

September 2010

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This is Page No. 1 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 September 2010.

**P1. STAFF APPOINTMENTS**

**Staff Report to the 21 September 2010 Ordinary Meeting**

**File No. C19.1**

**Prepared by Joanne Barton on 2 September 2010**

Council resolved at its 16 June 2009 Ordinary Meeting, *“That staff be allowed to recruit within the adopted structure and keep council informed of staff replacements at its ordinary meetings.”*

There has been no staff replacements since the August 2010 Ordinary Meeting.

**Recommendation:**

That the information be received and noted.

**P2. COUNCIL MEETINGS**

**Staff Report to the 21 September 2010 Ordinary Meeting**

**File No. A2.1**

**Prepared by Sharon Swannell on 6 September 2010**

A schedule of upcoming meetings is provided for Council’s information. In accordance with Council’s Code of Meeting Practice, a meeting notice and agenda will be forwarded to Councillors for each meeting 5 to 10 working days prior to the meeting taking place.

<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Ordinary Council Meeting	21 September 2010	5.30 pm	Council Chambers
Heritage Committee Meeting	20 September 2010	5.00 pm	Council Chambers
Oberon Business Development Committee	30 September 2010	4.00 pm	Council Chambers
Library Committee Meeting	5 October 2010	4.30 pm	Oberon Community Centre
Events Committee Meeting	5 October 2010	5.30 pm	Council Chambers
Promotions Committee Meeting	7 October 2010	9.30 am	Council Chambers
Ordinary Council Meeting	19 October 2010	5.30 pm	Council Chambers
Oberon Sports Complex Committee Meeting	27 October 2010	5.30 pm	Council Chambers
Care Car Committee Meeting	29 October 2010	10.00 am	Oberon Visitor Information Centre

**Recommendation:**

That the information be received and noted.

This is Page No. 2 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 September 2010.

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General Manager

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Mayor

**P3. SUSTAINABLE CHOICE PROGRAM**  
**Staff Report to the 21 September 2010 Ordinary Meeting**  
**File No. D51.1**  
**Prepared by Ralph Tambasco on 7 September 2010**

Council considered a report concerning this matter at its 17 August 2010 Ordinary Meeting. At this meeting, Council resolved as follows:

*“That the information be received and noted and that a further report be prepared by Council.”*

Sustainable Choice is a partnership program between the Local Government and Shires Association (LGSA) and NSW Department of Environment, Climate Change and Water (DECCW) aimed at helping Councils increase their level of sustainable purchasing.

It is a sustainable procurement program helping Local Government meet Ecologically Sustainable Development (ESD) and triple bottom line objectives. It provides support and guidance to Council's on products and services that save energy or water, contain recycled content, are non-toxic, have greenhouse or biodiversity benefits, or advance Council's social or environmental objectives in some way.

Currently there are 58 member Councils in the program and this number is continually increasing. Joining the program is free. Oberon Council is currently not a member.

Information on specific products and services is available via fact sheets and briefing notes. A free web based database of sustainable products is available to help Council staff locate sustainable products and services. There are currently approximately 1400 products and 250 suppliers on the Sustainable Choice database.

Oberon Council already practices some level of sustainable purchasing, such as recycled photocopier paper and energy efficient fluorescent light tubes.

Nine of the seventeen Centroc Council's currently participate in the program.

In NSW, Local Government spends approximately \$5 billion per year buying products and services. This represents a powerful force to help drive technical innovation and improved efficiency.

Sustainable procurement can;

- Improve efficiency and reduce waste
- Save money
- Demonstrate leadership to the community and stakeholders
- Support local communities and businesses
- Deliver statutory and community service obligations
- Help achieve long term social and environmental objectives

This is Page No. 3 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 September 2010.

## What's Involved?

Joining the Sustainable Choice program involves the following:

- Written acceptance of the LGSA's invitation to join the program
- A Council resolution reaffirming Council's support for sustainable procurement and committing Council to participate in the Sustainable Choice program
- Establish a team within Council to drive the process
- Incorporation of sustainable purchasing principles into councils purchasing policies and systems
- Participation in free staff peer education and information sharing between councils (through newsletters, workshops, seminars, etc.) organised by Sustainable Choice, to facilitate increased awareness of the benefits of sustainable procurement
- Participation in the Sustainable Choice annual reporting survey that helps ascertain the scope and level of sustainable purchasing across the NSW local government sector

Sustainable Choice members enjoy:

- Personal and online support in sustainable procurement
- Access to procurement documents including sustainable purchasing policies from other members, tendering guidelines, product briefing papers, media release and the Sustainable Choice annual report
- In-house, half day sustainable procurement training
- A quarterly newsletter
- Access to staff training to educate Council employees on what products and services are available and the benefits of their use
- Website access containing a database of suppliers to enable staff to find products and services
- Fact sheets on specific products, services and sustainable purchasing issues

If Council resolves to join the Sustainable Choice program, it must agree to the following:

- a) Accept, in writing, the LGSA's invitation to join the program
- b) Establish a team with responsibility to coordinate sustainable procurement in Council
- c) Develop, adopt and implement sustainable purchasing policy principles
- d) Integrate sustainable procurement principles into Councils purchasing activity
- e) Council participation in the Sustainable Choice annual reporting questionnaire to record the scope and level of sustainable procurement taking place in NSW Local Government
- f) Staff participation in peer education forums (workshops, etc.) to facilitate increased levels of awareness of the benefits of sustainable procurement

Copies of Sustainable Choice information is attached (**Attachment A5**).

Councillors are invited to find out more about the Sustainable Choice program by visiting [www.lgsa-plus.net.au/sustainablechoice](http://www.lgsa-plus.net.au/sustainablechoice).

This is Page No. 4 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 September 2010.

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General Manager

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Mayor

Should Council resolve to participate in the sustainable choice program, the establishment a sustainable procurement team will be the responsibility of MANEX.

**Recommendation:**

That the information be received and noted.

**P4. SNAPSHOT OF NSW COUNCIL'S – COMPARATIVE INFORMATION OF NSW LOCAL GOVERNMENT COUNCILS 2008/09**  
**Staff Report to the 21 September 2010 Ordinary Meeting**  
**File No. A1.3.2**  
**Prepared by John Chapman on 14 September 2010**

The Department of Local Government, by circular (*Attachment P4*) advise that the Snapshot of NSW Council's - Comparative Information On NSW Local Government Councils 2008/09 has been released by the Minister for Local Government.

The publication can be obtained from the Division of Local Government website [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au).

Councillors who wish to obtain a copy of the information may do so by contacting Council's Executive Assistant, Sharon Swannell.

**Recommendation:** That the information be received and noted.

**P5. COUNCILLOR INFORMATION SEMINARS – SERIES 2**  
**Staff Report to the 21 September 2010 Ordinary Meeting**  
**File No. A1.2.3**  
**Prepared by John Chapman on 14 September 2010**

The Division of Local Government has advised that they intend to conduct a second series of Councillor Information Seminars during October to December 2010.

The seminars will run for half a day and all Councillors and General Managers are advised that they should attend.

The seminars will focus on:

- Getting the most part of new financial templates
- Performance Management of General Managers
- Conflicts of Interest update – “avoiding the traps”

Seminars are planned to be held in various metropolitan and regional locations. Further information regarding the seminars including details about the final content, dates and venues will be made available to Councils over the coming months.

**Recommendation:** That the information be received and noted.

This is Page No. 5 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 September 2010.

**P6. MAYFIELD ROAD**

**Staff Report to the 20 September 2010 Ordinary Meeting**

**File No. R12**

**Prepared by John Chapman on 14 September 2010**

Council, at its 18 May 2010 Ordinary Meeting discussed access to the Mayfield Garden facility and in particular possible opportunities for funding assistance to seal the remaining unsealed section of Mayfield Road and for the construction of a new bridge at the Wiseman's Creek crossing.

Council resolved as follows:

*“That an invitation be extended to the Premier and the Minister for Tourism via the Member for Bathurst, Gerard Martin, inviting them to visit the Mayfield Garden facility following consultation with the owners of the facility with a view to obtain funding assistance for the Mayfield Road and Bridge.”*

Responses to Councils correspondence have been received from the Premier of New South Wales, Kristina Keneally MP (**Attachment P6a**), who referred the matter to the Minister for Roads, The Hon David Borger MP.

The Minister for Roads advised (**Attachment P6b**) that the access road to Mayfield Garden is a local road for which Oberon Council is responsible. Funding for the upgrading of this road is a matter for the Council. The Minister reiterated possible sources of funding to assist Council including the existing Financial Assistance Grants to Local Government and the Roads to Recovery program.

A response has also been received from The Hon Jodi McKay MP, Minister for Tourism (**Attachment P6c**) who advised that she would be pleased to meet with Oberon Council in relation to tourism issues in the Local Government Area on any upcoming visit to the electorate. The Minister's office will contact Council when such a visitor is arranged.

**Recommendation**

That the information be received and noted.

**P7. OBERON ANIMAL POUND**

**Staff Report to the 21 September 2010 Ordinary Council Meeting**

**File No. D54.1**

**Prepared by Janet Bailey on the 8 September 2010**

Each month, staff will provide a brief report to the Council concerning the operations of the Animal Pound.

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General Manager

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Mayor

The following details are for the month of August 2010:

<b>Details</b>	<b>Number of Cats</b>	<b>Number of Dogs</b>
Animals carried over from previous month	0	1
Animals Seized	0	1
Animals Abandoned	0	3
Animals Surrendered	0	0
Animals released to Owner	0	2
Animals Released to CHD(Cats, Dogs & 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	2

**Recommendation:**

That the information be received and noted.

**P8. STATEMENT OF BANK BALANCES AND INVESTMENTS  
Staff Report to the 21 September 2010 Ordinary Meeting  
File No. C17.1  
Prepared by Amanda McGrath on 10 September 2010**

The statement of Bank Balances and Investments as at 31 August 2010 is attached (**Attachment P8**) for Council's information.

**Recommendation**

That the information be received and noted.

This is Page No. 7 of the Precis of Information as presented to the duly convened Ordinary Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday, 21 September 2010.

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General Manager

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Mayor