



OBERON COUNCIL

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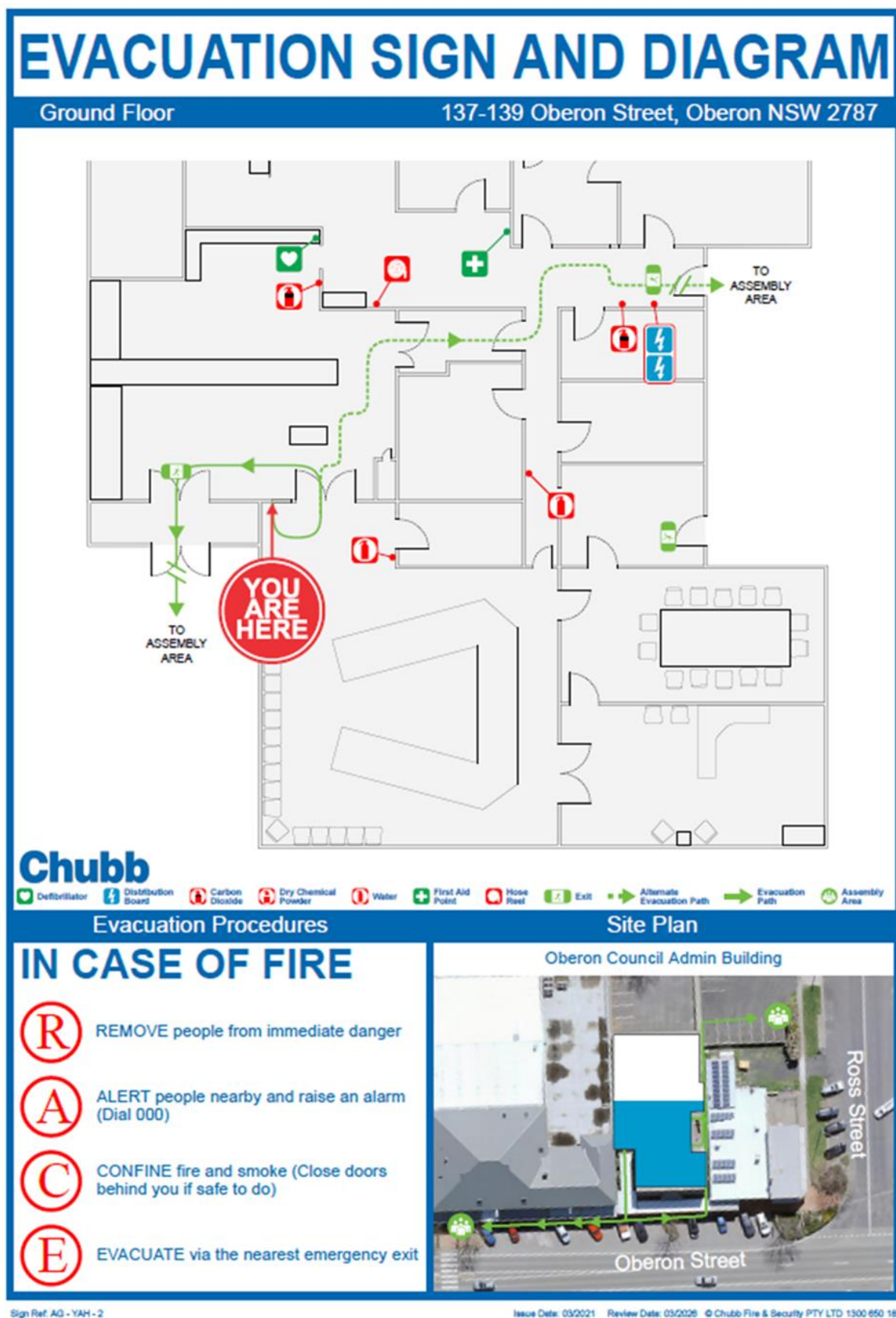
Oberon Council Ordinary Meeting Tuesday 16 July 2024

Commencing at 5:30 pm
To be held at the Oberon Council Chambers



OBERON

MORE THAN YOU IMAGINE



Risk Matrix Legend

Through its Enterprise Risk Management Processes, Oberon Council has developed Risk Appetite Statements which are shown in the following table.

Category of Risk	Avoid	Resistant	Accept	Receptive
Business Continuity			PRIMARY	
Financial	PRIMARY	Secondary		
Safety	PRIMARY			
Environment		PRIMARY	Secondary	
People & Culture	Secondary	PRIMARY		
Project Performance			PRIMARY	
Technical Complexity			PRIMARY	Secondary
Public Image and Reputation	Secondary	PRIMARY		
Assets & Infrastructure		Secondary	PRIMARY	
Governance	PRIMARY			
Service Delivery			PRIMARY	

Each risk is evaluated in terms of potential loss, likelihood of occurrence and the effectiveness of controls in place to manage the risks according to the criteria set out below:

Likelihood	Negligible	Minor	Moderate	Major	Extreme
Almost Certain (95%)	Low	Medium	High	Extreme	Extreme
Likely (65%)	Low	Medium	Medium	High	Extreme
Possible (39%)	Low	Low	Medium	High	High
Unlikely (26%)	Low	Low	Low	Medium	High
Rare (20%)	Low	Low	Low	Medium	High

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1 OPENING OF MEETING

The Mayor will welcome members and declare the meeting open.

The meeting will be livestreamed via Zoom webinar facilities.

Recordings of Council Meetings or parts thereof cannot be copied, recorded, reproduced, reused or transmitted without the prior written consent of the General Manager. The meeting is being recorded and will be made publicly available on Council's website. Persons attending the meeting should refrain from making any defamatory statements.

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 PRAYER

The Meeting will be opened in prayer.

4 RECORD OF ATTENDANCE

Members	Mayor Mark Kellam Deputy Mayor Andrew McKibbin Clr Katie Graham Clr Helen Hayden Clr Clive McCarthy Clr Mick McKechnie Clr Lauren Trembath Clr Ian Tucker
Staff	Gary Wallace, General Manager Damian O'Shannassy, Planning and Development Director Mathew Webb, Corporate Services Director Dr Cornelia Wiebels, Technical Services Director Sharon Swannell, Executive Coordinator
Leave of Absence	Clr Bruce Watt

5 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 interest's conflict with my official role?

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

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

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

6 PRESENTATIONS

Nil

7 QUESTIONS FROM THE PUBLIC

The public gallery is open to members of the community. The community is to be given the opportunity to ask questions at the commencement of the council meeting, and the Mayor is to ask for questions from the gallery prior to the commencement of the ordinary meeting.

Members of the public wishing to address Council are permitted to do so provided the following guidelines are adhered to:

1. The person asking the question at the Council meeting must clearly state their name and in what capacity they are acting.
2. If the person asking the questions is acting as another person/organisation's agent, they must advise Council if they have their prior consent/authority.

Questions from the public is not an opportunity for debate with elected representatives or staff, it is an opportunity for the community to ask a question in relation to an issue or put a point of view relating to an issue that may be causing interest or concern. Due to time constraints a time frame of three minutes per speaker is allocated. All questions and comments must be directed through the Mayor and in the instance of a question, if it cannot be answered it will be taken on notice and a response given within a reasonable period. This is the only opportunity for a community member to address Council during an Ordinary Meeting.

None received.

8 CONFIRMATION OF MINUTES

8.1 Ordinary Meeting 18 June 2024
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Attached is the Minutes of the Ordinary Council Meeting held on 18 June 2024.

Recommendation:

That the Minutes of the Ordinary Meeting held on 18 June 2024 be confirmed.

Matters Arising from the Minutes

Nil



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Unconfirmed Minutes Oberon Council Ordinary Meeting Tuesday 18 June 2024

Commencing at 5:30 pm
Held at the Oberon Council Chambers



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1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 5:30pm.

The meeting was livestreamed via Zoom webinar facilities. Recordings of Council Meetings or parts thereof cannot be copied, recorded, reproduced, reused or transmitted without the prior written consent of the General Manager. The meeting is being recorded and made publicly available on Council's website and persons attending the meeting should refrain from making any defamatory statements.

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 PRAYER

The Meeting was opened in prayer by Cllr Mick McKechnie.

4 RECORD OF ATTENDANCE

Members	Mayor Mark Kellam
	Deputy Mayor Andrew McKibbin
	Cllr Katie Graham
	Cllr Helen Hayden
	Cllr Clive McCarthy
	Cllr Mick McKechnie
	Cllr Lauren Trembath
	Cllr Ian Tucker
	Cllr Bruce Watt
Staff	Gary Wallace, General Manager
	Damian O'Shannassy, Planning and Development Director
	Mathew Webb, Corporate Services Director
	Dr Cornelia Wiebels, Technical Services Director
	Zoe Marks, Finance Manager (via Zoom)
	Sharon Swannell, Governance and Executive Manager
Leave of Absence	Nil

5 DECLARATIONS OF INTEREST

Pecuniary	- Nil
Non-Pecuniary Significant	- Nil
Non-Pecuniary Less than Significant	- Cllr Graham declared an interest in report item 16.5. Cllr Graham is a board member of the Oberon Golf Club who is a subject of this report.

6 PRESENTATIONS

Nil

7 QUESTIONS FROM THE PUBLIC

Michael Kantares addressed Council as a ratepayer and resident of Oberon.

I would like to thank Cllr McKechnie for the prayer and for acknowledging my mother.

I would like to find out from the information provided a couple of months ago regarding financing, it indicated there was 28% of the local authorities money comes from rates so the remainder, 72% comes from either state or federal government grants. I would like to know, because such a large amount of money comes from grants are there any pre-conditions for those grant funds coming to our local authority. For example if there were something that as ratepayers we don't want in our community but because of the environmental and social governance that is coming down from non-government organisations through to the federal government and then through to the state government, how does that affect your decision making?

The General Manager responded through the Chair, the way that Council receives other funding, not just grants, is sometimes tied and therefore council is restricted in what it can do with certain aspects of that funding. It depends on what type of grant funding we receive in terms of how we allocate that. As part of our IP & R documents Council tries to provide as much information as it can to outline where those grants have come from, but to answer the question the majority of the grants are not tied but there are some that are tied.

The Mayor advised Mr Kantaras to arrange an opportunity to speak to the General Manager or Corporate Services Director for further clarification of how grant funding is allocated.

8 CONFIRMATION OF MINUTES

8.1	Ordinary Meeting 21 May 2024
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Moved: Cllr Hayden
Second: Cllr Trembath

That the Minutes of the Ordinary Meeting held on 21 May 2024 be confirmed.

Matters Arising from the Minutes

Nil

Carried - Resolution No: 1 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

8.2	Extraordinary Meeting 11 June 2024
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Moved: Clr Trembath

Second: Clr Hayden

That the Minutes of the Extraordinary Meeting held on 11 June 2024 be confirmed.

Matters Arising from the Minutes

Nil

Carried - Resolution No: 2 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

9 MAYORAL MINUTE AND REPORT

9.1	Mayoral Minute and Report - June 2024
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File No:	Governance/Mayor/General
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Author:	Mayor Mark Kellam
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Summary

This report summarises the main activity for the Mayor since the last report.

Moved: Clr Kellam

Second: Clr Trembath

That Report Item 09.01 is received as information.

Carried - Resolution No: 3 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

10 NOTICES OF MOTION

Nil

11 COUNCILLOR AND DELEGATES REPORTS

11.1	Country Mayors Association Meeting
File No:	Governance/Meetings/Ordinary
Author:	Mayor Mark Kellam and General Manager Gary Wallace

Summary

Mayor Mark Kellam and General Manager Gary Wallace attended the last meeting of the Country Mayor's Association held on 10 May 2024 at Parliament House, Sydney. This report highlights the presenters and direction of the Country Mayors association.

Moved: Clr Hayden

Second: Clr McCarthy

That Council receive and note the delegates report for the Country Mayors Association Meeting held on 10 May 2024.

Carried - Resolution No: 4 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

11.2	Central NSW Joint Organisation Meeting
File No:	Governance/Meetings/Ordinary
Author:	Mayor Mark Kellam and General Manager Gary Wallace

Summary

Mayor Mark Kellam and General Manager Gary Wallace attended the Central NSW Joint Organisation Board Meeting held in Lithgow on 23 May 2024.

Moved: Clr McKibbin

Second: Clr Hayden

That Council note:

1. The report from the Mayor on the Central NSW Joint Organisation (CNSWJO) Board meeting 23 May 2024 and
2. That three reports will be provided to Council from CNSWJO, these being on Strategic Planning for Water Utilities, Destination Marketing for Visitation and reducing duplication from Modern Slavery regulation; and
3. The next meeting of the CNSWJO will be at Federal Parliament in Canberra, provide advice to CNSWJO on Council priority for advocacy into this meeting.

Carried - Resolution No: 5 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

12 COMMITTEE REPORTS

12.1	Traffic Advisory Local Committee Meeting 9 May 2024
File No:	Governance/Meetings/TALC
Author:	Dr Cornelia Wiebels (Technical Services Director), Donah Foley (Technical Services Administrative Assistant)

Summary

Minutes of the Traffic Advisory Local Committee Meeting held on 09 May 2024 are submitted for Council's information and endorsement.

Moved: Clr Tucker

Second: Clr Trembath

That Council receive and note minutes of the Traffic Advisory Local Committee Meeting held on 09 May 2024.

Carried - Resolution No: 6 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

12.2 Local Emergency Management Committee Meeting 13 May 2024

File No: Governance/Meetings/LEMC

Author: Dr Cornelia Wiebels (Technical Services Director), Donah Foley (Technical Services Administrative Assistant)

Summary

Minutes of the Local Emergency Management Committee Meeting held on 13 May 2024 are submitted for Council's information and endorsement.

Moved: Clr Hayden
Second: Clr Trembath

That Council receive and note minutes of the Local Emergency Management Committee held on 13 May 2024.

Carried - Resolution No: 7 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

12.3 Oberon Sports Facilities Committee Meeting 14 May 2024

File No: Oberon Sports Facilities Committee Meeting 14 May 2024

Author: Donah Foley (Technical Services Administrative Assistant), Dr Cornelia Wiebels (Technical Services Director)

Summary

Minutes of the Oberon Sports Facilities Committee Meeting held on 14 May 2024 are submitted for Council's information and endorsement.

Moved: Clr Trembath
Second: Clr Hayden

That Council receive and note minutes of the Oberon Sports Facilities Committee Meeting held on 14 May 2024.

Carried - Resolution No: 8 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

12.4 Heritage Committee Meeting 27 May 2024

File No: Governance/Meetings/Heritage

Author: Damian O'Shannassy (Planning and Development Director), Janet Bailey (Development Control Administration Officer)

Summary

Minutes of the Heritage Committee Meeting held on 27 May 2024 are submitted for Council's information and endorsement.

Moved: Clr Trembath

Second: Clr Hayden

1. That Council receive and note minutes of the Heritage Committee held on 27 May 2024.
2. That a letter of thanks be forwarded to Ewen Stewart acknowledging his commitment and time to the Heritage Committee.

Carried - Resolution No: 9 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

13 REPORTS FOR DECISION

13.1 Town Improvement Projects

File No: Finance/2023-24FY

Author: Zoe Marks (Finance Manager), Mathew Webb (Corporate Services Director), Dr Cornelia Wiebels (Technical Services Director), Damian O'Shannassy (Planning and Development Director)

Summary

This report provides an update of on the remaining funds and projects to be delivered under the previous Town Improvement Levy. Council will need to consider project allocations and prioritisations to close the fund and deliver adopted projects.

Moved: Clr Hayden

Second: Clr Tucker

That Council enter into committee of the whole at this point in time to discuss the Town Improvement Projects.

Carried - Resolution No: 10 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

Moved: Clr Hayden

Second: Clr Tucker

That the Ordinary Council Meeting resume at this point.

Carried - Resolution No: 11 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

Moved: Clr Tucker

Second: Clr McKibbin

1. That the remaining Town Improvement funds be allocated to the following projects –

- The Common – footpath link to Curtis St - \$40,961.82
- The Common – well removal and signage - \$3,500
- The Common – rose garden - \$9,727.27
- Footpaths – pram and disabled ramps - \$46,973.45
- Beautification street tree planting - \$71,213.03
- CCTV upgrades - \$35,000.00
- Stormwater Pit Improvements - \$42,855.26
- Drainage – K&G 7-year program - \$155,000
- Drainage – Richards Park - \$80,000
- Dart St / Dudley St pedestrian safety improvements - \$59,855.26
- Playgrounds upgrades and make safe - \$232,930
- Swimming Pool Upgrade - \$150,000
- Ross St / Queen St intersection design - \$5,000
- Street verges rock retaining walls - \$50,000
- Lighting footpath between Oberon High School and Albion Street - \$50,000
- Overheads - \$35,865.27

2. That funding of \$38,350 be provided from the internal reserve for railway crossings for the footpath link to Curtis St at The Common.

Carried - Resolution No: 12 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

13.2 Mayoral and Councillor Fees 2024-25

File No: Governance/Councillor Fees

Author: Zoe Marks (Finance Manager), Mathew Webb (Corporate Services Director)

Summary

The Local Government Remuneration Tribunal (the Tribunal) determines an increase for mayoral and councillor fees each year in accordance with Sections 248 and 249 of the Local Government Act. This report seeks Councils endorsement of that remuneration.

Moved: Cllr Hayden

Second: {seconder}

That Council:

1. Accept an increase to the maximum allowable Mayoral and Councillor fees for the 2024-25 financial year in accordance with the determination by the Local Government Remuneration Tribunal for the 2024-25 Operational Plan.

Should the increase be accepted.

2. Endorse the Councillor and Mayoral monthly allowance for the 2024-25 Financial year as \$13,520.00pa for each Councillor and \$29,500.00pa for the Mayor exclusive of superannuation.

The motion lapsed for want of a seconder.

Moved: Cllr McKibbin

Second: Cllr Trembath

That Council:

1. Accept a 3.75% increase to Mayoral and Councillor fees for the 2024-25 financial year in accordance with the determination by the Local Government Remuneration Tribunal for the 2024-25 Operational Plan.

Should the 3.75% increase be accepted.

2. Endorse the Councillor and Mayoral monthly allowance for the 2024-25 Financial year as \$1,052.13 (\$12,625.56pa) for each Councillor and \$2,295.46 (\$27,545.52pa) for the Mayor exclusive of superannuation.

Carried - Resolution No: 13 - 18/06/2024

Division

Votes for: Cllr Kellam, Cllr McKibbin, Cllr Graham, Cllr Hayden, Cllr McKechnie, Cllr Trembath, Cllr Tucker and Cllr Watt

Votes against: Cllr McCarthy

13.3 ARIC Members Fees 2024-25

File No: Governance/ARIC

Author: Zoe Marks (Finance Manager), Mathew Webb (Corporate Services Director)

Summary

The Local Government Remuneration Tribunal (the Tribunal) determines an increase for mayoral and councillor fees each year in accordance with Sections 248 and 249 of the Local Government Act. As per the Terms of Reference for the Audit, Risk and Improvement Committee (ARIC) it will be used as the basis for the remuneration increase for ARIC members.

Moved: Clr McKibbin

Second: Clr Tucker

That Council accept a 3.75% increase to Audit Risk and Improvement Committee member fees for the 2024-25 financial year in accordance with the determination by the Local Government Remuneration Tribunal for the 2024-25 Operational Plan.

Carried - Resolution No: 14 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

13.4 2024-25 Integrated Planning and Reporting

File No: Governance/Integrated Planning and Reporting/Operational Plan

Author: Zoe Marks (Finance Manager), Gary Wallace (General Manager), Damian O'Shannassy (Planning and Development Director), Mathew Webb (Corporate Services Director)

Summary

This report seeks Council to adopt the 2024-25FY Operational Plan; Long Term Financial Plan; and the 2024-25FY Statement of Revenue Policy, in accordance with the Local Government Act 1993, with a deficit of \$135,879.

Moved: Clr Trembath

Second: Clr McKibbin

That Council:

1. Note the amended draft 2022-26 Delivery Program.
 2. Adopt the draft 2024-25 Operational Plan and Long-Term Financial Plan.
 3. Adopt the draft 2024-25 Statement of Revenue Policy.
-

4. Continue with a Bitumen Reseal program of Local Rural Council Roads in lieu of the annual commitment to deliver to 1 – 2 kilometres of new seal on unsealed roads.
5. Note resolution - 13.1 Town Improvement projects and incorporate the details into the final Operational and Delivery Plan.
6. Authorise the General Manager to make minor adjustments to the Statement of Revenue Policy to include outstanding Statutory Fees that have not been received.

Carried - Resolution No: 15 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Clr McCarthy

13.5	Data sharing agreement with Spatial Services
File No:	CSD/IT
Author:	AJ Jack (IT and GIS Co-ordinator), Mathew Webb (Corporate Services Director)

Summary

The Disaster Risk Reduction Fund (DRRF) Regional Resilience Program (RRP), consisting of NSW Reconstruction Authority and eight Joint Organisations; including Central NSW Joint Organisation, have been exploring options to streamline access to Geographic Information System (GIS) and other pertinent data. The goal is to establish a single, authoritative source of truth for natural disaster planning and preparedness.

Moved: Clr McKibbin

Second: Clr Trembath

That Council:

1. Enter into a new data sharing agreement with Spatial Services.
2. Receive a further report prior to the consideration of future funding allocations to the Applications Programming Interface.

Carried - Resolution No: 16 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

13.6 Policy 1119 - Fraud and Corruption Prevention

File No: Policies/Policy 1119 - Fraud and Corruption Prevention

Author: Zoe Marks (Finance Manager), Mathew Webb (Corporate Services Director)

Summary

Council has undertaken a review of the Fraud and Corruption Prevention Policy.

Moved: Clr Hayden
Second: Clr McKibbin

That Council:

1. Place the revised Fraud and Corruption Prevention Policy 1119 on public exhibition for 28 days and submissions be invited to Council during that period.
2. If no submissions are received within the exhibition period, the policy be adopted as presented.
3. Delegate to the General Manager to amend any minor changes proposed.

Carried - Resolution No: 17 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

13.7 Water Filling Stations Project

File No: Governance/Meetings/Ordinary

Author: Lauren Dukes (Trainee Civil Engineer), Dr Cornelia Wiebels (Technical Services Director)

Summary

At the May 2024 Ordinary meeting Council deferred the Water Filling Station funding decision to receive further information about alternative funding sources, breakdown of costs and specifications on cage design.

Moved: Clr Trembath
Second: Clr McKibbin

Provide additional funding of \$39,600 from the Water Fund Reserve to supply and install three insulated cages and install the remaining two Water Filling Stations at O'Connell and Black Springs.

Amendment

Moved: Clr Tucker
Second: Clr McKechnie

Provide additional funding of \$39,600 to supply and install three insulated cages and install the remaining two Water Filling Stations at O'Connell and Black Springs from the following sources:

- \$10,000 from the 2024/25 Black Springs and O'Connell Village fund contributions
- \$29,600 from General Fund with a corresponding increase in the deficit.

The amendment was put and lost, the original motion stands.

Moved: Clr Trembath
Second: Clr McKibbin

Provide additional funding of \$39,600 from the Water Fund Reserve to supply and install three insulated cages and install the remaining two Water Filling Stations at O'Connell and Black Springs.

Carried - Resolution No: 18 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr Trembath and Clr Watt
Votes against: Clr McCarthy, Clr McKechnie and Clr Tucker

14 REPORTS FOR INFORMATION

14.1	Monthly Activity Report General Manager - June 2024
File No:	Governance/Meetings/Ordinary
Author:	Gary Wallace (General Manager), Sharon Swannell (Governance and Executive Manager), Julie Baker (Library Manager), Rebecca Burgess (Work Health Safety and Risk Manager)

Summary

This report item summarises the main activity by the General Manager since the last report. Items include Human Resources, Workplace Health & Safety, Community Activity, Regional Issues, Executive Management Team Meetings and planned activities.

Moved: Clr McKibbin
Second: Clr Hayden

That report item 14.1 is received as information.

Carried - Resolution No: 19 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt
Votes against: Nil

Council rose for a break at 7.32pm.

Council resumed at 7.42pm.

14.2	Monthly Activity Report - Planning & Development - June 2024
File No:	Governance/Meetings/Ordinary
Author:	Damian O'Shannassy (Planning and Development Director), Lyn Hancox (Planning and Development Administration Assistant), Kirsty Hanrahan (Building Surveyor), Janet Bailey (Development Control Administration Officer) , David Sellers (Facilities Manager)

Summary

This report item summarises the main activity in the Planning and Development Department since the May 2024 Council Meeting.

Moved: Clr Trembath

Second: Clr McCarthy

That report item 14.2 is received as information.

Carried - Resolution No: 20 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

14.3	Monthly Activity Report Technical Services - June 2024
File No:	Governance/Meetings/Ordinary
Author:	Dr Cornelia Wiebels (Technical Services Director), David Basil (Technical Services Manager), Geoff Paton (Works Engineer), Sam Golam (Project Engineer), Andrew Krol (Water and Sewer Officer in Charge), Lauren Dukes (Trainee Civil Engineer), Donah Foley (Technical Services Administrative Assistant)

Summary

This report provides a summary of activities undertaken during May 2024. The report also provides an outline of upcoming activities in the Technical Services area.

Moved: Clr Hayden

Second: Clr Tucker

That report item 14.3 is received as information.

Carried - Resolution No: 21 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

14.4 Monthly Activity Report Corporate Services - June 2024

File No: Governance/Meetings/Ordinary

Author: Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager), Julie Baker (Library Manager), Brooke Perry (Community Services and Youth Coordinator), AJ Jack (IT and GIS Co-ordinator), Debra Keane (Tourism and Economic Development Manager)

Summary

This report provides an update on the activities of the Corporate Services Directorate for May and forward plans.

Moved: Clr Trembath

Second: Clr McCarthy

That report item 14.4 is received as information.

Carried - Resolution No: 22 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

14.5 Investments

File No: Financial Management/Investments/Register

Author: Lisa Koleda (Management Accountant), Zoe Marks (Finance Manager)

Summary

This report provides Council with the Statement of Investments as of 18 June 2024.

Moved: Clr McKibbin

Second: Clr Tucker

That report item 14.5 is received as information.

Carried - Resolution No: 23 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt
Votes against: Nil

- 14.6 Grants Update - June 2024

File No: Governance/Grants 2024

Author: Toni Dwyer (Grants Co-ordinator), Mathew Webb (Corporate Services Director)

Summary

This report provides a summary of grant funding applications submitted and funding notifications received during May 2024.

Moved: Clr Hayden
Second: Clr McKibbin

That report item 14.6 is received as information.

Carried - Resolution No: 24 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt
Votes against: Nil

14.7 Status Update - June 2024

File No: Governance/Meetings/Ordinary

Author: Sharon Swannell (Governance and Executive Manager)

Summary

This report item summarises the current status of Council resolutions and provides updates for actions taken.

Moved: Clr McKibbin
Second: Clr Hayden

That report 14.7 is received as information.

Carried - Resolution No: 25 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt
Votes against: Nil

14.8	Water Quality Update
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File No:	Water Supply/Monitoring
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Author:	Dr Cornelia Wiebels (Technical Services Director), Sam Golam (Project Engineer)
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Summary

This report provides an update on water supply and monitoring of the Oberon Water Supply and the report prepared by City Water Technologies (CWT) relating to water quality.

Moved: Clr Hayden

Second: Clr McKibbin

That report Item 14.8 is received as information.

Amendment

Moved: Clr Tucker

Second: Clr McCarthy

1. That report Item 14.8 is received as information.
2. That a further report be provided on whether Council agrees on each recommendation in the CWT Report and a progress report on its implementation.

The Amendment was put and won, the Amendment becomes the Motion.

Moved: Clr Tucker

Second: Clr McCarthy

1. That report Item 14.8 is received as information.
2. That a further report be provided on whether Council agrees on each recommendation in the CWT Report and a progress report on its implementation.

Carried - Resolution No: 26 - 18/06/2024

Division

Votes for: Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath, Clr Tucker and Clr Watt

Votes against: Clr Kellam

15 URGENT BUSINESS

Nil

16 CLOSED SESSION - CONFIDENTIAL REPORTS

Moved: Clr McKibbin
Second: Clr McKechnie

That:

1. Council resolve into Closed Council to consider the business identified, together with any late confidential reports tabled at the meeting.
2. Pursuant to Section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified as confidential under the provisions of Section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by Section 11(2) of the *Local Government Act 1993*.

Carried - Resolution No: 27 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

Council moved into Closed Council at this point 8.42pm. Members of the public present left the meeting.

16.1	Legal and Consultancy Fees
File No:	Legal/Reporting
Author:	Zoe Marks (Finance Manager)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

This report is CONFIDENTIAL under the provisions of Section 10A(2)(g) of the Local Government Act 1993, as it relates to advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.

Moved: Clr McKibbin
Second: Clr Watt

That report item 16.6 be brought forward and dealt with at this point in time.

Carried - Resolution No: 28 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

Moved: Clr McKibbin
Second: Clr Trembath

That report item 16.1 is received as information

Carried - Resolution No: 29 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

16.2	Water Write-off Request - Assessment 1236217
File No:	Finance/Rates
Author:	Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(b) of the Local Government Act 1993, as it relates to the personal hardship of any resident or ratepayer.

Moved: Clr McKibbin
Second: Clr Watt

That Council do not write-off the water consumption chargers for Assessment 1236217 but instead offer a payment plan arrangement for full cost recovery.

Carried - Resolution No: 30 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

16.3	Water Write-off Request - Assessment 1237048
File No:	Finance/Rates
Author:	Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(b) of the Local Government Act 1993, as it relates to the personal hardship of any resident or ratepayer.

Moved: Clr Hayden
Second: Clr McKibbin

1. That Council do not write-off the water consumption charges for Assessment 1237048 but instead offer a payment plan arrangement for full cost recovery.
2. That Council write-off \$932.13 in wastewater charges for Assessment 1237048 as this component did not reach the sewer system.

Carried - Resolution No: 31 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

16.4	Water Write-off Request - Assessment 12368376
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File No:	Finance/Rates
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Author:	Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager)
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This report is CONFIDENTIAL under the provisions of Section 10A(2)(b) of the Local Government Act 1993, as it relates to the personal hardship of any resident or ratepayer.

Moved: Clr Tucker

Second: Clr Hayden

1. That Council write-off \$744.34 of water consumption charges for Assessment 12368376.

2. That Council write-off \$535.43 in wastewater charges for Assessment 12368376.

Carried - Resolution No: 32 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

16.5	Updated Section 356 Requests
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File No:	Finance/S356
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Author:	Mathew Webb (Corporate Services Director)
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This report is CONFIDENTIAL under the provisions of Section 10A(2)(a) of the Local Government Act 1993, as it relates to personnel matters concerning particular individuals (other than councillors).

Moved: Clr Hayden

Second: Clr McKibbin

That Council support the recommendations contained within the report.

Carried - Resolution No: 33 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath, Clr Tucker and Clr Watt

Votes against: Nil

16.6 Tender Comprehensive Land Use Strategy 2041

File No: {custom-field-file-no}

Author: Bennett Kennedy (Senior Town Planner), Damian O'Shannassy (Planning and Development Director)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(d) of the Local Government Act 1993, as it relates to 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.

Moved: Clr Trembath

Second: Clr McCarthy

That Council endorse the project in accordance with the Mayoral Minute presented to the General Manager.

Carried - Resolution No: 34 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr McCarthy, Clr McKechnie, Clr Trembath and Clr Watt

Votes against: Clr Hayden and Clr Tucker

Bennett Kennedy left the meeting at 9.15pm.

16.7 Fisheries Penalty Notices and Remediation Orders

File No: Environmental Reporting

Author: Sharon Swannell (Governance and Executive Manager)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(g) of the Local Government Act 1993, as it relates to advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.

Moved: Clr Hayden

Second: Clr McCarthy

That Council note this report on Fisheries Penalty Notices and Remediation Orders.

Carried - Resolution No: 35 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie, Clr Trembath and Clr Watt

Votes against: Clr Tucker

16.8	Industrial Subdivision Stage 2
File No:	Tender/Industrial Subdivision Stage 2
Author:	Gary Wallace (General Manager)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(d) of the Local Government Act 1993, as it relates to 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.

This report is CONFIDENTIAL under the provisions of Section 10A(2)(f) of the Local Government Act 1993, as it relates to matters affecting the security of the council, councillors, council staff or council property.

Moved: Clr Hayden

Second: Clr Trembath

That Council proceed with the recommendations outlined within the report.

Carried - Resolution No: 36 - 18/06/2024

Division

Votes for: Clr Kellam, Clr McKibbin, Clr Graham, Clr Hayden, Clr McCarthy, Clr McKechnie,
Clr Trembath and Clr Watt

Votes against: Clr Tucker

Open Council resumed at 9:56 pm. Recording of the meeting re-commenced at this point in time. There were no members of the public present.

The Mayor advised of the resolutions that were made while the meeting was closed to the public.

17 CLOSURE OF MEETING

The Mayor declared the meeting closed at 9.58pm.

9 MAYORAL MINUTE AND REPORT

9.1 Mayoral Minute and Report - July 2024

File No: Governance/Mayor/General

Author: Mayor Mark Kellam

Summary

This report summarises the main activity for the Mayor since the last report.

Recommendation:

That report item 09.01 is received as information.

A. Meetings

12 June 2024	CNSW JO Mayoral Advocacy Opt-In Subcommittee Meeting
13 June 2024	Oberon Men's Shed meeting with Oberon Showground Land Managers
13 June 2024	Meeting with Stromlo/Tag Energy and Forestry Corporation
14 June 2024	2BS Radio Interview
18 June 2024	Meeting with Stromlo/Tag Energy and Forestry Corporation with Councillors
18 June 2024	Ordinary Council Meeting
19 June 2024	2BS Live and Local Radio Interview
21 June 2024	2BS Radio Interview
26 June 2024	CNSW JO Disaster Risk Reduction Fund Project Showcase
26 June 2024	2BS Radio Interview
26 June 2024	ABC Radio Interview
28 June 2024	Standing Committee on State Development Witness Interview
2 July 2024	Meeting with Andrew Gee MP re Black Springs Small Cell Tower ongoing issues
2 July 2024	2BS Radio Interview re CNSW JO
3 July 2024	2BS Live and Local Radio Interview
4 July 2024	Candidate Information Session
5 July 2024	Fish River-Wywanddy Regional Water Strategies Meeting with Department of Climate Change, Energy, the Environment and Water
9 July 2024	Councillor Informal Briefing Session

B. Representation

7 July 2024	NAIDOC Art Exhibition Official Opening
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C. Correspondence

12 June 2024	Joanna Murphy, The Pines Windfarm providing a copy of the community engagement plan for the project investigation phase
13 June 2024	Greg Bourne regarding the arrival of Locomotive 3085 to the Oberon Tarana Heritage Railway
14 June 2024	Local Government NSW seeking input into rural and regional health advocacy
17 June 2024	Investment NSW invitation to attend an Export Capability Building Workshop being held in Orange on 3 July 2024
18 June 2024	John Hebblewhite, invitation to attend the Annual Skoda and Tatra Dinner being held on 13 July 2024, Cllr Hayden attending on Councils behalf
18 June 2024	Chris Taylor, Telstra regarding support for customers during the closure of the 3G network.
20 June 2024	Correspondence forwarded to the Hon Courtney Houssos; Premier, the Hon Chris Minns MP, the Hon Paul Sculley MP, the Hon Paul Toole MP and Jenny Bennett, Central NSW Joint Organisation in relation to the proposed siting of wind turbines in State Forests.
21 June 2024	Invitation to attend the next Oberon Timber Complex Community Consultative Committee Meeting being held at Borg on 26 June 2024
21 June 2024	Central NSW Joint Organisation providing terms of reference for the standing committee on State Development hearing
21 June 2024	The Hon Courtney Houssos advising that correspondence in relation to the proposed siting of wind turbines in State Forests has been forwarded to Minister for Agriculture, Minister for Regional New South Wales, and Minister for Western New South Wales as this matter falls within their areas of responsibilities
21 June 2024	Oberon RSL Sub-branch invitation to attend the commemorative service for the Middle East conflicts being held on 11 July 2024
21 June 2024	Suellen Steward expressing opposition to the closure of Jenolan Caves Road during school holidays
25 June 2024	Oberon Showground Land Managers providing a copy of the executed short term licence for the Oberon Men's Shed
26 June 2024	Invitation to attend the NAIDOC Art Exhibition official opening on Sunday 7 July 2024
1 July 2024	Oberon Public School invitation to attend the Education Week Assembly being held on Wednesday 7 August 2024
3 July 2024	Updates regarding changes to the Department of Regional NSW and the Western NSW Regional team
3 July 2024	Minister for Planning and Public Spaces, the Hon Paul Scully MP in relation to the Ministerial Statement of Expectations Order
3 July 2024	Andrew Riggs, Stromlo requesting an amendment to the media release of 7 June 2024
9 July 2024	State Development providing a transcript of the standing committee hearing on State Development

10 NOTICES OF MOTION

10.1	Landscaping at Hughes Pit
File No:	Governance/Meetings/Ordinary
Author:	Clr Clive McCarthy

Motion

That Council restore landscape at old gravel quarry known as Hughes Pit and return land to original owner the Hughes family for \$1.00.

Reason

- Pit now not used due to Whalan Pit at Edith, which has crushed gravel and other sources the Forestry Pits in area.
- Restoring of land could be used as a training exercise for staff, bulldozer training.
- Funds from Gravel Pit Fund.
- Council should set an example on landscape. This has been bought up before with no actions.
- Council gained use of gravel in past for benefit of ratepayers.

General Manager's Note:
All legislative processes relation to the transfer and sale of land would need to be investigated prior to an amount being determined.

10.2	Tree Planting
File No:	Governance/Meetings/Ordinary
Author:	Clr Helen Hayden

Motion

That Council hold a monthly community tree planting day each month for the next 12 months, to assist in the planting of trees designated in Councils Street Tree Masterplan for Oberon.

Rationale

Instead of tying up Council staff with planting trees and street tree beautification, that community tree planting days be held to get volunteers in our community to assist. In turn this will create a community pride and will harness more local community care in the upkeep of the trees.

11 COUNCILLOR AND DELEGATES REPORTS

11.1	Local Government NSW Rural and Regional Summit
File No:	Governance/Meetings/Ordinary
Author:	Clr Helen Hayden

Summary

Councillors Helen Hayden and Lauren Trembath attended the Local Government NSW Rural and Regional Summit held on Thursday 9 May 2024 at the State Library of NSW. The second LGNSW Rural and Regional Summit served as a focal point for deliberating on the pressing challenges facing rural and regional communities.

Recommendation:

That Council receive and note the delegates report for the Local Government NSW Rural and Regional Summit held on 9 May 2024.

List of Attachments

Nil

Comment

Rural Regional Summit NSW - National Library Sydney 9 May 2024.



The second LGNSW Rural and Regional Summit was a crucial one-day event, which served as a focal point for deliberating on the pressing challenges facing rural and regional communities. Topics on this year's summit agenda included a review of the financial model for local government, case studies showcasing excellence in the rural and regional local government sector, a panel discussion on the vision for rural and regional NSW, an update from the NSW Reconstruction Authority and presentations from key NSW Government Ministers. (Source-LGNSW website <https://lgnsw.org.au/>)

Laura Jayes (Sky News Political reporter) was MC and welcomed all Ministers, Councillors, Mayors, General Managers and Speakers to the annual rural regional summit for 2024.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Darriea Turley president for Local Government NSW welcomed guests and advised of the various speakers for the day. The President of LGNSW spoke about the importance of local government, as rural and regional councillors are on the ground engaging with community daily, and how the Rural Regional Summit is invaluable and brings people together allowing networking opportunities not normally available in many rural regional areas.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Darriea spoke about the enquiry into funding, as councils are grappling with inflationary prices which continue to impact council costs. Cost shifting remains a persistent issue for local government amplifying sustainability concerns. Council's costs remain under pressure due to ESL (Emergency Services Levy), rate peg variation, disaster recovery and building resilience. She advised the waste levy review has been announced, and local government key financial challenges around the renewable energy sector. Collaborative efforts between state and local governments are essential, "It is vitally important that the NSW Government funds the necessary infrastructure that will support greater density and growing populations public and affordable housing, waste management, and social services".

The Hon. Ron HOENIG, DipLaw (SAB) MP (Minister of Local Government) discussed the NSW health Service as well as the forced amalgamation of councils and discussed the de-amalgamation bill - "Councils and communities across the state have suffered for too long without a clear mechanism to undo the amalgamations that were forced upon them".

He acknowledged the differences around rural and regional councils and the various challenges compared to metropolitan councils. Mr. Hoenig acknowledged that the rate peg methodology has been well below inflation limits for the past 50 years and reiterated the enquiry around rate cap for essential services was past due. "Rate pegs have squeezed councils, and the communities are hurting due to the cost of living". Minister **Ron Hoenig** said the **inquiry** into councils' financial sustainability was warranted during a cost-of-living crisis that was challenging local governments and communities. "Councils are the closest level of government to the people of NSW, but more than a decade of neglect by the previous government has left serious challenges which impact councils' ability to deliver the services NSW communities use every day", Mr. Hoenig stated 187 billion debts predicted and blamed past government.

The ESL levy was a bone of contention, reforming the way it is funded, looking for a path forward and advising council to depreciate the assets.

Code of conduct reform was harder than he thought, stating council meetings should look like the third tier of government and to treat meetings as being democratic and not a 'code of meeting practice' so that councils look like a source of power and therefore look and act more professional.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Carmel Donnelly PSM Chair of IPART discussed the IPART financial model and 17 SRVs, consultation that realised further issues, and initiated the Premier's recent approval for the Independent Pricing and Regulatory Tribunal (IPART) to review the council financial model in NSW.

Key issues around financial sustainability and SRV pressure. Cost shifting and how it manifests and affects local councils, the issue of non-rateable land and councils' financial management, the cumulative effects to communities and their capacity to pay yet rely on services.

Carmel Donnelly mentioned the concern around the increase in local councils with operating deficits, and how financial assistance grants have decreased substantially adding to this effect.

IPART Chair Carmel Donnelly said, "Last year, as part of our review of the council rate peg methodology, stakeholders raised concerns about the affordability of council rates in the current cost of living climate, as well as community consultation, financial management and financial sustainability of councils in NSW". "IPART noted many of the issues raised cannot be fixed by the rate peg or the special variation process and we therefore recommended the NSW Government commission an independent review of the financial model for councils to identify improvements."

Prior to 2022 the rate peg methodology didn't reflect, or address population growth, and there was lack of avenues to address financial sustainability issues in local councils around the ability to fund infrastructure and services. Ensure statutory charges/fees reflect the efficient costs incurred by council in delivering the service.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Professor Joseph Drew, Professor of Local Government Economics at the University of Newcastle, spoke about rural local government sustainability. His principal research interests are government financial sustainability, performance monitoring and natural law philosophy. Mr. Drew disseminates research and helpful advice to students on his YouTube site "[Professor Joseph Drew](#)".

"Managing sustainability better, leads to better decisions for proper outcomes" Professor Drew stated. He spoke about how Local Councils unit costs were up by 16% but the SRV does not match, "Unit

revenue doesn't match growth because of the way revenue is gathered in the local government system," he said, and this causes the financial sustainability issues that many councils are facing.

What is Financial Sustainability? The ability to meet the needs of the current generation of residents, without unduly impinging on the capacity of future generations to meet their own needs. Professor Drew says public policymakers have traditionally been big proponents of local government growth and have used this position to justify amalgamation as a way of 'growing out' of financial distress.

What Scholars Can Precisely Measure, that others can't 1. Revenue effort 2. Capacity to Pay 3. Debt Capacity 4. Efficiency 5. Scale 6. Tax Efficiency 7. Correct HFE grant allocations 8. Cost of the Amalgamations. Good data = Good decision-making.

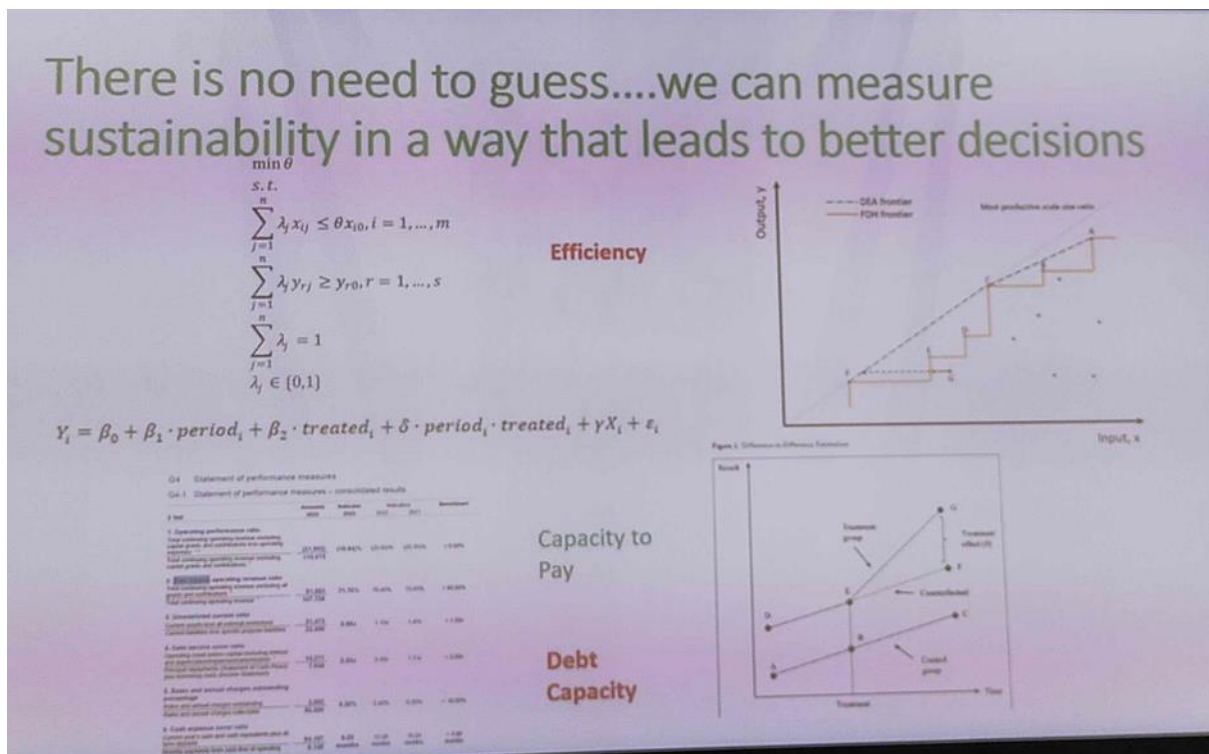


Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit/>)

Professor Drew says his findings go to the heart of the failed amalgamation experiment. He said his previous research has consistently shown that on average, the past amalgamation issues had increased local Councils costs by around 11%, with staff costs climbing 15 per cent.

Professor Drew went on to state "Amalgamation didn't make councils more financially sustainable," "It's related to the same misconception that if we make these councils bigger, they'll be more efficient, they'll save money. "What if that's wrong? What if making councils bigger leads to diseconomies of scale, less transparent, more middle management and senior management getting paid squillions more? "If that's the case, when you're making things bigger, you're making everything worse."

Mr Drew stated there is no magic bullet, there needs to be a public management review.



Carmel Donnelly IPART, Brett Whitworth and Professor Joseph Drew were panellists for the first Q & A session.

Brett Whitworth Deputy Secretary for OLG spoke about the ability of local councils to fund infrastructure and services. To define quality and financial stability using public funds.

How the price cost index went through the roof and councils forced to use fundamental reserves.

Mr Whitworth is not a fan of financial benchmarks that references projects that councils can't afford, as they can't use those financial reserves. He stated, "is there enough money for services and increase in costs". He said there needs to be a sustainability review of councils, with a need to be more data driven reflecting budget cycles.



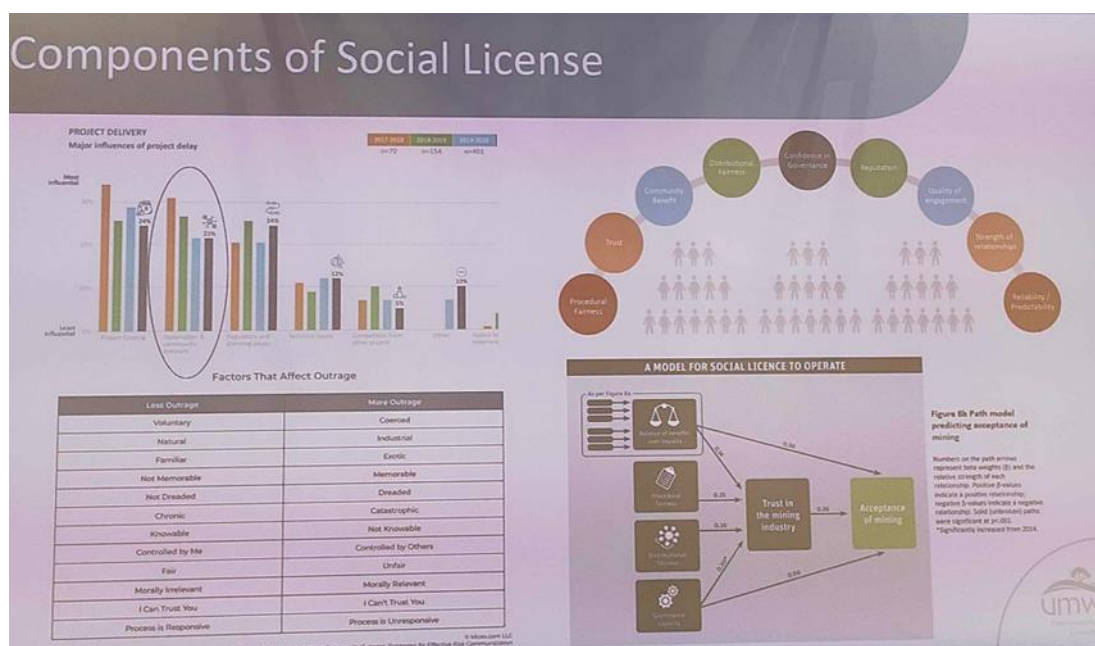
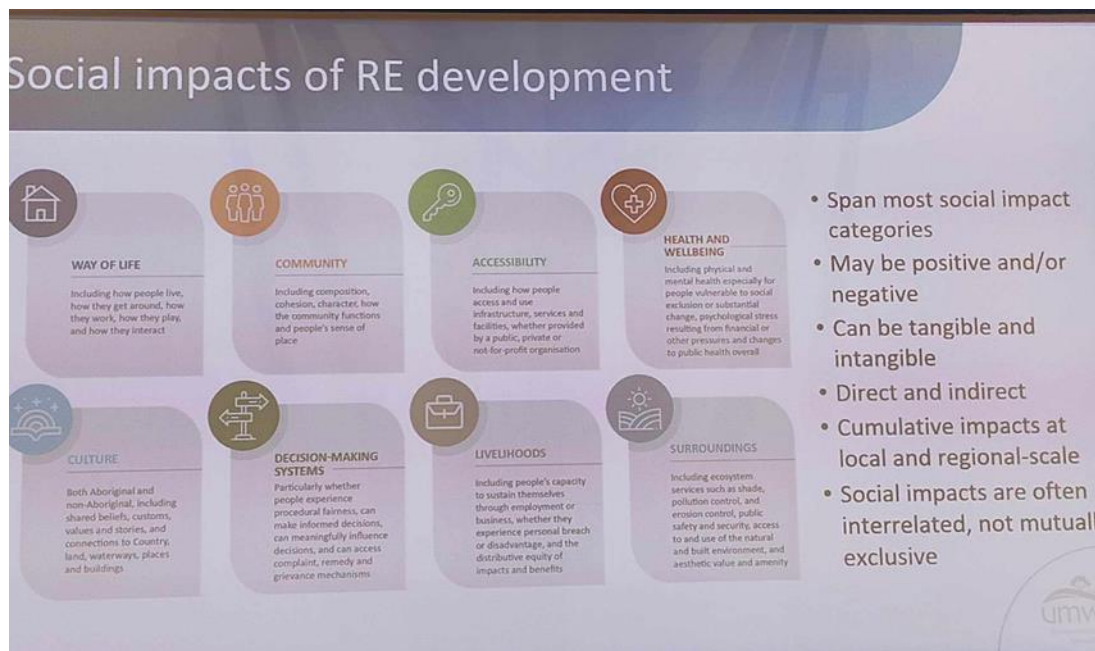
Questions to the panel included costs around Cemetery and Crematorium levies being added to Council fees. (Cemeteries & Crematoria NSW (CCNSW) is proposing to impose an interment services levy on cemetery operators, including councils, from 1 July 2024. The proposed levy is: \$41 per cremation \$63 per ash interment \$156 per burial.)

The issue around Dam Safety Levies, the cost shifting ESL and how these costs don't hit all councils equally but affect those in rural regional NSW more so than in the metropolitan city areas, equity Vs opportunity.

Renewable energy transition, speakers Dr Sheridan Coakes, Cr Sam Coupland and Cr Des Kennedy.

Dr Sheridan Coakes National Social Practice Lead, Umwelt Australia, spoke about the impacts of renewable energy on communities, stating that costs and benefits have direct and indirect cumulative impacts. She spoke about the importance of social license and effective engagement, and how there has been quite a lot of poor practice in this regard.

Dr Coakes is a strong advocate for effective social impact assessment, community involvement and engagement in project/policy development; planning and decision making; believing that 'putting people in the picture' results in better outcomes for all parties – industry, government and community.



Cr Sam Coupland Mayor Armidale Regional Council spoke about the way in which Armidale is now approaching the increasing number of renewable energy projects, the challenges that Armidale have faced, and what solutions they came up with. “Governments haven’t done their homework”, “the constant community friction and ultimately the town bears the brunt”, Cr Coupland stated. How renewable projects have a significant cumulative impact.

He believes local government shouldn’t just be a seat at the table, they should be the table and request an intergenerational benefit. A positive from being at the heart of the REZ would be that the construction phase will likely last many years and provide a boost to local economies. All projects in the REZ are either State Significant Developments or State Significant Infrastructure and the initial attitude toward council by government and developers was one of tokenism – some would say patronising tokenism is more accurate.

“By banding together with the other councils in New England we were able to establish a ‘Statement of Expectations’ which established some road rules on how renewable developers would participate in our region”. One of the key items in the Statement of Expectations was that renewable developers pay 1.5% of construction cost as part of a Planning Agreement. This has now become the industry standard. “In Armidale we will be pooling all funds from the planning agreement into a Future Fund to ensure intergenerational benefit from the REZ” Cr Copeland stated.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Cr Des Kennedy Mayor Mid-Western Regional Council stated it's not just about the 3 R's anymore, it seems that now we have 4 R's -Roads-Rates-Rubbish and Renewable energy. Mid-Western were the pilot for the renewable boom. Cr Kennedy stated it's an industrial jungle full of industrial eyesores, he stated its not creating intergenerational equity but causing intergenerational debt.

He went on to discuss the decommission costs currently for turbines in his area of \$800 thousand dollars, the massive scale of cleanup required when one of the blades came down that needed 12 trucks to cart away the mess.

Cr Kennedy also stated Australia is trying to push for a target that is out of reach and using methods and calling them renewable energy projects when places like Europe are closing down turbines because they just don't work efficiently. He went on to mention that three coal mines in Mid-Western have expanded so coal mining will continue as its one of our major export resources. Cr Kennedy also spoke about the social housing bill and difficulties competing for grants.



Landcom's Andrew Cooper Executive General Manager for Built Form, discussing affordable housing projects, factors such as demographics, lifestyle preferences, and individual circumstances to determine how housing needs grow and shift over time. How they can continue to meet the state's significant and growing housing needs.

Working closely with local councils, government agencies and other key stakeholders, Landcom is increasing housing supply and improving affordability to help people work and live locally. Affordable housing initiatives contribute to thriving local businesses and services by supporting their workforces.

"Landcom partnership model promotes collaboration and involvement among councils, as we jointly look at financial viability, model flexibility and project delivery options" Mr Cooper said.

'The NSW Government will use new NSW planning laws to focus State-owned Housing Corporations on tackling the State's housing crisis, by building more social and affordable homes, faster. The changes will prioritise the delivery of social and affordable housing in places where people want to live, closer to jobs and accessible to people who need it most. In addition, Landcom will have access to the same pathway where any project it develops contains at least 50% affordable housing'.

(<https://landcom.nsw.gov.au/> Media Release)




Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Cr Michael Lyon, Mayor of Byron Shire mentioned the exacerbated problem they had in their LGA with short term rentals (B&B's). They pushed for a tighter cap on holiday letting to a 60 day cap, he felt this had eased the problem to a degree so more housing could be let long term. *(Slide Presentation Below)*

Introduction

- Byron has always had (unauthorised) holiday homes and holiday lets
- Council has attempted regulation for a long time, initially to address amenity impacts of holiday homes
- Online platforms like Airbnb/Stayz have definitely increased visitation and benefited the visitor economy – to a point
- The continued growth of this sector has been detrimental to all sectors of the economy due to a housing shortage for workers, this includes tourism businesses that most need a supply of cheaper accommodation for lower paid workers
- Economic benefits of STHL / STRA have been overstated
- The "sharing economy" is a little bit like the "mum and dad investor"

58 www.byron.nsw.gov.au 



Conclusion

- Local Government needs to be trusted to respond to local issues and to reflect local opinion
- A suite of 3 or 4 options for Local Governments to utilise in the STRA space would enable the right balance to be achieved
- Benefits of STRA are often overstated – while caps will most certainly impact businesses that have grown due to the growth of STRA, such as cleaning, linen etc. it has been to the detriment of the broader economy and the needs of those workers and businesses
- Policy settings can be reviewed over time as housing supply increases
- Character of regional areas needs to be protected

Tourist versus resident spend

Overnight visitors spend \$160/night in non-commercial accommodation

Overnight visitors spend \$199/night in commercial accommodation (Tourism Research Australia)

Comparatively, a resident will spend \$141/day (ABS Census)

The value of a residents spend supports all sectors of the economy and society, from schools to health care, sporting and recreation facilities and creative and cultural activities

Who are our visitors?

- family groups only comprised ~13% of total overnight visitors and is the smallest visitor group type to Byron LGA.
- the largest visitor overnight age group is 15-34 year-olds comprising ~54% of total overnight visitors

Cr Lyon feels this has opened up more long-term rentals for their Byron community. He stated that while short term rental is great for the tourism economy, it's not ideal for the community that struggle to find affordable housing. Many of the benefits to the economic stability has been overstated.

There needs to be a balance between short term rentals and long-term rentals, and there is a need to protect the community culture in rural areas. Rating visitor spend does not compare to resident spend in the community, one is short term the other long term, often daily.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

David Kirby, General Manager of Brewarrina Council gave a splendid presentation around the struggles around housing and community hierarchy. As you know Brewarrina has a large Aboriginal population as well as white population and that can always come with its own struggles.

"In the community we have a ratio of around 58% black 42% white but in council they run at a 80% - 20%" GM David Kirby said, he went on to state they choose leadership first and foremost.

He told us all how he gains employees, and helps the Aboriginal community, picking people up for work, if they don't turn up, he is on their doorstep, he elaborated in immense detail, and this was one of the best discussions of the day.

He has managed to harness a deep community pride, and the changes in council and community fostered the need to change how they employed staff.

There was so much in his discussion, but if any Councillors or Staff get a chance to listen to David Kirby you will certainly be impressed, real grass roots level and he has proved it works. Brewarrina community should be very proud.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

The Hon. Chris Minns Premier of NSW attended briefly to give a short speech, he spoke about the importance of local government, he went on to say he doesn't really know much about the Rural Regions of NSW as he is city born and bred, but he understands the value of local government to communities being the third tier of government.

Of regional NSW he stated local governments have faced, drought and flooding all impacting costs. He said the housing crises, prices around rent increases and cost of living are having a large impact on communities and councils.

How their government have placed \$70 million into affordable housing, 3.8 billion in Health Services, he mentioned the Bathurst hospital upgrades, how they have doubled health services workers' pay for doctors and nurses, and an increase in wages for teachers.

The premier spoke about 100 new preschools for regional and remote NSW as well as disaster and biosecurity issues.

Chris Minns didn't stay for questions and stated he would be at community cabinet the following week in Orange.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Wendy Tuckerman Shadow Minister for Local Government and Small Business certainly hit back at the current governments lack of consultation around waste legislation (tendering) in the waste and recycling sector.

She mentioned the lack of consultation around the housing crisis is affecting communities, stating "the coalition are advocating for government to listen to its regional communities". Also stating that the Minns government have affected communities around rising rents and the cost of living. The Active Kids and Transport vouchers have ceased, liquor licencing fees up by 55%, and the regions bear the brunt of cutting projects while feeding the funds into city, metro and aero projects.

"Agricultural and rural sectors are suffering and it is because of this city centric mentality of the current government", Wendy Tuckerman said. Relocation of regional communities' services, hospitals are hit hard, one size does not fit all.

The IPART review saw 86 councils seek a SRV over the 7% cap. The local government sustainable enquiry was open until 31 May. She said the federal government needs to be held to account for not adhering to promises and grants. Mentioned amendments to the de-amalgamation bill, and employment amendment bill (excludes GM's).



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Panellist session – Vision for Rural and Regional NSW

Tara Moriarty MLC went on to say she has spoken to and consulted all councils in regional NSW. She stated there need to be a centralised service and to improve quality of life for regional NSW.

Ms Moriarty mentioned funding of \$3.8 billion dollars for health facilities, \$1.4 billion to regional schools and \$1.8 billion to strengthen communities. She stated her government is supplying rural communities a voice, she talked about the make a move campaign, highlighting regional NSW and encouraging more people to move to regional NSW, and mentioned \$45 million in housing dedicated for far west NSW.

Further discussion around the focus on regional development \$350 million for the regional development trust, outlining a regional development roadmap under the regional development act and stated that the first round of funding should be announced soon.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Dougal Saunders Shadow Minister for Regional NSW stated roads and a tunnel should be a priority, the connectivity issues from regional NSW especially the great western highway to Sydney is a major issue. That there should be a joint vision and a strong robust funding mechanism.

The shadow minister mentioned how regional communities are hurting due to actions of the current government by scrapping funding that helped to service communities, the regional growth fund – stronger country communities fund – resources for rejuvenation – the regional job creation fund – and the regional events acceleration funding.

Also, the vision for a safe and happy place within our regions, the need for a regional crime enquiry, and the need for more childcare facilities.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Dr Joe McGirr MP Wagga Wagga stated decisions for regional NSW need to be done in the regions. He disagrees with \$15.8 million dollars for Hume-link.

He stated that communities need to be consulted as well as compensated when it comes to renewable projects that just seem to continue popping up across regional NSW. The consultation

around these projects just is not there, the costs locally and regionally, the struggle for housing and services and regional communities need to be compensated.

The need for better communication between Transport NSW and local government, councils should be consulted, we need safe infrastructure roads and services.

Regional communities need modern hospitals and schools, the right jobs for young people, affordable housing and transport that ensure regional communities continue to thrive.



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Matt Lanyon NSW reconstruction Authority stated the ACT. Underpins what the authority does. He mentioned the state disaster mitigation plan, how to mitigate the risk.

Five key functions of a disaster adaptation plan in any catchment or LGA should be:

- Local Preparedness
- Future Flood Program (Hawkesbury/ Nepean)
- Work with Community (Evacuation)
- Communication (many don't communicate enough, or well enough)
- Community centred recovery

There needs to be a focus on regional recovery teams and more disaster funding and betterment, instead of just restoring there should be a focus on bettering the infrastructure. The betterment is being reviewed through the commonwealth.

The speed to reimburse councils is way to slow and mentioned that there is an internal administrative review



Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit>)

Images of Participants at Conference





Image Source-LGNSW website (<https://lgnsw.smugmug.com/2024/Rural-and-Regional-Summit/>)

11.2 Black Springs Community Association

File No: Governance/Meetings/Ordinary

Author: Cllr Helen Hayden

Summary

Councillor Helen Hayden attended the Black Springs Community Association Meetings held on 13 May 2024 and 10 June 2024 as Council's delegate. The meeting was also the Annual General Meeting for the Association.

Recommendation:

That Council:

1. Receive and note the delegates report for the Black Springs Community Association Meeting held on 13 May 2024.
 2. Receive and note the delegates report for the Black Springs Community Association Meeting held on 10 June 2024.
-

List of Attachments

Nil

Comment

Below, provided for Councillor information, are the minutes relating to the previous two Black Springs Community Association Meetings held 13 May 2024 and 10 June 2024. This report provides minutes for both meetings however separate recommendations have been requested.

13 May 2024 Black Springs Community Association delegate report to Council

Start time: 7.00 pm with Numerous attendees.

Chair: Leon Dwyer.

The Chair welcomed all those in attendance.

Apologies

Numerous apologies given and accepted.

Minutes

Minutes from the previous meeting were moved and accepted.

Business Arising from Minutes:

- Seating Installation in the recreation ground was discussed. Getting quotes for gravel and cement, Cr McKibbin donating use of a cement mixer, some formwork etc.
- The 27 April welcome dinner event was well received by the community with 87 people in attendance, and many commented they would like to see more of the same.
- Food Handling safety update and request certificates to keep in folder.
- Telstra update – Michelle re meeting and discussion of location and grant extension.
- Shade shelter from FOOLS to pick up.

Finance Treasurers Report

Elsbeth Alexander posed a question regarding finance report.
Finance report was read out and supplied, moved, and accepted.
A motion to reimburse for the dinner was moved and accepted.

Business arising from Correspondence.

Telstra Conversation was discussed at length, Michelle organising a tele conference with David Sanderson.

Mention of Lino lifting in ladies toilet to go to Hall Committee.

Discussion around the community information day for the recreation ground masterplan no date finalised yet, Communication received from council notifying success with 356 grant funding to assist with obtaining a site survey for the Recreation Gound Masterplan.

A survey from Naturgy GPG was received.

Email regarding the waste to art competition.

Agenda Items

- Black Springs Community Hall was lucky to be the recipient of 370 chairs from Cowra Civic centre, the amount was negotiated on site and Members from the association collected chairs on May 6th. Many thanks to all involved.
- Suggestions around a table trolley, discussion around requirements.

Reports

- Festival Group

This will be Changed to Function Planning Group.

- Heritage -Nil
- Catering - Nil
- Hall 355 –

Hall report update was provided

- Council Delegate report

Delegate report given, mention around the councils Have Your Say page, Mayor Kellam was invited to speak around the IP&R documents.

General Business

- Elsbeth Alexander had questions around the constitution, she wanted to put an amendment forward regarding an auditor. Members had a discussion around the same and it was noted that an auditor is not required, but it would not hurt to have the books audited from time to time, no amendment was made to constitution.
- Kerry Gibbons wanted the table trolley wheels repaired, he said he could take it to the men's shed, Kerry was reminded about the MOU with council and Michelle would take this request to Hall Committee/Council.

Chair declared the meeting closed around 9.00 pm. Next meeting 10 June 2024 at 7pm.

10 June 2024 Black Springs Community Association delegate report to Council

Start time: 7.00 pm with Numerous attendees.

Chair: Leon Dwyer.

The Chair welcomed all those in attendance.

Apologies

Numerous apologies given and accepted.

Minutes

Minutes from the previous meeting were moved and accepted.

Business Arising from Minutes

Telstra Small Cell, secretary has sent an email with a suggested date and time and am awaiting a response.

Seating in the park, follow up with Andrew McKibbin, secretary will investigate quote for, or donation of, the materials required for installation.

Organise community consultation meeting and advertisement for Masterplan of recreation ground. The secretary has sent an email to set a date and time for community consultation meeting (suggested a weekday around 6-ish) – waiting for a response. Suggestion to do a drop in style presentation for community input.

Business arising moved and accepted.

Finance Treasurers Report

Finance report was read out and supplied, moved, and accepted.

Correspondence in/out

Various Correspondence received in and out.

Business arising from Correspondence.

Have forwarded the quote regarding improvements to the band room on to Mathew Webb. Discuss the quote supplied for installation of the seating at the park.

Notification of Hall booking dates for the pines wind farm Community Engagement meetings. Set as agenda item for discussion.

Organise a drop-in type meeting re master plan.

Business arising moved and accepted.

Agenda Items

Heritage Display Boards - Discussions were had during the 355 Hall committee meeting held on 6 June regarding safety issues with the display boards currently in use by the Community Association along with their storage. Storage of the new seating and tables.

The option of utilizing the existing front storage room more efficiently for these items and adding suitable storage for cleaning items to the room to keep everything together in a lockable area. The possibility was raised of designating the area where the chairs are currently stored as a heritage and museum display area.

The current display boards have been discussed during numerous past meetings. They were made for use during the heritage festival and served their purpose. There are safety concerns regarding their ease of use, as they are quite unstable whilst being moved, and the Perspex covers are heavy. They also require a large amount of storage space.

Suggestion was made to upgrade them to a simpler, easy to use, concertina room partition style – which can be made to match the acoustic panels and serve multiple purposes.

Suggestion - that the old ones go to whoever wants them, or possibly donate them to the men's shed if they would be interested. 2 motions were moved and accepted.

*Motion To remove the old boards from the hall and replace them by purchasing one of the options agreed upon as tabled at the meeting. **Moved and seconded (vote in Favor- Unanimous)***

*Motion That the association purchase 2 x Beige, 2.31m x 7.62m (9 panel) 360 Degree Folding Acoustic Portable Room Dividers (fabric) @\$2,992.00 each Plus delivery, with a total cost of \$6,545.00. **Moved and seconded (Vote in Favor -Unanimous)***

The Pines Wind Farm, the secretary has been notified of hall bookings made by "The Pines Wind Farm" for the purpose of community engagement. The dates and times are Thursday 20 June - 2pm till 7pm Saturday 22 June - 10am till 2pm.

Discussions were had around the topic, and members were recommended to make a detailed list of questions, whether for or against and bring it with them for discussion.

No further action required from the association.

Reports

- Function planning Group.

Have further discussions at next meeting

Plan ongoing monthly events

Develop a yearly calendar for events

Make sure the community noticeboards are used to advertise our functions

- Heritage -Nil
- Catering - Nil
- Hall 355 –

Discussed the heritage display boards and recommend their removal and replacement.

Power points have been tested and approved.

Discussions around getting a second chair trolley made.

To get quotes for the window coverings.

We are trying to get the ceiling repaired in the storage room when getting the band room done.

Looking at installing car parking bumpers, to create a safe pedestrian area.

The locks need updating as well as shutting doors near kitchen deck area.

- Council Delegate report

As tabled.

General Business

AGM Date:

Monday 8 July at 7pm before the general meeting

Put on the association FB page and share

Send an email to members

Newspaper, community newsletter as well as letter box drop.

Member Names:

An accurate membership register is to be housed at the association's official address – which is the public officer's address. A lot of the life membership details are only documented as Mr & Mrs [surname] Members will go over the list, fill in the blanks and return it to the secretary.

Master Plan cost:

Total cost = \$4,800 + gst

356 funding approval of \$2,500 from council.
\$2,780 will be the association's contribution.

Motion, That the association contribute \$2,780 being the balance owing for the site survey of the rec ground for the master plan after receipt of the approved 356 funding of \$2,500 from council
Moved and Seconded (Votes in Favor – unanimous)

Chair declared the meeting closed at 8.35 pm. Next meeting Commencing with the Annual General Meeting 8 July at 7pm.

11.3 Oberon Business and Tourism Association

File No: Governance/Meetings/Ordinary

Author: Cllr Helen Hayden

Summary

Councillor Helen Hayden attended the last meeting of the Oberon Business and Tourism Association held on 12 June 2024 as Council's delegate.

Recommendation:

That Council receive and note the delegates report to the Oberon Business and Tourism Association Meeting held on 12 June 2024.

List of Attachments

1. President's Report to June meeting[24114] [11.3.1 - 2 pages]
2. OBT A-suggested-logos-2024[24117] [11.3.2 - 1 page]

Comment

Oberon Business Tourism Association Meeting 12 June 2024

Note – there was No OBTA delegate report for 8 May as Delegate was attending Rural Regional Summit in Sydney

Start 6pm - Chair Chris Milne

Numerous attendees, apologies given for those not in attendance.

Minutes

The minutes of the previous meeting were given and accepted.

Business arising from minutes

The Vice President Tatiana Coulter gave an update around the OBTA Business awards, (I note that at the meeting the awards were stated to be held Late August, but at the time of completing this report the date is in fact 6 September, closing date for business nominations is 24 July.)

There was mention about using the tagging “Visit Oberon” in any social media interactions to pull in tourist interest to the visit Oberon Facebook page.

There was mention of the poor state of roads in the Tarana and Sodwalls area, these roads are in the Lithgow LGA to the east and Bathurst to the northwest, Council Delegate advised the meeting that local Graham Fletcher has taken the issue to Lithgow Mercury as well as Lithgow Council, Mr Fletcher also had a meeting scheduled with Tarana residents and members of staff and councillors from Lithgow Council to discuss issues around the failing road network that has been exacerbated by cars and trucks using the route as a detour while Hampton/Jenolan road closures were in place.

Correspondence

Numerous correspondence had been received, the Business NSW survey as well as Lucy East and the project raising funds to assist in upgrade painting to the façade of the Malachi Gilmore Hall.

The Oberon Brochure was discussed, and a presentation showed images of the current look, it was mentioned that this would be presented to Councils June meeting. It was noted that all advertising spots are now filled. A motion was moved to endorse the brochure which was moved and accepted.

President Report

The president – Chris Milne gave a lengthy report (Attached) Some items around Logo and member input was discussed, the issue of costs, design etc and why there was a need for the change. Members also asked if there were any other logos (Also Attached) to choose from and who came up with the design, a motion was moved to hold any decision over until the next OBTA meeting.

Discussion around the “Have a Chat” meet and although it didn’t get a lot of interest pulled some conversation around a business plan, the committee had elected to spend \$400 on a business plan that would be about 10 hrs work, the members were reluctant to spend any more than \$400 until they see the outcome of the 10 hrs work and if it is suitable and would value add to OBTA. There was a request that members get some input around thoughts and ideas to go into the proposed plan.

Treasurers report

The treasurer was given and accepted.

Agenda Items

EV Charging stations
Wind Towers

Presentation

Stromlo was invited to OBTA meeting to present to the members but declined.

Oberon Against Wind Towers (OBTA) gave a presentation to members around the risks posed to the Oberon LGA from Turbine infrastructure, discussed the quantity of infrastructure required for a project of this size and the impact to local businesses re truck movements and impact to Oberon’s local road network. 450 towers/300m tall towers 17 trucks per turbine = 7650 trucks = 374,000 B-double movements 1,152,000 truck movements on our roads Each turbine is 650 Tonne = 292,000 Tonne 1,000 tonne concrete per footing 72,000 tonne steel 2,400,000 tonne gravel 900 mega litres of water (which will sink farmers bores).

Spokesperson Frank O’Connor stated that their aim is to provide information to the community, as there has been a void provided by forestry/council. He acknowledged the support received by Councillors Helen Hayden and Lauren Trembath.

Mr O’Conner suggested members log on to the council website > development and control plan 2005. This sets out what the wind farms should look like, which appears to make a lot of sense. However, Stromlo/TAG energy have not done anything that is outlined. He mentioned that the Stromlo Company is 15 months old, he also advised that community attend the OAWT meeting at the Oberon RSL club 27 June.

Council report

Council Delegate gave a brief verbal report as the president was rushing to get meeting done.

Visitor Info Report

None was given due to the president rushing the meeting.

Business NSW

Vicki Seccombe gave a brief around how Business NSW works, the course and seminars they can provide. They have an advocacy and alliance program which helps provide a voice for NSW (especially the SME sector) they also provide services such as workplace advice/ HR and hiring assistance/ events and seminars for business. They will continue to correspond with OBTA around the services available.

General Business

Kyla Ries of the Corner Pocket Experiment (nursery that was Stratford) stated that she is finding getting approvals difficult. Frank O'Connor stated that on average, regional approvals are taking 110 days, but Oberon is taking 180 days and would like to know why. The president Chris Milne said he would chat to Kyla Ries after the meeting.

Meeting Closed at 7.30pm.



OBERON BUSINESS & TOURISM ASSOCIATION INC
12 June 2024

Presidents Report

Welcome to OBTA's June 2024 meeting.

Welcome to Vicki Seccombe, Business NSW Regional Director who will discuss the opportunities Business NSW membership provides.

It has been another busy month working on the following:

- Oberon Visitor Brochure:
 - The council has been working hard over the past months on the development of a new Tourism brochure. This is a great asset to share the wonders of our town and district. OBTA has assisted with proof reading and other feedback.
The brochure will be displayed at the June meeting and we look for its endorsement prior to its planned launch.
- Oberon Business Awards: - The categories will align with the Business NSW Awards
 - Confirmed date of 29 August Venue to be confirmed
 - NAB has agreed to provide sponsorship, more sponsors sort
 - Entries will be distributed shortly and will be due in 1 month before the Awards night.
- We continue to review the steps required to reinvigorate and maintain the *visitoberon.com* website and Facebook pages. As raised at the last meeting please tag your Instagram and Facebook posts to ensure that they are reposted and shared by other sites, such as Lithgow and Bathurst.
- We have also been looking at updating our OBTA Logo. The present logo is very similar to Oberon Council and while we have a close working relationship with Oberon Council we would like to differentiate OBTA from Council.
Kelly (My Sassy Business) and Grant Johnston (Beechwood Cottage) have provided a number of new logo options. Your committee reviewed a long list and propose that we adopt one of the short list options. The short list logos included in the agenda will be displayed at the meeting and members in attendance will be asked to select the preferred Logo. The timing of this is critical to allow the new logo to be included in the new Tourism brochure.
- We are gathering together the information from the "Come and have a chat" opportunities, held in May. While the attendance wasn't great we did receive thoughts on a range of subjects that interested members.

This has highlighted the need to be able to clearly articulate OBTA's purpose and the areas we should be focusing on and the boundaries of our influence. To help clarify this the committee has approved \$400 to commence this process. The goal at the end of the process will be to deliver a Business Plan for OBTA.

We propose to engage Siobhan White (Duckmaloi Farm) on a consultancy to further develop this document, paying her \$40/hr with a maximum of 50 Hrs to complete the activity. Total cost \$2,000 with Committee time given freely.

- EV Charging Strategy

Council endorsed the EV Charging Strategy at their May meeting. The strategy has been distributed with the meeting agenda. Members are encouraged to review the strategy and provide Council with their thoughts.

- Proposed Wind Towers:

- Wind Tower Action Plan, resolved at the recent committee meeting, was:

- that OBTA's role will be to facilitate information flow to members and participate as a stakeholder and advocate as appropriate for it's members.
 - Chris Milne, Pat Bird and Tatiana Coulter will represent the OBTA Committee and OBTA members.

- Tag Energy and Stromlo Energy

- I met with Tag Energy and Stromlo Energy to introduce OBTA as an interested party and stakeholder in the ongoing communication re the planned wind towers.
 - They are keen to share information about the project and particularly about the investigation phase, which is underway now
 - They were invited to attend the meeting, but were declined to attend
 - Contact Details will be supplied with the minutes

- OAWT

- OAWT has been invited to the meeting to discuss goals and communication opportunities

- QR codes and Tourism trails remain on the agenda for future attention.

- Business NSW continues to provide valuable information and seminar opportunities for Business. I again encourage you to log on to Business NSW www.businessnsw.com and check out the tools and information available there.

- We would like some feedback about any particular issues where we could convene some in person seminars/learning opportunities for our members. All OBTA members have a complementary membership of Business NSW.

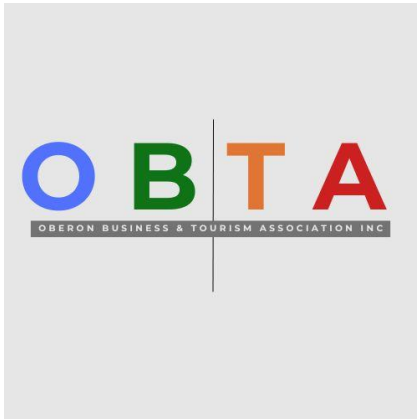
Things to look out for:

- OBTA Business Awards in August
- Small Business Month in October
- Next Meeting will be held at the New Visitors Information Centre on 10 July at 6.00pm
- Meet the candidates night in August for council elections, date to be confirmed.

Regards,

Chris Milne

OBTA President.



11.4 Arts OutWest Update

File No: Governance/Meetings/Ordinary

Author: Kylie Shead (Arts OutWest) and Fran Charge, Oberon Council Delegate

Summary

Fran Charge, Vice Chair of Oberon Arts Council is the Oberon Council delegate for Arts OutWest. The following report provides an update of the activities of Arts OutWest for the past 12 months. It also seeks endorsement to re-enter a new MOU with Arts OutWest for the next four years.

Recommendation:

That Council:

1. Receive and note the delegates report for Arts OutWest.
 2. Enter into a new Memorandum of Understanding with Arts OutWest for the period 1 July 2024 to 30 June 2028.
 3. Delegate to the General Manager to sign all appropriate documentation in relation to the new Arts OutWest MOU
-

List of Attachments

1. AOW MOU 2024-28 Oberon [11.4.1 - 3 pages]
2. AOW Advisory Committee Terms of Reference [11.4.2 - 2 pages]
3. OBERON - AOW Annual Report appendix Council pages 2023 [11.4.3 - 4 pages]

Comment

Arts OutWest is the regional arts and cultural development organisation for the Central West of New South Wales, covering the council areas of Bathurst Region, Blayney, Cabonne, Cowra, Forbes, Lachlan, Lithgow, Mid-Western Region, Oberon, Orange, Parkes and Weddin.

Oberon Council currently has a memorandum of understanding with Arts OutWest which expires on 30 June 2024. The MOU provides a clear understanding of how AOW and the member councils will continue to work together and outlines the financial contribution required by Councils.

Fran Charge is the current Oberon Council delegate to the AOW Advisory Council and is the Vice Chair of the Arts OutWest Board. Council's delegate will be required to be re-appointed in October this year for a two year period following the Local Government Elections. Fran Charge also represents Council on the AOW Advisory Council.

The annual contribution to AOW is set on a per capita basis using the ABS Estimated Regional Population figures. For the 2024-25 financial year the rate is 71c per person.

During 2023, the Oberon community received an estimated \$21,638 in support for arts projects as well as direct support through specific projects in the Oberon LGA. A full update on the activities of Arts OutWest in Oberon for 2023 is attached.

Memorandum of Understanding

between

Arts OutWest

and

Oberon Council

1 July 2024 – 30 June 2028

This Memorandum of Understanding (MOU) includes the following:

1. Key understandings for member Councils
2. Undertakings
3. Financial contribution
4. Review process

1. Key understandings for member Councils

- a) All member Councils understand effective arts and cultural development to be the strategic planning and management of cultural services, facilities and programs that contribute to local identity, sense of place and quality of life and empower local groups to contribute socially and economically through the arts.
- b) The Councils jointly agree to support Arts OutWest Inc. as key stakeholders in the Regional Arts Development Organisation (RADO) for the region.
- c) The Councils understand that funding by each member Council, matched by State funding is essential for the core operations of Arts OutWest Inc. and its sustainability in the future.
- d) The Councils understand and fully support the core business of Arts OutWest as outlined in its Strategic Plan.
- e) Arts OutWest inc. is a not-for-profit incorporated association managed by a Committee of Management (Board) appointed through a transparent application process.



2. **Undertakings**

What Arts OutWest will do:

1. Arts OutWest Inc. will deliver core services to the region as defined by the Arts OutWest Strategic Plan and any reviews thereof in consultation with all its stakeholders.
2. Arts OutWest will work in active partnership with the local Councils of the region to deliver regional cultural development outcomes.
3. Arts OutWest Inc. will provide all member Councils with an Annual Report showing expenditure of all consolidated revenue and providing details on services rendered to each Council area.
4. Arts OutWest will acknowledge the partnership arrangement with the Councils on all public material in an appropriate manner

What The Council will do:

5. The Council will acknowledge Arts OutWest in programs involving Arts OutWest
6. The Council will appoint a person to the Arts OutWest Advisory Committee. This person will attend two meetings a year and will provide a conduit for Arts OutWest to the LGA and its issues. The Advisory Committee member will represent the interests of the LGA and will contribute to ensuring that the Arts OutWest Strategic Plan and the Annual Activity Plan for Arts OutWest meet the needs of the LGA. See Terms of Reference for Advisory Council representatives for more information about this committee.
7. The Council and their communities will provide Arts OutWest with relevant information on cultural issues, activities and events for information and promotion by Arts OutWest Media and Promotion services.
8. The Council and Arts OutWest will share information on cultural matters including the linking of community directories, databases and websites.
9. Arts OutWest will work with individual Councils and their communities to develop specific projects and programs and assist with funding and delivery of projects so far as additional project funding allows with equity across the region.
10. Arts OutWest will provide formal presentations to Councils within the region as required.
11. The Council may make representations to the Board and Executive Officer of Arts OutWest Inc. in respect of any proposed programs and projects arising in the community which need the support of Arts OutWest Inc.
12. The Council will encourage individuals, groups and organizations in their local areas to actively access the services of Arts OutWest for their development.



3. Financial contribution

Oberon Council will pay a fee for service to Arts OutWest in each of the financial years of the Memorandum of Understanding. This will be at the starting rate of 70 cents per head of population. CPI will be added each year period. Each year the population will be calculated using ABS figures for the previous year.

4. Review

Oberon Council and the Board of Arts OutWest Inc agree to review the terms of this Memorandum of Understanding in preparation for each following financial year.

Signatures to this Memorandum of Understanding

FOR COUNCIL:

.....

Name:

.....

Date

FOR ARTS OUTWEST

.....

Kylie Shead, Executive Director, Arts OutWest

.....

Date





ARTS OUTWEST ADVISORY COMMITTEE TERMS OF REFERENCE

1. Background

The Arts OutWest Advisory Committee is a body established in 2018, set up as a consultative body to inform the decisions of the Arts OutWest Board. The structure builds on the representative structure that Arts OutWest had in place for the Board from 2007-2018 and will sit alongside the skills-based board structure adopted in May 2018.

2. Function/role of the Arts OutWest Advisory Committee

The role of the Arts OutWest Advisory Committee is to provide strategic guidance and direction to the Arts OutWest Board. The members of the Arts OutWest Advisory Committee will represent the interests of the local government or other Organisation that they represent to shape the annual program of activities and to feed into the development and delivery of the AOW strategic plan.

Members of the Arts OutWest Advisory Committee are also responsible for ensuring the organisation they represent is informed of Arts OutWest developments as well as updating them about progress, information, changes, successes and challenges.

Arts OutWest Advisory Committee members are to provide a regional update (The Regional Round-up) to be shared with other members. This is to be provided prior to the meeting and will be included with minutes and papers sent to all member organisations following the meeting.

3. Term

The terms of reference are effective from the date of being agreed on by the AOW Advisory Committee: 27 June 2018. Updated November 2021. Updated December 2022.

4. Membership

The Arts OutWest Advisory Committee will comprise one representative from each organisation contributing financially to Arts OutWest in that calendar year.

At 2022/23 the member organisations of Arts OutWest are: Bathurst Regional Council, Blayney Shire Council, Cabonne Council, Cowra Shire Council, Forbes Shire Council, Lachlan Shire Council, Lithgow City Council, Mid-Western Regional Council, Oberon Council, Orange City Council, Parkes Shire Council, Weddin Shire Council and Charles Sturt University.

Members of the AOW Advisory Committee are appointed by their organisation initially for a two year term. Each financially contributing organisation may appoint a councillor, a staff member or a community member. A term is for a minimum of two years, unless the appointed person needs to step down for any reason, in which case the organisation will be asked to appoint a replacement representative.

There is currently no limit to the time a representative can remain on the Advisory Committee.

Arts OutWest staff will be present to assist in the running of the meeting but do not have a say in the decisions and recommendations of the Advisory committee.

5. Chair

The Chair of the AOW Advisory Committee will be responsible for convening the meetings. The Chair and Vice Chair are elected at the April/May meeting for a two-year term. Before the April/May meeting when the Chair's term is due to expire there will be a call for nominations from the membership of the AOW Advisory Committee.

*Amendment March and October 2022 Note: Amended to include Vice Chair, as per November 2021 Minutes . **Approved Dec 6 2022***



If the Chair is unavailable for a meeting and the meeting has a quorum of 5 people to proceed, the Vice Chair will convene the meeting. It is the Vice Chair's responsibility to inform the Chair as to the salient points/decisions raised or agreed to at that meeting.

The Chair of the Arts OutWest Advisory Committee will be a non-voting member of the Arts OutWest Board, unable to hold an Executive position. They will present the views of the Advisory Committee at Board meetings.

6. Meetings

The Advisory Committee will meet twice a year:

1. Late April/early May meeting

At this meeting the Advisory Committee will:

- Appoint the Advisory Committee Chair & Vice Chair for the next year
- Review progress on the forward plan
- Review the previous year's Annual Report
- Review the plans for the AGM (usually held in late May/June)

2. October meeting

At this meeting the Advisory Committee will:

- Set priorities for the next calendar year's forward plan

Advisory Committee meeting will take place during working hours online.

There is no expectation that there will be a need to call any additional meetings.

The agenda will be circulated a week in advance. Items to be included in the agenda will need to be submitted to the Arts OutWest office at least a week before the meeting after consultation with the Chair.

There is an expectation that all members of the Arts OutWest Advisory Committee will work in a collegiate and respectful manner while representing the interests of their organisation.

Advisory Committee members are encouraged to attend the AGM

7. Arts OutWest's responsibilities

Arts OutWest will:

- Listen to the views of the Advisory Committee and consider the recommendations when preparing strategic plans and activity plans.
- Manage the administration of the Advisory Committee including preparing the agenda (in consultation with the Chair), taking minutes, sending out minutes, updating members on relevant developments.
- Ensure that all members are covered by the appropriate insurance.

8. Amendment, modification or variation

The Terms of Reference may be amended, varied or modified in writing after consultation with, and in agreement by the Board.

Other relevant documents:

Code of Conduct
Conflict of Interest Policy.

*Amendment March and October 2022 Note: Amended to include Vice Chair, as per November 2021 Minutes . **Approved Dec 6 2022***



Arts OutWest

Summary for

Oberon Council 2023

To accompany the Arts OutWest 2023 Annual Report

Arts OutWest is the regional arts and cultural development organisation for the Central West of New South Wales, covering the council areas of Bathurst Region, Blayney, Cabonne, Cowra, Forbes, Lachlan, Lithgow, Mid-Western Region, Oberon, Orange, Parkes and Weddin.

Established in 1974 as the first of the now 15 NSW Regional Arts Development Organisations funded to deliver services in regional NSW.

We receive operational funding from our 12 contributing local governments. the NSW Government through Create NSW and the Australian Government through IVAIS.



Mission:

To promote, facilitate, educate and advocate for arts and cultural development for the communities of the NSW Central West.

Goals:

from our 2021-24 Strategic Plan

Leadership
Facilitation
Advocacy
Promotion
Education
Management

12 Council areas

207,000 population

60+ towns and villages

78,000km² (12% larger area than Tasmania)

2023

8 permanent staff **4.8** avg full time equivalent (FTE)

28 artists and facilitators directly employed

36,500 participants and audience in activities

188,154 digital audience



Watch online:

Our 2023 year in review video (6 minutes)

<https://vimeo.com/949424210>



This council page accompanies the Arts OutWest 2023 Annual Report:

<https://artsoutwest.org.au/arts-outwest-2023-annual-report/>

For a copy of our full audited 2023 financial statements email us at artsoutwest@csu.edu.au

Summary

Arts OutWest working with your communities in 2023 (calendar year)

OBERON LGA POPULATION: 5,569 (source: ABS 2020 ERP estimate)

Oberon Council contribution to the regional arts program:

\$3898 GST

Estimated value of Arts OutWest services to communities in Oberon Council area 2023:

ARTS MEDIA PROGRAM

\$5,175

69 events promoted @ \$75 per event.

SPECIFIC PROJECTS

\$13500

Virtual Art Snacks - Oberon MPS

Culture Maps

Regional Futures artist support: Kris Schubert

AOW Media Associates photography

Online networks.

WORKSHOPS

\$500

Professional Development and funding workshops

CORE SERVICES

\$2463

Includes time spent giving advice and support in Bathurst and time spent on regional advocacy.

TOTAL ESTIMATED VALUE:

\$21638

This conservative estimate of services represents a 555% return on the council's contribution to Arts OutWest.

Representaton

From the Oberon LGA:

AOW BOARD

Fran Charge, Vice Chair Arts OutWest

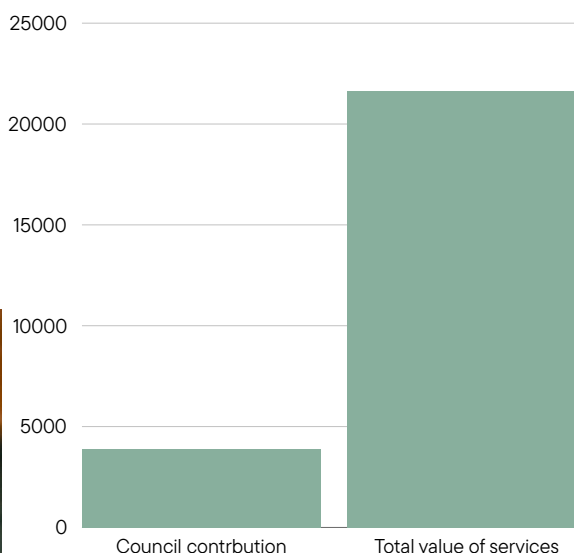
ADVISORY COMMITTEE

Fran Charge Oberon Council representative

*Below: Virtual Art Snacks session at Oberon MPS/
photo Cazeil Creative.*



return on investment in AOW in 2023



In the Oberon LGA

Specific Projects

In our 2021-24 Strategic Plan we have four key focus areas:

ARTS AND HEALTH

Ongoing support at Oberon MPS including the Virtual Art Snacks program delivered online and as a in person residency.

MUSIC INDUSTRY SUPPORT

Sophie Jones, Regional Coordinator Music NSW, works out of the Arts OutWest office 1 day per work.

ABORIGINAL ARTS

Exhibiting and selling of work by Aboriginal artists through National Parks and Wildlife Service's Kew-Y-Ahn Gallery at Hartley.

Aboriginal Arts Development Officer supported Oberon's NAIDOC exhibition.

CULTURAL TOURISM

Culture Maps.

Arts OutWest's interactive map showing all the cultural tourism assets of the region continued.

See full Culture Maps stats on page 25 of the Annual Report.

Culture Maps:

Locations pinned on maps at www.centralnsw.com (as at June 2024)

605 total across the region

19 in Oberon LGA including:

9 public art,

2 galleries and studios,

8 museums and heritage,

1 shop for handmade,

1 Aboriginal experiences

(some locations are on multiple maps)

WHILE THE WORLD WAITS EXHIBITION

Regional touring exhibition featuring 20 Central West artists, traveling to 4 additional venues in 2023 and 8 in 2022.

Read more on page 14 on the Annual Report.

REGIONAL FUTURES - Statewide project

Region represented by Kris Schubert (Oberon based)

Read more on page 27 on the Annual Report

Support

SUPPORT

- Attended events such as gallery openings, performances, consultations sessions, judged art competitions, met with individuals and organisations, provided advice by phone and email.
- Promoted events, assisted people to promote their events.
- Aboriginal Arts Development Officer supported Oberon's NAIDOC exhibition.

KEY RELATIONSHIPS

Organisations that we worked with or assisted in 2023:

- Oberon Council
- Malachi Gilmore Hall
- Oberon Arts Council
- Oberon MPS
- Boatshed Studio, O'Connell (Kris Schubert)

as well as numerous individuals, groups and organisations

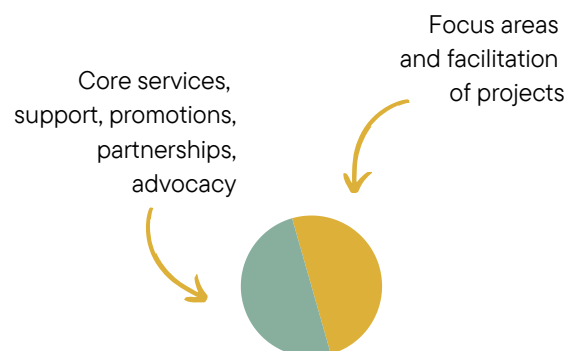
Letters of support:

Arts OutWest wrote 3 letters of support for people in Oberon LGA

Paid artists:

2 artists from the Oberon LGA

were paid for professional practice as part of Arts OutWest projects.



Promotions

see full stats on page x of the Annual Report.
Specific to Oberon LGA:

69 events promoted via online What's On
events mentioned **75** times in radio spots
Weekly column with Western Advocate
Regular spot on 2BS
Twice daily (M-F) spots on 2MCE
Regular spot on ABC Central West

AOW Media Associates Program.

This program has established photographers across the AOW region who are available to document the work of Arts OutWest and other arts activity in the region. Arts OutWest provides.



Representation and Advocacy

Arts OutWest worked regionally or advocated for the region in 2023 including:

- Attended Regional Arts meetings in Sydney and online with other RADOs, Regional Arts NSW and Create NSW
- Attended meetings with Western NSW Local Health District
- Member of the Arts and Health Network leadership team for NSW/ACT
- Attended meetings with the Central West JO's Tourism Managers group
- Attended consultation sessions with CSU
- Delivered an ongoing cross-region project in aged care within the NSW Health System
- Provided advocacy through representing the needs of our area at meetings in Sydney to government and other key organisations, met directly with politicians and government workers (Create NSW, Office of the Arts within Australian Government) locally and in Sydney, submitted to NSW State cultural policy, surveys and reviews, contributed to research making the case for regional arts, liaised with Regional Arts NSW and the RADO network in NSW
- Provided increased commentary in the media about the impacts floods.
- Contributed to the Regional Futures (RADO network)

Right: Virtual Art Snacks session at Oberon MPS with facilitator Ro Burns/ photo Cazeil Creative.

More information and links about our projects, people and organisation are available on our website:

www.artsoutwest.org.au | artsoutwest@csu.edu.au | 02 6338 4657 | @artsoutwest on Facebook, Instagram and Twitter

PO Box 8272 CSU LPO BATHURST NSW 2795

Arts OutWest acknowledges the traditional custodians of the county on which we work, the Wiradjuri/ Wiradyuri people and recognise their continuing connection to land, waters and culture. We pay our respects to their elders past, present and emerging.

**bathurst | blayney | cabonne | cowra | forbes | lachlan
lithgow | mid-western | oberon | orange | parkes | weddin**



Australian Government



12 COMMITTEE REPORTS

12.1	Community Services Committee Meeting 9 May 2024
File No:	Governance/Meetings/Community Services Committee
Author:	Victoria Bewley (Acting Community Services Coordinator), Mathew Webb (Corporate Services Director)

Summary

Minutes of the Community Services Committee Meeting held on 9 May 2024 are submitted for Council's information and endorsement.

Recommendation:

That Council receive and note minutes of the Community Services Committee held on 9 May 2024.

List of Attachments

1. CSC Minutes 9 May 24 [**12.1.1** - 2 pages]

Comment

The Community Services Committee Meeting held on 9 May 2024 primarily discussed plans for the upcoming community services expo. Staff were provided with contacts to assist in confirming stallholders for the expo.

Elaine Boxer advised that a number of community members are seeking Council's consideration for the extension of the pool hours. Elaine also requested support for a reprint of the Oberon Community Transport information booklet which had been prepared by Oberon Health Council.

Jean Clark provided a general update regarding the St Thomas Church.

Next Meeting Date

The next meeting of the Community Services Committee will be held on Thursday 11 July 2024, commencing at 4.00pm at the Oberon Council Chambers.



MINUTES

COMMUNITY SERVICES COMMITTEE MEETING

Members	Staff Delegates
Clr Katie Graham (Chair) Elaine Boxer, Community Member Jean Clark, Community Representative Emma Campbell, Columbia Aged Care Fiona Abbott, Oberon High School	Mathew Webb, Corporate Services Director Brooke Perry, Community Services and Finance Officer

1 APOLOGIES

Melanie Lawson
Lucy O'Flaherty
Bruce Watt

2 DECLARATIONS OF INTEREST

NIL

3 CONFIRMATION OF PREVIOUS MINUTES

3.1 Minutes from meeting held on 14 March 2024

No quorum was obtained for this meeting.

Recommendation:

That the Community Services Committee note a quorum was not obtained for this meeting.

Moved: Clr Katie Graham
Second: Elaine Boxer

Matters Arising from the Minutes

Nil

4 REPORTS

4.1	Community Services Event Scoping
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Summary:

The committee spent the meeting discussing plans and scoping for upcoming community services expo. This included members of the working group, event plan, insurance and marketing and promotion. Staff were provided with contacts to assist in confirming stallholders at the expo. The committee sought further updates on the response at the next community services committee meeting scheduled for 11 July 2024.

Recommendation:

That the report be noted and accepted.

Moved: Cllr Katie Graham

Seconded: Elaine Boxer

5 GENERAL BUSINESS

Elaine Boxer

- Provided information that a number of community members seek Council consideration for the extension of pool hours. The committee discussed the operational challenges and possibility for this to be considered in future Council planning.
- Indicated a reprint of the Oberon Community Transport information booklet is required. Staff indicated Council would assist and will discuss with Elaine offline.

Jean Clarke

Provided a general update on St Thomas church and future intentions to restore the church

Fiona Abbott

Clarified the date of the End of Year Spectacular, which was confirmed as 7 December 2024.

6 NEXT MEETING DATE AND MEETING CLOSE

6.1 Next Meeting Date And Meeting Close

The next meeting of the Community Services Committee will be held on 11 July 2024.

12.2 Black Springs Community Hall Committee Meeting 6 June 2024

File No: Governance/Meetings/Black Springs Community Hall Committee

Author: Victoria Bewley (Acting Community Services Coordinator), Mathew Webb
(Corporate Services Director)

Summary

Minutes of the Black Springs Hall Committee Meeting held on Thursday 6 June 2024 are submitted for Council's information and endorsement.

Recommendation:

That Council receive and note minutes of the Black Springs Hall Committee held on 6 June 2024.

List of Attachments

1. Black Springs Community Hall_ 6 June 24 [**12.2.1** - 3 pages]

Comment

Minutes of the Black Springs Hall Committee held on 6 June 2024 as follows.

Items discussed are listed below and full details are available in the minutes.

- Chair Upgrades and Disposal
- A-Frame storage and upgrades
- Hall Maintenance

Next Meeting Date

The next meeting will be held on 1 Augst 2024, commencing at 5.00pm at the Oberon Council Administration Building.



MINUTES

BLACK SPRINGS COMMUNITY HALL COMMITTEE MEETING

Members Councillor Helen Hayden (Chairperson) Kerry Gibbons Michelle Swaan Ceanne Barron (Joined via Teams) Staff Delegates Mathew Webb, Corporate Services Director	Copies to Councillors Executive Management Team
--	--

*Meeting venue changed to Council Administration Building

1 APOLOGIES

Councillor Andrew McKibbin (Delegate)
Elsbeth Alexander
Christine Healey

2 DECLARATIONS OF INTEREST

NIL

3 CONFIRMATION OF PREVIOUS MINUTES

3.1 Minutes from meeting held on 4 April 2024
--

Recommendation:

That the Minutes of the Black Springs Community Hall Committee Meeting held on 4 April 2024 be noted.

Mover – Michelle Swaan
Second- Ceanne Barron

Matters Arising from the Minutes

Nil

4 REPORTS

4.1	Meeting Reports
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Author:	Brooke Perry (Community Services and Youth Coordinator)
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Summary

The following items were discussed by the committee in relation to Hall.

Recommendation:

That the report be noted and accepted.

Mover – Michelle Swaan

Secon – Kerry Gibbons

List of Attachments

Nil

Comment

A) Chair Upgrades and Disposal

The committee discussed the recent delivery of chairs from Cowra Council and the benefits to the operation of the hall. It was noted that some chairs require cleaning and repair, although the bulk are in good working order. Staff indicated all chairs have been moved from the main hall area and are currently stored in the southern hallway.

B) A Frame storage and upgrades

Black Springs historical information is currently displayed on large A Frame structures stored in the hall. The committee discussed some of the operational challenges, notably the size and subsequent safety issues. The committee were unanimous that an upgrade was required, and a motion was going to be provided to the next BSCA for funding to purchase portable partitions. Mathew Webb indicated he will provide costings and pictures of the portable partitions purchased for the library.

C) Hall Maintenance

General maintenance items undertaken during the last period were provided to the committee. Michelle Swann had received another quote for the band room and this was provided to staff for continuation of the project.

5 ACTION ITEMS

- | | |
|------------|---|
| 5.1 | Hall Ventilation and Blind Quotes – Some difficulties have been encountered gaining contractors to quote on the hall. Committee members indicated they will assist to contact contractors. |
|------------|---|

6 GENERAL BUSINESS

Kerry Gibbons – Wanted an update on the memorial plaque request received by committee. Members indicated this was being included in the scoping discussions for the Recreation Ground masterplan.

Michelle Swaan – Sought Council to investigate parking dividers. They are currently stored at the hall, although not installed in the carpark. Michelle also indicated the

- Table trolley wheels need replacing.
- Removal of the Piano needs to be discussed at future meeting.

Ceanne Barron - Emergency exit stairs and railing need to be repaired or replaced. Weather protection and stops need to be put on all doors.

7 NEXT MEETING DATE AND MEETING CLOSE

7.1 Next Meeting Date And Meeting Close

The next meeting of the Black Springs Community Hall Committee will be held on Thursday 1 August 2024 commencing at 5pm.

Meeting closed 5.50pm

12.3 Audit Risk and Improvement Committee Meeting 27 June 2024

File No: Governance/Meetings/ARIC

Author: Mathew Webb (Corporate Services Director)

Summary

Minutes of the Audit Risk and Improvement Committee Meeting held on 27 June 2024 are submitted for Council's information and endorsement.

Recommendation:

That:

1. Council receive and note minutes of the Audit Risk and Improvement Committee held on 27 June 2024.
 2. In light of the risks involved Council be requested to review its previous resolutions in relation to the Playground Risk Assessment report that was resolved on 21 May 2024 to take proper account of the risk appetite of Council, the potential personal liability for staff and councillors and risks moving forward in relation to that resolution including the risk to Council.
 3. The conduct of councillors exhibited in relation to the Playground Risk assessment and their involvement in safety related operational matters needs to be subject to a workshop to reacquaint councillors with their responsibilities under the Code of Conduct and various legislation. That Council ensure there is sufficient support available for Councillors and staff impacted.
 4. A Councillor Interaction Policy be developed to guide behaviour in relation to interaction between staff and councillors for Councils consideration.
 5. Council ensure that in future resolutions which do not follow staff recommendations there is a clear description as to how council is to address the risks and acknowledgement of the potential strategic impacts as presented to them.
-

List of Attachments

1. 240627 Audit Risk and Improvement Committee Minutes 27 June 2024 [**12.3.1** - 9 pages]

Comment

The last meeting of the Audit Risk and Improvement Committee considered a number of matters.

The committee received a report in relation to the Interim Audit and received a verbal update from Council's Auditor, Leanne Smith from Intentus. Leanne highlighted a number of matters raised in the last Management Letter, noting that due to the timing of Council receiving the Management Letter there was very little opportunity for Council to address these matters and the Auditors do not have any concerns in relation to these matters.

Following a detailed discussion the ARIC noted and accepted the report with a request for Leanne Smith to clarify the Cyber Security findings in the Interim Management Letter and for Leanne to discuss with the Audit Office the RFS recognition in terms of materiality.

Rebecca Burgess provided an update regarding the review of the Risk Appetite Matrix that was held with Councillors and facilitated by Paul Hannock, Statewide Mutual Regional Risk Manager. The

process was to review each category of the Risk Appetite Matrix. There has been movement in some of the categories. The amendments were reflective of a less risk adverse appetite.

The ARIC noted the report on the review and update to the Oberon Council Risk Appetite Matrix and suggested that Council consider how further education may be provided around what the Risk Appetite Matrix means in terms of Council decisions.

A report was presented to the ARIC in relation to a paper that was presented to Council's May Ordinary Meeting highlighting significant risks arising from an audit of the Oberon Local Government Area playgrounds. The paper was provided to ARIC for discussion surrounding the risks involved, Council's decision making and other influences in the operation and upgrade of safe playgrounds in the Oberon LGA. The ARIC made a series of recommendations to Council following discussion regarding this matter.

Discussion was held in relation to opportunities to best manage the transition of ARIC through the Local Government elections and formation of a new Council. A separate report is provided in the July Ordinary Meeting Business Papers in relation to this matter.

The ARIC noted the report on the recognition of the Red Fleet assets and further noted that the committee continues to support Council's position in relation to recognising its Red Fleet Assets for the 2023-24 financial year.

Next Meeting Date

The next meeting of the Audit Risk and Improvement Committee will be held on Wednesday 11 September, commencing at 9.00am.



MINUTES

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING

The Audit Risk and Improvement Committee Meeting was held on Thursday 27 June 2024, commencing at 11.00am in the Oberon Council Chambers, 137 Oberon Street, Oberon and via Teams.

Attendance

Members

Kylie McRae, Independent Member (Chair)
Ron Gillard, Independent Member
Clr Andrew McKibbin, Deputy Mayor
Clr Ian Tucker (Alternate Delegate)

Audit Representative

Leanne Smith, Intentus (via Teams)

Staff Delegates

Mathew Webb, Corporate Services Director
Dr Cornelia Wiebels, Technical Services Director
Zoe Marks, Finance Manager
Rebecca Burgess, WHS/Risk Coordinator
Sharon Swannell, Governance and Executive Manager

1 APOLOGIES

Apologies were received from Mayor Mark Kellam; Farisha Ali Audit Office and General Manager Gary Wallace.

2 DECLARATIONS OF INTEREST

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

3 CONFIRMATION OF PREVIOUS MINUTES

3.1	Minutes from meeting held on 14 March 2024
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Moved: Ron Gillard
Seconded: Cllr Andrew McKibbin

Recommendation to Council:

That the Minutes of the Audit Risk and Improvement Committee Meeting held on 14 March 2024 be noted.

Matters Arising from the Minutes

Ron Gillard advised that a number of typographical errors were noted and they will be forwarded to the secretariat for correction.

4 REPORTS

4.3	Interim Audit
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Author:	Zoe Marks (Finance Manager)
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Summary

Council had an interim audit visit from the team at Intentus over four days, 13 – 16 May 2024. The interim audit management letter has been received and provided to ARIC.

Item 4.3 was brought forward and dealt with at 11.05am.

Zoe Marks joined the meeting at 11.05am.

Leanne Smith provided a verbal update in relation to matters that were raised in previous management letters as there has not been a lot of movement on those items. Due to some delays on Intentus end the final management letter for 2023 was not issued until late February 2024 which did not give Council a lot of time to address those items. Intentus is not concerned and urges members to keep in mind the timing of the final management letter for last year.

It was noted that those items are still listed as action items.

Leanne highlighted a couple of matters raised, first some controls over key reconciliations. Again this has partly come through from a carry over of the system transition. These were not considered to be of concern. The ones earlier in the financial year were a problem and the ones later in the financial year have improved. In relation to procurement policies there were instances of purchase orders raised after the goods have been ordered or received. This is a matter of reinforcing these requirements with staff, however staff turnover in some areas of council has exacerbated that.

Kylie McRae asked of the seven purchase orders identified as dated subsequent to the vendor invoice date and there were seven vendor invoices that did not include the purchase order number, are these the same seven orders?

Leanne advised she will check and provide that information.

Ron Gillard asked for an indication of the sample size?

Leanne will follow up and provide that information, the expectation is likely to be around 23.

Kylie McRae asked were any of those utility bills or that type of transaction which is hard to raise a purchase order ahead of time?

Leanne advised there were issues where the vendor placed the wrong purchase order on the vendor side. In some instances vendors had used previous purchase order numbers, rather than the current purchase order. The invoices should not have been paid without requesting the correct purchase order number be included on the invoice.

In relation to credit cards there was an issue identified that has been rectified. The Planning and Development Director has an authorised limit for credit card purchases of \$3,000 however the limit on the credit card was \$5,000 which meant the actual limit on the credit card and Council's policy were not in alignment. There were also a number of reconciliations that had not been completed.

Zoe Marks responded that the balance limit was a multi year issue, when that was discovered we requested that be corrected at the bank.

Leanne confirmed there was nothing in relation to the transactions themselves that were of concern.

In relation to Cyber security, this is an area that Council was a bit ahead of the game in terms of getting their Cyber Security Policy in place. The Audit Office guidelines were issued in the interim period. It is recommended that Council review their policy in relation to the recent guidelines.

Kylie McRae commented that in the observation notes there is a contradiction in relation to the review date of Council's Cyber Security Policy. The policy was adopted in 2022 and was due for review in November 2023. It separately notes that the policy had been reviewed.

Mathew Webb confirmed Council reviewed its policy in November 2023 and bought a report back to Council in relation to the patch management requirements. We don't see that as being due for review again.

Ron Gillard commented that the guidelines were releases post the review and Council will be required to review the policy to ensure it complies with the guidelines.

Kylie McRae requested that Leanne take that matter up with the Audit Office and reconsider that finding.

Leanne Smith responded that the management letter has been reviewed by Council staff, however based on ARIC comments she is happy to have a discussion with Zoe and have that rectified.

Zoe Marks commented that the process has been good. The on site visit was longer this year, the team were good and from the ground level the audit went well. There are a couple of minor items to finalise in preparation for year end.

Ron Gillard asked if there are any issues with meeting the timetable?

Zoe Marks responded that one potential issue with the timetable is in relation to signing. We are going to work with Leanne to have the Audit still meet the timelines. If we get a good version to August there is really no clarity around whether they can be signed in caretaker mode if there are only minor changes. There is no September Meeting due to the elections. It is difficult to expect a

new Council to sign off on the Audit. The Audit Team is due back to Council the first week in September. Expect the indexation information to be provided to the Auditors by next week.

Ron Gillard advised that it has not been flagged as an issue at other Councils. As you are not making decisions on operations so should be fine for the statements to be signed within caretaker period.

Ron Gillard requested Leanne to have a discussion with the Audit Office in relation to Red Fleet. With a change of Auditor General there seems to be more understanding around the Red Fleet issue. For this year it is noted that the Red Fleet will be recognised as it is, however moving forward can you please go back to Farisha to understand the Audit Office position in Oberon's case to have them noted as an immaterial item moving forward. If we are going to make a change it needs to be prepared for so it would be good to have an understanding of the position moving forward.

Leanne replied there hasn't been a change in the theory around the RFS Assets. One of the things they are pushing for is to ensure you know what those assets are. You don't know if they are material if you don't know what the asset is. There has been a shift in materiality determination and that is likely to be where that may fall in terms of materiality.

Ron added that if council can decide if they are not going to recognise them but note them if they are immaterial that would be a good way to move forward.

Leanne Smith advised that in terms of the timeline, irrespective of any issues around signing the Audit Office will continue with the timeline as agreed.

Moved:

Ron Gillard

Seconded:

Kylie McRae

Recommendation to Council:

That the report on the Interim Audit be noted and accepted with a request for Leanne Smith to clarify the cyber security finding in the interim management letter and for Leanne to discuss with the Audit Office the RFS recognition in terms of materiality.

Leanne left the meeting at 11.25am.

4.1	Risk Appetite Review and Update
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Author:	Rebecca Burgess (Work Health Safety and Risk Manager)
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Summary

The report provides an update in relation to the Oberon Council Risk Appetite matrix.

Rebecca Burgess provided an update regarding the review of the Risk Appetite Matrix that was held with Councillors and facilitated by Paul Hannock, Statewide Mutual Regional Risk Manager. The process was to review each category of the Risk Appetite Matrix. There has been movement in some of the categories. The amendments were reflective of a less risk adverse appetite.

At the conclusion of the session there was discussion about having a further workshop with Paul Hannock to facilitate a session for report writing staff to deepen understanding of embedding the risk appetite matrix in report writing and Council decision making.

Kylie McRae asked how many Councillors attended as it is important to note all Councillors are responsible for risk management and how will the Risk Appetite Matrix be communicated to the

incoming Councillors? Kylie asked if it be worthwhile asking Paul Hannock to provide some further education to Councillors?

Rebecca responded that unfortunately not all Councillors were able to attend. The feedback will be via a written form and will be presented to the next Council Meeting for endorsement. Councillors need to understand they will be signing off on these changes, they must commit to it but they need to understand what they are signing off on.

Ron Gillard commented that a risk may occur that is not in the risk register, you need to be able to attend to it in relation to the risk appetites that you have already agreed to.

Rebecca responded that the risk register is a live document which is constantly reviewed. Part of the education is not just the risk appetites, it is the actual categories. The categories stem from our Community Strategic Plan and other strategic plans. The risk register is something for Council to know about, but in terms of decision making how they link back to the high level plans is very helpful.

Clr Tucker suggested as a Councillor who was unable to attend the session it would be useful to have a presentation at the commencement of the meeting either from Rebecca or from Paul so there is an opportunity for Councillors to get a full understanding of the process.

Clr McKibbin advised that the discussion for those who attended was very robust for all of the categories, particularly the financial discussion was very lengthy and in depth.

Mathew Webb added that when staff are report writing there is a real understanding from everyone involved in decision making. If a decision is not taken then Council needs to have an understanding of where they are deviating from their agreed risk appetite.

Moved:

Ron Gillard

Seconded:

Kylie McRae

Recommendation to Council:

That the report on the review and update to the Oberon Council Risk Appetite Matrix be noted and received and that Council consider how further education may be provided around what the Risk Appetite Matrix means in terms of Council decisions.

4.3 Playground Risks and Update

Author: Dr Cornelia Wiebels (Technical Services Director), Dani Bradshaw (Change Management Analyst), Mathew Webb (Corporate Services Director), David Basil (Technical Services Manager), Rebecca Burgess (Work Health Safety and Risk Manager)

Summary

A paper was presented to Council at the May Ordinary meeting highlighting significant risks arising from an LGA wide audit of playgrounds. Numerous items within the playgrounds were identified as being non-compliant to AS4685. In accordance with the risk statements, staff had made a recommendation to decommission 6 of higher risk parks and prioritise funding and grant opportunities for the remaining 10 to be upgraded.

This paper is provided to ARIC for further discussion surrounding the risks involved, Council decision making and other influences in the operation and upgrade of safe playgrounds in the Oberon LGA.

Moved: Ron Gillard
Second: Clr Andrew McKibbin

That the Audit Risk and Improvement Committee move into closed council to consider the business identified in report item 4.2 as it is considered to be of a nature that is confidential under the provisions of Section 10A(2)(a) of the Local Government Act 1993, as it relates to personnel matters concerning particular individuals (other than councillors).

Carried

The Audit Risk and Improvement Committee moved into confidential session at this point.

Open session resumed at 12.30pm and the following recommendation to Council was put forward by the ARIC.

Moved: Clr Andrew McKibbin
Seconded: Clr Ian Tucker

Recommendation to Council:

That:

1. In light of the risks involved Council be requested to review its previous resolutions in relation to the Playground Risk Assessment report that was resolved on 21 May 2024 to take proper account of the risk appetite of Council, the potential personal liability for staff and councillors and risks moving forward in relation to that recommendation including the risk to Council.
2. The conduct of councillors exhibited in relation to the Playground Risk assessment and their involvement in safety related operational matters needs to be subject to a workshop to reacquaint councillors with their responsibilities under the Code of Conduct and various legislation. That Council ensure there is sufficient support available for Councillors and staff impacted.
3. The General Manager consider introducing a Councillor Interaction Policy to guide the Councillors behaviour in relation to interaction with staff and other councillors.
4. Council ensure that in future resolutions which do not follow staff recommendations there is a clear description as to how council is to address the risks and acknowledgement of the potential strategic impacts as presented to them.

4.4	Future Plans Oberon ARIC
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Author:	Mathew Webb (Corporate Services Director)
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Summary

This paper highlights areas for discussion to best manage the transition of ARIC through the Local Government elections and formation of a new Council. This includes the ability to retain current independent members, resignation of the long serving chair Neil Maltby and most appropriate recruiting methods going forward.

Mathew Webb provided an overview of the intent of the paper to have some continuity during the upcoming transition period. Would like to put forward a report to Council to gain support for Ron and Kylie to continue as Independent Members for the next term of Council. The report also notes the

resignation of Neil Maltby as Chair and recommends a letter of acknowledgment be sent for Neil's contribution to the Oberon ARIC as Chair.

Ron Gillard commented in response to the continuity of Kylie and I as independent members in another Council example where the term aligned with the Council term, they decided to re-state the appointment to four years from the date of the original appointed to ensure the continuity and experience was retained on the ARIC. A staggered completion date will assist with continuity. We would both be extremely honored to stay with Oberon Council. In relation to the proposed recruitment approach, other councils have taken the approach of recruiting from a previous short list and I am happy to see the Committee go to the short list for the recent recruitment. Noting the quality of the applicants from the previous short list and the fact that the recent appointment encourage the short listing be utilised for appointment of a new independent member.

It was noted that Ron Gillard has indicated he is not available to take the vacant role of Chair. Kylie McRae has indicated she is available and willing to take on the role as Chair.

Moved: Clr McKibbin
Seconded: Clr Tucker

Recommendation to Council:

That the report and subsequent discussion on the future plans of the Oberon Audit Risk and Improvement Committee be noted and received.

4.5	Council Red Fleet Assets
File No:	Finance/2023-24FY
Author:	Zoe Marks (Finance Manager)

Summary

Oberon Council resolved to continue to recognise the Red Fleet assets for the 2023-24FY.

Zoe Marks provided an update in relation to Council's approach to its Red Fleet Assets. We understand the value of the assets and its written down value. The written down value is only 4% of what we hold in our financial statements and I do not believe it holds an impact on our financial statements. It would be good if we could remove them and just note them. I suggest we leave it as is for one more year and await the future direction from the Auditor General. The Finance Team is not required to take any further immediate action given the council has endorsed the project.

Ron Gillard commented that in 2022 and 2023 the ARIC supported Council's position as it is and we are happy to continue that support.

Moved: Ron Gillard
Seconded: Kylie McRae

Recommendation to Council:

That the report on the recognition of the Red Fleet assets be noted and the committee continues to support Council's position.

5 ACTION ITEMS

5.1 Action Items

Author:

Summary

This report summarises the current status of action items from the Audit Risk and Improvement Committee Meetings and provides updates for actions taken.

The report was taken as read, a number of items were discussed with the Auditor in previous discussions.

Kylie asked a question regarding the ABN's?

Zoe Marks responded that Council has one ABN for all our activities, and these three are not linked to the ABN. It is a difficult process to link a business name to our ABN. The housekeeping is to get those linked to the ABN.

Zoe Marks advised that under the new TOR we did put up a remuneration to Council and that has been endorsed so from 1 July the new fees have been endorsed..

Ron Appendix 1 item - this has been rectified, why is it still in progress? Zoe advised it hasn't been cleared from the appendix.

Ron asked, on Page 2 Council has adopted the IP & R. Confirm that it has been adopted.

Ron asked in relation to the IT System migration update - when is this expected to be complete? Whole system migration and change management system.

Mathew Webb responded that the system migration is three to four projects integrated at one time. Planning is moving off Civica onto the Open Office platform - that is currently occurring. The document migration is in progress and CRMS to assist with how we track actions is occurring at the moment. These projects are all integrated and the majority of our EMS is nearing completion. Ron requested an expansion of this in future reports. In terms of the IT budget we had anticipated a two year heightened allocation and we have reduced this for the 2024-25 financial year.

Moved:

Kylie McRae

Seconded:

Ron Gillard

Recommendation to Council:

That the Audit Risk and Improvement Committee note the current action updates.

6 GENERAL BUSINESS

Ron Gillard commented on Council's website there is a section outlining the Multi-purpose Sports Complex which is progressing well. In June 2023 we discussed a probity report which was distributed to the ARIC out of session in September 2023. In that report there was a list of risks and mitigation's, I assume most or all of them were adopted. Request this item be included in the action list, advise what has an hasn't been adopted in terms of the probity risk and mitigation and what is still current.

Ron Gillard commented that we touched on the cyber security and whether there needs to be a gap analysis done and it was also mentioned in the minutes of the last meeting that at the end 4.4 last meeting emphasised a risk assessment to prioritise the actions of that incident. Perhaps a gap analysis is required of cyber security against the audit office performance audit that was put out in March. Request that they be considered as an action item for future meetings. It would be helpful for this committee.

Ron Gillard asked that in relation to the Asset Management Strategy report, it was discussion at last meeting that it was a priority. Seeking an update where that is at, timing of its development to have visibility of it moving forward.

7 NEXT MEETING DATE AND MEETING CLOSE

7.1 Next Meeting Date And Meeting Close

The next meeting of the Audit Risk and Improvement Committee will be held on Wednesday 11 September 2024, commencing at 9.00am.

13 REPORTS FOR DECISION

13.1	Electric Vehicle Charging Strategy
File No:	ED/CSD
Author:	Debra Keane - Manager Economic Development & Tourism

Summary

Oberon Council engaged ChargeWorks to prepare an Electric Vehicle (EV) Charging Strategy detailing the initiatives that Council may undertake to best support EV charging, tourism and uptake within the region. The plan was put on public exhibition with the following feedback provided to Council for consideration.

Recommendation:

That Council

1. Endorse the proposed Electric Vehicle Charging strategy to guide the development and delivery of electric vehicle infrastructure for the community.
 2. Prioritise the Visitor Information Centre and Oberon Library as suitable locations for an application under the NSW Government Electric Vehicle destination charging grant scheme.
 3. Continue to investigate the viability of the Tally's Lane and Dart Street Carpark sites and a report be provided to Council prior to any project progression in these locations.
 4. Note Electric Vehicle initiatives are outlined in the previously endorsed Oberon Council Renewable Energy Action Plan.
-

List of Attachments

1. Oberon Council EV Charging Strategy [13.1.1 - 38 pages]
2. Letter of support for EV Chargers [13.1.2 - 1 page]
3. Oberon Council EV Charging Strategy Redacted [13.1.3 - 1 page]
4. Re__ Suggestion__ Redacted [13.1.4 - 1 page]
5. A new question has been added to Questions or Comments 2 [13.1.5 - 1 page]
6. A new question has been added to Questions or Comments_ [13.1.6 - 1 page]

Comment

In response to the regional and local stakeholder interest in development of EV infrastructure, Council with the assistance of Chargeworks has developed a localised strategy. The strategy is comprised of four sections including an overview of the EV market, charging analysis, infrastructure assessments and options for Council consideration. These are presented over a short, medium and long-term timeframe.

A localised strategy will assist Council to source grant funding and other financial models that work for our community and visitor markets. This includes potential financial partnerships with the local business association (OBTA) and appropriate locations that are identified and supported through an endorsed strategy.

At the May 2024 Ordinary Meeting, Council resolved to place the strategy on public exhibition for community feedback. Four submissions were received during the exhibition period, with a variety of

suggestions for plug types, charger layouts and location considerations. All submissions were generally supportive of the strategy, although some in the business community shared concerns regarding the Tally's Lane and Dart Street Public Carpark locations. This submission requests Council to further engage with impacted stakeholders and consider traffic, ownership and surrounding infrastructure demands.

The deadline for a grant submission under the NSW Government Electric Vehicle Destination Charging grants program is Friday 2 August 2024. This grant covers up to 75% of cost for the following.

- 75% towards the cost of an eligible 7 kW and/or 22 kW electric vehicle charger(s)
- 75% towards the cost of installation (capped at \$3,000 per charging port)
- 75% towards the first year of an eligible annual EV charger software subscription.

This grant program is good opportunity for Oberon to secure an updated and capable EV offering that can cater for visitors and locals.

Noting the broad community support for Council to have an EV strategy, Council in the short term could prioritise the sites identified at the Visitor Information Centre and Oberon Library. This would allow Council to endorse the strategy and an application be submitted under the grants program. In the medium to longer term Council can continue the investigations into the Tally's Lane and Dart Street Carpark locations to ensure outcomes are aligned with all stakeholders.

Strategic Alignment

At the September 2022 Ordinary Meeting, Council unanimously endorsed the Renewable Energy Action Plan (REAP) and use of the document for future renewable initiatives. EV infrastructure is highlighted as a future action for Council and Community projects.

Financial Implications

EV infrastructure hardware and software will require funding from Council or other stakeholders over the short to medium term.

Relevance to Oberon Community Strategic Plan

Theme 2: A Growing Economy

Action 2.1 Develop strong relationships with local industry, organizations and government to ensure a sustainable local economy

2.1.1 Provide innovative tourism services and infrastructure across the region

2.1.2 Assist local tourism providers to scale their business and maximise tourism returns

Risk Category

Environment

Assets and Infrastructure

Risk Severity Ranking

Moderate - 48%



OBERON
MORE THAN YOU IMAGINE

Electric Vehicle Charging Strategy April 2024

Prepared by



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Glossary of Terms

AC Charging	Level 1 or level 2 charging of an EV using an 'alternating current' EVSE
ATDW	Australian Tourism Data Warehouse
CCS	Combined charging system - a fast charging plug/cable system which is all but standard in all new EVs in Australia. It comprises both an AC port (usually Type 2) and a DC port.
CHAdemo	A fast charging system that has become all but superseded by CCS.
DC Charging	Level 3 fast charging of an EV using a 'direct current' EVSE
EV	Electric Vehicle
EVSE	Electric Vehicle Supply Equipment (often referred to as a 'charger')
Level 1	Power level suitable for trickle charging an EV using non-dedicated equipment.
Level 2	Power level suitable for destination charging an EV using dedicated equipment.
Level 3	Power level suitable for fast charging an EV using dedicated DC equipment.
RCD	Residual current device – an electrical safety device that detects earth faults in electrical equipment. It is a requirement for dedicated EVSEs.
Type 1	AC plug/cable system which has been superseded.
Type 2	AC plug/cable system which is now standard for all new EVs in Australia.
7kW charger	De-facto standard 'single-phase charger' referring to a 32A single-phase EVSE.
22kW charger	De-facto standard 'three-phase charger' referring to a 32A three-phase EVSE.
32A	De-facto standard current rating for level 2 charging.

Introduction

Oberon Council has engaged ChargeWorks to prepare an **EV Charging Strategy** detailing the initiatives that Council may undertake to best support EV charging, EV tourism and EV uptake within the region.

Council believes that a proactive approach to the unfolding electric vehicle transition could present significant economic benefits to Oberon, and will contribute to reducing carbon emissions in NSW.

This strategy document is comprised of 4 sections:

1. Electric Vehicle Charging Overview
2. EV Charging in Oberon Council LGA
3. EV Charging Infrastructure Assessment
4. Council Initiatives

This strategy document also identifies Council's intended short, medium and long-term initiatives to facilitate EV charging infrastructure in the local government area.



Oberon Street, Oberon

1. Electric Vehicle Charging Overview

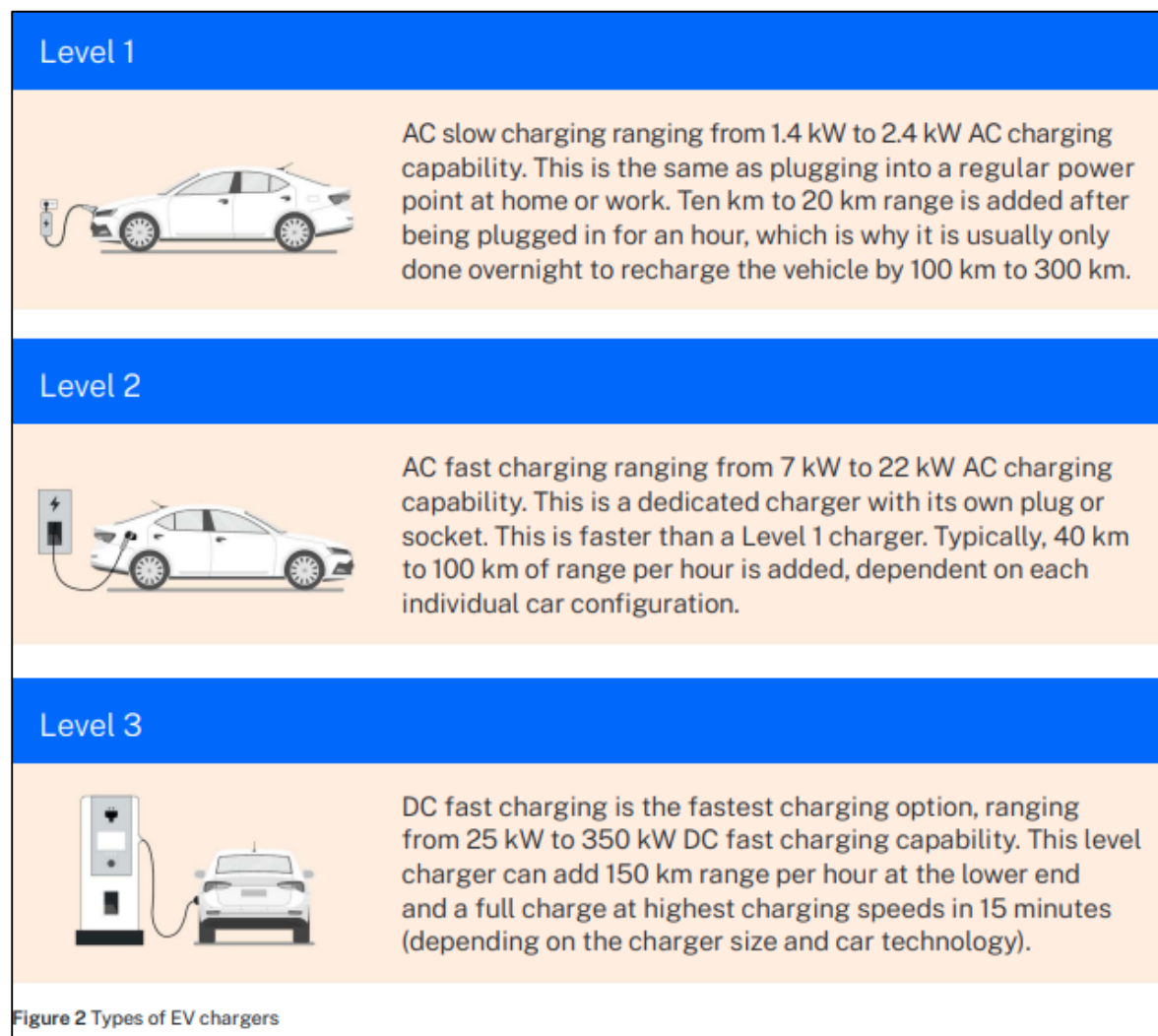
Section 1 of this strategy provides an overview of EV charging technologies, operational considerations and the available NSW government grants that are supporting EV charging infrastructure in regional NSW.

The rate at which an EV can charge depends on both the vehicle and the power capacity of the electric vehicle supply equipment (EVSE).

EVSEs can be understood simply as devices that supply electricity to EVs. Although the power levels vary, general power outlets and dedicated charging points are both examples of EVSEs.

An EVSE is not a 'charger', or at least no more of a charger than a power point is. The battery charger is in fact located on-board an electric vehicle and it is the vehicle that controls the charging process.

The charging power of the equipment is broadly categorised into three levels:



Source: Drive electric NSW EV destination charging grants: funding guidelines 2022

Level 1 – Trickle Charging

Level 1 charging is performed using AC power from general power outlets and is suitable for charging an electric vehicle overnight.

Public level 1 charging is commonly found in caravan parks and council showgrounds where visitors are parked for long durations. The example below is from Mid Coast Council.



Gloucester Public Car Park – Level 1 Charging

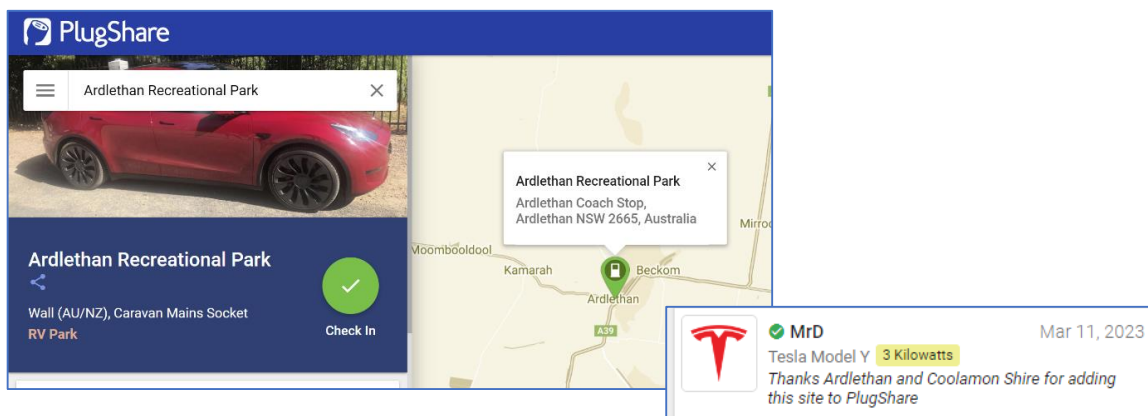
Level 1 charging is slower and less convenient than using a dedicated level 2 charger and cannot be easily monitored or controlled.

While early adopters of EVs often carry the necessary cables or extension cords, most EV owners will prefer to use a dedicated level 2 charger when in a public setting.

Caravan parks

Powered caravan parks are already full of level 1 EV charging infrastructure, and this power can be used to charge any electric vehicle. A \$10 payment is a fair value to cover the cost of electricity.

Adding existing sites (i.e. Jenolan Holiday Park – Oberon) to [plugshare.com](https://www.plugshare.com) may encourage electric vehicles to visit and stay in these facilities.



Level 2 – Destination Charging

The majority of EV charging is performed using AC power from Level 2 EVSEs either at home, work, or in a public setting. Public level 2 charging is commonly referred to as 'destination charging'.

Both local and visiting drivers will specifically seek to use destination chargers when it is convenient to do so while completing other tasks. Examples may include visiting a shopping centre, tourist attraction, or staying overnight at a hotel.

Example destination	Coffee	Winery	Museum	Restaurant dinner	Trip to the zoo	Overnight accommodation
Example dwell time	10 min	1 hr	1.5 hr	2 hr	5 hr	12 hr
Average driving range added from a 7 kW charger	7 km	40 km	60 kms	80 km	200 km	Full charge
Average driving range added from a 22 kW charger*	6 km – 22 km	40 km – 130 km	60 km – 198 km	80 km – 260 km	200 km – full charge	Full charge
*Range added is dependant on the individual car's charging capability. Not all EVs can charge at 22 kW AC.						

Figure 4 Average range provided by 7 kW AC and 22 kW AC EV destination chargers

Source: Drive electric NSW EV destination charging grants: funding guidelines 2022

EV drivers often select their destinations based on availability of charging infrastructure. Charging stations are visible on car GPS, mobile apps, or online such that installing a charger in a small town may serve to "put it on the map". Destination chargers may be installed by Councils or private businesses.

The examples below show destination charging stations provided by Bathurst Regional Council at tourist locations. Level 2 charging stations may be mounted on walls, posts, or be free standing.



Bathurst Regional Council – Level 2 destination charging ('wall mount' left, dual port right)

All electric vehicles currently sold in Australia have a standard 'Type 2' plug that is used for level 2 charging. Public charging stations may be fitted with a tethered plug-and-lead or, be socketed which requires drivers to 'Bring Your Own (BYO)' cable. Socketed units are recommended for public charging.

Level 3 – Fast Charging

Level 3 charging, commonly referred to as 'fast charging', provides DC power to a vehicle and enables very high charging speeds (50-350kW).

Fast charging is similar to the conventional petrol station model where drivers specifically go to recharge for between 5 and 30 minutes.

Fast charging is **not** the norm for EV drivers except for very long journeys. Fast charging sites should be close to major roads and be quickly and easily accessed.



Bathurst Visitor Information Centre – Tesla + NRMA fast charging

Councils typically do not own or operate fast charging infrastructure, however, they may choose to be a site host and enter a leasing arrangement with a fast charging provider.

Councils may reach out to providers directly or submit an EOI on the [electric vehicle fast charging grants portal](#) for a specific site. Unfortunately, Oberon was not identified by the NSW government as an optimal zone for ultra-fast charging and has not been contacted by charging providers for round 1 and 2 of the fast-charging program.

A 3rd round of funding is expected in 2024-25 to fill the remaining gaps in the NSW regional charging network. Oberon Council intends to submit an EOI for this funding round.

Vehicle compatibility

All new electric vehicles sold in Australia (with the exception of the Nissan Leaf and Mitsubishi Outlander Hybrid) use a standard CCS (Combined Charging System) plug for fast charging.

Tesla brand chargers, which also use a CCS plug, has been enabled for non-Tesla vehicles at most charging stations in NSW.

Under the NSW government funding scheme, **all** Tesla charging stations installed under the program must service **all** brands of EVs.

Further information has been provided around EV charging infrastructure in the appendix.

Operating cost and considerations

Council must consider the ongoing operational requirements of EV charging infrastructure.

Maintenance

Electric vehicle destination chargers have no moving parts and require very little maintenance.

Site hosts may use a charge management software platform to assist with the maintenance and operation of infrastructure. Council (and the software operator) will automatically be alerted of any system faults via the monitoring software. Depending on Council's service level agreement, an electrician can be engaged by the software operator to immediately repair any issues.

Recommended maintenance practices include:

- Basic physical inspections
 - Check for physical damage.
 - Check for water ingress in charging port.
 - Check that any components have not come loose
- As per Australian Standards, RCDs in the distribution board must be checked once per year by a licensed electrician.

Council may elect to enter a maintenance agreement with a charging provider or local electrician to perform regular maintenance of each charger. This is estimated to cost approximately \$150-200 per charger per annum.

Electrical cost

The cost of electricity varies depending on hours of use, site electricity rates and the charging speed determined by the vehicle.

Typical costs to Council are:

- 7kW charger - \$1.50 per hour
- 22kW charger - \$1.50-\$3 per hour (depending on the vehicle).

A 7kW charger that is used for an average of 4 hours a day will cost approximately \$2,000 p.a. in electricity to operate.

This amount of electricity is approximately equivalent to over 6,000L of fuel (worth around \$10,000) – which essentially reduces the cost per kilometre of travel by a factor of five when compared to equivalent internal combustion engine vehicles.

Software

Monitoring and billing software is required to facilitate billing to the customer as well as provide information about charger usage behaviour. This includes typical charging duration, total energy delivered, and state of charge of vehicles, as well as identification of any system faults.

Software is also useful for users to identify charging locations, whether they are occupied, and to provide status updates on charging.

Monitoring software subscriptions range from \$150-\$390 p.a. per charging port depending on the provider.

Additional 4G sim card fees may be applicable in some cases which range from \$100-\$200 p.a. per site.

Other optional costs

There are a range of other services that Council may consider to enhance EV charging installations including:

- Bay painting and signage
- Bollards and wheel stops
- Extended warranty
- Maintenance agreements.

Some indicative prices for these services are provided in the table below:

Optional extras					
Bay painting	Extended warranty (per year)	Bollards	Wheel stops	Signage	Maintenance agreement (per charger per year)
\$1,250	\$800	\$200	\$200	\$55	\$180

Billing and cost recovery

EV charging operators may choose to offer EV charging for free or implement a fee-for-service.

Where appropriate, billing of customers is typically performed through an EV charging mobile app linked to a customer's credit card. Fee structures may be easily modified through the integrated software to recover costs or even generate profit in high use areas.

In some cases, it may be beneficial to provide a free charging service as the indirect benefits generated from increased visitors outweigh the costs.

Common examples of free charging include Council carparks, shopping centres, wineries, hotels, and RSLs. By giving a few dollars-worth of electricity, these sites can attract more visitors for longer durations.

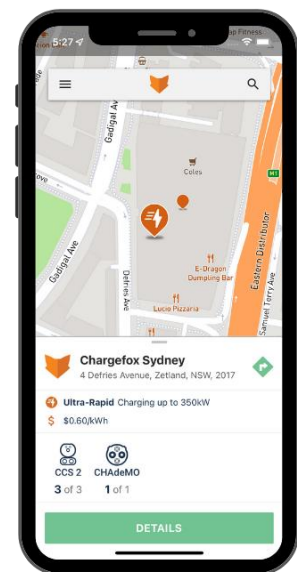
Depending on utilisation, council may choose to implement billing to recover costs. The typical price for destination charging in metropolitan areas with high utilisation is 30c per kilowatt-hour.

This pricing structure equates to:

- 7kW charger - \$2.10 per hour
- 22kW charger – up to \$6.30 per hour (depending on the vehicle).

An alternative pricing structure is to offer free charging for 1 hour (or only during business hours) to ensure that drivers do not misuse the infrastructure. This can be easily configured by the software provider at Council's direction.

Charging infrastructure has the potential to generate revenue as EV adoption increases, especially if energy tariffs and pricing are well managed.



EV Charging Grants Overview

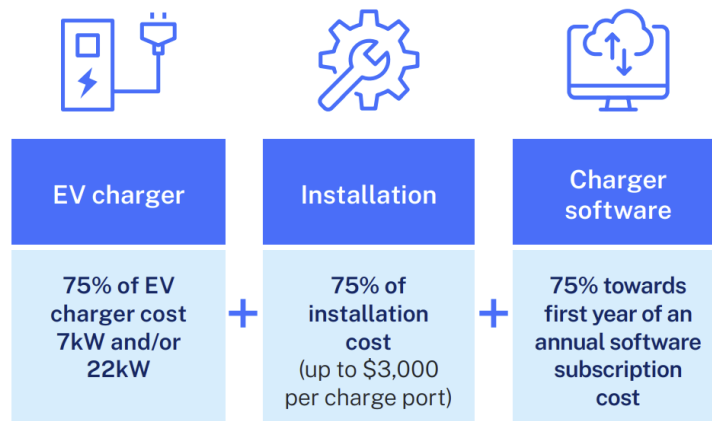
Under the NSW Electric Vehicle Strategy, the state has committed to a \$171 million investment over 4 years to develop a world-class charging network.

Of the total investment:

- \$131 million is for **ultra-fast** charging infrastructure to establish **EV superhighways**.
- \$20 million is for charging infrastructure in or near **commuter carparks**.
- \$20 million is for **destination** charging infrastructure at **regional tourist locations**, such as motels, restaurants, wineries, libraries, and galleries (this is the grant most suited to regional councils).
- \$10 million is for **kerbside charging** to support local governments and charge point operators in metropolitan NSW.

The second round of [Destination Charging Funding](#) is currently open to councils and businesses until Friday 2nd of August 2024. A third round of funding is expected in 2024/25.

What can be co-funded



Council may consider an application for grant funding at sites within its portfolio, or support local businesses such as hotels, motels, attractions, and clubs to apply.

To be eligible for destination charging grant funding, sites must have a live ATDW ([Australian Tourism Data Warehouse](#)) listing. The ATDW is a national platform for digital tourism marketing where sites may be listed for free. Eligible council destinations include but are not limited to:

- Visitor Information Centres, libraries, art gallery, museums.
- Parks and gardens in the middle of town.
- Public carparks nearby to a destination – with existing power.
- Pools and sports facilities.
- Caravan and holiday parks.

A well-placed charger at these locations, while not necessarily an EV driver's primary destination, will facilitate access to nearby shops, restaurants, and other local businesses. Public destination charging will encourage regional tourism and stimulate the local and visitor economy.

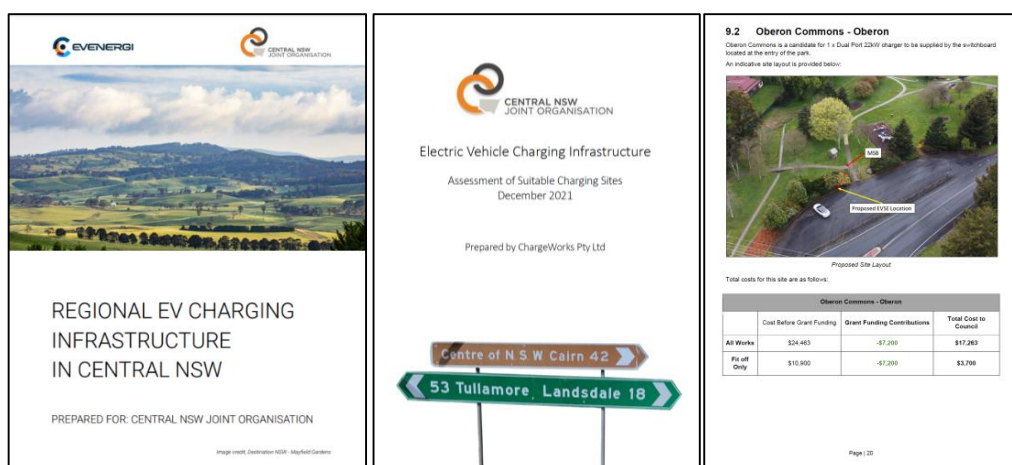
2. EV Charging in Oberon Council LGA

Section 2 of this strategy reviews the current state of EV charging in Oberon and the future requirements to facilitate EV tourism and uptake within our LGA.

Progress to date

Oberon Council has already participated in regional EV charging assessments facilitated by the Central NSW Joint Organisation including:

- Regional EV Charging Infrastructure in Central NSW – 2020 (Ene Energi)
- CNSWJO Electric Vehicle Charging Infrastructure Assessment - Dec 2021 (ChargeWorks)
- Electric Vehicle Destination Charging Cost Summary Report – Sep 2022 (ChargeWorks)



These reports identified and assessed the feasibility of 5 potential sites within Oberon for EV charging including:

- The Oberon Common
- Oberon VIC
- Oberon Library / Community Centre
- Oberon Dam
- Apex Park

Unfortunately, the [NSW Electric Vehicle Fast Charging Infrastructure Masterplan](#) did not identify Oberon as an optimal zone for ultra-fast charging. There is one remaining fast-charging funding round scheduled, for which Oberon may be considered.

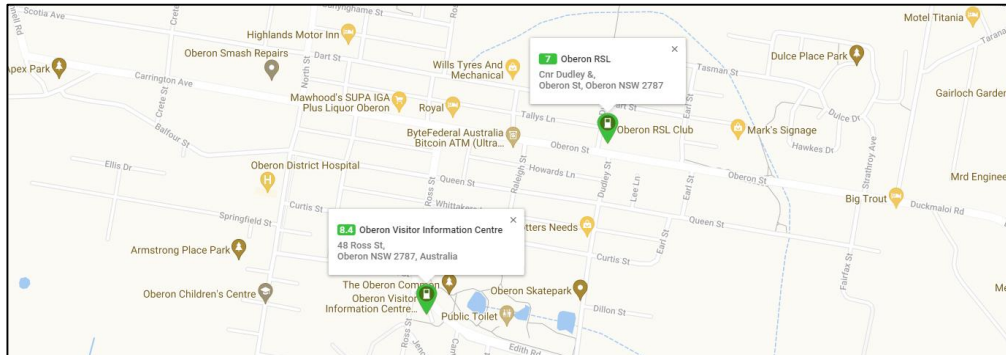
Grant funding for EV charging in Oberon is currently only available as part of the destination charging funding stream. ChargeWorks provided recommendations (and cost estimates) on whether the 5 sites above would be suitable for [destination charging grant funding applications](#).

Whilst Council did not submit an application for round 1 of this funding program, round 2 has opened and offers even greater subsidies (up to 75% for hardware, software and install costs). Round 2 of the destination charging grant is open until the 2nd of August 2024.

Gap in existing charging infrastructure

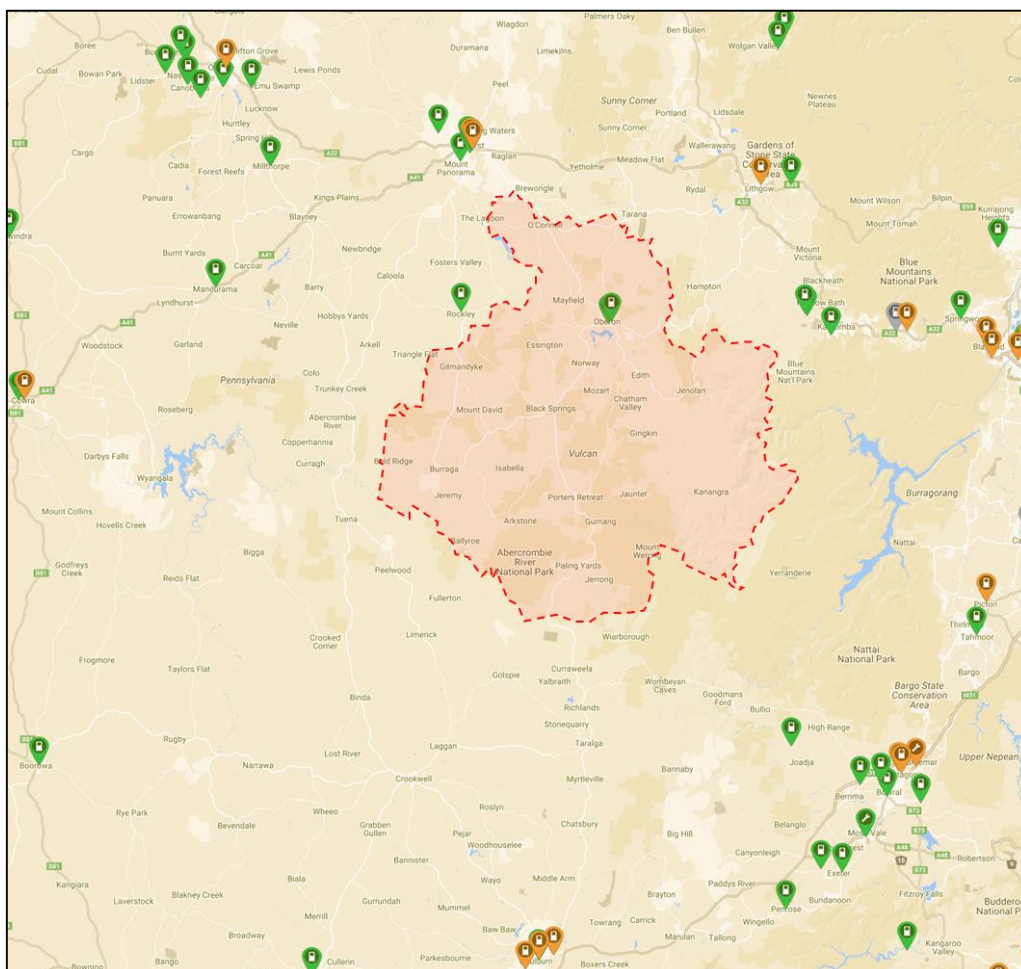
It was identified through the charger locator platform plugshare.com that, as of 2024, destination charging (green) and fast charging (orange) infrastructure in Oberon Council LGA includes:

- Tesla destination charger – Oberon Visitor Information Centre (2 ports - Tesla only)
- Destination charger – Oberon RSL (4 ports)



Oberon Destination Charging

There are currently **no publicly available fast-chargers** in the Oberon LGA.



2024 Charging Infrastructure

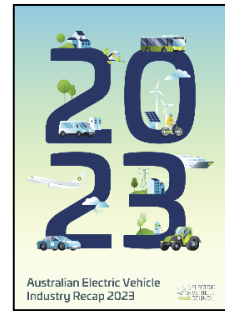
Electric vehicles driving through Oberon currently rely on fast chargers in surrounding towns, primarily Bathurst, as well as Cowra, Lithgow, Blue Mountains, and Goulburn. The lack of fast charging infrastructure in Oberon makes it difficult for EV drivers to plan their visits.

Future Oberon EV Charging Requirements

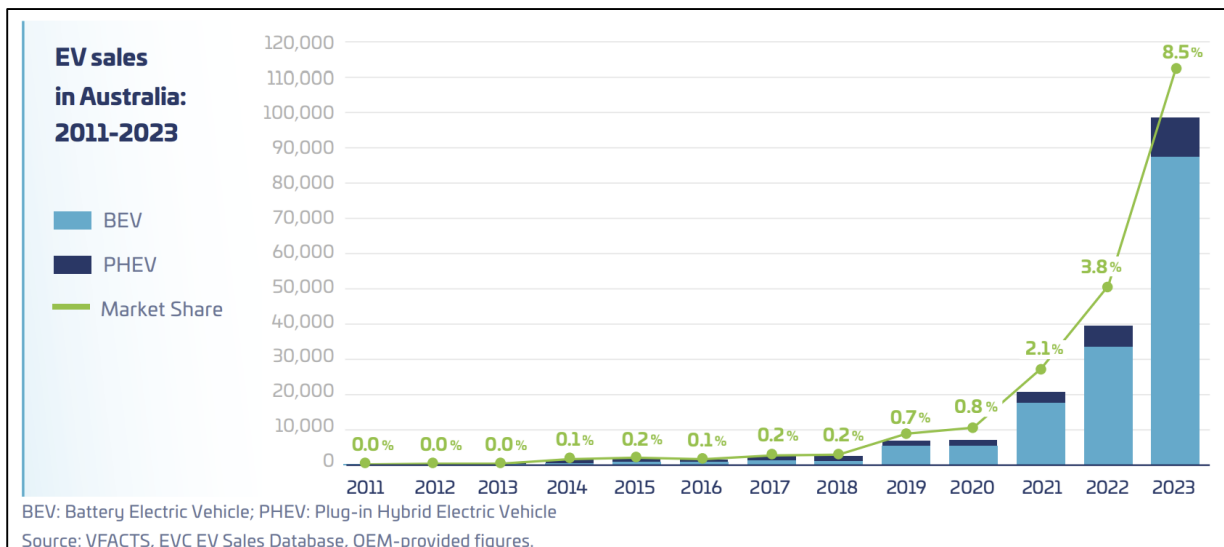
Electric Vehicle Council – State of Electric Vehicles

The Australian Electric Vehicle Council has published its [Australian EV Industry Recap 2023](#).

EV sales in Australia are growing exponentially each year contributing to 8.5% market share in 2023. Figures from the first quarter of 2024 show that EV sales in NSW are at 11%, or roughly 1 in 10 vehicles. It is estimated that there are now over 180,000 EVs on Australian roads, of which over half of these were purchased in 2023 alone.



It is also notable that 18% of EV sales are in regional and rural areas.



Australian Electric Vehicle Sales EVC 2023

The NSW state government has introduced incentives to support the transition to electric vehicles by investing heavily in a state-wide charging network whilst also offering rebates, among other mechanisms, to help make EVs more affordable.

Model availability and supply constraints will continue to restrict the speed in which Australia transitions to electric vehicles, however, there are now 99 different EV models delivered to the Australian market (up from 70 in 2022).

Dedicated electric vehicle manufacturers such as Tesla and BYD have responded to this high demand, with 80% of EV sales attributable to models made in China (Tesla 3/Y, BYD Atto3, MG4).

EV Charging Use Cases

EV charging in the Oberon LGA may service a range of different use cases:

Locals

Locals will typically charge their vehicles at home. They may choose to use a general-power-outlet (GPO) for level 1 charging or otherwise install a dedicated level 2 charging station.

Charging at home is usually the most affordable and convenient way to operate an electric vehicle. Drivers usually charge overnight when electricity prices are low, or during the day to make use of solar power.

If convenient, locals may use low cost/free destination chargers whilst going about their day in Oberon. Locals which do not have access to charging at home (i.e. no off-street parking) may have to rely on public charging infrastructure or charging at their workplace. These drivers will be happy to pay for public charging, provided it is fairly priced and convenient.

According to Transport NSW, there are 11 EVs currently registered by locals in the Oberon LGA.

Day visitors

On average, EVs have a battery range of 400km, with some models travelling over 600km on a single charge. Oberon's high altitude and cool climate may cause higher-than-average energy consumption.

Depending on their origin, and state-of-charge, day visitors to Oberon may require charging to enable their journey. For example, a return trip from Sydney to Oberon is 360km, which is on the range limit of the average EV. Visitors to the Jenolan caves will require charging at some point on their journey. These drivers currently rely on fast charging infrastructure in the Blue Mountains, Lithgow or Western Sydney, with some driver using the destination chargers at the Oberon Visitor Information Centre or Oberon RSL.

A short stop at a destination charger (as opposed to a full charge) should be sufficient to provide drivers with enough charge to complete the return journey, and is preferable to using congested fast chargers on a highway.

Overnight visitors

Overnight visitors also typically seek to recharge, and charging at accommodation is the most convenient and preferred method to do this. Charging overnight enables plenty of time to fully recharge, and is more convenient and cheaper than fast-charging stations.

Non-visitors travelling through

Non-visitors travelling through Oberon, on the other hand, may require fast charging. This is because 1-3 hours of destination charging is not practical for this type of tourist. EV drivers currently traveling through (but not stopping) in Oberon will typically use the fast chargers in Bathurst, Lithgow, Blue Mountains, Goulburn and Cowra.

A fast charger in Oberon could incentivise these types of users to choose Oberon instead.

Council fleet

Charging infrastructure at Council facilities is required to enable Council's electric fleet. Leaseback vehicles, for example, may need to charge at work during the day, whereas operational vehicles (pool cars / utility vehicles) will be recharged overnight. An electric fleet requires a large number of level-2 chargers, but should rarely require fast charging.

Oberon CBD Planning

Electric vehicle tourism should be considered as part of Council's future CBD planning. Facilitating charging in optimal locations enhances the visitor experience and should attract the economic benefits of tourism.

An example of this is the existing destination charger at the Oberon Visitor Information Centre. This charger was installed in 2019 and has been highly utilised by Tesla drivers visiting Oberon. However, this site is 500m from the CBD, and is an inconvenient distance for EV drivers wishing to visit restaurants or local shops in Oberon whilst charging their vehicle, especially for people with poor mobility. Visitor spending opportunities, and the incentive to stay in Oberon longer is low.

Council has identified three central locations in Tallys Lane which may be more attractive for EV charging and enhancing the charging experience.

These include:

1. The carparking adjacent to the public toilet (Tallys Lane);
2. The Dart St public carpark, and;
3. The Library carpark.

These locations should encourage EV drivers to drive into the centre of Oberon (nearby to shops and businesses), whilst not impacting the aesthetic of Oberon St.

According to a [Deloitte Global Automotive Consumer Study](#), the top amenities sought by EV drivers when charging include coffee/beverages (64%), bathroom access (56%) and snacks and light meals (43%).

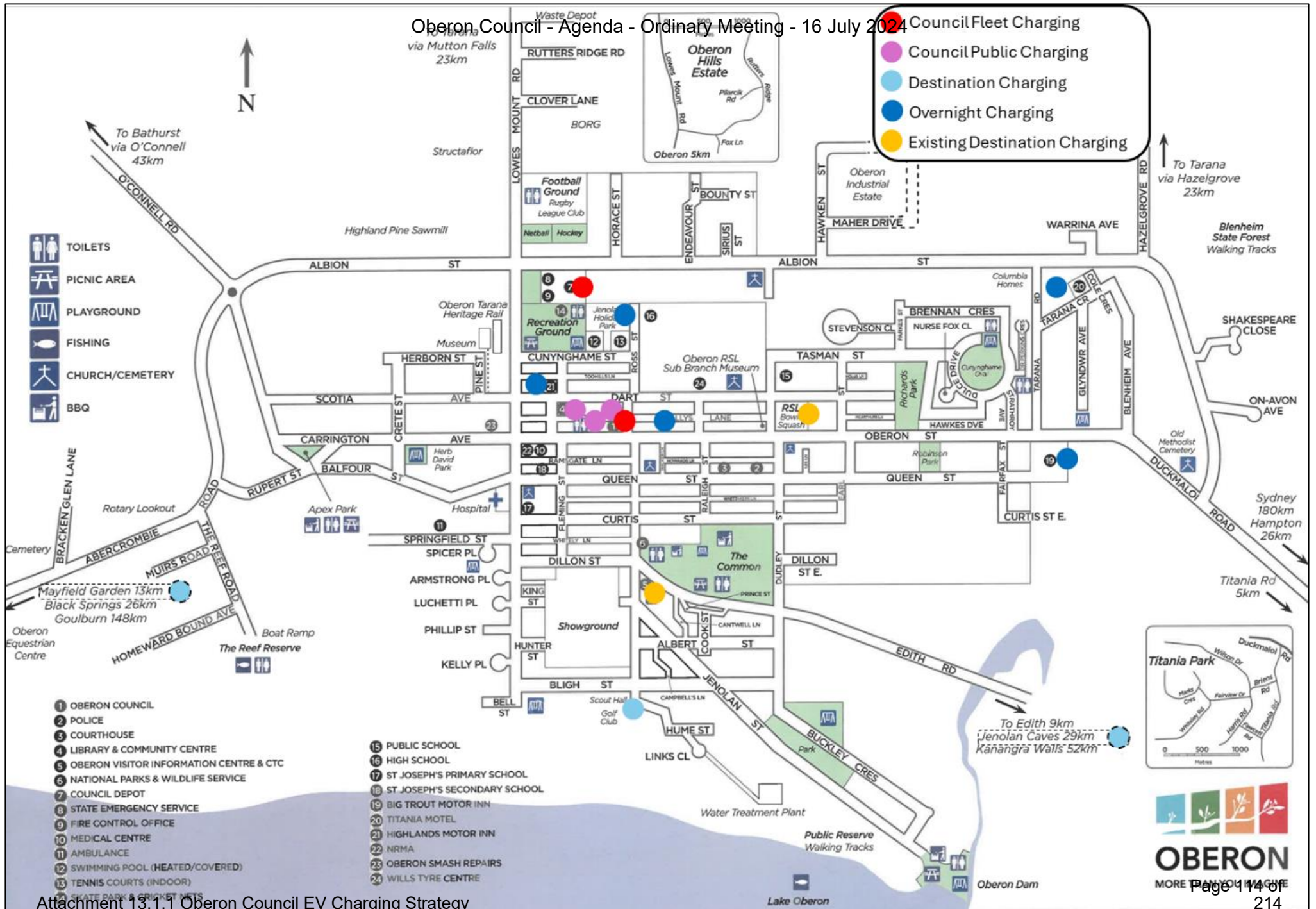
Locating fast charging (as well as destination charging) in the centre of town encourages spending from visitors and those passing through - rather than losing that income to highway locations or other towns.

Council has prepared a map below with existing and potential future EV charging locations. This includes Council operational facilities, Council destinations, and some privately owned destinations which may be suitable.

Further details on these sites are presented in section 3.

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

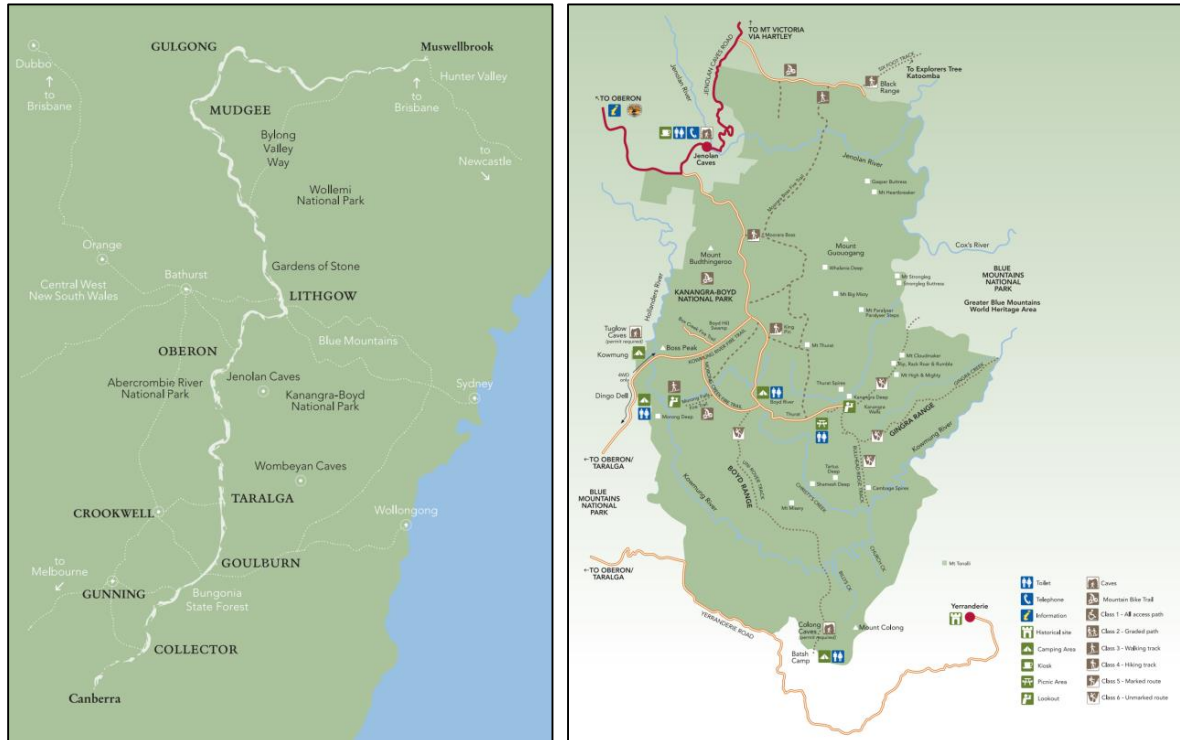
-  Council Fleet Charging
-  Council Public Charging
-  Destination Charging
-  Overnight Charging
-  Existing Destination Charging



Tablelands Way and EV Journeys

The Tablelands Way is a themed touring route that runs along the western fall of the mountains, connecting the Capital Country of Canberra and Goulburn with the Hunter Valley.

The Tablelands Way features a range of destinations within Oberon LGA that would benefit from being more accessible to EV tourism.



Tablelands Way Map

In conjunction with the destination charging grant program, the NSW government is developing a portfolio of **"EV Tourist Drives"** which will be promoted to encourage regional travel and alleviate range anxiety.

Facilitating charging along this route will make The Tablelands Way an excellent candidate for becoming an EV tourist drive.

This may include:

- Fast charging in major towns, including Oberon.
- Overnight charging at accommodation spots along the route.
- Destination charging at attractions along the route - i.e. historic sites, nature sites, wineries, and restaurants.

Oberon Council may choose to not only install charging at Council sites to help this initiative but also encourage private businesses to install charging along the Tablelands Way.

The Role of Council

Council's role in supporting this transition is to ensure that adequate infrastructure is available for the community and the region as the EV transition accelerates.

Council can support the installation of EV charging infrastructure in a variety of different ways:

Install destination chargers

By taking advantage of the NSW Government funding, Council can install charging at a range of **Council-owned** destinations.

These public chargers will attract visitors, enhance their experience, and have the potential to generate revenue for Council. Under this model, Council would be responsible for the ongoing operation and maintenance of these assets.



Encourage local businesses

NSW destination charging funding is also open to **private businesses** such as motels, restaurants, clubs, and wineries.

Council may encourage suitable local businesses in Oberon LGA to apply for this funding to enhance their offerings.

Council could help by arranging local electricians to provide quotes, or even offer further incentives.



Site host for fast charging

Council still has the option of submitting an expression-of-interest to become a site host for fast charging.

Under the 3rd round of the fast-charging funding stream, providers will be searching for suitable locations throughout NSW, without existing infrastructure, to install fast charging.

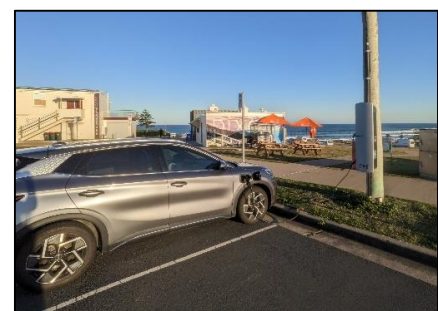
Council may consider offering to lease its parking locations to fast charging providers, not only to create revenue for Council, but for the benefit of tourists and the local community.



Destination charging site host

While destination charging as a business model is very much in its infancy, some Council sites with high visitation numbers may be attractive for third-party providers to install and operate destination charging infrastructure.

Council could lease carparks for level 2 charging without having the responsibility of managing the asset. Examples of this model include Newcastle and Wollongong Councils who are currently trialling partnerships with electricity network operators for pole mounted EV charging.



3. EV Charging Infrastructure Assessment

This section of Council's strategy explores the suitability of Oberon Council sites for electric vehicle charging.

ChargeWorks has conducted an infrastructure assessment of the following sites to guide Council on how it may best support EV tourism throughout the LGA and pursue grant funding.

At each location ChargeWorks examined the:

- Future use case for both local and visiting EV drivers, including the impact on Council's nearby residents and businesses.
- Suitable equipment size to satisfy use case requirements.
- Electrical considerations including required upgrades to service required capacity.
- Considerations for future expansion.
- Impact on existing carparking i.e., space availability.
- Considerations for potential EV charging providers.
- Estimated price for implementation.

ChargeWorks recommends that Oberon Council **invest in destination charging** in up to **three locations** so that tourists, and locals, may charge their electric vehicles whilst visiting a range of shops, restaurants and attractions in Oberon.

ChargeWorks recommends that Council also facilitate the installation of **fast charging** in the carpark off Tallys Lane to support EV drivers on longer journeys.

ChargeWorks recommends that Council also **strongly encourage local accommodation providers and businesses** in Oberon to consider applying for grant funding. Installing charging at a motel is likely to be the most convenient charging solution for EV drivers staying in Oberon. Council may choose to assist private businesses by arranging a local electrician to provide quotations for EV charging at these private sites.

Providing destination charging infrastructure enhances the visitor experience, encourages longer dwell times and supports the NSW public charging network as EV adoption increases.

Proposed Sites

Potential sites assessed for EV charging include:

Site Description	Site Type	Priority
Oberon Public Toilets (Tallys Lane)	Destination	High
Dart St Public Carpark	Fast Charging	High
Oberon Council Admin + Depot	Fleet charging	High
Oberon VIC	Destination	Low
Oberon Library	Destination	Low
Ross St	Destination/Fast	Low
Private Destinations		
Oberon RSL	Day/Meals	Operational
Jenolan Caves	Day/Overnight	High
Mayfield Garden	Day/Overnight	High
Oberon Golf Club	Day/Meals	High
Jenolan Holiday Park (Oberon)	Overnight	High
Oberon hotels/motels	Overnight	High

Oberon Public Toilet – Tallys Lane – Destination chargers

Recommendations

Tallys Lane is a candidate for **2 x dual-port 22kW destination chargers** to service 4 parking spaces at the rear of the building.

This site should be considered **high priority** for a round 2 destination charging grant application.



Use case

Tallys Lane Public Toilet is located in central Oberon nearby to a range of shops, restaurants and businesses. This location is convenient for EV drivers to charge their vehicle whether they are travelling through or visiting Oberon.

Council should **initially offer free charging** at this location to encourage longer visitor dwell times and also to attract drivers paying high rates for charging at fast-charging stations in Bathurst and Lithgow.

Council can monitor energy usage at this site and then implement a **fee-for-service** to cover ongoing operating costs **as EV adoption increases**. It may be beneficial to offer free charging (or 1-hour free charging) during business hours but then require payment from EV drivers overnight prevent misuse of the free service.

The exact pricing structure can be easily modified on an ongoing basis via the charging system's accompanying charge management software.

Physical and Electrical Considerations

There is an existing 3 phase switchboard on the public toilet that can be used to supply EV charging. ChargeWorks was unable to access the switchboard, however, from basic inspection there appears to be sufficient electrical capacity to service EV charging with some basic load management.

An underground trench will be required to facilitate the cable run from the corner of the public toilet to the proposed charging bays. These parking spaces should be reserved for EVs only. Council should install wheel stops and bollards to reduce the likelihood of damage to charging hardware.

Estimated cost of implementation

The table below shows the estimated cost for 2 x dual port 22kW chargers (4 ports).

		With Destination Charging Grant Round 2 Funding	
	Cost (ex GST)	Grant Funding	Total Cost
EV Charger	\$15,200	\$11,400	\$3,800
Installation (Materials and labour)	\$23,302	\$12,000	\$11,302
Software (1 year)	\$600	\$450	\$150
TOTAL	\$39,102	\$23,850	\$15,252

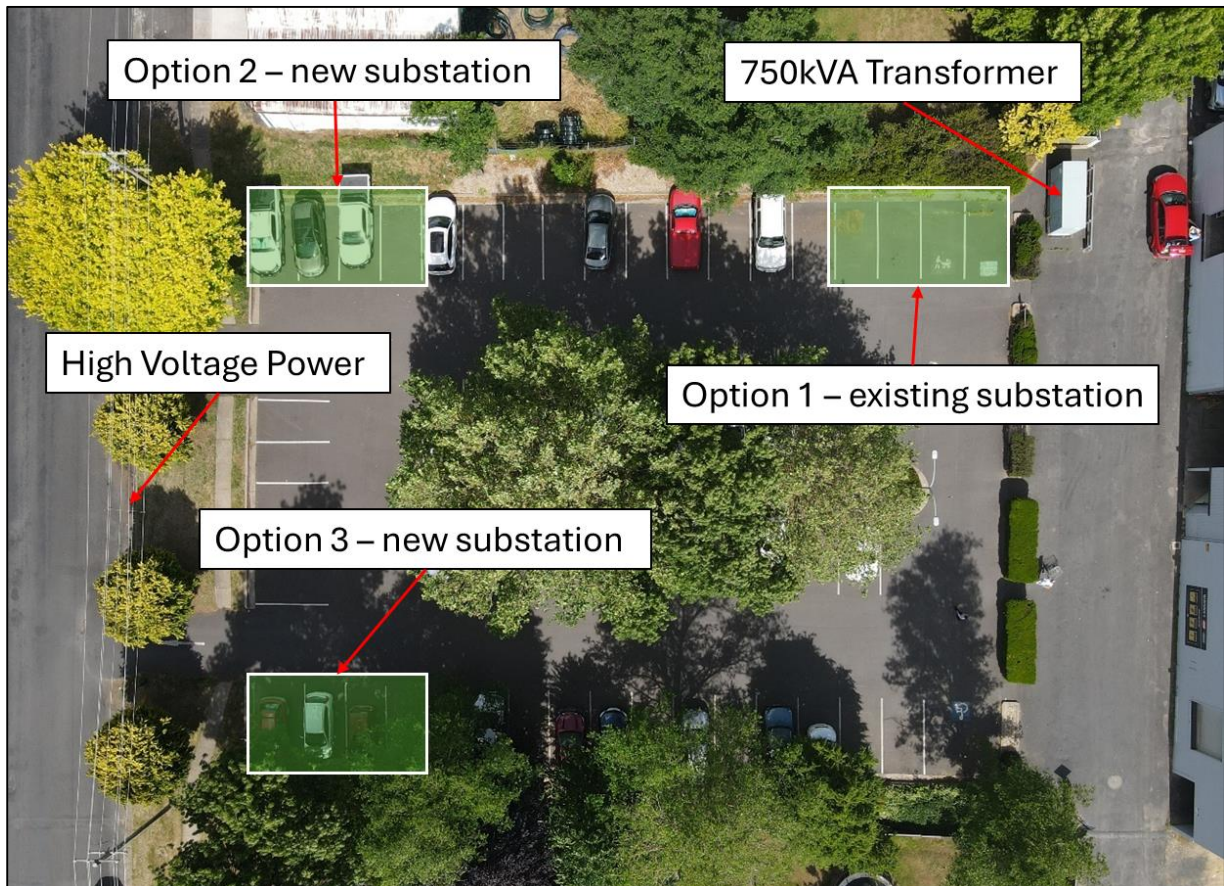
The estimated cost to Council after grant funding is \$15,252.

Dart St Carpark - Fast Charging

Recommendations

Dart St Carpark is a candidate for **4 x ultra-fast chargers**.

There is also potential for expansion of this infrastructure over time (i.e. more charging bays) and Council should provision accordingly.



Use case

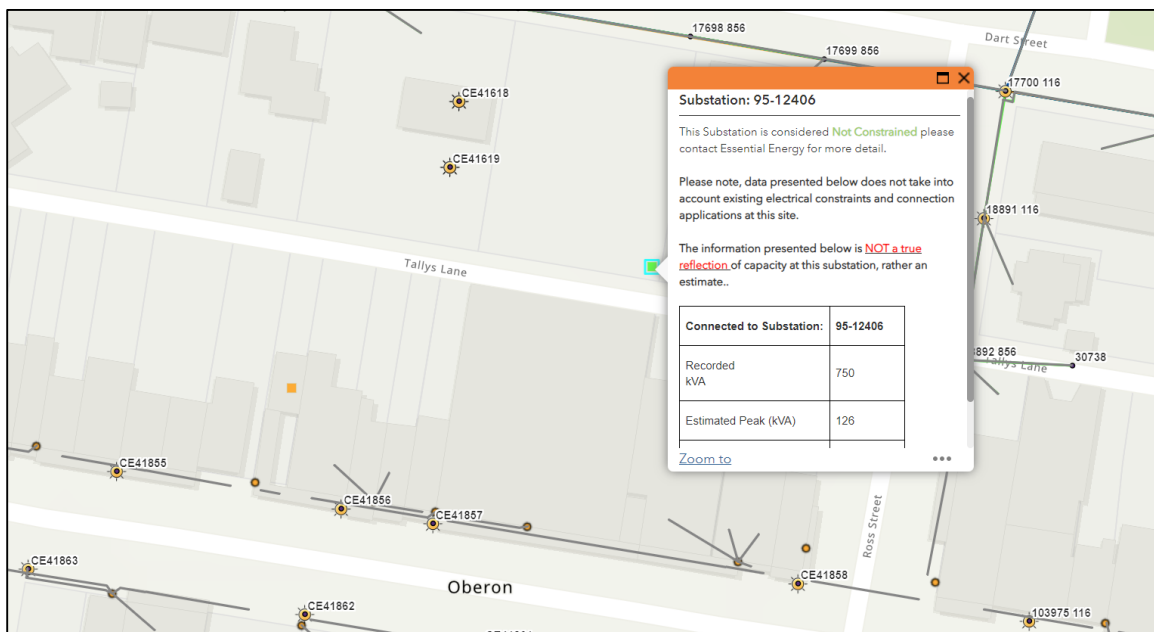
Dart St Carpark is located in central Oberon nearby to a range of shops, restaurants and businesses.

This location is convenient for EV drivers to charge their vehicle whether they are travelling through or visiting Oberon. Visitors at this location will typically visit for 15 minutes up to 1 hour.

This site will be attractive to fast charging providers and has potential to generate significant **revenue to Council** from an ongoing leasing agreement.

A photograph of a parking lot area. On the left, a white pickup truck is partially visible. In the center, there is a large, dense green bush. To the right of the bush, there is a light blue utility cabinet. The background shows more trees and a building under a blue sky with clouds.

According to Essential Energy's estimated network capacity map there is a spare 624kVA available on this substation. A new ultra-fast charger connection will typically require the installation of a new sub-station (500kVA minimum). As there is more than 500kVA available, this may mean that a new substation is not required. This will need to be verified with Essential Energy.



Page 24 of 38
Attachment 13.1.1 Oberon Council EV Charging Strategy

Alternatively, there are 2 other locations nearby Dart St which may be suitable for a new substation + charging bays.



Option 2 (left), Option 3 (right)

The proposed charging location will require a minimum of 4 parking bays. Council should ensure that the chargers are located in an area of the carpark with capacity for expansion.

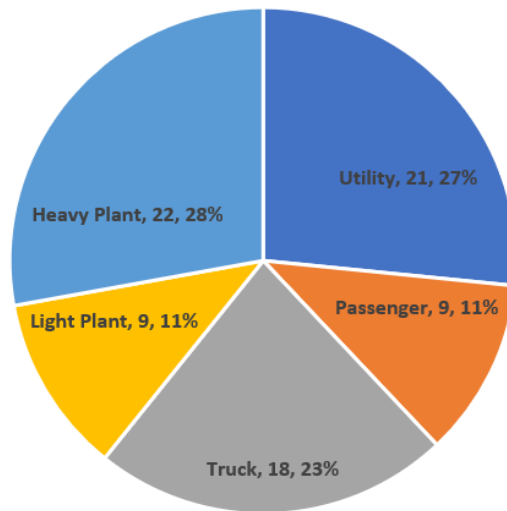
Estimated cost of implementation

Oberon Council may enter a leasing arrangement for these parking spaces with a fast-charging provider. The value of this lease should be determined in consultation with providers and Council's planning department.

A free or nominally insignificant fee **should not** be the expectation.

Oberon Council Administration Building + Depot – Fleet Charging

Oberon Council currently operates 79 vehicles in its fleet. Council will need to install charging infrastructure at the admin building and depot to enable the electrification of its fleet.



Oberon Council Fleet Categories

Recommendations

The administration building is suitable for a combination of 7kW and 22kW AC chargers to service pool and leaseback vehicles. These vehicles may be charged during the day when not in use. These chargers will add 50-80km of range per hour of charging, depending on the vehicle.

ChargeWorks recommends that Council install a small number of chargers initially with provision for expansion over time.



Council Administration Building Carpark

Council's heavy, utility and plant vehicles are stored at the works depot. These vehicles typically have higher energy consumption and will require significant energy throughput from electrical infrastructure.

These vehicles are typically parked for 15 hours overnight (4pm-7pm) allowing for plenty of time to recharge from level 2 charging infrastructure i.e. 7kW or 22kW.

ChargeWorks recommends that Council install a small number of 22kW chargers to facilitate the charging of EVs, with provision for expansion over time. Council should consider EV charging as part of the long-term planning of this site as it is essential for supporting an electric fleet.



Council Works Depot

Both the Council Admin and Council Depot should be considered **high priority** for at least some EV charging stations.

Installing charging at these locations will enable Council to purchase its first electric vehicles as well as support any employees who may own EVs privately or wish to drive an electric leaseback vehicle.

Oberon Library

Recommendations

Oberon Library is a candidate for **1 x dual-port 22kW destination charger** to service 2 parking spaces.

This site should be considered a **low priority** for a round 2 destination charging grant application.



Use case

Oberon library carpark is accessed via Tallys Lane and is very close to the public toilet location above. This site is located in central Oberon nearby to a range of shops, restaurants and businesses. This location is convenient for EV drivers to charge their vehicle whether they are travelling through or visiting Oberon. Locals visiting the library may also charge at this location.

As above, if charging is installed at this location, Council should **initially offer free charging** to encourage longer dwell times for visitors. Council can monitor usage and implement a **fee-for-service** for this site to cover ongoing operating costs as EV adoption increases.

Physical and Electrical Considerations

This site has recently been renovated. It has a 3-phase switchboard with sufficient capacity to supply EV charging. An underground trench across the footpath will be required to facilitate the cable run from the corner of the building to the carpark.

Installing charging in this location will take away parking spaces from library/community centre patrons.

Estimated cost of implementation

The table below shows the estimated cost for 1 x dual port 22kW charger (2 ports).

		With Destination Charging Grant Round 2 Funding	
	Cost (ex GST)	Grant Funding	Total Cost
EV Charger	\$7,600	\$5,700	\$1,900
Installation (Materials and labour)	\$18,888	\$6,000	\$12,888
Software (1 year)	\$300	\$225	\$75
TOTAL	\$26,788	\$11,925	\$14,863

Oberon Visitor Information Centre

The Oberon Visitor Information Centre (VIC) has 2 existing 22kW Tesla brand EV chargers. These chargers only work on Tesla vehicles and do not have billing or monitoring functionality.

Recommendations

Oberon VIC is a candidate for **1 x dual-port 22kW destination charger** to replace the existing Tesla brand chargers.

As there is already charging at this site, this site should be considered a low priority for a round 2 destination charging grant application (sites in the centre of Oberon should be addressed first).

In the short term, Council may be able to contact Tesla and request that the chargers be unlocked to charge non-Tesla vehicles. New models of this charger are unlocked for other vehicle brands.



Use case

Oberon VIC is located 500m from the Oberon CBD. It is nearby to the Oberon Commons which has public toilets and picnic areas. This site is not particularly convenient for visitors wishing to visit shops, restaurants and businesses within Oberon.

Council should monitor usage of this site to determine whether it is suitable to replace the chargers and implement a fee-for-service.

Physical and Electrical Considerations

The existing chargers have a 22kW (63A) supply. This supply may be easily reused if the chargers are replaced.

There is insufficient space in this carpark for additional EV chargers without substantially higher (and unwarranted) cost.

Ross St

Council has identified the NAB branch site (Council owned) on Ross St as a potential future site for development. EV charging may be considered as part of future constructions with on-street or off-street parking both viable options.



This site is very close to the centre of town and would be an attractive location for EV drivers to charge their vehicle whilst visiting local shops, restaurants and businesses.

There are aerial power lines on the opposite side of the road which may be used to supply future charging infrastructure. This would likely require a new aerial connection across Ross St.

This site should be considered a low priority for EV charging, but charging should be considered as part of any long-term CBD carpark planning.

Privately Owned Destinations

Council, in preparing this strategy, has also reviewed the privately managed destinations identified in the '*Regional EV Charging Infrastructure in Central NSW*' report prepared by Evenergi.

This list is not exhaustive - other destinations within the LGA may also be suitable for destination charging.

Oberon RSL Club

Oberon RSL Club recently installed 2 x 22kW dual port EV chargers in their carpark under round 1 of the destination charging grants.

This location is an excellent site for EV charging as locals and visitors can conveniently charge their vehicles whilst playing bowls or enjoying a meal.

This site has a fee-for-service of 42c/kWh. This is relatively expensive for EV charging and may discourage some drivers from using the infrastructure. Some drivers may prefer to charge at the VIC as it is currently free-to-use.

Depending on utilisation, Oberon RSL Club may benefit from lowering the price of charging as it will encourage visitors to spend more time in the club and instead spend money on food and beverages.

This location is currently the only place in Oberon which will charge a non-Tesla vehicle.



Jenolan Caves

Jenolan caves is a very popular tourist attraction and is an excellent candidate for destination charging. This site is relatively isolated and would become far more accessible for EVs if there was charging on site.

There are 2 large carparks which appear to have electrical connections. ChargeWorks recommends that the owners investigate installing charging in these locations, or at other suitable carparks in the area.

A 7kW charger for example would deliver 200km of range in a 4-hour visit, sufficient to drive from Jenolan Caves to Sydney.



Mayfield Garden

Mayfield Garden is also a very popular tourist attraction in the LGA. This site caters for daytime visitors (restaurant/tourism) as well as overnight stays.

This site would be suitable for 7kW destination chargers to service daytime and overnight guests.



Oberon Golf Club

Oberon Golf Club is a candidate for 1 x wall mounted 7kW destination charger to service 1 parking space adjacent to the club house. Installing a wall mounted charger adjacent to the main switchboard will be relatively low cost. Depending on electrical capacity, a 2nd charger may also be suitable.

Golf patrons will typically be parked at this location for 2-5 hours whilst they play a round of golf and visit the restaurant/bar. This is sufficient time to deliver 100-250km of range to an electric vehicle.



ChargeWorks recommends that the golf club offer free charging **for patrons only** at this location to encourage longer dwell times for visitors. The charger may be activated by request.

It is recommended that the club offers free-charging during business hours (to encourage visitors), but enforce payment overnight to stop drivers from misusing a free service.

Jenolan Holiday Park Oberon

Jenolan Holiday Park is an excellent candidate for 7kW destination chargers on the cabins. Installing charging at this location would make it an attractive option for EV drivers staying overnight in Oberon.

Depending on electrical capacity, load management may be required to enable multiple chargers to operate simultaneously without exceeding the capacity of the main switchboard.



Oberon Hotels and Motels

Other hotels and motels within Oberon are also great candidates for overnight destination charging. Installing charging at overnight accommodation takes load off public charging infrastructure.

Council encourages these businesses to apply for destination charging grant funding.

Summary of EV Charging Assessment

The table below summarises a range of sites assessed in this report. Four sites have been identified as high priority for immediate Council action.

Site Description	Site Type	Priority
Oberon Public Toilets (Tallys Lane)	Destination	High
Dart St Public Carpark	Fast Charging	High
Oberon Council Admin + Depot	Fleet charging	High
Oberon VIC	Destination	Low
Oberon Library	Destination	Low
Ross St	Destination/Fast	Low
Private Destinations		
Oberon RSL	Day/Meals	Operational
Jenolan Caves	Day/Overnight	High
Mayfield Garden	Day/Overnight	High
Oberon Golf Club	Day/Meals	High
Jenolan Holiday Park (Oberon)	Overnight	High
Oberon hotels/motels	Overnight	High

Destination Charging

ChargeWorks recommends that Council pursue grant funding applications for 1 destination charging sites at the public toilets in Tallys Lane.

This is estimated to cost \$15,252 for 2 x 22kW dual port EVSEs. ChargeWorks, on behalf of Council is in the process of arranging formal quotations for this site.

Council should also **strongly encourage local accommodation providers and businesses** to consider applying for grant funding. Installing charging at a motel will be the most convenient charging solution for EV drivers staying in Oberon.

Council may choose to assist private businesses by engaging an electrician to provide quotations for EV charging at their sites.

Fast Charging

ChargeWorks recommends that Council **submit a fast charging EOI** for Dart St Carpark. Council should contact charging providers directly to indicate its support for leasing this site for EV charging.

An expression-of-interest may attract fast charging providers but is not guaranteed to be successful.

Fleet Charging

ChargeWorks recommends that Council plan to install a small number of level 2 chargers (i.e. 7kW or 22kW) at Council's administration building and Council's works depot to prepare for its own electric vehicle transition. Any charging infrastructure installed in these locations should make provision for future expansion over time.

Council would benefit from coordinating its fleet management plan with the long-term infrastructure planning of these sites, specifically with regards to electrical infrastructure, trenching and any carpark resurfacing.

4. Council Initiatives

The final section of this strategy document summarises the initiatives that Council intends to undertake to facilitate EV charging within the LGA.

Initiative	Proposed Council Actions
Council destination charging	Submit a round-2 destination charging grant funding application for the public toilets in Tallys Lane.
	Monitor and review the VIC and Library for future destination charging grants.
Private destination charging	Continue to liaise with and facilitate information sessions with the Oberon Business Association
	Support local businesses to apply for destination charging grants
	Support local businesses to participate in and promote EV tourism initiatives
Fast charging	Submit an EOI to fast charging providers through the NSW government portal for Dart St Carpark.
	Engage with fast charging providers directly about fast charging opportunities within Oberon.
Fleet charging	Conduct a formal assessment of the administration building and works depot to determine short-term and long-term fleet charging requirements.
	Install a small number of level 2 chargers at the admin building and works depot to facilitate adoption of EVs into the fleet.
Tablelands Way	Facilitate the Tablelands Way being recognised as an EV tourist drive.
Long term planning	Establish a policy that EV charging be considered as part of all new civil works projects i.e. carparks/new buildings/ renovations.
Regional Charging	Continue to work with the Central NSW Joint Organisation on regional EV charging projects including but not limited to: <ul style="list-style-type: none"> • EV tourism projects • Electric fleet projects • Bulk purchasing and procurement opportunities • Uniformity in charging infrastructure

These initiatives will enable Oberon Council to support EV tourism and EV uptake within the region, deliver significant economic benefits to Oberon, and will help to contribute to reducing carbon emissions in NSW.

Appendix 1 – EVSE plugs and cables

Plugs: Type 2 and CHAdeMO

Most EVs in Australia use a Type 2 plug.

Type-2 plugs have 7 pins and provide the ability to charge with either three-phase or single-phase. This covers all types of vehicles and all charging speeds.

CCS Type 2 plugs are used exclusively for DC fast charging. They are the same form-factor as regular type-2 plugs with the addition of two dedicated DC pins below.

Nissan and Mitsubishi brand cars use type-2 plugs for level 2 AC charging but use a CHAdeMO plug for DC fast charging.

A comparison of each can be seen below.



Most DC fast-charging systems in Australia simultaneously offer both CCS 2 and CHAdeMO.

For all AC charging, Type-2 has become all but ubiquitous (all new vehicles now use this standard plug). Council, in considering EVSEs, should similarly choose AC EVSEs with type-2 plugs and DC chargers with both CCS 2 and CHAdeMO plugs.

Cables

EVSEs feature either a **tethered plug-and-lead** or **socket**.

A tethered plug-and-lead is designed to plug directly into the charging port of a vehicle.

- The advantage of tethered plugs is the user experience - it is easy for drivers to simply park and plug-in.
- The disadvantage is that these cords get damaged over time, particularly in high use public carparks. If the cord of a tethered EVSE is destroyed, then the whole device must be replaced at high cost.
- Tethered plug-and-lead is the norm for fast charging. Larger fast charging units have built-in cable management systems.

A socketed (also known as 'universal') EVSE requires drivers to Bring Your Own Cable (BYOC).

- The advantage of BYOC is that between charging sessions there are no cables lying around, mitigating the risk of tripping, cable wear and tear and reducing the risk of vandalism or theft.
- The disadvantage of BYOC is the user experience of needing to retrieve a stored, furled cable from the vehicle and then plugging it into both the EVSE and the vehicle.

Tethered leads are better suited to fast charging and home charging, whilst more exposed locations such as public carparks and workplaces are often better suited to a socketed EVSE.

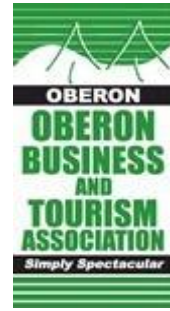
Socketed EVSEs are more suitable for public destination charging as they limit risk and reduce maintenance issues.



Tethered plug and lead



Socketed EVSE



ABN 31 896 674 625
P O Box 6, Oberon 2787

The General Manager
Oberon Council
June 4, 2024

Letter re EV Charger Strategy

Dear Gary

We write in support of Oberon Council's EV Charging Strategy, as endorsed by Council at the May meeting and commend Council for taking positive steps to implement the infrastructure to support the growth of Electric Vehicles.

Literature available shows the growth in adoption of Electric Vehicles and therefore the need to provide infrastructure to support these vehicles in regional areas. Oberon's location and attractions are perfectly situated to attract visitors from major centres, however without charging points, EV drivers will potentially bypass Oberon and we will miss out on this growing market.

You will be aware that OBTA initiated a workshop in late 2023 to provide interested parties with information about EV Chargers and the funding opportunities available. The members who attended were enthusiastic and we are aware of one co-funded installation to date. We hope that more members will avail themselves of the opportunity.

We encourage Council to invest in this technology, with the funding support of the NSW Government. The placement of charging points within the town's commercial area is encouraged, as it has the potential to allow the visitors to take advantage of our retail and food outlets, therefore supporting the many members of OBTA who provide these services.

While supporting the many accommodation providers, it also has the potential to encourage accommodation providers, within and outside the town, to look at their infrastructure requirements and possibly also utilise the funding opportunities.

There are a number of locations that will impact adjacent business and we further encourage Council to commence discussions with these individuals and businesses to help achieve the implementation on the priority sites.

Please feel free to contact me for any assistance OBTA can provide.

Regards

Chris Milne
President

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

From: [REDACTED]
To: [Council](#)
Cc: [dimitry milne](#); [Mathew Webb](#)
Subject: Oberon Council EV Charging Strategy
Date: Friday, 21 June 2024 1:13:21 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mathew,

I have reviewed the EV Charging Strategy and provide our support for the concepts articulated. The realisation that EV drivers will want to visit Oberon and will need this type of service seems self-evident as the volume of EV vehicles grows. My reading on this matter further supports this contention.

I also believe that not acting on the opportunities at this stage will disadvantage our town and region. It is our opportunity to be a leader and actively invite visitors in their Electric Vehicles to our region.

Before making any specific statement I identify a potential conflict of interest as owners of [REDACTED] Street Oberon, which is immediately adjacent to the High Priority site Oberon Public Toilets (Tallys lane).

The priority sites seem appropriate and well located. Consultation with the owners and operators of the adjacent business is critical to address some of the following issues:

1. Length of stay at the EV charging points, with users possibly blocking the service and minimising opportunities for others
2. Review and justify why the Oberon Public Toilet site is a Destination Charger, rather than a Fast Charger, notwithstanding that a destination charger encourages longer stays, noting the conflict with my statement above.?
3. Resolve access to the locations across private land
4. Maintaining access for deliveries and business uses of the area at the rear of 163 Oberon St and also the Dart Street Car Park at the rear of Mawhoods Supermarket
5. Impact on other patrons parking in the Tallys Lane area
6. Access through Cook Park and Tallys Land from the Main Street to the Library, developing the opportunity for an enhanced area for pedestrians
7. Maintenance of the area and the EV charging units

There will be many other matters to consider, however we support the EV Charging Strategy and look forward to having these services installed to benefit Oberon's Business and Tourist operators.

Chris Milne.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: R. David Ranson <[REDACTED]>
Sent: Thursday, 30 May 2024 16:27
To: Council <council@oberon.nsw.gov.au>
Subject: Suggestion

You don't often get email from rdranson@fivephusion.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear council,

As an electric vehicle user,I greatly appreciate that council has tried to reduce the offspring of Oberon by installing an EV charger at the tourist info office.

However, this charger appears to be for Tesla cars only, which discriminates against owners of other EV models. The change required to make this universal should only be one of software.

Any chance council could look into this minor upgrade, especially since the proposed fast chargers at the RSL club remain closed?

Regards,
David Ranson,

[REDACTED]

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

From: [Comms](#)
To: [Comms](#)
Subject: A new question has been added to Questions or Comments?
Date: Friday, 24 May 2024 4:59:35 PM

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Hi there,

Just a quick heads up to let you know that a new question has been asked at Oberon Council's Electric Vehicle Charging Strategy by aj.jack.

The question that was asked is:

All the proposed charging bays in town are drive-in bays. Has consideration been given to creating drive-through bays so that visitors towing a trailer or caravan don't have to unhitch before charging?

Please DO NOT reply to this email. If you want to provide an answer to this question, sign into your site and respond to the question from within the Q & A tool.

Regards

Bang The Table Team

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

From: [Comms](#)
To: [Comms](#)
Subject: A new question has been added to Questions or Comments?
Date: Monday, 27 May 2024 10:23:30 AM

You don't often get email from comms@oberon.nsw.gov.au. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi there,

Just a quick heads up to let you know that a new question has been asked at Oberon Council's Electric Vehicle Charging Strategy by aj.jack.

The question that was asked is:

This is a statement rather than a question. The EV charger at the VIC has a type2 connector and is suitable for charging any EV with a Type 2 plug. (Basically everything except a Nissan Leaf). This makes the recommendation to replace the "Tesla only" charger redundant. I know because I was able to charge my BYD without a problem. And contrary to what the staff in the VIC tell you, no adapter is required.

Please DO NOT reply to this email. If you want to provide an answer to this question, sign into your site and respond to the question from within the Q & A tool.

Regards

Bang The Table Team

13.2 MOU with O'Connell Cricket Club re O'Connell Recreation Ground

File No: Parks and Reserves/Maintenance/Recreational Grounds

Author: Gary Wallace (General Manager)

Summary

Council has been approached by the newly established incorporated body known as the O'Connell Cricket Club seeking interest from Council in entering a non-binding Memorandum of Understanding (MoU) in supporting the maintenance and development of the O'Connell Recreation Ground.

Recommendation:

That Council:

1. Receive and note the report.
 2. Enter into a new Memorandum of Understanding with the O'Connell Cricket Club for the period 1 August 2024 to 30 June 2026.
 3. Delegate to the General Manager to sign all appropriate documentation in relation to the new O'Connell Cricket Club MOU.
-

List of Attachments

Nil

Comment

On 4 July 2024 Council staff met with representatives of the newly formed O'Connell Cricket Club Inc. to seek Council's interest in committing to a MoU whereby onus on the additional maintenance requirements (above current Council levels of service) to ensure the facility is kept in a pristine condition following the finalisation of Stage 1.

The group are keen to work with Council in maintenance of the facility grounds as well as apply for grants to value add the ground.

Attached for Council consideration is the draft document which highlights the intent of the MoU.

Staff have been contacted seeking the request and in initial conversations they have indicated that support for the additional assistance is welcomed. It is however clear that any assistance would be in a value-add capacity rather than a core responsibility.

It is recommended that council support the recommendations as presented.

Financial Implications

Nil

Relevance to Oberon Community Strategic Plan

Theme 1: Community Well Being

Action 1.2 Meet the social, cultural and physical activity needs of the community

1.2.5 Implement the Sports field maintenance program and coordinate use of facilities with user groups

Risk Category

Assets and Infrastructure

Risk Severity Ranking

Insignificant - 20%

13.3	Records and Information Management Policy
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File No:	Governance/Policies
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Author:	Gary Wallace (General Manager), Sharon Swannell (Governance and Executive Manager)
---------	--

Summary

Oberon Council has implemented SharePoint as the Electronic Document Management System (EDMS) and AvePoint Opus Software as the information lifecycle management solution. As part of the records migration project staff have identified the need for a formal Records and Information Management Policy to guide future management of Council's records.

Recommendation:

That Council:

1. Place the Draft Records and Information Management Policy on public exhibition for 28 days and submissions be invited to Council during that period.
 2. If no submissions are received within the exhibition period, the policy be adopted as presented.
 3. Delegate to the General Manager to amend any minor changes proposed.
-

List of Attachments

1. Draft Records & Information Management Policy [13.3.1 - 4 pages]

Comment

Council has recently undertaken an extensive project to migrate its records management system from its previous Electronic Document Records Management System, Magiq to a new SharePoint solution utilising AvePoint Opus Software to manage the information lifecycle of its records.

1. Background

The need to develop a Records and Information Management Policy has been identified as part of the Council's Records Migration project.

2. Purpose of the Policy

The policy has been developed to ensure that council meets its obligations under the *State Records Act 1998*.

3. Objectives and Scope of the Policy

The policy applies to all Oberon Council officials, including Council staff, Councillors, delegates and committee members.

It establishes rules for best practice for recordkeeping and ensures that Council keeps full and accurate records of its work.

4. Summary of Amendments to Policy

This policy has been developed in accordance with the requirements of the *State Records Act 1998*. Council has not previously had a Records and Information Management Policy and has previously relied on internal staff training to ensure compliance with regulatory requirements.

Financial Implications

Council's Records Migration project has been funded as part of the Information Technology transformation that Council has undertaken in the past two years. There are no additional financial implications related to implementation of this policy.

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.2 Council has sound organisational health, with strong leadership and governance frameworks

5.2.3 Effective meeting Structures, policies and procedures

Risk Category

Governance

Risk Severity Ranking

Minor - 32%



POLICY XXXX

RECORDS AND INFORMATION MANAGEMENT

1. Intent of Policy

The intent of this policy is to set out how Oberon Council will meet its obligations under the *State Records Act 1998 (NSW)*. This policy establishes a framework for generating, managing, retaining and disposing of full, accurate and accessible records and information that supports all business functions and activities of Oberon Council and complies with legislative requirements and relevant standards.

2. Scope of Policy

This policy applies to all Oberon Council officials, including Council staff, Councillors, delegates and committee members.

Oberon Council is bound by the *State Records Act 1998* which establishes rules for best practice for recordkeeping in NSW Government and encourages transparency and accountability. Councils are identified as public offices under the Act (section 3[1]) and this requires Council's to make and keep full and accurate records of their work.

Records and information in any format that are created, received or maintained by the organisation as part of the business must be captured into the Records Management System, described and classified in accordance with the standards and procedures set out by NSW State Archives and organisational procedures. Records are a corporate asset and shall not be removed from the custody of Council. Records shall only be released in accordance with established Council policies and in compliance with relevant State and Federal legislation and Council's Code of Conduct.

3. Statement

Oberon Council recognises that records and information is a core asset that provides the foundation to support all business activities, decision making, collaboration and communication, knowledge and memory and provides stakeholders with transparency and accountability. Records and information must be:

- **Valued** – Information is valued as an organisational asset
- **Designed** – Information is designed and managed to meet operational needs and achieve business objectives
- **Trusted** – Developing, collecting and managing high quality records and information is an organisational priority of Oberon Council
- **Governed** – Information Management practices are governed by policy and strategy according to best practice and government requirements

- **Protected** – Records and information are protected from unauthorised access, loss, alteration, damage and destruction
- **Available** – Information is made available and is open to the community and stakeholders as required

4. Guidelines

A record is any document of other source of information compiled, recorded or stored in written form, on film, by electronic process or in any other manner or by any other means, as defined by the State Records Act 1998, Part 1.

4.1 Electronic records and data

Records must be captured into Council's authorised recordkeeping systems. Oberon Council has implemented SharePoint as the Electronic Document Management System (EDMS) and AvePoint Opus Software as the information lifecycle management solution.

Records are not to be kept alone in email folders, shared drives, personal work drives/discs; C: Drive, Microsoft OneDrive. Records are never to be kept on hard drive, CD drive, DVD drive, USB flash drive, or any other removable storage device or in any other unverified and uncertified location.

Personal (or private) email, Google, Dropbox or Microsoft accounts must not be used for the purpose of transacting work-related business or storing work related records and information. This requirement applies to any cloud-based storage services involving the use of personal or private accounts (such as Dropbox, iCloud, Facebook, Messenger etc.).

All records generated for or on behalf of Council are and remain the intellectual property of Oberon Council.

4.2 Physical Records

Directorates are responsible for resourcing and managing any sentencing projects or activities and preparing records for transfer to off-site storage or disposal, in accordance with any procedures or directions issued by Council's Records and Information Management team within Organisational Development and Administration.

Directorates that continue to capture and manage physical records must review their processes and prioritise transitioning to digital record-keeping in coordination with Council's Records and Information Management team.

Where physical records do exist, they must be:

- Stored in accordance with requirements for storage of physical records standards set by State Records
- Captured on an official physical file that has been registered in an official record keeping system
- Updated in the record keeping system to reflect any change of location
- Sentenced correctly against the relevant records retention and disposal authorities (where Normal Administrative Practice (NAP) does not apply) before being transferred to off-site storage or being considered for disposal

4.3 Contractors and Outsourced Functions

All records created by a contractor performing work on behalf of Oberon Council are the intellectual property of Oberon Council and will be provided upon request of Council. This includes the records of external service providers. Contracts or agreements with external providers where Council has entered into any service agreement must include records and information management provisions. These third parties must ensure compliance with Council's requirements as outlined in this policy.

4.4 Protection of and Access to Council Records

Oberon Council apply access and security settings to all records in line with organisational functions, activities and transactions.

Collection, storage, access, maintenance, use and disclosure of personal information relating to stakeholders, staff, councillors and/or any other individual must:

- a. Have regard to the NSW Privacy Governance Framework, Information Protection Principles within the *Privacy and Personal Information Protection Act 1998 (NSW)* and Health Privacy Principles within the *Health Records and Information Privacy Act 2002 (NSW)*
- b. Ensure any records of this nature are only shared with individuals who have a genuine 'need-to-know' interest in the record

Records, information and data must not be used in any way which could:

- Give an unfair or improper advantage of benefit (commercial or otherwise) to any external individuals or organisations
- Involve improper or unauthorised use of records during involvement with and after separation from Oberon Council
- Facilitate personal or professional benefit for any individual working within or associated with Council
- Cause harm or reputational loss to Oberon Council
- Be considered an invasion of an individual's privacy
- Cause prejudice or be seen to undermine the effectiveness or integrity of any function, activity or process undertaken by Council (including, but not limited to investigations, enforcements and audits)
- Be premature (e.g., involving the inappropriate release or disclosure of working documents, statements, decisions etc... prior to a final organisational decision being made)

4.5 Flexible Working Locations

Care must be taken when working away from the workplace, such as public locations or working from home. Each employee is individually responsible for protecting Council records, information and data. When working remotely, you must:

- a. Take fair and reasonable measures to prevent loss, damage, unauthorised access to and inappropriate disclosure of Council records, information and data

- b. Ensure devices associated with Council records are not left or placed where unauthorised individuals may be able to access or view any content
- c. Ensure Council records or devices associated with Council records are never left unattended in public places or with unauthorised individuals
- d. Ensure records and devices associated with Council records are locked when not in use, not left unattended in unsecured vehicles or for extended periods of time (such as overnight)

4.6 Public Access

Access to Council records will be in accordance with relevant legislation and Policy. Oberon Council complies with the openness and transparency required under the *Government Information (Public Access) Act 2009* and provides access to public documents by displaying these on the Council website. All personal information contained within publicly available applications, disclosures or agendas is redacted to comply with the Information Protection Principles under the *Privacy and Personal Information Protection Act 1998*.

Oberon Council ensures access to documents wherever possible and as legally required to do so, however some information requests may need to come from a formal Government Information Public Access (GIPA) application. All GIPA applications are considered and determined by Council in accordance with the relevant legislation and policies.

4.7 Retention and Disposal

Disposal of Council records in any format, held in any location, system or application must be:

- a. Considered for disposal only if all action associated with the request, application or event (including subsequent or associated actions and reviews) has been completed
- b. Undertaken in accordance with the relevant Retention and Disposal Authority and supporting organisational procedures
- c. Approved by the Senior Responsible Officer or other authorised delegate
- d. Destroyed by secure means

Records which are no longer in use for official purposes and that are required as State Archives should be transferred to State Records or an approved State Records Holding Authority.

Approving Authority	Oberon Council
Document Development Officer	Records and Communications Coordinator
Department	Organisational Development and Administration
Approval	Ordinary Meeting – (date): Item #, Minute #
Revision Timeframe	Within 12 months of each ordinary election
Issue Date to Staff	

13.4 Change of Council Meeting Date - August 2024

File No: Governance/Council Meeting Date

Author: Gary Wallace (General Manager)

Summary

This report seeks Councils support for a change to the August Ordinary Council Meeting. It is considered necessary to allow for ongoing business to continue outside caretaker timeframes due to the Local Government Elections on 14 September 2024.

Recommendation:

That Council endorse proposed change to the August 2024 Ordinary Council Meeting from the third Tuesday in August (20th) to the second Tuesday being August 13 to allow for continued business as usual outside the caretaker framework.

List of Attachments

Nil

Comment

On 14 September 2024 the NSW Local Government Elections will be held. In accordance with 393B of the Local Government (General) Regulation 2021 (the Regulation), NSW councils enter a caretaker period four weeks preceding the date of an ordinary election. This has been confirmed as starting on Friday 13 August 2024.

Under normal Council processes this would mean that the August Ordinary Meeting of Council will be held in the Caretaker period.

Clause 393B of the Regulations states:

The following functions of a council must not be exercised by the council, or the Chief Executive Officer or any other delegate of the council, during a caretaker period:

- a) *entering a contract or undertaking involving the expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger)*
- b) *determine a "controversial development application", except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period*
- c) *appoint or reappoint the council's Chief Executive Officer (except for temporary appointments)*

In certain circumstances, these functions may be exercised with the approval of the Minister.

Council meeting or officers acting under delegated authority

Council meetings may be held during the caretaker period however the following decisions will not be made during the caretaker period by Council or an officer acting under delegation:

- a) acquisition of land;
- b) adoption or amendment of the Oberon Local Environmental Plan 2013 (Oberon LEP 2013);

- c) adoption or amendment of policies, protocols, strategies, master plans or frameworks;
- d) adoption or amendment of the Community Strategic Plan or Council's Delivery Program;
- e) adoption of a revised budget;
- f) allocation of grants or awards to individuals or organisations;
- g) appointing representatives to Council committees;
- h) endorsing submissions to government or public bodies;
- i) entering into a contract or entrepreneurial agreements exceeding the amount specified in the Regulation;
- j) entering into agreements deeds or leases;
- k) hearing of submissions or deputations from the community;
- l) naming or re-naming of roads, reserves or features;
- m) reviewing of programs or service provision; and
- n) any other decision that the Chief Executive Officer considers may affect voting at the election or is a decision that can be made outside of the caretaker period.

Decisions made prior to the caretaker period by Council or by an Officer under delegation can be implemented during the caretaker period.

Given the substantial restrictions on Council during this period it is proposed to hold the August Ordinary Meeting of Council on the second Tuesday in August being 13 August 2024.

This would allow '*business as usual*' Council meeting for August given there will be no formal Council meeting in September.

Financial Implications

Nil

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

5.1.4 Community informed about matters that affect them

Theme 5: Leadership and Engagement

Action 5.2 Council has sound organisational health, with strong leadership and governance frameworks

5.2.1 Enable Elected Members to better represent community

Risk Category

Governance

Risk Severity Ranking

Insignificant - 20%

13.5 ARIC Membership Appointments and continuation

File No: CSD/Governance

Author: Mathew Webb (Corporate Services Director)

Summary

The purpose of this report is to formalise independent member terms and appoint a new chair of the Oberon Audit Risk and Improvement Committee (ARIC) after the resignation of Neil Maltby. The report also seeks Council to endorse the appointment of the non-voting Councillor member for the next meeting of the Oberon ARIC scheduled for Wednesday 11 September 2024.

Recommendation:

That Council:

1. Appoint current independent member Kylie McRae as the Oberon Audit Risk and Improvement Committee Chairperson.
 2. Appoint existing independent Audit Risk and Improvement Committee member Deputy Mayor Andrew McKibbin as the non-voting Councillor member for the remainder of the term of Council.
 3. Formalise the reappointment timeframes for the current Audit Risk and Improvement Committee Independent Members as follows:
 - a. Kylie McRae: 11/09/2024 to 10/09/2028 (4 Years)
 - b. Ron Gillard: 11/09/2024 to 10/09/2027 (3 Years)
-

List of Attachments

Nil

Comment

Council at its meeting held on 16 April 2024 endorsed the updated Terms of Reference (TOR) for the Oberon ARIC. Most of the adjustments relate to the composition of the committee with voting rights from 1 July 2024 only held by independent members. A councillor is a non-voting member, and this cannot be the mayor. Based on the amendments and recent resignation of Neil Maltby the following updates are provided to Council.

Appointment of Chairperson

Long serving ARIC Chairperson Neil Maltby officially resigned from ARIC on Thursday 20 June. As per the TOR Council is required to appoint the ARIC Chairperson. A recommendation is proposed to formalise the appointment of interim ARIC Chair, Kylie McRae.

Appointment of Non-Voting Councillor

Under the new ARIC framework and refreshed TOR, is the requirement for the Councillor representative (that excludes the Mayor) to be non-voting. To formalise this change, it is proposed to seek Council's endorsement of its current nominated delegate to the ARIC, Cllr McKibbin, to continue in a non-voting capacity for the remaining term of Council (September 2024).

Formalisation of Independent Member Terms of Appointment

Both current independent member appointments will lapse at the end of the Council term. In accordance with the TOR, both have served an initial term and can be reappointed for further terms, as long as the continuous membership does not exceed eight years. Based on this and the

requirement in the TOR to preserve knowledge and ideally have no more than one member retire from the committee in any one year, the following appointment terms are proposed.

Name	Proposed Reappointment Date	Proposed Term End Date
Kylie McRae	11/09/2024	10/09/2028 (4 Years)
Ron Gillard	11/09/2024	10/09/2027 (3 Years)

Financial Implications

Costs involved in the running of Council's audit and compliance functions have been included in the Operational Plan. This equates to \$130,000 per year.

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.2 Council has sound organisational health, with strong leadership and governance frameworks

5.2.2 Governance compliance for committees of Council and community committees

Risk Category

Business Continuity

Governance

Risk Severity Ranking

Minor - 32%

13.6 Request to Rename a Section of Road Burraga

File No: Roads/Road Naming

Author: Gary Wallace (General Manager), Dr Cornelia Wiebels (Technical Services Director)

Summary

Council at its 21 May Ordinary Meeting resolved that the General Manager advise the Burraga and District Community Association on the process for renaming part of Lloyd Street to Bill Klower Drive (or similar). Following advice being provided, further correspondence has now been received from the Burraga and District Community Association for formally endorse the request change the name of part of Lloyd Street, Burraga to Bill Klower Drive.

Recommendation:

That Council:

1. Endorse the request and name for the change of road name.
 2. Place the request on public exhibition and provide the community and opportunity to comment.
 3. Upon completion of the public exhibition and providing no objection to the request provide the application to the Geographical Names Board for consideration.
-

List of Attachments

Nil

Comment

Council is in receipt of a request from the Burraga District Community Association seeking to rename the section of Lloyd St Burraga - from Hackney Street to Tuena Street - be renamed to "Bill Klower Drive".

Mr Klower has been a mainstay of the district and was instrumental in the establishment of the Sports and Recreation Club and established the water supply to the Village among many other achievements for the Community. Bill was also a Citizen of the Year when Burraga was in Evans Shire.

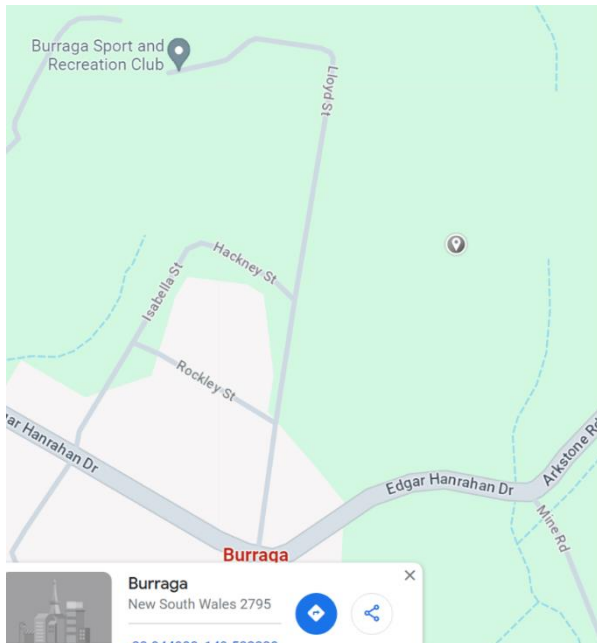
In information received from the Geographical Names Board, they have advised that:

The following are elements of the NSW Address Policy and User Manual to be aware of in relation to Billy Klower Drive:

- **6.7.5 Acceptable Road Names** - Only one name shall be used for commemorative naming e.g. a given name or surname.
 - **6.7.9 Amending Road Names** - Road names are intended to be enduring, and the renaming of roads is discouraged unless there are compelling reasons for a change. Issues that can prompt renaming include the redesign of a road, changed traffic flow, mail or service delivery problems, duplication issues and addressing problems. Where there are significant reasons for a change the road naming authority is encouraged to undertake renaming action in conformity with these principles. Information regarding submitting proposals and responding to change requests can be located in Chapter 7 - Addressing Procedures.
 - **6.7.7 Road Extents** - A road name shall apply from one end of the road to the other i.e. the point where the road finishes or intersects with another road or roads
-

Whilst there are potential obstacles to this approach by the Community Association the request does have merit based on the information provided. It is recommended that Council place the request on public exhibition to gather community sentiment. Should there be no objection it is also recommended to forward the request to the Geographical Names Board for consideration.

Should objection be received a further report would be provided to Council.



Financial Implications

Nil

Relevance to Oberon Community Strategic Plan

Theme 4: Infrastructure and Services

Action 4.1 Provide a program to improve local roads and work with partners on state road infrastructure

4.1.6 Road signage, line marking and associated road furniture

Risk Category

Assets and Infrastructure

Risk Severity Ranking

Insignificant - 20%

14 REPORTS FOR INFORMATION

14.1 Monthly Activity Report General Manager - July 2024

File No: Governance/Meetings/Ordinary

Author: Gary Wallace (General Manager), Rebecca Burgess (Work Health Safety and Risk Manager), Julie Baker (Library Manager), Sharon Swannell (Governance and Executive Manager)

Summary

This report item summarises the main activity by the General Manager since the last report. Items include Human Resources, Workplace Health & Safety, Community Activity, Regional Issues, Executive Management Team Meetings and planned activities.

Recommendation:

That report item 14.1 is received as information.

List of Attachments

Nil

1. PLANNED ACTIVITY

OBERON SPORTS GROUND – Significant work has been undertaken to progress the Oberon Sports Ground project. Early earthworks have been completed and the development application for the building has been approved by Council. This is a once in a generation project that has been supported through \$6.9M of State Government funding and a Direct Dealings process as outlined by ICAC. Council has developed and integrated its Probity Plan to ensure good governance and transparency through the entire project. To continue transparency with the project the Act requires any Council application the extends over \$2 million in construction must be undertaken by another authority than Council. As a result of this requirement Council has appointed Bathurst Regional Council to undertake the construction certificate and inspection oversight for the project.

COUNCIL CULTURAL OVERVIEW - Staff have been reviewing and updating the WHS Policy Statement, and in doing so also examining the Dignity & Respect @ Oberon Council Charter which appears in the bottom right of the current Policy Statement. Currently there are six pillars of the charter, they are: Work Ethics; Leadership; Communication; Trust; Empathy; Positivity. Consultation. This will now develop into the corporate charter which will be directly integrated from the existing Charter. The new overview will be presented to the new Council and distributed as part of the induction processes for new Councillors. This will include individualised Codes of Conduct for Councillors and Staff, Wellbeing and Behavioural Standards for staff and Councillors.

ARIC - At the December 2023 ARIC meeting it was suggested that a review of Council's risk appetites be held. The risk appetites and categories were set some years ago. The financial and local government landscapes have changed since that time, and it was suggested that a review will assist Council report writers and decision makers in assessing whether some risks are still outside of appetite after the application of risk controls. Statewide Mutual's Regional Risk Manager Paul Hennock was engaged to facilitate this session which was held 5 June 2024.

All Councillors and Executive Council staff were invited to attend the session. In attendance for the session was the Mayor, Executive Council staff and Cllrs McKibbin, Hayden, Graham and Trembath. Robust discussion led to an evaluation of each risk category and its current appetite.

The risk categories of Business Continuity, Safety, Technical Complexity, Assets & Infrastructure, Governance and Service Delivery remained unchanged.

The risk categories of Financial, Environment, People & Culture, Project Performance and Public Image & Reputation were amended.

The session generated discussion about how Council report writers can best incorporate Council's Risk Appetite into their reports, to assist decision makers. Paul Hennock offered a facilitated session during which report writers can be assisted to thoroughly understand what the risk categories and appetites mean and how they can be used most effectively in report writing.

Moving forward work will continue on providing Councillors with opportunities and education on the influence of risk in decision making.

WHS/RISK COORDINATOR

	June 2024
Incidents/Accidents/Hazards Reported	1
Hazards Reported	0
Near Miss	1
No Injury, Damage to Assets	0
First Aid Injuries	0
Medical Treatment Injuries	0
Lost Time Injuries	0
Restricted Duty Injuries	0
Incident Reported to Regulator	0
Incidents Involving Pool or Gym Patrons	0
Toolbox/Safety Meetings	211
Plant Pre-Start Inspections	123

Work Health Safety and Risk Activities

- A public liability claim was referred to Upper Lachlan Council. It relates to a damaged causeway near the LGA boundary at Abercrombie River on Jerrong Rd. The Engineering Department of ULCC have been advised of this issue.
- Workers on Foot training was held for Works staff and was delivered by Signature Learning. TfNSW Surveillance Officer Brendan Wallis also attended and delivered a presentation on how Council can comply with the requirements under the RMCC contract when working on state roads. The training clarified questions and queries staff had and was a useful morning of information.
- The members of Council's Health and Safety Committee completed a 1-day Health and Safety Committee training course delivered by Coastal OHS Services.

The topics covered included: The Legal Framework, Duty Holders & Consultation; Functions of Health and Safety Committees; Meeting & Presentation Skills, Effective Communication,

Problem Solving; Risk Management, WHS Program Design and OHSMS; Emergency Preparedness; Incident Investigation and Safety Psychology.

The course has provided participants with the tools, knowledge and practices to become truly effective members of Council's Health and Safety Committee, capable of making positive contributions to a safer workplace and improved legal WHS compliance.

- Council's WHSR attended the ARIC meeting held in June, where a report was presented relating to the review of Council's risk appetite.
- The renewal of Council's suite of insurances is complete, with continued cover through Statewide Mutual. The insurances through Statewide Mutual cover:
 - Liability scheme which includes Public Liability, Products Liability and Professional Indemnity protection
 - Property Mutual scheme which provides cover for Council's assets
 - Crime (Fidelity Guarantee) scheme which provides protection in respect of fraudulent embezzlement or misappropriation of money or goods
 - Councillors and Officers' scheme caters for the protection of Councils elected officials and staff.
 - Motor Vehicle scheme provides comprehensive motor vehicle cover across Council's fleet.

In addition to the above Council also renew:

- Carriers Liability which provides cover when Council is transporting assets not owned by Council , for example on the low loader.
- Workers Compensation Top-Up which covers staff whose remuneration places them outside of the cover afforded via StateCover.
- Community Liability Cover which assists with Council events extending cover, pending some exclusions, to not for profit and small businesses and artists.
- The second round of ergonomic assessments were finalised with some new staff and others who had previously missed out.
- StateCover advised Council that Sarah Sheldon is to be the new Case Manager for Council.

2. HUMAN RESOURCES

Staff Movements							
2023/2024	Employee Separation	New employee	Casual	Part-time	Full Time	Senior Officer (GM)	Total Staff
June	0	0	26	4	75	1	106

General HR Matters

- Annual performance appraisal documents were prepared and sent to relevant supervisors.
- Information about the additional award payment was provided to staff, and preparations were made with payroll and finance on employee eligibility.

Recruitment

- Applications closed on the 9 June 2024 for the labourer – cleaner and town maintenance positions. Interviews were conducted, with two applicants being selected to attend a pre-employment medical.
- Applications for the Library Manager position were extended until 28 June, with three suitable candidates. Interviews have been scheduled for early July.

Training

- 1 staff member attended USU delegate basic training in Sydney on the 19 and 20 June.
- Cert III Concreting – 3 employees attended training 11 – 14 June in Orange. This was the final training block for the course.
- Cert III Water Treatment – 2 employees attended training 26-27 June in Cowra.
- Workers on Foot training – works staff attended the training on 4 June.
- Health and Safety Committee training – committee members attended the training on 26 June.

3. GOVERNANCE AND ADMINISTRATION

Council Page in the Oberon Review was prepared on 6, 13, 20 and 27 June 2024 with advertising and information. Notices included:

- Weekly Mayor's Column
- Council Meetings – June 2024
- Public Exhibition – Section 356 Financial Assistance Program Requests
- Public Exhibition – Proposed Electric Vehicle Charging Strategy
- Public Exhibition – Revised policies
- Candidate Information Session
- Planning Determinations – May 2024
- Positions Vacant – Labourer x2 and Oberon Library and Community Centre Manager
- Water meter reading notification
- Council Meetings – July 2024
- Have Your Say Oberon pointer
- Electronic Rates pointer
- SnapSendSolve pointer

Oberon Council continues to use a wide variety of platforms to advertise and provide information to the community including the weekly page within the Oberon Review, updates on Council's website www.oberon.nsw.gov.au, Council's Facebook page <https://www.facebook.com/oberoncouncil>, Council's Community Engagement Platform [Have Your Say Oberon \(nsw.gov.au\)](http://HaveYourSayOberon.nsw.gov.au) and Council's LinkedIn page with media releases, positions vacant, public exhibitions and relevant articles.

"Good News Week" newsletter issued to Councillors and staff on 7, 14, 21 and 28 June 2024.

4. COMMUNITY ACTIVITY, REGIONAL ISSUES and OTHER MEETINGS

18 June 2024	Stromlo Energy / Oberon Council
19 June 2024	Damian Walsh – Marqules Groome re Central NSW Forestry Hub
20 June 2024	Rotary Club of Oberon

25 June 2024	Oberon Sports Complex PCG Meeting
2 July 2024	Andrew Gee MP re Black Springs Small Cell Telecommunications
2 July 2024	Meeting with Delise Freeman of Pejar re Yarning Circle MOU
3 July 2024	Water NSW Greater Sydney Customer Advisory Group
4 July 2024	O'Connell Cricket Club Committee Meeting re proposed MOU
5 July 2024	Fish River-Wywendy RWS
9 July 2024	Councillor Informal Briefing Session

14.2 Monthly Activity Report - Planning & Development - July 2024

File No: Governance/Meetings/Ordinary

Author: Damian O'Shannassy (Planning and Development Director), Kirsty Hanrahan (Building Surveyor), Lyn Hancox (Planning and Development Administration Assistant), Janet Bailey (Development Control Administration Officer), David Sellers (Facilities Manager)

Summary

This report item summarises the main activity in the Planning and Development Department since the June 2024 Council Meeting.

Recommendation:

That report item 14.2 is received as information.

List of Attachments

Nil

Comment

1. PLANNED ACTIVITY FOR JUNE 2024

Development Applications

The number of applications submitted to Council during June 2024 has increased slightly over May and applications being assessed remains high, with some complex applications continuing to be assessed. Council continues to utilise on a part time basis, a Town Planning Consultant to assist in reducing the backlog of Development Applications and other Planning related matters.

Transition to Open Office now known as Ready Tech from Authority

The Town Planning Module went live on 17 June 2024 with a few minor hiccups that are being resolved as they surface with the assistance of Ready Tech IT staff. Other improvements have been suggested to help streamline the assessment process for all staff.

The Building Module is in the final stages of testing and will be live before the Council meeting.

PROJECTS

Oberon Gym Complex (enclosure of the rear area)

Attached is June monthly report from Councils Project Managers – CWPM.

These works are the result of Council receiving a Stronger Country Community Fund Round 5 grant for \$585,362.00. The project remains on track to be completed within the grant timeframe.

Solar to the Oberon Pool, Gym and Library/Community Centre

A Local electrical contractor has been engaged to install additional solar to the Oberon Pool and new solar to the gym and Library/community centre. These works are scheduled to be undertaken during September/October this year.

The solar installations are the result of Council receiving a Stronger Country Community Fund Round 5 grant for \$100,000.00. The project remains on track to be completed within the grant timeframe.

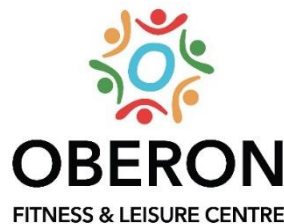
O'Connell Recreation Ground amenities, changerooms and storage facility

Local contractors have been engaged to undertake the internal plumbing and concrete slab for the new amenities before the end of July in preparation for the remainder of the structure.

Final material selections are currently underway to meet heritage considerations prior to engaging contractors to undertake the remainder of the works.

28 Tasman Street (Council owned vacant allotment)

A Local Real Estate agent has been engaged to market the sale of the vacant land at 28 Tasman Street Oberon, in accordance with Councils resolution to sell the vacant land as it currently stands.



SUMMARY

The Oberon Fitness and Leisure Centre (OFLC) is pleased to submit the report for June 2024.

For June, the primary initiative was a snap End-of-Financial-Year (EOFY) membership special aimed at boosting fitness membership sales. Construction at the rear of the gym is progressing rapidly, with most of the gyprocking now complete. The project is on track for completion in August.

Maintenance works on the pool have begun with the draining of both pools completed in preparation for the silicon application.

COMMUNITY INITIATIVES

- Weekly Personal training sessions
- Small group training sessions run for teacher groups from Oberon High School and St Josephs aimed at improving teacher wellbeing and reducing stress
- Oberon U3a fitness sessions for senior community members
- New fitness membership special

Pool Report

The pool has now been fully drained in preparation for reapplication of the silicon. This work is scheduled for 22 July. Contractors and quotes have been sought for painting of the Oberon Fitness and Leisure Centre Logo and pool mural.

Fitness Centre Report

June is traditionally a quiet month for fitness sales, with the focus moving to retention and engagement of the existing fitness base. We achieved 13 sales and there were 10 cancellations, this remains a positive net member movement. This is a great result for this time of the year.

Engagement on our social media has been a huge success, with reach up 151% over the past 90 days. The social media drive has been part of the retention focus.

Centre visits	June
Memberships	1021

Visit passes	5
Personal training	13
Total Attendance	1039

Membership Type	June
Concession Fitness DD	37
Adult Fitness DD	139
1 Month Upfront	15
1 Week	1
Pt DD	14
Student 16-18	14
Teen Under 16	14
Fitness Passport	33
Council Staff Reduced Rate	11

Membership Movement	June
New Fitness Sales	13
Cancellations	10
Loss	+3

2. PLANNING AND DEVELOPMENT MATTERS

DETERMINATIONS – June 2024

11.2023.60.1	Construction Certificate Dwelling & Associated Retaining Wall	1443 Sewells Creek Road ESSINGTON NSW 2787
10.2023.10.2 11.2023.10.2	Modification to existing DA 10.2023.10.1 - New Dwelling and Secondary Dwelling	9 Ellis Drive OBERON NSW 2787
10.2024.7.1	New Watercourse crossing	45 Mount David Road GILMANDYKE NSW 2795
10.2023.3.2	Modification to existing DA 10.2023.3.1 - Alterations & Additions to Dwelling	1299 Carlwood Road, O'CONNELL NSW 2795

10.2024.11.1 11.2024.11.1 19.2024.3.1	New Dwelling & Install on-site Wastewater System	25 Inverness Place OBERON NSW 2787
10.2024.15.1	New Strata Subdivision	1-2/96 Howards Lane OBERON NSW 2787
10.2024.17.1	New Clubhouse, Use of Temporary Access & Car Parking-Sports Ground	31 O'Connell Road OBERON NSW 2787
10.2023.51.2	Modification to existing DA 10.2023.51.1 - Change to Conditions of Consent	1326 Hazelgrove Road TARANA NSW 2787
10.2014.32.2	Modification to existing DA 10.2014.32.1 - Leagues Club Change Hours of Operations	16 Lowes Mount Road OBERON NSW 2787
10.2024.23.1	New Shed	105 Rutters Ridge Road OBERON NSW 2787
10.2023.34.2	Modification to existing DA 10.2023.34.1 - New Dwelling, Shed & Carport	47 Scotia Avenue OBERON NSW 2787
10.2024.20.1 19.2024.8.1	New Dwelling & Shed & Install on-site Wastewater System	116 Lysander Road OBERON NSW 2787
10.2024.14.1	Temporary Storage Depot	5194 Jenolan Caves Road OBERON NSW 2787
10.2023.58.1 19.2023.16.2	New Alterations & Additions to Residential & Modify Existing OSWW	475 Bloom Hill Road O'CONNELL NSW 2787
10.2024.25.1 11.2024.25.1 20.2024.5.1	New Dwelling	22 Herborn Street OBERON NSW 2787
11.2019.25.3	Modification to existing CC 11.2019.25.2 - Enclosure of Rear of Fitness Centre	1-21 Cunynghame Street OBERON NSW 2787
10.2024.9.1 11.2024.9.1	New Shed	2 Langs Road ESSINGTON NSW 2787
10.2024.1.1	2 Lot Subdivision	90 Oberon Street OBERON NSW 2787
10.2024.22.1 19.2023.2.2	New Dwelling & modify existing On-site Wastewater System	160 Brittle Jack Road O'CONNELL NSW 2795

DEVELOPMENT APPLICATIONS IN PROGRESS – June 2024

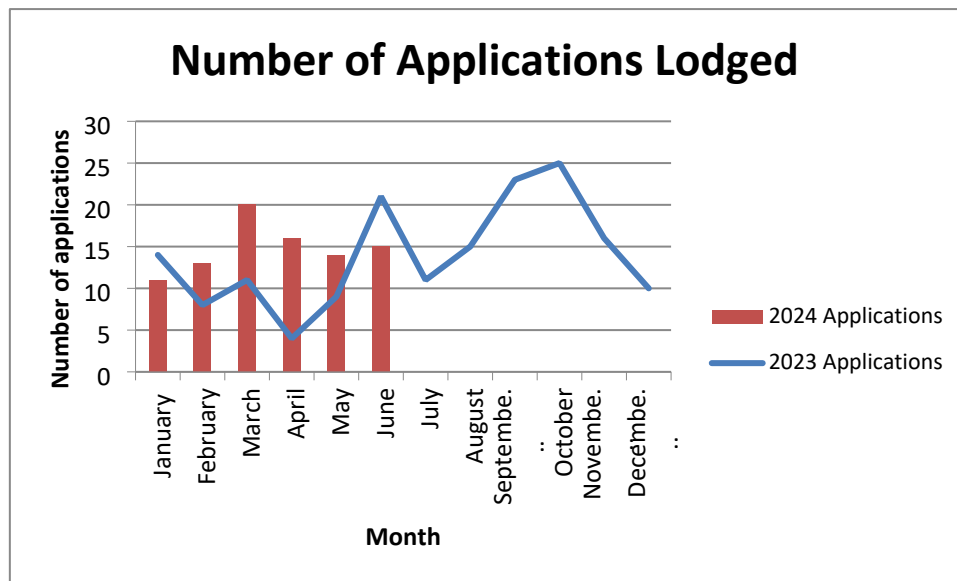
No.	Date sub Portal	Lodgement Date	Commencement Date	Stop the Clock Date	Information Received Date	Determination date
10.2021.72.1	22.09.2021	06.10.2021	10.11.2021	10.11.2021		
10.2022.8.1	16.12.2022	25.01.2023	21.02.2023	14.03.2023		
10.2023.16.1	13.03.2023	29.03.2023	18.07.2023	18.07.2023		
10.2016.38.2	11.05.2023	05.06.2023	14.03.2024	15.03.2024	17.06.2024	
10.2023.29.1	11.05.2023	08.06.2023	28.06.2023	04.07.2023		
10.2023.30.1	08.05.2023	09.06.2023	26.06.2023	14.07.2023		
10.2023.35.1	11.06.2023	27.06.2023	03.08.2023	03.08.2023		
10.2023.63.1	26.10.2023	14.11.2023	20.12.2023	03.01.2024		
10.2023.65.1	14.11.2023	28.11.2023	20.12.2023	16.02.2024		
10.2024.1.1	02.12.2023	15.01.2024	02.02.2024	02.02.2024	29.05.2024	27.06.2024

10.2024.2.1	02.01.2024	15.01.2024	18.01.2024	24.04.2024		
10.2024.3.1	19.12.2024	15.01.2024	18.01.2024	26.02.2024		
10.2024.5.1	13.01.2024	02.02.2024	26.03.2024	09.05.2024		
10.2024.7.1	01.02.2024	09.02.2024	19.03.2024	20.03.2024	01.05.2024	05.06.2024
10.2014.32.2	15.02.2024	21.02.2024	26.03.2024	27.03.2024	17.05.2024	14.06.2024
10.2024.9.1	13.02.2024	21.02.2024	26.03.2024			27.06.2024
10.2023.34.2	26.02.2024	11.03.2024	26.03.2024			18.06.2024
10.2024.11.1	27.02.2024	11.03.2024	26.03.2024	04.04.2024	21.05.2024	05.06.2024
10.2024.12.1	27.02.2024	11.03.2024	26.03.2024	16.05.2024	20.05.2024	28.06.2024
10.2023.51.2	26.03.2024	05.04.2024	14.05.2024	14.05.2024	06.06.2024	11.06.2024
10.2024.14.1	22.03.2024	08.04.2024	11.04.2024			17.06.2024
10.2024.15.1	20.03.2024	11.04.2024	11.04.2024	17.05.2024	20.05.2024	07.06.2024
10.2024.17.1	05.04.2024	17.04.2024	17.04.2024			11.06.2024
10.2024.20.1	17.04.2024	02.05.2024	02.05.2024			17.06.2024
10.2024.19.1	23.04.2024	29.04.2024	29.04.2024	20.05.2024		
10.2022.59.2	23.04.2024	26.04.2024	22.05.2024			
10.2024.20.1	17.04.2024	03.05.2024	14.05.2024			17.06.2024
10.2024.22.1	29.04.2024	06.06.2024	06.06.2024	13.06.2024	13.06.2024	27.06.2024
10.2023.3.2	16.05.2024	28.05.2024	06.06.2024			06.06.2024
10.2024.23.1	06.05.2024	28.05.2024	06.06.2024			17.06.2024
10.2024.24.1	14.05.2024	28.05.2024	29.5.2024	29.05.2024	29.05.2024	
10.2024.25.1	17.05.2024	29.05.2024	13.06.2024			25.06.2024
10.2024.26.1	20.05.2024	03.06.2024	26.06.2024	28.06.2024		
10.2023.44.2	11.06.2024	12.06.2024	27.06.2024	01.07.2024		
10.2024.27.1	01.06.2024	14.06.2024	26.06.2024	28.06.2024	29.06.2024	
10.2023.62.2	11.06.2024	24.06.2024	28.06.2024			
10.2024.20.2	28.06.2024	28.06.2024	28.06.2024			03.07.2024
10.2024.29.1	20.06.2024	02.07.2024	02.07.2024			
10.2024.28.1	19.06.2024	02.07.2024	03.07.2024			
10.2024.9.2	02.07.2024	03.07.2024	03.07.2024			

Total fees for Applications during June 2024 were \$68,273.13.

The income from applications year to date is \$162,944.44

Copies of determinations are available for inspection at Council's Administration Centre. Applications for the calendar year are being provided in a table form to give an outline of applications being lodged against those of the previous year.

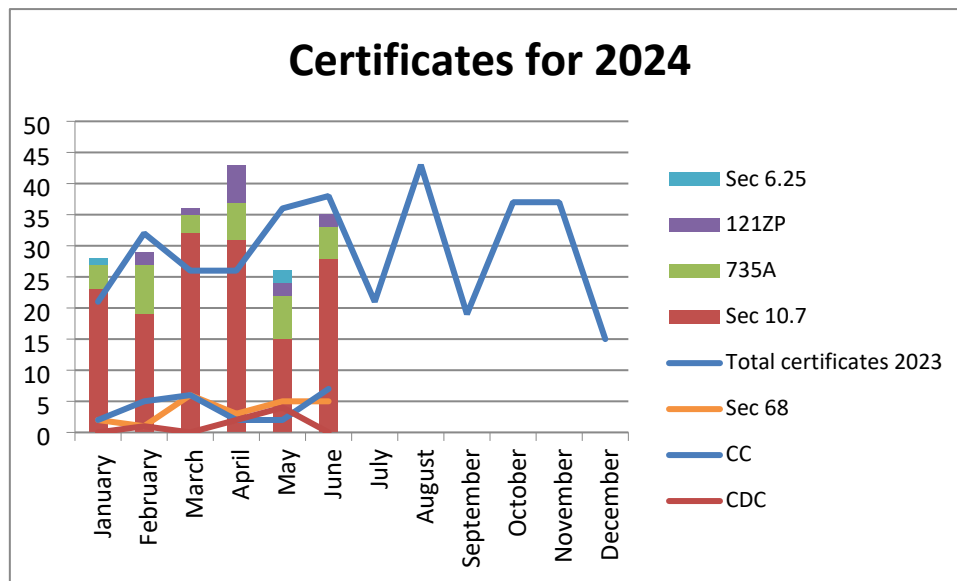


CERTIFICATES ISSUED

During the Conveyancing process and normally as part of the sale of a property, various Certificates are applied for by Solicitors, Real Estate Agents or by the public. In April 2024 the following Certificates were issued:

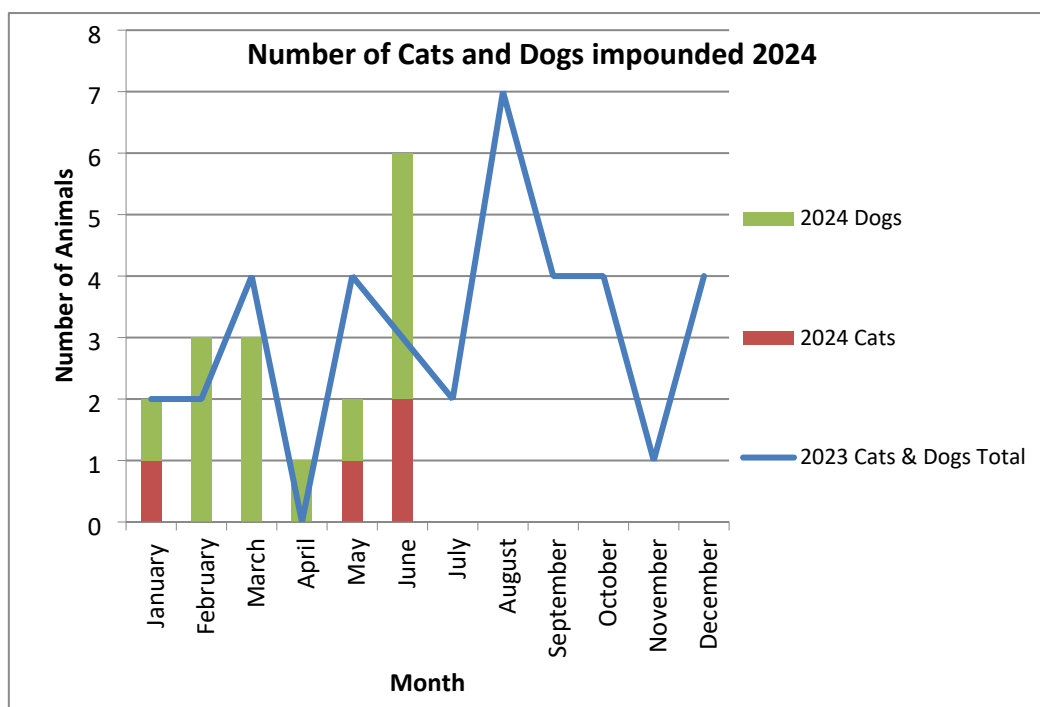
CERTIFICATES	JUNE 2024
SECTION 10.7 PLANNING CERTIFICATES Environmental Planning and Assessment Act, 1979	28
SECTION 735A CERTIFICATES AS TO NOTICES Local Government Act, 1993.	5
CERTIFICATES AS TO ORDERS SCHEDULE 5 Environmental Planning and Assessment Act, 1979	2
SECTION 6.26 BUILDING INFORMATION CERTIFICATES Environmental Planning and Assessment Act, 1979	0
CONSTRUCTION CERTIFICATES	7
COMPLYING DEVELOPMENT	0
SECTION 68 APPLICATIONS Local Government Act 1993	5

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



OBERON ANIMAL POUND

The following are details of activity at the Animal Pound in June 2024



DOG DECLARATIONS	June 2024
Notice of Intention to Declare a Dog Dangerous	0
Notice to Declare a Dog Dangerous	0
Notice of Intention to Declare a Dog Menacing	0
Notice to Declare a Dog Menacing	0
Notice of Intention to Declare a Dog Nuisance	0

Notice to Declare a Dog Nuisance	0
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MISCELLANEOUS MATTERS

Various inspections, including building inspections, health inspections, environmental inspections and complaints were conducted during June 2024.

TYPE OF INSPECTIONS	June 2024
Building Inspections	38
Food Inspections	0
Environmental Inspections (Air, Noise and Water Pollution)	0
Subdivisions Certificate Inspections	1
Complaints (Including Animal Control & Livestock)	44
Building Maintenance Inspections	4



Oberon Fitness Centre Project Report June 2024

Project: Oberon Fitness Centre
Reporting Date: 30 June 2024
Current Key Activities
Construction Contractor
<ul style="list-style-type: none">• The contractor is progressing well with external walls complete, including internal frames• Internal linings 50% sheeted• Electrical rough in complete• Windows installed• Lead time items ordered
Client
<ul style="list-style-type: none">• Regular site visits• Satisfied with progress
Communications
<ul style="list-style-type: none">• Nil to Report
Authorities
<ul style="list-style-type: none">• Construction Certificate issued.
Design and Variations
<ul style="list-style-type: none">• The following matters have been identified as being required following discussions with the operational team<ul style="list-style-type: none">○ Dish drain to north façade○ Extra lights and GPOs○ Modifications to the CCTV system to align with other Council systems○ Modifications to the pool toilet access to satisfy disabled access○ Adoption of Sheetting to Existing southern wall
<ul style="list-style-type: none">• Matters for further clarification<ul style="list-style-type: none">○ Investigation into Humidity issues○ Resolution of Mechanical services design and scope



Oberon Fitness Centre Project Report June 2024

Project: Oberon Fitness Centre									
Reporting Date: 30 June 2024									
Key Risks & Mitigation								Risk Rating	
Unidentified Scope	• Hold regular meetings with Council to identify any further work and instruct subject to funding.							Low	
	•								
Project Status				Red	R	Amber	A	Green	G
Scope		Status %	Planned		Actual/Forecast				
Site Establishment		100	03 June 24		03 June 24				
Completion		25	03 September 24						
Council Fit Out		0	03 Sept – 03 Oct 24						
Project Complete		0	03 October 24						

Budget Summary		
The Project is forecast to be delivered within the allocated budget. Variations and Provisional sums remain within forecasts.		
	Total	Comments
Original Budget	\$585,362.00	
Budget Adjustment	\$0.00	
Revised Budget	\$585,362.00	
Commitments to Date ¹	\$399,587.53are where a contract or order has been placed
Uncommitted Funds ²	\$185,774.47where there is an allowance within the approved budget, but an order is yet to be finalised
Total	\$585,362.00	

14.3 Monthly Activity Report Technical Services - July 2024

File No: Governance/Meetings/Ordinary

Author: Dr Cornelia Wiebels (Technical Services Director), Sam Golam (Project Engineer), Andrew Krol (Water and Sewer Officer in Charge), Geoff Paton (Works Engineer), Donah Foley (Technical Services Administrative Assistant), Lauren Dukes (Trainee Civil Engineer), Dani Bradshaw (Change Management Analyst), Paul Robinson (Plant Manager)

Summary

This report item summarises the main activity in the Technical Services Department since the last Meeting.

Recommendation:

That report 14.3 is received as information.

List of Attachments

Nil

Comment

1. Roads – Regional and Local

Tree Pruning on Regional Roads and Town Streets

With the finishing of the Capital Works Programs, Council's works crews undertook maintenance activities around town, including tree pruning work on Crete Street, Curtis Street, North Street, Queen Street and Dudley Street. Tree pruning on Abercrombie Road has continued.



Figure 1: Tree pruning on Crete St.

Fisheries Permits

The washout of Springmount Road has resulted in gravel being washed into the Duckmaloi River causing the silting of the pipe culverts. A tree has also fallen into the river blocking the flow of the stream. An application to DPI Fisheries was submitted to clear the culverts in early July. An application has also been submitted for Nunan's Hill to cut back and block a low pipe culvert to improve fish passage.



Figure 2: Severe silting of drains on Springmount Rd and pipe culvert at Nunan's Hill bridge.

Gravel Road Maintenance

With the wet conditions in June, there were many requests for pothole repairs and grading of gravel roads. Gravel re-sheeting was undertaken on Beaconsfield Road, Bastards Point Road and Bosworth Falls Road. Works staff also undertook maintenance repairs on large potholes and ruts along Faugha Ballaugha Road and Jaunter Road.



Figure 3: Road gravel re-sheeting works on Beaconsfield Rd and Bastards Point Rd

Drainage Repairs

Culvert repairs were undertaken on Beaconsfield, Jaunter and Springmount Roads. There was significant scouring behind headwalls on Jaunter Road which was replaced with gravel and compacted. The scouring undermined the road, which required the culvert pipe to be replaced as well. A broken head was also replaced on Springmount Road.



Figure 4: Culvert replacement of culver on Beaconsfield Rd and repairing of scouring behind headwall on Jaunter Road.

Emergency Storm Damage Works

Emergency repairs on gravel roads were undertaken on Mt Olive Road. The work included road grading and gravel re-sheeting of the road. Emergency works funding is provided by Transport for NSW for flood declared areas. Oberon was declared flood damaged in early April 2024. The intention of Emergency works funding is to provide temporary repairs to ensure structural integrity of roads. Other roads recently repaired under emergency works have been Chatham Valley Road, Mozart Road, Murrays Lane and Isabella Road.

Waterway Crossing Storm Damage

Due to the storm event in early April, significant scouring of two crossings on Bald Ridge Road resulted in the bridge decks being compromised. Signs have been put on the road indicating a two-ton limit for bridges. A request has been made with a bridge engineer to develop a detailed report on the bridge conditions and provide recommendations for the replacement of the two bridges on Bald Ridge Road. The report is intended to be used to submit a claim with TfNSW for funding under storm damage.



Figure 5: Significant scouring has resulted in lowering the load limits for Bald Ridge Creek and Unnamed Creek crossings to two tons.

Regional and Local Road Pothole Patching Program

In June there were 500 potholes repaired on Abercrombie Road. There were no potholes repaired on local roads due to other priorities for gravel road repairs. The total number of potholes repaired for 2023/24 is shown in Table 1.

Table 1: Regional and Local roads pothole repair numbers.

REGIONAL ROADS:	2023/24
REGIONAL ROADS	2,815
LOCAL ROADS	6,403
TOTAL	9,218

2. RMCC (Road Maintenance Council Contract) Works for Transport for New South Wales (TfNSW)

Routine Maintenance

Routine road maintenance work and condition monitoring are ongoing on both O'Connell and Duckmaloi Roads, in accordance with the Council's TfNSW Roads Maintenance Contract.

Culvert Cleaning

Council completed the cleaning of 18 culverts during the 2023-24 financial year, primarily focusing on vegetation control at the inlets and outlets. The culvert cleaning on Duckmaloi Road and O'Connell Road was carried out as per TfNSW requirements under routine maintenance funding.

Heavy Patching and Resealing

Heavy patching at various segment locations on Duckmaloi Road and O'Connell Road have been fully completed for the 2023-2024 financial year.

Additionally, resealing and asphalt works on various segments of Duckmaloi Road have been completed in all respects for the same period.

Duckmaloi Road Safety Project

To complete this project, 5.5 km of ALTM (audio-tactile line marking) is still outstanding. While ALTM is not mandatory and does not pose a major safety issue requiring immediate project completion, if TfNSW advises to proceed, Oberon Council will engage a line marking contractor to complete the ALTM by the end of this month, depending on weather conditions.

The relevant section of the road is located within the Lithgow Council LGA and TfNSW has engaged Oberon Council to undertake this project.

R2 Prequalification Contractor Renewal

Council has applied for the renewal of their R2 pre-qualified contractor status with TfNSW for the next three year.

3. Water & Wastewater

Weekly Oberon Dam Levels

Table 2: Weekly dam level recordings for Oberon Dam, supplied by Water NSW

June 2024
06.06.2024 - 97.8%
15.06.2024 - 100%
22.06.2024 - 100%

29.06.2024 - 100%

Water Consumption from WaterNSW Oberon Dam**June 2024**

01.06.2024 - 08.06.2024 - 14.723 ML

09.06.2024 - 15.06.2024 - 13.413 ML

16.06.2024 - 22.06.2024 - 10.736 ML

23.06.2024 - 30.06.2024 - 17.138 ML

The total raw water consumption during June 2024 was 56.01 ML

The daily average consumption was 1.867 ML

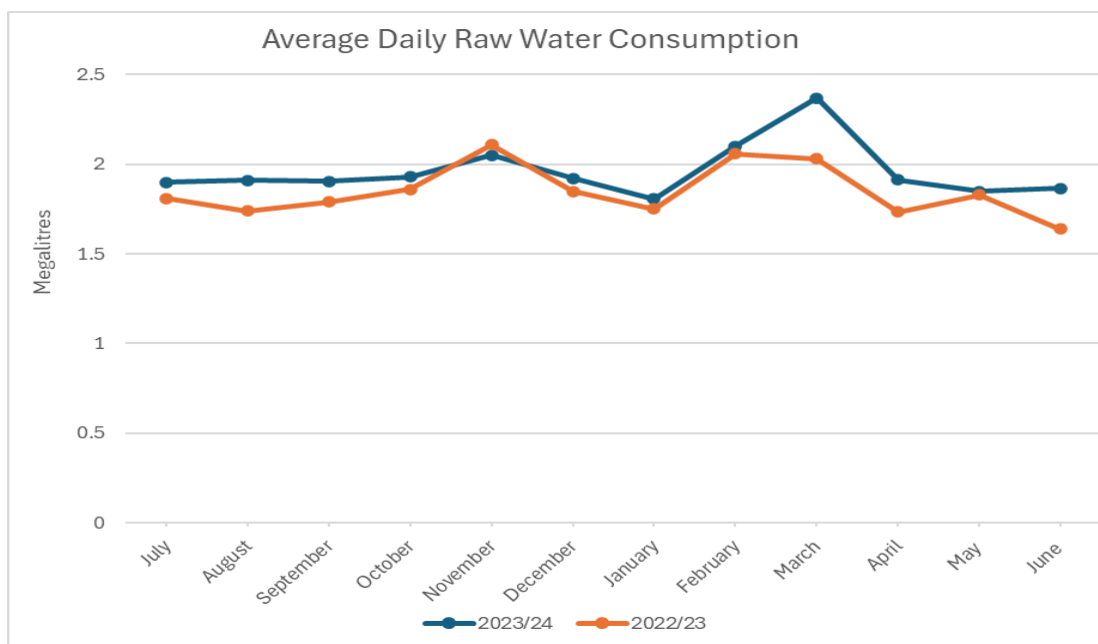


Figure 6: Oberon average daily consumption in ML

Sewage Treatment Plant – Weekly kL Intake for Treatment of Wastewater**June 2024**

01.06.2024 - 08.06.2024 = 14,430 kL

09.06.2024 - 15.06.2024 = 14,940 kL

16.06.2024 - 22.06.2024 = 12,523 kL

23.06.2024 - 30.06.2024 = 14,348 kL

The daily average wastewater flow into Oberon Sewerage Treatment Plant was 1,875 kL.

The total wastewater volume into Oberon Sewer Treatment Plant June 2024 was 56,241 kL.

4. Parks**Oberon Cemetery Plinth**

A new plinth was installed at the round garden of the Oberon Cemetery. The work was undertaken by recently trained Council staff undertaking a Cert III in concreting, showcasing their acquired skills for the first time.



Figure 7: New concrete plinth at Oberon cemetery.

Landscaping of Town Entrances

Council's parks and gardens crew undertook landscaping works on Town Entrances within the LGA. The landscaping works included planting ornamental trees, shrubs and flowering plants. This will provide a colourful sight for visitors entering towns.



Figure 8: Council staff undertaking landscaping works at the northern (Bathurst) entrance to Oberon.

5. Director Technical Services Meetings June 2024

03 June 24 – IPWEA Road Conference

05 June 24 – Council's Risk Appetite Review

05 June 24 – Forestry Corporation Yearly Update Meeting
11 June 24 – Extraordinary Council Meeting
11 June 24 – Councillor Informal Briefing Session
18 June 24 – Ordinary Council Meeting
19 - 21 June 24 – Warren Sharpe Strategic Services – External Review of Infrastructure Services
26 June 24 – Interflow Smoke Testing Meeting
27 June 24 – Audit and Risk Improvement Committee Meeting

14.4 Monthly Activity Report Corporate Services - July 2024

File No: Governance/Meetings/Ordinary

Author: Mathew Webb (Corporate Services Director), Debra Keane (Tourism and Economic Development Manager), AJ Jack (IT and GIS Co-ordinator), Brooke Perry (Community Services and Youth Coordinator), Julie Baker (Library Manager), Zoe Marks (Finance Manager)

Summary

This report provides an update on the activities of the Corporate Services Directorate for June and forward plans.

Recommendation:

That report item 14.4 is received as information.

List of Attachments

Nil

1. Information Technology

Document Migration

The migration of the documents from Magiq to SharePoint is completed. Work is now underway to configure a records management system called AvePoint Opus to manage the retention and disposal of all documents in SharePoint.

Enterprise System Migration

The migration of the planning and building modules is complete. Work is underway to create a read-only copy of the Authority data for reference purposes.

The Customer Relationship Management (CRM) module of Open Office is now active and replacing the role of the Authority CRM. It will go through further development and refining as it is used. There will be an exclusive Councillor Request CRM although this may not be fully operational until the next term of Council.

All connections to the Civica platform will be terminated on 31 July.

2. Finance

End of Financial Year

The Finance team was heavily engaged in end of financial year processes. Some of the main tasks include account reconciliation, capitalisation of works, and an array of transactional components

Integrated Planning and Reporting

The compilation and delivery of the entire suite of Integrated Planning and reporting documents was finalised and provided to Council in June. This project includes many departments of Council with a large coordination and ownership by the Finance team.

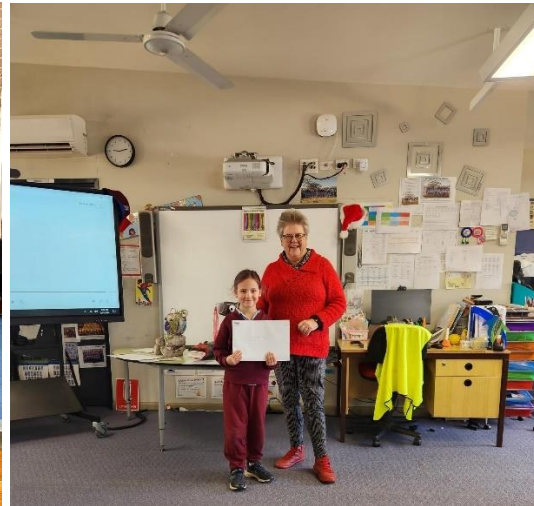
3. Community Services

Independent Living Units

Tenant administration continued throughout the month, with an expression of interest launched for a vacancy at Balfour Street. This included selection panel evaluations and a tenant transfer to the Curtis Street facility. Annual unit inspections will be undertaken in the coming weeks.

Waste 2 Art

Due to unforeseen circumstances the presentation evening for Waste to Art was cancelled. Staff have used the opportunity to conduct school visits, meet students and present awards. Staff have attended Oberon Children's Centre, Oberon Public School and O'Connell Public School to present awards to the winners.



Community Services Expo

Staff are currently liaising with potential stallholders for the upcoming Community Services Expo. This is scheduled for Thursday 15 August at the Oberon Library and Community Centre.

4. Oberon Library & Community Centre

Month	Visits	Loan	New Members	New items	Program attendance	eLoans
March 2024		564	8	108	71	219
April 2024		705	16	90	98	236
May 2024	-	738	19	78	106	256
June 2024		711	20	92	54	219
Total 2023/2024		8,484	213	993	659	2,752
<i>Total 2022/2023</i>	-	6,122	56	769	677	2,132
<i>Total 2021/2023</i>	9,690	6,710	79	712	1,081	1,815

New Library Management System (LMS)

The library has started the transition to a new LMS, Libero. Work has started on data migration and system design by the Libero team with input from library staff.

Author Talk - Andrew Skeoch

Fifteen visitors to Oberon Library were treated to a choir of charming and beautiful recordings of birdsong and noises of nature by Andrew Skeoch, author of Deep Listening to Nature.

5. Tourism and Economic Development

Tourism Numbers

Merchandise sales for May 2024 were up 41% on same time last year even though visitor numbers are down by around 20%. It is understood this is a regional trend for visitation in May.

NAIDOC Art Exhibition

The second running of the event attracted 94 entries compared to the 45 entries received in the first year. The opening will take place as an afternoon tea at the library on Sunday the 7 July with Arts OutWest media, artists, elders and invited guests.

Tourism Brochure

The tourism brochure design and content has been finalised and approved for printing.

Oberon Outdoor Festival

Event planning is underway for the annual hosting of the Oberon Outdoor Festival. New events and activities are being planned, along with the return of the Redfin Roundup Fishing competition. Several sponsors have contacted the team in readiness to be involved.

14.5 Investments - July 2024

File No: Financial Management/Investments/Register

Author: Lisa Koleda (Management Accountant), Zoe Marks (Finance Manager)

Summary

This report provides Council with the Statement of Investments as of 16 July 2024.

Recommendation:

That report item 14.5 is received as information.

List of Attachments

Nil

Comment

The Reserve Bank of Australia (RBA) Board met on June 17-18, 2024, in line with their new meeting schedule. The Board decided to leave the cash rate target unchanged at 4.35% and the interest rate paid on Exchange Settlement balances unchanged at 4.25%. Factors such as stronger than expected data for the March quarter and improving business sentiment were considered. Due to various economic pressures, the previously forecasted cash rate cuts may be postponed until 2025. The Board is scheduled to meet next on August 5-6, 2024.

At the time of writing this report, Council's unrestricted cash has a negative balance of \$643,635. This deficit is primarily due to \$4,346,000 million of end of year restrictions allocated to cover our Financial Assistance Grant (FAGs) 24/25 advance payment and employee leave entitlements yearly obligation restrictions. It is important to note that the FAGS funding will become unrestricted starting July 24/25 FY.

As of 30 June 2024, Council had \$20,250,000 invested with term deposits. Total cash and cash equivalents were \$27,712,492. Below is a breakup of Council's Cash and Cash Equivalents:

Cash at bank

<i>Institution</i>	<i>Value</i>
CBA Business - General Funds	5,346,148.68
CBA Business - Online Saver	2,012,100.94
NAB Business - Cheque	104,242.80
	<u>7,462,492.42</u>

Active Term Deposits:

Institution	Date Invested	Rate	Maturity Date	Amount
Commonwealth Bank	5/07/2023	5.34%	2/07/2024	500,000.00
Commonwealth Bank	5/07/2023	5.34%	2/07/2024	500,000.00
Commonwealth Bank	5/07/2023	5.34%	3/07/2024	500,000.00
National Australia Bank	19/07/2023	5.35%	17/07/2024	500,000.00
National Australia Bank	5/07/2023	5.39%	17/07/2024	500,000.00
Bank Of Queensland.	19/07/2023	5.35%	17/07/2024	500,000.00
The Mutual Bank	5/07/2023	5.70%	31/07/2024	500,000.00
Macquarie Bank - STP	16/08/2023	4.92%	14/08/2024	500,000.00
Bank Of Queensland.	2/08/2023	5.25%	14/08/2024	500,000.00
Macquarie Bank	31/08/2022	4.41%	28/08/2024	500,000.00
Family First Credit Union	8/08/2023	5.25%	10/09/2024	500,000.00
Macquarie Bank	13/09/2023	4.82%	11/09/2024	500,000.00
Bank Of Queensland.	6/09/2023	4.95%	11/09/2024	500,000.00
Macquarie Bank	21/09/2022	4.42%	25/09/2024	500,000.00
G&C Mutual Bank	20/09/2023	5.25%	25/09/2024	500,000.00
Commonwealth Bank	16/08/2023	5.13%	8/10/2024	500,000.00
Commonwealth Bank	18/10/2023	5.02%	22/10/2024	500,000.00
Bank Of Queensland.	18/10/2023	5.10%	23/10/2024	500,000.00
Commonwealth Bank	8/11/2023	5.17%	5/11/2024	500,000.00
Judo Bank - STP	12/10/2022	4.45%	6/11/2024	500,000.00
Judo Bank - STP	12/10/2022	4.45%	6/11/2024	500,000.00
Defence Bank - STP	12/10/2022	4.70%	6/11/2024	500,000.00
Commonwealth Bank	22/11/2023	5.11%	19/11/2024	500,000.00
Macquarie Bank - STP	9/11/2023	5.09%	20/11/2024	500,000.00
AMP Bank	9/11/2023	5.10%	4/12/2024	500,000.00
Defence Bank - STP	8/11/2023	5.15%	18/12/2024	500,000.00
Judo Bank	8/11/2023	5.40%	18/12/2024	250,000.00
National Australia Bank	17/01/2024	5.05%	15/01/2025	500,000.00
Australian Unity Bank	6/12/2023	5.25%	15/01/2025	500,000.00
Illawarra Credit Union	31/01/2024	5.10%	29/01/2025	500,000.00
Australian Unity Bank	20/12/2023	5.20%	29/01/2025	500,000.00
Australian Unity Bank	21/12/2023	5.10%	26/02/2025	500,000.00
National Australia Bank	28/02/2024	5.00%	26/02/2025	500,000.00
National Australia Bank	28/02/2024	5.00%	26/02/2025	500,000.00
Australian Unity Bank	20/12/2023	5.10%	12/03/2025	500,000.00
National Australia Bank	13/03/2024	4.95%	12/03/2025	500,000.00
Australian Unity Bank	20/12/2023	5.10%	26/03/2025	500,000.00
National Australia Bank - (Sewer)	28/06/2024	5.32%	9/04/2025	500,000.00
AMP Bank - (Sewer)	24/04/2024	5.05%	23/04/2025	500,000.00
G&C Mutual Bank	21/12/2023	5.10%	7/05/2025	500,000.00
G&C Mutual Bank	21/12/2023	5.10%	21/05/2025	500,000.00

20,250,000.00**Total Cash & Cash Equivalents 27,712,492.42****Externally restricted 15,762,961.87****Internally restricted 12,593,166.23****Unrestricted Cash -643,635.68**

Investments matured during this reporting period:

Institution	Date Invested	Rate	Maturity Date	Amount
AMP Bank	21/06/2023	5.65%	5/06/2024	500,000.00
National Australia Bank	5/07/2023	5.40%	5/06/2024	500,000.00
National Australia Bank	5/07/2023	5.40%	19/06/2024	500,000.00

Investments placed during this reporting period:

Institution	Date Invested	Rate	Maturity Date	Amount
National Australia Bank	28/06/2024	5.32%	9/04/2025	500,000.00

Summary of Interest earned for the month of June 2024

Interest received on matured investments for the month	77,829.60
Year to Date interest received on matured investments	850,212.37
Monthly accrued interest on active investments	82,554.24
Average interest rate achieved	5.08%
90-day BBSW	4.45%
CBA Business - General Funds Acc (YTD Interest received)	83,076.64
CBA Business - Online Saver Acc (YTD Interest received)	82,505.41

Definitions:

Interest received for the month and YTD (year to date) represent the actual payments received into Council's general fund bank account.

Monthly accrued interest on active investments is accumulated interest that has yet to be paid – at time of reporting.

Average interest rate achieved is the sum of all interest dividends, divided by the length of time investments are held – at time of reporting.

90 days BBSW is a benchmark interest rate at the time of reporting.

Biz Saver Online Acc, interest received is the accumulated interest earned on fund held in the Biz Saver available for use.

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.

Zoe Marks
Responsible Accounts Officer

- 14.6 Grants Update - July 2024

File No: Governance/Grants 2024

Author: Toni Dwyer (Grants Co-ordinator), Mathew Webb (Corporate Services Director)

Summary

This report provides a summary of grant funding applications submitted and funding notifications received during June 2024.

Recommendation:

That report item 14.6 is received as information.

List of Attachments

Nil

Comment

This report summarises grant activities for June 2024.

GRANT NOTIFICATIONS

a. Regional NSW Summer Break Holiday Activities – Oberon Get Active Program

Completion and acquittal report reviewed and signed off by the Department of Regional NSW.

b. Get NSW Active 2024-25, NSW Department of Transport, My Kids can walk or ride to school (\$50,300) – Unsuccessful

Notification was received that the application for safety upgrades at the Dart and Dudley Street intersection was unsuccessful. The department indicated the grant program received an overwhelming response with 345 projects submitted. Feedback was shared on the Oberon application that will be used to refine future applications.

c. Get NSW Active 2024-25, NSW Department of Transport, Shared Path Extension to Rutters Ridge, Oberon Hills Estate (\$370,260) – Unsuccessful

Notification was received that the application for the path extension to Rutters Ridge was unsuccessful. The department indicated the grant program received an overwhelming response with 345 projects submitted. Feedback was shared on the Oberon application that will be used to refine future applications.

d. NSW Country Mayors Association – Grant Funding Survey

The grants team provided five years of grants data in a survey response to NSW Country Mayors. The data results will be reported at the next meeting on 9 August in Sydney.

e. Country Passenger Transport Infrastructure Grant Scheme

The Transport for NSW 2024/24 round of the Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) is Opening on 1 July 2024 and Closes 31 August. The scheme aims to maximise benefits to regional passengers through supporting:

- more accessible passenger transport, especially better connections between bus stops and surrounding communities;
- an increase in the use of passenger transport in regional areas through improved awareness of bus stop locations, kerbside information and improved security; and
- the development of minor infrastructure to complement passenger service development.

Council is currently evaluating opportunities under this grant.

f. Department of Regional NSW, Stronger Country Communities Fund – Oberon Council Amenities Shower Block Reef Reserve Camping Area.

Completion and acquittal report reviewed and signed off by the Department of Regional NSW.

g. Safer Local Roads and Infrastructure Program.

The program has been created as part of the Australian Government's commitment to strengthen investment to support the delivery of safer and more productive roads across Australia. The program is an application-based merit assessed funding program, open to all state and territory governments and LGAs. Applications must directly address at least one of the program's focus areas which are linked to priorities in road infrastructure needs. The focus areas are road safety, productivity, bridge renewal, road resilience, road sustainability and heavy vehicle rest area. The required contribution for regional Councils is 20%.

Grants and Technical Services staff have been participating in the grant webinars and are evaluating opportunities under this grant.

GRANT APPLICATIONS

a. Australian Government, Department of Home Affairs – Cyber Security Awareness Support for Vulnerable Groups

A grant application was submitted on 11 June 2024 to the above program. This program will run over 3 years from 2024-25 to 2026-27. Small Business and Community Groups were identified as vulnerable in this application. The amount of \$15,000 per year for 3 years was sought. The intended outcomes of the grant opportunity are to increase the public's awareness of cyber security risks and to increase the outreach of the *Act Now, Stay Secure* campaign through delivering tailored education materials to vulnerable community groups.

GRANT APPLICATION PROGRESS

Grant Progress Table				
Submitted	Details/Description of Project	Grant Program	Grant Amount	Status
11 June 2024	Cyber Security Training	Australian Government, Cyber Security Awareness Support for Vulnerable Groups	3 x \$15,000	Pending

13 May 2024	Expression of Interest - Request for Funding Assistance to Improve and Secure Water Supply to the Oberon Community	National Water Grid	\$990,000	Pending – Initial June/July 2024 – Federal decision October/November 2024.
10 May 2024	Abercrombie Road- Raised Pavement Markers	Road Safety Program (Federal & State) and (State) Towards Zero Program	\$118,000	Further information requested from the grant authority.
10 May 2024	Lowes Mt Road – Guard Railing	Road Safety Program (Federal & State) and (State) Towards Zero Program	\$334,000	Further information requested from the grant authority.
10 May 2024	Dudley Dart Street footpath and pedestrian refuge	Road Safety Program – Sub School Zone Infrastructure	\$54,000	Pending – Advice expected from July 2024
29 April 2024	EOI (Expression of Interest) – Oberon Hockey Pitch and Facilities	Play our Way Grant Program (Federal Grant)	\$2,000,000	Pending Advice – expected June 2024
13 December 2023	My kids can walk or ride to school! - Improving Safety Dart Street School Precinct.	Get NSW Active 2024-25, NSW Department of Transport	\$50,300	Unsuccessful
4 December 2023	Shared path extension to Rutters Ridge, Oberon Hills Estate	Get NSW Active 2024-25, NSW Department of Transport	\$370,260	Unsuccessful

14.7 Status Update - July 2024

File No: Governance/Meetings/Ordinary

Author: Gary Wallace (General Manager), Mathew Webb (Corporate Services Director), Damian O'Shannassy (Planning and Development Director), Dr Cornelia Wiebels (Technical Services Director)

Summary

This report item summarises the current status of Council resolutions and provides updates for actions taken.

Recommendation:

That report 14.7 is received as information.

List of Attachments

1. 240710 Status Update Report July 2024 Ordinary Meeting [**14.7.1** - 23 pages]

Comment

Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director will provide an update to the Council Action Checklist, as well as reporting on actions to the General Manager.

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

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

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

Item	Action Required	Assignee/s	Action Taken	Status
15 210921 Business Case - Land at 34 Glyndwr Avenue, Oberon	That Council provide up to \$20,000 from the Land Bank to prepare documentation in preparation of a development application for a dual occupancy on land known as Lot 10 DP 245689 being known as 34 Glyndwr Avenue.	Gary Wallace	<p>Developing project scope for consultant services.</p> <p>Advice received for grant opportunities relating to residential and industrial developments to be considered from Regional Infrastructure Fund expected in October.</p> <p>03/02/2023 Gary Wallace No information has been forthcoming regarding the Regional Infrastructure Fund. Progression of plans and engineering for the site continue given the site constraints.</p> <p>14/06/2023 Gary Wallace Currently awaiting outcome of the Housing Australia Fund Bill and opportunities that may exist for Council to utilise this for subsidized housing.</p> <p>09/08/2023 Gary Wallace No further understanding of bill status. Options for medium density being considered given site constraints.</p> <p>13/09/2023 Gary Wallace The Australian Housing Bill has seen support at a Federal level between the Greens and Labour. Awaiting the detail to see if opportunities for Council exist.</p> <p>13/12/2023 Gary Wallace No additional advice received yet, however substantial housing packages are earmarked for 2024 from both Federal and State Governments</p> <p>14/02/2024 Gary Wallace Council is undertaking an assessment of the requirements for the Housing Australia Grant funding opportunity; applications open until 22 March 2024.</p> <p>15/05/2024 Gary Wallace Opportunities have potentially arisen from the Federal</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

Item	Action Required	Assignee/s	Action Taken	Status
			<p>Budget and will look to progress when and if opportunities present.</p> <p>10/07/2024 Gary Wallace New grant opportunities have presented and looking at options to best fit Council's needs. Applications open until late August.</p>	
14 150222 Faugha Ballaugh Road - Proposed Sectional Road Realignment	<ol style="list-style-type: none"> 1. Council proceed with the creation of new road realignment to a section of the Faugha Ballaugh Road eliminating the existing acute bend on this road. 2. Council allocate funding from Section 7.11 Rural Roads to an amount of up to \$35,000 to complete the acquisition works in advance of constructing a new section of unsealed road pavement. 	Dr Cornelia Wiebels, Gary Wallace	<p>02/02/2023 Chris Schumacher Matter in progress, quotation for survey and design of new road alignment in progress. Survey to be undertaken during March 2022.</p> <p>Survey completed, new alignment pegged and design and legal formalities now in progress.</p> <p>Fencing contractor has ordered materials, work is expected to commence during December 2022 as issues have occurred during the gas outage and Jemena contractors.</p> <p>07/02/2023 Chris Schumacher Survey of new alignment and fencing completed December 2022. Transfer of small parcel of acquired land to public road in progress.</p> <p>13/09/2023 Chris Schumacher Looking to undertake a training program with internal officers through our Legal practitioners. This has been delayed as officer is currently undertaking a seconded role.</p> <p>10/10/2023 Chris Schumacher Progressing with the finalisation of the land transfer.</p> <p>14/02/2024 Gary Wallace Resourcing for this project is currently slowing the finalisation of the project.</p>	Matter closed

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

Item	Action Required	Assignee/s	Action Taken	Status
			<p>14/03/2024 Gary Wallace To finalise this matter an external will be engaged.</p> <p>10/04/2024 Gary Wallace External consultant engaged.</p> <p>15/05/2024 Gary Wallace Currently awaiting signature of landholder to finalise matter.</p> <p>10/07/2024 Gary Wallace All paperwork is now with applicant to finalise.</p>	
33 150322 Humphries Road Oberon - Partial Road Reconstruction	A report be prepared detailing guidelines for developers in the construction of roads for future consideration by Council.	Damian O'Shannassy	<p>02/02/2023 Gary Wallace To be included in an update to the DCP as part of our strategic planning review.</p> <p>10/10/2023 Gary Wallace Strategic process to commence in November. Scope complete.</p> <p>14/02/2024 Gary Wallace Tender for comprehensive Land Use Strategy to be advertised in February.</p> <p>14/03/2024 Gary Wallace Request for Tender uploaded on the e-Tendering Portal with closing date 4 April 2024</p> <p>10/04/2024 Gary Wallace Request for Tender to May 2024 Ordinary Meeting.</p> <p>10/07/2024 Damian O'Shannassy Tender for CLUS adopted at June Ordinary Meeting. Contract being prepared for signing with the preferred Town Planning Consultant.</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

Item	Action Required	Assignee/s	Action Taken	Status
35 190422 Residential Land Development	<ol style="list-style-type: none"> 1. Nominate the Open Tendering method as prescribed in accordance with Clause 166(b) of the Local Government Regulation 2005 seeking interest in the development of residential land. 2. Upon completion of the mandatory 21-day tender period, assessment by a panel will provide a further report to Council for consideration and determination. 	Gary Wallace	<p>02/02/2023 Gary Wallace Noted – Design Specification and construction plans to supplement the Tender documentation is complete.</p> <p>Advice received for grant opportunities relating to residential and industrial developments to be considered from Regional Infrastructure Fund expected in November/December. Should no additional advice be received Tender will be sent out for costs.</p> <p>03/02/2023 Gary Wallace No further progress on the Regional Infrastructure Fund. Given the proximity of the NSW State election it is considered that this fund will be activated after the NSW State election in March. Council will progress to tender.</p> <p>14/03/2023 Gary Wallace Tender documents currently being prepared to be exhibited in March 2023.</p> <p>10/05/2023 Gary Wallace Current opportunities re being considered for further options for construction. A report is provided to the May 2023 meeting.</p> <p>14/06/2023 Gary Wallace Reported to May 2023 Meeting.</p> <p>08/08/2023 Gary Wallace DA being prepared for Council consideration.</p> <p>13/09/2023 Gary Wallace The Australian Housing Bill has seen support at a Federal level between the Greens and Labour. Awaiting the detail to see if opportunities for Council exist.</p> <p>10/10/2023 Gary Wallace Scope finalised in October, will be uploaded to portal in</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
			<p>December.</p> <p>14/02/2024 Gary Wallace Council undertaking an assessment of the requirements for the Housing Australia Grant funding opportunity, applications open until 22 March 2024.</p> <p>15/05/2024 Gary Wallace Opportunities have potentially arisen from the Federal Budget and will look to progress when and if opportunities present.</p> <p>10/07/2024 Gary Wallace New grant opportunities have presented and looking at options to best fit Council's needs. Applications open until late August.</p>	
36 190422 Industrial Land Developments	<ol style="list-style-type: none"> 1. Nominate the Open Tendering method as prescribed in accordance with Clause 166(b) of the Local Government Regulation 2005 seeking interest in the development of Stage 2 of the Oberon Industrial Estate. 2. Upon completion of the mandatory 21-day tender period, assessment by a panel will provide a further report to Council for consideration and determination. 3. Revise the selling price per square metre rate as delegated to the General Manager in the Mayoral Memo. 	Gary Wallace	<p>02/02/2023 Gary Wallace Noted – Design Specification and construction plans to supplement the Tender documentation is complete.</p> <p>Advice received for grant opportunities relating to residential and industrial developments to be considered from Regional Infrastructure Fund expected in November/December.</p> <p>03/02/2023 Gary Wallace No further information as to the Regional Infrastructure Fund. Given the nature of the State election it is considered that this fund will be activated after the NSW State election in March. Council will progress to tender.</p> <p>14/03/2023 Gary Wallace Tender documents currently being prepared, to be exhibited in March 2023.</p> <p>10/05/2023 Gary Wallace Current opportunities re being considered for further</p>	Matter closed

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Item	Action Required	Assignee/s	Action Taken	Status
			<p>options for construction. A report is provided to the May 2023 meeting.</p> <p>11/07/2023 Gary Wallace Revised options for layout being prepared and costed.</p> <p>08/08/2023 Gary Wallace Report to Council August 2023 Meeting.</p> <p>13/09/2023 Gary Wallace From actions at August Ordinary Meeting Tender will be prepared during September 2023.</p> <p>10/10/2023 Gary Wallace Tender finalised in October, will be uploaded to portal in December.</p> <p>14/02/2024 Gary Wallace Tender closed, outcomes to be reported to March meeting.</p> <p>14/03/2024 Gary Wallace Assessment of Tenders is progressing. It is anticipated to provide reports to April as finalisation of report was temporarily delayed due to resourcing.</p> <p>15/05/2024 Gary Wallace Report tabled to April Meeting.</p> <p>13/06/2024 Gary Wallace Report tabled to June Meeting for finalisation.</p> <p>10/07/2024 Gary Wallace Preferred Tenderer advised and work commencing on contract</p>	
14 190722 Dreves Road - Right of	That Council take appropriate action to have Lot 4 in DP1026840	Dr Cornelia Wiebels	<p>06/02/2023 Chris Schumacher Legal matter in progress with Councils solicitor and staff</p>	Matter closed

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Item	Action Required	Assignee/s	Action Taken	Status
Carriageway and Release of Easement	classified as public road.		<p>to resolve Lot 4 DP1026840 as Public Road.</p> <p>13/09/2023 Chris Schumacher Looking to undertake a training program with internal officers through our Legal practitioners. This has been delayed as officer is currently undertaking a seconded role.</p> <p>10/10/2023 Chris Schumacher Progressing with the finalisation of the land transfer.</p> <p>14/02/2024 Gary Wallace Resourcing for this project is currently slowing the finalisation of the project.</p> <p>14/03/2024 Gary Wallace To finalise this matter an external will be engaged.</p> <p>15/05/2024 Gary Wallace External engaged, matter progressing.</p> <p>13/03/2024 Gary Wallace Matter to be finalised in June.</p> <p>10/07/2024 Gary Wallace All outstanding matters complete awaiting gazettal.</p>	
22 - 18/04/2023 Policy 2123 Anti Bullying Positive Working Relationships Policy	That Workplace Behavioural Standards and Expectations Policy 2123 be further reviewed to ensure it is consistent with Policy 2101, and that Complaints Handling Policy 2101 also be reviewed.	Gary Wallace, Mathew Webb	<p>09/05/2023 Mathew Webb Review underway</p> <p>08/08/2023 Gary Wallace Working group established to critique current policy.</p> <p>13/12/2023 Gary Wallace Values and Commitments phase complete. Will be reported to March 2024.</p> <p>14/03/2024 Gary Wallace</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
			<p>Resourcing (sickness) has delayed this. The finalisation of this action requires melding of two existing policies.</p> <p>13/06/2024 Mathew Webb This will be updated in conjunction with the new Council and other relevant policies such as the Code of Conduct, Complaints Handling and Internal Reporting.</p>	
9 - 16/05/2023 Tender 2023-09 Oberon Kerbside Garbage Collection	<p>That Council:</p> <ol style="list-style-type: none"> 1. Nominate the Open Tendering method as prescribed in accordance with Clause 166(a) of the Local Government Regulation 2005 for the provision of Kerbside Garbage Collection services for the next three (3) year period with an option for a further extension of 2-years (T2023-09). 2. At the conclusion of the Tender period all information will be assessed by a panel and a report will be put to the next available Ordinary Meeting of Council seeking endorsement of a suitable provider for the new Oberon Kerbside Garbage Collection Contract. 	Dr Cornelia Wiebels	<p>14/06/2023 Chris Schumacher Tender documents currently being prepared.</p> <p>13/09/2023 Chris Schumacher Kerbside Waste Tender held over until following Councillor Waste Workshop.</p> <p>10/10/2023 Chris Schumacher Waste Workshop held in September. Progress report presented to October Ordinary Meeting.</p> <p>14/12/2023 Gary Wallace Council utilising options for 2023/24 and the development of a tender in the last quarter of 2023/24.</p> <p>13/06/2024 Dr Cornelia Wiebels Tender documents drafted for review and finalisation; TRP being formed</p> <p>10/07/2024 Dr Cornelia Wiebels Tender documents finalized and progressing RFT</p>	In Progress
15 - 19/09/2023 Delegates to Council Committees	That Council endorse in principle the proposed alternative facility management options for the administration of the independent living units to reduce the associated psychosocial risks to staff with the General Manager to provide a	Mathew Webb	<p>12/10/2023 Mathew Webb Various scenarios and costings still being gathered.</p> <p>14/02/2024 Mathew Webb Discussions continue with Columbia regarding a community outreach program. Units' management model unchanged at this time</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	variety of options including indicative costings to fund the options.		<p>15/05/2024 Mathew Webb Columbia in conjunction with Council submitted a grant application under Innovative Models of Care, Funding Community Supported Rural Primary Care Trials - Federal Government. The application would provide seed funding to kickstart a community outreach program at the ILU. Unfortunately this grant application was not successful.</p> <p>Investigations still underway regarding another appropriate model for the management of the ILUs.</p>	
8 - 21/11/2023 Common Working Party Meeting 10 October 2023	<p>That:</p> <ol style="list-style-type: none"> 1. Council receive and note minutes of the Common Working Party Meeting held on 10 October 2023. 2. Council note the re-dedication of the Oberon Treasures Display at the Common held on Saturday 18 November. 3. Up to \$1,000 from unallocated Town Improvement Funds be allocated to fund the opening ceremony for the Oberon Treasures Project. 4. Council provide an allocation of \$1,000 from unallocated Town Improvement Funds to assist with the removal of the well at the Oberon Common. 5. An allocation of \$500 be provided from the unallocated Town Improvement Fund to assist in providing a historical board outlining the old well and 	Gary Wallace	<p>13/12/2023 Gary Wallace 1 – 7 Actions taken 8 – 9 Ongoing</p> <p>15/05/2024 Gary Wallace 1 - 7 Completed' 8 - Ongoing 9 - Refer to June 2024 Operational Plan deliberations</p> <p>10/07/2024 Gary Wallace All projects included in 2024/25 Operational Plan as endorsed by Council at June Ordinary meeting.</p>	Matter closed

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Item	Action Required	Assignee/s	Action Taken	Status
	<p>its significance to the Oberon Common.</p> <p>6. Up to \$1,000 be allocated to address the gardens around the memorial plaques for Mayors.</p> <p>7. Provide funding from the Town Improvement Common Fund to the installation of appropriate signage explaining the Oberon Treasures project.</p> <p>8. Provide funding from the Town Improvement Common Fund to the installation of a plaque to recognise the Women's Service in the defense forces and auxiliary services at the plinth already located in the Common.</p> <p>9. Any remaining unallocated Town Improvement Levy Funds for the Common be allocated towards the extension of footpaths in the Oberon Common.</p>			
4 - 19/12/2023 Black Springs Land	<p>That:</p> <p>1. Oberon Council explore compulsory acquisition of the land situation at 67 Dog Rocks Road, Black Springs, (Lot 174, DP757072) being the Black Springs Transfer Station utilising their powers as outlined in the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> or other acquisition methods.</p>	Gary Wallace	<p>14/02/2024 Gary Wallace Noted, Telco informed that they are currently in negotiations with private landholder. No further action at this time.</p> <p>14/03/2024 Gary Wallace No further information provided by Telco at this stage.</p> <p>10/04/2024 Gary Wallace Request for meeting with Telco has been requested to update the current situation.</p> <p>Additional information is provided below outlining the</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	2. Provide to Council at its February or March Meeting a further report on the acquisition of the subject land at 67 Dog Rocks Road, Black Springs.		<p>process Council will be required to undertaken prior to acquisition being considered by the Crown.</p> <p>When Crown land is needed for a specific public purpose, authorities notify the department that they plan to compulsorily acquire any interest in land as defined by the <i>Crown Land Management Act 2016</i>. This can include any Crown reserves, travelling stock reserves, Crown roads and unidentified Crown land, waterways, substratum and stratum lots, easements and commercial leases.</p> <p>The Just Terms Act requires that acquiring authority to be satisfied that it has identified all interests in the land.</p> <p>Before acquiring land, the authority must consider the rights and interests of Aboriginal people and communities. Compulsory acquisition cannot go ahead where there is an undetermined Aboriginal claim over the land. Native title applies to all Crown land unless the Federal Court has made a native title determination.</p> <p>From initial searches no Federal Court determination exists for the subject land.</p> <p>10/07/2024 Gary Wallace Meeting held with Federal Member to look at acceleration options for tower. Telco had considered the project 'frustrated' and Federal Member to chase with Federal Communications Minister.</p>	
21 - 19/12/2023 Late Report - Oberon Sewerage Treatment Plant Replacement Project - Tender	<p>That:</p> <ol style="list-style-type: none"> 1. Council acknowledge the changes to the closing of the new Sewerage Treatment Plant tender from 29 January 2024 to 16 February 2024. 2. The Managing Director/CEO of 	Gary Wallace	<p>14/02/2024 Gary Wallace</p> <ol style="list-style-type: none"> 1. Noted 2. Correspondence forwarded to Public Works in line with Council resolution, awaiting response. 3. Correspondence forwarded to Ministers office awaiting response. 	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	<p>Public Works Advisory be directed to attend the next Ordinary Council Meeting to explain the significant delay in providing detailed design documents for the Oberon Sewerage Treatment Plant project.</p> <p>3. Correspondence be forwarded to the Minister responsible for the portfolio outlining the Council's concerns regarding delays to this project.</p>		<p>14/03/2024 Gary Wallace No response received at this time.</p> <p>13/06/2024 Gary Wallace Initial response received asking Council to work with PWA to minimise concerns. A further response is being prepared.</p>	
15 - 19/03/2024 Central Tablelands Weeds Authority Request for Additional Funds	<p>That Council</p> <ol style="list-style-type: none"> Request for detailed project forecasts and risk mitigation information in relation to the delivery of Roadside Weed Control program. Do not commit additional funding until further review and information has been provided. 	Gary Wallace	<p>15/05/2024 Gary Wallace Met with Tim Johnston, awaiting final report from Central Tablelands Weeds Authority.</p> <p>13/06/2024 Gary Wallace Further meeting with Tim Johnston held in early June. Awaiting final report from Central Tablelands Weeds Authority.</p>	In Progress
21 - 19/03/2024 Grants Update and Contribution	<p>That Council:</p> <ol style="list-style-type: none"> Commit \$21,000 for a Consultant to undertake a thorough review and determine which is the best project in our Renewable Energy Action Plan and work towards a January 2025 submission under the Community Energy Upgrades Fund. That Council consider as part of its ongoing Operational Plan a reserve fund to support energy 	Mathew Webb	<p>15/05/2024 Mathew Webb Consultant appointed and work underway on the development of the plan and grant application documentation to be prior to January 2025.</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	<p>initiatives as identified from our Renewable Energy Action Plan analysis to help ongoing support for grant funding.</p> <p>3. Note other grant updates and activities have been included in the report.</p>			
28 - 16/04/2024 Oberon Fitness Centre Tender Enclosure Rear of Facility	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accept the tender submission from Exceptional Builds Carpentry and Constructions to enclose the rear section of the existing Oberon Fitness Centre building. 2. Delegate authority to the General Manager to sign the MW21-LG contract. 	Damian O'Shannassy	<p>16/05/2024 Damian O'Shannassy Contract to be signed with the contractor once the Modified Development application is determined by Council on 21.05.2024.</p> <p>10/07/2024 Damian O'Shannassy Contract signed by the General Manager</p>	Matter closed
30 - 16/04/2024 STP Construction Tender Update	<p>That Council;</p> <ol style="list-style-type: none"> 1. Note the Sewerage Treatment Plant Tender Update Report 2. Enter negotiations for the supply of the construction of the Sewerage Treatment Plant with the lowest two (2) compliant Tenderers, given the closeness in the price of the Tenders and Council's wish to achieve the most advantageous supply of the project. 	Gary Wallace	<p>15/05/2024 Gary Wallace Await advice on outcome of grant application.</p> <p>13/06/2024 Gary Wallace Grant application unsuccessful. STP Steering Committee met to discuss options to move the project forward.</p> <p>10/07/2024 Gary Wallace Council has engaged consultants to look at options for the project to proceed. A report to August is expected.</p>	In Progress
4 - 21/05/2024 Extension of Herborn Street	That Oberon Council support consideration of the extension of Herborn Street in the new land use	Damian O'Shannassy	<p>13/06/2024 Damian O'Shannassy To be considered as part of the Comprehensive Land Use Study.</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	study.			
6 - 21/05/2024 Burruga and District Community Association Meeting 10 May 2024	That the General Manager advise the Burruga and District Community Association on the process for renaming part of Lloyd Street to Bill Klower Drive (or similar) and on the specific issues requested in Section 7 of this report.	Dr Cornelia Wiebels	<p>13/06/2024 Dr Cornelia Wiebels A letter is being prepared for the Burruga and District Community Association seeking comment on the proposal. From early discussions with the BDCA it is generally supported however thorough consultation with landowners will be required. Upon completion a report will be presented to Council seeking direction.</p> <p>10/07/2024 Gary Wallace See further report to July Ordinary Meeting</p>	Matter closed
11 - 21/05/2024 Oberon Electric Vehicle Charging Strategy	That Council place the proposed Electric Vehicle Charging Strategy on public exhibition for 28 days and seek feedback during this time.	Mathew Webb	<p>12/06/2024 Mathew Webb Currently on public exhibition until 21 June 2024.</p> <p>10/07/2024 Mathew Webb See further report to July Ordinary Meeting.</p>	Matter closed
12 - 21/05/2024 Prioritisation of Capital Works for Footpaths Construction	That Council: <ol style="list-style-type: none"> Review its Tier 1 and Tier 2 Levels of Service for existing footpaths. Re-instates proactive footpath inspections. Develop more objective condition assessment criteria for existing footpaths. In the short term, i.e. within FY 24/25 develop a prioritised program for upgrading of existing and installation of new pedestrian facilities under consideration of Council's strategic documents and plans, new footpath constructions since the development of those, 	Dr Cornelia Wiebels	<p>13/06/2024 Dr Cornelia Wiebels <ol style="list-style-type: none"> Noted. Noted. Noted. Partially considered in relation to Item 7; due to commence in FY2024/25. Noted. Considered in TI Report within June 2024 Business Paper; propose to prioritise connectivity to New Sporting Facility. </p> <p>09/07/2024 Dr Cornelia Wiebels <ol style="list-style-type: none"> Propose to review/update Council's Active Transport Strategy (2016) \$46,973.45 allocated as per resolution made in June 2024 Ordinary Meeting. </p>	Matter closed

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Item	Action Required	Assignee/s	Action Taken	Status
	<p>criticality and risk to pedestrians as well as expected use frequency, new key trip destinations such as Council's new sports ground and in line with Australian Standards.</p> <p>5. In the longer term, i.e. by September 2025, develop an improved approach on how to sustainably manage Council assets, including footpath under consideration of Council's current Asset Management Plan Improvement Plans.</p> <p>6. Investigate the feasibility of including footpaths data into Council's GIS system.</p> <p>7. Review the funds remaining in the TI Fund at the June Meeting including considering the allocation of \$46,973.45 for footpaths to specific footpath projects.</p>			
13 - 21/05/2024 Kerb and Gutter Capital Works Allocations for 2024 - 2025	<p>That Council:</p> <p>1. Allocate \$155,000 from the Legacy Town Improvement (TI) unallocated 'Drainage, Kerb & Gutter' allocation to start implementing part of Council's seven-year Kerb & Gutter Capital Works Program in Financial Year (FY) 2024/25 with the project of Edith Road – Canterwell Lane to Ross Street (southern side only, 160m) and investigation, design and</p>	Dr Cornelia Wiebels	<p>13/06/2024 Dr Cornelia Wiebels</p> <p>1. Noted. 2. Noted. 3. JO's Smoke Testing contractor Interflow being consulted; smoke testing being scoped within available budget with the aim to commence this in July/August 2024.</p> <p>09/07/2024 Dr Cornelia Wiebels</p> <p>3. Meeting with Interflow held; smoke testing of around 200 properties intended as well as cleaning and CCTV inspection of identified sewer mains; on-site works forecast for September 2024.</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	<p>installation of drainage in Dudley Street between Dillon Street and the unnamed road to the south.</p> <p>2. Review its Kerb & Gutter program under consideration of required road widening and requirements for significant additional drainage installations including associated costs and alignment with Council's sealed town roads program.</p> <p>3. Further investigate the reported sewer-overflow issue at East Dillon Street through its Technical Services Department and that a report is provided back to Council with findings, recommendations and estimated costings once the investigation has progressed.</p>			
15 - 21/05/2024 Playground Risk Assessment Report	<p>That Council:</p> <p>1. Prioritise its resourcing on maintaining and improving its 10 identified playgrounds.</p> <p>2. Explore funding opportunities, or other funding sources to allocate ~\$300,000 for playground refurbishments and renewals (Common Upper & Middle, Cunningham Oval) over the FYs 2025/26 to 2027/28.</p> <p>3. A further report be provided on the feasibility and costs involved in upgrading the current 6 non-complying playgrounds</p>	Dr Cornelia Wiebels	<p>13/06/2024 Dr Cornelia Wiebels</p> <p>1. Noted.</p> <p>2. To commence during FY24/25 for funds from FY25/26. Considerations also given in TI report within June 2024 Business Paper.</p> <p>3. Quotes being sought for assessments incl. costing - Parks and Gardens Update in Technical Services Monthly Activity Report, June 2024; matter referred to ARIC</p> <p>09/07/2024 Dr Cornelia Wiebels</p> <p>2. \$232,930 allocated for Playgrounds Upgrades and Make Safe as per Resolution to Item 13.1 in June 2024 Ordinary Council Meeting.</p>	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	equipment to comply with current day standards as outlined in the report.			
16 - 21/05/2024 Oberon Common Footpath Extension	That: 1. Council commence construction of the footpath identified on the Common Master Plan from Curtis Street to the link path at the Common. 2. The funding be provided from the internal reserve for railway crossings and unallocated Town Improvement Fund.	Dr Cornelia Wiebels	13/06/2024 Dr Cornelia Wiebels Design work is required for the footpath to meet the requirements of Council's DIAP. The grades of the path will require design for contractors to appropriately quote. Design consultant engaged - Parks and Gardens update in Technical Services Monthly Activity Report, June 2024.	In Progress
32 - 21/05/2024 Clarification of Section 356 Requests	That Council support the recommendation contained within the report.	Mathew Webb	12/06/2024 Mathew Webb Request on public exhibition until 4 July 2024 10/07/2024 Mathew Webb No submissions received; requests confirmed.	Matter closed
4 - 11/06/2024 Proposed Heritage Listing of The O'Connell Avenue of Trees	That Council: 1. Update the draft State Heritage Inventory Sheet for the Avenue of Trees at O'Connell (ref 2210207) . 2. Prepare a Planning Proposal for the individual listing of the Avenue of Trees at O'Connell as a local item for inclusion in <i>Schedule 5 of the Oberon LEP 2013</i> 3. Advise the local community in O'Connell to consider liaising with Heritage NSW, based on the State level assessment of	Damian O'Shannassy	13/06/2024 Damian O'Shannassy Staff have contacted State Heritage who have requested some information of Council. Council's Heritage Advisor has been engaged to update the State Heritage Inventory Sheet and prepare documentation for inclusion in the Planning Proposal that will be developed in house by the Planning and Development Team.	In Progress

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Item	Action Required	Assignee/s	Action Taken	Status
	the 1998 CMP, with a longer-term view of nominating the Avenue of Trees for inclusion separately on the State Heritage Register.			
9 - 18/06/2024 Heritage Committee Meeting 27 May 2024	<ol style="list-style-type: none"> 1. That Council receive and note minutes of the Heritage Committee held on 27 May 2024. 2. That a letter of thanks be forwarded to Ewen Stewart acknowledging his commitment and time to the Heritage Committee. 	Damian O'Shannassy	10/07/2024 Damian O'Shannassy Letter forwarded to Mr. Stewart.	Matter closed
12 - 18/06/2024 Town Improvement Projects	<ol style="list-style-type: none"> 1. That the remaining Town Improvement funds be allocated to the following projects: <ul style="list-style-type: none"> • The Common – footpath link to Curtis St - \$40,961.82 • The Common – well removal and signage - \$3,500 • The Common – rose garden - \$9,727.27 • Footpaths – pram and disabled ramps - \$46,973.45 • Beautification street tree planting - \$71,213.03 • CCTV upgrades - \$35,000.00 • Stormwater Pit Improvements - \$42,855.26 • Drainage – K&G 7-year program - \$155,000 • Drainage – Richards Park - \$80,000 • Dart St / Dudley St pedestrian 	Damian O'Shannassy, Dr Cornelia Wiebels, Gary Wallace, Mathew Webb	10/07/2024 Gary Wallace All projects uploaded into 2024/25 Operational Plan. Staff will periodically report on the progress of projects through its Quarterly Budget Review processes	Matter closed

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Item	Action Required	Assignee/s	Action Taken	Status
	<p>safety improvements - \$59,855.26</p> <ul style="list-style-type: none"> • Playgrounds upgrades and make safe - \$232,930 • Swimming Pool Upgrade - \$150,000 • Ross St / Queen St intersection design - \$5,000 • Street verges rock retaining walls - \$50,000 • Lighting footpath between Oberon High School and Albion Street - \$50,000 • Overheads - \$35,865.27 <p>2. That funding of \$38,350 be provided from the internal reserve for railway crossings for the footpath link to Curtis St at The Common.</p>			
13 - 18/06/2024 Mayoral and Councillor Fees 2024-25	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accept a 3.75% increase to Mayoral and Councillor fees for the 2024-25 financial year in accordance with the determination by the Local Government Remuneration Tribunal for the 2024-25 Operational Plan. <p>Should the 3.75% increase be accepted.</p> <ol style="list-style-type: none"> 2. Endorse the Councillor and Mayoral monthly allowance for the 2024-25 Financial year as \$1,052.13 (\$12,625.56pa) for each Councillor and \$2,295.46 	Mathew Webb	<p>10/07/2024 Mathew Webb</p> <p>Noted for inclusion in 2024-25 Operational Plan.</p>	Matter closed

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Item	Action Required	Assignee/s	Action Taken	Status
	(\$27,545.52pa) for the Mayor exclusive of superannuation.			
14 - 18/06/2024 ARIC Members Fees 2024-25	That Council accept a 3.75% increase to Audit Risk and Improvement Committee member fees for the 2024-25 financial year in accordance with the determination by the Local Government Remuneration Tribunal for the 2024-25 Operational Plan.	Mathew Webb	10/07/2024 Mathew Webb Noted for inclusion in 2024-25 Operational Plan.	Matter closed
15 - 18/06/2024 2024-25 Integrated Planning and Reporting	That Council: <ol style="list-style-type: none"> Note the amended draft 2022-26 Delivery Program. Adopt the draft 2024-25 Operational Plan and Long-Term Financial Plan. Adopt the draft 2024-25 Statement of Revenue Policy. Continue with a Bitumen Reseal program of Local Rural Council Roads in lieu of the annual commitment to deliver to 1 – 2 kilometres of new seal on unsealed roads. Note resolution - 13.1 Town Improvement projects and incorporate the details into the final Operational and Delivery Plan. Authorise the General Manager to make minor adjustments to the Statement of Revenue Policy to include outstanding Statutory Fees that have not been 	Mathew Webb	10/07/2024 Mathew Webb Noted plans endorsed.	Matter closed

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

Item	Action Required	Assignee/s	Action Taken	Status
	received.			
16 - 18/06/2024 Data sharing agreement with Spatial Services	That Council: 1. Enter into a new data sharing agreement with Spatial Services. 2. Receive a further report prior to the consideration of future funding allocations to the Applications Programming Interface.	Mathew Webb	10/07/2024 Gary Wallace Agreement provided to CNSWJO and a further report will be provided to Council should an allocation of funding be sought.	Matter closed
17 - 18/06/2024 Policy 1119 - Fraud and Corruption Prevention	That Council: 1. Place the revised Fraud and Corruption Prevention Policy 1119 on public exhibition for 28 days and submissions be invited to Council during that period. 2. If no submissions are received within the exhibition period, the policy be adopted as presented. 3. Delegate to the General Manager to amend any minor changes proposed.	Mathew Webb	10/07/2024 Mathew Webb Policy on public exhibition until 25 July 2024	In Progress
18 - 18/06/2024 Water Filling Stations Project	Provide additional funding of \$39,600 from the Water Fund Reserve to supply and install three insulated cages and install the remaining two Water Filling Stations at O'Connell and Black Springs.	Dr Cornelia Wiebels	10/07/2024 Dr Cornelia Wiebels Noted – additional infrastructure purchased.	Matter closed
26 - 18/06/2024 Water Quality Update	1. That report Item 14.8 is received as information. 2. That a further report be provided on whether Council agrees on each recommendation in the	Dr Cornelia Wiebels	10/07/2024 Dr Cornelia Wiebels Noted, see report to July Ordinary Meeting.	Matter closed

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

Item	Action Required	Assignee/s	Action Taken	Status
	CWT Report and a progress report on its implementation.			
30 - 18/06/2024 Water Write-off Request - Assessment 1236217	That Council do not write-off the water consumption chargers for Assessment 1236217 but instead offer a payment plan arrangement for full cost recovery.	Mathew Webb	10/07/2024 Mathew Webb Payment plan implemented	Matter closed
31 - 18/06/2024 Water Write-off Request - Assessment 1237048	<ol style="list-style-type: none"> 1. That Council do not write-off the water consumption charges for Assessment 1237048 but instead offer a payment plan arrangement for full cost recovery. 2. That Council write-off \$932.13 in wastewater charges for Assessment 1237048 as this component did not reach the sewer system. 	Mathew Webb	10/07/2024 Mathew Webb Payment plan implemented and write-off undertaken.	Matter closed
32 - 18/06/2024 Water Write-off Request - Assessment 12368376	<ol style="list-style-type: none"> 1. That Council write-off \$744.34 of water consumption charges for Assessment 12368376. 2. That Council write-off \$535.43 in wastewater charges for Assessment 12368376. 	Mathew Webb	10/07/2024 Mathew Webb Write-off undertaken	Matter closed
33 - 18/06/2024 Updated Section 356 Requests	That Council support the recommendations contained within the report.	Mathew Webb	10/07/2024 Mathew Webb Request placed on public exhibition until 25 July 2024	In Progress
34 - 18/06/2024 Tender Comprehensive Land Use Strategy 2041	That Council endorse the project in accordance with the Mayoral Minute presented to the General Manager.	Damian O'Shannassy	10/07/2024 Damian O'Shannassy Notification of successful Tenderer advised. Contract being developed.	In Progress

Oberon Council - Agenda - Ordinary Meeting - 16 July 2024

Item	Action Required	Assignee/s	Action Taken	Status
35 - 18/06/2024 Fisheries Penalty Notices and Remediation Orders	That Council note this report on Fisheries Penalty Notices and Remediation Orders.	Dr Cornelia Wiebels	10/07/2024 Dr Cornelia Wiebels Noted	Matter closed
36 - 18/06/2024 Industrial Subdivision Stage 2	That Council proceed with the recommendations outlined within the report.	Dr Cornelia Wiebels, Gary Wallace	10/07/2024 Gary Wallace Notification of successful Tenderer advised. Contract being developed	In Progress

14.8 City Water Technology Report Update

File No: Water Supply/Reporting

Author: Dr Cornelia Wiebels (Technical Services Director)

Summary

Council was provided a Water Quality Update report in June 2024 to refresh Councillors awareness of its existing and 2014 approved Drinking Water Management System (DWMS) in relation to recent Water Quality discussions and to provide the latest DWMS Annual Report for Council's information.

Council requested a specific report on recommendations from the December 2023 'Oberon Dirty Water Complaint Investigation' report by CWT (City Water Technology), which was discussed in Closed Council in the December 2023 meeting.

Recommendation:

That Council note the information within this City Water Technology Update report.

List of Attachments

Nil

Comment

Following a Water Quality Update report to Council for Council's information, in June 2024, Council requested *"That a further report be provided on whether Council agrees on each recommendation in the CWT Report and a progress report on its implementation"*.

This report provides a breakdown of the CWT recommendations only and provides Council with information as to how they have been implemented into the suite of documents previously provided in the June report.

The June 2024 Water Quality Update report also noted that "these recommendations require implementation into Council's DWMS-IP" (Drinking Water Management System Improvement Plan) and that "Council's Technical Services Department also intends to ...provide regular water quality update reports to Council with progress comments against its DWMS-IP items...".

In December 2023, Council resolved – in closed Council – *"That Council note the report and look to implement the recommendations in the report"*, Resolution No: 34 – 19/12/2023.

The table below summarised the recommendations from the December 2023 CWT "Oberon Dirty Water Complaint Investigation" Report and provides update comments.

	Short-term		
No.	Priority (Water Quality)		Comment/Update
1	High	Further discuss with Water NSW monitoring of raw water in the Dam and dam destratification.	Council's General Manager attends the Water NSW Customer Advisory Group (CAG) Meetings and has been driving the implementation of raw water quality measures also through other channels

			including DCCEEW (Department of Climate Change the Environment, Energy and Water) strategic plans and IPART submissions; Council's Director Technical Services is attending future Water NSW Fish River Operations Forum Quarterly Meetings.
2	Low	Measure soluble manganese as well as total manganese	Staff are undertaking measurement of soluble Manganese (Mn) as well as total; <i>Note: Required for more accurate Potassium Permanganate (KMnO4) dosing;</i> <i>Related to Council's DWMS-IP item 19, priority High; received quote for on-site jar testing training (~\$8k).</i>
3	High	Consider online manganese analysers at the WTP. These analysers are costly but provide less operator sampling to control the KMnO4 dose.	Related to recommendations 2, 4 and 7; This recommendation is currently not considered a priority.
4	High	Measure the organics content of the raw water. This can be done by measuring the dissolved organic carbon (DOC), total organic carbon (TOC) or ultraviolet transmittance (UVT). This is important to dose the correct amount of potassium permanganate in the reaction tank.	TOC is currently measured once a month through a NSW Health support program at an external lab (the support program is related to tri-halo-methane, THM, measurements); Related to Recommendation 2 & 3, 7 (<i>required for more accurate KMnO4 dosing</i>).
5	High	Provide a raw water tank to increase permanganate contact time and provide adequate mixing for coagulation.	Already included in DWMS-IP (item 35, priority Low); Applied for funding under the National Water Grid Fund to implement this recommendation.
6	High	Perform a daily membrane integrity test to align with ADWG and gain LRV credits.	Already included in DWMS-IP (item 1 & 3, priority Very High); Consultant contacted to advise of feasibility with current set-up/provide training.
7	High	Regularly take soluble manganese samples of filtered water at the water treatment plant and in the reticulation, measure soluble and total manganese on the spectrometer at the Oberon WTP and send sample to an external laboratory to test for manganese.	Samples were sent to external lab for comparison. Related to Recommendations 2 to 4 (<i>required to test effectiveness of KMnO4 dosing</i>).

8	High	Conduct pigging of the mains from the WTP via the laundromat and continue to the east side of town to reduce the issue.	Not considered necessary as the full reticulation system was pigged in 2022/23.
9	High	Suggest customers to: - Flush pipes first thing before using water - Use an oxalic acid solution to treat linen stains before rewashing - Use a sequestering agent - Use an ultrafiltration, manganese greensand filtration, or oxidising filtration system	Complete.
	Long-term		
10	Low	Consider suggesting an aeration system or destratification system in the WaterNSW dam.	See Recommendation 1.
11	High	Investigate treatment options to gain extra LRV credits. Adding a UV disinfection step (58 mJ/cm ²) will satisfy the ADWG LRV requirements when the rest of the treatment plant is optimised. This will not help in removing manganese present in the water, but it is needed to properly inactivate pathogens.	Applied for funding under the National Water Grid Fund to implement a UV disinfection system. <i>Note: Required to comply with the HBTs (Health Base Targets) within the ADWG (Australian Drinking Water Guidelines).</i>
12	High	Development of a regular mains cleaning strategy	Formalisation of a water mains flushing program intended, as per Item 14.8 in June 2024 Business Paper

Financial Implications

Financial Implications can be significant, especially for recommendations including capital upgrades or modifications. The recent funding application to the National Water Grid Fund (in relation to recommendations 5 and 11) amounted to just under \$2M including a 50% co-contribution.

Relevance to Oberon Community Strategic Plan

Theme 4: Infrastructure and Services

Action 4.5 Provide secure and safe water supply and manage waste water

4.5.1 Potable water to Oberon residents, business and industry

Risk Category

Assets and Infrastructure

Risk Severity Ranking

Minor - 32%

15 URGENT BUSINESS

Summary

In accordance with Clause 232 of the Local Government (General) Regulations 2021 "Model Code of Meeting practice" business may be transacted at a meeting of Council even though due notice of the business has not been given to the Councillors. However, this can happen only if:

- a) A motion is passed to have the business transacted at the meeting: and
- b) The business proposed to be brought forward is ruled by the Chairperson to be of great urgency.

Recommendation:

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

16 CLOSED SESSION - CONFIDENTIAL REPORTS

Summary

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act and should be dealt with in a part of the meeting closed to the media and public.

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

The matters and information are the following:

- (a) Personnel matters concerning particular individuals (other than Councillors)
- (b) The personal hardship of any resident or ratepayer
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business
- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of the person who supplied it, or
 - (ii) Confer a commercial advantage on a competitor of the Council, or
 - (iii) Reveal a trade secret
- (e) Information that would, if disclosed, prejudice the maintenance of law
- (f) Matters affecting the security of the Council, Councillors, Council staff or Council property
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land
- (i) alleged contraventions of any code of conduct requirements applicable under section 440

16.1	Water Write-off Request - Assessment 1236406
File No:	Finance/Rates

Author:	Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager)
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This report is CONFIDENTIAL under the provisions of Section 10A(2)(b) of the Local Government Act 1993, as it relates to the personal hardship of any resident or ratepayer.

16.2	Updated Section 356 Requests
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File No:	Finance/S356 Donations
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Author:	Mathew Webb (Corporate Services Director)
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This report is CONFIDENTIAL under the provisions of Section 10A(2)(a) of the Local Government Act 1993, as it relates to personnel matters concerning particular individuals (other than councillors).

17 CLOSURE OF MEETING

The Mayor will declare the meeting closed.

The next Ordinary Meeting of Oberon Council will be held on Tuesday 13 August 2024 (to be confirmed) commencing at 5.30pm, in the Oberon Council Chambers, 137 Oberon Street, Oberon.