



# Oberon Council Annual Report 2008-2009



# Annual Report 2008/2009

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# Mayoral Report

It is with pleasure that I present the Oberon Council 2008/2009 statutory Annual Report. The report covers activities for the year and provides a medium to gauge performance against the objectives of the Councils Management plan and budget.

A high level of critical services and capital projects were able to be maintained with increased funding also being provided to assist local community and sporting groups. I believe that staff can take some pride in the fact this has been achieved and that at the same time key comparative financial ratios were maintained at a high level despite a world wide economic crisis.

There was also focus on life quality aspects through projects such as the ongoing upgrade of The Common, culminating in the recent opening of the Adventure Playground. It was also pleasing that the cooperative efforts of the Council and the Arts Council for the installation of the Terrazzo Tapestries in The Common were recognized by a local government award.

It was an excellent year for economic development emphasizing the confidence surrounding the region. Council continues to build on the strength of the timber, forestry, rural and tourism industries. The success of this focus is reflected in the attraction of local investment in new or expanded facilities and the relocation of significant operations from other areas. Focus on long term tourism strategies, infrastructure development and ongoing local promotion has seen a significant increase in tourism numbers to the locality.

The prospect for the establishment of our own Aged Care facility was also progressed during the year with the purchase of land and the approval of a development application for an 88 bed facility. This action will enhance the application for bed licenses and accelerate the building construction once they are granted.

I am excited about leading the Council into the financial year and the stimulating dynamics of working with my fellow Councillors. I thank them for their considerable efforts over the year.

I would also like to extend appreciation on behalf of the Council and the community to all staff, volunteers, Section 355 committee members, the aged care and other community committees for their contribution in enhancing this wonderful place we call home.

**Keith Sullivan**  
Mayor

# General Manager's Report

The 2008/09 financial year has been a challenging one for the Council. The World Economic Crisis has reminded us how fragile the World can become if proper management practices are not properly in place. Irresponsible lending, abuse of credit cards, excessive payouts for senior executives for poor performance, are just some of the reasons why societies struggle to survive.

The Council has not been immune from the deceptive practices of some lenders and we continue to try to recover investments from such lenders. The Council has been fortunate to be in a strong financial position and it is weathering the storm well. It is trusted that actions currently being undertaken will recover some, if not all, of the written down losses incurred.

On a more positive note there have been significant improvements to the community's infrastructure throughout the year including the continuing major redevelopment of the Shooters Hill Road thanks to funding provided by State Forests. By the end of the next financial year the road should be realigned to the turn off to the Oberon Correctional Centre thereby making a safer road for all users.

It has been a frustrating time in relation to the proposed development of a new Aged Care Facility in Oberon. The allocation of sufficient bed licenses has been a major holdup and no stone has been left unturned to do everything within the Council's power to make it work. This includes the purchase of the land for the site of the Aged Care Facility, the creation of a professionally designed 88 Bed Facility, and the approval of a Development Application to carry out the works. The Council has the support of a service provider who will make application for the bed licenses and who will build, own and operate the facility. Significant funding has been made available by the Commonwealth Government during this financial year for such projects as the upgrade of the Burruga Hall and the toilets at the Recreation Reserve in Oberon, as well as the installation of an adventure playground at The Common and the development of a non denominational lawn cemetery at Black Springs.

The Oberon/Tarana Heritage Rail group continue to redevelop the rail line between Oberon and Hazelgrove which will create a wonderful tourist attraction for rail enthusiasts and for young people who may never have experienced the way the railway used to operate. In addition a Men's Shed is also being developed in the Showground for the benefit of men who need a place to socialize and to remain active in their later years.

I commend this Annual Report for the community's consideration and look forward to working with the Council to further develop the needs of local residents and visitors alike.

**Bruce Fitzpatrick**  
General Manager

# Department Reports

## Engineering

### STATE ROADS

Reconstruction of a section of O'Connell Road between Beaconsfield Road and the Fish River was completed under contract to the Roads and Traffic Authority.

Widening and strengthening of the pavement on the Duckmaloi Road east of Oberon has provided a safer easterly approach to Oberon.

### REGIONAL ROADS

Two sections of Abercrombie Road have been reconstructed east of Sewells Creek Road and south of Mozart Road. There is an ongoing programme of works to reconstruct this road between Oberon and Black Springs. As well as being a section of The Tablelands Way, this section of road carries significant log and pulp to the Oberon Timber Complex.

The single lane timber bridge over the Duckmaloi River at Edith has been replaced with a concrete bridge on an improved alignment.

### SHIRE ROADS

Works continued on the reconstruction of Shooters Hill Road and Mt Werong Road, which is funded by Council, Forests NSW and Australian Government. Sections of Ferndale, Gingkin, Mayfield Roads and Purdons Lane were reconstructed and sealed.

### STREET TREES

A program to beautify the town commenced with street planting where 250 trees were planted in footpath areas.

### COMMUNITY WORKS

Detainees from the Oberon Correctional facility have been working with Council staff on community projects. The works have included Avenue maintenance at O'Connell, set up for the Burruga Sheep show, pioneer cemetery maintenance, rail trail maintenance and fencing at the Oberon Museum. These works are a benefit for the community and the detainees are benefiting from on the job training.

### THE COMMON

The extension of The Common has seen a former grazing paddock transformed into an aesthetically appealing park. Construction of water features interconnected with a cascading stream has provided the basis of the park development.

The construction of a carpark and public toilet block has provided an enhanced level of amenity for users of this developing facility.

**Leigh Robins**  
Director Engineering

# Corporate Services

Council's Corporate Services Department is responsible for the administration and finance functions, information technology, human resources, community services and amenities, Library, Visitor Information Centre and Community Technology Centre.

## **Administration and Finance**

The implementation of a comprehensive Assets Management Plan continued throughout the year and, when completed, will be integral to planning for the sustainability of the Council as an organisation as well as providing necessary information and data for the community to plan for the progress of the council area.

Council approved the acquisition and installation of new computer software to provide improved efficiencies in the management of the finance and administration functions. Data was converted from the Fujitsu Local Government suite to the Civica Authority software.

## **Community Services and Amenities**

The number one priority identified in Council's Social/Community Plan was the urgent need for aged care facilities for the Oberon community. Council has continued its campaign to ensure timely provision of additional aged care beds by liaising with both the State and Commonwealth governments in a bid to gain the necessary approval for an allocation of additional aged care places which, in turn, will allow private providers to proceed with the provision of this vital service. Council purchased the land necessary to accommodate an aged care facility with a view to offering re-sale of the land to a private developer for construction and operation of the facility.

The Social/Community Plan also identified the community's concern at the absence of a multi-purpose community centre and all-weather multi-purpose recreation facilities. Council has determined that a scaled-down version of the original concepts for these facilities presents a more practical approach to addressing the community's concern. Potential government funding opportunities are being pursued with a view to acquisition of funding to facilitate extensions to the library, extensions and renovations to the community centre and extensions and improvements to existing recreation facilities.

The Oberon Taxi Brokerage Voucher Scheme was extended with a further round of funding obtained to transport financially disadvantaged people living in the Oberon Council area and enable service providers, businesses and parents to pre-purchase fares for their clients or children as well as overflow clients of the Care Car.

An application was lodged for funding under the New South Wales Home and Community Care scheme to provide a Community Transport facility for Oberon. Funding was subsequently approved and the Oberon Community Transport Service will commence in the 2009/2010 year.

A key initiative of Council was the placement of three school based trainees located in Administration, Library and Visitor Information Centre. The trainees undertake on the job training one day a week and also complete a Certificate II in their chosen field. The traineeship runs for two years.

### **Oberon Information Centre & Tourism**

The Visitor Information Centre and Community Technology Centre continued to experience record growth in their respective services. The number of visitors to use the Visitor Information Centre for twelve months to June 2009 15,916 represented an increase of 120% above the same period to June 2008 (7,206). Community Technology Centre usage for the same periods increased by 42% from 1482 to 2,116.

The highlight of the year for Tourism in Oberon was the official opening of the Tablelands Way which took place on the 28 March 2009 at "Tangenong", Taralga. The official opening was the highlight of the "Tablelands Way" project which eventuated due to the dedicated community members who lobbied the state and federal governments to have the final section of the Abercrombie Road completely sealed, creating an alternative route from travellers to access Canberra, Sydney, Central West and Hunter Valley. The project saw a strong partnership develop between the Mid-Western, Lithgow, Oberon, Upper Lachlan, Goulburn-Mulwaree Councils to promote the now fully sealed route as a tourist route to be known as "Tablelands Way". The development of a dedicated website [www.tablelandsway.com](http://www.tablelandsway.com) has also been developed and linked to oberonaustralia.com website, which further promotes the area to tourists providing information on accommodation, attractions and restaurants and café's.

Additional programs run throughout the year include the annual photographic competition which continues to gain sponsorship from Country Energy and attracted 57 keen photographers who entered over 130 photographs in the categories of "Colours of Oberon" and "History of Oberon; assistance with the Daffodil Festival, Summer Festival, Highlands Vintage Steam Fair and the Christmas Street Party.

A highlight of the year was Lynne Causer receiving the Customer Service Award at the Oberon Business Association Awards in December.

### **Oberon Library**

The library continues to grow in membership and along with the rest of the public libraries in the state is seeing increasing numbers of people spending more time in the library. Membership at the 30<sup>th</sup> June 2009 stood at 3318. The number of new borrowers joining continues its upward trend with 372 new borrowers joining this year. 22,691 items were borrowed and Internet computers were booked 2986 times.

Various community groups across all ages have utilised the library. This along with library activities promotes the library service and increases subsequent use of the library. Library activities have included Pre-school story times, school holiday activities, school class visits and the annual READeo. The library has been promoted at various community events and meetings throughout the year.

Novels remain popular with increasing numbers of people keen to use library computers for information seeking. User education remains an important role for the library, particularly with electronic resources. Subscription databases have enabled users to access reliable information via the library from home. For this reason, less non-fiction is being purchased in print form, allowing concentration on information books for primary aged children and adult recreational topics.

This year the library has begun an oral history project using funds provided by the State Library for special equipment. This will enable us audio recordings to add to our growing local history collection. Friends of the Library are assisting with this and remain an important support, providing both financial assistance and practical help with events. The group provides an important link to the community.

### **Finance**

Despite the negative impact from the global financial crisis, the financial statements for the year ended 30 June 2009 indicated that Council's operations resulted in a surplus from continuing operations after capital amounts of \$4.9 million, compared with a budgeted surplus of \$3.6 million. The sum of \$2.7 million dollars written off Council's investment portfolio in 2007/2008 was offset by the recovery of \$0.5 million in the current period. Council is continuing to pursue legal action in an attempt to recover the balance of the sum written down.

### **John Chapman**

Director Corporate Services

# Development and Environmental Services

The Development Department is responsible for several Council services and functions. These include Building Control and Regulation, Land Use Planning, Strategic Landuse Control and Regulation, Environmental Health Services, the Council Swimming Pool Complex, the Council Garbage Service, Animal Control and Stock Control Services, Council Building Maintenance and Council Cleaning Services.

## Building Control and Regulations

Purpose: To provide building development, fire safety and other approvals that comply with relevant legislation. To provide a building approval and inspection service, together with a degree of enforcement in relation to regulatory matters, in accordance with community expectations.

## Building Activity

**Oberon Council Development Department Statistics  
From 1999 to July 2009**

Year	DA	CC	STA	Sub/Cert	CDC	Sub Total	Exempt Dev	TOTAL
1999	216	178	67	32	0	493	0	493
2000	170	132	46	25	0	373	59	432
2001	156	123	44	11	9	343	92	435
2002	171	131	40	25	6	373	127	500
2003*	204	132	38	21	3	398	141	539
2004	215	133	31	22	2	403	185	588
2005	299	145	28	23	3	498	109	607
2006	165	118	26	28	5	343	104	447
2007	136	102	37	19	3	297	70	367
2008	120	98	23	18	9	268	72	340
2009	112	101	31	11	0	255	73	328

\* Estimates

## Landuse Planning

Purpose: To provide a landuse planning framework to satisfy State Government, Council and community needs and requirements.

## Landuse Control and Regulation

Purpose: To provide a development consent service and appropriate local governance as required by the Environmental Planning and Assessment Act, Council policies and plans, and the community needs and expectations. To provide a degree of enforcement in accordance with community expectations and available resources.

## **Environmental Health Services**

Purpose: To provide environmental health and intervention services that benefit the natural and built environments, and the local community. To provide Council's food inspection and hygiene services as required by the Food Legislation and the local community.

## **The Council Swimming Pool Complex**

Purpose: To provide, maintain and preserve a healthy and attractive summer time public swimming facility. To promote swimming and swimming skills appropriate to the needs of the local community's recreational, sporting and safety requirements. To work towards enclosing the existing swimming pool to improve bather comfort and extend the practical swimming season.

## **Garbage Service**

Purpose: To provide an effective and reliable town waste collection service.

The Council town garbage service provides a weekly collection of 240 litre mobile garbage bins. After 20 years of continuous service, the previous Garbage Contractors, B & P Fitzpatrick were unsuccessful in their tender for the garbage collection service for the next 5 years. The new Garbage Contractor is Mr Murray Fenton of Oberon Sand and Gravel Supplies. Council is certain that Mr Fenton will also provide an excellent level of service that was provided by the Fitzpatrick brothers.

Council does not provide a recycling service, however Council has engaged Consultants to undertake a comprehensive Waste Management Study which will determine, amongst other things, whether Council eventually introduces kerb side recycling. A draft report from the Consultants has been submitted to Council for consideration.

## **Building Maintenance and Cleaning Service**

The Council administration building, Library, Visitor Information Centre, Community Technology Centre and Community Centre are regularly cleaned via Contract (Contractor C Robinson). The department is responsible for organising and coordinating necessary building maintenance for most Council buildings (excluding buildings under the Engineering portfolio). Council is developing an Assets Management Plan in relation to all of its assets.

## **Animal Control Services**

Purpose: To provide animal control in accordance with Council's statutory obligations under the provisions of the Companion Animals Act and Regulations, and the community's expectations.

Council provides a cat pound, a dog pound, a dog boarding service and stock control services for the local community. During the period 1/07/08 – 30/06/09, there were 74 dogs impounded, 46 cats impounded and no stock impounded. There was 1 fine issued, 4 dogs and 2 cats re-homed, and 4 dogs boarded. To address the problem of uncared for and abused dogs in the Oberon area, Council has a firm policy to issue fines for offences under the Companion Animals Act whenever a dog is impounded if it is unregistered. To address the problem of stock wandering on Public Roads both inside and outside business hours, Council has employed an “On-call” Stock Control Officer to attend to complaints 24 hours a day, seven days a week.

**Ralph Tambasco**  
Director Development

# Principal Activities Report

(In accordance with Section 428 (2) (b) Local Government Act, 1993)

“A comparison of the council’s actual performance of its principal activities during that year (measured in accordance with the criteria set out in the relevant management plan) with the council’s projected performance of those activities (as contained in the relevant management plan), together with a statement of the reasons for any difference between them.”



<b>Essential Services</b>			
<b>Objective: To provide and maintain the following Essential Services to the service level standards detailed below while continually seeking distinctive or superior methods that provide best value.</b>			
<b>Services (Principal Activities)</b>	<b>Service Level (Objective &amp; Performance Target)</b>	<b>Effectiveness Indicator</b>	<b>Manner of Assessment</b>
<b>Water Supply</b>	To reticulate an <u>adequate</u> water supply to the residents, business and industry of the <u>Oberon Township</u> now and in the future.	Percentage of the network which is considered 1. adequate	Assessment of assets – Asset Management System & Special Schedule 7
Assessment: The percentage of the network which is considered adequate as reported in Special Schedule 7 is 1-2%. This percentage is expected to increase as asbestos cement pipelines are progressively replaced.			
<b>Waste Management</b>	To provide <u>safe, environmentally and aesthetically acceptable</u> , waste disposal facilities at <u>key</u> locations and kerb-side pick up service <u>once a week</u> in the <u>Oberon town</u> area and <u>increase</u> the mass of recyclable goods that are re-directed from landfill	Percentage of facilities that are 1. Safe 2. environmentally acceptable 3. aesthetically acceptable Increase in recyclable goods	Assessment of assets – Asset Management System & Special Schedule 7  Quantity calculated and reported annually
Assessment: Waste Management Assets (i.e. Oberon Waste Depot, Black Springs and Burruga Transfer Stations) are safe, environmentally and aesthetically acceptable. Recyclable goods have not shown an increase because Council now receives waste oil, cardboard and newspapers.			
<b>Waste Water (Sewerage)</b>	To process wastewater in an <u>ecologically sustainable</u> manner that is <u>adequate</u> for the community	Percentage of facilities that are assessed as 1. Adequate 2. Ecologically Sustainable	Assessment of assets – Asset Management System & Special Schedule 7
Assessment: Oberon Council has one Waste Water Facility and it is assessed as adequate for the current population and environmental requirements. Council will continue to explore options to achieve the most ecologically sustainable system within its resources and investigate recycling treated effluent for industrial use.			

<b>Roads &amp; Bridges</b>	To maintain a local road and bridge network where the standard is such that components (base, sub-grade, seal etc) have a <u>satisfactory</u> potential life.	Percentage of roads that that have been assessed as having a Satisfactory Potential Life.	Assessment of assets – Asset Management System & Special Schedule 7
Assessment; The percentage of local road and bridge network that has been assessed as having a satisfactory potential life in Special Schedule 7 is 87 % as funding levels from State and Federal governments are inadequate.			
<b>Drainage</b>	To maintain the urban drainage network in an <u>adequate</u> condition	Percentage of the network which is considered 1. adequate	Assessment of assets – Asset Management System & Special Schedule 7
Assessment: The percentage of the urban drainage network that has been assessed as having an adequate condition in Special Schedule 7 is 100%.			



<b>Community Well-Being</b>			
<b>Objective: To build a distinctive, safe, sustainable, satisfied and self-reliant community with access to community services, infrastructure and opportunities for participation in community life</b>			
<b>Services (Principal Activities)</b>	<b>Service Level (Objective &amp; Performance Target)</b>	<b>Effectiveness Indicator</b>	<b>Manner of Assessment</b>
<b>Health &amp; Safety</b>			
<b>Objective: To protect and enhance the status of health and safety of the community while meeting legislative requirements</b>			
<b>Rural Fire Service</b>	To provide a <u>fair and equitable</u> contribution to the Rural Fire service and administer the Chifley Zone to the extent of <u>legislative requirements</u> and relevant Service Level Agreements that ensure <u>adequate local</u> fire fighting provisions.	Net Cost of Contribution  Number of complaints received regarding inadequate local service	The net cost of contribution per capita cost will be reported. Number of complaints will be reported
Assessment: The net cost of services for Fire Protection as reported in the Financial statements was \$187,828.97 which equates to a per capita cost of \$35.49 ( Population = 5291) The number of complaints received inadequacy of the local service during the year was unknown. Complaints regarding the organisation are directed to the Rural Fire Service.			
<b>Noxious Weed Control</b>	To provide fair and equitable financial support to Upper Macquarie County Council to fulfil its <u>legislative requirements</u> and <u>adequate</u> support to control Bidy Bush on Council property.	Net Cost of Contribution  Percentage of Council Properties that have adequate bidy bush control  Number of complaints received regarding inadequate local service	The net cost of contribution per capita cost will be reported  Assessment of assets – Asset Management System  Number of complaints will be reported
Assessment : The net cost of services for Noxious Plants as reported in the Financial statements was \$67,503 which equates to a per capita cost of \$12.75 ( Population = 5291) The number of complaints received inadequacy of the local service during the year was unknown. Complaints regarding the organisation are directed to the Rural Fire Service.			
<b>Environmental Health</b>	To administer Public Health to the extent of <u>legislative requirements</u>	Percentage of premises inspected during period which comply with legislative requirements	Percentage will be reported
Assessment: 40 properties were inspected during the year with a compliance percentage of 80%. Food premises will always have some outstanding matters at the time of their inspection owing to the nature of their operations. An inspection sheet/checklist is completed by staff and a copy of the Inspection Report is given to the proprietor.			
<b>Animal Control</b>	To provide an <u>adequate</u> animal control service that meets <u>legislative requirements</u>	Number of complaints received regarding an inadequate service.	Number of complaints will be reported

Assessment: No complaints were received regarding an inadequate service. This is a favourable trend because it is not considered to be many complaints in an area that is very sensitive. This situation should further improve as Council have devoted additional financial resources to Animal Control.

<b>Emergency Services</b>	To provide a <u>fair and equitable</u> financial contribution to the NSW Fire Brigade.	Net Cost of Contribution	The net cost of contribution per capita cost will be reported
	To provide <u>adequate</u> financial assistance to the Oberon and Burruga SES organizations.	As above	Percentage will be reported
	To maintain an <u>up to date</u> rural addressing numbering scheme	The percentage of rural properties with Rural Addresses	
	To provide an <u>effective</u> Local Emergency Management representative	Current and effective Plan of Management	The status and details of plan will be reported.

Assessment: The contribution made to the NSW Fire Brigade was \$13,952: which equates to a per capital contribution of \$2.63(Population 5291). Council contributed \$:0 to Burruga SES Working Expenses and \$0 to Oberon SES Working Expenses. This equates to \$:0per capital (population 5291). Other expenses included insurance of the Oberon SES building, rates & water Charges and a depreciation expense. All rural properties within the Oberon Council area have been allocated an up to date rural address. The Local Emergency Management Plan was adopted by Council on 12/6/2008. Council's Works Manager has provided the role of Local Emergency Management representative

<b>Main Street Security</b>	To provide <u>effective</u> main street security cameras to <u>reduce</u> crime in the town.	Crime Statistics in the town area	Statistics will need to be obtained from police
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Assessment: Crime statistics in the town area have not been recorded.

<b>Town/Village Improvement</b>
<b>Objective: To improve the amenity of centres of population within the council area</b>

<b>Town Improvement</b>	A Town Improvement rate is raised on every rateable assessment within the zoned Oberon town area. The purpose of this special rate is to provide for improved town drainage, cycle ways, kerb and guttering, main street beautification and other facilities <u>within the town</u> boundary town facilities.	Facilities that have been improved	Property and improvement will be reported.
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Assessment: The following facilities have been improved during the year. A comparison against budget is shown as well as the quantity of works completed.

Capital Works	Budget \$	Actual \$	Quantity %
Drainage Improvements	78,966	39,554	50
Parks Embellishments	22,000	22,000	100
Town Cycleway (RTA)	110,000	59,108	54
Dart – Earl St Footpath	30,000	12,482	100
Dudley St (RSL) Footpath	18,000	14,855	100
Bike Path–Golf Course St. 1	20,000	17,281	100
Main Street Hot Mix	37,400	36,485	100
Underground Power	10,000	10,000	100
Oberon Street – revoted from Mawhoods	31,557	7,600	25
Dart Street - Fleming	5,000	5,567	100

Village Improvement	To improve facilities in the circle of villages and rural localities	Facilities that have been improved	Property and improvement will be reported.
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Assessment: No capital works were budgeted for in the village and rural localities. Council provided an initial budget on \$2,6199 (to 31 March 2009, amounts to 30 June 2009 unavailable due to financial management conversion) for general maintenance and the actual expenditure was \$19840.

**Community Services & Amenities:**  
**Objective: To create a socially strong community by responding to unmet social needs following social justice principles of access and equity to provide community services, amenities and activities.**

Social/Community Planning	Complete and implement a Social/Community Plan each 5 years to fulfil <u>legislative requirements</u> and conduct <u>annual</u> consultative updates so that Council can consider <u>current</u> Community desires and expectations.	Actions that have been implemented from Plan	Detail completed actions in Annual Report
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Assessment : Refer to Access & Equity Report below

Care-Car	Funding has been received from HACC and DADHC to assist in the funding of a Care Car and to promote services which will enable eligible clients remain in their own homes.	Net cost of service	The net cost of service will be reported
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Assessment :Net Cost of Service of Care Car \$: 7024.47

Community Centre	Provide a Community Centre that is <u>well-maintained</u> , <u>accessible</u> and is <u>functional</u>	Assessment of condition, accessibility and functionality of building	Assessment of assets – Asset Management System & Special Schedule 7
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Assessment: Council has passed a resolution to look into grant's and funding availability for a general extension and upgrade of the community centre facility.

Community Activities	Provide a program of financial assistance by way of a Donations Policy that complies with <u>legislative requirements</u> and provide staff resources to seek appropriate grant funding for community activities.	Demand for financial assistance	Provide a summary of financial assistance requests
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<b>Public Toilets</b>	Provide Public Toilets that are <u>well-maintained</u> and <u>accessible</u> .	Percentage of the structures that are assessed as <ul style="list-style-type: none"> <li>• Well maintained</li> <li>• Accessible</li> </ul>	Assessment of assets – Asset Management System
<p>Assessment : Public Toilets in general have been assessed as having an asset condition of : 1-2Special Schedule 7</p> <p>1 – Near Perfect – Ranges form New or Good</p> <p>2 – Superficial Deterioration – Ranges from Generally Good to Fair.</p>			
<b>Cemeteries</b>	Provide public cemeteries that are <u>well</u> maintained and <u>all</u> gravesites identified.	Percentage of cemeteries that are <ul style="list-style-type: none"> <li>• Well maintained</li> <li>• Grave sites identified</li> </ul>	Assessment of assets – Asset Management System and report from Cemetery Committee.
<p>Assessment: Cemeteries have been well maintained and a group of volunteers have been pro-active in installing plaques onto previously unmarked graves.</p>			
<p><b>Recreation &amp; Culture</b></p> <p><b>Objective: To create an active, socially cohesive, well informed, culturally richer community engaging in social interaction, and healthy lifestyles while enhancing the scenic landscape amenity and natural physical and cultural character of the area.</b></p>			
<b>Library</b>	Provide a <u>well-maintained independent</u> Library that <u>satisfies Public Library Requirements</u> and is open <u>at least 35 hrs/week</u> Support of other apt social and community activities that <u>demonstrate social or economic net benefits</u> .	Assessment of condition, accessibility and functionality of facility	Assessment of assets – Asset Management System & Special Schedule 7
<p>Assessment: The Library Building has been assessed as : 1-2 in Special Schedule 7. This denotes Near Perfect - Superficial Deterioration. However a comprehensive review is expected in 2009-20010 as part of Council's Asset Management Planning processes. The Library was also considered in part of the process of planning for the future for community facilities. This revealed that space issues were seen as a problem and many participants felt that the construction of a multipurpose facility which adjoined the library would bring benefits for both facilities and for the community.</p>			
<b>Swimming Pool</b>	Provide a <u>well-maintained</u> recreational facility that includes two heated pools (training and 25mm) that meets <u>all health and safety standards</u> , provides <u>accredited</u> swim school programs in <u>high activity</u> periods of the year. Support and provide for other apt aquatic, sporting and recreational activities that <u>demonstrate social or economic net benefits</u> .	Assessment of condition, accessibility and functionality of facility	Assessment of assets – Asset Management System & Special Schedule 7

Assessment: The Swimming Pool Complex has been assessed as : 1-2in Special Schedule 7. This denotes Near Perfect - Superficial Deterioration. However a comprehensive review is expected in 2009-2010 as part of Council's Asset Management Planning processes. The Swimming Pool was also considered in part of the process of planning for the future for community facilities. The community felt that it should be covered and incorporated into a multipurpose sporting recreational facility.

During the year Council conducted extensive consultation and commissioned a Report on Community Facilities to explore multi-purpose centres identified in Council's Social Community Plan. Council also commissioned Concept Plans for a Multi-Purpose Indoor Recreation Centre which incorporated the Swimming Pool complex.

<b>Gymnastics</b>	Support the new initiative by supplying equipment and monitoring to ensure the program is sustainable and runs on a financial break-even basis at least.	Net cost to council	
Assessment : Net Cost of Gymnastics \$Nil			
<b>Parks &amp; Gardens</b>	Maintain existing parks, gardens and public spaces so they are <u>aesthetically pleasing</u> and meet <u>all safety standards</u> . Support and provide for the expansion of new areas that <u>demonstrate social, economic or environmental net benefits</u>	Percentage of parks and gardens that are assessed as meeting the following standards 1. Safe 2. Aesthetically pleasing	Assessment of assets – Asset Management System
Assessment: Parks & Gardens have been assessed by staff as being safe and aesthetically pleasing.			
<b>Art &amp; Cultural Activities</b>	To provide a fair and equitable contribution to Arts out West. Support other community groups that demonstrate a community and/or economic net benefit.	Net Cost of Contribution	The net cost of contribution per capita cost will be reported
Assessment: The contribution made by Council to Art and Cultural Activities this year( excluding grants) was \$41,000 which equates to \$7.74/capita (population 5291).			



<b>Land Use Management</b>			
<b>Objective: To manage growth and development with a distinctively local focus whilst preserving a balance with urban, rural, bush land and village character and meeting legislative requirements</b>			
<b>Services (Principal Activities)</b>	<b>Service Level (Objective &amp; Performance Target)</b>	<b>Effectiveness Indicator</b>	<b>Manner of Assessment</b>
<b>Development Control</b>	<p>To provide for a strategic planning framework that achieves <u>sustainable</u> land use, <u>maintains local distinctiveness</u>, complies with <u>legislation</u> and presumes a <u>doubling of the population</u> of the Oberon Local Government Area over the next 25 years.</p> <p>To provide for a system of assessment and enforcement that is <u>swift and thorough</u>, <u>educative</u> and, <u>encourages quality development</u></p>	<p>Satisfaction index: Meets community expectations, future aspirations and needs and complies with Dept of Planning requirement</p> <ul style="list-style-type: none"> <li>• Number of complaints</li> <li>• Number of appeals per application</li> <li>• Legal Costs</li> </ul>	<p>Community consultation and survey to measure satisfaction <u>and</u> Department Planning effectiveness.</p> <p>Annual Statistics and financial reporting</p>
<p>Assessment: The following statistics for the year were</p> <ul style="list-style-type: none"> <li>• Number of complaints : Nil</li> <li>• Number of appeals per application : Nil</li> <li>• Legal Costs \$ 27,339.87</li> </ul>			
<b>Building Control</b>	<p>To achieve <u>high</u> standards of construction so as to enhance and maintain the natural and built environment.</p> <p>To provide for a system of assessment and enforcement that is <u>swift and thorough</u> and <u>educative</u>.</p>	<ul style="list-style-type: none"> <li>• Number of complaints</li> <li>• Number of appeals per application</li> </ul>	<p>Annual Statistics and financial reporting</p>
<p>The following statistics for the year were</p> <ul style="list-style-type: none"> <li>• Number of complaints : Nil</li> <li>• Number of appeals per application: Nil</li> </ul>			
<b>Heritage</b>	<p>To provide assistance to the level required in <u>Heritage Grant Fund</u> conditions to conserve <u>significant</u> heritage sites</p>	<p>Continuation of grant funding</p>	<p>Report on status of grant funding</p>
<p>During the year Council received the following grant funding:</p> <ul style="list-style-type: none"> <li>▪ Local Heritage Fund : \$2,052.00</li> <li>▪ Heritage Advisor Service \$12,856.00</li> </ul>			



<b>Economic Prosperity</b>			
<b>Objective: To enhance the community's standard of living through encouraging and participating in economic development opportunities</b>			
Services (Principal Activities)	Service Level (Objective & Performance Target)	Effectiveness Indicator	Manner of Assessment
Land Development	To provide and perpetuate saleable stocks of <u>appropriately serviced</u> blocks of land to meet demand of unmet supply and facilitate the development of a broad based robust local economy.	Number of blocks that meet service levels  Land Development Reserve	Assessment of standard of inventory and turnover  Balance reported in financial reports
<p>As at 30 June 2009 Council has serviced area of land approximately : 5hectares in area available for subdivision based on demand. The Balance of the Land Development Reserve as at 30 June 2009 was \$ 0.</p>			
<b>Economic Development Office</b>	To provide a dedicated Economic Officer to facilitate <u>growth</u> in the Oberon Council area and <u>meet terms and conditions of grant funding</u>	Growth in: <ul style="list-style-type: none"> <li>• Population</li> <li>• New Business</li> <li>• Business Diversity</li> <li>• Gross Regional Product</li> </ul>	Updated Statistics
<p>The most current statistics are;</p> <ul style="list-style-type: none"> <li>▪ <b>Population</b> increased during 2008 to 5291 an increase of 31 (0.6% increase) from 5260 (2006 census) 0.25% growth on 2005. The population break down as at 2006 Census – male 2780, Female 2480. Unemployment is at 3.0% of the population equating to 86 people unemployed</li> <li>▪ <b>New Business</b> reported by the EDO increased by 9 from 2006-2008 and a further 5 business' from 2008 to 2009. The latest business' to relocate are Oberon Hydroponics and All Poly Water Tanks, and expecting to employ 10 and 6 employees respectively by early 2010.</li> <li>▪ 2006 census figures show a Growth of 2% in Agriculture/Forestry, 3 New Mines are now operating in the area, and manufacturing industries up by 11% which equates to 3 new businesses. Property and business services dropped by -35% from 84 to 54 businesses. Community Services &amp; Health increased by 50% from 18 to 27 businesses now operating in the Health and Community fields.</li> <li>▪ 2006 Census statistics show that there are a total of 669 businesses operating in the district. A total of 405 are non employing businesses, with 141 employing 1 to 4 employees and 123 businesses employing 5 or more.</li> <li>▪ <b>Business Diversity</b>- Timber and Forestry, Engineering and Manufacturing, Agriculture, Correctional Institutes, Professional and Personal Services, Hydroponics, Tourism and Retail.</li> <li>▪ <b>Gross Regional Product</b> - For a region the size of Oberon, GRP of \$243million is comparatively high. This converts roughly to a GRP per head of population of \$48,310 {based on population data from 2006 Census of 5,310} A more detailed look at the component industries across the Oberon Local Government Area reveals that the great proportion of this GRP is generated by the Timber Industry, namely the Oberon Timber Complex (OTC). The OTC accounts for more than 46% of the output of the region. The next and very distant industry in magnitude of contribution to the GRP is Forestry at 6.6% of GRP. Other industries contributing between 4 and 6% of GRP include agriculture, construction, retail, business, health and education.</li> </ul>			

<b>Information Centre</b>	To provide for an Information Centre that <u>meets accreditation standards</u> , and promotes the area as an attractive (simply spectacular) place to live and visit so that <u>visitation continually grows</u> .	Growth in: <ul style="list-style-type: none"> <li>• Visitation</li> </ul>	Updated Statistics
During the year the Information Centre met accreditation standards. Visitation statistics for the year are; Quarter 1 – 3796 Quarter 2 – 3645 Quarter 3 – 4009 Quarter 4 – 4466			
<b>Events/Tourism</b>	Support and provide for events and promotional activities that <u>demonstrate social or economic net benefits</u> . To provide fair and equitable financial support to Blue Mountains Tourist Association	Net Cost of Service	The net cost of service per capita cost will be reported
Assessment: The net cost of services reported in Financial Reports for Tourism and area promotion was \$383,000 which equates to a per capita cost of \$72.38 (population 5291).			
<b>CTC</b>	Provide a Community Technology Centre with <u>up-to-date</u> technological equipment and training/support that enhances IT skills of the community.	Assessment of how up-to-date the facility is.	Assessment of assets – Asset Management
Assessment: New Computers were leased during the year.			
<b>Council Properties</b>	To provide <u>tenantable and well maintained properties</u> that its tenants can deliver its services at defined service levels	Assessment of properties that they are <ul style="list-style-type: none"> <li>• Tenantable</li> <li>• Well Maintained</li> </ul>	Assessment of assets – Asset Management System & Special Schedule 7
Assessment: Councils properties include <ul style="list-style-type: none"> <li>▪ Caravan Park</li> <li>▪ Information Centre &amp; CTC Building</li> <li>▪ Dental Surgery</li> <li>▪ Tennis Courts</li> </ul> These properties have been tenanted and maintained throughout the year. They have been assessed as having an asset condition of 1-2 in Special Schedule 7. This denotes Near Perfect - Superficial Deterioration. However a comprehensive review is expected in 2009-2010 as part of Council's Asset Management Planning processes			
<b>Private Works</b>	To undertake private works for the purpose of <u>profit</u> that will assist in funding future principal activities of Council	Profit Margin	Financial Reports
Assessment : The net cost of services reported in Financial Reports for other Business Undertakings was Income 2,861,000, Expenditure 1,166,000 which equates to a profit of \$1,210,000			



Organisational Leadership, Financial, Operational, Technical Support, and People Management			
Objective: To provide the necessary support to deliver the services (principal activities of Council at the defined service levels (Performance targets))			
Services (Principal Activities)	Service Level (Objective & Performance Target)	Effectiveness Indicator	Manner of Assessment
<b>Governance</b>	To provide <u>best practice</u> organisational leadership through strategic planning, accountable and ethical standards of practice.	Completed Matters from the “ Dept Local Governments - Promoting Better Practice Checklist (Governance, Community, Regulatory)  Comparative Performance	Progress Report  Annual publication of Comparative Performance between Councils
Assessment: Oberon Council undertook an assessment by the Department of Local Government and results are available on Council’s website, <a href="http://www.oberon.nsw.gov.au">www.oberon.nsw.gov.au</a> . Council agreed upon and is working through agreed actions to a scheduled timeframe.			
<b>Corporate Support</b>	To provide the necessary resources to ensure Council has the capacity to deliver <u>best practice</u> financial and administrative support and meets <u>all legislative requirements</u> .  To provide fair and equitable contribution to CENTROC and Strategic Alliance projects that demonstrate a net governance /social/economic or environmental benefit	Completed Matters from the “ Dept Local Governments - Promoting Better Practice Checklist (Finance, Workplace)  Corporate Indicators	Progress Report  Annual Financial Reports
See above and annual financial reports.			
Engineering Services	To provide the necessary resources to ensure Council has the capacity to deliver a quality of technical support that will deliver services to <u>defined service levels</u> .	Overall assessment of service delivery	Annual Report which measures and reports on all effectiveness indicators above
Store/Depot Works			
Plant			
Quarries			

<p>General Purpose Revenues</p>	<p>To <u>fairly and equitably</u> set rates and charges while <u>maximizing</u> permissible yield in <u>accordance with the Local Government Act</u></p>	<p>Satisfaction index: Meets community expectations, future aspirations and needs.  Revenue policy complies with Dept of Local Government requirements</p>	<p>Community consultation and survey to measure satisfaction  Annual Statement of Compliance</p>
<p>Council completed a satisfactory annual statement of compliance. No community consultation survey was conducted during the year.</p>			
<p style="background-color: #cccccc;"> </p>			

# Report on the Condition of Council's Public Works

(In accordance with Section 428 (2) (d) Local Government Act, 1993)

*"a report on the condition of the public works (including public buildings, public roads and water, sewerage and drainage works) under the control of the council as at the end of that year, together with,*

- (i) an estimate (at current values) of the amount of money required to bring the works up to a satisfactory standard, and*
- (ii) an estimate (at current values) of the annual expense of maintaining the works at that standard, and*
- (iii) the council's program of maintenance for that year in respect of the works.*

Please refer to Schedule 7 of Council's Financial Statements for the year ended 30 June 2008 for details on the condition of public works and items (i) and (ii) above.

## Public Roads

### Existing Road Network

Council controls and/or maintains a total of 958.5 kms of roads. The respective lengths and classifications are:

Local Urban Streets	32.9 km
Local Rural Sealed Roads	299.0 km
Local Rural Unsealed Roads	523.6 km

Regional Rural Sealed Roads      103.0 km

Council's road improvement priorities are based on the following characteristics:

- importance of road in the road network
- pavement structure
- traffic volume
- road geometry
- width of road

## Rural Roads

### Maintenance Program

The planned routine maintenance and resealing or gravel re-sheeting of rural roads within the Oberon Council area is listed below. This includes local roads as well as Regional Roads. The objectives of the plan are:

- To maintain all major roads to an all weather access standard.
- To give priority to reconstruction of bitumen roads over new construction work.
- To adopt modern road making techniques and ensure optimum use of resources.
- To grade all secondary gravel roads at least once per year.
- To provide a minimum access standard of a gravelled surface to all existing, dedicated and formed roads which access a property residence.
- To reseal bitumen roads at no more than twelve yearly intervals.

## Local Unsealed

### 2008-2009 Maintenance Program

In 2008/2009 the following works occurred and corresponding amounts spent on the maintenance of local unsealed roads:

Gravel Re-sheeting	\$186,546
Other Maintenance	<u>\$500,115</u>
	<u>\$686,661</u>

The current maintenance program for local unsealed rural roads is generally met by grants, rates or contributions.

## Local Sealed

### 2008-2009 Maintenance Program

In 2008/2009 the following works occurred and corresponding amounts spent on the maintenance of local sealed roads:

Reseals	\$ 192,034
Other Maintenance	<u>\$ 400,337</u>
	<u>\$ 592,371</u>

The current maintenance program for local sealed rural roads is generally met by grants, rates or contributions.

## Regional Roads

### Condition

### 2008-2009 Maintenance Program

In 2008/2009 \$626,262 was spent on the maintenance of regional roads. The current maintenance program for regional roads is generally met by grants, rates or contributions.

## Urban Roads

### Maintenance Program

The routine maintenance of urban roads, including kerb and gutter works and resealing, that is required within the village of Oberon is listed below. The objectives of the plan are:

- To fully service all necessary town streets to provide a quality residential environment.
- To provide all streets within the developed areas with concrete kerb and gutter.
- To provide all streets with a concrete footpath on at least one side.

**2008-2009 Maintenance Program**

In 2008/2009 the following was spent on the maintenance of urban roads:

Reseals	\$ 42,299
Other Maintenance	<u>\$ 166,286</u>
	<u>\$ 208,585</u>

The current maintenance program for urban roads is generally met by grants, rates or contributions.

# Water Asset Network

## Existing Water Scheme

The town's water supply to residential, commercial and industrial areas is carried in a reticulation system supplied by two (2) reservoirs and 35,857 metres of pipeline. Water is supplied by the Fish River Water Supply from the Oberon dam, and treated using a micro-filtration process at the Oberon Water Treatment Plant.

The following is a breakdown of the 35,857 metres of water main into material:

### Pipe Length by Diameter

100mm	28,179 m
150mm	4,787 m
250mm	2,891 m

### Pipe Length by Material

Material	Length
AC	11,580 m
PVC	24,277 m

Council's aim is to provide an adequate supply of drinking quality water to the residents of Oberon and to supply sufficient water to meet the requirements of the industries in Oberon. The objectives of the plan are:

- To provide reticulation to ensure a supply with a minimum of fifteen metre head pressure.
- To encourage the conservation and efficient use of water.
- To provide water which consistently meets the National Health and Medical Research Centre quality guidelines.
- To constantly plan and monitor water supply levels to ensure that supplies are adequate well into the future.
- To replace asbestos cement pipelines in accordance with Council's Mains Replacement Program.
- To sample and analyse town water supply on a weekly basis.

## 2008-2009 Maintenance Program

In 2008/2009 the following was spent on the maintenance of the water system assets.

Reservoirs	\$ 4,887
Pipes	\$ 40,432
Treatment Plant	<u>\$ 55,023</u>
	<u>\$100,342</u>

# Sewerage Asset Network

## Existing Sewerage System

The town of Oberon is serviced by a sewerage system that includes:-

- One (1) Treatment Works which was built in 1964 and updated in 1989.
- Two Pump Stations. The original was built in 1964 and updated at the same time as the Treatment Works. A small package Pump Station was installed on the Duckmaloi Rd in 1994.
- The sewerage scheme is serviced by 39,277 metres of pipeline, which the bulk was laid by the Public Works Department in 1964, and is dissected into the following detail:

### Pipe Length by Diameter

150mm	33,660 m
225mm	3,665 m
300mm	1,592 m
375mm	360 m

### Pipe Length by Material

UPVC	10,876m
VC	28,401m

Council's aim is to provide for the collection and treatment of sewerage and wastewater within the town of Oberon, with the following objectives:

- To ensure that treated wastewater effluent discharges consistently conform to EPA quality guidelines.

To ensure that each residential tenement in the town has access to sewerage reticulation

## 2008-2009 Maintenance Program

In 2008/2009 the following was spent on the maintenance of the sewerage system assets.

Treatment Works	\$ 56,720
Pipes	\$ 55,783
Pump Station	\$ 0
	<u>\$112,503</u>

# Drainage

## **Existing Stormwater System**

The existing stormwater system in the township of Oberon includes a network of 15,890 m of pipes and 570 pits.

## **2008-2009 Maintenance Program**

In 2008/2009 the following was spent on the maintenance of the drainage network maintenance.

\$50,072.

# Public Buildings

## Existing Public Buildings

Council has the following buildings under its control:

Council Chambers

Bushfire Sheds

Fire Station

Dog Pound

SES Building

Aged Units

Hathaway Cottages

Dentist Building

Public Toilets

Library

Community Centre

Swimming Pool Complex

Parks Amenities

Depot Complex

Caravan Park

Tennis Courts

Sewer and Water Buildings

TV Relay Station

Information/CTC

## 2008-2009 Maintenance Program

In 2008/2009 \$183,107 was spent on the maintenance of Public Buildings.

# Supplementary Report as to the State of the Environment

(In accordance with Section 428 (2) (c) Local Government Act, 1993 and Clauses 218-216 Local Government General Regulation)

See separate document titled - Regional State of the Environment Report Central West Catchment Management Authority 2008 – 2009 Supplementary Report.

Reporting on the State of the Environment for local Councils  
in the Central and Western area of NSW  
Bathurst, Blayney, Bourke, Brewarrina, Cabonne,  
Coonamble, Dubbo, Gilgandra, Lachlan, Mid-Western,  
Narromine, Oberon, Orange, Warren, Warrumbungle,  
Weddin and Wellington.

This Regional State of the Environment (Regional SOE) Report is the result of a collaborative relationship between the participating catchment Councils and the Central West Catchment Management Authority (CMA).

## Summary of Legal Proceedings

(In accordance with Section 428 (2) (e) Local Government Act, 1993)

*"a summary of the amounts incurred by the council during that year in relation to legal proceedings taken by or against the council (including amounts, costs and expenses paid or received by way of out of court settlements, other than those the terms of which are not to be disclosed) and a summary of the state of progress of each legal proceeding and (if it has been finalised) the result.*

Legal Matter		Amounts Paid or Received	State of Progress
Planning & Regulatory	General Costs	\$915	Settled
	DA 170/06 Land Enviro Court	26,424.86	Advised received and acted upon
	Illegal Building Works		
	Land Purchases		
	Use of Premises-Scotia Ave		
Engineering	General Costs	584.95	Settled
	Road Matters	20,756.28	Settled
	Industrial Subdivision	18,134.09	Settled
Administrative	General Costs	933	Settled
	Debt Recovery	0.00	Settled and passed on
	Tablelands Way-Copyright	144,811.84	Ongoing and advise received
	Investments	18,724.00	Settled
<b>Total Legal Amounts</b>		<b>231,284.02</b>	

# Mayoral and Councillor Fees

(In accordance with Section 428 (2) (f) Local Government Act, 1993)

*“the total amount of money expended during the year on mayoral fees and councillor fees, the council’s policy on the provision of facilities for use by councillors and the payment of councillors’ expenses, together with a statement of the total amount of money expended during that year on the provision of such facilities and the payment of such expenses.”*

Type	Total Amount Expended 2008-2009
Mayoral Fees	\$18,375
Councillor Fees	\$80,550
Mayoral and Councillor Expenses	\$5421
Total	\$104,346

# Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Other Councillors Policy



OBERON COUNCIL

## Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Other Councillors

### 1. Intent of Policy

*To ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable, non-discriminatory and used in an equitable manner to enable the full participation by Councillors from all walks of life. The overriding principle of this policy is that the provisions made are acceptable to, and meet the expectations of the local community.*

### 2. Scope of Policy

This policy, as the title suggests, applies to the Mayor, Deputy Mayor and other Councillors and will comply with relevant statutory requirements and other NSW Government policy provisions and be consistent with Council's Code of Conduct.

Mayors and councillors can only be reimbursed for expenses and provided with facilities in accordance with this policy.

*Relevant Statutory Requirements specific to this policy:*

*Sections 12,23A, 252, 253 & 254 of the Local Government Act and Clauses 217 & 403 of the Local Government (General) Regulation 2005.*

*Other NSW Government policy provisions:*

*Department of Local Government Guidelines, Circulars to Councils and Model Code of Conduct for Local Councils in NSW.*

### 3. Guidelines

#### **Governance**

Making and adoption of the Policy

Council will adopt a policy each year even if the policy is the same as its existing policy.

Public notice will be given of its intention and 28 days will be allowed for public submissions. Council will consider any submissions received and make any appropriate changes to the policy. Notice of amendment is not required if the amendment is not substantial, however public notice of adoption is.

Within 28 days of adopting or amending the policy, the policy and details of submissions will be forwarded to the Director-General of the Department of Local Government.

### Reporting Requirements

As required, Council will report separately in its Annual Report on:

the total cost of expenses and the provision of facilities for the Mayor and all Councillors, as well as:

#### Expenses

- the cost of phone calls including mobiles, home located landlines, facsimile and internet services
- spouse/partner/accompanying person expenses
- conference and seminar expenses
- training and skill development expenses
- interstate travel expenses
- overseas travel expenses
- carer and other related expenses.

#### Provision of facilities

The cost of the provision, including rental, of dedicated office equipment allocated to Councillors on a personal basis such as laptop computers, mobile phones, telephones and facsimile machines and internet installed in the Councillors' homes. This item does not include the costs of using this equipment, such as calls.

Council's Annual Report must also incorporate a copy of this policy.

Council will place this policy on its website ensuring that it is readily accessible.

### **Approval Arrangements**

Approval for discretionary trips and attendance at conferences, and the like, should, where possible, be approved by a full meeting of the Council. If this is not possible then the approval should be given jointly by the Mayor and the General Manager. If the Mayor requires approval to travel outside of Council meetings, it should be given jointly by the Deputy Mayor and the General Manager.

### **Payment of Expenses**

#### General Provisions

#### Payment of expenses generally

The details and range of expenses paid and facilities provided to councillors will be clearly and specifically stated. There will be no general allowances.

Expenses reasonably incurred by Councillors are outside provisions made under the annual fee determinations and, as such, any reimbursement of expenses and the facilities which may be provided under this policy shall be provided without reduction of these fees.

Reimbursement of costs and expenses to Councillors will only be made upon the production of appropriate receipts and tax invoices, and the completion of the required claim forms. Expenses and costs incurred must be in accordance with the requirements of the Council's Expenses Policy.

Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. Councillors may also request an advance payment for the cost of any other service or facility covered by this policy. However, Councillors must fully reconcile all expenses against the cost of the advance when they return within 30 days. No allowance type payment should be payable in any circumstance.

### **Establishment of monetary limits and standards**

Monetary limits prescribed in this Policy set out the maximum amount payable in respect of any facility or expense. Any additional cost incurred by a Councillor in excess of any limit set shall be considered a personal expense that is the responsibility of the Councillor. All monetary amounts stated are exclusive of GST. Council will set monetary limits to all expense provisions in this policy and where practicable and where appropriate, standards for the provision of equipment and facilities provided to Councillors. These limits and standards are summarised in Tables 1 & 2 at the end of this policy.

### **1. Spouse and partner expenses**

Council will meet:

- Reasonable costs of spouses, partners or an accompanying person in attending official Council functions within the Local Government Area that are of a formal or ceremonial nature where the Councillor's spouse, partner or accompanying person would reasonably be expected to attend. Examples include, but are not limited to, Australia Day Award Ceremonies, Citizenship Ceremonies, Civic Receptions and Charitable functions for charities formally supported by Council.
- Limited expenses associated with the attendance of the Councillor's spouse, partner or accompanying person at the Annual Local Government Association Conference. These expenses are limited to the cost of the spouse, partner or accompanying person's registration and official conference dinner.
- Reasonable expenses for the spouse, partner or accompanying person of a Mayor, or a Councillor when they are representing the Mayor, when they are called on to attend an official function of Council or carry out an official ceremonial duty while accompanying the Mayor outside the Council's area but within the state. Examples include charitable functions to which the Mayor has been invited and award ceremonies where the Mayor is invited to represent the Council.

These expenses will be confined specifically to the ticket, meal and/or the direct cost of attending the function. Peripheral expenses incurred by spouses, partners or accompanying persons such as grooming, special clothing and transport are not considered reimbursable expenses. Each Councillor is entitled to a maximum of \$200 per year of term for these types of expenses.

### **2. Incidental expenses**

Reasonable out of pocket or incidental expenses associated with attending conferences, seminars or training courses that Councillors incur will be reimbursed upon the presentation of official receipts and the completion of necessary claim forms.

Incidental expenses could reasonably include telephone or facsimile calls, refreshments, internet charges, laundry and dry cleaning, newspapers, taxi fares and parking fees. In addition, the cost of meals not included in the registration fees for conferences or similar functions may be reimbursed after reconciliation and such expenses shall not exceed:

- \$50.00 per day excluding meals or
- \$100.00 per day including meals

Councillors are required to account for payments in advance or seek reimbursement within 30 days of the expenditure being incurred.

Specific Expenses for Mayors and Councillors

## **1. Conferences and Seminars**

### **Attendance**

The conferences to which this policy applies shall general be confined to:

- Local Government and Shires Association of NSW, Local Government Women's Association and Australian Local Government Association Conferences.
- Special 'one-off' conferences called or sponsored by, or for, the Local Government and Shires Association, Local Government Women's Association, Local Government Managers Australia and Australian Local Government Association on important issues.
- Annual conferences of Local Government Managers Australia and the major professions in Local Government.
- Australian Sister Cities Conference.
- Regional Organisation of Councils Conferences.
- Conferences which further the development efforts of the Council and of Councillors, or which relate to or impact upon the Council's functions.
- Meetings or conferences of organisations or bodies to which a Councillor has been elected, or appointed as a delegate or member of the Council, or the Local Government and Shires Association, Local Government Women's Association or Australian Local Government Association.

### **Approval**

- The Mayor and Councillors may request or be nominated to attend these conferences. Approval for attendance should, where possible, be approved by a full meeting of the Council. If this is not possible then the approval should be given jointly by the Mayor and the General Manager. If the Mayor requires approval then jointly by the Deputy Mayor and the General Manager.

### **Costs**

- Council will arrange and pay conference registration fees charged by the conference organisers including the costs of related official lunches and dinners, and associated tours where they are relevant to the business and interests of the Council.

### **Accommodation**

- Where possible, accommodation is to be booked at the conference venue. In all other cases Council will ensure that reasonable and appropriate accommodation is provided to Councillors and in this regard a standard equivalent to 4 stars, where available is considered appropriate. Preference will be given to venues providing Government rates.

## **Travel**

- All reasonable travel costs for Councillors whilst on official Council business will be met by Council and will be in accordance with the following standards –
  - Councillors may request the use of a Council motor vehicle for official business use and where a number of Councillors are attending the same function; every attempt is to be made to share motor vehicles.
  - A minimum of 48 hours notice is required for access to a vehicle for overnight use and 7 days notice for longer periods.
  - Only where a Council vehicle is not available is a Councillor permitted to use their private vehicle.

### **Within Australia**

Air travel – economy class standard except where air travel time exceeds four (4) hours where business class standard is appropriate.

### **Overseas**

Air travel – business class standard

A Councillor seeking to extend travel for personal reasons whilst overseas on Council business must seek the approval of the Mayor and General Manager prior to making travel arrangements and must meet additional costs associated with the extension.

The mayor is entitled to a maximum of \$2,000 per year of term for these types of expenses and Councillors \$500 per year of term for these types of expenses.

## **2. Local travel arrangements and expenses**

- Councillor's travelling expenses will be paid only from the Councillor's normal place of abode within the Oberon Council area.
- Private Vehicle – If the Mayor or a Councillor is required to use his/her private vehicle on official business, reimbursement will be equivalent to the rate specified in the NSW Local Government Award. This allowance takes into account the use, maintenance and depreciation of the vehicle.  
The driver is personally responsible for all traffic or parking fines incurred while travelling in private or council vehicles on council business
- Public Transport – Councillors travelling by taxi or other means of public transport for official business shall be reimbursed for actual expenses incurred subject to substantiation within 30 days of the costs being incurred.
- Official Council Business includes, but is not limited, to attendance at the following-
  - Ordinary Meetings
  - Special Meetings
  - Committee Meetings – whether a member of that committee or not
  - Any other Council endorsed meeting or function, or for any representations on behalf of the Council.

The mayor is entitled to a maximum of \$500 per year of term for these types of expenses and Councillors \$250 per year of term for these types of expenses

### **3. Travel outside the LGA including interstate and overseas travel**

#### Outside LGA and Interstate

Prior approval of travel outside the LGA, including interstate travel, will be required. The application for approval should include full details of the travel, including itinerary, costs and reasons for the travel.

The mayor is entitled to a maximum of \$500 per year of term for these types of expenses and Councillors \$250 per year of term for these types of expenses

#### Overseas

Council will scrutinise the value and need for Councillors to undertake overseas travel. Council will avoid international visits unless direct and tangible benefits can be established for the Council and the local community.

Proposals for overseas travel should be in writing and should include the nomination of the Councillors to undertake the trip, the purpose of the trip and expected benefits, the duration, itinerary and approximate total costs of each proposed visit should also be provided.

Overseas travel must be approved by a meeting of the full Council prior to a Councillor undertaking the trip. Travel must be approved on an individual trip basis. Council will not allow the retrospective re-imburement of overseas travel expenses unless prior authorisation of the travel has been obtained.

Travel proposals should be included in the Council business papers. The use of a Mayoral Minute to obtain Council approval for travel is not appropriate, as it is not consistent with principles of openness and transparency.

After returning from overseas, Councillors, or an accompanying member of Council staff, should provide a detailed written report to Council on the aspects of the trip relevant to Council business and/or the local community.

Details of overseas travel must also be included in Council's Annual Report. Councils are also required to report on the benefits on any proposed overseas sister city relationships.

### **4. Telephone & Internet costs and expenses**

Council will reimburse Councillors for the cost of mobile, landline, and facsimile calls and Internet use for official Council business. All costs are subject to substantiation and will be reimbursed with the Councillor's next monthly fee payment. A combined monthly monetary limit of \$50.00 will apply.

### **5. Insurance expenses and obligations**

Councillors are to receive the benefit of insurance coverage affected by Council for:

Public Liability - Liability to a third party arising out of a Councillor's exercise of their functions. Councillors subject to any limitations or conditions of the policy of insurance effected by Council.

Councillor's Liability - Liability to a third party in the form of damages, compensation, interest and costs and defence costs arising from an error, mis-statement, misleading statement, conduct, omission, neglect or breach of duty by a Councillor.

Personal Accident - Personal injury while engaged in or on any Council activity, worldwide covering bodily injury caused by accidental, violent, external and visible means up to a sub-limit for death determined by the Council and also covering permanent disablement, temporary total disability and temporary partial disability. The cover does not include medical expenses, as medical expenses cannot be included due to the provisions set down in the Health Act. The Council shall determine the distribution of any benefits arising from such insurance to the Mayor or Councillor or his/her beneficiaries.

Statutory Liability – Liability for fines or penalties arising out of an inadvertent breach of the law by a Councillor when exercising the functions of Council.

Council shall pay the insurance policy excess in respect of any claim made against a Councillor arising from Council business where any claim is accepted by Council's insurers, whether defended or not.

## **6. Legal expenses and obligations**

In accordance with the provisions in the Departmental Circular to Councils 05/08: *Legal assistance for Councillors and Council employees*,

- i. Council may disburse money only if the disbursement is authorised by the Local Government Act 1993, either expressly or because it is supplemental or incidental to or consequential upon the exercise of its functions.
- ii. In the particular circumstances outlined below, Council shall, if requested reimburse the reasonable legal expenses to a maximum of \$200,000 per year of term for these types of expenses :
  - a. (a) a Councillor defending an action arising from the performance in good faith of a function under the Local Government Act (section 731 refers); or
  - b. (b) a Councillor defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Act; or
  - c. (c) a Councillor for proceedings before the Local Government Pecuniary Interest and Disciplinary Tribunal or an investigative body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the Tribunal or investigative body makes a finding substantially favourable to the Councillor.
- iii. Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act should be distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. An example of the latter is expenses arising from an investigation as to whether a Councillor acted corruptly by using knowledge of a proposed rezoning for private gain. This latter type of expense will not form part of this policy adopted under section 252 of the Act.
- iv. Council may obtain insurance cover against the risk of having to meet the costs of or to reimburse a Councillor provided that the costs or reimbursements are ones that the Council is authorised to meet.
- v. Council will not meet the costs of an action in defamation taken by a Councillor or Council employee as plaintiff in any circumstances.

- vi. Council will not meet the costs of a Councillor or Council employee seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.

Where doubt arises in relation to any of these points, Council will seek its own legal advice.

## **7. Training, educational and professional development expenses**

Councillors are encouraged to undertake an active learning process and skills development in addition to attending seminars and conferences related to Council functions.

Council will include in its annual budget a specific allocation for Councillors' training, educational and professional development expenses.

These expenses would support and encourage an active learning process and skills development in addition to attending seminars and conferences related to Council functions. It is essential where Council is paying these expenses that the training or educational course is directly related to the Councillor's civic functions and responsibilities and is pre-approved.

This initiative also supports NSW Government policy. The Minister for Local Government is keen to encourage Councillors to undertake relevant training and skills development to ensure they carry out their functions as effectively as possible.

The mayor is entitled to a maximum of \$1000 per year of term for these types of expenses and Councillors \$500 per year of term for these types of expenses

## **8. Care and Other Related Expenses**

Council will meet reasonable costs of facilitating access to council premises, functions and activities where, by reason of disability, care-giver role or other special need, a councillor would not otherwise have equity of access with other councillors. Such support will allow the fullest participation reasonable possible

The total amount paid will not exceed \$500 per year of term.

## **9. Additional Mayoral Expenses**

There are no additional Mayoral Expenses provisions

## **Provision of Facilities**

### **General Provisions**

#### **Provision of facilities generally**

The facilities, equipment and services made available under this policy are considered appropriate to support the Mayor and Councillors in undertaking their role as elected members of Council.

Council facilities, equipment and services are not to be used to produce election material or for any other political purposes.

#### **Private use of equipment and facilities**

Councillors should not generally obtain private benefit from the provision of equipment and facilities, nor from travel bonus or any other such loyalty schemes. However, it is acknowledged that incidental use of Council equipment and facilities may occur from time to time. Such incidental private use is not subject to a compensatory payment.

Provision of equipment and facilities for Councillors

#### **Postage**

*All outgoing mail is to be included as part of Council's daily mail collection by Australia Post and such needs to be delivered to Council's Records Section.*

#### **Meals**

*Councillors will be provided with a meal and beverage in conjunction with evening Council and Committee meetings and meetings with Parliamentary representatives, visiting dignitaries and other delegations.*

#### **Refreshments**

*Beverage service in the Councillors' Meal Room.*

#### **Insignia of Office**

*Name badge and nameplate on election to office or when the design varies.*

#### **Hardware**

*Either a laptop or personal computer and a modem will be provided, if requested, to enable internet access and emailing and processing of correspondence and access to Council business papers, minutes, policies and other Council records. Councillors should request these of the Director of Corporate Services.*

*All equipment shall always remain in the possession of the Councillor during his/her term of office, and shall remain the property of the Council.*

*Councillors will be given the option to purchase lap-top computers at the depreciated book value at the end of the term of each elected member.*

#### **Electoral Rolls**

*The most recent electoral roll will be provided to each Councillor.*

Provision of Additional Equipment and facilities for Mayors

**Office**

*A furnished office located at the Council Chambers/Office building. This office will incorporate a telephone.*

**Hardware**

*Laptop, printer and facsimile machine for the Mayor's home.*

**Administrative Assistance**

*Administrative assistance will be provided associated with any Council functions, meetings, publications and the like.*

## Other Matters

Acquisition and returning of facilities and equipment by Councillors

*All equipment provided to Councillors remains the property of Council.*

*Councillors are to return all Council owned equipment in good working order and condition to the location nominated by the Director of Corporate Services upon ceasing to be an elected member of the Council.*

Table 1

Facility	Mayor	Deputy Mayor	Councillors	Standard (if practicable)
	Facilities Available/Not Available for Council business use			
Postage	Available	Available	Available	Daily Mail
Meals and Refreshments	Available	Available	Available	Food and Beverage plus service
Insignia of Office	Available	Available	Available	Name badge and nameplate on election
Laptop or PC	Available	Available	Available	New with internet access
Electoral roll	Available	Available	Available	Most recent
Office	Available	Not Available	Not Available	Furnished with phone
Administration assistance	Available	Not Available	Not Available	Relevant to function

Table 2

Expense	Mayor	Deputy Mayor	Councillors	Monetary Limit
	Facilities Available/Not Available for Council business use			
<b>General Provisions</b>				
1.Spouse & Partner Expenses	Available	Available	Available	\$200 pa
2.Incidental	Available	Available	Available	\$50/day excluding meals \$100/day including meals
<b>Specific Provisions</b>				
1.Conferences and Seminars	Available	Available	Available	Mayor \$2,000 pa Councillors \$500 pa
2.Local travel arrangements and expenses	Available	Available	Available	Mayor \$500 pa Councillors \$250 pa
3. Travel outside the LGA -interstate	Available	Available	Available	Mayor \$500 pa Councillors \$250 pa
3. Travel outside the LGA -overseas	generally available	Not generally available	Not generally available	Requires full Council approval
4. Telephone & Internet	Available	Available	Available	\$50 per month combined
5. Insurance	Available	Available	Available	insurance coverage thresholds
6. Legal	Available	Available	Available	\$200,000pa
Training education and Professional Development	Available	Available	Available	Mayor \$1,000 pa Councillors \$500 pa
8. Care and other	Available	Available	Available	\$500 pa
9. Additional Mayoral Expenses	Not available	N/A	N/A	

Approving Authority	Oberon Council
Contact	Corporate Community Planner
Approval	13 November 2007: Item B2, Minute 20
Revised:	16 December 2008: Item B1, Minute 29 20 October 2009: Item B20, Minute 30
Revision Date	October 2011
Issue Date to Staff	22 October 2009

# Overseas Visits

(In accordance with Section 428 (2) (r) Local Government Act, 1993 and Clauses 217(1) (a) Local Government General Regulation)

*"details (including the purpose ) of overseas visits undertaken during the year by councillors, council staff or other persons while representing the council (including visits sponsored by other organisations)"*

Type	Number of Overseas Visits	Purpose
Councillors	Nil	
Staff	Nil	
Other	Nil	

# Councillor's Facilities & Expenses

(In accordance with Section 428(2) (f) Local Government Act, 1993 and Clauses 217 (1) (a1) (I – viii)

Type	Clause	Amount
Provision of dedicated office equipment allocated to Councillors	CI 217(1)(a1)(i)	5,644
Telephone calls made by councillors	CI 217(1)(a1)(ii)	0,421
Attendance of councillors at conferences and seminars	CI 217(1)(a1)(iii)	8,140
Training of councillors and provision of skill development	CI 217(1)(a1)(iv)	
Interstate visits by councillors, including transport, accommodation and other out of pocket travelling expenses	CI 217(1)(a1)(v)	
Overseas visits by councillors, including transport, accommodation and other out of pocket travelling expenses	CI 217(1)(a1)(vi)	
Expenses of any spouse, partner or other person who accompanied a councillor	CI 217(1)(a1)(vii)	
Expenses involved in the provision of care for a child or an immediate family member of a councillor	CI 217(1)(a1)(viii)	
<b>Total amount of money expended on the provisions of councillor facilities and the payment of councillor expenses</b>	<b>CI 217(1)(a1)</b>	<b>\$14,205</b>

# Senior Staff Remuneration

(In accordance with Section 428 (2) (g) Local Government Act, 1993 and Clause 217(1) (b) (i-v) Local Government Regulation)

*" a statement of the number of senior staff employed by the council during that year, together with a statement of the total amount of money payable in respect of the employment of senior staff, including money payable for salary, for the provision of fringe benefits and for all other on-costs connected with their employment"*

Council employed only one "Senior Staff" person according to the meaning of the Local Government Act 1993, being the General Manager. The total remuneration package for the General Manager for 2008/2009 was \$151,928.23 and includes;

- (i) The total value of the salary component of the package
- (ii) the total amount of any bonus payments, performance payments or other payments made to the member that do not form part of the salary component of his package,
- (iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the member may be a contributor
- (iv) the total value of any non-cash benefits for which the member may elect under the package,
- (v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits

# Contracts

(In accordance with Section 428 (2) (h) Local Government Act, 1993)

*“ details of each contract awarded by the council during that year (whether as a result of tender or otherwise) other than:  
(i) employment contracts (that is, contracts of service but not contracts for services), and  
(ii) contracts for less than \$100,000 or such other amount as may be prescribed by the regulations,  
including the name of the contractor, the nature of the goods or services supplied by the contractor and the total amount payable to the contractor under the contract.*

<b>Name of Contractor</b>	<b>Nature of Goods or Services Supplied</b>	<b>Total amount payable</b>
Pioneer Road Services Pty Ltd	Road Sealing	\$1,597,070
JE & HM Singleton	Plant Hire	\$435,227
B & G Haulage	Plant Hire	\$196,352
P & C Dwyer	Plant Hire	\$117,932
Oberon Sand & Gravel	Plant Hire	\$279,353
P & B Fitzpatrick	Waste Services	\$140,275
Earth Plant Hire Pty Ltd	Plant Hire	\$130,901
Gibbons & Saul	Plant Hire	\$50,297

# Bush Fire Hazard Reduction Report

(In accordance with Section 428 (2) (i1) Local Government Act, 1993)

*“ a report on the bush fire hazard reduction activities of council during that year including activities carried out under a bush fire management plan approved under the Rural Fires Act 1997”*

During the year, there were no notices issued under Section 66 of the Rural Fire Act 1997. Such notices require landowners to clear land in urban areas.

Picnic, recreation and roadside area slashing and spraying in rural areas were carried out as required. Roadside and recreation area slashing in urban and village areas were carried out on a regular basis.

State Forests, National Parks and Wildlife Services, and some private landowners conducted hazard reduction and land management burning throughout the Council area.

No funds were made available for trail maintenance works during the year.

# Programs for people with diverse cultural and linguistic backgrounds (CALD)

(In accordance with Section 428 (2) (j) Local Government Act, 1993)

*"details of programs undertaken by the council during the year to promote services and access to services for people with diverse cultural and linguistic backgrounds in a manner that is consistent with the principles of multiculturalism"*

During 2005- 2006 Oberon Council developed a new Social Community Plan for the ensuing 5 year. This involved consulting with various targeted community groups to ascertain their issues, priorities and strategies. Culturally and Linguistically diverse people were a target group. Results of the consultations can be seen in Council's new Social Community Plan 2006-2011.

## Activities for children

(In accordance with Section 428 (2) (r) Local Government Act, 1993 and Clause 217 (1) ('c) © Local Government General Regulation)

*"Details of the activities undertaken by the council during the year to develop and promote services and programs that provide for the needs of Children"*

### LIBRARY

- Simultaneous Storytime
- School class visits for book Week`
- Children's Book Week Display
- READEO - 19<sup>TH</sup> October, 2008, 600 participants
- Story time/Craft twice a month and weekly during school holidays for preschoolers and their carers
- Premiers Reading Challenge
- Pram walking in conjunction with Families First Play Group
- School holiday activities 6 sessions each holidays for 5-12 year olds - games, craft and activities
- Organised visits with activities for playgroups and school class
- Bulk loans on project topics for schools
- Support MS readathon entrants
- Work experience/ placement students from various schools
- Children's section complete with books, games, Lego and toys
- Youth section complete with books, magazines, computer, pamphlets, games and now playstation
- Assistance with homework and assignments
- Access to and help with online databases including high school group attending training sessions
- Access to yourtutor.com and on-line tutoring program
- Providing a safe community location for kids who might otherwise be roaming the streets - particularly in the holidays and evenings

### SWIMMING POOL

- Swimming Lessons held throughout pool season for all ages and abilities
- Stroke Correction held for children who are not yet at squad level but no longer require lessons
- Squad Training held for children who are good swimmers, to assist with training, skills, speed and endurance as well as dome stroke correction where needed
- Recreational Swimming
- Inflatable Sea monster was placed up to the children o play on every Sunday/
- End of season party involving games competitions, prizes and a BBQ – family orientated
- Hosted swimming carnivals for St Josephs, Oberon Public and Oberon High Schools
- Coursed in Bronze Medallion and Austswim (swimming and water safety) which were attended by students form Oberon High School
- School swimming lessons for St Josephs, Oberon Public, Black Springs and Hampton Schools with extra squad sessions for students from Oberon Public School

## GYMNASTICS

- Recreational Gymnastics held for 4-8 yr olds and for 8-15 yr olds
- Pre level Gymnastics held for any ages
- School Holiday Program

## YOUTH WEEK GRANT

Funding was received again for Youth Week 2009. A working party was set up with Key Council staff, students from Oberon High and St Joseph's Central School with the emphasis on youth playing an integral part in the planning and implementation of a Youth Week activity. This process resulted in a disco being run at the Oberon High School.

# Access & Equity Report

(In accordance with Section 428 (2) (r) Local Government Act, 1993 and Clause 217 (1) (d)(i) Local Government General Regulation)

*"a report (in the form required by the Department) on the council's performance in relation to access and equity activities to meet residents' needs outlined in the council's management plan relating to the year and undertaken by the council during the year"*

The following activities were included in Council's Management Plan. They were taken from the Social Community Plan 2006-2011. A continuity schedule of progress for the year is provided.

## SOCIAL COMMUNITY PLAN CONTINUITY SCHEDULE including access and equity activities

1 JUNE 2008 - 30 JUNE 2009			
Need	Target Groups	Strategy	Progress
Appropriate accommodation for the elderly and disabled (Respite Care)	Older People People with Disabilities	<p>Council has in the past participated in Service Plans for the Oberon Health Service. It is very disappointing that these approaches appear to have fallen on deaf ears, however Council will continue to be a crucial part in endeavors to;</p> <ul style="list-style-type: none"> <li>❖ Obtain 8 more high-level aged care beds</li> <li>❖ keep people in their own homes by securing more In-Home support packages</li> </ul> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Council representatives to attend Health Council meetings</li> <li>2. Regular feedback is given to Council on progress of Health</li> </ol>	<p>Mayor Bob Hooper and Councillor Margaret Grady members of Health Council</p> <p>Resolved that; Council endorses the public meeting to be held on 28 August 2006 at the Oberon RSL Club with the support of the Oberon Health Council, Oberon Business Association, and Local, State and Federal Members of Parliament to discuss the opportunities and possibilities for improved aged care facilities in the Oberon district <i>(Minutes Ordinary Meeting 8<sup>th</sup> August, 2006)</i></p> <p>Discussions held on 12th September, 2006 prior to September ordinary meeting with Nathalie Hansen and Jo Lucisona from the Australian Government Department of Health to discuss options and processes for obtaining additional aged care funding</p>

		<p>Council.</p> <ol style="list-style-type: none"> <li>3. Council to provide Health Council with any information on avenues of support</li>   <li>4. Council to actively assist in preparing and supporting submissions</li>   <li>5. Research Respite Avenues to determine if Council can assist either by lobbying for additional services or by coordinating information in an accessible database for the community.</li> </ol>	<p>Deputation with the Oberon Aged Care Committee Representatives to NSW Minister for Health, Hon. John Hatzistergos, accompanied by G. Martin MP IN Sydney on 28 November 2006 (<i>Mayoral Minute</i> , 12 December 2006)</p> <p>Aged Care Funding Report including Letter from Dept Health 29th November, 2006 providing details of the 2006 aged care approvals round. <i>Staff Report, Item B1, 16th January 2007</i></p> <p>Senator the Hon Santoro, Minister for Ageing – inviting input for the 2007-8 Aged care Approvals round by Friday 16 February 2007 - <i>Correspondence</i></p> <p>Resolved : That while recognizing the additional home care packages allocated, Council again stress the urgent need for additional aged care hospital beds in Oberon – <i>Minutes Ordinary Meeting 13/2/2007</i></p> <p>Resolved That</p> <ol style="list-style-type: none"> <li>1. The General manager be requested to aggressively pursue the development of Aged Care accommodation both high and low level and report to Council in regards to the various alternatives available</li> <li>2. To assist him in this process, he be allowed to call for expressions of interest and conceptual proposals if appropriate</li> </ol> <p>and</p> <ol style="list-style-type: none"> <li>1. The Minister for Health be requested to transfer Oberon to the Western Sydney Health Service</li>   <li>2. The local member be</li> </ol>
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			<p>advised of this request and his assistance sought on this matter  <i>Item P5 Ordinary Meeting, 12/6/2007</i></p> <p>Address by Mr Graham Parker re Greater Western Area Health asking that Council reconsider the move to Western Sydney Health Service in light of new information .  <i>Ordinary Council Meeting 11/12/2007</i></p> <p>Resolved: that a meeting be held with the P &amp; C and headmaster of the High School and the Primary School to discuss their concerns and discuss the options available for the community and that the local member be approached to endorse the proposal.  <i>Ordinary Council Meeting, 15/1/2008</i></p> <p>Resolved; that on the advice received regarding the suitability of the block that the resolution of Item C1 in the meeting of 11 December 2007 to put aside the land bound by Tasman, Parkes, Whalan and Earl Streets for a potential aged care site be rescinded.  <i>Ordinary Council Meeting, 15/1/2008</i></p> <p>Resolved: that no further action be taken in relation to securing the land bound by Ross Street, Curtis Street and the Common.  <i>Ordinary Council Meeting, 12/2/2008</i></p> <p>Resolved: that the problem of making arrangements to look after the short-term care of aged people in the period until the new aged care facility is established by highlighted to the State Government and it be noted that Council believes there is space available at the MPS which should be utilized for this purpose. <i>Ordinary Council Meeting, 13/5/2008</i></p> <p>Council was represented at the Aged Care Committee briefing on Nursing Home Project – <i>May 2008</i></p>
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		<p>Response from Dept of Health and Ageing that “there may be insufficient spaces for additional flexible residential care places at the Oberon multi-purpose service site without some restructure or renovation and this is why the recently approved places are delivered in community. 25 June 2008</p> <p>Aged Care Public Meeting 1/10/2008 , TV and Radio interview Mayoral Representation <i>Mayoral Minute 21 October, 2008</i> Special Meeting Bob Debus &amp; Councillors 1 October,2008 <i>General Managers Report 11 November2008</i></p> <p>Meeting with Bob Debus and Mayor regarding Aged Care 8 January 2008 <i>Mayoral Minute 20 January, 2009</i></p> <p>Meeting with Anne Tucker, CEO Columbia Homes and Mayor regarding Aged Care 15 January 2008 <i>Mayoral Minute 20 January, 2009</i></p> <p>Resolved : That the General Manager be authorized to enter into discussions with Cynynghame’s regarding a staged purchase of the land for the Aged Care Facility and provide a report to the February 2008 Meeting <i>Ordinary Council Meeting, 20/1/2009</i></p> <p>Resolved :That staff be asked to prepare a report on a survey of aged care needs to be carried out in conjunction with a function for seniors during Seniors Week in march 2009 and the Aged Care Committee be invited to participate. <i>Ordinary Council Meeting, 20/1/2009</i></p> <p>Resolved: That an option to purchase the land from N &amp; G Cunynghame on the corner of Albion Street and Tarana Road for the proposed development of a nursing home facility be authorized on the basis of a 20% deposit</p>
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			<p>being paid in advance and the residue of the funds being payable upon the completion of the three lot subdivision being registered within 12 months of entering into the contract for sale. <i>Ordinary Council Meeting, 17/2/2009</i></p> <p>The mayor attended a meeting with Aged Care Committee re Aged Care Survey 19 February, 2009 <i>Mayoral Minute 17 March 2009</i></p>
<p>Multi-Purpose Community Centre <i>(passive activities)</i></p>	<p>Children</p> <p>Young People</p> <p>Women</p> <p>Older People</p> <p>People with Disabilities</p> <p>Culturally &amp; Linguistically Diverse</p>	<p>Investigate expanding existing buildings and sites into a <i>distinctive</i> Community Centre for passive activities – <i>capitalising on existing</i> building and staff structures to meet the following needs;</p> <ul style="list-style-type: none"> <li>❖ Meetings</li> <li>❖ Special Interest Groups</li> <li>❖ Music Lessons</li> <li>❖ Service Providers Outreach</li> <li>❖ Exhibitions</li> <li>❖ Productions</li> <li>❖ Child-Care (during school holidays)</li> <li>❖ Parents room</li> <li>❖ Adult education</li> <li>❖ Arts &amp; Culture</li> <li>❖ Social Programs</li> </ul> <p>Recommended Sites;</p> <ol style="list-style-type: none"> <li>1. Library/Community Centre/Old Dentist Building</li> <li>2. Schools</li> </ol> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Conduct a specific needs assessment for a Multi-Purpose Centre by extensive specific consultation with the community (e.g. meetings,</li> </ol>	<p>Library Manager and Manager Governance have participated in a State Library funded project Strategic Positioning of Public Libraries with a view to capitalizing on existing buildings to meet community needs.</p> <p>Resolved : That the Quarter 2 management Plan review for 2006/2007 be received and noted Quarter 2 Budget Review provided \$4500 for Strategic Consultancy – Design Brief to address needs assessment.</p> <p>Presentation by Interagency Group at the Community Centre which addressed their specific issues in delivering their service, to express agreement and thanks for Councils decision to engage a consultant and to express a strategy for going ahead.</p> <ul style="list-style-type: none"> <li>○ Step 1 – Interim , minor improvements to existing Centre so it is functional</li> <li>○ Step 2 – Seek support and funding for a Community Development Officer Coordinating role</li> <li>○ Step 3 – Visioning for the future resulting from the consultancy work for a multi-purpose centre</li> </ul> <p><i>Special Meeting 6 March, 2007  </i></p> <p>Resolved: That the proposed meeting with Mr David Jones be deferred pending further discussions by Council. <i>Item P4 Ordinary Meeting 10/4/2007</i></p>

		<p>surveys, forums, essay/submission competitions) to determine what service delivery is required.</p>	<p>Resolved : That an invitation be extended to Mr Gerard martin to discuss the proposed submission from the Inter Agency Group in relation to the potential for provision of suitable premises for Interagency Activities</p> <p><i>Special Meeting 26 April, 2007</i>  Resolved: An initial budget allocation of \$10,000 be made to allow the commencement of the process of appointment of a suitable consultant.  <i>Ordinary Meeting 10 July, 2007</i></p> <p>Consultation Session with Councillors – Community Services Visioning Project, Anne Hopwood, Pinnacle Partnerships  <i>Ordinary Meeting November 2007</i></p> <p>Community and Interagency Consultations – November 2007</p>
<p>Multi-Purpose Recreation Centre  (active activities)</p>	<p>Children  Young People  Women  People with Disabilities</p>	<p>Investigate expanding existing centres into a <u>distinctive Sport and Recreation Centre</u> for active activities – <u>capitalising on existing</u> buildings and expanding professional services (youth and recreation officers)) to meet the following needs of the following</p> <ul style="list-style-type: none"> <li>❖ Organised sports for the youth</li> <li>❖ Extending the swimming season</li> <li>❖ Drug and Alcohol education and counselling embedded in programs</li> </ul> <p>Recommended Sites;</p> <p>1.Swimming Pool Complex/Tennis Courts and High School</p>	<p>RESOLVED: That</p> <ol style="list-style-type: none"> <li>1. Support be given, in principle, to the establishment of a Gymnastics Club in Oberon in accordance with the proposal submitted.</li> <li>2. Staff investigate and evaluate all means and manner of providing funding and report back to Council with full financial details.</li> </ol> <p><i>Item 29 Ordinary Meeting 10, April, 2007</i></p> <p>Resolved: An initial budget allocation of \$10,000 be made to allow the commencement of the process of appointment of a suitable consultant.  <i>Ordinary Meeting 10 July, 2007</i></p> <p>Consultation Session with Councillors – Community Services Visioning Project, Anne Hopwood, Pinnacle Partnerships  <i>Ordinary Meeting November 2007</i></p> <p>Community and Interagency</p>

		<p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Conduct a specific Needs Assessment for a Multi-Purpose Centre by extensive specific consultation with the community (e.g. meetings, interviews, surveys, forums, essay/submission competitions) to determine what service delivery is expected by the community with particular focus on target groups.</li> </ol>	<p>Consultations – November 2007</p> <p>Resolved: that prior to budgeting and opening the Pool next year, all groups be brought together to establish reasonable operating hours and services.</p> <p><i>Ordinary Meeting 11 December, 2007</i></p>
Child-Care	Children Women	<p>Facilitate Directors and Children's Services meetings to;</p> <ul style="list-style-type: none"> <li>❖ Encourage networking between services</li> <li>❖ Create an awareness in the community of what is available</li> <li>❖ Promotion of quality services</li> <li>❖ Investigate expansion of service – locations and availability</li> </ul> <p>Financial Assistance (Interest Free Loans) made available for people to set up as accredited Child-Care Places.</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Contact all Children's services and arrange a special child-care meeting in conjunction with Inter-Agency Meetings - Councillor Representative to attend.</li> </ol>	

		<ol style="list-style-type: none"> <li>2. Encourage regular attendance at Interagency meetings with the potential to fully explore Child-Care in Oberon</li> <li>3. Council to investigate availability of Interest Free Loans for accredited Child Carers</li> <li>4. Council to assist with provision of planning and regulatory information for accredited Child Carers</li> </ol>	
Communication and knowledge of existing services	All	<p>Council to coordinate a comprehensive database of available community services and activities.</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Compile a list of current services, a story about what they deliver and contacts.</li> <li>2. Publish the list (similar to Local Telephone Directory)</li> <li>3. Promote, educate and encourage participation in Inter-Agency meetings _ Councillor and Staff representative</li> <li>4. Develop a Neighbourhood Centre concept where the information is kept up to date and people have a one stop shop of where they can find things out or know that someone will – will also encourage people to use services.</li> <li>5. Continue with Community Notice</li> </ol>	<p>Manager of Governance, Library Manager, Information Centre Manager, Cashier and Records Clerk have formed a working group to compile a Community Services Directory using Council's website as a data base. This is done in normal work-time with no adjustment to ordinary workload or funding. Councillor Handelsmann attends update meetings.</p> <p>Notice Boards are kept up to date by the Library Manager.</p> <p>No meetings were held in Quarter 3 or 4 due to workload.</p> <p>Resolved that: No action be taken to accept the quote to print the booklet from Oberon Review Printing. <i>Item B11, Ordinary Meeting, 10 April 2007</i></p> <p>TAFE Student volunteers (2) updating the Community Directory at the Community Centre/Fleming Street.</p> <p>Community Radio Station Proposal Report received and noted</p>

		Boards 6. Investigate Council newsletters	Ordinary Meeting 17 February 2009
Policing <i>(Road Safety, Drugs &amp; Alcohol, Domestic Violence, Sexual Abuse, Unruly behaviours, bullying)</i>	Young People  Women	Organise a community forum/ information sessions in Oberon in conjunction with Police, Community Leaders and Citizens to develop a local "Crime Prevention" or "Well-Being Plan" that focuses on the responsibilities of all members of community to provide a place of safety and respect.  <b>Action Plan</b> 1. Liaise with all stakeholders to decide on timing, location, format and agreed outcomes 2. Conduct Forum/Information Sessions with an emphasis on prevention. 3. Develop Local Policing (Crime Prevention) Plan	RESOLVED: That all candidates in the election for the State Seat of Bathurst be requested to provide a commitment to increase Police numbers in the Central NSW Region, and in particular at Oberon. <i>Ordinary Meeting 13/2/2007</i> RESOLVED :That a letter be forwarded to the Police Superintendent and to the State Member, Mr Gerard Martin, expressing concern that Oberon does not have Police roster on at all times. RESOLVED: that a letter be written to local police inviting them to the January Meeting of Council. <i>Ordinary Meeting 11/12/2007</i>  RESOLVED: That Police Superintendent Mr Michael Goodwin and Deputy Inspector Lance McFawn are invited to address Council. Provided a summary of the Police Departments Community Safety Precinct Committee and outlined the reasons for replacing the former PACT committee with the new model <i>Ordinary Meeting 11/12/2007</i>
Public Transport	Women  Older People  People with Disabilities  Culturally & Linguistically Diverse	Council to investigate avenues for more public transport for ❖ Appointments ❖ Shopping ❖ Moving around Oberon  Recommendations Expand Care Car Service Taxi Vouchers  Action Plan	Lodged a Funding Application for Oberon Taxi Brokerage Voucher Scheme with the Ministry of Transport (MoT) Local and Community Transport to provide 1) Concession vouchers for eligible (transport and financially disadvantaged) persons in and around town. 2) Pre-paid vouchers 3) Subsidised Care Car

		<ol style="list-style-type: none"> <li>1. Investigate Taxi Voucher system for people moving around Oberon.</li> <li>2. Investigate demand for Care Car Expansion – liaise with stakeholders to determine optimal level of service</li> <li>3. See additional funding sources for an expanded service if required.</li> </ol>	<p style="text-align: center;"><b>Vouchers</b></p> <p>Grant was successful and scheme implemented September, 2007</p> <p>Fees and charges adopted <i>Ordinary Meeting October 2007</i></p> <p>Additional Funding Received \$8000 (net GST) from Ministry of Transport. <i>April 2008</i></p> <p>Resolved: That the General manager be delegated authority to thoroughly investigate this opportunity with staff and the Ministry of Transport addressing any concerns that Council may have and to submit a tend if appropriate. <i>Ordinary Meeting November 2008</i></p> <p>Tender submitted to DADHC for Community Transport <i>December 2008</i></p>
Disabled Parking	People with Disabilities	<p>Provide more appropriate and accessible facilities</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Arrange a day where Councillors and staff can try and get around town in a wheel chair to see what difficulties they encounter.</li> <li>2. Council staff to meet with a variety of stakeholders to reach agreement on the necessary level of services and to address inadequacies (e.g. access points over kerbs and locations, signage of toilets, public toilets)</li> <li>3. Program agreed priorities into Town Improvement Capital Works Programs</li> </ol>	<p>Resolved : That disabled parking bays and dual crossings be constructed at the front of the Royal Hotel, Commonwealth Bank and Mawhoods , and investigations be made into the possibility of the incorporation of the taxi rank into the work</p> <p>Resolved: That the disabled parking bays be monitored to establish usage patterns. <i>Item B3 Ordinary Meeting , 10April 2007</i></p>

Recognition of the Aboriginal Community In Oberon	Aboriginal & Torres Strait Islander	<p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Initiate further discussions with local Aboriginal &amp; Torres Strait Islander people and Councillors to establish how Council can achieve recognition of their local community.</li> </ol>	
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Access to Interpreting Services	Culturally & Linguistically Diverse	<p>Council should use professional interpreters and not family members and friends when discussing personal issues</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Train Council staff in how to use interpretative services (Migrant Support Worker at the Bathurst Neighborhood Centre is happy to do this free of charge)</li> </ol>	
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Access to culturally linguistically diverse information	Culturally & Linguistically Diverse	<p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Ensure Council staff are aware of the Migrant Support Service (also known as Community Settlement Scheme) at the Bathurst Information and Neighborhood Centre (BINC)</li> <li>2. Council to promote all the sources of information in any newsletters, information centres and publications</li> </ol>	
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Men's Health	Men	Oberon Health Council has a current focus on Men's	
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		<p>Health</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Invite a member of the Health Council to speak at a Council meeting on the initiatives they propose so that Council has an understanding and can provide support where required. (e.g. promotion, participation)</li> </ol>	
Better Co-operation between Oberon Council and villages	Newly Incorporated Area Burruga/ Black Springs	<p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Introduce a new target groups for next years Community Planning Consultation sessions to replace Burruga/Mt David to be named Villages and Rural (conduct session or sessions in different rural locations each year)</li> <li>2. Ongoing Councillor attendance at locality meetings throughout the year including (e.g. O'Connell, Burruga, Black Springs etc)</li> </ol>	<p>Resolved to; Include Edith &amp; O'Connell in action plan to promote better cooperation between Council and villages <i>(Minutes Special Meeting 22 August, 2006)</i></p> <p>Public meeting held at the O'Connell Church Hall on <b>Tuesday 6<sup>th</sup> February 2007</b> provide an opportunity for open discussion on matters relevant to the citizens of O'Connell.</p>
Rural Infrastructure	Newly Incorporated Area and Proposed New Target Group Villages & Rural	<p>Roads, Rubbish Tips, Cemeteries &amp; Recreation Areas</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Consult widely with all rural areas for their specific issues/needs</li> <li>2. Develop a comprehensive rural infrastructure management plan</li> </ol>	<p>Resolved: That staff be requested to evaluate possible infrastructure required in the other village areas and invite the general public to make submissions prior to the estimates meeting. <i>Ordinary Meeting 17 March 2009</i></p>

Need to balance environment requirements and economic developments	Business	<p><b>Action Plan</b> Oberon Council must have a well developed long term land management plans</p> <ol style="list-style-type: none"> <li>1. Urgent priority is given to the development of a Local Environment Plan with emphasis on quality (good long term planning) that gets the balance right.</li> <li>2. Extensive Community Consultation and input</li> <li>3. Zoning</li> <li>4. Council to actively object to state directives – lobby for local input</li> </ol>	Draft specific studies have been completed and reviewed. The Director of Development provides regular updates on this progress to Council.
Economic development in business and industry needs Councils help and support	Business	<p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Council to develop an economic development function of Council to support and attract business</li> </ol>	Economic Development Officer commenced duties 2006.
Strategic Planning	Councillors	<p>Elected members time can be taken up with day-to-day issues so they have no time to deal with strategic issues</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Raise awareness of elected members as to lack of strategic planning</li> <li>2. Allocate resources (time, money &amp; commitment) for strategic planning - Discussion sessions &amp; training</li> <li>3. Develop sound strategic policy (clear direction) so that day-to-day issues</li> </ol>	<p>Strategic Planning meeting convened.</p> <p>Special Meeting held in the Council Chambers on TUESDAY, 22 AUGUST 2006 to discuss with staff matters relating to the Governance Health Check and Strategic Planning.</p> <p>Matters listed for discussion included:</p> <p>2006/2007 Management Plan Social/Community Plan Oberon Waste Disposal Site (referred by Council on 13 June 2006) Ordinary Meeting 13/2/2007</p>

		<p>can be carried out by Council staff.</p> <p>4. Continuously improve communication to Council members by staff</p>	<p>RESOLVED: That Council endorse some form of the Local Government &amp; Shires Association's Option 3 for future long term strategic planning.</p> <p>As Council can no longer just accept nor expect the natural gradual expansion of Oberon nor accept the negative predictions of State Departments and Consultants, it is considered appropriate that the current Council should set appropriate parameters for the future planning of Oberon's development to guide and over-ride all associated plans such as, Community Strategy Plan incorporating Communicating Social Plan including Library plan, Arts &amp; Culture etc. State of Environment Plan, etc leading to the Management Plan Annual Report.</p> <p>RESOLVED: That Council allocate separate meetings and time, including extensive public involvement, comment and debate, to consider the assessment of current trends and projected changes including population growth, transport routes, climate change, industrial development, expansion and diversification of factories, tourism expansion, retirement, tree change, movement from the city and residential demands and other influences to determine appropriate population projects and development aims and needs for the future long term planning of the Oberon area.</p>
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Information for Councillors	Councillors	<p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Make available more information sessions for Councillors on the following, <ul style="list-style-type: none"> <li>❖ Strategic Management</li> <li>❖ Asset Management</li> <li>❖ Reading &amp; Understanding Financial Reports</li> <li>❖ Legislation</li> </ul> </li> </ol>	<p>Performance Assessment of Senior Staff – Workshop, Resolved that Councillors register their interest in the workshop. <i>Minutes ordinary meeting 12/12/2006, Item 14)</i></p> <p>Deferred pending further contact with a view to confirmation of interest by other Councils in Centroc <i>Minutes ordinary meeting 16/1/2007 Item B12</i></p> <p>Asset Management-Councillors Information Session 21/5/2007 <i>Item P2 Staff Report</i></p> <p>Councillor Information training Governance – 30 October, 2008 <i>General Managers Report 11/11/2008</i></p> <p>Resolved: That a letter be written to the LGSA requesting tailored training for Councillors to be conducted on suitable weekends in Oberon. That the Mayor and Councillor Handelsmann be nominated to attend the Sustainability for Councillors training to be held on 6 March 2009. That a letter be written to the Dept of Local Govt in respect to Councillor Information Seminars advising more suitable locations and times are required to enable Councillors who wish to attend and also that the</p>

			courses conducted by LGSA be accredited. <i>Ordinary Meeting 17 February 2009</i>
Leadership	Councillors	<p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Listen to Public – Community Social Planning will be an annual engagement of the community seeking their needs and priorities</li> <li>2. Set goals/objectives with meaningful performance measures.</li> <li>3. Monitor performance measures</li> </ol>	<p>Quarterly Management Plan reviews 2006-2007 incorporate Performance measures as defined in Management Plan</p> <p>Resolved: That Gerry Holmes be engaged to conduct Councillor Training in house and that Privacy, Confidentiality, Declarations of Interest and Meeting Procedure be included in the training program to be held in the evening on a week day to be determined following consultation with the trainer.</p> <p><i>Ordinary meeting 19 May 2009</i></p>
<p><b>NEXT 4 YEARS</b> <b>1 JUNE 2007 – 30 JUNE 2011</b></p>			
Need	Target Group	Strategy	Progress
A good education	Young People	<p>Organise a community forum/ information sessions in Oberon in conjunction with Teachers, Parents and Students to develop a marketing plan for Oberon Schools – promoting their distinctive benefits and crucial role in Oberon's social structures (<i>simply spectacular</i>)</p> <p><b>Action Plan</b></p> <ol style="list-style-type: none"> <li>1. Liaise with all stakeholders to decide on timing, location, format and agreed outcomes</li> <li>2. Conduct Forum/Information</li> </ol>	<p>Resolved: That the petition from Burruga residents in relation to the closing of the Burruga School be endorsed and be forwarded to the Minister of Education (a copy to be forwarded to the local member) seeking prompt action for the re-opening of Burruga Public School, pointing out that the community is very active in seeking the re-opening of the isolated school in view of the potential developments in the forestry industry</p>

		<p>Sessions</p> <p>3. Develop Marketing Plan</p>	<p>and Council's intention, through the LEP to expand the village zone. <i>Ordinary Meeting 9 October, 2007</i></p> <p>Resolved: that Council's original approach to seek a delegation with the NSW Minister for Education for representatives of Council and the Burruga community proceed. <i>Ordinary Meeting 15 January, 2008</i></p> <p>Resolved : that a letter be written asking whether it is possible to have the Burruga School reopened on a trial basis for 12 months, if not, Council wishes to pursue a meeting with the Minister. That a meeting be facilitated at Burruga for residents and owners to provide a presentation on the future for development in the village area <i>Ordinary meeting 12 February, 2008</i></p> <p>Supplementary Staff Report to the <i>11 March</i> <i>Ordinary Meeting.</i></p> <p>Resolved: that a letter be sent to the Regional Director of Education advising that there are six enrolments at Burruga School and Council believes the should be reopened. <i>Ordinary Meeting 13 May, 2008</i></p> <p>Resolved : (re Burruga School) that Council write to Peter Harvey requesting that the Department advise Council when and where the public</p>
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			<p>meeting will be held and a copy of the letter be forwarded to Gerard Martin</p> <p><i>Ordinary Meeting 10 June, 2008</i></p> <p>TV and Radio interview</p> <p>Mayoral Representation</p> <p>Burruga School</p> <p><i>Mayoral Minute 21 October, 2008</i></p>
<p>Multi-Purpose Community Centre <i>(passive activities)</i></p>	<p>Children</p> <p>Young People</p> <p>Women</p> <p>Older People</p> <p>People with Disabilities</p> <p>Culturally &amp; Linguistically Diverse</p>	<p><i>Action plan continued from 2006-2007</i></p> <p>2. Develop a concept plan</p> <p>3. Seek funding sources (Grants, Sec 94, Reserves, Loans)</p>	<p>Resolved: After consultation with the working groups, \$68,000 be made available to cover the cost of developing and costing concept plans for a multi-purpose community centre and multi-purpose. McGregor Projects be appointed to work with the working group on the multi-purpose centre.</p> <p><i>Ordinary Meeting, 13<sup>th</sup> May 2008</i></p> <p><b>Working Group Meetings</b></p> <p><i>20/5/2008</i></p> <p><i>26/5/2008</i></p> <p><i>11/6/2008</i></p> <p><i>2/7/2008</i></p> <p><b>Public Meetings</b></p> <p><i>6/8/2008</i></p> <p><i>3/9/2008</i></p> <p>RESOLVED: That consideration be given to inclusion in the 2008-2013 Management Plan of provision for recreation ground facilities, multi-purpose community centre and the multi-purpose recreation centre.</p> <p><i>Meeting 8 June, 2008</i></p> <p>RESOLVED: That the Recreation Ground Amenities, Multi-Purpose Community Centre and Multi-Purpose Sport &amp; Recreation Centre</p>

			<p>projects be included in the Management plan subject to the funds being available.  <i>Meeting 8 June, 2008</i></p> <p>Multi-Purpose  Community Centre  Working Group Meeting  20 &amp; 26 May, 2008</p> <p>Multi Purpose  Community Centre  Working Group Meeting  2 July 2008</p> <p>At the <i>Ordinary Meeting 8 July, 2008</i> Corporate and Community Planner, Toni Dwyer was asked to present the options that had been identified by Architect Sue McGregor and agreed with the Multi-Purpose Community Centre Working Group. Grants Officer Sara Knox was also invited to address the meeting to outline funding opportunities associated with the various options.  Resolved: That Health Services Advisory Council member Jill Evans be invited to speak about the possibility of the dentist and optometrist being relocated to the MPS. – Jill Evans advised that there is space available at the MPS however GWAHS has not approved any funding at this stage.</p> <p>Resolved: That the Multi-Purpose Community Centre Working Group be</p>
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			<p>advised that Council is not in favor of demolishing the existing Community Centre and Dental building. Council would like the architect to investigate the necessary improvements and alterations to the existing buildings and include assessment by the architect of the Red Door Café as a community centre in the planning process. <i>Ordinary Meeting, 8 July 2008</i></p> <p>Resolved: That the General manager be authorized to negotiate a purchase price and proceed to purchase the premises adjacent to the existing dental building in Dart Street, Oberon. <i>Ordinary Meeting, 8 July 2008</i></p> <p>Resolved: That the General manager be authorized to provide information in a press release outlining how current concept plans for a Multi-purpose Centre and Multi-Purpose Sport &amp; Recreation Centre will be funded including significant grant funding. <i>Ordinary Meeting 9 September, 2008</i></p> <p>Resolved: That the issue of the Multi-purpose Community Centre be deferred to a special meeting at a date to be set to enable the elected members time to gather</p>
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			<p>information and be properly briefed with the view of allowing informed discussion</p> <p>That staff be asked to evaluate the opportunity of potential grant funding</p> <p>That the Committee be thanked for their input <i>Ordinary meeting 21 October, 2008</i></p> <p>Sue McGregor Consulting Architect provided a review of the consultative processes and resulting plans for the Multi-Purpose Community Centre <i>Special Meeting 5 February 2009</i></p> <p>Resolved: That architect Mrs Sue McGregor be asked to finalise the costing of the concept plan for the Multi-purpose Community Centre to facilitate application for grant funding. <i>Special Meeting 5 February, 2009</i></p> <p>Other- Council Provision of Social Infrastructure Resolved: That staff be asked to report on the following items in relation for consideration at the first estimates meeting.</p> <ol style="list-style-type: none"> <li>1. Obtain details of all possible grants and the contribution required by Council to be successful</li> <li>2. Assess the available funding by Council from existing and future finances</li> <li>3. The feasibility of loans and possible contribution required of the community.</li> </ol>
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			<p>4. The feasibility of scaling down the projects to make them more affordable. For example, we should ensure that the library can be expanded as required without it being held up awaiting a grant for the total MPCC project. E.g. perhaps this could be done by amending the plans so that it can be developed in states.</p> <p>5. Alternative options for providing these facilities. <i>Ordinary Meeting 17 March, 2009</i></p> <p>Resolved: That the major capital projects including the community centre and other projects be reviewed at a date to be set following the estimates meeting. <i>Ordinary Meeting 21 April 2009</i></p> <p>Resolved : 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 plans. <i>Ordinary Meeting 19 May, 2009</i></p> <p>Resolved: 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. <i>Ordinary Meeting 19 May, 2009</i></p>
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			<p>That an estimate of costs be prepared for the renovations to the existing Community Centre to include:</p> <ul style="list-style-type: none"> <li>▪ Floor coverings</li> <li>▪ Improved and more efficient heating</li> <li>▪ Access and facilities for the disabled</li> <li>▪ Alterations to internal walls and fitting to provide more usable areas;</li> <li>▪ Glass/door area t rear</li> </ul> <p>Subject to consultation with the current main users to clarify the necessary renovations considered appropriate. <i>Ordinary Meeting 19 May, 2009</i></p> <p>Resolved: That the proposed format and wording of the survey be approved by council and that the survey be carried out of ratepayers. <i>Ordinary Meeting 19 May, 2009</i></p> <p>Resolved That</p> <ol style="list-style-type: none"> <li>1. Council prepare a cost grid of the two major infrastructure projects i.e. Multi-purpose commu7nity centre and multi-purpose sports centre with alternate options of stand alone development of a separate community centre valued at approx \$1.5 million and also the covering of the swimming pool</li> <li>2. A document</li> </ol>
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			<p>when approved by Council is mailed to every ratepayer and distributed around Oberon.</p> <p>3. Staff be authorised to appoint a consultant, funded from Section 94 contributions, to carry out the infrastructure survey of ratepayers.</p> <p><i>Ordinary Meeting 16 June 2009</i></p>
<p>Multi-Purpose Recreation Centre (active activities)</p>	<p>Children</p> <p>Young People</p> <p>Women</p> <p>People with Disabilities</p>	<p><i>Action plan continued from 2006-2007</i></p> <p>2. Develop a concept plan</p> <p>3. Seek funding sources (Grants, Sec 94 Reserves, Loans)</p> <p><i>Amended 11 October 2008, Ordinary Meeting</i></p> <p>2. Develop a concept plan which incorporates the gymnastic club, gymnasium and movement based therapy</p> <p>3. Seek funding sources (Grants, Sec 94 Reserves, Loans)</p>	<p>Resolved: that the sporting bodies, school principals and the P &amp; Cs be invited to make submissions on a 25 year strategic plan for sporting facilities in the Oberon Council area; that Councillors arrange to go and inspect appropriate facilities.</p> <p><i>Ordinary Meeting, 11 March 2008</i></p> <p>Resolved: After consultation with the working groups, \$68,000 be made available to cover the cost of developing and costing concept plans for a multi-purpose community centre and multi-purpose. Faculty Design group be appointed to work with the working group on the multi-purpose sport and recreation centre.</p> <p><i>Ordinary Meeting, 13<sup>th</sup> May 2008</i></p> <p>Working Group Meetings 215/2008</p>

			<p>285/2008 126/2008 30/6/2008</p> <p><b>All School Meetings</b> 9/8/2008 18/8/2008 24/8/2008 (Wallerawang visit) 9/9/2008 (School Principal &amp; Grants Officer) 26/9/2008(school Principal) 15/10/2008 ( Schools &amp; Sporting Groups)</p> <p>Resolved : that a Councillor visit to the Multi-Sport and recreation Centre at Blayney be undertaken on Thursday 12<sup>th</sup> June 2008, starting at 9am from the Council Chambers and a visit to Gilgandra be undertaken on Thursday 26<sup>th</sup> leaving at 7am from the Council Chambers <i>Ordinary Meeting, 13<sup>th</sup> May 2008</i></p> <p>Multi- Purpose Sport &amp; Recreation Centre Working Group Meeting 21 &amp; 28 May, 2008.</p> <p>RESOLVED: That consideration be given to inclusion in the 2008-2013 Management Plan of provision for recreation ground facilities, multi-purpose community centre and the multi-purpose recreation centre. <i>Meeting 8 June, 2008</i></p> <p>RESOLVED: That the Recreation Ground Amenities, Multi-Purpose Community Centre and Multi-Purpose Sport &amp; Recreation Centre projects be included in the Management plan subject to the funds being available.</p>
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			<p><i>Ordinary Meeting 8 June, 2008</i></p> <p>RESOLVED: That the Recreation Ground Amenities Block be deferred subject to discussions with the Oberon Schools regarding the Local Schools Working Together Program and that an application be prepared to apply for funding for the Multi-purpose Sport and Recreation Facility.</p> <p><i>Ordinary Meeting 12 August, 2008</i></p> <p>RESOLVED: That the General manager be authorized to provide information in a press release outlining how current concept plans for a Multi-purpose Centre and Multi-Purpose Sport &amp; Recreation Centre will be funded including significant grant funding.</p> <p><i>Ordinary Meeting 9 September, 2008</i></p> <p>Resolved: That Council submit an application for grant funding under the Local Schools Working Together Program for the maximum funding available \$2.5M. A Quantity surveyor or cadastral surveyor be engaged to provide detailed costing of the facility in order to satisfy the requirements of the grant application</p> <p><i>Ordinary Meeting 9 September, 2008</i></p> <p>Grant submitted October 2008</p> <p>Resolution to amend Social Community Plan</p>
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		<p>in response to call for contributions to Sport and Recreation Facilities 25 Year Plan by the General Manager.  <i>Ordinary Meeting 11 November, 2008</i></p> <p>Resolved: That a comparative cost be sought for a sprung floor vs concrete floor in the proposed Multi-purpose Sport &amp; Recreation facility.  <i>Ordinary Meeting 16 December 2008</i></p> <p>Resolved: That staff make an application for funding under the Federal Government Regional and Local Community Infrastructure Program for the Multi-purpose Sport &amp; Recreation Centre for the full value of the project  <i>Ordinary Meeting 16 December 2008</i></p> <p>Grant submitted  December 2008</p> <p>Resolved : That it be noted that Councillor e is concerned about the process with regard to applying for a grant for the Multi-purpose Sport &amp; Recreation Centre and the direction to staff to apply for a grant under the Jobs Fund be recorded in the minutes of the 7 May 2009 Special Meeting  <i>Ordinary Meeting 19 May 2009</i></p> <p>Resolved : That the community be consulted</p>
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		<p>in regards to providing funds to repay any necessary borrowings for inclusion of community infrastructure program in council's future asset plans.  <i>Ordinary Meeting 19 May, 2009</i></p> <p>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,  <i>Ordinary meeting 19 May 2009</i></p> <p>Resolved: That the proposed format and wording of the survey be approved by council and that the survey be carried out of ratepayers.  <i>Ordinary Meeting 19 May, 2009</i></p> <p>Resolved That</p> <ol style="list-style-type: none"> <li>4. Council prepare a cost grid of the two major infrastructure projects i.e. Multi-purpose community centre and multi-purpose sports centre with alternate options of stand alone development of a separate community centre valued at approx \$1.5 million and</li> </ol>
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			<p>also the covering of the swimming pool</p> <p>5. A document when approved by Council is mailed to every ratepayer and distributed around Oberon.</p> <p>6. Staff be authorised to appoint a consultant, funded from Section 94 contributions, to carry out the infrastructure survey of ratepayers.</p> <p><i>Ordinary Meeting 16 June 2009</i></p>
<p>More Space for the Equestrian Centre (as amended 11/11/2008)</p>	<p>Women</p> <p>Young People</p> <p>Children</p> <p>Men</p>	<p>1. Provide assistance to research site for expansion.</p> <p>2. Provide grant officer assistance for the ECO to seek funding assistance.</p>	
<p>Recreation Ground @ O'Connell (as amended 11/11/2008)</p>	<p>Women</p> <p>Young People</p> <p>Children</p> <p>Men</p>	<p>1. Research possible safe and accessible locations with the O'Connell community.</p> <p>2. Develop a concept plan with a committee that incorporates The ability to host sports carnivals, full scale matches of soccer and cricket and community events</p> <p>3. Cost facility</p> <p>4. Factor into strategic plans and priorities</p> <p>5. Seek funding sources( Grants, Sec 94 Reserves, Loans)</p>	

<p>Black Springs BMX and Skate Park (as amended 11/11/2008)</p>		<ol style="list-style-type: none"> <li>1. Conduct consultations with Black Springs Community to determine if this idea is a community priority and need.</li> <li>2. Research sites</li> <li>3. Concept Plan</li> <li>4. Cost</li> <li>5. Factor into strategic plans and priorities</li> <li>6. Seek funding sources (Grants Sec 94, Reserves, Loans)</li> </ol>	
<p>Social Problems of  Sexual abuse, domestic violence, drugs &amp; Alcohol, Depression, Suicide, Loneliness</p>	<p>Women  Young People  Men  Older People</p>	<p>Expand Council's involvement in social well-being. Council to seek out programs where they can become involved either alone or in conjunction with other service providers (e.g. Department of Health, Service Clubs etc)</p> <p>Action Plan</p> <ol style="list-style-type: none"> <li>1. Staff be given resources (time mainly) to search circulars, attend conferences regarding social issues, seek funding opportunities</li> <li>2. Council to be given regular information of available programs for their consideration</li> </ol>	<p>Attendance at Interagency Meetings by Councillor Handelsmann and staff.</p> <p>Resolved : That the Oberon community be encouraged to participate in the Australian Rural Mental Health Study <i>Ordinary Meeting 14 August, 2007</i></p> <p>Resolved : that the consultation process to establish an alcohol-free zone in Oberon Street starting at North Street and going through to Duckmaloi Road and at The Common for 10pm to 6 am be implemented <i>Ordinary Meeting 11 December, 2007</i></p> <ul style="list-style-type: none"> <li>▪ Resolved that::</li> <li>▪ An advertisement be placed in the Oberon Review advising that Oberon Street from North Street through to Duckmaloi Road and the Common</li> </ul>

			<p>form 10 pm to 6 am will be alcohol free zones starting from 7 days following the newspaper notice.</p> <ul style="list-style-type: none"> <li>▪ The police be consulted about signs in the affected roads and carparks.</li> <li>▪ As a minimum, signs be placed at the outer limits of the zones, at the site of specific trouble spots (as indicated by the police) and at other suitable intervals within the zones.</li> <li>▪ The policy is reviewed in three years.</li> </ul>
Appropriate accommodation for the elderly and disabled	Older People People with Disabilities	<p>Self-care Units</p> <p>Ensure Council's Self-Care Units are meeting community expectations.</p> <p>Action Plan</p> <ol style="list-style-type: none"> <li>1. Consult regularly with residents</li> <li>2. Undertake a study of anticipated future needs (including layout designs - maybe 2 bedroom units) with a long term planning motive.</li> <li>3. Incorporate the maintenance and repair of Buildings in Council's</li> </ol>	<p>Conducted regularly by Development Department.</p>

		comprehensive Asset Management Plans.	
More district nursing hours to enable service delivery to out of town	Older People People with Disabilities	District nursing can only service a small perimeter around the town with existing funding.  Action Plan Approach Oberon Health Council to see what joint lobbying activities can be undertaken to improve this situation.	
Recognition of the Aboriginal Community In Oberon	Aboriginal & Torres Strait Islander People	<i>Action plan continued from 2006-2007</i> Action Plan 1. Organise a morning tea or celebration during these period's where Councillors, Community Leaders and Citizens are invited 2. Invite Aboriginal people to speak at the above functions to achieve recognitions and an understanding of where they are coming from.	
Education of the community regarding Aboriginal culture	Aboriginal & Torres Strait Islander People	Explore avenues for providing cultural awareness training for the wider community Action Plan 1. Information displays at Library and Information Centre, Council Chambers. 2. Invite an Aboriginal representative to attend a Council meeting to discuss culture and issues. 3. Attendance or representation at	

		Aboriginal Land Council meetings by members of Council.	
Culturally & Linguistically People (CALD) need to be part of the community	Culturally & Linguistically Diverse	<p>Action Plan</p> <ol style="list-style-type: none"> <li>1. Council to display a multilingual welcome poster</li> <li>2. Council to hold a yearly morning tea for CALD residents to acknowledge them and their contribution to the community. Also an opportunity to welcome newcomers, for story-telling (everyone has one) and an opportunity to update Community Plan and</li> <li>3. Council to promote Harmony Day (21 March)</li> <li>4. Directly target CALD residents to encourage them to participate in community events.</li> </ol>	
More events to widen culture and bring in outside money		<p>Action Plan</p> <ol style="list-style-type: none"> <li>1. Council to support major events and promotions with a focus on residents first. If the residents are satisfied the visitors will follow.</li> <li>2. Seek more cultural events</li> <li>3. Council to be open to assist in supporting opportunities to provide good venues for events.</li> </ol>	<p>Appointment of Oberon representative to Arts Outwest Board  <i>Ordinary Meeting August, 2007</i>  <i>Ordinary Meeting October 2007(Christine Parker)</i></p> <p>Support for 2007 Community Christmas Street Part n 14  December August, 2007  <i>Ordinary Meeting August, 2007</i></p> <p>Resolved: That Council provide \$1000 for the conduct of the Readeo by the Library  <i>Ordinary Meeting September, 2007</i></p> <p>Resolved that:  1. The Community Christmas Street Party</p>

			<p>be adopted as an annual event with support from Council in the form of provision of the public address system, road closure and assistance with promotion.</p> <p>2. The Photographic Competition be adopted as an annual event, subject to the acquisition of sponsorship for payment of prizemoney, with support from Council in the form of co-ordination, conduct and promotion.</p> <p>3, A letter be written to local schools inviting them to nominate a student representative to attend Events Committee meeting.</p> <p>4. A sub-committee of the Events Committee be formed to co-ordinate and conduct the Daffodil Festival of Spring Gardens</p> <p>5. The cost of the printing of suitable brochures to promote the Daffodil Festival of Spring Gardens be investigated.</p> <p>6. The celebration of the 2008 International Year of the Potato be included in the festival program and the matter referred to Jenny Hansen for suggestions as to suitable ways to celebrate.</p> <p>7. a) Council support the concept of a month-long festival, incorporating a "Biking Weekend" and other selected events,</p>
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		<p>commencing with the annual Oberon Sow, ending with the Kowmung Music Festival;</p> <p>b) the proposal be publicized, seeking feedback from the community;</p> <p>c) the full support of community groups be sought; and the matter be included as the major topic for discussion at the next meeting of the Events Committee.</p> <p>8. A sub-committee of the Events Committee be formed to assist with planning for the visit by participants in the Great Escapade bike ride.</p> <p><i>Ordinary Council Meeting 12 February, 2008</i></p> <p>Resolved: Council support in principle, the concept of the proposed Highland Steam and Vintage Fair to be conducted in conjunction with the annual Oberon Show and as part of the proposed new festival for Oberon... The draft program for the new festival be endorsed.</p> <p><i>Ordinary Meeting 9 September, 2008</i></p> <p>Resolved : That subject to inclusion in Council's insurance policy, arrangements be put in place for a Free Community Push Bike Ride on a Sunday early in January 2009 including provision for escort vehicles, signage, advertising, a BBQ lunch for participants and free</p>
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			<p>entry to the Oberon Pool at the conclusion of the ride  <i>Ordinary Meeting 16 December 2008</i>          Resolved : The Daffodil Festival of Spring Gardens be included in the events calendar again in 2009          The naming of the new festival be the Oberon and Villages Summer Festivals and the draft program.  <i>Ordinary Meeting 16 December 2008</i>          Resolved: That Wayne Cooper be invited to provide a presentation to Council outlining the activities and promotion of the Summer Festival.  <i>Ordinary Meeting 17 February 2009</i>          Resolved: That Council provide assistance to the Oberon Vintage and Collectors' Club Inc in identifying a suitable site for the 2010 Highlands Steam &amp; Vintage Fair. Council assist to encourage to community to co-ordinate a music event (facilitated by Council) for the official closing of the 2010 Oberon &amp; Villages Summer Festival  <i>Ordinary Meeting 16 June 2009</i></p>
<p>New Ideas</p>	<p>Older People Men</p>	<p>Optometrist Service, University of the 3<sup>rd</sup> Age Men's Shed</p>	<p>Resolved : That a representative of Men sheds Australia be invited to address Council on the establishment of a Meshed in Oberon  <i>Ordinary Meeting 11 September, 2007</i>          Resolved : that an initial subscription be made to Mensheds Australia at a</p>

cost of \$270 at this stage to assist the Mensheds. General Manager to find an interested independent body.

*Ordinary Meeting 11 December, 2007*

Resolved: Further investigations into the Men's Shed project be undertaken and the Economic Development Officer investigate possible grants to assist with the development of "The Men's Shed".

*Ordinary Meeting 8 July, 2008*

Resolved: That a donation of \$500 be provided to the Oberon Men's Shed to assist with establishment costs.

*Ordinary Meeting 16 June 2009*

# Section 67 Resolutions to carry out work on Private Land

(In accordance with Section 428 (2) (k) Local Government Act)

*"details or a summary ( as required by section 67 (3) of resolutions made during that year under section 67 concerning work carried out on private land and details or a summary of such work if the cost of the work has been fully or partly subsidised by the council, together with a statement of the total mount by which the council has subsidised any such work during that year"*

No resolutions

# Miscellaneous Statements required under Local Government Act

(In accordance with Section 428 (2) (l, o, p, q) Local Government Act)

2008-2009	
Total amount contributed or otherwise granted under section 356	\$29,565
External bodies (such as county councils) that during that year exercised functions delegated by the Council	
Companies in which the council(whether alone or in conjunction with other councils) held a controlling interest during the year	
Partnerships, co-operatives or other joint ventures (including public-private partnerships) to which the council was a party during that year	

# Human Resource & Equal Employment Opportunity Activities

(In accordance with Section 428 (2) (m)(n) Local Government Act)

*“a statement of the human resource activities (such as training programs) undertaken by the council during that year”*

*“a statement of the activities undertaken by the council during that year to implement its equal employment opportunity management plan”*

An organisational restructure resulted in Human Resources being returned to the Manager of Corporate Services with the Human Resources Assistant reporting directly to this position. During this period, the present Human Resources Assistant was replaced with a Relief staff member while the present incumbent was on maternity leave. These disruptions resulted in limited Human Resource activities being undertaken. However, the following achievements were commenced or completed:

- Significant development of the payroll function within Civica Authority
- Recruitment and Selection of staff
- Administrative activities associated with Council's performance appraisal process
- Provision of staff
- Commencement of Workforce Planning
- Commencement of an overall Human Resources Strategy
- Evaluation of and training in Council's salary structure and systems
- Commencement of transfer of Human Resource information from Fujitsu to Civica Authority
- Commencement of updating Staff policies
- Maintenance of Human Resources Filing System and Archiving
- Maintenance of Training Plan
- Development and implantation of exit interview pro-forma
- Reporting of incidents and injuries
- Injury and return to work management
- Workers compensation and claims management
- Evaluation of new Employee Assistance Program providers
- Referrals to the Employee Assistance Program
- Promotion of Occupational Health and Safety
- Industrial relations advice and advocacy
- Job evaluation to determine appropriate salaries for positions
- Promotion of Equal Employment Opportunity, principles and obligations
- Development and implementation of new employee induction checklist
- Monitoring of Human Resource practices in accordance with Better Practice Review requirements
- Completion of an employee opinion survey
- Commencement of Volunteer management and development of related policies and procedures

Council's employee training requirements continues to be reviewed and updated on individual and corporate levels. Training provided included:

- Code of conduct
- Employee inductions
- Back Hoe Operation
- Chain Saw Operation
- Excavator Operation
- Forklift Operation
- Government Information (Public Access) Act
- Incident Investigation
- Manual Handling
- OHS Consultation for New Committee Members
- OHS General Induction (WorkCover Blue Card)
- RTA Apply Traffic control Plans (Yellow Ticket)
- RTA Traffic Control (Blue Ticket)
- Safe use of Explosive Power Tools

- State Cover RTW Refreshers
- Use of fire extinguishers

Oberon Council remained committed to the principles of its current equal employment opportunity plan. The Equal Employment Opportunity (EEO) plan identifies objections Council wishes to achieve in key areas to ensure that it is adhering to EEO principles including: Recruitment and selection of staff, Job Advertisements, Duty Statements, Interview's and conditions of employment, Anti-discrimination, Harassment and Exit Interviews

## National Competition Policy

(In accordance with Section 428 (2) (r) Local Government Act and Clause 217(1) (d) Local Government General Regulation)

- (ii) a list of category 1 business activities of the council, and
- (iii) a list of the Category 2 business activities of the council and
- (iv) a statement of expenses, revenues and assets in relation to each Category 1 business activity, and
- (v) a summary of the progress of the council in implementing the principles of competitive neutrality, and
- (vi) a statement regarding the establishment of a complaints handling mechanism for competitive neutrality complaints, and as to the manner in which the council publicises and makes the mechanism known to the public, and
- (vii) a comparison of the actual performance of each Category 1 business activity of the council (measured in accordance with the criteria set out in the relevant management plan) with its projected performance (outlined in the management plan relating to the year concerned), together with a statement of the reasons for any difference between them
- (ix) a summary of competitive neutrality complaints that have been made against the council during the year (including details of the number of complaints received and the subject matter or nature of the complaints) and a statement as to the outcome of those complaints (including details as to the number of complaints disposed of during the year and the number still outstanding at the end of the year)

Category 1 business activities	Category 2 business activities
nil	Water Supply
	Sewerage Services

Under the Competition Principles Agreement, the NSW Government is responsible for applying national competition policy principles, such as competitive neutrality, to local government.

In implementing the principles of competitive neutrality, Council is mindful of the expectation that when it competes in the market place, it should do so on a basis that does not use its public sector position to gain an unfair advantage over a private sector competitor. Having considered this, it is difficult to conceive of a private sector competitor for water supply or sewerage services in a small rural town. Nevertheless, these two activities are conducted as separate business entities as far as practicable.

There are no subsidies made to these activities from the general fund of the Council.

No competitive neutrality complaints were made against the Council during the 2007/2008 year.

### Competitive Neutrality complaints

*Part of Oberon Council Complaint Handling Policy, adopted 10 June, 2008*

"People wishing to make complaints about competitive neutrality should do so in writing, addressed to the General Manager.

1. All competitive neutrality complaints shall be referred to the Public Officer
2. The Public Officer shall inform the General Manager of the receipt of any such complaint and shall acknowledge receipt of the complaint in writing (7 days).

3. The Public Officer shall properly investigate all such complaints.
4. All members of Council's staff shall co-operate with the Public Officer in the investigation of any competitive neutrality complaint and shall provide such information as the Public Officer shall require.
5. Council shall provide the Public Officer with the resources required to assist in the investigation of such complaints.
6. A record of every complaint and all action taken in relation to it shall be kept in Council's records system.
7. After investigating the complaint, the Public Officer shall recommend appropriate action to the General Manager which may include, but is not limited to:
  - Providing more information to the complainant to enable a more accurate understanding of competition policy;
  - Investigating/reviewing Council's business activity if a legitimate complaint is made;
  - Changing Council's business practice where a complaint is justified.
8. The General Manager shall review the recommendation and may either accept the recommendation or institute some other course of action.
9. Within 30 days of Council receiving the competitive neutrality complaint, the complainant shall be notified of:
  - The result of the complaint; and
  - The alternative avenues of redress that are available, including Department of Local Government, Ombudsman and Independent Commission Against Corruption"

# Freedom of Information

(In accordance with Section 68 and Clause 10 of the Freedom of Information Act and Regulation 1989)

- (1) *An annual report prepared by an agency:*
  - (a) *must include the required information for the year concerned, and*
  - (b) *must also include an assessment of that information.*
- (2) *The required information must be set out in the form required by the relevant section of Appendix B to the FOI Manual.*
- (3) *An assessment of the required information for a particular year must include:*
  - (a) *a comparison of that information with the required information for the previous year, and*
  - (b) *an assessment of the impact during that year on the agency's activities of the FOI requirements, and*
  - (c) *particulars of any major issues that have arisen during that year in connection with the agency's compliance with the FOI requirements, and*
  - (d) *particulars of the circumstances in which there have been any investigations under the Act by the Ombudsman or any applications for review under the Act to the Administrative Decisions Tribunal or the Supreme Court, and*
  - (e) *particulars of the outcomes of any such investigations and applications for review.*
- (4) *In this clause:*

**FOI Manual** means the document entitled *FOI Procedure Manual*, published from time to time by the Premier's Department (or jointly with the Ombudsman's Office). Copies of the Manual are available at the Premier's Department (and also at the Ombudsman's Office if published jointly) and the Manual is also accessible on the Premier's Department's Internet Web site.

**FOI requirements**, in relation to an agency, means the requirements imposed on the agency by the Act.

**required information** means the information required by Appendix B to the FOI Manual.

## Statistics

**Section A: Numbers of new FOI requests** – Information relating to numbers of new FOI requests received, those processed and those incomplete from the previous period.

	<b>FOI Requests</b>	<b>Personal</b>	<b>Other</b>	<b>Total</b>
A1	New (including transferred in)	-	3	3
A2	Brought forward			
A3	Total to be processed	-		
A4	Completed	-	3	3
A5	Transferred out			
A6	Withdrawn			
A7	Total processed	-	3	3
A8	Unfinished (carried forward)	-	-	-

**Section B: What happened to completed requests?** (Completed requests are those on Line A4)

Result of FOI Request	Personal	Other
B1 Granted in Full	-	-
B2 Granted in Part	-	-
B3 Refused	-	-
B4 Deferred	-	-
B5 Completed*	-	3

\*Note: The figures on line B5 should be the same as the corresponding ones on A4

**Section C: Ministerial Certificates** – number issued during the period.

C1 Ministerial Certificates issued	-
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**Section D: Formal consultations** – number of requests requiring consultations (issued) and total number of formal consultation(s) for the period.

	Issued	Total
D1 Number of requests requiring formal consultation(s)	-	-

**Section E: Amendment of personal records** – number of requests for amendment processed during the period.

Result of Amendment Request	Total
E1 Result of amendment – agreed	-
E2 Result of amendment – refused	-
E3 Total	-

**Section F: Notation of personal records:** number of requests for notation processed during the period.

F3 Number of requests for notation	-
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**Section G: FOI requests granted in part or refused** – Basis of disallowing access – Number of times each reason cited in relation to completed requests which were granted in part or refused.

Basis of disallowing or restricting access	Personal	Other
G1 Section 19 (applic. incomplete, wrongly directed)	-	-
G2 Section 22 (deposit not paid)	-	-
G3 Section 25(1)(a) (diversion of resources)	-	-
G4 Section 25(1)(a) (exempt)	-	-
G5 Section 25(1)(b), (c), (d) (otherwise available)	-	-
G6 Section 28(1)(b), (documents not held)	-	-
G7 Section 24(2) – deemed refused, over 21 days	-	-
G8 Section 31(4) – (released to Medical Practitioner)	-	-
G9 Totals	-	-

**Section H: Costs and fees of requests processed** during the period (i.e. those included in lines A4, A5 and A6). Please DO NOT include costs and fees for unfinished requests (i.e. those requests included in Line A8).

	Assessed Costs	FOI Fees Received
H1 All completed requests	\$0	\$101

**Section I: Discounts allowed** – numbers of FOI requests processed during the period\* where discounts were allowed.

Type of Discount Allowed		Personal	Other
I1	Public interest	-	-
I2	Financial hardship – Pensioner/Child	-	-
I3	Financial hardship – Non profit organisation	-	-
I4	Totals	-	-
I5	Significant correction of personal records	-	-

\*Note: Except for item I5. Items I1, I2, I3 and I4 refer to requests processed as recorded in A7. For I5, however, show the actual number of requests for correction of records processed during the period.

**Section J: Days to process** – Number of completed requests (A4) by calendar days (elapsed time) taken to process.

Elapsed Time		Personal	Other
J1	0-21 days	-	-
J2	22-35 days	-	-
J3	Over 35 days	-	3
J4	Total	-	-

**Section K: Processing time** – Number of completed requests (A4) by hours taken to process.

Processing Hours		Personal	Other
K1	0-10 hrs	-	3
K2	11-20 hrs	-	-
K3	21-40 hrs	-	-
K4	Over 40 hrs	-	-
K5	Totals	-	-

**Section L: Reviews and Appeals** – number finalised during the period.

L1	Number of internal reviews finalised	-
L2	Number of Ombudsman reviews finalised	-
L3	Number of Administrative Tribunal appeals finalised	-

\*Note: Relates to whether or not the original agency decision was upheld or varied by the internal review.

**Details of Internal Review Results:** in relation to internal reviews finalised during the period.

Basis of Internal Review	Personal		Other	
	Upheld*	Varied*	Upheld*	Varied*
GROUPS ON WHICH INTERNAL REVIEW REQUESTED				
L4	Access refused	-	-	-
L5	Deferred	-	-	-
L6	Exempt matter	-	-	-
L7	Unreasonable charges	-	-	-
L8	Charge unreasonably incurred	-	-	-
L9	Amendment refused	-	-	-
L10	Totals	-	-	-

### Assessment

There were three FOI applications received during the year. No major issues have arisen during this year in connection with compliance with FOI requirements and there have not been any investigations under the Act by the Ombudsman or any applications for review under the Act to the Administrative Decisions Tribunal or the Supreme Court.

# Privacy and Personal Information Protection Act, 1998

(In accordance with Section 33 (3) Privacy and Personal Information Protection Act 1998)

*The annual report of each public sector agency must include:*

- (a) a statement of the action taken by the agency in complying with the requirements of this Act, and*
- (b) statistical details of any review conducted by or on behalf of the agency under Part 5.*

Council has implemented a privacy management plan in accordance with the Section 33 of this Act. Procedures for the application of the Privacy and Personal Information Protection Act to Council's Public Registers have been adopted.

The Privacy and Personal Information Protection Act, 1998 provides a review mechanism and remedies for a person if the person believes Council has breached their privacy, or might breach their privacy in the future. Statistical details of any review conducted by or on behalf of the agency are required to be included in the annual report.

No requests for internal reviews were received during the year.

# Environmental Planning and Assessment Act, 1979

(In accordance with Section 93G(5) of the Environmental Planning and Assessment Act, 1979)

*A planning authority that has entered into one or more planning agreements must, while any such planning agreements remain in force, include in its annual report particulars of compliance with and the effect of the planning agreements during the year to which the report relates.*

Oberon Council did not enter into any planning agreements in 2008-2009 and does not have any remaining in force.

# Statement of activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulation

*(In accordance with cl 217(1) (f))*

*detailed statement, prepared in accordance with such guidelines as may be issued by the Director-General from time to time, of the council's activities during the year in relation to enforcing, and ensuring compliance with, the provisions of the Companion Animals Act 1998 and the regulations under that Act.*

As at the time of writing this report, Council's Animal Control Service consists of two part-time Animal Control Officers who work, on average, 8 to 15 hours per week. This is a compromised service that is just meeting the needs of the community, however does not meet the requirements of the Local Government Act. The Animal Control Officers main duties are to impound straying companion animals, release impounded animals to their owners after appropriate fees, (including microchipping and registration) have been paid, release impounded animals to the Dogs, Horses, and Cats Animals Charity for re-homing, clean the Council's Animal Shelter and Boarding Kennels, feed impounded and boarded animals, undertake patrols for straying dogs and investigate companion animal complaints.

However, in the 2008-2009 budget Council has provided the resources to allow the Animal Control Officers to undertake other companion animal management issues such as:

- Promote de-sexing of companion animals.
- Promote and enforce identification and registration of companion animals.
- Promoting the health and social benefits of owning companion animals.
- Plan a comprehensive campaign involving all stakeholders to identify education priorities and appropriate action.

The Department of Local Government's recent review into the operations of Council recommended to Council that additional resources need to be allocated to Companion Animal management. This has been done by an increase in the budget to allow Animal Control duties to be undertaken for up to 25 hours per week. This is not ideal but it is a vast improvement on the previous budget allocation.

There are expectations of the general public and the Department of Local Government in this highly emotive area of Animal Control and the current budget allows these to be addressed in a limited way using the available resources.

In fact, there is now more emphasis on the development of non-regulatory approaches to Companion Animal Management, such as public education. The new Animal Control service, whilst still not ideal, will represent a significant improvement to animal control and management in accordance with the Oberon Local Companion Animals Management Plan

During the year (2008-2009), 60 dogs and 5 cats over six months old were registered compared to 21 dogs and 3 cats last year (2007-2008)

Council's Animal Control Officers also respond to a variety of complaints regarding companion and stray animals, such as barking dogs, dog attacks, straying animals and cat complaints.

# Financial Reports

(In accordance with Section 428 (2) (a) Local Government Act and Clause 132 Local Government General Regulation)

*(a) a copy of the council's audited financial reports  
"the amount of rates and charges written off during the year"*

## Rates and Charges written off

Nil

## Audited Financial Reports

See separate document titled - Oberon Council General Purpose Financial Report for the year ended 30 June 2009

# COUNCIL CONTACTS

## Council Buildings & Facilities

### **Council Chambers**

137-139 Oberon Street  
PO Box 84  
Oberon NSW 2787

Phone: (02) 6329 8100  
Fax: (02) 6329 8142  
E-Mail [council@oberon.nsw.gov.au](mailto:council@oberon.nsw.gov.au)  
Website [www.oberon.nsw.gov.au](http://www.oberon.nsw.gov.au)

### **Works Depot**

21-41 Albion Street  
Oberon NSW 2787

Phone: (02) 6329 8200  
Fax: (02) 6329 8206

### **Library**

74A Dart Street  
Oberon NSW 2787

Phone: (02) 6329 8220  
Fax: (02) 6329 8223

### **Swimming Pool**

15 Cunynghame Street  
Oberon NSW 2787

Phone: (02) 6329 8250

### **Visitors Information Centre/CTC**

Corner Ross Street & Edith Road  
Oberon NSW 2787

Phone: (02) 6329 8210 or 6329 8212  
Fax: (02) 6329 8213

### **Fire Control Office**

21-41 Albion Street  
Oberon NSW 2787

Phone: (02) 6336 0493  
Mobile: 0429 20 7224  
Fax: (02) 6336 0151

## Councillors' Addresses & Telephone Numbers

I (Ian) Doney  
2071 O'Connell Road  
O'CONNELL NSW 2795  
Phone: (02) 6331 2766

D (Don) Fitzpatrick  
PO Box 190  
Oberon NSW 2787  
Phone: (02) 6336 1240

N (Neil) Francis  
520 Emden Vale Road  
Burruga NSW 2795  
Phone: (02) 6337 0316

Z (Zsuzsanna) Handelsmann  
PO Box 89  
Oberon NSW 2787  
Phone: (02) 6336 1203

R L (Bob) Hooper  
PO Box 429  
Oberon NSW 2787  
Phone: (02) 6337 5677

C L (Clive) McCarthy  
"Jassick Park"  
23 Fox Lane  
Oberon NSW 2787  
Phone: (02) 6336 1019

M J (John) McMahon  
(Deputy Mayor 2008-2009)  
17 Jenolan Street  
Oberon NSW 2787  
Phone: (02) 6336 1487

B (Bob) O'Bernier  
PO Box 293  
Oberon NSW 2787  
Phone: (02) 6336 1721

K (Keith) Sullivan  
(Mayor 2008-2009)  
9 Cook Street  
Oberon NSW 2787  
Phone: (02) 6336 1260