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*Agenda and Business Papers
Oberon Council Special Meeting
Tuesday 22 May 2012
5.30pm Council Chambers*

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01 Opening of Meeting

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

02 Record of Attendance

Members Cr Don Fitzpatrick, Mayor - Chair
 Cr John McMahan, Deputy Mayor
 Cr Ian Doney
 Cr Keith Sullivan
 Cr Neil Francis
 Cr Kerry Gibbons
 Cr Clive McCarthy
 Cr Bob O’Bernier

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

Apologies Nil

That apologies be received and accepted for the non-attendance of ...

03 Declarations of Interest

Pecuniary -
Conflicts -
Staff -

04 Reports

04.01.01 DRAFT COMMUNITY STRATEGIC PLAN 2012

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

Author: Alan Cairney, General Manager & John Chapman, Director Corporate Services

SUMMARY

Following the requirements of the Division of Local Governments guidelines and the Integrated Planning and Reporting framework (IP&R), a draft Community Strategic Plan (CSP) has been prepared along with a Delivery Program and Operational Plans, and a Resourcing Strategy.

The draft CSP is to be placed on public exhibition for at least 28 days during which time written submissions will be received from the community and considered by Council prior to adopting our first Community Strategic Plan.

The CSP replaces the current Management Plan process. The Delivery Program outlines the programs and projects that Council intends to commence or complete during the next 4 years and the Operational Plan provides additional details for each year, including the Rates, Fees and Charges that Council will apply.

The Resourcing Strategy includes a Long Term Financial Plan, a Workforce Management Plan and an Asset Management Plan.

RECOMMENDATION

That:

1. Council place the draft Community Strategic Plan on public exhibition along with the Draft Delivery Program and Operational Plan and the Draft Resourcing Strategy which includes:
 - Draft Long Term Financial Plan
 - Draft Workforce Management Plan
 - Draft Asset Management Plan
2. The period of public exhibition be from 24 May 2012 to 21 June 2012, with written submissions closing on 21 June 2012.
3. The Mayor and General Manager make arrangements to hold community information sessions in Black Springs, Burruga, Oberon and O'Connell.
4. A Special Meeting be held on 26 June 2012 to consider submissions received and to finalise the Community Strategic Plan, Delivery Program and Operational Plans.

COMMENT

The following comments provide details relating to the preparation of the draft CSP document and the Delivery Program and Operational Plan and other documents required as part of the Integrated Planning and Reporting process (IP&R).

COMMUNITY CONSULTATION

The IP&R requirements prescribed that Council should as a minimum prepare a Community Engagement Strategy (CES), to identify relevant stakeholder groups within the community and outline methods to be used to engage with each stakeholder group.

ATTACHED as a separate document is the CES.

Using the CES document as a guide Council engaged the community through a representative “focus group” with an initial workshop held with identified stakeholder on 13 April 2012. This one day “community planning workshop” was facilitated by the company “*Groupwork*” and involved most of the Elected Councillors, Council staff, and around 50 stakeholder representatives.

“*Oberon 2025 – making our future together*” was used as a working title for the community consultation process and all workshop participants were provided a copy of an unedited outputs document. *Groupwork* then assisted Councillors and Council staff to further develop components for an “interim” draft CSP document including revised Vision and Values for the Oberon LGA and a number of future directions and strategic outcomes. A revised document was distributed for feedback.

Groupwork also assisted staff in preparing an initial draft of the Delivery Program and Operational Plans.

Ongoing community engagement is outlined in the CES document and includes visits to village areas by both Councillors and Council staff. This is a key part of the engagement process with more “personalised” presentations to those directly affected individuals and groups as well as those who live in the town of Oberon.

This will occur during the public exhibition period, with presentations to be made at public meetings in Black Springs, Burruga, Oberon and O’Connell.

The format for the presentations is being developed and will include an information brochure and feedback sheet to facilitate written submissions being received during the public exhibition period.

The public exhibition period is proposed from 24 May to 21 June 2012.

The last page of the draft CSP document is provided as a feedback page which can be removed and includes details of the exhibition period.

Please Note:

Some of the ATTACHED documents require some changes to formatting and the inclusion of photographs and other minor amendment. Details of these changes will be provided verbally at the Special Meeting and in the case of photographs a note has been made in the document.

PREPARATION OF THE DRAFT COMMUNITY STRATEGIC PLAN (CSP)

An “interim” draft CSP was distributed to all participants of the community planning workshop with some feedback received.

The draft CSP document is included as a separate **ATTACHMENT**.

The draft CSP was prepared using the initial information obtained from the workshop and subsequent workshops over 2 days with Councillors and staff.

The purpose of the CSP is to provide a road map of what is important to the community now and in the future. The CSP is a working document that will be regularly reviewed and amended to ensure its relevance remains current. The aims of this document includes exploring and establishing partnerships - what can individuals, community groups, state agencies and Council do together to deliver the desired outcomes that have been identified in the draft CSP.

Through this process a revised “Vision Statement” was prepared along with a “Values Statement”.

To achieve this vision, six future directions and strategic outcomes were identified. In the Delivery Program separate actions have been prepared for each strategic outcome associated with each of the six future directions.

The six future directions are:

OUR COMMUNITY
BASIC SERVICES
ECONOMIC PROSPERITY
RESPONSIVE and CARING
OPEN COMMUNICATION
NATURAL ENVIRONMENT

Our Community (originally Active Community Living in the interim draft). This future direction and the strategic outcomes describe how the community uses services for “health and well being” activities. Sport and Recreation, Parks, the Library and the Swimming Pool are in this area.

Basic Services (Functional Physical Infrastructure & Services in the interim draft). This area contains the “essential” services that communities require and use each day. Water, Wastewater (sewerage systems) road networks and waste management are the basic ingredients.

Economic Prosperity (A Prosperous Economy in the interim draft). Typically value adding activities such as Tourism and Economic Development, our agricultural and timber industries and a thriving business sector describe this area of services provided by Council, or where Council has a role to regulate, facilitate, advocate or lobby other agencies on behalf of our communities.

Responsive and Caring (Social Infrastructure & Services that respond to Community Needs). Aged Care, Youth activities, community services, health, education and emergency services describe the activities and future direction and strategic outcomes contained in the delivery program and operational plan.

Open Communication (Strong, Engaged Communities in the interim draft). Describes how the Council communicates with individuals and communities as well as interactions with all stakeholders within the Oberon LGA. This is also referred to as “governance” & civic leadership.

Natural Environment (A Healthy, Natural Environment in the interim draft). This area covers the environmental considerations and the responsible management of our natural resources and the guidelines required to maintain a balance between future planning to protect these natural resources and development pressures.

THE DRAFT DELIVERY PROGRAM AND OPERATIONAL PLANS

The Delivery Program is to be developed for each elected term of Council. It is a four year Program that sets out ACTIONS across the full range of Council’s Services & Operations.

The Delivery Program will become a statement of commitment to the community developed by each newly elected Council. It is a single point of reference for all activities undertaken by each Elected Council during each term of office and will identify priorities. All plans, projects, activities and funding allocations will be directly linked to the Delivery Program.

The Delivery Program contains the **Future Directions and Strategic Outcomes** outlined in the CSP, which are directly Council’s responsibility.

The Delivery Program includes measures to monitor our success, along with a detailed Long Term Financial Plan for this four-year period, which is the **Resourcing Strategy**.

The Operational Plan is a one year Plan that supports the Delivery Program and outlines in more detail the individual activities that Council will undertake within each financial year along with a financial budget.

The Operational Plan will also include **Council’s Revenue Policy** and a **Statement of Council’s estimate of Income and Expenditure along with the annual Fees and Charges**. The Operational Plan links directly to the Delivery Program, Community Strategic Plan, and Resourcing Strategy and should not be viewed in isolation.

Summary of Revenue Policy – the following details relate to the revenue and expenditure components of the Operational Plan for Year 1 (2012/2013).

Rates and Charges

At the date of publication of this document, The allowable increase under rate pegging for general-purpose income of 3.6% and this has been used for Council’s Ordinary and Town Improvement Rates, and Waste Charges.

Water Supply Charges are proposed to be increased by 10%, with the exception of the Water Treatment Plant Annual Charge, which will remain unchanged. Sewerage charges are proposed to be increased by 3%.

This should ensure the level of services to the community is maintained and, in relation to Water Supply and Sewerage Service charges, that an operating profit is earned and retained to assist with the funding of future capital improvements.

There is no proposal to apply for any Special Rate increases for 2012/2013.

Valuation Changes

The Valuer General undertook a general valuation of property land in the 2009-2010. The new property values were used for the first time in the 2010-2011 rating year.

Payment of Rates

Annual rates and charges may be paid in a single instalment or by quarterly instalments. If payment is made in a single instalment, the instalment is payable by 31 August and if payment is made by quarterly instalments, the instalments are payable by:

Installment 1	Installment 2	Installment 3	Installment 4
31 August	30 November	28 February	31 May

On or before 31 October, 31 January and 30 April Council will send instalment reminder notices to each person whose rates and charges are being paid by quarterly instalments. Interest is charged on each instalment not paid by the due date.

Pension Concessions

Council reduces ordinary rates, water, sewer and domestic waste charges for eligible pensioners from the date of application. Pensioners who are uncertain of their eligibility should contact Council for assistance.

Ordinary Rates

An Ordinary Rate is raised on every rateable assessment within the Council area. The *Local Government Act, 1993* requires all rateable assessments to be categorised. The categories applicable are Farmland, Business, Residential, and Mining.

Further sub-categories are allowed under each category. Those applicable to the Oberon Council are Residential, Rural Residential (definition Local Government Act, 1993), Non-Urban Centres of Population (covering the areas known as the Village of Black Springs, Oberon Hills Estate, Stratford Downs Estate and Titania Park Estate).

Town Improvement Rates

A Town Improvement Rate is raised on every rateable assessment within the zoned Oberon "Village" area. The purpose of this rate is to provide for town improvements. The categories applicable are – Residential, Business, and Farmland

Sewerage Charges

Sewerage Charges for the 2012-2013 year will incorporate an access and usage component. Access charges have been calculated to cover the capital costs of the sewer scheme while the usage charge covers operational costs. No increase in charges is proposed.

Water Charges

Water Charges for 2012-2013 will incorporate an access and usage component. The access or base has been calculated to cover the fixed costs of the water reticulation scheme. A 10% increase in waste charges is proposed.

Waste Charges

Domestic Waste Charges

Under the provisions of the *Local Government Act, 1993*, Council must make a levy and annual charge for the provision of domestic waste management services for each parcel of rateable land for which that service is available. Currently the service is available to all parcels of land within the town of Oberon as well as Stratford Downs. Council is required to levy this charge on all parcels of land, whether the land is occupied or vacant. A 3.6% increase is proposed.

Fees and Charges

Council's Fees and Charges Schedule form part of the Operational Plan and a copy of this is **ATTACHED** as a separate document.

Pricing Policy

Council's pricing policy generally supports the cost recovery methodology. However, it recognises people's ability to pay and balances an expectation that some services will be cross-subsidised from rates for the common good of the community.

Methodologies

Full Cost Recovery (F) – Recovery of all direct and indirect costs associated with providing a service, including, in some cases, making provision for future expenditure.

Full Cost Recovery plus a margin (F+) - As above to generate a surplus.

Partial Cost Recovery (P) – Subsidised operations, which are of benefit to the community as a whole, particularly keeping low-income users in mind.

Market Pricing (M) – Council will not use subsidies to compete unfairly or price others out of the market.

Statutory Fees (S) – Statutory fees are charged at rates defined by the State Government in relevant legislation and regulations. These fees will only be varied by changes to the legislation concerned.

Demand Management (D) – Reflect the real lifecycle costs and recognize pricing encourages or discourages consumer use and behaviours.

Contribution (C) - Ensure contributions reflect the costs incurred in providing community facilities/services, open space and recreational facilities required to meet the additional needs of the community created by new development and in doing so, ensure the local amenity does not diminish.

No Cost Recovery (N) – reflects Council's policy in relation to free use of selected facilities by community/not-for-profit groups.

Loan Borrowings

In order to facilitate funding for the required upgrade to the Oberon Waste Management Facility, it is proposed to borrow \$284,000 from Council's Waste Water (Sewerage) Reserve.

Grants

Grants are considered a valuable source to match or fully fund projects or services. Council will continue to source grants and may apply general-purpose revenues where they consider the grant will provide a benefit to the community.

Investments

Investments are placed with financial institutions in accordance with legislation and Council's Investment Policy to achieve best returns and maximize availability of funds for projects or cash flow purposes.

Sale of Assets

In accordance with Council's Plant Replacement Program, Council will sell and replace Plant on the most economical basis. Council is continually reviewing its plant running costs in order to maximize its return on capital invested. Council will also sell and replace office equipment on the same basis.

Real Estate Sales

Council has the following parcels of land for sale:

1. Albion Street Industrial Park, Oberon – Approximately 3.5 hectares, sub-dividable on demand, i.e. a pattern of sub-division has not been determined.
2. 15 Residential Lots, Tasman Street/Stevenson Close.
3. 70 Dart Street – Residential House.

Contributions Received

The first component relates to revenue received in the form of cash payments made by developers towards obligations identified in Council's Contribution Plans.

All contributions received in the current year are treated as income and are either used to fund current expenditure or restricted for future expenditure. Hence the total receipts for the year are fully offset by expenditure or a transfer to restricted reserve within the 2011-2012 and future budgets.

The second component relates to the recognition of in-kind revenue for donated or contributed assets handed over to Council each year such as bush-fire property, plant and equipment.

Council has formulated contribution plans.

Transfer to/from restricted assets

It has been Council's policy to earmark certain revenue and transfer it into Reserve accounts. The Reserves are for funding future expenditures. When appropriate, these Reserves are applied towards the expenditures.

A list of Council's Reserve Balances is included in the Operational Plan.

Financial Assistance Program

Section 356 of the *Local Government Act 1993* prescribes the requirements when Councils provide financial assistance to others (including charitable, community and sporting organisations and private individuals).

Council has formally adopted a policy on Financial Assistance which is available from Council, or may be accessed on Council's website.

A full list of Donations **FOLLOWS this Report Item.**

Capital Expenditure Items

The following capital expenditure items are included in the Operational Plan for 2012/2013 (Year 1)

Governance-Elected Members Capital Expenditure

703	Information Technology	<u>6,300</u>
Total Governance - Elected Members		<u>6,300</u>

Store/Depot Capital Expenditure

700	Other Capital Works (new/improved asset)	
	<u>Project Details</u>	
	<i>Retaining Wall</i>	<u>30,000</u>
Total Store/Depot		<u>30,000</u>

Plant Capital Expenditure

07540. Plant Purchases		
0705.	Plant Purchases	480,000
0706.	Leaseback Plant Purchases	<u>55,000</u>
Total Plant		<u>535,000</u>

Roads Bridges Footpaths Capital Expenditure

07270. Urban Local Streets		
0741.	Town Streets Reseals	48,000

07271. Sealed Rural Local Roads		
0741.	Rural Roads Reseals	48,000

07350. Sealed Local Rds (Funded)		
	<u>Project Details</u>	
	<i>Local Roads Reseals</i>	315,000
	<i>Campbells River Rd - Rehabilitation</i>	150,000
	<i>Arkstone Rd</i>	450,000
	<i>Heavy Patching</i>	<u>150,000</u>
Totals Sealed Local Roads (Funded)		<u>1,065,000</u>

07351. Sealed Regional Rds (Funded)		
	<u>Project Details</u>	
	<i>Abercrombie Rd Rehab</i>	800,000
	<i>Regional Roads Reseals</i>	98,000
	<i>Abercrombie Hill Safety Improvements</i>	<u>480,000</u>
Totals Sealed Regional\ Roads (Funded)		<u>1,378,000</u>

07360. Unsealed Local Rds (Funded)		
	<u>Project Details</u>	
	<i>Dog Rocks Rd - Reconst/Seal</i>	350,000
	<i>Beaconsfield Rd Reconst/Seal</i>	200,000
	<i>Gravel Resheeting - Priority Listing to be Prepared</i>	<u>365,000</u>
Totals Unsealed Local Roads (Funded)		<u>915,000</u>

Totals Roads Bridges Footpaths	<u>3,454,000</u>
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Note: the full scope of Road Works will be presented to Council's Works Committee to better inform the Community of actual work to be completed during the year.

47410. Waste Management Capital Expenditure	
0819. Mobile Garbage Bin Purchases (Capital)	5,000
Totals Waste Management	5,000

Water Supply Capital Items

27000. Water Infrastructure Capital Expenditure	
0781. Water Mains Capital Works (Replacements)	150,000
Totals Water Infrastructure	150,000

Sewerage Service Capital Items

37000. Sewerage Capital Works	
0801. Sewer Mains	9,000
Totals Sewerage Capital Works	9,000

Parks & Reserves Capital Items

07240. Loan Payment - Oberon Sports Complex	
0945. Loan Payments	50,000
Totals Parks Gardens & Reserves	50,000

Town Improvement Capital Expenditure

57395. Town Improvement Capital Projects	
0714. Street Tree Planting	5,000
0715. Parks & Gardens Embellishment - The Common	40,000
0761. Bike Tracks	40,000
0762. Oberon Street Paving	80,000
0763. Church Hill Rock Wall	25,000
0765. Street & Public Lighting Capital Works	20,000
0766. Underground Power Capital Projects	15,500
(New) Concept Plan for Future Projects	20,000
0770. Stormwater Drainage Capital Works	80,000
Totals Town Improvement	358,500

Library Capital Expenditure

07710. Library	
0700. Books/CD/DVD Purchases	10,000
Totals Library	10,000

Community Technology Centre Capital Expenditure

07710. Community Technology Centre	
0703. IT Capital Expenditure	10,000
Totals Community Technology Centre	10,000

Swimming Pool Capital Expenditure

07720. Swimming Pool

0700. Capital Replacements etc

Project Details

Pool Vacuum

6,500

Heat Compressor

6,500

Replace Heat Exchange Unit

70,000

Totals Capital Replacements etc

83,000

0702. Furniture Fittings & Other Equip Capital

10,000

Totals Swimming Pool

93,000

Community Centre Capital Expenditure

0730. Building Capital Works

Project Details

Outdoor Shade Structure etc

10,000

Totals Community Centre

10,000

Arts & Culture Capital Expenditure

07890. Other Culture Capital Works

0700. Other Capital Works (new/improved asset)

Project Details

Pavers, Grassing Cultural & Community Precinct

30,000

Totals Arts & Culture

30,000

Rural Fire Service Capital Expenditure

08070. Fire Control

0705. Plant Purchases

360,000

Totals Plant Purchases (funded by RFS)

360,000

0730. Buildings

Project Details

Fire Shed Burruga

200,000

Amenities & Security Jerong Paling yards

20,000

Totals Buildings (funded by RFS)

220,000

Totals Rural Fire Service

580,000

THE RESOURCING STRATEGY

The CSP will provide a mechanism for expressing long-term community aspirations. However, these will not be achieved without sufficient resources. We need time, money, assets and people to be able to actually carry out what is included in the CSP.

The Resourcing Strategy will consist of three components:

- ◆ Long Term Financial Planning (financial modelling and 10 year plan)
- ◆ Workforce Management Planning (organisational capability)
- ◆ Asset Management Planning (asset strategy)

The Resourcing Strategy will highlight who will be responsible for the issues and directions to be achieved as identified in this CSP document. Some issues will clearly be the responsibility of the Council; some will be the responsibility of other levels of Government, and while some rely on community input and action from community groups or individuals.

Long Term Financial Plan (LTFP)

The LTFP has been prepared initially on the structure of the previous Management Plan with the following Strategic Focus Themes:

- Essential Services
- Community Well-Being
- Town Improvement
- Community Services & Amenities
- Recreation & Culture
- Land Use Management
- Economic Prosperity
- Organisational Leadership, Finances, Operations, Technical Support, People Management

The LTFP will be revised to complement the new **Future Directions and Strategic Outcomes** which are shown in the draft CSP, the Delivery Program and Operational Plans.

The LTFP has been prepared with some assumptions (like increases in the cost of materials etc.) and forecasts for revenues and expenditures and also sensitivity analysis (for example what effect increases in interest rates will have in the longer term and population projections).

The draft LTFP is included as a **separate ATTACHMENT.**

The structure of the LTFP presented to Council has been prepared using the current Management Plan headings and will therefore be amended to coincide with the structure of the CSP, Delivery Program and Operational Plans.

The LTFP has been calculated utilising the latest estimated figures for 2012/2013 with anticipated increases as follows:

- | | |
|--------------------------------|--------|
| • Consumer Price Index (CPI) | 3.00% |
| • Wages Increases | 4.00% |
| • Insurance Premiums Increases | 10.00% |
| • Electricity Supply Charges | 17.00% |
| • Gas Supply Charges | 10.00% |

Workforce Management Plan (WMP)

The WMP was prepared in a draft format and submitted to a Workshop with Councillors and management staff on 1 May 2012. Staff reviewed the draft document again in a Workshop on 10 May and following further amendment the draft WMP is now presented for Council's consideration.

In developing our Community Strategic Plan (CSP) an analysis of our current workforce capacity was undertaken and identified areas where we need to reshape and restructure the organisation to achieve the strategic outcomes detailed within the CSP.

From this we were able to identify a number of issues which will impact on Council's ability to provide services now and in the future. Objectives and Strategies have been identified on the basis of our current Workforce Profile and these issues.

Actions have been suggested and details included in the Delivery Program and Operational Plans (for Year1 to Year 4).

The draft WMP contains details of the management and organisational structure and also a profile of our workforce. We have 81 permanent employees and with casual and seasonal employees this number increases to 104.

Of the 104 employees almost 3 in every 5 is employed full-time, while 1 in every 5 is a casual or seasonal employee. About 35% are female and 65% male.

Excluding casual and seasonal employees 44.45% are administration/indoor and 55.55% are employed in the outdoor/works & depot areas. Almost 98% of the outdoor/works & depot employees are full-time and 36% of all permanent administration/indoor employees are part-time.

The largest age bracket is 51 to 64 years (41.97%) and over 75% of employees are aged over 31.

The average age of employees is 41 years.

The draft WMP is included as a **separate ATTACHMENT**.

Asset Management Plan (IAMP)

Council adopted an Integrated Asset Management Plan (IAMP) on 17 May 2011, and this was reviewed along with a draft Asset Management Policy/Strategy (AMS) at a Workshop with Councillors and staff on 24 April 2012.

The IAMP has been reviewed and amended and is included as a **separate ATTACHMENT**.

The draft AMS is included as a **separate ATTACHMENT**.

Note:

Additional work has been completed by Council's Executive Management Team and also with the assistance of our Finance Staff. In particular our Director Corporate Services, John Chapman, has made a huge input into many of these documents.

List of Donations

This list is in 3 parts;

The first part includes the “Civic” type donations which are in accordance with Council’s Policy. Donations to Annual Schools end of year Presentations, and contributions towards Rates and Charges (Water). This also includes a donation toward Council’s Social Club which was previously determined by Council Resolution and is now included in this list to promote transparency.

The second part are donation requests from specific groups. These were reported to Council separately, with no decision required at that time, and are now relisted for approval as part of the Draft CSP (and Delivery Program & Operational Plan) process.

The third part are contributions toward projects, and in kind work, to external organisations. In this case the 2 groups are the Oberon Golf Club and the Heritage Rail Group.

<u>Annual Donations - Council Policy</u>	
Schools Annual Presentations x 6	1,200
RSL Memorial/Museum Rates	424
RSL Memorial/Museum Water	248
Showground Trust Sewerage Charges	309
Oberon Masonic Centre Rates	117
Donation to Staff Social Club	3,000
	5,298
 <u>Annual Donations - Subject to Annual Application/Consideration</u>	
Burruga Bugs	500
Central Tablelands Industry Links Group	500
CWA Public Speaking Contest	100
Bathurst Broadcasters Junior Sports Awards	200
Bathurst Harness Racing Club	600
Lifeline Central West	500
Oberon Junior Hockey Club	500
Oberon Junior Rugby League	500
Oberon Tigers Rugby League Club	1,500
Oberon Heritage & Collectors Club	7,000
Oberon Men’s Shed	600
Oberon Show Society - Showgirl Competition	1,000
- Showgirl Prize Money	500
Telstra Childflight	500
Western Region Academy of Sport	260
Xsight Youth Group	250
	15,010
 0406. Grant/Donation Projects - Golf Club	 11,000
0407. Grant/Donation Projects - Heritage Rail Group	5,150
	16,150
 Totals Sec 356 - Budgeted Program	 \$36,458
 Sec 356 - Unplanned Program	 \$5,000

04.01.02 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2012

File No: Financial Management/Budgets/Reviews

Author: John Chapman/Director of Corporate Services

Summary

The Quarterly Budget Review Statements for the third quarter to 31 March 2012 have been completed and will be distributed as a separate document.

A summary of major variations will be provided at the front of the separately distributed statements.

In accordance with the Local Government (General) Regulations 2005, a budget review statement must include or be accompanied by:

- “(a) a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure, and*
- (b) If that position is unsatisfactory, recommendations for remedial action.”*

The Director of Corporate Services is Council’s Responsible Accounting Officer and the statement required is included in the statements.

Recommendation:

That the Quarter 3 Budget Review Statements for 2011/2012 be received and noted and the revised budgeted income and expenditure items be voted.
