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## UNCONFIRMED MINUTES

Oberon Council Works Committee Meeting  
11 September 2018

Commencing at 5.30pm  
at the Oberon Council Chambers

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## 1. OPENING OF MEETING & ACKNOWLEDGEMENT OF COUNTRY

The Mayor welcomed members and declared the meeting open at 5.53pm.

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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## 2. RECORD OF ATTENDANCE

Members                      Mayor Kathy Sajowitz (in the Chair)  
                                    Deputy Mayor Kerry Gibbons  
                                    Clr Ian Doney  
                                    Clr Mark Kellam  
                                    Clr Brenda Lyon  
                                    Clr Clive McCarthy  
                                    Clr Andrew McKibbin

Staff                             Gary Wallace, General Manager  
                                    Shane Wilson, Planning and Development Director  
                                    Lynette Safranek, Finance and Community Services Director  
                                    Chris Schumacher, Technical Services Director  
                                    Peter Morgan, Acting Technical Services Manager  
                                    Sharon Swannell, Executive Coordinator

Leave of Absence          Clr Don Capel  
                                    Clr Mick McKechnie

Moved:                      McKibbin  
Second:                     Doney

That the leave of absence of Clr Don Capel and Clr Mick McKechnie be noted and their apologies be received and accepted.

Carried 01 110918

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## 3. DECLARATIONS OF INTEREST

File No: Governance/Councillors/Declarations of Interest

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

## 4. CONFIRMATION OF MINUTES

### Works Committee Meeting

Minutes of the Works Committee Meeting held on 12 December 2017 were accepted by Council at its Ordinary Meeting held on 20 February 2018, resolution number 01 200218.

### Matters Arising from the Minutes

Nil

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## 5. REPORTS

### 05.01 CAMPBELL'S RIVER ROAD REALIGNMENT INVESTIGATION

File No: R45

Author: Peter Morgan, Acting Technical Services Manager and Gary Wallace, General Manager

#### Summary

This report provides Council with an update on survey investigation for the potential options for realignment of the Campbell's River Road in the general vicinity of Campbell's River crossing.

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Moved: Kellam  
Second: Doney

That Council continue to develop its funding strategy including a review the current grant application for the Campbell's River Road project and submit an application to the Fixing Country Roads Program.

Carried 02 110918

Moved: Kellam  
Second: Doney

Council endorse the northern alignment as the preferred option for the purposes of funding applications for the Campbell's River Road crossing.

Carried 03 110918

### 05.02 HERB DAVID PARK PLAYGROUND UPGRADE

File No: Parks and Reserves/Design and Construction/Play Equipment

Author: Chris Schumacher, Technical Services Director & Peter Morgan Acting Technical Services Manager

#### Summary

Council in its 2017/18 budget provided \$80,000 for the upgrade of existing playground equipment in Herb David Park. Designs and quotations have been sought from reputable suppliers, however in order to proceed funding will be required for transfer to the current financial year for the work to proceed.

Moved: McCarthy  
Second: Kellam

That Council transfer the original approved \$80,000 funding from the 2017/2018 Town Improvement Fund to allow for the playground equipment upgrade work at Herb David Park, Oberon.

Carried 04 110918

### **05.03 MEADOWS ROAD – FIXING COUNTRY ROAD PROJECT UPDATE**

File No: R27  
Author: Chris Schumacher, Director Technical Services

#### **Summary**

This report provides Council with an update on the progress the Meadows Road Project planning and design works associated with the upgrade of 2.6km or road from Hazelgrove Road due east to Meadows Road.

Moved: McCarthy  
Second: Kellam

That report item 05.03 be received as information.

Carried 05 110918

### **05.04 CAPITAL WORKS PROGRAM – PROGRESS UPDATE 2018/2019**

File No: Financial Management/Budgeting/Capital Works Program  
Author: Director Works and Engineering, Chris Schumacher

#### **Summary**

The report provides Council with a report on the current Capital Works Program for 2018/2019 financial year, completed to the month of September.

Moved: McKibbin  
Second: Doney

That report item 05.04 be received as information.

Carried 06 110918

### **05.05 CARLWOOD ROAD – PIPED CULVERT EXTENSION & HEADWALLS ESTIMATE OF COST**

File No: R2  
Author: Chris Schumacher, Director Technical Services

#### **Summary**

This report is further to the Notice of Motion of the Ordinary Meeting of Oberon Council 21 August 2018, request to provide the Works Committee with an estimate of cost to extend the existing quad piped storm water culvert and construct two (2) concrete insitu headwalls.

Moved: McCarthy  
Second: McKibbin

That ten thousand dollars (\$10,000) be provided from Section 94 Rural Roads contributions to extend the existing quad piped storm water culvert and construction of two (2) new concrete insitu poured headwalls on Carlwood Road, near Sydmouth Valley Creek.

Carried 07 110918

**05.06 GINGKIN ROAD – ESTIMATE OF COST ROAD CONSTRUCTION & BITUMEN SEAL**

File No: R21  
Author: Chris Schumacher, Director Technical Services

**Summary**

This report is further to the Notice of Motion at the Ordinary Meeting of Oberon Council 21 August 2018, that a report be provided in relation to re-evaluation/cost estimation of the last unsealed 3km section of Gingkin Road

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Moved: McKibbin  
Second: McCarthy

That:

1. Any future construction of the last 3.8 kilometres of Gingkin Road shall not be constructed to a lesser standard than an 8m formation with a 7m two coat bitumen spray seal.
2. The pavement design shall be subject to further Geotechnical investigation to determine the appropriate road pavement design based upon all known type of vehicular traffic.

Carried 08 110918

**05.07 GRAVEL QUARRIES – FCNSW LOCATIONS**

File No: Roads/Design and Construct/General  
Author: Gary Wallace, General Manager

**Summary**

This report provides location for quarries within FCNSW land for Council consideration and information.

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Moved: McCarthy  
Second: McKibbin

That report item 05.07 be received as information.

Carried 09 110918

## **05.08 TELECOMMUNICATION TRACKING - COUNCIL PLANT & EQUIPMENT**

File No: Plant and Equipment/Plant

Author: Peter Morgan, Acting Technical Services Manager & Chris Schumacher, Director Technical Services

### **Summary**

This report provides Council with an insight to available telecommunications tracking options available to monitor Council plant operations across the LGA. There are number of providers in the market place, we have selected two (2) providers with options as outlined within the below report.

Moved: McKibbin  
Second: Kellam

That Council implement a trial of the Pinpoint system in consultation with staff and report back to Council the outcomes of the trial including the costs and benefits of the implementation of the system.

The motion was put and lost.

## **05.09 WHITTAKERS LANE – DRAINAGE**

File No: R173

Author: Chris Schumacher Director Technical Services Manager

### **Summary**

This report is further to the Notice of Motion of the Ordinary Meeting of Oberon Council 21 August 2018, request to investigate stormwater drainage concern to property on the southern side of Whittaker's Lane directly opposite a current Queen Street unit development.

Moved: McCarthy  
Second: Lyon

That Council defer the installation of a grid and culvert in Whittaker Lane on the southern side to be connected to the 300mm drain that was required to be installed for the drainage of the Queen Street Units Development pending the completion of the driveway exit.

Carried 10 110918

Council rose for dinner at 8.02pm.

Council resumed at 8.22pm.

## **6. GENERAL BUSINESS**

### **SafeWork Improvement Notices**

The General Manager provided an update for Councillors regarding the news article that aired on Nine News Central West in relation to improvement notices issued by SafeWork. Councillors are aware of the People at Work (PAW's) and Dignity and Respect at Work (DRAW's) programs. During August 2018 SafeWork interviewed staff regarding progress made on the programs and as a result resolved to issue two improvement notices to Oberon Council. One related to an update

regarding structure which was responded to the next day. The second related to issues around staff access to programs for progressing a mental health injury. Council issued a media release on Friday 7 September in response to the article. SafeWork contacted the General Manager on Monday 10 September indicating that one of the notices has been cleared and the second is progressing. Today the Mayor and General Manager met with Maureen Lawson from the Oberon Review in relation to the matter and the General Manager has also spoken with Joanna Woodburn, ABC Central West. Council has not received complaints about any of the items that have been reported since the program was implemented.

### **Christmas Closures**

The General Manager outlined the proposed dates for Council Administration Centre Christmas Closures for 2018. Traditionally Council closes its administration centre from 24 December, however as Christmas falls on Tuesday this year it is proposed to close the Administration Centre from close of business Friday 21 December. The General Manager outlined the opportunity for the administration centre to remain closed until Monday 7 January due to the days of the week Christmas and New Year fall on and utilising this opportunity to allow staff the additional time off during this period. The Visitor Information Centre and Library operate as normal during the Christmas/New Year period. There are separate arrangements in place for outdoor staff, however we will look at opportunities that exist in this area. Councillors expressed their support for the proposal.

### **Linemarking Policy**

Moved: Gibbons  
Second: McCarthy

That Council introduce a policy when reconstructing roads with a 9 metre bitumen width that the fog lines be marked 8 metres apart.

Carried 11 110918

Moved: Gibbons  
Second: McKibbin

That Council introduce a policy when reconstructing roads to place the fog line within proximity of the edge of the road surface on 8 metre wide bitumen roads.

Carried 12 110918

### **Signage at the Oberon Motocross Track**

Clr McCarthy asked is it worth Council's while to put up warning signs on Shooters Hill Road approaching the motocross track from Oberon. A warning sign could be installed about 500m from the entry to advise traffic the intersection is approaching. There needs to be a prompt to advise motorists that the intersection is approaching. Clr McCarthy believes it's a safety issue for Council.

The Technical Services Director commented a driveway ahead sign could be installed. The matter was taken on notice the Technical Services Director will investigate and report back.

### **Rural Fire Service**

Clr McCarthy advised that at the last Rural Fire Service Senior Management Meeting they resolved to run two group captains only. Eddie Gibbons is retiring and this position will not be replaced, the two remain Group Captains are Barry Richards and Neil Francis. Oberon Council is no longer able to attend as delegates at that meeting. They have also decided to run four Deputies, being Alan Maloney, Craig Gibbons, Lance Sulley and Anthony Francis. There is a two year trial period being put in place for the new structure. Clr McCarthy suggested Council write to the RFS outlining its



concerns in relation to sharing of workload under the proposed trial. It was suggested that Greg Sims be invited to Council to have an informal discussion.

### **Tree Plan – Albion Street**

Clr Doney requested a tree plan be developed and provided to Councillors for Albion Street.

The Technical Services Director advised that a plan is currently under development and can be provided in the near future.

### **Drought Update**

Finance and Community Services Director Lynette Safranek provided an update regarding the Farmers Aid Month and donations received to date. The collection and distribution of non-perishable items has been so successful we have continued this program with the ongoing support of Mawhoods Supa IGA and Reliance Bank. The powdered lamb and calf milk has been exhausted, some hay will be distributed tomorrow and some all purpose pellets have also been purchased for local distribution. Southerland Shire has purchased 5 semi-trailers of hay and one is coming to Oberon within the next 10 days and they raising funds which they would like to put to shop local vouchers for farmers in the Oberon area. Clr Lyon asked if Rotary could pool their funds raised to add to the shop local vouchers. The Finance and Community services Director will facilitate this.

### **Roadside Clean Up**

Clr McKibbin asked for an update in relation to the MOU with Oberon Correctional Centre. If landholders decided to clean the roadsides while the grass is low during the drought can council provide some signs to slow traffic while this occurs. Is there any opportunity for the Oberon Correctional Centre to assist with this under the MOU.

The General Manager advised there has been no further update from the Oberon Correctional Centre and will follow up again. The Mayor has had discussions with management at the facility and due to the restructure complications in the MOU exist and the Oberon Correctional Centre has not reached a decision at this stage until the restructure is complete.

Clr McKibbin asked for signage could be installed if landholders would like to conduct roadside clean up?

The Technical Services Director advised Council could assist with some type of signage and will liaise with landholders who are interested in carrying out this type of work.

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## **7. CLOSURE OF MEETING**

The Mayor declared the meeting closed at 9.40pm.

The next Works Committee Meeting of Oberon Council will be held on:

Tuesday 5 March 2019 in the Oberon Council Chambers, 137 Oberon Street, Oberon.