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## UNCONFIRMED MINUTES

Oberon Council Ordinary Meeting  
Tuesday 16 May 2017

Commencing at 5.30pm  
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.

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## 2. ACKNOWLEDGEMENT OF COUNTRY

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

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## 3. PRAYER

The Meeting was opened in prayer by Lay Minister Andrew Trafford.

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## 4. RECORD OF ATTENDANCE

Members      Mayor Kathy Sajowitz (in the Chair)  
                  Deputy Mayor Kerry Gibbons  
                  Clr Ian Doney  
                  Clr Jill Evans  
                  Clr Neil Francis  
                  Clr Sam Lord  
                  Clr Clive McCarthy  
                  Clr John Morgan

Staff            Gary Wallace, General Manager  
                  Lynette Safranek, Finance and Community Services Director  
                  Chris Schumacher, Works and Engineering Director  
                  Sharon Swannell, Executive Coordinator

Apologies     Nil

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## 5. DECLARATIONS OF INTEREST

File No: Governance/Councillors/Declarations of Interest

Pecuniary        -            Nil

Non-Pecuniary   -            Nil  
Significant

Non-Pecuniary   -            Nil  
Less than  
Significant

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## 6. GENERAL AND CIVIC PRESENTATIONS

Nil

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## 7. COMMUNITY PRESENTATIONS AND QUESTIONS

Nil

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## 8. CONFIRMATION OF MINUTES

### **Ordinary Meeting 18 April 2017**

Moved: Lord  
Second: Francis

That the Minutes of the Ordinary Meeting held on 18 April 2017 be confirmed.

Carried 01 160517

### **Matters Arising from the Minutes**

Nil

### **Extraordinary Meeting 24 April 2017**

Moved: Doney  
Second: Lord

That the Minutes of the Extraordinary Meeting held on 24 April 2017 be confirmed.

Carried 02 160517

### **Matters Arising from the Minutes**

Nil

### **Works Committee Meeting 2 May 2017**

Moved: Morgan  
Second: Gibbons

That the Minutes of the Works Committee Meeting held on 2 May 2017 be confirmed.

Carried 03 160517

### **Matters Arising from the Minutes**

Nil

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## 9. MAYORAL MINUTE AND REPORT

### 09.01 MAYORAL MINUTE AND REPORT

File No: Governance/Meetings/Ordinary  
Author: Clr Kathy Sajowitz, Mayor

#### Summary

This report summaries the main activity for the Mayor since my last report.

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Moved:           McCarthy  
Second:          Doney

That Report Item 09.01 is received as information.

Carried 04 160517

### 09.02 FEASIBILITY OF A CYCLEWAY/WALKING TRACK AROUND LAKE OBERON

File No: Economic Development/Tourism Development  
Author: Mayor Kathy Sajowitz

#### Summary

The Mayor has been approached by several members of the community to gauge Council's interest in a cycle/walkway around Lake Oberon. The interested parties have agreed to work together with council to explore the feasibility of the project. The Mayor has made contact with a group who are currently working on a similar project around Burrendong Dam and has been invited to attend their next workshop to gather information. Preliminary contact has also been made with State Water. Assistance has been offered by Bicycle NSW.

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Moved:           Sajowitz  
Second:

That a working party be formed consisting of community members Lex Azzopardi, Chris Duff, Peter Low and Don Capel and council representatives to facilitate some preliminary work on the project for information.

Carried 05 160517

## 10. NOTICES OF MOTIONS

Nil

## 11. COUNCILLOR AND DELEGATES REPORTS

### 11.01 OBERON BUSINESS AND TOURISM ASSOCIATION MEETING

File No: Economic Dev/OBTA  
Author: Mayor Kathy Sajowitz

#### Summary

Councillor Sajowitz and Acting General Manager Lynette Safranek attended the last meeting of the Oberon Business & Tourist Association.

Moved: Lord  
Second: Gibbons

That report item 11.01 is received as information.

Carried 06 160517

### 11.02 OBERON TIMBER COMPLEX COMMUNITY CONSULTATIVE COMMITTEE MEETING

File No: Governance/Oberon Timber Complex Community Consultative Committee  
Author: Cllr Ian Doney

#### Summary

Cllr Ian Doney attended the meeting of the Oberon Timber Complex Community Consultative Committee Meeting held at 4pm Wednesday 22 May 2017 at Borg Panels Conference Room.

Moved: Doney  
Second: McCarthy

That report item 11.02 is received as information.

Carried 07 160517

## 12. COMMITTEE REPORTS

### 12.01 OBERON SPORTS FACILITIES COMMITTEE

File: Governance/Meetings/Oberon Sports Facilities Committee  
Author: Chris Schumacher, Works and Engineering Director

#### Summary

Minutes of the Oberon Sports Facilities Committee held on 12 April 2017 are submitted for Council's information.

Moved: McCarthy  
Second: Gibbons

That the Minutes of the Oberon Sports Facilities Committee held on 12 April 2017 are received as information.

Carried 08 160517

## **12.02 BLACK SPRINGS COMMUNITY HALL COMMITTEE**

File: Governance/Meetings/Black Springs Community Hall Committee  
Author: Lynette Safranek, Finance & Community Services Director

### **Summary**

Minutes of the Black Springs Community Hall Committee held on 19 April 2017 is submitted for Council's information.

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Moved: Francis  
Second: Morgan

That Council:

1. Receive as information the Minutes of the Black Springs Community Hall Committee Meeting held on 19 April 2017,
2. Approach Forestry to supply drinking water at the rest area for visitors,
3. Look at ways to secure the water tank at the hall to avoid the tank being drained in future,
4. Send regular emails to keep the Committee updated on bookings, and
5. Assess the Emergency Exit doors.

Carried 09 160517

## **12.03 COMMUNITY SERVICES COMMITTEE**

File: Governance/Meetings/Community Services Committee  
Author: Lynette Safranek, Finance & Community Services Director

### **Summary**

Minutes of the Community Services Committee held on 20 April 2017 is submitted for Council's information.

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Moved: Lord  
Second: Gibbons

That Council:

1. Receive as information the Minutes of the Community Services Committee Meeting held on 20 April 2017, and
2. Apply for a grant for extra CCTV for the front of shops in the main street.

Carried 10 160517

## 12.04 OBERON YOUTH COUNCIL

File: Governance/Meetings/OYC

Author: Lynette Safranek, Finance and Community Services Director

### Summary

Minutes of the Oberon Youth Council Meeting held on 26 April 2017 is submitted for Council's information and consideration.

Moved: Lord  
Second: Gibbons

That Council:

1. Receive the minutes of the Oberon Youth Council Meeting held on 27 April 2017 as information, and
2. Approve fundraising for Brooklyn Hotham during May to August 2017 undertaken by Oberon Youth Council and that Council will match dollar for dollar (to a maximum of \$1,000) contributions.

Carried 11 160517

## 13. REPORTS FOR DECISION

### 13.01 RESTART NSW OBERON SEWERAGE PROJECTS UPDATE

File No: Sewerage and Drainage/Sewerage General

Author: Works & Engineering Director, Chris Schumacher

### Summary

This report provides an update on the current tendering status for works associated with both the East Oberon Sewer Reticulation and New Oberon Sewerage Treatment Plant investigation and Options studies.

Moved: Morgan  
Second: Doney

That:

1. Report item 13.01 is received as information
2. Council elect Clr McCarthy and Clr Gibbons with Clr Sajowitz as an alternate delegate to be on the Oberon Sewer Projects Working Group.

Carried 12 160517



### **13.02 COUNCIL PRIORITY ROAD MATRIX – BITUMEN SEALING PROGRAM**

File No: Roads/Design and Construction/General

Author: Works & Engineering Director, Chris Schumacher

#### **Summary**

At the request of Council a priority road matrix has been established outlining the roads in which Council see as an important part of channelling future capital funding for extension of bitumen seal on the unsealed sections of the identified roads.

Moved: Morgan  
Second: Gibbons

That:

1. Council endorse the roads as listed in order of priority as part of Councils long-term commitment to sealing between one to two kilometres of road each financial year.
2. That Councils Engineering staff place these roads into structured funding matrix showing the projected costs to construct 1kilometre bitumen road segments for each road, across a 10 year plan.

Amendment Moved: McCarthy  
Second: Francis

That the matter be deferred to allow further discussion to take place in relation to the priority road matrix and a further report be provided to Council.

The amendment was put and won, the amendment becomes the motion.

Moved: McCarthy  
Second: Francis

That the matter be deferred to allow further discussion to take place in relation to the priority road matrix and a further report be provided to Council.

Carried 13 160517

### **13.03 DELEGATIONS OF AUTHORITY – GENERAL MANAGER**

File No: Government Relations/Local and Regional Liaison/OLG

Author: Gary Wallace, General Manager

#### **Summary**

In accordance with Section 377(1) of the Local Government Act Council may by resolution, delegate to the General Manager or any other person or body (not including another employee of the Council) any of the functions of the Council, other than those listed in that section.

Moved: McCarthy  
Second: Lord

That the Delegations to the General Manager be endorsed as tabled by Council.

Carried 14 160517

### **13.04 DISABILITY INCLUSIVE ACTION PLAN**

File No: Community Services/DIAP

Author: Lynette Safranek, Finance and Community Services Director

#### **Summary**

Local Government is required by the [NSW Disability Inclusion Act 2014](#) (DIA) to undertake disability inclusion action planning by 1 July 2017. All Council's are required to complete a Disability Inclusion Action Plan (DIAP) to be delivered through the Integrated Planning and Reporting (IP&R) framework. This report presents Oberon Council's draft DIAP that has been developed through feedback by the community.

Moved: McCarthy  
Second: Morgan

That the Council's Draft Disability Inclusive Action Plan be placed on public exhibition for 30 days to received community feedback.

Carried 15 160517

### **13.05 INNOVATION FUND GRANT FOR CONTROL CENTRE**

File No: Governance/Grants/May 2017

Author: Gillian Salmon, Grants Coordinator

#### **Summary**

As part of the Innovation Fund grants currently available, Council is proposing to apply for funding to purchase an integrated Financial Management and Reporting suite of cloud applications that will enhance Councils ability to remain financially fit through improved financial information to support better planning and decision making.

A key feature of the Financial Control Centre is its ability to link smaller regional councils to a Local Government Panel of financial experts that can assist Council to formulate current budgetary policies & longer term strategic financial policies that target financial sustainability.

Moved: Morgan  
Second: Doney

That Council apply for an Innovation Fund Grant of \$37,000 to acquire the LG Solutions Integrated Financial Management & Reporting suite of "cloud" applications.

Carried 16 160517

**13.06 OBERON 2017/18 DRAFT OPERATIONAL PLAN, DELIVERY PLAN, FEES & CHARGES AND RATING STRUCTURE**

File No: Governance/Integrated Planning and Reporting/Community Strategic Plan  
Author: Gary Wallace, General Manager; Lynette Safranek, Finance & Community Services Director; and Chris Schumacher, Works & Engineering Director

**Summary**

Community Meetings were held at Black Springs, Burruga, O'Connell and Oberon to gauge public feedback and comments on the draft Operational Plan 2017/18, draft Delivery Plan 2017/18, draft Fees & Charges, and draft 2017/18 Rating Structure. The 2017/18 draft Operational Plan includes programs and projects to be undertaken during the period 1 July 2017 to 30 June 2018. This report seeks endorsement from Council to place the 2017/18 draft documents on public exhibition for a period of 28 days from 16 May to 13 June 2017.

Moved: McCarthy  
Second: Morgan

That Council endorse placing the draft Operational Plan 2017/18, draft Delivery Plan 2017/18, draft Fees & Charges, and draft 2017/18 Rating Structure on public display for 28 days from 16 May to 13 June 2017.

Carried 17 160517

**13.07 QUARTERLY BUDGET REVIEW STATEMENT – JAN TO MAR 2017**

File No: Governance/Meetings/Ordinary/May 2017  
Author: Lynette Safranek, Finance & Community Services Director

**Summary**

The Quarterly Budget Review Statement (QBRS) is presented with income and expenditure for the period from 1 January to 31 March 2017.

Moved: Doney  
Second: Gibbons

That the adjustments made in the Quarterly Budget Review statement January – March 2017 be accepted and the information be received.

Carried 18 160517

**13.08 DEVELOPMENT APPLICATION 10.2017.17.1 - SHED**

File No: Property/PO7-4  
Author: Health and Building Surveyor, Kerry Davison

**Summary**

A Development Application has been received for the construction of a shed at 4 Blenheim Avenue, Oberon. Variation to Development Control Plan (DCP) 2001 is sought, with particular reference Part C.6.4 – “Carports and Garages”.

Moved: McCarthy  
Second: Gibbons

That:

1. Delegation is granted to the General Manager to vary Part C.6.4 – “Carports and Garages” of the Oberon Development Control Plan 2001 associated to Development Application 10.2017.17.1 for the construction of a shed at Lot 4 in DP 1210474, 4 Blenheim Avenue, Oberon.
2. A division be called in accordance with Section 375A of The Local Government Act 1993.

Carried 19 160517

In accordance with Section 375A of The Local Government Act 1993 the following votes are recorded for and against the Motion:

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

### **13.09 DEVELOPMENT APPLICATION 10.2017.19.1- DWELLING**

File No: Property/PR186-3397

Author: Health and Building Surveyor, Kerry Davison

#### **Summary**

A Development Application has been received for the construction of a dwelling at 3397 O’Connell Road, O’Connell. Approval is sought for the altering of Covenant No 2(a) of DP1224059 – “Restriction on Use of Land”.

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Moved: Doney  
Second: McCarthy

That:

1. Delegation is granted to the General Manager to vary Covenant No 2(a) of DP1224059 – “Restriction on Use of Land” associated to Development Application 10.2017.19.1 for the construction of a dwelling at Lot 4 in DP 1224059, being known as 3397 O’Connell Road, O’Connell.
2. A division be called in accordance with Section 375A of The Local Government Act 1993.

Carried 20 160517

In accordance with Section 375A of The Local Government Act 1993 the following votes are recorded for and against the Motion:

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

## 14. REPORTS FOR INFORMATION

### 14.01 MONTHLY ACTIVITY REPORT – GENERAL MANAGER

File No: Governance/Meetings/Ordinary  
Author: Gary Wallace, General Manager

#### Summary

This report item summaries the main activity by the Acting General Manager since the April Council Meeting and General Manager since commencing in the role on 26 April 2017. Items including Human Resources, Workplace Health & Safety, Community Activity, Regional Issues, Executive Management Team Meetings and planned activities.

Moved: McCarthy  
Second: Francis

That report item 14.01 is received as information.

Carried 21 160517

### 14.02 MONTHLY ACTIVITY REPORT – PLANNING AND DEVELOPMENT DEPT.

File No: Governance/Meetings/Ordinary  
Author: Gary Wallace, General Manager

#### Summary

This report item summaries the main activity in the Planning and Development Department since the April Council Meeting.

Moved: McCarthy  
Second: Francis

That report item 14.02 is received as information.

Carried 22 160517

### 14.03 MONTHLY ACTIVITY REPORT - WORKS AND ENGINEERING

File: Governance/Meetings/Ordinary  
Author: Chris Schumacher, Works and Engineering Director

#### Summary

Providing a summary of the work activities in the Works & Engineering Department for the month of April 2017 and including scheduled work for the coming month of May 2017.

Moved: Lord  
Second: Gibbons

That report item 14.03 is received as information.

Carried 23 160517

#### **14.04 MONTHLY ACTIVITY REPORT – FINANCE & COMMUNITY SERVICES**

File No: Governance/Meetings/Ordinary/May 2017

Author: Lynette Safranek, Finance and Community Services Director

##### **Summary**

This report provides a summary of work within the Finance and Community Services Department during April 2017, plus planned activities for the upcoming months.

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Moved:       McCarthy  
Second:      Doney

That report item 14.04 is received as information.

Carried 24 160517

#### **14.05       GRANTS MONTHLY UPDATE**

File No: Governance/Grants/ May 2017

Author: Gillian Salmon, Grants Coordinator

##### **Summary**

This report provides a summary of Grant Funding applications and submissions, both internal and external, during April 2017.

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Moved:       McCarthy  
Second:      Doney

That report item 14.05 is received as information.

Carried 25 160517

#### **14.06       STATEMENT OF INVESTMENTS**

File No: Financial Management/Investments/Register

Author: Lisa Koleda, Management Accountant

##### **Summary**

Reporting the Statement of Investments as at 30 April 2017.

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Moved:       Morgan  
Second:      Francis

That report item 14.06 is received as information.

Carried 26 160517

#### **14.07 WATER AND SEWER PLANT REPORT**

File: Governance/Meetings/Ordinary

Author: Chris Schumacher, Works and Engineering Director & Richard Robinson, Sewer & Water Plant Operator.

##### **Summary**

This report provides a summary Water & Waste Water Activity for the month of April 2017.

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Moved: McCarthy

Second: Lord

That report item 14.07 is received as information.

Carried 27 160517

#### **14.08 CENTROC ENERGY GROUP MEETING UPDATE**

File: Governance/Meetings/Ordinary

Author: Chris Schumacher, Works and Engineering Director

##### **Summary**

This report provides Council with an update on the Centroc Energy Meeting recently held in Orange Friday 5 May.

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Moved: McCarthy

Second: Doney

That report item 14.08 is received as information.

Carried 28 160517

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### **15. URGENT BUSINESS**

Moved: McCarthy

Second: Gibbons

That Council consider the following matters as they are considered to be of an urgent nature requiring immediate consideration by Council:

- Burruga and District Community Association proposal for allocation of 2016/17 Village Improvement Fund.

Carried 29 160517

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Moved: McCarthy  
Second: Gibbons

That Council endorse the proposed actions by Mr Leon Booth on behalf of the Burruga and District Community Association to spend up to \$1,000 to erect a fence at the old Burruga Cemetery and the remaining balance of approximately \$4,000 on a new toilet and shower block at the Burruga Sports and Recreation Club to be allocated from the 2016/17 Burruga Village Improvement Fund.

Carried 30 160517

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## 16. CLOSED SESSION / CONFIDENTIAL REPORTS

### 16.01 2017/18 SECTION 356 FINANCIAL ASSISTANCE PROGRAM

File No: Financial Management/Section 356 Donations  
Author: Lynette Safranek, Finance & Community Services Director

This report item contains matters and information which relate to Section 10A (1) – (3) of the Local Government Act 1993.

This report item contains matters and information listed in Section 10A (2)(a) of the Act:  
(a) personnel matters concerning particular individuals (other than Councillors)

### 16.02 LATE REPORT - O'CONNELL RFS FIRE SHED TENDER T2017-1

File No: Corporate Management/Tendering/Tender Documents 2017  
Author: Works & Engineering Director, Chris Schumacher

This report item contains matters and information which relate to Section 10A (1) – (3) of the Local Government Act 1993.

This report item contains matters and information listed in Section 10A (2)(d) of the Act:  
(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

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Moved: Doney  
Second: McCarthy

That:

1. Council resolve into Closed Council to consider 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 31 160517



*Council moved into Closed Session at 7.10pm. Members of the public present left the meeting at this point in time.*

**16.02 LATE REPORT - O'CONNELL RFS FIRE SHED TENDER T2017-1**

File No: Corporate Management/Tendering/Tender Documents 2017  
Author: Works & Engineering Director, Chris Schumacher

Moved: Morgan  
Second: Doney

That:

1. Council accept the negotiated tender price from Inland Building & Construction for the construction of the O'Connell Bushfire Shed on Mutton Falls Road, O'Connell.
2. That Council Delegate to the General Manager the authority to execute the contract documents to allow the project to commence.

Carried 32 160517

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Moved: Doney  
Second: Gibbons

That Council engage Blackadder Associates for the purposes of conducting Councillor Training for Performance Review Panel and development and ongoing Performance Reviews for the General Manager as per quote.

Carried 33 160517

**16.01 2017/18 SECTION 356 FINANCIAL ASSISTANCE PROGRAM**

File No: Financial Management/Section 356 Donations  
Author: Lynette Safranek, Finance & Community Services Director

Moved: Gibbons  
Second: Doney

That Council consider the Section 356 applications submitted and allocate funding for inclusion in the 2017/18 Operation Plan for public exhibition from 17 May to 16 June 2017.

Carried 34 160517

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*Open Council resumed at 8.45pm.*

The Mayor advised that resolutions 32 160517, 33 160517 and 34 160517 were made while the meeting was closed to the public. There were no members of the public present.

## 17. CLOSURE OF MEETING

The Mayor declared the meeting closed at 8.45pm.

The next Ordinary Meeting of Oberon Council will be held on:

Tuesday 20 June 2017  
commencing at 5.30pm

in the Oberon Council Chambers  
137 – 139 Oberon Street, Oberon.