Policy Statement *"Application of National Competition Policy to Local Government"*
 - The Department of Local Government guidelines *"Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality"*.
 - the Local Government Code of Accounting Practice and Financial Reporting, and
 - The Department of Energy, Utilities and Sustainability *"Best Practice Management of Water Supply and Sewerage"* guidelines.
- e. To the best of Council's knowledge and belief, these reports:
 - present fairly the financial position and operating result for each of Council's declared Business Activities for the year, and
 - accord with Council's accounting and other records
- f. Council is not aware of any matter that would render the reports false or misleading in any way.

2. Council note that the Auditor has been requested to attend the meeting at which the financial reports are presented to the public.
3. The Annual Financial Reports, incorporating the Auditor's Report, be presented to the public at the 21 November 2012 Ordinary Council Meeting.
4. The General Manager be delegated authority to authorize the year end accounts for issue immediately upon receipt of the auditor's report, subject to there being no material audit changes or audit issues, in accordance with AASB 110.

Comment

A copy of the draft Financial Reports is being distributed as a separate ATTACHMENT.

Section 413 (2) (c) of the Local Government Act, 1993, requires Council to make a Resolution in terms of item 1 of the Recommendation.

Under Sections 416 and 418 of the Local Government Act 1993 Council is required to:

- Fix a date for a meeting at which it proposes to present its audited financial reports, together with the auditor's reports, to the public (Section 418(1)(a))
- Give public notice of the date fixed for the meeting (Section 418(1)(b))
- Present the reports to the public on the date fixed (Section 419(1))
- Ensure that any submissions received from the general public in response to presentation of the reports be referred to the auditor (Section 420(3))

Financial Results

The end of financial year reveals a net operating result of \$1.47 million compared with a budgeted figure of \$2.81 million. The operating results are summarised (see page 3 of the Financial Reports) as follows:

	<u>Budget</u>	<u>Actual</u>	<u>Variation</u>	
	\$'000	\$'000	\$'000	
Income from Continuing Operations:				
Rates & Annual Charges	3,951	3,827	(124)	(3%)
User Charges & Fees	5,294	4,947	(347)	(7%)
Interest & Investment Revenue	250	112	(138)	(55%)
Other Revenues	173	291	118	68%
Grants & Contributions	5,291	6,002	711	13%
Gains from Disposal of Assets	118	0	(118)	(100%)
Total Income	15,077	15,179	102	1%
Expenses from Continuing Operations:				
Employee Benefits & Oncosts	5,121	4,765	(356)	(7%)
Borrowing Costs	32	32	0	0%
Materials & Contracts	3,598	3,492	(106)	(3%)
Depreciation & Amortisation	1,823	3,268	1,445	79%
Other Expenses	1,690	1,827	137	8%
Net Losses from the Disposal of Assets	0	321	321	
Total Expenses	12,264	13,705	1,441	12%
Net Operating Result	2,813	1,474	(1,339)	(48%)

Cash Reserves Summary

A summary of Council's cash reserves (restricted assets) as at 30 June 2011 FOLLOWS. The summary shows also the movements to and from the reserves, which is included at Note 6c (Pages 42 and 43) of the Financial Reports.

Note 16 (Page 64) of the Financial Report summarises the material variations (greater than 10%) from the original budget in respect of the major categories of operating income and expenditure. In addition to the summarised variations and brief comments provided at Note 16, the following additional information and comments in relation to significant matters are provided.

Interest & Investment Revenue – Note 3(c) Page 31

The actual income of \$112,000 was \$138,000 less than the budgeted figure of \$250,000 due principally to the devaluation of Lehman Brothers CDO's during the year (resulting in the requirement to write off the sum of \$141,000).

Other Revenues – Note 3(d) Page 31

Income from other revenues totalled \$291,000 compared with budgeted income of \$173,000 (increase of \$118,000) due principally to additional rental income, insurance claim recoveries and additional recycling income.

Operating Grants and Contributions – Notes 3(e) & (f) Pages 32 & 33

Income from operating grants and contributions totalled \$4.2 million compared with budgeted income of \$3.7 million (increase of \$529,000) due principally to part (\$626,000) of the Federal Government's 2012-2013 Financial Assistance Grant being received in advance. This was offset by a reduction in the income from the Roads to Recovery Grant due to reduced expenditure on projects funded from this source.

Capital Grants and Contributions – Notes 3(e) & (f) Pages 32 & 33

Income from capital grants and contributions totalled \$1.8 million compared with budgeted income of \$1.6 million (increase of \$182,000) due principally to the following factors:

- Grant for Rural Fire Services Tankers – budgeted \$299,000 – no tankers allocated
- Grant for Library Extensions – budgeted \$200,000 – project abandoned
- Grants for Tennis Courts Extensions – \$257,000 not budgeted – project carried over from previous year
- Grants for Community Centre Extensions & Renovations – \$45,000 not budgeted – project carried over from previous year
- RMS Grant for Edith Road Safety Improvements - \$465,000 not budgeted – new work announced by RMS
- Grant for Dog Rocks Rd Sealing – reduced by \$220,000 in current year – program amended to be spread over two financial years and works remained in progress
- Contribution from Forests NSW – income exceeded budget by \$80,000 due to agreed amendment of contribution

Net Gains from Disposal of Assets – Note 5 Page 39

The budgeted net gain of \$118,000 was not realised as any net gain was offset by net losses from disposal of assets – see separate item following.

Depreciation & Amortisation – Note 4 (d) Page 37

The significant increase in depreciation & amortisation expense for the year (budget: \$1.8million; actual: \$3.3million) resulted from the completion of the implementation of fair values on roads infrastructure assets, together with an update of valuations in conjunction with an update of Council's Assets Management Plan.

Net Losses from the Disposal of Assets – Note 5 Page 39

The 2011-2012 budget provided for a net gain of \$118,000 on the disposal of assets from the sale of:

- Residential and Industrial Land \$100,000
- Sale of Plant \$ 18,000

A net loss from the disposal of assets was incurred as follows:

- Loss on sale of property \$ 9,000
- Loss on sale of plant and equipment \$ 75,000
- Loss on disposal of roads infrastructure assets \$282,000

Offset by gains on:

- Sale of Residential Land \$ 45,000

Water Supply Service – Income Statement (Page P2)

The operating result for the Water Supply Service indicates a loss of \$36,000.

The financial situation of Council's Water Supply Service is the result of:

- Ongoing increasing fixed costs of maintenance of water infrastructure assets, despite a reduction in residential consumption;
- Reduced income from residential water consumption charges, initially as a result of water restrictions implemented during the drought years (but consumption has not increased significantly since the relaxation of restrictions);
- The cost of purchase of water from the Fish River Supply scheme has increased significantly.

This trend had been evident for the last four years but was addressed in Council's Long Term Financial Plan (ten year budget) adopted in conjunction with the Community Strategic Plan in June 2012. With a further 10% increase in charges for 2012-2013 and anticipated finalisation of treatment plant loan repayments in 2014-2015, the following projected operating results will re-instate the financial capacity of this service to an acceptable level:

2012-2013	\$ 98,000
2013-2014	\$103,000
2014-2015	\$119,000
2016-2017	\$144,000

Financial Implications

While the operating result for the year (\$1.47million net gain) is pleasing, the previously expected cash surplus was not realised. Consequently, the opportunity to transfer additional cash to reserves for future capital works did not eventuate.

While the operating result for the Water Supply Service indicated a net operating loss of \$36,000, this trend has been recognised and addressed in addressed in Council's Long Term Financial Plan adopted in conjunction with the Community Strategic Plan in June 2012.

OBERON COUNCIL				
RESTRICTED CASH & INVESTMENTS (RESERVES)				
30-June-2012				
	Balance 30-Jun-11	Movements 2012		Balance 30-Jun-12
		Tfer To	Tfer From	
External Restrictions				
<i>Included in Liabilities</i>				
RTA Advances	89,539	137,273	(148,488)	78,324
Unexpended Grants	229,916	593,393	(507,318)	315,991
Total Included in Liabilities	319,455	730,666	(655,806)	394,315
Other External Restrictions				
Domestic Waste Management	71,357	52,802	0	124,159
Section 94 Contributions	719,996	258,325	(151,275)	827,046
Unexpended Grants	0	0	0	0
Wastewater (Sewerage) Service Surplus	724,570	129,295	0	853,865
Water Filter Replacement	101,669	0	(101,669)	0
Water Filtration Plant	169,494	192,835	(293,107)	69,222
Water Supply Surplus	1,465	243,953	(217,481)	27,938
Total External Restrictions	2,108,008	1,607,875	(1,419,337)	2,296,545
Internal Restrictions				
Aged Care Units	39,316	62,040	(31,684)	69,671
Capital Improvements	3,426	2,358	(5,784)	0
Cemetery Plaques	16,016	0	0	16,016
Depot	0	30,000	(7,286)	22,714
Economic Development	2,141	1,474	(3,615)	0
Elected Member Support	92	1,000	(875)	217
Election Expenses	0	25,000	0	25,000
Employee Leave Entitlements	421,510	0	(224,200)	197,310
Engineers Instruments	38,942	6,000	(6,071)	38,871
Financial Assistance Grant (General)	168,190	676,790	(168,190)	676,790
Financial Assistance Grant (Roads)	4,501	1,051,080	(935,060)	120,521
Garbage Tips	105,299	102,118	(130,152)	77,264
Gravel Pits	42,519	7,191	(11,567)	38,142
Information Technology	42,019	0	(40,000)	2,019
Internal Audit	19,691	20,000	(18,813)	20,877
Land Development	1,477	69,612	(57,999)	13,089
Legal Expenses (Planning)	17,563	6,400	0	23,963
Library	11,728	7,993	(13,846)	5,875
Local Heritage Fund	19,686	0	(11,293)	8,393
Oberon Museum Precinct	37,550	0	(20,910)	16,640
Office Equipment	17,707	0	0	17,707
Plant & Equipment	69,716	594,952	(561,388)	103,280
Rail Crossings Upgrade	24,415	10,000	0	34,415
Recreation Facilities	3,854	2,653	(6,507)	0
Roads Construction	8,456	606,708	(570,015)	45,149
Roads Maintenance	0	54,859	0	54,859
Rural Fire Service Vehicles	21,543	0	(21,543)	0
Swimming Pool	43,359	10,000	(14,249)	39,110
Tourism & Events	2,000	0	(2,000)	0
Town Improvement Fund	207,277	380,634	(344,169)	243,742
Visitor Information Centre	6,834	0	0	6,834
Total Internal Restrictions	1,396,824	3,728,862	(3,207,217)	1,918,469
Total Restrictions	3,504,832	5,336,737	(4,626,554)	4,215,014

12.01.02 EXHIBITION OF AMENDMENTS TO LAND USE STRATEGY and LOCAL ENVIRONMENTAL PLAN

File No: Land Use and Planning/Land Management/Land Use Strategy

Author: Gary Wallace, Director of Development

Summary

At the Special Council Meeting Council held on 7 August 2012 it was decided to endorse all amendments to the Oberon draft Land Use Strategy (LUS) including the additional information justifying the area relating to the O'Connell Urban Conservation Area (UCA).

It is considered that exhibition of the draft LUS along with the draft Local Environmental Plan (LEP) concurrently will enable a more timely and streamlined approach to finalising the Standard Instrument Local Environmental Plan (LEP).

Recommendation

That Council publically exhibit the amended draft Land Use Strategy together with the draft Local Environmental Plan upon endorsement from the Dept. of Planning & Infrastructure.

Comment

Council endorsed all components relating to the Draft LUS in an attempt to finalise its legislative responsibility with the NSW Department of Planning & Infrastructure.

We are now in receipt of correspondence from the Minister of Planning & Infrastructure seeking a timely finalisation to all processes relating to the Standard Instrument Local Environmental Plans by 31 December 2012.

As a consequence of this information it is extremely important that management of the LUS/LEP public exhibition process is undertaken so as to maximise the time for public comment relating to both the amended LUS and the draft LEP.

As such, it is considered that exhibition of both documents concurrently will enable a more timely and streamlined approach to finalising the Standard Instrument LEP. It is considered that the dual exhibition would better enable the general public to see the long term strategic outcomes proposed to be put in place by the amended LUS together with the short to medium term controls proposed to be incorporated into an LEP.

12.01.03 FUNDING OPPORTUNITIES

File No: Grants and Subsidies/Grants General

Author: Sharon Swannell, Executive Assistant

Summary

The NSW Government has recently announced its Community Building Partnership Fund 2012 is currently accepting applications. Funding is available to assist in delivering improved community infrastructure and to encourage the enhancement of local community based activities.

Recommendation:

That an application be submitted to the NSW Community Building Partnership Fund for renovations to the existing Oberon Netball Court Toilets including the installation of a pumping station to enable the toilets to be connected to the sewer and further that a matching contribution be made from the Town Improvement Fund.

Comment

Council has previously received funding from the Community Building Partnership Fund to construct the extension at the Oberon Community Centre, to assist with the enclosure of the Oberon Indoor Sports and Tennis Centre and to install an ablutions facility at Cunynghame Oval. Other groups in Oberon such as the Oberon Men's Shed have also received funding from this program.

General Criteria

Applicants should demonstrate how their project will benefit their local community through the building or improvement of facilities to deliver positive social, recreational or environmental outcomes.

Applications from local councils require a commitment of matching funding by the council.

Projects should be ready to commence by early 2013 and be completed before the end of March 2014.

Applications will only be open - from Monday 27 August until Tuesday 30 October 2012.

Grant funding of \$200,000 will be made available for every electoral district with an additional \$100,000 for electorates identified with higher unemployment rates.

Approval

Members of Parliament will:

- Encourage applications from community groups and local councils in their electoral district
- Provide comments and recommendations on the suitability and priority of eligible proposals within their electoral district for the Premier's consideration.

The Department of Premier and Cabinet will make recommendations to the Premier based on the assessment criteria and information provided by the Members of Parliament and independent review panels.

Possible Projects

- Refurbish existing toilets at the Oberon Netball Courts, including a pump station to facilitate full connection to sewer, re-tiling, painting and replacement of fixtures where required
- Embellishment of the Common (a Common Master Plan is currently being developed to avoid ad-hoc development)
- Improvements to existing Skate Park located at the Oberon Recreation Ground including expansion to cater for BMX riders

Financial Implications

Funding for the Community Building Partnership Fund requires a dollar for dollar contribution from Council. Funding should be made from the Town Improvement Fund.

12.01.04 POLICY REVIEW / NEW POLICY AND PROCEDURES ANTI-BULLYING and HARASSMENT FREE WORKPLACE

File No: Governance/Policies

Author: Alan Cairney, General Manager

Summary

A stand alone Anti-Bullying and Harassment Policy and procedures have been prepared for Positive Working Relationships and an Anti-Bullying and Harassment Free Workplace document, along with a Respectful Workplace Charter.

Recommendation

That Council adopt the Anti-Bullying and Harassment Free Workplace Policy and Procedures; and

The Respectful Workplace Charter document be incorporated into every position description and displayed at each permanent workplace.

Comment

In discussion with WorkCover representatives an undertaking was made to do these actions:

- Develop a stand alone Anti-Bullying and Harassment Policy;
- Develop a Respectful Workplace Charter;
- Develop a Positive Communications Culture;
- Prepare an Action Plan setting out when the above commitments can be achieved;
- Liaise with WorkCover in relation to capability building exercises for Council.

With respect to the last dot point we have arranged for the WorkCover Bus, which is an educational tool, to visit Oberon during November this year. The Bus will be available for local small businesses to visit (will be parked in Oberon Street) and will also Council and major industries (the Timber Complex – Borg, Structaflor, Highland Pine etc.).

A Draft Anti-Bullying and Harassment Policy and Procedures have been prepared and is submitted for adoption by Council.

ATTACHED is a copy of the Draft Policy and Procedures.

Included as a “Scope of Policy” is a statement of **our Core Values**, which will be used as our Respectful Workplace Charter. The Core Values are based on RESPECT:

Respect the opinions of other employees, and recognise our different roles.
Encourage the reporting of bullying or harassment.
Support each other through teamwork and cooperation.
Positive communications between all employees.
Effective complaints handling procedures.
Commitment to maintaining healthy and safe workplaces.
Trust each other and work together to improve services for our Community.

The statement of our Core Values will be displayed at each permanent workplace – Works Depot, Water Treatment Plant, Sewerage Treatment Plant, Administration Centre, Library, Oberon Visitor Information Centre, Community Centre and other appropriate locations (including worksite vans).

These Core Values will be incorporated into every written position description and will be reinforced through training sessions and “toolbox” sessions at all worksites.

The Anti-Bullying and Harassment Free Workplace policy and procedures will be used as part of a training component and will be presented by the General Manager, Work Health & Safety Coordinator and Human Resources Officer.

Training will also be undertaken with Councillors and with members of our Section 355 Committees as part of a formal induction process.

12.01.05 CODE OF MEETING PRACTICE

File No: Governance/Meetings/Ordinary

Author: Alan Cairney, General Manager

Summary

The Report Item recommends changes to the Code of Meeting Practice and Meeting Procedures.

Recommendation

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.

Comment

The adopted Code of Meeting Practice requires amendment to revise the Order of Business for Ordinary Council Meetings and to provide an appropriate mechanism for members of the community to address the Council.

The current Code reproduces details from the Local Government Act 1993 and the Local Government (General) Regulation 2005 however the Code does not provide sufficient commentary on other matters.

It is suggested that the reproduced statutory provisions be excluded from the Code and that additional commentary is included to provide guidance for Councillors, staff and members of the community.

The current Code has some areas that are inconsistent with the provisions of the Act and the Regulation. For example the area dealing with Rescission Motions is not correct.

The current Code is not being followed, either in the Order of Business or in the procedures contained within the Code (which reproduces the requirements of the Act and the Regulations).

The recommendation for the preparation of a revised Code is to incorporate the principles suggested in this report. The Code will apply to Council Meetings and all Committees of which all Councillors are members, with the main ones being the Finance Committee and the Works Committee.

Section 363 provides that Council may amend this Code by means specified within the Code. This is somewhat confusing and therefore the recommendation includes Public Exhibition (28 days) of the Code, which will be referred to Council along with any comments received during the period of Public Exhibition.

PRINCIPLES AND SUMMARY OF PROPOSED CHANGES

The Order of Business for Ordinary Council Meetings is suggested to be amended:

1. Opening of Meeting
2. Acknowledgement of Country and Prayer
3. Record of Attendance / Apologies
4. General and Civic Presentations (including Citizenship Ceremonies)
5. Community Presentations & Questions
6. Confirmation of Minutes of Previous Meetings
7. Declarations of Interests (Pecuniary and Non-Pecuniary)
8. Mayoral Minute
9. Notice of Motions
10. Councillor and Delegates Reports
11. Committee Reports
12. Correspondence
13. Reports for Information
14. Reports for Decision
15. Urgent Business
16. Closed Session / Confidential Reports
17. Closure of Meeting

Note: Ordinary Council Meetings are held on the third Tuesday of each month commencing at 5:30pm, with a meal break set for 8:00pm.

An acknowledgement of traditional custodians is included along with the Prayer - Item (2), as this satisfies a commitment made by Council in previous Management and Social Plans.

An additional item (4) has been added to recognise that Council will at times make or receive presentations from or to other groups and will also carry out civic or ceremonial presentations such as Citizenship ceremonies.

Following the initial “induction session” held on Tuesday 11 September and incorporating feedback from the community received during the community information sessions for Council’s first Community Strategic Plan the Community Presentation and Questions (5) has been amended from the previous “Questions from the Public”.

Appropriate wording will be included as a guideline for presentations, and questions from the community. For example having a time limitation, say 5 minutes, and ensuring that questions are not defamatory.

An additional item (9) has been included for Notice of Motions, to enable any Councillor to have a Motion listed in the Business Papers. It is suggested that due to the timeframes for preparing the Business Papers that Councillors will be required to lodge a notice of motion with the General Manager by Monday in the week prior to the Council Meeting. This requirement will also apply to the Finance and Works Committee Meetings.

Councillor and Delegates Reports have been “raised” higher in the Agenda and Order of Business – item (10), and like Notice of Motions a standard template will be available.

Committee Reports have been included – item (11).

Correspondence replaces the Précis of Information (12) and will contain topical items.

Staff Reports have been separated into Reports for Information (13) and for Decision (14).

Urgent Business (15) is included, and although this has been a practice for a number of years, this is not included in the current Order of Business. This is not to be used for General Business.

Additional Commentary to be included:

The additional commentary suggested is the inclusion of details from the Division of Local Government (DLG) Practice Note No 16 (Meetings Practice Note) and the DLG Councillor Handbook September 2012 publication.

Both the Note and Handbook contain easy to read summaries of Meeting Procedures.

Examples of the additional commentary are:

- Conflicts of Interests (in addition to the page in the current sets of Business Papers)
- Motions and Amendment’s
- Rescission Motions
- Order at Meetings – standards of conduct, maintaining order, sanctions
- Committees, Members and Functions
- Workshops – attendance, procedures

13 Committee Reports

13.01.01 TIMBER HERITAGE WALK COMMITTEE – 24 SEPTEMBER 2012

File No: Governance/Meetings/Timber Heritage Walk Committee

Author: Janet Bailey, Development Control Administration Officer

Summary

Minutes of the Timber Heritage Walk Committee meeting held on 24 September 2012 is submitted for Councils information and consideration.

Recommendation

1. That the Minutes of the Timber Heritage Walk Committee held on 24 September 2012 be received as information.
2. That Council adopt the following Recommendations from the Timber Heritage Walk Committee:

The Timber Heritage Walk Committee has been delegated the following powers and responsibilities;

- a) To develop concepts for a proposed Timber Heritage Walk, a heritage walkway along the Oberon Tarana walking/cycling trail commencing at the Oberon Railway precinct, depicting the history of the Timber Industry in Oberon.
- b) To report and advise Council on all matters affecting the Timber Heritage Walk.
- c) To liaise with the Oberon Tarana Heritage Railway.**
- d) To liaise with the local Timber Industry for further development of the Timber Heritage Walk concept.**

Note: changes recommended are shown in **bold**

3. That Council reaffirm the appointment of the Timber Heritage Walk Committee and confirm the appointments of the Committee Members

Comments

FOLLOWING is the Minutes of the Timber Heritage Walk Committee meeting for 24 September 2012.

The Committee were requested to consider the current Timber Heritage Walk Committee Charter established by Council and a recommendation was made for minor amendments to the Charter and the inclusion of additional liaison with the Oberon Tarana Heritage Railway (OTHR) group and also the local Timber Industry.

Members present provided a commitment to remain on the Timber Heritage Walk Committee.

Keith Sullivan was elected as Chairperson of the Committee.

The next meeting of the Committee will be held on 25 November 2012.

OBERON COUNCIL – TIMBER HERITAGE WALK COMMITTEE

Page 1 of 2

The Meeting commenced at **4:08pm**

ATTENDANCE

Councillor John McMahon, Mayor	Oberon Council Member
Keith Sullivan	Community Representative
Stella Cotton	Community Representative
June Evans	Community Representative
Mike Graham	Community Representative
Laurie McMahon	Community Representative
Alan Cairney	General Manager
Mark Dicker	Acting Director Development, Oberon Council
Janet Bailey	Administration Officer, Oberon Council

APOLOGIES

Bruce Stevenson	Community Representative
Dietmar Torne	Community Representative
Gary Wallace	Director Development, Oberon Council
Christo Aitken	Oberon Council Heritage Advisor

REAPPOINTMENT OF COMMITTEE and COMMITTEE MEMBERSHIP

Prior to the commencement of the meeting the General Manager, Alan Cairney, advised the Committee that Council had not appointed any Councillors as members of the Section 355 Timber Heritage Walk Committee.

Alan then asked the Committee to consider its role, purpose and membership and asked those members present if the Timber Heritage Walk Committee Charter, as determined by Oberon Council was still relevant. Alan provided the members present with a document outlining these roles and purposes.

Alan also asked if the members were happy to run as an advisory Committee of Council or would they like to become a Sub-Committee of the Heritage Committee or an independent Working Party that would report to Council through a staff members report (ie Director Development).

The consensus of members present as that the Committee to remain as a separate Section 355 Committee of Council with a **recommendation** that the Charter for the Committee be changed to the following:-

RECOMMENDATION

The Timber Heritage Walk Committee has been delegated the following powers and responsibilities;

- a) To develop concepts for a proposed Timber Heritage Walk, a heritage walkway along the Oberon Tarana walking/cycling trail commencing at the Oberon Railway precinct, depicting the history of the Timber Industry in Oberon.
- b) To report and advise Council on all matters affecting the Timber Heritage Walk.
- c) **To liaise with the Oberon Tarana Heritage Railway.**
- d) **To liaise with the local Timber Industry for further development of the Timber Heritage Walk concept.**

Note: changes recommended are shown in **bold**

A letter is to be sent to those members not present to confirm if they wish to remain on this Committee.

CHAIRPERSON

Alan then asked the Mayor, Councillor John McMahon to call for nominations for the position of Chairperson.

Keith Sullivan was elected as Chairperson unopposed.

APOLOGIES – see Attendance and Apologies list.

DECLARATION OF INTEREST - Nil

CONFIRMATION OF PREVIOUS MINUTES – 25 JUNE 2012

The Minutes of the previous meeting held on the 25 June 2012 were noted as accurate. These Minutes were considered by Oberon Council at its Meeting held on 17 July 2012.

BUSINESS ARISING FROM PREVIOUS MINUTES

Concept Plan and Draft Signage for the Timber Heritage Walk

Mark presented to the meeting 5 draft signs for the proposed Timber Heritage Walk.

- The Cotton Family-Pioneers of the Oberon Timber processing Industry
- Timber Harvesting and Haulage Industry
- Softwood Plantations
- The Medium Density Fibreboard Plant and precinct
- Sawmilling in Oberon

Keith spoke about the history of sawmilling in Oberon and how hardwood timber was freighted by train out to the South Broken Hill Mines. Keith said there should be an additional sign to cover this part of our history and he will meet with Gary or Mark to provide details for the additional sign.

GENERAL BUSINESS

It is noted that Oberon celebrates its 150 years in July 2013 and the General Manager and the Mayor are gathering people to form a Steering Committee.

NEXT MEETING

The next meeting of the Timber Heritage Walk Committee will be held on **Monday 25 November 2012, commencing at 4.00pm.**

The Meeting closed at **4.45pm.**

13.01.02 HERITAGE COMMITTEE – 24 SEPTEMBER 2012

File No: Governance/Meetings/Heritage

Author: Janet Bailey, Development Control Administration Officer

Summary

Minutes of the Heritage Committee meeting held on 24 September 2012 are submitted for Councils information and consideration.

Recommendation

4. That the Minutes of the Heritage Committee held on 24 September 2012 be received as information.
5. That Council adopt the following Recommendations from the Heritage Committee:
 - A)
The Heritage Committee has been delegated the following powers and responsibilities;
 - e) To assess and **recommend** policies in relation to heritage listed properties **and areas**.
 - f) To report and recommend to Council on all matters affecting Heritage.
 - g) To advise Council on matters affecting future Heritage activities **and** disbursements.

Note: changes recommended are shown in **bold**

- B)
That Council seek information on the history of the “Chimney” and potential for Heritage listing through our Heritage Advisor, Christo Aitken and also seek confirmation from the owner as to whether they would support the listing.
6. That Council reaffirm the appointment of the Heritage Committee and confirm the appointments of the Committee Members

Comment

FOLLOWING is the Minutes of the Heritage Committee meeting for 24 September 2012.

The Committee were requested to consider the current Heritage Committee Charter established by Council and a recommendation was made for minor amendments to the Charter.

Members present provided a commitment to remain on the Heritage Committee.

A further recommendation was made with respect to the Chimney stack at Burruga and the potential for heritage listing.

Councillor Clive McCarthy was elected as Chairperson. The next meeting of the Committee will be held on 25 November 2012.

OBERON COUNCIL – HERITAGE COMMITTEE

Page 1 of 3

The Meeting commenced at **5:05pm**

ATTENDANCE

Councillor Clive McCarthy – Chair	Oberon Council Member
Councillor John McMahan – Mayor	Oberon Council Member
Peter Dove	Community Representative – Black Springs
Ian Davis	Community Representative - OTHR
Ewan Stewart	Community Representative - Burruga
Laurie McMahan	Community Representative – Oberon Museum
Iain McPherson	Community Representative – National Trust
Phillipa Gemmell-Smith	Community Representative - Oberon
Alan Cairney	General Manager, Oberon Council
Mark Dicker	Acting Director Development, Oberon Council
Janet Bailey	Administration Officer, Oberon Council

APOLOGIES

Councillor Ian Doney	Oberon Council Member
Brenda Doney	Community Representative – O’Connell
Susan Loudon	Community Representative – O’Connell
Ray McMahan	Community Representative – Oberon Museum
Gary Wallace	Director Development, Oberon Council
Christo Aitken	Oberon Council Heritage Advisor

REAPPOINTMENT OF COMMITTEE and COMMITTEE MEMBERSHIP

Prior to the commencement of the meeting the General Manager, Alan Cairney, advised the Committee that Council had appointed Councillor Ian Doney and Councillor Clive McCarthy as members of the Section 355 Heritage Committee.

Alan then asked the Committee to consider its role, purpose and membership and asked those members present if the Heritage Committee Charter, as determined by Oberon Council was still relevant. Alan provided the members present with a document outlining these roles and purposes.

The consensus of members present was for the Committee to remain as a separate Section 355 Committee of Council with a **recommendation** that the Charter for the Committee be changed to the following:-

RECOMMENDATION

The Heritage Committee has been delegated the following powers and responsibilities;

- a) To assess and **recommend** policies in relation to heritage listed properties **and areas**.
- b) To report and recommend to Council on all matters affecting Heritage.
- c) To advise Council on matters affecting future Heritage activities **and** disbursements.

Note: changes recommended are shown in **bold**

The Committee members present expressed a willingness to remain as members of the Heritage Committee and suggest that letters be sent to those Members not present to confirm if they wish to remain on this Committee.

CHAIRPERSON

Alan asked the Mayor, Councillor John McMahon to call for nominations for the position of Chairperson.

Councillor Clive McCarthy was then elected as Chairperson unopposed.

APOLOGIES – see Attendance and Apologies

DECLARATIONS OF INTEREST -Nil

CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING – 25 JUNE 2012

The Minutes of the meeting held on 25 June 2012 were noted as accurate. These Minutes were considered by Oberon Council at its Meeting held on 17 July 2012.

BUSINESS ARISING FROM THE PREVIOUS MINUTES

Burruga Area

Ewen Stewart had previously provided Council with list of prospective Heritage properties in Burruga and Council Staff had forwarded a letter to property owners asking if they would be interested in having their property heritage listed. No responses had been received.

Ewen then spoke about the potential impact of the new mining exploration company in Burruga and was keen to make the owners of these properties aware that these heritage items may be lost.

In particular members are keen to protect the “Chimney and Coke Ovens” at Burruga , and as such they would like to seek the assistance of Council’s Heritage Advisor, Mr Christo Aitken in gathering information on the history and potential heritage listing of these items and also seek advise from the owners as to whether they would support its heritage listing.

RECOMMENDATION

That Council seek information on the history of the “Chimney” and potential for Heritage listing through our Heritage Advisor, Christo Aitken and also seek confirmation from the owner as to whether they would support the listing.

O’Connell Conservation Area

Mark advised that the Land Use Strategy document has now been completed and is with the Department of Planning. Upon receipt of an endorsement by the Department the document will be placed on public exhibition for further comment and feedback.

Macquarie

Gary Wallace, and Christo had another on-site meeting with the new owners of “Macquarie”, Paul and Bonny Hennessey, and the owners are very interested in preparing a Conservation Management Plan for the land.

Information Regarding the Proclamation of Oberon

It has been confirmed that the Proclamation date of Oberon is the 4 July 1863 and this was Gazetted on Tuesday 7 July 1863.

GENERAL BUSINESS

Iain asked about the progress of the draft listings of Heritage properties on the new Local Environmental Plan (LEP) and asked if staff could provide a list of these properties. Mark advised that this information will be provided to the next meeting.

Iain also advised that progress is being made with the Bi-Centenary celebrations of the Cox's Road with Bathurst Council and Lithgow Council providing funds to assist with signage of the Cox's Road in each Council area.

Clive has asked Phillipa if she could confirm if Warwick Armstrong is still happy to cut the timber for a proposed dance floor at the top of the Kanangra Walls. Phillipa said she would contact Warwick.

NEXT MEETING

The next meeting of the Heritage Committee will be held on Monday 25 November, commencing at 5.00pm.

The Meeting closed at **6.05 pm**.

13.01.03 COMMUNITY SERVICES COMMITTEE – 4 OCTOBER 2012

File No: Governance/Meetings/Community Services

Author: Sharon Swannell, Executive Assistant

Summary

Minutes of the Community Services Committee meeting held on 4 October 2012 are submitted for Councils information and consideration.

Recommendation

7. That the Minutes of the Community Services Committee held on 4 October 2012 be received as information.
8. That Council confirm the appointments of the Committee Members as presented
9. That Council adopt the following Recommendations from the Community Services Committee:

The Committee has been delegated the following powers and responsibilities:

- a) Act as a liaison between Council and the community user groups associated with the Library, the **Community Technology Centre (CTC)**, ~~and the Community Centre~~ **and other non-sporting facilities and Committees**
- b) To discuss and advise Council on the development of non-sporting community facilities, services and policy
- c) To participate in Oberon Council long-range planning with regards to non-sporting community facilities
- d) To make recommendations to Council regarding the Library, CTC, ~~and the Community Centre~~ **and other non-sporting community facilities**

Note: changes recommended are shown in **bold**.

Comment

FOLLOWING is the Minutes of the Community Services Committee meeting held on 4 October 2012.

Bev Evans was elected unopposed as Chairperson of the Committee.

The Committee were requested to consider the Charter presented for the Community Services Committee and a recommendation was made for minor amendments to the Charter to include other non-sporting Committees, groups and facilities.

The Committee requested additional information regarding the types of activities and groups currently utilising the CTC, Community Centre and Library.

The Committee also requested an overview of the Community Strategic Plan as it relates to this Committee and a summary of actions that have been put in place to date.

The next meeting of the Community Services Committee will be held on 1 November 2012, at the Community Technology Centre.

OBERON COUNCIL – COMMUNITY SERVICES COMMITTEE

Page 1 of 3

The Meeting commenced at **2.00pm**.

ATTENDANCE

Clr John McMahon, Mayor	Oberon Council Member (Observer)
Clr Jill Evans	Oberon Council Member
Clr Kathy Sajowitz	Oberon Council Member
Maree Arrow	Community Representative
Amanda O'Brien	Community Representative
Robin Toedter	Community Representative
Christine Parker	Community Representative
Julie Stott	Community Representative
Jenny Hansen	Community Representative
Bev Evans	Community Representative
Alan Cairney	General Manager
Sharon Swannell	Executive Assistant

APOLOGIES

Clr Ian Doney	Oberon Council Member
Lincoln Briffa	Community Representative
Kathy Beesley	Community Liaison Officer

This is the first meeting of the Community Services Committee, the General Manager, Alan Cairney opened the meeting and welcomed the attendees.

APOLOGIES – see Attendance and Apologies

DECLARATIONS OF INTEREST - Nil

CHAIRPERSON

Alan invited the Mayor, Councillor John McMahon to call for nominations for the position of Chairperson.

Bev Evans was elected as Chairperson unopposed.

APPOINTMENT OF COMMITTEE and COMMITTEE MEMBERSHIP

Alan explained Council's process for nomination of Committee members. Each attendee confirmed they wished to be nominated as a member of the Committee. It was noted that Lincoln Briffa, who tendered an apology for this meeting also wishes to be nominated as a member of the Committee.

RECOMMENDATION

That the following people be nominated as community representatives on the Community Services Committee:

Bev Evans
Amanda O'Brien
Robin Toedter
Christine Parker
Julie Stott
Jenny Hansen
Maree Arrow
Lincoln Briffa

Alan then asked the Committee to consider its role, purpose and membership and asked those present to review the Charter presented for the Community Services Committee and the Community Transport Committee.

The Committee recommends that the Charter be amended as follows:

RECOMMENDATION

The Committee has been delegated the following powers and responsibilities:

- a) Act as a liaison between Council and the community user groups associated with the Library, the **Community Technology Centre (CTC)**, ~~and the Community Centre~~ **and other non-sporting facilities and committees**
- b) To discuss and advise Council on the development of non-sporting community facilities, services and policy
- c) To participate in Oberon Council long-range planning with regards to non-sporting community facilities
- d) To make recommendations to Council regarding the Library, CTC, ~~and the Community Centre~~ **and other non-sporting community facilities**

Note: changes recommended are shown in **bold**

Alan then asked if the Committee believes they have a role in the management of the Community Transport Scheme. The Committee agreed to hold discussions with the existing Community Transport Committee prior to making a decision.

The Committee agreed to meeting on a monthly or as needs basis. Meetings will be held on the first Thursday of each month or more frequently if required.

REPORTS

MONTHLY REPORTS TO COUNCIL – COMMUNITY SERVICES MONTHLY ACTIVITY AND COMMUNITY TRANSPORT – LAUNCH OF NEW VEHICLE

The Committee requested additional detail regarding the type of activities and number of individual users (as well as groups) included in future reports. The statistics for the Community Technology

Centre (CTC) reflect the number of classes held and do not include statistics regarding attendance at the classes.

Christine asked how the management of the Community Centre was handled. A copy of the Community Centre Handbook will be distributed to the members of the Committee.

Christine Parker asked if there had been any progress with the proposal to start a U3A (University of the Third Age), and has there been much community interest? The Committee agree that the U3A concept is worth pursuing.

Robin asked if it was possible to look at Library statistics for a longer period of time. It was noted that the method of counting visitors to the Library changed in September 2011. Staff now keep a manual register of visitors to the Library; prior to this the number of visitors was determined using a door counter at the Library.

Maree commented that the usage at the CTC has reduced. Several years ago classes were held four days per week, currently there are only classes being held on Monday and Wednesday's. Maree commented that Council need to re-invest in the CTC to make it vibrant again.

Julie asked if the CTC were still a member of the CTC Association. Alan will investigate and advise.

Jenny asked if the Library is still a member of the Public Library Association. Alan will investigate and advise.

GENERAL BUSINESS

The Committee asked what plans are in place to replace the vacant Community Services Manager Position. Alan advised that a report will be provided to Council in relation to this position.

Alan Cairney and John McMahon left the meeting at 2.55pm.

The Committee requested information about the types of activities and the types of groups using the Community Centre, CTC and Library for the next meeting.

The Committee also requested an overview of the Community Strategic Plan as it relates to this Committee and a summary of what actions have been put in place to date.

NEXT MEETING DATE AND MEETING CLOSE

The next meeting of the Community Services Committee will be held on 1 November 2012 commencing at 2.00pm at the Community Technology Centre.

The Meeting closed at **3.17pm**.

13.01.04 WORKS COMMITTEE MEETING – 9 OCTOBER 2012

File: Governance/Meetings/Works Committee

Author: Sharon Swannell, Executive Assistant

Summary

A meeting of the Works Committee was held on 9 October 2012. An inspection of the Parking at The Common was undertaken at the commencement of the meeting.

Recommendation

That:

1. The Minutes of the Works Committee Meeting held on 9 October 2012 be received for information
2. Council proceed with the construction of four additional double parking bays west of the existing trial bay, two single disabled parking bays each side of the existing concrete path, one additional parking bay to the east and a bus parking bay further towards the east at the Common and further that an additional concrete path be installed from the bus parking bay to meet up with the existing concrete path and that the works be funded from the Common Embellishment Fund.
3. Council note the information related to the repairs to the Solar lighting at the Common and endorse undertaking these repairs within the Common Embellishment allocation in the 2012/2013 budget.
4. That Council proceed with the reconstruction of the Abercrombie Road including an overtaking lane and reconstruction of the Sloggetts Road intersection.
5. That Council note the listed projects and scheduled timing on revised construction program for 2012/2013.
6. That no action be taken regarding the request from the Centroc Weight of Loads Group to address the Council or re-join the group.
7. That Council undertake inspections of Roads and Facilities as per the schedule presented below:

Date	Time	Locations
Tuesday 6 November 2012	12 noon – 4pm	Library, Visitor Information Centre, Water Treatment Plant, Sewerage Treatment Plant, Pool and Oberon Tennis Centre
Tuesday 4 December 2012	2pm – 6pm	Abercrombie Road, Dog Rocks Road, Swallows Nest Road, Mt David Road, Campbells River Road, Arkstone Road, Isabella Road, Abercrombie Road and return to Oberon
TBA	Approx. 4 hrs.	Duckmaloi Road, Nunans Hill Road, Hazelgrove Road, Lowes Mount Road, Faugha-Ballaugha Rd, O’Connell Road, Mayfield Road, Sewell’s Creek Road return to Oberon

137-139 Oberon Street
PO Box 84
Oberon NSW 2787

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



*Minutes
Works Committee Meeting
Tuesday 9 October 2012
5.30pm Council Chambers*

01	OPENING OF MEETING	2
02	RECORD OF ATTENDANCE	2
03	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	2
04	INSPECTIONS	3
05	DECLARATIONS OF INTEREST	4
06	AGENDA ITEMS	4
06.01.01	SOLAR LIGHTING AT THE COMMON	4
06.01.02	ABERCROMBIE ROAD REPAIR PROGRAM 2012/13	4
06.01.03	2012/2013 REVISED CONSTRUCTION PROGRAM	5
06.01.04	CENTROC WEIGHT OF LOADS GROUP	5
06.01.05	ROADS AND FACILITIES INSPECTIONS	6
07	GENERAL BUSINESS	6
08	CLOSED SESSION REPORTS	7
09	CLOSURE OF MEETING	7

01 Opening of Meeting

File No: Governance/Meetings/Ordinary

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

02 Record of Attendance

Members Mayor John McMahon (in the chair)
 Deputy Mayor Kerry Gibbons
 Clr Ian Doney
 Clr Jill Evans
 Clr Sam Lord (from 6.31pm)
 Clr Clive McCarthy
 Clr John Morgan
 Clr Kathy Sajowitz

Officers Alan Cairney, General Manager
 John Chapman, Director of Corporate Services (from 6.31pm)
 Aruna Wickramasinghe, Director of Engineering
 Ian Tucker, Works Manager
 Sharon Swannell, Executive Assistant

Apologies Clr Neil Francis
 Director of Development, Gary Wallace

Moved: Gibbons
Second: McCarthy

That apologies be received and accepted for the non-attendance of Councillor Neil Francis and Director of Development, Gary Wallace.

Carried

03 Confirmation of Minutes of Previous Meeting

Works Committee Meeting 7 August 2012

Moved: McCarthy
Second: Gibbons

The Minutes of the meeting held on 7 August 2012 were noted as accurate. These Minutes were considered by Oberon Council at its Meeting held on 21 August 2012.

Carried

Matters Arising from the Minutes

Clr Doney asked if the RMS will be visiting to address Council regarding the Jenolan Caves/Great Western Highway intersection.

The Director of Engineering advised that it has been tentatively arranged that the RMS attend the November Ordinary Meeting.

Councillor McCarthy advised that individual submissions were now open for the Mount Victoria to Lithgow Great Western Highway upgrade project; further information can be obtained from the RMS website.

Clr Doney requested an update regarding possible sources of funding for the Golf Club Effluent Re-use Project.

The Director of Engineering advised that the consultant has suggested possible funding sources; however these are not currently open for applications.

Councillor Doney asked if the Westpac Technology Forum has been rescheduled?

The Director of Engineering advised that the Forum will now be held on the 8 November 2012, and will be opened by the Mayor.

Councillor Gibbons referred to Councillor McCarthy's request that a log of the number of hours and costs for additional grader hire commencing from the sale of Council's grader be provided.

The General Manager advised that the information was not intended to be provided to this meeting, and a report will be provided to a future meeting.

04 Inspections

Council rose to carry out an inspection of the disabled car parking, bus parking and some options for future development of the Common at 5.40pm.

Council returned to the Chambers at 6.31pm.

Moved: Gibbons
Second: Evans

1. That Council proceed with the construction of four additional double parking bays west of the existing trial bay, two single disabled parking bays each side of the existing concrete path, one additional parking bay to the east and a bus parking bay further towards the east at the Common and further that an additional concrete path be installed from the bus parking bay to meet up with the existing concrete path.
2. The works be funded from the Common Embellishment Fund.

Carried

05 Declarations of Interest

Governance/Councillors/Declarations of Interest

Clr Doney requested further detail be provided regarding substantial and non-substantial non-pecuniary interests.

The General Manager will provide further advice to all Councillors.

Pecuniary	-	Nil
Conflicts	-	Nil
Staff	-	Nil

06 Agenda Items

06.01.01 SOLAR LIGHTING AT THE COMMON

File No: PO47.44

Author: Aruna Wickramasinghe, Director of Engineering

Summary

Further to the report to the September Council Meeting an inspection has been carried out by the solar lights manufacturer Exlites and an estimate has been received in relation to the repairs to the solar lighting.

Moved: Doney
Second: Morgan

Council note the information related to the repairs to the Solar lighting and endorse undertaking these repairs within the Common Embellishment allocation in the 2012/2013 budget.

Carried

06.01.02 ABERCROMBIE ROAD REPAIR PROGRAM 2012/13

File No: Roads/R256.1

Author: Aruna Wickramasinghe, Director of Engineering

Summary

A section of Abercrombie Road adjacent to Sloggetts Road is listed for reconstruction, in 2012/2013, utilising RMS REPAIR and Roads to Recovery funds, totalling \$800,000. The previous Council requested the construction of overtaking lanes which could have short term implications of increased costs and lead times to relocate services, land acquisition costs and reducing Council's ability to renew existing assets which are in a poor state and also increasing Council's maintenance liability in the long term.

Moved: Gibbons
Second: Sajowitz

That Council note the information in this report and not proceed with constructing an overtaking lane.

The motion was put and lost.

Moved: McCarthy
Second: Lord

That Council proceed with the reconstruction of the Abercrombie Road including an overtaking lane and reconstruction of the Sloggetts Road intersection.

Carried

06.01.03 2012/2013 REVISED CONSTRUCTION PROGRAM

File No: Roads/Design and Construction/Roads and Intersections

Author: Aruna Wickramasinghe, Director of Engineering

Summary

The revised construction program for 2012/13 is submitted for information.

Moved: Doney
Second: Gibbons

That Council note the listed projects and scheduled timing on revised construction program for 2012/2013.

Carried

06.01.04 CENTROC WEIGHT OF LOADS GROUP

File No: Govt Rel/Loc Reg Lias/Centroc

Author: Ian Tucker, Works Manager

Summary

The Centroc Weight of Loads Group is inviting non-participating Councils to re-join, otherwise it appears possible the group may fold. The enforcement of load restrictions is an important factor in reducing damage to roads.

Moved: McCarthy
Second: Gibbons

That no action be taken regarding the request from the Centroc Weight of Loads Group to address the Council or to re-join the group.

Carried

06.01.05 ROADS AND FACILITIES INSPECTIONS

File No: Governance/Meetings/Works Committee

Author: Alan Cairney, General Manager and Aruna Wickramasinghe, Director of Engineering

Summary

Councillors have indicated they would like to inspect a number of areas within the Local Government Area. A schedule of inspections is presented for Council's information.

Moved: Doney
Second: Morgan

That Council undertake inspections of Roads and Facilities as per the schedule presented below:

Date	Time	Locations
Tuesday 6 November 2012	12 noon – 4pm	Library, Visitor Information Centre, Water Treatment Plant, Sewerage Treatment Plant, Pool and Oberon Tennis Centre
Tuesday 4 December 2012	2pm – 6pm	Abercrombie Road, Dog Rocks Road, Swallows Nest Road, Mt David Road, Campbells River Road, Arkstone Road, Isabella Road, Abercrombie Road and return to Oberon
TBA	Approx. 4 hrs.	Duckmaloi Road, Nunans Hill Road, Hazelgrove Road, Lowes Mount Road, Faugha-Ballaugh Rd, O'Connell Road, Mayfield Road, Sewell's Creek Road return to Oberon

Carried

07 General Business

Dust – Black Bullock Road

File No: Roads/R28

Clr Gibbons asked if any action has been taken to address the dust issue on Black Bullock Road and if consideration has been given to using black metal dust as a dust suppression method.

The Director of Engineering advised that this has not been addressed as yet and that he will be looking at what alternative products may be available.

Paveliner

File No: Plant Equipment and Stores/Reporting

Clr Morgan requested that the Director of Engineering undertake an investigation of the Paveliner and requested a report be provided to Council regarding the Paveliners current operating condition. He also asked if the raw materials that are being used are the same as those specified by the manufacturer and if the operators are trained and competent in the use of the unit.

The Director of Engineering undertook to provide the information.

Clr McCarthy requested information also be provided regarding alternate machines that can undertake this work, for example the machine currently being used by Bathurst Regional Council.

Hazelgrove Road

File No: Roads/R188

Clr McCarthy asked if recent works on Hazelgrove Road will be sealed in the near future?

The Director of Engineering advised that there are no plans to seal this section at present.

Abercrombie Road

File No: Roads/R256.1

Councillor McCarthy asked about plans to remove the dirt which has been left on the bank at the section of roadwork recently completed in the Black Springs Village and asked why it wasn't taken away when the works were done.

The Works Manager advised that the dirt will be removed in the near future.

Clr McCarthy advised that there is a section of Abercrombie Road near "Wilga" and "Redbank" where the seal is breaking up and asked if we are going to repair this area?

The Works Manager undertook to inspect this area. A final seal will be applied to this section of road during summer. Pipes will be installed across the road near Wilga prior to applying the final seal.

08 Closed Session Reports

Nil

09 Closure of Meeting

This concluded the business of the meeting, the meeting rose at 8.08pm.

The next Works Committee Meeting of Oberon Council will be held on Tuesday 22 January 2013 commencing at 5.30pm in the Oberon Council Chambers, 137 – 139 Oberon Street, Oberon.

14 New Business of an Urgent Nature Admitted by Council

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

15 Closed Session 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.

15.01.01 OBERON STORM WATER HARVESTING PROJECT

File No: Water Supply/Stormwater Harvesting

Author: Aruna Wickramasinghe

This item is classified CONFIDENTIAL under Section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

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

15.01.02 INVESTMENTS – LEGAL ACTION LGFS

File No: Financial Management/Investments/Legal

Author: John Chapman, Director of Corporate Services

This item is classified CONFIDENTIAL under Section 10A(2)(g) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.

16 Closure of Meeting

The next Ordinary Meeting of Oberon Council will be held on 20 November 2012 commencing at 5.30pm in the St Thomas Church Hall, Beaconsfield Road, O'CONNELL.
