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AGENDA AND BUSINESS PAPERS

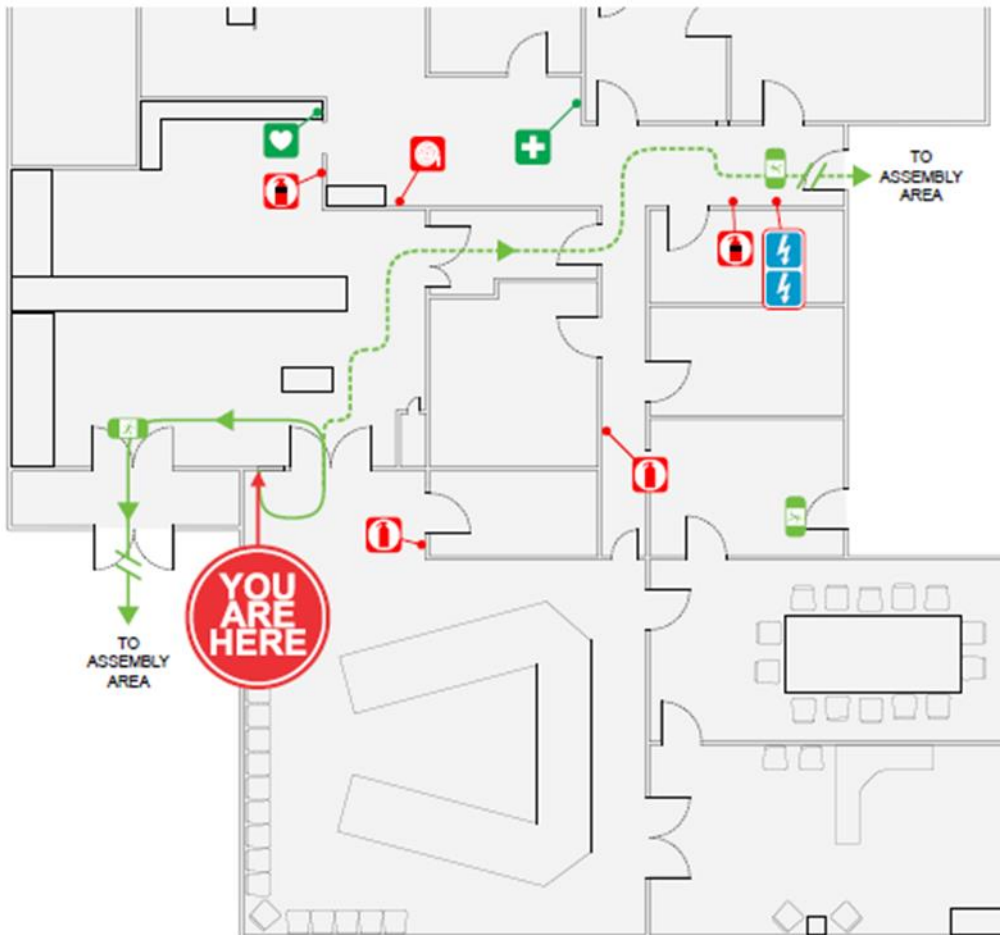
Oberon Council Ordinary Meeting
21 September 2021

Commencing at 5.30pm
at the Oberon Council Chambers

EVACUATION SIGN AND DIAGRAM

Ground Floor

137-139 Oberon Street, Oberon NSW 2787



Chubb

- Defibrillator
- Distribution Board
- Carbon Dioxide
- Dry Chemical Powder
- Water
- First Aid Point
- Hose Reel
- Exit
- Alternate Evacuation Path
- Evacuation Path
- Assembly Area

Evacuation Procedures

Site Plan

IN CASE OF FIRE

- REMOVE people from immediate danger
- ALERT people nearby and raise an alarm (Dial 000)
- CONFINE fire and smoke (Close doors behind you if safe to do)
- EVACUATE via the nearest emergency exit

Oberon Council Admin Building



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1. OPENING OF MEETING

The Mayor will welcome members and declare the meeting open.

Due to the current COVID-19 pandemic and in accordance with social distancing requirements the September 2021 Ordinary Council Meeting will have limited access for members of the public to attend. The meeting will be livestreamed via Zoom webinar facilities. A link to the Council Meeting will be available via the Council website www.oberon.nsw.gov.au.

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

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. PRAYER

The Meeting will be opened in prayer.

4. RECORD OF ATTENDANCE

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

Staff Gary Wallace, General Manager
 Damian O'Shannassy, Planning and Development Director
 Mathew Webb, Acting Corporate Services Director
 Chris Schumacher, Technical Services Director
 Sharon Swannell, Executive Coordinator

Apologies Nil

5. DECLARATIONS OF INTEREST

File No: Governance/Councillors/Declarations of Interest

A GUIDE TO ETHICAL DECISION-MAKING *(Provided by the Independent Commission Against Corruption)*

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and code of conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- Pecuniary – regulated by the Local Government Act and Department of Local Government
- Non-pecuniary – regulated by codes of conduct and policy. ICAC, Ombudsman, Department of Local Government (advice only)

The test for conflict of interest:

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain
- Important to consider public perceptions of whether you have a conflict of interest

Identifying problems

- 1st Do I have private interests affected by a matter I am officially involved in?
- 2nd Is my official role one of influence or perceived influence over the matter?
- 3rd Do my private interests conflict with my official role?

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

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

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

6. PRESENTATIONS

A presentation will be provided by Jenny Bennett, Executive Officer Central NSW Joint Organisation.

7. QUESTIONS FROM THE PUBLIC

The public gallery is open to members of the community with social distancing requirements in place. Any questions from the public will only be able to be asked in person.

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

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

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

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

None received.

8. CONFIRMATION OF MINUTES

Ordinary Meeting 17 August 2021

ATTACHED is the Minutes of the Ordinary Council Meeting held on 17 August 2021.

Recommendation:

That the Minutes of the Ordinary Meeting held on 17 August 2021 be confirmed.

Matters Arising from the Minutes

Nil

9. MAYORAL MINUTE AND REPORT

09.01 MAYORAL MINUTE AND REPORT

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

Summary

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

Recommendation

That Report Item 09.01 is received as information.

A. Meetings

- 11 Aug Western NSW Local Health District - COVID-19 update for Mayors and General Managers via Teams
- 12 Aug Central NSW Joint Organisation Meeting via Zoom
- 12 Aug Burruga and District Community Association Meeting
- 13 Aug 2BS Radio Interview
- 17 Aug Mayors and GMs COVID-19 update with Western NSW Local Health District via Teams
- 17 Aug Ordinary Council Meeting
- 18 Aug 2MCE Radio Interview
- 20 Aug 2BS Radio Interview
- 20 Aug Jenny Bennett, Central NSW Joint Organisation Executive Officer Annual Performance Review
- 25 Aug Meeting with Borg re Oberon Sports Complex
- 26 Aug Mayors Alliance Meeting with Mayor Ian North, Bathurst Regional Council; Mayor Scott Ferguson, Blayney Shire Council and Mayor Ray Thompson, Lithgow City Council
- 26 Aug Office of Local Government Webinar - Covid update
- 27 Aug 2BS Radio Interview
- 27 Aug Sorting of "Wrap with Love" knitted squares at Robert Hooper Community Centre
- 27 Aug Central NSW Joint Organisation organised webinar re Tele-Health: Improving Access to Healthcare in Rural and Remote Australia
- 30 Aug Oberon Council General Manager Performance Review facilitated via Zoom
- 31 Aug Extraordinary Local Emergency Management Committee Meeting
- 31 Aug Office of Local Government Webinar - Covid update
- 31 Aug Transport for NSW regarding pedestrian access over the Fish River Bridge at O'Connell
- 3 Sep 2BS Radio Interview
- 7 Sep Extraordinary Local Emergency Management Committee Meeting via Teams
- 8 Sep Bathurst, Lithgow, Blayney and Oberon Mayors Alliance Meeting via zoom
- 10 Sep 2BS Radio Interview
- 10 Sep Jenny Bennett, Central NSW Joint Organisation survey via Teams
- 13 Sep 2MCE Radio Interview

- 13 Sep Meeting with Live Better regarding Oberon Community Hub project via Teams
14 Sep LGNSW Update on Opposition to Infrastructure Contributions Reforms (attended by Clr Kellam)
14 Sep Councillor Informal Briefing Session

B. Representation

Nil

C. Correspondence

- 11 Aug Correspondence forwarded to Dr Sivakamy Ayngkaran advising that Oberon has been included in the NSW Health Covid Sewerage Surveillance program.
11 Aug Correspondence forwarded to Tiffany Boys, Columbia Aged Care advising that Oberon has been included in the NSW Health Covid Sewerage Surveillance program.
11 Aug Correspondence forwarded to Alexandra Woods, Oberon MPS Health Services Manager regarding access to Covid Testing for residents who do not have transport to access drive through testing.
12 Aug Ken Houlston, Community Network Manager Prostate Cancer Foundation of Australia raising awareness of Prostate Cancer.
12 Aug Citizenship Ceremonies Team providing information about holding online Citizenship Ceremonies.
12 Aug Western NSW Primary Health Network seeking expressions of interest from representatives of local government to be involved in the Small Towns Primary Health Reference Group.
13 Aug Local Government NSW advising of the timetable for Local Government NSW Board Election and Annual Conference.
15 Aug Debra McKenzie regarding Cook Street land, response provided.
16 Aug Ashleigh Hotham, Live Better regarding isolated residents during the Covid restrictions, response provided.
16 Aug Dr Sivakamy Ayngkaran providing an update regarding vaccinations in Oberon.
16 Aug Dominic Jones on behalf of the Hon Andrew Gee MP following up concerns about the roll out of the Mobile Black Spot Program in Black Springs.
16 Aug Chair of Central NSW Joint Organisation of Councils (CNSWJO), Cr John Medcalf, OAM media release re support for the NSW Government's election commitment to raise the Wyangala dam wall.
16 Aug Janine Johnston, Hunter New England Local Health District providing links to Mindframe resources that may be of assistance for the Blue Tree Project.
17 Aug Elaine Boxer, Oberon Health Council providing resources for community circulation "how to wear a mask correctly" campaign.
18 Aug Oz Help providing information about World Suicide Prevention Day (10 September 2021), an opportunity to raise awareness of suicide and promote action to help prevent suicide.
20 Aug Alison Snapp providing an update regarding the Bicentennial Tapestries Restoration project, response provided.
20 Aug Western Region Academy of Sport advising of athletes from the Oberon LGA who have received WRAS 2021 Awards. Congratulations to Kalinda Robinson, Cycling Athlete of the Year and Ebony Robinson, Cycling nominee for the Chairman's Award for Excellence.

- 23 Aug Correspondence forwarded to Scott McLachlan, Western NSW Local Health District letter of appreciation for the work being done by the Western NSW Local Health District during the Covid pandemic and providing contact details for Borg Manufacturing who are seeking to increase the access to vaccination for local employees.
- 24 Aug Essential Energy advising it will soon commence its vegetation management program in the Oberon area, response provided.
- 25 Aug Correspondence forwarded to Debra McKenzie providing an update regarding kerb and gutter and information about planting gardens on road verges.
- 25 Aug Luke Howie seeking support for funding for a Basketball Court at the Oberon Correctional Centre.
- 25 Aug The Hon Andrew Gee MP seeking information about Council projects that have been identified for the Black Summer Bushfire Grants program, response provided.
- 26 Aug Correspondence forwarded to the Hon Paul Toole MP seeking an update regarding vaccination rates for the Oberon Local Government area.
- 27 Aug Marathon Health providing information about the National Psychosocial Support Measure Program.
- 27 Aug Mayor Ray Thompson, Lithgow City Council seeking support for a centralised vaccination hub to be opened in the Lithgow region.
- 27 Aug Office of Local Government invitation to attend a webinar with Minister for Local Government, the Hon Shelley Hancock to provide an update regarding Covid.
- 27 Aug Rod and Alexandra Tuson letter of thanks to Council staff for their work to clear roads from snow and fallen trees during the recent snow event.
- 27 Aug West Region Community Partnering Team of Transport for NSW advising they are working with local Community Transport providers to enable free transport to vaccination clinics on request until the 30th September 2021.
- 30 Aug Information provided to Live Better regarding the application process for the Independent Living Units for residents in Oberon.
- 30 Aug Correspondence forwarded to Julie Stott providing information for residents about the Community Support Network.
- 30 Aug Wyangala Dam Wall Raising Project Update newsletter.
- 31 Aug The Hon Andrew Gee MP advising that he has raised Councils concerns about delays constructing the small cell base station at Black Springs and requested Telstra to address these concerns.
- 1 Sep Vicki Walsh, The Laundry Pad advising of a dirty water incident.
- 1 Sep Office of Local Government invitation to attend a webinar being held on 2 September with Minister for Local Government, the Hon Shelley Hancock to provide an update regarding supporting multicultural communities during Covid.
- 1 Sep Carmelo Vallelonga, letter of complaint regarding low hanging branches on Baileys Lane and trees falling during the recent snow event, response provided.
- 1 Sep The Hon Paul Toole MP providing an update regarding the vaccination rates across the Bathurst Electorate.
- 2 Sep Sonia Cox, Rural Adversity Mental Health Program advising that October 2021 is Mental Health Month for our Oberon and district communities and seeking input into community awareness programs.
- 2 Sep Probus South Pacific advising that 1 October 2021 is Probus Day.
- 3 Sep Correspondence forwarded to the O'Connell Valley Community Group representatives providing an update about the meeting held with Transport for NSW regarding pedestrian access over the Fish River Bridge.

- 3 Sep Larissa Copeland, Regional Engagement Manager Telstra providing information about Telstra's Lets Vaxx plan to reward customers who get vaccinated.
- 3 Sep Correspondence forwarded to Mick Holland, Rural Fire Service regarding future operations at the Oberon Fire Control Centre.
- 3 Sep Mayor Ian North, Bathurst Regional Council providing an update about discussion held at the Mayors Meeting held on 26 August 2021.
- 3 Sep Arts OutWest newsletter, the online art life issue.
- 6 Sep Glen Stewart postponing a proposed meeting to discuss community banking following the reduction of services at the Oberon Branch of the Commonwealth Bank.
- 6 Sep Damien Bolte, on behalf of the Hon Shelley Hancock MP seeking Council's support for vaccination promotion, response provided.
- 6 Sep The Hon Shane L Stone, AC QC, Coordinator General Australian Government, National Recovery and Resilience Agency seeking support to encourage eligible community groups to put forward recovery and resilience projects for funding under the Black Summer Bushfire Recovery program.
- 6 Sep Jannette Kocsis asking if Oberon Council would consider having an return and earn facility in Oberon, response provided.
- 7 Sep NSW Women of the Year Awards advising nominations are open for the 2022 Awards and close on Friday 17 September 2021.
- 7 Sep Correspondence forwarded to Alison Snapp regarding the Oberon Bicentennial Tapestries framing to ensure the artworks are accommodated in the Community Hub project.
- 8 Sep Vicki Walsh advising of dirty water during cleaning, response provided.
- 8 Sep Correspondence forwarded to The Hon Paul Toole MP seeking funding for the Oberon Correctional Centre half basketball court, response received
- 8 Sep Citizenship Ceremonies Team advising that Australian Citizenship Day is 17 September.
- 9 Sep Further correspondence received from Carmelo Vallelonga regarding trees on Baileys Lane, response provided.
- 9 Sep The Hon Andrew Gee MP letters of support for Black Summer Bushfire Recovery Grants projects.
- 9 Sep Local Government NSW invitation to the Local Government Week Awards ceremony which will be held online on 4 November 2021.
- 10 Sep LGNSW President, Cr Linda Scott, invitation to an online meeting Tuesday 14 September for LGNSW to update Councils on the status of LGNSW's work in opposition of the Infrastructure Contributions Reforms.
- 10 Sep Dementia Australia seeking support for [Dementia Action Week 2021](#) will run from 20-26 September with this year's theme 'A little support makes a big difference'.
- 10 Sep Local Government NSW Election Notice.
- 13 Sep The Hon Andrew Gee MP providing a response from Telstra regarding the progress of installation of a small cell mobile tower in Black Springs.
- 13 Sep Local Land Services seeking an opportunity to meet with Chair Ian Rogan and General Manager Ian Shepherd
- 13 Sep Local Government NSW President, Cr Linda Scott in conjunction with the Country Mayors Association will be holding an online meeting with Deputy Premier the Hon John Barilaro MP on Friday 17 September 2021 to discuss the ongoing impacts of the Public Health Orders are having on regional communities.

09.02 ELECTION OF MAYOR AND DEPUTY MAYOR

File No: Governance/Elections/Local Government Elections
Author: Gary Wallace Acting General Manager

Summary

Section 290 of the Local Government Act 1993 requires that the Election of the Mayor and Deputy Mayor be held within the month of September. Due to the postponement of the Local Government Elections Council is required to hold its Election of Mayor and Deputy Mayor for the remainder of the current term of Council.

The Election of Mayor and Deputy Mayor will take place at the start of the Ordinary Council Meeting on Tuesday 21 September 2021. Nomination forms for the positions of Mayor and Deputy Mayor are included with this business paper.

Recommendation:

That if an election is required for the positions of Mayor and Deputy Mayor, then the election is held by open voting.

Comment

Ballot papers will be issued if a decision is made to hold the election by Ballot. If a decision is made for “Open Voting” then this will be by a show of hands. Due to the current Public Health Order Council’s Ordinary Meeting will be held utilising zoom webinar facilities. It is likely that not all Councillors will be present in the Council Chambers and if this is the case it is suggested voting will be required to be by using the Open Voting method.

The relevant clauses of **Schedule 7 of the Local Government (General) Regulation 2005** for the election of the Mayor and Deputy Mayor are:

1. Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2. Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3. Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this section—
ballot has its normal meaning of secret ballot.
open voting means voting by a show of hands or similar means.

In previous years, and as is the case with most NSW Councils, elections have been held by Ordinary Ballot.

Part 2 Ordinary ballot or open voting

4. Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5. Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

6. Count—2 candidates

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7. Count—3 or more candidates

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subsection (2) is to be repeated until only 2 candidates remain.
- (4) A further vote is to be taken of the 2 remaining candidates.
- (5) Section 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.
- (6) If at any stage during a count under subsection (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Part 4 General

12. Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13. Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is—

- (a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and
- (b) to be delivered or sent to the Secretary and the Chief Executive Officer of Local Government NSW.

SUMMARY

The General Manager will be the Returning Officer and will call upon Councillors for written Nominations; these will then be read to the Meeting. If more than one Nomination is received then Councillors will be required to decide the method of Voting. When Elected the incoming Mayor will Chair the Meeting.

10.02 TRACKING OF DEVELOPMENT APPLICATIONS

File No: Governance/Meetings/Ordinary
Author: Clr Clive McCarthy

Motion

That Oberon Council in the Director of Planning and Development Monthly Report be provided with a flow chart of all Development Applications submitted to Oberon Council showing:

1. Submitted date
2. Commence date on which staff act
3. Pause date and time if any more information is required
4. Completion date of assessment and when it is determined and ready for applicant to proceed and date available to applicant.

Directors Comment

This request is considered to be of an operational nature. Information relating to each specific application lodged can be found on Councils DA tracker which is on Councils website under Planning and Development.

With the introduction of new legislation making it a mandatory requirement to lodge applications via the NSW Planning Portal commencing from 1 July 2021, a number of applications have been submitted without having appropriate pre lodgement meetings and as a result lacking the required information being submitted upon lodgement. This results in these applications being delayed. Planning Portal information on Councils website is continually being updated as processes and procedures and requirements of applications are updated.

Notes:

10.03 TRIAL OF TELEHANDLER AT OBERON WASTE DEPOT

File No: Waste
Author: Clr Clive McCarthy

Motion

That Oberon Council trial a Telehandler with a minimum two metre bucket and forks to be used at the Oberon Tip.

Report shows coverage of rubbish needs to be happening more often.

To be hired or leased for several months trial to monitor suitability. Record time of use etc. due to compactor and bull dozer can't carry covering material.

Notes:

10.04 OBERON CEMETERY DAMAGED GRAVE

File No: Waste

Author: Clr Kerry Gibbons

Motion

That Oberon Council reimburse Robyn Hanson in full from damage caused to her mothers grave (Euphimia Booth).

This unfortunate occurrence eventuated due to branches falling onto the grave site from a nearby black nicholii causing damage to monument.

This tree was planted in a row with other species around 1980, according to yearly growth rings, inside of cemetery boundary roads near graves.

- We have a duty of care in protecting the interred in Council Cemetery. Our responsibility.
- Our insurance must cover such an incident.

This tree is not one of the larger gum trees scattered outside boundary road which are naturally grown.

Nicholii is a black peppermint eucalypt renowned to be unstable with brittle branches and are not suitable in a cemetery environment for all who enter within.

GENERAL MANAGERS COMMENT

Given the nature of the request advice has been sought from Councils insurers relating to this Notice of Motion. In response to the request StateWide Mutual have indicated that:

“Council does not own any of the grave head stones as such, therefore has no insurable interest in them. Council does however, provide a maintenance program for the cemetery and as I understand it has no formal tree maintenance or policy in place for trees within the LGA. I understand that the trees are “visually” inspected by the parks and garden staff members on a regular basis and there were no notable issues observed with this particular tree.

With the information provided by Council I cannot see that in this case there is any claim against council for the damages to the head stone or associated liability for this particular matter, it would be up to the family to replace the headstone at their cost should that be what they wish to do to restore the site to its former position.”

Further under the Civil Liabilities Act provides the following:

- S45 provides immunity for Council’s who have a duty of care to members of the public to prevent against a risk of harm – if Council were not aware of an issue or problem then they cannot be held liable for the damage it caused.

No reports of issues with this tree were received by Council. Council staff conduct regular visual inspections of trees in the cemetery when tending to the cemetery grass and vegetation, and no issues were identified.

Council should not accept liability and/or compensation in this matter.

10.05 ADVOCACY FOR COVID VACCINATION

File No: Governance/Meetings/Ordinary
Author: Clr Andrew McKibbin

Motion

That Oberon Council write to:

- a) The NSW Minister for Local Government and the NSW Minister for Health advocating:
 - i. that double vaccination against the COVID 19 virus be made mandatory for local government councillors and employees; and
 - ii. strongly recommending this measure be implemented by 31 December 2021 due to the Work, Health and Safety concerns the COVID 19 virus could have on the local government sector
- b) Unions that represent Local Government employees to:
 - i. Advise that Oberon is requesting the Government to make it mandatory for Local Government employees to be double vaccinated; and
 - ii. Request a meeting to commence consultation on making it mandatory for Local Government Employees to be double vaccination against the COVID 19 virus on the basis of reducing a significant Work Health and Safety risk in the workplace
- c) Local Government NSW to seek support for the position of Oberon Council in a) and b)

Reasoning

Employees and/or Councillors who fail to be vaccinated pose an unacceptable work, health and safety risk to vaccinated employees, councillors and to the general community. Vaccination mitigates the health effects of Covid 19 on the individual and reduces the risk of transmitting Covid 19 to others.

Notes:

11. COUNCILLOR AND DELEGATES REPORTS

11.01 CENTRAL NSW JOINT ORGANISATION BOARD MEETING - 12 AUGUST 2021

File No: Governance/Government Relations/CNSWJO
Author: Mayor Kathy Sajowitz

Summary

Mayor Cllr Kathy Sajowitz and General Manager Gary Wallace attended the Central NSW Joint Organisation (CNSWJO) Board Meeting held via the ZOOM Platform on 12 August 2021. Full minutes of the meetings FOLLOW for information.

Recommendation:

That Council receive and note report item 11.01.

Comment

- Apologies were accepted
- June 2021 meeting minutes were accepted
- Financial Report was accepted

Speakers

The Hon John Barilaro, Deputy Premier and Minister for Regional NSW, Industry and Trade

- Members raised issue of a Tresillian Service which needs to be included in the Master Plan for the new hospital at Cowra. Minister supports this model, will work with Steph Cooke
- Vaccination figures will be made available by each LGA
- Regarding any stimulus grant funding received by councils, with tight timeframes - anyone experiencing pushback on extensions should let the Deputy Premier know. In this current climate extensions must apply
- The Deputy Premier's own commitment and the NSW Government election commitment to raise the wall at Wyangala Dam remains – Ministers Comment: the costs of the Biodiversity Offset Scheme makes the development very difficult
- Minister will take on notice concerns raised about the release of the JO Review.

The Hon Paul Toole, Minister for Regional Transport & Roads, Deputy Leader of the National Party

- The Central West Orana Transport Plan is in final stages it will be aligning with the work done by DPIE.
- Fixing local roads program Round 3 and a further round of fixing country bridges is coming soon - to be announced in October.
- Regarding Blayney Demondrille, Minister will ask TfNSW to provide an update.
- Minister seeking support from the JO and individual Councils for GWH Upgrade especially the section from Katoomba to Lithgow.

The Hon Dr Geoff Lee, Minister for Skills and Tertiary Education

- Board members highlighted a deficiency in the training for water operators, the Minister will ask Training Services NSW to focus on water training.
- Minister gave an overview of current skills/training initiatives including 3000 subsidised apprentice courses in Central West

The Hon Melinda Pavey, Minister for Water, Property and Housing

- The JO Board to follow up with the Minister's and Deputy Premier's Offices for a joint media release on the importance of the Wyangala Dam project. Minister Pavey and Minister Barilaro have reiterated the importance of the project which has 80% community support
- Minister talked about the success of Temora Council initiative to donate land to build 17 Housing Corporation Villas to address affordable housing in the Shire
- Encouraged all to check the Government Property Register to identify what Government land may be suitable for affordable housing development. Government open to cooperation with and suggestions from interested parties.

Steph Cooke, Parliamentary Secretary for Regional Health, Member for Cootamundra (Host)

- Will pursue Maternity Services in Parkes and Forbes offline
- The region wants to see LGA by LGA data for vaccination uptake
- Support for Tresillian in Cowra
- Meeting sought an update on the review of rural workforce - to be provided

The Hon Matthew Kean, Minister for Energy and Environment

- Cabonne to write formally about barriers to development of their vision for solar energy production.
- JO representatives to meet with Minister's representatives regarding procuring electricity contracts, Member Councils are seeking support to enable them to engage in renewable energy.
- The meeting noted that the Biodiversity calculator is broken and not producing good environmental outcomes...highlighted by the situation re Wyangala Dam Project.
- It was noted by members that the impact of the Biodiversity Offset Scheme on the Wyangala Dam Wall Raising Project will increase not only the cost of and impact the business case.
- Minister Kean reiterated that the Wyangala Project is policy and will be delivered, it is his job to work out a way to do this.

Summary of Business conducted at the Meeting – see minutes

The establishment of a Tresillian Service at Cowra Hospital is now included as a Regional Priority for the JO. Support has been given to Steph Cooke as the Local Member for Cootamundra to pursue this objective.

Support has been extended to Minister Toole for the project connecting Western Sydney to the Central West including plans for tunnels; the Minister has requested councils indicate their support for the project.

Through the \$150,000 OLG Capability Building Stage 2 Funding for Joint Organisations, the Board resolved to undertake the following projects;

- \$35,000 investment in a Public Relations campaign to support the visitor economy responding to Covid to be developed with members

- \$25,000 Workforce Development Plan for Water and Wastewater
- Regional strategic support for IP&R to both support members and inform the next Statement of Strategic Regional Priorities, the CNSWJO contributes \$20,000
- Support for projects in energy and waste through collaboration with key agencies and stakeholders...value - \$70,000.

Members are asked to communicate to the EV industry that Central NSW is EV-supportive and should be highly considered in their applications under the NSW Government's funding for ultra-fast EV charging and for fast charging under the upcoming ARENA funding round. Interested members councils will be able to participate in a regional grant application for destination chargers for electric vehicles.

NSW Government, Pumped Hydro Recoverable Grants Program - The State Government has announced a \$50 million Pumped Hydro Recoverable Grants Program with applications due on 20 August. DPIE has provided CNSWJO with funding for consulting work to investigate a range of projects for member Councils for potential inclusion in an application under this program. The Board lent its support to the proposal from CTW.

Tourism PR and Visitor Economy Strategy - The Board has sought advice on priority for activity in tourism. Leveraging funds of \$35,000 from the OLG, the focus will be on another round of Covid response, building on the "We Want You Back" Campaign. This approach recognises the substantive PR value being realised in the region which for the last financial year sits at \$2.44m - an increase of nearly \$1m on the year before.

Skills, Workforce and Housing Report – member councils are reporting challenges around skill shortages and housing. This matter has been raised at the last two Board meetings. There is a great deal of activity going on in addressing both the skills/workforce and housing shortages. While recognising that "skills" is not the business of Local Government, rather it is the role of State and Federal Government, consideration is given for what the JO could do in the context of its role. As such the Board approved the nomination of the Executive Officer to the Jobs and Skills Taskforce led by the Department of Employment Skills and Education. The Board has also resolved to receive advice about potential "grow our own" strategies to inform the incoming Board after the elections 4 December 2021.

Water update - In response to the challenges faced by communities through the recent drought and in an uncertain future of climatic extremes, the State Government is undertaking a huge amount of work in consultation with Local Government in the strategic regional and town water management area. Through the Town Water Risk Reduction Program and development of place-based Regional Water Strategies, DPIE Water are seeking to work with Local Government to identify long term solutions to water and sewerage service challenges and water security risks in regional towns.

State-wide Water Efficiency Framework - At the Town Water Risk Reduction Program SAP held on 28 July, a new program is being developed by DPIE Water around water efficiency projects, procurement was also discussed. This initiative comes from the Draft NSW Water Strategy (action 6.5) see below.

The opportunity for DPIE to contribute to the development of training materials building on the Water Loss Management Toolkit developed by the Water Utilities Alliance with funding from the Federal Government and NSW Water Directorate in 2016 has also been floated with the Town Water Risk Reduction team overseeing the training focus area of the program.

DPIE has agreed to coordinate a workshop with JO's on the program.

Wyangala Dam Wall Project - The new WaterNSW CEO, Andrew George and former WaterNSW Wyangala Project Director David Hogan, have requested an opportunity to present to an upcoming meeting of the Board on the project. There have been changes to personnel through the formation of Water Infrastructure NSW and new approaches to “doing business” are being undertaken by WaterNSW.

Community Strategic Plan Project - All councils in NSW are bringing their current suite of Integrated Planning & Reporting documents to a close and getting ready to develop the next suite of documents (in line with the local government election cycle). At a regional level, many councils will share similar needs for information, evidence, data and stakeholder engagement, particularly in relation to reporting on the effectiveness of their current Community Strategic Plan (CSP), in achieving its objectives (the ‘end of term’ report), and in developing their next CSP. The Board has agreed to progress a collaborative approach to support members in developing their CSPs.

The Inland Rail Interface Improvement Program & Productivity Enhancement Program - This project is being fully funded by the Federal Government; a draft project plan has been developed. The funding is for Ernst & Young and Sub Consultants to develop a business case that identifies options that support small to medium enterprises accessing Inland Rail.

Review of Joint Organisations - The Joint Organisation Review being undertaken by the Office of Local Government has not been made public at this time. Follow-up is being undertaken by the Board. In the meantime the Board is undertaking its own review of the Joint Organisation Model informed by a survey of members. Outcomes of this survey available soon.

The Board has endorsed and prepared the following submissions:

- Joint Standing Committee on road safety and the response to the inquiry into mobile speed camera enforcement programs in NSW.
- Transport for NSW on the Review of Environmental Factors and Concept Design for the proposed Medlow Bath upgrade.
- DPIE on the Regional Housing Taskforce.
- Committee on Community Services inquiry and report on options to improve access to existing and alternate accommodation in order to help address the social housing shortage in NSW.

The next Board meeting is scheduled for the 25 November. Depending on the Covid situation, the Board will seek to either meet with Federal Ministers at Parliament House Canberra or via Zoom, seeking support from Michael McCormack the Local member for the Riverina.

Notes:

Minutes of the Central NSW Board meeting 12 August 2021 via zoom

In Attendance

Cr I North	Bathurst Regional Council	Cr J Medcalf OAM	Lachlan Shire Council
Cr S Ferguson	Blayney Shire Council	Cr K Sajowitz	Oberon Council
Cr K Beatty	Cabonne Council	Cr R Kidd	Orange City Council
Cr B West	Cowra Shire Council	Cr K Keith OAM	Parkes Shire Council
Cr P Miller	Forbes Shire Council		

Mr D Sherley	Bathurst Regional Council	Ms R Fagan	RDACW
Ms R Ryan	Blayney Shire Council	Mr L Smart	RDACW
Mr B Byrnes	Cabonne Council	Ms A Murphy	OLG
Mr P Devery	Cowra Shire Council	Ms G Collins	Regional NSW
Mr S Loane	Forbes Shire Council	Ms J Bennett	CNSWJO
Mr G Tory	Lachlan Shire Council	Ms M Macpherson	CNSWJO
Mr G Wallace	Oberon Council	Ms K Barker	CNSWJO
Mr D Waddell	Orange City Council	Ms A Thomas	CNSWJO
Mr K Boyd	Parkes Shire Council	Ms C Griffin	CNSWJO
Mr G Rhodes	Central Tablelands Water	Ms V Page	CNSWJO
Cr J Jones	Cabonne Council		

Meeting opened at 9:00am

1. **Welcome**
2. **Acknowledgement to Country and Welcome from the Chair, Cr John Medcalf OAM.**
3. **Apologies applications for a leave of absence by Joint Voting representatives**

Cr M Liebich, Cr D Somerville, Mr M Chalmers, Ms K Purser

Resolved	Cr R Kidd/Cr I North
That the apologies for the Central NSW Joint Organisation Board meeting 11 August 2021 listed above be accepted.	

4. **Speakers**

9.00am The Chair welcome Ms Steph Cooke, Parliamentary Secretary for Regional Health and Member for Cootamundra and Frances Crowley, Electorate Officer.

Follow-up

1. Ms Steph Cooke to take offline about the Maternity Services in Parkes and Forbes;
2. The region wants to see lga by lga data for vaccinations;
3. Support for Tresillian in Cowra; and
4. Seeking an update from Ms Cooke on the review of rural workforce.

9.28am Ms Steph Cooke, Parliamentary Secretary for Regional Health and Member for Cootamundra left the meeting

Ms R Fagan joined the meeting at 9.07am

Mr Greg Tory and Mr Garry Wallace joined the meeting at 9.13am

Cr R Kidd joined the meeting at 9.27am

5. Chairman's Minute – Nil

6. Minutes

Confirmation of the Minutes of the Central NSW Joint Organisation meeting 3 June 2021 held in Orange.

Resolved	Cr R Kidd/Cr K Keith
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 3 June 2021 held in Orange.	

7. Business Arising from the Minutes – Matters in Progress

Resolved	Cr I North/Cr K Sajowitz
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested	

9.38am The Chair welcomed the Hon Paul Toole, Minister for Regional Transport and Roads, and Member for Bathurst and Nicholas Chilton, his advisor

Follow-up

1. The Central West Orana Transport Plan is in final stages it will be aligning with the work done by DPIE.
2. Fixing local roads program Round 3 is coming soon and fixing country bridges, to be announced in October, the next round for timber bridges.
3. Regarding Blayney Demondrille, Minister will ask TfNSW to come back to update.
4. Minister seeking support from the JO and individual Councils for a duplication for Central West over the Mountains.

10.05am The Hon Paul Toole and Nicholas Chilton left the meeting,

10.05am The Chair welcomed the Hon Dr Geoff Lee, Minister for Skills and Tertiary Education, Member for Parramatta and Nick Karam, his advisor.

Follow-up

Regarding training water operators, the Minister will ask Training services to focus on water training.

10.33am Hon Dr Geoff Lee, Minister for Skills and Tertiary Education, Member for Parramatta and Nick Karam, his advisor left the meeting.

Cr Ken Keith left at 10.25am

10.34am The Chair welcomed The Hon. Melinda Pavey, Minister for Water, Property and Housing, Member for Oxley and his advisor Mr Angus Mackie.

Follow-up

The JO Board to follow up with the Minister's and Deputy Premier's Offices for a joint media release on the importance of the Wyangala Dam project.

11.00am The Chair welcomed the Hon John Barilaro, MP Deputy Premier, Minister for Regional New South Wales, Minister for Industry and Trade and Member for Monaro and Advisor Georgina Williams.

Actions

1. Members raised issue about Cowra on Tresillian needing to be in the Master Plan. Supports a model, will chase up with Steph Cooke's Office;
2. Vaccination figures will be made available by Iga;
3. Regarding any stimulus money, with tight timeframes - anyone experiencing pushback on extensions to let the Deputy Premier know. In this current climate extensions must apply;
4. The Deputy Premier's commitment and the election commitment to raising the wall at Wyangala remains- however the costs of the Biodiversity Offset Scheme makes development very difficult;
5. Takes on notice being briefed about the Joint Organisation review.

11.37am the Hon John Barilaro, MP Deputy Premier, Minister for Regional New South Wales, Minister for Industry and Trade and Member for Monaro and Advisor Georgina Williams left the meeting.

11.37am The Chair welcomed the Hon Matthew Kean, Minister for Energy and Environment and Member for Hornsby and his advisors Dimitry Palmer and Anthony Brewster.

Actions

1. Cabonne to write formally about barriers to development of their vision for solar energy production.
2. JO representatives to meet with Minister's representatives regarding procuring electricity around contracts we are seeking support to enable councils to engage in renewable energy.

12.05pm the Hon Matthew Kean, Minister for Energy and Environment and Member for Hornsby and his advisors Dimitry Palmer and Anthony Brewster left the meeting.

Kent Boyd left meeting at 12.10pm

Frances Crowley left meeting at 12.11pm

8. Reports on Statement of Regional Strategic Priority

Priority One: Inter-Council Co-operation

a. Financial Report

Resolved	Cr K Beatty /Cr B West
That the Board note the Financial Report.	

b. OLG Capability Building Stage 2 Funding Agreement

Resolved	Cr K Sajowitz/Cr B West
That the Board note the report on the OLG Capability Building Stage 2 Funding Agreement and	
1. Lodge a project plan with the following inclusions:	
a. a \$35K investment in a Public Relations campaign responding to Covid to be developed with members;	
b. a \$25K Workforce Development Plan for Water and Wastewater to be developed;	
c. regional strategic support for IP and R to both support members and inform the next Statement of Strategic Regional Priority where CNSWJO contributes \$20K; and	
d. support for projects in energy and waste to support collaboration with key agencies and stakeholders for \$70K; and	
2. Thank the Minister for her ongoing funding support.	

c. Service Level Agreement Report

Resolved	Cr P Miller/Cr K Sajowitz
That the Board notes the report on the Services Level Agreement Report and adopt the Staff Employment and Hosting Policy.	

d. Best Practice in Aggregated Procurement

Resolved	Cr B West/Cr K Beatty
That the Board notes the report on Best Practice in Aggregated Procurement and	
1. Adopt the heads of consideration for aggregated procurement activities, contribution to income and expenditure in budgetary and strategic considerations' reporting; and	
2. Receive the suite of BPAP documents at the November Board meeting for consideration with a view to adoption.	

e. Energy Program

Resolved	Cr K Sajowitz/Cr K Beatty
That the Board notes the report on the Energy Program and	
1. Note the advice on a regional approach for solar panels and batteries with further scoping work to be undertaken with GMAC on options in due course;	
2. Support the RACE for 2030 application on understanding and alleviating network constraints;	
3. Communicate to the EV industry that Central NSW is EV-supportive and should be highly considered in their applications under the NSW Government's funding for ultra-fast EV charging and for fast charging under the upcoming ARENA funding round; and	
4. Approve a regional grant application for destination chargers for interested member councils.	

Priority One & Four: Energy Program & Regional Water Security

f. Report on the NSW Government's Pumped Hydro Recoverable Grants Program

Resolved	Cr B West/ Cr K Beatty
That the Board note the report on the NSW Government's Pumped Hydro Recoverable Grants Program and endorse the JO to work with CTW, key member Councils and identified stakeholders including Water NSW and Water Infrastructure NSW on potential co-funding for a grant application.	

Priority Two: Regional Prosperity

g. Tourism PR Visitor Economy Strategy

Resolved	Cr B West/ Cr K Sajowitz
That the Board note the Tourism PR and Visitor Economy Strategy report and	
1. Adopt the priorities for the next twelve months as:	
a. Codeveloping and delivering with members a PR campaign responding to Covid including \$35K from the OLG Capacity Building Fund;	
b. Progressing options advice for members for data;	
c. Review the advocacy plan to be considered by the next Board;	
d. Scoping report on a collaborative project with DNCO on the value tourism in this region to be resourced in-house;	
e. A report on tourism infrastructure priority to the Board;	
f. Any training as requested by the Tourism Managers that can be delivered by the CNSWJO Training Service; and	
g. High level marketing campaign codeveloped with Tourism Managers providing direction to PR, Social Media and broad direction CNSWJO services; and	
2. Note the PR value from CNSWJO activities for the past twelve months was \$2.44m.	

Bathurst Regional Council left the meeting at 12.20pm

h. Skills, Workforce and Housing Report

Resolved	Cr B West/ Cr K Beatty
<p>That the Board note the Skills and Workforce Report and</p> <ol style="list-style-type: none"> 1. Nominate the Executive Officer to be a member of the Local Jobs and Skills Taskforce; 2. That the Regional Leadership Executive will be seeking a member from the Joint Organisation to be part of its Central West Orana and Far West Workforce Development Sub-Committee; 3. Note the Draft Terms of Reference for the Central West Orana and Far West Workforce Development Sub-Committee 4. Support the efforts by the Regional Growth and Development Corporation in seeking a dedicated resource to coordinate skills and workforce for the Special Activation Precinct; and 5. Note the advice regarding potential “Grow Our Own” activities that could be undertaken to support Council workforce and receive a business case to inform JO prioritisation for the incoming Board after the election in December 2021. 	

Priority Four: Regional Water Security

i. Water Update

Resolved	Cr R Kidd/Cr K Sajowitz
<p>That the Board note the Regional Water report and</p> <ol style="list-style-type: none"> 1. support feedback to be provided by the JO through the Executive in consultation with members and in line with Board policy on DPIE Water’s Roadmap to an improved regulatory framework; 2. seek advice from DPIE on innovative water security projects in NSW and their enablement; and 3. seek a Joint or JO media release on the iron clad support for the Wyangala Dam Project, with the Portfolio Minister and Deputy Premier. 	

8. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020

Resolved	Cr R Kidd/Cr P Miller
<p>That the Board note the Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority and</p> <ol style="list-style-type: none"> 1. endorse the submissions to the <ol style="list-style-type: none"> a. Joint Standing Committee on road safety, response to the inquiry into mobile speed camera enforcement programs in NSW; 2. prepare a submission to the <ol style="list-style-type: none"> a. Transport for NSW (Transport) on the(REF) and Concept Design for the proposed Medlow Bath Upgrade; b. DPIE on the Regional Housing Taskforce; and c. Committee on Community Services inquiry into and report on options to improve access to existing and alternate accommodation in order to help address the social housing shortage in NSW 3. progress a collaborative approach to regional support for members in developing their Community Strategic Plans (CSPs) including: <ol style="list-style-type: none"> a. twelve month support for a regional support group of Council staff undertaking IPandR; b. advice to the next round of the CNSWO Statement of Strategic Regional Priority; and c. leveraging the Regional Leadership Executive to provide better State support to the CSP development; 4. note advice on the Central West and Orana Regional Plan Review; 5. note the advice on The Inland Rail Interface Improvement Program (II Program) – Productivity Enhancement Program (PEP); 6. note the cost savings of \$2.2m in the 2020/2021 FY; 7. note the grant funding of \$736k in the 2020/2021 FY; 8. write a support letter to Steph Cooke regarding the funding for the Tresillian and Gidget 	

- Foundation Australia to open a new Regional Family Care Centre in Cowra;
9. write to the Deputy Premier thanking him and making reference to the commitment around extensions with funding deadlines; and
 10. write to Minister Toole, supporting the upgrades to the GWH.

10. Confidential: Contract for Safety Compliance Training

Resolved	Cr B West/Cr K Sajowitz
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| <p>That the Board:</p> <ol style="list-style-type: none"> 1. Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above; and 2. correspondence and reports relevant to the subject business be withheld from public access. | |
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left meeting at 12.38pm, RDACW, OLG and Mr Gavin Rhodes.

Resolved	Cr B West/ Cr S Ferguson
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| <p>That the Board note the confidential report for the Contract for Safety Compliance Training and</p> <ol style="list-style-type: none"> 1. Accept the tenders from, and enter into contracts with the following service providers on behalf of member councils: <ul style="list-style-type: none"> • Admire Workplace Safety • Allens Training • Allied Risk Solutions • Australian Training and Consulting • Midd-West Risk Management • Play Safety Training Group • Rojo Emergency and Safety Training • Sitetrain • Strategic Services (Local Government Training Institute) • Succeed Training 2. Delegate the signing of contracts to the Executive Officer; and 3. Advise all tenderers of the decision in accordance with clause 179 of the Regulation. | |
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Resolved	Cr B West/Cr K Sajowitz
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That the Board resumes open session.	
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11. **Late reports – Nil**
12. **Matters raised by Members -Nil**
13. **Notices of motions/Questions with notice - Nil**
14. **Speakers to next meeting**

15. **Next meeting**
GMAC – 28 October 2021
Board – 25 November 2021 – either in Canberra or via zoom with Federal Minister meetings.

Meeting close 12.54 pm

Page 6 is the last page of the Central NSW Joint Organisation meeting 11 August 2021

11.02 UPPER MACQUARIE COUNTY COUNCIL MEETING 6 AUGUST 2021

File No: Environmental Management/Meetings/Upper Macquarie County Council
Author: Clr Andrew McKibbin

Summary

The most recent meeting of the Upper Macquarie County Council (UMCC) was held at the Blayney Shire Council Chambers on Friday 6 August 2021. The meeting was attended in person by Clrs Andrew McKibbin and Don Capel.

Recommendation:

That the report item 11.02 is received as information.

UMCC MEETING on 6 August 2021

Members gathered at 2.38pm in the Council Chambers at the Blayney Community Centre.

The Chairman prior to meeting asked if any landholders from Blayney area wished to address the County Council. Bruce Gordon and David Stone did so in relation to Sticky Nightshade and its spread through the Cadia mine site and throughout the Panuara area. The difficulty of killing the weed was discussed with digging it up not being effective and only spreading it. Chemicals were still being trialled with some success. It was noted that outbreaks of the weed were being identified in a number of Bathurst and Blayney locations. This was confirmed by the Chief Biosecurity Officer.

Following the informal addresses by landholders the formal business of the meeting commenced at 3.15pm. The General Manager, David Young submitted his apologies and Lisa Monaldo deputised as Acting General Manager for the Meeting.

The following summary is provided for Oberon Councillors:

1) Certificate for the Unaudited Financial Reports 2020-21

It was resolved that the Certificate be signed by Chairman and Deputy Chairman for submission of the Accounts to the external Auditor. A summary of the Accounts is set out below:

A. The Income Statement:

Total income from continuing operations = \$1,735,000

Total expenses from continuing operations = \$1,598,000

Net operating result for the year= \$137,000

This \$137,000 surplus compares with last year at \$44,000

B. The Statement of Financial Position:

Total Assets = \$1,525,000 Total Liabilities = \$359,000

Total Equity= \$1,166,000

This \$1,166,000 total equity compares with last year at \$1,029,000.

C. The Statement of Changes in Equity:

Equity at Year Start= \$1,029,000 Equity at Year End= \$1,166,000

Net Equity Increase = \$137,000

This \$137,000 equity increase compares with last year at \$44,000.

D. The Statement of Cash Flows:

Net Cash increase = \$220,000

Cash and Cash Equivalents at end of Reporting Period = \$1,327,000

This \$1,327,000 total cash and cash equivalents compares with last year at \$1,107,000.

E. Statement of Performance measurement:

- Operating Performance Improved - Well above OLG Benchmark
- Own Source operating revenue Improved - Less below OLG Benchmark
- Unrestricted Current Ratio Decreased - Well above Benchmark
- Cash Expense Cover Ratio Improved - Well above Benchmark

2) End Of Term Report

The Acting General Manager advised that the General Manager had prepared the End of Term Report as required at the end of a year in which there is to be a local government election. The meeting approved the end of Term report.

3) Principal Activities Progress Report 2020-21

The report outlined the achievements of the County Council during the year and was presented to the Council as required under Section 404(5) Local Government Act. The report was approved by the County Council prior to submission to the Government.

4) The County Council Meeting Schedule for remainder of 2021

Due to the delay in the Council Elections the schedule for 2021 was revised with the November and October meeting dates still to be finalised.

5) Publicity of UMCC activities

There was a lively discussion on whether the County Council should be advertising its activities in order to seek to promote greater Biosecurity Compliance by landholders. The issue is to be further investigated as to the most appropriate means of ensuring landholders are informed that noncompliance may lead to fines and legal action. Emphasis would be placed on neglecting weeds places additional cost and expense on neighbours.

6) Weed Biosecurity Compliance program

The Meeting considered the area and number of inspections for the 2020-21 year. The tables below set out some key statistics for the program for year ending 30 June 2021.

Table 1: Property Inspection Results - Weed Biosecurity Risk Detection

Local Council	Number	Area (ha)	Low Risk	High risk
Bathurst	456	85,000	247	209
Blayney	244	33,000	146	97
Lithgow	550	40,000	279	272
Oberon	308	36,000	178	130
UMCC Total	1558	194,000	850	708

Table 2: Property Inspection Results - Type and Quantity

Local Council	Number	1st Inspections	Re-Inspections	Ave Property (ha)
Bathurst	456	330	126	186
Blayney	244	170	74	135
Lithgow	550	340	210	73
Oberon	308	213	95	117
UMCC Total	1558	1053	505	120

Table 3: Property Inspection Responses - Enforcement Activity

Local Council	Direction Given	Direction Extended	Penalty Issued	Action Pending#
Bathurst	18	10	8	9
Blayney	14	7	4	14
Lithgow	23	17	9	2
Oberon	14	11	4	1
UMCC Total	69	45	25	26

[#Note: 'Action Pending' refers to recent inspection recommendations for a Direction or a Penalty that have not yet been fully processed.]

Discussion ensued on the reinspection backlog. It was indicated that the reinspection backlog was being reduced though was still being monitored. The Spring Aerial Program may cause a delay in reinspections due to the diversion of Biosecurity Officer resources to undertake the program.

7) GM Performance Review

The General Manager Performance Review Subcommittee Report was accepted by the Council. It was resolved further that pending the new County Council Members taking their positions in December 2021 the 2020-21 Strategic Plan and 2020-21 Performance Plan be rolled over for 2021-22.

12. COMMITTEE REPORTS

12.01 LOCAL EMERGENCY MANAGEMENT COMMITTEE

File: Governance/Meetings/Local Emergency Management Committee
Author: Kelsea Sirmais, Technical Services Administration

Summary

Minutes of the Local Emergency Management Committee Meeting held on 9 August 2021 are submitted for Council's information and consideration.

Recommendation:

That the Minutes of the Local Emergency Management Committee Meeting held 9 August 2021 be received as information.

Comment

FOLLOWING are the Minutes of the Local Emergency Management Committee Meeting held on 9 August 2021.

A summary of the Committee discussions and outcomes is listed below:

- REMO, Kelvin Wise submitted the REMO report to the committee advising of the Central West Region COVID EOC, Covid Public Health Order, ongoing Covid-19 compliance, Covid Vaccination Clinics, Local EMPlans and NSW Rural Fire Service Pre-Fire Season Briefing.
- NSW Health, Alexandra Woods reports the increased Covid compliance and the current Covid testing sites.
- NSW Police Force, Chris Sammut reports the police vigilance with the public and increased meetings to discuss the evolving Covid situation.
- NSW SES, Craig Gibbons introduced Brigid Rice to the committee as a new member. Business has been as usual for the SES, and has been lending a hand to NSW Ambulance with defibrillator services. Brigid Rice reported the Burruga unit has been offline for their assistance to NSW Ambulance, but this is currently being looked into.
- Transport for NSW, Ben Anderson reported of the operational issues they have experienced due to current restrictions, and the recent adverse weather conditions.
- Oberon Correctional Centre, Andrew Sterling reported the current Covid plan in the event of a positive Covid case in response to the recent positive Covid cases within the correctional services network, none of which have been within the Oberon Correctional Centre.
- Department of Primary Industries, Jill O'Grady reported her recent departure from Local Land Services for the Department of Primary Industries. Department of Primary Industries has been assisting with Covid contact tracing and venues of concern, as well as training on field locusts in preparation for the warmer season.
- Jenolan Caves Reserve Trust, Cameron Chaffey reported the status of the 5-mile & 2-mile road repairs. Jenolan Caves has had a decreased in numbers due to the Sydney lockdowns restricting visitors.

OBERON LOCAL EMERGENCY MANAGEMENT COMMITTEE

Page 1 of 4

The Ordinary LEMC Meeting was held on Monday **9 August 2021**. The Meeting commenced at **2:04pm**.

ATTENDANCE

Name	Organisation
Chris Schumacher	Director Technical Services – Oberon Council (Chair)
Chris Sammut	NSW Police Force Chief Inspector
Alexandra Woods	NSW Health
Jill O’Grady	Department of Primary Industries and Environment
Craig Gibbons	NSW SES
Brigid Rice	NSW SES
Ben Anderson	TfNSW
Andrew Sterling	Oberon Correctional Centre
Cameron Chaffey	Jenolan Caves Trust
Timothy Climo	Fire & Rescue NSW
Grant Purcell	National Parks & Wildlife Services
Kel Wise	REMO Acting
Kelsea Sirmais	Oberon Council – Technical Services Administration

1. APOLOGIES

Sgt Al John	NSW Police Force Oberon
Brett Jackson	NSW Fire & Rescue
Gary Wallace	Oberon Council, General Manager

2. Declarations of Interest

Nil

3. CONFIRMATION OF MINUTES

Minutes of the previous Local Emergency Management Committee meeting held on Monday 9 August 2021 were received and moved by Alexandra Woods and seconded by Chris Schumacher.

4. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Nil

5. REMO REPORT TO CENTRAL WEST LEMC

Chris Schumacher advised the committee of the contents of the August 2021 REMO Report.
Operational Information

- Central West Region COVID EOC – Mr McKechnie Central West REOCON convened a ‘Virtual EOC’ and appointed a Deputy REOCON, Chief Inspector Peter Atkins from Orange to oversee the multi-agency response and conduct meetings while under the NSW Health order. All media releases, minutes, EOC log, SEOC Daily Executive Reports were distributed to the REMC membership.
- Covid Public Health Order – Commenced 21 July and expired 28 July.
- Ongoing Covid-19 Compliance – LEMCs are reminded to maintain attentiveness and advice around changes and potentials for hotspots and clusters to develop.
- Covid Vaccination Clinics – There is a significant push from all levels of government an agencies to get vaccinated and we ask that everyone encourages their community to get vaccinated when the opportunity arises.

Plans, Planning, and Information.

- Local EMPlans – Review and update your local EMPlan and your EOC SOP's if they are older than 3 years.
- NSW Rural Fire Service Pre-Fire Season Briefing – A single pre-fire season briefing will now be held virtually using Microsoft teams.

6. REPORTS FROM AGENCIES

NSW Health - Alexandra Woods reported to the committee.

Alexandra informed the committee that QR Codes have been placed at all entrances of the hospital for visitors and patients to check in on arrival with ease. Visiting has changed for the most part, with the exception of the elderly home section. Covid testing has now been moved under cover, getting testing off the roads and has made it easier for cars to be able to turn around once their testing is completed. Recently testing has been steady at 20 a day, 7 days a week, with quite a few being of local business workers so they can continue going to work. There has been possibilities for the commencement of mass Covid testing similar to other nearby LGA's, a possible site for this mass testing could be the Leagues Club, although that would require for testing to be outdoors and gazebos would not be plausible. Quite a few out of town visitors have been attending the Covid testing centre, all of which have been asked why they are in town. Common excuses are that they have been on their own property for the last several weeks, but are still requiring swabbing. Sgt Al John is aware there are out of town visitors.

NSW Police Force - Chris Sammut reported to the committee.

Chris informed the committee of the police vigilance with the public to try and ensure we do not have any outside visitors. An additional weekly meeting has been organised to discuss these Covid issues going forward to prepare for these circumstances. RBT buses and other police vehicles have been utilised to be able to check where visitors are from, as well as monitoring how many visitors have been in the area.

NSW SES - Craig Gibbons and Brigid Rice reported to the committee.

Craig introduced Brigid Rice to the committee as a new member of Oberon LEMC. Craig informed the committee that business has been as usual for them. SES have had some new vehicles introduced to their fleet, meaning the whole fleet is less than 5 years old. SES have been providing some assistance to NSW Ambulance with defibrillator services, and are averaging once a week to attend a call for them, with Oberon being the busiest area requiring this service. NSW SES has continued working throughout the entire pandemic, and aim to continue working as best as possible.

Brigid informed the committee that the Burruga unit is currently offline for their community service with NSW Ambulance. In 2020 Burruga were only able to attend 25% of call outs and 0 storm jobs in the past 18 months. This is currently being looked into by the NSW Ambulance and NSW SES within the next week. SES supports all services required in relation to Covid restrictions. Oberon LGA has seen a wetter winter season this year, and this will continue for the next 6 months, make local flash flooding a high possibility.

Transport for NSW - Ben Anderson reported to the committee.

Ben informed the committee of operational issues they have experienced with the teams due to the current restrictions. Tasks have been falling behind in time frames due to these issues. Adverse weather conditions have hindered works for the moment.

Oberon Correctional Centre - Andrew Stirling reported to the committee.

Andrew informed the committee of positive Covid test results within the correctional services network, none of which have been within the Oberon Correctional Centre. In the event of a positive test within a correctional facility, that inmate will be moved to the heal centre, to remove them from general population and avoid the spread. All training has been cancelled

since the Public Health Orders were put in place. Staff and Inmates have been receiving vaccinations, will almost all have had their 1st shot of the Vaccine.

Department of Primary Industries - Jill O'Grady reported to the committee.

Jill informed the committee that she has recently left Local and Services and joined the Department of Primary Industries. Recently 260 DPI employees have assisted with Covid contact tracing and venues of concern. Training on locust fields has been underway in preparation for the warmer weather which attracts locusts and rodents. DPI have also been encouraging staff to get vaccinated when possible for them to do so.

Jenolan Caves Reserve Trust - Cameron Chaffey reported to the committee.

Cameron informed the committee that the 5-mile section of Jenolan Caves Road is looking to be a multi-year closure until at least 2023 at the earliest. The 2-mile section remains open to carpark 2, with major repairs scheduled for just after the New Year meaning the 2-mile section will be closed for up to 4 month in early 2022. Covid has cut back the amount of visitors through the Jenolan Caves, bringing the number of visitors down to single digits in a day as no one can visit from Sydney. Flood recovery funding has been sought out to allow for the replacement of culverts underneath the precinct, hopefully to role out in the next financial year.

National Parks & Wildlife - Grant Purcell reported to the committee.

Grant informed the committee that they have been running as required, and that most of the walking tracks have been closed in an attempt to discourage people not to come from out of area into Oberon LGA, and also due to the social distancing difficulty within the caves. Most training has been postponed or cancelled due to the current public health orders, although limited training has been allowed to go ahead.

Fire & Rescue NSW - Timothy Climo reported to the committee.

Timothy informed the committee that Oberon fire station has only attended 8 incidents in the past quarter. Advertisement for the Deputy Captain's position has been posted and they are currently operating at full capacity. Fire & Rescue have 20 fire fighters from Sydney that they occasionally call to cover shortages for other fire fighters, being emergency professionals they are exempt from the current public health order, although the decision was made that they would not be called to prevent the possibility of Covid spreading to town. A new procedure has been put in place, that in the event of a positive case, Fire & Rescue would close for 48 hours to undergo deep cleaning, and arrangements have been made with Kelso Fire & Rescue to be able to work from there if this were to occur.

NSW Police Force REMO - Kel Wise reported to the committee.

Kel informed the committee that a new REMO will be starting on the 23rd of August to fill the open Bathurst position. Resilience NSW has selected a director for the Central West, Ken Harrison. There is priority for our testing facilities to be better running and smooth running, in case the event were to occur that they would need to be scaled up. Staff at some testing facilities have mentioned they would like toilets and wash basins to help maintain cleanliness while working. Testing facilities have also been moved to hard surface areas, to get them off soft ground, and making sure they are easy to access and are away from highways or roads. Public health want addresses and locations of any new testing sites so it does not hold up test result notifications.

Oberon Council - Chris Schumacher reported to the committee.

Chris informed the committee that Oberon Council has several Covid plans in place as the Covid situation in Sydney has worsened. Council are working closely with NSW Health. Jenolan RFS Shed had begun construction, which will likely be a 20 week program hopefully finishing by November or December. There was one multi-vehicle accident on the Abercrombie road last week, which Oberon Council assisted the Ambulance, SES and TfNSW with traffic control.

7. GENERAL BUSINESS

Craig Gibbons from NSW SES outlined the number of SES engagements between 3 May 2021 to 8 of August 2021. 80% of SES members have been fully vaccinated, with only 3 remaining to receive their second vaccination.

The recent Telstra outage caused a lot of issues with call outs, which put lives at risk. SES has been in contact with Telstra regarding this, and it appears Telstra has not taken accountability for this issue, providing a substandard reply. An Elderly lady had a fall during this period, and her vital call had failed due to this, requiring 40 minutes to get communications.

Chris Schumacher mentioned that these concerns have been taken to Telstra, Oberon Council has been in contact with Telstra regarding this matter highlighting the above concerns regarding the substandard notification and the total disregard for community safety.

Brigid Rice explained that on one of the outage days, a confirmed cardiac arrest call was received. Telstra had planned the outage for 5G.

8. NEXT MEETING DATE AND MEETING CLOSE

The next LEMC Ordinary Meeting will be held in 8 November 2021 at 2:00pm.

The Meeting closed at 2:50pm.

12.02 TRAFFIC ADVISORY LOCAL COMMITTEE

File: Governance/Meetings/Traffic Advisory Local Committee
Author: Kelsea Sirmais, Technical Services Administration

Summary

Minutes of the Traffic Advisory Local Committee Meeting held on 12 August 2021 are submitted for Council’s information.

Recommendation:

That the Minutes of the Traffic Advisory Local Committee Meeting held on 12 August 2021 be received as information.

Comment

FOLLOWING are the Minutes of the Traffic Advisory Local Committee Meeting held on 12 August 2021.

A summary of the Committee discussions and outcomes is listed below:

- The Kidney Kar Rally has been postponed until October, pending the Public Health orders.
- Notification of the cancellation of the North Shore Sporting Car Club.
- Upcoming AMSAG Rally, which is held within forestry land in October.
- The Mayfield Intersection upgrade funding to complete those works, and current difficulties due to Covid.
- Jenolan Caves 5-mile and 2-mile access ways, and any updates for the road repairs, as well as the commencement of the Jenolan Caves RFS Shed.
- Abercrombie Road intersection at Sloggetts Road.
- Overtaking lanes on Duckmaloi Road, and the safety concerns of trucks using these roads frequently.

The next Traffic Advisory Local Committee meeting will be held on Thursday 11 November 2021, commencing at 9.30am.

Notes:

The Meeting was held on Thursday 12 August 2021, in the Oberon Council Chambers.

The Meeting commenced at **9.39 am**.

ATTENDANCE

Chris Schumacher	Oberon Council Member, Director of Technical Services (Chair)
Councillor Mark Kellam	Oberon Council Member - delegate
Councillor Kerry Gibbons	Oberon Council Member - delegate
Tim Charge	Representative for the Hon Paul Toole MP
Wayde Hazelton	Transport for New South Wales, Parkes
Simon Walter	Transport for New South Wales, Parkes
Kelsea Sirmais	Technical Services Administration, Oberon Council

1. APOLOGIES

Mayor Kathy Sajowitz and General Manager Gary Wallace.

2. DECLARATIONS OF INTEREST

Nil

3. CONFIRMATION OF PREVIOUS MINUTES

Previous minutes of meeting held on 13 May 2021 were taken as read and confirmed.

4. ACTION ITEMS

TALC 13 May 2021		
ITEM	ACTION	COMPLETED/UNCOMPLETED
Supply TCP and TMP to TfNSW	North Shore sporting Club	North Shore Sporting Club to provide TCP's – event now cancelled
O'Connell Road corrugations on the uphill (Oberon Bound) lane at The Mount	TfNSW	TfNSW advised that work will be undertaken prior to 30 June 2021 Postponed due to Covid – date to be advised by TfNSW
Signage at Hassall Park request for sign audit review	TfNSW	TfNSW will undertake an audit and provide their response Postponed due to Covid – date to be advised by TfNSW
Request to move a 50km road speed sign a further 100 metres on the eastern side from black springs village	TfNSW	TfNSW have acknowledged that a review will be undertaken during 2021/2022 Postponed due to Covid – date to be advised by TfNSW

5. KIDNEY KAR RALLY

Chris Schumacher advised the committee that the Kidney Kar Rally has been postponed due to Covid. The event has been rescheduled for October, pending the Covid lockdown and Public Health Orders.

6. NORTH SHORE SPORTING CAR CLUB – REQUESTING ROAD CLOSURE/EVENT CONCESSIONS FOR THE RUNNING OF THEIR ANNUAL NSW STATE CHAMPIONSHIP RALLY ON 18 SEPTEMBER 2021

Chris Schumacher advised the committee of the recent updates to the North Shore Sporting Car Club event. The event was postponed until October, but due to the extended lockdowns, the event has since been cancelled.

7. AMSAG RALLY

Chris Schumacher advised the committee of the upcoming AMSAG Rally, which is held entirely within forestry land, besides some small traffic on public roads to travel between the forestry land. The rally is currently planned for October, but this will be confirmed closer to the date.

Tim Charge noted that their notification letters to fire, ambulance, police and transport have incorrect dates.

Chris Schumacher mentioned all information will be checked and corrected before the event takes place.

Wayde Hazelton commented that the Road Transport Act AMSAG Rally have used on their forms had been revised in 2013 and the forms will need to be amended.

8. GENERAL BUSINESS

Wayde Hazelton mentioned to the committee that they have been a bit restricted lately due to the current restrictions.

Tim Charge enquired about the Mayfield Intersection on O’Connell Road, and if there were any updates.

Clr Mark Kellam mentioned that Paul Toole had posted on Facebook stating that work on the 5-mile section was starting and also enquired about the funding for the Mayfield Intersection work.

Chris Schumacher advised that discussions have been occurring with adjoining land owners for a better outcome with the embankment. Chris Schumacher advised that updates have been received regarding the budget and funding to complete upgrades to increase the safety of that intersection. Covid has created some difficulties with obtaining contractors to be able to get the upgrade underway.

Tim Charge also enquired about updates on access into the Jenolan Caves.

Chris Schumacher advised that there is no update at this stage. Last discussions about the 2-mile section were about a fortnight ago. Works are underway on the RFS Shed.

Tim Charge enquired about the intersection on Abercrombie Road at Sloggetts Road. Originally there was a land acquisition for that transition to occur. Both council and TfNSW were going to review that intersection.

Chris Schumacher confirmed that council did purchase some land from an adjoining land owner; however funding would be required for allocation to upgrade the intersection. Some road side maintenance would also need to occur due to the current sight obstructions.

Clr Kerry Gibbons mentioned that in the interim, roadside vegetation removal would be a great idea to increase visibility.

Clr Kerry Gibbons commented in relation to Duckmaloi Road and overtaking lanes which need to be inspected to look at extending the overtaking lanes. A vast amount of heavy vehicle movements carrying pine products travel the Duckmaloi Road on a daily basis. There are currently around three short overtaking lanes on the way to Hartley, which are deemed dangerous, as some of them are too short to be able to safely overtake trucks. We could possibly look at traffic count to see how much the road is used.

Chris Schumacher mentioned that Council has previously raised these issues with TfNSW and have received feedback from the community that many motorists have almost been hit by trucks by using those shorter lanes.

Wayde Hazelton commented that any specific areas of concerns can be forwarded to him, and he will be able to come out and have a look into those road safety issues.

Clr Kerry Gibbins noted several issues on the Jenolan Caves Road and requested TfNSW review these matters with the view of funding to address the deficient areas.

Clr Mark Kellam enquired about the Oberon Street parking, and referred to the previous meeting. Clr Kellam suggested allowing the public to voice their opinion on Facebook to gauge the community standpoint. Council really needs to look at placing an accessible parking space in front of the Oberon Pharmacy.

Chris Schumacher mentioned that would need to be put forward to TfNSW for review and approval.

Wayde Hazelton responded that should be fine and he has no objections regarding such request. He mentioned the high pedestrian activity area and the possibility of creating a 40km/h shared traffic pedestrian zone in the centre of Oberon to help provide a safer area for pedestrians.

Chris Schumacher commented that Council would be potentially open to looking at creating a shared traffic pedestrian zone.

9. NEXT MEETING DATE AND MEETING CLOSE

The next Traffic Advisory Local Committee meeting will be held Thursday 11 November 2021 commencing 9.30am.

The meeting closed at 10.15am.

12.03 OBERON SPORTS FACILITIES COMMITTEE

File: Governance/Meetings/Oberon Sports Facilities Committee
Author: Kelsea Sirmais, Technical Services Administration

Summary

Minutes of the Oberon Sports Facilities Committee Meeting held on 11 August 2021 are submitted for Council’s information and consideration.

Recommendation:

That the Minutes of the Oberon Sports Facilities Committee held on 11 August 2021 are received as information.

Comment

Minutes of the Oberon Sports Facilities Committee Meeting held on 11 August 2021 FOLLOW.

A summary of the Committee discussions is listed below:

- Spiro Kavalieros raised concerns around the new sporting fields and amenities. He has received a lot of questions from patrons and visitors around the new complex designs.
- Clr Gibbons suggested the idea of including a hall of fame within the new complex to preserve some of the history in our sporting community.
- Clr Gibbons enquired about the funding to complete the grandstand upgrades at the Oberon Recreation Grounds.
- Spiro Kavalieros is requesting for council to do some work on the Number 2 field at the Oberon Leagues Club in preparation for the February 2022 Rugby League preliminary competition games due to the recent subsidence in the past 6 months.

The next meeting of the Oberon Sports Facilities Committee will be held on Wednesday 10 November 2021 commencing at 4.30pm.

Notes:

OBERON COUNCIL – OBERON SPORTS FACILITIES COMMITTEE

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The Oberon Sports Facilities Committee meeting was held on Wednesday 11 August 2021 in the Council Chambers, 137-139 Oberon St, Oberon. The Meeting commenced at 4.41pm.

ATTENDANCE

Clr Kerry Gibbons	Oberon Council
Ian Christie-Johnston	Oberon Tigers Club Secretary
Spiro Kavalieros	Oberon Junior Tigers Club Secretary
Chris Schumacher	Oberon Council, Technical Services Director
Kelsea Sirmais	Oberon Council, Technical Services Administration

1. **APOLOGIES** – Veronika Cvitanovic,

2. DECLARATIONS OF INTEREST

Nil.

3. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

Minutes of the previous Oberon Sports Facilities Committee meeting held on Wednesday 11 May 2021 were received and moved by Spiro Kavalieros and seconded by Ian Christie-Johnston.

4. ACTION ITEMS

OSFC 12 May 2021		
ITEM	ACTION	COMPLETED/UNCOMPLETED
Cricket cages at Recreation Ground - assess safety and potential relocation the cricket cages to Cunynghame Oval	TS Director	Investigation/Review to take place and report on outcome/actions Matter Ongoing
Investigate re-purpose of old skate park for an interim basketball facility	TS Director	For future Council Consideration Installation of 1 basketball hoop has been installed, Council has just taken possession of a second, to be installed in the coming weeks to assist the repurposing of this space. Matter Complete
Earthworks at the fenced compound area at the Recreation Ground to position a third 20 foot container for storage of Soccer Club equipment proposed future purchase	TS Director	Soccer Club to advise Council Awaiting further detail from Soccer Club Matter Ongoing

5. GENERAL BUSINESS

NEW SPORTING FIELDS AND AMENITIES

Spiro Kavalieros mentioned his concerns and community questions from the public regarding the new sporting fields and amenities for Oberon.

Chris Schumacher advised Spiro that planning for the new sporting facility is still in early days of development, so not all questions can be answered at this time.

Ian Christie-Johnston enquired if changes or amendments to the original plan could be made.

Clr Kerry Gibbons mentioned that he had asked if that would be a possibility in a Council meeting, and was informed by Mayor Sajowitz that any concerns should have been brought up in the first exhibition of the plan.

Spiro confirmed that their concerns were brought up, and they were told it was only a concept design and would not be the finished project entirely. The complex needs to be fit for its purpose.

Ian Christie-Johnston mentioned that changes need to be made prior to breaking ground, getting the plan right for the entire project before it starts.

Spiro Kavalieros commented that the clubs have a list of issues with the concept design that were noticed straight away, such as the accessible carpark to the club is 70 metres away, and the car park is too small. On average, 260 cars are in the carpark plus some parked on the road on a weekend just for the under 6's to the under 9's divisions.

Spiro Kavalieros mentioned that he has been fielding questions from patrons of the clubs and members of the public regarding the new centre. Community discussions would be ideal before the plans are sent to the draftsmen to explain the requirements for all clubs and patrons.

Ian Christie-Johnston commented that netball, hockey, and soccer have not had much interest lately, but with the new centre, more interest will come.

Spiro Kavalieros noted that the amount of people that attend the sporting facilities on a weekend, shows how many people the sporting community is bringing into the town.

Clr Kerry Gibbons enquired if the clubs would like council to call a meeting to discuss this matter further.

Spiro Kavalieros mentioned that a meeting would definitely be a good idea, so that the requirements of all parties can be made known for each sports, as there are different needs for all sports with separate equipment. For example, if hockey came back, they would require changing rooms.

Chris Schumacher agreed a meeting would help to be able to get together and brainstorm to better inform the clubs of the process and positioning of these conceptual drawings.

Spiro Kavalieros also asked if Council are using only grant money for this project, or land sale money as well as this is a common question he is asked by patrons and visitors.

Chris Schumacher commented that the money is being combined for both projects.

Clr Kerry Gibbons enquired is a hall of fame or similar would be incorporated to allow visitors to appreciate past achievements and players from the town similar to that of the current Leagues Club.

Ian Christie-Johnston mentioned that has been something mentioned before and has been included in the suggestions to the conceptual plans for the complex.

Spiro Kavalieros noted that they currently have lots of great old clocks, score boards, and numerous trophies in the leagues club that they are unable to current display, but would love an area in the new complex for all the great memorabilia they still own.

Clr Kerry Gibbons mentioned that would be fantastic, as the history of the club is unmatched by any other club within NSW, and he has been contacted by a writer doing a book about the central west. There is such an interest for history and if we do not utilise and capture the history of our sporting clubs, it will all fade away. He has received lots of sports memorabilia from the high school showing all the history of the sporting community.

- **GRANDSTAND**

Clr Kerry Gibbons asked if there was a grant to be able to finish off the grandstand.

Chris Schumacher mentioned he believes there was some funding set aside for it as it is a work in progress.

- **No.2 RUGBY LEAGUE FIELD**

Spiro Kavalieros requested for council to do some work on the No.2 Rugby League field as there are some areas of the small field that has subsided in the last 6 months by about a foot. If this could be completed before the February games, to make sure the ground is available for next years season.

Spiro Kavalieros also wanted to express his appreciation for the opportunity to come to these meetings, he always makes sure to come, and it is an important process and others come to him as they know he attends to these meetings.

6. NEXT MEETING DATE AND MEETING CLOSED

The next meeting of the Oberon Sports Facilities Committee will be held on Wednesday 10 November 2021 commencing at 4.30pm.

The meeting closed at 5.28pm.

13. REPORTS FOR DECISION

13.01 ONGOING COUNCIL OPERATIONS - SEPTEMBER - DECEMBER 2021

File No: Governance/Meetings/Committees General

Author: Gary Wallace, General Manager

Summary

Each year in September Council confirms its committee structure and appoints Councillors to each Section 355 Committee and Working Party. Council also nominates delegates to external organisations.

Due to the postponement of the Local Government Elections it is suggested that Council re-confirm its existing delegates until the end of the current term of Council in December 2021.

Recommendation:

That Council:

1. Reappoint its Chair and Councillor representatives to its Section 355 Committees other Council Committees and Working Parties as per the existing delegates until the end of the current term of Council.
2. Reappoint its current delegates to external organisations as per the existing delegates until the end of the current term of Council.
3. Note the requirement for Council to reindorse its Model Code of Conduct within 12 months after each ordinary election (section 440 LGA).
4. Note the requirement for Council to reindorse its Model Code of Meeting Practice within 12 months after each ordinary election (section 360 LGA).
5. Note the requirement for Council to adopt a policy outlining the payment of expenses and provision of facilities to Councillors within 12 months of the term of a new council (section 252 LGA).

Comment

- COUNCIL COMMITTEES

In September every two years the Council confirms its committee structure and appoints Councillors to each Committee and/or Working Party. A Councillor is appointed to Chair these Committees.

In 2020, Council reappointed its committee structure for a one year term due to the Local Government election being deferred until September 2021. Due to the current COVID-19 pandemic, the Local Government elections have again been postponed to December 2021 so Council is therefore required to reappoint its council members.

Councillors may nominate as Council Members to other Committees, or alternatively withdraw their appointment to a particular Committee or Working Party, however due to the short timeframe remaining for the current term of Council it is recommended to reappoint the delegates currently in place.

A summary is provided for each of the current Section 355 Committees and other Council Committees, noting the current Councillor delegates as follows:

- **Section 355 Committees**

Committee	Current Councillors Appointed
Black Springs Community Hall	Councillor Gibbons (chair) Councillor Capel Councillor McKibbin
Community Services Committee	Councillor Lyon (chair) Councillor Kellam Mayor Sajowitz Councillor Capel
Hazelgrove Public School Reserve	Councillor McCarthy (chair)
Heritage	Councillor McCarthy (chair) Councillor Doney
Oberon Sports Facilities	Councillor Lyon (chair) Councillor McKechnie

Note: the Elected Mayor is also a member of these Committees

- **Council Committees**

Finance Committee	Whole of Council
Performance Review Committee	Whole of Council
Traffic Advisory Local Committee <i>Is a statutory Committee</i>	Councillor Kerry Gibbons Councillor Mark Kellam (alternate delegate)
Works Committee	Whole of Council

- **Community Committees & Working Parties**

Australia Day Working Party	Councillor Sajowitz Councillor Lyon Councillor Kellam
Cemetery Headstone Maintenance Committee (Working Party reporting to Works Committee)	Councillor Sajowitz
Community Precinct Working Party	Councillor Lyon (Chair of Community Services Committee)
Lake Oberon Cycle/Walking Track	Councillor Sajowitz Councillor Capel
Oberon Common Working Party	Whole of Council
Oberon Sewer Projects	Councillor McCarthy Councillor McKechnie Councillor Gibbons Councillor Kellam Councillor McKibbin

Oberon Streetscape Working Party	Councillor Brenda Lyon Councillor Clive McCarthy Councillor Mick McKechnie Councillor Mark Kellam Councillor Andrew McKibbin Councillor Ian Doney
Self Care Units Tenants Panel	Councillor McCarthy Councillor McKechnie (alternate delegate)
Timber Heritage Walk Committee (Working Party reporting to Heritage Committee)	Councillor McCarthy (Chair of Heritage Committee)
Youth Council Working Party	Councillor Capel Councillor Sajowitz (alternate delegate)

Following the Local Government Elections on 4 December 2021 Council will reappoint its councillor delegates to Council Section 355 Committees, other Committees and Working Parties. Further Council will appoint community delegates for its Section 355 Committees for a two year period.

The following delegates are appointed as Council representatives on external organisations.

- Arts OutWest
 - Fran Charge, Oberon Arts Council
- Ben Chifley Catchment Management Steering Committee
 - Clr McKibbin
- Central NSW Joint Organisation
 - Mayor and General Manager are automatic delegates
- Central Tablelands Alliance Audit Improvement and Risk Committee
 - Mayor and Councillor Kellam
- Country Mayors Association
 - Mayor and General Manager are automatic delegates
- Hawkesbury/Nepean Catchment Management Authority
 - No delegate currently appointed
- Joint Regional Planning Panel
 - Councillor Kellam
 - Councillor McCarthy
 - Councillor Doney (alternate delegate)
- Lachlan Catchment Management Committee
 - No delegate currently appointed
- Local Government NSW Councils affected by Forestry non rateable land working party
 - Mayor and General Manager are automatic delegates
- Macquarie Catchment Management Committee
 - No delegate currently appointed
- National Timber Council Association (NTCA)
 - Councillor Gibbons
- NSW Public Libraries Authorised Elective Representative
 - Mayor Sajowitz

- Oberon Arts Council (OAC)
 - Mayor Sajowitz
- Oberon Business & Tourism Association (OBTA)
 - Councillor Capel
- Oberon Correctional Centre Community Consultative Committee
 - Councillor Lyon
 - Councillor Kellam
 - Councillor Capel
- Oberon Timber Complex Community Consultative Committee Meeting
 - Councillor McKibbin
 - Councillor Doney
- Rural Fire Service Chifley Zone Liaison Committee
 - Councillor McCarthy
 - Councillor McKibbin
 - General Manager & Technical Services Director
- Sydney Water Catchment Management Authority
 - No delegate currently appointed
- Union Fenosa Pre Development Application Community Consultative Committee
 - Mayor Sajowitz
 - Councillor Gibbons
 - Councillor Capel
 - Planning & Development Director
- Upper Macquarie County Council
 - Councillor McKibbin
 - Councillor Capel
- O'Connell Valley Community Group
 - Cllr Doney
 - Mayor Kathy Sajowitz (alternate delegate)
- Black Springs Community Association
 - Councillor Capel
- Burruga and District Community Association
 - Mayor Sajowitz
 - Councillor Andrew McKibbin

Council is required to reindorse its Model Code of Conduct and Model Code of Meeting Practice within 12 months after each ordinary election. Council is also to adopt a policy outlining the payment of expenses and provision of facilities to Councillors within 12 months of the term of a new council.

Notes:

13.02 OBERON BICENTENNIAL TAPESTRIES PROJECT

File No: Governance/Ordinary/September 2021

Author: Gary Wallace, General Manager

Summary

This report provides an update regarding the restoration and reframing of the Oberon Bicentennial Tapestries and seeks endorsement of additional funding to complete the project.

Recommendation:

That Council provide an additional \$2,100 from Community Programs and Events budget to supplement the works undertaken with repair and restoration framing of the Oberon Bicentennial Tapestries.

Comment

FOLLOWING is a detailed report outlining the restoration work which has been completed on the Oberon Bicentennial Tapestries.

In 2018 the eight Oberon Bicentennial Tapestries were removed from their previous location being Malachi Gilmore Hall and Council resolved to accept a quotation for \$1,000 from renowned local embroiderer Alison Snapp for cleaning, restitching where required and packing the Oberon Bicentennial Tapestries for storage during construction of the new Community Hub, which will ultimately be their home.

Upon opening the framed works it was discovered the deterioration was much more extensive than first thought. The time taken to complete the restoration and conservation of the eight Oberon Bicentennial Tapestries has been 225.25 hours. An additional 10 hours has been spent on reports and reporting meetings. Alison Snapp has provided a detailed report outlining the work required for each of the Tapestries. One of the pieces was almost damaged beyond repair. Alison's skill and perseverance in restoring the tapestries to a standard that can now be appropriately framed and preserved is to be commended and it is considered that due to the time and complexity of the project a variation from the original quote received from Alison to complete the works is warranted.

Following completion of the repair and cleaning the next step is to reframe them hermetically to ensure they do not succumb to any further damage into the future.

In August 2020 an application was submitted for \$8,675 to the Veolia Mulwaree Trust Grant Programme to reframe the eight Oberon Bicentenary Tapestries under museum grade glass with a simple wooden frame to preserve them and prevent further damage from sunlight, moisture and insect attack. Council was awarded \$5,000 from this Grant fund.

A quotation has been provided by Pigments and Palettes, Bathurst and Alison Snapp to undertake the framing of the eight tapestries. The option of lacing the tapestries around corflute to ensure their longevity is considered the best for conservation purposes.

Alison Snapp

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**Oberon Bicentennial Tapestries
Restoration and Conservation Report
Alison Snapp, 20th August 2021**

I was asked by Kathy Sajowitz, Mayor of Oberon Council, to prepare a quotation for cleaning, restitching where required and packing the Oberon Bicentennial Tapestries for storage while a new home is found for them.

The quotation was accepted by Gary Wallace, General Manager of Oberon Council, and he delivered the eight framed tapestries and the acknowledgement work to me. They have been stored safely in my home since then.

Condition of the Bicentennial Tapestries prior to restoration and conservation

Each of the tapestries is 1200 x 820mm in size. They have been framed in gold wooden frames with no glass or other covering for protection.

A variety of canvaswork stitches were used for the embroidery on the tapestries. The embroidery was done with Appleton's Crewel embroidery wool, which is an English wool and the most appropriate and available thread for this kind of project. Most of the stitching in the centre panels was worked in Continental stitch with accents of other stitches used well to give the effects required by the artist. The green borders of all eight tapestries are worked in Large Diagonal stitch (reference Mary Rhodes *Dictionary of Canvas work stitches*, Batsford, London, 1980). The canvas on which the embroidery was worked is Zweigart 12-count (48 stitches per 10 cm) white interlock cotton canvas. The artist handpainted the design onto the canvas with permanent textile markers and touches of paint.

For framing, each embroidered canvas was stapled over a plywood board to which some foam rubber was adhered to add some padding. A layer of tissue paper was placed over the top of the foam. The tissue was held in position by the placement of the embroidery over the top.

The tapestry canvases were stapled to the edge of the plywood board using staples. These staples are made from a thin layer stainless steel over steel. They are not meant to rust, but they do. (Samples attached for reference)

The stapled canvases were placed into their frames and held in position with flat tacks (samples attached for reference). A piece of particle board was inserted into each frame behind its canvases to hold it in position. This board was also held in position with flat tacks. Packing tape was placed over the edge of the boards and onto the back of the frames. None of the materials used in the original framing was archival quality and the framing did not seal in the embroideries.

The principles of restoration and conservation of textiles revolve around only using techniques that are reversible for the work. Therefore, any work carried out on an old textile should be able to be undone. So all the stitching in the restoration of the Oberon Bicentennial Tapestries has been done by hand and can be unpicked, if necessary, in the future. No glues or other products have been used by me in the restoration. The only materials used have been green and white polyester thread and calico fabric. All the stitching has been worked by hand with a needle.

Condition of the Tapestries on opening the frames

The condition of the tapestries could not be fully assessed on receipt. At this stage the only evident problems were some fading, dust and several patches in the embroidered borders where insects had eaten the wool embroidery thread exposing the canvas beneath. There was also serious degradation of the packing tape used on the back of the framed works.

Several problems were evident on opening the frames and removing the flat tacks and staples:

- The tapestries had faded since they were worked. This was due to the framed needlework not being covered with glass and also having been hung in varying amounts of sunlight. The fading was not consistent across all eight tapestries.
- The packing tape had become old and no longer prevented dust and insects entering the back of the frames.
- A lot of the flat tacks had rusted and left rust marks on the white canvas edge to the embroideries.
- The stainless steel staples had rusted in a number of places.
- The staples caused significant damage to the canvas as they cut the cotton threads frequently.
- There was clear evidence of insect attack on receipt of the framed canvases. This was even more evident once the frames were removed, the canvases taken from their plywood boards and a thorough examination undertaken. This can be seen in the photographs below. There were empty insect carapaces in the embroidery (samples

attached for reference) but no evidence of any active insects. The insects only ate the green wool used for the border.

- Most of the damage to the embroidery was around the periphery of the green embroidered border, but there were some eaten patches in the border area away from the edges.
- All the embroidery on the rectangular images in the centre of all pieces was in good condition.

The main forms of damage to the Tapestries are:

1. Fading:

Cause: the tapestries were hanging unshielded in various amounts of sunlight. Refer to *Photograph 1*.

Remedy: not possible.



Photograph 1: Fading of the embroidery. The top part of the photograph shows the wrong side of the embroidery where the wool is the original colour. The lower part shows the right side of the embroidery as it is today.

2. Insect damage to embroidery stitches:

Cause: the tapestries were not put behind glass at the original framing allowing insects to damage the stitching by eating the woollen thread, laying their eggs and adding to the insect larval infestation. There was no evidence of active insect infestation. All the insect carapaces found were empty and a sample has been supplied with this report.

Remedy: (1) Removal of damaged stitches and ending off of each thread before replacing the stitches with the new matching thread. Some of the original threads were supplied to me. As the original embroideries had faded some replacement stitches appear to be different shades.

Remedy: (2) Cleaning the tapestries with controlled vacuuming (a recommended conservation technique).



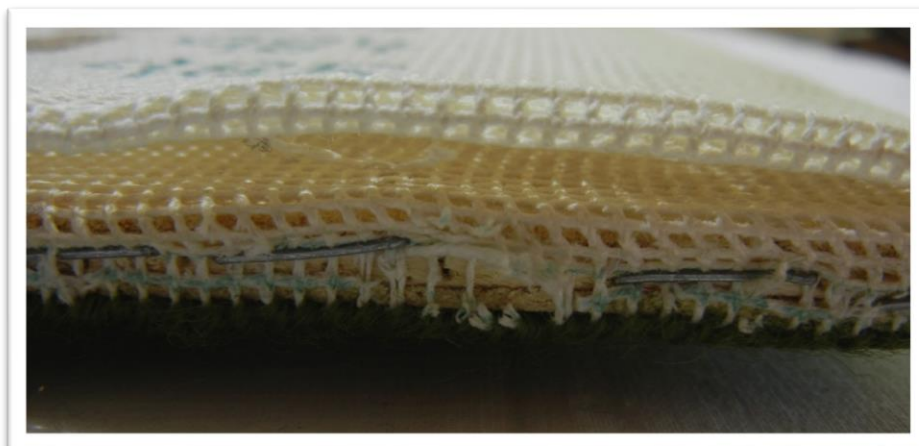
Photograph 2: Insect damage to the green embroidered border. The white tapestry canvas can be seen in the gaps.

3. Framing:

Cause (1): The tapestries were mounted over plywood. This was occasionally done in the 1980/1990s but is not acceptable these days because of the acids in the plywood and the glues used to make it. Plywood is not an acceptable conservation material.

Remedy (1): The Bicentennial Tapestries will be mounted after restoration and conservation over acid free, archival-quality Coreflute™, which is the accepted conservation material. I cannot say whether the original framing materials will cause problems to the works in the future.

Cause (2): The metal staples and flat pins used in the initial framing. These staples have rusted damaging the tapestries in two ways (samples supplied with this report). Firstly they have cut the white cotton tapestry canvas leaving holes that vary in size from a single thread to 2cm holes.



Photograph 3: The edge of the Agriculture tapestry showing the damage done to the canvas during the original framing. This damage did not happen after the framing was complete. It happened during the framing.



Photograph 4: The edge of a tapestry once it had been removed from the original plywood board showing the torn and distorted canvas.

Secondly, the rusted staples and pins have stained and damaged the tapestry canvas. Once iron particles from rust spots get into a textile they cannot be removed. Over time they will corrode and stain the textile. Rust spots are irreversible. This will progress over time.

Remedy (2): The cut and torn canvas threads can be mended by darning in the case of single threads if the break/s are a short distance from the embroidery.

If the holes are larger, patches of doubled calico need to be applied to the back of the embroideries. Each patch is placed in position half behind the green border and half behind the unworked white canvas (refer to *Photograph 7*). Calico was used for this stabilising as it is a natural fibre with insect-repelling properties that is traditionally used for this purpose. Using a waxed polyester green thread small stitches are worked to lie in between the green wool-embroidered stitches. Outside the embroidered area where the canvas was damaged strong white polyester thread was used to make back, cross and darning stitches. All the mending stitches were done by hand to ensure that the canvas threads were not split (as would happen if a sewing machine was used). Splitting canvas threads would be likely to cause further damage to the canvas in years to come.



Photograph 5: A corner of the Lake Oberon tapestry showing the gaps left where insect damaged stitches had been removed and mended canvas where the original staples had broken a canvas thread. The threaded needle is shown ready to replace the removed, damaged stitches.



Photograph 6: A lower corner of the Agriculture tapestry showing the cross and darning stitches hand stitched into the canvas around the edge of the embroidery. Close examination of this photograph also shows the tiny green stitches worked between the rows of green stitches. The fading of the embroidery wool is also evident.



Photograph 7: The wrong side of the tapestry shown in *Photograph 6*. The green back of the tiny green stitches can be seen clearly as well as the back of the cross and darning stitches. The vertical stitches are worked between the vertical daffodils stems along the lower border of the tapestry. Note the top edge of the calico strip shows the raw edges of the folded strip. The folded edge is at the bottom in the photograph. The raw edges will be flatter and not create a ridge when the tapestry is re-mounted for framing.

Details of each of the eight canvases are as follows:

1. Timber Industry

Restoration and Conservation hours taken: 5 hours

The damage was mainly by insects at the corners and beneath the frame rebate. There was a considerable amount of damage from rusted staples and flat pins.

2. Old Buildings

Restoration and Conservation hours taken: 19.25 hours

There was evidence along the bottom edge of the embroidery that the framed textile had been damp at some stage/s. This had caused severe rust on both the staples and flat pins. There were a lot of tears in the canvas caused in the initial framing.

3. Avoca Church

Restoration and Conservation hours taken: 16 hours

There was some insect damage to the embroidery and some staple damage around the edges of the embroidery as seen on the earlier canvases.

4. Kanangra Walls

Restoration and Conservation hours taken: 10 hours

The main damage on this piece was caused by the staples and flat pins used in the original framing. Patches of calico were attached over the holes caused by the framing. There were only a few patches of insect damage on this textile.

5. Snow

Restoration and Conservation hours taken: 16.75 hours

There was very little insect damage on this tapestry. There was some fading of the green wool embroidered border. During the original framing the corners of the canvas were badly torn and there were many holes around the edge of the embroidery.

6. Agriculture

Restoration and Conservation hours taken: 114.25 hours

This piece of tapestry was so badly damaged during the original framing that it was almost unmendable. The holes and tears in the canvas were so numerous that if I had given the outside edge of the work a pull, the centre embroidered panel would simply have dropped out. This would have ruined the textile.

In order to salvage the tapestry, I applied doubled calico strips to the wrong side all around the edges of the canvas. These were intensively hand stitched using the method described above both to mend the holes and also to stabilise the embroidery so that it can be put under tension when the new framing is done at the next stage.

This restoration stitching has caused some buckling of the embroidery, which may not be able to be avoided when the conservation lacing is done at the next stage.

7. Ramsgate/NAB buildings

Restoration and conservation hours taken: 22.5 hours

The original framing had not damaged this canvas as much as the others. There was some rust on the flat pins and staples. This has stained and will continue to mark the tapestry canvas in the future.

Mending of the embroidery was required were insects had eaten the wool embroidery stitches. No living insects were found.

8. Lake Oberon

Restoration and Conservation hours: 21.5 hours

There was considerable fading of the wools all over the embroidery (see *Photograph 1*). There was insect damage to the embroidery all around the edge but particularly along the lower edge with many empty insect carapaces. There were a few 'eaten' areas in the green embroidered border.

Time taken for the Restoration and Conservation of the Oberon Bicentennial Tapestries

The time taken for the restoration and conservation of the eight Oberon Bicentennial Tapestries has been 225.25 hours. An additional 10 hours has been spent on reports and reporting meetings.

13.03 BUSINESS CASE - LAND AT 34 GLYNDWR AVENUE OBERON

File No: Land Development

Author: Gary Wallace, General Manager

Summary

At the May 2021 Ordinary Meeting a Notice of Motion proposed by Cllr McCarthy was adopted.

“That Council produce a report to the June Ordinary Meeting in relation to possible use of land owned by Council in Glyndwr Avenue, Oberon.

At the June 21 Ordinary Meeting Council resolved to accept a report for information relating to the land.

This report seeks Councils endorsement to progress this business case by providing funds to consider the development of a dual occupancy on the land.

Recommendation

That Council provide \$20,000 from the Land Bank to prepare documentation in preparation of a development application for a dual occupancy on land known as Lot 10 DP 245689 being known as 34 Glyndwr Avenue.

Comment

Previously Council was provided with details on land within the Oberon residential zone known as follows:

Site Details

Address: 34 Glyndwr Avenue, Oberon
Legal Description: Lot 10 in DP 245689
Zone: R1 General Residential
Area: 1416sqm

General planning considerations include:

R1 General Residential Land Use Zone

Dwelling houses, dual occupancies, multi dwelling housing and residential flat buildings are permitted with consent in this zone. Due to site constraints, residential flat buildings will not be viable. Minimum subdivision lot size is 800sqm, therefore further subdivision is not viable.

Development Control Plan Summary

Dwelling House

- o FSR 0.4:1, resulting in floor area of 566.4sqm
- o Front setback requirement of 6m is achievable
- o Maximum garages/carport area requirement of maximum 60sqm is achievable
- o Car parking of 2 per dwelling (under 200sqm) or 3 per dwelling (over 200sqm)

Duplex and Dual Occupancy

- o FSR 0.4:1, resulting in floor area of 566.4sqm
- o Front setback requirement of 6m is achievable
- o Attached dual occupancy requires minimum 700sqm site, which is compliant
- o Detached dual occupancy requires minimum 900sqm site, which is compliant
- o Private open space requirement of 40sqm per dwelling is achievable
- o Car parking based on dwelling size, approximately 3-4 required

Multi Dwelling Housing

- o Detailed design of multi dwelling housing is required, to determine their size and number etc., as this will determine private/common open space and parking requirements.
- o FSR 0.8:1, resulting in floor area of 1132.8sqm
- o Site coverage 50%, resulting in 708sqm site coverage
- o Private open space minimum 30sqm at 4m wide
- o Common Open Area, ranging between 25sqm to 50sqm based on dwelling sizes
- o Car parking 1-1.5 space per dwelling based on dwelling sizes

Constraints & other planning matters included:

- Dwellings are to be orientated to the north to maximise solar access.
- Vegetation on the site, which is likely to require removal, dwelling design is to maximise retention of existing vegetation

Deposited Plan shows a Public Reserve

In 2019 Council completed an amendment to the 2013 LEP that was to include the transfer of this land to Operational Land. Whilst the zoning of the land was transferred to residential the provision requiring a public hearing for the transfer has yet to be undertaken. Advice from The Department of Planning Investment and Environment (DPIE) is being sought as to these requirements to finalise the conversion from Community to Operational land. The Deposited Plan FOLLOWING notes this.

Drainage Diagram shows Sewer Lines

The Drainage Diagram shows a sewer line in two locations through the site. Further investigation from Technical Services is required regarding development over sewer lines. This may determine the footprints of future buildings, if development can not occur above the lines.

From the report it was considered that the most beneficial use for the land would be the development of a dual occupancy development. Given the information provided Council staff are seeking commentary from Council to develop the site for a dual occupancy development through an allocation of funds from the Land Bank to progress the development.

Currently there is a shortage of accommodation within the Oberon township and this development should be easy to develop and utilise upon an understanding of the costs associated with the encumbrances on site.

It is considered that the recommendations within the report be supported.

Notes:

13.04 LAND DEVELOPMENT – CURTIS STREET OBERON

File No: Land Development

Author: Gary Wallace, General Manager

Summary

Previously Council has sought information from staff as to the potential for land zoned residential to be developed for the purposes of sale in Curtis Street, Oberon.

This report seeks Councils endorsement to progress this business case by providing funds to consider the development of a dual occupancy on the land.

Recommendation

That:

1. Council provide \$20,000 from the Land Bank to prepare documentation to support a development application for a subdivision on land known as Lot 10 DP 48069 & Lot 9 Section 33 DP 758805 being known as 48-62 Curtis Street, Oberon.
2. Council undertake the appropriate recommendations as outlined in this report to be included in the development application.

Comment

Previously, through a request from Council a preliminary investigation was undertaken to determine the practicality for development of land described as Lot 10 DP 48069 & Lot 9 Section 33 DP 758805 being known as 48-62 Curtis Street, Oberon.

The land is approximately 2 hectares in area and is located within the Residential zone in accordance with the Oberon Local Environmental Plan 2013 (LEP 2013). Under LEP 2013 allotment sizes can be subdivided at a minimum of 800m². All services are available in proximity and the site constraints are topography and the potential for Naturally Occurring Asbestos in the locality.

Given the known encumbrances on the site, being Naturally Occurring Asbestos (NOA) a study was commissioned to determine if the site was able to be developed.

The conclusion of the report indicated that the site was suitable for residential use subject to the implementation of recommendations. These include:

1. An Asbestos Management Plan be developed outlining limitations to depth disturbance of 800mm.
2. The depth disturbance should not be restricted to less than 800mm over the site unless appropriate controls are employed to manage potential human exposures to asbestos.
3. During construction work erosion controls are to be implemented and highlighted within the Asbestos Management Plan. At the finalisation of construction work re-vegetation of the site is recommended.
4. Should work be required below 800mm the Asbestos Management Plan will be required to highlight what processes will be required to be undertaken.

Given the conclusions of the consultant report it is recommended that council continue to prepare a development application in preparation of an application being submitted for assessment.



The subject land - 48-62 Curtis Street, Oberon

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13.05 PROPOSED REPLACEMENT OF THE CAUSEWAY ON NUNAN'S HILL ROAD

File No: Corporate Management/Tendering/Roads and Bridges

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

Summary

This report deals with the condition of the existing causeway on Nunan's Hill Road and the proposed replacement of the structure in conjunction with the upgrading of the eastern end of Nunan's Hill Road.

Recommendation:

That:

1. Council agree to the replacement of the causeway on Nunan's Hill Road with a concrete structure utilising two precast concrete box cells with a concrete overlay surface.
2. That project funding of \$80,000 for the replacement causeway be made using funds from the 2021/2022 Roads Maintenance Budget.

BACKGROUND: FOLLOWING are pictures of the existing causeway on Nunan's Hill Road.

Council will recall from the Ordinary Meeting 16 February 2021 an allocation of LRCI (R2) grant funding of \$316,520 was resolved to upgrade and seal the eastern end of Nunan's Hill Road for a distance of 1.20km or greater.

Included within this section of Nunan's Hill Road is an existing concrete causeway which has been in existence for many years. Following the recent rainfall events and condition inspection it has been determined the causeway in question has deteriorated significantly to the point it can now be observed as failing. The original construction of the existing causeway can only be considered as rudimentary however has served the residents and community well for the extended period of its life.

An examination of the existing causeway indicated a number of significant underlying structural defects, failing concrete pipes and the existing concrete deck overlay is broken in several places. It is considered that the structure has reached its useful life and that repairs would only delay the inevitable for a short period.

SCOPE PROPOSAL

An estimate has been prepared on the basis that the whole existing piped structure shall be replaced using twin cell reinforced precast box culverts of dimensions 2.4m x 1.2m high giving a total waterway area of 5,76m² as compared against the existing 1.0m².

The box culverts would then be provided with a concrete "deck" of the dimension 7.2m metres wide by 30 metres long which would provide for scour protection on either side of the approach to the new crossing during periods of high flow. The new twin cell box culvert structure will be higher in elevation of the existing and will also provide for an improved access on most occasions but is still anticipated to be inundated from rising water during higher rainfall events.

FINANCIAL IMPLICATIONS

A project cost estimate for the twin cell box culvert proposal is listed below:

• Supply and delivery of box culverts	\$20,000
• Supply of concrete	\$10,000
• Labour and machinery	\$20,000
• Steel reinforcement	\$10,000
• Removal and disposal of old structure	\$4,000
• Provision of foundations	\$10,000
• Contingencies and supervision	\$6,000
<u>Estimated Project Total</u>	<u>\$80,000</u>

To provide financial capability for this necessary replacement work, it is proposed that Council allocate \$80,000 for the replacement causeway transferring funds from the 2021/2022 Roads Maintenance Budget.







13.06 REVIEW OF PAYMENT OF SICK LEAVE BONUS POLICY - 2104

File No: S: Governance/Policies

Author: Gary Wallace, General Manager

Summary

Payment of Sick Leave Bonus Policy 2104 has been reviewed and is presented to Council for their adoption. This review has been undertaken in line with Councils ongoing Wellbeing Program and policies supporting staff at Oberon Council.

Recommendation:

That Council endorse the updated Payment of Sick Leave Policy 2104 as presented.

Comment

A copy of the previous Policy and the updated Payment of Sick Leave Bonus Policy 2104 FOLLOWS.

Under its Wellbeing Program, Council liaises with Sonia Cox from the Rural Adversity Mental Health Program (RHAMP) who presented a Mental Health check up for all staff recently.. One of the interesting conversations had during the talks was that of the Award provision for Health and Wellbeing Days. These are the two days which under the 2020 Award staff can utilise when needing a break from work.

Under Council's current policy no medical certificate is required to utilise this leave provision and the balance comes off the employees sick leave. In conversations it was found that this leave provision is seen in a negative light and as such, is not well utilised. As a result it was decided to rename this leave provision (in consultation with staff) to FUDGE Leave.

F = Fun
U = Unwind
D = De-stress
G = Go easy
E = Exercise

Further, after consideration of a number of comments it has been proposed that any use of FUDGE Leave will not have any influence on our current Sick Leave Bonus Policy which encourages our staff to attend work. A Management report was provided to the Consultative Committee and substantially supported.

As a result of this consultation phase the final requirement is to seek Council support for the inclusion of this provision into the current endorsed payment of Sick Leave Bonus Policy. Given the changes proposed for the policy an existing document and the new document have been provided separately FOLLOWING this report.

Councils Wellbeing Program and policies have been developed to assist staff in dealing with the day to day pressures of all things 'Local Government' and it is envisaged that this improvement and positive initiative will assist staff in managing themselves, whilst also being the best they can be at work.

It is also proposed to have the policy implemented for a 6 month period and if effective continue it into the future. Should the policy be determined to provide a positive workplace outcome it is proposed to roll the policy into perpetuity. Should it not be considered appropriate a further report will be presented to Council proposing an alternate opportunity.



Payment of Sick Leave Bonus

1. Intent of Policy

To manage leave while recognising and rewarding staff that have not used sick leave or taken other unplanned leave in a six month period.

2. Scope of Policy

This policy applies to all permanent Council employees who have completed six months service.

3. Procedures

A bonus will be made available each six months (2 periods per year) to employees who do not take sick leave or other unplanned leave in that six month period.

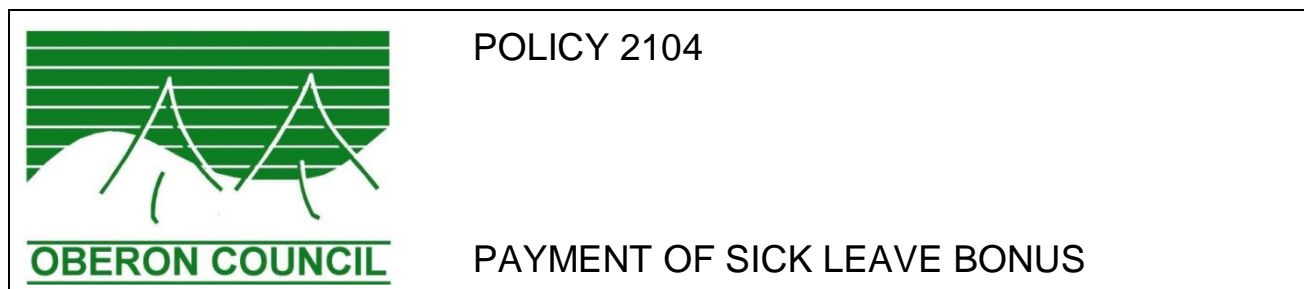
The amount of the sick leave bonus pool will be determined each year by Council during its normal budgetary processes.

The bonus provided to each individual will be to the value of \$150 plus FBT per period, i.e. each employee entitled to the bonus will receive the same monetary amount. Part-time staff will receive a bonus commensurate with their full time equivalence.

The bonus can be provided in cash, goods or vouchers.

The most acceptable method of payment will be determined by the General Manager for each six month period.

Approving Authority	Oberon Council
Contact	Manager of Corporate Services
Approval	9 October 2007: Item B3, Minute 18
Revision Date	9 October, 2009
Issue Date to Staff	15 November 2007



1. Intent of Policy

To act as an incentive to eliminate unnecessary sick leave. To manage leave while recognising and rewarding staff who have not used sick leave or taken other unplanned leave in a six month period.

2. Scope of Policy

This policy applies to all permanent Council employees who have completed six months service.

Part-time staff will receive a bonus commensurate with their full time equivalence.

3. Definition of FUDGE

F = Fun

U = Unwind

D = De-stress

G = Go easy

E = Exercise

It has been determined that any use of FUDGE Leave will not have any influence on the current Sick Leave Bonus Policy which encourages staff to attend work. Council's Wellbeing Policy has been prepared to assist staff in dealing with the day to day pressures of all things 'Local Government' and it is envisaged that this improvement and positive initiative will assist staff in managing themselves, whilst also being the best they can be at work.

4. Procedures

A bonus will be made available each six months (2 periods per year) to employees who do not take sick leave or other unplanned leave in that six month period.

The revised policy reflects the **2 days "fudge leave" not affecting the bonus every 6 months for a trial period of 6 months.**

The amount of the sick leave bonus funding allocation will be determined each year by Council during its normal budgetary processes.

The bonus provided to each individual will be to the value of \$150 plus FBT per period, i.e. each employee entitled to the bonus will receive the same monetary amount. Part-time staff will receive a bonus commensurate with their full time equivalence.

The bonus is paid via payroll and is taxed, and is no longer paid as a goods or services.

Council staff who are volunteer members of an emergency service organisation will be paid their normal ordinary hours. Emergency Services leave is not counted as taking leave for the purpose of this policy when providing evidence to support the community during extreme threats or incidents. Council encourages safety and the appropriate rest break between being on duty for Emergency Services and return to work, is not to be penalised.

Payment will be made in the second pay period of each year. Approving Authority	Oberon Council
Contact	xxxxxxxxx
Approval	Ordinary Meeting – (date): Item #, Minute #
Revision Date	30 July 2021
Issue Date to Staff	xxxxxx

DRAFT

13.07 POLICY REVIEW – 1113 ENTERPRISE RISK MANAGEMENT POLICY

File No: Governance/Policies

Author: Rebecca Burgess – Work Health Safety and Risk Coordinator

Summary

At the August 21 Ordinary Meeting Council resolved to defer any update of Councils Risk Management Policy until the following amended resolution was undertaken:

That the matter be deferred, a copy of the policy circulated to Councillors and a further report be presented to the September Ordinary Council Meeting.

The current Policy 1113 Risk Management has been updated and revised. Upon resolution of Council the policy will be placed on exhibition for 28 days. If no submissions are received it will be endorsed and should submissions be received an updated report will be presented to Council.

Recommendation:

That:

1. Revised policy 1113 Enterprise Risk Management is placed on public exhibition for a period of 28 days.
2. At the expiration of the exhibition period, should no submissions be received, revised policy 1113 Enterprise Risk Management be adopted as presented
3. At the expiration of the exhibition period, should submissions be received an updated report will be presented to Council.

Comment

FOLLOWING is a copy of the revised policy 1113 Enterprise Risk Management and a copy of the existing policy 1113 Risk Management.

Previously, Council resolved to defer the exhibition of a new Risk Management Policy on the basis that the document was required to be assessed by Councillors prior to its adoption. Staff referred the document to all councillors for their input as part of the process.

As a result of this request Council received two comments from Councillors outlining some additions to the policy by way of structure of wording however no changes to the intent of the policy. The residual of the report stays the same and is provided by way of background for the recommendations made.

Policy 1113 Risk Management was first adopted by Council in 2007 and was last reviewed in December 2016.

As part of Council's commitment to StateWide's (Council's insurer) Continuous Improvement Program (CIP), in October 2020 Council liaised with StateWide's Regional Risk Manager as well as a senior consultant in Enterprise Risk who delivered an Enterprise Risk Foundations Program. This was provided to Council as part of StateWide's Board Funded Initiatives.

The Enterprise Risk Foundations Program facilitated a comprehensive overview of all the key elements in building a robust and mature risk management capability. This was delivered through interactive workshops.

All Councillors, Council's Executive Management Team (EMT), Managers and Supervisors were invited to attend two sessions and contribute to the discussion.

The initial focus was on ERM fundamentals, the importance of effective ERM frameworks and the development of Risk Appetite within our Council's context. Risk identification processes, risk analysis methods and evaluation, including an examination of Council's Corporate Risk Matrix and likelihood and consequences tables, as well as monitoring and reporting were covered in the workshops.

Subsequent to the ERM Foundations Program, in February 2021 StateWide's Regional Risk Manager as well as a senior consultant in Enterprise Risk via Marsh delivered a second workshop where Council's Risk Appetite Statements were developed.

As with the previous ERM workshops, all Councillors, Council's Executive Management Team (EMT), Managers and Supervisors were invited to attend and contribute to the discussion.

In conjunction with developing Risk Appetite Statements, Council also examined our risk categories which were refined. Following the workshop, Council clarified each risk category with clear definitions.

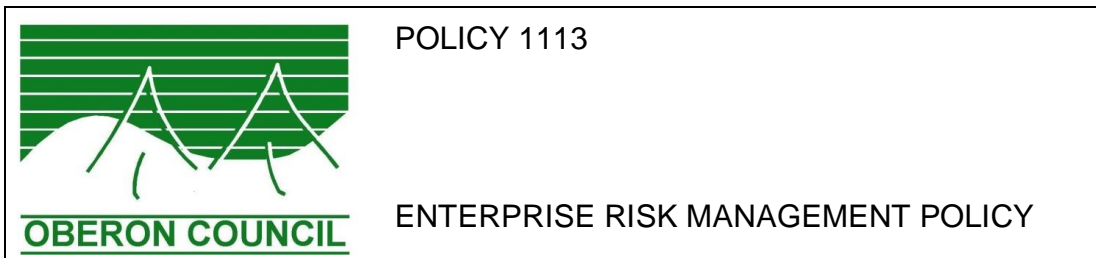
From these activities, Council's WHSR Coordinator revised the existing policy towards an Enterprise Risk Management Policy. The revised policy underpins Council's Enterprise Risk Management Plan which establishes the framework and context in terms of how Council manage risk. The ERM Plan details risk management methods, identification, and assessment via a likelihood and consequences table. The ERM Plan also talks to Council's risk appetites for each risk category and formalises processes for risk treatment, monitoring, review and communication.

The process is fluid and will require ongoing refinement based upon the appetite of Council at differing periods of time. It is anticipated that following the endorsement of the Policy and Plan that reporting will be ongoing.

Council's Risk Register has also been reviewed and aligned in terms of each item sitting within its relevant category, where each category's risk appetite is now defined.

Council's endorsement of an exhibition period for the revised policy is sought; with endorsement of the policy should there be no submissions received. If submissions are received, a follow-up report will be presented to Council.

Notes:



1. Intent of Policy

This policy will:

- ~~Provide documented evidence~~ This policy of Council's commitment to adopting ~~Articulates the Enterprise Risk Management risk management principles for Oberon Council, as an integral to be integrated into all areas of part of~~ operations and decision making;
- Promote an atmosphere of risk awareness and willingness to manage risk at all levels of the organisation;
- ~~and~~, provide opportunities for continuously improving performance at all levels of the organisation; ~~and~~
- Ensure that risk Management is enshrined in the organisation culture in every area of activity so that risks are identified at each level of the organisation and significant risks are appropriately recorded in the relevant risk register and are visible to the General Manager or appropriate Director.

This policy is ~~supplemented~~ supported by Council's Enterprise Risk Management Plan.

2. Scope of Policy

Oberon Council recognises ~~has recognised~~ that the risk management ~~of risk~~ is an essential element of good management and impacts every facet of Council activity.

This policy applies to:

- All decisions and areas of Council's operations
- All ~~Staff and~~ Councillors and staff, including contractors and volunteers.

3. Policy Statement

Oberon Council is committed to ~~taking~~ a structured and systematic approach to ~~the risk~~ management ~~of risk~~ throughout the organisation ~~in order to~~ promote ~~and demonstrate~~ good corporate governance, to ~~minimize loss and maximize opportunities~~ reduce uncertainty and to improve service provision ~~and achieve objectives~~.

Oberon Council will ~~ensure that~~ identify risks ~~are identified~~ at a corporate and operational level and ~~that these risks are managed and reported on regularly~~ report regularly on the risk status via the risk register.

~~Additionally,~~ Council ~~shall~~ will foster a culture of risk management across all its operations. This ~~shall~~ will include the use of risk assessments as part of most operational decisions.

All Oberon Council staff are responsible for managing risk associated with the activities and functions under their control. Risk management processes ~~should~~ will be integrated with normal planning processes and management activities.

Comment [MK1]: Service provision means we are achieving objective. Alternately, reduce uncertainty and achieve objectives.

4. Background

Risks exist in all aspects of Council's undertakings. AS ISO 31000:2018 defines risk as the 'effect of uncertainty on objectives'. An effect is a deviation from the expected, whether it be a negative or positive (realising opportunities) deviation.

Comment [MK2]: See the note above and how it fits with the ISO 3100 definition

The ~~effective outcome of effective~~ implementation of this policy ~~will ensure is~~ that ~~the risk~~ management of risk is seen as good business sense and provides a way to ~~know which risks~~ ~~to understand the risk and benefits of any project, objective or opportunity and even business as usual.~~ ~~take for the benefit of a greater opportunity, which risks to avoid in order to prevent significant impact on the organisation and managing the outcomes for success in order to achieve the organisation's key objectives.~~ A key element of this process is understanding how to effectively mitigate risks to within limits defined by risk appetite.

~~It is essential that risks are managed to ensure that Council achieves its objectives; and in turn be recognised for the excellence of its services and for the strength of its partnerships with the community, customers, employees and stakeholders. ERM plays a key role in ensuring that Council achieves that objective.~~

Council's Risk Appetite is:

- a) The level of risk that the Council is prepared to take to achieve its strategic objectives;
- b) The risks that it is prepared to endure in response to a decision not to implement risk treatments;
- c) The acceptance of the residual risk following the implementation of risk treatments.

~~Under most scenarios,~~ Council generally has a conservative risk appetite ~~but and~~ accepts there are risks associated with many of Council's activities. ~~Where there is a~~ ~~negative positive~~ impact, Council is usually willing to accept a higher level of risk to achieve its strategic objectives, however all risk scenarios will be analysed and evaluated on a case by case basis.

Council desirably should eliminate risk so far as is reasonably practicable, and if it is not reasonably practicable to do so, to minimise those risks so far as is reasonably practicable.

Risk management involves the four steps:

- a) identify risk – find out what could cause harm
- b) assess risks if necessary – understand the nature of the harm that could be caused by the risk, how serious the harm could be and the likelihood of it happening
- c) control risks – implement the most effective Risk Control in the circumstances, and
- d) review control measures to ensure they are working as planned.

Risk control means taking action to eliminate risk so far as is reasonably practicable, and if that is not possible, minimising the risks so far as is reasonably practicable

Deciding what is 'reasonably practicable' requires taking into account and weighing up all relevant matters including:

- i. the likelihood/probability of the risk concerned occurring
- ii. the degree of harm that might result from the risk ("the consequence/impact")
- iii. knowledge about the risk, and ways of eliminating or minimising the risk
- iv. the availability and suitability of ways to eliminate or minimise the risk, and
- v. after assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.

Many risks are well known and have well established and accepted control measures. In these situations, the second step to formally assess the risk [b) above] is unnecessary. If, after identifying a risk, Council already know the risk and how to control it effectively, Council will record the controls

Comment [AM3]: I am not certain this is correctly worded

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Council needs to evaluate any potential negative impact risks on the expected outcome of an objective taking account of a) to c) above. Council in considering a potential risk after undertaking a) to c) above will need to quantify the remaining residual risk and whether this residual risk is manageable within Council existing resources, without placing undue financial or other stress on the Council organisation.

5. Objectives

The following objectives apply to this ERM:

- A. To provide direction and commitment to Enterprise Risk Management (ERM) principles as part of Council's management planning, decision making and ~~the undertaking of~~ operational activities.
- B. To effectively integrate ~~the risk~~ management ~~of risk~~ into Council's high level management planning activities to ~~ensure the achievement of its our strategic objectives~~ strategic objectives in as outlined in the Oberon Community Strategic Plan.
- C. To apply and incorporate the ERM Framework into Council's operational activities and business planning processes.
- D. To promote risk awareness and a willingness to manage risk at all levels of the organisation.
- E. To provide opportunities that encourages employees and Councillors to drive continuous improvement of the ERM Framework ~~at all levels of the organisation.~~
- F. To ensure, through the application of this Policy:
 - a) i. That the Council, General Manager and the Executive Management Team (EMT) are in a position to confidently make informed strategic, project and operational decisions ~~based on good business practices to ensure~~ knowing that risks have been are identified, analysed, evaluated and treated ;
 - b) ii. That the requirements of the Office of Local Government's New Risk Management and Internal Audit Framework, ~~in relation to the management of risk,~~ are satisfied;
 - e) iii. That all reasonably foreseeable risks are systematically identified, assessed, analysed, prioritised and considered ~~for appropriate~~ for a treatment with all information documented in Council's Risk Register ;
 - d) iv. ~~The correct a~~ Assigning of ownership of risks and responsibility for those risks through appropriate delegation of risk management responsibilities to all appropriate Council Officers across all functional areas of Council;
 - e) v. That all relevant legislation is complied with and relevant risk management standards (currently AS ISO 31000:2018) are used to provide guidance in best risk management practices;
 - f) vi. ~~The effective management and allocation of resources through more targeted and effective controls;~~
 - g) vii. Improved protection of the community as well , ~~Council's~~ Council's ~~employees and volunteers, Council's assets and people and~~ Council's financial integrity and sustainability;
 - h) viii. The effective communication of this policy to all Council staff.

6. Accountability, Roles and Responsibilities

The Council, General Manager, Directors, Managers, Supervisors and Employees, Contractors and Consultants are to be familiar with, and competent in, the application of the ERM, and are respectively accountable for the delivery of this Policy and Plan within their areas of influence

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Comment [MK4]: Motherhood statement not overly relevant

and responsibility. These are outlined in Council’s ERM Plan.

7. Enterprise Risk Management Plan

Council’s ERM Plan outlines a process of continuous improvement that is to be embedded in all the practices and processes of Council. Sound risk management practices promote communication between all stakeholders, improved information flow and enhances the ~~decision~~ decision making process.

It provides clear guidance and the associated processes, procedures and standards that are to be observed.

Effective communication is critical to the successful implementation of this policy. Council will ensure this policy and its intent is known, clearly understood and applied by all staff within the organisation.

Council is committed to a proactive approach to risk management, to continually reviewing its effectiveness and to be flexible enough to adapt to the changing needs of the organisation.

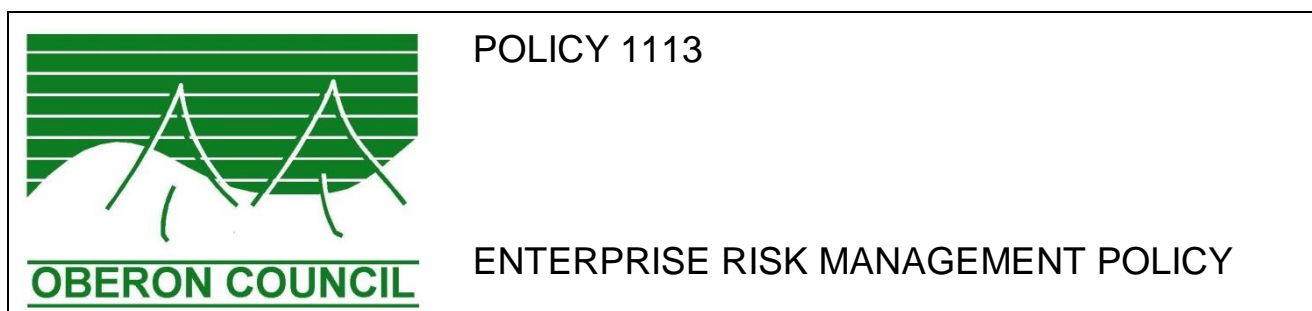
8. Related Documents

- AS/ISO 31000 Risk Management – Guideline
- SA/SNZ HB 436:2013 Risk management guidelines – Companion to AS/NZS ISO 31000:2018 SA SNZ HB 89 - 2013 Risk management - Guidelines on risk assessment techniques
- Workplace Health and Safety Act 2011
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- Local Government Act 1993 (NSW)
- Workplace Health and Safety Oberon Council Policy 2110
- Contractor Management Oberon Council Policy 1205

9. Review

This policy will be reviewed at least every two (2) years, or when significant changes are required.

Approving Authority	Oberon Council
Contact	Director of
Approval	Ordinary Meeting – (date): Item #, Minute #
Revision Date	
Issue Date to Staff	



1. Intent of Policy

This policy will:

- Articulate the Enterprise Risk Management principles for Oberon Council, to be integrated into all areas of operations and decision making;
- Promote an atmosphere of risk awareness and willingness to manage risk at all levels of the organisation;
- Provide opportunities for continuously improving performance at all levels of the organisation; and
- Ensure that risk management is enshrined in the organisation culture in every area of activity so that risks are identified at each level of the organisation and significant risks are appropriately recorded in the relevant risk register and are visible to the General Manager or appropriate Director.

This policy is supported by Council's Enterprise Risk Management Plan.

2. Scope of Policy

Oberon Council recognises that risk management is an essential element of good management and impacts every facet of Council activity.

This policy applies to:

- All decisions and areas of Council's operations
- All Councillors and staff, including contractors and volunteers.

3. Policy Statement

Oberon Council is committed to a structured and systematic approach to risk management throughout the organisation to promote good corporate governance, to reduce uncertainty and to improve service provision.

Oberon Council will identify risks at a corporate and operational level and report regularly on the risk status via the risk register.

Council will foster a culture of risk management across all its operations. This will include the use of risk assessments as part of most operational decisions.

All Oberon Council staff are responsible for managing risk associated with the activities and functions under their control. Risk management processes will be integrated with normal planning processes and management activities.

4. Background

Risks exist in all aspects of Council's undertakings. AS ISO 31000:2018 defines risk as the 'effect of uncertainty on objectives'. An effect is a deviation from the expected, whether it be a negative or positive (realising opportunities) deviation.

The outcome of effective implementation of this policy is that risk management is seen as good business sense and provides a way to understand the risk and benefits of any project, objective or opportunity and even business as usual. A key element of this process is understanding how to effectively mitigate risks to within limits defined by risk appetite.

Council's Risk Appetite is:

- a) The level of risk that the Council is prepared to take to achieve its strategic objectives;
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The following objectives apply to this ERM:

- A. To provide direction and commitment to Enterprise Risk Management (ERM) principles as part of Council's management planning, decision making and operational activities.
- B. To effectively integrate risk management into Council's high level management planning activities to achieve our strategic objectives in the Oberon Community Strategic Plan.
- C. To apply and incorporate the ERM Framework into Council's operational activities and business planning processes.
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 - ii. That the requirements of the Office of Local Government's New Risk Management and Internal Audit Framework are satisfied;
 - iii. That all reasonably foreseeable risks are systematically identified, assessed, analysed, prioritised and considered for a treatment with all information documented in Council's Risk Register ;
 - iv. Assigning ownership and responsibility for those risks to appropriate Council Officers across all functional areas of Council;
 - v. That all relevant legislation is complied with and relevant risk management standards (currently AS ISO 31000:2018) are used to provide guidance in best risk management practices;
 - vi. Improved protection of the community as well as Council's people and Council's financial integrity and sustainability;
 - vii. The effective communication of this policy to all Council staff.

6. Accountability, Roles and Responsibilities

The Council, General Manager, Directors, Managers, Supervisors and Employees, Contractors and Consultants are to be familiar with, and competent in, the application of the ERM, and are respectively accountable for the delivery of this Policy and Plan within their areas of influence and responsibility. These are outlined in Council's ERM Plan.

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Council's ERM Plan outlines a process of continuous improvement that is to be embedded in all the practices and processes of Council. Sound risk management practices promote communication between all stakeholders, improved information flow and enhances the decision making process.

It provides clear guidance and the associated processes, procedures and standards that are to be observed.

Effective communication is critical to the successful implementation of this policy. Council will ensure this policy and its intent is known, clearly understood and applied by all staff within the organisation.

Council is committed to a proactive approach to risk management, to continually reviewing its effectiveness and to be flexible enough to adapt to the changing needs of the organisation.

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This policy will be reviewed at least every two (2) years, or when significant changes are required.

Approving Authority	Oberon Council
Contact	Director of
Approval	Ordinary Meeting – (date): Item #, Minute #
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14. REPORTS FOR INFORMATION

14.01 MONTHLY ACTIVITY REPORT – GENERAL MANAGER

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

Summary

This report item summarises the main activity by the General Manager since the August 2021 Council Meeting. Items include Human Resources, Workplace Health & Safety, Community Activity, Regional Issues, Executive Management Team Meetings and planned activities.

Recommendation:

That report item 14.01 is received as information.

1. PLANNED ACTIVITY FOR SEPTEMBER and OCTOBER 2021

COVID –19 – Current COVID-19 restrictions under the NSW Public Health Order, sees ongoing compliance to the Oberon Council reactivation plan which was implemented on Monday 1 June 2020.

Further changes to the Public Health Orders were announced by the NSW Government on 26 June 2021 in addition to those announced on 9 July 2021, which included the need for mandatory check in for everyone entering places of work and all non residential indoor spaces, Stay at Home rules and mandatory mask wearing protocols being introduced.

Additional changes to the PHO meant Council facilities were closed for a period until 13 September 2021. Council facilities are now transitioning towards re-opening with all facilities re-opening on the zero case relaxation of the PHO.

The current restrictions are:

- From Sunday 12 September 2021, masks are now required in all indoor areas (not your primary residence) and construction sites throughout NSW.

There are now also additional restrictions on residents of NSW entering Greater Sydney.

- A person cannot enter greater Sydney for the purpose of exercise or outdoor recreation:
- A person can only enter greater Sydney for the purpose of obtaining goods or services if those goods or services are not reasonably available outside of greater Sydney.
- A person can only enter greater Sydney for a funeral, memorial service or gathering afterwards if there are no more than 10 persons (including the person conducting the service).
- A person over 18 who is leaving Greater Sydney must carry evidence showing their address and produce it to a police officer on request.
- Councils across NSW, but especially in Greater Sydney, are asked to support adherence to the Public Health Orders where possible.

Further, there are additional considerations for people travelling between areas where stay at home rules apply and those that do not.

If you live in a regional or rural area that is not currently subject to stay at home restrictions, you must have a reasonable excuse to enter a stay at home area (including Greater Sydney and regional/rural stay at home areas).

If you enter these areas for any reason, stay at home rules will also apply to you for 14 days after you were last in any of these areas. This means that you will need to stay at your place of residence for 14 days, even if it is in a regional/rural area that is not subject to stay at home restrictions, unless you have a reasonable excuse.

Special conditions apply if you must enter a stay at home area for a vaccination appointment

A copy of the latest Temporary Movement and Gathering Restrictions Public Health Order is available on the OLG COVID page.

Further to these restrictions Oberon Council has now been placed on the NSW Health Sewerage Testing list with weekly testing being carried out. This will continue into the near future unless changed by NSW Health. Currently, all tests have provided a negative Covid 19 detection.

COMMUNITY HUB – In April the Mayor and General Manager met with the Hon Paul Toole MP who announced \$3,000,000 from the NSW State Government Drought Stimulus Package to expand the Oberon Library and redevelop the HUB precinct with function, meeting and exhibition spaces, as well as an area dedicated to youth.

Central West Project Management has been engaged as the Project Manager for the design and construct phase of the development. A report outlining the proposed progress is provided to the August meeting.

Webber Architects have been commissioned to undertake the design work for preparation of the development to be lodged with Council for assessment and determination.

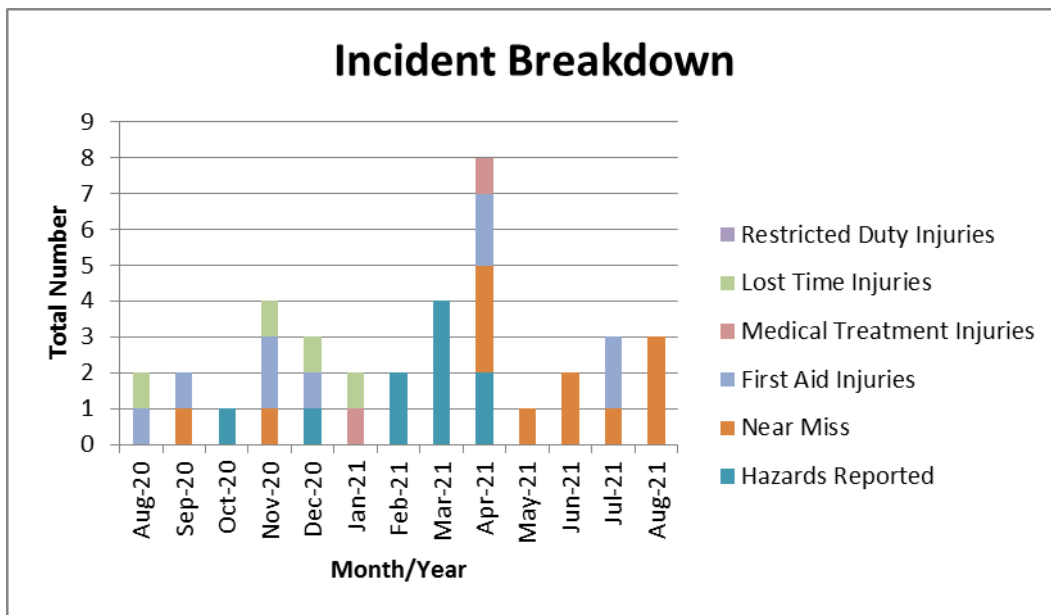
RISK MANAGEMENT – Updating of Risk Management processes continues to be an evolving process. Following sessions with Craig Hutley (JLT/Marsh) in May this year a draft Risk Appetite Statements for Council has now been developed. This has been distributed to Council and EMT for feedback. The program included:

- Clarification on the definitions around each risk category
- linking of each item on Council's Risk Register to a category
- EMT and WHSR to bring risk categories, appetite and register under an umbrella Risk Enterprise System

A report was provided to the August Meeting for Council consideration and deferred to the September meeting.

2. WHS/RISK COORDINATOR

	August 2021
Total Hours Worked Outdoor	8924
Total Hours Worked Indoor	5655
Incidents/Accidents Reported	3
Hazards Reported	0
Near Miss	3
First Aid Injuries	0
Medical Treatment Injuries	0
Lost Time Injuries	0
Restricted Duty Injuries	0
Incident Reported to Regulator	0
Toolbox/Safety Meetings	193
Plant Pre-Start Inspections	127



Work Health Safety and Risk Activities

- In conjunction with the Planning Department who arrange Council building maintenance, the WHSR Coordinator is progressing for quotations to be sought for replacement of high risk areas of carpet in the Administration building. A risk assessment has found that in some locations the carpet is a trip hazard with buckling and lifting. Due to the carpets age the carpet is not a candidate for re-stretching, and requires replacement. The Director of Planning and Development is investigating funding options.
- All Ways Rigging Gear conducted the 6 monthly inspections of Council’s chains and slings.
- WHSR Coordinator conducted a site visit to the Sewer Treatment Plant (STP) and liaised with the operators to develop Safe Work Procedures for weekly Covid19 sewer surveillance testing.
- Annual reports were returned to the Resources Regulator on behalf of Council in relation to activities at Council’s gravel pits.

- As part of Council's commitment to the wellbeing and health of staff, Stretch and Move (SAM) sessions were delivered in August. These were delivered by a rehabilitation consultant from Altius. The SAM Program covered stretching techniques for muscles with sustained and repetitive duties; healthy ergonomics; safe methods of manual handling including lifting, pushing, pulling and carrying; the importance of physical activity; and methods for the prevention of muscular tension. Altius also made available printed resources relevant to both works staff and office based staff. These resources are now available via the Work Health and Safety page of Council's intranet. The sessions were offered to both works crews and office staff and were very well received.
- Altius conducted workplace assessments and functional analysis for grader and roller operators. The purpose of the assessments was to document the functional demands of each role; identify tasks within each role with the potential to result in repeated injury; and for Altius to provide recommendations to improve ergonomics and safe work practises in these roles. Obtaining third party expert documented advice on high risk roles within Council is a crucial step in the proactive risk mitigation process for staff injuries. It is planned to continue with this process over a period of time, so as to include other high risk roles in this process.
- WHSR Coordinator assisted in the development of a documented risk assessment for the proposed Drive through Covid Testing Facility, should it be required.
- Expressions of Interest were sought for a Nominated First Aider at the Council Depot. This replaces the position which was held by the previous Store person.
- The reintroduction of Covid restrictions during August has resulted in Council staff working from home (WFH) wherever reasonably practicable. The WHSR Coordinator liaised with each Directorate to ensure those working from home completed a WFH checklist. The Work Health and Safety Act 2011 still applies if workers work somewhere other than their usual workplace, for example, from home. This means employers have an obligation to make sure the health and safety of their workers is maintained when they work at home. Staff working from home were also assigned SafetyHub training in WFH safety.
- A refresher was held with the Works crews regarding Covid Safe Practices, compliance with check-in and mask wearing rules and cleaning protocols for Council vehicles, plant and equipment.
- WHSR Coordinator liaised with Council's Library Manager to ensure staff safety in the implementation of the home delivery option for library books. This is a fantastic initiative from the Library staff and has been very popular with the community.
- Staff who consent to advising Council of their Covid vaccination status can do so via a form on Council's Work Health and Safety intranet page. All health record information is stored securely in Council's Vault (Damstra) system. Vault is a secure site with restricted access to information.
- The inclement weather during August saw works crews driving to inspect roads in rains and snow. The WHSR Coordinator conducted a refresher with works crews on safety procedures relating to Road Inspections in Snow and Ice.
- WHSR Coordinator provided a response on behalf of Council to the JLT Public Sector Risk Report Survey. This research into local government key risks assists JLT to develop a Key Risk Indicator Report. The information from this report greatly helps Council's develop its own risk frameworks.
- Online First Aid training was arranged for Nominated First Aiders to ensure credentials remain current.

- WHSR Coordinator delivered WHS Induction training to 1 new starter during August 2021. A thorough WHS Induction ensures new starters understand the WHS policies and procedures in place at Council.

3. HUMAN RESOURCES

a) Employee Statistics

2021/2022	Employee Separation	New Employee	Casual	Part-time	Full Time	Senior Officer	Total Staff
July	3	2	11	5	71	1	88
August	1	0	11	5	68	1	85

NB. Variations occur in the total due to the Casuals and part time staff, varying or not working hours in the respective months.

b) Consultative Committee

The Consultative Committee meeting was held 28 July 2021 at 2.30pm. An email was sent to the Committee Members on 2 September 2021 requesting agenda items. The next meeting is scheduled for 29 September 2021 at 2.00pm.

c) Training

CNSWJO tender for **safety compliance** is due to commence 1 September 2021. CNSWJO online meeting date is 7 September with presentations from all/majority providers under this panel contract. Council's WHS/Risk Coordinator and Human Resources Manager will be attending this meeting.

CNSWJO will be holding a meeting on 9 September with Account Managers from both Recovre and Workforce Health Assessors Pty Ltd on Pre-Employment Screening Services under the contract which commenced 1 July 2021 and runs for 3 years.

The following training is currently being undertaken by council employees.

- Cert IV in Business studies, traineeship
- Cert III Automotive Heavy Commercial Vehicle Mechanical Technology Apprenticeship

The following training is or has been organised and sourced. Due to COVID restrictions on travel and availability of trainers this training has not been able to be implemented. Others are booked in advance for later in the year, depending on the COVID situation closer to the time of the course.

- GIPA Online training
- Powers and Duties of Local Government Engineers rescheduled for October 2021
- Regional Procurement and Contracting Training
- Asset Edge 2021 User Group Conference -late September 2021
- Prepare Traffic Control Plans and Invarion RapidPlan – postponed by trainer as they are awaiting NSW Health advice
- Chemical Accreditation
- Managing Performance and Productivity Course – postponed to November 2021
- Stepping into Supervising

- Test and Tag
- TMP Designer (PWZ)
- Bridges course with IPWEA – postponed to November 2021

The following training has been completed by council employees

- Child Safe Support Workshop - Delivered by Office of the Children's Guardian

d) Annual Performance Reviews

ELMO Performance module - This module has already been paid for. No further costs apply. This module terminates on 31 January 2023.

Human Resources is finalising the process of updating the 2020/2021 Performance Appraisal reviews for staff. Once completed the performance appraisals and position descriptions will be forwarded to Directors to distribute the managers to undertake the reviews.

A draft performance appraisal guideline is to be distributed to all managers who undertake reviews.

e) Recruitment

Update of the status of recruitment is as follows:

- Chief Financial Officer's position was advertised and interviews were conducted in August. There were no suitable applicants for the role. Council will now go back to the market.
- Three labourers who were on fixed term appointments were successful in securing full time employment, filling vacancies from employees who had resigned or secured another position.
- The Engineering Assistant was successful in securing this role in a full time position.
- 3 fixed term labourer positions till 31 July 2022 were advertised externally/internally.

f) General Hr Matters

Other HR matters in progress include:

- (i) Rollout of staff engagement and wellbeing survey Voice Project still being finalised with consultants with programmed date from late September. Final staff survey document back from consultants, which will be online and anonymous for all staff to participate in.
- (ii) Local Government NSW has advised that the 2021-2022 Remuneration Survey and HR Metrics Benchmarking Survey is to be undertaken and completed by end of October and November 2021. This will involve a considerable amount of work for HRM to obtain data and input into excel spreadsheets.
- (iii) COVID-19 consistent updates from NSW Health, OLG and LG NSW takes a considerable amount of management time to ensure that they are aware of the ever evolving changes taking place.

4. TOURISM & ECONOMIC DEVELOPMENT ACTIVITIES

BUSINESS/TOURISM

Oberon Outdoor Festival (OOF) Cancellation

The OOF event committee has decided to cancel the event for 2021 due to the challenges posed by COVID. A variation on the grant funding was approved by Austrade so the event will be postponed to November 2022. The team continues to work with stakeholders and local businesses

to ensure programming, planning, and promotion are all in readiness when restrictions are lifted. A significant amount of work has gone into the planning for the festival with new events, marketing plans, and partnerships all developed to ensure the festival can generate significant tourism activity in the Nov/Dec period.

Modified hours at the Visitor Centre

As a result of the current COVID conditions, Council modified the operational hours of the Visitor Information Centre to Monday – Friday 9.30am – 5pm for the closure period. Staff undertook an array of administration, marketing, and development initiatives and still answering phone, email, website and social media enquiries. The pause in weekend operations was temporary and has been restored now tourism activities are allowed under the PHO.

VisitOberon Online Store

The VisitOberon online store continues to provide an alternative revenue stream for the Visitor Centre during the lockdown period. August saw the highest month of transactions on record for the site with \$387 taken in orders ranging from specialised merchandise, local produce and select books. While numbers are still relatively small, the volumes are steadily increasing as the store continues to be promoted and found in search rankings. This initiative was developed last year in response to COVID lockdowns and has provided the VIC with a platform to engage with the tourism community. Promotion for the online store has been through social media and the team are planning to link the store directly to our social channels to increase sales further.

Visitor Centre Refurb

The Visitor Centre team continues to work with appointed contractors to further develop the VIC refurb plan. The review of the VIC looks at both internal and external space and how we can enhance the visitor experience through the use of new technology, experience zones and innovative layouts. A key element of the planning is the development of an experiential space that will allow visitors to see the wonders of our LGA through a virtual reality experience. All work and concept development is being prepared in response to the project being included in the endorsed projects for the Black Summer Bushfire Recovery Grants.

Destination NSW Audit

The staff at the VIC have been monitoring and updating the Australian Tourism data Warehouse (ATDW) to increase visibility of the region and the events/ activities happening. The ATDW is important for promoting the region and reaching a much larger audience by putting destination Oberon on all tourism websites such as Visit NSW. All relevant information has been updated and event listings drafted in readiness for tourism promotion to recommence, this includes events such as Field to Forest Festival and the Oberon Outdoor Festival. The team have also contacted ATDW to update our regional classifications to better align with the destination networks.

Oberon Tourism Brochure Development

Work continues on the development of a new Tourism brochure for the Oberon region in partnership with Australian Community Media (Oberon Review). The working group has been provided with two mock versions of the brochure to provide feedback and gather new destination content. VIC staff are assisting the committee to compile all of the feedback and provide this to the editor and design team. Another key element of this project the creation of an Oberon Photo Competition to gain new images for the brochure. The Oberon Review is running the competition across their media channels with the VIC and OBTA offering prizes to encourage participation.

Social media stats

Tourism marketing and promotion in August focused on the online store and future travel inspiration due to the full lockdown of Regional NSW. The team developed virtual tours of the town for both tourists and locals to enjoy and created a number of posts that aimed to inspire future

travel in our key target markets. Instagram followers exceeded 1,500 on the back of the big snowfall in August, this was a key goal in the social media strategy.

Instagram

Month	Followers	Posts	Growth (followers)
January 2021	785	10	10%
February 2021	861	10	10%
March 2021	930	18	8%
April 2021	979	17	5%
May 2021	1, 019	15	4%
June 2021	1, 234	17	21%
July 2021	1, 269	22	2%
August 2021	1, 518	20	19%

Facebook

Month	Likes	Followers	Growth (followers)	People reached
January 2021	4,433	4,571	1%	16,809
February 2021	4,469	4,610	1%	20,888
March 2021	4,544	4,694	2%	72,286
April 2021	4,577	4,727	1%	13,089
May 2021	4,612	4,768	1%	17,611
June 2021	4,703	5,111	7%	59,814
July 2021	4,760	5,175	1%	32,531
August 2021	4,822	5,242	1%	65,583

5. EXECUTIVE SUPPORT

Council Page in the Oberon Review was prepared each week during August with advertising and information. Notices included the Mayoral Column; Local Government Elections Change of Date; Public Exhibition DA 10.2021.49.1 - Composting and Landscape Supplies Facility; Community Newsletter Distribution Update; Council Meetings August 2021; Nominations Open - Australia Day Awards 2022; Determinations July 2021; Council Closures due to Stay at Home Orders; Public Exhibition DA 10.2021.39.1 - Alternations to Commercial Premises; Positions Vacant Labourers 3 Fixed Term Roles and Council Meetings - September 2021.

Under a number of revised legislative requirements rolled out during the COVID-19 pandemic the requirement on Councils to notify a number of processes in local newspapers has been removed. These changes came into effect in 2020 and ensure councils can efficiently comply with regulatory requirements for notifications. However, Oberon Council will continue to use a wide variety of platforms to advertise and provide information to the community including the weekly page with the Oberon Review, updates on Council's website www.oberon.nsw.gov.au and Council's Facebook page <https://www.facebook.com/oberoncouncil>.

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

"Good News Week" newsletter issued to Councillors and staff on 7, 14, 21 and 28 August 2021.

6. COMMUNITY ACTIVITY, REGIONAL ISSUES and OTHER MEETINGS (AUGUST - SEPTEMBER 2021)

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

- 11 Aug Covid Team Meeting
- 11 Aug Western NSW Local Health District Covid Update for Mayors and General Managers
- 11 Aug On site meeting at Albion Street premises to set up potential drive through Covid testing location if needed.
- 11 Aug Central NSW Joint Organisation Board Meeting
- 13 Aug Covid Team Meeting
- 14 Aug Special Covid Team Meeting re updated Public Health Orders
- 15 Aug Special Covid Team Meeting implementation of Stay at Home Orders
- 16 Aug Covid Team Meeting
- 16 Aug Extraordinary LEMO and Central Western Area Meeting re Covid update
- 17 Aug Minister for Local Government, the Hon. Shelley Hancock MP, webinar with NSW Health, NSW Police and other senior government officials to discuss the new stay-at-home orders in place across Greater Sydney and regional NSW
- 17 Aug COVID-19 update with Western NSW Local Health District
- 17 Aug Ordinary Council Meeting
- 18 Aug Covid Team Meeting
- 18 Aug Regional Disaster Preparedness Program Evaluation Project - Group Interview
- 19 Aug Interviews for Chief Financial Officer position
- 19 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 20 Aug Covid Team Meeting
- 20 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 21 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 23 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 23 Aug Covid Team Meeting
- 23 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 23 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 24 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 24 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 24 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 25 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 25 Aug Covid Team Meeting
- 25 Aug Open Cities new website project kick off meeting
- 25 Aug Department of Planning, Industry and Environment information session for Councils - Housing SEPP
- 25 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 26 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 26 Aug Meeting with Borg Panels re Oberon Sports Complex

- 26 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 26 Aug Office of Local Government Covid update
- 27 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 27 Aug Covid Team Meeting
- 27 Aug Report writer training Infocouncil
- 27 Aug REOC - Central West & Far West Covid update
- 27 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 28 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 29 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 30 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 30 Aug Covid Team Meeting
- 30 Aug General Manager Performance Review
- 30 Aug REOC - Central West & Far West Covid update
- 30 Aug Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 31 Aug REOCON - meeting with LEOCON and LEMO re Covid update
- 31 Aug Department of Planning, Industry and Environment review of Oberon STP concept.
- 31 Aug Extraordinary Local Emergency Management Committee Meeting Oberon to discuss community service support and Covid update
- 31 Aug OLG Covid Update
- 31 Aug Transport for NSW meeting regarding O'Connell Fish River Bridge
- 1 Sep REOCON - meeting with LEOCON and LEMO re Covid update
- 1 Sep Covid Team Meeting
- 1 Sep NBN Regional Co-Investment Program (RCIF) - Oberon
- 1 Sep REOC - Central West & Far West Covid update
- 1 Sep Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 2 Sep REOCON - meeting with LEOCON and LEMO re Covid update
- 2 Sep BLER Stage 2 Oberon Multi-purpose Sports Complex - Planning Workshop
- 2 Sep Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 3 Sep REOCON - meeting with LEOCON and LEMO re Covid update
- 3 Sep Covid Team Meeting
- 3 Sep REOC - Central West & Far West Covid update
- 3 Sep Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 4 Sep REOCON - meeting with LEOCON and LEMO re Covid update
- 5 Sep REOCON - meeting with LEOCON and LEMO re Covid update
- 6 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 6 Sep Covid Team Meeting
- 6 Sep REOC - Central West & Far West Covid update
- 6 Sep Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas

- 7 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 7 Sep Extraordinary Local Emergency Management Committee Meeting Oberon to discuss community service support and Covid update
- 7 Sep BLER Stage 2 Oberon Multi-purpose Sports Complex follow up
- 8 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 8 Sep Covid Team Meeting
- 8 Sep Water NSW and Oberon Council joint discussion - Fish River Water quality
- 8 Sep REOC - Central West & Far West Covid update
- 8 Sep Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 9 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 9 Sep NBN Regional Co-Investment Fund discussion with Oberon Council
- 10 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 10 Sep REOC - Central West & Far West Covid update
- 10 Sep Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 11 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 12 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 13 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 13 Sep Covid Team Meeting
- 13 Sep Hardy Draheim - review of documents GIPA Application
- 13 Sep Extraordinary Local Emergency Management Committee Meeting for Bathurst and surrounding areas
- 13 Sep Meeting with Live Better regarding Community Hub project
- 14 Sep Central West and Far West LEOCONs and LEMOs 8am morning briefing to the REOCON on overnight issues
- 14 Sep Local Government Professionals General Managers Meeting
- 14 Sep BLER Stage 2 Oberon Multi-purpose Sports Complex follow up
- 14 Sep Councillor Informal Briefing Session

Note: all meetings have been held online using webinar facilities.

Notes:

14.02 MONTHLY ACTIVITY REPORT – PLANNING & DEVELOPMENT

File No: Governance/Meetings/Ordinary

Author: Damian O'Shannassy - Planning & Development Director

Summary

This report item summarises the main activity in the Planning and Development Department since the August 2021 Council Meeting.

Recommendation:

That report item 14.02 is received as information.

Commentary

7. PLANNING ACTIVITY FOR SEPTEMBER

PLANNING ENQUIRY FORM

The Planning and Development Team in conjunction with Councils IT Coordinator have implemented an online planning enquiry form which has been extremely beneficial to customers during the lock down period. These enquiries are followed up with a phone call and/or email dependant upon the information requested and has allowed the Planning team to triage requests and respond around other commitments such as assessments of applications.

OBERON WASTE FACILITY

The JSR Consulting report presented to the August Ordinary Council meeting contained 42 recommendations and Council adopted that a progress report responding to the recommendations be provided at the September Ordinary meeting with draft timing and costing. The progress report forms part of this agenda.

A recommendation from the JSR report was for Council to have undertaken a Volumetric Survey of the existing levels of the waste facility to determine its remaining life. This survey has been undertaken and Council is awaiting the results.

The proposed office/amenities fitout has had a delay in commencing however it is anticipated works will commence prior to the end of September or early October.

PROJECTS

Independent Living Units – Curtis Street

A Construction Certificate application for the carport structure has been approved and construction can commence once delivery has been received. Delivery has been delayed and it is anticipated to now be completed during November.

Oberon Swimming Pool Complex amenities upgrade

The construction of the new amenities is progressing. The upgrade will provide a new disabled unisex toilet and shower facility in addition to new male and female toilets and showers and storage facility. The project timeline is to be finalised before the end of September prior to the reopening of the pool after the winter close down.

8. PLANNING AND DEVELOPMENT MATTERS

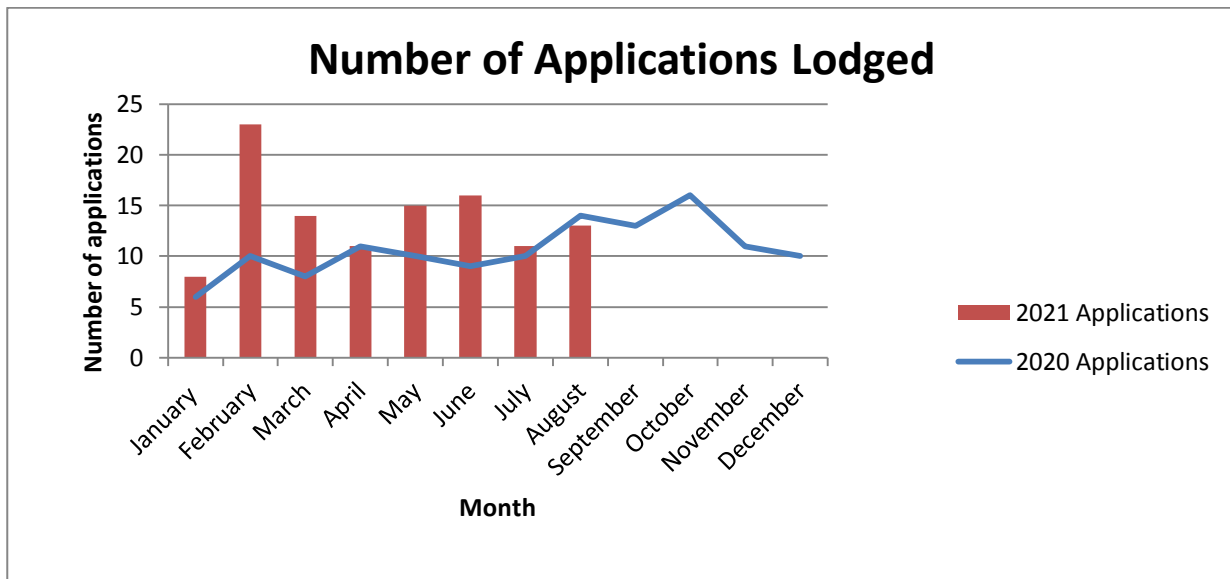
DETERMINATIONS – August 2021

10.2021.37.1 20.2021.5.1	New Dwelling & Shed with connection to Sewer, Two Lot Subdivision	34 Springfield Street OBERON NSW 2787
10.2003.205.2 11.2003.205.2 19.2021.41.1	Modify existing Development Application Dwelling and On Site Waste Water System	125 Hazelgrove Road OBERON NSW 2787
10.2021.7.1 11.2021.7.1 19.2021.5.1	NSW Rural Fire Service Shed	Jenolan Caves Road JENOLAN NSW 2787
10.2014.70.2	Modification existing DA 10.2014.70.1 - Subdivision	175 Titania Road Oberon NSW 2787
11.2021.37.5	Subdivision Works Certificate Stage 5 & 7 creating 27 New Residential Lots	99 Springfield Street OBERON NSW 2787
11.2021.37.1	New Dwelling & Shed	34 Springfield Street OBERON NSW 2787
15.2004.180.1	Subdivision Certificate - 2 lot subdivision	266 The Meadows Road OBERON NSW 2787
10.2021.28.1 20.2021.4.1 19.2021.26.1	New Transportable Dwelling with Decking & On Site Waste Water System	290 Black Bullock Road HAZELGROVE NSW 2787

Total fees for Applications during August 2021 were \$14,064.00. The year to date income is \$51,721.00.

Copies of determinations are available for inspection at Council’s Administration Centre.

Applications for the calendar year are being provided in a table form to give an outline of applications being lodged against those of the previous year.

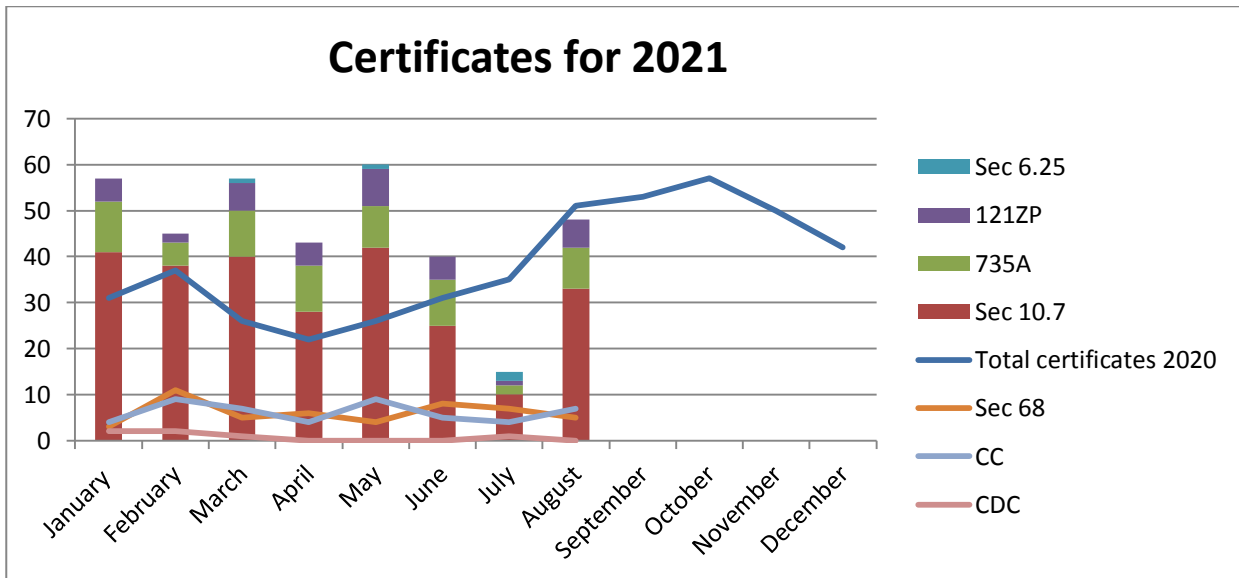


CERTIFICATES ISSUED

During the Conveyancing process, normally as part of the sale of a property, various Certificates are applied for by Solicitors, Real Estate Agents or by the public. In August 2021 the following Certificates were issued:

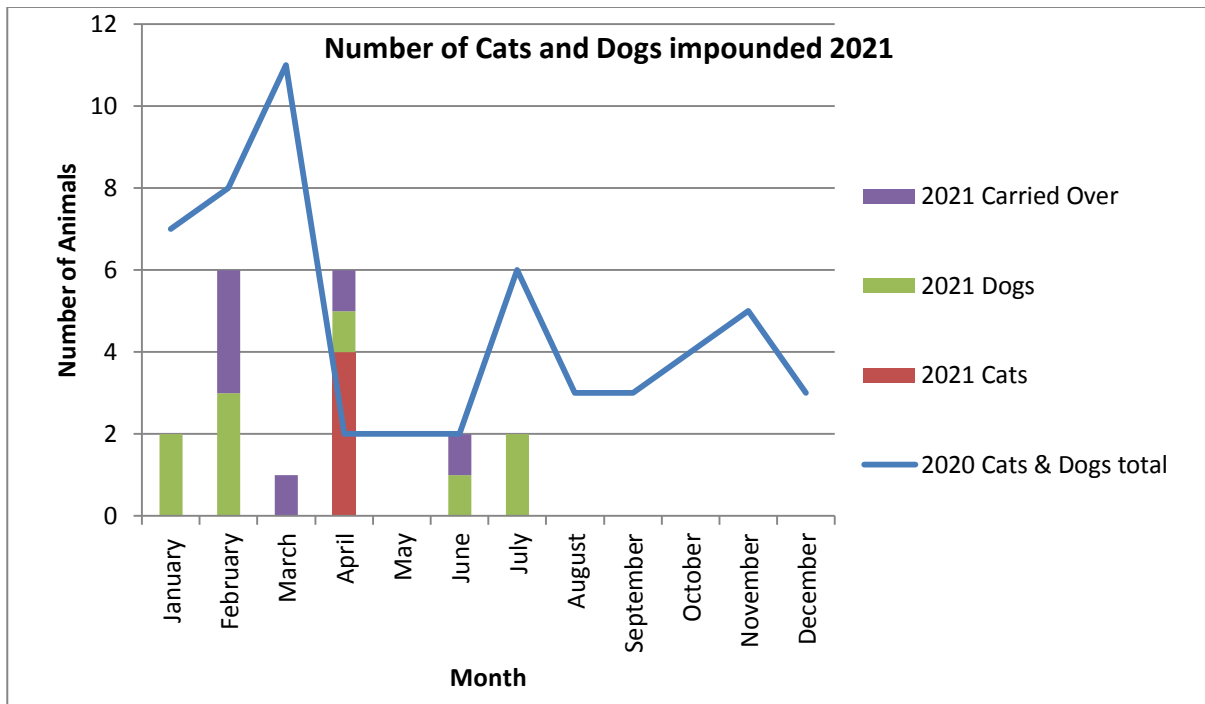
CERTIFICATES	August 2021
SECTION 10.7 PLANNING CERTIFICATES Environmental Planning and Assessment Act, 1979	33
SECTION 735A CERTIFICATES AS TO NOTICES Local Government Act, 1993.	9
SECTION 121ZP CERTIFICATES AS TO ORDERS Environmental Planning and Assessment Act, 1979	6
SECTION 6.26 BUILDING INFORMATION CERTIFICATES Environmental Planning and Assessment Act, 1979	0
CONSTRUCTION CERTIFICATES	7
COMPLYING DEVELOPMENT APPLICATIONS	0
SECTION 68 APPLICATIONS Local Government Act 1993	5

Certificates for the calendar year are being provided in a table form to give an outline of certificates being lodged against those of the previous year.



OBERON ANIMAL POUND

The following are details of activity at the Animal Pound in August 2021.



DOG DECLARATIONS	August 2021
Notice of Intention to Declare a Dog Dangerous	0
Notice to Declare a Dog Dangerous	0
Notice of Intention to Declare a Dog Menacing	0
Notice to Declare a Dog Menacing	0
Notice of Intention to Declare a Dog Nuisance	0
Notice to Declare a Dog Nuisance	0

MISCELLANEOUS MATTERS

Various inspections, including building inspections, health inspections, environmental inspections and complaints were conducted during August 2021.

TYPE OF INSPECTIONS	August 2021
Building Inspections	25
Food Inspections	0
Environmental Inspections (Air, Noise and Water Pollution)	0
Subdivisions Certificate Inspections	1
Complaints (Including Animal Control)	5
Building Maintenance Inspections	5

14.03 MONTHLY ACTIVITY REPORT – TECHNICAL SERVICES

File: Governance/Meetings/Ordinary

Author: Chris Schumacher Technical Services Director & Peter Morgan Technical Service Manager

Summary

This report provides a summary of the completed works for August 2021 and an outline of proposed works in the Technical Services and Works area for the month of September 2021.

Recommendation:

That report item 14.03 is received as information.

Comment

1. COMPLETED AND UPCOMING/PLANNED WORKS

The following information relates to work activities during August 2021 and projected works scheduled to commence during the month of September 2021.

SAFER ROADS PROGRAM - ABERCROMBIE ROAD – Because of the inclement weather conditions over the past few months staff have been waiting for improved conditions in order to recommence works on this project. The project is 90% complete with minor bitumen sealing and line marking to be completed as well as the addition of audio tactile line marking to selected areas of roadway. Quotations are currently being obtained for the supply and installation of the tactile markings. Expenditure to date is \$1,600,000 of the total grant funding of \$1,950,000 from the TfNSW Safer Roads Program. This project is anticipated to be completed by the late October, subject to contractor availability and prevailing weather conditions.

ARKSTONE/BURRAGA ROADS – Works have been temporarily put on hold pending improvements in the weather conditions. Council has to date expended \$800,000 of the total grant of \$3,952,589. Planning of the remainder of the project is continuing. Tenders for the stabilisation of the remaining sections are to be considered by Council at this meeting at which a recommendation has been made. It is proposed to recommence works in the first week of October which will continue through to completion.

CAMPBELL'S RIVER ROAD – As previously reported the predominant 9km of stabilisation works on identified sections of this road have been completed. As the weather conditions have prevented a continuation of this project no work has been carried out during September 2021. With the improvement of the weather staff are planning on recommencing construction in the first week of October and will continue through to completion. Current expenditure is \$1,891,000 million of the total grant of \$4,875,310.

TOWN IMPROVEMENT FUND, CONCRETE FOOTPATHS – Concrete footpath works have been completed in accordance with the 2020/21 Town Improvement Program with the completion of the Scotia Ave section recently. New kerb and gutter works will commence during September, starting with Prince Street and then Dudley Street. This work is being carried out by local contractors and is programmed to be completed by early October 2021.

TABLELANDS WAY – LOWES MOUNT ROAD – Work has commenced on this project with the clearing of vegetation from the first 7 kilometres of roadway. Council staff construction crews will also proceed with the installation and extension of existing and installation of new piped drainage

culverts lines. Planning is now well advanced on suitable sourcing of road gravels to be used in providing for widening of the existing road pavement.

RECENT SNOW EVENT – Council will recall the recent heavy snow fall which occurred on 25 August, causing many mature trees to fall and close roads. Council staff have been working tirelessly over the last few weeks to clear vegetation matter. Contractors have been engaged to clean up the fallen trees and branches from various roads within the LGA. Three contract crews are currently on site, the clean up is programmed to take two to three weeks. Because of the extensive damage caused Oberon Council has been declared a Natural Disaster area which means the cost of the clean-up can be claimed against State and Federal funding.

ROAD MAINTENANCE - Maintenance grading works have been completed on Murrays, Baileys and Grady's Lanes, Arkstone, Jerrong, Chatham Valley, Nunan's Hill, Jerula and Mozart Roads. Drainage improvement works have been carried out on Murrays Lane, Bloom Hill, Emden Vale, Arkstone, Hazelgrove and Abercrombie Roads, Council staff reactively responded to emergency works after hours in attending to fallen trees caused by the recent snow event. Trees caused significant disruption to traffic throughout the LGA as did as the depth of snow. Grader crews were kept busy clearing snow from the roads predominately O'Connell, Shooters Hill, Arkstone and Edith Roads. Council signs have been replaced or repaired throughout the LGA, including on O'Connell, Carlwood, Edith, Swallows Nest, Hazelgrove, Mt Werong, Gingkin Valley, Sheep Station Creek, Bald Ridge, Swatchfield, Mayfield, Burruga, Campbell's River, Chain of Ponds and Sewells Creek Roads as well as Oberon Streets.

PARKS AND GARDENS – Ground maintenance has been carried out at the Leagues Club Grounds. Tree pruning has been completed in Albion, Tasman, Balfour, Rupert, Queen, Cunynghame, Ross and Jenolan Streets, The Common, Buckley Crescent, Black Springs Park and Reserve Avenue. Grass maintenance works have been completed on Lowes Mount Road, Parkes Street, Hassel Park, Flat Rock Park, Balfour Street Aged Units, The Common, Apex Park and Whitakers Lane.

WATER AND SEWER – Water services have been repaired in Whitley Lane and Dart Street. Maintenance works have been completed in the Curtis Street units with the repairs to toilets and drainage. Health checks and repainting of water reticulation hydrants throughout the town is currently in progress so as to enable the easy identification of hydrants in the case of fire or main servicing. The monthly reading of water meters is continuing as well as maintenance to the water treatment plant.

2. WORKS PROPOSED ON LOCAL ROADS, BRIDGES AND PARKS

MAINTENANCE GRADING – During September maintenance grading and gravel resheeting is proposed to be carried out on Bald Ridge, Schumachers and Isabella Roads. Maintenance grading of Beaconsfield, Connection, Bloom Hill and Gilmandyke Roads as well as Millers Lane weather conditions permitting.

ROAD MAINTENANCE REPAIRS – Council's Paveliner is currently committed to servicing Local and Regional Roads throughout the LGA over the coming weeks. Council works and maintenance crews will concentrate on the Regional Roads and State Road repairs endeavouring to keep roads of satisfactory condition. Crews have been faced with an extensive amount of pot holing due to the recent rains and snow. Abercrombie Road has been patched as well as Lowes Mt Road, O'Connell Road and Duckmaloi Road. Crews will shortly be attending to Dog Rocks Road with work already extending to Saturday in an effort to catch up with the backlog.

3. RMCC WORKS FOR TRANSPORT FOR NEW SOUTH WALES (TFNSW)

Routine road maintenance work and condition monitoring continues on both O'Connell and Duckmaloi Roads - in accordance with TfNSW Roads Maintenance Council Contract.

The TfNSW budget funding allocation for routine maintenance for Oberon Council during 2021-2022 as follows:

- Heavy Patching MR 253 O'Connell Road \$400,000
- Heavy Patching MR 558 Duckmaloi Road \$350,000
- Routine Maintenance \$344,000
- Bitumen Resurfacing Improvement : \$400,000

TfNSW have confirmed that asphalt contractors that were engaged to complete repair works to the corrugated road surface in the south bound lanes of the O'Connell Road located at the bottom of the Oberon Mount, have now been rescheduled due to COVID-19 restrictions. TfNSW have not been able to provide any new scheduled date for completion as a result of the current NSW COVID-19 Public Health Order.

Transport for NSW has committed an allocation of funding to assist Oberon Council with the widening of the south bound lane road pavement at the intersection of O'Connell/Mayfield Road.

Works planning is currently in progress with TfNSW and further details and updates as to the anticipated construction timetable will be forthcoming subject of TfNSW approvals.

TfNSW plan to asphalt 630 meters of Oberon Street (Duckmaloi Rd) from Earl Street to Strathroy Avenue is now indefinitely on hold due to the current Covid-19 situation within NSW. A new date will be advised.

Technical Services staff held further discussions with TfNSW during early September in relation to the Blayney project scope of works. TfNSW are expected to finalise the Design and REF by late October, and will be inviting Oberon Council to submit a tendered price to undertake this work on their behalf.

TfNSW have recently approved Oberon Council application to an upgraded Road Works Level R2 in accordance with the National Prequalification System (NPS). Technical Services staff have been working in the background for quite sometime to achieve this accreditation. This now permits Oberon Council to undertake Roads Projects up to a financial level of \$5M (F5)

These are projects where specified by TfNSW in the invitation of tenders, Contractors wishing to tender for road and bridge construction, paving, specialist works and the provision of intelligent transport systems (ITS) must be prequalified with TfNSW.

The purpose of the Prequalification Scheme is to classify Contractors commensurate with their technical and managerial expertise, financial capacity and previous performance. The scheme aims to facilitate, but not replace, tender assessment for individual projects and to afford protection to TfNSW and Contractors against over-commitment.

Contractors will be prequalified on a three yearly basis and must apply every three years to renew their prequalification. Well done to the Technical Services team in this achievement.

4. TECHNICAL SERVICES ACTIVITY, and OTHER MEETINGS (AUGUST 2021)

The following is a summary of meetings attended by the Technical Services Director.

02/08/2021 – NSW RFS Seasonal Fire Update 2021/2022 – Online

02/08/2021 – Brien Road Land Acquisition Meeting – Mathew & Teens Scott

03/08/2021 – Residential Concepts for Glyndwr Avenue - Oberon High HSC Student Thomas Casey

03/08/2021 - Oberon Common Working Party Meeting – Council Chambers

04/08/2021 - Interview for Engineering Assistant – Council Committee Room

09/08/2021 - Fordy's Plastering & Constructions Orange - RFS Jenolan Brigade Shed Construction – Adam Ford

09/08/2021 - Local Emergency Management Meeting (LEMC) - Council Chambers inc. (Zoom)

10/08/2021 - Fish River Joint Operators Group Meeting (NSW Health, WNSW, LCC and Oberon Council) – M/S Teams

10/08/2021- Councillor Informal Briefing Session

12/08/2021 - TALC Meeting - Administration Centre - Council Chambers

13/08/2021 - Extraordinary LEMC - COVID Briefing – M/S Teams

15/08/2021 – Covid Team Meeting – M/S Teams

16/08/2021 - Extraordinary LEMC - COVID Briefing – M/S Teams

17/08/2021 - FRWS Operational Forum- M/S Teams

17/08/2021 - Ordinary Council Meeting - Administration Centre - Council Chambers

19/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

20/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

21/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

23/08/2021 - Transport Technical Meeting (CNSWJO) – M/S Teams

23/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

24/08/2021 – Enacon Energy Oberon Tip Power Easement – Damian O’Shannassy/Andrew Hanger

24/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

25/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

26/08/2021 – Centroc JO Water Utilities Alliance Meeting – M/S Teams

26/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

27/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

30/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

31/08/2021 - Extraordinary LEMC Meeting - Bathurst and surrounding areas – M/S Teams

31/08/2021 – DPIE Oberon STP Design/Concept Review – Robert Mitchell/David Swan/Jose

31/08/2021 – Local Extraordinary LEMC – M/S Teams

14.04 MONTHLY ACTIVITY REPORT – CORPORATE SERVICES

File No: Governance/Meetings/Ordinary

Author: Mathew Webb, Acting Corporate Services Director

Summary

This report provides a summary of work within the Corporate Services Department during August 2021, plus planned activities for the upcoming months.

Recommendation:

That report item 14.04 is received as information.

Comment

1. OPENCITIES PROJECT TEAM KICKOFF MEETING

OpenCities are the vendor supplying Oberon Council's new website. OpenCities met with Oberon Council to launch the project, outlining the tasks and responsibilities of both parties. The website development and implementation will be managed through project management tool Asana, which allows both parties to assign roles, responsibilities, and timelines for the project. The project team is currently scoping the project across 5 phases.

- 1) Discovery and Governance
- 2) Configuration and Design
- 3) Training and Handover
- 4) Beta Launch
- 5) Full Site Launch

2. INFORMATION TECHNOLOGY

A compulsory Cyber Security training course has been developed and rolled out to all staff. Council will now require anyone who connects to our systems to undergo this training and it will soon be extended to all contractors and Councillors. Currently, 64% of staff has undertaken the training and the remainder will complete in the coming weeks.

Other cyber security activities during September include a penetration test to see how secure our systems are and a "phishing" exercise. "Phishing" is a term used to describe email or SMS messages that are designed to get a user to hand over valuable information or login credentials. These messages will be sent to users on the Oberon Council email system to evaluate their reaction and help determine our preparedness.

Data#3 will be the vendor migrating Council email from the Civica environment to Office 365. This move will bring great benefits and enable Council to take advantage of more features in Office 365. The migration should be finished by October.

Following a final detailed examination of the water billing and property rates functions in Open Office, the replacement of the Council enterprise management system (EMS) is ready to start. Consultation and design should start in October with Planning and Development being the first modules followed by Finance.

3. FINANCE

The Finance team continues to work on end of term and Financial Audits. During this period, in line with continuous improvement concepts, internal staff and contractors have started a review of current practise and procedures with the aim to increase efficiency and streamline the end of year process.

One initiative already identified from this review is the potential to use excel modelling to expedite the extraction of data from the system in a format ready to analyse. As part of this project, the team will review frequently requested and required information and explore how an excel data extract model could be used.

Finance also coordinated Council's submission of data to the Local Government Performance Excellence Program. This initiative is delivered by PwC with Council data analysed to provide benchmarking and performance of Council internal business operations. This forms part of the end of FY audit process.

Town Improvement Levy

The table below outlines movement in the Town Improvement Levy against 2020/21 carry forward amounts, and the 2021-22FY adopted projects as of 31 August 2021.

The 2021-22FY movements in the Town Improvement Fund

Town Improvements	2020-21 C/Fwd	Adopted 2021-22	Adjustments	Total	Expenditure 2021-22	Balance August 2021	Notes
Overheads	1,168			1,168		1,168	
The Common	362,619			362,619	-2,492	360,127	
Community Hub	220,000			220,000		220,000	
Oberon Street Paving	75,201			75,201		75,201	
Footpath Construction	102,158	50,000		152,158	-65,235	86,923	
Street Line Marking	11,933			11,933		11,933	
Rugby League Club Lighting Tower	15,700			15,700		15,700	
Rugby League Club Change Rooms	11,362			11,362		11,362	
Beautification Street Tree Planting	66,000	10,000		76,000		76,000	
Cook Park Awning Extension	70,000			70,000		70,000	
Yearly Top Soil Sporting Grounds	98,571	30,000		128,571	-3,577	124,994	
Drainage, Kerb & Gutter	92,794	165,000		257,794	-2,964	254,830	

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Bulky Goods Collection	26,194	8,000		34,194		34,194
Council Amenity Block Upgrade	49,781			49,781		49,781
Grandstand Stage 2	27,488			27,488		27,488
Edith Rd Rock Retaining Wall		240,030		240,030		240,030
Herb David Shade Sail		35,000		35,000		35,000
Apex Park Toilet Block Upgrade		30,000		30,000		30,000
Underground Power Oberon St	18,900			18,900	-18,900	0
Allocated to adopted projects			60000	60,000		60000
Unallocated	64,731		-60000	4,731		4,731
Totals	1,314,600	568,030	0	1,882,630	-93,167	1,789,463

Rate Payments

Below are the rates and annual charges received for the period ended 31 August 2021.

Rates and Charges collected by Rating Category August 2021						
Rate Category	Farmland	Residential	Rural Residential	Non Urban Centre	Business	Total
Brought forward 30/06/21	180,765.02	291,460.94	74,218.61	18,382.48	55,378.14	620,205.19
Current Levy 21/22 FY	2,262,456.26	2,537,665.06	811,456.15	197,785.29	714,993.87	6,524,356.63
Payments, Concessions and interest YTD	-846,060.82	-793,601.85	-296,906.38	-93,688.30	-290,286.18	-2,320,543.53
Rates Balance outstanding	\$1,597,160.46	\$2,035,524.15	\$588,768.38	\$122,479.47	\$480,085.83	\$4,824,018.29
% of Rating Category outstanding	33.11%	42.20%	12.20%	2.54%	9.95%	100.00%
Paid August 2021	-\$806,606.48	-\$553,508.37	-\$250,977.00	-\$71,624.68	-\$272,153.72	-\$1,954,870.25
Overpayments						-\$62,267.43
Legal Charges						\$699.21
Total rates outstanding						\$4,762,450.07
Total Levy adjustment (95)						\$0.00
GL Balance as @ 01/09/2021						\$4,762,450.07
Rates Certificates Issued			Ageing	Due Date	%	\$ Value
Urgent 603			Previous FY & Prior	Over Due	20.04%	\$398,471.55
603's	18		2021-22 Instal 1	Due 31/08/2021	8.74%	\$566,310.20
Special Water Reads	4		2021-22 Instal 2	Due 30/11/2021	11.73%	\$1,243,212.81
			2021-22 Instal 3	Due 28/02/2022	17.38%	\$1,273,046.40
			2021-22 Instal 4	Due 31/05/2022	42.12%	\$1,281,409.11
			TOTAL		100.00%	\$4,762,450.07

4. COMMUNITY SERVICES

Seniors Festival Grant

Community Services submitted a funding application to run Oberon Seniors Festival 2022. The planned festival concept includes events such as a community picnic, a CTC event, walking groups, U3A additional programs, Men's Shed open day, Burruga Seniors Festival lunch, Heritage homestead tours, Mayfield Gardens trip, and much more. Funding will determine how many events and experiences can be developed. Successful funding applications are expected to be announced in October 2021.

Independent Living Units

Unfortunately, the mailboxes at the Curtis Street units were damaged by a waste contractor, with the entire structure requiring removal. The community services team is working with contractors to gain quotes and coordinate a replacement build. In the interim mail will be delivered directly to residents to minimize disruption.

Work has commenced on extra drainage around the garage and driveway area of Balfour Street. Unit 10 and 12 are now occupied.

Oberon Youth Council

Councillors continue to promote and raise money through the current OYC raffle. COVID continues to impact the ability for Councillors to sell tickets to the community and schools, so tickets sales are slow. The raffle will still be drawn at the next meeting.

Walk N Talk

The Walk N Talk committee decided to hold their September event via Zoom due to the COVID lockdown. Council assisted with the promotion of the event and coordinated the Zoom call for interested participants.

Pink Up Oberon

Planning for Pink Up Oberon has commenced. The team is planning a business shopfront competition, Council staff fundraising morning tea and an OYC Community BBQ and Raffle.

Section 356

Black Springs Public School, Oberon High School, Oberon Public School, O'Connell Public School, and St Joseph's Catholic Primary School have been added to successful applicants of the Section 356 funding for their annual payment of \$250 to assist with end of year presentations.

Most groups have received funding for their 21 – 22 allotments, although some funding is yet to be provided as Council is waiting on previous year acquittal forms. This applies to the following groups

- Burruga District Community Association
- Oberon Arts Council
- Oberon Junior Hockey (Waiting on bank details)
- Oberon Senior Hockey Club
- Oberon High School
- Black Springs Public School
- O'Connell Public School
- Oberon Show Society (Requested extension to complete 20 – 21 project)
- Oberon Showgirl (Requested extension to complete 20 – 21 project)

Section 356 applicant Western Region Academy of Sport returned the donation as they received Council funding through the Central NSW Joint Organisation.

Upcoming Events

Walk N Talk - 11 September 2021
 Pink Up Oberon - October
 Movember - November
 OYC Summer Festival - 15 January 2022

Facility Attendance

Due to the COVID lockdown, all facility hiring has been restricted to abide by the public health orders. This will be reflected on the decrease in facility usage.

Ross Street Conference Room – 0
 Community Centre – 132
 Black Springs Community Hall - 1

5. OBERON LIBRARY / COMMUNITY TECHNOLOGY CENTRE

Month	Visits	Loans	New Members	New Items*	Program attendance*	eLoans	CTC troubleshooting
Jul 2021	1,156	752	11	10	43	131	14
August 2021	410	500	9	0	5	277	8
Total 2021/22*	1,566	1,252	20	10	48	408	22
Total 2020/21*	11,620	9,219	106	1,200	677	3,083	95
Total 2019/20*	12,282	9,288	404	1,537	1,010	1,816	49

* Numbers are affected by COVID restrictions

August Overview

Library staff visited Hampton Public school for a special NAIDOC week story time. This was a great opportunity for Julie Baker (new librarian) to meet the staff and students at the school.

On 16 August the Library was forced to close to the public due to stay at home restrictions placed on Regional NSW. This has had a great impact on the community and staff. Many events planned for August had to be cancelled including book week, school visits, CTC troubleshooting and CTC classes.

Since July the library has not received any new items ordered with James Bennet, an error was discovered by James Bennet with order numbers which has now been resolved. It has meant that 88 items have been waiting to be dispatched; the library will start to receive these items from early September.

Book Week 2021

Unfortunately, due to stay at home orders across Regional NSW book week 2021 had to go online. Oberon Library currently subscribes to Story Box Library which is an educational website designed for children to view stories. Through this platform library members were able to enjoy many of the CBCA winning and shortlisted titles, *There's no such thing* by Heidi McKinnon was the most viewed title. Across the month there was a record 20 views which is a substantial increase compared to July.

Contactless Delivery

Oberon Library started a contactless delivery service in response to the stay at home orders. Anyone within the Oberon LGA can reserve items online, by phone or by email. Staffs are

delivering items twice per week depending on demand. Since 26 August staffs have delivered to 8 households going as far as Mozart and Hazelgrove.

Community Newsletter

Australia Post advised in July that the regular priority mail out was not going to be available due to the Census delivery schedule. This month the Community Newsletter had a smaller production run with hard copies only going to PO Boxes, select local businesses and those on the requested mailing list. The focus was to distribute electronically and promote the digital edition to the community.

CTC

The CTC submitted a grant application to support hosting of an event during Get Online Week in October. If successful, the CTC will host an event called Oberon Trivia, teaching learners research techniques using the internet. This event will be face to face at the CTC catering for up to 10 participants however if stay at home restrictions are still in place the event will be hosted online.

The CTC Coordinator attended a digital inclusion webinar hosted by The Good Things Foundation, Digital Nation: Building a Connected, Capable, and Confident Country. It brought together members of the Be Connected Network, shareholders and advocates to discuss Australia’s digital divide, its effect on at risk groups and what is being done to address the issue. This content will assist the CTC Coordinator to deliver more effective content for the community.

Notes:

14.05 STATEMENT OF INVESTMENTS

File No: Financial Management/Investments/Register
 Author: Lisa Koleda, Management Accountant; Gary Wallace, General Manager

Summary

This report provides Council with the Statement of Investments as at 31 August 2021.

Recommendation

That Council receive report item 14.05 as information.

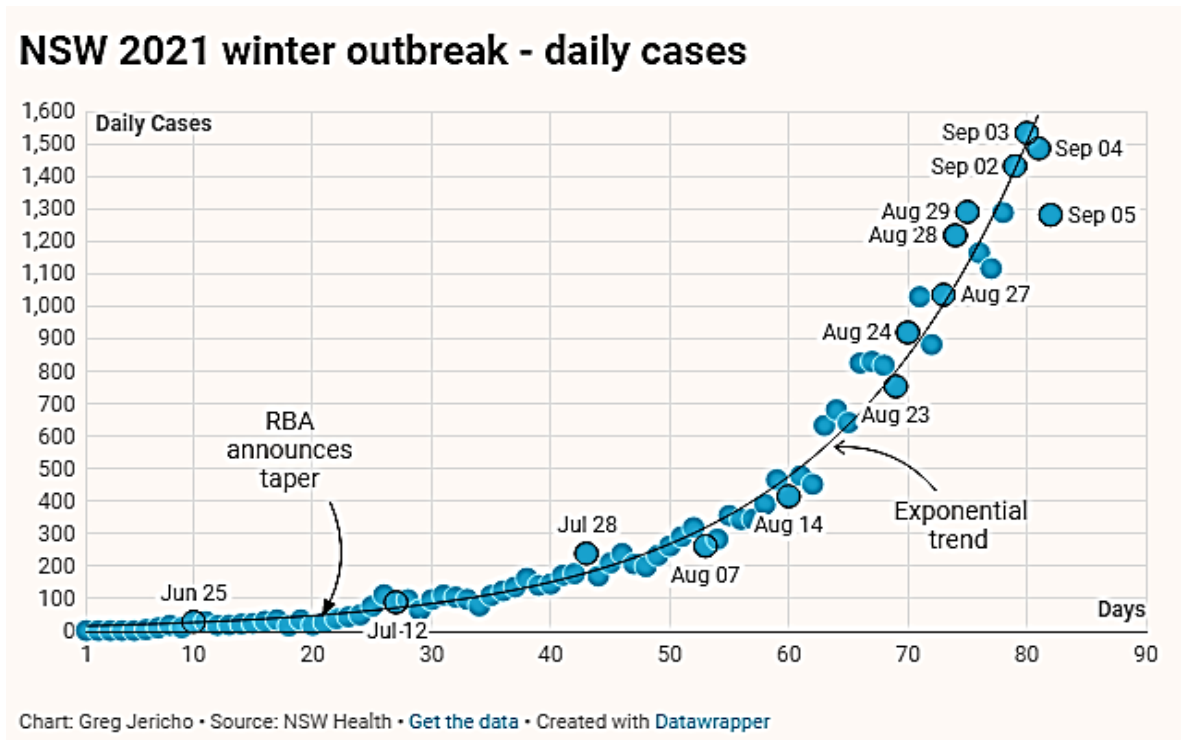
Comment

Interest received on matured and long term investments for August 2021 came to \$31,851 while monthly interest accrued on active investments for August 2021 came to \$9,004 with an average interest rate of 0.47% performing above the average 90 day Bank Bill Swap Rate of 0.01% for August 2021. Total interest expected this FY sits at \$109,378. Year to date interest receipted on matured investments for this financial year is \$36,672.

The Reserve Bank of Australia kept the interest rate on hold at 0.10 per cent at their meeting held on 7 September 2021. The central bank has long advised it will not increase the cash rate until inflation rises to a target of two to three per cent; currently inflation is around 1.75 per cent.

The Reserve Bank will continue on with its plan to gradually reduce the size of its quantitative easing program, pinning its hopes on a strong economic recovery once COVID-19 lockdowns come to an end.

RBA Governor Phillip Lowe wrote, “The recovery in the Australian economy has, however, been interrupted by the Delta outbreak and the associated restrictions on activity”.



At 31 August 2021 Council had \$21,250,000 invested, with Oberon Council's total cash at call being \$24,670,709 - (excl. STP loan drawdown). Below is a summary of Council's Cash at Call:

Institution	Date of Investment	Interest rate	Date of Maturity	Value
CBA Business Online Saver... (includes - \$3mil STP loan)				4,923,376.17
CBA Business At Call				1,496,818.49
NAB Business Online Saver				514.43
Total				\$6,420,709.09

Active Term Deposits

Institution	Date of Investment	Interest rate	Date of Maturity	Value
National Australia Bank	07/10/2020	0.55%	01/09/2021	500,000.00
Macquarie Bank	13/10/2020	0.55%	15/09/2021	500,000.00
ANZ	24/09/2020	0.50%	29/09/2021	500,000.00
Illawarra Credit Union	29/09/2021	0.40%	29/09/2021	250,000.00
National Australia Bank	29/09/2021	0.22%	29/09/2021	500,000.00
Macquarie Bank	29/09/2021	0.40%	29/09/2021	500,000.00
National Australia Bank	04/11/2020	0.45%	13/10/2021	500,000.00
Macquarie Bank	21/10/2020	0.55%	27/10/2021	500,000.00
AMP Bank	02/12/2020	0.75%	05/11/2021	500,000.00
AMP Bank	25/11/2020	0.75%	24/11/2021	500,000.00
Defence Bank	02/12/2020	0.54%	08/12/2021	500,000.00
BNK Banking Corp	16/12/2020	0.50%	22/12/2021	500,000.00
Defence Bank	20/01/2021	0.43%	05/01/2022	500,000.00
Members Equity Bank	21/01/2021	0.45%	19/01/2022	500,000.00
G&C Mutual Bank	27/01/2021	0.20%	02/02/2022	500,000.00
Macquarie Bank	27/01/2021	0.30%	16/02/2022	500,000.00
Judo Bank	04/02/2021	0.85%	02/03/2022	250,000.00
Members Equity Bank	03/02/2021	0.45%	16/03/2022	500,000.00
AMP Bank	17/02/2021	0.75%	16/03/2022	500,000.00
G&C Mutual Bank	03/03/2021	0.25%	30/03/2022	500,000.00
National Australia Bank	03/03/2021	0.35%	13/04/2022	500,000.00
ANZ	14/04/2021	0.15%	27/04/2022	500,000.00
National Australia Bank	21/04/2021	0.32%	11/05/2022	500,000.00
Bank of Queensland	12/05/2021	0.34%	12/05/2022	500,000.00
Members Equity Bank	28/04/2021	0.45%	25/05/2022	500,000.00
Bank of Queensland	09/06/2021	0.35%	09/06/2022	500,000.00
Defence Bank	17/06/2021	0.41%	22/06/2022	500,000.00
Commonwealth Bank	30/06/2021	0.43%	06/07/2022	500,000.00
Commonwealth Bank	07/07/2021	0.42%	20/07/2022	500,000.00
ANZ	08/07/2021	0.20%	03/08/2022	500,000.00
ANZ	17/08/2021	0.20%	17/08/2022	500,000.00
Macquarie Bank	31/08/2022	0.40%	31/08/2022	500,000.00
Members Equity Bank	18/08/2021	0.45%	14/09/2022	500,000.00
Commonwealth Bank	18/08/2021	0.42%	28/09/2022	500,000.00
Bank of Queensland	20/08/2021	0.43%	12/10/2022	500,000.00
Commonwealth Bank	26/08/2021	0.44%	26/10/2022	500,000.00
Commonwealth Bank	26/08/2022	0.44%	09/11/2022	500,000.00

Commonwealth Bank	31/08/2021	0.45%	09/11/2022	500,000.00
National Australia Bank	26/08/2021	0.37%	23/11/2022	500,000.00
Bank of Queensland	26/08/2021	0.40%	07/12/2022	500,000.00
Judo Bank	26/08/2021	0.88%	21/12/2022	250,000.00
Macquarie Bank	31/08/2021	0.40%	04/01/2023	500,000.00
Family First Credit Union	08/08/2021	0.65%	07/08/2023	500,000.00
Bank of Queensland	06/09/2019	1.90%	06/09/2023	500,000.00
Total				\$21,250,000.00
Total Cash at Call				\$24,670,709.00

Note: (excl. \$3mil STP loan drawdown)

Investments that matured in August 2021:

Institution (rating)	Date invested	Rate	Maturity date	Amount	Interest earned
Commonwealth Bank (5yr)	31/08/2016	2.79%	31/08/2021	500,000.00	1,417.71
Bank of Queensland	22/08/2019	1.70%	20/08/2021	500,000.00	8,500.00
Commonwealth Bank (5yr)	17/08/2016	2.79%	17/08/2021	800,000.00	2,297.53
Family First CU	07/08/2019	1.90%	06/08/2021	500,000.00	19,207.02
Total					\$31,422.26

Investments placed in August 2021:

Institution (rating)	Date invested	Rate	Maturity date	Amount
Family First CU	08/08/2021		07/08/2023	500,000.00
Commonwealth Bank	18/08/2021		28/09/2022	500,000.00
Members Equity Bank	18/08/2021		14/09/2022	500,000.00
Bank of Queensland	20/08/2021		12/10/2022	500,000.00
National Australia Bank	26/08/2021		23/11/2022	500,000.00
Commonwealth Bank	26/08/2021		09/11/2022	500,000.00
Commonwealth Bank	26/08/2021		26/10/2022	500,000.00
Bank of Queensland	26/08/2021		07/12/2022	500,000.00
Judo Bank	26/08/2021		21/12/2022	250,000.00
Macquarie Bank	31/08/2021		04/01/2023	500,000.00
Commonwealth Bank	31/08/2021		09/11/2022	500,000.00
Total				\$5,250,000.00

Council were able to place additional term deposits in August to make best use of revenue received for; multiple RMS projects, QTR 1 FAGS funding, together with phase two payment of the 'Local Recovery and Community Infrastructure' grant.

Currently Council's Business Online Saver account is holding extra funds which includes the loan drawdown for the Sewer Treatment Plant Upgrade project, as well as funds received for works being undertaken on the Campbell's River Rd - 'Fixing Local Roads' grant project.

I certify that the investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulations 2005, and Council's Investments Policy.

Gary Wallace, Responsible Accounts Officer

14.06 GRANTS MONTHLY UPDATE

File No: Governance/Grants August 2021
Author: Gillian Salmon, Grants Coordinator

Summary

This report provides a summary of grant funding applications and submissions, both internal and external, during August 2021.

Recommendation

That report item 14.06 is received as information.

Comment

August was a challenging month given that most people involved in grant applications and the delivery of grant funded projects are now working from home due to COVID 19 lockdowns. Infrastructure projects including planning for the Community Hub have been delayed by the pandemic. Fortunately some grant programs including the Black Summer Bushfire Recovery Programme have recognised these challenges and extended the application and reporting deadlines.

1. GRANT APPLICATIONS AND FUNDING NOTIFICATIONS

a) Black Summer Bushfire Recovery Grants- extension of deadline till 06 October 2021

The Australian Government issued a media release on 25 August 2021 extending the closing date for the \$280 million Black Summer Bushfire Recovery (BSBR) Grants program to 6 October 2021, giving communities more time to apply.

Minister for Emergency Management and National Recovery and Resilience Senator the Hon Bridget McKenzie said extending the application period by an extra month will enable communities impacted by the 2019-20 Black Summer bushfires to recover and rebuild.

Coordinator-General for the National Recovery and Resilience Agency the Hon Shane L Stone AC QC said the new closing date buys people much-needed time.

“Many Australians are facing a major disruption to their lives due to COVID-19 and a lot of the communities impacted by the Black Summer Bushfires are now in lockdown. It’s understandable that filling out a grant application may not have been someone’s highest priority.”

b) Local Roads and Community Infrastructure Phase 3- \$1,169,028

On 22 May 2020, the Australian Government announced a new \$500 million Local Roads and Community Infrastructure Program (LRCI) Program. Through the 2020–21 Budget, the Australian Government announced a \$1 billion extension of the LRCI Program.

This program supports local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic. LRCI Program Phase 3 will continue to support local jobs and businesses at the time it is needed most.

From 1 January 2022, councils will be able to access funding through LRCI Program Phase 3, with projects under the Program to be delivered by 30 June 2023.

The increased funding available under LRCI Program Phase 3, as well as a longer delivery window, will allow for local governments to pursue larger, more complex projects that may be a higher priority and have a bigger impact on the community.

The allocation to Oberon Council for Phase 3 is **\$1,169,028**. As of 31 August 2021 the guidelines for Phase 3 had not been released.

2. GRANT APPLICATIONS SUBMITTED OR REVIEWED

There were no new grant applications submitted since the last report to Council.

Internal Grants

The following table summarises all **internal** grant applications that are still pending. Please note that for privacy reasons applications made on behalf of external organisations are not included in this table.

Submitted	Details/Description of Project	Grant Program	Grant Amount	Status
12 Mar 2021	Oberon Sewerage Treatment Plant Upgrade	Building Better Regions Fund R5	\$2,300,000	Pending
12 Mar 2021	Oberon Multipurpose Sporting and Community Complex	Building Better Regions Fund R5	\$4,697,000	Pending
12 Mar 2021	Oberon Common Upgrade and Accessibility Project Stage 1	Building Better Regions Fund R5	\$350,000	Pending
12 March 2021	O'Connell Recreation Ground Stage 1	Building Better Regions Fund R5	\$349,000	Pending
25 Jun 2021	Amenities and Shower Block Reef Reserve	Stronger Country Communities Fund Round 4	\$200,000	Pending
25 Jun 2021	Amenities Block and Lockable Storage Room O'Connell Recreation Ground	Stronger Country Communities Round Fund 4	\$250,000	Pending
25 Jun 2021	Oberon Off Leash Dog Park	Stronger Country Communities Fund R4	\$55,000	Pending
25 Jun 2021	Oberon Mountain Bike Trail Network Stage 2	Stronger Country Communities Fund Round 4	\$114, 210	Pending
25 Jun 2021	Acoustic Panels Black Springs Hall	Stronger Country Communities Fund Round 4	\$50,000	Pending
25 Jun 2021	Accessible Toilet on Oberon Golf Course	Stronger Country Communities Fund R4	\$66,100	Pending
05 Jul 2021	Arkstone Road Restoration	Fixing Local Roads R3	\$2,989,800	Pending

3. NEW GRANT OPPORTUNITIES and GRANT APPLICATIONS IN PROGRESS

a) Greater Cities and Regional Sport Facility Fund

On 30 August 2021 the NSW Minister for Sport Natalie Ward issued a media release announcing that \$25 million of funding would be available for new and upgraded sports facilities in Round 2 of the Greater Cities and Regional Sport Facility Fund.

The Regional Sports Facilities Fund provides grants between \$100,000 and \$1million for new and upgraded sports facilities.

The key objectives of the Fund are to

- increase the number and type of sporting facilities
- improve the standard of existing sporting facilities: and
- increase participation in sport.

No co contribution is required for grants of less than \$ 1million

Projects must be completed by **30 June 2023**.

In this round the Minister for Sport Natalie Ward said she *“welcomes applications for inclusive projects that encourage the participation of women and girls and people with a disability,”*

In round one successful projects included amenities upgrades at sports fields, lighting of sports fields, upgrades to synthetic playing surfaces and new or upgraded grandstands.

The Regional Sports Facility Fund opened on 30 August 2021 and closes on **08 October 2021**.

Staff are reviewing the grants matrix to identify projects that will be eligible for this grant opportunity.

Notes:

14.07 WATER AND SEWER PLANT REPORT

File: Governance/Meetings/Ordinary

Author: Chris Schumacher, Director Technical Services & Andrew Krol Water & Waste Water Supervisor

Summary

This report provides a summary of the Oberon Council Local Government Area water consumption and sewerage treatment processes for the month of August 2021 and a Water NSW Oberon Dam water level update.

Recommendation:

That report item 14.07 is received as information.

Comment

1. WEEKLY OBERON DAM LEVELS

The following is a weekly dam level recording for Oberon Dam, predominately for the month of August 2021, as supplied and published by WaterNSW:

10/09/2021 - 82.6% (At the time of writing this report)
31/08/2021 - 76.8 %
23/08/2021 - 67.7 %
16/08/2021 - 66.7 %
09/08/2021 - 64.8 %
02/08/2021 - 61.4 %

2. WATER CONSUMPTION FROM WATERNSW OBERON DAM

01/08/2021 – 07/08/2021 = 12.058 ML

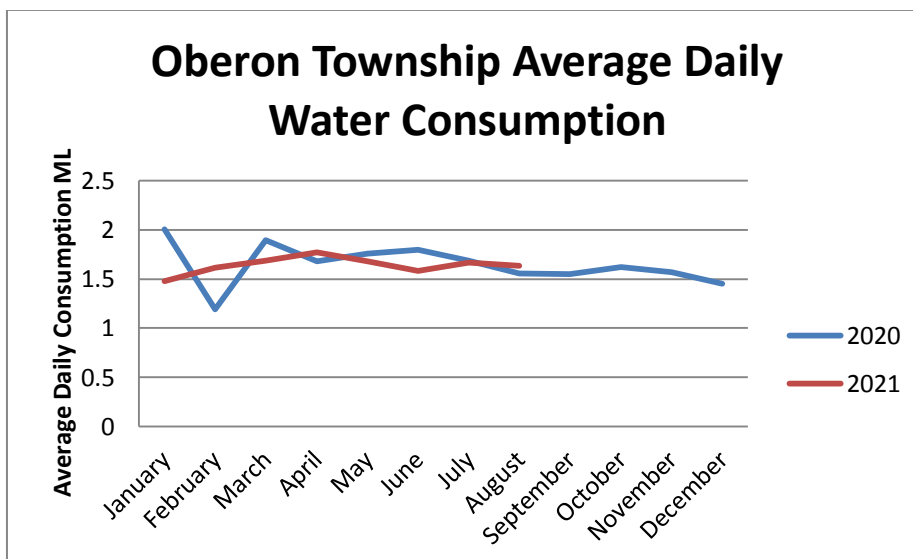
08/08/2021 – 14/08/2021 = 12.377 ML

15/08/2021 – 21/08/2021 = 10.714 ML

22/08/2021 – 31/08/2021 = 15.452 ML

The total raw water consumption during the month of August 2021 = 50.601 ML

Daily Average Consumption = 1.632 ML



REPORTS OF WATER ISSUES

There was no reports of water issues during August, monitoring continues with daily grab samples from various sites around the Oberon town reticulation measuring parameters of chlorine, turbidity, manganese, colour and fluoride levels.

3. SEWER PLANT – WEEKLY PLANT KL INTAKE FOR TREATMENT OF WASTE WATER

01/08/2021 – 07/08/2021 = 18,044 kL
08/08/2021 – 14/08/2021 = 14,739 kL
15/08/2021 – 21/08/2021 = 9,632 kL
22/08/2021 – 31/08/2021 = 22,933 kL

The daily average of waste water flow into the Oberon Sewerage Treatment Plant = 2,109 kL
The total Waste Water volume into Oberon Sewer Treatment Plant for August 2021 was 65,398 kL

Note: The total flow into Oberon Sewerage Treatment Plant during August 2020 was 50,364 kL

4. PLANT UPGRADES AND PRO-ACTIVE MAINTENANCE

Water Treatment Plant

Early in August the fluoride dosing was serviced and some minor modifications were performed to increase the performance of the dosing system.

Valve opening actuators were installed to allow the equipment to be repaired with out delay due to the ongoing Covid lockdowns.

Additionally the supply of on hand citric acid and polymer was increased to combat a potential shortage due to Covid lockdowns.

The poly aluminium chloride and chlorine levels were topped up to maintain adequate levels in the chemical supply for the Water Treatment Plant.

To make more room for the future new blower, new power points were installed in the membrane tank room to allow equipment to be moved. New power saving LED lights were installed in the foyer.

A snow storm affected the mobile phone system in Oberon on the 25 August, which resulted in the SCADA system rendered incapable of alarms for a short time. All other Water Treatment Plant systems escaped any effect or damage, however a power outage to the WaterNSW Oberon Dam caused the water plant to fault but was restarted after a short time offline as power was restored.

Waste Water Treatment Plant

During mid August the PVC pressure pipeline transferring sewerage from the No1. Pump station to the sewer plant developed a leak. The cause of which is still being investigated however age of the pipeline and possible water hammer is assumed to have been the cause following the recent installation of new pumps. This resulted in a small amount of sewerage escaping the overflow pit to the valley below. Assessing the spill area afterwards there was very little pollution and this could be attributed to the overflow pit performing as designed as a rudimentary sedimentation pit collecting the solids. Shade cloth and Hay bales are to be installed to act as filters on the incoming side of the pit. The overflow pit has also been since cleaned, and increased depth will provide extra storage capacity, with grass seed to be sown to stabilize the banks.

The balance tank overflow, located at the head of works, has 1 inch mesh installed to filter additional smaller solids and debris that would otherwise be deposited into the tertiary ponds.

14.08 MONTHLY UPDATE – STATUS OF COUNCIL RESOLUTIONS

File No: Governance/Meetings/Ordinary

Author: Gary Wallace, General Manager; Damian O’Shannassy, Planning and Development Director; Chris Schumacher, Technical Services Director, and Mathew Webb, Acting Corporate Services Director

Summary

This report item provides an update of the current status of Council resolutions.

Recommendation:

That report item 14.08 is received as information.

Commentary

Following each Council Meeting the General Manager and Directors review the decisions and agree on a priority for actioning these decisions. Each Director will provide an update to the Council Action Checklist, as well as reporting on actions to the General Manager.

With respect to outstanding actions from previous Council Meetings the General Manager will review these with the Mayor and the Directors on at least a monthly basis.

If any Councillor requires an update on a specific item they should contact the General Manager or the relevant Director, or submit a Councillor Request Form to the Executive Coordinator.

Notes:

Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
15 May 2018 Ordinary Meeting	16 150518 Oberon Bicentennial Tapestries	GM	That Council provide \$1,000 from the General Fund to undertake repairs to the Oberon Bicentennial Tapestries.	<p>Cleaning and repair currently in progress.</p> <p>Grant funding sought to fund hermetically seal framing. An application for grant funding has been submitted to the Veolia Mulwaree Trust and \$5,000 has been granted towards the project.</p> <p>An extension of time has been granted by Veolia. Ms Snepp has advised repairs to two tapestries are still to be completed, damage was more extensive than anticipated.</p> <p>Consultation with Veolia Mulwaree Trust and with Ms Snepp ongoing.</p> <p>Updated report to September Ordinary Meeting.</p> <p style="text-align: right;">Matter closed</p>
17 Nov 2020 Ordinary Meeting	10 171120 Black Springs Community Hall Committee Meeting	CSD	<ol style="list-style-type: none"> 2. Approve Council Staff to arrange an inspection and quotes for; <ol style="list-style-type: none"> a. maintenance and upgrades required throughout the hall, and b. the removal of the Wooden Bench in the supper room from the door closest to the stage, to the back of the hall to create more room for storage, 3. Store the timber seating for re-use on suitable projects at the hall at a future time, and 4. The Hall Committee develop a long term plan to ensure the facility is used appropriately by all organisations. 	<p>Council staff arranged for an inspection and maintenance audit of the building. This report was shared with BSHC at the August committee meeting.</p> <p>The committee have since prioritised the maintenance items, and formed a maintenance matrix plan. This will be used to guide grant applications and use of the maintenance budget.</p> <p>The committee indicated the wooden bench will be moved by volunteers.</p>

Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
				<p>The committee have not formalised a long term plan.</p> <p>All elements of the resolution have been actioned.</p> <p style="text-align: right;">Matter closed</p>
16 Feb 2021 Ordinary Meeting	04 160221 Oberon Waste Depot	PDD	<p>That the General Manager provide a report at the March Council Meeting on matters involving the Oberon Waste Depot as follows:</p> <ol style="list-style-type: none"> 1. A timeline for the following: <ol style="list-style-type: none"> a. Completion of the office and WC facilities at the Oberon Waste Depot; b. The finalisation of the installation of the Oberon Pound at the Oberon Waste Depot. c. The commencement of operation of the new cell at Oberon Waste Depot. 2. A timeline and program and schedule for improving the existing operating section of the Oberon Waste Depot which involves general waste and other non-recyclable waste. 3. A costing and timeline for the installation of solar power to supply power to the Oberon Waste Depot shed. 4. Current unrestricted funds that exist within the Waste Fund. 	<p>Report provided to March Ordinary Meeting. A final report on the outcomes of the consultant report will be provided.</p> <p>Staff have undertaken significant clean up and encapsulation processes at the current waste facility to minimise any exposure.</p> <p>Further update report included in PDD Monthly Activity Report provided to June Meeting.</p> <p>Report presented with draft recommendations to Councils July Ordinary Meeting</p> <p>Detail report with 42 recommendations provided to the August Ordinary Meeting progressing the strategic direction.</p> <p>Updated report to September Ordinary Meeting.</p> <p style="text-align: right;">Matter ongoing</p>
16 Feb 2021 Ordinary Meeting	05 160221 Costing - Community Hub	CSD	<p>That Council staff provide advice on the following aspects of the Design Option 1A for the Community Hub:</p> <ol style="list-style-type: none"> a. The cost of fit out not currently allowed for in the Webber costing including but not limited to; <ol style="list-style-type: none"> i. Library shelving and racking 	<p>As part of the project a detailed architectural design will provide information to address a number of the items outlined. A full life cycle cost report will be prepared prior to Council making a decision on the construction of the</p>

Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
			<ul style="list-style-type: none"> ii. Loose furniture for library, meeting rooms, auditorium seating and for atrium area, technology hub area and any other areas requiring loose furniture iii. Any additional built in furniture such as library or reception desks <p>b. The cost of operating the hub on a yearly basis including but not limited to:</p> <ul style="list-style-type: none"> i. Staff costs ii. Utility costs (water, electricity & gas) including that used for air-conditioning/heating iii. Cleaning costs iv. Maintenance costs v. Window cleaning costs vi. Garden maintenance <p>A comparison should be made of these costs against these current costs for library and Robert Hooper Community Centre on a yearly basis.</p>	<p>facility.</p> <p>This will be brought to Council with the Hub design.</p> <p>Webber Architects continue to develop the design, after Council endorsed a preference for the Option 6 concept. Webber, CWPM, CSD and Library Manager are having weekly meetings to discuss preferred layouts and operation items based on the Option 6 preference. This work preparation for the lodgement of a development application. COVID lockdowns have impacted the ability for some contractors to attend the site, although digital orientations and calls have been undertaken.</p> <p style="text-align: right;">Matter ongoing</p>
15 Jun 2021 Ordinary Meeting	14 150621 Tender for Design & Construction of 2 new bridges	TSD	<ol style="list-style-type: none"> 1. Council nominate the Open Tendering method as prescribed in accordance with Clause 166(a) of the Local Government Regulation 2005 for the design and construction of two (2) new concrete & steel bridges located on Swallows Nest & Bald Ridge Roads (T2021/9). 2. At the conclusion of the Tender period a report be provided to the next available Ordinary Council Meeting for selection and endorsement of a suitably qualified company to be engaged. 	<p>Tender documents being prepared.</p> <p>Tender currently on exhibition, closes 18 August 2021.</p> <p>Reported to September Ordinary Meeting.</p> <p style="text-align: right;">Matter closed</p>

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 21 September 2021

Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
15 Jun 2021 Ordinary Meeting	38 150621 Tender T2021/10 - Fixing Local Roads Project - Contractor Stabilisation & Final Grader Trimming Services	TSD	<ol style="list-style-type: none"> 1. Nominate the Open Tendering method as prescribed in accordance with Clause 166(b) of the Local Government Regulation 2005 for the engagement of Stabilising Equipment Services & Final Grader Trimming Services to assist the delivery of the Burruga Road upgrade in accordance with tender T2021/10. 2. Upon completion of the mandatory 21 day tender period, assessment by a panel will provide a further informative report to Council for successful tendering determination. 	<p>Tendering in progress.</p> <p>Tender on exhibition, closes 18 August 2021.</p> <p>Reported to September Ordinary Meeting.</p> <p style="text-align: right;">Matter closed</p>
15 Jun 2021 Ordinary Meeting	39 150621 Development of a Street Tree Master Plan for Oberon	TSD	<ol style="list-style-type: none"> 1. Council proceed to engage the services of Spackman Mossop Michaels Pty Ltd to provide landscape architectural and urban design input for the Oberon Street Tree Masterplan. 2. Council allocate the available funds from the Town Improvement Program in the amount of \$23,000 ex GST to commence with the staged development of the Oberon Street Tree Masterplan. 	<p>Proposed consultation meeting proposed for 27 & 28 July, deferred due to Public Health Order NSW Covid situation. Date to be advised.</p> <p style="text-align: right;">Matter ongoing</p>
15 Jun 2021 Ordinary Meeting	52 150621 Tender 2021/06 Supply and Laying Asphalt Oberon Street	TSD	<ol style="list-style-type: none"> 1. Council accept the Tender T2021/06 submission from All Pavement Solutions Pty Ltd in the amount of \$517,107.16 GST Inc. for the supply, delivery and laying of new asphalt road pavement on Oberon Street between Earl Street and Strathroy Avenue. 2. The General Manager or their nominated representative be provided the authority to execute the contract between Oberon Council & All Pavement Solutions Pty Ltd. 	<p>Letter of acceptance for award of works has been supplied to All Pavement Solutions Pty Ltd. Formal contract finalised.</p> <p>Works have been delayed due to Public Health Orders restricting contractor movement.</p> <p style="text-align: right;">Matter ongoing</p>
20 Jul 2021 Ordinary Meeting	11 200721 Independent Living Units Review	CSD	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note report item 13.01 for information. 2. Re-affirm the Independent Living Unit Committee and develop a Terms of Reference for the Committee. 3. Undertake a further review of the lease and contracting 	<p>1 and 4 finalised.</p> <p>2, 3 and 5 to be developed in conjunction with the Independent Living Units Committee once reaffirmed.</p>

Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
			<p>arrangements and prepare a standardised current lease document for tenants.</p> <p>4. Centralise management and budget to the Corporate Services Department within Council.</p> <p>5. Develop a Project Management and Facility Operation Policy.</p>	Matter ongoing
20 Jul 2021 Ordinary Meeting	12 200721 Draft Plan of Management for 24 Crown Reserves	PDD	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the Draft Oberon Plan of Management for 24 Crown Reserves; 2. Note the Native Title Manager Advice from CGM Planning & Development regarding the Draft Plan of Management; 3. Forward the Draft Plan of Management to the Minister for Water, Property and Housing for endorsement; 4. Delegate the General Manager to make any minor, typographical or editing amendments to the Draft Plan of Management if required; 5. Subject to endorsement by the Minister, place the Draft Plan of Management on exhibition for a minimum of 42 days; and 6. If no submissions are received, forward to the Minister for finalisation; or if submissions are received, receive a further report on the outcomes of the public exhibition. 	<p>Minor administrative amendments made to the document.</p> <p>Plan forwarded to Minister. No further action can be undertaken on this matter until the Minister endorses the plan for exhibition.</p> <p style="text-align: right;">Matter ongoing</p>
20 Jul 2021 Ordinary Meeting	10 200721 Road Naming - Unnamed Roads off Titania Road	CSD	<p>That Council endorse a new road name for each of the six un-named roads within the newly constructed in 'Highlands Estate', located on the eastern side of Oberon.</p> <p>Road 1 - Highland Road Road 2 - Inverness Place Road 3 - Moray Close Road 4 - Applecross Court Road 5 - Inverewe Close Road 6 - Elgin Place</p> <p>Alternate suggestion - Ben Nevis and Aultbea</p>	<p>Road names forwarded to Geographical Names Board for their consideration.</p> <p style="text-align: right;">Matter ongoing</p>

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Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
20 Jul 2021 Ordinary Meeting	33 200721 Water Reimbursement Claim	GM	That Council undertake the recommendations as outlined in the report.	Noted. Further report to September Ordinary Meeting. Matter ongoing
20 Jul 2021 Ordinary Meeting	34 200721 Oberon Sports Complex - Update on ongoing progress	GM	That Council: 1. Support the recommendations as outlined in the report. 2. Delegate this authority to the Mayor and General Manager to undertake the recommendations as outlined in the report.	JRPP process progressing. Further information being provided by Borg. Further meeting held with all parties to progress the matter. Matter ongoing
17 Aug 2021 Ordinary Meeting	03 170821 Community Hub Design	CSD	That Council endorse Option 6 as a design concept for the HUB development to progress the project.	Weekly design meetings have commenced with Architects, Engineers, Quantity Surveyor, Council staff and CWPM. Zoom virtual site meetings have been conducted for people unable to travel because of Covid restrictions Preparation of documents for development application and design and construct tender are being prepared. Option 6 has been provided as the preferred option and ongoing updates will be provided through resolution 05 160221. Matter closed
17 Aug 2021 Ordinary Meeting	05 170821 O'Connell Village Fund	CSD	Council support the O'Connell Valley Community Group (OVCG) by way of \$1,000 from the O'Connell Village Fund to assist in the finalisation of a grant for the O'Connell Avenue of Trees.	Council have provided funding to OCVG. Matter closed

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Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
17 Aug 2021 Ordinary Meeting	07 170821 Oberon Youth Council	CSD	That Council note the recommendation of the Oberon Youth Council in relation to lighting between the Christian Life Centre and the Oberon Public School and bring back a report addressing this issue.	Staff have contacted Next Energy to gain some concepts and costings for footpath lighting options. Matter ongoing
17 Aug 2021 Ordinary Meeting	09 170821 DA10.2021.28.1 Proximity of proposed dwelling to boundary	PDD	That Council vary Part B14.12.9 – Dwelling Setbacks and Buffers of the Oberon Development Control Plan 2001 associated DA 10.2021.28.1 for a dwelling with a boundary setback of 35m from the eastern boundary of Lot 3 in DP 1107849, being known as 290 Black Bullock Road, Hazelgrove.	Variation included in conditions of consent. Matter closed
17 Aug 2021 Ordinary Meeting	10 170821 DA10.2014.70.2 - Modification to Subdivision, 175 Titania Road, Oberon	PDD	<p>That Council approve Development Application 10.2014.70.2, to modify certain conditions of consent for forty-five (45) lot subdivision of Lot 1 in DP 1089826, known as 175 Titania Road, Oberon, in accordance with Section 4.16 of the <i>Environmental Planning and Assessment Act 1979</i> and condition contained within the report, for the following reasons:</p> <ul style="list-style-type: none"> • The modification to Condition 3 'Buffer Management' is to correct an error. • The modification to Consent 4 'Land Contamination' condition is refused, as it is not deemed to be in the public interest to not provide a Site Audit Statement. • The modification to Condition 17 'Street Lighting Plan' condition is refused, as it is not deemed to be in the public interest to not provide street lighting to a new 45 lot residential subdivision. • The modification to Condition 19 'Provision of Services' (regarding removal of natural gas) is supported, as natural gas is not available. • The modification to 'Condition 31 Site Constraints Plan' is to ensure appropriate matters are addressed at the 	Variation included in conditions of consent.

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Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
Meeting	Mains Reticulation Cleaning Tender (T2021-12)		Water Reticulation System Oberon. 2. At the conclusion of the Tender period a report be provided to the next available Ordinary Meeting of Council for selection of a suitably qualified company to be engaged.	Matter closed
17 Aug 2021 Ordinary Meeting	14 170821 Policy Review - 1113 Enterprise Risk Management	GM	That the matter be deferred, a copy of the policy circulated to Councillors and a further report be presented to the September Ordinary Council Meeting.	Report provided to September Ordinary Meeting. Matter closed
17 Aug 2021 Ordinary Meeting	15 170821 Arts OutWest MOU	GM	That Oberon Council enter into a new Memorandum of Understanding with Arts OutWest for the period 1 July 2021 to 30 June 2024.	MOU document signed. Matter closed
17 Aug 2021 Ordinary Meeting	16 170821 Edith Road Natural Rock Retaining Wall Construction Tender (T2021/13)	TSD	1. Council nominate the Open Tendering method as prescribed in accordance with Clause 166(a) of the Local Government Regulation 2005 for the construction of a new natural rock retaining wall at Edith Road. 2. At the conclusion of the Tender period a report be provided to the next available Ordinary Meeting of Council for selection of a suitably qualified company to be engaged.	Tender on exhibition until 8 October 2021. Will be reported to October Ordinary Meeting. Matter ongoing
17 Aug 2021 Ordinary Meeting	17 170821 Investment Policy 2211	CSD	That Council adopt Investment Policy 2211.	Adopted and implemented Matter closed
17 Aug 2021 Ordinary Meeting	18 170821 Skatepark Shelter at The Common	PDD	1. Support the installation of an accessible BBQ, picnic table, bench and additional concrete pathway to and within the existing shelter structure adjacent to the accessible toilet at the Skatepark at the Oberon Common, and	

Oberon Council - Agenda and Business Papers – Ordinary Meeting – 21 September 2021

Date/ Source	Minute No/ Subject	Area	Resolution	Summary Progress / Status
			2. That Council allocate a budget of up to \$16,500 from the Common fund to complete the installation. (includes option 1 single accessible BBQ).	Matter ongoing
17 Aug 2021 Ordinary Meeting	19 170821 Road Gravel Source Investigation Report	TSD	That further negotiations be entered into with Forestry Corporation NSW with regard to access to the Mt David gravel pit.	Matter ongoing
17 Aug 2021 Ordinary Meeting	20 170821 Rural Road Environmentally Affected	TSD	That the matter be deferred pending a further report to a Works Committee Meeting.	Works Committee Meeting scheduled to be held on Tuesday 12 October 2021. Matter ongoing
17 Aug 2021 Ordinary Meeting	29 170821 Oberon Waste Depot	PDD	That report item 14.09 be noted and that the General Manager provide an initial plan of action with costings to the September Ordinary Council Meeting.	A report is presented to Council within this agenda. Matter ongoing
17 Aug 2021 Ordinary Meeting	31 170821 Tender T2020- 10 Provision of Traffic Control Services	TSD	1. Council accept the Tender submission (T2020/10) from WorkControl Pty Ltd for the provision of Traffic Control Services for a period of 12 months commencing on 1 September 2021. 2. The General Manager be authorised to sign contract documents.	Contract being prepared. Matter ongoing
17 Aug 2021 Ordinary Meeting	32 170821 Netwaste Tender for Collection and Recycling Scrap Metal	PDD	1. Council accept the NetWaste tender submission F2959 from Sims for the collection and recycling scrap metal for a period of 24 months with an option of 12 months extension. 2. The General Manager be authorised to sign the required contract documentation.	Contract has been signed Matter closed.

14.09 OBERON WASTE DEPOT

File No: Waste Management/Design and Construct/Waste Management facilities
Author: Damian O’Shannassy, Planning & Development Director

Summary

Council at the Ordinary Meeting held on 17 August 2021 considered a report from JS Regulatory Services contained 42 recommendations broken up into the short, medium and long term.

Council resolved that the General Manager provide an initial plan of action with costings to the September Ordinary Council meeting.

Recommendation:

That Report Item 14.09 is received as information.

Comment

The plan of action and indicative costings is FOLLOWING based upon the recommendations contained within the JS Regulatory Services report submitted to the August Ordinary Council meeting.

In addition to the JS Regulatory recommendations, Council staff is currently investigating mains power to the waste facility with estimated indicative costings of \$110,000 - \$120,000 subject to neighbouring land owners, survey and legal costs.

From the Action Plan following a number of short, medium and long term initiatives are proposed. As Council will be aware (as highlighted within the initial report) 5 key components will continue to be developed over the next month.

Further updates and formalised processes will be provided to the October Ordinary Meeting.

Notes:

Notes:

Short term actions (within 1 year)

Action	Links to recommendation	Purpose	Specific Actions	Estimated cost
1. Examine LEP permissibility.	1	To ensure consistency with Council's LEP and lawfulness of potential future operations / development site given the current zonings.	(a) Consult with planning officers in Planning and Development. (b) Obtain independent legal advice if necessary.	If legal advice is required – approx. \$3,000
2. Improve asbestos waste management.	38	To reduce regulatory risk, ensure compliance with the regulatory requirements for the disposal of asbestos wastes and reduce health and safety risks to staff and customers.	(a) All asbestos waste received must be covered by a minimum of 0.15m of virgin excavated natural material at the time of disposal. (b) All asbestos waste received must be covered by a minimum of 0.5m of virgin excavated natural material at the end of each day's operations.	No capital cost. Changes to operations (and possibly plant and equipment used) to ensure requirements are met.
3. Reduce uncovered area of waste.	6, 34	To reduce regulatory risk, ensure compliance with the regulatory requirements and improve environmental performance.	(a) Apply an interim cover to the extent of uncovered waste to reduce the area of exposed waste to an area no larger than 30 metres x 20 metres.	No capital cost. Changes to operations (and possibly plant and equipment used) to reduce area of uncovered waste.
4. Cover more frequently.	6, 35	To reduce regulatory risk, ensure compliance with the regulatory requirements and improve environmental performance.	(a) Implement a system of progressive covering to ensure the area of exposed waste does not exceed 30 metres x 20 metres.	No capital cost. Changes to operations (and possibly plant and equipment used) to all covering to occur more frequently.

<p>5. Have a stockpile of cover material always available near the active tipping face.</p>	<p>34, 35, 38</p>	<p>To allow for covering operations in an emergency or in inclement weather.</p>	<p>(a) Maintain approximately 60 cubic metres of cover material neat the active tipping face at all times.</p>	<p>No capital cost. Changes to operations to ensure stockpile is available.</p>
<p>6. Undertake a volumetric survey for the site.</p>	<p>6, 33, 40</p>	<p>To obtain the current relative levels of the landfill site for comparison to previous surveys and as a starting point for future planning.</p>	<p>(a) Identify surveyor that undertook most recent survey of the facility in 2018 (b) Commission this surveyor to conduct a new survey for the entire facility site.</p>	<p>Land Surveyor has been engaged for \$4200 to undertake a volumetric survey.</p>
<p>7. Compare new volumetric survey with previous survey(s) undertaken.</p>	<p>33, 40</p>	<p>To calculate volume consumed between the surveys.</p>	<p>(a) Calculate the volume of airspace consumed between the two surveys</p>	<p>To be undertaken once the new volumetric survey is received.</p>
<p>8. Prepare final landform design.</p>	<p>6, 33, 40</p>	<p>To calculate remaining capacity in Stage 1, available capacity in Stage 2 and to assist in creating interim filling plans.</p>	<p>(a) Design a final landform that maximises landfill airspace, operational efficiency, and environmental outcomes while minimising post closure maintenance. (b) Calculate remaining airspace in Stage 1. (c) Estimate available airspace in Stage 2.</p>	<p>Approx. \$8,000</p>
<p>9. Improve storage of potentially hazardous and contaminating waste.</p>	<p>9</p>	<p>To reduce regulatory and environmental risks as well as ensuring compliance with the regulatory requirements.</p>	<p>(a) Store all potentially hazardous and contaminating wastes in an environmentally satisfactory manner</p>	<p>Most storage provided for in CRC. Minor maintenance and repair work only.</p>

10. Update the Pollution Incident Response Management Plan for the site.	26	To reduce regulatory risk, ensure compliance with the regulatory requirements and have an easily understandable and implementable plan in emergency situations.	(a) Update the PIRMP to ensure that all the legislative requirements are complied with and that the plan is accessible and useful in an emergency situation.	Current PIRMP is located on Council's website and also within the waste facility office. Updated as required.
11. Schedule routine litter collection from the site perimeter fence and access road.	23	To ensure compliance with the regulatory requirements and preserve local amenity.	(a) At least monthly and after significant wind events	No capital cost. Possible additional staffing costs associated with this task.
12. Develop concept plan for the layout of site facilities.	2, 6, 40	To plan the layout of any new facilities so they integrate with the existing facilities and do not interfere with landfill operations.	(a) After considering the final landform design and establishing the footprint for Stage 2, Develop a concept plan for the site facilities	Approx. \$8,000
13. Review current staffing levels and operational hours.	30	To ensure the site is adequately staffed to undertake all necessary activities at the site.	(a) Consider the full range of tasks (including those recommended by this review), currently and into the future. (b) Assess the number of Equivalent Full Time positions required (including contingency).	No capital cost. Internal costs to Council only.
14. Review the suitability of existing plant and equipment used on site for landfilling	14	To ensure that equipment used is fit for purpose, maximising landfill compaction rates and minimising the waste of landfill cover material.	(a) Assess the age and serviceability of the existing landfill compactor. (b) Assess the potential costs / benefits of a front end loader to be used in landfill operations. (c) Consider efficiencies (e.g. sharing	No capital cost (unless decision made to preplace / purchase plant). Internal costs to Council only.

operations.			plant with Technical Services).	
15. Undertake training of site staff.	32	To ensure that site staff are skilled to undertake the functions required, including recognising, handling, and isolating hazardous and other waste not permitted to be received at the site	(a) Examine potential training options available (including the Introduction to the Waste Industry Skill Set and Cert III in Waste Management) (b) Sign staff up for selected suitable training.	Approximately \$2,500 to \$3,500 for a Cert III qualification (per person).
16. Continue landfill gas monitoring.		To ensure compliance with the regulatory requirements and detect potential gas accumulation.	(a) Continue the landfill gas monitoring using the current methods and frequency.	No additional costs
17. Continue handling any odour complaints on a case-by-case basis.	17	To ensure compliance with the regulatory requirements and preserve local amenity.	(a) Address any odour complaints as they arise.	No additional costs
18. Continue managing any noise complaints on a case-by-case basis.	18	To ensure compliance with the regulatory requirements and preserve local amenity.	(a) Address any noise complaints as they arise.	No additional costs

Medium term actions (1-5 years)

Action	Links to recommendation	Purpose	Specific Actions	Estimated cost
19. Install a single lane weighbridge.	2, 27, 28, 29, 40	To record and control all entries and exits to the site and allow closer scrutiny of incoming waste. Also provides data to accurately estimate landfill life and necessity of waste receiving facilities.	(a) Prepare the selected site for as per the weighbridge supplier's specifications. (b) Install a single lane transportable weighbridge. (c) Commission the weighbridge.	Approx. \$110,000 (excluding civil works and service connections – indicative costings plus 20%.)
20. Undertake a water balance for the site.	4, 5, 6, 7	Estimates potential volumes of diversion water, dirty water, and leachate that can inform the design	(a) Calculate quantities of stormwater than can be diverted around / off site over the life of the landfill. (b) Calculate maximum quantities of sediment laden water requiring treatment before discharge. (c) Estimate leachate volumes, particularly for Stage 2.	Approx. \$12,000
21. Design diversion, dirty and leachate catchments.	5, 6, 7	To reduce regulatory risk, ensure compliance with the regulatory requirements.	(a) Develop interim filling plans for Stage 1 for diversion, dirty and leachate catchments until completion. (b) Develop concept filling plans for the early parts of Stage 2.	Approx. \$10,000
22. Improve signage and access control.	31	To eliminate uncertainty of customers as to disposal locations for wastes and to exclude customer access to areas currently not active.	(a) Provide clear, consistent, and highly visible signage to inform customers of disposal locations. (b) Provide clear signage / barricades to prevent customer access to unauthorised areas of the site.	Approx. \$2,500

23. Undertake an extensive site clean-up.	9, 16, 24	To consolidate waste storage areas, maximise operational efficiency, and reduce fire risk. Also reducing customer uncertainty about waste disposal locations and improve general amenity of the site.	<ul style="list-style-type: none"> (a) Fill in open pits on the site. (b) Establish clear waste stockpiles enroute to the tipping face / near tipping face. (c) Relocate other wastes scattered around the site to waste stockpiles. (d) Preserve large logs / stumps for revegetation and stabilisation works. 	No capital cost. Internal costs to Council only, but likely to be around two weeks of work with a loader and truck.
24. Cover areas of the landfill that have reached intermediate or final levels.	5, 6, 7, 39	To minimise leachate generation, vermin infestation, fire risk and odour issues.	<ul style="list-style-type: none"> (a) From the final landform design, identify landfilled areas that have reached final levels. (b) From the filling plans, identify the landfilled areas not planned to be filled in the next 90 days. (c) Apply Intermediate cover to these areas. 	This work could require up to 18,000 m ³ of cover material. This could be sources from the excavation of Stage 2 cell or other Council civil works.
25. Implement diversion, dirty and leachate catchments.	5, 6, 7	To reduce regulatory risk, ensure compliance with the regulatory requirements, and minimise the amount of water required to be captured and treated.	<ul style="list-style-type: none"> (a) Clear diversion drains of impediments and unnecessary impoundments. (b) Divert leachate to leachate storage. 	Approx. \$10,000 This civil work is within the capabilities of Council.
26. Establishment of sediment basins from dirty catchments.	6, 7	To treat sediment laden water before discharge from site.	<ul style="list-style-type: none"> (a) Identify preferred locations for sediment basins. (b) Establish properly sized sediment catch ponds at appropriate locations. 	Approx. \$25,000 (assuming around 5 sediment basins). This civil work is within the capabilities of Council.
27. Establish routine quality monitoring of leachate.	10	To monitor the decomposition process in the landfill and have comparison data to determine potential impacts on groundwater.	<ul style="list-style-type: none"> (a) Vary the EPA licence for the site to include a leachate monitoring point. (b) Monitor the leachate point in accordance with the conditions of the licence. 	Approx. \$2,000 annually

28. Review existing groundwater monitoring program.	11	To reduce unnecessary costs associated with the groundwater monitoring program but to provide meaningful groundwater quality information.	(a) Review the value of the groundwater monitoring results. (b) Apply to the EPA to remove groundwater monitoring points / parameters not providing valuable information.	Approx. \$5,000 for the review. Potential savings of up to \$3,000 per year.
29. Expansion of surface water monitoring.	12	To monitor any potential impacts of landfill operations on surrounding surface water.	(a) Establish two to three representative surface water monitoring points. (b) Apply to the EPA to add these monitoring points to the licence. (c) Monitor the surface water monitoring points in accordance with the conditions of the licence.	Approx. \$2,000 annually
30. Monitoring point signage.	13	To ensure compliance with the regulatory requirements.	(a) Develop signage to identify all groundwater, surface water and leachate monitoring points.	Approx. \$750
31. Enforce on site speed limits.	19	To minimise generation of dust.	(a) Obtain speed limit signage for internal roads at the site. (b) Have staff monitor speed of traffic onsite.	Approx. \$300
32. Examine the potential for using sealed, gravel all weather roads, shaker grids, etc. for frequently trafficked routes on the site.	8, 20	To minimise generation of dust and sediment loads.	(a) Examine potential dust reduction measures. (b) Undertake a cost / benefit analysis on these measures. (c) Determine the most desirable option.	Approx. \$7,000
33. Examine dust suppression measures for use	21	To minimise generation of dust.	(a) Examine potential dust reduction measures.	Included in the above cost estimate.

on exposed surfaces at the site.			(b) Undertake a cost / benefit analysis on these measures. (c) Determine the most desirable option.	
34. Examine the use of portable litter control fences to catch litter from the active tipping face.	22, 23	To ensure compliance with the regulatory requirements and preserve local amenity.	(a) Examine potential litter control fence options. (b) Undertake a cost / benefit analysis on these measures. (c) Determine the most desirable option.	Approx. \$2,500
35. Separation and controlled sizing of stockpiles of combustible materials.	24	Minimise the risk of fire and prevent likelihood of catastrophic fire events.	(a) Minimise size of unmulched piles of green waste to less than 300 m ³ (b) Minimise size of mulched piles of green waste to less than 100m ³ (c) Minimise size of tyre piles to less than 150m ³ (d) All other combustible waste stockpiles to be limited to 200m ³	No significant additional cost if undertaken at the same time as Action 23.
36. Review the suitability of the on-site fire-fighting equipment and procedures.	25	Ensuring sufficient capacity is available on-site to combat fires.	(a) Commission a fire safety report for the site, including consideration of Stage 2.	Approx. \$7,500
37. Evaluate incoming vehicle data from weighbridge.	29	To determine the necessity and feasibility of establishing a small vehicle waste and recyclables receival area.	(a) Undertake a detailed analysis of weighbridge data.	Approx. 5,000

Long term actions (5+ years)

Action	Links to recommendation	Purpose		
Design leachate barrier for Stage 2	3	To comply with regulatory requirements and to protect groundwater from landfill leachate.	(a) Complete a detailed design for the leachate barrier system for Stage 2 considering the design of Stage 2, underlying geology, and groundwater vulnerability.	Unknown at this stage. Dependent upon size and type of leachate barrier system required.
Design leachate collection Stage 2	5	To comply with regulatory requirements and to collect leachate for treatment / disposal.	(a) Complete a detailed design for the leachate collection system for Stage 2 considering the leachate barrier design.	Unknown at this stage. Dependent upon the design of the leachate barrier system.
Quality assurance plan	42	To ensure that the construction of the leachate barrier and leachate collection system meets minimum quality requirements.	(a) Prepare a quality assurance plan to ensure the construction of the leachate barrier and the leachate collection system meet minimum standards.	Unknown at this stage. Dependent upon the extent of the construction required.
Landfill gas modelling	15	To determine landfill gas generation rates currently and into the future and to assess potential landfill gas capture / treatment options.	(a) Using mathematical monitoring to estimate the generation and emissions of landfill gas from the site. (b) Assess potential greenhouse gas emissions and options to minimise them.	Approximately \$8,000
Closure plan	41	To ensure the landfill is properly closed, monitored, and maintained to minimise post closure environmental risk	(a) Develop a closure plan to ensure that landfill has minimal environmental impact post closure and that the proposed land use(s) does not pose an unacceptable risk to the landfill.	Unknown at this stage. Dependant upon proposed final landform and land use(s).

15. URGENT BUSINESS

Summary

In accordance with Clause 241 of the Local Government (General) Regulations 2005 business may be transacted at a meeting of Council even though due notice of the business has not been given to the Councillors. However, this can happen only if:

- a) A motion is passed to have the business transacted at the meeting: and
- b) The business proposed to be brought forward is ruled by the Chairperson to be of great urgency.

Recommendation:

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

16. CLOSED SESSION / CONFIDENTIAL REPORTS

Summary

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

Set out below is Section 10A(2) of the *Local Government Act 1993* in relation to matters which can be dealt with in the closed part of a meeting.

The matters and information are the following:

- (a) Personnel matters concerning particular individuals (other than Councillors)
- (b) The personal hardship of any resident or ratepayer
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business
- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of the person who supplied it, or
 - (ii) Confer a commercial advantage on a competitor of the Council, or
 - (iii) Reveal a trade secret
- (e) Information that would, if disclosed, prejudice the maintenance of law
- (f) Matters affecting the security of the Council, Councillors, Council staff or Council property
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.

16.01 TENDER T2021/9 – FIXING COUNTRY BRIDGES PROGRAM REPLACEMENT BRIDGES SWALLOWS NEST & BALD RDGE ROADS

File No: Corporate Management/Tendering/Roads and Bridges

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

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

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

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business

16.02 TENDER T2021/11 – FIXING LOCAL ROAD ROUND 2 ARKSTONE & BURRAGA ROADS STABILISATION WORKS

File No: Corporate Management/Tendering/Roads and Bridges

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

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

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

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business

16.03 WATER REIMBURSEMENT CLAIM

File No: S:/Governance/Confidential

Author: Gary Wallace, General Manager

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

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

(b) the personal hardship of any resident or ratepayer

16.04 O'CONNELL RECREATION GROUND EARTHWORKS QUOTATION EVALUATION REPORT

File No: O'Connell Recreation Ground/Earthworks/Development

Author: Chris Schumacher, Technical Services Director & Ifty Shajib, Infrastructure & Projects Engineer

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

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

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business

**16.05 GENERAL MANAGER ANNUAL PERFORMANCE REVIEW
PERIOD 1 JULY 2020 TO 30 JUNE 2021**

File No: Governance/Ordinary/Confidential
Author: Mayor Kathy Sajowitz

This item is classified CONFIDENTIAL under Section 10A (2) (a) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

(a) personnel matters concerning particular individuals (other than Councillors)

17. CLOSURE OF MEETING

The Mayor will declare the meeting closed.

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

Tuesday 19 October 2021
commencing at 5.30pm

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