AGENDA AND BUSINESS PAPERS

Oberon Council Ordinary Meeting
Tuesday 20 August 2019

Commencing at 5.30pm
at the Oberon Council Chambers
## Agenda Items

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1. OPENING OF MEETING
The Mayor will welcome members and declare the meeting open.

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.

3. PRAYER
The Meeting will be opened in prayer.

4. RECORD OF ATTENDANCE
Members
- Mayor Kathy Sajowitz (in the Chair)
- Deputy Mayor Kerry Gibbons
- Clr Don Capel
- Clr Ian Doney
- Clr Mark Kellam
- Clr Brenda Lyon
- Clr Clive McCarthy
- Clr Mick McKechnie
- 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
- Sharon Swannell, Executive Coordinator

Apologies
- Nil
5. DECLARATIONS OF INTEREST
File No: Governance/Councillors/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 interests 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 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, there are other forums to facilitate this; 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 of time. This is the only opportunity for a community member to address Council during an Ordinary Meeting.

None received.

8. CONFIRMATION OF MINUTES

Extraordinary Meeting 25 June 2019
ATTACHED is the Minutes of the Extraordinary Council Meeting held on 25 June 2019

Recommendation:

That the Minutes of the Extraordinary Meeting held on 25 June 2019 be confirmed.

Matters Arising from the Minutes
Nil

Ordinary Meeting 16 July 2019
ATTACHED is the Minutes of the Ordinary Council Meeting held on 16 July 2019

Recommendation:

That the Minutes of the Ordinary Meeting held on 16 July 2019 be confirmed.

Matters Arising from the Minutes
Nil
9. MAYORAL MINUTE AND REPORT

**09.01 MAYORAL MINUTE AND REPORT**

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

**Summary**
This report summarises the main activity for the Mayor since my last report.

**Recommendation**
That Report Item 09.01 is received as information.

**A. Meetings**

10 Jul  Rosy Ward regarding Fluoride and lead pipes
10 Jul  Greg Bourne re OTHR and possible projects under Oberon Correctional Centre MOU
10 Jul  Radio interview 2BS
10 Jul  NSW Farmers Association Meeting
11 Jul  Burraga and District Community Association Meeting
15 Jul  Lin Boswell, Oberon Rotary regarding the “Lift the Lid” Project
16 Jul  Ordinary Council Meeting
22 Jul  Oberon Review photo for Waste 2 Art Regional Exhibition
22 Jul  Tiffany Boys – Columbia Aged Care
22 Jul  General Manager Performance Review Workshop
22 Jul  Radio ABC
23 Jul  Waste 2 Art Regional Exhibition
24 Jul  Wayne and Kaye Dureau re planning information
24 Jul  The Hon Paul Toole MP inspection of Skate Park
24 Jul  Oberon Correctional Centre Gurnang Life Challenge Graduation (Clrs Kellam/Capel)
24 Jul  Radio interview 2BS
25 Jul  Mayfield Garden meet with new Management Team
29 Jul  Meeting with Jason Molkentin – Forestry Corporation
31 Jul  Photo for Regional Lifestyle Magazine
31 Jul  Local Government NSW President Councillor Linda Scott and Chief Executive Tara McCarthy meet and greet tour
31 Jul  Radio interview 2BS
1 – 2 Aug Local Government Week School Visits (Deputy Mayor Kerry Gibbons)
2 Aug  Country Mayor’s Association Meeting, Sydney
5 Aug  The Hon Andrew Gee MP
5 Aug  Robyn and Paul Brunton re planning matter
7 Aug  Radio interview 2BS
8 Aug  Traffic Advisory Local Committee Meeting
8 Aug  Oberon Golf Club re Pink Stumps Lunch event
9 Aug General Manager Performance Review
12 Aug O’Connell Community Group Meeting
13 Aug Oberon Common Working Party Meeting
13 Aug Councillor Informal Briefing Session

B. Representation
13 Jul Inner Wheel of Oberon 46th Annual Changeover Luncheon
13 Jul Skoda and Tatra Annual Dinner and presentation of booklet
15 Jul National Trust Awards Presentation, O’Connell
24 Jul Oberon Health Profile “Launch” Celebration with Western NSW Primary Health Network
27 Jul Official Opening Regional Waste 2 Art Exhibition
27 Jul Destination Networks Regional Tourism Awards, Dubbo
29 Jul Official Unveiling Oberon “Big Tree” plaque at Oberon Visitor Information Centre
31 July St Joseph’s School, blessing of new building
1 Aug Country Mayors Association Dinner, Sydney
8 Aug Reading for Oberon Public School Book Week Project
9 Aug Welcome to Japanese Student Delegation – Oberon High School

C. Correspondence
8 Jul The Hon Paul Toole MP seeking the status of a number of projects funded under the Stronger Country Communities Fund – Rounds 1 and 2 by the NSW Government.
9 Jul The Hon Paul Toole MP forwarding correspondence on behalf of The Hon Brad Hazzard MP regarding legal advice provided to Port Macquarie Hastings Council on fluoridated water and therapeutic goods.
9 Jul The Hon Paul Toole MP advising correspondence in relation to the Emergency Services Levy has been forwarded to the Minister for Local Government, the Hon Shelley Hancock MP.
10 Jul PCYC providing a copy of the PCYC NSW Annual Report 2018.
10 Jul Skillset invitation to attend the Skillset Awards being held on Friday 9 August 2019.
11 Jul Invitation to continue as Patron of the Oberon Hospital Auxiliary for the coming year.
11 Jul Oberon Children’s Centre seeking support for a grant submission for an extension to the Oberon Children’s Centre facility.
13 Jul Correspondence forwarded to the Oberon Branch NSW Farmers Association providing information about the recently released IPART Report.
15 Jul Vivien Clark-Ferraino providing information regarding migrant/refugee resettlement in rural and regional areas.
16 Jul Correspondence forwarded to Andrew Beattie providing a further response regarding concerns about Duckmaloi Weir.
16 Jul Correspondence forwarded to Roger Hogan in response to enquiries about Rates for local farmers during periods of extended drought.
16 Jul Invitation to attend a breakfast meeting with new executives from the Department of Planning Industry and Environment in Sydney.
16 Jul Gail Bradford further correspondence regarding concerns raised at June 2018 Ordinary Meeting regarding trucks using Edith Road and advising the issue has decreased.
17 Jul  Lin Boswell providing information about a Men’s Health Education Rural Van visit being arranged by Rotary for 2 – 3 December 2019.

17 Jul  Oberon Business and Tourism Association accepting Council’s invitation to participate in a joint promotion for the Summer Edition of the Regional Lifestyle Magazine.

18 Jul  Quick Corp providing information about alternative weed control options for Councils.

18 Jul  Correspondence forwarded to Robin Wiseman regarding question to July Ordinary Council Meeting about Southern Lights Project.

18 Jul  Correspondence forwarded to Rosy Ward following up information requested about AC pipes in Oberon’s reticulated water main network.

19 Jul  John Hebblewhite regarding a proposal to hold an Artist in Residence Day at the Skoda and Tatra Museum on Saturday 23 November 2019.

19 Jul  Dr Adrian Sheen providing information about the Australian Doctors Orchestra comprising around ninety musicians, all in the medical profession and looking for opportunities to bring a performance to Jenolan Caves in the future.

19 Jul  Letter of support for grant application forwarded to Oberon Children’s Centre.

21 Jul  Graeme Cosier, Peugeot Car Club of NSW advising of an upcoming visit to Oberon on 6, 7 and 8 September.

22 Jul  Invitation to attend the Chifley/Lithgow Rural Fire Service Team Medal Presentation event being held on Saturday 17 August.

22 Jul  Shadow Minister for Local Government Greg Warren MP advising of his appointment to the role and seeking to arrange an opportunity to meet.

22 Jul  Correspondence forwarded to Chloe Swannell, Ozy Youth Choir advising of Council’s resolution from the July Ordinary Meeting to provide a Section 356 Donation to assist with membership requirements for the Ozy Youth Choir – Oberon Mob.

22 Jul  Correspondence forwarded to The Hon Paul Toole MP advising of an update on the status of projects in the Oberon LGA funded by the NSW Government.


23 Jul  Invitation to attend the St Josephs Catholic School Opening Blessing for the new administration building being held on 31 July 2019.

23 Jul  Robyn Brunton seeking an opportunity to meet in relation to a planning matter.

23 Jul  Mayor Kirsty McBain, Bega Valley Shire Council seeking an update regarding the Deputy Premiers commitment regarding maintenance of roads impacted by the Forestry Industry.

25 Jul  Rydal Village Association Inc. invitation to attend the official opening of Daffodils at Rydal 2019 being held on Tuesday 3 September 2019.

26 Jul  Marieann Duncan regarding Warragamba Dam Project and issues associated.

29 Jul  Correspondence forwarded to Mayor Kirsty McBain in reference to follow up of the road funding issue by DP John Barilaro.

29 Jul  Kerry Peck invitation to be a guest speaker at the Moberon Event being held in November.

30 Jul  Correspondence forwarded to Rosy Ward in response to correspondence.

31 Jul  The Hon Shelley Hancock MP, Minister for Local Government regarding Local Government Week in NSW.

02 Aug  The Hon John Barilaro MP providing an update about the $4.2 billion Snowy Hydro Legacy Fund.

02 Aug  Western Research Institute invitation to attend a celebration of the Institutes achievements over the past 20 years being held on Saturday 26 September 2019.
02 Aug  Invitation to attend the Oberon High School Education Week Assembly being held on Friday 9 August 2019.

03 Aug  Hardy Draheim on behalf of Rosy Ward responding to Mayors correspondence from 30 July

05 Aug  Invitation to attend the official opening of the Rural Fire Service Mayfield Station being held on Saturday 7 September 2019.

06 Aug  Elaine Boxer, Oberon Health Council regarding the current availability of Ageing in Place Packages for the Oberon Community.

06 Aug  Tim Arnison providing a suggestion for additional push bike parking in Oberon Street at the Ross Street and Fleming Streets intersections.

06 Aug  O’Connell Community Group passing on their appreciation for a great job on the O’Connell Footpath and Pedestrian Bridges.

06 Aug  Robyn Brunton providing correspondence outlining concerns with subdivision.

07 Aug  Shadow Minister for Local Government Greg Warren MP advising that he will not be visiting the region in the near future.

08 Aug  Chris Muldoon, Mayfield Garden following up on a meeting at Mayfield and congratulations for the Spartan Event coming to Oberon.

08 Aug  Sue Pangas, O’Connell Community Group providing a copy of correspondence from the Hon Paul Toole MP regarding the proposal for a Pedestrian Bridge over the Fish River at O’Connell and advising at this point there is no funding available to undertake the project.

08 Aug  Office of the Minister for Agriculture and Western NSW, the Hon Adam Marshall MP responding to correspondence forwarded in April 2019 seeking meeting advising at this point there is no plan to visit the region.

Notes:
10. NOTICES OF MOTIONS
Nil

11. COUNCILLOR AND DELEGATES REPORTS

11.02 COUNTRY MAYORS ASSOCIATION – 2 AUGUST 2019

Summary
On August 2 2019 Clr Kathy Sajowitz and General Manager Gary Wallace attended the NSW Country Mayors Association (NSWCMA) General Meeting held at NSW Parliament House in Macquarie St Sydney. There were fifty five Council and other organisational representatives in attendance.

Recommendation:
That report item 11.01 be received as information.

Speakers were:
- The Hon. Mark Coulton, Minister for Regional Services, Decentralisation and Local Government and Assistant Trade and Investment Minister
- The Hon. Adam Marshall MP, Minister for Agriculture and Western NSW
- Richard Colbran, CEO Rural Doctors Network
- Geoff McKechnie APM, Assistant Commissioner, Commander Western Region NSW Police Force.

Financial Reports: Accepted and noted that all sixty eight member councils are financial.

Business from Previous Minutes:
- No response from Minister Hancock in relation to ESL. Secretary to re write and cc. to Minister David Elliot, LGNSW and DPI requesting urgent response.
- Follow up on correspondence to The Hon. Matt Kean, Minister for Energy and Environment regarding the need for increased fire management issues - raised in May.

Agenda Items and summary of resolutions:
- Motion to write to NSW Premier requesting action on the pre - election commitment to remove Benefit Cost Ratio’s from funding programs. All member councils to send an example of in relation to a funding application being unfairly refused on the ground of Benefit Cost Ratio not being met. (Oberon – The Hub project)
- It was resolved at the National General Assembly (NGA) held recently in ACT to request the $ per capita requirement be removed from the formula when determining FAG’s Grants. NSWCMA passed a resolution to write to LGNSW in support of removing the $ per capita criteria when determining FAG’s grant funding to councils.
- Mayor of Shellharbour Council spoke in relation to $50 gift limit requirements under new Model Code of Conduct – staff are also required to declare gifts over $50 and a register kept. Mayor Saliba encouraged all councils to write to Minister Hancock seeking
clarification around whether attending events/functions with partners on behalf of council constitutes a “gift”.

- Chair NSWCMA Katrina Humphries urged any council who has not written a submission to IPART review of election costs should do so ASAP cc their local member. The increase will be substantial for many council’s. A cost shifting exercise.

- Concern was expressed re the latest round of proposed job cuts by Essential Energy. It was resolved to write to Essential Energy, Local Members and Fair Work Commission expressing these concerns.

- IPART Rating Review, Mayor of Oberon spoke on the need for councils to be aware of all recommendations in the rating review especially in relation to unrateable land. It was resolved that Mayor Sajowitz will prepare a submission on behalf of the Unrateable Land Working Party and circulate for endorsement by, and support of, NSWCMA members.

- Mayor Peter Petty – Tenterfield gave an update on formation of working party to address recycled waste initiatives. Mayor Petty has met with Minister who is supportive of the concept. Government generally are silent on this issue.

- Temora Mayor spoke on the need to pursue constitutional recognition for Local Government. The Federal Government appears to generally support this but realises to achieve the objective it would need to be presented well. Lobbying is progressing.

SPEAKERS SUMMARY

The Hon. Mark Coulton, Minister for Regional Services, Decentralisation and Local Government. Assistant Minister - Trade & Investment.

Minister Coulton looks after regional health, education, communications, trade and local government.

Discussion points:

- Mobile Blackspot funding round five has been extended until December, talks continue with Telstra on a range of issues. Round six of this funding stream opens in 2020. A new “Connectivity Information Package” is soon to be released. This will inform improved digital connectivity in rural areas which the Minister agrees is not ideal at the moment. This package will encompass options to deliver data effectively. Rural properties are to be encouraged to use NBN Satellite for best results, Telstra not wholly on board with this. 5G technology has enormous capacity but limited range so not seen as a plus for rural areas at this point. Money is available to investigate Digital Hubs to offer advice and improve consumer knowledge on the connectivity options available. Federally funded there is a possibility this service could be delivered through local councils. Some concern around misinformation being touted by providers as to the effectiveness of 5G technology may not be as effective for rural areas as purported.

- Work is being carried out in the Trans Pacific Partnership trade space and agreements are extending to South America.

- Health and Education appear to be overlapping in regional areas. Creating safe places in Moree is a current project that is working well and will be extended to other towns. The scarcity of Health Professionals continues and the Federal Government is looking for ways to address this issue, $550 million over ten years has been allocated for medical training regionally. There needs to be better collaboration between State and Commonwealth Agencies, Qld is apparently better at achieving this than NSW. Collaboration and shared medical services between small rural towns is proving a success i.e. Parkes and Forbes working together in the Obstetrics space. The Commonwealth is encouraging doctors to embark upon generalist pathways when training, GP’s are in short supply and money needs to be invested to encourage this.
- Decentralisation – no point in this unless services and jobs are available. The Inland Rail project is seen as a game changer for rural NSW. 80% of all freight moved will be on these trains. Intercity freight trains are forecast to be eight kilometres long. Skilled migration is supported by the Commonwealth.

- Local Government - FAG’s reform now being discussed, an overall increase of 1% has been flagged but not all are in favour of this. Every state has a different formula for allocating FAG’s and local government is generally in favour of removing the population factor from the calculation.

The Hon. Adam Marshall MP, Minister for Agriculture and Western NSW

Discussion points:

- ESL - Minister Hancock working on a possible solution to this issue.
- Discussion around the worsening drought especially in the North/North West areas of the state. Current situation declared as wordy drought in history. $18billion was allocated by NSW Government in July and working on next step.
- Changes under Native Vegetation Act – any unresolved legal cases have been parked and will now be assessed under new code.
- Laws will continue to be strengthened around farm trespass to include trespass into sale yards and abattoirs. There are already avenues to deal with perceived breaches of Bio Security Act by producers and mistreatment of animals complaints, substantial fines currently apply. No reason to invade property in Ministers view.
- The Right to Farm Act is currently under development.
- Discussion occurred around the loss of prime agricultural land to renewable energy providers. There are opportunities for both farming and renewable energy to co-exist. Renewable energy infrastructure does not necessarily sterilise the land.
- Concerns raised over level of blueberry production on North Coast. Issues around water and chemical run off that need to be addressed. Does this come under the right to farm principle?
- The $5billion allocated federally under the Futures Fund which will address issues when drought breaks, Minister stated that the fund needs to be managed carefully and a national approach taken to obtain maximum benefit. Agricultural businesses should be encouraged and offered incentives to take part in a Farm Income Protection Scheme and take out a policy to counteract future drought issues.
- Minister Marshall stated that new State Government Cluster Model is a great thing allowing all stakeholder ministers in the cluster to “round table” in the same room, links decisions in one place.
- Bush fire management in drought, there is scarce water to fight fires – there is a plan in place for North of the state. With the drought there is less fuel to burn but what is there is tinder dry. Hot spots have been identified and emergency plans have been developed which include containment only, using aerial firefighting principles.

Geoff McKechnie APM, Assistant Commissioner, Commander Western Region NSW Police Force.

Discussion points:

- Force restructure with improved emphasis on rural crime, more investigators have been deployed throughout NSW. Rural crime unit is coordinated in Dubbo/Mudgee.
• A strong relationship is developing between Rural Crime Unit and NSW Farmers Association
• New technology being developed through animal DNA register and a “Ute Backs” database. Pictures of the backs of utes all makes and models will be stored on database and compared with CCTV footage to identify trespassers and unlicensed hunters.
• Workshops in Sydney for absentee landholders are being developed to assist with educating absentee property owners about their responsibilities in relation to firearm storage, security of property etc.
• There have been huge improvements in the intelligence gathering space as far as property theft is concerned and increased penalties for trespass offences.
• Stakeholder development with local organisations such as councils is being pursued
• Stealing of animals has dropped due to the necessity to still feed no matter the location of stock. “If you steal it you have to feed and water it”
• Future directions – Sale yard security, stock identification including facial recognition technology, communication, recruitment of officers in general especially in rural areas, it was noted that although there was no shortage of recruits in metro areas it is more difficult in rural areas. Improved publicity around incident reporting methods available to the public.
• Overview of appropriate gun storage on properties, especially if unattended for periods of time.

Richard Colbran, CEO Rural Doctors Network

Discussion points:

• Overview of new website available to Local Government Mayors www.nswrdn.com.au/mayor this site will give an overview on the state of health services in NSW as previewed at the meeting.
• There are three hundred GP vacancies in rural NSW. ruralhealthpro.com can be accessed by towns to showcase themselves and advertise for health professionals
• Oberon Council was congratulated on its proactive approach to health risk by creating the Health Profile. Other councils were very interested in the concept and the General Manager distributed our document as an example.

Notes:
GENERAL MEETING

FRIDAY, 2 AUGUST 2019 THEATRETTE, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 8.50 a.m.

1. ATTENDANCE:
Armidale Regional Council, Cr Bradley Widders
Bega Valley Shire Council, Cr Kristy McBain, Mayor
Bellingen Shire Council, Cr Dominic King, Mayor
Bland Shire Council, Cr Brian Monaghan, Mayor
Bland Shire Council, Mr Ray Smith, General Manager
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr James Roncon, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Byrnes, General Manager
Carrathool Shire Council, Cr Peter Laird, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Dubbo Regional Council, Cr Ben Shields, Mayor
Dungog Shire Council, Cr Tracy Norman, Mayor
Dungog Shire Council, Ms Coralie Nichols, General Manager
Federation Council, Cr Patrick Bourke, Mayor
Federation Council, Mr Adrian Butler, General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Gilgandra Shire Council, Cr Doug Batten, Mayor
Gilgandra Shire Council, Mr David Neeves, General Manager
Glen Innes Shire Council, Cr Carol Sparkes, Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Mr Brett Stonestreet, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Gunnedah Shire Council, Mr Eric Growth, General Manager
Gwydir Shire Council, Cr John Coulton, Mayor
Gwydir Shire Council, Mr Max Eastcott, General Manager
Hilltops Council, Cr Brian Ingram, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor
Kiama Municipal Council, Cr Mark Honey, Mayor
Kyogle Council, Cr Danielle Mulholland, Mayor
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Andrew Muir, Acting General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Lester Rogers, General Manager
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Des Bilske, General Manager
Narrandera Shire Council, Mr George Cowan, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Garry Wallace, General Manager
Orange City Council, Cr Reg Kidd, Mayor
Parkes Shire Council, Cr Ken Keith, Mayor
Parkes Shire Council, Cr Barbara Newton, Deputy Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Shoalhaven City Council, Cr Amanda Findley, Mayor
Shoalhaven City Council, Mr Paul Keech, Director Assets and Works
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Upper Lachlan Shire Council, Cr John Stafford, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Uralla Shire Council, Mr David Aber, Acting General Manager
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O’Hara, General Manager
Warren Shire Council, Cr Milton Quigley, Mayor
Warren Shire Council, Mr Glen Wilcox, General Manager
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Yass Valley Council, Cr Rowena Abbey, Mayor
Yass Valley Council, Mr Chris Berry, Acting General Manager
LGNSW Cr Linda Scott, President
LDNSW Ms Tara McCarthy, Chief Executive

APOLOGIES:

As submitted

SPECIAL GUESTS:
Hon Mark Coulton MP, Minister for Regional services, Decentralisation and Local Government, Assistant Trade and Investment Minister
Hon Adam Marshall MP, Minister for Agriculture and western New South Wales  
Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region,  
New South Wales Police Force  
Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

2. **ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the General Meeting held on 31 May 2019 be accepted as a true and accurate record (Parkes Shire Council /Tenterfield Shire Council).

3. **Matters Arising from the Minutes**

Cr Peter Petty Tenterfield Shire advised that the Waste Levy Group was to meet with the Minister for Energy and Environment, to discuss the dot points outlined in the Associations resolution of 31 May

4. **CORRESPONDENCE**

Outward

(a) Mr Gordon Hinds, Managing Director, Better Energy Technology, thanking him for his presentation on 31 May 2019

(b) The Hon Matt Kean MP, Minister for Energy and Environment, regarding the need for increased fire management issues

(c) The Hon Adam Marshall MP, Minister for Agriculture and Western NSW, regarding the need for increased fire management issues

(d) The Hon Matt Kean MP, Minister for Energy and Environment, requesting support for the prioritisation of electricity grid connections at substations

(e) The Hon Angus Taylor MP, Minister for Energy and Emissions Reductions, requesting support for the prioritisation of electricity grid connections at substations

(f) The Hon Dominic Perrottet MP, Treasurer, calling on the NSW Government to implement a “Royalties for Regions” program based upon a set percentage of royalties being returned to Local Government

(g) Cr Bruce Miller, Chair of Board, Local Government Super, thanking him for his presentation on 31 May 2019

(h) The Hon Shelley Hancock MP, Minister for Local Government, thanking her for her presentation on 31 May 2019

(i) The Hon Brad Hazzard MP, Minister for Health and Medical Research, thanking him for his presentation on 31 May 2019

(j) Mr Andrew Roberts, Chief Executive Officer, Field Solutions Group, thanking him for his presentation on 31 May 2019

(k) The Hon Shelley Hancock MP, Minister for Local Government, expressing the Associations concern about the proposed increase in RFS contributions

(l) The Hon Gladys Berejiklian MP, Premier, expressing the Associations concern about the proposed increase in RFS contributions

(m) Mr Shane Fitzsimmons, Commissioner NSW RFS, asking for a stay on implementation of the requirements under the Rural Fire Act 1997, that covers grasslands and non-curing crops to allow further assessments to take place, and inviting him to attend the November meeting
NOTED

5. **FINANCIAL REPORT**

RESOLVED That the financial reports for the last quarter were tabled and accepted (Moree Plains Shire Council / Tenterfield Shire Council)

6. **Hon Mark Coulton MP, Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister**

We live in a country underpinned by trade and the government has opened up more trade deals. India is the hardest to get a trade deal with which is important due to its growing middle class and insatiable appetite for energy. Getting into Mexico and other Latin American countries is important. Australia is negotiating with the European Union and waiting to see what happens with Brexit. Any China United States agreement could be bad for Australia. Maldistribution of health professionals is a major problem and $550 million over 10 years is being put into a strategy including funding a generalist pathway. Telstra has raised issues about telecommunications and mobile black spots. There is a digital connectivity package to beef up data into country towns to produce greater speed and capability. There is no use moving people to country areas unless you can provide education, health and digital technology. The inland railway will foster country area development. Raising FAG’s to 1% is not going to be of great assistance to country areas as most of it will go to metropolitan areas. There needs to be reform of the existing formula. The Minister is prepared to have the fight and do the work.

7. **Benefit Cost Ratios**

RESOLVED That the Association write to the Premier requesting the removal of Benefit Cost Ratios for funding programs (Shoalhaven City Council/Kyogle Council)

8. **Hon Adam Marshall MP, Minister for Agriculture and Western New South Wales**

Drought is affecting 96% of the State either severely or affected. All Country areas have been affected and people have been laid off work not only farmers and farm workers but also town support and service workers. Legal action for outstanding environmental cases are to be assessed under new laws rather than under laws that have not been in force for two years. Farm trespass laws are now being put in place and are to be enforced. An Agriculture Commissioner is to be appointed to protect rights to a farmer to farm. There is a need to look at how we manage the land to protect viable agricultural land from inappropriate development.
9. Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region, New South Wales Police Force

The Stock Squad in 1947 dropped off but it has been reinstated in the last 5 or 6 years in response to rural crime. Its mission is look after “Incidents of Crime that Impact on the Functions of Pastoral, Agricultural and Aquaculture Industries” Members of the squad are detectives. It has three Zone Coordinators under the State Rural Crime Coordinator. Current direction is Education of Front Line Police, Increased Social Media, Advanced Community Engagement, Focused Operations and Investigations, and Developing Strategic Stakeholder Engagement. Local Government are huge stakeholders in policing. In 2018 losses to primary producers were 1,454 head of cattle worth $1.376 million and 1,769 head of sheep worth $1.885 million. Future direction is centered on Enhanced Communication, Multi Force Operations, Increased Investigative Capacity, Targeting Hardening Research, Sale Yard Security, Stock Identification and Recruitment.

10. Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

The Rural Doctors Network is now 30 years old. There are four goals in the Strategic Plan 2019-2022, Build and Sustain Shovel Ready Workforce, Response to Community Need, Evidence Based Rural Health Policy and RDN Excellence. Customers are health workers, communities, organisations, the sector that represents the workforce and communities and RDN. Targeted priorities include Regional Workforce Coordination and Collaboration, Workforce Organizational and Community Capability, Adaption to New Workforce Models, Targeted Recruitment Campaigns and Trust. Key initiatives are Rural NSW Annual Health, Workforce Needs Assessment, Regional Workforce Coordination Projects, Community/town Based Workforce Projects, Aboriginal Health and Service Model Co-funded Role Trials. Rural Health Pro is a personalised digital experience to network, nurture, support, recognize and reward rural health professionals

11. RFS Contribution Increase

RESOLVED That Country Mayors write to the Premier and to Minister Elliott requesting urgent response to our letter dated 3 June 2019 and copies be forwarded to LGNSW and the Minister for Local Government (Moree Plains Shire Council/Tenterfield Shire Council)

12. Model Code of Conduct

RESOLVED That Country Mayors write to the Minister for Local Government requesting that the Model Code of Conduct be reviewed to set the same limitation on Councillors that applies to Members of Parliament in respect to attending community functions (Shellharbour City Council/Tenterfield Shire Council)
13. FAG Grants

RESOLVED That Country Mayors write to LGNSW supporting the ALGA resolution to remove the minimum per capita requirement and the Local Government Grants Commission be advised of the decision (Kyogle Council/Bega Valley Shire Council)

14. IPART Review of Local Government Election Costs

RESOLVED That in relation to IPART’s review of local government election costs the Country Mayors’ Association does not support the funding hierarchy recommended by IPART and its allocation of costs between the NSW Government and councils for the provision of election services of the NSW Electoral Commission (Moree Plains Shire Council/Tenterfield Shire Council)

15. Essential Energy Proposed Job Cuts

RESOLVED That Country Mayors write to Essential Energy objecting to the proposed job cuts (Moree Plains Shire Council/Tenterfield Shire Council)

16. IPART Rating Review

Cr Sajowitz, Oberon Council reported that of particular significance to Oberon and other Councils who form part of the Unratable Land Working Party are the recommendations that

- General exemptions should be based on land use not land ownership, and land used for commercial or residential purposes should not be exempt regardless of who owns it. This would help to ensure that land used mainly to deliver private benefits pays its fair share of rates
- Some explicit exemptions should be retained or amended as they are consistent with the general exemptions. For example, these include those for land used by a religious body for that purpose, land vested in the NSW Aboriginal Land Council, and land owned by a hospital and used for that purpose.
- Some explicit exemptions should be removed on the basis that the land is used for a commercial or residential purpose. For example, these include those for land owned or vested in a water authority, land below the high water mark used for the cultivation of oysters, and land used for commercial fishing

Submissions to the rating recommendations are due mid-September

RESOLVED That Country Mayors gives authority to the Unratable Land Working Party to prepare a submission on behalf of the Country Mayors Association to the IPART Rating Review (Oberon Council/Moree Plains Shire Council)

There being no further business the meeting closed at 12.55pm.

Cr Katrina Humphries
Chair – Country Mayor’s Association of NSW
11.02 UPPER MACQUARIE COUNTY COUNCIL MEETING 26 JULY 2019
File No: Environmental Management/Meetings/Upper Macquarie County Council
Author: Clr Andrew McKibbin

Summary
The most recent meeting of the Upper Macquarie County Council was held at the Bathurst Regional Council offices in Kelso on 26 July 2019. The UMCC meeting and the workshop were attended by Council’s delegates Clr Andrew McKibbin and Clr Don Capel.

Recommendation:
1. That the report item 11.02 is received as information.
2. That Council resolve to include in its submission to the IPart Review on Local Government that Section 529 (2) (a) of the Local Government Act (1993) should be replaced to allow farmland subcategories to be determined based on geographic location and/ or weed biosecurity risk status.

UMCC MEETING on 26 July 2019
The Meeting commenced at 2.30pm. The following summary is provided for Oberon Councillors:

a) Presentation by Hugh Webb on African lovegrass
Hugh Webb a landholder from the Tarana region presented on African Lovegrass and the risk it posed to the UMCC area and adjoining council areas. Mr Webb manages a property in the Braidwood area provided evidence and photographs of how African Lovegrass has fully infested large areas of the Monaro region of NSW smothering native grasses and improved pasture. LLS Officers commentary was provided on the seriousness of the situation. Mr Webb showed pictures of areas in country fronting Lake Lyall, and on roadsides and properties in the Oberon and Bathurst areas of UMCC where African lovegrass was infesting the land.

Mr Webb noted that some landholders in present drought conditions believed African Lovegrass was a source of cattle feed however evidence from LLS was that African Lovegrass digestibility by cattle was negligible.

Mr Webb highlighted that the Central Tablelands cattle and lamb production could be significantly affected if African Lovegrass became the predominant or a dominant species of grass.

Chris Jackson, the Chief Biosecurity officer, would raise the issue with the regional board to seek to have African Lovegrass raised to Priority Weed in the Regional Plan.

b) County Chairman’s Report
The County Council is not recognised by the Federal Government for the purposes of applying for or receiving grant funding including drought funding. Resolved that the local Federal Member be approached to see if this could be rectified.

The formal one year performance review of the General Manager has occurred and was undertaken as delegated to the Chairman & Deputy Chairman and will be presented to the UMCC meeting on 23 August 2019.
c) **Financial Statements for year ended 30 June 2019**

The certificate for the unaudited Financial Statements for year ended 30 June 2019 was authorised to be signed and then these Financial Statements submitted to the Auditor.

d) **IPart Review of local Government System including Rating**

Although UMCC is not directly affected by the IPart recommendations it does impact on ratepayers of constituent Councils. UMCC wants to ensure that IPart acknowledges Biosecurity Risks in the assessment of rates. It was proposed that the following be submitted to Constituent Councils:

i. That Section 529 (2) (a) of the Local Government Act (1993) should be replaced to allow farmland subcategories to be determined based on geographic location and/or weed biosecurity risk status. *[NOTE: This is the IPART recommendation with the added end section “…and/or weed biosecurity risk status.”]*

ii. This proposal would allow a Council that decides to use the farmland weed biosecurity risk status option to FOR EXAMPLE have three subcategories for biosecurity – one being Low Risk, one being Un-assessed, and the other High Risk.

iii. To ensure proper use by a council of this subcategory option there might be a regulatory condition that only allows use of such subcategories where the Local (Weed) Control Authority within the meaning of the Biosecurity Act (2015) has adopted a formal policy that applies a risk based approach to assessing and assigning weed biosecurity risk for individual land holdings. If a particular property has not yet been assessed then that would have a neutral rate affect. Where the property was assessed as low or high that would have a discount or premium rate affect.

e) **Weed Biosecurity Weed Inspection Report**

In June 2019 the following occurred:

- 84 inspections were of private property (5,844 ha),
- 24 inspections were of public land (368 ha), and
- 11 inspections were for high-risk pathways (65 kms) (road, rail, and river).

In July/August 2019 a mass inspection of properties along the Vale Creek in Bathurst Council area is to occur focussing on blackberry.

The aerial weed spraying program for spring 2019 is being prepared and recruiting landholder participants. Google Earth pro is to be used to delineate property boundaries. The contract for the Aerial Weed Spraying program was awarded under the Confidential Section of the meeting.

The 2019-20 Roadside Weed program is currently being drawn up. It is noted that there were some variable results from 2018-19 due to seasonal conditions and time of spraying. Some serrated tussock is only just showing signs of dying. Whilst it is unclear of the degree of success with blackberry sprayed in late autumn, whereas blackberry sprayed in spring 2018 appears to have worked effectively.

f) **Compliance and Enforcement Policy Review 2018-19**

The following occurred in 2018-19:

i. 1,461 private property first inspections were undertaken during the year with 976 properties either already being ‘low risk’ or becoming ‘low risk’ compliant between when the Notice of Inspection was issued and the first inspection actually taking place.

ii. 485 properties were found to be ‘high risk’ at first inspection, and of these 183 were re-inspected later (a second inspection) with 122 of them having become ‘low risk’ with the remaining 61 still of ‘high risk’.

iii. 70 properties were found to still be ‘high risk’ at second inspection, 10 were re-inspected later (a third inspection) with 7 of them having become ‘low risk’ with the remaining 3 still of ‘high risk’. [These 3 were then issued $1,000 Penalty Infringement Notices.]
Cumulatively for inspections this year and last year there are 190 previously inspected properties that have not yet achieved formal ‘low risk’ weed biosecurity compliance status. Of these:

- 161 are still the subject of Weed Control Notices and are pending a further inspection in due course.
- There are also 29 properties that are the subject of Individual Biosecurity Directions that also will require further inspection in due course.

The County Council now has ability to create maps identifying the different risk categories applying to different properties for internal use. These maps can be synthesised for public dissemination and used at presentations and field days so that individual risk ratings for properties are not disclosed but only identify areas inspected. Similar mapping is occurring with roads within the UMCC area to indicate roads sprayed and to be sprayed.

g) Risks Associated with herbicides
Councillor Fry of Bathurst wrote to the UMCC Chairman in relation to risks being identified with the use of herbicides. The UMCC responded to Councillor Fry’s questions. The full transcript of the response can be found in the UMCC Ordinary Council business papers 26 July 2019.

h) Next meeting; Special meeting 2.30pm on 23 August 2019
A special meeting has been called on 23 August 2019 to amongst other things approve the General Manager’s Annual Performance Review.

The meeting closed at 4.45pm.
12. COMMITTEE REPORTS

13.01 COMMUNITY SERVICES COMMITTEE – 4 JULY 2019

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

Summary
Minutes of the Community Services Committee Meeting held on 4 July 2019 is submitted for Council’s information and consideration.

Recommendation:

That Council:
1. Receive report 13.01 as information.
2. Accept nominations from Rhonda Boyce and Belinda Massey to join the Community Services Committee.
3. Allow the Community Services Committee to form a Working Party, from members of the Committee or invited members, to look at Christmas celebrations for 2019.
4. Provide an ‘in principle’ budget of $10,000 to hold the 2019 Oberon Community Christmas Celebrations subject to a report to be provided to Council with a source of the expenditure to the September meeting.

Comment
Minutes of the Community Services Committee Meeting held on 4 July 2019 FOLLOW.

Items discussed at the July meeting included:

- New Members

  Rhonda Boyce and Belinda Massey have submitted nomination forms to be a member of the Community Services Committee

- Skate Park Update

  The Official opening has been confirmed for 10 August at 11.30am, with Blunt Side Sk8 Park Tours providing demonstrations and competitions all day, including a BBQ lunch.

- Main Street Christmas Celebrations

  The Committee would like to see flags, banners and decorations along the main street of Oberon, as well as Council playing Christmas Carols leading up to Christmas. The Committee would also like to have a Christmas Grotto and have formed a Working Party to put together a scope of activities.

  The Working Party met after the Committee meeting on 4 July 2019 and put forward the following for consideration by Council:
- Event name:
  - Oberon Community Christmas Celebrations

- Event scope:
  - Christmas Grotto in Ross Street - Close off Ross Street between Oberon Street and Tally’s Lane from 20 to 24 December (including Santa)
  - Decorate Oberon Street retail section with Christmas decorations
  - Lights in large tree in Apex Park
  - Best shop front decoration competition
  - Christmas tree competition
  - Christmas buskers along Oberon Street
  - Tree auction on 24 December

- Community involvement
  - Schools and Community Groups to create decorations
  - Oberon Men’s Shed to assist in making planter boxes
  - Approach Highland Pine and Borg to donate timber
  - Approach Forestry Corporation to donate trees to create a border around the Grotto

The next meeting of the Working Party will be held on 29 August at 2.00pm in the Council Committee Room.

- General Business:
  - Some ideas were floated for events that could be held as part of Seniors Festival 2020 to assist Council to put together a program and apply for grant funding to assist.
  - Council has applied for a grant for Youth Week 2020 to hold another Skillz4Life event.
  - Waste2Art Regional Exhibition will be open from 27 July to 17 August 2019 at the Malachi Hall.
  - The Development Application for the Library extension has been submitted.
  - Council continues to look for funding for the Oberon Community Garden.
  - Tender has been advertised for the construction of the new Independent Living Units.
  - Work on the Indoor Fitness Centre will commence next week, with the opening planned for November 2019.
  - Cllr Kellam advised the Committee that the current Oberon Sports Facilities Committee has become ineffective, with members not showing up for meetings and dwindling in member numbers. He suggested that perhaps the Community Services Committee charter could be changed to include the scope of the Sports Committee. It was suggested that this topic be brought back to the next meeting for further discussion.
  - Elaine Boxer has ordered three sets of 1km decals for The Common, Albion Street and North Street.
  - Oberon Tarana Heritage Railway has received a grant of $133,000 to upgrade the platform and received timber worth $26,000 from a community grant. The Hon Andrew Gee MP has committed to provide a $1.5million upgrade for running trains to Hazelgrove. Terms and conditions are still to be confirmed.
Gary Wallace advised that Council has signed an MOU with the Shooters Hill Correctional Centre for inmates to assist with various work in the community.

Keeping Active in Oberon flyer has had a draft printed and was circulated to Committee members present.

St Josephs Catholic Primary School invites all to attend the opening of their new building at St Josephs Catholic Primary School on 31 July 2019 at 11.00am.

The next meeting will be held on 3 October 2019 at 2.00pm.

**GENERAL MANAGERS NOTE**: The current provision of $10,000 from general revenue would see Councils approved small Operational Plan surplus move into deficit. The ability to provide a report by to the next available meeting would allow for an analysis of the impacts of an operational deficit for 19/20.

Notes:
The Oberon Community Services Committee Meeting was held on 4 July 2019 in Council’s Committee Room, 137 Oberon St, Oberon.

The Meeting commenced at 2:00pm

**ATTENDANCE**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
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<tr>
<td>Clr Brenda Lyon</td>
<td>Chairperson</td>
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<tr>
<td>Clr Mark Kellam</td>
<td>Councillor</td>
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<tr>
<td>Robyn Ashton</td>
<td>Rotary Club of Oberon</td>
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<tr>
<td>Greg Bourne</td>
<td>OTHR</td>
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<tr>
<td>Belinda Massey</td>
<td>Rotary Club of Oberon</td>
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<tr>
<td>Elaine Boxer</td>
<td>Oberon Health Council</td>
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<tr>
<td>Rhonda Boyce</td>
<td>Community Member</td>
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<tr>
<td>Jaydem Hadson</td>
<td>St Joseph’s Catholic Primary School</td>
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<tr>
<td>Gary Wallace</td>
<td>General Manager</td>
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<tr>
<td>Lynette Safranek</td>
<td>Corporate Services Director</td>
</tr>
<tr>
<td>Ruth Manouk</td>
<td>Finance and Community Services Trainee</td>
</tr>
<tr>
<td>Tania Matthews</td>
<td>Records and Media Coordinator</td>
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**APOLOGIES**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
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<tbody>
<tr>
<td>Mayor Kathy Sajowitz</td>
<td>Oberon Council Mayor</td>
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<tr>
<td>Mark Boffa</td>
<td>Community Member</td>
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<tr>
<td>Clr Don Capel</td>
<td>Councillor</td>
</tr>
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1. **APOLOGIES** – see Attendance and Apologies above

2. **DECLARATIONS OF INTEREST** - Nil

3. **BUSINESS ARISING FROM PREVIOUS MEETING – 4 April 2019**

4. **BUSINESS ARISING FROM THE MINUTES**
   
   f) Robyn will bring information on grants for National Desex Network next meeting.

**NEW MEMBERS**

Rhonda Boyce and Belinda Massey have submitted nomination forms to be a member of the Community Services Committee. All members of the Committee are happy for this to happen and submit a recommendation to the Oberon Council for adoption.

**Recommendation:**

The Community Services Committee accepts nominations from Rhonda Boyce and Belinda Massey to join the committee.

5. **REPORTS**

   a) **Skate Park Update**

   Official opening confirmed for 10 August 2019 at 11.30am by The Hon Paul Toole MP. Blunt Side Sk8 Park Tours will be holding jam sessions and demonstrations from 10am to 4pm. Oberon youth are already enjoying the skate park, including young children and families.
b) SHEV Immigration Program to be deferred until next meeting 3 October 2019 as Mark Boffa is an apology.

c) Main Street Christmas Decorations
Suggestions included: flags and banners on street lights; archway to Council office with lights; each business invited to decorate individual banner; decorate the streets with Christmas lights and a Christmas Tree; approach local cafés to provide Christmas type fare; speakers playing Christmas carols for 2 weeks leading up to Christmas; and a portion of Ross Street closed to create a Christmas themed grotto with Santa, Elves and other Christmas characters interacting with the community, open from 20th and 24th of December.

Committee asked to consider traffic control for Christmas Grotto as this takes time to close-off a street. Closing the streets involve State and Council roads, the need to consider WHS issues, and a budget will also need to be considered.

On a positive note, the Christmas Grotto will provide a good connectivity between the businesses at both ends of town. To get the community involved, there could be activities such schools to create decorations, approaching the Men’s Shed to assist in making planter boxes, Highland Pine and Borg to donate timber, and Forestry Corporation to donate Christmas trees.

**Recommendation**
That the Community Services Committee forms a Working Party from members of the Committee, or invited members, to look at Christmas celebrations for 2019.

It was confirmed that Brenda Lyon, Rhonda Boyce, Belinda Massey, Ruth Manouk and Lynette Safranek will form the Working Party.

6. **GENERAL BUSINESS**

a) Seniors Week is in February 2020. Council staff would like ideas from this Committee on what activities to hold during Seniors Week.

Ideas offered by the committee included a dance at Malachi Hall, a visit to the local Museums (Railway and Skoda could hold a tour and function). Suggestion to change the focus from Museum call it a ‘Historic Precinct’, therefore naming the event ‘Heritage Tour in Oberon’. Greg Bourne received an email from the Tourist Centre advising their plan to hold 4 weeks of Heritage, Seniors week could possible be part of this.

Jaydem Hadson advised that the theme for 2020 is ‘Caring for Self’ which goes with the colour red symbolising dementia. Seniors could walk with school groups ‘2020 Eyesight Tour’ with funny glasses with links and invite an Optometrist to the events, also do a glasses donation to the needy overseas. Children can visit the nursing home where the seniors can share something stories and show items of their history.

Provide an afternoon at the RSL with students providing catering and entertainment.

Lunches at Burraga and Black Springs Hall to get the wider community involved.
b) Council has applied for a grant for Youth Week 2020 for hold another Skillz4Life event. A suggestion was made to include a sexual health session for next conference.

c) A reminder that the Waste2Art Regional Exhibition will be open from 27 July to 17 August 2019 at the Malachi Hall. Council is looking for volunteers to meet and greet visitors.

d) The Development Application for the Library extension has been submitted.

e) A reminder that Council continues to look for funding for the Oberon Community Garden. Elaine Boxer advised that funding was applied for through The Neighbourhood Centre and will provide Lynette Safranek with contact details.

f) Tender has been advertised for the construction of the new Independent Living Units.

g) The proposed Recreation Ground Grandstand and Fitness Centre have been placed on Public Exhibition. The work on the Fitness Centre will commence next week, with the opening planned for November 2019.

h) Clr Kellam advised the Committee that the current Oberon Sports Facilities Committee has become ineffective, with members not showing up for meetings and dwindling in member numbers. He suggested that perhaps the Community Services Committee charter could be changed to include the scope of the Sports Committee. It was suggested that this topic be brought back to the next meeting for further discussion.

i) Elaine Boxer has ordered 3 sets of 1km decals for The Common, Albion Street and North Street. Another decal promoting exercise could be put out for the community to see as well.

j) Oberon Tarana Heritage Railway has received a grant of $133,000 to up-grade the platform and received timber worth $26,000 from a community grant. The Hon Andrew Gee MP has committed to provide a $1.5million upgrade for running trains to Hazelgrove. Terms and conditions are still to be confirmed. OTHR are also seeking new members for their Committee. It is open the first Saturday of each month from 10.00am to 2.00pm.

OTHR are expecting a group called ‘Horseless Carriages’ in September 2019. They have also had two school groups visit the OTHR.

k) Gary Wallace advised that Council has signed an MOU with Shooters Hill Correctional Centre for inmates to assist with various work in the community. Candidates to assist will be under the control of Correctional Centre Officers at all times. The correctional centre staff will coordinate inmates, the inmates are close to the end of their time, and Council wants to assist to facilitate their transition back into the community. The Community Garden would be an ideal task for inmates to assist with. One of the key attributes of the MOU is that we are not committed to looking after the inmates. The groups looking for work of inmates inform Council who will then advise the Correction Centre. The Correctional Centre then contacts the groups to organise from there.
l) Keeping Active In Oberon flyer has had a draft printed and was circulated to Committee members present. If there are any updates to be made to the brochure please advise Elaine Boxer.

m) St Josephs Catholic Primary School invites all to attend the opening of their new building at St Josephs Catholic Primary School on 31 July 2019 at 11.00am. They have had schools from outside Oberon region do tours of their facilities due to programs that the school has been running. Part of this is the involvement the school has within our community and the quality of education provided. St Josephs are have a community fete with something for the adults, as well as the children.

n) Jaydem Hadson advised that the Council Community Calendar is good and he uses it for events they are holding at the school.

The next meeting will be held on Thursday 3 October 2019 at 2.00pm.

Meeting closed at 3.05 pm
12.02 OBERON YOUTH COUNCIL

File: Governance/Meetings/OYC/
Author: Lynette Safranek, Corporate Services Director

Summary
The Oberon Youth Council meeting is held on the fourth Wednesday of each month, except for January. This report provides an update from meetings held in June and July, as well as any other activities that have been undertaken.

Recommendations:
That report item 12.02 be received as information.

Comment
FOLLOWING are the Minutes from the OYC meetings held on 26 June and 24 July 2019.

Skate Park Official Opening
Due to poor weather the ‘soft’ opening was postponed to the ‘official’ opening on 10 August 2019. With snow falling the weekend of 10 August, the Official Opening has had to be postponed. Council staff are coordinating with The Hon Paul Toole MP and Blunt Side Sk8 Park Tours for a date in the next few months (when the weather should be warmer).

Regional Waste2Art Exhibition
Oberon is holding the Regional Waste2Art Exhibition at Malachi Gilmore Hall from 27 July to 17 August. The OYC held a Fundraiser BBQ out the front of the exhibition on Saturday 3 August. The OYC raised $400 on the day.

Katie Graham has donated her Blue Dolphin from the exhibition for the OYC to raffle and put the funds towards their fundraising for the OZY Youth Choir.

OZY Youth Choir, Honouring Defence Services, Oberon Mob
Chloe Swannell presented the OZY Youth Choir, Honouring Defence Services and thanked the OYC for their sponsorship. Chloe is the Oberon branch Mob Leader, which currently has three other members. The Oberon Mob is looking for more members and has secured funding from Reliance Bank to assist with part or full scholarships.

The OZY Youth Choir will also be singing at the Oberon Christmas Carols on Friday 6 December at the Oberon Recreation Ground.

New Members and Mayor for 2020
The OYC continue to recruit new members and will be looking to vote for a new Mayor in February 2020.

Next meeting is scheduled for Wednesday 28 August 2019 at 5.30pm in the Council Chambers.
The Meeting was held on 26 June 2019 at the Council Chambers.

The Meeting commenced at 5.30pm.

**ATTENDANCE**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baily Nielsen</td>
<td>Youth Mayor</td>
</tr>
<tr>
<td>Malcom Voerman</td>
<td>Youth Deputy Mayor</td>
</tr>
<tr>
<td>Ian Gaiser</td>
<td>Youth Deputy Mayor</td>
</tr>
<tr>
<td>Petra Burgess</td>
<td>Youth Councillor</td>
</tr>
<tr>
<td>Belinda Massey</td>
<td>Rotary Club of Oberon</td>
</tr>
<tr>
<td>Don Capel</td>
<td>Councillor Representative</td>
</tr>
<tr>
<td>Lynette Safranek</td>
<td>Corporate Services Director</td>
</tr>
<tr>
<td>Ruth Manouk</td>
<td>Finance &amp; Community Services Trainee</td>
</tr>
</tbody>
</table>

1. **APOLOGIES** – Chloe Swannell (will attend July meeting)

2. **REPORTS**

   a) **Skate Park Update**
   
   The official opening has been scheduled for Saturday 10\textsuperscript{th} August. Blunt Side Sk8 Park Tours will be attending to provide exhibitions and competitions throughout the day. The Mayor and The Hon Paul Toole MP, will open the Skate Park at 11.30am. OYC Councillors have been asked to attend the opening. Structures will be erected within the next couple of weeks, ready for the opening.

   b) **Youth Choir (defer to next meeting)**

   c) **Regional Waste2Art**
   
   The Regional Waste2Art exhibition will be open from 27 July to 17 August from 10am to 4pm daily. The OYC will hold a fundraising bbq on Saturday 3 August. It was decided that we cook bacon and eggs rolls for breakfast, with steak and sausage sandwiches for lunch. The OYC will also meet and greet visitors to the exhibition all day on 3 August.

   d) **Introduction of paper bags**
   
   Following Councillor Don Capel’s idea of paper bags such as seen in Yamba, we have researched and found that local companies sell the Ecobags for 50c each. The bags are strong enough to be reused and when they are no longer reusable can be used for a variety of things such as worm food or fire lighters. Oberon Youth Council are keen to implement this in the Oberon LGA and would like Council staff to bring more information to the OYC meetings for discussion.

   Once the OYC confirm this project, Council staff will develop an email to gain expressions of interest from local businesses to gauge local interest.

   e) **School Holiday Activities**
   
   July School Holidays Activities are set at the Library, with community services organising a Tenpin Bowling event in Bathurst on Wednesday 10 July. OYC have been asked to help promote this activity by taking flyers to hand around school. Cost is $10 per person which includes transport to Bathurst and back, two games of bowls and lunch.
f) Black Springs Heritage Festival
Black Springs Community Association asked the OYC Councillors if they would be interested in doing face painting at the Black Springs Heritage Festival on Saturday 26th October 2019. The OYC have declined this invitation due to exams and not enough members available to attend in October.

3. GENERAL BUSINESS
Fitness Centre Enquiry – The Oberon Fitness Centre will be up and running by the end of the year, it will be located next to the pool. Earthworks will be starting next week with construction starting in August. Managers will be appointed to run the fitness centre.

Some OYC Councillors have HSC exams between 17 October and 10 November. Council will keep this in mind when planning and asking for assistance with events.

There was an enquiry regarding work being undertaken in the Oberon Common. This is garden beds being installed in the upper common carpark.

4. NEXT MEETING DATE AND MEETING CLOSE
The next meeting will be held on 24 July 2019 at 5:30pm in the Council Chambers.

The meeting closed at 6.00pm
The Meeting was held on 24 July 2019 at the Council Chambers.

The Meeting commenced at **5.30pm**.

### ATTENDANCE

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baily Nielsen</td>
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<tr>
<td>Susannah Curnuck</td>
<td>Youth Councillor</td>
</tr>
<tr>
<td>Rebecca Stewart</td>
<td>Youth Councillor</td>
</tr>
<tr>
<td>Don Capel</td>
<td>Councillor Representative</td>
</tr>
<tr>
<td>Ruth Manouk</td>
<td>Finance &amp; Community Services Trainee</td>
</tr>
<tr>
<td>Chloe Swannell</td>
<td>Oberon Youth Choir Mob Leader</td>
</tr>
</tbody>
</table>

1. **APOLOGIES** – Lynette Safranek

2. **REPORTS**

   a) **Skate Park Update**
   
   The official opening has been scheduled for Saturday 10 August. OYC members Baily, Malcom, Ian and Petra will be attending, with Rebecca hoping to be there as well.

   b) **OZY Youth Choir Honouring Defence Service**
   
   Chloe Swannell did a presentation on the OZY Youth Choir, Honouring Defence Services. Chloe is the Oberon branch Mob Leader, which currently has three other members. The choir sings at many memorials. So far they have had two mob practices with the next on 4 August 2019.

   The Oberon Mob is looking for recruitments and has acquired funding from Reliance Bank to assist with part or full scholarships.

   There are two overseas trips occurring in 2020. One trip is to Vietnam commemorating Bill Wilcox and the 50 year anniversary. The second will be a trip to France for the Peace Project, singing along the Western Front.

   The OZY Youth Choir will also be singing at the Oberon Christmas Carols.

   c) **Regional Waste2Art**
   
   The fundraiser BBQ is confirmed for Saturday 3 August. Baily, Malcom, Ian, Petra and Rebecca will be assisting on the day.

   d) **NSW Youth Conference 2019**
   
   In the June meeting, conference information was handed out to see who would be interested in attending. Registrations are due by 13 August. Those interested need to confirm with Council staff.

   e) **Oberon Community Christmas Celebrations**
   
   The Community Services Committee is proposing to hold a Christmas Grotto in Ross Street, between Oberon Road and Tallys Lane. The OYC is interested in holding a BBQ fundraiser at the Christmas celebrations. More information will be provided once the celebration is confirmed by Council.
3. **GENERAL BUSINESS**

Rebecca and Baily had a photo with the Hon Paul Tool MP at the new skate park for promotion.

OYC would like to hold a Halloween Movie Night. Details will be discussed at the August meeting.

OYC will discuss the election of a new Mayor at the August meeting. This has come about as Baily will be heading to University in 2020.

Confirmation that Council anticipate having the Oberon Fitness Centre operational by the end of the 2019. Earthworks have commenced with removal of trees, construction should commence in August, weather permitting.

OYC are interested in what is happening with the Sports Complex. Staff will bring information to the August meeting to provide an update.

4. **NEXT MEETING DATE AND MEETING CLOSE**

The next meeting will be held on 28 August 2019 at 5:30pm in the Council Chambers.

The meeting closed at 6.05pm.
### 13. REPORTS FOR DECISION

#### 13.01 ROAD NAMING – UNAMED ROADS OFF ALBION STREET

<table>
<thead>
<tr>
<th>File No:</th>
<th>BCS/Roads/Naming/Roads and Lanes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author:</td>
<td>Rebecca Burgess, Technical Services Administration</td>
</tr>
</tbody>
</table>

**Summary**

In accordance with road naming requirements for new roads constructed as part new subdivisional developments, an advertisement was placed inviting public submissions, road naming suggestions over the period 27 June to 26 July. A total of two (2) submissions were received for the un-named roads in the newly constructed ‘Flowerdale Estate’, located on the eastern side of Oberon.

---

**Recommendation:**

That Council endorse a new road name for each of the three un-named roads within the newly constructed ‘Flowerdale Estate’, located on the eastern side of Oberon.

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**Comment**

FOLLOWING is a map outlining the roads requiring naming. Furthermore reference to Sections 6.7.1 to 6.7.12, 6.8.1 to 6.8.3 and 6.10 of the NSW Addressing User Manual. There are three (3) unnamed roads located off Albion Street, contained within the recently constructed ‘Flowerdale Estate’. All three roads have been bitumen sealed.

Road 1 is 715 metres in length; Road 2 is 836 metres in length; and Road 3 is 184 metres in length.

Section 6.10 of the NSW Addressing User Manual outlines road types applicable for each of the three roads, they are:

- Road 1: Avenue; Road; Street
- Road 2: Avenue; Road; Street
- Road 3: Avenue; Close; Court; Place; Road; Street

An advertisement was placed in the Oberon Review inviting road naming suggestions. A total of two (2) submissions were received containing six road naming suggestions. They are as follows:

- Road 1: Flowerdale; Midsummer
- Road 2: Lysander; McKeon
- Road 3: Flute; Graham

Flowerdale is a reference to the subdivided existing property name. Midsummer, Lysander and Flute are in keeping with the Shakespeare "A Midsummer Nights Dream" theme of, with many places named in this theme already, for example Titania, On-Avon, Shakespeare and of course Oberon itself.

As a point of information in accordance with the road naming guidelines, the proposed names of Graham and McKeon cannot be adopted as it is in contravention of Section 6.7.4 of the NSW Addressing User Manual, being that the same name already exists within a 50km radius – Graham Drive in Kelso and McKeons Creek Road in Oberon. As per Section 6.7.4 "A road name will be regarded as a duplicate, regardless of the road type."

It is recommended that that Council now consider the submitted names, or elect to put forward alternative road names for adoption.
6.7 Principles of Road naming

Description

The following principles for the naming of roads (including waterways or islands) conform to the road naming principles outlined in various sections of AS/NZS 4819:2011 Rural and Urban Addressing. They are designed to ensure that naming practices in NSW will be of the highest possible standard and will result in intuitively clear road names for all, minimising confusion, errors and omissions.

Principles

6.7.1 Ensuring Public Safety and Service Delivery

Road names shall not risk public and operational safety for emergency response, or cause confusion for transport, communication and mail services. Many emergency responses and other public services (such as mail) are determined by the clarity of road names and road extents, and all road name proposals shall ensure that operations will not be adversely affected. Emergency and other public services shall also actively discourage the use of road names which are known to be unofficial.

For example, a road naming authority may redesign the traffic flow for a road that results in portions of a road no longer being connected. In such instances Principle 6.7.9 - Amending Road Names states that renaming action shall occur and defines the time periods that apply. This is particularly important to ensure public and operational safety is prioritised.

6.7.2 Language

a. Road names shall be written in standard Australian English or a recognised format of an Australian Aboriginal language local to the area of the road.

b. Road names shall be easy to pronounce, spell and write, and preferably not exceed three words (including the road type) or 25 characters. An exception to this is in the use of Aboriginal names when it is accepted that a traditional name may at first appear to be complex but will, over time, become more familiar and accepted by the community.

c. Diacritical marks (symbols such as ü in è, in ç or in ô) are not used in Australian English names, and shall be omitted from names drawn from languages that use such marks.

d. The following types of punctuation as used in Australian English shall not be included as part of a road name: period (.), comma (,), colon (:), semi-colon (;), quotation marks (""), exclamation mark (!), question mark (?), ellipsis (…), hyphen (-), dash (-) and parenthesis (()). For surnames or other names that include a hyphen, the hyphen shall be omitted when used for a road name.

e. An apostrophe mark shall not be included in road names written with a final 's', and the possessive 's shall not be included e.g. St Georges Terrace not St George's Terrace. Apostrophes forming part of an eponymous name shall be included (e.g. O'Connor Road).

f. A road name shall not include a preposition e.g. Avenue of the Allies.

g. Road names shall not include the definite article (the) as the sole name element of a road name e.g. The Esplanade is not acceptable.

h. A road name shall not be abbreviated or contain an abbreviation, initial or acronym e.g. Mount, not Mt) except that St shall be used for Saint.

i. For the purposes of consistency, names starting with Mc or Mac shall not have a space included between the Mc or Mac and the rest of the name.

j. A road name shall not include Arabic numerals e.g. 3 or 4th or Roman numerals e.g. IV or X. Where numbers are included in a road name they shall be written in full e.g. Fifth Avenue, Ten Mile Road.

k. A road name shall have the same spelling as any name from which it is derived. A road name shall not include initials e.g. J Jones Road is not acceptable.
6.7.3 Roads to be Named

All formed roads, including private roads (roads for which the care and maintenance is not the responsibility of a Local Government) that are generally open to the public or to services shall be named in accordance with these principles. This includes, but is not limited to, highways, motorways and freeways; bike paths, bridle paths or walking tracks; roads within complexes such as universities, hospitals and retirement villages; roads within national parks and pedestrian only roads, such as malls.

Roads covered in this policy, and the responsible naming authorities are discussed in more detail in AUM Chapter 2 - Section 2.4.3 - Authority for Road Naming.

The delivery of emergency and other services are often impeded for residents and businesses when private road names are not officially recorded. In order to minimise confusion, to standardise address assignment and support emergency services, all road naming principles, procedures and processes shall be applied to private roads in NSW. Driveways providing access to a small amount of dwellings are not automatically considered to be private roads, and owner/occupiers have no authority to install signs for such driveways, unless given consent from Local Government. This same principle applies to pathways, in cases where naming is not considered necessary for addressing purposes.

Unformed roads (usually surveyed but unconstructed) should not be named unless a name is, or will be, required for addressing purposes.

Roads with five or less address sites need not be named if the address sites within the road can be assigned numbers within the adjoining road. See example in Figure 6.33.

Naming conventions should take into consideration cartographic requirements i.e. a considerably long name is difficult to represent on a short road line.

The use of an unofficial road name (a name that has not been endorsed by a naming authority) for addressing purposes is not acceptable. Such a road shall be assigned an official name (a name that has been endorsed by Local Government, approved by the GNB and gazetted). Each road shall have only one official name for addressing purposes.

As shown in the example in Figure 6.34 a classified highway may include a section that is also assigned a local name where it passes through a town or suburb. Nonetheless, each section of road shall have only one official name for addressing purposes. In this example, within the town the official name for addressing purposes is Brooke Street.

Figure 6.37

Short road with just 3 address sites named as part of Beaufort Street

Beaufort Street
6.7.4 Uniqueness, Duplication

Uniqueness is the most essential quality to be sought in proposing a new road name. A road name will be regarded as a duplicate if it is the same or similar in spelling or sound to an existing name, regardless of the road type. Road names shall not be duplicated:

- Within the same locality.
- Within an adjoining locality.
- Within the following radius as applicable,
  - within 10 kilometres in a metropolitan urban area
  - within 20 kilometres in a regional urban area
  - within 30 kilometres in a rural area
  - within 50 kilometres in remote areas.
- Within a duplicated locality anywhere in NSW. Refer to list in AUM Chapter 6 - Section 6.11 - Duplicated Localities.

Mechanisms and services for duplication checks are provisioned by Spatial Services.
6.7.5 Acceptable Road Names

Names of early settlers, war servicemen and women and other persons who have contributed to the heritage of an area, local history themes, flora, fauna, ships etc. are usually most suitable for applying to roads.

Gender diversity in the selection of names is encouraged, as are names reflecting NSW multicultural heritage. Aboriginal names are also supported and shall be in a local language chosen in consultation with the Local Aboriginal Land Council.

Local interest groups, developers or individuals are encouraged to work with the Local Government to locate/define new names according to these suggestions.

When selecting road names, the following shall be considered:

- Road names shall not be offensive, racist, derogatory or demeaning (refer to NSW Anti-Discrimination legislation).
- Road names shall not be misspelt. In particular, the spelling of personal names shall be able to be validated by reference to primary sources.
- Commercial and business names shall not be used, particularly where the name can be construed to be promoting the business. However, business names no longer in use and which promote the heritage of an area are acceptable. Refer to AUM Chapter 7 - Procedure 7.3.4 - Suitability Advice for details on how an exemption can be requested for consideration in these cases.
- Road types shall not be used in the formation of a road name, for example Promenade Road, Court Street etc. even if the road type is also a surname.
- The use of given or first names in conjunction with a surname is not acceptable for road naming (but can be considered for place naming. Refer to GN8 guidelines on place naming).

6.7.6 Commemorative Road Names

Naming often commemorates an event, person or place. The names of people who are still alive shall not be used because community attitudes and opinions can change over time.

Acts of bravery, community service and exceptional accomplishments are typical grounds for this recognition. The name of persons who gave their lives in service for their country are often used as commemorative names. The person commemorated should have contributed significantly to the area.

Ownership of land that has been developed is not considered as a significant reason for naming purposes.

The initials of a given name are not to be used in any instances.

Local Government shall make every effort to gain consent from family members of the person who is being commemorated. Supporting evidence that shows attempts by a Local Government to consult with family members should be provided during the lodgment of the proposal, but it is acknowledged that some names may be from an era for which this is not possible.

6.7.7 Road Extents

The extent of a named road shall be defined by the formed road, and shall include only one section navigable by vehicles or foot. Unconnected navigable sections, such as where separated by an unbridged stream or a physical barrier, shall be assigned separate names. Refer to Figure 6.35 for an example.

When a road extent is broken into separate sections by redevelopment or redesign, the name shall only be retained on one section and the other section(s) renamed as part of the development process. Refer to Figure 6.36 for an example.

The extent of each road shall be mapped according to the centreline of the road, and the name shall apply from one end of the road to the other i.e. the point where the road finishes or intersects with other roads.

A classified highway may be split by a section that is assigned a local name where it passes through a town. Each section of road shall have only one official name for addressing purposes. Refer to Figure 6.37 for an example.
Figure 6.39

One section of road to be renamed

Orange Rd

Figure 6.40

Road Naming in a staged development

Wendy Rd  
Development Stage 1

Celia Rd  
Development Stage 2
6.7.8 Suffixes, Prefixes and Directional Indicators

A road name shall not include qualifying terminology, a cardinal indicator or a similar prefix (e.g. *Upper, Lower, Old, New, East, West*) unless the road name is derived from a name which includes it.

A directional or similar device shall not be used as a suffix to uniquely define road extremities e.g. *Boundary Road East* and *Boundary Road West*.

Origin to destination names, such as *Bathurst-Oberon Road* shall not be used. It is too easy for such names to be confusing as there are too many aliases. Further to this, road name signs for origin-destination names can create confusion when the respective names are opposite in direction to the actual location of the places as indicate by their order on the sign e.g. *Bathurst Road, Oberon Road, Oberon-Bathurst Road*.

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 GNB encourages authorities 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.
6.7.10 Road Types

All road names shall include a road type selected from the list of acceptable road types in Section 6.10 - Road Types. The road types available are distinguished between those for open-ended roads, culs-de-sac and pedestrian ways.

An exception to this mandatory assignment of road types only occurs on pre-approval of names for planning purposes or reserving of names, in which case the type might not yet be known. Refer to Chapter 7 - Procedures - Section 7.3 Reservations and Pre-Approvals for details of this process.

Descriptions of the road types assist in the selection of types that suitably describe a road's characteristics, and they should be chosen with the ultimate configuration of the road in mind. A road which is a cul-de-sac in the early development of an estate should be assigned a closed-road type until such time as the road is extended and provides passage to another thoroughfare. When this occurs through road type shall be assigned.

Road types shall not be used to distinguish different roads of the same name or similarly sounding or spelt names. For example, the roads Lambert Street, Lambert Close and Lambert Lane are considered to be duplicates, which are not acceptable under Principle 6.7.4 - Uniqueness, Duplication. The same applies to Brown Street, Broun Crescent and Browne Lane (or similar combinations).

6.7.11 Cross-Jurisdictional Naming or Renaming

Where naming or amendments to an existing road are required, and the extent crosses Local Government or State boundaries the Local Government with the most residents affected by any naming or proposed change shall take the lead in these negotiations. Where unanimous decision is unable to be achieved, the matter shall be referred to the GNB for its advice.

Where a road is named the whole road shall be named (as per Principle 6.7.7 Road Extents) and therefore a road spanning one or many Local Government areas shall have the approval of affected Local Governments prior to being considered for gazetral.

6.7.12 Name of Water Feature or Island

For water based addressing the name of the water feature or island replaces the name of a road. For sites facing a watercourse or bay, that name of that feature replaces the road name, and in the case of islands, the island name replaces the road name. In every instance, the name shall be a name approved by the GNB and recorded in the NSW Gazetteer of Place Names e.g. 29 Patonga Creek, Patonga, NSW.
6.8 Principles of Locality Naming and Boundaries

Description

A locality is a named geographical area with defined boundaries which represents a community or area of interest, and may be rural or urban in character (where urban it is usually defined as a 'suburb'). Localities enable addresses to be uniquely identified. Without clearly defined localities there can be uncertainty in an address. In order to achieve comprehensive addressing objectives it is vital that locality names and boundaries are clear and unambiguous.

Localities are distinguishable from urban places which are considered to be named geographical areas which have no official boundaries: for this reason an urban place name cannot be used for addressing purposes (e.g. Kings Cross is an urban place, it forms part of the Potts Point, Darlimghurst, Rushcutters Bay and Elizabeth Bay localities in Sydney). Similarly, estate names are considered to be branding for particular development areas or gated communities, and as such are not locality names and cannot be used for addressing purposes.

Principles

6.8.1 Uniqueness, Duplication

No new name shall be duplicated within NSW or any other state or territory in Australia. Duplication includes being replicated in spelling or similar in sound. A check for duplication can be undertaken by searching the Gazetteer of Place Names [www.gnb.nsw.gov.au] and the Australian Gazetteer [www.ga.gov.au/place-names/]. Where a new locality name is being considered, the GNB shall make contact with the PCPN - Permanent Committee on Place Names to determine whether other jurisdictions are concurrently considering a similar name and to reserve the name for potential future use in NSW.

6.8.2 Official Use

Each locality has one officially gazetted name. Alternative, promotional or dual names are not accepted for addressing purposes. Urban place names shall not be used in place of an official name. Promotion or use of an unofficial, urban place or name other than the officially gazetted locality name in an address (particularly in real estate marketing), is considered to be misleading or deceptive practice as defined under the Australian Competition and Consumer Act 2010.

6.8.3 Acceptable Locality Names

Locality names shall confirm with the general naming principles for roads. Refer to Principle 6.7.2 - Language and the following specific principles:

a. Short, easily pronounced names are preferred.

b. Names shall have the same spelling as any associated feature from which the name is derived.

c. The names of people who are still alive shall be avoided, because community attitudes and opinions can change over time, as per Principle 6.7.5 - Acceptable Road Names and Principle 6.7.6 - Commemorative Road Names.

d. In remote areas the names of Indigenous communities should be adopted as a locality name.

e. Names which are relevant to the local area are preferred, particularly if they relate to the history or geography of the area. The previous use of a name as an estate, subdivisional or promotional name does not give the name any priority to be accepted as a locality name. Names for new localities shall have a New South Wales emphasis, and preferably have a direct association with the area.

f. As per Principle 6.7.8 - Suffixes, Prefixes and Directional Indicators names should not include qualifying terminology, a cardinal indicator or a similar suffix or prefix e.g. Upper, New, North and South etc. Where such use is unavoidable it should only be used as a suffix e.g. Tamworth North, not North Tamworth.
6.8.4 Boundary Definition

a. Locality boundaries should be easy to identify and readily interpreted by the community. Locality boundaries shall be determined based on good planning principles and define areas with common community interests.

b. Locality boundaries shall be of a reasonable size for practical purposes, such as including a shopping precinct or community school. Within urban areas an ideal size is around 500ha, with a preferred minimum area of 100ha.

c. Locality boundaries shall be contiguous and may not overlap another locality boundary.

d. A locality cannot be an island within another locality. All localities should have boundaries that run alongside two or more other localities, the seashore or state boundary.

e. Locality boundaries shall not extend beyond local government, state or territory boundaries.

6.8.5 Boundary Determination

a. Locality boundaries shall follow clear and easily distinguishable lines such as rivers, railways, major road centrelines.

b. Locality boundaries shall not bisect properties in common ownership and shall not bisect individual land parcels.

c. Boundaries should be regularly reviewed, especially in areas subject to urban development. The review process should take into primary consideration impacts on community interests. Following this, consideration can be given to the likely impact on government and commercial interests.
# 6.10 Road Types

The following road types, derived from AS/NZS 4819:2011, shall be selected as applicable to open ended roads, cul-de-sac or pedestrian only roads.

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Abbreviation</th>
<th>Description</th>
<th>Open ended</th>
<th>Cul-de-sac</th>
<th>Pedestrian only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alley</td>
<td>Ally</td>
<td>Usually narrow roadway in cities or towns, often through city blocks or squares.</td>
<td>✔️</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Approach</td>
<td>App</td>
<td>Roadway leading to an area of community interest (e.g. public open space, commercial area, beach etc.)</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arcade</td>
<td>Arc</td>
<td>Passage having an arched roof, or any covered passageway, especially one with shops along the sides.</td>
<td></td>
<td></td>
<td>✔️</td>
</tr>
<tr>
<td>Avenue</td>
<td>Av</td>
<td>Broad roadway, usually planted on each side with trees.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boardwalk</td>
<td>Bwlk</td>
<td>Promenade or path, especially of wooden planks, for pedestrians and sometimes vehicles, along or overlooking a beach or waterfront.</td>
<td></td>
<td></td>
<td>✔️</td>
</tr>
<tr>
<td>Boulevard</td>
<td>Blvd</td>
<td>Wide roadway, well paved, usually ornamented with trees and grass plots.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Break</td>
<td>Brk</td>
<td>Vehicular access on a formed or unformed surface, which was originally prepared as a firebreak.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bypass</td>
<td>Bypa</td>
<td>Alternative roadway constructed to enable through traffic to avoid congested areas or other obstructions to movement.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carpark</td>
<td>Crpk</td>
<td>An area or building where cars or other vehicles may be left temporarily. Shops or residence may also be fronting the carpark.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chase</td>
<td>Ch</td>
<td>Roadway leading down to a valley.</td>
<td>✔️</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Circuit</td>
<td>Cct</td>
<td>Roadway enclosing an area.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close</td>
<td>Cl</td>
<td>Short, enclosed roadway.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concourse</td>
<td>Con</td>
<td>Roadway that runs around a central area (e.g. public open space or commercial area).</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Court</td>
<td>Ct</td>
<td>Short, enclosed roadway.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crescent</td>
<td>Cr</td>
<td>Crescent-shaped thoroughfare, especially where both ends join the same thoroughfare.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crest</td>
<td>Crst</td>
<td>Roadway running along the top or summit of a hill.</td>
<td>✔️</td>
<td>✔️</td>
<td></td>
</tr>
<tr>
<td>Drive</td>
<td>Dr</td>
<td>Wide thoroughfare allowing a steady flow of traffic without many cross-streets.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Entrance</td>
<td>Ent</td>
<td>Roadway connecting other roads.</td>
<td>✔️</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road Type</td>
<td>Abbreviation</td>
<td>Description</td>
<td>Open ended</td>
<td>Cul-de-sac</td>
<td>Pedestrian only</td>
</tr>
<tr>
<td>-----------</td>
<td>--------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
<td>------------</td>
<td>------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Esplanade</td>
<td>Esp</td>
<td>Level roadway, often along the seaside, lake or a river.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Firetrail</td>
<td>Ftl</td>
<td>Vehicular access on a formed or unformed surface, which was originally prepared as a firebreak.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Freeway</td>
<td>Fwy</td>
<td>Express, multi-lane highway, with limited or controlled access.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glade</td>
<td>Glde</td>
<td>Roadway usually in a valley of trees.</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Grange</td>
<td>Gra</td>
<td>Roadway leading to a country estate, or focal point, public open space, shopping area etc.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grove</td>
<td>Gr</td>
<td>Roadway that features a group of trees standing together.</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Highway</td>
<td>Hwy</td>
<td>Main road or thoroughfare, a main route.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lane</td>
<td>Lane</td>
<td>Narrow way between walls, buildings or a narrow country or city roadway.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Loop</td>
<td>Loop</td>
<td>Roadway that diverges from and rejoins the main thoroughfare.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mall</td>
<td>Mall</td>
<td>Sheltered walk, promenade or shopping precinct.</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Mews</td>
<td>Mews</td>
<td>Roadway in a group of houses.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parade</td>
<td>Pde</td>
<td>Public promenade or roadway that has good pedestrian facilities along the side.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parkway</td>
<td>Pwy</td>
<td>Roadway through parklands or an open grassland area.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passage</td>
<td>Psge</td>
<td>Narrow street for pedestrians.</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Path</td>
<td>Path</td>
<td>Roadway used only for pedestrian traffic.</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Place</td>
<td>Pl</td>
<td>Short, sometimes narrow, enclosed roadway.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Promenade</td>
<td>Prom</td>
<td>Roadway like an avenue with plenty of facilities for the public to take a leisurely walk, a public place for walking.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quay</td>
<td>Qy</td>
<td>Roadway leading to a landing place alongside or projecting into water.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ramp</td>
<td>Ramp</td>
<td>Access road to and from highways and freeways.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retreat</td>
<td>Rtt</td>
<td>Roadway forming a place of seclusion.</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Ridge</td>
<td>Rdge</td>
<td>Roadway along the top of a hill.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rise</td>
<td>Rise</td>
<td>Roadway going to a higher place or position.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Road Type</td>
<td>Abbreviation</td>
<td>Description</td>
<td>Open ended</td>
<td>Cul-de-sac</td>
<td>Pedestrian only</td>
</tr>
<tr>
<td>-----------</td>
<td>--------------</td>
<td>------------------------------------------------------------------------------</td>
<td>------------</td>
<td>------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Road</td>
<td>Rd</td>
<td>Open way or public passage primarily for vehicles.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Steps</td>
<td>Stps</td>
<td>Route consisting mainly of steps.</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Street</td>
<td>St</td>
<td>Public roadway in a town, city or urban area, especially a paved thoroughfare with footpaths and buildings along one or both sides.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subway</td>
<td>Sbwy</td>
<td>Underground passage or tunnel that pedestrians use for crossing under a road, railway, river etc.</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Terrace</td>
<td>Tce</td>
<td>Roadway usually with houses on either side raised above the road level.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Track</td>
<td>Trk</td>
<td>Roadway with a single carriageway. A roadway through a natural bushland region. The interpretation for both Track and Trail is limited to roadways, whereas in many areas (e.g. Tasmania) these are often associated with walking rather than vehicular movement.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trail</td>
<td>Trl</td>
<td>See ‘Track’.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>View</td>
<td>View</td>
<td>Roadway commanding a wide panoramic view across surrounding areas.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Vista</td>
<td>Vsta</td>
<td>Roadway with a view or outlook.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Walk</td>
<td>Walk</td>
<td>Thoroughfare with restricted access used mainly by pedestrians.</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Way</td>
<td>Way</td>
<td>Roadway affording passage from one place to another. Usually not as straight as an avenue or street.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wharf</td>
<td>Whrf</td>
<td>A roadway on a wharf or pier.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>
13.02 COMMUNITY BRANDING STRATEGY FINAL LOGO DESIGN

File No: Economic Development/Projects/Branding
Author: Tourism and Economic Development Manager, Mathew Webb

Summary
This report seeks council endorsement for the final version of the community branding logo. This report summarises the findings from the community consultation process where two logo designs were put to the community to vote and provide further feedback. Upon close of the exhibition period logo iteration 1 – The Eucalyptus 4 Panels was the preferred logo.

The following report outlines the survey findings, feedback and logo options.

Recommendation:

That Council endorse logo iteration – The Eucalyptus 4 Panels as the Oberon Community Branding Logo.

Comment
FOLLOWING is the report submitted by Brijid Media outlining the results captured during the public exhibition period for the final logo design of the Oberon Community Brand. Two logo iterations were placed on exhibition for public preference and feedback. This included Logo Option 1 – Eucalyptus 4 Panels and Logo Option 2 – Beautiful Oberon.

Previously Council endorsed the second and final phase of the Community Branding Strategy which included the adoption of ‘Oberon – more than you imagine’ as the tagline and Vision Statement within the 2040 Community Strategic Plan. The final Community Branding Strategy also presented a collection of logos developed by Brijid Media and community. Council indicated a preference for the two Brijid Media logos and placed them on public exhibition for community voting and feedback.

Brijid Media collated the voting and feedback via an online survey, and this was promoted through local media to encourage participation across the community. A Survey Report FOLLOWs this report and a summary of the findings are highlighted below.

Preferred Logo Voting Results

1. Eucalyptus 4 Panels: 60.39%
   Logo iteration 1 depicts a eucalyptus branch growing upwards and to the right through the coloured panels symbolising progress and natural growth.

2. Beautiful Oberon: 39.61%
   Intends to boldly and sleekly summarise a number of tokenistic natural attractions of the Oberon area into a beautiful modern design

   Some respondents opted to skip or declined to indicate a logo preference, although 83% of all survey participants selected a preferred logo option.
Further Feedback
In the survey Brijid Media provided voters with an option to provide written feedback. The feedback statements were further analysed to test the affection to the logos and provide another benchmark as to how the community responded to the process. The feedback was categorised into the 3 sentiment types.

- **Positive Comment**: For whether they liked either logo.
- **Neutral Comment**: For whether they were impartial to the process, designs, outcomes or didn't comment with a directly favourable comment.
- **Negative Comment**: For those who did not like either of the two designs or investment in rebranding.

Analysis of the written feedback indicated an overwhelming favour towards the final proposed logos with 64% (53) of these individual responses displaying a Positive sentiment. Feedback was not required to complete the survey although a total of 83 out of the 154 responses left commentary. A selection of the statements is included in the following report.

It is considered that finalising a new Brand, logo and tagline for Oberon will provide a new look and direction for the Oberon LGA. It is considered that the Eucalyptus Logo submitted as part of the Branding Strategy presented by Brijid Media should be supported by Council in line with the recommendations tabled.

Notes:
Oberon Community Branding Strategy
Final Logo Survey Response Summary

By Brijid Media Agency
Summary

The survey was released the week commencing 24th June and was available for public voting for 5 weeks. During this period 154 responses were collected from the community with an average of 4 minutes and 18 seconds taken to review the content and consider the material.

In order to ensure that voters were educated about the process and journey taken to produce the logos, a short video was prepared by Brijid Media Agency to provide as much information as possible before voting. The following screenshots lay out the process that voters had to navigate through in order to cast their vote. The first step was to watch the video and acknowledge that they had done so by clicking the link confirming this.

Voters were then presented with both logo variations and their respective titles so as to be able to properly assess each logo. After this they could only select one of the two logo options as their vote. Participants were provided with an opportunity to provide further comment on what they thought about the logo.

Image 1: Eucalyptus 4 Panels  
Image 2: Beautiful Oberon
Of these responses, Brijid then were able to see which logo had the most votes and what the overall sentiment towards the designs were. The results are as follows:

Image 1 “Eucalyptus 4 Panels” was the clear winner with 60% of votes (93 total).

Voters were also given the option to leave written feedback (but were not required). Brijid Media Agency then analysed this feedback on an individual response level for a sentiment scale. Sentiment was categorised into 3 result types.

- **Positive**: for whether they liked either logo.
- **Middle**: for whether they were impartial to the process, designs, outcomes or didn’t comment with a directly favourable comment.
- **Negative**: for those that did not like either of the two submissions or the investment in rebranding.

The outcome of this was that voters showed an overwhelming favour towards the final proposed logos with 64% (53) of these individual responses displaying a Positive sentiment. As this was not required to complete the survey a total of 83 out of the 154 responses left commentary.
Of this, examples of the feedback include:

<table>
<thead>
<tr>
<th>Sentiment</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Positive</td>
<td>“I love them both actually, but Four Panels is my favourite.”</td>
</tr>
<tr>
<td>Positive</td>
<td>“Well done on taking all the feedback and making great logos! They are both good options but I really like the beautiful Oberon logo.”</td>
</tr>
<tr>
<td>Positive</td>
<td>“The eucalyptus four panel shows all the seasons of Oberon. Also shows that it is progressing as the panels start small and continues to grow. Foretells so much about the Oberon area.”</td>
</tr>
<tr>
<td>Middle</td>
<td>“Whilst I would have preferred to see the original branding kept, the chosen panel suits the best and I am being persuaded to change my mind”</td>
</tr>
<tr>
<td>Middle</td>
<td>“I think the second [Image 2] logo is too detailed considering the need for it to be able to be downsized and used in black and white”</td>
</tr>
<tr>
<td>Middle</td>
<td>“Underlying theme of growth in the eucalyptus tree suits well with the opportunity. circles are limiting, having too many processes around evaluation, redo, rethink,for a logo.”</td>
</tr>
<tr>
<td>Negative</td>
<td>“Both too complicated to replicate doing freehand”</td>
</tr>
<tr>
<td>Negative</td>
<td>“I don’t think enough research has been done. High school visit was cancelled and they would have great input and will live and grow with the new branding. I don’t like these choices TRY AGAIN”</td>
</tr>
<tr>
<td>Negative</td>
<td>“I really do not like either design. The eucalyptus 4 design doesn’t relate to Oberon it could be any town The beautiful Oberon design is cluttered -could it be simplified. The splash of yellow in the mid right hand side detracts the eye. Would be better if it was removed Overall I think the whole project is a waste of money. Council needs to be more responsible in the projects it is seeking funding for.”</td>
</tr>
</tbody>
</table>
Summary

A Development Application has been received for Additions to Library at 13 Fleming Street OBERON (PLT 4 in DP 546753). In accordance with the neighbour notification process prescribed within the Oberon Development Control Plan (DCP) 2001 Part H, the application must be decided by Council as it has received objections against the proposed development.

The proposed development is located in the B2 – Local Centre zone and consists of an extension to the existing library building. The extension will be 72m² in size and will extend the building from its current 6 metre setback to the Dart Street road reserve boundary. The proposed extension is to utilise the existing windows present on the Dart Street frontage and will be designed to match the existing building in regard to design and materials. Due to the varying setbacks of the locality which includes a number of buildings with no setback along both Dart and Fleming Streets, it is therefore considered a setback of nil for the extension along Dart Street is compliant with DCP clause D.4.1.

The development is permissible within the B2 Zone as additions to an existing use. The development is consistent with the controls of the Oberon Local Environmental Plan 2013 and the Oberon Development Control Plan 2001. The application was notified for a period of 21 days to adjoining property owners, and was advertised on two occasions during this time within the Oberon Review. The application has subsequently received one (1) submission from the public.

Recommendation

That:

1. Council approve Development Application 10.2019.40.1 for Additions to Library at PLT 4 in DP 546753, being known as 13 Fleming Street OBERON in accordance with Section 4.16 of the Environmental Planning and Assessment Act 1979 and conditions contained within this report, for the following reasons:

   • The development is permissible within the Oberon Local Environmental Plan 2013.
   • The extension meets the controls of both the Oberon Local Environmental Plan 2013 and the Oberon Development Control Plan 2001.
   • The impact to neighbouring properties and the locality will be minimal in regard to visual amenity and aesthetic and will provide increased capabilities for community uses.

2. A division be called in accordance with Section 375A of the Local Government Act 1993

Comments

FOLLOWING are the plans and associated documentation relevant to this application.

1. PROPOSAL

The proposal consists of a 12 x 6 metre extension to the northern side of the existing library building at 13 Fleming Street Oberon. The proposed extension will be located on the Dart Street road reserve boundary and will be designed to match the existing building in regard to design, roof pitch etc. The existing windows on the existing northern wall will be removed and utilised in the new northern wall.
2. SUMMARY
The development is permissible within the Oberon Local Environmental Plan 2013. The extension meets the provisions of the Oberon Local Environmental Plan 2013 and the Oberon Development Control Plan 2001. Whilst the extension is to the Dart Street boundary it is considered consistent with neighbouring buildings which are also built to the road reserve boundary along both Dart and Fleming Streets. Overall the impact of the development is unlikely to affect the amenity of the locality or any of the neighbouring land uses.

LOCATION OF THE PROPOSAL
The proposal is located along the northern boundary of the site (PL 4 in DP 546753) which is the secondary street frontage of the existing library building which primarily faces Fleming Street. There is an existing easement along the eastern boundary for sewer which should not be impacted from the development as the extension is located approximately 3.6 metres off the eastern boundary.

*Figure 1: Location of the proposed extension on the existing library building.*

*Figure 2: Existing Library from Dart Street (extension along pictured windows)*
3. ZONING
The development site is zoned as B2 – Local Centre. All neighbouring and adjacent properties are zoned as B2 – Local Centre although uses are varying between commercial and residential.

4. PERMISSIBILITY
The extension to the existing commercial building is considered to be permissible with consent.

5. EXISTING CONSENTS THAT RELATE TO THE LAND
10.2009.179.1 – Addition to Existing Community Centre Building
10.2016.098.1 – Additions

6. CONNECTION OF SERVICES
All services available to existing library building.

7. HERITAGE
No heritage listed items in close proximity or on the subject property. The land is not within a heritage conservation area.

8. OBERON LOCAL ENVIRONMENTAL PLAN 2013
Permissibility
The development is permissible as additions to the existing library use. The use will continue unchanged.

Zone Objectives
The development meets the zone objectives as it provides an increased range of uses for the existing library building whilst not impeding on the locality.

6.1 – Earthworks
The development does not propose earthworks which are inconsistent with the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

9. OBERON DEVELOPMENT CONTROL PLAN 2001
D.2 – Aims and Objectives
The development is considered not to impede on the locality in regard to creating visually appealing development.

D.4.1 – Building Setback
The development is proposed on the secondary street frontage boundary. Whilst somewhat varied from the building setback control, the existing entrance verandah is located 1.5 metres off the boundary and a number of buildings are located on the boundary along both Dart Street and Fleming Street.

It is considered that the intention of the control is to maintain the predominant setback and amenity of the locality. The proposal maintains this amenity and is not considered to be inconsistent with what is found within the nearby locality in regard to setback.

D.4.2 – Building Façade
The façade is considered to be appropriate for the Dart Street locality.

D.4.4 – Parking
Existing parking provisions are considered acceptable.
F.4 – Performance Standards
No development types within the parking schedule are applicable to the library development. It is deemed that existing street parking is appropriate in handling the potential extra loading that the extension will apply on the street parking.

H.3 – Community Consultation – Development Applications
The development was notified to neighbouring properties for 21 days. The development was also advertised within the Oberon Review on 2 occasions during this time and on Councils website.

10. ASSESSMENT

Context and setting
The existing library site will remain mostly unchanged apart from the Dart Street frontage. The locality features a mix of residential, commercial and light industrial land uses which ensure that the extension will have a somewhat reduced impact. There are a number of buildings within the nearby locality which are also built to the street frontage which ensures that the reduced setback is unlikely to impact on neighbouring uses.

Access, transport and traffic
The traffic generation from the development is unlikely to substantially more than the current library building. Fleming and Dart Streets should be able to handle any slight increase in traffic from the proposal.

Public domain
The development is considered to be a positive for the public domain as it is a public library building which will allow greater use of the existing building.

Utilities
All utilities are available to the existing building.

Heritage
The land does not contain a heritage listed item and is not within a heritage conservation area.

Other land resources
No other land resources are impacted from the development.

Water
No impacts to watercourses. No bathrooms or other potential water using facilities proposed as part of the development.

Soils
Soils are not likely to be impacted.

Air and microclimate
No impact to the air or microclimate.

Flora and fauna
No impact to flora or fauna.

Waste
Waste removal is to be managed via existing methods. It is unlikely that waste generation will substantially increase from the development.

Energy
Unlikely energy use will be substantially increased.
Noise and vibration
No likely increase in noise or vibration from the development.

Natural hazards
No risk identified on Council mapping and records of flooding or bushfire.

Technological hazards
The development is located within the Oberon Industrial Buffer. As the development is non-residential in nature no action is necessary to attenuate noise.

Safety, security and crime prevention
The development will not reduce the level of security of the building but is also unlikely to increase it.

Social impacts in the locality
The development will provide a positive social impact on the locality both nearby and community wide. By allowing increased levels of use for the library building a higher percentage of the community will be able to utilise the building and participate in its events and functions etc.

Economic impact in the locality
The development may have a slight impact on the locality from an economic perspective by attracting more visitors to the area. This in turn may lead to more people frequenting nearby shops and services.

Site design and internal design
The design of the extension is considered positive as it utilises existing land which is not currently used without impeding on the locality from an amenity perspective. The internal design is simple and will allow greater flexibility and use.

Construction
The construction should be simple due to the building location on the street frontage which has a high level of access.

Cumulative impacts
No cumulative impacts envisaged.

11. SITE SUITABILITY
Does the proposal fit in the locality?
The proposal continues the existing use of the library which is considered to be consistent with the mixed use of the locality and the B2 – Local Centre zone.

Are the site attributes conducive to development?
The site attributes are conducive of this development.

12. SUBMISSIONS
Public submissions
The application was notified to neighbouring properties for a period of 21 days and was advertised in the Oberon Review on two (2) occasions. A total of one (1) submission was made to Council.

Submission One
Design of the ‘lean-to’ extension is not consistent with the street aspect and is visually unappealing.

The extension design is far to industrialised in design rather than how a library would be appropriately designed.
It is determined that the design of the library extension is reasonable as it is to match the existing building. Existing windows and matching roof pitch, materials and colours will ensure that the extension does not look out of place. The extension will not appear as an industrial building and is considered to be appropriate.

Submissions from public authorities
No public authorities were notified of the development.

13. PUBLIC INTEREST
The proposal is generally considered to be in the public interest.

14. CONCLUSION & RECOMMENDATION

The development is permissible within the Oberon Local Environmental Plan 2013. The extension meets the provisions of the Oberon Local Environmental Plan 2013 and the Oberon Development Control Plan 2001. Whilst the extension is to the Dart Street boundary, it is considered consistent with neighbouring buildings which are also built to the road reserve boundary along both Dart and Fleming Streets. The design of the extension is not considered unreasonably in the context of the locality as per the single submission received. Overall the impact of the development is unlikely to affect the amenity of the locality or any of the neighbouring land uses.

Given this outcome, it is considered appropriate to recommend approval subject to the implementation of suitable conditions of development consent.

- The development is permissible within the Oberon Local Environmental Plan 2013.
- The extension meets the controls of both the Oberon Local Environmental Plan 2013 and the Oberon Development Control Plan 2001.
- The impact to neighbouring properties and the locality will be minimal in regard to visual amenity and aesthetic and will provide increased capabilities for community uses.

15. RECOMMENDED CONDITIONS OF CONSENT

1. Approved Plans
The development is to be carried out generally in accordance with the approved stamped plans except as otherwise provided by the conditions of this determination.

(Note: modifications to the approved plans will require the lodgement and consideration by Council of a modification pursuant to Section 96 of the Environmental Planning and Assessment Act).

Reason: To confirm and clarify the terms of Council's approval.

2. Submission of a Construction Certificate
Site works are not to commence until such time as Council has received a construction certificate for the proposed works. Council or an Accredited Certifier may issue construction certificates.

Note: Only the person who appointed the PCA may be the applicant for the Construction Certificate.
Reason: To comply with the requirements of Section 81A of the Environmental Planning and Assessment Act.

3. Application for Drainage Works
Prior to the undertaking of any sewer or stormwater drainage work an approval for these works under section 68 of the Local Government Act 1993 must be obtained.

Reason: To ensure that the sewer and stormwater drainage works involving Council infrastructure are to Councils satisfaction.

4. Notice of Commencement
At least two (2) days prior to the commencement of building works, the applicant is required to submit to Council the attached “Notice of Commencement of Building or Subdivision Works and Appointment of Principal Certifying Authority”.

Reason: To meet the requirements of Section 4.19 of the Environmental Planning and Assessment Act 1979.

5. Hours of Work
Building works involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 8.00 pm on weekdays and between 8.00 am to 8.00 pm Saturdays. No work shall be undertaken on Sundays and Public Holidays.

Reason: To ensure building works do not cause noise nuisance to surrounding premises after hours and on Sundays and public holidays.

6. Copy of Approval On Site
A copy of the development consent and approved plans and specifications shall be kept on site at all times.

Reason: To ensure a copy of the approval is available for builders/tradespersons on site.

7. Colour Scheme
The exterior of the building is to be constructed of non-reflective materials.

Reason: To ensure the external appearance of the development is not obtrusive or offensive and does not degrade the visual quality of the surrounding area.

8. Sediment Control
To contain soil and sediment on the property, controls are to be implemented prior to clearing of the site vegetation and the commencement of site works. This will include the installation of a sediment fence with returned ends across the low side of the site so that all water flows through. These shall be maintained at no less than 70% capacity at all times. Drains, gutters, roadways etc., shall be kept clean and free of sediment. Soil erosion fences shall remain and must be maintained until all disturbed areas are restored by turfing, paving, revegetation.

Reason: To prevent the movement of soil and sediment in accordance with the blue book.

9. Site Identification
A sign is to be erected in a prominent position at the entrance of the work site, stating that unauthorised access is prohibited, and showing the name and contact phone number of the person or company in charge of construction on the site.

Reason: To identify the site and builder, and prevent unauthorised access.
10. Builders Toilets
Prior to the commencement of works, temporary toilet facilities shall be provided on site for the use of builders or tradespersons during the construction works.

Reason: To ensure adequate standard of amenities are available to workers on site.

11. Builders Waste
All building rubbish, including that which can be wind blown, shall be suitably contained on site, until disposed of at Council's Solid Waste Disposal Depot.

Reason: To ensure the building site and surroundings are kept in a clean and tidy condition and to prevent a nuisance to surrounding premises.

12. Occupation Certificate
The applicant is to obtain an Occupation Certificate pursuant to Section 109C of the Environmental Planning and Assessment Act 1979, from either Council or an accredited certifying authority prior to occupation of the building.

Reason: Because it is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 4.15 of the Environmental Planning and Assessment Act 1979, as amended.

13. Submission of a Final Fire Certificate
Prior to the occupation of the building, the owner of the building shall submit to Council, a final fire certificate in relation to each essential fire safety measure specified in the fire safety schedule, attached to the construction certificate.

Such certificate shall state that each essential fire safety measure specified:

(a) has been assessed by a properly qualified person, and
(b) was found, at the date of assessment, to be capable of performing to a standard not less than that required by the current fire safety schedule for the building for which the certificate is issued.

NOTES:
As soon as practicable after a final fire safety certificate is issued the owner of the building to which it relates:

1. must cause a copy of the certificate (and current fire safety schedule) to be given to the Commissioner of NSW Fire Brigades, and
2. must cause a further copy of the certificate (and current copy of the current fire safety schedule) to be prominently displayed in the building.
3. A "fire safety measure" is defined as any measure (including any item of equipment, form of construction or fire safety strategy) that is, or is proposed to be, implemented in the building to ensure the safety of persons using the building in the event of the fire.

Reason: To ensure compliance with Regulation 80E of the Environmental Planning and Assessment Regulation, 1994.

The owner of any building in which fire safety measures are installed, must cause the Council to be given an annual fire safety statement, within 12 months after the last such statement or final fire safety certificate was issued.

The certificate shall certify:

(a) That each essential fire safety measure has been assessed by a properly qualified person and was found, at the date of assessment, to be capable of performing to a standard not less than that required by the current fire safety schedule.

(b) That a properly qualified person has inspected the building and has certified that, as at the date of inspection, the condition of the building did not disclose any grounds for a prosecution under Division C.

NOTES:
1. As soon as practicable after an annual fire safety statement is issued, the owner of the building to which it relates:
2. Must cause a copy of the statement (and current fire safety schedule) to be given to the Commissioner of NSW Fire Brigades, and
3. Must cause a further copy of the statement (and current copy of the current fire safety schedule) to be prominently displayed in the building.
4. A “fire safety measure” is defined as any measure (including any item of equipment, form of construction or fire safety strategy) that is or is proposed to be, implemented in the building to ensure the safety of persons using the building in the event of fire.

Reason: To ensure compliance with Regulations 80GA and 80GB of the Environmental Planning and Assessment Regulation, 1994.

PRESCRIBED CONDITIONS OF CONSENT

The following conditions are known as “Prescribed Conditions” and are required by the Environmental Planning and Assessment Regulation 2000 to be imposed as part of any development consent whether or not they are relevant to the development approved under this consent. Please do not hesitate to contact staff in Council’s Development Department who will be happy to advise you as to whether or not the conditions are relevant to your consent.

1. All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate or complying development certificate was made).

Reason: So that the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulation 2000.

2. In the case of residential building work for which the Home Building Act 1989 requires there to be a contact of insurance in force in accordance with Part 6 of the Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.

Reason: So that the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulation 2000.

3. Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifying authority for the development to which the work
relates (not being the Council) has given the Council written notice of the following information:

☐ in the case of work for which a principal contractor is required to be appointed:
   (i) the name and licence number of the principal contractor, and
   (ii) the name of the insurer by which the work is insured under Part 6 of the Act,
☐ in the case of work to be done by an owner-builder:
   (i) the name of the owner-builder, and
   (ii) if the owner-builder is required to hold an owner-builder permit under that Act,
   the number of the owner-builder permit.

Reason: So that the development complies with the requirements imposed under Clause 98B of the Environmental Planning and Assessment Regulation 2000.

4. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
   ☐ showing the name, address and telephone number of the principal certifying authority for the work, and
   ☐ showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
   ☐ stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work is being carried out and must be removed when the work has been completed.

Note: This condition does not apply to building work that is carried out inside an existing building that does not affect the external walls of the building.

Reason: So that the development complies with the requirements imposed under Clause 98A of the Environmental Planning and Assessment Regulation 2000.

5. Any development that involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the development consent must, at the person’s own expense:
   i. protect and support the adjoining premises from possible damage from the excavation, and
   ii. where necessary, underpin the adjoining premises to prevent any such damage.

NOTE: The condition referred to in sub clause (1) does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

Reason: So that the development complies with the requirements imposed under Clause 98E of the Environmental Planning and Assessment Regulation 2000.

Notes:
13.04 DEVELOPMENT APPLICATION 10.2019.46.1 – Shed

File No: Property/PO53-33
Author: Health and Building Surveyor, Kerry Davison

Summary

A Development Application has been received for the construction of a shed at 33 Springfield Street, Oberon with particular reference Part C.5.5 – “Building Height Plane”.

Recommendation

That

1. Council vary Part C.5.5 – “Building Height Plane” of its current DCP 2001 associated to Development Application 10.2019.46.1 for construction of a shed at Lot 12 in DP 1243434, being known as 33 Springfield Street, Oberon.

2. A division be called in accordance with Section 375A of the Local Government Act 1993.

Comment

FOLLOWING is a copy of the proposed plans.

Development Application 10.2019.46.1 has been received for the construction of a shed at 33 Springfield Street, Oberon within the R1 General Residential Zone.

A variation to DCP 2001 is sort in relation to Part C.5.5.

Part C.5.5 – “Building Height Plane” associated to Residential Development requires:

“Residential development will not significantly:
(a) Increase the overshadowing of adjoining properties;
(b) Reduce the level of privacy enjoyed by adjoining properties; or
(c) Affect the amenity of the Rural village

Obstruct views from adjacent existing buildings, and that the occupants of the building or buildings will enjoy the optimum use of winter sunlight
The proposed shed is to be located at the rear of the lot and 0.9m from the eastern side boundary. The Building Height Plane is to be varied by 31%. The applicant has indicated they have positioned the shed in this location to minimise impact on southern views. Currently the lot to the east is vacant and Council has not received any application for development. The proposed shed will have minimal overshadowing impact on the neighbouring lot’s yard.

Neighbour notification has been undertaken to the neighbouring properties. Submissions will close on 19 August 2019 with any submissions received to be presented at the meeting.

It is considered that the variation can be supported in this instance.

Notes:
13.05 DEVELOPMENT APPLICATION 10.2019.45.1 – DEMOLITION OF AN EXISTING SHED AND CONSTRUCTION OF A NEW SHED

File No: Property/PR154-93
Author: Health and Building Surveyor, Kerry Davison

Summary
A Development Application has been received for the demolition of an existing shed and construction of a new shed at 93 Whiteley Road, Oberon with particular reference to Part J.7.2.6 – “Building Setback”.

Recommendation
That

1. Council vary Part J.7.2.6 – “Building Setback” of its current DCP 2001 associated to Development Application 10.2019.45.1 for the demolition of an existing shed and construction of a new shed at Lot 56 in DP 805063 being known as 93 Whiteley Road, Oberon.

2. A division be called in accordance with Section 375A of the Local Government Act 1993.

Comment
FOLLOWING is a copy of the proposed plans.

Development Application 10.2019.45.1 has been received for the for the demolition of an existing shed and construction of a new shed at Lot 56 in DP 805063 being known as 93 Whiteley Road, Oberon within the R5 zone, Large Lot Residential.

A variation to DCP 2001 is sort in relation to Part J.7.2.6.
Part J.7.2.6 – “Building Setback” associated to Titania Park Estate requires:

“Any building or structures shall not be erected within 10 metres of the lot boundaries.”

This is to ensure dwellings will maximise solar access, establish privacy and minimise adverse impacts on adjoining premises.

The proposed development is for a replacement shed located 5m from the western boundary and the owner has indicated this location has been chosen due to the existing driveway and proximity to the dwelling. The shed will be used for the parking of vehicles, trailers, machinery and storage of household goods. The neighbouring properties solar access and privacy will be minimally impacted due to an existing tree buffer of pine trees located within Lot 57 on the western boundary and native vegetation between the existing dwelling and the property to the east.

Neighbour notification has been undertaken to the neighbouring properties. Submissions will close on 16 August 2019 with any submissions received to be presented at the meeting.

It is considered that the variation can be supported in this instance.

Notes:
Existing House

Proposed Shed Location

*NOT TO SCALE*

Area: 2,608 sq ft

DP: 80563

Lot: 56
13.06 ROADSIDE VEGETATION MANAGEMENT PLAN

File No: Roads Maintenance/Nature Strips and Verges  
Author: Chris Schumacher Technical Services Director; Gillian Salmon Grants Coordinator

Summary

In August 2017 Council were awarded a grant of $47,580 from Local Government NSW to develop a Roadside Vegetation Management Plan (RVMP) and to train council staff on roadside reserve management. The final RVMP has now been completed by environmental consultants CT Environmental for Council’s adoption and embedding into Council’s Integrated Planning and Reporting Framework.

Recommendation:

That the final version of the Roadside Vegetation Management Plan as presented be adopted for implementation.

Copies of the four submission received outlining comment on the draft RVMP FOLLOW. A copy of the final version of the Roadside Vegetation Management Plan can be found on Council’s website at https://www.oberon.nsw.gov.au/ordinary-council-meeting-20-august-2019 Due to file size this document has not been printed as an attachment. Please contact Council’s Executive Coordinator if you have any technical issues accessing the document.

Comment

Oberon Council recognises the significance of vegetation matter contained within the public roadside reserves and the benefits these areas provide toward maintaining diverse and functional ecosystems to both support native flora and fauna. As a result Council has identified the need to better manage vegetation within the roadside reserves and to undertake an assessment of the conservation values of approximately 1020 km of road network within the LGA, including arterial roads, local roads and vehicular tracks.

In September 2017, Council engaged environmental consultant CT Environmental to undertake extensive roadside vegetation mapping and assessment using the Rapid Assessment Methodology (RAM) that forms part of the Council Roadside Environmental Management Framework (CREMF) developed by Local Government NSW.

Field assessments of Council’s roadside reserves using the RAM were carried out during October to December 2018 with a draft document provided to Council staff February 2019.

Subsequent to the February 2019 Ordinary Council Meeting, the draft documentation was placed on public exhibition. During the exhibition period Council received four (4) written submissions as follows:

- Upper Macquarie County Council
- Office Environment & Heritage
- Cllr Andrew McKibbin
- Josie Johnson (Resident)

The general information contained within each submission related to concerns around the Biodiversity Act, management of weeds and other invasive species alike.
All information received from the exhibition period was conveyed back to CT Environmental for their consideration and formality of the final document prior to seeking endorsement from Council.

The final version of the RVMP is now being submitted to Council for endorsement. The RVMP will assist Council staff to better manage monitor and protect the environmental conservation values of our roadside reserves, to protect significant biodiversity, connect vegetation across the landscape and provide valuable resource in better managing the surrounding environment in the space of roadworks.

Council staff have also reviewed the RVMP and made some suggestions for minor changes to the plan. CT Environmental have undertaken a very extensive and exhaustive assessment process.

Although the key focus of Council’s brief for the RVMP was to identify endangered and protected species within the roadside reserves, with weed management was outside the grant funding conditions and parameters of a RVMP, the efforts of CT Environmental to include the prevalence and management of invasive weeds in particular biddy bush *Cassinia arcuata* in the plan is greatly appreciated.

**Legislative Changes**

Section 8 of the RVMP details these changes and the actions required to ensure Council are compliant with new Biodiversity legislation in relation to roadside reserves.

**Capacity Building**
Biodiversity is everyone’s responsibility. A key outcome of the project is to raise stakeholder awareness of key threatening processes to biodiversity of roadside reserves including the locality of known threatened and endangered vegetation whilst also referencing to the invasion and spread of weed species and destruction of habitat.

It is important that the community of Oberon are aware of the significance of the roadside reserve network as community stakeholders have a role in elevating the importance of roadside management and in supporting endeavours to achieve environmental outcomes on the ground.

A one day awareness training session was completed with staff in March 2019 introducing the document with the primary intent to further provide awareness around the roles they play and their responsibilities which may affect the way routine maintenance and capital works activities alike are undertaken.

It is considered that this final Roadside Vegetation Management Plan is a significant step in formalising a strategic approach to better environmental management into the future.
Dear Mr Wallace

Oberon Roadside Vegetation Management Plan

Thank you for the opportunity for the Office of Environment and Heritage to provide comment on the Oberon Roadside Vegetation Management Plan.

It is unclear as to how roadside vegetation has been defined. It appears that only treed sites have been included in the Roadside Vegetation Management Plan. It should be noted that many Plant Community Types (PCTs) exist as derived native grasslands (DNG), that is where the overstory species have been removed. DNGs of Endangered Ecological Communities (EECs) can still be of high conservation value due to their ability to regenerate or provide habitat for threatened flora species. It is recommended that a clear definition of native vegetation be provided and the potential for high conservation DNGs be recognised in the management plan.

Appendix A of the management plan provides details of the Plant Community Types (PCTs) and EECs along with the management actions for each section of roadside vegetation. The allocation of EECs appears to have been a desktop exercise as at least one EEC has been included in error. The Mt Canobolas Xanthoparmelia Lichen Community EEC is indicated as occurring at several sites, for example Abercrombie Road (0 km to 2 km). This EEC does not occur in Oberon LGA, being restricted to Mt Canobolas. OEH recommends that where an EEC is predicted to occur its presence is ground-truthed.

Appendix B provides the individual roadside assessment site profiles. While this provides a useful summary of the attributes of each site, it could be improved with more specific information. For example, the profile for Soldiers Creek Road from 7 km to 7.5 km indicates that rare plants are "sparse". Known threatened species should be listed as this will assist in developing the management actions for the site.

Should you require further information, please contact David Geering, Conservation Planning Officer on (02) 6883 5335 or david.geering@environment.nsw.gov.au.

Yours sincerely

SAMANTHA WYNN
Senior Team Leader Planning North West Conservation and Regional Delivery

03 April 2019
COMMENT ON DRAFT ROADSIDE VEGETATION MANAGEMENT PLAN

Dear Gary,

I refer to the draft Roadside Vegetation Management Plan for Oberon and offer the following comments from the County Council’s perspective:

1. The plan needs to balance conservation interests with the day to day realities of road reservations and the many (often) conflicting functions they perform. In this context, Section 2 Roadside Vegetation Management, refers in the lead sub-heading to road reserves being shared between ecosystems and transport, but does not elaborate on any of the transport elements/ functions while purporting to be setting the context. Context is really important in these sorts of plans to help build understanding, and the lack of any substantive content to emphasise up-front that the vegetation actually exists in an environment of disturbance, tension and conflict, is a gap. Every day the transport functions, road and drainage maintenance, the weed invasion, the bushfire risk, the wood collectors, the energy and telecommunication infrastructure etc are all in competition – and often it is the vegetation that pays the price. I suggest this situation needs to be captured to some extent in context.

2. As a strategically focussed plan it correctly identifies priority (noxious) weeds as a significant risk to biodiversity and also recognises the importance of such weeds being properly treated. Somewhere in amongst it all it would be good to also capture the connection between road reserves as the conduit for some of these weeds (and feral animals) as high-risk access and invasion pathways to and from adjacent rural lands. Otherwise one might think that roadside weed control is primarily about protecting the roadside ecosystems - which is not correct.

3. It might be of benefit for the plan to include an appendix that sets out all the priority and community concern (noxious) weeds that are known to be a problem for the Oberon roadside environments themselves and also those that pose a problem to adjoining landholders if those weeds use the roadside reserve as an invasion corridor. These weeds (with photographs) in an appendix would possibly help to increase weed awareness in the community and enhance the local ability to readily identify such pest plants.
4. Beyond this plan, at a grass-roots practical level, is the question of how the plan will actually be implemented. While all the points in section 6 Management Actions seem reasonable as options and possibilities. Implementation of the plan – at an operational level – will require much greater clarity about which actions will be applied when and where, and which takes precedence over another where in conflict, and with limited resources what is left out etc. In other words at some point there needs to be a real plan of operations as well or the RVMP will probably never achieve what it sets out to do. The idea touched on in the plan about a simple REF guide will help – as would a supporting ‘implementation document’ – a kind of field guide that simply and concisely captures the key elements of the plan and makes it user friendly ‘what it all means’ for all roadside users/ workers. While it may not be part of the RVMP at this stage it ought to be well understood before the plan is adopted.

5. Notwithstanding the above comments - overall the document makes sense in environmental management terms and deals well with most issues in a suitably comprehensive manner.

Please feel free to contact me in due course if clarification of any points herein is required.

Yours faithfully

David Young

David Young
General Manager
Upper Macquarie County Council
Andrew McKibbin
From: Andrew McKibbin  
Sent: Wednesday, 10 April 2019 11:51 PM  
To: Chris Schumacher  
Cc: Gary Wallace  
Subject: Oberon Roadside vegetation Management plan

Dear Chris,

Thank you for permitting me to provide some comment back on this plan. Most of my comments relate to weed issues.

**Plan**

a) Page 16 This deals with examples from orange area and I would have thought the examples should be from Oberon area as Oberon shire has this type of native vegetation

b) Page 20. This page deals with Biddy (Sifton) bush in depth. However nowhere else in the report is it addressed.

i. It is not dealt with as a weed in the document nor is it identified as a weed in any of the roadside assessments under Appendices A or B

ii. The dichotomy between Biosecurity Act and Biodiversity act in relation to whether it is to be cleared or left on roadsides is not addressed

So how is it to be addressed on roadsides this needs to be clearly articulated in the Plan. Is it a native species t be protected or is it to be removed to allow other native species to thrive? On many of the roads such as Arkstone, Sewells Creek and Isabella it is endemic. **This Roadside vegetation Plan cannot be promulgated without this being addressed**

c) Page 34 centre column; I have googled the word “trittering” but cannot find a definition. Help?

d) Page 34 Column 3 or right hand column reference to Biodiversity Act 2015 should be to Biosecurity Act 2015

e) Page 35 referencing priority Weeds from Central Tablelands needs to refer to Serrated Tussock (Nasella Trichotoma) which is a State priority Weed as well as Regional priority Weed. It is one of our two worst weeds! I will comment later but it has been neglected in Appendices A & B and has not been identified
f) Page 35 in the assessments at Appendices A & B Weeds of Community Concern have also been identified such as Sweet briar, Nodding thistle, Scotch Thistle. Some more specific references to these weeds is required.

g) Page 42 Prior to spraying any road are UMCC and or Council spray Contractors required to review the relevant Roadside Assessment as per Appendix A? Is this the intent? Are they to sign off on having read it before spraying? Not sure what is intended as the process.

Appendix A
I have not had the opportunity recently to assess and visit all roads assessed in Appendix A however from my knowledge the following is the case:

a) Abercrombie Road I would have thought there is Serrated tussock along this road?

b) Arkstone Road this road is fully infested with serrated tussock yet it is not mentioned for the whole length assessed. Biddy Bush thrives on this road.

c) Campbell’s River Road Again there is serrated tussock along large section of this road and there are extensive areas of nodding thistle; not mentioned. Biddy Bush thrives on areas of this road

d) Dog Rocks Road: the northern end of this road is fully infested with serrated tussock yet it is not mentioned.

e) Isabell Road; this road is fully infested with serrated tussock yet it is not mentioned for the whole length assessed. Biddy Bush thrives on this road.

f) Mt David Road has large patches of Serrated tussock especially on western end

g) Sewells Creek Rd again areas of this road are fully infested with serrated tussock yet it is not mentioned. Biddy Bush thrives on areas of this road

It appears all roads will have to be reassessed for serrated tussock

Appendix B
Same comments as for Appendix A where “Weeds” are mentioned in each roadside evaluation of native species often weeds have been missed.

Regards
Andrew
Dear Chris,

It was very kind of you to answer my email. I did not expect a reply. I will do as you suggest next Spring and await the results of the joint efforts of all the control authorities to try to eradicate this noxious weed from the roadside verges.

The same concerned citizen.

Dear Josie,

Thanks for your email your concern on the spread of St Johns Wart. Please be advised that Oberon Council is working proactively with Upper Macquarie County Council (UMCC) who act on behalf of Oberon Council to control noxious weeds within the LGA and including roadside vegetation management.

Should you have concerns you wish to discuss further feel free to contact myself or UMCC directly, your assistance with known hotspot areas can only assist the control of this weed.

Kind Regards,

Chris

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Please consider the environment before printing this email.
Please control the St. John's Wort on every road side verge in the Oberon Area every year!

A concerned ratepayer

This e-mail has been scanned for viruses by MCI's Internet Managed Scanning Services - powered by MessageLabs. For further information visit http://www.mci.com

This e-mail has been scanned for viruses by MCI's Internet Managed Scanning Services - powered by MessageLabs. For further information visit http://www.mci.com
13.07 STRONGER COUNTRY COMMUNITIES FUND ROUND 3.

File No: Grants and Subsidies/Grants General 2019
Author: Shane Wilson, Planning & Development Director & Gillian Salmon Grants Coordinator

Summary
Round Three of the Stronger Country Communities Fund opened on 01 July 2019. Council has received formal advice from the NSW Government that the Round Three funding available for projects in the Oberon Local Government Area is $772,778.

In Round Three there is an increased focus on projects that benefit young people aged 12-24 years. There is a broader scope of eligible projects to include programs and events as well as local infrastructure. A minimum of 50% of allocated funding must be spent on youth projects. This round is also open to community groups to make application directly without any council involvement.

Recommendation:
Council select the priority list of projects for submission under the Round Three of the Stronger Country Communities Fund.

Comment
The Stronger Country Community Fund delivers crucial local infrastructure to improve the quality of life of people living in regional NSW. The objectives of the fund are to:

- Boost the liveability of communities in regional areas by providing new or upgraded social and sporting infrastructure or community programs that have strong local support
- Provide programs and infrastructure that enhance opportunities for young people to be work ready and to thrive in regional NSW

Changes to the Guidelines for Round Three
As previously advised there have been some important changes made to criteria for Round Three including:

1. Extending the application period to three months (13 weeks).
2. Extending the funding period from two years to three years to allow participants sufficient time to deliver projects.
3. In previous rounds only Councils were eligible to apply for funding. In Round Three community groups including sporting clubs are eligible to submit an application. Eligible organisations must be incorporated, not for profit that have a public purpose and carry out activities in NSW. If successful these organisations will be responsible for delivering their own projects. Applicants must hold an Australian Business Number (ABN), Australian Company Number (ACN) or be registered under the Associations Incorporation Act 2009.
4. There will be no choice modelling in Round Three. Applicants will be required to provide evidence of community consultation and support for projects in the application. Applications will be accessed by the NSW Government based on a merit based criteria. Council will not be responsible for prioritising projects to use the $772,778 allocated to the Oberon LGA in this round.
5. Minimum grant amount is $50,000 and a minimum of 50 per cent of the allocated $772,778 funding must be spent on youth projects.
Council staff have been engaging with the community to identify Council lead projects that meet the above criteria. The following table summarises suggested projects.

General advice and assistance has been provided by Council staff to a number of community groups about the application process. Community groups are responsible for making their own applications in Round Three.

It is expected that a minimum 50% of the funding pool will be available for council nominated projects, with a list of the potential projects detailed below.

<table>
<thead>
<tr>
<th>Project</th>
<th>Estimated Total Cost</th>
<th>Youth Focus</th>
<th>Suggested By</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spartan Support program</td>
<td>$50,000</td>
<td>Yes</td>
<td>Council</td>
</tr>
<tr>
<td>Community Hub or facilities for youth at the library</td>
<td>$900,000</td>
<td>Yes</td>
<td>Council Staff &amp; CSP</td>
</tr>
<tr>
<td>Shade Shelter at Black Springs and Oberon Common Playgrounds</td>
<td>$80,000</td>
<td>Yes</td>
<td>Black Springs Community Assoc.</td>
</tr>
<tr>
<td>O’Connell Recreation Ground Stage 1 (Master plan, access, roads, oval, drainage, irrigation &amp; fencing)</td>
<td>$485,000</td>
<td>Yes</td>
<td>Council Staff &amp; CSP</td>
</tr>
<tr>
<td>Fitness Program for youth at new indoor fitness centre</td>
<td>$50,000</td>
<td>Yes</td>
<td>Council staff</td>
</tr>
</tbody>
</table>

Table 1 Project Suggestion SCCF R3

Applications close 27 September 2019, with staff having to commence the application as soon as the projects are selected.

To assist the process, staff recommendation the following project priorities.

1. O’Connell Recreation Ground Stage 1,
2. Spartan Support program,
3. Shade Shelter at Black Springs and Oberon Common Playgrounds,
4. Fitness Program for youth at new indoor fitness centre,
5. Community Hub or facilities for youth at the library

Notes:
13.08 POLICY REVIEW – 2201 DEBT RECOVERY POLICY

File No: Governance/Policies
Author: Lynette Safranek, Corporate Services Director

Summary
The current Debt Recovery Policy endorsed in August 2014 has been reviewed and updated by staff. This report seeks to ensure Oberon Council’s policy aligns with the Office of Local Government Debt Management and Hardship Guidelines of November 2018.

Recommendation:
That Council adopt the revised Policy 2201 Debt Recovery Policy as presented.

Comment
A copy of the amended policy highlighting changes and the final 2201 Debt Recovery Policy follows.

The Debt Recovery Policy was last reviewed by staff in August 2014 and has been reviewed to ensure that it aligns with the Office of Local Government Debt Management and Hardship Guidelines issued in November 2018.

The minor word changes are highlighted in red and include:
- Relative Legislation
- Inclusion of Water/Sewer Rates in Scope of Policy
- Update dates of payment of rates
- Addition of ‘personal or phone contact by debt recovery’ step to debt recovery
- Details of payment by pensioners, and
- Noted that Council staff should, under no circumstances, provide financial advice to ratepayers.

In July 2019, Customer Commercial Solutions (CCS) was appointed as Council’s external debt recovery agency following a lengthy expression of interest, for the next 12 months, with a 2 year option. Council received three thorough submissions and conducted interviews with all three providers.

CCS continues to be a Local Government Procurement (LGP) supplier of Debt Recovery Services. They aim is to reduce Council workloads by offering a Complete Package for the collection and management of Rates, Water and Sundry debts.

Their debt management includes issuing of reminder letters, monitoring all payment arrangements including demand letters, SMS, Email, outgoing phone calls, including transfer of incoming calls back to their office, whereby they will manage the call appropriately, thus freeing up Council staff valuable time, and the commencement and enforcement of Legal Recovery action. Post-legal files in arrangement will be monitored and reviewed. Where an arrangement or Direct Debit is in place and no longer adequate they will contact the ratepayer and negotiate a new arrangement, whilst maintaining a good relationship between Council and ratepayer.

As licensed Commercial and Private Agents, CCS will conduct their own Process Serving of Legal documents. In addition to this service we will also instigate field calls, which is particularly useful when establishing occupants of a property and locating persons who have left address.
1. Intent of Policy

The objective of this Debt Recovery Policy is to ensure efficient and effective collection of Council rates, charges and outstanding debt; contemporary and flexible options to collect money from ratepayers; fair and equitable treatment of ratepayers, including those facing hardship; how to identify and work with ratepayers in hardship when collecting money; reducing use of expensive court processes to recover debts; improved financial sustainability for Oberon Council; and compliance with legislative requirements, consistency, fairness, integrity and confidentiality of all proceedings for both Council and the relevant debtor, as well as to maximize the collection of outstanding debts and optimize Council's cash flow.

Oberon Council’s aim is to be sympathetic and helpful to debtors suffering genuine financial hardship. Oberon Council at all times will comply with relevant legislation, including the Local Government Act 1993 (“the Act”).

2. Scope of Policy

This Policy relates to all parties that owe monies to Council (debtors) including:

- Ratepayers (including other charges linked to the property),
- Water and Sewer Ratepayers, and
- Sundry Debtors.

Some aspects of the Debt Recovery Procedure will differ according to the type of debtor so they are treated separately in this Policy.

Relevant Legislation
Local Government Act 1993
Office of LG Debt Management and Hardship Guidelines, November 2018

3. Guidelines

RATES AND CHARGES

Payment of Rates and Charges

Council will levy rates charged by service of a rates or water/sewer notice in accordance with Section 546 the Local Government Act. Council will levy endeavour to serve those rates notices in the month of July of every year.

If the rates notice is served in July, under section 562(3) of the Act, ratepayers have the option of making payment of the amounts owing in those rates notices by one lump sum (which is to be paid by 31 August) or by four quarterly instalments due on the last day of the following months:

Oberon Council - Policies and Procedures Manual
If Rates Notices are issued after 1 August then the provisions of Section 562(4) of the Act apply.

**Instalment Reminder Notices**

Under Section 562(5) of the Local Government Act, Council must send instalment reminder notices to each person who is paying their rates and charges by instalment on or before 31 October, 31 January and 30 April.

**Final Notice**

A Final Notice (in a form to be approved) is to be sent to any ratepayer who has not, within fourteen (14) days of the due date:

- a) Paid the amount of any instalment; or
- b) Come to an arrangement for payment of the instalment by instalments; or
- c) Made written application for waiver, credit or reduction of the instalment; or
- d) Taken some action to dispute the amount is payable.

The Final Notice will:

- a) Set out the amount of the instalment;
- b) Demand payment of the instalment within seven (14) days of the date of the notice (though fourteen days will actually be allowed);
- c) Urge the ratepayer to contact Council if they believe that the instalment has been paid or is not payable; and
- d) Urge the ratepayer to contact Council to come to a suitable arrangement if they are unable to make payment of the instalment amount within the time allowed.

**Personal or Phone Contact by Debt Recovery Agent**

The external Debt Recovery Agency will make contact with the outstanding ratepayer either in person or by phone in an attempt to assist the ratepayer with making a payment arrangement to Council to settle any outstanding debt before proceeding with legal action.

Council’s Revenue Officer and its external debt recovery agency are to ensure that:

- Reasonable and appropriate contact of a ratepayer
- Ensuring contact details are current
- Reasonable and appropriate follow up to contact a ratepayer
- Ensure the ratepayer that confidentiality and privacy of all information is maintained, and
- Matters are escalated to the Corporate Services Director prior to legal action proceeding.

If a payment arrangement is entered into, interest will be frozen for the term of the payment.

**Demand Letter**

A Demand Letter (in an approved form) is to be sent to any ratepayer who has not paid, within fourteen (14) days of the Final Notice:

- a) Paid the amount of any instalment; or

Oberon Council - Policies and Procedures Manual
b) Come to an arrangement for payment of the instalment by instalments; or

c) Made written application for waiver, credit or reduction of the instalment; or

d) Taken some action to dispute that the amount is payable.

The Demand Letter will:

a) Set out the amount of the instalment;

b) Demand payment of the instalment within seven (14) days of the date of the notice (though fourteen days will actually be allowed);

c) Urge the ratepayer to contact Council if they believe that the instalment has been paid or is not payable; and

d) Urge the ratepayer to contact Council to come to a suitable arrangement if they are unable to make payment of the instalment amount within the time allowed.

As Council has retained the services of an external law practice Debt Recovery Agency to assist with the debt recovery function, that law practice is to prepare and send Demand Letters on their letterhead and debt recovery will be actioned by the external agency from this point.

Commencement of Legal Action

Council is to instruct the external Debt Recovery Agency to commence legal action with the issue and service of a Statement of Claim against any ratepayer with an instalment (or instalments) unpaid and owing greater than $3700 (including any accrued interest); and who has not:

a) Come to an arrangement for payment of the instalment by instalments; or

b) Made written application for waiver, credit or reduction of the instalment; or

c) Taken some action to dispute that the amount is payable.

Costs of Legal Action

Council is to ensure that the costs of any legal action taken are legally recoverable as a charge on the property pursuant to Section 550 of the Act and to upload those costs to the property as required.

Obtaining Judgment

Council is to instruct their external law firm to make application for judgment if, within the time allowed by the relevant legislation (currently twenty-eight days after service of the statement of claim), the ratepayer has not:

(a) Paid the debt and costs claimed; or

(b) Filed a defence; or

(c) Filed an acknowledgement of claim; or

(d) Come to an arrangement to pay by instalments; or

(e) Taken any other action that means Council is unable to apply for judgment.

Enforcing Judgment

Council is to instruct their external law firm to enforce any judgment obtained by one or more of the following methods as advised by their external law firm:

(a) Writ against property;
Policy 2201 – Debt Recovery Policy

(b) Examination;
(c) Garnishee of bank accounts;
(d) Garnishee of wages or other debts;
(e) Bankruptcy;
(f) Winding up of companies;
(g) “Rent for Rates” under Section 569 of the Act; or
(h) Such other method as Council is advised.

Duplicate Matters

With ratepayers who have not paid instalments, referral for recovery will be done quarterly, in order to keep costs to a minimum should legal action be required. Council will adhere to the following practice:

1. If legal action/debt recovery has already commenced to recover the previous instalment then no further legal action/debt recovery is to be taken on later instalments until such time as the amount claimed in those legal proceedings (including costs) have been paid.

2. If legal action/debt recovery has not commenced to recover the previous instalment then the amount of any later instalment is to be added to the earlier instalment for the taking of that legal action/debt recovery.

Payment of Debt and not Costs

If, after the commencement of legal proceedings, a ratepayer makes payment of the instalment claimed but not the costs of those proceedings, Council’s external law firm debt recovery is to send the relevant ratepayer a letter setting out the amount payable for costs and demanding payment of same within seven (14) days (though fourteen days will be allowed).

If the ratepayer does not make payment of those costs within fourteen (14) days of the sending of the letter legal action is to be continued for the recovery of those costs.

Arrangements

Under Section 564 of the Act, Council is able to come to an arrangement for the payment of amounts owing by way of periodical payment.

Council is to negotiate such arrangements with the aim to be that, where possible, all arrears (including any costs incurred in legal proceedings) are to be paid within the current rating year – together with the current year’s rates and charges.

Arrangements will be confirmed in writing to the address of the ratepayer. The confirmation is to:

1. Set out the amount payable under the arrangement;
2. Confirm that the arrangement only applies to that amount payable;
3. Set out the arrangement itself;
4. If applicable, confirm that it is a condition of the arrangement that all future rates and charges will be paid when due;
5. Urge the ratepayer to contact Council prior to the due date for payment should they be unable to comply with the arrangement; and

Oberon Council - Policies and Procedures Manual
6. Advise that Council reserves the right to continue action without notice should the ratepayer default on the arrangement.

Council is to send the confirmation letter on its letterhead - unless the matter has already referred the matter to its external law firm for action, in which case the external law firm is to send the confirmation letter.

Council is to record the arrangement in the System and Property file for each relevant property.

**Defaulted Arrangements**

Should a ratepayer default on a payment arrangement then:

(a) If the ratepayer has not been referred to the external law firm for action, recovery action will continue from the last stage it reached; and

(b) If the ratepayer has been referred to the external law firm for action, that external law firm will send a letter demanding payment of the missed instalment within seven days and if it is not complied with, unless the ratepayer has taken some step that delays the process, recovery action will be continued from the last stage it reached.

**Hardship**

The Act provides a number of circumstances where a discretion is available to Council to release ratepayers from some (or all) of their obligations due to what has been come to be termed hardship. The Sections include:

- Section 567 – writing off accrued interest
- Section 577 – concessions for pensioners
- Section 582 – waiver or reduction of amounts owing by pensioners

**Payment by Pensioners**

Under Local Government Act eligible pensioners are currently entitled to a $250 discount on their annual rates and domestic waste management service charges, as well as an $87.50 discount on each of their annual water and sewerage charges in NSW, with the subsidy cost shared between the NSW Government (55%) and the Council (45%).

Pensioners can appeal to the Council for consideration of further pensioner discount on rates and charges for hardship or in certain circumstances (Section 575 of the LG Act).

Any application by a ratepayer on the grounds of hardship, which must be written must be submitted in writing, will be referred to the Finance & Community to the Corporate Services Director.

**Sale of Land for Rates**

Council is to avail itself of the procedure for Sale of Land for Rates and Charges provided by Part 2 Division 5 of the Act where appropriate.

**Interest**

In accordance with Section 566 of the Act, interest will accrue daily on any overdue rates and charges at the maximum allowable rate.
SUNDARY DEBTORS

Invoicing & Statements

Council will issue invoices to sundry debtors each week and provide monthly statements.

Due Date for Payment

Invoices for sundry debtors are due for payment thirty (30) days from the date of issue of the invoice.

Reminder Letter

As with rates, a Reminder Letter is to be sent to sundry debtors where no payment has been made, within fourteen (14) days of the due date for payment. The Reminder Letter, which is to be on Council letterhead, will set out the amount owing and demand payment of same within fourteen (14) seven days.

Demand Letter

A Demand Letter is to be sent by Council’s legal firm debt recovery agency to any sundry debtor that has not made payment of the amount owing within fourteen days of the date of the Reminder Letter. The Demand Letter will demand payment within fourteen (14) seven days and advise that Council may take legal action to recover the amount without further notice if it is not paid within that time.

Legal Action Debt Recovery

Council is to instruct its external law practicedebt recovery to commence legal action with the issue and service of a Statement of Claim against any sundry debtor with an amount owing greater than $7300 and who has not:

a) Come to an arrangement for payment of the debt; or
b) Made written application for waiver, credit or reduction of the debt; or
c) Taken some action to dispute that the amount is payable.

Obtaining Judgment

Council is to instruct their external law firm debt recovery agency to make application for judgment if, within the time allowed by the relevant legislation (currently twenty-eight (28) days after service of the statement of claim), the ratepayer has not:

a) Paid the debt and costs claimed; or
b) Filed a defence; or
c) Filed an acknowledgement of claim; or
d) Come to an arrangement to pay by instalments; or
e) Taken any other action that means Council is unable to apply for judgment.

Enforcing Judgment

Council is to instruct their external law firm to enforce any judgment obtained by one or more of the following methods as advised by their external law firm:
a) Writ against property;
b) Examination;
c) Garnishee of bank accounts;
d) Garnishee of wages or other debts;
e) Bankruptcy;
f) Winding up of companies;
g) Such other method as Council is advised.

Arrangements

Council is able to come to an arrangement with any sundry debtor for payment of the amount owing (including any costs and interest).

Any request for an instalment arrangement from a sundry debtor must be in writing and Council will not consider any request until it has been submitted in writing.

Whether or not Council agrees to any arrangement proposal is entirely in the discretion of Council and the following should be taken into account:

a) The debt size;
b) The debt age;
c) The time it will take to pay;
d) The conduct of the debtor, including any previous arrangements and their outcome;
e) The amount of costs incurred;
f) The financial circumstances of the debtor, to the extent that Council is aware of them; and
g) Any other matter Council considers relevant.

If Council accepts a proposal from a sundry debtor for payment of a debt by instalments, that acceptance is to be confirmed in writing. The confirmation is to:

1. Refer to the written offer to pay by instalments received;
2. Set out the amount payable under the arrangement;
3. Confirm that the arrangement only applies to that amount payable;
4. Set out the arrangement itself;
5. Urge the debtor to contact Council prior to the due date for payment should they be unable to comply with the arrangement; and
6. Advise that Council reserves the right to continue action without notice should the debtor default on the arrangement.

Council is to send the confirmation letter on its letterhead - unless the matter has already referred the matter to its external law firm for action, in which case the external law firm is to send the confirmation letter.
Defaulted Arrangements

Should a sundry default on a payment arrangement then recovery action is to continue from the last stage it reached prior to the arrangement being entered into.

Interest

If the agreement by which Council provided the services that led to the sundry debt being incurred does not provide for interest to be charged, Council is to claim interest in any legal proceedings taken as allowed under relevant legislation at the applicable rate.

If the agreement by which Council provided the services that led to the sundry debt being incurred provides for interest to be charged, Council is to charge the interest under the agreement to the sundry debtor. However, Council at its discretion may chose to alternatively claim interest in any legal proceedings taken as allowed under relevant legislation at the applicable rate.

INBOUND CONTACT

To avoid confusion, double-handling and adverse legal issues, once a matter has been referred to Council’s external law firm debt recovery agency for collection, all inbound contact from debtors is to be handled by them. Council staff will advise debtors to deal directly with the external law firm debt recovery and, if necessary, provide appropriate contact details.

Under no circumstances should Council staff provide ratepayers with financial advice. Any repayment arrangements reached should be fully and accurately documented and a copy provided to the ratepayer.

DELEGATION OF AUTHORITY

Council delegates authority to the General Manager and Corporate Finance & Community Services Director, or such person as any of them delegates such authority, to take action as they deem fit to achieve the purposes of this Policy.
1. Intent of Policy

The objective of this Debt Recovery Policy is to ensure efficient and effective collection of Council rates, charges and outstanding debt; contemporary and flexible options to collect money from ratepayers; fair and equitable treatment of ratepayers, including those facing hardship; how to identify and work with ratepayers in hardship when collecting money; reducing use of expensive court processes to recover debts; improved financial sustainability for Oberon Council; and compliance with legislative requirements.

2. Scope of Policy

This Policy relates to all parties that owe monies to Council (debtors) including:

- Ratepayers (including other charges linked to the property),
- Water and Sewer Ratepayers, and
- Sundry Debtors.

Relevant Legislation

Local Government Act 1993
Office of LG Debt Management and Hardship Guidelines, November 2018

3. Guidelines

Payment of Rates and Charges

Council will levy rates charged by service of a rates or water/sewer notice in accordance with Section 546 the Local Government Act. Council will levy rates notices in the month of July of every year.

If the rates notice is served in July, under section 562(3) of the Act, ratepayers have the option of making payment of the amounts owing in those rates notices by one lump sum (which is to be paid by 31 August) or by four quarterly instalments due on the last day of the following months:

- 31 August
- 30 November
- 28 February
- 31 May

If Rates Notices are issued after 1 August then the provisions of Section 562(4) of the Act applies.
Instalment Reminder Notices

Under Section 562(5) of the Local Government Act, Council must send instalment reminder notices to each ratepayer by instalment on or before 31 October, 31 January and 30 April.

Final Notice

A Final Notice is to be sent to any ratepayer who has not, within fourteen (14) days of the due date:

a) Paid the amount of any instalment; or
b) Come to an arrangement for payment of the instalment by instalments; or

c) Made written application for waiver, credit or reduction of the instalment; or

d) Taken some action to dispute the amount is payable.

The Final Notice will:

a) Set out the amount of the instalment;

b) Demand payment of the instalment within seven (14) days of the date of the notice

c) Urge the ratepayer to contact Council if they believe that the instalment has been paid or is not payable; and

d) Urge the ratepayer to contact Council to come to a suitable arrangement if they are unable to make payment of the instalment amount within the time allowed.

Personal or Phone Contact by Debt Recovery Agent

The external Debt Recovery Agency will make contact with the outstanding ratepayer either in person or by phone in an attempt to assist the ratepayer with making a payment arrangement to Council to settle any outstanding debt before proceeding with legal action.

Council’s Revenue Officer and its external debt recovery agency are to ensure that:

- Reasonable and appropriate contact of a ratepayer
- Ensuring contact details are current
- Reasonable and appropriate follow up to contact a ratepayer
- Ensure the ratepayer that confidentiality and privacy of all information is maintained, and
- Matters are escalated to the Corporate Services Director prior to legal action proceeding.

If a payment arrangement is entered into, interest will be frozen for the term of the payment.

Demand Letter

A Demand Letter (in an approved form) is to be sent to any ratepayer who has not paid within fourteen (14) days of the Final Notice:

a) Paid the amount of any instalment; or

b) Come to an arrangement for payment of the instalment by instalments; or

c) Made written application for waiver, credit or reduction of the instalment; or


d) Taken some action to dispute that the amount is payable.

The Demand Letter will:

a) Set out the amount of the instalment;

b) Demand payment of the instalment within seven (14) days of the date of the notice
c) Urge the ratepayer to contact Council if they believe that the instalment has been paid or is not payable; and

d) Urge the ratepayer to contact Council to come to a suitable arrangement if they are unable to make payment of the instalment amount within the time allowed.

As Council has retained the services of an external Debt Recovery Agency to assist with the debt recovery function, debt recovery will be actioned by the external agency from this point.

**Commencement of Legal Action**

Council is to instruct the external debt recovery agency to commence legal action with the issue and service of a Statement of Claim against any ratepayer with an instalment (or instalments) unpaid and owing greater than $700 (including any accrued interest); and who has not:

a) Come to an arrangement for payment of the instalment by instalments; or

b) Made written application for waiver, credit or reduction of the instalment; or

c) Taken some action to dispute that the amount is payable.

**Costs of Legal Action**

Council is to ensure that the costs of any legal action taken are legally recoverable as a charge on the property pursuant to Section 550 of the Act and to upload those costs to the property as required.

**Obtaining Judgment**

Council is to instruct their external law firm to make application for judgment if, within the time allowed by the relevant legislation (currently twenty-eight days after service of the statement of claim), the ratepayer has not:

a) Paid the debt and costs claimed; or

b) Filed a defence; or

(c) Filed an acknowledgement of claim; or

(d) Come to an arrangement to pay by instalments; or

(e) Taken any other action that means Council is unable to apply for judgment.

**Enforcing Judgment**

Council is to instruct their external law firm to enforce any judgment obtained by one or more of the following methods as advised by their external law firm:

(a) Writ against property;

(b) Examination;

(c) Garnishee of bank accounts;

(d) Garnishee of wages or other debts;

(e) Bankruptcy;

(f) Winding up of companies;

(g) "Rent for Rates" under Section 569 of the Act; or

(h) Such other method as Council is advised.
Duplicate Matters

With ratepayers who have not paid instalments, referral for recovery will be done quarterly, in order to keep costs to a minimum should legal action be required. Council will adhere to the following practice:

1. If debt recovery has already commenced to recover the previous instalments then no further debt recovery is to be taken on later instalments until such time as the amount claimed in those legal proceedings (including costs) have been paid.
2. If debt recovery has not commenced to recover the previous instalment then the amount of any later instalment is to be added to the earlier instalment for the taking of that debt recovery.

Payment of Debt and not Costs

If, after the commencement of legal proceedings, a ratepayer makes payment of the instalment claimed but not the costs of those proceedings, Council’s external debt recovery is to send the relevant ratepayer a letter setting out the amount payable for costs and demanding payment of same within seven (14) days.

If the ratepayer does not make payment of those costs within fourteen (14) days of the sending of the letter legal action is to be continued for the recovery of those costs.

Arrangements

Under Section 564 of the Act, Council is able to come to an arrangement for the payment of amounts owing by way of periodical payment.

Council is to negotiate such arrangements with the aim to be that, where possible, all arrears (including any costs incurred in legal proceedings) are to be paid within the current rating year – together with the current year’s rates and charges.

Arrangements will be confirmed in writing to the address of the ratepayer. The confirmation is to:

1. Set out the amount payable under the arrangement;
2. Confirm that the arrangement only applies to that amount payable;
3. Set out the arrangement itself;
4. If applicable, confirm that it is a condition of the arrangement that all future rates and charges will be paid when due;
5. Urge the ratepayer to contact Council prior to the due date for payment should they be unable to comply with the arrangement; and
6. Advise that Council reserves the right to continue action without notice should the ratepayer default on the arrangement.

Council is to send the confirmation letter on its letterhead - unless the matter has already referred the matter to its external law firm for action, in which case the external law firm is to send the confirmation letter.

Council is to record the arrangement in the System and Property file for each relevant property.
Defaulted Arrangements

Should a ratepayer default on a payment arrangement then:

(a) If the ratepayer has not been referred to the external law firm for action, recovery action will continue from the last stage it reached; and

(b) If the ratepayer has been referred to the external law firm for action, that external law firm will send a letter demanding payment of the missed instalment within seven days and if it is not complied with, unless the ratepayer has taken some step that delays the process, recovery action will be continued from the last stage it reached.

Hardship

The Act provides a number of circumstances where a discretion is available to Council to release ratepayers from some (or all) of their obligations due to what has been come to be termed hardship. The Sections include:

- Section 567 – writing off accrued interest
- Section 577 – concessions for pensioners
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Under Local Government Act eligible pensioners are currently entitled to a $250 discount on their annual rates and domestic waste management service charges, as well as an $87.50 discount on each of their annual water and sewerage charges in NSW, with the subsidy cost shared between the NSW Government (55%) and the Council (45%).

Pensioners can appeal to the Council for consideration of further pensioner discount on rates and charges for hardship or in certain circumstances (Section 575 of the LG Act).

Any application by a ratepayer on the grounds of hardship, must be submitted in writing to the Corporate Services Director.

Sale of Land for Rates

Council is to avail itself of the procedure for Sale of Land for Rates and Charges provided by Part 2 Division 5 of the Act where appropriate.

Interest

In accordance with Section 566 of the Act, interest will accrue daily on any overdue rates and charges at the maximum allowable rate.

SUNDRY DEBTORS

Invoicing & Statements

Council will issue invoices to sundry debtors each week and provide monthly statements.
Due Date for Payment

Invoices for sundry debtors are due for payment thirty (30) days from the date of issue of the invoice.

Reminder Letter

As with rates, a reminder letter is to be sent to sundry debtors where no payment has been made, within fourteen (14) days of the due date for payment. The Reminder Letter, which is to be on Council letterhead, will set out the amount owing and demand payment of same within fourteen (14) days.

Demand Letter

A Demand Letter is to be sent by Council's debt recovery agency to any sundry debtor that has not made payment of the amount owing within fourteen days of the date of the Reminder Letter. The Demand Letter will demand payment within fourteen (14) days and advise that Council may take legal action to recover the amount without further notice if it is not paid within that time.

Debt Recovery

Council is to instruct its external debt recovery to commence legal action with the issue and service of a Statement of Claim against any sundry debtor with an amount owing greater than $700 and who has not:

a) Come to an arrangement for payment of the debt; or
b) Made written application for waiver, credit or reduction of the debt; or
c) Taken some action to dispute that the amount is payable.

Obtaining Judgment

Council is to instruct their external debt recovery agency to make application for judgment if, within the time allowed by the relevant legislation (currently twenty-eight (28) days after service of the statement of claim), the ratepayer has not:
a) Paid the debt and costs claimed; or
b) Filed a defence; or
c) Filed an acknowledgement of claim; or
d) Come to an arrangement to pay by instalments; or
e) Taken any other action that means Council is unable to apply for judgment.

Enforcing Judgment

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e) Bankruptcy;
f) Winding up of companies;
g) Such other method as Council is advised.

**Arrangements**

Council is able to come to an arrangement with any sundry debtor for payment of the amount owing (including any costs and interest).

Any request for an instalment arrangement from a sundry debtor must be in writing and Council will not consider any request until it has been submitted in writing.

Whether or not Council agrees to any arrangement proposal is entirely in the discretion of Council and the following should be taken into account:

a) The debt size;
b) The debt age;
c) The time it will take to pay;
d) The conduct of the debtor, including any previous arrangements and their outcome;
e) The amount of costs incurred;
f) The financial circumstances of the debtor, to the extent that Council is aware of them; and
g) Any other matter Council considers relevant.

If Council accepts a proposal from a sundry debtor for payment of a debt by instalments, that acceptance is to be confirmed in writing. The confirmation is to:

1. Refer to the written offer to pay by instalments received;
2. Set out the amount payable under the arrangement;
3. Confirm that the arrangement only applies to that amount payable;
4. Set out the arrangement itself;
5. Urge the debtor to contact Council prior to the due date for payment should they be unable to comply with the arrangement; and
6. Advise that Council reserves the right to continue action without notice should the debtor default on the arrangement.

Council is to send the confirmation letter on its letterhead - unless the matter has already referred the matter to its external law firm for action, in which case the external law firm is to send the confirmation letter.

**Defaulted Arrangements**

Should a sundry default on a payment arrangement then recovery action is to continue from the last stage it reached prior to the arrangement being entered into.

**Interest**

If the agreement by which Council provided the services that led to the sundry debt being incurred does not provide for interest to be charged, Council is to claim interest in any legal proceedings taken as allowed under relevant legislation at the applicable rate.
If the agreement by which Council provided the services that led to the sundry debt being incurred provides for interest to be charged, Council is to charge the interest under the agreement to the sundry debtor. However, Council at its discretion may choose to alternatively claim interest in any legal proceedings taken as allowed under relevant legislation at the applicable rate.

**INBOUND CONTACT**

To avoid confusion, double-handling and adverse legal issues, once a matter has been referred to Council’s external debt recovery agency for collection, all inbound contact from debtors is to be handled by them. Council staff will advise debtors to deal directly with the external debt recovery and, if necessary, provide appropriate contact details.

Under no circumstances should Council staff provide ratepayers with financial advice. Any repayment arrangements reached should be fully and accurately documented and a copy provided to the ratepayer.

**DELEGATION OF AUTHORITY**

Council delegates authority to the General Manager and Corporate Services Director, or such person as any of them delegates such authority, to take action as they deem fit to achieve the purposes of this Policy.

<table>
<thead>
<tr>
<th>Approving Authority</th>
<th>Oberon Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact</td>
<td>Corporate Services Director</td>
</tr>
</tbody>
</table>
| Approval            | 11 December 2007: item B1, Minute 23  
                      17 August 2010: Item B10, Minute 26  
                      28 August 2014: Item 05.08, Minute  
                      08280814; Item 13.xx, Minute xx 200819 |
| Issue Date to Staff | August 2014; August 2019 |
13.09 POLICY REVIEW – 2101 HANDLING COMPLAINTS

File No: Governance/Policies
Author: Lynette Safranek, Corporate Services Director

Summary
The current Handling Complaints policy endorsed in November 2011 has been reviewed and updated by staff. This report seeks to update the current relevant legislations and reporting channels.

Recommendation:
That Council amended the wording of Policy 2101 Handing Complaints, as reported.

Comment
A copy of the amended policy highlighting changes and final 2101 Handling Complaints Policy is provided as a separate ATTACHMENT.

The Handling Complaints Policy 2101 was reviewed by staff in 2014 but was missed in the policies put to Council for ratification.

The minor word changes are highlighted in red and include:
- Relative Legislation
- Change of name from Department of Local Government to the Office of Local Government
- Staff name changes for General Manager and Complaints Officer
- Update on acknowledging complaints from 5 to 2 days
- Update on investigating complaints from 10 to 5 days, and
- Update of contact and address details for external appeals.

Notes:
13.10 RETURNS DISCLOSING INTERESTS

File No: Corporate Management/Administration/Register of Disclosures
Author: Gary Wallace, General Manager

Summary
In accordance with Clause 4.21 of Council’s Model Code of Conduct – Policy 1102; a councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to the code, disclosing the councillor’s or designated person’s interests as specified in schedule 1 to the code within 3 months after:

(a) becoming a councillor or designated person, and
(b) 30 June of each year, and
(c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

To facilitate this process a form has been sent to all Councillors and relevant staff, including the General Manager and is due for completion by 30 September 2019.

Recommendation:

That Council note the requirement to lodge a return disclosing interests of Councillors and designated persons.

Comment

The general manager must keep a register of returns required to be made and lodged with the general manager. Returns are required to be lodged with the general manager under clause 4.21(a) and (b) of the Model Code of Conduct and must be tabled at the first meeting of the council after the last day the return is required to be lodged.

A “Disclosures by Councillors and Designated Persons Return” has been sent to all Councillors and the following staff members:

- General Manager, Gary Wallace
- Technical Services Director, Chris Schumacher
- Corporate Services Director, Lynette Safranek
- Planning and Development Director, Shane Wilson
- Health and Building Surveyor, Kerry Davison
- Town Planner, Dylan Furnell
- Acting Chief Finance Officer, Theresa Boyd
- Management Accountant, Lisa Koleda
- Library Manager, Astrid Kriening
- Technical Services Manager, Peter Morgan
- Project Engineer, Sam Golam
- Human Resources Coordinator, Maree Paine
- WHS/Risk Management Coordinator, Billy Gleeson-Barker
Councillors are requested to complete the form and return within the required timeframe to Council’s Executive Coordinator, Sharon Swannell.

Under Section 328A of the Local Government Act, the general manager is required to keep a register of political donation disclosures.

328A GENERAL MANAGER TO KEEP REGISTER OF POLITICAL DONATION DISCLOSURES

1. The general manager is required to keep a register of copies of current declarations of disclosures of political donations lodged with the New South Wales Electoral Commission by or on behalf of councillors of the council concerned (including in their capacity as candidates for election as councillors).

2. For the purposes of this section, current declarations of disclosures of political donations are declarations lodged under Part 6 of the Election Funding, Expenditure and Disclosures Act 1981 in respect of the relevant disclosure period that includes the date of the last election (other than a by-election) and all subsequent relevant disclosure periods.

Note: Part 6 of the Election Funding, Expenditure and Disclosures Act 1981 makes provision for disclosure by councillors and candidates for civic office (and parties registered in connection with local government elections) of political donations and electoral expenditure.

Note: These requirements do not negate the requirement for councillors to complete declarations as prescribed by the NSW Electoral Commission.
13.11 WATER USAGE – DROUGHT ASSISTANCE

File No: Water Supply/Monitoring/Water Standpipe
Author: Gary Wallace, General Manager

Summary
This report outlines the take up of drought assistance (water usage) for the period 9 July to 9 August 2019 and provides a summary of the drought assistance provided to the Oberon community since its introduction on 16 May 2018.

Recommendation:
That Council note the continued take up of the drought assistance (water usage) program and extend the assistance to rural and non residential ratepayers through potable drinking water, for use only within the Oberon Local Government area, at a rate of $0.67 cents per kilolitre reduced from the standard residential rate of $2.97 for a further three month period with monthly monitoring of its use.

Comment
Council has previously resolved to assist the rural and non residential ratepayers through potable drinking water, for use only within the Oberon Local Government Area. At its 21 May 2019 Ordinary Council Meeting Council resolved to extend this subsidy for a further three months.

It should be noted that in line with the adoption of the 2019/20 Revenue Policy the standard residential rate for water consumption has increased from $2.92 per kilolitre to $2.97 per kilolitre. It should also be noted that as at 1 July 2019 the cost for Council to purchase raw water was increased from $0.55 to $0.67 cents per kilolitre by WaterNSW. These amended rates are reflected in the recommendation to Council.

Under normal seasonal conditions August to December have the highest estimated daily pasture growth rates on the Central Tablelands. Oberon continues to receive well below average rainfall with just 5.8mm being recorded in April 2019. Higher than normal rainfall is needed now to replenish subsoil moisture profiles to support pasture growth and replenish dams.

To accommodate this concern Council resolved to assist by reducing the cost of potable water to the rural and rural residential users subject to monthly tracking.

Below is a table of usage from residents in the Oberon LGA from 9 July 2019 – 9 August 2019

<table>
<thead>
<tr>
<th>Amount (L)</th>
<th>Purpose (Domestic/Stock)</th>
<th>Cost To Consumer ($)</th>
<th>Normal Cost Residential Rate ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>13,000</td>
<td>Tank</td>
<td>7.15</td>
<td>37.96</td>
</tr>
<tr>
<td>12,500</td>
<td>Tank</td>
<td>6.85</td>
<td>36.50</td>
</tr>
<tr>
<td>25,000</td>
<td>Tank</td>
<td>13.75</td>
<td>73.00</td>
</tr>
</tbody>
</table>

Total water sales for the month were 50,500 litres of water being allocated between 3 customers. A total of $27.75 being spent under the assistance program from potential residential water charge of $147.46.
However under the standard fees and charges for the sale of water from the existing standpipe for domestic water, (being $5.80 per thousand litres) the cost is $292.90. This is a saving to the community $145.44.

Since the introduction of the drought water subsidy in May 2018 a total of 3,267,000 litres of water has been purchased. The total spent under the assistance program to date is $1,796.85 from a potential residential water charge of $9,539.64. The total fee that would have been collected under the standard fees and charges for water from the standpipe (being $5.80 per thousand litres) the cost would have been $18,948.60. The total savings to the community since the introduction of this policy is $9,508.96.

<table>
<thead>
<tr>
<th>Month</th>
<th>Amount (L)</th>
<th>Number of Customers</th>
<th>Cost To Consumer ($)</th>
<th>Normal Cost Residential Rate ($)</th>
<th>Normal Standpipe Purchase Rate ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jun-18</td>
<td>560,000</td>
<td>21</td>
<td>308.00</td>
<td>1635.20</td>
<td>3248.00</td>
</tr>
<tr>
<td>Jul-18</td>
<td>157,000</td>
<td>6</td>
<td>86.35</td>
<td>458.44</td>
<td>910.60</td>
</tr>
<tr>
<td>Aug-18</td>
<td>738,000</td>
<td>24</td>
<td>405.90</td>
<td>2154.96</td>
<td>4280.40</td>
</tr>
<tr>
<td>Sep-18</td>
<td>50,000</td>
<td>2</td>
<td>27.50</td>
<td>146.00</td>
<td>290.00</td>
</tr>
<tr>
<td>Oct-18</td>
<td>147,000</td>
<td>7</td>
<td>80.85</td>
<td>429.24</td>
<td>852.60</td>
</tr>
<tr>
<td>Nov-18</td>
<td>206,000</td>
<td>5</td>
<td>113.30</td>
<td>601.52</td>
<td>1194.80</td>
</tr>
<tr>
<td>Dec-18</td>
<td>105,000</td>
<td>3</td>
<td>57.75</td>
<td>306.60</td>
<td>609.00</td>
</tr>
<tr>
<td>Jan - Feb 19</td>
<td>171,500</td>
<td>7</td>
<td>94.33</td>
<td>500.78</td>
<td>994.70</td>
</tr>
<tr>
<td>Mar-19</td>
<td>299,000</td>
<td>8</td>
<td>164.45</td>
<td>873.08</td>
<td>1734.20</td>
</tr>
<tr>
<td>Apr-19</td>
<td>316,000</td>
<td>10</td>
<td>173.80</td>
<td>922.72</td>
<td>1832.80</td>
</tr>
<tr>
<td>May-19</td>
<td>127,000</td>
<td>5</td>
<td>69.85</td>
<td>370.84</td>
<td>736.60</td>
</tr>
<tr>
<td>Jun-19</td>
<td>340,000</td>
<td>10</td>
<td>187.00</td>
<td>992.80</td>
<td>1972.00</td>
</tr>
<tr>
<td>Jul-19</td>
<td>50,500</td>
<td>3</td>
<td>27.78</td>
<td>147.46</td>
<td>292.90</td>
</tr>
<tr>
<td>Total</td>
<td>3,267,000</td>
<td>111</td>
<td>1,796.85</td>
<td>9,539.64</td>
<td>18,948.60</td>
</tr>
</tbody>
</table>

Notes:
13.12 OBERON COUNCIL CHAIN OF RESPONSIBILITY (CoR) GAP ANALYSIS BY CONSULTANCY MASS MANAGEMENT.

Summary:
Council engaged Uno Consulting P/L (Mass Management) to conduct a ‘Gap Analysis’ of the Council's practices for managing heavy vehicle tasks against key safety measures and the new requirements of the Heavy Vehicle National Law 2018 (HVNL). The audit was conducted the week of 11 June 2019. The final report is attached outlining findings and recommended actions to implement for compliance with legislative requirements.

Recommendation:

That:

1. Council to determine what interventions it would seek to introduce to manage risks identified in the Mass Management Report. It is recommended that Council consider a GPS system to meet the future needs of heavy vehicle management for trucks 4.5 tonne GVM and greater.

2. Council to determine what assistance it requires to implement a ‘Safety Management System’ compliant with the NHVL without further delay. I.e. Policy, CoR templates and procedures tailored to meet ongoing operational requirements.

3. In order to achieve the base compliance standards including the NHVR requirements, Mass Management have provided an estimate of up to $17,000 to develop and implement policy and the core fundamental systems. Funding to be allocated from Council’s Plant Management area.

Comment: Following is a copy of the Mass Management Gap Analysis Report and Quotation to develop and implement policy and core fundamental systems.

The Heavy Vehicle National Law (NVHL) was amended in October 2018 to include Local Government Councils, which means that Council must now be compliant with a suite of laws, regulations and standards when operating, or engaging a third party to operate, a vehicle over 4.5 tonne Gross Vehicle Mass (GVM). The Council currently operates a number of these vehicles: including Truck & Dog (3 x axle trailer) combinations, Medium Ridgid (MR) and Heavy Ridgid (HR) trucks and a Class 1 Prime Mover and Semi Float Trailer. It was noted that Oberon Council also has several sub-contractors listed on its current Annual Plant Hire Schedule that will be required to be compliant as part of any work engagement.

The National Heavy Vehicle Regulator (NHVR) has moved its compliance regime to a ‘Systems Management Approach’ to improve end to end safety of tasks involving heavy vehicles. This is achieved in two ways:

1. Under the new CoR provisions in NHVL, persons who are most able to ‘control’ or ‘influence’ the transport task now have a ‘positive responsibility’ and ‘primary duty of care’ for safety (note, this could be a driver, a packer/dispatcher person or a General Manager depending on the ‘safety breach’).

2. Section 26C of the HVNL appends the principle of “so far as reasonably practicable” to the duty of care provisions. This is the link between the safety provisions in the HNVL and the principles

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of risk management. It is expected that organisations (including Local Government Councils) do all that can reasonably be done to ensure the safe operation of heavy vehicles.


Mass Mangement has pooled its compliance knowledge and assessed Oberon Councils business using the methodologies of ISO 31000 to identify the major risks and now provided Councils with a range of options to consider for treating these risks.

**KEY RISKS:***

**Policies & Systems**
There is very little policy or procedural documentation at Oberon Council regarding the safe operation of heavy vehicles. As the Council cannot currently demonstrate it is taking 'positive responsibility' for safety outcomes, the NHVR has the power under the HVNL to issue a 'safety breach' (with, or without an associated incident).

**Record Keeping**
If there were to be an incident, such as a crash, involving a heavy vehicle, it is likely that the Oberon Council would be liable (in whole, or in part) as there is a systemic lack of record keeping (e.g. vehicle service records, fatigue mandated driver breaks on time sheets, loading and unloading procedural documentation).

**Sub Contactors**
Under the HVNL CoR framework, third Parties or sub contractors adherence to the law is now a shared responsibility of the Council itself. In essence, the Council now must consider not only its own risk management practices; but also those of whom the Council conducts business with as the Principal. There are currently no systems that Council has to measure, identify and minimise Councils exposure in this area of contractor engagement. i.e. Wet Truck Hire

**Risk Assessments**
The NSW Roads & Maritime Services (RMS) requires Oberon Council to complete a CoR Management Plan (Attachment 2 of the Report) in order for it to conduct maintenance or construction tasks on RMS controlled roads or projects. There is a high degree of congruence to what was discovered in this Risk Assessment and what is considered minimum safety standards for RMS. If the Council wishes to be engaged by third parties it is vital that risk management practices, which are documented and reviewed become a part of Council business.

**Roles and Responsibilities**
At the time of audit there was no list available detailing the roles and responsibilities of Council employees or those subcontractors. For risk management process to be successful, it is vital that persons responsible for any aspect of the heavy vehicle task be identified. Attachment 1 of the Report includes a table to get this process started.

**Where to from here**
Council thru Uno Consulting P/L has now identified where Council's major risk lies insofar as compliance to the new legislation is required and additionally has identified where the major liability would lay.
Uno Consulting has recommended that Council should consider the following:

a) Develop a set of manageable CoR policies and procedures that best suits Council’s transport requirements and meets our NHVR obligations. These policies and obligations to be presented to Council staff in order that all employees are aware of their specific obligations under the act.

b) Implement the new CoR policy/procedures and compliance check systems.

c) Create CoR acknowledgement process/support and sign-off with subcontractors.

d) That Council reconsider the use of GPS on heavy vehicles so as to be able to prove to a Court of Law that Council complied with the NHVR legislation insofar as the required monitoring of the drivers behaviour of its heavy vehicle fleet and to be able to support the driver with valid and uncontestable evidence on the sequence of events leading up to a potential serious incident involving one of Councils vehicles..Information to hand has indicated that the State Government may be moving to mandatory installation on all State owned motor vehicles. Without doubt consideration by the regulator is being given to the installation of GPS on all heavy vehicles so as to be able to launch prosicutions based on the information down loaded from an identified vehicle..

The cost of providing this service has been quoted as between $15,000 - $17,000 which will finalise and bring certainty of compliance to the issues contained in the NHVR legislation.

Recommendations:
Use the CoR Risk Management Assessment as a consultative document to invite feedback with a view to expanding on the risks and interventions identified under each safety category. It is recommended that 1-month be allocaed for this engagement.

It is vital that each risk and/or intervention be linked within the organisational structure of the Council, to a persons position who is most likley to have control over the safety outcome (as per ATTACHMENT 1 of the report).

Notes:
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 summarises the main activity by the General Manager since the July 2019 Council Meeting. Items include Human Resources, Workplace Health & Safety, Community Activity, Regional Issues, Executive Management Team Meetings and planned activities.

Recommendation:
That report item 14.01 is received as information.

Commentary

1. PLANNED ACTIVITY FOR AUGUST AND SEPTEMBER

COMMUNITY STRATEGIC PLAN IMPLEMENTATION – With the new Community Strategic Plan and associated documents now in place work on developing how actions from the first year will be implemented. Work will continue on developing protocol for including actions from the adopted Plan into reports thus allowing Council and the community to clearly identify where items reported to Council sit within the adopted CSP.

SIGNAGE STRATEGY – The final round of community engagement is now been undertaken in relation to progressing the branding and signage piece of work that is associated with a grant from the NSW State Government. A whole of LGA signage project will follow the logo and tagline endorsement. With branding now complete work will progress to establish new signage for the town entrances, villages, parks and reserves.

LAND DEVELOPMENTS – Work continues on promoting the sale of Industrial land in the stage 1 area. Work on progressing Stage 2 development continues is being prepared for grant funding should an appropriate funding source become available. Other lots have been offered for sale in accordance with Council’s previous resolution. Staff continue to work with proponents in this area. Contracts have now been exchanged on land at O’Connell that has the potential to house a recreational facility. Work will now continue on a concept plan for the land and grant funding opportunities to complete this project.

UNRATABLE LANDS – in line with previous reports from the Mayor work continues on developing a strategy of leveraging the State Government for the rating of unrateable land or something that addresses the current situation. We have been working with WRI Consultants to establish a Scope of Works that highlights the need to have this issue addressed.

In a Media Release from the Deputy Premier it seems that the work undertaken in this area is gathering support from the current State Government. As part of their election promise it has been outlined that a category for roads affected by forest activity is being promised. This could have significant benefits to Council given the significant production currently being proposed by Forests NSW. Given this commitment was made upon re-election and our returning local member has now been given the Regional Roads Ministerial it is considered another positive in trying to provide some equity in this area. Both the Mayor and General Manager met the Minister when they attend the first meeting in Sydney as part of the Central NSW Joint Organisation meeting. It was indicated
at that meeting that the first of the roll out of monies and information will commence in early September.

2. ACTIONING COUNCIL DECISIONS

Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director has been requested to provide an update in the Monthly Activity Report, as well as reporting on actions to the General Manager.

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Summary/Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 August 2017</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
</tr>
<tr>
<td>32 150817 Land Sale – Operational Land Abercrombie Road</td>
<td>1. Council determine the sale of 2.1267ha of road reserve fronting 1300 Abercrombie Road, Oberon.</td>
</tr>
<tr>
<td></td>
<td>2. Council determine an appropriate price for the sale of the land in accordance with the valuation of OPTEON Group Pty Ltd.</td>
</tr>
<tr>
<td></td>
<td>3. The General Manager and Mayor be delegated authority to sign relevant legal documents associated with the transfer of the land.</td>
</tr>
<tr>
<td></td>
<td>Action: In Progress</td>
</tr>
<tr>
<td></td>
<td>Reported to November Ordinary Meeting</td>
</tr>
<tr>
<td></td>
<td>Contract exchanged and signed, awaiting LPI sign off.</td>
</tr>
<tr>
<td></td>
<td>Issues continue to delay the finalisation of this matter. The General Manager is in constant communication with the purchasers who are aware of the issues.</td>
</tr>
<tr>
<td></td>
<td>Matter ongoing</td>
</tr>
<tr>
<td>20 March 2018</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
</tr>
<tr>
<td>37 200318 Expression of Interest – Land Matter</td>
<td>That Council delegate to the Mayor and General Manager the authority to engage with the proponent pertaining to the land swap and report back to Council any additional information provided after initial contact.</td>
</tr>
<tr>
<td></td>
<td>Contact made with Borg representative. Meeting to follow.</td>
</tr>
<tr>
<td></td>
<td>Initial meeting held. Actions to be considered by all parties.</td>
</tr>
<tr>
<td></td>
<td>Council has progressed its requirements.</td>
</tr>
<tr>
<td></td>
<td>A contractor has now been engaged to prepare a cost analysis for a potential project.</td>
</tr>
<tr>
<td></td>
<td>The design and associated documentation has been completed, with full review to occur in the coming weeks.</td>
</tr>
<tr>
<td></td>
<td>Plans are now undergoing community consultation. Consultation closes 31 January 2019</td>
</tr>
<tr>
<td></td>
<td>GM and Mayor meeting with Borg representations on 14 February to discuss submissions and next steps. Nothing further will occur without an additional resolution of Council.</td>
</tr>
<tr>
<td>Meeting with State Government allocated $2,000,000 in incubator funds if re-elected.</td>
<td></td>
</tr>
<tr>
<td>Matter reported to May Ordinary Meeting as part of Confidential Report.</td>
<td></td>
</tr>
<tr>
<td>Council resolved at the May Ordinary Meeting that Council together with Borg develop a Memorandum of Understanding (MOU) outlining the obligations of each party in the development of the new Oberon Sports Facility in accordance with the report.</td>
<td></td>
</tr>
</tbody>
</table>

**15 May 2018**

<table>
<thead>
<tr>
<th>ORDINARY COUNCIL MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 150518 Oberon Bicentennial Tapestries</td>
</tr>
<tr>
<td>That Council provide $1,000 from the General Fund to undertake repairs to the Oberon Bicentennial Tapestries.</td>
</tr>
<tr>
<td>Cleaning and repair currently in progress.</td>
</tr>
<tr>
<td>Matter ongoing</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>31 150518 Purchase of Land O’Connell</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Council reconsider the delegation granted the General Manager with respect to negotiations related to land purchases for a recreation ground at O’Connell.</td>
</tr>
<tr>
<td>2. Necessary funds be sourced from land bank reserves.</td>
</tr>
<tr>
<td>Contracts for the land are now exchanged.</td>
</tr>
<tr>
<td>Matter ongoing</td>
</tr>
</tbody>
</table>

**19 March 2019**

<table>
<thead>
<tr>
<th>ORDINARY COUNCIL MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>05 190319 Tree Policy</td>
</tr>
<tr>
<td>That Oberon Council develop a tree policy.</td>
</tr>
<tr>
<td>Council staff will workshop the policy requirements and bring back a report to Council with a number of options to progress this policy.</td>
</tr>
<tr>
<td>Matter ongoing</td>
</tr>
</tbody>
</table>

**21 May 2019**

<table>
<thead>
<tr>
<th>ORDINARY COUNCIL MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 210519 Water Usage – Drought Assistance</td>
</tr>
<tr>
<td>That Council note the continued take up of the drought assistance (water usage) program and extend the assistance to rural and non residential ratepayers through potable drinking water, for use only within the Oberon Local Government area, at a rate of $0.55 cents per kilolitre reduced from the standard residential rate of $2.92 for a further three month period with monthly monitoring of its use.</td>
</tr>
<tr>
<td>This is reported monthly to Council.</td>
</tr>
<tr>
<td>Matter ongoing</td>
</tr>
</tbody>
</table>

**25 June 2019**

<table>
<thead>
<tr>
<th>EXTRAORDINARY MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>03 250619 Branding Strategy</td>
</tr>
<tr>
<td>2. Council indicate a preference for the two logo’s as presented.</td>
</tr>
<tr>
<td>3. Council place on public exhibition the two logos identified for community feedback.</td>
</tr>
<tr>
<td>4. Council endorse the tag line ‘Oberon – more than you imagine’ to both the proposed logos and as a Vision Statement within the 2040 Community Strategic Plan.</td>
</tr>
<tr>
<td>1-4 enacted. Report to be tabled at August meeting</td>
</tr>
<tr>
<td>Matter ongoing</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>------------</td>
</tr>
</tbody>
</table>
| 16 July 2019 | 05 160719  | 1. That the Notice of Motion Item 10.02 Audit into Roads from SRV, be deferred pending a report to Council from the General Manager in relation to the costs of implementing the motion should it be determined and the subsequent identification of a funding source (Ref. Code of Meeting Practice Item 10.9)

2. That this report be tabled to Councillors no later than the 17 September Ordinary Meeting. |

Matter ongoing |

<table>
<thead>
<tr>
<th>Date</th>
<th>Item Number</th>
<th>Agenda Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 July 2019</td>
<td>10 160719 Central Tablelands Alliance Internal Audit Committee</td>
<td>That the General Manager report back quarterly on the progress of rectifying the deficiencies identified in Centium Audit.</td>
</tr>
</tbody>
</table>

Matter ongoing |

<table>
<thead>
<tr>
<th>Date</th>
<th>Item Number</th>
<th>Agenda Item</th>
</tr>
</thead>
</table>

2. Councillors provide feedback in to the General Manager to form part of a submission one week prior to the deadline for submission to each report.

Submission will be made prior to closing date of submissions |

Matter ongoing |

<table>
<thead>
<tr>
<th>Date</th>
<th>Item Number</th>
<th>Agenda Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 July 2019</td>
<td>29 160719 Oberon Event Opportunities</td>
<td>That Council endorse the model proposed to accommodate the funding source for the supported Tourism event.</td>
</tr>
</tbody>
</table>

Matter ongoing |

<table>
<thead>
<tr>
<th>Date</th>
<th>Item Number</th>
<th>Agenda Item</th>
</tr>
</thead>
</table>

2. Council seek interest from the Oberon Business and Tourism Association in partnering in an advertising campaign for the edition.

3. Council delegate this function to the General Manager to facilitate the campaign.

4. The allocation of these funds be taken from the promotions fund within the existing 2019/20 Operational Plan. |

1-4 actioned |

Matter closed |

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 Executive Coordinator.
3. WHS/RISK MANAGEMENT

<table>
<thead>
<tr>
<th>Oberon Council Related Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average employees</td>
</tr>
<tr>
<td>Total hours worked Outdoor</td>
</tr>
<tr>
<td>Total Hours worked Indoor</td>
</tr>
<tr>
<td>Total Hours worked</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Safety statistics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incidents reported</td>
</tr>
<tr>
<td>Hazards reported</td>
</tr>
<tr>
<td>First Aid injuries</td>
</tr>
<tr>
<td>Medical treatment injuries</td>
</tr>
<tr>
<td>Lost Time injuries</td>
</tr>
<tr>
<td>Restricted work injuries</td>
</tr>
<tr>
<td>Total days ‘lost time’</td>
</tr>
<tr>
<td>Total days ‘restricted duties’</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Incidents reported to regulator</th>
<th>Details: N/A</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Corrective Action Recommendations</th>
<th>WHS Committee Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Workplace inspections</th>
<th>Toolbox/Safety meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>82</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Hazard/Risk Management Plan completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
</tr>
</tbody>
</table>

Notable Items

- New Hazard/Incident Report Form produced and implemented and now located on the front page of the Intrant
- StateWide Continuous Improvement Plan work booklet crossing Technical Services and Planning and Development
- Attendance at CENTROC safety meeting
- Meeting with StateCover Mutual Senior Risk Advisor
- Meeting with StateWide Mutual Regional Risk Manager
- General Manager Safety Commitment Statement produced
- Safety Board established in Main Depot
- StateCover Mutual online safety system “Vault” to be tested in August
- 13 staff completed First Aid Training
- Hazard Prompt Sheet (Record of Toolbox Meeting) is currently under review
- Major Plant Daily Inspection Checklist is currently under review
4. HUMAN RESOURCES

a) EMPLOYEE RECORD

<table>
<thead>
<tr>
<th>Month</th>
<th>Employee Separation</th>
<th>New Employee</th>
<th>P P T</th>
<th>Casual</th>
<th>Full Time</th>
<th>Salary</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>June</td>
<td>1</td>
<td>0</td>
<td>8</td>
<td>5</td>
<td>62</td>
<td>1</td>
<td>76</td>
</tr>
<tr>
<td>July</td>
<td>0</td>
<td>1</td>
<td>7</td>
<td>5</td>
<td>63</td>
<td>1</td>
<td>77**</td>
</tr>
<tr>
<td>August</td>
<td>0</td>
<td>2</td>
<td>7</td>
<td>8*</td>
<td>64</td>
<td>1</td>
<td>82</td>
</tr>
</tbody>
</table>

* Three x Casual Visitors Information Centre
**One contractor Acting CFO is not included in the above totals.

b) CONSULTATIVE COMMITTEE

The Consultative Committee was held on 8 August 2019. Position Descriptions for the new and changed roles within the organisation were tabled for staff. They will now be forwarded to Unions in accordance with the 2017 State Award.

c) TRAINING

Our Civil Construction (Plant) training has had an initial theory and practical components completed. This training is in addition to Civil Construction (Road Construction) Cert III being undertaken. These two courses are being provided free under the Smart and Skilled funded placements.

Training for CTC Coordinator in various computer word and excel courses online, and training fundamentals for trainers. This will enable Council to conduct learning opportunities in technology for small groups.

d) ANNUAL PERFORMANCE REVIEWS

All Directors and Managers are conducting annual reviews with staff. Updated position descriptions have been completed with KPI’s adjusted in consultation with each staff member.

e) EMPLOYEE ASSISTANCE PROGRAM

Council has signed a new contract with Converge International for provision of EAP services from 1 August 2019 until 31 July 2021. The latest utilisation report from April 2019 to June 2019 had one referral of a personal nature. This is 4.6% lower than the public Administration/Government benchmark of 6.9%.

f) OTHER HR MATTERS

a) Review Complaints Policy and provide comments
b) Completion of new employment contract for casual Project Design Engineer
c) Completion of employment agreement for Acting CFO role
d) Handover all workers compensation to new WHS/Risk Coordinator
e) Review policy documents related to Human Resources that need updating.
f) Review induction course on ELMO course builder.
g) Staff quarterly meetings are to be held at end of August.

5. TOURISM & ECONOMIC DEVELOPMENT ACTIVITIES

Tourism Promotion

Tourism and Economic Development Manager (TEDM) and team successfully secured a partnership between Council and Spartan Race Australia, which will see Spartan Race hosted in the Oberon Region for the next three years (2020 – 2022). Spartan is the world’s #1 obstacle race
series with events varying in length and difficulty ranging from 7km to marathon distances. The Oberon event (7th & 8th March 2020) will be one of five signature events in the Spartan Australia / NZ calendar, with five thousand people expected to travel to Oberon.

Sydney Weekender’s visit to Oberon aired on Channel 7 and nationally on 7Two on Sunday 28th July. The feature highlighted a number of local businesses and accommodation providers. TEDM assisted with the logistics and media fam.

After coordinating arrangements for a media visit from journalist Angela Saurine, the Oberon region gained some great coverage in the Out And About With Kids magazine. This article has estimated media value of $12,600.

a) Social Media – Facebook

<table>
<thead>
<tr>
<th>Month</th>
<th>Likes</th>
<th>Followers</th>
<th>Growth (Followers)</th>
<th>People Reached</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2019</td>
<td>2,019</td>
<td>2,040</td>
<td>6%</td>
<td>44,267</td>
</tr>
<tr>
<td>February 2019</td>
<td>2,055</td>
<td>2,079</td>
<td>2%</td>
<td>29,610</td>
</tr>
<tr>
<td>March 2019</td>
<td>2,161</td>
<td>2,190</td>
<td>5%</td>
<td>83,906</td>
</tr>
<tr>
<td>April 2019</td>
<td>2,235</td>
<td>2,267</td>
<td>4%</td>
<td>63,972</td>
</tr>
<tr>
<td>May 2019</td>
<td>2,304</td>
<td>2,337</td>
<td>3%</td>
<td>21,906</td>
</tr>
<tr>
<td>June 2019</td>
<td>2,482</td>
<td>2,518</td>
<td>8%</td>
<td>55,834</td>
</tr>
<tr>
<td>July 2019</td>
<td>2,671</td>
<td>2,712</td>
<td>8%</td>
<td>51,424</td>
</tr>
</tbody>
</table>

b) Instagram – @visitoberon

<table>
<thead>
<tr>
<th>Month</th>
<th>Followers</th>
<th>Posts</th>
<th>Growth (Followers)</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>62</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>February</td>
<td>88</td>
<td>11</td>
<td>42%</td>
</tr>
<tr>
<td>March</td>
<td>107</td>
<td>10</td>
<td>22%</td>
</tr>
<tr>
<td>April</td>
<td>129</td>
<td>14</td>
<td>21%</td>
</tr>
<tr>
<td>May</td>
<td>135</td>
<td>8</td>
<td>4%</td>
</tr>
<tr>
<td>June</td>
<td>147</td>
<td>7</td>
<td>9%</td>
</tr>
<tr>
<td>July</td>
<td>159</td>
<td>5</td>
<td>8%</td>
</tr>
</tbody>
</table>

Development
- TEDM was successful in securing a “Gone Fishing Day” grant from NSW Department of Primary Industries for the upcoming Oberon Outdoor Week Redfin Roundup fishing competition. The grant will provide prizes and education content and raise the profile of the event through leveraging the Gone Fishing Day marketing assets.

- TEDM worked in conjunction with Brijid Media to deliver the final logo for the Oberon Community brand. Two final logos were put to the community for voting, with all feedback and results analysed to determine the final design.

6. EXECUTIVE SUPPORT

Council Page in the Oberon Review was prepared each week during July with advertising and information. Advertising included the Mayoral Column and articles including Positions Vacant for Water/Waste Water Operator and Truck Operator, Level 2 Water Restrictions Now Apply in Oberon, Public Notice - Road Naming Submissions Invited, Request for Tender Construction of New Independent Living Units-T2018/3, Council Meetings – July 2019, Public Notice -

Council Website and Council Facebook Page updated with media releases and relevant articles.

“Good News Week” newsletters were issued to Councillors and staff on 5, 12, 19 and 26 July 2019.

7. COMMUNITY ACTIVITY, REGIONAL ISSUES and OTHER MEETINGS (JULY – AUGUST 2019)

The following is a summary of meetings attended by the General Manager.

10 Jul Greater Sydney Customer Advisory Group (CAG) Meeting
15 Jul National Trust Award Presentation, O’Connell
15 Jul Lin Boswell – Oberon Rotary "Lift the Lid" Project
16 Jul Ordinary Council Meeting
17 Jul Lake Oberon Cycling Trail Working Party Meeting
17 Jul Jodie Dietch - Service NSW Easy to do Business Program
24 Jul Launch of the Oberon Health Profile with Western NSW Primary Health Network and Rural Doctors Network
25 Jul GMAC Meeting, Orange
29 Jul Official Unveiling – Oberon “Big Tree” Plaque – Oberon Visitor Information Centre
29 Jul Meeting with Forestry Corporation
31 Jul Local Government NSW President Councillor Linda Scott and Chief Executive Tara McCarthy meet and greet tour
1 Aug Country Mayor’s Association Dinner, Sydney
2 Aug Country Mayor’s Association Meeting, Parliament House Sydney
5 Aug Meet with Mayor and the Hon Andrew Gee MP, Bathurst
5 Aug Robyn and Paul Brunton re planning matter
6 Aug StateWide re annual premium
8 Aug Traffic Advisory Local Committee Meeting
8 Aug Consultative Committee Meeting
9 Aug General Manager’s Performance Review
10 Aug Official Opening, Oberon Skate Park
13 Aug Oberon Common Working Party Meeting
13 Aug Councillor Informal Briefing Session

Notes:
14.02 MONTHLY ACTIVITY REPORT – PLANNING & DEVELOPMENT

Summary
This report item summarises the main activity in the Planning and Development Department since the July 2019 Council Meeting.

Recommendation:
That report item 14.02 is received as information.

Commentary

1. PLANNED ACTIVITY FOR AUGUST AND SEPTEMBER

COMPLIANCE – work continues to investigate compliance issues in development activity and building control matters when they arise. Council has issued notices on a couple of dilapidated buildings which result in a risk to the local area, as well as having to stop the installation of some tiny houses being erected in the Oberon area.

STRATEGIC PLANNING – The planning proposal to rezone open space, public reserves and parks to an RE1 Public Recreation zone has not been gazetted and has now seen the effected land rezoned, thus allowing applications for additional uses to submitted with Council.

The current Development Control Plan has been redrafted and is being reviewed by staff, with a Councillor workshop to review the document scheduled in the coming month prior to it being present for further consultation with the community.

PROJECTS – Tender has closed for the construction of the Independent Living Units with the assessment to be undertaken and a report submitted to Council in September. Quotes for the Indoor Fitness Centre components are being sought, with the works to commence in the coming weeks. The covered Grandstand at the Recreation Ground is now out for quotations, with works to commence in the next month or so.

2. ACTIONING COUNCIL DECISIONS

Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director has been requested to provide an update in the Monthly Activity Report, as well as reporting on actions to the General Manager.

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 April 2018</td>
<td>ORDINARY COUNCIL MEETING</td>
</tr>
<tr>
<td>30 170418 Oberon Independent Living Units</td>
<td>That Council: 1. Select Option C as the preferred concept design option that will be progressed to full design. 2. Nominate the Open tendering method as prescribed in accordance with Clause 166(a) of the Local Government Regulation 2005 for the Construction of the units and associated works for tender T2018/3.</td>
</tr>
<tr>
<td>Date</td>
<td>Council Meeting</td>
</tr>
<tr>
<td>------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>21 August 2018</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
</tr>
<tr>
<td>04 210818 Garages at Balfour Street Self Care Units</td>
<td>Council investigate the installation of more garages at Balfour Street Self Care Units, in particular consider the needs of the residents, the location and costing and provide a report back to the September Ordinary Meeting. A meeting is scheduled with all tenants, with a report to be presented to the September meeting.</td>
</tr>
<tr>
<td>19 February 2019</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
</tr>
<tr>
<td>04 190219 Planning Proposal – 2519 O’Connell Road</td>
<td>That Council withdraw support for the planning proposal and authorise the General Manager to advise Planning and Environment of that decision and that Council undertake a complete LUS within the next three years to be completed by February 2022. Planning and the applicant advised of the decision, awaiting further advice from Planning. Funding allocated for the LUS. Advice received from Planning that the gateway is not to proceed.</td>
</tr>
</tbody>
</table>
| 10 190219 Planning Proposal (Pp_2017_Obero_001_00) Re1 & Re2 Public Recreation Zone | 1. Council endorse the Planning Proposal PP_2017_OBERO_001_00 (as amended) as exhibited to the community.  
2. Authorise the General Manager to request Department of Planning and Environment that the amendment 6 of the Oberon Local Environmental Plan 2013 be drafted and made. Request made for the drafting, Gazettal made and rezoning now completed. |
| 11 190219 68 Dart Street, Oberon | That Council approve an allocation of $40,000 from the land development reserve to undertake the required works as detailed within this report. Works being finalised with tenant to move in this week. |
| 16 April 2019 | **ORDINARY COUNCIL MEETING**                                                    |
| 05 160419 DA 10.2019.6.1 – Camping Ground | That Council defer a decision in relation to the development until such times that an onsite inspection is carried out and a further report is tabled to May meeting advising status of road access and ongoing amenity issues in relation to DA 10.2015.83.1 Tourist Facility Function Centre. The applicant has requested that the site inspection be deferred until June 2019. Assessment against the existing Development application being undertaken, with report to be tabled at the June meeting. |
Application has been withdrawn, with a report in relation to the current consents to be submitted to the September meeting.  

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 May 2019</td>
<td>ORDINARY COUNCIL MEETING</td>
<td>That the matter be deferred pending consideration of alternate locations including the Amphitheatre at the Oberon Dam, Buckley Crescent Park land and the land to the northern side of the entrance to the Oberon Tip and a further report be bought back to Council. Alternate locations being considered.</td>
</tr>
<tr>
<td>32 210519</td>
<td>Oberon Sports Complex</td>
<td>That Council together with Borg develop a Memorandum of Understanding (MOU) outlining the obligations of each party in the development of the new Oberon Sports Facility in accordance with the report. Meeting being arranged in the next couple of weeks. All further updates provided though General Manager.</td>
</tr>
</tbody>
</table>
| 18 June 2019| ORDINARY COUNCIL MEETING                    | 3. Council approve Development Application 10.2019.19.1 for Soil Extraction (Extractive Industry) at PLT 33 in DP 1228591, being known as 26 Endeavour Street OBERON in accordance with Section 4.16 of the Environmental Planning and Assessment Act 1979 and conditions contained within this report, for the following reasons:  
- Impacts to residential dwellings in the locality are manageable and reasonable and should not impact on the general quality of living.  
- Negative environmental impacts to biodiversity, waterways, riparian lands and aboriginal heritage are not likely. Remediation of the land will ensure that long term impacts to the subject site will not occur  
- The development is permissible in both the RU1 – Primary Production Zone and the IN1 – General Residential Zone.  
- The development meets the controls within the Oberon Local Environmental Plan 2013 and the Oberon Development Control Plan 2001.  
4. That council amend condition two within the report to require a Site Rehabilitation Management Plan to be submitted within six months of the date of consent. The plan must demonstrate to Councils satisfaction how and when the extraction site will be rehabilitated to a standard to allow ongoing and complimentary use of the land.  
Consent issued matter closed |
<table>
<thead>
<tr>
<th>16 July 2019</th>
<th>ORDINARY COUNCIL MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 160719</td>
<td>Heritage Committee Meeting</td>
</tr>
<tr>
<td>1. The Minutes of the Heritage Committee held on 24 June 2019 be received as information.</td>
<td></td>
</tr>
<tr>
<td>2. That Council send a letter of appreciation to Brenda Doney on behalf of the Heritage Committee for her services.</td>
<td></td>
</tr>
<tr>
<td>Matter closed</td>
<td></td>
</tr>
<tr>
<td>13 160719</td>
<td>Local Strategic Planning Statements</td>
</tr>
<tr>
<td>That Council endorse the proposed schedule in the delivery of the local strategic planning statement as detailed within this report.</td>
<td></td>
</tr>
<tr>
<td>Matter ongoing</td>
<td></td>
</tr>
<tr>
<td>14 160719</td>
<td>Crown Land Management Act – Categorisation and Classification</td>
</tr>
<tr>
<td>1. Notify the Minister administering the Crown Land Management Act 2016 of the initial categorisation assigned to Crown Land as detailed within the table of this report, in accordance with Section 36 of the Local Government Act 1993.</td>
<td></td>
</tr>
<tr>
<td>2. Apply for ministerial consent to classify and manage Crown Land as detailed within this report as operational land under the Local Government Act 1993 or Crown reserves managed by Council in accordance with the Crown Land Management Act 2016.</td>
<td></td>
</tr>
<tr>
<td>Applications made, awaiting a reply.</td>
<td></td>
</tr>
<tr>
<td>Matter ongoing</td>
<td></td>
</tr>
<tr>
<td>15 160719</td>
<td>Community Participation Plan</td>
</tr>
<tr>
<td>That Council prepare the Community Participation Plan and appended the plan to the existing Community Engagement Framework &amp; Strategy, as detailed within this report.</td>
<td></td>
</tr>
<tr>
<td>Matter ongoing</td>
<td></td>
</tr>
<tr>
<td>16 160719</td>
<td>DA 10.2019.38.1 – Additions to Dwellings and New Shed</td>
</tr>
<tr>
<td>1. Council vary Part C.5.5 – Building Height Plane of the Oberon Development Control Plan 2001 associated DA 10.2019.38.1 for proposed conversion of a shed to dwelling and new shed to allow a reduced building height plane on the northern, western and eastern boundaries.</td>
<td></td>
</tr>
<tr>
<td>2. A division be called in accordance with Section 375A of the Local Government Act 1993.</td>
<td></td>
</tr>
<tr>
<td>Consent issued matter closed</td>
<td></td>
</tr>
</tbody>
</table>

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 Executive Coordinator.
3. PLANNING AND DEVELOPMENT MATTERS
DETERMINATIONS – July 2019

<table>
<thead>
<tr>
<th>Application No.</th>
<th>Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.2001.135.2</td>
<td>Modify Garage with bathroom facilities</td>
<td>3826 Beaconsfield Road O'CONNELL NSW 2795</td>
</tr>
<tr>
<td>10.2019.28.1</td>
<td>Convert Existing Barn to Residence and On Site Waste Water</td>
<td>238 Harvey’s Road OBERON NSW 2787</td>
</tr>
<tr>
<td>11.2019.28.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19.2019.13.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11.2017.37.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.2018.61.2</td>
<td>Modification to Subdivision Development Application 10.2018.61.1 - Boundary Adjustment</td>
<td>140 and 160 Todd’s Road WISEMANS CREEK NSW 2795</td>
</tr>
<tr>
<td>10.2016.2.2</td>
<td>Modification to Development Application 10.2016.2.1 - Modify shed to include Mezzanine level</td>
<td>32 Homeward Bound Avenue OBERON NSW 2787</td>
</tr>
<tr>
<td>11.2016.2.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.2019.37.1</td>
<td>Two Storey Dwelling and On Site Waste Water</td>
<td>760 O’Connell Plains Road THE LAGOON NSW 2795</td>
</tr>
<tr>
<td>11.2019.37.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19.2019.18.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.2019.42.1</td>
<td>Alterations and additions to Existing Dwelling and On Site Waste Water</td>
<td>1785 Beaconsfield Road ESSINGTON NSW 2787</td>
</tr>
<tr>
<td>19.2019.22.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.2019.39.1</td>
<td>Alterations and additions to Existing Dwelling and On Site Waste Water</td>
<td>1310 Dog Rocks Road ESSINGTON NSW 2787</td>
</tr>
<tr>
<td>19.2019.19.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18.2019.5.1</td>
<td>Change of Use to Beautician Shop and connection to sewer</td>
<td>152 Oberon Street OBERON NSW 2787</td>
</tr>
<tr>
<td>20.2019.12.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.2019.38.1</td>
<td>Conversion of Existing shed to a Two Storey Dwelling and construction of separate garage</td>
<td>61 Carrington Avenue OBERON NSW 2787</td>
</tr>
<tr>
<td>11.2019.38.1</td>
<td>and connection to sewer</td>
<td></td>
</tr>
<tr>
<td>20.2019.10.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15.2019.35.1</td>
<td>Subdivision Certificate - Boundary Adjustment</td>
<td>1310 Abercrombie Road NORWAY NSW 2787</td>
</tr>
<tr>
<td>10.2019.35.1</td>
<td>Dwelling and On Site Waste Water</td>
<td>736 Duckmaloi Road OBERON NSW 2787</td>
</tr>
<tr>
<td>11.2019.35.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19.2019.17.1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total fees for Applications during July 2019 were $18,926. The year to date income is $18,926 which is 19.11% of the total income ($99,000) estimated.

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, normally as part of the sale of a property, various Certificates are applied for by Solicitors, Real Estate Agents or by the public.

In July 2019 the following Certificates were issued:

<table>
<thead>
<tr>
<th>Certificates – July 2019</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SECTION 10.7 PLANNING CERTIFICATES&lt;br&gt;Environmental Planning and Assessment Act, 1979</td>
<td>36</td>
</tr>
<tr>
<td>SECTION 735A CERTIFICATES AS TO NOTICES&lt;br&gt;Local Government Act, 1993.</td>
<td>7</td>
</tr>
<tr>
<td>SECTION 121ZP CERTIFICATES AS TO ORDERS&lt;br&gt;Environmental Planning and Assessment Act, 1797</td>
<td>3</td>
</tr>
<tr>
<td>SECTION 6.26 BUILDING CERTIFICATES&lt;br&gt;Environmental Planning and Assessment Act, 1979</td>
<td>1</td>
</tr>
</tbody>
</table>

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 July 2019.

**DOG DECLARATIONS**

<table>
<thead>
<tr>
<th>Notice of Intention to Declare a Dog Dangerous</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Notice to Declare a Dog Dangerous</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Notice of Intention to Declare a Dog Menacing</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Notice to Declare a Dog Menacing</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Notice of Intention to Declare a Dog Nuisance</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Notice to Declare a Dog Nuisance</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
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</tbody>
</table>

**MISCELLANEOUS MATTERS**

Various inspections, including building inspections, health inspections, environmental inspections and complaints were conducted during July 2019.

<table>
<thead>
<tr>
<th>TYPE OF INSPECTIONS</th>
<th>July 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Inspections</td>
<td>39</td>
</tr>
<tr>
<td>Food Inspections</td>
<td>0</td>
</tr>
<tr>
<td>Environmental Inspections (Air, Noise and Water Pollution)</td>
<td>0</td>
</tr>
<tr>
<td>Subdivisions Certificate Inspections</td>
<td>2</td>
</tr>
<tr>
<td>Complaints (Including Animal Control)</td>
<td>13</td>
</tr>
<tr>
<td>Building Maintenance Inspections</td>
<td>20</td>
</tr>
</tbody>
</table>
14.03 MONTHLY ACTIVITY REPORT – TECHNICAL SERVICES

Summary

This report provides a summary of the completed works for July 2019 and proposed works in the Technical Services area for the month of August 2019.

Recommendation:

That report item 14.03 be received as information.

Comment

1. UPCOMING/PLANNED WORKS

The following capital project works will continue during the month of August 2019.

ABERCROMBIE BRIDGE & ROAD REALIGNMENT PROJECT – The bridge structure and approach works are physically complete and operational. Bitumen spray sealing of the 200m section of road on the northern side of the new bridge will be undertaken Tuesday 20 August weather permitted.

Revegetation of disturbed areas is currently being undertaken in conjunction with NPWS. Advice received from ULSC has indicated that an official opening is considered for October, fixed date to be advised. The project was completed on budget however the timeframe for completion slipped somewhat due to construction difficulties as a result of winter weather.

BLACK SPRINGS TOILET AND INTERNAL AMENITY UPGRADE – Internal refurbishment of the toilet block has been completed. Arrangements are now in hand to complete the external painting.

HAZELGROVE ROAD. – Council workers are currently improving the drainage on the gravel section of this road by installing additional piped culverts under selected section of the 1.62km being upgraded as part of this years SRV Council funded project. The project will provide for the 1 to 2 of bitumen seal commitment and is subsidised by $170,000 SRV and $80,000 Roads to Recovery Funding. This project work will see the last unsealed section of the Hazelgrove Road reshaped, gravelled and bitumen sealed to the Council boundary on the Fish River. Lithgow Council are currently carrying out similar works which includes bitumen sealing this will see the entire Hazelgrove route as a bitumen road to the village of Tarana.

EMDEN VALE ROAD – Gravelling works are currently being undertaken in Emden Vale Road at Burraga in an effort to improve the surface conditions and reduce the frequency of maintenance.

SEWELL’S CREEK ROAD – Drainage improvement works and gravelling of Sewell’s Creek Road is currently being undertaken which will be followed by a section of sealing. This work will result in the elimination of one cattle grid and improvement to the road drainage. It is further proposed to provide for bitumen spray seal later this calendar year from Beaconsfield Road to Hopes Road. This will eliminate the ongoing corrugations and road erosion issue that have plagued this section of road into and out of the ‘Native Dog Creek’ crossing for many years.
2. ACTIONING COUNCIL DECISIONS

The actions resulting from previous Council Meetings to be undertaken by the Technical Services Director are summarised as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Resolution</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 February 2018</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
<td>1. Council authorise the compulsory acquisition of the land shown within the attached Deposited Plan (DP 1235365) Lot 101 1.055Ha to be purchased and consolidate into the existing Dog Rocks Road as additional Road Reserve.</td>
<td>Matter ongoing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Council authorise an application to be made to the Minister for the Compulsory Acquisition of the land.</td>
<td></td>
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<td></td>
<td></td>
<td>3. Council agree to the terms and conditions of the ‘Memorandum of Understanding’ between the Forestry Corporation of New South Wales and Oberon Council dated 23 December 2016.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. That the General Manager be duly authorised to execute legal documents on Councils behalf for the purchase and transfer of this compulsory land acquisition.</td>
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<tr>
<td></td>
<td></td>
<td>5. Oberon Council pay Forestry Corporation NSW the amount of $2,900.00 for the transfer of land to Oberon Council, in accordance with the licenced valuation completed by Opteon 22 March 2017.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>6. That Council puts survey marks on each corner to highlight the concerned area.</td>
<td></td>
</tr>
<tr>
<td>17 July 2018</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
<td>1. Council Establish a working party consisting of Councillors and Council Staff, to develop ideas for Oberon Streets and make recommendations to Council in regards to the proposed amenity, improvements to the existing area.</td>
<td>Matter ongoing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Upon investigation a report be submitted to Council outlining costs for improvements recommended for further consideration.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Currently seeking quotes to undertake a cleaning rejuvenation and sealant application of the existing pavement Oberon St Footpaths.</td>
<td></td>
</tr>
<tr>
<td>20 NOVEMBER 2018</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
<td>1. Until Council received instruction as to the funding allocation for the entire project any decision for the Oberon East Sewerage Project development be deferred.</td>
<td>Matter ongoing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. No further expenditure be undertaken on the Oberon East Sewerage Project until a decision is made regarding the project.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>3. Council adopt proposed design flow projections for Oberon STP.</td>
<td></td>
</tr>
<tr>
<td>19 FEBRUARY 2019</td>
<td><strong>ORDINARY COUNCIL MEETING</strong></td>
<td>1. Council redistribute $160,000 from the 2018/19 Special Rate Variation from the Campbell’s River Road project to assist in providing 1-2kms of additional bitumen seal to Beaconsfield Road.</td>
<td>Matter ongoing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Council redistribute $240,000 from the Campbell’s River Road project back into the Section 94 Rural Roads fund.</td>
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</tbody>
</table>
### 3. Council actively seek a deputation to both the Minister for Forestry and the Local Federal Member for Calare to provide a brief on the impact heavy vehicles are continuing to have on Campbell’s River Road given the substantial amount of heavy vehicle activity utilising the road.

Items 1 & 2 reallocated. Item 3 has been escalated through the current Federal Member who is looking at opportunities for Council.

**Matter ongoing.**

### 14 190219 Roadside Vegetation Management Plan

That Council place the draft Roadside Vegetation Management Plan on public exhibition for a period of 30 days after which, a further report be submitted to Council outlining submissions and seeking formal endorsement.

Report to the August 2019 Ordinary Meeting for adoption of revised RVMP.

**Matter ongoing.**

### WORKS COMMITTEE MEETING

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
</table>
| 02 190312  | Chain of Responsibility                         | 1. That Council note its responsibility in the ownership and operation of Heavy Vehicles.  
2. That Council endorse interaction and liaison with staff as to the most appropriate means for implementing the NHVR legislation and the chain of responsibilities associated with the NHVL.  
3. That a report be provided to Council outlining options for delivery of training NHVR the responsibility for the ownership and operation of Heavy Vehicles. The developments of options must include consultation with affected staff. |
|            |                                                  | Report to the August 2019 Ordinary Meeting  
**Matter ongoing.** |
| 03 120319  | Kerb and Gutter Works Program                   | 1. Council adopt the 5 year rolling capital works program for kerb & gutter improvement work as listed in this report, commencing from the 2019/2020 financial year.  
2. Council allocate $66,000 of funding to complete 548 lineal meters of kerb and gutter in Curtis Street (Ross St to Earl St. North side) be funded from Councils 2019/2020 ‘Town Improvements’ Program. |
|            |                                                  | Item 1 has been adopted. Item 2 will take place during Oct/Nov 2019  
**Matter ongoing.** |
| 05 120919  | Council Public Toilet Review                    | The Council seek consultation with the Black Springs Community Association in relation to the Black Springs toilet facility.  
Funding now available work to proceed, grant of $4,295.  
Internal upgrades works complete, external painting of amenity block to be completed during August. |
|            |                                                  | **Matter closed** |
| 07 120913  | Smart Water Network Metering                    | 1. The Smart Water Network Metering report be received as information.  
2. That Council commence investigation options on the available |
<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting Type</th>
<th>Agenda Item</th>
<th>Description</th>
</tr>
</thead>
</table>
| 19 MARCH 2019 | ORDINARY COUNCIL MEETING     | Road Closure Corner Beaconsfield and Abercrombie Roads                       | 1. Council approve to proceed in accordance with Section 38A of the *Roads Act 1993* to close as a public road Lot 20 (Public Road) as shown in the Plan for First Title Creation and Road Closing.  
2. Upon road closure the Land is to be classified operational land; and  
3. The General Manager is to be delegated authority to undertake the notification process required under Section 38 of the *Roads Act 1993*. |
| 16 APRIL 2019  | ORDINARY COUNCIL MEETING      | Compliance with Heavy Vehicle Legislation                                   | 1. Council allocate funding from the 2018/2019 Plant Program of $10,800 including travel and accommodation for engagement of Mass Management to complete a gap analysis, training and recommend policies and procedures in relation to the compliance with the Heavy Vehicle Legislation as required under the Act.  
2. Council also agree that Mass Management meet with sub contractors to present current CoR requirements and tools and to create an acknowledgement process and sign off with sub contractors.  
Item 1 complete, Item 2 will be undertaken upon finalisation of CoR systems. |
| 15 160419  | Drought Communities Program – O’Connell Footpath |                                           | That Council accept the changes to the original scope of works and proceed with the construction of two timber pedestrian bridges and footpath construction from the O’Connell Hotel to the O’Connell Cafe as the first stage of implementation of the O’Connell Pedestrian footpath project. |
| 26 160419  | Road Closure – Portions of Edith Road |                                           | 1. Council approve the revised proposal to close those parts of public road located on Edith Road shown as Lot 1 and Lot 2 (Land) in the Plan for First Title Creation and Road Closing pursuant to section 38A of the Roads Act 1993 (NSW);  
2. That upon closure the Land be classified as operational land;  
3. That upon closure, Council approve the sale of those parts of public road located on Edith Road shown as Lot 1 and Lot 2 in the Plan for First Title Creation and Road Closing for the agreed sum  
4. That all costs associated with the legal, survey and registration of the land parcels be borne by the applicant who is the adjoining landowner.  
5. That the General Manager be delegated authority to undertake the notification process required under section 38 of the *Roads Act 1993* (NSW) and to execute all documents associated with giving effect to the above resolutions of Council. |
### 21 May 2019

**ORDINARY COUNCIL MEETING**

<table>
<thead>
<tr>
<th>13 210519</th>
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</thead>
<tbody>
<tr>
<td><strong>Herb David Park</strong></td>
</tr>
</tbody>
</table>

1. Not proceed to install a new toilet facility at Herb David Park, subject to the relatively close proximity of other existing toilet facilities.

2. Purchase additional directional signage to alert the community and visitors alike to the existing toilet facilities.

Item 1 resolved. Item 2 in progress waiting signage installation.

**Matter ongoing**

### 18 June 2019

**ORDINARY COUNCIL MEETING**

<table>
<thead>
<tr>
<th>15 180619</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Plant Hire 2019/20</strong></td>
</tr>
</tbody>
</table>

That the twelve (12) tendered and compliant submissions be adopted as the preferred pre-assessed Contractor Panel for the 2019/2020 financial year.

**Matter closed**

<table>
<thead>
<tr>
<th>16 180619</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Water Treatment Plant – Tender (T2019/3)</strong></td>
</tr>
</tbody>
</table>

Fluoridation Plant Room & Hardware Implementation

That:

1. Council nominate the Open Tendering method as prescribed in accordance with Clause 166(a) of the Local Government Regulation 2005 for the construction of a new fluoride plant, hardware and commissioning to Oberon Council township drinking water supply. (T2019/3).

2. At the conclusion of the Tendering period a report will compiled and brought to the next available meeting of Council recommending the successful tenderer and seeking approval to proceed with fluoride augmentation work at the Oberon Water Treatment Plant.

**Matter ongoing**

<table>
<thead>
<tr>
<th>30 180619</th>
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</thead>
<tbody>
<tr>
<td><strong>Supply and Delivery of Bulk Fuel</strong></td>
</tr>
</tbody>
</table>

That Council accept and sign contracts with Dib Group, GBS Distributions, Liberty Oil Australia, Ocwen Energy, Oilplus Holdings Australia and Park for the supply and delivery of bulk fuel.

**Matter closed**

### 25 June 2019

**EXTRAORDINARY COUNCIL MEETING**

<table>
<thead>
<tr>
<th>08 250619</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Management - Oberon Sewerage Projects</strong></td>
</tr>
</tbody>
</table>

That the matter be deferred to the July Ordinary Meeting subject to additional information in accordance with the report.

**Matter closed**

### 16 July 2019

**ORDINARY COUNCIL MEETING**

<table>
<thead>
<tr>
<th>28 160719</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Management – Oberon Sewerage Projects</strong></td>
</tr>
</tbody>
</table>

1. Council endorse the report.

2. Council thank WaterOz for their work and end the agreement within the terms of their Contract.

3. Council authorise the General Manager to implement the nominated option as indicated within the report and endorsed by Council.

**Matter closed**

<table>
<thead>
<tr>
<th>33 160719</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Road Closure – Parcels on Abercrombie Road</strong></td>
</tr>
</tbody>
</table>

1. Council approve the proposal to close those parts of public road located on Abercrombie Road shown as Lots 4 and 13 in the Plan for First Title Creation and Road Closing pursuant to section 38A of the Roads Act 1993 (NSW); and
2. Upon closure the Land be classified as operational land; and

3. Upon closure, Council approve the sale of those parts of closed public road located on Abercrombie Road shown as Lots 4 and 13, in addition to the sale of Council operational land shown as Lots 5 and 6 in the Plan for First Title Creation and Road Closing pursuant to section 38A of the Roads Act 1993 (NSW) for the agreed sum; and

4. Council approve to dedicate as public road those parts of Council operational land located on Abercrombie Road shown as Lots 3 and 11 in the Plan for First Title Creation and Road Closing pursuant to section 38A of the Roads Act 1993 (NSW).

5. Council approve to acquire Lots 1, 2 and 10 as shown in the Plan for First Title Creation and Road Closing pursuant to s177 and 178 of the Roads Act by agreement with the landowners pursuant to s30 of the Land Acquisition (Just Terms Compensation) Act 1991 (NSW).

6. The General Manager or his nominated representative be delegated authority to undertake the notification process required under section 38 of the Roads Act 1993 (NSW) and to execute all documents associated with giving effect to the above resolutions of Council.

Matter ongoing.

3. WORKS ON LOCAL ROADS, BRIDGES AND PARKS

Council Maintenance Works – Council crews have been busy throughout the LGA completing maintenance works as programmed under the 2019/20 program.

Council graders have graded the following roads: Bloom Hill Road, improvement to drainage on Meadows Road, grading of Carlwood Road and Saunders Road.

Parks and Gardens have routinely carried out mowing at the Leagues Club, Oberon Library and on the road verge along Lowes Mount Road. Tree pruning has been carried out along North Street as well as line marking to the sporting fields at the Leagues Club and the Soccer Field.

Bitumen patching works have been carried out on Lowes Mount Road, Hazelgrove Road, O’Connell Plains Road, O’Connell Road, Burraga Road and include the installation of guide posts on Meadows Road.

Water and Sewer crews have completed works in Dudley Street to repair the water main and also repaired a water meter in Queen Street. Sewer blockage works have been completed in Strathroy Avenue and Raleigh Street.

4. WORKS ON TOWN IMPROVEMENTS

Kerb & Gutter Construction – Due to the original contractor’s inability to carry out the proposed works for unforeseen circumstances, Southwest Kerbing from Western Sydney was engaged to carry out the works in Fleming Street from Queen to Dillion Streets. Southwest kerb established on site on Monday 5th August and completed the project the following day. Council workers are now reinstating the driveways, road shoulders and nature strips before drainage and remedial works to the existing drainage pits are completed. Arrangements are currently being made to bitumen spray seal the road which will complete the project.
Works have been planned for the 2019/2020 K&G Construction Program, Curtis Street. Notification to residents will be sent out in August.

**Herb David Park** – The new fence has arrived into Councils depot and will be installed the week commencing Monday 12 August which will complete the project.

### 5. DROUGHT COMMUNITY PROJECTS

**Community Drought Relief Water Bores** – Both the Bores at Black Springs and At O'Connell have been drilled, achieving a flow rate of approx. 1200 gallons per hour which is considered acceptable for the purposes required. Unfortunately the first bore at the Forestry Park in Black Springs failed to meet expectations and was necessary to abandon. A second bore was sunk below the recreation oval which achieved the desired results. Both Bores have received the storage tanks and are in the process of having the pipework and electrical; works installed. All materials have been acquired with the exception of the card reader which is expected from overseas shortly.

### 6. WORKS FOR ROADS AND MARITIME SERVICES (RMS)

Routine Road Maintenance Work is on going on O'Connell and Duckmaloi Roads - in accordance with RMCC contract.

Installation of guard rails and approach corner signage CAM's (Chevrons Alignment Markers) on O'Connell Road 5km north of Oberon, two new guardrail sections 800 metres in total length on the eastern side of the road.

- **Project Cost:** $110,000
- **Length of the Guard rails 800 meters including the end safety terminals.**
- **Project will be completed end by 30 August 2019.**

**Sewer Maintenance & Repairs**

Staff attended to a pump failure at the Duckmaloi Road Pump Station, result of blockage.

### 7. WORKSHOP REPORT

The following plant maintenance and repairs were undertaken by the workshop during the month of July.

<table>
<thead>
<tr>
<th>DATE</th>
<th>PLANT</th>
<th>DESCRIPTION OF WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/07/2019</td>
<td># 93 - TOYOTA HILUX 4X4</td>
<td>FRONT BRAKES REPLACED PADS MACHINE ROTORS</td>
</tr>
<tr>
<td>2/07/2019</td>
<td># 93 - TOYOTA HILUX 4X4</td>
<td>BATHURST TOYOTA UPDATE DPF AND RESET</td>
</tr>
<tr>
<td>3/07/2019</td>
<td># 11 - CAT 432F BACKHOE</td>
<td>FLAT TYRE - LH REAR</td>
</tr>
<tr>
<td>4/07/2019</td>
<td># 2 - CAT 12M GRADER</td>
<td>REPLACE INJECTOR ACTUATION PRESSURE SENSOR - ABERCROMBIE BRIDGE</td>
</tr>
<tr>
<td>5/07/2019</td>
<td># 88 - HINO CREW CAB 2X4</td>
<td>REPLACE REAR BRAKE PADS AND ROTORS</td>
</tr>
<tr>
<td>5/07/2019</td>
<td># 12 - KUBOTA MINI EXCAVATOR</td>
<td>FIT FLASHING LIGHT AND FIRE EXTINGUISHER</td>
</tr>
<tr>
<td>8/07/2019</td>
<td># 10 - CAT 432E BACKHOE</td>
<td>FLAT REAR TYRE</td>
</tr>
<tr>
<td>8/07/2019</td>
<td># 8 - CAT 324DL EXCAVATOR</td>
<td>SERVICE 5500 HRS</td>
</tr>
<tr>
<td>9/07/2019</td>
<td># 73 - TOYOTA RAV 4</td>
<td>SERVICE 110000 KMS</td>
</tr>
<tr>
<td>15/07/2019</td>
<td># 9 - CAT 323FL EXCAVATOR</td>
<td>DAMAGE TO TOOL BOX AND FUEL CAP - ABERCROMBIE BRIDGE</td>
</tr>
<tr>
<td>16/07/2019</td>
<td># 23 - CAT CS56B ROLLER</td>
<td>SERVICE 750 HRS</td>
</tr>
</tbody>
</table>
17/07/2019 # 50 - WESTERN STAR TRUCK BOOST LEAK AT TURBO
18/07/2019 # 50 - WESTERN STAR TRUCK REPLACE HIGH PRESSURE TUBE FROM TURBO TO PRECOOLER
18/07/2019 # 50 - WESTERN STAR TRUCK REPLACE PRECOOLER
19/07/2019 # 15 - VOLVO DUMP TRUCK REPAIR PLATE ON SIDE OF BODY
19/07/2019 # 58 - WESTERN STAR TRUCK BLOWN 100 AMP FUSE TO STARTED
22/07/2019 # 50 - WESTERN STAR TRUCK REPLACE COOLANT TEMP SENSOR
22/07/2019 # 67 - TOYOTA LANDCRUISER SERVICE 30000 KMS
23/07/2019 # 81 - ISUZU D- MAX FRIST SERVICE
23/07/2019 # 66 - TOYOTA RAV- 4 SERVICE 120000 KMS
24/07/2019 # 1 - CAT 12M GRADER REPLACE BOTTOM BLADE SLIDES
25/07/2019 # 10 - CAT 432E BACKHOE SERVICE 5750 HRS
25/07/2019 # 51 - WESTERN STAR TRUCK 4 X DRIVE TYRES
26/07/2019 # 4 - CAT 12M GRADER SERVICE 1000 HRS
26/07/2019 # 47 - ISUZU 3 TON TRUCK SERVICE 120000 KMS
29/07/2019 # 8 - CAT 324DL EXCAVATOR FIT NEW CUTTING EDGE ON TILT BUCKET - REPLACE FITTINGS
30/07/2019 # 58 - WESTERN STAR TRUCK REPLACE STARTER MOTOR AND START SOLENIOD
30/07/2019 # 58 - WESTERN STAR TRUCK REPLACE ACTUATION PRESSURE SENSOR
31/07/2019 # 9 - CAT 323FL EXCAVATOR SERVICE 750 HRS
31/07/2019 # 80 - MITSUBISHI TRITON 4X4 SERVICE 60000 KMS
31/07/2019 # 90 - TOYOTA HILUX CREW CAB 4X4 SERVICE 70000 KMS

Work on RFS Vehicles

<table>
<thead>
<tr>
<th>DATE</th>
<th>BFO VEHICLE</th>
<th>DESCRIPTION OF WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/07/2019</td>
<td>BFO 1723 - GINGKIN CAT 7</td>
<td>REPLACE PUMP BATTERY - SERVICE - PINK SLIP</td>
</tr>
<tr>
<td>3/07/2019</td>
<td>BFO 8965 - MAYFIELD CAT 7</td>
<td>REPTURN TO NEW SHED</td>
</tr>
<tr>
<td>25/07/2019</td>
<td>BFO 1723 - GINGKIN CAT 7</td>
<td>FIT NEW SEAT COVERS - RAT DAMAGE TO SEATS</td>
</tr>
</tbody>
</table>

8. ATTENDING EXTERNAL MEETINGS
The Technical Services Director attended the following during July 2019:

09/07/19    Council Informal Briefing Session
16/07/19    Ordinary Council Meeting July
22/07/2019  Albion Street on site meeting with Downer EDI
14.04 MONTHLY ACTIVITY REPORT – CORPORATE SERVICES

File No: Governance/Meetings/Ordinary
Author: Lynette Safranek, Corporate Services Director

Summary
This report provides a summary of work within the Corporate Services Department during July 2019, plus planned activities for the upcoming months.

Recommendation:
That report item 14.04 is received as information.

Comment

1. PLANNED ACTIVITIES FOR AUGUST and SEPTEMBER

Postponed Skate Park Official Opening
The August Official Opening was postponed due to snow conditions. The Hon Paul Toole MP will officially open the new Oberon Skate Park once a date can be confirmed over the next few months. Blunt Side Sk8 Park Tours will provide demonstrations, jam sessions, competitions, prizes, and a barbeque lunch.

2. STATUS OF COUNCIL DECISIONS

Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director has been requested to provide an update in the Monthly Activity Report, as well as reporting on actions to the General Manager.

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Summary/Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 June 2016</td>
<td>ORDINARY COUNCIL MEETING</td>
</tr>
<tr>
<td>09 10616</td>
<td>Erect a new free standing sign at the Black Springs Community Hall that also incorporates a noticeboard, in consultation with the Black Springs Progress Association. Noticeboard Ordered – Matter ongoing</td>
</tr>
<tr>
<td>9 April 2019</td>
<td>FINANCE COMMITTEE MEETING</td>
</tr>
</tbody>
</table>
| 03 090419 Community Transport Carport | 1. Council provide in principle support for LiveBetter Oberon Community Transport to house a bus on the land currently occupied by Oberon Community Transport, at their own cost.
2. Council consult with LiveBetter to provide an appropriate location for the carport for their consideration. Awaiting plans from LiveBetter – Matter ongoing |
| 21 May 2019   | ORDINARY COUNCIL MEETING |
| 04 210519 Community Services Committee | Mark a path with decals to identify distance walked or run from The Common, Albion Street, North Street, or in Oberon town; and to install a water station on the loop (if not already one). Waiting for Decals to arrive – Matter ongoing |
| 31 210519 Central Tablelands Alliance Internal Audit Committee | 1. Make no external appointments from 1 July 2019 to the Central Tableland Alliance (CTA) Audit Committee whilst the structure and functions of the Committee are reviewed in conjunction with Lithgow City Council. |
### 18 June 2019

**ORDINARY COUNCIL MEETING**

<table>
<thead>
<tr>
<th>Date</th>
<th>Reference</th>
<th>Item Description</th>
</tr>
</thead>
</table>
| 06 180619  | Oberon Library | 1. That council adopt option 1 as its preferred option to extend the Oberon Library in accordance with report item 13.05 tabled at the May Ordinary Council Meeting.  
2. That a DA be submitted before June 30 2019.  
3. That staff provide to the July 2019 Council Meeting a timeline history including financial data of the Library and Community Hub projects.  

   DA submitted and Report provided to August Meeting – Matter ongoing |

<table>
<thead>
<tr>
<th>Date</th>
<th>Reference</th>
<th>Item Description</th>
</tr>
</thead>
</table>
| 17 180619  | Webcasting of Council Meetings | That Council:  
1. Use an audio only method to record Council meetings.  
2. Post the recordings to the Council website within 5 workings days of a meeting.  
3. Editing of recordings is not permitted except to remove any inadvertently recorded confidential information.  
4. Record the resolution in the supplementary provision of the Code of Meeting Practice for Oberon Council.  
5. Test the preferred option to ensure sufficient quality prior to the 14 December 2019 deadline.  

   Testing underway - Matter ongoing |

### 16 July 2019

**ORDINARY COUNCIL MEETING**

<table>
<thead>
<tr>
<th>Date</th>
<th>Reference</th>
<th>Item Description</th>
</tr>
</thead>
</table>
| 04 160719  | Funding Ozy Youth Choir – Oberon Mob | 1. That Council allocate $1080 from the residual Section 356 Donation 2019/20 budget to assist interested Oberon Youth to meet membership financial requirements to join the Ozy Youth Choir – Oberon Mob.  
2. That this assistance be managed through the Community Services Department.  

   Matter ongoing |

<table>
<thead>
<tr>
<th>Date</th>
<th>Reference</th>
<th>Item Description</th>
</tr>
</thead>
</table>
| 12 160719  | Library and Community Hub Projects | That Council defer the Library and Community Hub Project report to the August 2019 Ordinary Meeting.  

   Completed |

<table>
<thead>
<tr>
<th>Date</th>
<th>Reference</th>
<th>Item Description</th>
</tr>
</thead>
</table>
2. Council place the amended version on its website and advise the community that the error has had no impact on Councils total Income and Expenditure for Continued Operations for the 2019/20 financial year.  

   Completed |
30 160719
Write off Request – Assessment 12365819
That Council enter into a suitable payment plan as negotiated by the Corporate Services Director for Assessment 12365819 to assist with the residential contribution towards the installation of kerb and gutter in Fleming Street, Oberon.
Discussions continuing - Matter ongoing

31 160719
Write off Request – Assessment 12363422
That Council enter into a suitable payment plan as negotiated by the Corporate Services Director for Assessment 12363422 to assist with the residential contribution towards the installation of kerb and gutter in Fleming Street, Oberon.
Discussions continuing - Matter ongoing

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 Executive Coordinator.

3. FINANCE

New Debt Recovery Agency
In March 2019, Oberon Council put out an Expression of Interest for Debt Recovery. Three submissions were received and staff conducted information sessions with each organisation during April/May 2019.

After careful consideration, it was decided that Custom Commercial Services (CCS) would be able to provide Council with a complete package for the collection and management of Rates, Water and Sundry debts.

CCS places a high importance on Customer service for both Council and Council Customers. They focus on developing trusting relationships within the community on behalf of Council and play a key role in negotiating and implementation of suitable solutions and payment plans. They work towards helping Customers ease the burden of debt, whilst still ensuring payment plans and arrangements fit within the guidelines of Councils Debt Collection Policy. By implementing these processes, Customers envision a future to meet financial obligations.

The ability for CCS to liaise directly with Councils customers assists in easing the workload on Council Revenue and Finance staff. Council will transfer incoming calls relating to rates, water or charges directly to CCS. This is a time saver for Council as once a caller is transferred, CCS negotiate payment arrangements, provide forms such as change of address, direct debit and discuss other issues relevant to rates, water and other charges.

CCS charges for all pre-defended matters are in accordance with fees set by the Attorney Generals Department and its in-house legal department has Lawyers available to assist.

CCS offer staff training workshops with topics such as Dealing with Difficult Customers and Communication techniques. These workshops are beneficial for both Rates and Customer Service staff.
**Rate Payments**

Below are the rates and annual charges received for the period 31 July 2019. The table below includes the rates levied for 2019/20.

<table>
<thead>
<tr>
<th></th>
<th>Farmland</th>
<th>Residential</th>
<th>Rural Residential</th>
<th>Non-urban Centre</th>
<th>Business</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brought forward 1 July 2019</td>
<td>$191,056</td>
<td>$334,194</td>
<td>$68,991</td>
<td>$20,726</td>
<td>$57,432</td>
<td>$672,399</td>
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<tr>
<td>Current Levy</td>
<td>$2,179,443</td>
<td>$2,373,416</td>
<td>$709,574</td>
<td>$184,392</td>
<td>$643,134</td>
<td>$6,089,958</td>
</tr>
<tr>
<td>Balance outstanding</td>
<td>$2,291,338</td>
<td>$2,492,135</td>
<td>$737,288</td>
<td>$187,633</td>
<td>$676,177</td>
<td>$6,384,571</td>
</tr>
<tr>
<td>Overpayments</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-$27,219</td>
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<tr>
<td>Legal charges</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$699</td>
</tr>
<tr>
<td><strong>Total rates outstanding</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$6,358,051</td>
</tr>
</tbody>
</table>

4. INFORMATION TECHNOLOGY

The vendors of the two shortlisted Enterprise Managements Systems will be demonstrating their software to staff in the first and third weeks of September. This is later than originally anticipated but the earliest that both vendors could demonstrate close to each other. The EMS working party will meet in August to determine the best way of evaluating the software.

Telstra has notified Council of a delay in migrating the phone system to SIP. This is a fully digital system to replace the analogue phone lines made redundant by the introduction of NBN. The old phone lines are due to be disconnected by 30 September. Work should start early September.

The rollout of new Windows 10 computers continue, with 5 new PCs installed for the Visitor Information Centre and Corporate Services staff in late July/early August as part of Council’s computer hardware upgrade. The computers are being ordered in small batches to make the rollout more manageable. Another 5 or 6 computers are due to be ordered shortly.

Cyber security and data protection policies are currently being drafted and will be presented to Council for review at the Ordinary September 2019 meeting.
5. OBERON LIBRARY

<table>
<thead>
<tr>
<th>Month</th>
<th>Visits</th>
<th>Loans</th>
<th>New Members</th>
<th>New Items*</th>
<th>Programs</th>
<th>Interlibrary Loans</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2019</td>
<td>1,581</td>
<td>977</td>
<td>9</td>
<td>146</td>
<td>143</td>
<td>4</td>
</tr>
<tr>
<td>...</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total 2019/20</td>
<td>1,581</td>
<td>977</td>
<td>9</td>
<td>146</td>
<td>143</td>
<td>4</td>
</tr>
<tr>
<td>Total 2018/19</td>
<td>17,570</td>
<td>11,566</td>
<td>166</td>
<td>1,437</td>
<td>1,131</td>
<td>145</td>
</tr>
</tbody>
</table>

**Library visits**
Library staff visited Black Springs Public School and Oberon Children’s Centre to read stories and deliver books.

**Community groups** who met at the library during July were the Wrap with Love knitting group, the Reading Enthusiasts and Book Chat Club and Oberon Museum Committee.

**School holiday activities**
The July school holiday activities attracted strong attendances with 68 participants to the various activities held at the Library. These activities focused on the 50th anniversary of the moon landing and included Mini Masters based on the television program Lego Masters. Children worked in teams to compete in the mini master challenges. They were challenged to make the tallest construction, the longest construction and then a combined construction to make a space station on the moon. The tallest creation was 42cm, while the longest measured 9.35m.

**Claymation** was popular with children who constructed figures in plasticine and animated them using Stop Motion video on the library’s tablets. Everyone should have a look on www.oberon.nsw.gov.au

In Mosaic masterpiece two groups of children designed a wintry landscape in the day and in the night and completed the designs as mosaics using bottle tops. The mosaics now hang in the children’s area of the library.

**Puffy paint** was extremely popular with 21 children booking in to learn how to make and use puffy paint.
Out of School Hours Care
On Wednesday 17 July, 18 children from OSHC joined us at the Oberon Library for Christmas in July. The children enjoyed a special ‘Christmas in July’ morning tea, an Aussie Christmas story, and making Christmas craft.

Story Box Library
Oberon Library has subscribed to the popular Story Box library. Junior members can play a range of stories at home on devices, anywhere they can access the library website, and using their membership number. Stories are often read by the authors or other celebrities and animated via film and sound.

Twenty six stories have been played since it was introduced 2 weeks ago. The Library staff are encouraging staff at Oberon Children’s Centre, the Kindergarten, and local schools to access this resource. It is being met with great enthusiasm as another tool in addressing literacy and a love of books among the younger members of the community.

6. COMMUNITY SERVICES

Seniors Festival 2020
Community Services staff have been busy over the last month putting together a full and exciting program for the Seniors Festival 2020. Oberon is applying for State Government funding to host a 2020 NSW Seniors Festival Event, with applications due by Friday 9 August 2019. The NSW Seniors Festival will be held across NSW from 12–23 February 2020. Oberon’s Festival will include activities such as Malachi Classic Movie Afternoon; Black Springs, Burraga and O’Connell lunches; RSL Seniors Concert; Walking groups; lunches at Mayfield and Jenolan Caves; and many more activities. Details will be finalised once we are able to confirm grant funding.

Local Government Week “Your Council”
Council took a grader to the Oberon, Black Springs and St Joseph Primary Schools for Local Government Week on Thursday 1 and Friday 2 August. Council’s Deputy Mayor, Kerry Gibbons and Technical Services Director, Chris Schumacher, gave a small talk on what Oberon Council does for the community in relation to roads, bridges, water, sewer and playgrounds. The children were more interested in the grader and how it operated. They were given an opportunity to ask lots of questions before walking around the grader to ‘touch and feel’.
On Friday 2 August, Council’s Corporate Services Director, Planning and Development Director, and Technical Services Manager held talks with the Oberon High School year 10, 11 and 12 students on regarding employment opportunities Council could offer local students.

We welcome students to approach Council for work experience while in year 10, 11 or 12. A position at Oberon Council can give students an opportunity to gain experience and qualifications in many fields (science at the Water/Sewer Treatment Plants, labourer or plant operators, finance, planners, engineers, community services, administration, mechanics, etc.).

**Regional Waste2Art Exhibition**

The Regional Waste2Art Exhibition official opening took place on Saturday 27 July at the Malachi Gilmore Hall. The exhibition includes the prize winners from Councils in the NSW Central West region. The winners list Follows.
Assistance by the following local volunteers enabled the exhibition to open from 27 July to 17 August, every day from 10am-4pm: Lynne Butterfield, Lyndle Hawkes, Janet Baljeu, Margaret Monsvere, Katie Graham, Jenn Capel, Sue Clarke, Elizabeth Brotchie, Marj Armstrong, Inara Hawley, Lyn Prowse, Helen Low, Sue Arnison, Celia Ravesi, and Inara Hawley.

A special thank you to Council staff who kindly volunteered their time and the Council Community Services staff, who not only helped organise the event but spent a lot of time meeting and greeting visitors to the exhibition.

7. COMMUNITY TECHNOLOGY CENTRE

New CTC preparations
The materials for the new furniture at the new CTC space at the Oberon Library have been ordered. It is anticipated that it will take until late August for construction and fit out of furniture. The existing CTC space is in the process of being sorted with resources being sorted and recorded prior to the move.

The CTC Coordinator will attend training in early September 2019 to update existing skills to provide the highest quality of training.

Community support with publishing
The CTC assisted with the design of flyers for the promotion of the Black Springs Heritage Fair 2019. The CTC also assisted with the printing of posters for the Regional Waste to Art, and promoted the event printing a flyer on the back of the August 2019 issue of the Community Newsletter.

Thursday Trouble shooting sessions
These sessions continued during July with Shane, Julie and Richard volunteering their time.

Oberon and Surrounding Areas Community Newsletter
The July 2019 theme was Local Government Week, “Your Council”. The July 2019 issue was distributed in the Oberon LGA on time and reached resident mailboxes between the last day
of June and the second day of July. The email to e-subscribers was sent out to 130 subscribers and 122 contacts.

The July Community Newsletter Facebook post reached 875 users, with 67 engagements.

8. **2019 COMMUNITY EVENTS**
   Community activities/events for 2019 *(activities/events will be added as they arise)*

- **27 July – 17 August**  Regional Waste2Art Exhibition
- **17-24 August**  Book Week and Family History Month @ Library
- **28 Sep – 13 Oct**  School Holiday Activities
- **1-31 Oct**  Pink Up Oberon, Breast Cancer Fundraising activities
- **14-20 Oct**  Anti Poverty Week
- **31 Oct**  Halloween
- **1-30 Nov**  Moberon, Men’s Health Fundraising activities
- **2-10 Nov**  Oberon Outdoor Week
- **6 December**  Oberon Community Carols
- **Tbc December**  Welcome to Oberon
- **12-23 February**  Seniors Festival

**Notes:**
<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>ARTIST</th>
<th>ARTWORK</th>
<th>AWARD</th>
<th>COUNCIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary 2D</td>
<td>Joseph’s Parish School</td>
<td>“Garden of Knots”</td>
<td>Winner</td>
<td>Lachlan</td>
</tr>
<tr>
<td></td>
<td>Ballimore Public School</td>
<td>“Out Here in the Bush, Friendly and Free”</td>
<td>Highly Commended</td>
<td>Dubbo</td>
</tr>
<tr>
<td></td>
<td>Dia MacNamara</td>
<td>“Sushi the Rainbow Fish”</td>
<td>Highly Commended</td>
<td>Oberon</td>
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<tr>
<td></td>
<td>Condobolin Pre School</td>
<td>“Woven Wall”</td>
<td>Highly Commended</td>
<td>Oberon</td>
</tr>
<tr>
<td>Primary 3D</td>
<td>Tiffany Sivisisavath – Zig Zag Primary</td>
<td>“Balien”</td>
<td>Winner</td>
<td>Lithgow</td>
</tr>
<tr>
<td></td>
<td>Jack Carberry</td>
<td>“Dragonfly”</td>
<td>Highly Commended</td>
<td>Mid-Western</td>
</tr>
<tr>
<td></td>
<td>St Mary’s Catholic Primary School</td>
<td>“Birds on a Wire”</td>
<td>Highly Commended</td>
<td>Orange</td>
</tr>
<tr>
<td></td>
<td>Alana Finnegan</td>
<td>“Andy the Antibiotic Giraffe”</td>
<td>Highly Commended</td>
<td>Parkes</td>
</tr>
<tr>
<td></td>
<td>Sally and Matilda Ford</td>
<td>“Gone Fishing”</td>
<td>Highly Commended</td>
<td>Lachlan</td>
</tr>
<tr>
<td>Primary Functional</td>
<td>Jemima Buttriss</td>
<td>“Coiled Basket”</td>
<td>Winner</td>
<td>Orange</td>
</tr>
<tr>
<td></td>
<td>Belle Howie</td>
<td>“Twine Basket”</td>
<td>Highly Commended</td>
<td>Oberon</td>
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<tr>
<td></td>
<td>Scallywags Childcare Centre</td>
<td>“Moving Towards a Brighter Future”</td>
<td>Highly Commended</td>
<td>Bathurst</td>
</tr>
<tr>
<td>High School 2D</td>
<td>Micah Leihn</td>
<td>“Bird”</td>
<td>Winner</td>
<td>Oberon</td>
</tr>
<tr>
<td></td>
<td>Kayley Winks</td>
<td>“Untitled”</td>
<td>Highly Commended</td>
<td>Lithgow</td>
</tr>
<tr>
<td>High School 3D</td>
<td>Niamh Pankhurst &amp; Lily Bone</td>
<td>“Deep Blue”</td>
<td>Winner</td>
<td>Orange</td>
</tr>
<tr>
<td></td>
<td>Trundle High School</td>
<td>“Wheels of Twine”</td>
<td>Winner</td>
<td>Parkes</td>
</tr>
<tr>
<td></td>
<td>Matilda Anderson, Sam Kino and Maddy Porter</td>
<td>“Save Dave”</td>
<td>Highly Commended</td>
<td>Orange</td>
</tr>
<tr>
<td>High School Functional</td>
<td>Lotus Want</td>
<td>“Wear Your Waste”</td>
<td>Winner</td>
<td>Orange</td>
</tr>
<tr>
<td></td>
<td>Anita Albert</td>
<td>“Kitchen Tidy”</td>
<td>Highly Commended</td>
<td>Coonamble</td>
</tr>
<tr>
<td>Category</td>
<td>Winner</td>
<td>Highly Commended</td>
<td>Location</td>
<td></td>
</tr>
<tr>
<td>---------------------------</td>
<td>---------------------------------------------</td>
<td>----------------------------</td>
<td>-------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Community 2D</strong></td>
<td>Yetta Dhinnakal TAFE Cultural Arts Group</td>
<td>&quot;Tailender&quot;; Drum of Totems; &quot;Mount Yetta&quot;; &quot;Rainbow Serpent&quot;; &quot;untitled – (Kangaroo)&quot;; &quot;Brolga Nesting&quot;; &quot;Snake Judgment&quot;</td>
<td>Brewarrina</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Continued)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tina Cass</td>
<td>&quot;Zig Zag&quot;</td>
<td>Lithgow</td>
<td></td>
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<tr>
<td></td>
<td>Susan Walker</td>
<td>&quot;What Goes Around Comes Around&quot;</td>
<td>Coonamable</td>
<td></td>
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<tr>
<td><strong>Community 3D</strong></td>
<td>Blue Mountains Community</td>
<td>&quot;Powerful-Owl's Nest&quot;</td>
<td>Blue Mountains</td>
<td></td>
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<tr>
<td></td>
<td>Bethany Osbourne</td>
<td>&quot;Baa Baa Baily Have You Any Twine?&quot;</td>
<td>Bathurst</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Katie Graham</td>
<td>&quot;Blue Dolphin&quot;</td>
<td>Oberon</td>
<td></td>
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<tr>
<td></td>
<td>Parklands – Bloomfield Hospital</td>
<td>&quot;Snapshot of Life&quot;</td>
<td>Orange</td>
<td></td>
</tr>
<tr>
<td><strong>Community Functional</strong></td>
<td>Darren Shields</td>
<td>&quot;Wall -E (Lamp)&quot;</td>
<td>Coonabale</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Max Bradley</td>
<td>&quot;Tow Rope&quot;</td>
<td>Central Darling</td>
<td></td>
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<tr>
<td></td>
<td>George Howarth</td>
<td>&quot;Iron Chair&quot;</td>
<td>Lachlan</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Trinity Preschool Red Room</td>
<td>&quot;Redroom Teepee&quot;</td>
<td>Orange</td>
<td></td>
</tr>
<tr>
<td><strong>Open 2D</strong></td>
<td>Gus Armstrong</td>
<td>&quot;Prisoner Encore&quot;</td>
<td>Mid Western</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Karen Flakelar</td>
<td>&quot;Kaleidoscope&quot;</td>
<td>Coonabale</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bron Ingersole</td>
<td>&quot;Strung Out&quot;</td>
<td>Oberon</td>
<td></td>
</tr>
<tr>
<td><strong>Open 3D</strong></td>
<td>Tracey Sorensen</td>
<td>&quot;Murray Cod&quot;</td>
<td>Bathurst</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Catherine Morgan</td>
<td>&quot;G15 Wren&quot;</td>
<td>Lachlan</td>
<td></td>
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<tr>
<td></td>
<td>Bron Ingersole</td>
<td>&quot;Sticks and Stones&quot;</td>
<td>Oberon</td>
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<tr>
<td><strong>Open Functional</strong></td>
<td>Joseph Lynch</td>
<td>&quot;Johnno’s Truck&quot;</td>
<td>Bathurst</td>
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</tr>
<tr>
<td></td>
<td>Lanny Mackenzie</td>
<td>&quot;Bee House&quot;</td>
<td>Orange</td>
<td></td>
</tr>
<tr>
<td><strong>Building /Sculpture 2D</strong></td>
<td>Helen Standen</td>
<td>&quot;Tools Down&quot;</td>
<td>Parkes</td>
<td></td>
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</tbody>
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## Regional Waste to Art Winners 2019

<table>
<thead>
<tr>
<th>Category</th>
<th>Organization</th>
<th>Project/Artwork</th>
<th>Winner</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building/Sculpture 3D</td>
<td>Colour City Creatives</td>
<td>“Creativity Heals”</td>
<td>Winner</td>
<td>Orange</td>
</tr>
<tr>
<td></td>
<td>Middleton Public School Community</td>
<td>“Dr Seuss’ Garden”</td>
<td>Winner</td>
<td>Parkes</td>
</tr>
<tr>
<td>Building/Sculpture</td>
<td>Amanda &amp; Peter Carter</td>
<td>“A Vintage Glasshouse”</td>
<td>Winner</td>
<td>Bathurst</td>
</tr>
<tr>
<td>Functional</td>
<td>Bron Ingersole and Adrian Lynch</td>
<td>“Dream Catcher”</td>
<td>Highly Commended</td>
<td>Oberon</td>
</tr>
<tr>
<td>Waste Theme Award</td>
<td>Bethany Osbourne</td>
<td>“Baa Baa baily Have You Any Twine?”</td>
<td>Winner</td>
<td>Bathurst</td>
</tr>
<tr>
<td>Herb Clarke Memorial</td>
<td>Amanda &amp; Peter Carter</td>
<td>“A Vintage Glasshouse”</td>
<td>Winner</td>
<td>Bathurst</td>
</tr>
<tr>
<td>Award</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curator’s Award</td>
<td>Karen Flakelar</td>
<td>“Beyond Blue”</td>
<td>Winner</td>
<td>Coonamble</td>
</tr>
<tr>
<td>Sims Metal Award</td>
<td>Oberon High School, Oberon Public</td>
<td>Regional Waste to art Mural Involvement</td>
<td>Winner</td>
<td>Oberon</td>
</tr>
<tr>
<td></td>
<td>School &amp; St Josephs Catholic School</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overall Winner</td>
<td>Gus Armstrong</td>
<td>“Prisoner Encore”</td>
<td>Winner</td>
<td>Mid Western</td>
</tr>
</tbody>
</table>
14.05 STATEMENT OF INVESTMENTS

File No: Financial Management/Investments/Register
Author: Lisa Koleda, Management Accountant; Lynette Safranek, Corporate Services Director

Summary
This report provides Council with the Statement of Investments as at 31 July 2019.

Recommendation:
That Council receive report item 14.05 as information.

Comment
Interest received on matured investments for July 2019 came to $58,260 whilst interest accrued on active investments for July 2019 came to $29,831 with an average interest rate of 2.66% performing above the average 90 day Bank Bill Swap Rate of 1.11%. Year to date interest accrued at the end of July 2019 on active Term Deposits sits at $163,111. Total year to date interest receipted on matured investments is $58,260. This includes quarterly interest receipts for three individual 5 year floating term deposits with CBA which mature in 2021.

The Reserve Bank of Australia (RBA) decided to leave the cash rate unchanged at 1.00% at its board meeting on 6 August 2019. The RBA delivered a pause to their current easing cycle, however have not ruled out more rate cuts to further ease monetary policy if needed. Growth expectation remains unchanged at 2.5% in 2019 and 2.75% in 2020. Australia’s trade balance reported at another record surplus of $8 billion v’s $6 billion as per expectation, with key drivers being continued growth in irons ore and coal exports. As the trade war escalates, this could most likely result in a negative impact on iron ore and coal in regards to local growth, should growth in Asia start to decline. It is predicted given the shaky market of the last couple of days, the next 12 months could see the cash rate fall below 5%.

Average monthly return for Councils term deposit investment portfolio has dropped slightly in comparison to July 2018, with the BBSW (short term interest rate) taking another dive down to 1.11%.
At 31 July - $14,800,000 was invested as shown in the following statement, with Oberon Council’s total cash at call being $15,942,656.06.

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date of Investment</th>
<th>Interest rate</th>
<th>Date of Maturity</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash at Call</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CBA Business Online Saver</td>
<td>30/4/2018</td>
<td>2.90%</td>
<td>7/8/2019</td>
<td>304,069.01</td>
</tr>
<tr>
<td>CBA Business At Call</td>
<td>30/4/2018</td>
<td>2.80%</td>
<td>7/8/2019</td>
<td>730,628.21</td>
</tr>
<tr>
<td>NAB Business Online Saver</td>
<td>29/11/2018</td>
<td>2.80%</td>
<td>9/10/2019</td>
<td>107,958.84</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td>$1,142,656.06</td>
</tr>
</tbody>
</table>

**Active Term Deposits**

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date of Investment</th>
<th>Interest rate</th>
<th>Date of Maturity</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family First CU</td>
<td>7/8/2018</td>
<td>2.90%</td>
<td>7/8/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>ME Bank</td>
<td>8/8/2018</td>
<td>2.80%</td>
<td>8/8/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Family First CU</td>
<td>29/8/2018</td>
<td>2.85%</td>
<td>30/8/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Bank of Queensland</td>
<td>7/9/2017</td>
<td>2.85%</td>
<td>6/9/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>31/8/2018</td>
<td>2.85%</td>
<td>9/9/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>11/3/2019</td>
<td>2.80%</td>
<td>18/9/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>My State Bank Limited</td>
<td>29/11/2018</td>
<td>2.80%</td>
<td>9/10/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank Ltd</td>
<td>19/2/2019</td>
<td>2.80%</td>
<td>23/10/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank Ltd</td>
<td>18/2/2019</td>
<td>2.80%</td>
<td>6/11/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Defence Bank LTD</td>
<td>21/12/2018</td>
<td>2.90%</td>
<td>19/11/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>ING Bank</td>
<td>1/12/2017</td>
<td>2.90%</td>
<td>2/12/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Defence Bank LTD</td>
<td>20/12/2018</td>
<td>2.90%</td>
<td>17/12/2019</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>18/3/2019</td>
<td>2.75%</td>
<td>15/1/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>20/3/2019</td>
<td>2.75%</td>
<td>29/1/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank Ltd</td>
<td>19/7/2019</td>
<td>2.15%</td>
<td>12/2/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Judo Bank LTD</td>
<td>19/7/2019</td>
<td>2.50%</td>
<td>26/2/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Auswide Bank LTD</td>
<td>19/6/2019</td>
<td>2.20%</td>
<td>11/3/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Auswide Bank LTD</td>
<td>19/6/2019</td>
<td>2.20%</td>
<td>25/3/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Bank Vic</td>
<td>4/4/2019</td>
<td>2.61%</td>
<td>8/4/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>G &amp; C Mutual Bank</td>
<td>17/4/2019</td>
<td>2.55%</td>
<td>8/4/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Bank Vic</td>
<td>4/4/2019</td>
<td>2.61%</td>
<td>22/4/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Judo Bank</td>
<td>8/5/2019</td>
<td>2.70%</td>
<td>23/4/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Australian Unity Bank LTD</td>
<td>30/4/2019</td>
<td>2.40%</td>
<td>20/5/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>16/7/2019</td>
<td>2.20%</td>
<td>17/6/2020</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Bank of Queensland</td>
<td>26/7/2018</td>
<td>3.00%</td>
<td>22/7/2020</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Commonwealth Bank (5yr TD)</td>
<td>30/6/2016</td>
<td>2.79%</td>
<td>30/6/2021</td>
<td>500,000.00</td>
</tr>
<tr>
<td>Commonwealth Bank (5yr TD)</td>
<td>17/8/2016</td>
<td>2.79%</td>
<td>17/8/2021</td>
<td>800,000.00</td>
</tr>
<tr>
<td>Commonwealth Bank (5yr TD)</td>
<td>31/8/2016</td>
<td>2.79%</td>
<td>31/8/2021</td>
<td>500,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td>$14,800,000.00</td>
</tr>
<tr>
<td><strong>Total Cash at Call</strong></td>
<td></td>
<td></td>
<td></td>
<td>$15,942,656.06</td>
</tr>
</tbody>
</table>
Investments that matured in July 2019:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date invested</th>
<th>Rate</th>
<th>Maturity date</th>
<th>Amount</th>
<th>Interest earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank of Queensland</td>
<td>02/10/2018</td>
<td>2.75%</td>
<td>01/07/2019</td>
<td>500,000.00</td>
<td>10,246.58</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>14/12/2018</td>
<td>2.75%</td>
<td>16/07/2019</td>
<td>500,000.00</td>
<td>8,061.64</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>18/01/2019</td>
<td>2.75%</td>
<td>16/07/2019</td>
<td>500,000.00</td>
<td>6,743.15</td>
</tr>
</tbody>
</table>

Total Interest earned $25,051.37

Investments placed in July 2019:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Date invested</th>
<th>Rate</th>
<th>Maturity date</th>
<th>Amount</th>
<th>Interest at Maturity</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMP Bank LTD</td>
<td>16/07/2019</td>
<td>2.20%</td>
<td>17/06/2020</td>
<td>500,000.00</td>
<td>10,156.16</td>
</tr>
<tr>
<td>Judo Bank LTD</td>
<td>19/07/2019</td>
<td>2.50%</td>
<td>26/02/2020</td>
<td>500,000.00</td>
<td>7,602.74</td>
</tr>
<tr>
<td>AMP Bank LTD</td>
<td>19/07/2019</td>
<td>2.15%</td>
<td>12/02/2020</td>
<td>500,000.00</td>
<td>6,126.03</td>
</tr>
</tbody>
</table>

Total Interest due $23,884.93

Investments placed in July will see a collective drop in investment revenue of approx. $7,000 due to a further downside in interest rates currently offered by financial suppliers. These new investments average at 2.28%, replacing matured parcels with 2.75% interest earnings.

Larger than normal cash at call was held in July, to ensure sufficient cash flow for end of financial year account payable payment obligations.

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.

Lynette Safranek
Responsible Accounting Officer

Notes:
14.06 GRANTS MONTHLY UPDATE

File No: Governance/Grants/ August 2019
Author: Gillian Salmon, Grants Coordinator

Summary
This report provides a summary of Grant Funding applications and submissions, both internal and external, during July 2019.

Recommendation
That report item 14.06 is received as information.

Comment
Another very busy month in which the focus was on reporting and acquittals for projects funded under the Stronger Country Community Fund and the Drought Communities Programme

Preparation of applications for roads projects has continued in anticipation of the Heavy Vehicle Safety and Productivity Program and the next round of the Fixing Country Roads Program opening in August 2019

1. SUCCESSFUL GRANT APPLICATIONS AND FUNDING NOTIFICATIONS

a) Growing Local Economies Fund- Expression of Interest.
Council has been informally notified that the joint EOI application made on behalf of Oberon, Lithgow and Upper Lachlan Councils to upgrade The Tablelands Way has been successful in progressing to the full business case stage.

AP Sheere Consulting prepared the EOI and will be engaged to complete the full business case and associated financial data sheets. The estimated cost of preparing the full application is $25,000 which will be met from a grant provided by the NSW Department of Premier and Cabinet.

b) Bike Week Funding 2019-2020.
Council’s application to conduct the Oberon Family Bike Week Train NSW Bike for 2019 has been successful. Funding of $3,926 (GST inclusive) has been granted for the project which will be run during Oberon Outdoor Week in November 2019.

c) Drought Communities Program Deed of Variation- Time Extension
Council’s application to extend the completion date for the five community infrastructure projects funded until 30 September 2019 has been successful. The extension request was necessary due to extenuating circumstances encountered in delivering the water bores project at Black Springs and O’Connell before the original 30 June 2019.

A mandatory independent external audit of these five projects will need to be completed by 30 November 2019 as part of the reporting and acquittal process.

d) My Community Projects Fund
Council’s nomination of the $50,000 Accessible Footpath project was short listed for voting public voting through the Service NSW My Projects Fund website. Voting closes on 15 August 2019

Unfortunately the nomination for Stage 2 of the Footpath Project at O’Connell was deemed ineligible for voting.
2. GRANT APPLICATIONS SUBMITTED

a) Australian Government Black Spot and NSW Safer Roads Program
A grant application to the Safer Roads Program (SRP) for safety upgrades on Abercrombie Road in the localities of Porters Retreat and Gurnang was submitted on 26 July 2019.

Based on crash data analysis there were two recommended treatment options for this section of road.

1. Upgrade road seal to high level non skid surfaces on curves and remove vegetation from the clear zone. This will help minimise the impact of crashes that occur on curves in wet and snowy conditions
2. Install semi-rigid barrier (w- beam safety barriers with bike rails) on roadsides at identified high risk locations to minimise the impact of crashes when vehicles, in particular motor cycles run off the road

Total project budget was $750,000 Total grant application was $750,000. The assistance of staff from Transport NSW in preparing the application and navigating the new portal was greatly appreciated

The following table summarises the status of External Grant Applications.

**External Grants**

<table>
<thead>
<tr>
<th>Submitted</th>
<th>Details/Description of Project</th>
<th>Grant Program</th>
<th>Grant Amount</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 August 2018</td>
<td>Digital Projector and Motorised Screen for Oberon U3A</td>
<td>Veolia Mulwaree Trust</td>
<td>$2,000</td>
<td>Successful</td>
</tr>
<tr>
<td>18 October 2018</td>
<td>Oberon Golf Club -Irrigation, amenities for machinery shed and solar panels</td>
<td>Community Sport Infrastructure</td>
<td>$tbc</td>
<td>Successful</td>
</tr>
<tr>
<td>18 October 2018</td>
<td>Charles Throsby Memorial Black Springs</td>
<td>Stronger Communities Programme</td>
<td>$12,647</td>
<td>Successful</td>
</tr>
</tbody>
</table>

*Table 1 Summary of External Grant Applications*

The following table summarises the status of Internal Grant Applications

**Internal Grants**

<table>
<thead>
<tr>
<th>Submitted</th>
<th>Details/Description of Project</th>
<th>Grant Program</th>
<th>Grant Amount</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>26 July 2018</td>
<td>Tech Savvy For Seniors</td>
<td>State Libraries NSW</td>
<td>$1,830</td>
<td>Successful</td>
</tr>
<tr>
<td>10 August 2018</td>
<td>Oberon Seniors Out and About</td>
<td>NSW Seniors Festival 2019</td>
<td>$1,740</td>
<td>Unsuccessful</td>
</tr>
<tr>
<td>14 November 2018</td>
<td>Oberon Sewerage Treatment Plant</td>
<td>Building Better Regions Fund R3</td>
<td>$4,510,000</td>
<td>Unsuccessful</td>
</tr>
<tr>
<td>Date</td>
<td>Project Description</td>
<td>Programme</td>
<td>Amount</td>
<td>Status</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------------------------------------------------------------------</td>
<td>-----------------------------------</td>
<td>------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>11 December 2018</td>
<td>Oberon Sewerage Treatment Plant</td>
<td>Safe and Secure Water Program.</td>
<td>$8,004,000</td>
<td>Under review</td>
</tr>
<tr>
<td>21 December 2018</td>
<td>Come on Let's Play- Inclusive Playground</td>
<td>Everyone Can Play</td>
<td>$87,477</td>
<td>Unsuccessful</td>
</tr>
<tr>
<td>23 November 2018</td>
<td>Drought Relief Events – O’Connell</td>
<td>Drought Communities Programme</td>
<td>$27,500</td>
<td>Successful</td>
</tr>
<tr>
<td>23 November 2018</td>
<td>Primitive Camping Facilities – Reef Reserve</td>
<td>Drought Communities Programme</td>
<td>$47,960</td>
<td>Successful</td>
</tr>
<tr>
<td>12 December 2018</td>
<td>Burrunga Dam Picnic Facilities Toilet and track upgrade</td>
<td>Drought Communities Programme</td>
<td>$181,940</td>
<td>Successful</td>
</tr>
<tr>
<td>12 December 2018</td>
<td>Black Springs Hall Kitchen Upgrade</td>
<td>Drought Communities Programme</td>
<td>$44,000</td>
<td>Successful</td>
</tr>
<tr>
<td>16 Jan 2019</td>
<td>Water Bores Black Springs and O’Connell Showground Amenities Block and Electricity Metre</td>
<td>Drought Communities Programme</td>
<td>$161,150</td>
<td>Successful</td>
</tr>
<tr>
<td></td>
<td>Fitness Centre Fitout</td>
<td></td>
<td>$147,000</td>
<td>Batched application</td>
</tr>
<tr>
<td></td>
<td>RV Dump point and Tourist Boards</td>
<td></td>
<td>$187,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>O’Connell Footpath</td>
<td></td>
<td>$74,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$129,450</td>
<td></td>
</tr>
<tr>
<td>15 February 2019</td>
<td>Detecting Priority Weed Populations Using Satellite Remote Sensing</td>
<td>Communities Combating Weeds During Drought</td>
<td>$446,000</td>
<td>Unsuccessful</td>
</tr>
<tr>
<td>25 February 2019</td>
<td>Oberon NAIDOC Day</td>
<td>2019 NAIDOC Grant Fund- Indigenous Advancement Strategy</td>
<td>$1,600</td>
<td>Received half funding requested</td>
</tr>
<tr>
<td>21 February 2019</td>
<td>Road Upgrade Abercrombie Rd near Black Springs</td>
<td>Drought Relief Heavy Vehicle Program</td>
<td>$300,000</td>
<td>Successful</td>
</tr>
<tr>
<td>20 February 2019</td>
<td>How to Adult Life Skills Event Oberon Youth Council</td>
<td>Youth Week 2019</td>
<td>$1,861</td>
<td>Successful</td>
</tr>
<tr>
<td>February 2019</td>
<td>Oberon Outdoor Week 2019</td>
<td>Regional Flagships Events Program – Incubator Fund</td>
<td>$20,000</td>
<td>Successful</td>
</tr>
<tr>
<td>15 May 2019</td>
<td>O’Connell Village ANZAC Memorial Avenue Footpaths</td>
<td>My Community Project</td>
<td>$200,000</td>
<td>Shortlisted for voting on</td>
</tr>
</tbody>
</table>
3. GRANT APPLICATIONS IN PROGRESS

a) Seniors Festival 2020
Applications to the 2020 NSW Seniors Festival Grants Program opened on Monday 24 June and close at 2pm on Friday 9 August 2019.

Council staff are preparing an application for Category 1 funding of up to $1,000 for small-scale local community events and activities that will include events at Black Springs, Burraga and O’Connell

In 2020 the Festival will run from Wednesday 12 February to Sunday 23 February.

4. NEW GRANT OPPORTUNITIES

a) Stronger Country Communities Fund Round 3
Round Three of the Stronger Country Communities Fund opened on 01 July 2019.

Council has received formal advice from the NSW Government that the round three funding available for projects in the Oberon Local Government Area is $772,778

Council staff have been providing general advice to a number of community organisations who have indicated an interest in applying for Round 3 funding in their own right.

Staff are identifying and prioritising Council projects that have a youth focus prior to applications being prepared for Round 3 funding. The proposed projects are the subject of a separate report for consideration.

Applications close on 27 September 2019.
5. CORRESPONDENCE RELATING TO GRANTS FUNDING

The following information and summary table provides a brief synopsis of correspondence sent to or received from Funding Bodies and Program Administrators during June and July.

a) Natural Disaster Relief Assistance - On 02 July 2019 Council received a letter from Public Works Advisory offering Council $7187.05 of NDRA funding relating to an outstanding claim for clean up operations and asset restoration during a storm event in August 2016. The original claim was for $93,301.87. The amount of assistance offered represents the actual overtime costs incurred to pay staff to conduct the clean up operation, excluding on costs.

On 10 July 2019 Council wrote to Public Works Advisory appealing the decision. Council believes that the staff on costs and the costs of using its own plant and equipment should be deemed an eligible cost under the Natural Disaster Relief Assistance Program. Council have been asked to provide additional information to support its application for exceptional funding to recover their normal day labour costs and all internal plant costs for clearing debris from roads and the council’s costs of removing debris from recreational facilities following the storm event. Negotiations with Public Works Advisory are ongoing.

b) Status of State Funded Projects - Paul Toole MP - On 04 July 2019 Council responded to a request from Mr. Paul Toole MP to provide an update on the status of projects in the Oberon Local Government Area which have been funded by the NSW Government. The letter also advised Mr Toole that Council are currently consulting with the community to identify projects that will be nominated for funding under Round 3 of the Stronger Country Communities Fund. The information provided to Mr Toole is provided in the following table:

<table>
<thead>
<tr>
<th>Project</th>
<th>Budget Amount</th>
<th>Govt. Funding</th>
<th>Council /other contributions</th>
<th>Project Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oberon Indoor Fitness Centre</td>
<td>$525,000</td>
<td>$500,000</td>
<td>$25,000</td>
<td>Construction due to commence in August. Completion 30/12/2019</td>
</tr>
<tr>
<td>Oberon Pool Complex Upgrade</td>
<td>$160,000</td>
<td>$150,000</td>
<td>$10,000</td>
<td>Milestone 2 completed. Completion September 2019</td>
</tr>
<tr>
<td>Oberon Place branding and town signage</td>
<td>$230,000</td>
<td>$210,000</td>
<td>$20,000</td>
<td>Branding strategy nearly complete. Logos presented to community. Sign completion date 14/02/2020</td>
</tr>
</tbody>
</table>

c) Letter of Support Community Wellbeing and Drought Support Grants - Oberon District Museum - On 18 June 2019 the General Manager provided a letter of support to the Oberon District Museum for their application to the Community Wellbeing and Drought Support Grants program to conduct workshops to assist in the preservation of heritage farm machinery, historic photos and other memorabilia.

<table>
<thead>
<tr>
<th>Date</th>
<th>Addressee</th>
<th>Subject</th>
<th>Status or Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>18 June 2019</td>
<td>The Assessment Panel Community Wellbeing Support Grants</td>
<td>Letter of Support Oberon Museum workshops</td>
<td>Application Pending</td>
</tr>
<tr>
<td>Date</td>
<td>Name</td>
<td>Note</td>
<td></td>
</tr>
<tr>
<td>-----------</td>
<td>-------------------------------------------</td>
<td>----------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>10 July 2019</td>
<td>Mr Stuart Miller Emergency Management Coordinator Public Works Advisory</td>
<td>Appealing funding for Natural Disaster Relief Assistance Negotiations ongoing</td>
<td></td>
</tr>
<tr>
<td>04 July 2019</td>
<td>Mr Paul Toole Member for Bathurst</td>
<td>Advising status of NSW government Funded projects Council will send invitations to Mr Toole to official openings</td>
<td></td>
</tr>
</tbody>
</table>

Table 3 Summary of Grants Correspondence

Notes:
14.07 WATER AND SEWER PLANT REPORT
File: Governance/Meetings/Ordinary
Author: Chris Schumacher, Technical Services Director

Summary
This report provides a brief summary of water consumption and sewerage treatment processes for the township of Oberon and WaterNSW Oberon Dam Raw Water Quality Report for the month of July 2019.

Recommendation:
That report item 14.08 is received as information.

Comment
1. WEEKLY OBERON DAM LEVELS
The following is a weekly dam level recording for Oberon Dam for the month of July, results supplied by WaterNSW:

01/07/2019 – 38.3%
08/07/2019 – 37.9%
15/07/2019 – 37.2%
29/07/2019 – 36.7%

2. WATER CONSUMPTION kL FROM WATERNSW OBERON DAM

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Consumption (ML)</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/07/2019 – 07/07/2019</td>
<td>13.9 ML</td>
</tr>
<tr>
<td>08/07/2019 – 14/07/2019</td>
<td>11.2 ML</td>
</tr>
<tr>
<td>15/07/2019 – 21/07/2019</td>
<td>13.3 ML</td>
</tr>
<tr>
<td>22/07/2019 – 31/07/2019</td>
<td>21.1 ML</td>
</tr>
</tbody>
</table>

The total consumption of raw water for July 2019 = 59.657ML

The July 2019 Average Daily Consumption for the Township was 59.6 ML/31 Days=1.92ML p/d
Note: The Average Daily Water Consumption trend during June was 1.75ML p/d
The Average Daily Water Consumption during July 2018 was 2.1MLp/d, a decrease of 0.35 ML to the same time last year.

3. REPORTS OF WATER ISSUES
There were no reports of dirty water, supply issues, water odour or taste issues logged in Council’s complaints system during July 2019.

4. SEWER PLANT – WEEKLY PLANT kL INTAKE FOR TREATMENT OF WASTE WATER

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Intake (kl)</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/07/2019 – 07/07/2019</td>
<td>6279 kl</td>
</tr>
<tr>
<td>08/07/2019 – 14/07/2019</td>
<td>5982 kl</td>
</tr>
<tr>
<td>15/07/2018 – 21/07/2019</td>
<td>6574 kl</td>
</tr>
<tr>
<td>22/07/2019 – 31/07/2019</td>
<td>10153 kl</td>
</tr>
</tbody>
</table>
Total Waste Water volume into Oberon STP during July 2019 = 28,988kL or (Average 935.1kL p/d)

5. PLANT FAULTS & UPGRADES

Water Treatment Plant
Due to an electrical black out on 14 July the WaterNSW dam supply pump tripped out and caused operators to halt water production at the Council WTP.

On the 29 July the WaterNSW pump tripped out again, electrical fault/motor issues. WaterNSW dispatched electricians to repair and place the pump back on line.

Waste Water Treatment Plant
On the 1 July pumps 1 and 2 at the main pump station tripped out due to an electrical black out and as a result SCADA information has unfortunately been lost. SCADA is the main operational control that informs operators of the various activities going on within the plant.

6. PLANT UPGRADES AND PRO-ACTIVE MAINTENANCE

Water Treatment Plant:
The following activities were completed as proactive maintenance during the month of July:

- Preventative maintenance on all pumps.
- Online instruments all calibrated
- End of month routine maintenance on STP moving mechanical parts and equipment
- Citric soak on the raw water tank filters
- Routine Grounds maintenance activity, cleaned away leaves, mowed grass and edging.
- End off month data results entered into reporting spreadsheet

Waste Water Treatment Plant:
The following activities were carried out as proactive maintenance during the month of June

- Trickling filter arms have been cleaned of rubbish and greased
- Preventative maintenance on all pumps around the site
- Cleared rubbish from primary screening extractor
- Sent July lab samples to ALS for testing
- Drained sludge pond to take collection cage out. It was full of rags as a result of Septic truck disposals of effluent from council rest areas and camping areas.
- Electrician attended STP to reset set hours on SCADA, due to the electrical black out.
- Electrician attended 15 July to install a back up recording device in the main pump station. This will ensure that telemetry is not lost if there is an electrical black out.
- Council backhoe attended to dig a hole in the sludge pond for a new cage to be installed for the purpose of catching rags.
- End of month readings entered into reporting spread sheet
- End of month maintenance carried out on all plant equipment
- Mowed grass /whipper sniped
- Calibrated pH meters in lab room
7. **PUMP STATION**
At the No1# Pump Station off Fairfax Street, both pumps required a reset following the electrical black out of 14 July.

The Duckmaloi pump station experienced a major blockage due to rags in July. Council outdoor crew assisted to lift the pump out. It was unblocked, cleaned thoroughly and put back into service. All other pump stations checked as a proactive measure and performing satisfactorily.

8. **WATERNSW**
A copy of the WaterNSW Fish River System and Lake Oberon and Duckmaloi Weir Raw Water Quality Report July 2019 is included as attachments to this report.

Notes:
**Sample dates:** 1st, 8th and 17th July, 2019  
**Report date:** 31st July, 2019  
**Prepared by:** Shane Faulkner (Water Quality Advisor), phone: (02) 9865 2560.  
**Other contact:** Dave Tomlinson (Water System Operations Manager Greater Sydney), phone: (02) 9865 2495 or 0403 891 448.

**Background**

WaterNSW conducts water quality monitoring in Lake Oberon and Duckmaloi weir for operational decision making. Lake sampling is conducted monthly near the valve tower (DOBR01), at the inlet to the Duckmaloi Water Filtration Plant (DOBR04) and in Duckmaloi weir (DDUC01). In addition, non-routine (special) monitoring may be conducted to target identified risks or provide further information for lake management.

This report collates data from field sampling, laboratory analysis and in-situ instruments. Routine sampling conducted at DOBR01, DOBR04, DOBR05 and DDUC01.

**Proposed Actions**

- None

**Actions and Special Monitoring**

- Online turbidity meter for Duckmaloi Weir is currently being procured and will be installed shortly.
- An operating protocol and an Operational Trial Plan to use Duckmaloi weir has been developed.

**Configuration**

- Lake Oberon raw water is chlorinated before supply to Oberon Council, the Duckmaloi Water Filtration Plant and Blue Mountains System.
- As at 31st July, 2019 - Lake Oberon water storage was 9.27 m below FSL (37.0% water available).

<table>
<thead>
<tr>
<th>Screen status for supply to Oberon Council and Duckmaloi WFP</th>
<th>Valve 4</th>
<th>Valve 3</th>
<th>Valve 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Screen Level From FSL (m)</td>
<td>13.77</td>
<td>16.78</td>
<td>19.83</td>
</tr>
<tr>
<td>Screen Level From Surface (m)</td>
<td>4.5</td>
<td>7.51</td>
<td>10.56</td>
</tr>
</tbody>
</table>
• Duckmaloi flow (last 30 days)

Observations

• Water quality in Oberon Dam has continued to remain stable across the water column. VPS output is consistent with last month although with the water temperature declining, it is expected that resistance through the membrane is likely to increase (Memcor membranes are rated to 6°C).

• Indicator bacteria are low and not of concern. Total coliforms ranged from 5 – 8 cfu/100mL. Across the water column, E. coli was only detected in small numbers near the surface (2 orgs/100mL).

• Colour in Oberon Dam remains homogenous across the water column at 17 – 18 CU<sub>420nm</sub>. An anomalous measurement near the surface of 4 CU<sub>420nm</sub> was noted. Carbon levels have slightly declined to 5.7 – 6.0 mg/L.

• Manganese levels have increased slightly across the water column to between 0.069 – 0.071 mg/L (total) and 0.043 – 0.05 mg/L (filtered). Iron levels are low and range from 0.08 – 0.14 mg/L (total). Only minor detections of filtered iron were noted at depth. These slight increases are due to small mixing events caused by weather changes during the month.

• Nitrogen (nitrate) levels have decreased from last month to 0.152 – 0.156 mg/L across the water column. Ammoniacal nitrogen is now non-detectable. Phosphorous (total) levels have increased slightly to 0.014 – 0.026 mg/L again reflect some minor mixing through the water column.

• Algal data from the surface of Oberon Dam is pending and will be provided upon receipt. Duckmaloi weir also showed no cyanobacteria with the assemblage dominated by Haptophytes.
• Silica levels in Oberon and Duckmaloi weir are low and not of concern.

• Water quality in Duckmaloi weir was consistent with turbidity ranging from 4.95 – 6.2 NTU. Total iron concentrations have increased slightly from last month to 0.91 mg/L (0.55 mg/L filtered) with manganese levels very low. Colour (420nm) has increased slightly this month to 61 CU, which is not reflected in a low organic carbon concentration of 4.4mg/L. E. coli was noted at 22 orgs/100mL with total coliforms also detected (870 cfu/100mL). Flow at the weir during sampling was below extractable volumes threshold as shown above. Two non-routine samples for Cryptosporidium (no detects) and Giardia (one detection, 1 oocyst) were collected in July.

Outlook

• With drought continuing, water quality in Lake Oberon will continue to remain consistent and may only be impacted in the short term by either wind forcing or significant inflow. No other water quality risks are expected.
Seasonal plots

90 day data provided by the vertical profiler in Oberon Dam. Note sensor recalibrations appear as collective shifts in the data.
Long term trends

Algal ASU - Lake Oberon surface

Turbidity - Lake Oberon
Total Manganese - Lake Oberon

Date

18/08/2016
6/08/2017
22/09/2017
10/04/2018
27/10/2018
15/05/2019
1/12/2019

Total Manganese (mg/L)
# Water Quality Data Tables

Site DOBR01 (Station 1) – 17th July. Shaded area represents offtake height.

<table>
<thead>
<tr>
<th>Sample ID</th>
<th>619105267</th>
<th>619105268</th>
<th>619105269</th>
<th>619105270</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth/Location</td>
<td>0</td>
<td>6</td>
<td>12</td>
<td>18</td>
</tr>
<tr>
<td>Sample Type</td>
<td>R</td>
<td>R</td>
<td>R</td>
<td>R</td>
</tr>
<tr>
<td>Coliforms Total (cfu/100mL)</td>
<td>8</td>
<td>8</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>E. coli (orgs/100mL)</td>
<td>2</td>
<td>2</td>
<td>&lt;1</td>
<td>&lt;1</td>
</tr>
<tr>
<td>Iron Filtered (mg/L)</td>
<td>0.03</td>
<td>0.04</td>
<td>0.03</td>
<td>0.03</td>
</tr>
<tr>
<td>Iron Total (mg/L)</td>
<td>0.12</td>
<td>0.13</td>
<td>0.14</td>
<td>0.08</td>
</tr>
<tr>
<td>Manganese Filtered (mg/L)</td>
<td>0.044</td>
<td>0.054</td>
<td>0.043</td>
<td>0.05</td>
</tr>
<tr>
<td>Manganese Total (mg/L)</td>
<td>0.069</td>
<td>0.071</td>
<td>0.071</td>
<td>0.071</td>
</tr>
<tr>
<td>Total Organic Carbon (mg/L)</td>
<td>5.8</td>
<td>6</td>
<td>5.7</td>
<td>5.8</td>
</tr>
<tr>
<td>Nitrate as N</td>
<td>0.156</td>
<td>0.153</td>
<td>0.154</td>
<td>0.152</td>
</tr>
<tr>
<td>Nitrite as N</td>
<td>0.005</td>
<td>0.004</td>
<td>0.004</td>
<td>0.005</td>
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<tr>
<td>Nitrogen Ammoniacal (mg/L)</td>
<td>&lt;0.005</td>
<td>&lt;0.005</td>
<td>&lt;0.005</td>
<td>&lt;0.005</td>
</tr>
<tr>
<td>Phosphorus Total (mg/L)</td>
<td>0.015</td>
<td>0.016</td>
<td>0.014</td>
<td>0.026</td>
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<tr>
<td>Silicate Reactive (SiO2 mg/L)</td>
<td>1.84</td>
<td>1.77</td>
<td>1.85</td>
<td>1.84</td>
</tr>
<tr>
<td>Silicon (SiO2 mg/L)</td>
<td>2.3</td>
<td>2.3</td>
<td>2.3</td>
<td>2.2</td>
</tr>
<tr>
<td>Colloidal Silica* (mg/L)</td>
<td>0.46</td>
<td>0.53</td>
<td>0.45</td>
<td>0.36</td>
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<tr>
<td>Alkalinity (mgCaCO3/L)</td>
<td>37</td>
<td>34</td>
<td>34</td>
<td>33</td>
</tr>
<tr>
<td>Bicarbonate alkalinity</td>
<td>35</td>
<td>34</td>
<td>34</td>
<td>33</td>
</tr>
<tr>
<td>Conductivity uS/cm</td>
<td>89.5</td>
<td>89.6</td>
<td>89.6</td>
<td>89.5</td>
</tr>
<tr>
<td>Dissolved Oxygen (%Sat)</td>
<td>87.7</td>
<td>86.3</td>
<td>85.9</td>
<td>85.7</td>
</tr>
<tr>
<td>Dissolved Oxygen (mg/L)</td>
<td>10.69</td>
<td>10.53</td>
<td>10.48</td>
<td>10.45</td>
</tr>
<tr>
<td>pH (Lab/Field)</td>
<td>7.87</td>
<td>7.8</td>
<td>7.73</td>
<td>7.71</td>
</tr>
<tr>
<td>Temperature (Deg C)</td>
<td>6.8</td>
<td>6.81</td>
<td>6.81</td>
<td>6.8</td>
</tr>
<tr>
<td>Total Hardness (mgCaCO3/L)</td>
<td>25</td>
<td>29</td>
<td>29</td>
<td>25</td>
</tr>
<tr>
<td>True Colour at 420nm</td>
<td>4</td>
<td>17</td>
<td>18</td>
<td>17</td>
</tr>
<tr>
<td>Turbidity Lab/Field (NTU)</td>
<td>2.49</td>
<td>2.64</td>
<td>2.68</td>
<td>2.64</td>
</tr>
<tr>
<td>Hydroxide Alkalinity as CaCO3</td>
<td>&lt;1</td>
<td>&lt;1</td>
<td>&lt;1</td>
<td>&lt;1</td>
</tr>
<tr>
<td>Carbonate Alkalinity as CaCO3</td>
<td>2</td>
<td>&lt;1</td>
<td>&lt;1</td>
<td>&lt;1</td>
</tr>
</tbody>
</table>

* Denotes calculated value
Site: DOBR04 (Inlet to Duckmaloi WFP) – 17th July, 2019. Tap sample.

*Note: Results reflect offtake height and are post chlorination*

<table>
<thead>
<tr>
<th>Sample ID</th>
<th>619105273</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>17/07/2019 12:55</td>
</tr>
<tr>
<td>Depth/Location</td>
<td>TAP</td>
</tr>
<tr>
<td>Sample Type</td>
<td>R</td>
</tr>
<tr>
<td>Coliforms Total (cfu/100mL)</td>
<td>&lt;1</td>
</tr>
<tr>
<td>E. coli (orgs/100mL)</td>
<td>&lt;1</td>
</tr>
<tr>
<td>Iron Total (mg/L)</td>
<td>0.15</td>
</tr>
<tr>
<td>Manganese Total (mg/L)</td>
<td>0.064</td>
</tr>
<tr>
<td>Total Organic Carbon (mg/L)</td>
<td>5.7</td>
</tr>
<tr>
<td>Alkalinity (mgCaCO3/L)</td>
<td>32</td>
</tr>
<tr>
<td>Bicarbonate alkalinity</td>
<td>32</td>
</tr>
<tr>
<td>Conductivity uS/cm</td>
<td>91.5</td>
</tr>
<tr>
<td>Dissolved Oxygen (mg/L)</td>
<td>10.49</td>
</tr>
<tr>
<td>pH (Lab/Field)</td>
<td>7.27</td>
</tr>
<tr>
<td>Temperature (Deg C)</td>
<td>8.5</td>
</tr>
<tr>
<td>Total Hardness (mgCaCO3/L)</td>
<td>29</td>
</tr>
<tr>
<td>True Colour at 420nm</td>
<td>15</td>
</tr>
<tr>
<td>Turbidity (lab)</td>
<td>2.2</td>
</tr>
<tr>
<td>Hydroxide Alkalinity as CaCO3</td>
<td>&lt;1</td>
</tr>
<tr>
<td>Carbonate Alkalinity as CaCO3</td>
<td>&lt;1</td>
</tr>
</tbody>
</table>
Site: DOBR05 (Outlet to Stage 2/Stage 3) – 17th July, 2019. Tap sample.

Note: Results reflect relative source selection and is post chlorination.

<table>
<thead>
<tr>
<th>Sample ID</th>
<th>619105274</th>
</tr>
</thead>
<tbody>
<tr>
<td>date</td>
<td>17/07/2019 12:58</td>
</tr>
<tr>
<td>Depth/Location</td>
<td>TAP</td>
</tr>
<tr>
<td>Sample Type</td>
<td>R</td>
</tr>
<tr>
<td>Iron Total (mg/L)</td>
<td>0.11</td>
</tr>
<tr>
<td>Alkalinity (mgCaCO3/L)</td>
<td>30</td>
</tr>
<tr>
<td>Bicarbonate alkalinity</td>
<td>30</td>
</tr>
<tr>
<td>Conductivity uS/cm</td>
<td>91.8</td>
</tr>
<tr>
<td>Dissolved Oxygen (mg/L)</td>
<td>10.55</td>
</tr>
<tr>
<td>pH (Field)</td>
<td>7.31</td>
</tr>
<tr>
<td>pH (Lab/Field)</td>
<td>7.31</td>
</tr>
<tr>
<td>Temperature (Deg C)</td>
<td>9.64</td>
</tr>
<tr>
<td>Total Hardness (mgCaCO3/L)</td>
<td>29</td>
</tr>
<tr>
<td>True Colour at 420nm</td>
<td>17</td>
</tr>
<tr>
<td>Turbidity (lab)</td>
<td>2</td>
</tr>
<tr>
<td>Hydroxide Alkalinity as CaCO3</td>
<td>&lt;1</td>
</tr>
<tr>
<td>Carbonate Alkalinity as CaCO3</td>
<td>&lt;1</td>
</tr>
</tbody>
</table>
Site: DDUC01 - Duckmaloi Weir – 1st, 8th and 17th July. * Denotes calculated value

| Sample ID | date         | Sample Type | Coliforms Total (cfu/100mL) | E. coli (orgs/100mL) | Iron Filtered (mg/L) | Iron Total (mg/L) | Manganese Filtered (mg/L) | Manganese Total (mg/L) | Total Organic Carbon (mg/L) | Nitrate as N | Nitrite as N | Nitrogen Ammoniacal (mg/L) | Phosphorus Total (mg/L) | Silicate Reactive (SiO2 mg/L) | Silicon (SiO2 mg/L) | Colloidal Silica* (mg/L) | Alkalinity (mgCaCO3/L) | Bicarbonate alkalinity | Conductivity Field (mS/cm) | Conductivity uS/cm | Dissolved Oxygen (%Sat) | Dissolved Oxygen (mg/L) | pH (Lab/Field) | Temperature (Deg C) | Total Hardness (mgCaCO3/L) | True Colour at 420nm | Turbidity Lab/Field (NTU) | Hydroxide Alkalinity as CaCO3 | Carbonate Alkalinity as CaCO3 |
|-----------|--------------|-------------|-----------------------------|---------------------|--------------------|-------------------|------------------------|---------------------------|-----------------------------|----------------|-------------|-----------------------------|--------------------------|--------------------------|--------------------------|-----------------------------|----------------|----------------|-----------------------------|--------------------------|------------------------|---------------------------|-----------------------------|
| 319010023 | 1/07/2019 10:50 | S           |                             |                     |                    |                   |                        |                           |                             |               |             | 870                                   |                          |                          |                          |                             |               |                 |                             |                          |                       |                           |                             |
| 319010268 | 8/07/2019 11:00 | S           |                             |                     |                    |                   |                        |                           |                             |               |             | 22                                    |                          |                          |                          |                             |               |                 |                             |                          |                       |                           |                             |
| 619105263 | 17/07/2019 12:15 | R           |                             |                     |                    |                   |                        |                           |                             |               |             | 0.55                                     |                          |                          |                          |                             |               |                 |                             |                          |                       |                           |                             |
| 619105275 | 17/07/2019 12:15 | R           |                             |                     |                    |                   |                        |                           |                             |               |             | 0.91                                     |                          |                          |                          |                             |               |                 |                             |                          |                       |                           |                             |
Algal Reports

Site DOBR01 (Station 1) – 27th June, 2019. Surface Sample – note algal results for July are still pending.

<table>
<thead>
<tr>
<th>TAXA</th>
<th>Cells/mL</th>
<th>Significance</th>
<th>Pot. Toxic?</th>
<th>ASU/mL</th>
<th>Biovolume mm³/L</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chrysophyta (Golden brown)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chrysochromulina - sp.</td>
<td>42</td>
<td>potentially ichthyotoxic - (?) toxic to fish</td>
<td>No</td>
<td>1.6</td>
<td>0.002</td>
</tr>
<tr>
<td>Mallomonas - akrokomos</td>
<td>70</td>
<td></td>
<td>No</td>
<td>14.3</td>
<td>0.017</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>112</td>
<td></td>
<td></td>
<td>15.9</td>
<td>0.018</td>
</tr>
<tr>
<td>Bacillariophyta (Diatom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aulacoseira - sp.</td>
<td>28</td>
<td>Filter clogging</td>
<td>No</td>
<td>9.8</td>
<td>0.019</td>
</tr>
<tr>
<td>Cyclotella - sp.</td>
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<td>Filter clogging</td>
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<td></td>
<td></td>
<td>10.0</td>
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<td>Euglenophyta (green)</td>
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<td></td>
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<tr>
<td>Trachelomonas - sp.</td>
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<td><strong>Subtotal</strong></td>
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<tr>
<td>Total Cyanophyta</td>
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<td></td>
<td></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Pot. Toxic Cyanophyta</td>
<td>0</td>
<td></td>
<td></td>
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</tbody>
</table>

Site DOBR05 (breaktank for Stage 2/3) – 17th July, 2019. Tap sample:

<table>
<thead>
<tr>
<th>TAXA</th>
<th>Cells/mL</th>
<th>Significance</th>
<th>Pot. Toxic?</th>
<th>ASU/mL</th>
<th>Biovolume mm³/L</th>
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</thead>
<tbody>
<tr>
<td>Bacillariophyta (Diatom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aulacoseira - sp.</td>
<td>35</td>
<td>Filter clogging</td>
<td>No</td>
<td>15.9</td>
<td>0.033</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>35</td>
<td></td>
<td></td>
<td>15.9</td>
<td>0.033</td>
</tr>
<tr>
<td>Chlorophyta (Green)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ankistrodesmus - falcatus</td>
<td>17</td>
<td>No</td>
<td>3</td>
<td>0.001</td>
<td></td>
</tr>
<tr>
<td>Ankistrodesmus - sp.</td>
<td>140</td>
<td>No</td>
<td>44.7</td>
<td>0.016</td>
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</tr>
<tr>
<td>Ankyra - sp.</td>
<td>421</td>
<td>No</td>
<td>85.5</td>
<td>0.105</td>
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<tr>
<td>Botryococcus -</td>
<td>17</td>
<td>Filter clogging</td>
<td>No</td>
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<td>Dictyosphaerium - sp.</td>
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<td>10</td>
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<td>0</td>
</tr>
<tr>
<td>Pot. Toxic Cyanophyta</td>
<td>0</td>
<td></td>
<td></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

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### Site DDUC01 (Duckmaloi weir) – 17th July, 2019

<table>
<thead>
<tr>
<th>TAXA</th>
<th>Cells/mL</th>
<th>Significance</th>
<th>Pot. Toxic?</th>
<th>ASU ASU/mL</th>
<th>Biovolume mm³/L</th>
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</thead>
<tbody>
<tr>
<td>Chrysoptya (Golden brown)</td>
<td></td>
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<tr>
<td>Mallomonas - akrokomos</td>
<td>17</td>
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<td>Mallomonas - species1</td>
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<tr>
<td>Synura - sp.</td>
<td>105</td>
<td>Taste &amp; Odour</td>
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<td><strong>69.6</strong></td>
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<td>Bacillariophyta (Diatom)</td>
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<td></td>
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<tr>
<td>Achnanthidium - sp.</td>
<td>70</td>
<td>No</td>
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<td>9.7</td>
<td>0.011</td>
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<td>Gomphonema - sp.</td>
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<td>Nitzschia - sp.</td>
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<td>Synedra - sp.</td>
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<td>Chlorophyta (Green)</td>
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<td>Kirchneriella - sp.</td>
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<td><strong>38.5</strong></td>
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<td>Haptophyte - Unknown</td>
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<td>No</td>
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<td>0.083</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>4281</strong></td>
<td></td>
<td></td>
<td><strong>492.3</strong></td>
<td><strong>0.083</strong></td>
</tr>
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<td><strong>Totals</strong></td>
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<td><strong>692.2</strong></td>
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<tr>
<td><strong>Total Cyanophyta</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>Pot. Toxic Cyanophyta</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Summary:

- Adjusted storage is 31.0% on 15 July 2019.
- BoM forecast for August is near median, but for August to October is drier and hotter than average.
- Rainfall was near median in May, however this produced only very minor increases in inflows May and June.
- No water is available at Duckmaloi Weir for supply.
- Total system demand has remained below the requirement of the Level 2 FRWS Restrictions.
- All customer banks are at max.
- Recent storage behaviour has matched the 8,000 ML/yr demand, 90th percentile inflow projection.
- Further Projections will be created using the forecast demand magnitude and pattern for the next 12 months to give a projection of when Level 3 Restrictions (adjusted storage of 25%) will be reached.
- An outage of Stage 3 supply to the Blue Mountains to reinstall the refurbished valve is completed.
- Outages for Duckmaloi WFP works are coming up.
- Inflows in 2018/19 were 2,150 ML. Although this is very low, it is an increase from the 1,600 ML recorded in 2017/18.
1 Rainfall

Despite an 8 month period of median and above median rainfall from August to March, the Annual Rainfall in the catchment areas was 686mm, below the median annual rainfall of 740mm. Decile 1 Annual Rainfall is 502mm. June and July are below median rainfall.

Note: Data not available for Oberon (Albion St) rain gauge 063063 for July & Aug.
2. **Inflows**

Inflows to Oberon Dam in 2018/19 were 2,150 ML. Although this is very low, it is an increase from the 1,600 ML recorded in 2017/18.

Oberon Dam inflow gauging station remained low in June and July.

Duckmaloi Weir level appears to be drifting up again from debris. The environmental flow requirement is 3 ML/d. Flow is currently showing 5 ML/d.
3. Demand

Total system usage has been below the Level 2 Restrictions target during June & July. Demand for 2018/19 was 8,160 ML. Demand for 2017/18 was 10,800 ML (the highest since 2006/07).

Customer Banks: Are all at max as of 17 July 2019.

Note: Full allocation is 286 ML per week.

The following plots show each major customer’s weekly usage against their individual Restriction Level usage requirements.
4. Storage Level in Oberon Dam

On the 15th of July 2019 Oberon Dam was at 37.5% holding 16,800 ML, a reduction of 1.8% in 4 weeks. Storage adjusted for banked water was 31.0%.

The FRWS now has Level 2 restrictions applied to customer allocations. Level 3 are triggered at 25% storage.
5. Storage Level Projections

Projections have been updated with actual recorded level (adjusted for bank) to 15 July has been shown against the projections done on 17 June.

Storage behaviour has tracked well against the Blue projection: demand (with banking) and inflows were roughly equal to the 8,000 ML/a demand and 90th percentile inflow used for that projection.

Further projections will be created using the forecast demand magnitude and pattern for the next 12 months.
6. Climate Outlook:

BoM prediction for the Oberon catchment (Issued 11 July. Next Update due 25 July):

The August outlook is near median, however, the August to October rainfall outlook shows conditions are likely to be drier than average. Temperatures remain very likely above average.
### 14.08 LEGAL AND CONSULTANCY FEES

File No: S:/Governance/Ordinary/August 2019  
Author: Lynette Safranek, Corporate Services Director

**Summary**  
This report outlines Legal and Consultant transactions for the period 1 July 2018 to 30 June 2019.

**Recommendation**  
That Report 14.08 is received as information.

**Comment**  
The table below is a list of all legal and consultancy expenditure by Council for the period 1 July 2018 to 30 June 2019. Both legal and consultancy expenditure came in under budget.

<table>
<thead>
<tr>
<th>Company</th>
<th>Reason</th>
<th>Total ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Legal</strong></td>
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</tr>
<tr>
<td>Sparke Helmore Lawyers</td>
<td>Employment advice</td>
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</tr>
<tr>
<td>Pendlebury Workplace Law</td>
<td>Employment advice</td>
<td>$4,320</td>
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<tr>
<td>Crennan Legal</td>
<td>Fluoridation Advice and Planning Legal Advice</td>
<td>$82,105</td>
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<tr>
<td>Sinc Solutions</td>
<td>Legal Solutions</td>
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<td>McIntosh McPhillamy</td>
<td>Sub-Division</td>
<td>$3,691</td>
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<td>InfoTrack</td>
<td>Title Searches</td>
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<td>Jacinta Reid Barrister</td>
<td>Planning Legal Advice and Representation</td>
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<td>Ms S Duggan</td>
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<tr>
<td>Griffiths &amp; Coleman</td>
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<tr>
<td>Schoward</td>
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<td>SR Law</td>
<td>Debt Recovery Legal action</td>
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<td><strong>Total</strong></td>
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<td><strong>Consultants</strong></td>
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<td>Black Adder</td>
<td>Employment Advice</td>
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<td>Donna Galvin Consulting</td>
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<td>Central NSW Joint Organisation</td>
<td>Joint Procurement Electricity Program</td>
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<tr>
<td>Christo Aitken &amp; Assoc.</td>
<td>Heritage Advisor</td>
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<td>Umwelt (Australia) P/L</td>
<td>Titania DA Peer Review</td>
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<td>Bathurst Regional Council</td>
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<td>AP Sheere Consulting</td>
<td>Economic Case for Grant</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
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OBERON LIBRARY AND COMMUNITY HUB

Summary
This report provides a timeline history, including financial data, of the Library Expansion and Community Hub projects, in accordance with Council’s June 2019 resolution 06 180619.

Recommendation
That report item 14.09 is received as information.

Comment
ATTACHED are a number of reports and briefings relating to the library development over the previous 10 years.

Previously, in accordance with Council’s resolution 06 180619, Council staff submitted the DA for Option 1 of the Library extension prior to 30 June 2019. Council has received confirmation from the State Library that the funding is secured.

The aim of this report is to assist Councillors gain an understanding of the process that has been undertaken in relation to the development of the Oberon Community Hub for the period 2008 to present.

Reports, resolutions, and working party presentations are included for the Oberon Council Multi Purpose Community Centre, Oberon Library expansion and Community Hub development. Some of the Council reports mentioned were Confidential Reports. Therefore, the Summary and Resolutions are included but not the actual reports.

2008 – Oberon Council Multi Purpose Community Centre Working Party


Community Survey Formal Report by Donna Pitt - May 2008 (Attachment 1)
A survey was conducted during 2007 over a 7 day period in which current users of the Oberon Community Centre were invited to participate. This gave them an opportunity to have their say and express their opinions on what facilities are lacking in the current condition of the building. As it is these people who regularly utilize this space I felt their opinions were very valid to the results shown. The attachment is the formal report presented to Council’s May Meeting.

Public Meetings – 6 August and 3 September 2008
The working party presented the options to public meetings on 6 August (Attachment 2) and 3 September (Attachment 3) on the Proposed Multi-Purpose Community Centre for Oberon. Community Centres are public locations where members of a community may gather for group activities, social support, public information and other purposes. A Multi-Purpose Community Centre usually has a broad base of usage and includes small offices/interviews rooms as well as different sized activity rooms and an enclosed outdoor area that could be used by many groups at the same time.
Council Update - 3 September 2008 (Attachment 4)
Toni gave an update regarding the community consultation process that had been undertaken to date. Following the public meeting held on 6 August 2008, the first draft of the concept plan was displayed for public comment. Approximately 30 written submissions were received and these were presented to the meeting.

2009 – Community Centre/Library expansion

File No. A3.11: Ordinary Meeting, 19 May 2009 (Attachment 5)
Summary
Council resolved on 21st April 2009 “That the major capital projects including the community centre and other projects be reviewed at a date to be set following the estimates meeting.” This report seeks to recommend to Council actions considered appropriate in respect of the re-development of the Community Centre/ Library. The Social Community Plan includes the following provision in relation to the Community Centre and Library:

Investigate expanding existing buildings and sites into a distinctive Community Centre/Co-located Facility for passive activities.

Recommended
Sites:
1. Library/Community Centre/Old Dentist Building
2. Schools

Strategy:
1. Develop a concept plan
2. Seek funding sources

Resolved
1. That the community be consulted in regards to providing funds to repay any necessary borrowings for inclusion of community infrastructure program in council’s future asset management plans.
2. That the proposed Library/Community Centre Co-located Facility at the existing site as set out in the consultants recommendation be included in the costing for consultation with the community.
3. That the proposed Multi-Purpose Sporting Complex and the additional cost of enclosing the swimming pool and renovating the existing pool amenities be included as separate items for inclusion in the costing of capital repayment and operating costs for consultation with the community.
4. That an estimate of costs be prepared for the renovations to the existing Community Centre to include:
   a. Floor coverings;
   b. Improved and more efficient heating;
   c. Access and facilities for the disabled;
   d. Alterations to internal walls & fittings to provide more usable areas; and
   e. Glass/door area at rear
   subject to consultation with the current main users to clarify the necessary renovations considered appropriate;
5. That the proposed format and wording of the survey be approved by council and that the survey be carried out of ratepayers.
2010 – Community Hub

- **File No. A5.3: Special Meeting, 13 July 2010** *(Attachment 6)*
  
  **Summary**
  
  The third round of the Regional and Local Community Infrastructure Program (RLCIP) has recently been announced by the Federal Government. An allocation of $99,000 is provided to Oberon to support local jobs and provide long-term benefits to communities by assisting councils to build and modernise local infrastructure. There is no matching funding requirement with this grant.

  Due to the Library extension estimated cost being $190,000 it was decided not to include it as a potential project for the Regional and Local Community Infrastructure Program.

2012 – Community Strategic Plan inclusion

As *part of Oberon Council's Community Strategic Plan developed in 2012, the Community Hub was included in*:

- **Future direction 1 – Our Community**
  - Strategic Outcome:
  - 1.1 Healthy Active Community Members
  - Action:
    - 1.1.2 Provide access to the Community Centre for community groups – Development of community hub project
    - 1.1.4 Seek grant funding to provide appropriate programs – Grant funding applications submitted for IWD; Youth Week (Skate Park proposal); Seniors Week; U3A initiatives; Community Hub
  - 1.2 Integrated well utilised and appropriate facilities for sports, arts and community activities including library and community centre
  - 1.2.5 Own, expand and maintain the Community Centre – Operation & maintenance of Community Centre; work towards development of Community Hub.

- **Future direction 2 – Basic Services**
  - Strategic Outcome:
  - 2.5 Full coverage and access to wireless, NBN and mobile communication technologies
  - Action:
    - 2.5.2 Provide community access to the internet and computer education – Continued access provided to the community at the Community Technology Centre, Library and Visitor Information Centre. Community Hub will centralize these services to the community

- **Future direction 4 – Responsive and Caring**
  - Strategic Outcome:
  - 4.6 Utilised after school and holiday programs for young people
  - Action:
    - 4.6.2 Use Library facilities to provide after school study spaces – study area available; Community Hub to improve services.
2014 – Community Hub

- **13.06: Ordinary Meeting, 21 October 2014**  (Attachment 7)
  
  **Summary**
  The Public Library Infrastructure Grant is open until the end October for submissions. This year the emphasis is on projects that meet the needs of regional areas to position libraries as community hubs, including appropriate co-locations that increase use of public space and technology usage.

  **Resolved**
  That Council use the previous plans drawn up for the Library and Community Centre as a basis for a $100,000 submission to the Public Library Infrastructure Grant.

2015 – Community Hub

- **14.04: Ordinary Meeting, 21 April 2015**  – (Attachment 8)  $164,990
  
  **Summary**
  Council has been advised by Paul Toole, MP, that our application for a grant for $120,290 from the State Library of NSW Public Library Infrastructure Grant Program to extend the Library was successful. The Place for Everyone and Everything project will help Oberon Council to meet the changing needs of modern Library users especially for young people. The application was based on benchmark figures that showed the current Oberon Library has an area of 255m², well below the population based benchmark of 417m² (based on a 10 year population forecast of 5,500). Further, there are currently only 19 reader seats in the Library. The *People Places Guide to Public Library Buildings in NSW* suggests a Library of this size should have 37 seats. The proposed extension will add approximately 65m² of floor space which will accommodate an additional 15 reader seats.

  This is Stage 1 of the Library development project. Allowance in the plans has been made for future building works to connect the Library with the Community Centre. There has been community support for our Place for Everyone and Everything Project to create a community extension to the Library that will become a focal point and cultural hub for the Oberon community.

  Total project cost is estimated at $167,990 with Council committing $20,000 cash and $24,700 in in-kind project management and administration costs to the project. It is proposed that any additional cost of fitting out the extension will be met by allocating up to $16,000 of the 2015/16 Disability and Geographic adjustment funding which Council receives each year as part of our Local Priority Project funding from Sate Library of NSW.

- **13.03: Ordinary Meeting, 15 December 2015**  – (Attachment 9)
  
  **Summary**
  In April 2015, Council received a grant for $120,290 from the State Library of NSW Public Library Infrastructure Grant Program to extend the Library. The grant will be used to create a Community Hub to meet the changing needs of modern Library users, especially young people.

  **Resolved**
  That Council ask the Community Precinct Working Party to create a brief for Council’s review at the March 2016 meeting, outlining ideas for the connection of the Community Centre and the Library to create a Community Hub.
2016 – Library expansion

- **13.05: Ordinary Meeting, 17 May 2016** (Attachment 10)  - $70,290

  **Summary**
  Since the current Oberon Library was built in 1992, the population of Oberon has grown by approximately 500 people. More importantly, significant changes have occurred in the way modern libraries are used, particularly by young people. Council was successful in obtaining $120,000 through a grant application from State Library Infrastructure program to combine the Library and Community Centre to create a Community Hub. This report seeks Council’s in principle support to complete the capital project in the 2016/17 Operational Plan.

  **Resolved**
  1. Council approve the proposal submitted by Boffa Robertson Group to obtain a design plan to enable a Development Application and approval, and
  2. Council in principle allocate $120,000 in the 2016/17 budget for construction and fit out of the Community Hub and proceed to undertake community consultation together with the 2016/17 Community Strategic Plan.

- **05.01: Extraordinary Meeting, 30 June 2016** – (Attachment 11, 11a, 11b)  - $120,000

  **Summary**
  The Draft Oberon Operational Plan and associated documents were placed on formal Public Exhibition from Wednesday 1 to Tuesday 28 June 2016. During the Public Exhibition period presentations were made at Community Meetings held at Black Springs, Burraga, O’Connell and Oberon. The 2016/17 Draft Operational Plan includes the programs and projects to be undertaken from 1 July 2016 to 30 June 2017. During the exhibition period, Council received four written submissions. This report seeks endorsement of the Draft Operational Plan for the 2016/17 financial year. The report also seeks to reaffirm Council’s Community Strategic Plan 2025 which the programs and projects have been developed and completion of the first four years of Councils Delivery Program.

  **Extract from Report**
  It is recommended that Council determine priority projects that will be funded as part of the 2016/17 Town Improvement program to the value of $435,822….. The projects currently proposed are as follows:
  - Library extension to link with Community Centre ‘Community Hub’ $120,000
    (added to $120,290 carried over from 2015/16)

  **Resolved**
  1. Council adopt the Operational Plan 2016/17 incorporating the changes outlined within the report and any variation deliberated at the meeting.
  2. Council endorse the 2016/17 Fees & Charges per changes indicated in this report.
  3. Council adopt the 2016/17 Rating Structure as set out in this report.
  4. Provide all persons and organisations that made submissions be provided with feedback on their submissions.
  5. That the Acting General Manager make arrangements for Councillors and staff to attend meetings at each of the villages in Black Springs, Burraga, and O’Connell at least once during 2016/17 in accordance with Councils Community Engagement Strategy.
  6. A report be provided to Council detailing alternative waste options for the Villages of Black Springs and Burraga.
13.02: Ordinary Meeting, 18 October 2016 – (Attachment 12)

Summary
Council has $320,000 including the promised $100,000 funding from the State Government, for the Oberon Community Hub. The Boffa Robertson Group was engaged to draft plans for the extension. This report provides the draft plans for Council’s adoptions and public exhibit to gain community feedback and support.

Resolved
That Council resolve to accept the draft Community Hub plans and place them on public display for a period of 28 days for public comment.

2017 – Community Hub/Library expansion

8 February 2017 – DA201698 was submitted

13.03: Ordinary Meeting, 20 Jun 2017 – (Attachment 13) $100,000

Summary
The Draft Oberon 2017/18 Operational Plan, Delivery Plan, Fees & Charges, and Rating Structure were placed on formal Public Exhibition from 17 May to 13 June 2017. Community Meetings were held at Black Springs, Burraga, O’Connell and Oberon prior to the public exhibition period.

The 2017/18 Draft Operational Plan includes the programs and projects to be undertaken from 1 July 2017 to 30 June 2018. During the exhibition period, Council received ten written submissions.

Extract from report:
Below is a list of items to be considered for funding from the Town Improvement Levy using 2016/17 carry over and 2017/18 funds.
- Community Hub (including carry over of $120,000) $220,000

Resolution extract:
1. Council adopt the Operational Plan 2017/18 incorporating the changes outlined within the report and any variation deliberated at the meeting.

2019 – Library expansion

10.01: Ordinary Meeting, 18 June 2019 – (Attachments 14, 14a, 14b)

Rescission Motion
We the undersigned Councillors, hereby give notice that the resolution of the Ordinary Council Meeting held on 21 May 2019 in relation to item 13.05 – Library Extension.
“That Council adopt option 2 as its preferred option to extend the Oberon Library in accordance with the report. That additional funds be sourced from 2019/20 Town Improvement Fund if external grants are not forthcoming.”

Be rescinded and request that the matter be re-considered at Council’s Ordinary Meeting to be held in June 18 2019.
Resolved
4. That council adopt option 1 as its preferred option to extend the Oberon Library in accordance with report item 13.05 tabled at the May Ordinary Council Meeting.
5. That a DA be submitted before June 30 2019.
6. That staff provide to the July 2019 Council Meeting a timeline history including financial data of the Library and Community Hub projects.

- **16.02: Confidential Ordinary Meeting (Late Report), 16 April 2019**
  
  Resolved
  That Council use the secured funding to expand the Library building to accommodate more space for youth and the Community Technology Centre. This could be an addition to the back area (utilizing the space behind the Library and Community Centre), with a future plan to be developed to create a Community Hub.

- **13.05: Ordinary Meeting, 21 May 2019 – (Attachment 15)**
  
  Summary
  This report seeks Councils input into varying the scope of the Oberon Library (HUB) project. Since the Oberon Library was built in 1992, the population of Oberon has grown. More importantly, significant changes have occurred in the way modern libraries are used, particularly with the advancements of digitalisation. Council was successful in obtaining funds through the State Library NSW Infrastructure Grant program in 2015. These funds have been reserved with the aim of combining them with other grant funding for the development of the Community Hub.

  As further grant funding is currently unavailable at this point in time, this report provides options for the expansion of the Oberon Library utilising existing funding as resolved by Council at its April Ordinary meeting.

  Resolved
  That Council adopt Option 2 to extend the Oberon Library in accordance with the report. Further, that additional funds be sourced from 2019/20 Town Improvement Funds if external grants are not forthcoming.

2019 – Community Strategic Plan inclusion

The Community Hub continues to be included in the Oberon Council Community Strategic Plan under:

- **Theme 1 – Community Wellbeing**
  - Action:
    - 1.2 Meet the social, cultural and physical activity needs of the community
      - Strategy:
        - 1.2.8 Expand programs and maintain the Library to enable increased services – Use Library facilities to provide after school study spaces; increased after school activities; increased participation in storytime and read & rhyme sessions; and increase digital space.
        - 1.2.12 Provide arts and cultural program opportunities through the Library and Community Centre – Arts and cultural programs and activities developed.
        - 1.2.13 Use Council buildings and facilities to assist with art exhibitions – Art exhibitions held in community centre and Library.
- 1.2.20 Develop a Community Hub, combining the Library and Community Centre into one facility - Actively source funding to commence construction of Community Hub - Commence construction of Community Hub when sufficient funding available.

- Action:
  - 1.3 Meet the health, education and social service needs of the community
    - 1.3.10 Provide Library services and utilise the facility for a range of programs – Provide regular activities in the Library for community members of all ages; and actively seek grant funding for programs and activities.

The financial table below confirms the funding received and expenditure by Council, in accordance with the above Council report extracts from the Business Papers between 2019 and 2008.

In 2004, Council resolved to contribute up to $450,000 from Community Development Application contributions (being Section 94 Contribution) to the expansion of the Oberon Library. As at 30 June 2019, Council has a total of $15,043 in Section 94 community contributions.

<table>
<thead>
<tr>
<th>Allocated</th>
<th>Report Year</th>
<th>Income</th>
<th>Expenditure</th>
<th>Balance</th>
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<tr>
<td>Council Contribution (Cash)</td>
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<td>$20,000</td>
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<tr>
<td>Council Contribution (In-kind)</td>
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<td>State Library Grant</td>
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<td>Design and Tender</td>
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<td>Town Improvement</td>
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<td>S94 Community Facilities</td>
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<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$400,033</strong></td>
</tr>
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</table>

It has come to light as part of this investigation that Council resolved in April 2015 to contribute cash and in-kind towards the State Library Funding agreement. Due to the change in Financial Coordinators during this time, this funding has not been restricted. This is being adjusted in the 2018/19 financial statements.

Notes:
15. URGENT BUSINESS

Summary
In accordance with Clause 241 of the Local Government (General) Regulations 2005 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.
16.01  THE OBERON INDOOR FITNESS CENTRE
File No: Council Properties/Sporting Complex Proposal
Author: Planning Development Director, Shane Wilson

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

(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

16.02  WATER WRITE-OFF REQUEST – ASSESSMENT 12365576
File No: Governance/Ordinary/Confidential
Author: Chris Schumacher, Technical Services Director; Lynette Safranek, Corporate Services Director

This item is classified CONFIDENTIAL under Section 10A (2) (d) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:
Section 10A (2)(b) The personal hardship of any resident or ratepayer.

17.  CLOSURE OF MEETING

The Mayor will declare the meeting closed.

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

Tuesday 17 September 2019
commencing at 5.30pm

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