

OBERON COUNCIL

137 Oberon Street
PO Box 84
Oberon NSW 2787

Telephone: (02) 6329 8100
Email: council@oberon.nsw.gov.au

Oberon Council Ordinary Meeting Tuesday 15 April 2025

Commencing at 5:30 pm
To be held at the Oberon Council Chambers



OBERON

MORE THAN YOU IMAGINE

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

IN CASE OF FIRE

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

Site Plan

Oberon Council Admin Building

Oberon Street

Sign Ref: AG - YAH - 2 Issue Date: 03/2021 Review Date: 03/2026 © Chubb Fire & Security PTY LTD 1300 650 182

Risk Matrix Legend

Through its Enterprise Risk Management Processes, Oberon Council has developed Risk Appetite Statements which are shown in the following table.

Category of Risk	Avoid	Resistant	Accept	Receptive
Business Continuity			PRIMARY	
Financial		PRIMARY	Secondary	
Safety	PRIMARY			
Environment	Secondary	PRIMARY		
People & Culture		Secondary	PRIMARY	
Project Performance		Secondary	PRIMARY	
Technical Complexity			PRIMARY	Secondary
Public Image and Reputation		PRIMARY	Secondary	
Assets & Infrastructure		Secondary	PRIMARY	
Governance	PRIMARY			
Service Delivery			PRIMARY	

Risk Appetite Scale

AVOID (little-to-no appetite) Avoidance of risk and uncertainty is key to achieving objectives	1	AVERSE (small appetite) Prefer safe options with little risk of adverse exposure	2	ACCEPT (medium appetite) Consider all options and choose most likely for successful delivery with reasonable degree of protection	3	RECEPTIVE (large appetite) Will engage with risks and opportunities when the potential benefit is great	4
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Each risk is evaluated in terms of potential loss, likelihood of occurrence and the effectiveness of controls in place to manage the risks according to the criteria set out below:

Likelihood	Impact	Negligible	Minor	Moderate	Major	Extreme
Almost Certain		Low	Medium	High	Extreme	Extreme
Likely		Low	Medium	Medium	High	Extreme
Possible		Low	Low	Medium	High	High
Unlikely		Low	Low	Low	Medium	High
Rare		Low	Low	Low	Medium	High

Table of Contents

1	Opening Of Meeting	6
2	Acknowledgement Of Country	6
3	Prayer	6
4	Record Of Attendance	6
5	Declarations Of Interest	7
6	Presentations	8
7	Questions From The Public	8
8	Confirmation Of Minutes	8
8.1	Ordinary Meeting 18 March 2025	8
9	Mayoral Minute And Report	37
9.1	Mayoral Minute and Report - April 2025	37
10	Notices Of Motion	39
10.1	Council Sealing Policy	39
10.2	Trees on Council Reserves - Policy 4109	40
11	Councillor And Delegates Reports	41
11.1	Oberon Arts Council Meeting	41
11.2	Central Tablelands Weeds Authority Meeting	44
12	Committee Reports	49
12.1	Audit Risk and Improvement Committee (ARIC) Meeting	49
13	Reports For Decision	55
13.1	Policy 2213 - Financial Reserves Policy	55
13.2	Policy 1103 - Payment of Expenses and Provision of Facilities to Councillors	62
13.3	Policy 2110 - Workplace Health and Safety	79
13.4	Community Energy Upgrade Fund Round 2 Application	84
13.5	Policy 1113 - Enterprise Risk Management	116
13.6	DEVELOPMENT APPLICATION DA2025.016 – New Shed, 5 Phillip Street, Oberon	122
13.7	Waste Transfer Station Operations	126
13.8	Policy 1120 Community Engagement Strategy	129
13.9	Closed-Circuit Television Policy 2142	161
13.10	Quarterly Budget Review Statement 3 - January - March 2025	165
13.11	DEVELOPMENT APPLICATION DA10.2024.28.1 - Thirty-one Lot Subdivision at 10a Blenheim Avenue, Oberon	194
14	Reports For Information	204
14.1	Monthly Activity Report General Manager - April 2025	204

14.2	Monthly Activity Report Planning & Development - April 2025	209
14.3	Monthly Activity Report Technical Services - April 2025.....	216
14.4	Monthly Activity Report Corporate Services - March 2025	224
14.5	Investments - March 2025	227
14.6	Grants Update April 2025	230
14.7	Status Update - April 2025.....	234
14.8	Community Survey Results.....	273
15	Urgent Business	309
16	Closed Session - Confidential Reports	309
16.1	Water Write-Off Request - Assessment 1237001	309
16.2	Debt Collection Update	310
17	Closure Of Meeting.....	310

1 OPENING OF MEETING

The Mayor will welcome members and declare the meeting open.

The meeting will be livestreamed via Team webinar facilities.

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 will be made publicly available on Council's website. 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 Andrew McKibbin Deputy Mayor Katie Graham Clr Anthony Alevras Clr Helen Hayden Clr Clive McCarthy Clr Frank O'Connor Clr Lauren Trembath Clr Ian Tucker
Staff	Gary Wallace, General Manager Damian O'Shannassy, Planning and Development Director Mathew Webb, Corporate Services Director Dr Cornelia Wiebels, Technical Services Director Sharon Swannell, Executive Coordinator
Leave of Absence	Nil

5 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 interest's conflict with my official role?

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

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

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

6 PRESENTATIONS

Nil

7 QUESTIONS FROM THE PUBLIC

The public gallery is open to members of the community. 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. This is the only opportunity for a community member to address Council during an Ordinary Meeting.

None received.

8 CONFIRMATION OF MINUTES

8.1 Ordinary Meeting 18 March 2025

Attached is the Minutes of the Ordinary Council Meeting held on 18 March 2025.

Recommendation:

That the Minutes of the Ordinary Meeting held on 18 March 2025 be confirmed.

Matters Arising from the Minutes

Nil



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Unconfirmed Minutes
Oberon Council Ordinary Meeting
Tuesday 18 March 2025

Commencing at 5:30 pm
Held at the Oberon Council Chambers



Table of Contents

1	Opening Of Meeting	4
2	Acknowledgement Of Country	4
3	Prayer	4
4	Record Of Attendance	4
	4.2 Oath or Affirmation of Office by Councillors.....	4
5	Declarations Of Interest	5
6	Presentations	5
7	Questions From The Public	6
8	Confirmation Of Minutes	9
	8.1 Ordinary Meeting 18 February 2025.....	9
9	Mayoral Minute And Report	9
	9.1 Mayoral Minute and Report - March 2025	9
10	Notices Of Motion	10
	10.1 Rescission Motion - ARIC Member Resignation and Recruitment	10
	10.2 Works Working Party	11
	10.3 Parking Area at Black Springs Fire Shed	11
	10.4 Land Swap	12
11	Councillor And Delegates Reports	12
	11.1 Central NSW Joint Organisation Meeting 27 February 2025.....	12
12	Committee Reports	13
	12.1 Local Emergency Management Committee Meeting 10 February 2025	13
	12.2 Local Traffic Committee Report	14
13	Reports For Decision	15
	13.1 O'Connell Recreation Ground MOU	15
	13.2 Community Nominations Section 355 Committees	15
	13.3 Development Application DA2024.075 – CARPORT – 13 GLYNDWR AVE OBERON	17
	13.4 DEVELOPMENT APPLICATION 10.2023.30.1 - Recreation Facility (Outdoor - Motorcycle Facility), and Accommodation.....	18
	13.5 Black Springs Recreation Ground Landscape Masterplan	19
	13.6 Village Fund Request	21
14	Reports For Information	21
	14.1 Monthly Activity Report General Manager - February 2025	21
	14.2 Monthly Activity Report - Planning & Development - February 2025.....	22
	14.3 Monthly Activity Report Technical Services - February 2025	22

14.4 Monthly Activity Report Corporate Services - February 2025.....	23
14.5 Investments - February 2025.....	23
14.6 Grants Update February 2025.....	24
14.7 Status Update - March 2025.....	24
14.8 Questions Taken on Notice at the Previous Meeting.....	25
14.9 Waste Update	25
15 Urgent Business	26
16 Closed Session - Confidential Reports	26
16.1 Construction of an 11 (Eleven) Lot Industrial Subdivision - Oberon	27
16.2 Land Matter.....	27
17 Closure Of Meeting.....	28

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 5.31pm.

The meeting was livestreamed via Zoom webinar facilities. 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 was opened in prayer by Reverend Johnny Lush, Oberon Anglican Church.

4 RECORD OF ATTENDANCE

Members	Mayor Andrew McKibbin Deputy Mayor Katie Graham Clr Anthony Alevras Clr Michael Crye Clr Helen Hayden Clr Clive McCarthy Clr Frank O'Connor Clr Lauren Trembath Clr Ian Tucker
Staff	Gary Wallace, General Manager Damian O'Shannassy, Planning and Development Director Mathew Webb, Corporate Services Director Dr Cornelia Wiebels, Technical Services Director Sharon Swannell, Governance and Executive Manager
Leave of Absence	Nil

4.2 Oath or Affirmation by Councillors

File No: Governance/Councillors
Author: Gary Wallace, General Manager

Summary

A by-election was held by countback following the resignation of Clr Jill O’Grady. The Electoral Commission declared the results of the poll on Tuesday 4 March and Clr Michael Crye was elected.

Under Section 233A of the *Local Government Act 1993* a councillor must take an oath of office or make an affirmation of office at or before the first meeting of a newly-elected council or at a newly-elected councillor’s first meeting following a by-election.

Moved: Clr Trembath
Second: Clr Hayden

That Council note that Councillor Michael Crye took the Oath or Affirmation of Office at the commencement of the meeting.

That Councillor Crye sign the Oath or Affirmation document confirming his pledge.

Carried - Resolution No: 1 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O’Connor, Clr Trembath and Clr Tucker
Votes against: Nil

5 DECLARATIONS OF INTEREST

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

6 PRESENTATIONS

Matt Armstrong, Regional Development & Engagement Manager – NBN Co. provided a presentation in relation to NBN’s latest updates and roll outs.

Clr Hayden asked if NBN are looking to expand fixed wireless services further afield to villages such as Black Springs, where there is limited/no cellular service?

Matt responded that Sky Muster satellite service will provide a connection to all premises. NBN does not have a plan to do that at the moment. Matt stated that there is a process to put in applications to

State & Federal Government for funding to do that. NBN have looked at Black Springs, the numbers don't look too bad and they are waiting for the right grant.

Clr Hayden - asked that information be provided to Michelle Swaan, Black Springs Community Association (BSCA) Secretary and invited Matt to do a presentation of the BSCA in the future.

Clr Alveras asked if with the increase in frequency band and modulation, does that mean there is an increase in power as well? If there is, does that then mean there is an increase in the exclusion zone around the towers themselves?

The exclusion zone from a health & safety perspective applies if you are a worker and you are up on the rigging working on the tower itself. That is the only zone where you have to consider exclusion. Around the base of the tower, no, it stays the same.

Clr Alveras stated that 20 years ago the life expectancy of fibreoptics was around 25 years. He then asked if this has increased.

Matt stated that he does not have an exact figure, but the answer is yes considering the advancement in technology.

7 QUESTIONS FROM THE PUBLIC

Michelle Swaan, Secretary of Black Springs Community Association asked the following questions:

1. It is disappointing to note the way the Telstra tower has turned out. The project is once again frustrated and the funding has now been removed. At some point I would like to know how we can progress this issue and what support is going to be available from Council. We have a petition that may need extending now.

The Mayor advised that he and the General Manager are on a Teams Meeting tomorrow at 11.00am with the Minister and Telstra. We don't believe that there any restrictions in relation to putting a tower on that piece of land.

2. In relation to report item 13.6 funding for community for 2024/25. We have funding approved for a table and chairs and was put on hold waiting for the master plan. Because of this time, there has been an increase of \$309.00 due to inflation. In the agenda there is a recommendation that it be covered by BSCA and then a letter submitted asking for it to be recouped out of the next round of Village funding. I don't believe that is fair, we have done a lot of work and the increased cost wasn't the Associations fault. I ask that Council fund this shortfall.

The Mayor advised that this matter will be discussed tonight.

3. Michelle commented that there has been a rate increase with the dissolved Town Improvement Levy we have even lost our tip, and I don't believe that this is even happening.

The Mayor advised that Black Springs has not lost the tip - the contractor is no longer doing the work, and Council are running the facility in the interim. The contractor has withdrawn of his own volition. The Mayor assured that Black Springs will not lose the Transfer Station. There is an item in the business papers later tonight in relation to waste. The extra rate increase that was mentioned has been put into roads this year, across the LGA.

4. Michelle commented that she hopes the Black Springs Master Plan is adopted and put up for public exhibition and asked that this be supported by Council. This will be for future generations, it

won't happen straight away and will happen over a number of years and I hope that you all would see this as very appropriate to adopt.

The Mayor confirmed that this will be considered at report item 13.5 of tonight's agenda.

5. Michelle commented in relation to the Notice of Motion, report item 10.3, regarding the sealing the RFS driveway. This has been going on from when the bore was installed, Council had said they would seal the driveway from the bore to the RFS Shed at the time. We have asked numerous times and we are still waiting on an answer so I would like to support Clr Hayden's motion that Council do that.

Corey Demarco addressed Council in relation to his Development Application for a Recreational Motorbike Facility which is being considered tonight.

I'd like to start with this project that we'll bring around \$500,000 into Oberon on every year. Petrol, food, meat, IGA cafes, the pizza shop, kebabs. Every business is going to benefit from my business that's in town. Our property will provide an avenue for men's mental health and a holiday location. A place for friends to go riding together in a safe environment and will give young, local people a new sport option in Oberon and a legal environment. You never know, Oberon could produce a champion. I went into this project very carefully in 2018. I first went and spoke to all three of my neighbours.

We are very remote and I asked them what they thought of a motorbike park. They were all in favour 100%, no problems at all. I then had a pre-DA meeting with council. I was told that if I meet council for requirements Council would be in favour. I was given a lot of the list of requirements. I employed engineers to do the reports needed. All engineer reports were done and passed flying colours. I hired a town planner to undergo the project and the DA was submitted to Council two years ago. Since then I've fallen out with my neighbour over gun safe practises. They are trying to stop my DA. Mr and Mrs McKinnon claim the motorbikes scare their animals although they ride motorbikes around their farm and around their animals and it doesn't seem to do anything. When they do come to the farm because they don't live there.

Councillors came to my property to investigate for themselves. We did a motorcycle demonstration. Councillors found complaints regarding noise was untrue. Every engineer's report submitted to council has been criticised and challenged, challenged by lay people, people with no expertise in the required fields. We have now been asked by a Councillor for an engineer's report on safe stopping distances into the Crown road.

Before this, the Council was trying very hard to stop us from using the Crown road. Crown Lands wrote a report, saying they have no problem at all with me using the Crown road. Now the Council is challenging the entry into the Crown road. We have supplied the engineer's report, passing easily. They received an email saying that the Council would like to know how the report was done. Again, we have a layperson questioning an engineer. The councillor asked for the traffic report to be done in accordance with the AusRoads standard, which is 300 metres of site from the main highway between towns, going directly into a driveway. We are not on a main highway or between two towns and we are not turning into a driveway, but it's turning off a dead end road into another road. The traffic engineering informed that this situation comes under Australian standards 2890.1, which I passed easily only one or two properties along Arkstone Road would pass under the AusRoad standard.

Mr and Mrs McKinnon run a commercial cattle and sheep farm. They do not live there. Their property entrance is on the main road on a corner. Their entrance does not pass AusRoad standard nor of the Australian standard 2890.1. My neighbour worked for Oberon Council. She's friends with their planner, but also worked at Oberon Council.

The Mayor advised that this shouldn't have relevance.

Councillors seem to be going out of their way to put up roadblocks to my DA, which favours the McKinnons. I have now been forced to get legal assistance regarding the obstructions and the amount of money lost due to this process being roadblocked.

It was Oberon Council's recommended to Councillors to approve my DA as I have ticked all the boxes and passed all required reports. Today, there is no reason for this DA not to be approved and if it is not, then I have no choice but to lodge with Land and Environment Court. Then, the individual councillors that are trying so hard to stop this DA personally can explain themselves in court. I would like to thank Council for listening and I would hope that tonight this goes through smoothly and we can all move on with our lives. Thank you very much.

The comments were taken as a statement.

Wendy Stanton, I have been selling plants at the Oberon Markets and at my home as a hobby. In August last year, I received a letter from Council, which asked for the PLANT signs to be removed and to not advertise on Facebook due to one complaint. After several months, I decided to put the sign back out and re-advertise as I thought it was unfair that everyone else around town could have a hobby and sell their items, but I couldn't.

I received a second letter which stated that I was no longer allowed to sell or even give away plants, and no one is to leave my property with a plant. During this whole time, I have contacted the Council multiple times to seek advice and set up meetings on how I could sell the plants from home, but never got a response from them on how I could keep the hobby going.

If I am closed down, multiple people including young and old, are going to miss out on valuable local items and advice and will have to travel to either Bathurst, Lithgow or further. There was a petition created online yesterday to show how many of the local communities supported me by keeping my hobby going. Already I have 365 who signed the online petition over 380 comments have been made and 65 have signed a petition at the Newsagency. I'd just like to ask the Council staff how could I actually sell my plants as my hobby from my home?

The Mayor responded that Wendy has a meeting with the Planning Director on Thursday, where those questions will be addressed. I think you've already had a meeting with him previously, but I think you're having a further meeting on Thursday. I think that's the best way to approach it. It will be there that he will address the issues and fully explain the situation. Council are limited by Planning constraints and that will all be explained in full.

Vicki McKinnon, regarding item 13.4. Recreational Facility & Accommodation. I've raised a number of issues that this application has. Noise impact, trespassing access, Crown Road, emergency meeting point, location of the development, just to name a few. The Council has failed to adequately consider and address all issues raised by us as adjoining land owners prior to, and up to now, associated to the development. Furthermore, the Council has not fulfilled it's responsibility to protect the interests of adjoining land owners through the conditions proposed.

Information provided by the applicant of today has been inaccurate and misleading. So why has Council recommended this application for approval without being provided correct information and all issues been taken into consideration? It's disappointing. This proposal for a recreational facility and accommodation will significantly, significantly impact us as adjoining land owners and our right to farm. Thank you.

The comments were taken as a statement.

8 CONFIRMATION OF MINUTES

8.1	Ordinary Meeting 18 February 2025
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Moved: Clr Hayden
Second: Clr O'Connor

That the Minutes of the Ordinary Meeting held on 18 February 2025 be confirmed.

Matters Arising from the Minutes

Clr Hayden noted some typographical errors and requested these be amended in the final confirmed minutes.

Carried - Resolution No: 2 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

9 MAYORAL MINUTE AND REPORT

9.1	Mayoral Minute and Report - March 2025
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File No: Governance/Mayor/General

Author: Mayor Andrew McKibbin

Summary

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

Moved: Clr Alevras
Second: Clr O'Connor

That Report Item 09.01 is received as information.

Carried - Resolution No: 3 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

9.2 Mayoral Minute

File No: Governance/Mayor/General

Author: Mayor Andrew McKibbin

Moved: Clr McKibbin

Second: Clr Graham

1. Council considers that Councillor Hayden has:
 - a. Conducted herself in a manner that has and is likely to bring the Council into disrepute due to her offensive and disparaging remarks on social media directing against community organisations, staff and individuals in the Oberon Community.
 - b. Conducted herself in a disorderly manner at meetings;
 - c. Directed staff in the exercise of their role;
 - d. Conducted herself improperly on social media and in meetings; and
 - e. Intimidated persons by her conduct on social media and in meetings.
2. Councillor Hayden should fully comply with the code of Conduct, Code of Meeting Practice, Councillor and Staff Interaction Policy and obligations under Work Health and Safety legislation.

Carried - Resolution No: 4 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Crye, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Clr Alevras, Clr Hayden and Clr McCarthy

10 NOTICES OF MOTION

10.1 Rescission Motion - ARIC Member Resignation and Recruitment

File No: Governance/Meetings/Ordinary

Author: Mayor Andrew McKibbin

Moved: Clr McKibbin

Second: Clr Graham

We, the undersigned Councillors, hereby move that the following resolution of the Ordinary Council Meeting held on 18 February 2025:

That Council:

1. *Note the resignation of Mr Ron Gillard and formally acknowledge his contributions to the Oberon Audit, Risk and Improvement Committee.*

2. *Approve the commencement of an open expression of interest process to recruit a new Independent Member to the Committee.*

be rescinded.

Carried - Resolution No: 5 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

10.2	Works Working Party
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File No:	Governance/Meetings/Ordinary
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Author:	Clr Ian Tucker
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Moved: Clr Tucker

Second: Clr Hayden

1. That meetings of the Works Working Party be held quarterly.
2. That a charter be developed outlining the roles and responsibilities of the Works Working Party.
3. That draft terms of reference for a review and update of the Morrison Low Report be prepared and considered by the Works Working Party prior to seeking proposals.
4. That expenditure and progress reports for all capital works projects be provided to each Works Working Party meeting.

Carried - Resolution No: 6 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

10.3	Parking Area at Black Springs Fire Shed
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File No:	Governance/Meetings/Ordinary
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Author:	Clr Hayden
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Moved: Clr Trembath

Second: Clr Crye

That:

1. Oberon Council seek advice from RFS regarding the driveway and/or standpipe parking requirements at Black Springs Fire Shed.

2. A quote be provided to Council with a quote and recommended funding source.

Carried - Resolution No: 7 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Crye, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Clr Alevras, Clr Hayden and Clr McCarthy

10.4	Land Swap
File No:	Governance/Meetings/Ordinary
Author:	Clr Clive McCarthy

Moved: Clr McCarthy

Second: Clr Hayden

That Council:

1. Consider a land swap supplying the roadway sought after by Borg Panels in lieu of land east of our current sports complex to expand it in the future.
2. Investigate the costs and feasibility of separate probity undertaking to ensure that any potential project meets the requirements of the LGA 1993.
3. Provide a detailed report to Council for final consideration.

Carried - Resolution No: 8 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden and Clr McCarthy

Votes against: Clr O'Connor, Clr Trembath and Clr Tucker

11 COUNCILLOR AND DELEGATES REPORTS

11.1	Central NSW Joint Organisation Meeting 27 February 2025
File No:	Governance/Meetings/Ordinary
Author:	Mayor Andrew McKibbin and General Manager Gary Wallace

Summary

The Central NSW Joint Organisation Board Meeting was held in Oberon on Thursday 27 February 2025. The Mayor and General Manager attended the meeting on behalf of Council.

Moved: Clr McKibbin
Second: Clr Hayden

That Council receive and note the Central NSW Joint Organisation Board Meeting delegates report held in Oberon on 27 February 2025.

Carried - Resolution No: 9 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

12 COMMITTEE REPORTS

12.1	Local Emergency Management Committee Meeting 10 February 2025
File No:	Governance/Meetings/LEMC
Author:	Dr Cornelia Wiebels (Technical Services Director)

Summary

Minutes of the Local Emergency Management Committee Meeting held on 11 November 2024 are submitted for Council's information and endorsement.

Moved: Clr Hayden
Second: Clr McCarthy

That Council receive and note minutes of the Local Emergency Management Committee Meeting held on 11 November 2024.

Carried - Resolution No: 10 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

12.2 Local Traffic Committee Report

File No: Governance/Meetings/TALC

Author: Dr Cornelia Wiebels (Technical Services Director), Thomas Dimec (Project Engineer)

Summary

The report is to inform Council of the recommendations adopted by the Oberon Local Traffic Committee in March 2025.

Moved: Clr Tucker

Second: Clr Trembath

1. That Council receive and note minutes of the Oberon Local Traffic Committee held on 6 March 2025.
2. That Council has no objection to the proposed road closure and detour for the Six Foot Track Marathon on 8 March 2025.
3. That Give Way signs and associated linemarking be implemented on Foleys Creek Road at its intersection with Sewells Creek Road.
4. That Council has no objection to the proposed event 2025 Variety 4WD Adventure from 2 March to 29 March 2025.
5. That Council has no objection to the proposed road closures for the Anzac Day marches and ceremonies on 25 April 2025.
6. That a quarter hour parking zone be established on the northern side of Albion Street, from the western entry into the BP service station, to 20m east of the exit from the BP service station, for a three month trial period followed by a report back to the Local Traffic Committee on the effectiveness of the controls.

Carried - Resolution No: 11 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

13 REPORTS FOR DECISION

13.1 O'Connell Recreation Ground MOU

File No: O'Connell Recreation Ground MOU

Author: Gary Wallace (General Manager)

Summary

Council has been approached by the newly established incorporated body known as the O'Connell Cricket Club seeking interest from Council in entering a non-binding Memorandum of Understanding (MoU) in supporting the maintenance and development of the O'Connell Recreation Ground.

Moved: Clr Hayden

Second: Clr Trembath

That Council:

1. Receive and note the report.
2. Enter into a new Memorandum of Understanding with the O'Connell Cricket Club for the period 1 July 2025 to 30 June 2026.
3. Delegate to the General Manager to make all necessary amendments to the agreement and to sign all appropriate documentation in relation to the new O'Connell Cricket Club MOU.

Carried - Resolution No: 12 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

13.2 Community Nominations Section 355 Committees

File No: Governance/Meetings/Committee

Author: Gary Wallace (General Manager), Sharon Swannell (Governance and Executive Manager)

Summary

Council appointed its Councillor delegates and Chairs of the Section 355 Committees at an Extraordinary Meeting held on 7 November 2024. Following this, Council advertised seeking community representation on the Section 355 Committees for the coming two years. This report seeks confirmation of the Community delegates to these Committees.

Since the appointment of its delegates Councillor Jill O'Grady has resigned from Council and a countback election has been held resulting in the election of Clr Michael Crye.

Clr O'Grady was the Councillor delegate on the Black Springs Community Hall Committee. A vacancy now exists for a councillor to nominate as the alternate on this committee. Clr O'Grady was also appointed as the Alternate Delegate of the Joint Regional Planning Panel and the delegate to

the Rural Fire Service Chifley Zone Liaison Committee and the Central Tablelands Weeds Authority.

Moved: Clr Hayden

Second: Clr Alevras

That Council:

1. Confirm the appointments of the community delegates to its Section 355 Committees as highlighted in the report.
2. Nominate Councillor Michael Crye to be the alternate delegate on the Black Springs Community Hall Committee.
3. Nominate Councillor Michael Crye to be the alternate delegate on the Joint Regional Planning Panel.
4. Nominate Councillor Michael Crye to be a delegate on the Rural Fire Service Chifley Zone Liaison Committee.
5. Nominate Councillor Michael Crye to be a delegate on the Central Tablelands Weeds Authority.
6. Council re-endorse Policy 1114 Volunteers and Section 355 Committees as presented.
7. Council re-endorse the Section 355 Volunteers Management Manual as presented.
8. That councillor delegates be proactive and engage with any future community delegates who would like to join their respective 355 Committees.

Lost

Division

Votes for: Clr Alevras and Clr Hayden

Votes against: Clr McKibbin, Clr Graham, Clr Crye, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Moved: Clr McKibbin

Second: Clr Tucker

That Council move into committee of the whole at 7.45pm.

Carried - Resolution No: 13 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

Moved: Clr Hayden
Second: Clr Tucker

That the Council Meeting resumed at 8.06pm.

Carried - Resolution No: 14 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr M
O'Connor, Clr Trembath and Clr Tucker
Votes against: Nil

Moved: Clr McKibbin
Second: Clr Hayden

That Council:

1. Confirm the appointments of the community delegates to its Section 355 Committees as highlighted in the report with the addition of Vanessa Booth being added as a community delegate to the Oberon Sports Facilities Committee.
2. Nominate Councillor Frank O'Connor to be the alternate delegate on the Black Springs Community Hall Committee.
3. Nominate Councillor Helen Hayden to be the alternate delegate on the Joint Regional Planning Panel.
4. Nominate Councillor Michael Crye to be a delegate on the Rural Fire Service Chifley Zone Liaison Committee.
5. Endorse Policy 1114 Volunteers and Section 355 Committees as presented.
6. Endorse the Section 355 Volunteers Management Manual as presented.
7. Elect Deputy Mayor Katie Graham by way of open vote to be a delegate on the Central Tablelands Weeds Authority.

Carried - Resolution No: 15 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr
O'Connor, Clr Trembath and Clr Tucker
Votes against: Nil

13.3	Development Application DA2024.075 – CARPORT – 13 GLYNDWR AVE OBERON
File No:	PO25-13
Author:	Kirsty Hanrahan (Building Surveyor), Damian O'Shannassy (Planning and Development Director)

Summary

Council is in receipt of a Development Application (DA2024.075) at 13 Glyndwr Avenue, Oberon (Lot 30 DP 732959) for a Carport. The subject site is zoned R1 General Residential under the Oberon

Local Environmental Plan 2013 and contains an existing dwelling and three (3) existing sheds in the rear of the yard.

The proposed carport is a non-habitable structure, The purpose of the carport is to offer protection to a caravan from the weather elements, easily accessibility and additional storage space.

The setback from the neighbouring lots is 6.9m and 7.7m to the North & South respectively and the rear setback is 2.2m.

Key Issue

The proposed carport has an area of 87m², exceeding the 60m² requirement within the Oberon Development Control Plan 2001, Section C.6.4. The total area of all existing sheds on site is 131.91m². The additional carport therefore results in a total of 218.91m².

The proposed carport is adjacent to an existing 76.8m² shed that Council granted consent to on 19 July 2022, a variation to clause C6.4 of the Oberon Development Control Plan 2001 to permit this shed. The proposed carport requires a further variation to clause C6.4.

The Development Application was neighbour notified, with no submissions received.

As outlined in this report, the proposal is considered acceptable despite the DCP variation.

Moved: Clr Hayden
Second: Clr McCarthy

That:

1. Council vary Part C6.4 – “Carports and Garages” of its current DCP 2001 in relation to Development Application DA2024.075 for a carport at Lot 30 in DP 732959 being known as 13 Glyndwr Avenue, Oberon.
2. A division be called in accordance with Section 375A of the Local Government Act 1993.

Carried - Resolution No: 16 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker
Votes against: Nil

13.4	DEVELOPMENT APPLICATION 10.2023.30.1 - Recreation Facility (Outdoor - Motorcycle Facility), and Accommodation
File No:	DA 10.2023.30.1
Author:	Bennett Kennedy (Senior Town Planner), Damian O'Shannassy (Planning and Development Director)

Summary

Council is in receipt of a Development Application 10.2023.30.1 (PAN-328425) for the use of 3117 Arkstone Road, Jeremy for the purpose of a Recreation Facility (Outdoor) and Accommodation.

Moved: Clr Hayden
Second: Clr Alevras

That Council:

1. Approve Development Application 10.2023.30.1 at Lot 95 DP 753036 known as 3117 Arkstone Road, Jeremy for the purpose of a Recreation Facility (Outdoor) and Ancillary Accommodation.
2. That a division be called in accordance with Section 375A of the Local Government Act 1993.

Amendment

Moved: Clr Tucker
Second: Clr Trembath

1. That Council defer the decision on DA10.2023.30.1 and request a further report from a suitably qualified traffic engineer to determine the appropriate sight distance in accordance with the Austroads standard for the proposed entry / exit from Arkstone Road.
2. That the report include details of how the available sight distance was measured, in accordance with the guidance in Austroads.
3. That if the traffic engineer considers a different standard other than Austroads is appropriate, that details be provided in support of that other standard.
4. That if the appropriate sight distance cannot be achieved at the existing entry / exit from Arkstone Rd, the report include an assessment of any other possible access locations which may satisfy the required standard.
5. That if no access locations are available which satisfy the required sight distance, the report include advice on measures to be taken to upgrade the existing entry / exit and reduce the risks at that location.

The amendment was put and lost, the original motion stands.

Moved: Clr Alevras
Second: Clr Hayden

That Council:

1. Approve Development Application 10.2023.30.1 at Lot 95 DP 753036 known as 3117 Arkstone Road, Jeremy for the purpose of a Recreation Facility (Outdoor) and Ancillary Accommodation.
2. That a division be called in accordance with Section 375A of the Local Government Act 1993.

Carried - Resolution No: 17 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy and Clr O'Connor
Votes against: Clr Trembath and Clr Tucker

13.5 Black Springs Recreation Ground Landscape Masterplan

File No: Black Springs Recreation Ground

Author: Damian O'Shannassy (Planning and Development Director)

Summary/Comments

Council upon receipt of representations from the Black Springs Community Association Inc (BSCA) engaged OUTSCAPE on behalf of BSCA to prepare a Concept Landscape Masterplan for the Black Springs Recreation Ground.

A site inspection on 15 February 2024 was undertaken by Outscape, Council staff, Councillor Hayden and members of BSCA. Following this inspection a detailed list of inclusions for the Master Plan was provided to Outscape and a site inventory taken.

An initial community consultation including a presentation by Outscape took place on Saturday 6 July at the Black Spring Hall as a session was available for residents to drop in and provide comments.

Following the initial consultation a further consultation took place on 12 December 2024 with the local community again at the Black Springs Hall. A preliminary Master Plan at a scale of 1:1000 was provided to the community. The plan was put on display for the community to consider at the hall during December 2024 and January 2025 and to provide comments by the end of January 2025.

The final draft Black Spring Landscape Master Plan is now provided to Council for endorsement to be placed on exhibition to the whole Oberon Local Government Area.

The final plan once endorsed will guide future development of the Black Springs Recreation Ground, when funding is available to implement the recommendations of the Master Plan.

Moved: Clr Hayden

Second: Clr Alevras

That:

1. Council place the Draft Black Springs Recreation Ground Masterplan on public exhibition for a minimum period of 28 days;
2. Upon completion of the exhibition period a further report be provided to Council outlining submissions received.

Carried - Resolution No: 18 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

13.6 Village Fund Request

File No: CSD/Finance/Donations

Author: Mathew Webb (Corporate Services Director)

Summary

A request has been received from the Black Springs Community Association (BSCA) to drawdown village funds for a sheltered park setting, following progress on the Black Springs Recreation Ground Masterplan. Due to cost increases, additional funding is required, with a proposed budget adjustment for consideration. This report is presented to Council for review and decision.

Moved: Clr Hayden

Second: Clr Alevras

That Council:

1. Approve the request from Black Springs Community Association to drawdown the FY24/25 Village Fund allocation to complete the purchase of the park setting.
2. Provide an additional \$309 from the FY24/25 Parks and Gardens maintenance budget to support the purchase in the current financial year

Carried - Resolution No: 19 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy and Clr O'Connor

Votes against: Clr Trembath and Clr Tucker

Council rose for a break at 8.37pm.

Council resumed at 8.50pm.

14 REPORTS FOR INFORMATION

14.1 Monthly Activity Report General Manager - February 2025

File No: Governance/Meetings/Ordinary

Author: Gary Wallace (General Manager), Hannah Booth (Records and Communications Coordinator), Sharon Swannell (Governance and Executive Manager), Julie Baker (Library Manager), Rebecca Burgess (Work Health Safety and Risk Manager)

Summary

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

Moved: Clr Alevras
Second: Clr McCarthy

That report Item 14.1 is received as information.

Carried - Resolution No: 20 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

14.2 Monthly Activity Report - Planning & Development - February 2025

File No: Governance/Meetings/Ordinary

Author: Damian O'Shannassy (Planning and Development Director), Lyn Hancox (Planning and Development Administration Assistant), Kirsty Hanrahan (Building Surveyor), Janet Bailey (Development Control Administration Officer), Sharon Inwood (Facilities Manager)

Summary

This report item summarises the main activity in the Planning and Development Department since the February 2025 Council Meeting.

Moved: Clr Hayden
Second: Clr O'Connor

That report item 14.2 is received as information.

Carried - Resolution No: 21 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

14.3 Monthly Activity Report Technical Services - February 2025

File No: Governance/Meetings/Ordinary

Author: Dr Cornelia Wiebels (Technical Services Director), Dani Bradshaw (Change Management Analyst), Gary Chapman (Roads Operation Manager), Andrew Krol (Water and Sewer Officer in Charge), Thomas Dimec (Project Engineer), Paul Robinson (Plant Manager), Tania Matthews (Technical Services Administrative Assistant), Geoff Paton (Works Engineer)

Summary

This report item summarises the main activities in the Technical Services Department during the months of February 2025.

Moved: Clr Hayden
Second: Clr McCarthy

That report 14.3 is received as information.

Carried - Resolution No: 22 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

14.4 Monthly Activity Report Corporate Services - February 2025

File No: Governance/Meetings/Ordinary

Author: Mathew Webb (Corporate Services Director), AJ Jack (IT and GIS Co-ordinator), Victoria Bewley (Acting Community Services Coordinator), Rhiannon Mijovic (Library Manager), Debra Keane (Tourism and Economic Development Manager), Zoe Marks (Finance Manager)

Summary

This report provides an update on the activities of the Corporate Services Directorate in February and forward plans.

Moved: Clr Hayden
Second: Clr Tucker

That report item 14.4 is received as information.

Carried - Resolution No: 23 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

14.5 Investments - February 2025

File No: Financial Management/Investments/Register

Author: Lisa Koleda (Management Accountant), Zoe Marks (Finance Manager)

Summary

This report provides Council with the Statement of Investments as of 28 February 2025.

Moved: Clr O'Connor
Second: Clr Alevras

That report item 14.5 is received as information.

Carried - Resolution No: 24 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

- 14.6 Grants Update February 2025

File No: Governance/Grants 2024

Author: Toni Dwyer (Grants Co-ordinator), Mathew Webb (Corporate Services Director)

Summary

This report provides a summary of grant funding applications submitted and funding notifications received during February 25.

Moved: Clr Hayden
Second: Clr Tucker

That report item 14.6 is received as information.

Carried - Resolution No: 25 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

14.7 Status Update - March 2025

File No: Governance/Meetings/Ordinary

Author: Gary Wallace (General Manager), Mathew Webb (Corporate Services Director), Damian O'Shannassy (Planning and Development Director), Dr Cornelia Wiebels (Technical Services Director)

Summary

This report item summarises the current status of Council resolutions and provides updates for actions taken.

Moved: Clr Hayden
Second: Clr McCarthy

That report 14.7 is received as information.

Carried - Resolution No: 26 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker
Votes against: Nil

14.8	Questions Taken on Notice at the Previous Meeting
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File No:	Governance/Meetings/Ordinary
Author:	Gary Wallace (General Manager)

Summary

This report item provides a formal record of questions taken on notice at the previous Council meeting and subsequent responses.

Moved: Clr Hayden
Second: Clr McCarthy

That report 14.8 is received as information and the responses noted.

Carried - Resolution No: 27 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker
Votes against: Nil

14.9	Waste Update
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File No:	TS/Waste
Author:	Dr Cornelia Wiebels (Technical Services Director)

Summary

This report is to provide Council with an overview of the current state of waste management within Oberon Council, including planned projects and ongoing challenges.

Moved: Clr Hayden
Second: Clr O'Connor

That report Item 14.9 is received as information.

Carried - Resolution No: 28 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker
Votes against: Nil

15 URGENT BUSINESS

Nil

16 CLOSED SESSION - CONFIDENTIAL REPORTS

Moved: Clr O'Connor
Second: Clr Hayden

That:

1. Council resolve into Closed Council to consider the business identified, together with any late confidential reports tabled at the meeting.
2. Pursuant to Section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified as confidential under the provisions of Section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by Section 11(2) of the *Local Government Act 1993*.

Carried - Resolution No: 29 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker
Votes against: Nil

Council moved into Closed Council at this point 9:42 pm. Members of the public present left the meeting.

16.1 Construction of an 11 (Eleven) Lot Industrial Subdivision - Oberon

File No: TS/Subdivision

Author: Thomas Dimec (Project Engineer), Dr Cornelia Wiebels (Technical Services Director), Gary Chapman (Roads Operation Manager)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(d) of the Local Government Act 1993, as it relates to 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.

Moved: Clr McCarthy

Second: Clr O'Connor

That Council support the recommendations highlighted within the report including an amount of \$340,000 being supplied from the Land Bank to complete the 11-Lot Industrial Subdivision in Hawken Street & Maher Drive, Oberon.

Carried - Resolution No: 30 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

16.2 Land Matter

File No: Council Properties

Author: Mathew Webb (Corporate Services Director)

This report is CONFIDENTIAL under the provisions of Section 10A(2)(c) of the Local Government Act 1993, as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Moved: Clr McCarthy

Second: Clr Tucker

That Council contact the owner of lot 90, DP1238111 and offer a lease of the ground in accordance with the Mayoral Memo.

Carried - Resolution No: 31 - 18/03/2025

Division

Votes for: Clr McKibbin, Clr Graham, Clr Alevras, Clr Crye, Clr Hayden, Clr McCarthy, Clr O'Connor, Clr Trembath and Clr Tucker

Votes against: Nil

Open Council resumed at 10.07pm. Recording of the meeting re-commenced at this point in time. There were no members of the public present.

The Mayor advised of the resolutions that were made while the meeting was closed to the public.

17 CLOSURE OF MEETING

The Mayor declared the meeting closed at 10.09pm.

9 MAYORAL MINUTE AND REPORT

9.1 Mayoral Minute and Report - April 2025

File No: Governance/Mayor/General

Author: Mayor Andrew McKibbin

Summary

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

Recommendation:

That Report Item 09.01 is received as information.

A. Meetings

13 Mar 2025	Burruga and District Community Association Meeting
14 Mar 2025	2BS Radio Interview
17 Mar 2025	Councillor Workshop – CSP and Delivery Program
17 Mar 2025	Citizenship Ceremony
18 Mar 2025	The Pines Windfarm Quarterly Update Meeting
18 Mar 2025	Ordinary Council Meeting
19 Mar 2025	ABC Radio Interview
19 Mar 2025	Meeting with Andrew Gee MP and Telstra representatives re Black Springs Small Cell update (via Teams)
20 Mar 2025	William Cox, Aurecon Group
21 Mar 2025	2BS Radio Interview
21 Mar 2025	Telstra Black Springs follow up meeting via Teams (Telstra did not attend)
25 Mar 2025	Councillor Workshop Budget Review
26 Mar 2025	Meeting with Minister for Water, the Hon Rose Jackson MP re STP Renewal Project
28 Mar 2025	2BS Radio Interview
28 Mar 2025	Country Mayors Association Meeting (attended by Deputy Mayor Katie Graham)
3 Apr 2025	Oberon Local Strategic Planning Community Engagement Session – Burruga
4 Apr 2025	2BS Radio Interview
7 Apr 2025	2BS Radio Interview
10 Apr 2025	Black Springs Community Association Meeting
11 Apr 2025	Central NSW Joint Organisation Regional Priorities Event
11 Apr 2025	Councillor Informal Briefing Session

B. Representation

Nil

C. Correspondence

- 13 Mar 2025 Jason Green, Yless4U regarding meeting with Black Springs Community, series of emails in relation to the matter.
- 13 Mar 2025 Mayor Matt Burnett, President Australian Local Government Association seeking support for ALGA's 2025 federal election priorities, and the Association's national *Put Our Communities First* advocacy campaign.
- 13 Mar 2025 Ceremonies Team providing information for Council's holding Citizenship Ceremonies during Harmony Week
- 13 Mar 2025 Local Government NSW advising their Fresh Start for Local Government Apprentices, Trainees and Cadettes Program will open on 17 Mar and close on 21 Mar 2025.
- 19 Mar 2025 Information forwarded to James Toole, Telstra following meeting regarding Black Springs Mobile Small Cell Tower project
- 19 Mar 2025 Update provided to Michelle Swaan following meeting regarding Black Springs Mobile Small Cell Tower project.
- 19 Mar 2025 NSW Legislative Assembly Committee on Transport and Infrastructure invitation to provide a submission to an inquiry into infrastructure for electric and alternative energy vehicles in NSW.
- 22 Mar 2025 Additional response to James Toole, Telstra following non-attendance at scheduled meeting regarding Black Springs Mobile Small Cell Tower
- 21 Mar 2025 Invitation to attend the 2025 Australian Local Government Women's Association NSW Conference being held in Griffith from 1 – 3 May 2025.
- 25 Mar 2025 Letter of support forwarded to Oberon Hospital Auxiliary for grant to purchase a palliative support bed for Oberon Hospital.
- 25 Mar 2025 Letter of support forwarded to the Edith Recreation Ground group, who are applying for a grant to install a septic toilet at the facility.
- 28 Mar 2025 Jess Jennings providing contact details for Minister Sharps office in relation to social and economic impact analysis for windfarm developments.
- 31 Mar 2025 Families Australia, invitation to celebrate and promote National Families Week 2025 held between 12 – 18 May 2025.
- 31 Mar 2025 Rob Webb seeking an opportunity to present to a proposal to Council regarding management of bushfire in the Oberon LGA.
- 2 Apr 2025 Invitation to attend Oberon ANZAC Commemoration services and welcome dinner for VIP for the day CMDR Simon Howard.
- 3 Apr 2025 Invitation to attend the O'Connell ANZAC Dawn Service on 25 April 2025.

10 NOTICES OF MOTION

10.1	Council Sealing Policy
File No:	Governance/Meetings/Ordinary
Author:	Clr Ian Tucker

Motion

That Council discontinue the previous practice of giving priority to sealing 1 - 2 km of roads each year, and in future allocate funding in its budget based on perceived needs and available funds within the IP&R framework.

Comment

No council should attempt to commit a future council to a particular course of action, as circumstances change over time, and it may no longer be possible or appropriate.

The decision to seal 1 - 2 km of roads each year was made many years ago. For at least the last two years this has not been fulfilled, as Council decided there were higher priorities which required funding.

Discontinuing the previous practice will reduce the pressure to try to find ways of funding such road sealing projects, when there are many other competing demands. It will eliminate the need for Council to resolve not to comply with the previous resolution when adopting its annual budget.

Discontinuing the previous practice will reduce the pressure to try to find ways of funding such road sealing projects, when there are many other competing demands. It will eliminate the need for Council to resolve not to comply with the previous resolution when adopting its annual budget.

It is important to note that if this motion is passed, it will not prevent Council from funding road sealing projects if it chooses to do so and if suitable funds are available.

10.2 Trees on Council Reserves - Policy 4109

File No: Governance/Meetings/Ordinary

Author: Clr Ian Tucker

Motion

1. That Policy 4109 - Trees on Council Road Reserves, be reviewed.
2. That discussions be held with Essential Energy concerning co-operative arrangements for trimming of street trees to achieve clearance from power lines, while still leaving the trees in a healthy and attractive condition.

Comment

1. Current Policy 4109 permits the Director of Technical Services to approve the trimming or removal of trees on road reserves. At least one large, established street tree (in Queen St) was recently removed due to the proximity to power lines.

The policy should allow speedy decisions to remove trees which pose an imminent hazard to the public, or where it is required for roadworks.

In other circumstances, any request should be referred to Council for a decision, as occurred with a golden elm in Carrington Avenue. Council may wish to pursue other options rather than removal.

2. There is no dispute that the required separation between trees and power lines needs to be maintained. However this should not result in trees being left looking unattractive, with large sections cut out of the canopy, as was the case recently in Queen St.

It should be possible to develop an agreement whereby Council and Essential Energy work together to achieve both purposes - clearance from power lines, and an attractive streetscape.

11 COUNCILLOR AND DELEGATES REPORTS

11.1	Oberon Arts Council Meeting
File No:	Governance/Meetings/Ordinary
Author:	Clr Graham

Summary

Oberon Arts Council Meeting was held on Thursday 27 February 2025. Clr Katie Graham attended as the Oberon Council delegate.

Recommendation:

That Council receive and note the Oberon Arts Council delegates report

List of Attachments

1. Oberon Arts Council Minutes Thursday 27th February 2025 FC [11.1.1 - 2 pages]

Comment

The Oberon Council Delegate to Arts OutWest, Fran Charge represented Oberon at the Work of Art for 2 days in Orange -showcasing regional women and their art

- Arts and Health Program - Oberon MPS was chosen to be a part of an Arts and Health pilot program along with Blayney MPS where Stray, a beautiful puppet dog visited residents, staff and families at the Oberon MPS over three weeks. By all reports this was a very successful pilot and Oberon Arts Council is seeking further funding to continue the program
- Repairs are needed in the Common to the damaged Walls, the Terrazzo and the pavers covered with weeds. OAC will put forward a proposal to action the necessary repairs to the General Manager as per the MOU between the Council and the Arts Council.
- Art Show at the Milbrey scheduled for October.

Oberon Arts Council Inc
AGENDA: GENERAL MEETING

Thursday 27th February 2025 at 6.45 pm Venue: Oberon RSL

AGENDA

1. **WELCOME:** Chair Fran Charge welcomed everyone,

Present: Mary David, Brian Harman, Tim Charge Fran Charge

Sally Parrington, Katie Graham, Malcolm Graham, Carol Wilson, David Wilson, Melanie Lawson, Ann Olive.

Apologies: Victoria Freeman, Sandra Harman

2. **Confirmation of Minutes** previous meeting 24th November 2024 Moved : Ann Olive
Seconded: Carol Wilson. Business Arising -Nil.

3. **Correspondence:** Thankyou letters received from the local schools we donated to. Emails sent to members re Membership renewal for 2025, Minutes of last meeting, Agenda for the February meeting. Notice of the Mayor's invitation to the International Women's Day 6.30 PM Saturday 8th March.

4. Moved that the Correspondence be accepted: Melanie Lawson, Seconded: Malcolm Graham

5. **Treasurers Report** Tabled: Moved that the Treasurers Report be accepted Fran Charge,
Seconded Katie Graham.

6. **Council Delegate Report:** Councillor Kathryn Graham presented her report. See attached

7. **Update from Arts OutWest Board, Vice Chair, Fran Charge:** Fran attended the February AOW Board Meeting on February 25th from 5.00 pm to 7.00 pm; Represented Oberon at the Work of Art for 2 days in Orange -showcasing regional women and their art; Participated in the Arts OutWest Finance Committee meeting on Wednesday 19th February at 6pm

AOW CEO Kylie Shead, and Oberon Council Delegate to Arts OutWest, Fran Charge, met with the Mayor Andrew McKibbin, Sharon Swannell and Gary Wallace prior to the 18th February Council meeting. Following this an AOW presentation was given to the Council meeting and questions were invited from the Councillors. The response from the presentation was positive from Counsellors and the Gallery. Submitted the Oberon Delegate report for the AOW Advisory Committee meeting Wednesday 5th March.

8. Update Arts and Health: Oberon MPS was chosen to be a part of an Arts and Health pilot program along with Blayney MPS. The magic of Stray, a beautiful puppet dog, won over the hearts of all participants, staff and families at the Oberon MPS over the past three weeks.

Some Residents cried as we left after the 3rd and final session.

We need to source more funding to see this program continue.

9. **Other business:** The Common: Repairs needed to the damaged Walls, the Terrazzo and the pavers covered with weeds. – Fran to meet and talk with Gary Wallace re our MOU and funds available to repair any of the Public Art Works. A proposal to action these necessary repairs will be submitted to Gary. Oberon Arts Council will facilitate these repairs and then be reimbursed from said funds available as per our MOU.

Art Show at the Milbrey as discussed now scheduled for October.

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

A Jazz and Drumming workshop will be held at the Malachi Friday 28th March 12.30 for school students and drumming group if available. Arts Council drums will be supplied.

Oberon Arts Council Inc. Membership now due for 2025. Thanks to those who have paid. \$30.00 per couple \$20.00 per individual

Invitation to the International Women's Dinner 8th March. -OAC table booked Oberon Council and Kathy Sajowitz sent us an invitation. Fran has booked a table -names and any dietary requirements to be advised asap please.

Melanie Lawson advised us of the Neighbourhood Centre Invitation to a Free Wellbeing event with Sonia Cox and a morning tea Thursday 6th March 10am to 12pm Community Centre. RSVP to Melanie Please.

Next meeting to be held on Thursday 27th March Venue to be advised

11.2 Central Tablelands Weeds Authority Meeting

File No: Governance/Meetings/Ordinary

Author: Clr Andrew McKibbin

Summary

The most recent meeting of the Central Tablelands Weeds Authority (CTWA) was held at 7 Lee Street Kelso on Friday 21st February 2025 at 2pm. The meeting was attended by Clr Andrew McKibbin.

Recommendation:

That Council receive and note the Central Tablelands Weeds Authority (CWTA) Meeting delegates report held in Bathurst on Friday 21 February 2025.

List of Attachments

Nil

Comment

UMCC MEETING on 21 February 2025

Quorum and Attendance. Since the previous Meeting elected Members Michelle Pryse Jones and Jill O'Grady had resigned from their positions on Blayney and Oberon Councils respectively. Those Councils had advised the NSW Electoral Commission of the resignations and are seeking a recount to fill those vacancies.

The attendees at the Meeting were:

- Cr Andrew McKibbin (Chairperson) - Oberon
- Cr Ben Fry (Deputy Chairperson) - Bathurst
- Cr Tony Gullifer- Bathurst
- Cr Iris Dorsett- Blayney
- Cr Eric Mahony-Lithgow
- Cr Steve Ring -Lithgow

CTWA staff present:

- General Manager – Timothy Johnston
- Biosecurity Operations Manager – Chris Jackson
- Biosecurity Administration Manager – Bethany Beattie

1. Organisational Structure

There was a detailed discussion involving the structure of the organisation moving forward taking into consideration the following:

- a) Weed Action plan Gunding from the State Government had remained static (No CPI increases) for 7 years;
- b) The projected future losses if the current business remained with its current structure and business model; and
- c) the CTWA reserves allowed some flexibility in adopting a new structure to take the business forward if the resultant structure provided a positive return from non-core activities.

It was noted the core business of CTWA is as a local control authority that does not own or lease rural land.

The non-core business components of the CTWA organisational structure, including the Roadside Weeds Treatment Program, the Aerial Spraying Program, and other private works be investigated as to whether these activities be undertaken under a separate business unit with a commercial objective. CTWA would consult with the four constituent councils, seeking their support for CTWA to adopt any changed structure and its implementation. A workshop will be held on 11 April 2025 to consider several possible scenarios for a revised structure.

2. Weed Clusters

A Working party had been established that reported back that where a group of properties existed that each have a high-risk rating for a particular regional priority weed those properties cumulatively should be considered as a cluster and each property will be placed under Biosecurity Directions with a common compliance date. A common letter will be issued to the owners of these properties informing them of the Weed Cluster, including how many properties are in the cluster and the weeds identified. The common letter will also stress the requirements of the Biosecurity Directions and the annual work to be undertaken to reduce the biosecurity risk their property presents to neighbouring properties.

3. Serrated Tussock Resistance

CTWA has been working with the Department of Primary industries in relation to Serrated Tussock resistance to Fluoroproponate. A protocol between DPI and CTWA for testing is being developed and CTWA has obtained various samples from sites sprayed. DPI is finalising the testing regime however if it was not considered this was appropriate a commercial testing organisation may have to be used. On receipt of the test results landholders would be advised and CTWA would then have a greater understanding of what actual resistance was identified.

4. General Manager Recruitment

The current General Manager, Tim Johnston, is not seeking a renewal of their employment contract that expires 4 July 2025. The General Manager Recruitment Working Party met on 4 February 2025, comprising Cr McKibbin, Cr Fry, Cr Ring and Blayney Shire Mayor Cr Bruce Reynolds. The Recruitment panel consists of those persons plus Jenny Bennett from the Central West Joint Organisation.

The Chairman was delegated to draft the Candidate information Document, Advertisement and Position Description and circulate to other Working Party members aiming to have Applications submitted to CTWA by 11 April 2025. Advertising is to be through Seek, Linked In, LG Assist and Constituent Council websites/Facebook.

5. Roadsides Bordered by Forestry Corporation

CTWA Weeds Biosecurity Officers have identified all roads that border Forestry Corporation properties.

Forestry Corporation has an annual commitment of \$20,000. The Biosecurity Operations Manager is to continue engaging with Forestry Corp aiming to increase the minimum financial and labour commitments to the roadside program that are necessary for Forestry Corp to meet its Biosecurity duty with the map of all roads bordering Forestry Corporation properties.

6. Weed Action Plan Funding

CTWA will apply for \$358,388 of funding in accordance with the guidelines. The applications close 4pm on 19 February 2025.

7. Roadside Spraying Status 13 February 2025

The CTWA Roadside Spraying Program has moved into a second year of the new annual rotational program. The 2024-2025 program is well underway throughout each the four constituent Council areas. Update as of 13 February 2025 reports the following situation for of each Council:

Bathurst: four years (three sections)

- Total roadside to be sprayed to complete Section 1 = 93km.
- Total roadside to be sprayed in Section 2 = 325km.
- Total funding from Bathurst = \$65,454.00.

Completed to 13 February 2025:

- 131km of roadside spraying completed to date.
- Completing Section 1, moving into Section 2.
- Cost to date = \$45,810.00.

Remaining:

- Km remaining in Section 1 = 0km to be completed.
- Km remaining in Section 2 = 287km to be completed.
- Leaving \$19,644.00 for further work in Section 2.

Blayney: three years (three sections)

- Total roadside to be sprayed in Section 2 = 271km.
- Total funding from Blayney = \$72,506.00.

Completed to 13 February 2025:

- 145km of roadside spraying completed to date in Section 2.
- Cost to date = \$65,085.00.

Remaining:

- Km remaining in Section 2 = 126km to be completed.
- Leaving \$7,421.00 for further work in Section 2.

Lithgow: four years (four sections)

- Total roadside to be completed within Section 2 = 208km.
- Total funding from Lithgow = \$149,000.00.

Completed to 13 February 2025:

- 208km roadside spraying completed to date in Section 2.
- Completing Section 2, moving into start of Section 3 with 220km.
- Cost to date = \$119,957.00.

Remaining:

- Km remaining in Section 2 = 0km.
- Km in Section 3 = 220km.
- Leaving \$29,043.00 for further work in Section 3.

Oberon: three years (three sections)

- Total km roadside to be sprayed to complete Section 1 = 206km.
- Total Km roadside to be sprayed in Section 2 = 293km.
- Total funding from Oberon = \$55,552.00.

Completed to 13 February 2025:

- 108km roadside spraying completed to date in Section 1.
- Cost to date = \$54,992.00.

Remaining:

- Km remaining in Section 1 = 98km to be completed.
- Km remaining in Section 2 = 293km.
- Leaving \$560.00 for further work in Section 1.

It was noted by the Chairman that Oberon Council by Resolution on 18 February 2025 allocated \$50,408.26 to CTWA to complete section 1 of the Roadside program.

CTWA was also advised Oberon Council would be seeking competitive tenders for Section 2

8. Aerial Program

The CTWA Aerial Spraying Program is due to commence in March 2025. CTWA has 50 landowners signed up to participate in this year's program, which is a decrease compared to the previous year. The program has mapped 486ha of serrated tussock and 335ha of blackberry.

There is a reduction in the amount of serrated tussock and blackberry that has been booked. There are two main reasons for this, according to landowners:

- a) the increased cost due to rising chemical costs (applicable to both aerial and ground spraying programs); and
- b) many landowners are feeling the effects of reduced income and increased cost of living, and this is impacting on their weed control budgets. Several landowners have stated that they would like to do more but are unable to afford it.

9. Biosecurity Compliance program

Inspections for December 2024 and January 2025

TOTAL: 58 inspections conducted in December 2024 and January 2025

- 44 of the 58 were re-inspections
 - 24 high risk
 - 20 low risk
- 14 of the 58 were first inspections
 - 6 high risk
 - 8 low risk

Inspections year to date 1 July 2024 to 31st January 2025

TOTAL: 532 inspections conducted

- 259 high risk
- 273 low risk
- 433 re-inspections
- 99 first inspections

10. Penalty Infringement Notices

INFORMATION: PIN information 1st July 2018 to 31st January 2025	
TOTAL of 110 PINs issued since 1 July 2018	88 of the 110 are first PINs 22 of the 110 are second PINs
65 of the 110 have been paid	
16 of the 110 are owing	
28 of the 110 have been withdrawn	
1 of the 110 have been court elect	

11. Audit Risk and Improvement Committee

CTWA had received notification of Mr Ron Gillard resignation from the ARIC. A recommendation on a replacement had been received from the Chairman of the ARIC. It was resolved to defer any decision until the issue was considered by Blayney Council and Central Tablelands Water both which have common members on their ARICs to reduce costs.

12. Next Meeting and Workshop.

An Extraordinary meeting is scheduled to be held at 1 pm on Friday 11 April 2025 to consider the position of the third independent member on ARIC. The Meeting will be followed by a workshop at 2pm to consider possible organisational Structure Scenarios and the budgetary implications of those scenarios.

UPDATE SINCE MEETING ON 21 FEBRUARY 2025

1. WAP funding

CTWA was notified on 31 March 2025 that it had been successful in being granted the sum of \$358,388 under the Weed Action Plan Funding arrangements.

2. Member Appointments

Bruce Reynolds has been appointed by Blayney Council as the replacement member Delegate from Blayney Council

Katie Graham has been appointed by Oberon Council as the replacement member Delegate from Oberon Council

12 COMMITTEE REPORTS

12.1	Audit Risk and Improvement Committee (ARIC) Meeting
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File No:	ARIC/Minutes
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Author:	Mathew Webb (Corporate Services Director)
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Summary

Minutes of the Audit Risk and Improvement Committee Meeting held on 12 March 2025 are submitted for Council's information and endorsement.

Recommendation:

That Council receive and note minutes of the Audit Risk and Improvement Committee Meeting held on 12 March 2025.

List of Attachments

1. 250312 Minutes ARIC 12 March 2025 [12.1.1 - 5 pages]

Comment

The Audit Risk and Improvement Committee considered the following items at the meeting:

- A report was provided to formally acknowledge the contribution of Independent Member Ron Gillard. It was noted that subsequent to the report being provided the resignation was withdrawn. A rescission motion was endorsed at the March Ordinary Meeting to formally withdraw the resignation. The committee welcomed Ron Gillard's return.
- In December 2024 Council received the Final Management Letter for the 2023/24FY Audit. The letter is provided to the Oberon Audit Risk and Improvement Committee for final review and signoff.
- The NSW Audit Office and Intentus Chartered Accountants have provided the Audit Engagement Plan for the 2024-25 financial year.
- A Gap Analysis was provided in relation to the findings of the NSW Audit Office's report on road asset management to assess how Oberon Council would be evaluated under this process.
- An update on the progression of the internal audit into Plant Utilisation and Renewal as per the Internal Audit Plan.
- The Committee noted a report on the draft Council Financial Reserves Policy.

Next Meeting Date

The next meeting of the Audit Risk and Improvement Committee will be held on 2 June 2025, commencing at 11.00am in the Oberon Council Chambers.



MINUTES

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING

The Meeting was held on 12 March 2025, in the Council Chambers, 137-139 Oberon Street, Oberon and via Microsoft Teams.

The Meeting commenced at 11.00am.

Attendance

Members

Kylie McRae, Independent Member (Chair)
Ron Gillard, Independent Member
Andrew Cox, Independent Member (via Teams)

Councillor Delegate

Clr Ian Tucker (Delegate)
Clr Tony Alevras (Alternate Delegate)

Audit Representatives

Marvic Estocapio, Intentus
Jodie Thomas, Intentus

Staff Delegates

Mathew Webb, Corporate Services Director
Zoe Marks, Finance Manager (via Teams)
Lisa Koleda, Management Accountant
Rebecca Burgess, WHS/Risk Coordinator
Sharon Swannell, Governance and Executive Manager

1 APOLOGIES

Apologies were received from Mayor Andrew McKibbin; General Manager Gary Wallace and Farisha Ali, Audit Office.

2 DECLARATIONS OF INTEREST

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

3 CONFIRMATION OF PREVIOUS MINUTES

3.1 Minutes from meeting held on 11 December 2024
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Moved: Kylie McRae
Seconded: Andrew Cox

ARIC Resolution

That the Minutes of the Audit Risk and Improvement Committee Meeting held on 11 December 2024 be noted.

Carried

Matters Arising from the Minutes

It was noted that there were several matters were arising from the previous meeting. A gap analysis to the Road Asset management report, the Cyber Policy review and follow up regarding playgrounds. These matters are all addressed within the business papers. An adjustment was made to correct the date in the resolution to the 11 December 2024.

4 REPORTS

4.1 Member Resignation and Recruitment Update
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Author: Mathew Webb (Corporate Services Director)

Summary

A report was provided to formally acknowledge the contribution of Independent Member Ron Gillard to the Oberon Audit, Risk, and Improvement Committee (ARIC) and provide an update on the recruitment process for a replacement Independent Member.

It was noted that subsequent to the report being provided the resignation was withdrawn. A rescission motion has been submitted to the March Ordinary Meeting to formally withdraw the resignation. The committee welcomed Ron Gillard's return.

4.2 2023/24FY Audit Management Letter Final

Author: Zoe Marks (Finance Manager)

Summary

In December 2024 Council received the Final Management Letter for the 2023/24FY Audit. The letter is provided to the Oberon Audit Risk and Improvement Committee for final review and signoff.

Moved: Kylie McRae
Seconded: Ron Gillard

ARIC Resolution

That the Oberon Audit Risk and Improvement Committee receive and note the report on the 2023/24FY Audit Management Letter.

Carried

4.3 2024/25FY Draft Audit Engagement Plan

Author: Zoe Marks (Finance Manager)

Summary

The NSW Audit Office and Intentus Chartered Accountants have provided the Audit Engagement Plan for the 2024-25 financial year.

Moved: Ron Gillard
Seconded: Kylie McRae

ARIC Resolution:

That the Oberon Audit Risk and Improvement Committee note and receive the report on the 2024/25FY Audit Engagement Plan.

Carried

Jodie Thomas and Marvic Estacapio from Intentus left the meeting at 11.28am.

4.4 Gap Analysis Asset Management in Roads

Author: Dr Cornelia Wiebels (Technical Services Director), Mathew Webb (Corporate Services Director)

Summary

The findings of the NSW Audit Office's report on road asset management were presented at the last meeting of Oberon Council's Audit, Risk and Improvement Committee (ARIC). The committee requested that staff undertake a Gap Analysis to assess how Oberon Council would be evaluated under this process. The findings are presented in response to this request.

Moved: Ron Gillard
Seconded: Andrew Cox

ARIC Resolution

That the Oberon Audit Risk and Improvement Committee note and receive the report on the NSW Audit Office Road Asset Management Gap Analysis.

Carried

4.5	Internal Audit Update
Author:	Mathew Webb (Corporate Services Director)

Summary

A report was provided to the Audit, Risk, and Improvement Committee (ARIC) with an update on the progression of the internal audit into Plant Utilisation and Renewal as per the Internal Audit Plan.

Moved: Kylie McRae
Seconded: Andrew Cox

ARIC Resolution:

That the Oberon Audit Risk and Improvement Committee note and receive the report on the Internal Audit update.

Carried

4.6	Draft Council Reserves Policy
Author:	Zoe Marks (Finance Manager), Lisa Koleda (Management Accountant)

Summary

Council staff have developed a draft Financial Reserves Policy to establish a structured approach to the preservation and utilisation of financial reserves, ensuring alignment with Council's financial strategies and long-term sustainability.

Moved: Kylie McRae
Seconded: Ron Gillard

ARIC Resolution:

That the Oberon Audit Risk and Improvement Committee receive and note the report on the draft Council Financial Reserves Policy.

Carried

5 ACTION ITEMS

5.1 Action Items

Author: Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager)

Summary

A summary of the current status of action items from the Audit Risk and Improvement Committee Meetings and updates for actions taken was provided.

Moved: Kylie McRae

Second: Ron Gillard

ARIC Resolution:

That the Audit Risk and Improvement Committee note and receive the report on the action updates.

Carried

6 GENERAL BUSINESS

Nil

7 NEXT MEETING DATE AND MEETING CLOSE

7.1 Next Meeting Date And Meeting Close

The next meeting of the Audit Risk and Improvement Committee will be held on Monday 2 June 2025, commencing at 11.00am.

The meeting closed at 12.42pm.

13 REPORTS FOR DECISION

13.1	Policy 2213 - Financial Reserves Policy
File No:	Policies/Financial
Author:	Zoe Marks (Finance Manager), Lisa Koleda (Management Accountant)

Summary

A review of Council's internal reserves has identified opportunities to improve financial management through the introduction of a formal Financial Reserves Policy and rationalisation of legacy internal reserves. This report seeks Council's endorsement to place the proposed policy on public exhibition, adopt the policy subject to submissions, and reallocate redundant internal reserves into two newly established strategic reserves.

Recommendation:

That Council:

1. Place the draft Financial Reserves Policy on public exhibition for 28 days and invite submissions from the public during that period.
 2. Adopt the Financial Reserves Policy as presented if no submissions are received during the exhibition period.
 3. Delegate authority to the General Manager to make minor editorial amendments to the policy if required.
 4. Endorse the closure of the following internal reserves:
 - a. Independent Living Units
 - b. Engineering Instruments
 - c. Rail crossings Update
 - d. Swimming pool
 - e. Cemetery plaques
 - f. Cemetery Upgrades/Maintenance
 - g. Office equipment
 - h. Residential dwellings
 - i. System Upgrade & Training Restriction
 - j. Works Restriction
 - k. General Equipment
 - l. Tourism
 - m. Information technology
 - n. Community Centre
 - o. Community technology Centre
 5. Approve the establishment of two new internal reserves and allocations:
 - a. Council Building Renewals Reserve – allocation of \$150,000
 - b. Infrastructure Renewals Reserve - allocation \$462,091.61
-
-

Comment

1. Intent of the Financial Reserves Policy

Council's financial sustainability relies on maintaining adequate and purpose driven financial reserves. A recent internal review identified the absence of a formal Financial Reserves Policy to guide the management, reporting, and governance of both externally and internally restricted reserves. The lack of a structured framework has contributed to the accumulation of legacy reserves that are not aligned with strategic or operational objectives, reducing Council's ability to plan and respond to future financial needs effectively.

The proposed Financial Reserves Policy provides a comprehensive governance framework to ensure transparency, accountability, and consistency in the use and reporting of financial reserves. The policy clearly distinguishes between:

- **Externally restricted reserves**, which are subject to legislative or funding deed requirements and must be used for their defined purpose, and
- **Internally restricted reserves**, which are created by Council for specific priorities and can be modified through Council resolution and within the Integrated Planning and Reporting (IP&R) process.

The policy sets out the procedures for creating, modifying, or closing reserves and ensures compliance with the NSW Local Government Code of Accounting Practice and Financial Reporting. It also formalises quarterly reporting obligations to Council, enhancing transparency and alignment with Council's financial and asset management strategies.

The introduction of this policy marks a key step toward strengthening Council's long-term financial planning, improving operational efficiency, and ensuring resources are directed to where they are most needed.

2. Creation of Two New Internal Reserves

As part of the internal review of financial reserves undertaken in late 2024, Council staff identified several internal reserves that have become redundant, underutilised, or disconnected from Council's current strategic goals. Many of these reserves have remained idle for an extended period and no longer support meaningful or measurable outcomes.

In March 2025, a Councillor workshop was held to examine the structure and relevance of existing reserves. Feedback supported the consolidation of multiple legacy reserves into two more strategically aligned internal reserves. This approach ensures better alignment with Council's long-term asset renewal and infrastructure investment goals.

The legacy reserves identified in this process are outlined below and total \$612,091.61

Internal Reserve	Balance
Independent Living Units	15,000.00
Engineering Instruments	5,864.57
Rail crossings update	-
Swimming pool	30,000.97
Cemetery plaques	-
Cemetery Upgrades/Maintenance	-
Office equipment	28,500.00
Residential dwellings	100,000.00
System Upgrade&Training Restriction	183,527.53
Works Restriction	173,848.49
General Equipment	5,300.00
Tourism	20,000.00
Information technology	33,050.05
Community centre	8,500.00
Community technology centre	8,500.00
	<u>612,091.61</u>

The two new proposed reserves are:

- **Council Buildings Renewals Reserve**

This reserve will support the renewal, upgrade, and maintenance of Council owned buildings. It will operate independently from operational budgets and align with asset management plans and adopted renewal programs
Proposed Allocation: \$150,000

- **Infrastructure Renewals Reserve**

This reserve will provide a sustainable funding source for the ongoing maintenance, renewal, and replacement of essential Council infrastructure, including roads, bridges, playgrounds, footpaths and other community assets. It is intended to support the long-term upkeep and improvement of the infrastructure that underpins community services and local amenities. The reserve may also be used to meet co-contribution requirements for grant funding or to assist with short-term cash flow for priority capital projects. All expenditures will be aligned with Council's strategic objectives and subject to Council approval.
Proposed Allocation: \$462,091.61

These reserves represent a forward-looking strategy to optimise Council's financial capacity and ensure funds are directed towards infrastructure and building assets that are critical to community service delivery and long-term sustainability.

List of Attachments

1. Financial Reserves Draft Policy [13.1.1 - 3 pages]

Comment

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.5 Ensure financial stability and support efficient council operations

5.5.3 Ensure sound financial management

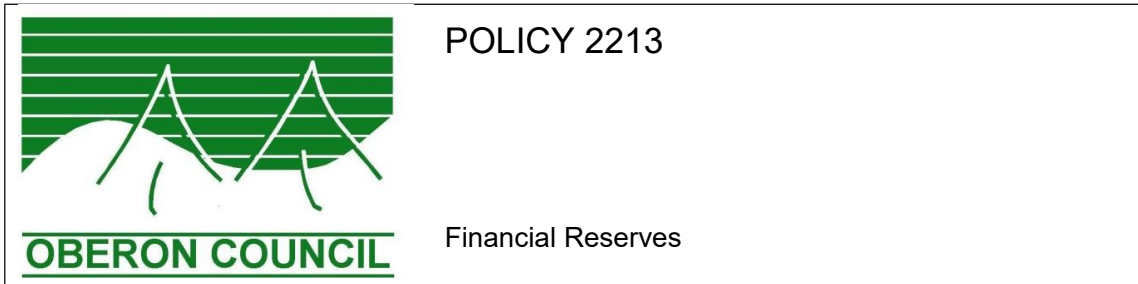
5.5.4 Financial reporting

Risk Category

Business Continuity
Financial

Risk Severity Ranking

Minor - 32%



1. Intent of Policy

To establish a framework for the preservation and utilisation of Council's financial reserves, thereby supporting Council's financial strategies, and ensuring long-term sustainability.

As defined in the Local Government Accounting Code, "financial reserves" are funds set aside for specific future purposes. Financial reserves are used to fund Council projects and initiatives in alignment with the Integrated Planning and Reporting (IP&R) Framework. This policy ensures that all reserves are clearly linked to Council's Delivery Program, Operational Plan, asset management plans, and community strategic objectives.

Note: Council can only reserve funds that are currently held in cash.

2. Scope of Policy

The *Local Government Code of Accounting Practice and Financial Reporting (NSW)* issued by the Office of Local Government (OLG) mandates that councils maintain adequate reserves to ensure financial stability and compliance with statutory requirements.

This policy applies to both External and Internal Restricted Reserves, as defined below:

- **External Reserves** – are established based by either legislation or grant funding agreements which dictate how the funds should be used. These funds must be fully utilised for their specified purpose and cannot be allocated to another purpose or Council's general operations, without grant deed modification or loan agreements approved by the NSW Local Government Minister.
- **Internal Reserves** – are funds set aside by Council from operating surpluses or planned transfers for designated purposes. Council has the authority to change the intended use of these funds through formal resolution and during the IP&R process.

3. Policy Statement

This policy mandates required procedures for Council to manage Financial Reserves.

External Reserves:

- **Creation, Modification and Closure**

Oberon Council is bound by legislation to ensure specific funds remain independent from the general funds of council, creating external reserves.

Other external reserves are created upon receipt of grant funding received in advance, prior to project commencement, bound by a deed for a specific purpose.

External reserves will be closed when their associated legislated functions cease, a funding deed is completed, or Council determines that a project is no longer necessary or beneficial. Closure may also occur if performance or contractual obligations are not met, requiring funds to be returned to the relevant funding body or if funding is withdrawn due to shifting priorities or budget constraints.

- **Accounting for Financial Reserves**

Transfers from any External Reserve to another must not exceed its current balance at the time of transfer unless a loan is approved by the Minister in accordance with Borrowing Policy 2212.

If it becomes necessary to borrow from externally restricted reserves, the Council must comply with legislative requirements governing such borrowing. This includes, but is not limited to, obtaining ministerial approval prior to executing the borrowing, in addition to passing a Council resolution.

Every Quarterly Budget Review must contain a Financial Reserves schedule displaying:

- Actual opening balance on 1st July
- Actual closing balance on the last day of the quarter being reported

Internal Reserves:

- **Creation, Modification and Closure:**

All major decisions concerning Internal Financial Reserves, such as the establishment of new reserves, changes to existing reserves, or the discontinuation of any reserve, require a Council resolution. Adjustments to individual reserves within this framework can be made through a Council resolution without modifying the overall policy.

The initiation, discontinuation, or transfer to or from a reserve must be explicitly authorised by a Council resolution. These resolutions should include a detailed report outlining all relevant implications and must clearly specify the transfer amount.

- **Accounting for Financial Reserves**

Council will work to prevent any overdrawn Financial Reserves.

Should Council require to add temporary funds to another purpose, by way of a temporary internal loan this can be done so in accordance with Borrowing Policy 2212.

Every Quarterly Budget Review must contain a Financial Reserves schedule displaying:

- Actual opening balance on 1st July
- Actual closing balance on the last day of the quarter being reported

4. Responsibility / Responsibilities

The Reserve Owners are responsible for their respective reserves by:

- Implementing a strategic approach and meeting established goals.
- Maintaining integrity in line with strategic approach, objectives, purposes, and constraints.

The Chief Financial Officer is responsible for:

- Keeping a detailed schedule of all Financial Reserves.
- Managing all accounting activities related to Financial Reserves.

- Delivering regular reports through the Quarterly Budget Reviews and internal management reporting requirements.

Operational procedures to support this policy shall be approved by the Director of Corporate Services.

5. Guidelines

Associated legislation specific to the policy:

- *Local Government Act 1993*
- *Local Government (General) Regulation, 2021*
- *NSW Local Government Code of Accounting Practice and Financial Reporting*

6. Related Policies

- Investment Policy 2211
- Borrowing Policy 2212

7. Non-Compliance with this Policy

Any instance of non-compliance with this policy should be reported to the Chief Financial Officer, who will investigate and decide on the appropriate action to take.

8. Version Control

This policy undergoes review at least every two years and whenever there are relevant legislative changes.

Approving Authority	Oberon Council
Contact	Director of Corporate Services
Approval	Ordinary Meeting – (date): Item #, Minute #
Revision Date	April 2027
Issue Date to Staff	

13.2 Policy 1103 - Payment of Expenses and Provision of Facilities to Councillors

File No: Governance/Policies

Author: Gary Wallace (General Manager), Sharon Swannell (Governance and Executive Manager)

Summary

Policy 1103 Payment of Expenses and Provision of Facilities to Councillors has been reviewed and is presented for Council's consideration prior to placing on public exhibition.

Recommendation:

That Council:

1. Endorse Policy 1103 – Payment of Expenses and Provision of Facilities to Councillors and place it on public Exhibition for a period of 28 days.
 2. If no submissions are received during the exhibition period, the policy be adopted as presented.
 3. Delegate to the General Manager to amend any minor changes proposed.
 4. Note the six monthly reporting requirements itemising individual Councillor expenditure.
 5. Note the three month reimbursement window of an expense being incurred.
-

List of Attachments

1. 1103 Draft Councillor Expenses and Facilities Policy March 2025 [13.2.1 - 15 pages]

Comment

A copy of the amended Policy 1103 Payment of Expenses and Provision of Facilities to Councillors showing track changes is provided for Councillors consideration.

1. Background

A policy detailing the payment of expenses and provision of facilities to Councillors is required to be adopted by a council within 12 months of the term of a new council (section 252 LGA).

2. Purpose of the Policy

The purpose of this policy is to ensure there is accountability and transparency in the reimbursement of expenses by Councillors. The policy ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable, non-discriminatory and used in an equitable manner to enable the full participation by all Councillors.

3. Objectives and Scope of the Policy

Section 253 LGA outlines the requirements for Councils before a policy concerning expenses and facilities can be adopted or amended.

1. A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.
-

2. Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.
3. Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.
5. A council must comply with this section when proposing to adopt a policy in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.

4. Summary of Amendments to Policy

The policy has been amended to allow for an increase in the budget for general travel expenses.

Additional funds have also been allocated to facilitate ongoing Councillor professional development and attendance at conferences and seminars. These categories have been split accordingly

- i. An allocation of \$5,000 for the Mayor and \$10,000 for Councillors for professional development.
- ii. An allocation of \$10,000 for the Mayor and \$10,000 for Councillors for conferences and seminars.

Financial Implications

An additional budget allocation is proposed for inclusion in the 2025/26 Operational Plan to cater for the increased allowances provided in the revised policy.

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.2 Council has sound organisational health, with strong leadership and governance frameworks

5.2.1 Enable Elected Members to better represent community

5.2.5 Councillor Professional development


Risk Category

Financial

Governance

Risk Severity Ranking

Insignificant - 20%

 OBERON COUNCIL	POLICY 1103 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS
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Contents

Policy summary	2
Part A – Introduction	4
1. Introduction	4
2. Policy objectives	4
3. Principles	4
4. Private or political benefit	5
Part B – Expenses	5
5. General expenses	5
6. Specific expenses	5
7. Insurances	9
8. Legal assistance	9
Part C – Facilities	10
9. General facilities for all councillors	10
10. Additional facilities for the mayor	10
Part D – Processes	11
11. Approval, payment and reimbursement arrangements	11
12. Disputes	12
13. Return or retention of facilities	12
14. Publication	12
15. Reporting	12
16. Auditing	12
17. Breaches	12
PART E – Appendices	13
Appendix I: Related legislation, guidance and policies	13
Appendix II: Definitions	14

Policy summary

This policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to councillors to help them undertake their civic duties.

It ensures accountability and transparency, and seeks to align councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.

The policy has been prepared in accordance with the *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2005* (the Regulation), and complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW.

The policy sets out the maximum amounts council will pay for specific expenses and facilities. Expenses not explicitly addressed in this policy will not be paid or reimbursed.

The main expenses and facilities are summarised in the table below. All monetary amounts are exclusive of GST.

Expense or facility	Maximum amount	Frequency
General travel expenses	\$9,000 15,000 total for all councillors	Per year
Interstate, overseas and long distance intrastate travel expenses	\$9,000 5,000 total for all councillors	Per year
Accommodation and meals	As per the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, adjusted annually	Per meal/night
Professional development	\$5,000 5,000 for Mayor \$9,000 10,000 total for all councillors	Per year
Conferences and seminars	\$10,000 10,000 for Mayor \$9,000 10,000 total for all councillors	Per year
ICT expenses	Laptop to each Councillor Phone to the Mayor <u>(or reimbursement for use of own phone under BYOD Policy)</u>	Term of Council
Carer expenses	\$500 per councillor	Per year
Home office expenses	\$450 500 per councillor	Per year
Christmas or festive cards	100 for the Mayor	Per year
Access to facilities in a Councillor common room	Provided to all councillors	Not relevant
Council vehicle and fuel card	Provided to the mayor and councillors upon request for council matters	Not relevant
Furnished office	Provided to the mayor	Not relevant

Additional costs incurred by a councillor in excess of these limits are considered a personal expense that is the responsibility of the councillor. Councillors must provide claims for

reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

Detailed reports on the provision of expenses and facilities to councillors will be publicly tabled at a council meeting every six months and published in full on council's website. These reports will include expenditure summarised by individual councillor and as a total for all councillors.

Part A – Introduction

1. Introduction

- 1.1. The provision of expenses and facilities enables councillors to fulfil their civic duties as the elected representatives of Oberon Council.
- 1.2. The community is entitled to know the extent of expenses paid to councillors, as well as the facilities provided.
- 1.3. The purpose of this policy is to clearly state the facilities and support that are available to councillors to assist them in fulfilling their civic duties.
- 1.4. Council staff are empowered to question or refuse a request for payment from a councillor when it does not accord with this policy.
- 1.5. Expenses and facilities provided by this policy are in addition to fees paid to councillors. The minimum and maximum fees a council may pay each councillor are set by the Local Government Remuneration Tribunal as per Section 241 of the Act and reviewed annually. Council must adopt its annual fees within this set range.

2. Policy objectives

- 2.1. The objectives of this policy are to:
 - enable the reasonable and appropriate reimbursement of expenses incurred by councillors while undertaking their civic duties.
 - enable facilities of a reasonable and appropriate standard to be provided to councillors to support them in undertaking their civic duties.
 - ensure accountability and transparency in reimbursement of expenses and provision of facilities to councillors.
 - ensure facilities and expenses provided to councillors meet community expectations.
 - support a diversity of representation.
 - fulfil the council's statutory responsibilities.

3. Principles

- 3.1. Council commits to the following principles:
 - **Proper conduct:** councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions.
 - **Reasonable expenses:** providing for councillors to be reimbursed for expenses reasonably incurred as part of their role as councillor.
 - **Participation and access:** enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor.
 - **Equity:** there must be equitable access to expenses and facilities for all councillors.
 - **Appropriate use of resources:** providing clear direction on the appropriate use of council resources in accordance with legal requirements and community expectations.
 - **Accountability and transparency:** clearly stating and reporting on the expenses and facilities provided to councillors.

4. Private or political benefit

- 4.1 Councillors must not obtain private or political benefit from any expense or facility provided under this policy.
- 4.2 Private use of council equipment and facilities by councillors may occur from time to time. For example, telephoning home to advise that a council meeting will run later than expected.
- 4.3 Such incidental private use does not require a compensatory payment back to council.
- 4.4 Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where there are unavoidable circumstances and more substantial private use of council facilities does occur, councillors must reimburse the council.
- 4.5 Campaigns for re-election are considered to be a political benefit. The following are examples of what is considered to be a political interest during a re-election campaign:
 - production of election material
 - use of council resources and equipment for campaigning
 - use of official council letterhead, publications, websites or services for political benefit
 - fundraising activities of political parties or individuals, including political fundraising events.

Part B – Expenses

5. General expenses

- 5.1. All expenses provided under this policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this policy.
- 5.2. Expenses not explicitly addressed in this policy will not be paid or reimbursed.

6. Specific expenses

General travel arrangements and expenses

- 6.1. All travel by councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.
- 6.2. Each councillor may be reimbursed from a pool for all Councillors of \$915,000 per year, for travel expenses incurred while undertaking official business or professional development or attending approved conferences and seminars within NSW. This includes reimbursement:
 - for public transport fares
 - for the use of a private vehicle or hire car
 - for parking costs for Council and other meetings
 - for tolls
 - by Cabcharge card or equivalent
 - for documented ride-share programs, such as Uber, where tax invoices can be issued.
- 6.3. Allowances for the use of a private vehicle will be reimbursed by kilometre at the rate contained in the Local Government (State) Award.

- 6.4. Councillors seeking to be reimbursed for use of a private vehicle must keep a log book recording the date, distance and purpose of travel being claimed. Copies of the relevant log book contents must be provided with the claim.

Use of Council Vehicle

- 6.5 All reasonable travel costs for Councillors whilst on Council business will be reimbursed or paid by Council and will be in accordance with the following requirements:
- Councillors may request the use of a Council Motor Vehicle, with arrangements where possible to share the use with other Councillors and staff.
 - A minimum of 48 hours notice is required for access to a vehicle for overnight use and 7 days notice for longer periods and reimbursement of travel claims will only be made when a Council Vehicle is not available.

Interstate, overseas and long distance intrastate travel expenses

- 6.6 In accordance with Section 4, Council will scrutinise the value and need for councillors to undertake overseas travel. Councils should avoid interstate, overseas and long distance intrastate trips unless direct and tangible benefits can be established for the council and the local community. This includes travel to sister and friendship cities.
- 6.7 Total interstate, overseas and long distance intrastate travel expenses for all councillors will be capped from a pool for all Councillors of \$95,000 per year. This amount will be set aside in Council's annual budget.
- 6.8 Councillors seeking approval for any interstate and long distance intrastate travel must submit a case to, and obtain the approval of, the General Manager prior to travel.
- 6.9 Councillors seeking approval for any overseas travel must submit a case to, and obtain the approval of, a full council meeting prior to travel.
- 6.10 The case should include:
- objectives to be achieved in travel, including an explanation of how the travel aligns with current council priorities and business, the community benefits which will accrue as a result, and its relevance to the exercise of the councillor's civic duties.
 - who is to take part in the travel.
 - duration and itinerary of travel.
 - a detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.
- 6.11 For interstate and long distance intrastate journeys by air of less than three hours, the class of air travel is to be economy class.
- 6.12 For interstate journeys by air of more than three hours, the class of air travel may be premium economy.
- 6.13 For international travel, the class of air travel is to be premium economy if available. Otherwise, the class of travel is to be economy.
- 6.14 Bookings for approved air travel are to be made through the general manager's office.
- 6.15 For air travel that is reimbursed as council business, councillors will not accrue points from the airline's frequent flyer program. This is considered a private benefit.

Travel expenses not paid by Council

- 6.16 Council will not pay any traffic or parking fines or administrative charges for road toll accounts.

Accommodation and meals

- 6.17 In circumstances where it would introduce undue risk for a councillor to travel to or from official business in the late evening or early morning, reimbursement of costs for

accommodation and meals on the night before or after the meeting may be approved by the [General Manager](#). This includes where a meeting finishes later than 9.00pm or starts earlier than 7.00am and the councillor lives more than 50 kilometres from the meeting location.

- 6.18 Council will reimburse costs for accommodation and meals while councillors are undertaking prior approved travel or professional development outside the Oberon Local Government Area.
- 6.19 The daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.
- 6.20 The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the General Manager, being mindful of Clause 6.19.
- 6.21 Councillors will not be reimbursed for alcoholic beverages.

Refreshments for council related meetings

- 6.22 Appropriate refreshments will be available for council meetings, council committee meetings, councillor briefings, approved meetings and engagements, and official council functions as approved by the General Manager.
- 6.23 As an indicative guide for the standard of refreshments to be provided at council related meetings, the General Manager must be mindful of Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.

Professional development

- 6.24 Council will set aside \$915,000 for councillor use annually ([\\$5,000 for the Mayor and \\$10,000 for councillors](#)), to be pooled in its budget to facilitate professional development of councillors through programs, training, education courses and membership of professional bodies.
- 6.25 In the first year of a new council term, Council will provide a comprehensive induction program for all councillors which considers any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.
- 6.26 Annual membership of professional bodies will only be covered where the membership is relevant to the exercise of the councillor's civic duties, the councillor actively participates in the body and the cost of membership is likely to be fully offset by savings from attending events as a member.
- 6.27 Approval for professional development activities is subject to a prior written request to the General Manager outlining the:
 - details of the proposed professional development
 - relevance to council priorities and business
 - relevance to the exercise of the councillor's civic duties.
- 6.28 In assessing a councillor request for a professional development activity, the General Manager must consider the factors set out in Clause 6.27, as well as the cost of the professional development in relation to the councillor's remaining budget.

Conferences and seminars

- 6.29 Council is committed to ensuring its councillors are up to date with contemporary issues facing council and the community, and local government in NSW.
- 6.30 Council will set aside \$920,000 for councillor use annually ([\\$10,000 for Mayor and \\$10,000 for councillors](#)), to be pooled in its budget to facilitate councillor attendance at conferences

and seminars. This allocation is for all councillors. The General Manager will ensure that access to expenses relating to conferences and seminars is distributed equitably.

- 6.31 Approval to attend a conference or seminar is subject to a written request to the General Manager. In assessing a councillor request, the General Manager must consider factors including the:
- relevance of the topics and presenters to current council priorities and business and the exercise of the councillor's civic duties
 - cost of the conference or seminar in relation to the total remaining budget.
- 6.32 Council will meet the reasonable cost of registration fees, transportation and accommodation associated with attendance at conferences approved by the General Manager. Council will also meet the reasonable cost of meals when they are not included in the conference fees. Reimbursement for accommodation and meals not included in the conference fees will be subject to Clauses 6.18-6.21.

Information and communications technology (ICT) expenses

- 6.33 Council will provide a laptop or similar device for each councillor. These devices shall always remain in the possession of the Councillor during their term of office, and shall remain the property of Oberon Council.
- 6.34 Councillors will be given the option to purchase the allocated device at the depreciated book value at the end of the term of each elected member.
- 6.35 It is acknowledged that Councillors may need to access the laptop, or similar device, when absent on holidays, to maintain communication and receive information. Personal or private use is deemed to be incidental. When travelling overseas approval from the General Manager is required to use the laptop, or similar device, and to make arrangements to avoid excessive charges.

Special requirement and carer expenses

- 6.36 Council encourages wide participation and interest in civic office. It will seek to ensure council premises and associated facilities are accessible, including provision for sight or hearing impaired councillors and those with other disabilities.
- 6.37 Transportation provisions outlined in this policy will also assist councillors who may be unable to drive a vehicle.
- 6.38 In addition to the provisions above, the General Manager may authorise the provision of reasonable additional facilities and expenses in order to allow a councillor with a disability to perform their civic duties.
- 6.39 Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses up to a maximum of \$500 per annum for attendance at official business, plus reasonable travel from the principal place of residence.
- 6.40 Child care expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.
- 6.41 In the event of caring for an adult person, councillors will need to provide suitable evidence to the General Manager that reimbursement is applicable. This may take the form of advice from a medical practitioner.

Home office expenses

- 6.42 Each councillor may be reimbursed up to **\$500** per year for costs associated with the maintenance of a home office, such as minor items of consumable stationery and printer ink cartridges.

7 Insurances

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

- 7.6 In accordance with Section 382 of the Local Government Act, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this Policy.
- Councillors Liability to a third party in the form of damages, compensation, interest and costs and defence costs arising from an error, misleading statement, conduct, omission, neglect or breach of duty by a Councillor.
- 7.7 Personal accident and personal injury while engaged in or on any Council activity subject to the limitations in Councils insurance policies.
- 7.8 Statutory Liability for fines or penalties arising out of an inadvertent breach of the law by a Councillor when exercising the functions of Council.
- 7.9 Council shall pay the insurance policy excess in respect of any claim made against a Councillor arising from Council business where a claim is accepted by Council's insurers.

8 Legal assistance

- 8.1 Council may, if requested, indemnify or reimburse the reasonable legal expenses of:
- a councillor defending an action arising from the performance in good faith of a function under the Local Government Act provided that the outcome of the legal proceedings is favourable to the councillor
 - a councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act and the outcome of the legal proceedings is favourable to the councillor
 - a councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the councillor.
- 8.2 In the case of a code of conduct complaint made against a councillor, legal costs will only be made available where the matter has been referred by the General Manager to a conduct reviewer and the conduct reviewer has commenced a formal investigation of the matter and makes a finding substantially favourable to the councillor.
- 8.3 Legal expenses incurred in relation to proceedings arising out of the performance by a councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a councillor acted corruptly would not be covered by this section.
- 8.4 Council will not meet the legal costs:
- of legal proceedings initiated by a councillor under any circumstances
 - of a councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation
 - for legal proceedings that do not involve a councillor performing their role as a councillor.
- 8.5 Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a council meeting prior to costs being incurred.

Part C – Facilities

9 General facilities for all councillors

Facilities

- 9.1 Council will provide the following facilities to councillors to assist them to effectively discharge their civic duties:
- a councillor common room appropriately furnished to include telephone, photocopier, pigeon holes and appropriate refreshments (excluding alcohol)
 - personal protective equipment for use during site visits
 - a name badge which may be worn at official functions, indicating that the wearer holds the office of a councillor and/or mayor or deputy mayor.
- 9.2 Councillors may book meeting rooms for official business in a specified council building at no cost. Rooms may be booked through the [Executive Coordinator Governance and Executive Manager](#).
- 9.3 The provision of facilities will be of a standard deemed by the General Manager as appropriate for the purpose.

Stationery

- 9.4 Council will provide the following stationery to councillors each year:
- letterhead, to be used only for correspondence associated with civic duties
 - business cards
 - up to 200 ordinary postage stamps managed by the [Executive Coordinator Governance and Executive Manager](#).
 - up to 100 Christmas or festive cards per year for the mayor on behalf of Council.
- 9.5 As per Section 4, stamps shall only be used to support a councillor's civic duties. Councillor mail will only be posted using the stamps provided. Any stamps not used will not be carried over to the next year's allocation.

Administrative support

- 9.6 Council will provide administrative support to councillors to assist them with their civic duties only. Administrative support may be provided by staff as arranged by the General Manager.
- 9.7 As per Section 4, council staff are expected to assist councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning.

Meals and Refreshments

- 9.8 Councillors will be provided with a meal and beverage when attending Council and Committee Meetings and other meetings as determined by the General Manager and/or Mayor. Serving of alcohol is at the discretion of the Mayor.
- 9.9 Catering for meals is arranged with local businesses on a rotational basis taking into account particular dietary requirements and preferences by Councillors.

10. Additional facilities for the mayor

- 10.1. Council will provide the mayor with a furnished office incorporating a computer configured to council's standard operating environment, telephone and meeting space.
- 10.2. In performing his or her civic duties, the mayor will be assisted by a small number of staff providing administrative and secretarial support, as determined by the General Manager.

- 10.3. The number of exclusive staff provided to support the mayor and councillors will not exceed one full time equivalents.
- 10.4. As per Section 4, staff in the mayor's office are expected to work on official business only, and not for matters of personal or political interest, including campaigning.

Credit Card Facilities

- 10.5. A Council Credit Card with a financial limit of \$2,000 will be allocated to the Mayor. This Credit Card is for the purpose of payments of approved expenses in accordance with this Policy.

Part D – Processes

11. Approval, payment and reimbursement arrangements

- 11.1. Expenses should only be incurred by councillors in accordance with the provisions of this policy.
- 11.2. Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.
- 11.3. Up to the maximum limits specified in this policy, approval for the following may be sought after the expense is incurred:
 - local travel relating to the conduct of official business
 - carer costs
 - ICT expenditure.
- 11.4. Final approval for payments made under this policy will be granted by the General Manager or their delegate.

Direct payment

- 11.5. Council may approve and directly pay expenses. Requests for direct payment must be submitted to the General Manager for assessment against this policy using the prescribed form, with sufficient information and time to allow for the claim to be assessed and processed.

Reimbursement

- 11.6. All claims for reimbursement of expenses incurred must be made on the prescribed form, supported by appropriate receipts and/or tax invoices and be submitted to the General Manager.

Notification

- 11.7. If a claim is approved, council will make payment directly or reimburse the councillor through accounts payable.
- 11.8. If a claim is refused, council will inform the councillor in writing that the claim has been refused and the reason for the refusal.

Reimbursement to council

- 11.9. If council has incurred an expense on behalf of a councillor that exceeds a maximum limit, exceeds reasonable incidental private use or is not provided for in this policy:
 - council will invoice the councillor for the expense
 - the councillor will reimburse council for that expense within 30 days of the invoice date.
- 11.10. If the councillor cannot reimburse council within 30 days of the invoice date, they are to submit a written explanation to the General Manager. The General Manager may elect to deduct the amount from the councillor's allowance.

Timeframe for reimbursement

- 11.11. Unless otherwise specified in this policy, councillors must provide all claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

12. Disputes

- 12.1. If a councillor disputes a determination under this policy, the councillor should discuss the matter with the General Manager.
- 12.2. If the councillor and the General Manager cannot resolve the dispute, the councillor may submit a notice of motion to a council meeting seeking to have the dispute resolved.

13. Return or retention of facilities

- 13.1. All unexpended facilities or equipment supplied under this policy are to be relinquished immediately upon a councillor or mayor ceasing to hold office or at the cessation of their civic duties.
- 13.2. Should a councillor desire to keep any equipment allocated by council, then this policy enables the councillor to make application to the General Manager to purchase any such equipment. The General Manager will determine an agreed fair market price or written down value for the item of equipment.
- 13.3. The prices for all equipment purchased by councillors under Clause 13.2 will be recorded in Council's annual report.

14. Publication

- 14.1. This policy will be published on council's website.

15. Reporting

- 15.1. Council will report on the provision of expenses and facilities to councillors as required in the Act and Regulations.
- 15.2. Detailed reports on the provision of expenses and facilities to councillors will be publicly tabled at a council meeting every six months and published in full on council's website. These reports will include expenditure summarised by individual councillor and as a total for all councillors.

16. Auditing

- 16.1. The operation of this policy, including claims made under the policy, will be included in council's audit program and an audit undertaken at least every two years.

17. Breaches

- 17.1. Suspected breaches of this policy are to be reported to the General Manager.
- 17.2. Alleged breaches of this policy shall be dealt with by following the processes outlined for breaches of the Code of Conduct, as detailed in the Code and in the Procedures for the Administration of the Code.

PART E – Appendices

Appendix I: Related legislation, guidance and policies

Relevant legislation and guidance:

- Local Government Act 1993, Sections 252 and 253
- Local Government (General) Regulation 2005, Clauses 217 and 403
- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009
- Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities
- Local Government Circular 05-08 legal assistance for Councillors and Council Employees.

Related Council policies:

- Model Code of Conduct
-

Appendix II: Definitions

The following definitions apply throughout this policy.

Term	Definition
accompanying person	Means a spouse, partner or de facto or other person who has a close personal relationship with or provides carer support to a councillor
appropriate refreshments	Means food and beverages, excluding alcohol, provided by council to support councillors undertaking official business
Act	Means the <i>Local Government Act 1993 (NSW)</i>
clause	Unless stated otherwise, a reference to a clause is a reference to a clause of this policy
Code of Conduct	Means the Code of Conduct adopted by Council or the Model Code if none is adopted
Councillor	Means a person elected or appointed to civic office as a member of the governing body of council who is not suspended, including the mayor
General Manager	Means the general manager of Council and includes their delegate or authorised representative
incidental personal use	Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct
long distance intrastate travel	Means travel to other parts of NSW of more than three hours duration by private vehicle
maximum limit	Means the maximum limit for an expense or facility provided in the text and summarised in Appendix 1
NSW	New South Wales
official business	Means functions that the mayor or councillors are required or invited to attend to fulfil their legislated role and responsibilities for council or result in a direct benefit for council and/or for the local government area, and includes: <ul style="list-style-type: none"> • meetings of council and committees of the whole • meetings of committees facilitated by council • civic receptions hosted or sponsored by council • meetings, functions, workshops and other events to which attendance by a councillor has been requested or approved by council
professional development	Means a seminar, conference, training course or other development opportunity relevant to the role of a councillor or the mayor
Regulation	Means the <i>Local Government (General) Regulation 2005 (NSW)</i>
year	Means the financial year, that is the 12 month period commencing on 1 July each year

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025
 Policy 1103 – Payment of Expenses and Provision of Facilities to Councillors

Approving Authority	Oberon Council
Contact	General Manager
Approval	21 June 2022, Item 13.08, Minute No 28 210622 15 April 2025, Item xx, Minute xx 15/04/2025
Revised:	16 December 2008: Item B1, Minute 29 20 October 2009: Item B20, Minute 30 19 October 2010: Resolution 24191010 18 October 2011: Resolution 1818011 20 November 2012 Minute No 31201112 19 November 2013 Minute No 13191113 21 October 2014 Minute No 22 211014 18 August 2015 Minute No 10 180815 30 November 2016 Minute No 02 301116 21 September 2017, Minute No. 18 210917 19 November 2019, Item 13.01, Minutes No. 06 191119 15 September 2020, Item 13.07, Minute No. 15 150920 21 June 2022, Item 13.08, Minute No 28 210622
Next Revision Date	September 2023 September 2028
Issue Date to Staff	June 2022

13.3 Policy 2110 - Workplace Health and Safety

File No: Policies/Policy 2110 - Workplace Health and Safety

Author: Rebecca Burgess (Work Health Safety and Risk Manager)

Summary

Council has undertaken a review of the Workplace Health and Safety Policy.

Recommendation:

That Council:

1. Place the revised Workplace Health and Safety Policy 2110 on public exhibition for 28 days and submissions be invited to Council during that period.
 2. If no submissions are received within the exhibition period, the policy be adopted as presented.
 3. Delegate to the General Manager to amend any minor changes proposed.
-

List of Attachments

1. WHS Policy 2110 marked up 2025 [**13.3.1** - 3 pages]

Comment

Council has undertaken a review of the Workplace Health and Safety Policy. A marked up version of the proposed new policy is provided as an attachment.

1. Background

The policy outlines Council's commitment to workplace health and safety.

2. Purpose of the Policy

The Workplace Health and Safety policy articulates Council's responsibility to provide a safe and healthy workplace.

3. Objectives and Scope of the Policy

The policy applies to all Oberon Council workers, councillors, volunteers, contractors, customers, clients and visitors.

4. Summary of Amendments to Policy

1. Local Government State Award date updated to 2023 from 2017
2. Council's safety pillars updated to reflect the Safety Charter pillars of leadership, communication, consultation, inclusivity, respect and recognition
3. Rewording of Council's safety commitment

Financial Implications

Nil

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.2 Council has sound organisational health, with strong leadership and governance

frameworks

5.2.4 Effective systems for information management, work health & safety, risk management and procurement

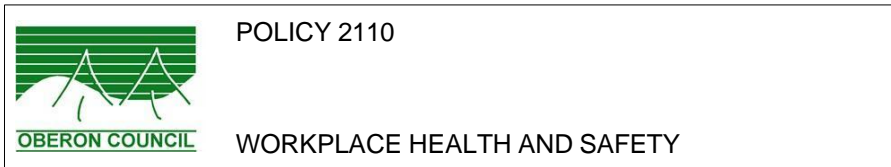
Risk Category

Safety

People and Culture (Employees)

Risk Severity Ranking

Minor - 32%



1. **SCOPE**

This Policy applies to all Oberon Council workers, councillors, volunteers, contractors, customers, clients and visitors.

2. **PURPOSE**

Oberon Council acknowledges its responsibility to provide a workplace that is safe for its employees, councillors, volunteers, contractors, customers, clients and visitors and those directly affected by its undertakings, and to manage risks to health and safety within the workplace.

3. **APPLICATION OF THE POLICY**

This policy address matters referred to in the following legislation such matters must be followed in accordance with the legislation. This Policy reflects the provisions of;

- WHS Act 2011,
- WHS Regulation 2017,
- Local Government (State) Award 20~~23~~⁴⁷ (the Award), and its successors.

4. **DEFINITIONS**

Definitions in this policy have the same meaning as those stipulated within the WHS Act 2011, WHS Regulation 2017 and Local Government (State) Award 20~~23~~⁴⁷.

5. **POLICY**

Oberon Council's commitment to Work Health and Safety is built on the pillars of leadership, communication, consultation, inclusivity, respect and recognition, trust, empathy, positivity and work ethics and is supported through the following principles; Council is committed to providing a safe and healthy workplace by:

- Providing a workplace free from WHS risks, so far as reasonably practicable
 - Providing workplace learning and training, and ensuring equipment, plant, structures and systems of work allow work to be done in a safe way
 - Providing a safe and inclusive workplace, free from bullying and harassment
 - Responding to and addressing WHS issues in a timely manner, and
 - Proactively reviewing and improving workplace safety.
-
- ~~Implementing the highest standards of WHS management and making continual improvement in WHS across our entire Council, including community influence~~
 - ~~Complying with, or exceeding all legal and regulatory WHS obligations and standards~~
 - ~~Setting challenging WHS objectives and seeking to deliver these consistent with our commitment to continual WHS performance improvement~~
 - ~~Promoting an open, just and proactive WHS culture with the full involvement of all our people to strive for and achieve a generative safety culture.~~

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Policy 2110 Workplace Health and Safety

This Policy is to be communicated to staff, displayed in key locations at Oberon Council, and where required communicated to our contractors with the aim of increasing awareness and encouraging safe behavior.

6. WORKER RESPONSIBILITIES

The responsibilities of Workers include, but are not limited to;

- Taking reasonable care for his or her own health and safety,
- Taking reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons,
- Complying so far as reasonably able with any reasonable instruction that is given by Council to allow Council to comply with the WHS Act,
- Cooperating with any reasonable policy or procedure of Council relating to health or safety at the workplace,
- Being involved in the WHS consultation process, and
- Reporting accidents, incidents or near misses promptly within Councils prescribed guidelines.

7. SUPERVISOR/MANAGER RESPONSIBILITIES

The responsibilities of Supervisors/Managers include, but are not limited to;

- Implement and monitor WHS policy and procedures within their work group,
- Ensure that accidents or incidents are reported within prescribed guidelines,
- Ensure that documents related to WHS are completed in full and accurately,
- Investigate all incidents within prescribed time lines,
- Actively consult on WHS matters within their workgroup,
- Identify and control workplace hazards and risks.

Managers and supervisors are also considered Workers under the WHS Act.

8. DIRECTOR RESPONSIBILITIES

Directors are considered Officers of the PCBU under the WHS Act 2011, and as such must exercise due diligence to ensure that Council complies with its WHS duties which include;

- General duties relating to health, safety, and welfare at work,
- Consultation,
- Notifying workplace incidents
- Other provisions as described in the WHS Regulations

Officers under the WHS Act shall effectively exercise due diligence on behalf of Council and must ensure that they gain, maintain or ensure;

- Up to date knowledge of WHS matters,
- An understanding of Council operations including its hazards and risks,
- Ensure that Council has available and uses appropriate resources and processes to minimise risks,
- Council has, and implements, processes for receiving, considering and responding to information regarding incidents, hazards and risks, and
- Ensure that Council complies with any duty or responsibility under the WHS Act 2011 or associated codes of practice and regulations.

Directors may also be considered workers under the WHS Act.

Policy 2110 Workplace Health and Safety

9. GENERAL MANAGER RESPONSIBILITIES

The General Manager must exercise due diligence to ensure that Council fulfils its health and safety obligations as a PCBU under the Work Health and Safety Act 2011.

The General Manager is also an Officer under the WHS Act.
The General Manager may also be considered a worker under the WHS Act.

10. RESPONSIBILITIES OF OTHERS

Persons deemed to be other persons (including but not limited to councillors, volunteers, contractors, customers, clients and visitors) at a workplace must;

- Take reasonable care for his or her own safety,
- Take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons, and
- Comply as far as the person is reasonably able, with any reasonable instruction that is given by Council to allow Council to comply with the WHS Act.

A person at a workplace must abide by the duties mentioned in this paragraph whether they have other duties under the Act or not.

11. ANNEXES

This policy should be read in conjunction with any related legislation, codes of practice, and guidelines.

The following policies and procedures should be read in conjunction with this policy where appropriate:

Policies

- 1113 Risk Management
- 2118 Smoke Free Workplace
- 2119 ~~Drugs and Alcohol~~ [Alcohol and Other Drugs](#)
- 1206 Procurement and Disposal
- 1205 Contractor Management

Procedures

Safety Consultation and Communication Procedure

12. REVISION AND REVIEW

Council will review this policy at least every two years, or earlier, should changes be required.

Approving Authority	Oberon Council
Contact	Work Health Safety and Risk Coordinator
Approval	21 July 2020 Item 13.04, Minute 17 210720
Next Revision Date	June 2022
Issue Date to Staff	August 2020

13.4 Community Energy Upgrade Fund Round 2 Application

File No: GrantsCEUF

Author: Mathew Webb (Corporate Services Director), Toni Dwyer (Grants Co-ordinator)

Summary

This report provides Council with an update on opportunities to secure funding under Round 2 of the Community Energy Upgrade Fund (CEUF). Following Council's resolution in March 2024 to engage a consultant, a comprehensive review has identified the Oberon Water Treatment Plant, Council Administration Building and Council Depot as the most viable projects for funding. These projects offer significant cost savings, environmental benefits and operational efficiencies. Council's endorsement of these recommendations and commitment to the required co-contributions will support the development of a strong and competitive grant submission.

Recommendation:

That Council:

1. Endorse the findings of the report identifying the Oberon Water Treatment Plant, Council Administration Building and Council Depot as priority projects for a Community Energy Upgrade Fund Application.
 2. Approve the preparation and submission of an application under CEUF Round 2 for the identified projects and commit the following co-contributions to support the application:
 - a. A co-contribution of up to \$130,000 from the Water Fund Reserves
 - b. A co-contribution of up to \$70,075 from the Council Buildings renewal reserve
 3. Request a further report outlining proposed payback mechanisms for the identified reserves, to be provided prior to signing the funding agreement, should the application be successful.
-

List of Attachments

1. Oberon Council CEUF Project Recommendations [13.4.1 - 30 pages]

Comment

In March 2024, Council resolved to allocate \$21,000 for a consultant to assess the best project options under the Renewable Energy Action Plan and related documents to support an application under the Community Energy Upgrade Fund. The consultant has now provided a detailed report recommending the following projects:

Oberon Water Treatment Plant – Installation of a solar PV and battery storage system to reduce operational energy costs and emissions.

Council Administration Building – Energy efficiency upgrades, including solar integration and potential electrification measures.

Council Depot – Solar energy and energy efficiency improvements to support sustainable operations.

The recommended projects are strategically aligned with Council's Renewable Energy Action Plan and broader sustainability goals. Key benefits include:

- **Financial Savings** – Significant reductions in electricity costs across key Council assets.
- **Environmental Leadership** – Tangible reductions in greenhouse gas emissions, contributing to sustainability commitments.
- **Operational Resilience** – Increased energy security and preparedness for future energy demands, particularly at essential infrastructure sites.
- **Grant Competitiveness** – The selection of these projects aligns with feedback from the grant authority and lessons learned from successful Round 1 recipients, ensuring a strong application.
- **Future Readiness** – Lays the foundation for transitioning Council's fleet to electric vehicles through expanded renewable energy capacity.

Financial Implications

To meet the requirements of the CEUF and enhance the competitiveness of the submission, the following co-contributions are proposed:

- Up to \$130,000 from the Water Fund – Supporting energy efficiency and solar installations at the Water Treatment Plant.
- Up to \$70,075 from the Council Buildings Renewal Reserve – Funding improvements to the Council Administration Building and Depot.

To safeguard Council's financial sustainability, a further report will be presented on payback mechanisms prior to deed signing, ensuring that energy cost savings are reinvested into these reserves. This approach will maintain long-term financial stability while enabling infrastructure improvements.

Relevance to Oberon Community Strategic Plan

Theme 4: Infrastructure and Services

Action 4.2 Provide accessible, safe and well maintained community spaces and facilities

4.2.11 Assets maintenance and improvement program for Council properties

Theme 4: Infrastructure and Services

Action 4.5 Provide secure and safe water supply and manage waste water

4.5.2 Maintain and improve the Water treatment plant

4.5.5 Regional water security initiatives

Risk Category

Financial

Environment

Assets and Infrastructure

Risk Severity Ranking

Moderate - 48%



OBERON
MORE THAN YOU IMAGINE

Community Energy Upgrade Fund

Project Recommendations

Prepared for Oberon Council

1st April 2025



Contents

Introduction	2
Community Energy Upgrade Fund	4
Technologies Presented in this Report	5
Solar PV	5
Battery Storage	5
Virtual Power Plants	6
Demand Response	6
Lighting	7
Electric Vehicle Charging	7
Oberon Water Treatment Plant.....	8
Council Administration Building	12
Council Depot.....	19
Summary of Recommendations	22
Summary of Site Technologies	23
Appendix – Alternative Projects	24
Community Resilience Centres	24
Multi-Purpose Sporting Complex.....	28

Introduction

This report, prepared by ChargeWorks, summarises the most suitable projects for Oberon Council to apply for Community Energy Upgrade Funding – Round 2 (closes 13th June 2025).

- In July 2021, Council published its Renewable Energy Action Plan (REAP) (prepared by 100% Renewables). This plan detailed a list of short, medium and long term energy projects in the areas of energy efficiency, solar PV, energy storage and EVs. The projects identified in the REAP were analysed based off 2019 energy data.
- In 2024, ChargeWorks conducted a technical assessment of those sites, to accurately determine the feasibility and costs of the identified energy projects in preparation for the Community Energy Upgrade Funding (CEUF) – round 2.

Now that the funding for round 1 has been announced, we have additional information as to the **likely projects that will be funded under round 2.**

This report provides additional information about the sites that should be specifically targeted for the CEUF round 2 funding.



Figure 1: Oberon - Aerial View

A summary of recommended projects for inclusion in Council’s CEUF round 2 grant application is presented in the table below:

Council may select any subset of projects based on budgetary priorities and constraints.

Site Name	Recommendations	Cost	50% Council Contribution	Simple Payback Period (years)
Load Flexibility and Demand Management				
Oberon WTP	<ul style="list-style-type: none"> 30kW roof-mounted solar PV system Pumping control and demand response 110kW/225kWh VPP enabled battery 	\$260,000	\$130,000	2.2
Council Building Renewal - Energy Upgrades				
Council Administration Building	<ul style="list-style-type: none"> 37kW roof-mounted solar PV LED lighting upgrade Stage 1 EV charging infrastructure 	\$85,150	\$42,575	1.3
Council Depot	<ul style="list-style-type: none"> 15kW roof-mounted solar PV Stage 1 EV charging infrastructure 	\$55,000	\$27,500	1.0
Total		\$400,150	\$200,075	1.7 years

A list of alternative projects is detailed in the appendix. These projects are feasible and have a strong business case, however, are not considered a priority for the CEUF grant application.

Metrics for CEUF Application

By implementing all of these projects, Council can achieve a simple payback of 1.7 years based on a 50% co-funding contribution of \$200,075.

Total Cost	Annual Cost Savings	Simple Payback		Annual Energy Change (kWh)	Annual Emissions Reduction (kgs)	Demand Response Capacity (kW)
		without CEUF	with CEUF			
\$400,150	200,075	3.4 Years	1.7 Years	70,071	126.152	130

Community Energy Upgrade Fund

A successful application for [Community Energy Upgrade Funding](#) will attract a 50% contribution towards energy projects.

According to the CEUF guidelines, total project value must have at least \$50,000 in eligible expenditure (up to \$5,000,000) and be aimed at energy efficiency and/or electrification and/or load flexibility upgrades that reduce costs and emissions for local government's facilities or operations using commercially available technologies.

Eligible activities must directly relate to the project and may include one or more of the following:

- load flexibility/demand management systems, e.g. air-conditioning controls upgrades including demand management capabilities at a civic centre.
- electrification upgrades, e.g. the replacement of a gas boiler with a heat pump and heat recovery at an aquatic centre.
- electric vehicle charging infrastructure, e.g. smart electric vehicle charging for multiple vehicles at a depot for local government vehicles.
- energy efficiency upgrades, e.g. variable speed drives fitted to electric motors at a wastewater treatment plant.
- behind-the-meter renewables generation and storage, e.g. a rooftop solar power system with a virtual power plant enabled energy storage system at a childcare centre.

Integrated projects that bring together several activities and encompass multiple sites are encouraged e.g. an energy upgrade at a community centre including energy efficient building envelope improvements, energy efficient equipment, a solar power and battery storage system and disconnection of the gas supply.

Round 2 of the Community Energy Upgrades Fund Program closes on 13th June 2025.

Emissions Calculations

For the purposes of this report, the emissions calculations for each site have been made using the Australian **2030** national emissions factors.

This means that the figures are in-line with the Federal Government's Community Energy Upgrade Fund grant requirements.

	Emission factor	Units
Electricity (kWh)	0.31	kgCO2e/kWh
Diesel (L)	3.39	kgCO2e/litre
Petrol (L)	2.90	kgCO2e/litre

Technologies Presented in this Report

This report recommends the use of several technologies (as per the guidelines in the CEUF application form).

Solar PV

As the cheapest method to save on electricity cost and reduce emissions, solar PV has been recommended at all of the sites in this report. ChargeWorks uses a custom-built tool to model electricity consumption throughout the year and calculate savings. All savings presented in this report are calculated against the specific retail rates and network tariffs at each site.

For this report, system sizes have been determined with consideration of suitable areas for installation, as seen during site visits and by drone and satellite imagery.

Battery Storage

Battery storage can play a range of different roles at Council sites:

- Reduction of site load during the peak period (5pm-8pm). I.e. supplying energy to the site during the peak period to avoid the purchase of expensive grid electricity
- Virtual Powerplant (VPP) Opportunities including:
 - Wholesale energy arbitrage i.e. buying energy at low price and selling energy at high price on the wholesale electricity market.
 - Demand response – providing grid support by discharging in times of high demand on the grid
 - FCAS – Frequency Control and Ancillary Services for the grid
- Off grid backup for resilience centres.



Sungrow 225kWh – 110kW Battery Energy Storage System

ChargeWorks recommends the use of all-in-one cabinet battery / inverter systems specifically designed for industrial locations.

Virtual Power Plants

Virtual Power Plants (VPPs) are usually operated by a retailer, whereby batteries at one or more locations are controlled in unison to export energy or provide Frequency Control and Ancillary Services (FCAS) to the electricity grid.

Pricing strategies are devised by the VPP operator, and revenue is shared between the retailer and battery owner. A battery owner can nominate the amount of battery capacity that they wish to make available for the VPP, and reserve the remainder for their own needs.

ChargeWorks advises that a VPP is worth exploring, to utilise excess battery capacity and/or provide a more lucrative cost-saving over time. Both councils' retailers (Iberdrola and Shell) are known to offer VPPs.

Demand Response

The goal of demand response is the same as a VPP – to provide support to the electricity grid at times of high need. But rather than supplying energy or power **to** the grid, demand response systems take load **off** the grid, achieving the same net result. Like VPPs, demand response systems are usually managed by electricity retailers.

Suitable sites for demand response are those where load can be turned off or ramped down without having a significant impact on a site's operations. For the sites in this report, water treatment plants are ideal candidates, as pumping can be paused (to temporarily rely on the large volumes of water held in storage tanks).

Sites can determine the electricity price at which they are willing to respond and are paid at the same rate as the wholesale rate of electricity at that moment (i.e., rather than consuming electricity at a high wholesale price, they are paid a high price **not** to consume electricity).

For the purposes of this assessment, a conservative estimate has been made of \$170 revenue per annum per kVA of demand management capacity.

Lighting

Some of the sites investigated in this report use inefficient fluorescent lighting which may be replaced by more cost effective and lower-emissions options.

ChargeWorks recommends that Council replace fluorescent light fittings with dedicated LED luminaires that provide superior lighting quality and far lower energy & maintenance costs.

LED fittings can be delivered in various quality and longevity ranges with premium hardware having operating lives exceeding 100,000 hours. Higher quality fittings are most suited to areas with longer operating hours.

LED luminaires may also be fitted with motion activated dimming. The lights can be programmed to provide a small amount of light (i.e. 10-40% brightness) when spaces are vacant and increase to full brightness when people are present. Motion activated lighting will further reduce energy consumption and increase the operating life of the fitting.

Upgrading lighting to LED is expected to reduce Council's energy consumption (on these fittings) by as much as 90% and achieve a simple payback of 2-4 years.

Electric Vehicle Charging

The installation of electric vehicle charging infrastructure at key Council sites is required to facilitate the transition to zero emissions vehicles. Installation and use of EV charging will increase electricity usage and associated emissions at a site, however, will reduce fuel consumption for the vehicles parked at these locations.

An electric vehicle charged from grid power will typically see a 1/3 reduction in emissions compared to an internal combustion engine vehicle. Charging EVs from on-site or purchased renewable energy will reduce these emissions to zero. Council has a 50% renewable energy component on its large site electricity contract.

Council's works depot and administration building are key sites for EV charging.

The approach for fleet electrification is typically implemented in two-stages:

1. Install a small number of chargers utilising existing capacity, but provision infrastructure suitable for future expansion.
2. Significant upgrade in the capacity of electrical infrastructure including main switchboard and supply to the site.

Oberon Water Treatment Plant

Oberon Water Treatment Plant is Council’s second largest energy consumer at 121MWh p.a.



Figure 2: Water Treatment Plant

Solar PV

ChargeWorks recommends Council install the maximum amount of solar PV that may fit on the roof, approximately 30kW. A ground mounted solar PV system is not suitable at this site.

Electricity loads vary throughout the day depending on the amount of pumping required but has an average load of approximately 16kW during the day

There is typically an evening peak in electricity consumption due to higher water consumption at these times.

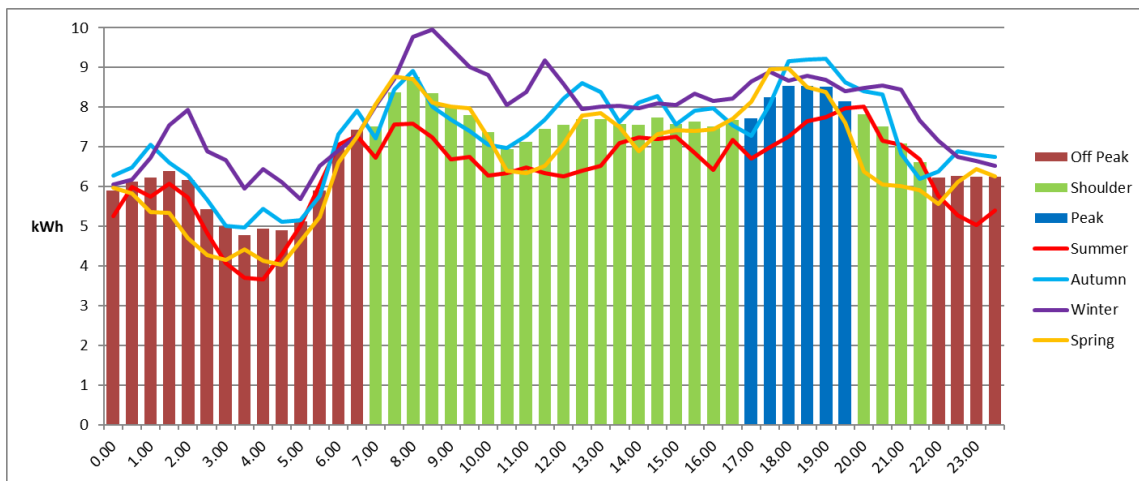


Figure 3: Water Treatment Plant Load Profile

A 30kW solar PV system would see 74% of the generation self-consumed and reduce the site’s grid consumption by 27%.



Figure 4: Proposed 30kW roof-mounted solar PV

The business case for solar PV at this site is very strong with a simple payback of 3.2 years (which would halve with 50% grant funding from CEUF round 2).

Equipment:	30kW roof-mounted solar
Installation Cost:	\$30,000 estimated
Annual Cost Savings:	\$9,326
Annual Generation:	44 MWh
Peak Grid Support	N/A
Annual Emissions reduction	13.7 TCO ₂ e

Battery Storage

This site is suitable for a virtual power plant enabled battery storage system. This battery will be charged via the grid when wholesale electricity prices are low and discharge during the peak period. Much like a water reservoir, the battery acts as an energy reservoir that supports the grid in times of high demand.

Iberdrola, Council’s large site electricity retailer, have suggested the Sungrow 110kW / 225kWh battery which can provide 110kW of peak grid support as well as FCAS services.

The battery would be connected with a “child meter” – essentially a new meter in the MSB that as far as Iberdrola is concerned, the battery is completely independent to the site.

Under this arrangement:

- Iberdrola would control the operation of the battery
- Council will buy energy for the WTP as normal (at existing contract rates)
- Council will sell energy to the “grid” at the highest spot market prices, increasing revenue by 10 times what it would receive from selling at retail rates.
- The energy doesn’t even have to leave the site – it can get soaked up by site loads.
- The battery is also valuable to Iberdrola because they won’t have to buy from the grid to supply Council in expensive “surge pricing” times.

The wholesale market is quite volatile, however, ChargeWorks estimates approximately \$46,000 in profit **per annum**. i.e time-to-value (simple payback) of between 4-6 years (which would halve with 50% grant funding from CEUF round 2).

Equipment:	110kW/225kWh VPP Enabled Battery
Installation Cost:	\$220,000 estimated
Annual Cost Savings:	\$46,000
Peak Grid Support	Up to 110kW for 2 hours

Demand Response

This site is also suitable for demand response (i.e. limiting pumping at certain times) to support the electricity grid at times of high need, typically in the early evening. The control hardware required for this operation is the same hardware that will control the proposed battery.

The pumps at this site may be turned off or ramped down for short periods i.e. 2-3 hours without having a significant impact on site’s operations. This site would temporarily rely on the large volumes of water held in storage tanks. The control system would only allow intervention at times where there is sufficient capacity available.

Essentially, Council would be paid by an electricity retailer *not* to consume electricity when wholesale electricity prices are high. Finding a suitable retailer that is able to onboard this site is **crucial** to the business case for demand response. Integrating demand response with Iberdrola and the battery VPP is likely the best outcome for Council.

For the purposes of this assessment, an estimate has been made of \$170/kVA revenue per annum of demand management capacity.

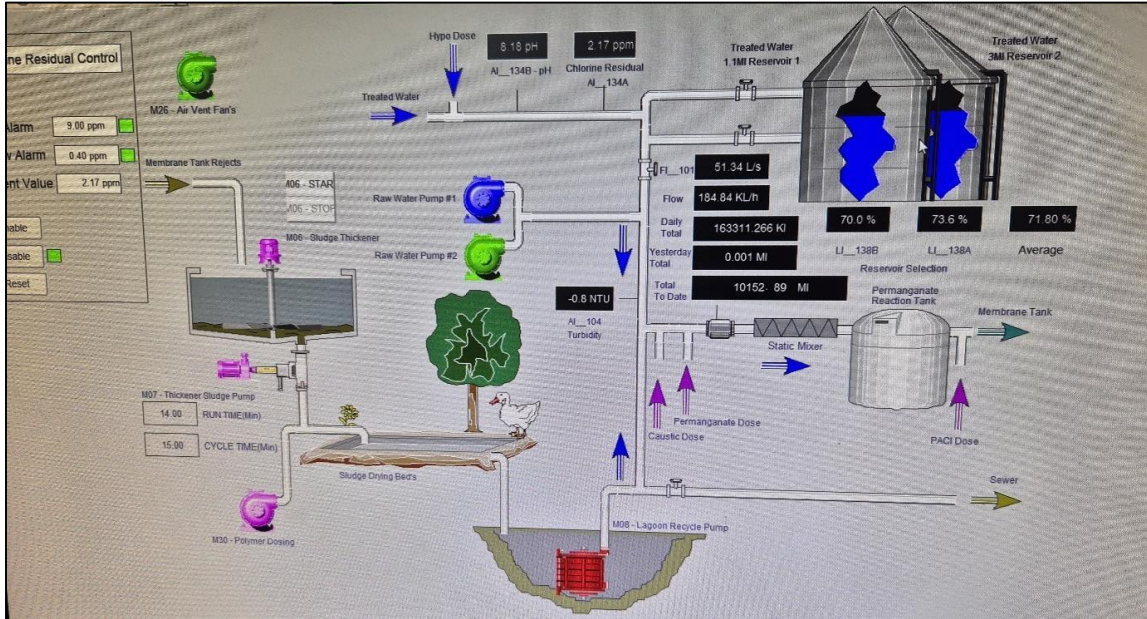


Figure 5: Oberon Water Treatment Plant - Control Portal

The pumps at Oberon WTP operate at 20kW. Turning these off in response to market signals may yield approximately \$3,400 in revenue if a participating retailer can be found.

Equipment:	Integration of load control to SCADA
Installation Cost:	\$10,000 estimated
Annual Cost Savings:	\$3,400 (conditional on suitable retailer).
Peak Grid Support	Up to 20kW for up to 3 hours

If Council is unable to integrate demand response with the VPP retailer, Council may still reduce pumping in the peak period (and increase in the off-peak period) to reduce energy costs. Turning the pumps off between 5pm and 8pm may yield approximately **\$2,745 p.a.** in savings for no upfront cost. ChargeWorks recommends that Council implement control functionality on the existing BMS to reduce pumping in the peak period.

Council Administration Building

Council's administration building consumes approximately 52MWh of electrical energy per year. This is equivalent to approximately 200kWh per workday. Much of this energy usage is attributable to HVAC loads during business hours.



Figure 6: Oberon Council Administration Building

This site has higher energy usage in winter months, particularly in the morning, due to heating loads. There is relatively low load in the evening peak period after office hours.

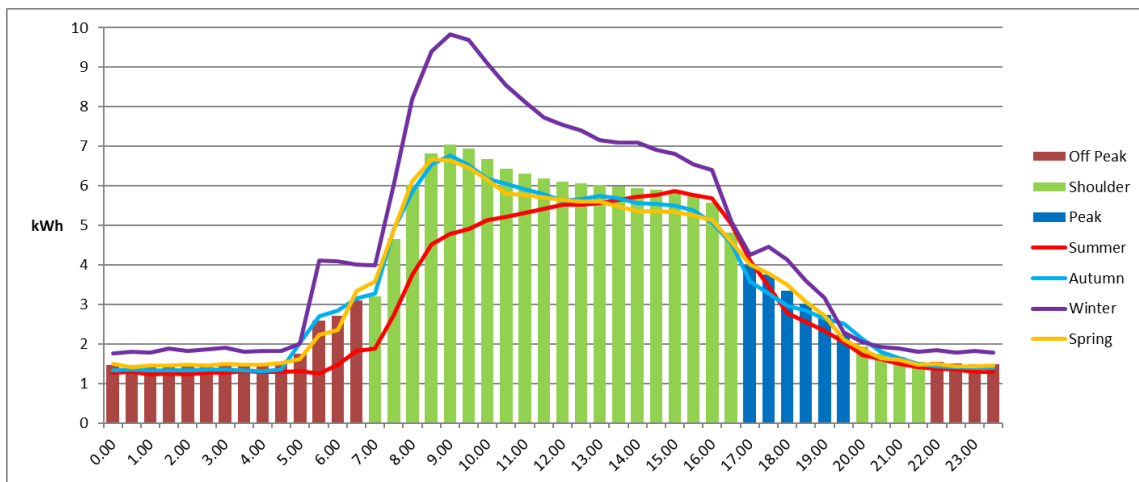


Figure 7: Administration Building - Average Daily Load Profile

Solar PV

This site has sufficient roof space for approximately 37kW of solar PV.

A 37kW system is somewhat oversized for the loads at this site with only 50% of energy generated consumed directly on-site.



Figure 8: Proposed 37kW roof-mounted solar PV

The business case for solar PV at this site is strong as the site has high daytime energy usage and is on the more expensive large site electricity contract.

Installing a 37kW solar PV system will achieve a simple payback of approximately 4 years (which would halve with 50% grant funding from CEUF round 2).

Equipment:	37kW roof-mounted solar
Installation Cost:	\$37,000 estimated
Annual Cost Savings:	\$9,195
Annual Generation:	52 MWh
Peak Grid Support	NA
Annual Emissions reduction	18.7 TCO ₂ e

EV Charging Stage 1

The Council administration building is a great candidate for charging of future electric Council pool vehicles and leaseback vehicles. Charging points may be installed to service the vehicles which park within the garage as well as outside against the Western wall.

A new 100A EV-DB (electric vehicle distribution board) should be installed on the eastern side of the building (nearby the MSB) to service EV charging. This EV-DB may also double as a connection point for the proposed solar PV.



Figure 9: Indicative EV Charging Layout

The proposed charging infrastructure includes:

- New 100A distribution board
- 2 x indoor wall mounted charging stations
- 2 x outdoor wall mounted charging stations
- Load management system and software

This is estimated to cost approximately \$30,000 however formal quotations should be sourced from an electrician or charging provider.

Stage 2 of this project involves expansion of this EV charging infrastructure over time to service additional electric vehicles as required. A main switchboard upgrade is likely not required at this site.

A schematic of the recommended configuration is presented below:

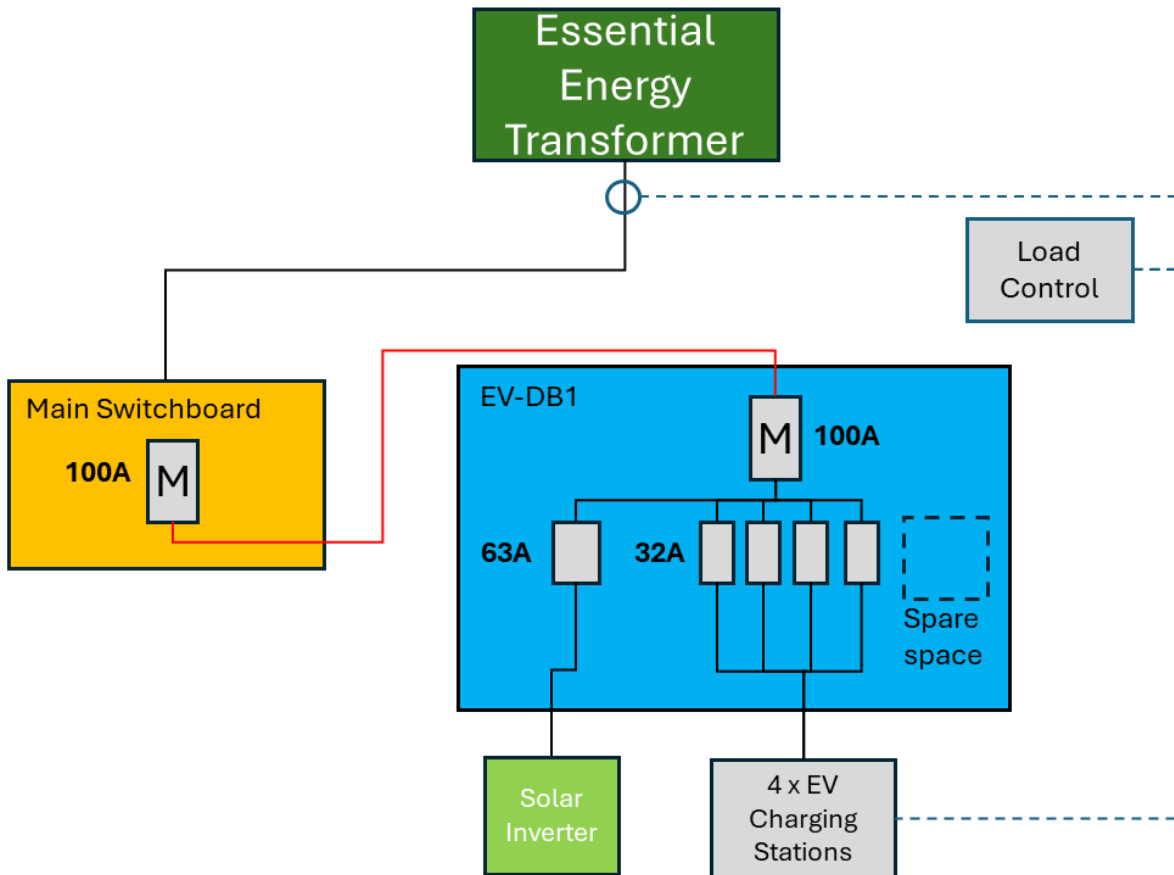


Figure 10: Council Admin Electrical Schematic

This infrastructure will be needed to sustain Council’s future passenger fleet (depending on daily usage), and enable the reduction of up to 15,000L of fuel per annum, saving ~34T of CO2 per annum and save Council approximately **\$19,000** in fuel costs per year for vehicles parked at the administration building.

Equipment:	EV Charging Hardware
Installation Cost:	\$30,000 estimated
Annual Cost Savings:	\$19,000
Annual Emissions reduction	34 TCO2e

The installation cost would halve with 50% grant funding from CEUF round 2.

Lighting

This site has a range of Fluorescent and LED lighting (T8 fittings) throughout the hallways and office areas.



Figure 11: Council Admin Fluorescent Lighting

Council has already installed some LED replacement tubes for pre-existing (modified) T8 fluorescent tubes in some areas. These actions have resulted in substantial energy savings compared to conventional fluorescent tubes. For example, the LED tubes are 16W each compared to 58W for fluorescent.



Figure 12: Council Admin - LED Tube Replacement

Whilst retrofitting LED tubes into existing light fittings is typically lower cost, they typically have a shorter operating life and poorer lighting quality when compared to dedicated LED luminaires. Dedicated luminaires are designed to have less glare for building occupants.



Figure 13: Example Thorlux LED Luminaire

ChargeWorks recommends that Council replace all existing fluorescent fittings (and LED fittings) with LED luminaires.

Below is a comparison of LED tubes vs LED luminaires:

LED Tubes	LED Luminaires
<p><u>Advantages</u></p> <ul style="list-style-type: none"> • Quick and easy to change. No electrician required • Energy savings compared to conventional fluorescent tubes <p><u>Disadvantages</u></p> <ul style="list-style-type: none"> • Short operating life (30,000 hours) • Requires regular replacement • Poor lighting quality 	<p><u>Advantages</u></p> <ul style="list-style-type: none"> • Longer operating life (100,000 hours) • In-built motion sensors • Increased energy savings with dimming • Improved lighting quality <p><u>Disadvantages</u></p> <ul style="list-style-type: none"> • Higher price • Higher install cost. Electrician required.

Since some fittings within the building are already LED, replacing these will not yield energy efficiency improvements, however, will improve lighting quality.

Council may **introducing additional motion activated dimming in suitable areas** i.e. garage area, bathrooms. Luminaires should be set to a reduced light output to allow for sufficient lighting upon approach and then motion activate to full brightness when required. Rolling out LED luminaires with dimming could save approximately 50-75% of the lighting bill.

Lighting Count

ChargeWorks has conducted a lighting count at this site and determined that the lighting load is approximately 5.6kW. Approximately 53 of the 84 luminaires are fluorescent tubes.

The total annual lighting energy consumption at this site is approximately 26MWh at a cost of \$7,500 p.a.

The difference between the modified T8 LED fittings and the LED luminaires is solely the longevity of the equipment. When fully illuminated, the energy usage is the same.

LED fittings with motion sensors have lower average power consumption whilst still providing the necessary brightness when required. These fittings also have a significantly longer operating life resulting in lower ongoing maintenance costs.

Total Cost of Ownership

By installing LED fittings with motion sensors (where appropriate), Council can reduce the lighting load in the building and achieve energy savings of 16MWh p.a. and 5T of CO2.

Based on existing electricity rates Council can expect to save up to \$5,054 per year (maintenance and energy cost) by replacing existing modified T8 LED tubes with LED luminaires. Realised savings will be lower if solar PV is also installed (closer to \$2,500).

ChargeWorks recommends that Council conduct a complete overhaul of all lighting within the administration building rather than taking an ad-hoc approach. This will yield energy savings as well as and significantly improved lighting performance.

Replacing all non-LED luminaires is estimated to cost approximately \$18,180 and achieve a simple payback of 3.6 years (which would halve with 50% grant funding from CEUF).

Equipment:	LED luminaires
Installation Cost:	\$18,150 estimated
Annual Cost Savings:	\$5,054 <i>(\$2,500 with solar PV)</i>
Annual Energy Savings:	16 MWh
Peak Grid Support	NA
Annual Emissions reduction	5 TCO2e

Council Depot

Oberon Council Depot consumes approximately 51MWh of electrical energy per year. Most of this usage appears to be in the cooler months for HVAC during site operating hours.

Oberon Council Depot is a candidate for solar PV and EV charging. An electricity supply upgrade is also required in the future to enable an electric fleet, however, is not recommended as part of the CEUF grant application.



Figure 14: Council Depot

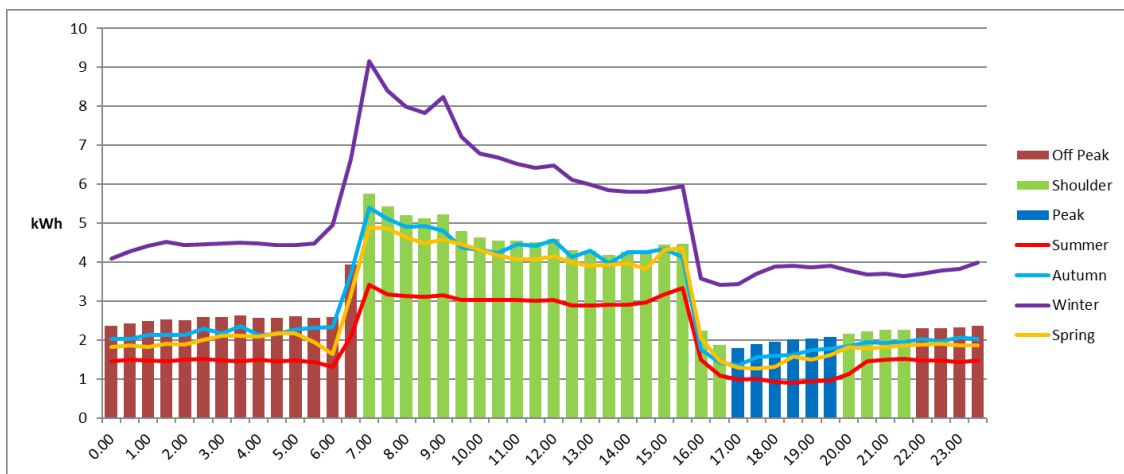


Figure 15: Council Depot - Average Daily Load Profile

Solar PV

This site has sufficient roof space for over 100kW of solar PV, however, the relatively low electrical loads do not warrant such a large system.

For example, even with a modest 15kW system only 67% of the energy generated would be consumed directly on site. Most of the load is in the winter mornings when there is very little impact from solar PV.

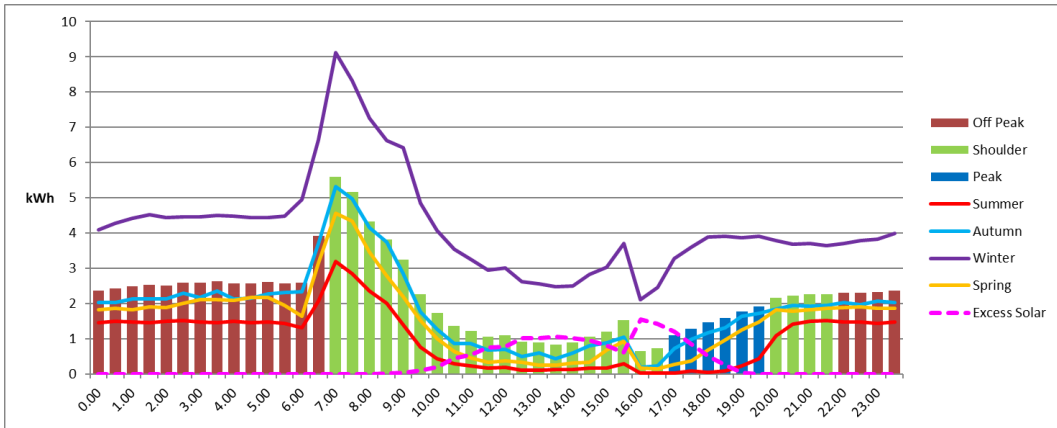


Figure 16: Council Depot - Load Profile - 15kW Solar PV

Increasing the system size beyond 15kW will yield diminishing returns. Even with future EV charging, much of this will be performed overnight when there is no solar generation.

The business case for a small solar PV at this site is good. Installing a modest 15kW solar PV system will achieve a simple payback of approximately 4.4 years (which would halve with 50% grant funding from CEUF round 2).

Equipment:	15kW roof-mounted solar
Installation Cost:	\$15,000 estimated
Annual Cost Savings:	\$3,428
Annual Generation:	24 MWh
Peak Grid Support	NA
Annual Emissions reduction	7.45 TCO ₂ e

EV Charging

Oberon Depot is crucial to Council’s future fleet electrification because most of the charging infrastructure required to support the fleet will be installed at this site.

This site’s existing electrical capacity is substantially undersized (80A) and will only be able to sustain a small number of electric vehicles. A new main switchboard and consumer mains is required for Council’s mass adoption of electric vehicles.

The approach for fleet electrification at this site should be implemented in two-stages:

1. Utilise existing capacity, but provision infrastructure suitable for future expansion.
2. Upgrade the supply to the site.

Stage 1

In the first stage, a small number of EV charging stations may be installed in the “Car Shed” with provisions for load management and demand response. Council may install approximately 6-12 x charging stations in this area using the existing 63A distribution board. The cost for this electrical infrastructure is estimated to be **\$40,000**.

This infrastructure will enable the reduction of up to 18,000L of fuel per annum, saving 49T of CO2 per annum and save Council approximately \$23,000 in fuel costs per year.



Figure 17: Proposed Initial EV Charging Locations

Equipment:	EV Charging Hardware – Stage 1
Installation Cost:	\$40,000 estimated
Annual Cost Savings:	\$23,000
Annual Emissions reduction	49 TCO2e

Stage 2

In the second stage, a new 500kVA supply transformer should be provisioned in consultation with Essential Energy. This cost, and the cost of a new main switchboard, is estimated to cost approximately \$500,000, however is **not recommended for a round 2 CEUF funding application**.

This infrastructure is needed to sustain Council’s future electric utility, truck and plant fleet (depending on daily usage), and enable the reduction of up to 193,000L of fuel per annum, saving ~535T of CO2 per annum and save Council approximately \$357,100 in fuel costs p.a.

Summary of Recommendations

A summary of recommended projects for inclusion in Council’s CEUF round 2 grant application is presented in the table below:

Council may select any subset of projects based on budgetary priorities and constraints.

Site Name	Recommendations	Cost	50% Council Contribution	Simple Payback Period (years)
Load Flexibility and Demand Management				
Oberon WTP	<ul style="list-style-type: none"> 30kW roof-mounted solar PV system Pumping control and demand response 110kW/225kWh VPP enabled battery 	\$260,000	\$130,000	2.2
Council Building Renewal - Energy Upgrades				
Council Administration Building	<ul style="list-style-type: none"> 37kW roof-mounted solar PV LED lighting upgrade Stage 1 EV charging infrastructure 	\$85,150	\$42,575	1.3
Council Depot	<ul style="list-style-type: none"> 15kW roof-mounted solar PV Stage 1 EV charging infrastructure 	\$55,000	\$27,500	1.0
Total		\$400,150	\$200,075	1.7 years

A list of alternative projects is detailed in the appendix. These projects are feasible and have a strong business case, however, are not considered a priority for the CEUF grant application.

Metrics for CEUF Application

By implementing all of these projects, Council can achieve a simple payback of 2.1 years based on a 50% co-funding contribution of \$387,575.

Total Cost	Annual Cost Savings	Simple Payback		Annual Energy Change (kWh)	Annual Emissions Reduction (kgs)	Demand Response Capacity (kW)
		without CEUF	with CEUF			
\$400,150	200,075	3.4 Years	1.7 Years	70,071	126.152	130

Summary of Site Technologies

A summary of the business case and energy savings for each recommended project is presented in the table below.

Site Name	Technology	Cost	50% Council Contribution	Annual Cost Savings	Simple Payback Period	Annual Energy Change (kWh)	Annual Emissions Reduction (kgs)	Demand Response Capacity (kW)
Oberon Water Treatment Plant	Behind the Meter Solar PV	\$30,000	\$15,000	\$9,326	1.6	44,000	13,640	
	VPP Enabled Battery Storage	\$220,000	\$110,000	\$46,000	2.4	0	0	110
	Demand Response	\$10,000	\$5,000	\$3,400	1.5	0	0	20
Council Administration Building	Behind the Meter Solar PV	\$37,000	\$18,500	\$9,195	2.0	52,000	16,120	
	Lighting	\$18,150	\$9,075	\$5,054	1.8	16,071	4,960	
	EV Charging Stage 1	\$30,000	\$15,000	\$19,000	0.8	-30,000	34,212	
Council Depot	Solar PV	\$15,000	\$7,500	\$3,428	2.2	24,000	7,440	
	EV Charging Stage 1	\$40,000	\$20,000	\$23,000	0.9	-36,000	49,780	
TOTAL		\$400,150	\$200,075	\$118,403	1.7 years	70,071 kWh	126,152kg	130kW

Appendix – Alternative Projects

These projects are feasible and have a strong business case, however, are not considered a priority for the CEUF grant application.

Community Resilience Centres

Council has identified 3 community sites which are suitable candidates for off-grid resilience using solar PV and batteries.

Site	Annual Electricity Consumption kWh
Black Springs Public Hall	2,697
Burruga Recreation Ground	3,591
O’Connell Recreation Ground	Under Construction

These community facilities typically have low baseloads with occasional days of high-power usage. Installing solar PV at these sites will likely result in most of the energy being exported to the grid.

These small community sites are candidate for a modest 10kW-15kW solar PV system + battery as a pilot for trial with Essential Energy’s new ‘sun-soaker’ tariff.

This tariff includes a symmetrical export rebate from 5pm-8pm in addition to the retail feed in rate. Feed in rates will be at least 20c/kWh with potential for much higher if Council signs up to a wholesale retail contract (presented below).

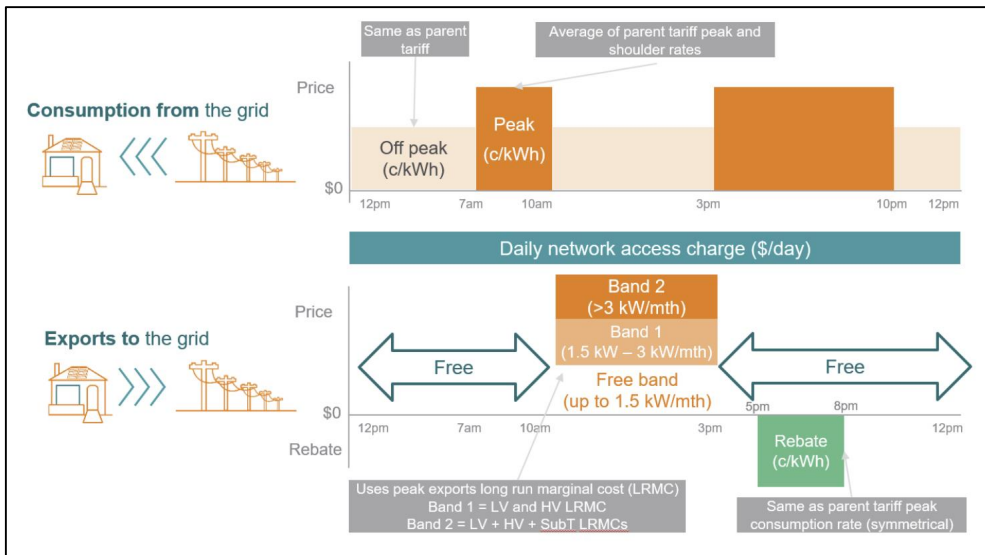


Figure 18: Essential Energy Sunsoaker Tariff – Pricing Structure

Whilst this rebate is very attractive, Council should note that this tariff includes a capacity charge for export in the middle of the day (10am-3pm). That is, sites exporting high amounts of solar in the middle of the day will have to pay Essential Energy a small fee.

This export charge is designed to prevent uncontrolled solar production and incentivise customers to have “smart” solar systems and storage. To avoid this charge, sites can either curtail the solar production or use the energy to charge a battery.

Wholesale Electricity Contract

To maximise the value of battery storage, ChargeWorks recommends that Council **trial a wholesale electricity contract at these sites.**

[Amber Electric](#) is an energy retailer leading the way in enabling consumers to access the wholesale market.

A wholesale contract would mean Council is exposed to low energy prices in the off-peak period as well as very high energy prices in the peak periods. As this site, which has a very low base load, Council has very little risk.

Council's existing small site contract has a modest feed-in rate of 6-8c/kWh. A wholesale contract by contrast, will have very low (if not negative) feed-in rate during the day but facilitate very high feed in rates during the peak period. For example, between 5pm-8pm feed in rates can be as high as \$1.00-\$2.00/kWh.

By having a fully charged battery ready to deploy in this period, Council can generate significant revenue from the Essential Energy rebate of 5c/kWh plus the retail feed in rate which could be as high as \$16/kWh in cold winter nights.

For a modest 20kWh battery this could be as much as \$10-\$50 per day, achieving a simple payback as low as 4 years.

A 10kW solar PV + 20kWh battery system is expected to cost approximately \$30,000. Each of the community facilities have (or will have) sufficient roof space for a 10-15kW solar PV system.

The battery may also be set for **back-up** to help provide disaster resilience at no extra cost.

Black Springs, Burruga and O'Connell Community facilities are suitable for solar PV + batteries.



Figure 19: Black Springs Hall (existing 10kW solar PV)



Figure 20: Burruga Recreation Ground

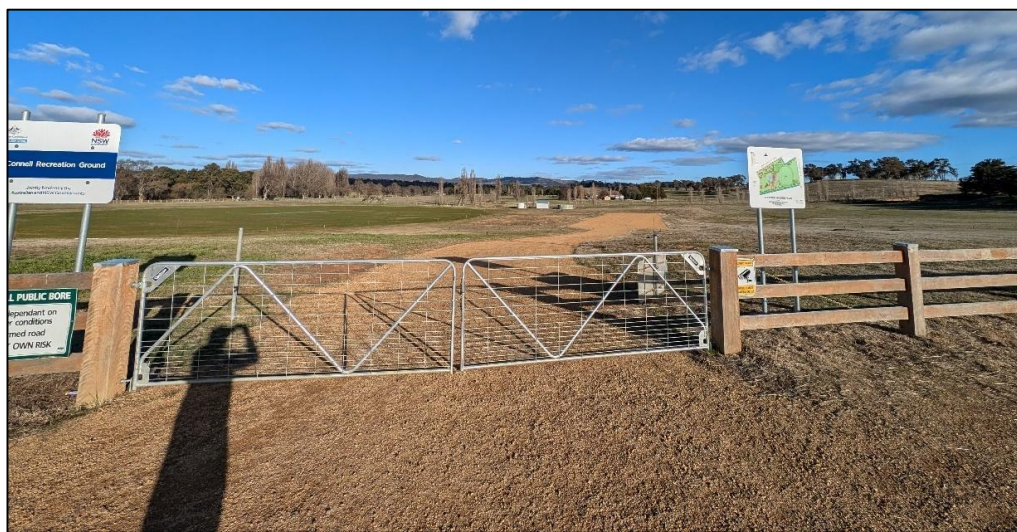


Figure 21: O'Connell Recreation Ground – Under Construction

A summary of each of the sites is presented in the table below:

Site	System Size	Estimated cost	Annual Generation	Estimated Savings p.a.	Emissions reduction p.a.
Black Springs Hall	20kWh battery	\$20,000	13 MWh (existing)	\$2,000	Nil
Burruga Recreation Ground	10kW solar PV + 20kWh battery	\$30,000	15 MWh	\$2,200	4.7 TCO ₂ e
O'Connell Recreation Ground	15kW solar PV + 20kWh battery	\$35,000	22.5 MWh	\$3,050	7.0 TCO ₂ e
Total		\$85,000	51MWh	\$7,250	11.7 TCO₂e

Whilst each individual system is relatively small, combining them provides up to **30kW of grid support whilst also providing community resilience in three separate towns.**

These costs would halve with 50% grant funding from CEUF round 2.

Multi-Purpose Sporting Complex

Council is in the process of building a new sporting complex featuring two rugby fields, a carpark, clubhouse, grandstand and changerooms. There will also be future development of netball courts and hockey fields.

Stage one of this project is planned for completion by June 2025.



Figure 22: Sporting Complex Site

This site may be considered as an alternative or in addition to the water treatment plant for a VPP enabled battery similar to the water treatment plant. Solar PV and other control hardware may also be included to enable off-grid backup functionality so that the site may act as a resilience centre.

Equipment:	110kW/225kWh VPP Enabled Battery 20kW solar PV
Installation Cost:	\$240,000 estimated
Annual Cost Savings:	\$50,000
Annual Generation:	32 MWh
Peak Grid Support	Up to 110kW for 2 hours
Annual Emissions reduction	9.93 TCO2e

A summary of the business case and energy savings for the alternative projects is presented in the table below.

Site Name	Technology	Cost	50% Council Contribution	Annual Cost Savings	Simple Payback Period	Annual Energy Change (kWh)	Annual Emissions Reduction (kgs)	Demand Response Capacity (kW)
Multipurpose Sporting Complex	Solar PV and VPP Enabled Battery Storage with Backup	\$240,000	\$120,000	\$50,000	2.4	29,333	9,933	110
Black Springs Hall	Solar PV and Battery Storage Backup	\$20,000	\$10,000	\$2,000	5.0	0	0	10
Burruga Recreation Ground	Solar PV and Battery Storage Backup	\$30,000	\$15,000	\$2,200	6.8	15,000	4,650	10
O'Connell Recreation Ground	Solar PV and Battery Storage Backup	\$35,000	\$17,500	\$3,050	5.7	22,500	6,975	10
TOTAL		\$325,000	\$162,500	\$57,250	2.8 years	68,833 kWh	21,558	140kW

13.5	Policy 1113 - Enterprise Risk Management
File No:	Policies/Policy 1113 - Enterprise Risk Management
Author:	Rebecca Burgess (Work Health Safety and Risk Manager)

Summary

Council has undertaken a review of the Enterprise Risk Management Policy.

Recommendation:

That Council:

1. Place the revised Enterprise Risk Management Policy 1113 on public exhibition for 28 days and submissions be invited to Council during that period.
 2. If no submissions are received within the exhibition period, the policy be adopted as presented.
 3. Delegate to the General Manager to amend any minor changes proposed.
-

List of Attachments

1. Risk Management Policy 1113 draft 2025 [13.5.1 - 4 pages]

Comment

Council has undertaken a review of the Enterprise Risk Management Policy. A marked up version of the policy accompanies this report.

1. Background

This policy articulates the Enterprise Risk Management principles for Oberon Council.

2. Purpose of the Policy

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.

3. Objectives and Scope of the Policy

Council recognises that risk management is an essential element of good management and impacts every facet of Council activity. Therefore, this policy applies to all decisions and areas of Council's operations, and all Councillors and staff, including contractors and volunteers.

4. Summary of Amendments to Policy

- Background has been updated to reflect Council's risk management journey which now consists of risk categories and risk appetites which are regularly reviewed.
- Minor grammatical and wording amendments

Financial Implications

Nil

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.2 Council has sound organisational health, with strong leadership and governance

frameworks

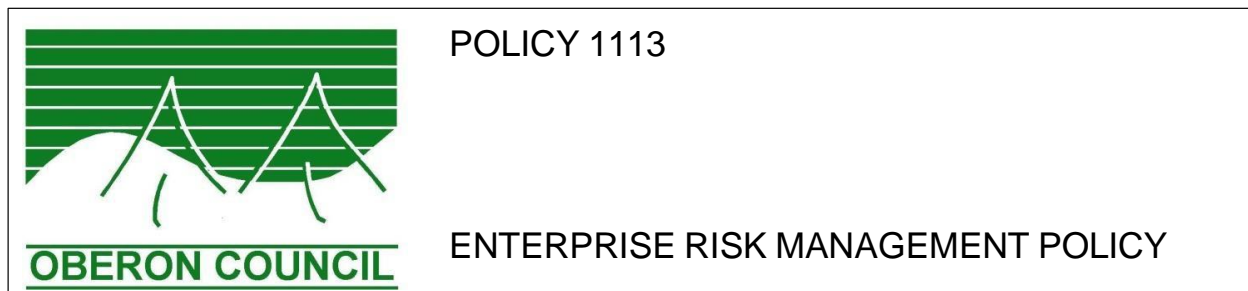
5.2.4 Effective systems for information management, work health & safety, risk management and procurement

Risk Category

Governance

Risk Severity Ranking

Moderate - 48%



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 and/ 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 strategic~~ 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~~ are 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;
- 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.

~~Council generally has a conservative risk appetite and accepts there are risks associated with many of Council's activities. Where there is a 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's risk categories and appetites are determined and reviewed regularly via consultation with relevant stakeholders and decision makers, including Councillors and the Executive Management Team.

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~~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.

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 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.
- 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.
- F. To ensure, through the application of this Policy:
 - 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 knowing that risks have been identified, analysed, evaluated and treated;
 - 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.

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 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
- Workplace Health and Safety Regulations 2017
- 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	General Manager
Approval	Ordinary Meeting – 21 September 2021 Item 13.07, Minute 19 210921
Revision Date	September 2023
Issue Date to Staff	September 2021

13.6 DEVELOPMENT APPLICATION DA2025.016 – New Shed, 5 Phillip Street, Oberon

File No: PR638-63

Author: Barry Byrom (Building Surveyor), Damian O'Shannassy (Planning and Development Director)

Summary

Council has received a Development Application (DA2025.016) for a detached steel framed shed at 5 Phillip Street, Oberon (Lot 53 in DP506936). The shed is to be located 500mm from the eastern boundary. A variation to the building height plane for the shed is proposed.

As outlined in this report, the proposal is considered acceptable despite the DCP variation.

Recommendation:

That Council

1. Council vary Part C5.5 – “Building Height Plane” of its current DCP 2001 in relation to Development Application DA2025.016 for a shed at Lot 53 in DP 506936 being known as 5 Phillip Street, Oberon.
 2. A division be called in accordance with Section 375A of the Local Government Act 1993.
-

List of Attachments

Nil

Comment

Development Application DA2025.016 has been for a detached steel framed shed at 5 Phillip Street, Oberon (Lot 53 in DP506936).

Key Issue

The development does not comply with the with the building height plane control of the Oberon Development Control Plan 2001 in relation to the eastern side boundary. The variation to the eastern boundary ranges from 25% to 47% and therefore must be determined by Council. The development application is currently on notification to adjoining owners. Should any submissions be received, a further report will be presented to Council.

Proposed Varitaion

A variation to DCP 2001 is sought in relation to Parts C5.5

Part C5.5 – “Building Height Plane states as follows:

The building height plane, in combination with building height limits, forms the maximum building envelope for all residential development except as provided in Clause C5.6 - Exemptions.

Council's objectives in this regard are to ensure that a residential development will not significantly:

- (a) increase the overshadowing of adjoining properties;
- (b) reduce the level of privacy enjoyed by adjoining properties; or
- (c) affect the amenity of the Rural Village obstruct views from adjacent existing buildings, and that the occupants of the building or buildings will enjoy the optimum use of winter sunlight.

In this Clause, a reference to a building or development includes any point on the external walls of the building, but may exclude climate control elements which are of an open character and form part of the landscape treatment of the building. Pergolas, verandahs and lattice walls are examples of such elements.

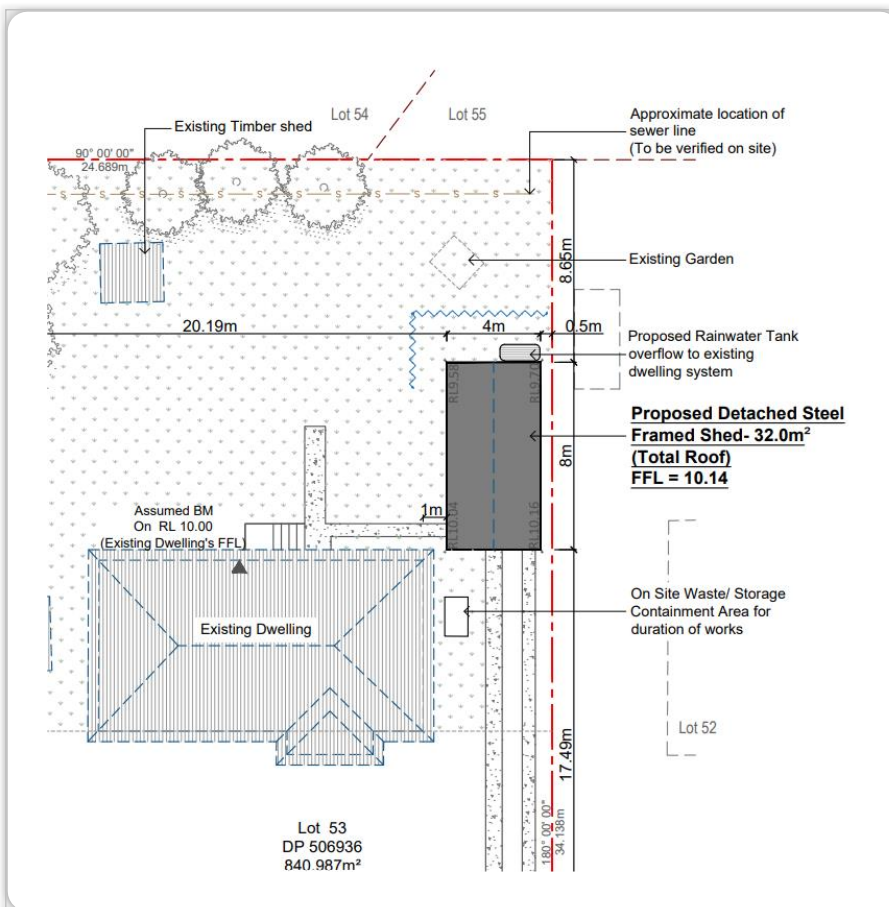
Part C.5.6 – “Exemptions” states that:

An exemption from the building height plane may also be considered in relation to one or more boundaries, in the following circumstances:

- (a) where clear advantages are achieved in other aspects of the design;
- (b) on an existing narrow allotment; or
- (c) where the floor level is required to be significantly above ground level for the purpose of flood protection in a locality.

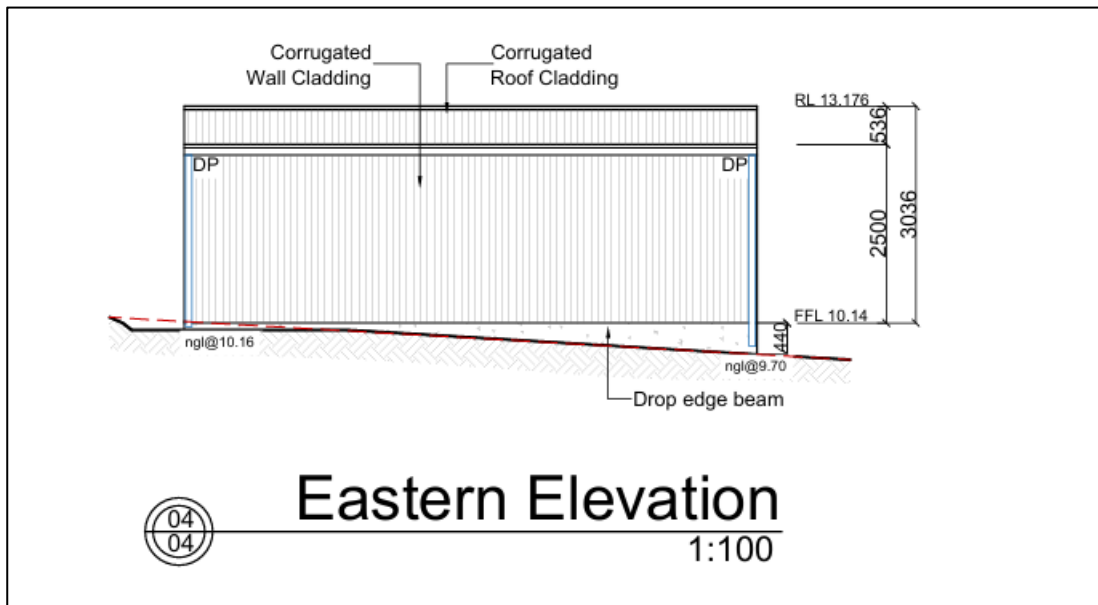
The building height plane is defined as “the plane projected at an angle of 45 degrees over the actual land to be built upon, from a distance of 1.5 meters above the natural ground level at the boundary of the site.”

The variation to the building height plane results from the Shed being located close to the eastern boundary, as shown in the plan below.



The location of the propose shed.

The eastern elevation of the shed is shown below.



The eastern elevation of the shed.

The applicant has requested a variation on the following grounds:

- The proposed placement of the structure is appropriate for the site and consistent with the surrounding development within the locality.
- There are numerous ancillary structures on or within close proximity of the fence line resulting in interference with the building height plane control of the Oberon DCP.
- The structure is not excessive in height especially in relation to proximity from the rear boundary and the side boundary. The placement allows for further operation of green space, and yard space for the owner of the property, there is a clear advantage from a design perspective as opposed to placing the structure in the centre of the backyard of the site.

Comment – The variation for the shed is considered acceptable given it is a relatively minor development that is in keeping with the land use. The extent of the variation is primarily due to a small amount of fill proposed at the rear of the shed to create a level pad. The variation ranges from 25% where there is no fill to 47% where the fill is proposed. The location of the proposed shed aligns with the existing driveway on site. The development will not overlook or overshadow private open space of the neighbouring allotment. The following photo shows the location of the proposed shed. A small shed is located on the adjoining property to the east. The variation is considered worthy of approval in this instance.



Location of proposed shed

Relevance to Oberon Community Strategic Plan

Theme 3: Caring for the Environment

Action 3.1 Protect and manage local air quality, waterways, rivers and streams

3.1.2 Ensure compliance with environmental legislation

Theme 4: Infrastructure and Services

Action 4.4 Plan for infrastructure and land use needs ready for future growth

4.4.3 Development assessment and building approval services

Risk Category

Environment

Public Image and Reputation

Risk Severity Ranking

Insignificant - 20%

13.7 Waste Transfer Station Operations

File No: {custom-field-file-no}
 Author: Dr Cornelia Wiebels (Technical Services Director)

Summary

Council has recently taken over the operation of the Waste Transfer Stations in Burruga and Black Springs, following the unexpected conclusion of a longstanding contract in early March 2025. A review of current operations has been conducted, and a range of options have been identified for trial. This report proposes adjustments to the opening hours of the Transfer Stations and outlines a trial for non-staffed, free-of-charge weekday openings, considering the limited weekday usage.

Recommendation:

That Council

1. Place the proposed weekend opening hours for the Burruga and Black Springs Transfer Stations as per the table within this report, being: Burruga Sunday 9.30am -11.30am and Black Springs Saturday 10am -12pm on public exhibition for 28 days.
2. Implements changes if no objections are received at the conclusion of the exhibition period.
3. Trials non-staffed, free-of-charge opening of the Burruga and Black Springs Transfer Stations between Tuesday to Thursday until 30 June 2025, with remote supervision via signage (Option 2).
4. Terminate the trial under item (4) prior to 30 June 2025 if unsuccessful, and a report be provided to Council with findings and recommendations on an alternative approach.

List of Attachments

Nil

Comment

CHANGES TO OPERATION OF THE TRANSFER STATIONS AND PROPOSED NEW OPENING HOURS

Previously the Burruga and Black Springs transfer stations were operated by a local contractor. In early March 2025, this longstanding arrangement came to a sudden conclusion.

Council staff have taken over the operation of these Transfer Stations, which are open to the community every second Tuesday, every second Thursday and every second Sunday. This service is provided in addition to the Oberon Waste Depot, which is open daily, except for public holidays. The distance from Burruga is approximately 53km, the distance from Black Springs is approximately 27km.

Kerbside collection is not offered by Council in the locations of Burruga and Black Springs currently, however a private arrangement can be entered into with a local provider, at cost.

The current opening hours are:

Transfer Stations:	TUE	THU	SUN
Burruga	8am – 10am	12.30pm – 2.30pm	10am – 12pm

Black Springs	10.30am – 12.30pm	3pm – 5pm	12.30pm – 2.30pm
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Council staff taking over the operation of these Transfer Stations has meant:

- Substitution of the previous contractor skip bin with a Council truck. This is placed in the same spot to allow for drop off from the elevated road. The truck is taken out by staff to each transfer station every transfer station opening day, covered by tarp, transported back to the Oberon Waste Depot, emptied, cleaned and returned to the Works Depot.
- Additional placement of a smaller hired skip bin (~2.5 m³) on each site for additional waste capacity. These are currently emptied fortnightly, after every Sunday opening.
- Delayed opening of Black Springs Transfer Station on one occasion (4min) due to increased time required for tarping up the truck in addition to the commute between the transfer stations.
- Occasionally incurred overtime on Tuesday morning to collect and prepare the truck, to allow for an on-time start in Burruga.
- Incurred overtime on Thursday evening due to the late return & finish (after 6pm); this can also present a safety hazard in winter.

The Oberon Waste Depot is operated by two full-time Waste Facility Operators; its opening ours are as follows:

	Weekdays	Weekends
Oberon Waste Depot	8am – 11am 3pm – 5pm	1pm – 5pm

Before and in-between weekday opening hours and before weekend opening hours, the operators are pushing up, compacting and covering waste.

The Waste Facility Operators have operated the Burruga/Black Springs Transfer Stations on Tuesdays/Thursdays; staff from the Road Operations crew have volunteered for the Sundays.

There are a number of options that have been considered by staff to allow for the ongoing operations of the transfer stations that will be beneficial to both staff and the community.

Option 1

Change the opening hours of Burruga and Black Springs Transfer Stations to accommodate the emerged situation, i.e. Council staff operating these sites, with the implications listed in above dot points.

The proposed opening hours are:

Transfer Stations:	TUE	THU	SAT	SUN
Burruga	8.30am – 10.30am	11.30am – 1.30pm	-	9.30am – 11.30am*
Black Springs	12pm – 2pm*	2.30pm – 4.30pm	10am – 12pm*	-

* Allows for a 30min lunch break within 5 hours of starting.

The proposal to change Black Springs to Saturday stems from the wish to have the current Waste Facility Operators operate the Burruga/Black Springs Transfer Station on the weekends, when open (every second weekend). The current opening hours overlap with the Oberon Waste Depot opening hours.

The current weekend operating arrangement at the Oberon Waste Depot is: one weekend/month each for the Waste Facility Operators, the other weekends are shared on a voluntary arrangement between Road Operations staff.

Option 2

Alternatively a free-of-charge non-staffed trial, having the facilities opened during Tuesdays to Thursdays and keep weekend staffing at each of the transfer stations.

During the last 2 months of operating the Burruga and Black Springs Transfer Stations, it was noted that the service was hardly used on the Tuesdays and Thursdays with zero (0) to three (3) customers between the two sites. On Sundays however, the sites are well frequented with relatively high volumes of waste being disposed, to the extent that the provided capacity has not always been sufficient.

The expense of providing a service that is hardly used is not justified. The proposal would be to trial providing the service open for both facilities between Tuesdays and Thursdays free of charge without staffing the transfer stations. Instead, relevant signage and CCTV coverage can be erected to serve as remote supervision.

If the trial fails, i.e. the service is abused, then it is proposed to terminate it. Failing of the trial would include excessive waste being disposed of (e.g. from out of area), inappropriate waste being disposed of (e.g. tyres, mattresses, bulky green waste, construction/demolition waste), waste being disposed of in areas where it does not belong (i.e. outside of bin).

To implement the trial, one option could be to use the current skip bins on site to accept the domestic waste from the Tuesday/Thursday customers. This would still require staff to travel to and from the sites intermittently to monitor the sites.

The Waste Strategy development will also consider options on how to deal with waste at Burruga and Black Springs long term. It is considered that offering these options would assist in understanding the communities support for this strategy.

Financial Implications

The proposed changes to the opening hours at the Burruga and Black Springs Transfer Stations is expected to reduce incurred overtime expenses.

Relevance to Oberon Community Strategic Plan

Theme 3: Caring for the Environment

Action 3.3 Ensure sustainable waste management services and programs, with a commitment to resource recovery

3.3.2 Manage and future development of landfill sites, waste transfer stations

Risk Category

Service Delivery

Risk Severity Ranking

{custom-field-risk-ranking}

13.8 Policy 1120 Community Engagement Strategy

File No: CEG/Policy

Author: Gary Wallace (General Manager), Sharon Swannell (Governance and Executive Manager), Hannah Booth (Records and Communications Coordinator), Mathew Webb (Corporate Services Director)

Summary

The Community Engagement Framework & Strategy outlines Oberon Council's commitment to engaging with the community in meaningful, transparent, and inclusive ways. This revised policy reflects current community expectations and legislative requirements and introduces modern communication tools such as digital engagement platforms and social media to improve accessibility and participation.

The policy plays a central role in the Integrated Planning and Reporting (IP&R) Framework, supporting the development and implementation of the Community Strategic Plan, Delivery Program, and Operational Plan. This report seeks Council endorsement to place the revised policy on public exhibition.

Recommendation:

That Council

1. Place the revised Community Engagement Framework and Strategy Policy 1120 on public exhibition for 28 days and submissions be invited to Council during that period.
2. If no submissions are received within the exhibition period, the policy be adopted as presented.
3. Delegate authority to the General Manager to make minor editorial amendments to the policy if required.

List of Attachments

1. DRAFT - 1120 - Community Engagement Framework & Strategy Apr 2025 [13.8.1 - 8 pages]
2. 1120 -Community engagement framework & strategy - incl appendix A - June 2022 [13.8.2 - 21 pages]

Comment

The revised Community Engagement Framework & Strategy responds to both statutory obligations and community expectations. The policy has been reviewed and updated to reflect contemporary engagement practices, ensuring Oberon Council remains responsive and transparent in its decision making.

Community engagement has evolved significantly, particularly in the wake of increased digital communication. This policy ensures Oberon Council continues to engage in ways that reflect how people interact today, including the integration of online tools, while still valuing traditional, in-person communication methods.

1. Background

Under Section 402A of the Local Government Act 1993, Councils must establish and implement a Community Engagement Strategy when developing plans, policies, and programs. This requirement

is embedded in the IP&R Framework, which guides how councils plan for the long-term needs and aspirations of their communities.

A review of Oberon's current strategy identified opportunities to strengthen engagement design and communication delivery by incorporating digital tools, diversifying outreach methods, and reinforcing Council's commitment to inclusive consultation. These changes are based on community feedback, staff experience, and engagement outcomes from recent community surveys.

2. Purpose of the Policy

The purpose of this policy is to provide a structured framework for how Council engages with its community and stakeholders in decision making processes that affect them. It aims to ensure that engagement is timely, inclusive, and reflective of the community's diversity, ultimately contributing to improved planning and governance outcomes.

3. Objectives and Scope of the Policy

The objectives of the policy are to:

- Reinforce Council's commitment to community and stakeholder engagement;
- Improve awareness and understanding of engagement practices;
- Ensure engagement is embedded across Council operations;
- Provide a consistent approach to how and when engagement is undertaken;
- Meet statutory obligations under the Local Government Act and the IP&R Framework.

The policy applies to all engagement activities undertaken by Council, including strategic planning, policy development, and project delivery.

Summary of Amendments to Policy

Key amendments to the Community Engagement Framework & Strategy include:

- Integration of digital engagement methods, including:
 - Use of social media for awareness and participation;
 - Enhanced use of the "Have Your Say Oberon" platform to facilitate online consultation;
 - Use of digital surveys, polls, and interactive tools;
- Inclusion of a Communication Strategy Framework that defines engagement goals: Awareness, Educate, and Response;
- Updated engagement process model outlining steps from planning to evaluation;
- Enhanced alignment with the IP&R Framework, clearly showing the role of engagement in strategic planning;
- Clearer communication principles: inclusiveness, consistency, respect, and transparency.
- Removal of Appenidx A – Community Participation in Council's Planning Decisions. To enhance transparency and ensure clearer accountability, this document has been removed from within the Community Engagement Framework & Strategy. This change will allow the policy, which outlines how the community can participate in Council's planning decisions, to be reviewed, updated and considered as a standalone document to support a clearer and more accessible understanding of Council's planning engagement process.

Financial Implications

Guides the development and response to the Community Strategic Plan, which drives all budget and financial implications.

Relevance to Oberon Community Strategic Plan

Theme 5: Leadership and Engagement

Action 5.1 Partner with local communities to create an ongoing culture of engagement to aid Council decision making

5.1.1 Community satisfaction survey

5.1.4 Community informed about matters that affect them

Theme 5: Leadership and Engagement

Action 5.2 Council has sound organisational health, with strong leadership and governance frameworks

5.2.1 Enable Elected Members to better represent community

Theme 5: Leadership and Engagement

Action 5.4 Council has a focus on providing excellence in service delivery

5.4.1 Provide excellent customer service

5.4.2 Customer service policies and systems to ensure a consistent, acceptable level of service

Risk Category

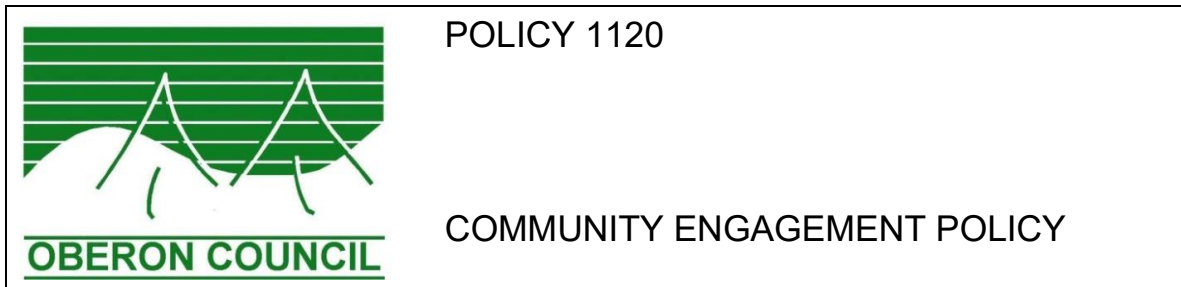
Business Continuity

Governance

Service Delivery

Risk Severity Ranking

Minor - 32%



Contents

1. Objectives of Policy 2

2. Introduction..... 2

3. What is Community Engagement..... 2

4. The Communication Strategy Framework 3

5. The Process of Engagement..... 4

6. Integrated Planning and Reporting (I P & R) Framework 5

7. I P & R Engagement Strategy 7

8. Evaluation Of Engagement..... 8

9. About Oberon & Our Community..... 8

DRAFT

1. Objectives of Policy

The objectives of the policy are:

- To express Council's commitment to engaging with the community and stakeholders on matters that affect them
- Improve understanding of community and stakeholder engagement
- Outline how community engagement is integrated into Council activities in order to support decision making and strengthen relationships.

2. Introduction

Oberon Council has a long history of engaging with our community. This is evident in the quality delivery of services, facilities and infrastructure across the region. Oberon Council wants to continue to build collaborative relationships that recognise and value continuous improvement to ensure the long-term vision and sustainability for Oberon.

Community engagement is an evolving and dynamic field of practice - one that needs to remain contemporary and agile as community needs change over time. Community engagement is a core function of council, strengthened recently in amendments made to the NSW Local Government Act by the Local Government Amendment (Governance and Planning) Act 2016. The provisions for engagement:

402A Community engagement strategy

A council must establish and implement a strategy (called its Community Engagement Strategy) for engagement with the local community when developing its plans, policies and programs and for the purpose of determining its activities (other than routine administrative matters).

3. What is Community Engagement

Community engagement is the process by which the Oberon community can participate in and inform, influence and shape decision making that impacts our community. Effective community engagement is underpinned by social justice principles of access, equity, rights and participation to ensure all parts of the community have an equal opportunity for input.

In addition, Oberon Council is committed to the following underpinning principles that will shape and guide the community engagement framework practices:

PLANNED

Oberon Council will carefully consider and plan community engagement to ensure quality outcomes and meaningful engagement is achieved.

CONSISTENCY

Whilst processes may be tailored to suit the project / program, Council will ensure a consistent approach to providing information and feedback.

RESPECT

Council values all contributions and will treat participants with respect.

INCLUSIVE

Stakeholders will be identified, and innovative engagement methods will be utilised to maximise the value and diversity of feedback from our community and stakeholders.

The benefits of effective community engagement include:

BETTER OUTCOMES

Input from diverse perspectives leads to more informed decisions and outcomes that the community feel connected to and invested in.

INCREASED COMMUNITY AWARENESS AND PARTICIPATION

Fostering on-going community partnerships, helps build a shared vision and sense of responsibility within the community.

HIGHER LEVELS OF TRUST

Through transparent processes and inclusive decision making.

CLEAR EXPECTATIONS

Establishing clear direction for staff and the community on how to conduct and deliver meaningful and appropriate levels of engagement. Identifying and confirming community views on local priorities, opportunities and challenges.

4. The Communication Strategy Framework

The communication strategy drives the consultation process by encouraging participation and gathering representative data to aid strategic decision making. Based on the variety of strategic documents involved, the strategy consists of three clear communication goals that will guide the delivery and implementation of the consultation.

1. **Awareness** - Gather broad participation.
2. **Educate** – Informed residents provide informed feedback.
3. **Response** – Generate a response that is representative of broader Community.

COMMUNICATION GOAL	COMMUNICATION OBJECTIVE	COMMUNICATION TOOL	RESOURCING / DELIVERY
Awareness	Broad Participation Build a thorough awareness of IP&R and the consultation process across the LGA.	Website Social Media Print In-person	Internal Resourcing - Have Your Say Hub - Press Release - FAQs
Educate	Informed Residents Educate residents on the key projects, budget considerations, and operational changes that will impact them.	Website Social Media Print In-person	Internal Resourcing - Explainer tools (Video) - Quick polls (Have your Say) - Direct Mail
Response	Community Response Provide effective and inclusive avenues to capture feedback to ensure sentiment and consensus is representative of the community	Website Social Media Print In-person	Internal Resourcing - More submission channels - Survey delivery (Have Your Say) - Data modelling and treatment

Communication Tools and Delivery

Data from both the 2023 and 2025 community surveys indicate a growing preference for Council to engage and communicate through digital platforms such as social media, online surveys, and Council website. These channels are generally perceived as more interactive

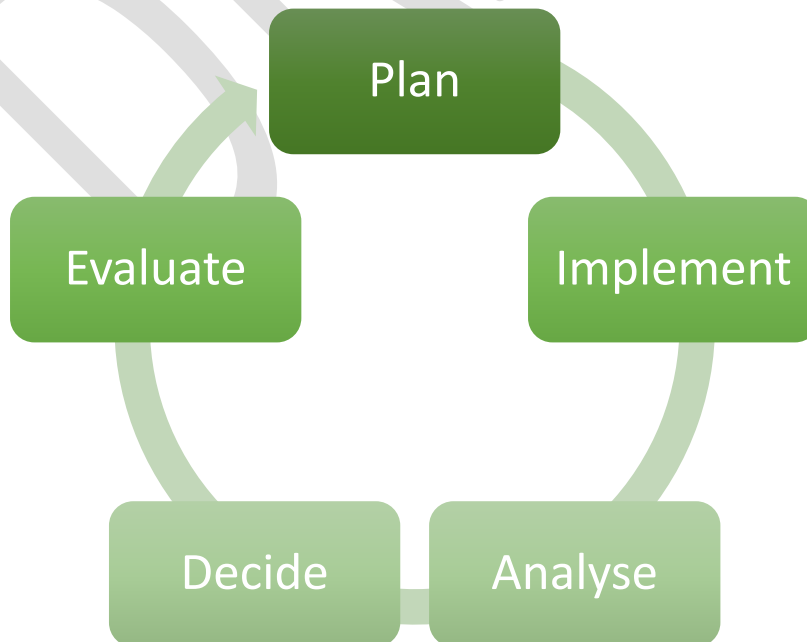
and better suited to encouraging discussion on key community issues. While traditional engagement methods - such as face to face and targeted mail – remain important, expanding the use of digital tools can enhance community satisfaction and participation in decision making. As such, this strategy has a strong emphasis on digital engagement.

Have Your Say Oberon

Council will prioritise consultation through Oberon’s dedicated Community Engagement Platform – Have Your Say Oberon. This inclusive online space enables community members to share ideas, discuss key issues, provide feedback on policy & planning decisions and actively contribute to the future of the Oberon LGA.



5. The Process of Engagement



PLAN	Carefully plan your strategy: <ul style="list-style-type: none"> – Know your project and the level of impact and links to other projects & programs. – Determine level of participation – Determine who should be involved in engagement internally – Identify stakeholders – Develop engagement strategy – timeframes, resources – Consider all statutory requirements and legalities that impact project
IMPLEMENT	Deliver engagement program Be adaptive if strategy methodologies are not meeting expectations
ANALYSE	Collect and collate data gathered through implementation Analysis input, assess themes Determine if sufficient data has been gathered to inform decision Capture in outcomes report / paper
DECIDE	Prepare decision paper / report for council (including feedback on process undertaken and outcomes) Inform all participants of decision and next steps (including when council will consider)
EVALUATE	Debrief in process, discuss learnings or areas for improvement, capture wrap up and learnings for next program

6. Integrated Planning and Reporting (I P & R) Framework

What is IP & R

Integrated Planning and Reporting (IP&R) legislation was introduced by the NSW State Government in 2013 and sets requirements for all Councils to lead the development of long-term plans for their Local Government Area detailing community aspirations and strategic directions. Oberon Council has embraced this opportunity to engage with our community to ensure our planning and reporting is informed, relevant and responsive to community needs.

The Integrated Planning and Reporting (IP&R) framework recognises that most communities share similar aspirations: a safe, healthy and vibrant place to live, a sustainable environment, a caring and engaged community, opportunities for employment, reliable infrastructure, etc. The difference lies in how each community responds to these needs. That is what shapes the character of individual cities, towns and villages. IP&R also recognises that council plans and policies should not exist in isolation and are connected on many levels.

The main components of the framework are outlined and summarised below:

a. Community Strategic Plan

The highest level of strategic planning undertaken by a council, with a ten-year plus timeframe. All other plans must support achievement of the Community Strategic Plan objectives.

b. Resourcing Strategy

Shows how council will resource its strategic priorities, identified through IP&R. The Resourcing Strategy includes three inter-related elements:

- Long-Term Financial Planning
- Workforce Management Planning
- Asset Management Planning

c. Delivery Program

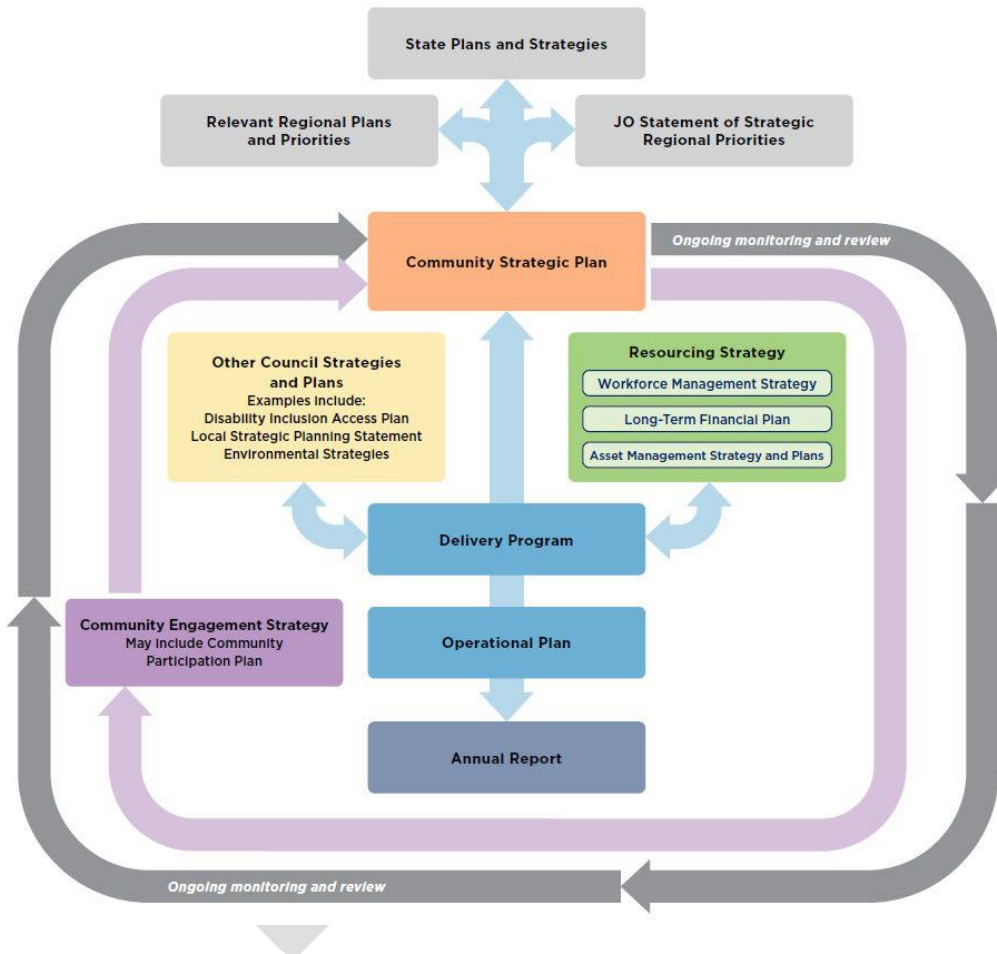
The council's commitment to the community about what it will deliver during its term in office to achieve the Community Strategic Plan objectives.

d. Operational Plan

Shows the individual projects and activities a council will undertake in a specific year. It includes the council's annual budget and Statement of Revenue Policy.

e. Annual Report

Reports back to the community on the work undertaken by a council in a given year to deliver on the commitments of the Delivery Program via that year's Operational Plan. Councils also report on their financial and asset performance against the annual budget and longer-term plans.



The Local Government Act sets out requirements for all Councils to implement the Integrated Planning and Reporting (IP&R) framework. The intent of this framework allows councils to build plans of appropriate size, scale and content for their communities. It sets future direction and outlines how Council will achieve the strategies and actions from the future plans.

The most important factor is that the Community Strategic Plan, and the implementation structures that support it, are fit for purpose and tailored to the needs of their communities. In this case, they must align with the specific priorities and aspirations of the Oberon LGA.

The Community Engagement Framework and Strategy is a central element of the IP&R framework. A clear and inclusive vision for the future of the Oberon Council area can only be developed through robust, transparent and well considered community input.

The primary purpose of the community engagement framework is to outline the way in which Council will engage with the community on matters that affect them.

7. IP & R Engagement Strategy

Oberon Council will endeavour to use the appropriate methods of engagement in their engagement design to ensure the people most impacted by a decision have the information they need to be able to inform and influence the outcome. An outline of the activities and communication methods available for Council to use depending on the project or purpose for engaging is provided in the following table.

Goal Objective	Activity	Communication Tool	Date	Frequency
Awareness	Project Commence - Initial notification to community <ul style="list-style-type: none"> • IP & R Documents • Press release • FAQs 	Website Social Media Print Radio	Late May	Weekly Update
Awareness / Educate	Oberon's New Community Engagement Platform – Have Your Say Oberon	Website	May	Duration of Consultation
Awareness / Educate	Councillor Led - Community Association Meetings <ul style="list-style-type: none"> • Burraga • Black Springs • O'Connell • Other special interest groups 	In-person	May / June	As per availability
Awareness / Educate	Direct Mail – LGA	Mail	May / June	Once
Response	Survey / Poll (Have Your Say Oberon)	Website Social Media	May / June	Duration of consultation
Response	Submission	Website Social Media Email	May / June	Duration of consultation
Review Phase	Data and submission review period <ul style="list-style-type: none"> • Submissions • Responses and other data 	Internal review	May/June	Upon completion of consultation
Decision	Report provided to Council	Business Paper	June	Upon completion

8. Evaluation Of Engagement

Successful engagement for Oberon council will be characterised by:

- ✓ Good planning of the engagement processes
- ✓ A clear purpose that is communicated to all
- ✓ Relevant target audiences are identified and input is positive
- ✓ Effective two-way communication with clear and relevant information
- ✓ Transparency of both the engagement and decision-making processes
- ✓ Shared values
- ✓ Multiple options to participate in the engagement processes
- ✓ Feedback is given on the outcomes of the engagement processes and on how these influenced the decision-making process
- ✓ Timely engagement that enables fair and reasonable opportunity for the community to give input to the engagement processes

The Engagement Framework and Strategy will be reviewed periodically to ensure it still meets the needs of the Oberon Community.

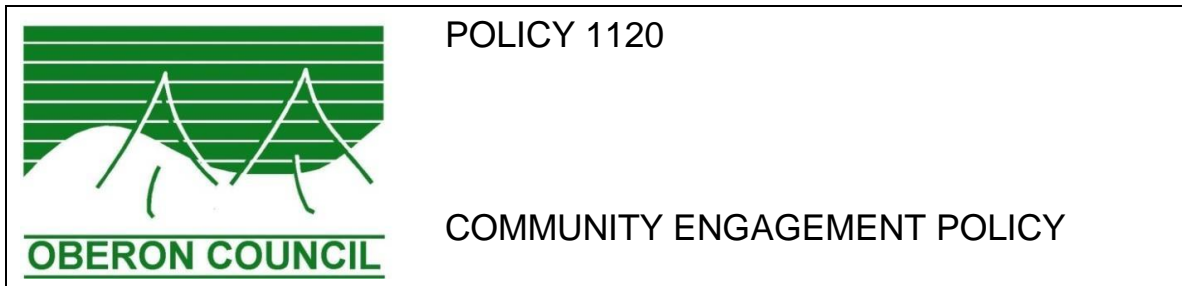
9. About Oberon & Our Community

The Oberon Local Government Area (LGA) is located adjacent to the Blue Mountains of New South Wales on the Great Dividing Range, 196 km west (two-hour drive) of Sydney. Much of the area is considered to be sub-alpine with the Oberon township 1,113 metres above sea level.

Within the LGA is the town of Oberon and the villages of Black Springs, Burruga, Edith, Mount David, O'Connell, and Shooters Hill. The LGA neighbours include Bathurst Regional, Blue Mountains City, Upper Lachlan Shire, Lithgow City and Wollondilly Shire.

The total land area of the LGA is 3660 square km. This area includes the Kanangra-Boyd National Park, which is approximately 180,000 hectares, and the Jenolan Caves Reserve which is World Heritage listed and a major attraction for visitors to the area.

Approving Authority	Oberon Council
Contact	Executive Management Team
Approval	15 April 2025, Item xx, Resolution xx 15/04/2025
Revised	21 June 2022, Item 13.03, Resolution 18 210622 17 December 2019, Item 13.03 Resolution 13 171219 17 April 2018: Item 13.05, Resolution 16 170418 Appendix A – Community Participation Plan
Revision Date	April 2027
Issue Date to Staff	May 2025



OBERON COUNCIL'S

ROADMAP TO SUSTAINABLE ENGAGEMENT

Community Engagement
Framework & Strategy
June 2022 – Policy 1120



Policy 1120 - Oberon Community Engagement Framework and Strategy – June 2022

CONTENTS

	<i>Page Number</i>
1. Introduction & Road Map to Sustainable Engagement	3
2. What is community engagement?	5
3. The Community Engagement Framework (CEF)	6
4. Integrated Planning and Reporting	8
5. The process of engagement	9
6. About Oberon and our Community	10
7. How we engage – methodologies for engagement	11
8. Evaluation of engagement	11
 APPENDIX A - Community Participation In Councils Planning Decisions	 16



1. INTRODUCTION

The Roadmap to sustainable engagement

Oberon Council previously embarked on a new and exciting path of community engagement with the introduction of a Community Engagement Framework and Strategy which assisted Oberon Council to transition to a new future strategic direction. To achieve this, Oberon Council has established a road map which includes a number of phases, each building and enhancing community participation.

Oberon Council has a long history of engaging with our community. This is evident in the quality delivery of services, facilities and infrastructure across the region. Oberon Council wants to continue to build collaborative relationships that recognise and value continuous improvement to ensure the long-term vision and sustainability for Oberon.

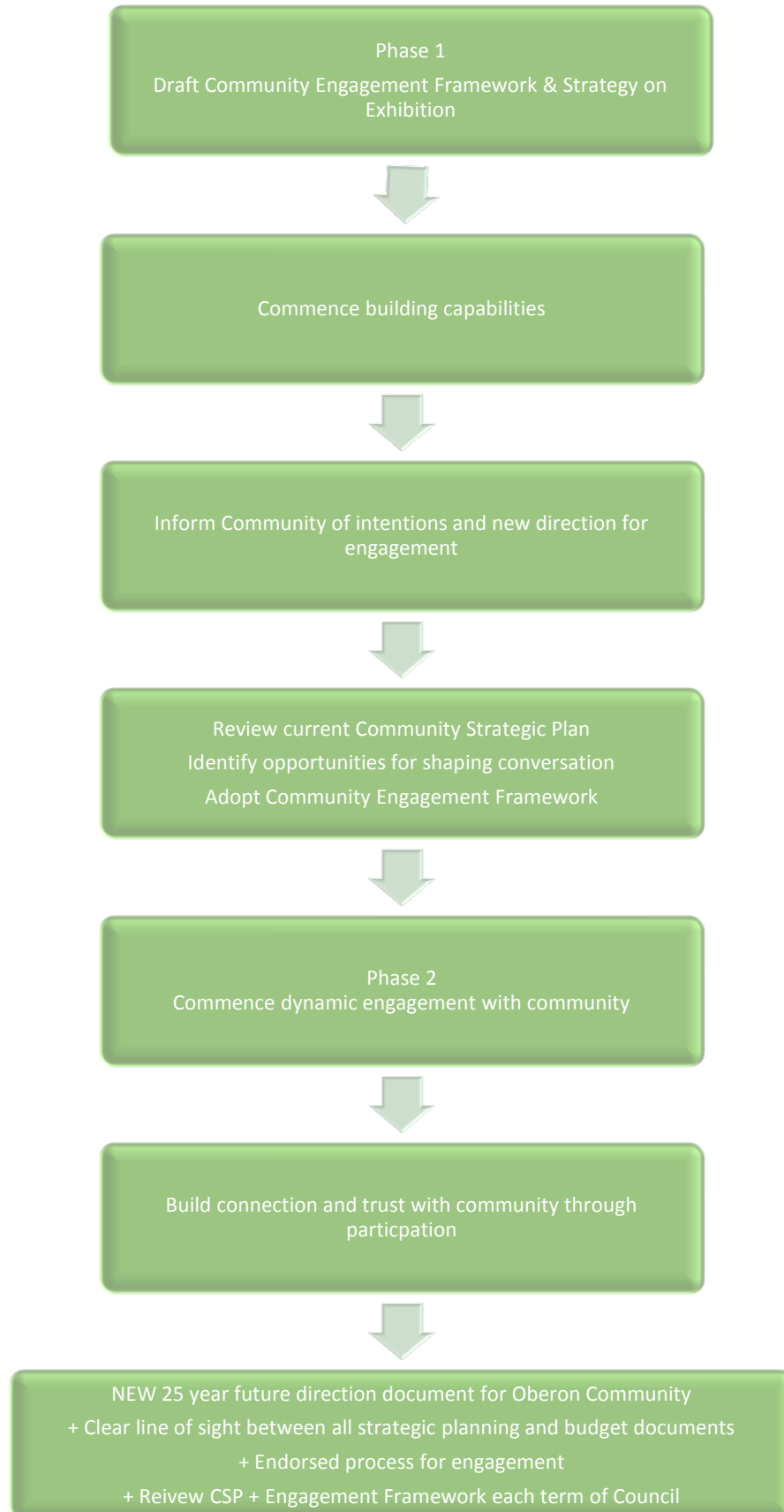
Community engagement is an evolving field of practice - one that needs to remain contemporary and agile as community needs change throughout a lifetime. Community engagement is a core function of council, strengthened recently in amendments made to the NSW Local Government Act by the Local Government Amendment (Governance and Planning) Act 2016. There are new provisions for engagement:

402A Community engagement strategy

A council must establish and implement a strategy (called its community engagement strategy) for engagement with the local community when developing its plans, policies and programs and for the purpose of determining its activities (other than routine administrative matters).

This amendment to the Act is yet to be proclaimed however this Oberon Engagement Framework and Strategy is written to comply with these changes. If any further amendment or change to relevant acts are introduced this framework and strategy will be reviewed to ensure compliance.

The diagram on the next page graphically depicts the key steps to establishing the foundation for long term sustainable engagement that is contextually sensitive and appropriate to the Oberon Community.



Policy 1120 - Oberon Community Engagement Framework and Strategy – June 2022

2. WHAT IS COMMUNITY ENGAGEMENT

Community engagement is the process by which the Oberon community can participate in and inform, influence and shape decision making that impacts our community. Effective community engagement is underpinned by social justice principles of access, equity, rights and participation to ensure all parts of the community have an equal opportunity for input.

In addition, Oberon Council is committed to the following underpinning principles that will shape and guide the community engagement framework practices:

PLANNED

Oberon Council will carefully consider and plan community engagement to ensure quality outcomes and meaningful engagement is achieved.

CONSISTENCY

Whilst processes may be tailored to suit the project / program, the council will ensure a consistent approach to providing information and feedback.

RESPECT

Council values all contributions and will treat participants with respect

INCLUSIVE

Stakeholders will be identified and creative methods of engagement will be delivered to maximise the value and range of feedback from our constituents and stakeholders.

The benefits of effective community engagement include:

BETTER OUTCOMES

- ✓ Input from diverse views achieving better outcomes that the community feel connected to.

INCREASED COMMUNITY AWARENESS AND PARTICIPATION

- ✓ developing on-going community partnerships, shared vision and responsibility

HIGHER LEVELS OF TRUST

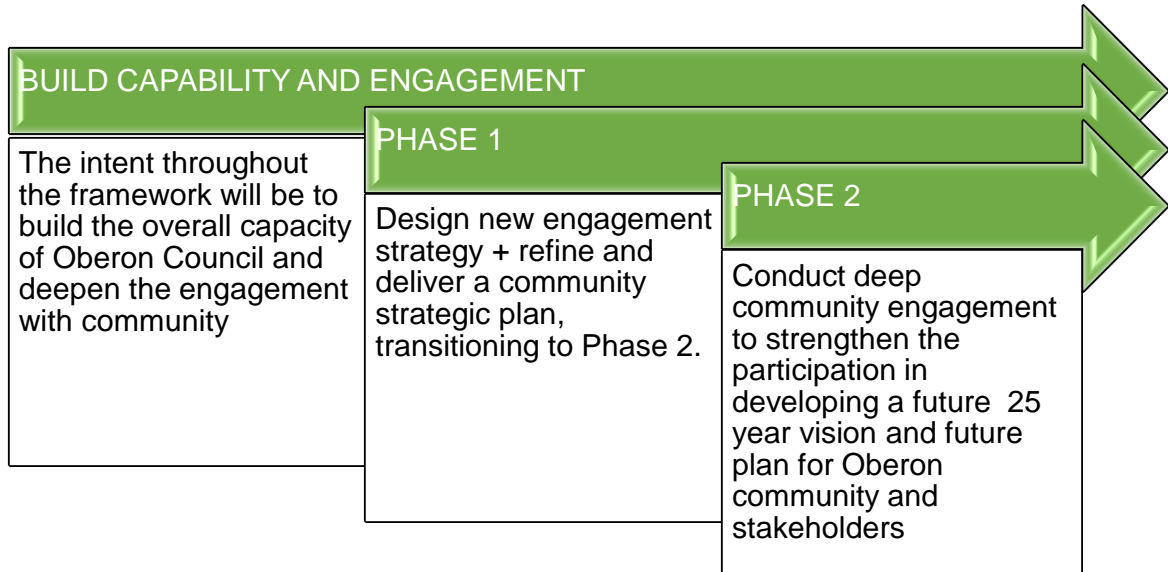
- ✓ Through transparency and participation in decision making.

CLEAR EXPECTATIONS

- ✓ clear direction for staff and community on how to conduct meaningful and appropriate levels of engagement. Identifying and confirming community views on local priorities, opportunities and challenges.

3. THE COMMUNITY ENGAGEMENT FRAMEWORK

The purpose of the Community Engagement Framework (CEF) is to provide a clear and concise outline of Oberon Council's commitment to public participation and what to expect across the range of Council activities. The framework has an underpinning objective of building Oberon Council's capability (internally and externally) to strengthen the community engagement processes and practices. The phased approach in the diagram below is designed to build and broaden engagement with the overall objective of achieving a new 25 year vision for Oberon.



This Framework and Strategy is informed by the internationally recognised “*Public Participation Spectrum*” developed by the International Association for Public Participation (IAP2) which outlines five levels of public participation. The recommended levels of participation coincide with the level of public impact from a project moving from inform through to higher levels of engagement – collaborate & empower. It is important to note that within a local government context and associated legislative framework the empower level can be difficult to achieve.

The level of impact is determined by how many people a decision will affect. For example- a rate increase will impact all rate payers therefore the level of engagement needs to be greater than that of a localised project.

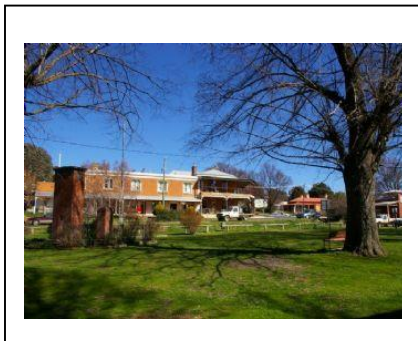
INCREASING LEVEL OF PUBLIC IMPACT

Lower Impact

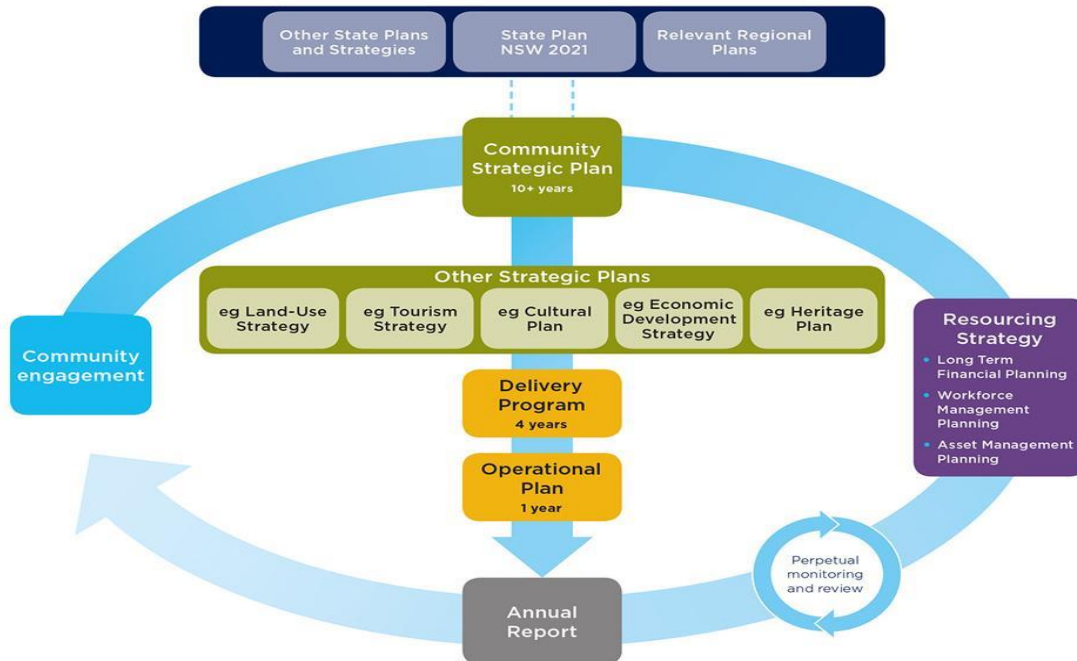
Higher Impact

	Inform	Consult	Involve	Collaborate	Empower
Goal –	Provide balanced and objective information in a timely manner	To obtain public feedback on decisions	To work directly with the public throughout the process to ensure public's concerns and aspirations consistently understood	To partner with the public in each aspect of the decision making process.	Place final decision in the hands of the public
Promise from Council	The council will keep the community informed	We will keep you informed, listen to and acknowledge concerns. Provide feedback	We will work with you to ensure that your concerns and aspirations are directly reflected in the decision made	We will work together with you in the decisions to the maximum extent possible.	We will implement what you decide
Examples of Engagement methodologies	Social media campaign Website Inclusion in newsletter Special newsletter Displays	Focus groups World café style open house Reference or leaders groups Surveys	Workshops Polling	Participatory decision making Advisory boards / committees	Citizen jury Voting – elections

(Source – based on IAP2)



4. INTEGRATED PLANNING AND REPORTING FRAMEWORK



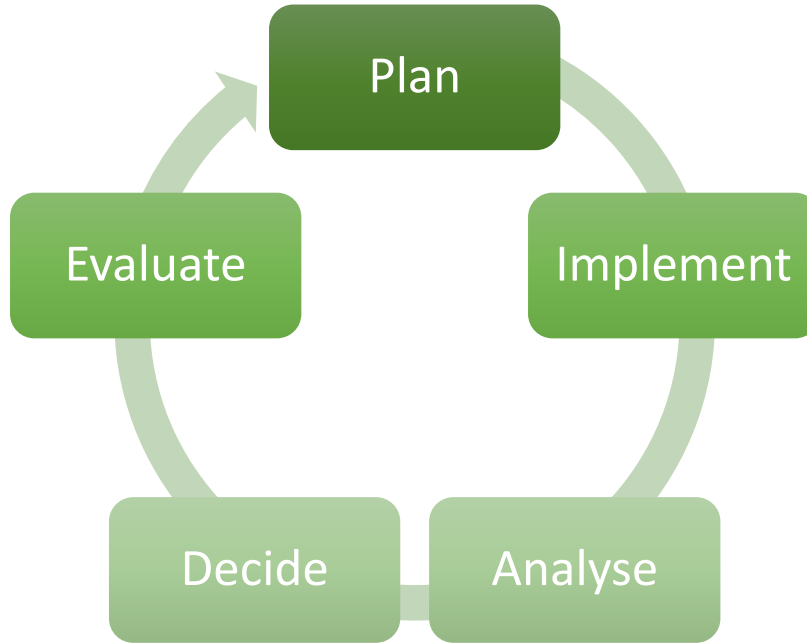
The Local Government Act sets out requirements for all Councils to implement the Integrated Planning and Reporting (IP&R) framework. The intent of this framework allows councils to build plans of appropriate size, scale and content for their communities. It sets future direction and outlines how Council will achieve the strategies and actions from the future plans.

The most important thing is that the Community Strategic Plan, and the implementation structures that support it, are fit for purpose and appropriate to their communities. In this case – that they fit the needs and purpose of the Oberon LGA.

This proposed Community Engagement Framework and Strategy is a key element of the IP&R framework. It is only with robust, transparent and well considered community input and engagement that the vision for the future of the Oberon council area can be designed.

Whilst the Engagement strategies outlined for the review of the current Community Strategic Plan (Section 9) the overall intent of the community engagement framework is that it sets out the way in which council will engage with community in any matters relating to them.

5. THE PROCESS OF ENGAGEMENT








PLAN	Carefully plan your strategy: <ul style="list-style-type: none"> – Know your project and the level of impact and links to other projects & programs. – Determine level of participation – Determine who should be involved in engagement internally – Identify stakeholders – Develop engagement strategy – timeframes, resources – Consider all statutory requirements and legalities that impact project
IMPLEMENT	Deliver engagement program Be adaptive if strategy methodologies are not meeting expectations
ANALYSE	Collect and collate data gathered through implementation Analysis input, assess themes Determine if sufficient data has been gathered to inform decision Capture in outcomes report / paper
DECIDE	Prepare decision paper / report for council (including feedback on process undertaken and outcomes) Inform all participants of decision and next steps (including when council will consider)
EVALUATE	Debrief in process, discuss learnings or areas for improvement, capture wrap up and learnings for next program

6. ABOUT OBERON & OUR COMMUNITY

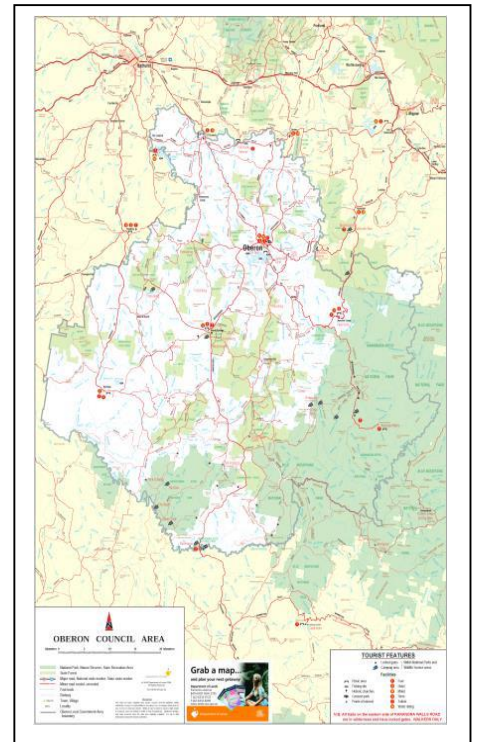
The Oberon Local Government Area (LGA) is located adjacent to the Blue Mountains of New South Wales on the Great Dividing Range, 196 km west (two-hour drive) of Sydney. Much of the area is considered to be sub-alpine with the Oberon township 1,113 metres above sea level.

Within the LGA is the town of Oberon and the villages of Black Springs, Burruga, Edith, Mount David, O'Connell, and Shooters Hill. The LGA neighbours include Bathurst Regional, Blue Mountains City, Upper Lachlan Shire, Lithgow City and Wollondilly Shire.

The total land area of the LGA is 3660 square km. This area includes the Kanangra-Boyd National Park, which is approximately 180,000 hectares, and the Jenolan Caves Reserve which is World Heritage listed and a major attraction for visitors to the area.

 PEOPLE	The Oberon Local Government Area has a population of 5301. This is comprised of 52% male/48% female and Aboriginal and Torres Strait Islander people made up 3.4% of the population	
	<i>Children up to 15 years of age</i>	17.5%
	<i>People over the age of 65 years</i>	22.1%
 FAMILIES	There are 1345 families in Oberon – of this 37.5% are couple families with children, 46.9% are couple families without children and 15.3% were one parent families.	
 HOUSEHOLD INCOME	The median weekly personal income for people aged 15 years or older is \$611. The median household income is \$1239 per week.	
 EDUCATION	In Oberon people over the age of 15 11.9% have completed Year 12 level, 18.4% have completed to certificate III or IV level and 6.5% have completed to Diploma level.	
 INDUSTRIES AND EMPLOYMENT	Of the 2384 people who report being in the labour force 59.5% are employed full time, 29.1% work part time and 5.7% are unemployed. The most common industries are cattle and sheep farming (7.7%) log sawmilling (4.9%), Road Freight (3.1%) and government (3.4%)	

(Source: 2016 ABS Census Data)



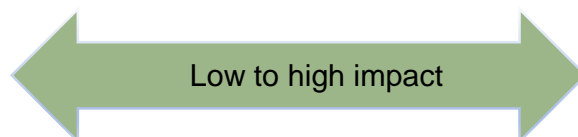
7. HOW WE WILL ENGAGE OUR COMMUNITY

Oberon Council will endeavour to use the appropriate methods of engagement in their engagement design to ensure the people most impacted by a decision have the information they need to be able to inform and influence the outcome. A combination of the following methods can be used depending on the project or purpose for engaging.

Methods will include -

- ✓ Formal submission and Public Exhibition Processes
- ✓ Letter box drops
- ✓ Social media – giving due consideration to the percentage of users with the region
- ✓ Advertising – this may be linked to promotional material about local events or on rate notices
- ✓ Regular newsletters
- ✓ e-newsletter
- ✓ Print media in local paper(s)
- ✓ Attendance at local group meetings – for example the local social, sports, interest groups
- ✓ Collaborate with the schools and their events
- ✓ Posters
- ✓ Webpage
- ✓ Drop in sessions or pop up sessions in local towns and villages
- ✓ Workshops
- ✓ Displays
- ✓ Meetings
- ✓ Focus groups

The matrix outlined below shows the spectrum of engagement and how the above tools / methods may be tailored depending on the purpose for the engagement. Budgets and resources are key considerations for Council when determining their strategies.



METHODS	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
Formal submission and Public Exhibition Processes	✓				
Letter box drops	✓				
Social media – however consideration will be given to the percentage of users with the region	✓	✓	✓		
Advertising – this may be linked to promotional material about local events or on rate notices	✓	✓	✓	✓	✓
Regular newsletters	✓	✓	✓	✓	✓
e-newsletter	✓	✓	✓	✓	✓
Print media in local paper	✓	✓	✓	✓	✓
Attend local group meetings – e.g. local social, sports, interest groups	✓	✓	✓	✓	
Collaborate with the schools and their events	✓	✓	✓	✓	
Webpage	✓	✓	✓	✓	✓
Drop in sessions or pop up sessions in local towns and villages	✓	✓	✓		
Workshops	✓	✓	✓	✓	
Displays	✓				
Special Meetings	✓	✓	✓		
Focus groups		✓		✓	✓

8. EVALUATION OF ENGAGEMENT

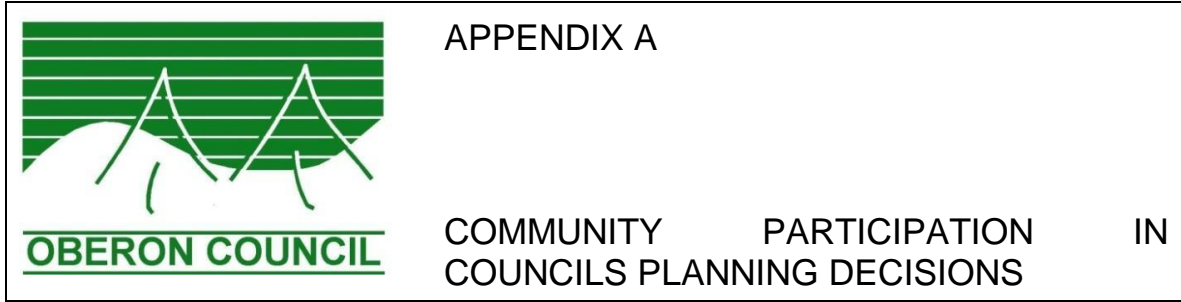
Successful engagement for Oberon council will be characterised by:

- ✓ Good planning of the engagement processes
- ✓ A clear purpose that is communicated to all
- ✓ Relevant target audiences are identified and input is positive
- ✓ Effective two-way communication with clear and relevant information
- ✓ Transparency of both the engagement and decision-making processes
- ✓ Shared values
- ✓ Multiple options to participate in the engagement processes
- ✓ Feedback is given on the outcomes of the engagement processes and on how these influenced the decision-making process
- ✓ Timely engagement that enables fair and reasonable opportunity for the community to give input to the engagement processes

The Engagement Framework and Strategy will be reviewed periodically to ensure it still meets the needs of the Oberon Community.

Approving Authority	Oberon Council
Contact	Executive Management Team
Approval	21 June 2022, Item 13.03, Resolution 18 210622
Revised	17 April 2018: Item 13.05, Resolution 16 170418 Appendix A – Community Participation Plan 17 December 2019, Item 13.03 Resolution 13 171219
Revision Date	April 2024
Issue Date to Staff	June 2022

Policy 1120 - Oberon Community Engagement Framework and Strategy – June 2022



COMMUNITY PARTICIPATION IN COUNCILS PLANNING DECISIONS..... 15

Why is community participation important? 15

Objectives 15

What is our Community Participation Plan? 15

Who does this community participation plan apply to? 16

Our approach to community participation..... 17

Local Developments that will be notified 18

Who will be notified..... 18

Exhibitions..... 19

How can you get involved in a public exhibition? 19

Exhibition timeframes..... 19

Making a submission 20

Feedback 21

Glossary..... 21

COMMUNITY PARTICIPATION IN COUNCILS PLANNING DECISIONS

Oberon Council (Council) recognizes that community participation throughout the planning system delivers better planning results for residents, businesses and visitors of Oberon.

Ultimately, our responsibility is to deliver the objectives of various Acts, including the *Environmental Planning and Assessment Act 1979* (EP&A Act). These objectives include the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social and economic wellbeing.

Community Participation is an overarching term covering how we engage the community in our work under the EP&A Act, including rezoning proposals, plan formulation and decision making for proposed developments. The level and extent of community participation will vary depending on the scope of the proposal under consideration and the potential impacts of the decision on the community.

“The Community” includes anyone who is affected by the planning system and includes residents, visitors, community groups, NGOs, Aboriginal communities, peak bodies representing a range of interests, businesses and State and Commonwealth Government agencies.

Why is community participation important?

- Community participation builds community confidence in the planning system.
- Community participation creates a shared sense of purpose, direction and understanding of the need to support growth and change, while preserving local character.
- It provides access to community knowledge, ideas and expertise.

Objectives

The community participation plan objectives are to:

- build community confidence in the planning system
- create a shared sense of purpose, direction and understanding of the need to manage growth and change, while preserving local character
- provide access to community knowledge, ideas and expertise

What is our Community Participation Plan?

Our Community Participation Plan (CPP) is designed to ensure participation from the community in planning decisions is both clearer and more accessible. It achieves this by setting out in a single document how and when you can participate in the planning system, our functions and different types of proposals. This CPP also establishes our community participation objectives which we use to guide our approach to community engagement.

Policies	Council develops policies that shape how we interact with the planning system. These may include policies on developments that do not require a development application, developer contributions or repayment schemes.
Plan Making	Strategic planning is an essential aspect in Councils work as it supports development and economic investment in the Council area. It involves planning for communities which integrate social, environmental and economic factors with the Council's unique attributes. Examples of this work includes Planning Proposals such as rezonings, development control plans and economic growth plans.
Assessment	Councillors in a Council Meeting, the General Manager, Director of Planning and Development and various officers in Councils Planning and Development department make decisions on a range of developments. When making decisions on developments, consideration is given to whether land use proposals are in accordance with the strategic priorities of Council, the Region and the State. Further, Council considers whether the proposed development is in the public interest and complies with applicable legislation, policies and guidelines.

Who does this community participation plan apply to?

Our CPP is a requirement of the EP&A Act (see division 2.6 and Schedule 1 of the EP&A Act) and applies to the exercise of planning functions by Council. Planning functions are vast and may include determining Development Applications, preparing Local Environmental Plans or Development Control Plans or preparing strategic documents such as the Local Strategic Planning Statement. These functions are generally administered either by the General Manager or their delegates. In general, planning controls and their delegations are outlined in Table 2.

Planning Function	Responsibility	Delegation
Strategic documents such as the Local Strategic Planning Statement and Community Participation Plan.	Endorsed by Council following a public exhibition period.	Planning & Development Director, assisted by Councils Town Planner.
Preparation of Local Environmental Plans and Development Control Plans	Endorsed by Council following a public exhibition period.	Planning & Development Director, assisted by Councils Town Planner.
Determination or modification of development applications.	Planning & Development Director on behalf of the General Manager	Councils Town Planner and Health & Building Surveyor.

Our approach to community participation

In line with our community participation objectives, we encourage open, inclusive, easy, relevant, timely and meaningful opportunities for community participation in the planning system, our planning functions and individual proposals. To achieve this, we design our engagement approach so that even where there may not be a community wide consensus on the decision or outcomes, there can be acknowledgement that the process was fair with proper and genuine consideration given to community views and concerns. To achieve the benefits of community participation in the planning system, we will tailor the following community participation approaches for all our planning functions:

Table 3: Community participation approach

What	When	How
Level 1: Inform		
<i>We will review all Development Applications to determine whether they should be placed on public exhibition in a timely manner.</i>	We make this decision as soon as practical after the application is lodged with Council and commence public exhibition and neighbour notification as appropriate.	Advertisements in the local paper, letter mailouts, our website, social media announcements, emails, information sessions etc as deemed appropriate.
Level 2: Consult		
<i>We consult with the community and invite them to provide their views and concerns on a development application or other planning function.</i>	During the public exhibition period, we seek your views and concerns. We welcome feedback as a submission in a formal exhibition, or at other times if appropriate.	Public exhibition, drop in sessions, walking tours, one on one engagement, emails and phone calls as deemed appropriate.
Level 3: Consider		
<i>We respond to the community's views by addressing concerns raised.</i>	In reaching a decision we consider your views and concerns, and outline how we have addressed them in the assessment.	Phone calls, emails, opportunities to speak at Council Meetings, mediation between disputed parties and targeted consultation as appropriate.
Level 4: Determination		
<i>We notify the community of decisions on proposals and detail how their views were considered in reaching the decision.</i>	In reaching a decision we consider your views and concerns, notify you of the reasons for the decision and how community views were considered.	Updates to websites, publication of submission reports, letters to submitters. Council provides a "Reason for the Decision" on the consent for each Development Application.

Local Developments that will be notified

- **Boarding Houses**
- Demolition of a heritage item
- Extractive Industries
- Intensive Livestock Keeping
- Liquid Fuel depots
- Junk yards
- Sawmills
- Subdivision (over 2 lots)
- **Brothels**
- Heritage Items
- Hotels / Motels
- Industries- other than in the industrial area of the Oberon Village
- Medium & high density housing
- Residential Flat Buildings and duplexes
- Stock & Sale yards
- Tourist Facilities

In addition, where Council's Planning & Development Staff considers that community interest in a development proposal warrants public consultation, such development can be notified appropriately as per this policy.

Who will be notified

The extent of neighbour notification will be determined by Councils staff having regard to the following:

- The siting of the building/development and its proximity to boundaries;
- The design of the building/development, and in particular its height bulk and scale and its relationship to the character of existing development in the vicinity and the street scape;
- The use of proposed rooms and the possible effect on adjoining land, due to overlooking and loss of privacy;
- The views to and from adjoining land;
- Any overshadowing of adjoining and;
- Natural drainage of the site and possible changes in response to the proposed works and the impacts that this may have on adjoining properties;
- The likelihood of the adjoining land being detrimentally affected by noise;
- Any relevant matter for consideration under division 2.6 and Schedule 1 of the EP&A Act.

THE ROLE OF EXHIBITIONS IN THE PLANNING SYSTEM

Exhibitions

A key technique we use to encourage community participation is formal exhibition. During an exhibition we make available relevant documents that may include a draft of the policy, plan or proposed development that we are seeking community input on. In conducting an exhibition we receive submissions and we maintain privacy of the submitter.

In reaching decisions on proposals that have been exhibited, the Council, the General Manager, Planning & Development Director or an assessment officer balances a wide range of factors to ensure that decisions are in the public interest. This includes considering the objectives of the EP&A Act, the strategic priorities of Council, the community's input, the land use priorities identified in strategic plans and applicable policies and guidelines.

How can you get involved in a public exhibition?

- Make a formal submission on an exhibition by email or post.
- Connect directly with Council staff working on a proposal, policy, plan or project.

Exhibition timeframes

Section 2.21(2) of the EP&A Act details the types of proposals that must be considered in the CPP and Schedule 1 of the Act sets a minimum exhibition timeframe for most of these proposals. We will always exhibit a proposal for this minimum timeframe and will consider an extended timeframe for exhibition based on the scale and nature of the proposal. The only requirements in this plan that are mandatory are those set out in the table below and these are the same as the mandatory minimum timeframes in Schedule 1 of the EP&A Act.

Table 4: Mandatory exhibition timeframes

<i>Draft Community Participation Plan</i>	28 days
<i>Draft local strategic planning statements</i>	28 days
<i>Planning proposals for local environmental plans subject to a gateway determination</i>	28 days or as specified by the gateway determination which may find, due to the minor nature of the proposal, that no public exhibition is required.
<i>Draft development control plan</i>	28 days
<i>Draft contribution plans</i>	28 days
<i>Application for development consent for designated development</i>	28 days
<i>Environmental impact statement obtained under Division 5.1</i>	28 days

Several of our functions and proposals do not have minimum exhibition timeframes. As a matter of course in line with our community participation objectives. We typically exhibit documents related to the exercise of these functions and proposals for the timeframes described in the tables below:

Table 6: Exhibition timeframes for Development Applications

<i>Notification to all landowners considered by the Planning & Development Director to be impacted by the Development Application</i>	14 days
<i>Advertisement if deemed to be of significant public interest by the Planning & Development Director</i>	14 days
<i>Integrated and Advertised Development</i>	28 days
<i>Amendments to Development Applications</i>	In the same manner as the original development application unless varied at the discretion of the Planning & Development Director.

Key points to note about public exhibitions include the following:

- A public authority is not required to make available for public inspection any part of an environmental impact statement whose publication would, in the opinion of the public authority, be contrary to the public interest because of its confidential nature or for any other reason.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, we may extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) and public holidays over the Easter period are excluded from the calculation of a period of public exhibition.
- Notification periods which include mailed notification letters should be extended by 3 business days to allow for postage to occur.

Making a submission

It is important that submissions only contain information relevant to the development or planning proposal. Council officers are required to assess proposals on planning grounds identified in relevant legislation. Issues such as a moral objection, commercial competition or personal circumstance of an applicant or objector cannot be given weight in Council's assessment. At a minimum, each submission must:

- Clearly identify the matter to which the submission relates
- State the grounds for any support or objection expressed in the submission
- Include appropriate contact details including email, phone and postal details.

Late submissions may be considered at Council's discretion until a determination has been made.

Policy 1120 - Oberon Community Engagement Framework and Strategy – June 2022

Feedback

There are many ways for the community to provide feedback or raise questions outside of formal exhibition and we will always consider and respond to your views and concerns.

Contact us:

Email us at council@oberon.nsw.gov.au

Write to the General Manager: PO Box 84, Oberon NSW 2787

Phone us on 02 6329 8100

Visit Council at 137 – 139 Oberon Street, Oberon

Glossary

Planning term	Definition
Contribution plans	A plan developed by councils for the purpose of gaining financial contributions from new development towards the cost of new and upgraded public amenities and/or services required to accommodate the new development.
Designated development	Designated Development refers to developments that are high-impact developments (e.g. likely to generate pollution) or are located in or near an environmentally sensitive area (e.g. a coastal wetland).
Development application	Development application refers to developments require consent pursuant to the Environmental Planning and Assessment Act.
Development control plans	A plan that provides detailed planning and design guidelines to support the planning controls in a LEP.
Gateway determination	A gateway determination is issued following an assessment of the strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition.
Local environmental plan (LEP)	An environmental planning instrument developed by a local planning authority, generally a council. An LEP sets the planning framework for a Local Government Area.
State Environmental Planning Policy (SEPP)	An environmental planning instrument developed by the Department, that relates to planning matters that are state significant or are applicable across the state.

Approving Authority	Oberon Council
Contact	Executive Management Team
Approval	21 June 2022, Item 13.03, Resolution 18 210622
Revised	17 April 2018: Item 13.05, Resolution 16 170418 Appendix A – Community Participation Plan 17 December 2019, Item 13.03 Resolution 13 171219
Revision Date	April 2024
Issue Date to Staff	June 2022

Policy 1120 - Oberon Community Engagement Framework and Strategy – June 2022

13.9 Closed-Circuit Television Policy 2142

File No: Policies/IT

Author: Mathew Webb (Corporate Services Director), AJ Jack (IT and GIS Co-ordinator)

Summary

The Closed-Circuit Television (CCTV) Policy has been developed to establish a clear framework for the governance, operation, and management of CCTV systems operated by Oberon Council. This policy is necessary to ensure Council's compliance with privacy legislation, align with expectations from NSW Police, and protect the rights of the community while enhancing public safety.

Recent funding allocations by Council to expand the existing CCTV network have further highlighted the need for a formal policy to guide installation and operation. Some of the new technologies being deployed, including enhanced visual capabilities and smart features, introduce additional governance and privacy considerations that must be addressed prior to installation.

It is proposed that Council place the draft policy on public exhibition to enable community feedback.

Recommendation:

That Council:

1. Place the draft Closed Circuit Television Policy on public exhibition for 28 days and invite submissions from the public during that period.
 2. Adopt the policy as presented if no submissions are received within the exhibition period.
 3. Delegate authority to the General Manager to make minor amendments if required.
-

List of Attachments

1. Closed-Circuit Television 2142 [**13.9.1** - 2 pages]

Comment

The development of a CCTV Policy is part of Council's commitment to maintaining community safety while protecting individual privacy. Council currently operates a limited number of CCTV systems across various sites, including public spaces and Council-managed facilities.

In response to increased community interest in public safety and asset protection, Council has availed funding to expand the existing CCTV network. This includes extending coverage within the Oberon township and installing systems at new sites such as public amenities blocks and other public-use facilities and transfer stations.

The new generation of CCTV technologies bring an array of features such as high-definition imaging, smart sensors and license plate recognition. This requires Council to establish a clear policy framework, ensuring proper consideration is given to camera placement, public awareness signage, secure data handling, and legislative compliance before cameras are installed.

The policy has been informed by best practices from neighbouring councils and relevant legislation, including the Surveillance Devices Act 2007 (NSW), Privacy and Personal Information Protection Act 1998 (NSW), and the Workplace Surveillance Act 2005 (NSW).

Purpose of the Policy

To provide a robust framework for the operation of Council-owned and managed CCTV systems. The policy promotes responsible surveillance that enhances public safety and deters anti-social behaviour, while ensuring Council's obligations under privacy and information law are upheld.

Objectives and Scope of the Policy

The policy applies to all Council-operated CCTV systems and associated technologies, including those with licence plate or facial recognition functionality. It governs their use for the purposes of crime prevention, incident investigation, and infrastructure protection. The policy outlines responsibilities, access to footage, data security, signage requirements and community feedback processes.

Need for Policy

- Governance: Provides internal controls and guidance on the appropriate installation, monitoring and use of CCTV.
- Privacy: Ensures compliance with NSW privacy legislation and safeguards individual rights.
- Law Enforcement: Facilitates coordination with NSW Police and meets any formal requirements through a possible Memorandum of Understanding.
- Community Trust: Promotes transparency and public awareness around the purpose and use of surveillance systems.
- Installation Readiness: Addresses signage, system configuration and site specific privacy considerations before new systems are commissioned.

Relevance to Oberon Community Strategic Plan

Theme 1: Community Wellbeing

Action 1.4 Work with our partners to provide a safe community

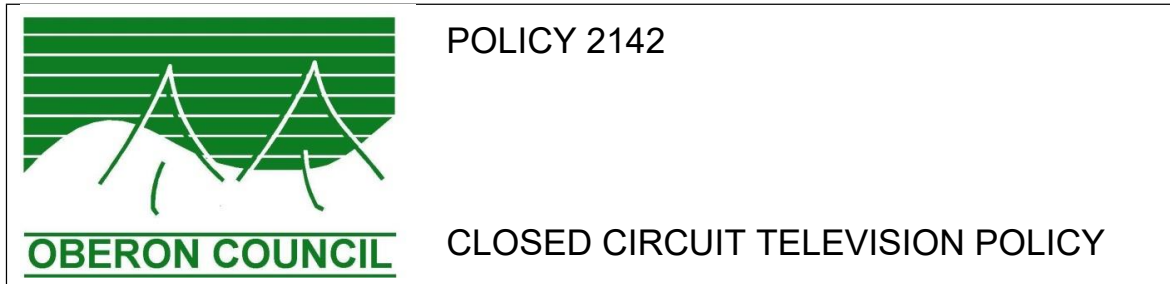
1.4.2 Maintain and expand CCTV services in the communities

Risk Category

Safety

Risk Severity Ranking

Moderate - 48%



1. Intent of Policy

The intent of this policy is to provide a structured framework for the operation of Closed-Circuit Television (CCTV) systems by Oberon Council to enhance public safety, deter crime, and assist law enforcement, while ensuring compliance with legal and ethical standards.

2. Scope of Policy

The operation of CCTV systems must comply with relevant legislation, including:

- Surveillance Devices Act 2007 (NSW)
- Privacy and Personal Information Protection Act 1998 (NSW)
- Government Information (Public Access) Act 2009 (NSW)
- Workplace Surveillance Act 2005 (NSW)

3. Guidelines

The key objectives of the CCTV system are to:

- Enhance community safety and security.
- Prevent and reduce crime and anti-social behaviour.
- Assist in the investigation and prosecution of offenses.
- Protect council assets and infrastructure

Oberon Council is committed to operating CCTV systems in accordance with the following principles:

- Privacy Respect: Ensuring a balance between surveillance and individuals' rights to privacy.
- Transparency: Providing clear communication about the purpose and operation of CCTV.
- Accountability: Ensuring responsible management and oversight of CCTV systems

4. System Operation and Management

Roles and Responsibilities:

- Council staff responsible for the CCTV program must ensure compliance with this policy and relevant laws.
- Law enforcement agencies may access footage under approved conditions.
- Contractors engaged for maintenance and monitoring must adhere to Council standards.

Monitoring Practices:

- CCTV systems may be monitored live or reviewed post-incident depending on the situation and available resources.
- Council may enter a Memorandum of Understanding with NSW Police to allow direct access to the system.

Maintenance

- Regular testing and servicing will be conducted to ensure equipment is operational and effective.

Data Handling and Security

- CCTV recordings will be securely stored for a period of no more than 60 days unless required for investigation.

Access

- Access to footage will be limited to authorised personnel and law enforcement upon request.

Identification Technologies

- Council may use technologies such as licence plate recognition on public roads and facial recognition within Council properties.

Disclosure

- Requests for footage release must be documented and approved under legal and council requirements.

Signage and Public Awareness

- Signage will be placed in monitored areas to inform the public of CCTV surveillance.
- The community will be engaged and informed about the CCTV system's role and purpose.

Compliance and Review

- Regular audits will be conducted to ensure compliance with this policy and legal obligations.

Policy Review

- This policy will be reviewed every 2 years or as required to reflect technological or legislative changes.

Complaints and Feedback

- A formal process will be available for the public to lodge complaints or provide feedback on the CCTV system.
- Council will ensure timely and transparent responses to concerns raised.

Approving Authority	Oberon Council
Contact	Director of Corporate Services
Approval	Ordinary Meeting – (date): Item #, Minute #
Revision Date	April 2027
Issue Date to Staff	

13.10 Quarterly Budget Review Statement 3 - January - March 2025

File No: Finance/2024-25FY/QBR1

Author: Zoe Marks (Finance Manager), Mathew Webb (Corporate Services Director)

Summary

The Quarterly Budget Review Statements (QBRs) for the period 1 January to 31 March 2025 are provided as an attachment following this report in accordance with the requirements, of the Office of Local Government.

Recommendation:

That Council:

1. Note movements from previous resolutions incorporated into Quarterly Budget Review process.
 2. Endorses the following Operational Plan budget adjustments
 - a. Defer \$584,871 under the Roads to Recovery program to the 2025/26 financial year.
 - b. Defer the \$678,300 Albion Street project under the Regional Emergency Road Repair Program to the 2025/26 financial year.
 - c. Defer Plant and Equipment purchases totalling \$395,000 to the 2025/26 financial year.
 - d. Defer the \$60,000 capital project for survey, concept development, and detailed design of a new landfill cell funded from Waste Fund reserves to the 2025/26 financial year.
 - e. Cancel the UV Filtration project and return the allocated \$150,000 to Water Fund reserves.
 - f. Defer the Water Mains Replacement Program, totalling \$199,000 to the 2025/26 financial year.
 - g. Defer the Sewerage Treatment Plant project, totalling \$11.5 million, to future financial years
 - h. Increase the consultancy budget by \$6,000 to cover the costs of conducting a second countback election due to a Councillor resignation.
 3. Authorises the General Manager to make minor administrative changes as required.
-

List of Attachments

1. QBRs 2425 QB R 3 [**13.10.1** - 21 pages]
2. Roads Funding Programv 2 QB R 3 [**13.10.2** - 1 page]
3. 2024-25 Quarterly TI [**13.10.3** - 1 page]
4. Capital Projects QB R 3 [**13.10.4** - 1 page]
5. Plant Replacement QB R 3 [**13.10.5** - 1 page]

Comment

Council's 2024-25 adopted consolidated budget recognised a loss of \$135,879 after capital expenses (General Fund loss \$135,879; Water and Sewer Funds both being balanced budgets at \$0.00).

Current 2024-25FY revised budget forecast after funding is \$11,879 loss:

- Operational Plan Budget \$135,879 loss
- September 2024 Quarterly Budget Adjustments \$130,000 profit
- December 2024 Quarterly Budget Adjustments no change
- March 2025 Quarterly Budget Adjustments \$6,000 deficit

Please be advised of the following adjustments in March 2025 budget review:

1. Carried Forward Adjustments

Nil.

2. Approved Changes Outside of QBR process

Capital Items

General Fund

- Council resolved to provide an additional \$340,000 from the Land Development Internal Reserve to the Industrial Land Subdivision project for the year.

The net effect of this is nil.

Operational Items

Nil.

3. Recommended changes to 2024/25 Operational Plan

Capital Items

General Fund

- Following a review of the Roads to Recovery (R2R) projects and the overall program, Council staff recommend deferring \$584,871 in reseal works from the 2024/25 financial year to 2025/26. This deferral will allow Council to consolidate works and deliver a large-scale reseal program in 2025/26. As a result, both capital income and expenditure will decrease by \$584,871 in the 2024/25 financial year, with a net budget impact of nil

The net effect of this is nil.

- A review of the Regional Emergency Road Repair Fund (RERRF) projects has identified that the Albion Street project, valued at \$678,300, will not be delivered in the 2024/25 financial year. It is therefore proposed to defer this project to 2025/26. This adjustment will reduce both capital expenditure and the associated transfer from the RERRF reserve by \$678,300, resulting in a net budget impact of nil.

The net effect of this is nil.

- Following a review of scheduled plant and equipment purchases, it is anticipated that the following items will not be delivered until the 2025/26 financial year. As a result, the associated budgets will be placed in restriction within the Plant Replacement Reserve until the purchases are completed:

○ Miscellaneous Plant	\$30,000
○ Isuzu D-Max 2x4	\$32,000
○ Isuzu D-Max Dual Cab 4x4	\$25,000
○ Isuzu D-Max 2x4	\$35,000
○ Isuzu D-Max 2x4	\$35,000
○ Nissan Navara 4x4	\$33,000
○ Isuzu NPR300	\$40,000
○ Isuzu 9 tonne tipper	\$110,000
○ Isuzu FRR 550 Tipper	\$55,000

As the funds are retained in reserve, there is no net impact on the 2024/25 budget.

The net effect of this is nil.

Waste Fund

- Council had previously endorsed \$60,000 for the survey and design of the new landfill cell as part of the 2024/25 Operational Plan. However, due to changes in project timing, the completion has been rescheduled for the 2025/26 financial year. As a result, the capital expenditure for this project will be removed from the 2024/25 financial year, and the funds will remain in reserve until the project proceeds in the 2025/26FY.

The net effect of this is nil.

Water Fund

- The Technical Services Team has reviewed the requirements for the UV Filtration capital project and determined that it is redundant given other planned works for the 2025/26 financial year. As a result, the project has been cancelled, and the allocated \$150,000 has been removed from the 2024/25 capital expenditure. These funds will be returned to the Water Fund reserves for use on a future project.

The net effect of this is nil.

- The Technical Services Team has reviewed the Water Mains Replacement Program and recommends deferring the project to the 2025/26 financial year. This adjustment will result in \$199,000 remaining in the Water Fund Reserve, with a corresponding reduction in capital expenditure.

The net effect of this is nil.

Sewer Fund

- Council staff are actively working to secure appropriate funding sources for the Sewerage Treatment Plant project. At this stage, it is anticipated that construction will not proceed in the 2024/25 financial year. As a result, \$11.5 million has been removed from the 2024/25 budget and deferred to a future year. This adjustment also reflects a reduction of \$5,962,500 in capital grant income, with \$5,537,500 remaining in the Sewer Fund Reserve.

The net effect of this is nil.

Operational Items

General Fund

- Due to the resignation of a second Councillor, Council is required to engage the NSW Electoral Commission to conduct another countback election. This will necessitate an additional \$6,000 in the budget.

The net effect of this is \$6,000 deficit.

4. Revised Budget Forecast Position

These quarterly adjustments have impacted the yearly revised budget forecast after funding adjustments to a deficit of **\$11,879**.

5. Additional Assumptions and Analysis

Councils operating expenses are sitting at 80% of the revised budget (excluding depreciation and amortisation). This can be attributed to the recognition of insurances, subscriptions and staff salary paid to date. Council is currently tracking expenditure appropriately for the time of year.

6. Legacy Town Improvement Levy

Council has expended \$116,830.34 of the legacy Town Improvement Levy from 1 July 2024 – 31 March 2025. A supplementary table has been provided in the attachments.

7. Other Budget Commentary

Nil.

Oberon Council


Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Report by responsible accounting officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

31 March 2025

It is my opinion that the Quarterly Budget Review Statement for Oberon Council for the quarter ended 31/03/25 indicates that Council's projected financial position at 30/6/25 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:  _____

Date: 8 April 2025

Zoe Marks
Responsible Accounting Officer

Oberon Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Income & expenses budget review statement

Budget review for the quarter ended 31 March 2025

Income & expenses - Council Consolidated

(\$000's)	Original budget 2024/25	Approved Changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
Rates and annual charges	7,787	0	0	0	0	0	7,787	0		7,787	7,403
User charges and fees	4,779	0	0	0	0	0	4,779	0		4,779	3,114
Other revenues	672	0	0	0	0	0	672	0		672	1,001
Other income	11	0	0	0	0	0	11	0		11	2,268
Grants and contributions - operating	4,164	0	0	17	0	0	4,181	0		4,181	76
Grants and contributions - capital	9,412	0	0	0	0	0	9,412	-6,547	1,2	2,865	2,614
Interest and investment revenue	570	0	0	280	0	0	850	0		850	435
Net gain from disposal of assets	0	0	0	0	0	0	0	0		0	-535
Fair value increment on investment properties	0	0	0	0	0	0	0	0		0	0
Reversal of revaluation decrements on IPPE previously expensed	0	0	0	0	0	0	0	0		0	0
Reversal of impairment losses on receivables	0	0	0	0	0	0	0	0		0	0
Rental income	0	0	0	0	0	0	0	0		0	0
Internal Income Movements	0	0	0	0	0	0	0	0		0	0
Total income from continuing operations	27,395	0	0	297	0	0	27,692	-6,547		21,145	16,376
Expenses											
Employee benefits and on-costs	8,097	0	0	0	85	0	8,182	0		8,182	6,624
Borrowing costs	87	0	0	0	0	0	87	0		87	93
Materials and services	7,771	0	0	167	0	0	7,938	6		7,944	6,251
Depreciation and amortisation	4,650	0	0	0	0	0	4,650	0		4,650	0
Impairment of receivables	0	0	0	0	0	0	0	0		0	0
Legal costs	0	0	0	0	0	0	0	0		0	0
Consultants	0	0	0	0	0	0	0	0		0	0
Other expenses	0	0	0	0	0	0	0	0		0	76
Interest & investment losses	0	0	0	0	0	0	0	0		0	0
Net Loss from disposal of assets	0	0	0	0	0	0	0	0		0	0
Revaluation decrement/impairment of IPPE	0	0	0	0	0	0	0	0		0	0
Fair value decrement on investment properties	0	0	0	0	0	0	0	0		0	0
Share of interests in joint ventures	0	0	0	0	0	0	0	0		0	0
Total expenses from continuing operations	20,606	0	0	167	85	0	20,858	6		20,864	13,043
Net operating result from continuing operations	6,789	0	0	130	-85	0	6,834	-6,553		281	3,333
Discontinued operations - surplus/(deficit)	0	0	0	0	0	0	0	0		0	0
Net operating result from all operations	6,789	0	0	130	-85	0	6,834	-6,553		281	3,333
Net Operating Result before Capital Items	-2,623	0	0	130	-85	0	-2,578	-6		-2,584	718

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRs report

Oberon Council

Quarterly Budget Review Statement

for the period 01/01/25 to 31/03/25

Income & expenses budget review statement

Budget review for the quarter ended 31 March 2025

Income & expenses - General Fund

(\$000's)	Original budget 2024/25	Approved Changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Income											
Rates and annual charges	5,665						5,665			5,665	5,731
User charges and fees	2,619						2,619			2,619	1,450
Other revenues	661						661			661	989
Other income							0			0	2,258
Grants and contributions - operating	4,164			17			4,181			4,181	76
Grants and contributions - capital	3,450						3,450	-585	1	2,865	2,425
Interest and investment revenue	220			280			500			500	245
Net gain from disposal of assets							0			0	-535
Fair value increment on investment properties							0			0	
Reversal of revaluation decrements on IPPE previously expensed							0			0	
Reversal of impairment losses on receivables							0			0	
Rental income							0			0	
Internal Income Movements							0			0	
Total income from continuing operations	16,778	0	0	297	0	0	17,075	-585		16,491	12,639
Expenses											
Employee benefits and on-costs	7,801				85		7,886			7,886	6,234
Borrowing costs	18						18			18	40
Materials and services	5,964			167			6,131	6	3	6,137	4,823
Depreciation and amortisation	4,102						4,102			4,102	
Impairment of receivables							0			0	
Legal costs							0			0	
Consultants							0			0	
Other expenses							0			0	76
Interest & investment losses							0			0	
Net Loss from disposal of assets							0			0	
Revaluation decrement/impairment of IPPE							0			0	
Fair value decrement on investment properties							0			0	
Share of interests in joint ventures							0			0	
Total expenses from continuing operations	17,885	0	0	167	85	0	18,137	6		18,143	11,173
Net operating result from continuing operations	-1,107	0	0	130	-85	0	-1,062	-591		-1,652	1,466
Discontinued operations - surplus/(deficit)							0			0	
	-1,107	0	0	130	-85	0	-1,062	-591		-1,652	1,466
Net Operating Result before Capital Items	-4,556	0	0	130	-85	0	-4,511	-6		-4,517	-958

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRS report

Oberon Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Income & expenses budget review statement

Budget review for the quarter ended 31 March 2025

Income & expenses - Water Fund

(\$000's)	Original budget 2024/25	Approved Changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Income											
Rates and annual charges	1,180					1,180				1,180	658
User charges and fees	1,610					1,610				1,610	1,275
Other revenues	11					11				11	11
Other income						0				0	
Grants and contributions - operating						0				0	
Grants and contributions - capital						0				0	18
Interest and investment revenue	100					100				100	24
Net gain from disposal of assets						0				0	
Fair value increment on investment properties						0				0	
Reversal of revaluation decrements on IPPE previously expensed						0				0	
Reversal of impairment losses on receivables						0				0	
Rental income						0				0	
Internal Income Movements						0				0	
Total income from continuing operations	2,901	0	0	0	0	0	2,901	0		2,901	1,986
Expenses											
Employee benefits and on-costs	191					191				191	205
Borrowing costs						0				0	
Materials and services	1,328					1,328				1,328	975
Depreciation and amortisation	354					354				354	
Impairment of receivables						0				0	
Legal costs						0				0	
Consultants						0				0	
Other expenses						0				0	
Interest & investment losses						0				0	
Net Loss from disposal of assets						0				0	
Revaluation decrement/impairment of IPPE						0				0	
Fair value decrement on investment properties						0				0	
Share of interests in joint ventures						0				0	
Total expenses from continuing operations	1,873	0	0	0	0	0	1,873	0		1,873	1,180
Net operating result from continuing operations	1,027	0	0	0	0	0	1,027	0		1,027	806
Discontinued operations - surplus/(deficit)						0				0	
Net operating result from all operations	1,027	0	0	0	0	0	1,027	0		1,027	806
Net Operating Result before Capital Items	1,027,105	-	-	-	-	-	1,027,105	-		1,027,105	787,878

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRS report

Oberon Council

Quarterly Budget Review Statement

for the period 01/01/25 to 31/03/25

Income & expenses budget review statement

Budget review for the quarter ended 31 March 2025

Income & expenses - Sewer Fund

(\$000's)	Original budget 2024/25	Approved Changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Income											
Rates and annual charges	943					943			943	1,014	
User charges and fees	550					550			550	389	
Other revenues						0			0		
Other income	11					11			11	11	
Grants and contributions - operating						0			0		
Grants and contributions - capital	5,963					5,963	-5,963	2	0	172	
Interest and investment revenue	250					250			250	165	
Net gain from disposal of assets						0			0		
Fair value increment on investment properties						0			0		
Reversal of revaluation decrements on IPPE previously expensed						0			0		
Reversal of impairment losses on receivables						0			0		
Rental income						0			0		
Internal Income Movements						0			0		
Total income from continuing operations	7,717	0	0	0	0	7,717	-5,963		1,754	1,751	
Expenses											
Employee benefits and on-costs	106					106			106	185	
Borrowing costs	69					69			69	53	
Materials and services	479					479			479	453	
Depreciation and amortisation	194					194			194		
Impairment of receivables						0			0		
Legal costs						0			0		
Consultants						0			0		
Other expenses						0			0		
Interest & investment losses						0			0		
Net Loss from disposal of assets						0			0		
Revaluation decrement/impairment of IPPE						0			0		
Fair value decrement on investment properties						0			0		
Share of interests in joint ventures						0			0		
Total expenses from continuing operations	848	0	0	0	0	848	0		848	690	
Net operating result from continuing operations	6,869	0	0	0	0	6,869	-5,963		906	1,061	
Discontinued operations - surplus/(deficit)						0			0		
Net operating result from all operations	6,869	0	0	0	0	6,869	-5,963		906	1,061	
Net Operating Result before Capital Items	906	0	0	0	0	906	0		906	889	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRS report

Oberon Council

Quarterly Budget Review Statement

for the period 01/01/25 to 31/03/25

Income & expenses budget review statement

Budget review for the quarter ended 31 March 2025

Income & expenses - Council Consolidated

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Income											
Community Well Being	157					157				157	219
A Growing Economy	908					908				908	26
Caring for the Environment	585					585				585	337
Infrastructure & Services	15,471			17		15,488	-6,547	1,2		8,941	11,053
Leadership & Engagement	10,274			280		10,554				10,554	7,612
Total income from continuing operations	27,395	0	0	297	0	27,692	-6,547			21,145	19,247
Expenses											
Community Well Being	644					644				644	1,642
A Growing Economy	932					932				932	8
Caring for the Environment	344					344				344	738
Infrastructure & Services	12,751			167		12,918				12,918	9,269
Leadership & Engagement	5,935					5,935	6	3		5,941	3,943
Total expenses from continuing operations	20,606	0	0	167	0	20,773	6			20,779	15,600
Net operating result from continuing operations	6,789	0	0	130	0	6,919	-6,553			366	3,647
Discontinued operations - surplus/(deficit)						0				0	
Net operating result from all operations	6,789	0	0	130	0	6,919	-6,553			366	3,647
Net operating result before capital items						0				0	

Oberon Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Income & expenses budget review statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details

1	Roads to Recovery Program - only one reseal project totaling \$175,000 will be completed during the 2024/25FY. The remaining money will be moved into the 2025/26FY for a large scale reseal program \$584,871 of income and capital expense removed
2	The Sewer Treatment Plant project is not anticipated to occur during the 2024/25FY as such it has been removed from this financial year for inclusion in a future year.
3	Council is required to undergo a second countback process. As such a \$6,000 expense for the second countback process.

Oberon Council

Quarterly Budget Review Statement

for the period 01/01/25 to 31/03/25

Capital budget review statement

Budget review for the quarter ended 31 March 2025

Capital budget - Council Consolidated

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Capital expenditure											
New assets											
- Plant & equipment	150	0	0	0	0	0	150	-349	2	-199	87
- Land & buildings	551	217	340	0	0	0	1,107	0		1,107	0
- Other	30	32	0	0	0	0	62	0		62	144
Renewal assets (replacement)											
- Plant & equipment	1,249	345	0	40	419	0	2,053	-395		1,658	1,745
- Land & buildings	650	147	0	0	60	0	857	-60		797	723
- Roads, bridges, footpaths	4,373	0	0	175	0	0	4,548	-1,263	1	3,285	1,562
- STP	11,588	0	0	0	0	0	11,588	-11,500	3	88	62
Loan repayments (principal)	0	0	0	0	0	0	0	0		0	0
Other expenditure... enter description here	0	0	0	0	300	0	300	0		300	34
Other expenditure... enter description here	0	0	0	0	0	0	0	0		0	0
Total capital expenditure	18,590	741	340	215	779	0	20,665	-13,567		7,098	4,357
Capital funding											
Rates & other untied funding	635	0	0	0	0	0	635	0		635	0
Capital grants & contributions	11,136	179	0	175	0	0	11,491	-6,547	1,3	4,944	1,274
Reserves:											
- External restrictions/reserves	5,974	217	0	40	360	0	6,590	-5,947	2,3	644	2,682
- Internal restrictions/reserves	445	345	340	0	419	0	1,549	-1,073		476	0
New loans	0	0	0	0	0	0	0	0		0	0
Receipts from sale of assets											
- Plant & equipment	0	0	0	0	0	0	0	0		0	0
- Land & buildings	0	0	0	0	0	0	0	0		0	0
S7.11	400	0	0	0	0	0	400	0		400	400
Other funding... enter description here	0	0	0	0	0	0	0	0		0	0
Total capital funding	18,590	741	340	215	779	0	20,665	-13,567		7,098	4,356
Net capital funding - surplus/(deficit)	0	0	0	0	0	0	0	0		0	0

Quarterly Budget Review Statement

for the period 01/01/25 to 31/03/25

Oberon Council

Capital budget review statement

Budget review for the quarter ended 31 March 2025

Capital budget - General Fund

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Capital expenditure											
New assets											
- Plant & equipment						0				0	87
- Land & buildings	551	217	340			1,107				1,107	
- Other	30	32				62				62	
Renewal assets (replacement)											
- Plant & equipment	1,050	345			419	1,814	-395	5		1,419	1,689
- Land & buildings	650	147			60	857	-60	7		797	723
- Roads, bridges, footpaths	4,373			175		4,548	-1,263	1,4		3,285	1,562
- STP						0				0	
Loan repayments (principal)						0				0	
Other expenditure... enter description here						0				0	34
Other expenditure... enter description here						0				0	
Total capital expenditure	6,654	741	340	175	479	0	8,389	-1,718		6,671	4,095
Capital funding											
Rates & other untied funding	635					635				635	
Capital grants & contributions	5,174	179		175		5,529	-585	1		4,944	1,212
Reserves:											
- External restrictions/reserves		217			60	277	-60	7		217	2,483
- Internal restrictions/reserves	445	345	340		419	1,549	-1,073	4,5		476	
New loans						0				0	
Receipts from sale of assets											
- Plant & equipment						0				0	
- Land & buildings						0				0	
S7.11	400					400				400	400
Other funding... enter description here						0				0	
Total capital funding	6,654	741	340	175	479	0	8,389	-1,718		6,671	4,095
Net capital funding - surplus/(deficit)	0	0	0	0	0	0	0	0		0	0

Oberon Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Capital budget review statement

Budget review for the quarter ended 31 March 2025

Capital budget - Water Fund

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Capital expenditure											
New assets											
- Plant & equipment	150					150	-349	2,6	-199		
- Land & buildings						0			0		
- Other						0			0		
Renewal assets (replacement)											
- Plant & equipment	199			40		239			239	55	
- Land & buildings						0			0		
- Roads, bridges, footpaths						0			0		
- STP						0			0		
Loan repayments (principal)						0			0		
Other expenditure... enter description here						0			0		
Other expenditure... enter description here						0			0		
Total capital expenditure	349	0	0	40	0	389	-349		40	55	
Capital funding											
Rates & other untied funding						0			0		
Capital grants & contributions						0			0		
Reserves:											
- External restrictions/reserves	349			40		389	-349	2,6	40	55	
- Internal restrictions/reserves						0			0		
New loans						0			0		
Receipts from sale of assets											
- Plant & equipment						0			0		
- Land & buildings						0			0		
S7.11						0			0		
Other funding... enter description here						0			0		
Total capital funding	349	0	0	40	0	389	-349		40	55	
Net capital funding - surplus/(deficit)	0	0	0	0	0	0	0		0	0	

Oberon Council

Quarterly Budget Review Statement

for the period 01/01/25 to 31/03/25

Capital budget review statement

Budget review for the quarter ended 31 March 2025

Capital budget - Sewer Fund

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Capital expenditure											
New assets											
- Plant & equipment						0				0	
- Land & buildings						0				0	
- Other						0				0	144
Renewal assets (replacement)											
- Plant & equipment						0				0	
- Land & buildings						0				0	
- Roads, bridges, footpaths						0				0	
- STP	11,588					11,588	-11,500	3		88	62
Loan repayments (principal)						0				0	
Other expenditure... enter description here					300	300				300	
Other expenditure... enter description here						0				0	
Total capital expenditure	11,588	0	0	0	300	0	11,888	-11,500		388	206
Capital funding											
Rates & other untied funding						0				0	
Capital grants & contributions	5,963					5,963	-5,963	3		0	62
Reserves:											
- External restrictions/reserves	5,625				300	5,925	-5,538	3		388	144
- Internal restrictions/reserves						0				0	
New loans						0				0	
Receipts from sale of assets											
- Plant & equipment						0				0	
- Land & buildings						0				0	
S7.11						0				0	
Other funding... enter description here						0				0	
Total capital funding	11,588	0	0	0	300	0	11,888	-11,500		388	206
Net capital funding - surplus/(deficit)	0	0	0	0	0	0	0	0		0	0

Capital budget review statement
Recommended changes to revised budget

Budget variations being recommended include the following material items:

Notes	Details
1	Roads to Recovery Program - only one reseal project totaling \$175,000 will be completed during the 2024/25FY. The remaining money will be moved into the 2025/26FY for a large scale reseal program \$584,871 of income and capital expense removed
2	The UV Filtration capital project has been determined to be no longer required as other works have superseded this project. \$150,000 capital project removed
3	The Sewer Treatment Plant project is not anticipated to occur during the 2024/25FY as such it has been removed from this financial year for inclusion in a future year.
4	The Albion Street Project under RERRF has been moved to the 2025/26FY this has resulted in \$678,300 less in capital expenditure, and the corresponding internal reserve holding RERRF money
5	Various items of plant aren't anticipated to arrive until the 2025/26FY as such the budget will be placed in the plant reserve until the item is purchased. Total value moved \$395,000
6	The water mains replacement program has been deferred until the 2025/26FY. As such \$199,000 worth of capital expenditure has been removed and the money will remain in the Water Fund reserve
7	The new cell survey and design timeline sees it being completed in the 2025/26FY as such the \$60,000 capital expense will be removed and reserve will remain intact until 2025/26FY

Oberon Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Cash & investments budget review statement

Budget review for the quarter ended 31 March 2025

Cash & investments - Council Consolidated

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Recommended Changes for Council Resolution	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Externally restricted ⁽¹⁾											
Water fund	3,778			-40		3,739	349	1,4		4,088	3,798
Sewer Fund	3,535				-300	3,235				3,235	9,192
Waste Fund	2,288				-145	2,143	60	5		2,203	2,288
TI Levy	499					499				499	881
Developer Contributions - General	1,943					1,943				1,943	2,931
Developer Contributions - Water	320					320				320	323
Developer Contributions - Sewer	1,212					1,212				1,212	1,175
Specific Grants	627					627				627	518
						0				0	
						0				0	
Total externally restricted	14,202	0	0	-40	-445	0	13,717	409		14,126	21,106
<small>(1) Funds that must be spent for a specific purpose</small>											
Internally restricted ⁽²⁾											
Capital Items from Prior Yr	-120	120				0				0	
Planning - Bonds						0				0	203
Land Development Reserve	1,181		-340			841				841	1,028
Planning - Land Use Strategy	0					0				0	200
Independent Living Units	15					15				15	15
Independent Living Units - Bonds											10
Engineering Instruments	6					6				6	6
Rail crossings update	38	-38				0				0	0
Swimming pool	30					30				30	30
Garbage depot	226					226				226	539
Cemetery plaques	11	-11				0				0	0
Cemetery Upgrades/Maintenance	10	-10				0				0	0
Office equipment	29					29				29	29
Residential dwellings	100					100				100	100
Library General Equipment	5					5				5	5
Tourism	20					20				20	20
Plant and vehicle replacement	513	345			-445	413	395	3		808	162
Works Restriction	328				-150	178				178	174
R2R	22					22				22	0
FAGs 50% Advance-Payment						0				0	0
TNSW - 23/24 _ Regional Emergency Road Repair	-115	115				0				0	242
TNSW - 23/24 _ Regional Emergency Road Repair	1,346	-115				1,231	678	2		1,910	1,963
Employees leave entitlement	1,061					1,061				1,061	1,061
Gravel pits	245					245				245	245
Community centre	9					9				9	9
Community technology centre	9					9				9	9
Burruga Village Improvement	28					28				28	13
Black Springs Improvement	10					10				10	0
O'Connell Improvements	0					0				0	0
Golf Day	6					6				6	6
EOY Spectacular Event						0				0	25
Naidoc - Art Exhibition (net profit restricted for 2024	2					2				2	2
Oberon Outdoor Festival 2023 (net profit restricted f	1					1				1	1
Heritage Advisor (advance payment for 23/24)	6					6				6	0
ANZAC DAY										0	1
Council Elections	0					0				0	26
Information technology	0					0				0	33
Finance	0					0				0	
Legal Fees	80	-16				64				64	80
Rural Fire Service _ R&M	66					66				66	33
System Upgrade&Training Restriction	-16	16				0				0	184
						0				0	
Total internally restricted	5,150	406	-340	0	-595	0	4,621	1,073		5,694	6,452
<small>(2) Funds that Council has earmarked for a specific purpose</small>											
Unrestricted (ie. available after the above Restricti	3,399	-406	340	40	1,040	0	4,412	-1,482		2,930	71
Total Cash & investments	22,750						22,750			22,750	27,628

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRS report

Oberon Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Cash & investments budget review statement

Comment on cash & investments position

Not applicable

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$27,628,448

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 31/03/25

Recommended changes to revised budget

Budget variations being recommended include the following material items:

Notes	Details
1	The UV Filtration capital project has been determined to be no longer required as other works have superseded this project. \$150,000 capital project removed. Meaning the money will stay in the Water Fund reserves.
2	The Albion Street Project under RERRF has been moved to the 2025/26FY this has resulted in \$678,300 less in capital expenditure, and the corresponding internal reserve holding RERRF money
3	Various items of plant aren't anticipated to arrive until the 2025/26FY as such the budget will be placed in the plant reserve until the item is purchased. Total value moved \$395,000
4	The water mains replacement program has been deferred until the 2025/26FY. As such \$199,000 worth of capital expenditure has been removed and the money will remain in the Water Fund reserve
5	The new cell survey and design timeline sees it being completed in the 2025/26FY as such the \$60,000 capital expense will be removed and reserve will remain intact until 2025/26FY

Key performance indicators budget review statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2025

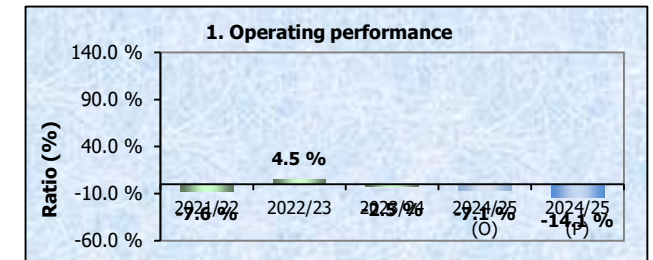
(\$000's)	Current projection		Original budget 24/25	Actuals prior periods	
	Amounts	Indicator		23/24	22/23
	24/25	24/25			

NSW local government industry key performance indicators (OLG):

1. Operating performance

Operating revenue (excl. capital) - operating expenses	-2,584	-14.1 %	-7.1 %	-2.5 %	4.5 %
Operating revenue (excl. capital grants & contributions)	18,280				

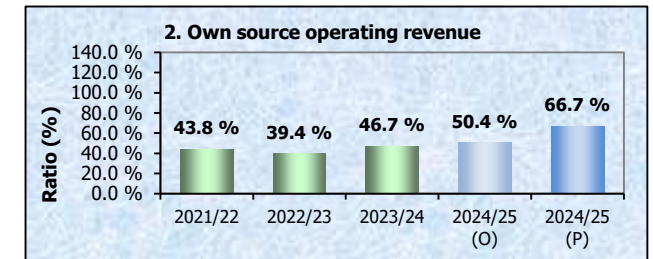
This ratio measures Council's achievement of containing operating expenditure within operating revenue.



2. Own source operating revenue

Operating revenue (excl. ALL grants & contributions)	14,099	66.7 %	50.4 %	46.7 %	39.4 %
Total Operating revenue (incl. capital grants & cont)	21,145				

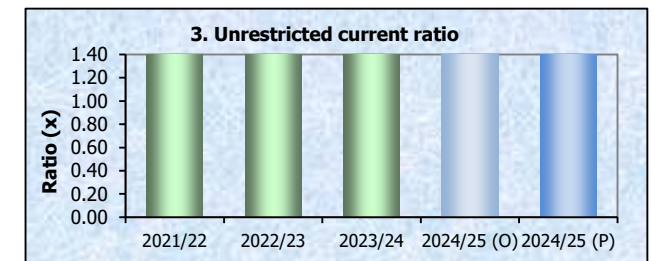
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



3. Unrestricted current ratio

Current assets less all external restrictions	10,397	3.43	4.80	4.80	3.26
Current liabilities less specific purpose liabilities	3,028				

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



Key performance indicators budget review statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2025

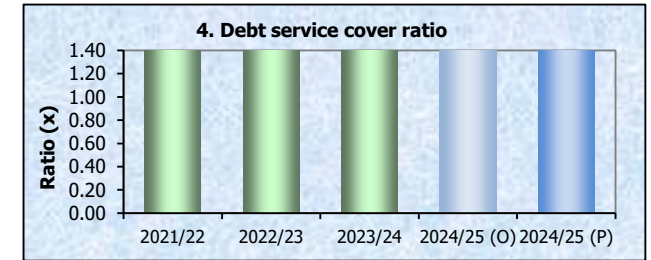
(\$000's)	Current projection		Original budget 24/25	Actuals prior periods	
	Amounts	Indicator		23/24	22/23
	24/25	24/25			

NSW local government industry key performance indicators (OLG):

4. Debt service cover ratio

Operating result before interest & dep. exp (EBITDA)	2,154	2.83	3.15	7.10	8.88
Principal repayments + borrowing interest costs	761				

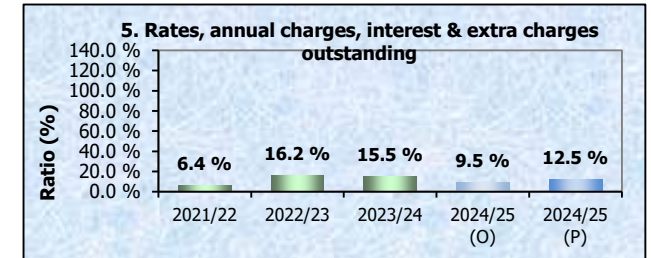
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



5. Rates, annual charges, interest & extra charges outstanding

Rates, annual & extra charges outstanding	730	12.5 %	9.5 %	15.5 %	16.2 %
Rates, annual & extra charges collectible	5,841				

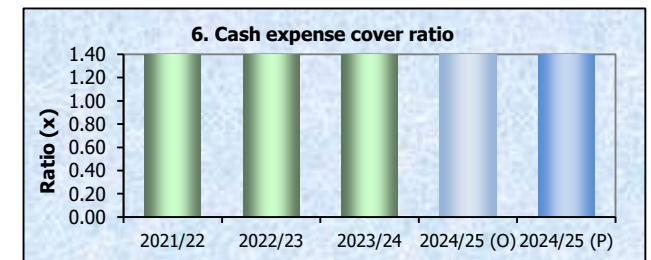
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



6. Cash expense cover ratio

Current year's cash & cash equivalents (incl.term deposits)	22,750	11.01	20.00	17.24	23.81
Operating & financing activities cash flow payments	2,066				

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



Key performance indicators budget review statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2025

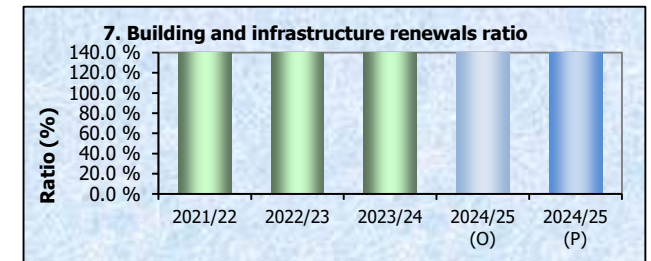
(\$000's)	Current projection		Original budget 24/25	Actuals prior periods	
	Amounts	Indicator		23/24	22/23
	24/25	24/25			

NSW Local Government Infrastructure Asset Performance Indicators (OLG):

7. Building and infrastructure renewals ratio

Asset renewals (building, infrastructure & other structures)	6,671	143.4 %	150.0 %	262.0 %	253.7 %
Depreciation, amortisation & impairment	4,650				

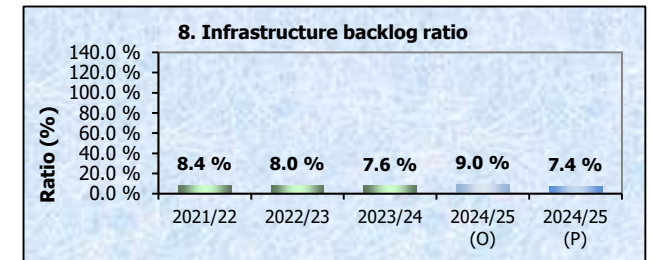
To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.



8. Infrastructure backlog ratio

Estimated cost to bring assets to a satisfactory condition	23,494	7.4 %	9.0 %	7.6 %	8.0 %
Total value of infrastructure, building, other structures & depreciable land improvement assets	316,224				

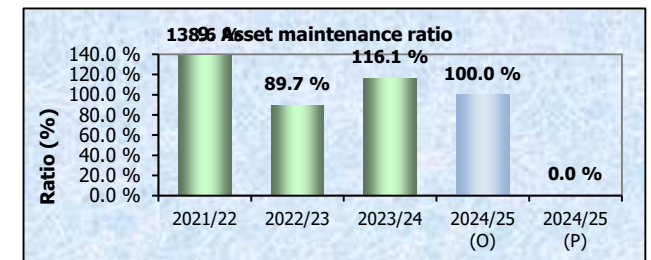
This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.



9. Asset maintenance ratio

Actual asset maintenance	*Annual Calculation		100.0 %	116.1 %	89.7 %
Required asset maintenance					

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure Backlog growing.



Key performance indicators budget review statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2025

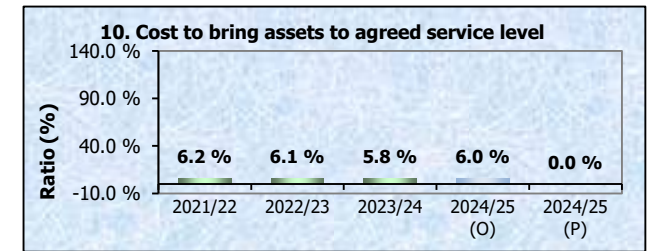
(\$000's)	Current projection		Original budget 24/25	Actuals prior periods	
	Amounts	Indicator		23/24	22/23
	24/25	24/25			

NSW Local Government Infrastructure Asset Performance Indicators (OLG):

10. Cost to bring assets to agreed service level

	*Annual Calculation				
Estimated cost to bring assets to an agreed service level set by council			6.0 %	5.8 %	6.1 %
Gross replacement cost					

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.



		2024/25 Revised Budget QBR3								
		CAPITAL				MAINTENANCE				Total 2024/25 Spend
		TOTAL Project	Local Sealed	Local Unsealed	Regional	Urban	Local Sealed	Local Unsealed	Regional	
Capital Project Regional Road	Block Grant	450,000			450,000					450,000
Bit Reseal Regional	Block Grant	150,000			150,000					150,000
Bit Reseal Rural Local	R2R	175,000	175,000							175,000
Traffic Mgt Block Grant	Block Grant	43,000			43,000					43,000
Yearly Regional Maintenance	Block Grant	264,000							264,000	264,000
Tablelands Way	S7.11		400,000							400,000
UnSealed Maintenance FAGS Roads	FAGS	1,165,060						1,165,060		1,165,060
Urban Maintenance	S7.11	130,000				130,000				130,000
Sealed Rural Maintenance	S7.11	330,000					330,000			330,000
FAGS Bridges Local 2024 Figure	FAGS	41,564					41,564			41,564
Pot Holes (\$1.77m)		1,778,594								
- Albion Street	RERRF									-
- To be Identified (pending current projects)	RERRF						150,000			150,000
FLR4 Arkstone Rd	FLR	3,000,000	600,000							600,000
LRCI Phase 4 Part A Projects										
- Jerrong Road	LRCI P4 PartA	9,578		9,578						9,578
- Jerula Road	LRCI P4 PartA	10,466	10,466							10,466
- Schumachers Road	LRCI P4 PartA	12,080	12,080							12,080
- Sewell's Creek Road	LRCI P4 PartA	13,427	13,427							13,427
- Mayfield Road	LRCI P4 PartA	38,449	38,449							38,449
LRCI Phase 4 Part B Projects										
- Mount Olive Road	LRCI P4 PartB	166,284		166,284						166,284
- Ryan's Lane	LRCI P4 PartB	-		-						-
- Bosworth Falls Road	LRCI P4 PartB	129,796		129,796						129,796
- Todd's Road	LRCI P4 PartB	15,900		15,900						15,900
- Burns Road	LRCI P4 PartB	7,420		7,420						7,420
- Mozart Road	LRCI P4 PartB	17,760		17,760						17,760
Regional Emergency Road Repair Fund										
- Reseals	RERRF	200,000	200,000							200,000
- Potholing	RERRF	100,000					100,000			100,000
- Renewal/Corrective Works	RERRF	696,004	696,004							696,004
- Gravel Resheets	RERRF	150,000		150,000						150,000
		9,654,440	2,145,426	496,738	643,000	130,000	621,564	1,165,060	264,000	5,465,788

By Funding

LRCI	382,711	35,973	346,738	-	-	-	-	-	382,711
S7.11	460,000	400,000	-	-	130,000	330,000	-	-	860,000
RERRF	2,924,598	896,004	150,000	-	-	250,000	-	-	1,296,004
FAGS	1,206,624	-	-	-	-	41,564	1,165,060	-	1,206,624
R2R	175,000	175,000	-	-	-	-	-	-	175,000
Block Grant	907,000	-	-	643,000	-	-	-	264,000	907,000
FLR	3,000,000	600,000	-	-	-	-	-	-	600,000
Total	9,055,933	2,106,977	496,738	643,000	130,000	621,564	1,165,060	264,000	5,427,339

AS AT 31 March 2025

Town Improvements	COMMITTED				ACTUAL	
	Adopted 2024-25	Adjustments (Council approved)	Unders & Overs (based on when projects are completed or Made Redundant)	Total	Actual Spend 31 March 2025	Balance Committed
Overheads	35,865.27			35,865.27	13,449.51	22,415.76
The Common						
- Footpath link Curtis to Common (remainder after rail Crossing Reserves)	40,961.82			40,961.82	10,625.00	30,336.82
- Well removal and heritage signage	3,500.00			3,500.00	1,695.29	1,804.71
- Rose Garden (plaques \$2.5k)	9,727.27	C3540		9,727.27		9,727.27
Footpath Construction						44,928.45
- Footpath Program	46,973.45			46,973.45	2,045.00	44,928.45
Beautification Street Tree Planting	71,213.03	W3439		71,213.03	29,995.53	41,217.50
Drainage, Kerb & Gutter						155,000.00
- Kerb and Gutter 7 Year Program	155,000.00			155,000.00		155,000.00
CCTV Upgrades	35,000.00			35,000.00		35,000.00
Dart & Dudley Pedestrian Upgrade	59,855.26			59,855.26		59,855.26
Richards Park Drainage	80,000.00			80,000.00		80,000.00
Playground Make Safe Program	232,930.00			232,930.00	10,753.74	222,176.26
Swimming Pool Upgrade	150,000.00			150,000.00	34,847.27	115,152.73
Stormwater Pits	42,855.26			42,855.26		42,855.26
Ross St/ Queen St intersection design	5,000.00			5,000.00		5,000.00
Street verges rock retaining walls	50,000.00			50,000.00		50,000.00
Lighting footpath Oberon High to Albion St	50,000.00			50,000.00	13,419.00	36,581.00
Totals	1,068,881.36		0.00	0.00	116,830.34	952,051.02
June 2024 Balance	997,611.65					
Overalllocation Noted	71,270					
						952,051.02
						0.0039999998407

**Oberon Council
Capital Expenditure Revised Budget QBR3**

Project Name	Project Cost \$	Funding					Expenditure				
		S7.11	Grants	Loan	Carryover from last year	Internal/Relevant Fund Reserve	Salaries	Materials	Plant Hire	Contractor	
GENERAL FUND											
Oberon Fitness Centre Stg2	480,663		480,663							480,663	
Solar PV System Pool, Gym and Hub	90,000		90,000							90,000	
O'Connell Rec Ground	276,549		50,000		226,549					276,549	
Library Purchases	25,000					25,000		25,000			
Street Lights	32,496				32,496					32,496	
Sporting Complex	500,514		500,514							500,514	
Plant replacement:											
- Hino 12T Tip Truck	-										
- Miscellaneous Plant											
- Mazda CX5 :WED	25,000					25,000		25,000			
- Mazda BT 50 Dual Cab :WED	25,000					25,000		25,000			
- Isuzu D-Max 2x4											
- Isuzu D-Max Dual Cab 4x4											
- Isuzu D-Max 2x4											
- Isuzu D-Max 2x4											
- Nissaa Navara 4x4											
- Isuzu NPR300											
- Isuzu 9 tonne tipper											
- Isuzu FRR 550 Tipper											
- Toyota Prado GXL - GM	50,000				25,000	25,000		50,000			
- Western Star Tipper	232,000				200,000	32,000		232,000			
- Sloane Dog Trailer	190,000				100,000	90,000		190,000			
- Project Amenities Site Van	-										
- Western Star Tipper	250,000				120,000	130,000		250,000			
- Sloane Dog Trailer	197,000				75,000	122,000		197,000			
- Paveliner	450,000				150,000	300,000		450,000			
Capital Roads Program:											
Capital Project Regional Road	450,000		450,000					180,000	90,000	180,000	
Bit Reseal Regional	150,000		150,000							150,000	
Bit Reseal Rural Local	175,000		175,000							175,000	
Traffic Mgt Block Grant	43,000		43,000							43,000	
Tablelands Way	400,000	400,000								400,000	
Albion Street											
FLR Arkstone Road	600,000		600,000					150,000	150,000	150,000	
LRCI Phase 4 Part A Projects											
- Jerrong Road	9,578		9,578					3,831	1,916	3,831	
- Jerula Road	10,466		10,466					4,186	2,093	4,186	
- Schumachers Road	12,080		12,080					4,832	2,416	4,832	
- Sewell's Creek Road	13,427		13,427					5,371	2,685	5,371	
- Mayfield Road	38,449		38,449					15,380	7,690	15,380	
LRCI Phase 4 Part B Projects											
- Mount Olive Road	166,284		166,284					66,514	33,257	66,514	
- Ryan's Lane	-		-					-	-	-	
- Bosworth Falls Road	129,796		129,796					51,918	25,959	51,918	
- Todd's Road	15,900		15,900					6,360	3,180	6,360	
- Burns Road	7,420		7,420					2,968	1,484	2,968	
- Mozart Road	17,760		17,760					7,104	3,552	7,104	
Regional Emergency Road Repair Fund											
- Reseals	200,000		200,000							200,000	
- Renewal/Corrective Works	696,004		696,004					278,402	139,201	278,402	
- Gravel Resheets	150,000		150,000					60,000	30,000	60,000	
Industrial Land Subdivision	340,000					340,000				340,000	
WATER FUND											
Water Mains replacement											
Water Standpipe Covers	39,600					39,600				39,600	
SEWER FUND											
STP	87,500					87,500				87,500	
Sewer Rising Main	300,000					300,000				300,000	
WASTE FUND											
Rubbish Bins	5,000								5,000		
Weighbridge & Software Install	216,534				216,534					216,534	
New Cell Survey, Design and Concept											
TOWN IMPROVEMENT LEVY FUND											
	7,098,020	400,000	4,006,341	-	1,145,579	727,500	818,600	836,866	1,942,433	836,866	3,481,856

PLANT REPLACEMENT PLANT INTENTION 2024/25 QBR3

NEW ITEMS

No.	Regn No.	Description	Year	Life	Change over value	Delivery Date	2023/24 Restriction	2024/25 Spend	2024/25 Restriction	2025/26 Restriction
1	BW62HD	Cat Grader 12M	2013	10	350,000	2025/26			100,000	250,000
46	CA84TI	ISUZU FXY 1500 Water truck	2014	10	200,000	2025/26			50,000	150,000
50	BB45JU	Prime Mover - Western Star	2009	10	250,000	2025/26			62,500	187,500
52	CA17ZA	Hino 12T Tip Truck	2014	10	220,000	2025/26			50,000	170,000
		Miscellaneous Plant			30,000	2025/26			30,000	
Leaseback Vehicles										
62	CM97JJ	Mazda CX5 :WED	2019		25,000	2024/25		25,000		
64	CM96JJ	Mazda BT 50 Dual Cab :WED	2019		25,000	2024/25		25,000		
Non Leaseback Vehicles										
65	CX10GH	Isuzu D-Max 2x4	2020	5	32,000	2025/26			32,000	
68	CX14GH	Isuzu D-Max Dual Cab 4x4	2020	5	25,000	2025/26			25,000	
82	CS62KK	Isuzu D-Max 2x4	2019	5	35,000	2025/26			35,000	
85	CS61KK	Isuzu D-Max 2x4	2019	5	35,000	2025/26			35,000	
87	CT83SB	Nissaa Navara 4x4	2019	5	33,000	2025/26			33,000	

ITEMS MOVED INTO 2024/25FY FROM PRIOR YRS

No.	Regn No.	Description	Year	Life	Change over value	Delivery Date	2023/24 Restriction	2024/25 Spend	2024/25 Restriction	2025/26 Restriction
47	BC78DY	Izuzu NPR300	2009	10	40,000	2024/25	40,000			
48	BF31RW	Isuzu 9 tonne tipper	2010	10	110,000	2024/25	100,000		10,000	
72	CU57PE	Toyota Prado GXL : GM	2019		50,000	2024/25	25,000	25,000		
45	BH24NP	Isuzu FRR 550 Tipper	2010	10	55,000	2024/25	25,000		30,000	
58	BD83NL	Western Star 4800 FS2 Tipper	2010	11	232,000	2024/25	200,000	32,000		
59	W23442	Sloane Dog Trailer	2010	11	190,000	2024/25	100,000	90,000		
51	BP04YV	Western Star Tipper	2012	10	250,000	2025/26	120,000	130,000		
53	X94232	Sloane Dog Trailer	2012	10	197,000	2025/26	75,000	122,000		
		Site Van								
42	CD03GK	Paveline 12 Tonne	2014	10	450,000	2024/25	150,000	300,000		

APPROVED PLANT ITEMS ON HOLD IN RESERVE

No.	Regn No.	Description	Year	Life	Change over value	Delivery Date	2023/24 Restriction	2024/25 Spend	2024/25 Restriction	2025/26 Restriction
RESERVE		- Plant Replacement Fund (unallocated)			754	TBA	754			
					2,834,754		835,754	749,000	492,500	757,500
					Items Approved Prior		835,754	252,000	40,000	-
					Items Presented in 2024/25		-	497,000	452,500	757,500

13.11 DEVELOPMENT APPLICATION DA10.2024.28.1 - Thirty-one Lot Subdivision at 10a Blenheim Avenue, Oberon

File No: P07-10A

Author: Mark Hitchenson (Consultant Town Planner), Damian O'Shannassy (Planning and Development Director)

Summary

Council has received development application DA10.2024.28.1 for a thirty-one lot Torrens Title subdivision at 10a Blenheim Avenue, Oberon (Lot 11 in DP 1143553). The subdivision is to create 30 new residential lots and one drainage reserve.

The proposed development is identical to a previous subdivision that was granted consent - DA10.2016.71.1. That development consent lapsed.

The development application was submitted on the planning portal on 19 June 2024. The application was formally lodged, following the payment of the DA fee, on 2 July 2024.

On 12 July 2024, following a preliminary assessment of the development application, additional information was requested from the applicant. The information required was an ecological assessment of the site to determine whether the clearing of any native grasses would exceed the Biodiversity Offsets Scheme threshold under the Biodiversity Conservation Act 2016. Despite repeated requests for this additional information to be provided, the applicant has not provided the additional information.

The application was notified to surrounding landowners with five submissions received. The applicant was asked to provide a response to the issues raised in submissions on 7 August 2024 and 23 August 2024. The applicant has not provided a response to the submissions.

On 6 February and 19 March 2025, Council again requested that the applicant provide the additional information and response to submissions and advised that the application would be refused if the additional information was not provided. The applicant was given the opportunity to withdraw the application to avoid the application being refused. No response has been received.

Given the applicant's failure to provide additional information requested by Council, and despite repeated requests going unanswered, the application is proposed to be refused.

Recommendation:

That:

1. Council refuse Development Application DA10.2024.28.1 for a thirty-one lot Torrens title subdivision at Lot 11 in DP 1143553, being known as 10a Blenheim Avenue, OBERON in accordance with Section 4.16 of the Environmental Planning and Assessment Act 1979, for the following reasons:
 - An environmental assessment of the subject land has not been provided to determine whether the proposal would have significant impacts on flora and fauna.
 - Insufficient information has been received from the applicant to address issues raised in submissions to the notification of the development application.

- Insufficient information has been provided to determine whether the site is suitable for the development.
- Insufficient information has been received to determine whether the proposal is in the public interest.
- insufficient information has been received to determine whether the development is appropriate in the context of the locality.

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

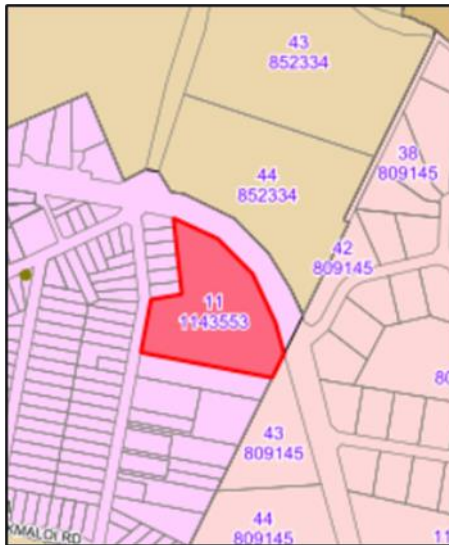
List of Attachments

1. Subdivision Plan PA N-445404 (2) [13.11.1 - 2 pages]

Comment

1. LOCATION OF THE PROPOSAL

The location of the subject land is shown in the following map:



2. ZONING

10a Blenheim Avenue, Oberon is zoned R1 – General Residential. Neighbouring allotments are similarly zoned, with land to the north across Albion Street zoned RU1 Primary Production.

3. PERMISSIBILITY

The development is permissible with consent in the Oberon Local Environmental Plan 2013 under clause 2.6 of the LEP. The proposal complies with clause 4.1 of the LEP as all proposed lots are larger than the minimum lot size of 800m².

4. EXISTING CONSENTS THAT RELATE TO THE LAND

- DA165/02 – Two Lot Subdivision
- 10.2013.42.1 – Six Lot Subdivision
- 10.2016.71.1 – 31 Lot Subdivision (lapsed)

5. ACCESS LOCATION

A new road is proposed to be provided to the new lots off Blenheim Avenue. No access is proposed from Albion Street.

6. EASEMENTS

The site contains an easement to drain water and a restriction on vehicular and pedestrian access to Albion Street. The proposed subdivision retains the drainage easement and does not propose access to Albion Street.

7. CONNECTION OF SERVICES

The proposal involves the connection of each proposed new lot to water, sewer, electricity and telecommunication services.

8. HERITAGE

The subject land does not contain a heritage item, is not in a heritage conservation area and is not in close proximity to a heritage item.

9. INDUSTRIAL BUFFER

The land is not located within the industrial buffer area.

10. BUSHFIRE PRONE

The lot is not classified as bushfire prone.

11. FINANCIAL IMPLICATIONS

Developer Contributions are applicable to the proposed development, payable for 30 new residential lots:

Public Open Space	\$ 281.50 x30 = \$8,445
Community Facilities	\$ 281.50 x 30 = \$8,445
Emergency Services	\$ 337.00 x 30 = \$10,110
Stormwater Drainage	\$ 927.00 x 30 = \$27,810
Urban Roads	\$ 3,600.00 x 30 = \$108,000
Sewer Supply Headworks	\$13,040.00 x 30 = \$391,200
Water Supply Headworks	\$ 3,185.00 x 30 = \$95,550
Total	\$21,652.00 x 30 = \$649,560

12. ASSESSMENT

12.1 Biodiversity Conservation Act 2016

An environmental assessment of the subject land was requested by Council but has not been provided. Council is therefore unable to determine whether the proposed development presents a risk to threatened species or ecological communities, or their habitats. Council is also unable to determine whether the proposed development results in the clearing of native vegetation and whether the proposal exceeds the Biodiversity Offset Scheme Threshold.

12.2 Oberon Local Environmental Plan 2013

Permissibility

The development is permissible within the R1 zone and meets the minimum 800m² lot size requirement under clause 4.1.

Objectives of the Zone

The development will meet the objectives of the zone. The development, if approved, will provide for the housing needs of the community.

Miscellaneous Provisions

5.10 – Heritage Management – The subject land does not contain a heritage item, is not in a heritage conservation area and is not in close proximity to a heritage item.

5.21 – Flood Planning – Not applicable to this site.

Additional Local Provisions:

6.1 – Earthworks – Earthworks are proposed as part of the development for the creation of new roads, lots and drainage features, and fill is proposed in the western corner of the site. If approved, standard conditions regarding earthworks and erosion and sediment controls would be recommended.

6.3 – Riparian land and water courses – No watercourses traverse the site.

6.4 – Essential services – All available services are proposed to be provided to the proposed lots in accordance with this clause.

6.7 – Karst subsidence risk – The development site is not within a SP3 Zone.

12.3 State Environmental Planning Policies

SEPP (Resilience and Hazards) 2021

Chapter 4 of this SEPP relates to the remediation of contaminated land. The land has a history of rural use and there is no evidence of any activities that could have caused contamination. A Preliminary Contamination Investigation was undertaken for the previous subdivision approval and consent was granted. There is no evidence of any use of the site since that time that raises any contamination concerns. Council does not have records of potential contamination. It is therefore considered that the site remains suitable for residential development.

12.6 Draft Environmental Planning Instruments

There are no draft environmental planning instruments applicable to the proposal.

12.7 Oberon Development Control Plan 2001

The following sections of the Oberon DCP 2001 are relevant to the proposed development:

B.7 Subdivision Design Guidelines

- *General:* Torrens Title Subdivision is proposed for the subdivision. The proposal complies with the minimum lot size in the Oberon Local Environmental Plan 2013.
- *Site Design:* The proposed subdivision creates mostly regular shaped lots. All lots will have legal and practical access.
- *Climate Control/Aspect:* The proposed lots can be developed in a manner that facilitates good climate control.
- *Drainage:* Drainage systems, including a detention basin are proposed in the development.
- *Landscaping:* A request for details of boundary landscaping to soften the appearance of the development from Albion Street has not been responded to.
- *Street signs/names:* If approved, appropriate conditions can be applied in relation to street signs and names.

- *Roads and services*: If approved, appropriate conditions can be applied in relation to road and pavement design and other relevant matters, such as footpaths, service conduits, provision of water and sewer, drainage, electricity, street lighting and street trees, etc.

H.3 Neighbour Notification

Neighbour notification was undertaken in accordance with the Community Participation Plan. Five submissions were received. The issues raised in submissions are addressed below:

Submission 1 supports the proposed development subject to appropriate conditions regarding fencing, landscaping and tree protection.

Regarding the proposed submission for subdivision, I can see a need for more homes in good locations within Oberon, which this application seems to meet. The biggest concern would be the transition of such a large open space to a developed space. There does not seem to be a landscape plan or arborist report for Tree Protection Zones along Albion street. So please find my comments;

As it is such a large land block it will have a considerable impact on the small town of Oberon. I think there needs to be careful consideration on the visual impact from Albion Street Oberon as this property's boundary stretches approximately 360m. Albion Street is a major route through Oberon and therefore the impact would be devastating if consideration is not made for the type of boundary landscaping and fencing. I think there is an opportunity for Oberon Council to place conditions to ensure that this is a good quality development and provides some positive impacts to the area and positive outcomes for the developer. I have attached a photo of the type of fencing (see fencing design) that I believe should be considered appropriate for the boundary along Albion St. I think the fencing should be a mix of materials and set back from the boundary approximately 600-800mm to provide a garden nature strip with have a lower garden bed to soften the impact of such a large continuous fence line along Albion Street. The fence line may even be articulated every 15-20m to allow for extra ornamental trees & garden space to be planted along the fence line.

The existing trees along Albion Street should be protected and where possible, additional mature trees planted or reinstated (in line Oberon Councils approved tree masterplan) . This will also provide some privacy for both the existing and new residents and help to retain the beauty of the section of road along Albion street and reduce the visual impact of the proposed development. The same should be considered on Blenheim Rd for both fencing and landscaping, where street trees should be planted in addition to a small 600-800mm set back to ensure a garden nature strip along the fence line.

The tree planting should continue into the proposed roads 1 & 2 to provide better appeal to the development.

There should also be consideration for a condition to keep the proposed OSD Basin & Drainage Reserve along the Albion street frontage free from solid fencing by providing either no fencing or an open style metal fence and provide tree planting and landscaping that will provide great visual appeal from Albion Rd. The Aged care centre on the corner

of Albion Street & Tarana Rd is a good example of sympathetic open style metal fencing and visual landscape design to their street frontages.

Comment – The applicant was asked to respond to the above issues, but has failed to do so. However, were the application to be approved, the issues raised could be addressed by way of conditions of consent.

Submission 2 supports the development.

The proposal seems reasonable and would not appear to have any major impact other than increased traffic flow. I agree that additional housing is needed for the area.

Comment – Noted.

Submissions 3 and 4 object to the development on traffic grounds.

Blenheim Avenue is not designed for this increase in residents and vehicle movements. In particular, given all 31 lots are existing via one road. This is a quiet residential street, often kids are playing or riding bikes or scooters, the increase in traffic is a serious safety issue.

Our major concern is the impact of the vastly increased amount of traffic which the development would bring. Blenheim Ave even now is not adequate for the traffic which traverses it on a daily basis. Cars park on the roadside, which is perfectly allowable, and in some spots drivers need to pull over to allow others to safely pass. Blenheim Ave is too narrow to accommodate the intended increase of traffic. As we understand Blenheim Ave is the sole proposed entry and exit point to the development. I would ask that serious and due consideration is given to this matter.

Comment – The applicant was asked to respond to the above issues, but has failed to do so. However, given the proposed development is consistent with a previous lapsed approval for subdivision of the land, it is considered that the proposal is satisfactory on traffic grounds.

Submission 5 raises concerns that the proposed development will compound an existing flooding issue.

Currently when we experience rainfall the middle of the SW of my yard (69 Shakespeare Close) floods to such a degree as to have killed off two pine trees in my yard. I am concerned that the new development might compound this existing flooding issue.

Comment - The applicant was asked to respond to the above issues, but has failed to do so. In the absence of a response to this issue, Council cannot determine whether the proposal will cause flooding impacts.

12.8 Likely Impacts of the Development

Context and setting

The proposal is a subdivision for residential purposes creating 31 lots. The subdivision layout is consistent with a previous lapsed approval for subdivision of the land. However, insufficient

information has been received with the development application to determine whether the proposal will have an impact on the context or setting of the area.

Access, transport and traffic

The development will not generate additional traffic consistent with a previous lapsed approval for subdivision of the land.

Noise and vibration

The proposal will have minimal impacts on surrounding residences in relation to noise and vibration. The subject land is not located in the industrial buffer area.

Natural Hazards

The subject land is not mapped as bushfire prone land and is not known to be flood prone.

Safety, security and crime prevention

The proposed subdivision will create lots fronting a new road. Adequate passive surveillance of the new road would be provided with future development of the lots.

Social and Economic Impacts

The proposal will have positive social and economic impacts through the provision of additional housing and construction opportunities.

Suitability of the Site

Insufficient information has been provided to determine whether the site is suitable for the development. While the development is permissible in the zone and is consistent with the aims and objectives of the R1 General Residential zone, a number of concerns raised by Council and submitters have not been responded to by the applicant.

The Public Interest

Insufficient information has been received to determine whether the proposal is in the public interest.

13. CONCLUSION

The proposed subdivision is permissible with consent in the R1 General Residential zone of the Oberon Local Environmental Plan 2013 (LEP) and the Oberon Development Control Plan 2001. However, insufficient information has been received to determine whether the development is appropriate in the context of the locality. It is therefore recommended that the application be refused.

Relevance to Oberon Community Strategic Plan

Theme 3: Caring for the Environment

Action 3.1 Protect and manage local air quality, waterways, rivers and streams

3.1.2 Ensure compliance with environmental legislation

Theme 3: Caring for the Environment

Action 3.2 Work with other agencies to protect fauna and biodiversity

3.2.1 Provide regulatory services required by the Environmental Planning and Assessment Act 1979 and other legislation

Theme 4: Infrastructure and Services

Action 4.4 Plan for infrastructure and land use needs ready for future growth

4.4.2 Councils Local Environmental Plan (LEP) and Development Control Plans (DCP)

4.4.3 Development assessment and building approval services

Risk Category

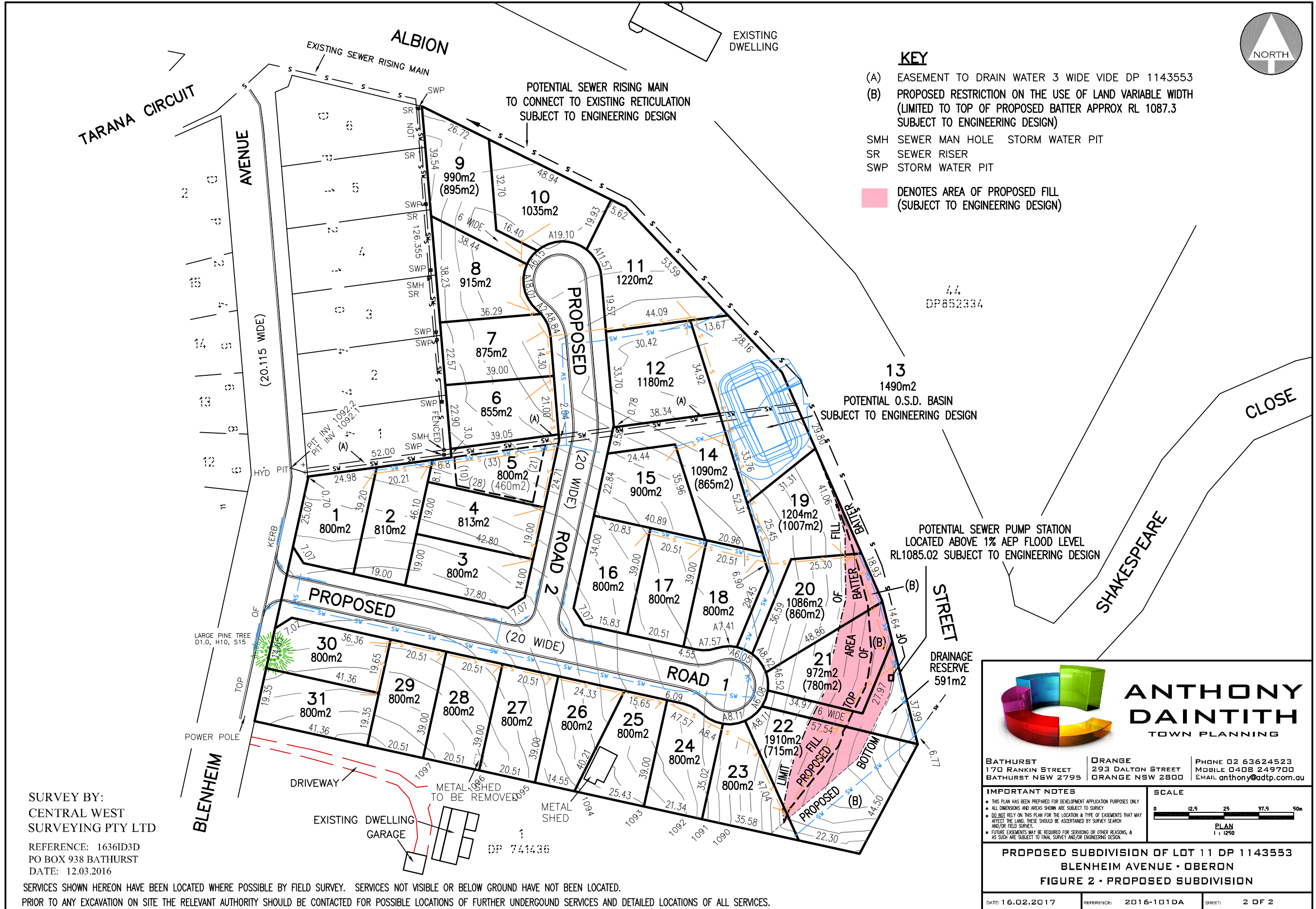
Financial

Environment


Public Image and Reputation

Risk Severity Ranking

Moderate - 48%







ANTHONY DAINTITH

TOWN PLANNING

BATHURST 170 RANKIN STREET BATHURST NSW 2795	ORANGE 293 DALTON STREET ORANGE NSW 2800	PHONE 02 63624523 MOBILE 0408 249700 EMAIL anthony@adtp.com.au
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IMPORTANT NOTES

- THIS PLAN HAS BEEN PREPARED FOR DEVELOPMENT APPLICATION PURPOSES ONLY
- ALL DIMENSIONS AND AREAS SHOWN ARE SUBJECT TO SURVEY
- DO NOT RELY ON THIS PLAN FOR THE LOCATION & TYPE OF EASEMENTS THAT MAY AFFECT THE LAND. THESE SHOULD BE ASCERTAINED BY SURVEY SEARCH AND/OR FIELD SURVEY.
- FUTURE EASEMENTS MAY BE REQUIRED FOR SERVING OR OTHER REASONS, & AS SUCH ARE SUBJECT TO FINAL SURVEY AND/OR ENGINEERING DESIGN.

SCALE

0 12.5 25 37.5 50m

PLAN
1 : 1250

PROPOSED SUBDIVISION OF LOT 11 DP 1143553
BLLENHEIM AVENUE - OBERON
FIGURE 2 - PROPOSED SUBDIVISION

DATE: 16.02.2017 REFERENCE: 2016-1010A SHEET: 2 OF 2

14 REPORTS FOR INFORMATION

/////// 14.1 Monthly Activity Report General Manager - April 2025

File No: Governance/Meetings/Ordinary

Author: Gary Wallace (General Manager), Rebecca Burgess (Work Health Safety and Risk Manager), Hannah Booth (Records and Communications Coordinator), Sharon Swannell (Governance and Executive Manager)

Summary

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

Recommendation:

That report Item 14.1 is received as information.

List of Attachments

Nil

1. PLANNED ACTIVITY

POST LOCAL GOVERNMENT ELECTIONS – work continues on onboarding a number of strategic documents that have been workshopped with Councillors or programmed over the next two months. These have included:

- Oberon Council WHS Induction and Councillor Handbook
- Councillor and Staff Interaction Policy
- Development of the new Councillor Portal
- Overview of s355 Manual
- Planning Overview
- Finance Overview
- Central NSW Joint Organisation – New Councillors Workshop
- Reserves Workshop and Overview
- IP&R Overview
- Pre Budget Workshops

New documents include:

- Management of the Oberon Sports Complex Workshop
- Model Code of Meeting Practice Review
- Model Code of Conduct Review
- Councillor Professional Development Plans

Further substantial work has been undertaken in the onboarding of a new Council and Councillors. These have included Director Responsibilities, Induction Overview with General Manager, together with Committees Overview and Workshops. Further, the Office of Local Government's Hit the Ground Running sessions have been run in conjunction. With the resignation of Councillors in January and

March the onboarding of a new Councillor in March and then again in May will see work to upskill the newly elected Councillor (expected in mid May) occur over the upcoming months.

STATEWIDE INITIATIVES - Each year Council's insurer Statewide offer Board Funded Initiatives (BFI) which are free offerings aimed at assisting Council to reduce risk. In past years Council have availed itself of Risk Appetite and Risk Category BFI which assisted Council to move forward in this space.

This year Council availed itself of a Climate Change Risk Assessment BFI. A skilled consultant attended a session with Council's GM and Executive and a number of climate change risk scenarios were assessed based on forecast modelling. Staff are analysing this document now and will report any findings and recommendations to future Council meetings.

Research and forecasting shows that climate changes Oberon can expect include higher temperatures, changes in rainfall patterns and increase in bushfire weather. Being an integral part of the community, how Council responds to these forecast changes is critical. The Climate Change Risk Assessment not only helps Council plan proactively, it also assists in grant applications and obtaining funding for initiatives which can reduce risk to Council and the Oberon community.

INTEGRATED PLANNING AND REPORTING – preparatory works and workshops are being rolled out for Councillors and the community in the preparation of the operational plan for 25/26 and a new Delivery Program for the next 4 year term. Councillor workshops, community engagement and consultation will be ongoing over the next two months to prepare the community and Council of the new delivery program. This will be assisted by updates to the existing Resourcing Strategy of Council which aligns with the IP&R documents required to be endorsed.

OVERSIGHT AND MANAGEMENT OF THE OBERON SPORTS COMPLEX – Staff are working on the preparation of a workshop for Councillors to look at the management options for the new Sports Complex currently under construction. Council is currently in receipt of a request from the Oberon Leagues Club outlining their interest and position in relation to the facility and Council must look at options to support the ongoing day to day oversight of the facility. A workshop is being prepared for late March for a detailed report to council in May.

2. WHS/RISK

	March 2025
Incidents/Accidents/Hazards Reported	3
Hazards Reported	2
Near Miss	0
No Injury, Damage to Assets	1
First Aid Injuries	0
Medical Treatment Injuries	0
Lost Time Injuries	0
Restricted Duty Injuries	0
Incident Reported to Regulator	0
Toolbox/Safety Meetings	207
Plant Pre-Start Inspections	116

- **Work Health Safety and Risk Activities**

- Several contractors were inducted and their insurances and safety documentation checked to ensure they are safely undertaking activities for Council.

- Across the WHS, Risk and HR space there continues to be great benefits in active participation with the CNSWJO organisation and the relevant interest groups within it. Recently the WHSR Manager opted in to participate in the CNSWJO procurement process for Pre-Employment Screening Services contract. This will allow feedback on potential providers and ensure Council's needs are well met.
- The CNSWJO WHS Group met during March. Paul Hennock of Statewide, Roland Mann of Statecover and Rhys Dive of Safework NSW all attended and presented updates from their areas of expertise. Fast Aid representatives also attended and presented their innovative solutions for Councils. The Group discussed where each Council is at in the Donesafe transition.
- Oberon Rotary successfully held the Shakespeare in the Park event at The Common. Following this Rotary extended thanks to Council and the Works crews.
- The transition to the WHS system Donesafe progressed in March with the compilation of datasets which will form the basis of the users, employees and organisational reporting structure within the system. The end of March/ beginning of April has seen a comprehensive schedule of training for Administration user. System go live is scheduled for mid May.
- WHSR Manager met in person with Statewide Mutuals Senior Account Executive and Regional Risk Manager to undertake a pre-renewal meeting. At this meeting the questionnaires Councils completes are examined and the suite of insurances are reviewed to ensure Council's annual renewal is complete and correct.
- WHSR Manager attended a one-day online Verbal Judo training course in March. This was an offering via LGNSW. The course provided excellent strategies for high-level communication tools to redirect behavior with words.
- As part of the Wellbeing@OC 2025 staff initiatives the Lung Bus was due to be in Oberon in May, however due to the flooding in other parts of NSW it has had to reschedule for June 2025.
- A Safety session was held with Works staff and SWMS and safety protocols were reviewed and discussed. Regular consultation is vital to ensure risk control measures are still working, and to assess when amendments may be required.
- Council staff were required to undertake operations at the Burruga and Black Springs Transfer Stations. Ahead of this, WHSR and the relevant staff undertook a site inspection and assessed onsite risks. Risk controls and measures were put in place to increase staff safety as this task involves working alone and working in areas outside of mobile phone range.

3. HUMAN RESOURCES

- **Employee Statistics**

Staff Movements							
	Employee Separation	New employee	Casual	Part-time	Full Time	Senior Officer (GM)	Total Staff
March 2025	0	1	27	3	71	1	102

Consultative Committee

- The Consultative Committee is scheduled to meet in April 2025

Recruitment

- Recruitment for Project Manager progressed in March. Shortlisting and interviews to be undertaken during March/April.

General HR Matters

- HR Manager and IT/GIS Coordinator investigated a new HR System. Five systems were reviewed in December and January with further in-depth demonstrations planned for March 2025.
- Currently Councils HR Manager is on extended leave and has required a contractor to assist with the day to day HR function. This has been a positive step to ensure our staff have adequate information for all HR systems and functions. The HR Manager is due to return to Council in June.

4. GOVERNANCE AND ADMINISTRATION

Oberon Council continues to engage with the community through a variety of platforms, including updates on Council's website (www.oberon.nsw.gov.au), the Oberon Council Facebook page (<https://www.facebook.com/oberoncouncil>), the *Have Your Say Oberon* community engagement platform and Council's LinkedIn page. These channels are used to share media releases, public notices, position vacancies, public exhibitions, events and other relevant information.

Communications prepared and released during March 2025 included:

Website, Social Media, The Village Voice & Have Your Say Oberon

- A Minute with Mayor McKibbin/Mayors Column
- Local Woman of the Year 2025 - Kathy Sajowitz
- 2025 Countback Election notification of results
- Picnic in the Park - Stallholders wanted x2
- Position Vacant
 - Project Engineer
 - Administration / Customer Service Trainee
- O'Connell Road diesel spill
- International Women's Day
- Water Service Interruption - Dr Perkins Crescent
- Mobwell Program collateral
- Meeting Notification & Link
 - Oberon Council x The Pines
 - Ordinary Council Meeting
- 2025 Community Survey x2
- Temporary Waste Depot Closure - Incident
- Water Meter Reading Reminder
- Australian Citizenship Ceremony - Congratulations
- Public Exhibition
 - Black Springs Recreation Ground Landscape Masterplan
 - Erection of Meteorological Monitoring Masts for Investigation Purposes for the proposed Pines Wind Farm project and Decommissioning of the Masts
 - Modification to Composting & Landscape Supplies Facility - Traffic Management Plan
 - Local Strategic Planning Statement
- LSPS Introduction pre-exhibition period
- IGA Carpark Closure

- Media Release - Clr Crye
- Water Filling station update
- Youth Week Promo
 - Career & Job Skills Fair
 - Silent Rave
 - Health & Wellbeing Day

5. COMMUNITY ACTIVITY, REGIONAL ISSUES and OTHER MEETINGS

12 Mar 2025	Oberon ARIC
13 Mar 2025	Internal Audit Stakeholder Meeting
14 Mar 2025	DPHI Catch Up – State Significant Projects
17 Mar 2025	Councillor CSP Workshop
17 Mar 2025	Citizenship Ceremony
17 Mar 2025	Oxygen HR Assistance Discussion
18 Mar 2025	Borg Meeting - Landfill
18 Mar 2025	The Pines Windfarm Update
18 Mar 2025	March Ordinary Council Meeting
20 Mar 2025	Service NSW Agency Agreement Discussion
21 Mar 2025	Black Springs Tower Discussion with Andrew Gee and Minister
24 Mar 2025	PCG – Oberon Sporting Complex Meeting
25 Mar 2025	Councillor Budget Workshop
25 Mar 2025	OLG Visit – Katrina Ennis-Brown
26 Mar 2025	Meeting with Minister Rose Jackson and staff - STP
27 Mar 2025	Greater Sydney CAG
28 Mar 2025	Country Mayors Meeting
31 Mar 2025	Highland Pine on site Inspection
31 Mar 2025	Oberon Sporting Complex onsite Inspection
2 April 2025	Crown Lands Meeting
4 April 2025	Meeting with Oberon Golf Club
8 April 2025	Presentation from Value NSW
8 April 2025	April Informal Briefing Session

14.2 Monthly Activity Report Planning & Development - April 2025

File No: Governance/Meetings/Ordinary

Author: Kirsty Hanrahan (Building Surveyor), Lyn Hancox (Planning and Development Administration Assistant), Damian O'Shannassy (Planning and Development Director), Janet Bailey (Development Control Administration Officer), Sharon Inwood (Facilities Manager)

Summary

This report item summarises the main activity in the Planning and Development Department since the March 2025 Council Meeting.

Recommendation:

That report item 14.2 is received as information.

List of Attachments

Nil

1. PLANNED ACTIVITY

Development Applications

The number of applications submitted to Council during March 2025 was slightly up when compared with previous month but consistent with the previous year. Applications being assessed remains high, with some complex applications continuing to be assessed. Council continues to utilise, on a part time basis, a Planning Consultant to assist in reducing the backlog of Development Applications and other Planning related matter.

Local Strategic Planning Statement (LSPS)

Currajong Consulting have been engaging with the public to draw upon their views with regard to the Housing, Employment Lands and Open Space and Recreation to support the revision of the Local Strategic Planning Statement. Events have been held in O'Connell, Oberon, Edith, Black Springs and Burruga. Consultation will continue until Wednesday 30 April 2025 in the form of surveys that can be accessed via Council's Have your say webpage.

34 Glyndwr Ave Oberon

Following on from the December 2024 Ordinary Council meeting where Council resolved to put the vacant land for sale subject to water connection and sewer point. Council's plumbers have been engaged to undertake those works. A local real estate agent has been engaged to market the property once a contract is in place and this is anticipated to occur in April/May.

The Avenue of Trees O'Connell – Planning Proposal

Council's Planning staff have been advised by the Department of Planning Housing and Infrastructure (DPHI) that the Gateway Determination for the Avenue of Trees Planning Proposal is imminent. When this has been received, it is understood that the Planning Proposal will be referred to government agencies (TfNSW and Heritage NSW) for their comment and placed on public exhibition for 28 days (4 weeks).

PROJECTS

O'Connell Recreation Ground Amenities Building

The amenities building was handed over to Council late March upon all the works within the contract having been completed. The amenities building contains 2 changerooms with a unisex accessible toilet, ambulant and general unisex toilets, cleaners and garbage storerooms and two storerooms.

The project was completed within the grant timeframe.



Summary

The Oberon Fitness and Leisure Centre (OFLC) is pleased to submit the report for March 2025. **COMMUNITY INITIATIVES**

- Oberon High School fitness Program
- Wellness program for St Joseph's teachers
- Aqua Fitness for community members 4 times a week
- March Movement Challenge
- Term two community swimming lessons

Pool Report

All activities at the pool are slowly coming to an end with our season closing on 11th April. The pool temperature is still holding at 28 degrees. The tiles in the disabled amenities are now finished and look great. Winter shutdown will take place at the beginning of April.

Fitness Centre Report

March Movement is now over with some fantastic results. The winning team of Stacey and Amy ran a total of 152.75kls over the month, just short of the target but still a great effort.

Sales at the gym are a little slow this month with not as many 1 month upfront visiting.

Centre visits	Feburary	March
Memberships	848	894
Visit passes	83	83
Personal training	2	5
Total Attendance	931	982

Membership Type (at end of Month)	February	March
Concession Fitness DD	34	32
Adult Fitness DD	147	175
1 Month Upfront	13	13
1 Week	0	0
Pt DD	1	5
Student 16-18	13	12
Teen Under 16	15	11
Fitness Passport	16	23

Membership Movement	February	March
New Fitness Sales	29	31
Cancellations	22	28
Net Member Movement	7	3

Pool Entries	Feb	March
Adult	185	139
Concession/child	345	286
Family	31	14
U3A Aqua	33	28
Casual Aqua	10	6

2. PLANNING AND DEVELOPMENT MATTERS

DETERMINATIONS – March 2025

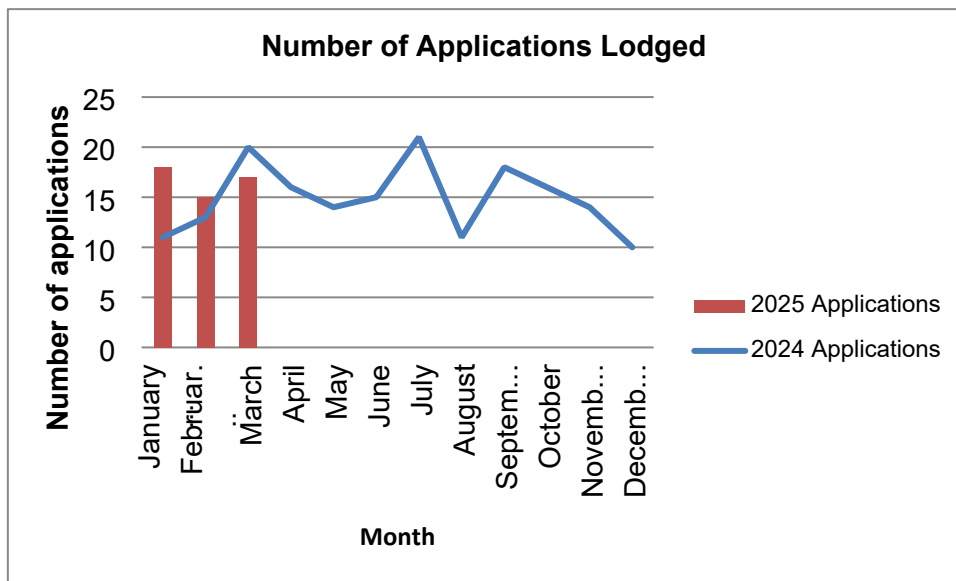
No.	Date sub Portal	Lodgement Date	Commencement Date	Stop the Clock Date	Information Received Date	Determination date
10.2021.67.1	17.09.2021			29.10.2021		
10.2021.72.1	22.09.2021	06.10.2021	10.11.2021	10.11.2021		
10.2022.8.1	16.12.2022	25.01.2023	21.02.2023	14.03.2023		
10.2023.16.1	13.03.2023	29.03.2023	18.07.2023	18.07.2023		
10.2023.30.1	08.05.2023	09.06.2023	26.06.2023	14.07.2023		
10.2023.35.1	11.06.2023	27.06.2023	03.08.2023	03.08.2023		
10.2024.28.1	19.06.2024	02.07.2024	03.07.2024	12.07.2024	Council	15.04.2025
DA2024.054	10.09.2024	19.09.2024	03.10.2024	08.10.2024		
DA2024.067	03.10.2024	10.10.2024	28.10.2024	28.10.2024		
DA2024.073	13.10.2024	31.10.2024	05.11.2024	07.11.2024	13.12.2024	04.03.2025
DA2024.076	16.10.2024	1.11.2024	27.11.2024	29.11.2024	13.02.2025	25.03.2025
DA2024.079	31.10.2024	13.11.2024	30.11.2024	02.12.2024	13.01.2025	04.03.2025
DA2024.080	4.11.2024	20.11.2024	30.11.2024	02.12.2024	04.02.2025	11.03.2025
DA2024.085	18.11.2024	28.11.2024	05.12.2024	05.12.2024	08.01.2024	09.04.2025
DA2024.092	03.12.2024	11.12.2024	18.12.2024	06.02.2025	04.03.2025	06.03.2025
DA2024.094	4.11.2024	16.12.2024	19.12.2024	19.12.2024		
DA2024.095	13.11.2024	06.01.2025	05.02.2025	12.02.2025	28.02.2025	07.03.2025
2025.003DA	01.12.2024	10.01.2025	23.01.2025	23.01.2025		
2025.005DA	27.11.2024	15.01.2025	15.01.2025	15.01.2025		
2025.008 DA	06.12.2024	28.01.2025	28.01.2025	28.01.2025	07.02.2025	04.03.2025
2025.011 DA	28.01.2025	11.02.2025	13.02.2025			02.04.2025
2025.012DA	03.02.2025	13.02.2025	03.03.2025	11.03.2025		
2025.009DA	28.01.2025	18.02.2025	18.02.2025			
2025.013DA	10.02.2025	20.02.2025	10.03.2025			
10.2023.54.3	21.02.2025	25.02.2025	25.02.2025			04.03.2025

2025.015DA	07.02.2025	26.02.2025	27.02.2025		Council	15.04.2025
2025.016DA	18.02.2025	26.02.2025	27.02.2025			
2025.017DA	24.02.2025	28.02.2025	28.02.2025	28.02.2025	08.04.2025	
2025.018DA	11.02.2025	28.02.2025	07.03.2025			
2025.019DA	26.02.2025	05.03.2025	07.03.2025			04.04.2025
DA2025.021	23.02.2025	11.03.2025	26.03.2025	27.03.2025	06.04.2025	
DA2025.022	27.02.2025	11.03.2025	26.03.2025	08.04.2025		
2025.018DA	19.02.2025	07.03.2025	07.03.2025			
2025.027DA	11.03.2025	18.03.2025	20.03.2025			
10.2018.86.2	24.02.2025	21.03.2025	09.04.2025			
2025.030DA	11.03.2025	24.03.2025	09.04.2025			
2025.031DA	26.02.2025	27.03.2025	09.04.2025			

Total fees for Applications during March 2025 were \$13,524.18.

The income from applications year to date is \$373,750.20.

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.



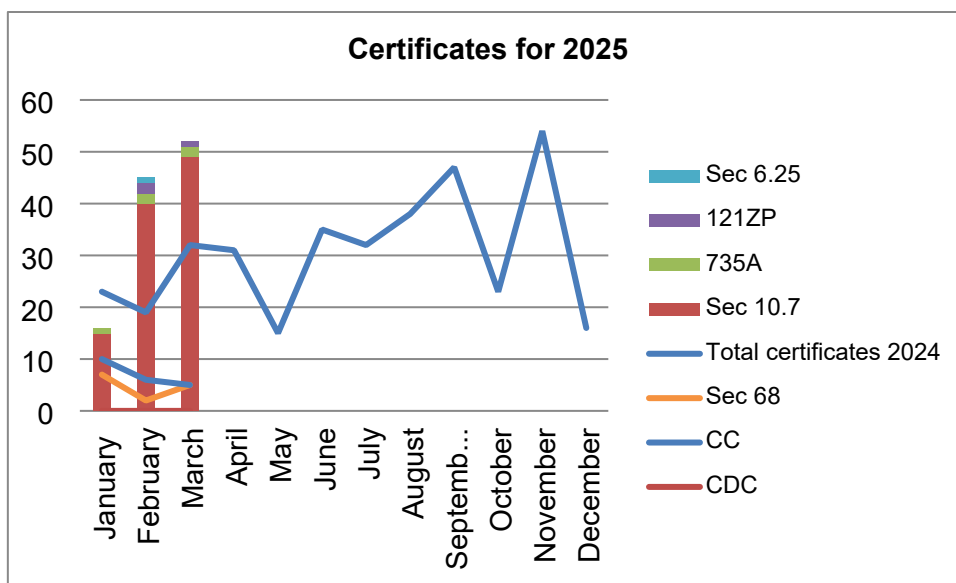
CERTIFICATES ISSUED

During the Conveyancing process and normally as part of the sale of a property, various Certificates are applied for by Solicitors, Real Estate Agents or by the public. In March 2025, the following Certificates were issued:

CERTIFICATES	March 2025
SECTION 10.7 PLANNING CERTIFICATES Environmental Planning and Assessment Act, 1979	49
SECTION 735A CERTIFICATES AS TO NOTICES Local Government Act, 1993.	2

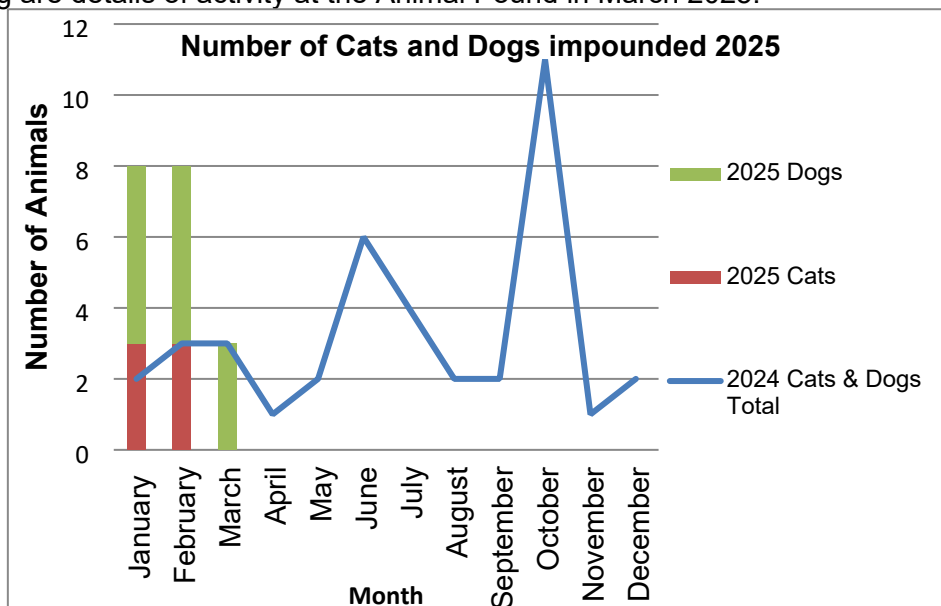
CERTIFICATES AS TO ORDERS SCHEDULE 5 Environmental Planning and Assessment Act, 1979	1
SECTION 6.26 BUILDING INFORMATION CERTIFICATES Environmental Planning and Assessment Act, 1979	0
CONSTRUCTION CERTIFICATES	5
COMPLYING DEVELOPMENT	0
SECTION 68 APPLICATIONS Local Government Act 1993	5

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 March 2025.



DOG DECLARATIONS	March 2025
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 November 2024.

TYPE OF INSPECTIONS	March 2025
Building Inspections	43
Food Inspections	19
Environmental Inspections (Air, Noise and Water Pollution)	0
Subdivisions Certificate Inspections	0
Complaints (Including Animal Control & Livestock)	48
Building Maintenance Inspections	5

14.3 Monthly Activity Report Technical Services - April 2025

File No: Governance/Meetings/Ordinary

Author: Dr Cornelia Wiebels (Technical Services Director), Gary Chapman (Roads Operation Manager), Paul Robinson (Plant Manager), Andrew Krol (Water and Sewer Officer in Charge), Thomas Dimec (Project Engineer), Dani Bradshaw (Change Management Analyst), Geoff Paton (Works Engineer)

Summary

This report item summarises the main activities in the Technical Services Department during the months of March 2025.

Recommendation:

That report 14.3 is received as information.

List of Attachments

Nil

Comment

1. Roads – Regional and Local



Abercrombie Road near Black Springs intersection



Abercrombie Road off Shooters Hill

The rehabilitation of Abercrombie Road, Black Springs is largely complete. Pavement reconstruction works have finished, and bitumen sealing is programmed.

Reconstruction of Abercrombie Road off Shooters Hill Road towards the South have progressed, extending to 850m and addressing the deteriorating road surface.

Commencing 7 April 2025 bitumen sealing works will be undertaken at the following locations:

- (a) Mt Olive Rd part construction.
- (b) Reconstruction at Abercrombie Rd at Black Springs.
- (c) Reconstruction of Abercrombie Rd at Shooters Hill Rd.
- (d) Resealing Works (2.4km) on Shooters Hill Rd.
- (e) Heavy Patch work along Abercrombie Rd south of Shooters Hill Rd.

On Council's unsealed road network, grading and gravel works were undertaken on Schumacher's, Connection, Bald Ridge, Mt Olive and Arties Roads.



Natural Disaster Recovery Funding: Council was successful in securing \$1.16M for Essential Public Asset Restoration Works on Abercrombie Road. The work is to address landslides in two locations due to the heavy rain events in early April 2025. The additional funds will be included in the FY2025/206 budget.



Pothole patching on Sewells Creek Road.



Roadside vegetation clearing on Mayfield Road.



Tree canopy clearing at IGA car park

2. State Roads – RMCC (Road Maintenance Council Contract) Works for Transport for New South Wales (TfNSW)

Activities on O’Connell Road and Duckmaloi Roads

In accordance with the Council’s TfNSW Roads Maintenance Contract, continuous improvements and monitoring activities have been carried out on O’Connell and Duckmaloi Roads. The primary focus is on monitoring surface sections, upgrading drainage systems to prevent flooding, and enhancing signage.

Monitoring and Upgrades

- **Surface Monitoring:** Regular monitoring of the road surfaces on O’Connell Road and Duckmaloi Roads to promptly identify and address any issues.
- **Drainage System Upgrades:** Upgrading drainage systems to prevent flooding and ensure the roads remain safe and passable during adverse weather conditions.

Heavy Patching and Resealing

- **Heavy Patching:** Council and TfNSW have collaboratively investigated and identified areas on State Roads requiring heavy patching. The identified areas cover approximately 5,000 m² and are scheduled for the 2024-2025 period. The review of areas and documentation is currently underway, with works set to commence in March 2025. Civil contractors have been engaged to commence works are now due Mid-April weather pending 2025, once TfNSW has approved the Council’s Management Plan.
- **Resealing Works:** In addition to heavy patching, resealing works are planned for Duckmaloi Road and O’Connell Road. These works will cover a combined area of approximately 30,000 m² for the 2024-2025 period. Mid-April weather pending.

The planned improvements and monitoring activities on O’Connell and Duckmaloi Roads are essential for maintaining the integrity and safety of these key transport routes. The collaborative efforts between the Council and TfNSW ensure that the necessary upgrades and maintenance are carried out efficiently and effectively, with a strong focus on enhancing road safety and reliability.

3. Water & Wastewater

Weekly Oberon Dam Levels

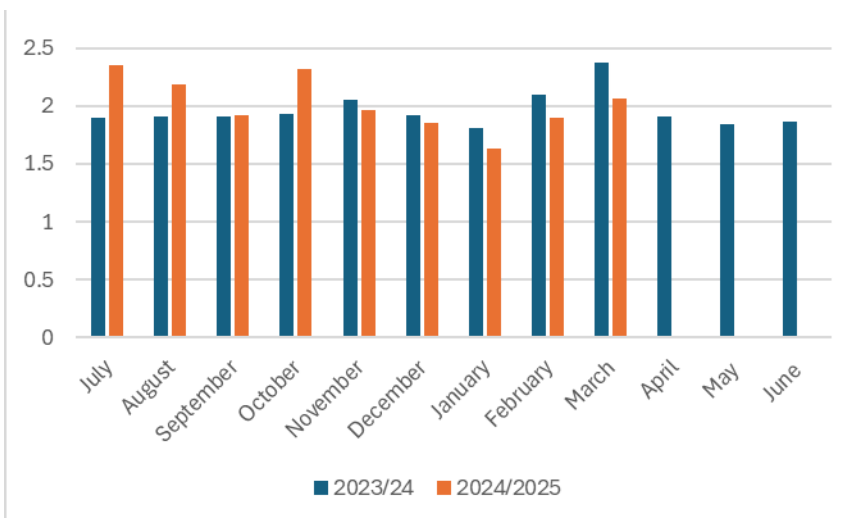
Weekly dam level recordings for Oberon Dam, supplied by WaterNSW

March 2025	
04.03.2025 --	97.4%
10.03.2025 --	96.9%
21.03.2025 --	96.1%
31.03.2025 --	95.5%

Water Consumption from WaterNSW Oberon Dam

March 2025	
01.03.2025 -- 14.03.2025 =	15.324 ML
08.03.2025 -- 14.03.2025 =	13.555 ML
15.03.2025 -- 21.03.2025 =	15.443 ML
22.03.2025 -- 31.03.2025 =	19.565 ML

The total raw water consumption during March 2025 was 63.887 ML.
The daily average consumption was 2.06 ML.



The above graph displays the average daily water consumption in ML per month

Sewage Treatment Plant – Weekly kL Intake for Treatment of Wastewater

March 2025	
01.03.2025 -- 07.03.2025 =	8,105 kL
08.03.2025 -- 14.03.2025 =	7,830 kL
15.03.2025 -- 21.03.2025 =	8,027 kL
22.03.2025 -- 31.03.2025 =	11,040 kL

The daily average wastewater flow into Oberon Sewerage Treatment Plant was 1,129 kL.
The total wastewater volume into Oberon Sewerage Treatment Plant in March 2025 was 35,002 kL.

4. Parks and Gardens

The Rotary Club of Oberon was very appreciative of the efforts of the Parks and Gardens team preparing the Common for the Shakespeare Festival, stating “the area used for the performance looked very nice”.

Parks and Reserves Maintenance:

Location	Activity	Frequency
Black Springs Recreation Ground	Mowing, Slashing & Whipper Snipping	1
Burruga Park	Mowing and Whipper Snipping	1
Leagues Club Fields	Mowing and Whipper Snipping	4
Robertson and Richards Parks	Mowing and Whipper Snipping	2
The Reef Reserve	Slashing, Mowing and Whipper Snipping	1
Herb David Park	Mowing and Whipper Snipping	1
Curtis St Independent Living Units	Mowing and Whipper Snipping	1
Balfour St Independent Living Units	Mowing and Whipper Snipping	1
The Common	Slashing, Mowing and Whipper Snipping	4
Oberon Recreation Ground (Soccer oval)	Mowing and Whipper Snipping / Linemarking	3 / 1
Sewer Treatment Plant	Slashing	1
Oberon Cemetery	Mowing and Whipper Snipping	2
Apex Park	Mowing and Whipper Snipping / Gardening	1 / 1
Miss Wilson Park	Mowing and Whipper Snipping	1
Cunynghame Oval	Mowing and Whipper Snipping	1
Rotary Lookout	Slashing	1
Buckley Cres Park	Mowing and Whipper Snipping	2
Wollemei Park	Mowing and Whipper Snipping	1
Sewerage Treatment Plant	Mowing and Whipper Snipping	1
Mawhoods Carpark	Mowing and Whipper Snipping	1
O’Connell Recreation Ground	Slashing, Mowing and Whipper Snipping	2
Isabella Cemetery	Mowing and Whipper Snipping	1
Hassall Park	Mowing and Whipper Snipping	1
Bligh St Park	Mowing and Whipper Snipping	1
Oberon Street Gardens	Gardening	1
Council Chambers	Gardening	1
Visitor Information Centre	Mowing and Whipper Snipping	2
The Library	Mowing and Whipper Snipping	1

Roadway	Activity	Frequency
Dart St	Mowing and Whipper Snipping	1
The Avenue (O’Connell)	Mowing and Whipper Snipping	1
Burruga Streets (Multiple)	Slashing and Mowing	1
Humphries Dr	Slashing	1

Edith Rd Bus Stop	Whipper Snipping	1
Abercrombie Rd	Slashing	1
Hawke St	Mowing	1
Oberon St	Mowing	1
Bracken Glenn Ln	Slashing	1
Glendalough Rd	Slashing	1
Mc Hattan Cl	Slashing	1
Dickson Cl	Slashing	1
Tiger Pl	Slashing	1
Scott Cl	Slashing	1
Albion St	Mowing, Slashing and whipper snipping	1
Ross St	Mowing	1
Edith Rd	Slashing	1



O'Connell Rec Ground oval looking great now the irrigation system is working properly



Apex Park



The Pool Park

5. Cemeteries

The number of interments in the Oberon LGA for February & March 2025 was six, 3 in each month.

6. Waste

Construction of the weighbridge has commenced with pouring of the footings completed.



A drone survey was completed as the first step in designing and constructing a new landfill cell at the Oberon Waste Depot.



Scrap metal collection was completed at the Oberon Waste Depot, yielding \$150/ton in revenue for this resource.



The Oberon Waste Depot suffered an unlawful disposal of asbestos waste in mid-March. Upon identification of the issue and assessment of the situation, the Waste Depot was closed, a report filed with the EPA and the material in question appropriately bagged and placed in the on-site asbestos cell. The clean-up took a few hours during which time the Waste Depot remained closed to the public.

Council staff have taken over operations of the Burruga and Black Springs Transfer Stations; a separate report is provided within this Business Paper.

14.4 Monthly Activity Report Corporate Services - March 2025

File No: Governance/Meetings/Ordinary

Author: Mathew Webb (Corporate Services Director), Rhiannon Mijovic (Library Manager), Zoe Marks (Finance Manager), Debra Keane (Tourism and Economic Development Manager), Victoria Bewley (Acting Community Services Coordinator), AJ Jack (IT and GIS Co-ordinator)

Summary

This report provides an update on the activities of the Corporate Services Directorate in March and forward plans.

Recommendation:

That report item 14.4 is received as information.

List of Attachments

Nil

1. Information Technology

New Software

A selection panel with representatives from IT, Finance and Technical Services had demonstrations of asset management software from six vendors. These had been shortlisted from 19 applicants. The final software will be selected by the time of the Council meeting, but not in time for this report.

Staff from Planning have started preparing for the migration of the health data into the new ReadyTech Health Manager module.

ReadyTech have notified Council that the DA Tracker facility is currently being tested by Burwood Council. Testing is expected to be completed by mid-April and if no problems are found, it should be available for Oberon by late April.

Cyber Security

During the month a contractor conducted interior and exterior penetration testing of Oberon Council's IT system. The exercise is being completed at the time of writing and a report will be delivered to IT in the following week. The results will be presented to ARIC and used to set cyber-security priorities over the coming months.

2. Finance

Internal Restrictions Review

A draft Financial Reserves Policy was presented to ARIC for feedback. Proposed adjustments to internal restrictions were discussed with Councillors in a workshop.

2025/26FY Budget Process

Progress in the FY2025/26 budget development included:

- Consultation with Technical Services regarding roads projects.
 - Two meetings with the Executive Management Team to review budget status and forecasts.
 - A Councillor budget workshop was held to discuss the process, challenges and opportunities for the upcoming year,
-

Work continues to ensure the Integrated Planning and Reporting (IP&R) requirements remain on schedule.

Rate Notices Program

Preparation has commenced to identify a new provider for printing and distributing rate notices beyond the current contract expiry (30 June 2025). Council is working with the Central NSW Joint Organisation to coordinate the procurement process.

2024/25FY Interim Audit

The audit team from Intentus was onsite from 31 March to 3 April to complete the interim audit. The resulting Interim Management Letter will be presented to Council upon receipt.

3. Community Services

Picnic in the Park, will be held on Saturday, 26 April 2025 at Oberon Common. Forty stallholders have confirmed participation. Entertainment will include live music, a mobile animal farm, face painting, roving performers, and children's activities facilitated by Creative Community Concepts.

Youth Week 2025

Youth Week activities will include:

- Career & Job Skills Fair – 10 April at the Oberon Library & Community Centre, connecting youth with training providers, local businesses, and support services.
- Silent Rave – 12 April, 6:30–9:30pm at the Community Centre, featuring a DJ and light show.
- Health & Wellbeing Day – 14 April at the Oberon Fitness & Leisure Centre, offering workshops such as yoga and Pilates.

Cyber Awareness Workshops

Cyber awareness workshops are scheduled for June as a follow-up to Seniors Festival. Sessions will be held in Black Springs (evening of 4 June) and Oberon (day and evening sessions on 5 June). Presenters from the NBN, banking sector, and NSW Police will provide information on cyber safety, cybercrime, and practical support.

Black Springs Community Hall

- Weather shields have been installed on double doors.
- A new keypad locking system has been implemented, enabling remote access management for individual bookings.

Section 356 Application

Upon closure of the Section 356 application donation program, 48 applications were received. Staff are reviewing the applications for all appropriate documentation in readiness for the Section 356 panel assessment.

4. Oberon Library & Community Centre

The Oberon Library has seen increased community engagement, with meeting spaces frequently fully booked. Maintenance work has been completed to improve accessibility, including updating bathroom doors and repairing walls in the meeting areas.

Storytime programming has been reintroduced, receiving positive feedback. The Library is also hosting two key events for Youth Week: the Career & Job Skills Fair and the Silent Rave, both supported by Youth Week grant funding.

The Library Manager attended the Central West Zone Library Managers meeting, where regional library issues and consortia arrangements were discussed.

5. Tourism and Economic Development

The region received approximately 16,000 visitors in February, an increase of 1% compared to the previous year. Total visitor expenditure reached \$1.98 million, up 2.2%. Growth was noted in retail, hospitality, and recreational sectors, partly driven by events such as the Rodeo and the Oberon Show. Visitor Centre foot traffic and overall tourism activity increased by 3%.

Field to Forest Festival



The 2025 festival concluded with a sold-out dinner at Essington Park. Highlights included:

- Local markets featuring seven producers.
- TruffleFest showcasing regional truffle production and export insights.
- Outdoor theatre in the Oberon Common and community celebrations in Black Springs.
- Guided 4WD tours showcasing mushroom foraging and regional highlights.

Photography Competition

Entries for the autumn category are now open. We are still looking for autumn colour with action/people/animals. We have some great scenic shots but are after action shots that better depict our community as many of these entries will find their way into our new brochure when we update this later this year.

Oberon Indigenous Art Exhibition

Preparations for the 2025 exhibition are underway. Four scholarships have been secured to support young artists. Arts OutWest has contributed \$2,000 towards a May workshop for Indigenous youth (ages 10–16) led by a mentor artist. Sponsorship has also been received for the exhibition's opening event.

Drought Resilience Project

The consultant has commenced work with the various Council planning teams to develop flowcharts guiding agritourism development under applicable planning legislation. These tools will assist both Council staff and landholders and will benefit all three Councils in the project consortium.

14.5 Investments - March 2025

File No: Financial Management/Investments/Register

Author: Lisa Koleda (Management Accountant), Zoe Marks (Finance Manager)

Summary

This report provides Council with the Statement of Investments as of 31 March 2025.

Recommendation:

That report item 14.5 is received as information.

List of Attachments

Nil

Comment

The Reserve Bank of Australia (RBA) has maintained the cash rate at 4.10%, reflecting a cautious approach to monetary policy. While underlying inflation is moderating, it still requires monitoring to ensure long-term stability. Domestic demand is recovering, but uncertainties in consumption, household spending, and the labour market persist, with tight conditions on easing wage pressures.

President Trump's policies, especially tariffs and trade tensions, impact term deposit investing by potentially stabilising or increasing interest rates. Market volatility makes term deposits appealing for their guaranteed returns and capital protection. However, tariffs may lead to higher inflation, reducing the real value of returns. Economic growth policies could also affect long-term interest rates, influencing the attractiveness of new term deposits.

As of 31 March 2025, Council had \$24,250,000 invested with term deposits. Total cash and cash equivalents were \$27,628,447.80. Below is a breakup of Council's Cash and Cash Equivalents:

Cash at bank

<i>Institution</i>	<i>Value</i>
CBA Business - General Funds	1,212,698.03
CBA Business - Online Saver	2,061,506.94
NAB Business - Cheque	104,242.83
	<u>3,378,447.80</u>

Active Term Deposits:

Institution	Date Invested	Rate	Maturity Date	Amount
National Australia Bank - (Sewer)	28/06/2024	5.32%	9/04/2025	500,000.00
AMP Bank - (Sewer)	24/04/2024	5.05%	23/04/2025	500,000.00
G&CMutual Bank	21/12/2023	5.10%	7/05/2025	500,000.00
G&CMutual Bank	21/12/2023	5.10%	21/05/2025	500,000.00
Bank Of Queensland - STP	14/08/2024	4.80%	4/06/2025	500,000.00
Commonwealth Bank	14/08/2024	4.63%	18/06/2025	500,000.00
National Australia Bank	26/02/2025	4.70%	18/06/2025	500,000.00
National Australia Bank	26/02/2025	4.70%	18/06/2025	500,000.00
National Australia Bank	03/07/2024	5.42%	03/07/2025	500,000.00
AMP Bank	29/01/2025	5.00%	14/07/2025	500,000.00
National Australia Bank	03/07/2024	5.39%	17/07/2025	500,000.00
AMP Bank	15/01/2025	5.10%	17/07/2025	500,000.00
Judo Bank	15/01/2025	5.05%	17/07/2025	500,000.00
AMP Bank	29/01/2025	5.05%	30/07/2025	500,000.00
National Australia Bank	03/07/2024	5.38%	31/07/2025	500,000.00
Bank Australia - (Sewer)	03/07/2024	5.10%	13/08/2025	500,000.00
Bank Of Queensland.	03/07/2024	5.20%	27/08/2025	500,000.00
Defence Bank	04/07/2024	5.30%	27/08/2025	500,000.00
Bank Of Queensland.	03/07/2024	5.20%	10/09/2025	500,000.00
Defence Bank	04/07/2024	5.30%	10/09/2025	500,000.00
AMP Bank	04/12/2024	5.10%	10/09/2025	500,000.00
Bendigo & Adelaide Bank	05/03/2025	4.60%	10/09/2025	500,000.00
Bendigo & Adelaide Bank	05/03/2025	4.60%	10/09/2025	500,000.00
Judo Bank	12/03/2025	4.80%	17/09/2025	500,000.00
Defence Bank	04/07/2024	5.30%	24/09/2025	500,000.00
National Australia Bank	17/07/2024	5.16%	08/10/2025	500,000.00
National Australia Bank	12/03/2025	4.65%	08/10/2025	500,000.00
Bank Of Queensland.	17/07/2024	4.95%	22/10/2025	500,000.00
ING Bank (Australia) Ltd	16/10/2024	5.03%	22/10/2025	500,000.00
National Australia Bank	17/07/2024	5.13%	05/11/2025	500,000.00
Commonwealth Bank	28/08/2024	4.60%	19/11/2025	500,000.00
Commonwealth Bank	20/11/2024	4.85%	19/11/2025	500,000.00
ING Bank (Australia) Ltd - STP	20/11/2024	5.12%	19/11/2025	500,000.00
Rabobank Australia	04/09/2024	4.90%	03/12/2025	500,000.00
Rabobank Australia	04/09/2024	4.90%	17/12/2025	500,000.00
Defence Bank - STP	18/12/2024	5.00%	17/12/2025	500,000.00
Judo Bank	18/12/2024	4.70%	17/12/2025	250,000.00
Rabobank Australia	04/09/2024	4.90%	14/01/2026	500,000.00
Rabobank Australia	04/09/2024	4.90%	28/01/2026	500,000.00
Rabobank Australia	04/09/2024	4.90%	11/02/2026	500,000.00
National Australia Bank	12/02/2025	4.70%	11/02/2026	500,000.00
Family First Credit Union	11/09/2024	4.90%	25/02/2026	500,000.00
G&CMutual Bank	25/09/2024	4.30%	11/03/2026	500,000.00
Rabobank Australia	25/09/2024	4.78%	25/03/2026	500,000.00
ING Bank (Australia) Ltd	06/11/2024	5.05%	08/04/2026	500,000.00
Bank Of Queensland.	23/10/2024	4.70%	22/04/2026	500,000.00
ING Bank (Australia) Ltd - STP	06/11/2024	5.04%	06/05/2026	500,000.00
ING Bank (Australia) Ltd - STP	06/11/2024	5.04%	20/05/2026	500,000.00
ING Bank (Australia) Ltd - STP	06/11/2024	5.03%	03/06/2026	500,000.00
				24,250,000.00
			Total Cash & Cash Equivalents	27,628,447.80
			Externally restricted*	21,105,796.21
			Internally restricted**	6,451,451.74
			Unrestricted Cash	71,199.85

* Externally Restricted as at 31 March 2025, as reconciled at time of writing report

** Internal Restricted as at 31 March 2025, as reconciled at time of writing report

Investments matured during this reporting period:

Institution	Date Invested	Rate	Maturity Date	Amount
Bank of Queensland	11/09/2024	4.97%	11/03/2025	500,000.00
Australian Unity Bank	20/12/2023	5.10%	12/03/2025	500,000.00
National Australia Bank	13/03/2024	4.95%	12/03/2025	500,000.00
Australian Unity Bank	20/12/2023	5.10%	26/03/2025	500,000.00

Investments placed during this reporting period:

Institution	Date Invested	Rate	Maturity Date	Amount
Bendigo & Adelaide Bank	05/03/2025	4.60%	10/09/2025	500,000.00
Bendigo & Adelaide Bank	05/03/2025	4.60%	10/09/2025	500,000.00
Judo Bank	12/03/2025	4.80%	17/09/2025	500,000.00
National Australia Bank	12/03/2025	4.65%	08/10/2025	500,000.00

Summary of Interest earned for - 2024/25

Interest received on matured investments for the month	49,576.22
Year to Date interest received on matured investments	1,055,469.31
Monthly accrued interest on active investments	100,499.26
Average interest rate achieved	4.97%
90-day BBSW	4.13%
CBA Business - General Funds Acc (YTD Interest received)	56,986.61
CBA Business - Online Saver Acc (YTD Interest received)	55,985.88

Definitions:

Interest received for the month and YTD (year to date) represent the actual payments received into Council's general fund bank account.

Monthly accrued interest on active investments is accumulated interest that has yet to be paid – at time of reporting.

Average interest rate achieved is the sum of all interest dividends, divided by the length of time investments are held – at time of reporting.

90 days BBSW is a benchmark interest rate at the time of reporting.

Biz Saver Online Acc, interest received is the accumulated interest earned on fund held in the Biz Saver available for use.

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.

Zoe Marks
Responsible Accounts Officer

- 14.6 Grants Update April 2025

File No: Governance/Grants March 2025

Author: Toni Dwyer (Grants Co-ordinator), Mathew Webb (Corporate Services Director)

Summary

This report provides a summary of grant funding applications submitted and funding notifications received during March 25.

Recommendation:

That report item 14.6 is received as information.

List of Attachments

Nil

Comment

GRANT APPLICATIONS

a. NSW Government, Department of Transport, Open Streets Program 2025-28

An application was submitted under the above program for three years of funding for the Oberon End of Year Spectacular Festival, "Feel Good Oberon". This program provides successful Council applicants with funding to help transform streets into more vibrant, walkable public spaces for people to enjoy and safely access. The application requested \$75,000 in funding over three years. If successful Council would need to contribute \$5,000 per annum for 3 years.

b. NSW Government, NSW Environmental Protection Authority (EPA), Landfill Consolidation and Environmental Improvement Fund

Two funding applications were submitted in March under Streams 2 and 3 of the program, based on recommendations from the August 2021 Review of Operations. A summary of each application is provided below:

- **Stream 2** – Oberon Waste Depot – General Site Improvements.
The first application, under Stream 2, relates to general site improvements at the Oberon Waste Depot. The proposed improvements include establishing a larger and more accessible stockpile of cover materials, installing litter fences, sealing roads to ensure all-weather access, and adding a shaker grid. Additional enhancements include the acquisition of a mobile firefighting tanker, the installation of safety and security gates, surveillance camera equipment, and upgrades to the DrumMuster storage area. The application seeks \$249,870 in funding towards a total project cost of \$357,600. If successful, Oberon Council will be required to contribute 30% of the total cost, amounting to \$107,730.
 - **Stream 3** – Oberon Waste Facility – Detailed Landform Design, Water Balance Study, and Surface Water & Leachate Management Plan.
The second application, under Stream 3, seeks funding for the preparation of a detailed landform design, a water balance study, and a surface water and leachate management plan for the Oberon Waste Facility. This application requests \$12,945 in funding, with a total project cost of \$25,890. If approved, Council will be required to contribute 50% of the project cost, which equates to \$12,945.
-

c. NSW Government, Office for Local Government, A Fresh Start for Local Government Program – Round 2

An application was submitted for Round Two for the above program on 31 March 2025. Oberon Council was successful in Round One whereby an application was made for four Administration/Customer Service Trainees, and two positions were granted.

The application for Round Two was for two Administration/Customer Service Trainees (one year), one Apprentice Mechanic (4 years) and one Apprentice Plumber (4 years). The program will fund wages for new apprentices, trainees and cadets. The NSW Government seeks to increase the local government workforce over the next six years, build capacity in councils and a stronger local government sector and create positive social outcomes by generating local education and employment opportunities particularly targeting youth. Round 2 intends to offer funding for up to 400 apprentices and 250 trainees/cadets. Round 3 and Round 4 are to be confirmed. However, it has been advised that Round 3 will target recent north coast natural disaster areas.

d. Destination NSW, Regional Event Fund: Incubator Event Stream

An application was submitted for the above program on 1 April 2025 for a new event titled the Outrageous Oberon Scavenger Hunt. The event was proposed for March 2026 and the amount requested was \$20,000.

GRANT NOTIFICATIONS

a. NSW Arts OutWest Inc Community Arts Support Program (CASP), Pre-NAIDOC Week Youth Workshop.

Oberon Council was advised that they were unsuccessful in the above application. The CASP, Country Arts Support Program is a small annual funding round supporting arts activities in the NSW Central West. CASP is devolved funding from the NSW Government through Create NSW

Feedback was, “we had 40 applications for CASP this year asking for more than \$105,000 (a 40% increase on last year) and so the assessment process for the external panel was one of the hardest yet. Just seven activities will share in \$17,000 CASP funding. The standard of ideas and applications was extremely high, and you should be congratulated on your effort and quality of your application. It was very much a case of there being many many more activities that the panel would have liked to recommend for funding but didn’t have the money for”. However, Arts OutWest have offered \$2,000 out of their budget to support this activity.

b. NSW Office of Responsible Gambling, Clubgrants Category 3 Infrastructure Grants, Sports and Recreation, Upgrade of Playgrounds

Oberon Council was advised on 26 March 2025 that our submission to the above program was unsuccessful. This program was open to all “not-for-profit organisations” including clubs and schools. These grants are made possible by the Clubgrants Category 3 Fund, which reinvest profits from gaming machines into community projects.

General feedback provided was, *“The grant round was highly competitive with an impressive range of high-quality submissions. However, the number of applications received, and funding requested far exceeded the available funding.”* Around 525 applications were received, totalling just over \$86 million, which meant that only 7% of applications were successful. More specific feedback has been requested.

GRANT APPLICATION PROGRESS

Grant Progress Table				
Submitted	Details/Description of Project	Grant Program	Grant Amount	Status
01/04/2025	Outrageous Oberon Scavenger Hunt	Regional Event Fund – Incubator Event Stream	\$20,000	Pending
31/03/2025	Apprentice Mechanic, Apprentice Plumber & 2 Administration/Customer Service Traineeship	A Fresh Start for Local Government	Award Rate Coverage	Pending
21/03/2025	Oberon Waste Depot – General Improvements	Landfill Consolidation & Environmental Improvement Fund – Stream 2	\$249,870	Pending
21/03/2025	Oberon Waste Depot - Detailed Landform Design, Water Balance Study, and Surface Water & Leachate Management Plan	Landfill Consolidation & Environmental Improvement Fund – Stream 3	\$12,945	
14/3/2025	Oberon End of Year Spectacular Festival – “Feel Good Oberon”	Transport NSW, 2025-2028 Open Streets Program	\$75,000	Pending
24/2/2025	New native garden at the “The Common”, Oberon.	Stronger Communities Programme – Round 9	\$10,000	EOI Pending
21/2/2025	Oberon Indigenous Art Exhibition	2025 NAIDOC Local Grants Opportunity	\$6,100	Pending
21/2/2025	The Common Playground Upgrade	NSW Government, Community Building Partnership Program	\$87,900	Pending – advice expected August 2025
21/2/2025	Cunynghame Oval Playground Upgrade	NSW Government, Community Building Partnership Program	\$52,036	Pending – advice expected August 2025
21/2/2025	John Mawhood Swimming Pool Playground Upgrade	NSW Government, Community Building Partnership Program	\$10,000	Pending – advice expected August 2025
20/2/2025	Hockey Field & Facilities	NSW Department of Primary Industries and Regional Development, Regional Economic Development and Community Investment Program	\$1,990,854	Pending – advice expected from “ 26 May 2025 or as soon as possible after a decision has been made”.
28/1/2025	Bald Ridge Road – Design and upgrade culvert crossings	Australian Government, Safer Local Roads and	\$1,136,000	Pending – no notification

		Infrastructure Program Tranche 2		period provided
18/12/2024	Fish Cleaning Table Lake Oberon	NSW DPI, Recreational Fishing Trust	\$21,674	Pending – (notification expected by 30 June 2025)
25/11/2024	The Upgrade of Playgrounds	Office of Responsible Gambling	\$299,000	Unsuccessful
22 November 2024	Weed Control – Black Springs & The Reef	Crown Lands Improvement Fund – Weeds 2024-25	\$10,568	Pending – (notification expected May 2025)
22 November 2024	Update and Align DCP, 2001 and CP, 2004 to Enable and Accelerate New Housing Capacity	Regional Housing Strategic Planning Fund 2024 – Round 3	\$161,040	Pending – (notification expected April 2025)
18 November 2024	Oberon Local Government Area Active Transport Strategy & Plans 2025-2035	Get NSW Active 2025-2026	\$71,335	Pending - Assessment (November 2024 to March 2025). Notification (April-May 2025)
8 November 2024	4 x Administration/Customer Service trainees for 2 years.	NSW Office for Local Government (OLG), A fresh start for Local Government Apprentices, Trainees and Cadets	4 x Administration/Customer Service trainees for 2 years.	Successful – 2 x Positions
16 October 2024	Pre-NAIDOC Week Youth Workshop Program	Arts OutWest Inc Community Arts Support Program (CASP)	\$3,000	Unsuccessful

14.7 Status Update - April 2025

File No: Governance/Meetings/Ordinary

Author: Gary Wallace (General Manager), Dr Cornelia Wiebels (Technical Services Director), Mathew Webb (Corporate Services Director), Damian O'Shannassy (Planning and Development Director)

Summary

This report item summarises the current status of Council resolutions and provides updates for actions taken.

Recommendation:

That report 14.7 is received as information.

List of Attachments

1. 250410 - Status Report April 25 [**14.7.1** - 38 pages]

Comment

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 Governance and Executive Manager.

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
Ordinary Meeting - Carried over actions from status report	33 150322 Humphries Road Oberon - Partial Road Reconstruction	A report be prepared detailing guidelines for developers in the construction of roads for future consideration by Council.	Damian O'Shannassy	<p>02/02/2023 Sharon Swannell To be included in an update to the DCP as part of our strategic planning review.</p> <p>10/10/2023 Gary Wallace Strategic process to commence in November. Scope complete.</p> <p>14/02/2024 Gary Wallace Tender for comprehensive Land Use Strategy to be advertised in February.</p> <p>14/03/2024 Gary Wallace Request for Tender uploaded on the e-Tendering Portal with closing date 4 April 2024</p> <p>10/04/2024 Gary Wallace Request for Tender to May 2024 Ordinary Meeting.</p> <p>10/07/2024 Damian O'Shannassy Tender for CLUS adopted at June Ordinary Meeting.</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>Contract being prepared for signing with the preferred Town Planning consultant.</p> <p>03/10/2024 Damian O'Shannassy Contract for the Comprehensive Land Use Strategy review signed with the Consultant and General Manager on 6 September 2024.</p> <p>12/02/2025 Damian O'Shannassy Review of the DCP and Contributions Plan are the last documents to be prepared for a complete Strategic Review.</p>	
Ordinary Meeting - Carried over actions from status report	35 190422 Residential Land Development	<p>Nominate the Open Tendering method as prescribed in accordance with Clause 166(b) of the Local Government Regulation 2005 seeking interest in the development of residential land.</p> <p>Upon completion of the mandatory 21-day tender period, assessment by a panel will provide a further report to Council for consideration and determination.</p>	Gary Wallace	<p>02/02/2023 Sharon Swannell Noted – Design Specification and construction plans to supplement the Tender documentation is complete.</p> <p>Advice received for grant opportunities relating to</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>residential and industrial developments to be considered from Regional Infrastructure Fund expected in November/December. Should no additional advice be received Tender will be sent out for costs.</p> <p>03/02/2023 Gary Wallace No further progress on the Regional Infrastructure Fund. Given the proximity of the NSW State election it is considered that this fund will be activated after the NSW State election in March. Council will progress to tender.</p> <p>14/03/2023 Sharon Swannell Tender documents currently being prepared to be exhibited in March 2023.</p> <p>10/05/2023 Gary Wallace Current opportunities re being considered for further options for</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>construction. A report is provided to the May 2023 meeting.</p> <p>14/06/2023 Gary Wallace Reported to May 2023 Meeting.</p> <p>08/08/2023 Gary Wallace DA being prepared for Council consideration.</p> <p>13/09/2023 Gary Wallace The Australian Housing Bill has seen support at a Federal level between the Greens and Labour. Awaiting the detail to see if opportunities for Council exist.</p> <p>10/10/2023 Gary Wallace Scope finalised in October, will be uploaded to portal in December.</p> <p>14/02/2024 Gary Wallace Council undertaking an assessment of the requirements for the Housing Australia Grant</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>funding opportunity, applications open until 22 March 2024.</p> <p>15/05/2024 Gary Wallace Opportunities have potentially arisen from the Federal Budget and will look to progress when and if opportunities present.</p> <p>10/07/2024 Gary Wallace New grant opportunities have presented and looking at options to best fit Council's needs. Applications open until late August.</p> <p>9/10/2024 Gary Wallace A number of grant opportunities have presented and looking at options to best fit Council's needs.</p> <p>08/11/2024 Gary Wallace Development application developed in preparation for an assessment process.</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>12/02/2025 Gary Wallace Development application lodged.</p> <p>13/03/2025 Gary Wallace Further information required as part of the application process. Overland stormwater flows/calculations and assessment would need to be provided as part of the application.</p> <p>10/04/2025 Gary Wallace Awaiting quote to align with current allocation</p>	
230418 Ordinary Meeting 18 April 2023	Policy 2123 Anti Bullying Positive Working Relationships Policy	<p>That Workplace Behavioural Standards and Expectations Policy 2123 be further reviewed to ensure it is consistent with Policy 2101, and that Complaints Handling Policy 2101 also be reviewed.</p> <p>Resolution No: 22 - 18/04/2023</p>	Gary Wallace, Mathew Webb	<p>09/05/2023 Mathew Webb Review underway</p> <p>08/08/2023 Gary Wallace Working group established to critique current policy.</p> <p>13/12/2023 Gary Wallace</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>Values and Commitments phase complete. Will be reported to March 2024.</p> <p>14/03/2024 Gary Wallace</p> <p>Resourcing (sickness) has delayed this. The finalisation of this action requires melding of two existing policies.</p> <p>13/06/2024 Mathew Webb</p> <p>This will be updated in conjunction with the new Council and other relevant policies such as the Code of Conduct, Complaints Handling and Internal Reporting.</p> <p>9/10/2024 Gary Wallace</p> <p>A review of policies will be provided to Councillors in workshop form to provide an understanding of the revised policies so as they align to others within the register. This will mean transitioning from some policies to others. A</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>comprehensive report will be provided to the December Ordinary Meeting.</p> <p>12/02/2025 Gary Wallace Councillor and Staff Interaction Policy has been adopted. Code of Conduct and Complaints Handling has been deferred to align with the Model Code provisions developed by the State Government. Upon implementation these will be presented to Council.</p> <p>10/04/2025 Gary Wallace Work being undertaken to align with complaints handling policy.</p>	
230919 Ordinary Meeting 19 September 2023	Delegates to Council Committees	<p>15 - 19/09/2023</p> <p>That Council endorse in principle the proposed alternative facility management options for the administration of the independent living units to reduce the associated psychosocial risks to staff with the General Manager to provide a variety of options including indicative costings to fund the options.</p>	Mathew Webb	<p>12/10/2023 Mathew Webb Various scenarios and costings still being gathered.</p> <p>14/02/2024 Mathew Webb Discussions continue with Columbia regarding a community outreach program. Units</p>	Matter Closed

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>management model unchanged at this time</p> <p>15/05/2024 Mathew Webb Columbia in conjunction with Council submitted a grant application under Innovative Models of Care, Funding Community Supported Rural Primary Care Trials - Federal Government. The application would provide seed funding to kickstart a community outreach program at the ILU. Unfortunately this grant application was not successful.</p> <p>Investigations still underway regarding another appropriate model for the management of the ILUs.</p> <p>08/10/2024 Mathew Webb Staff are currently updating the maintenance plans for the units over the short, medium and longer term. No alternative</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>management models have been identified at this stage.</p> <p>10/04/2025 Gary Wallace With no alternative currently existing the oversight remains in place. GM & CSD to monitor to mitigate any risks to staff.</p>	
231219 Ordinary Meeting 19 December 2023	Black Springs Land	<p>That:</p> <p>1. Oberon Council explore compulsory acquisition of the land situation at 67 Dog Rocks Road, Black Springs, (Lot 174, DP757072) being the Black Springs Transfer Station utilising their powers as outlined in the Land Acquisition (Just Terms Compensation) Act 1991 or other acquisition methods.</p> <p>2. Provide to Council at its February or March Meeting a further report on the acquisition of the subject land at 67 Dog Rocks Road, Black Springs.</p> <p>4 - 19/12/2023</p>	Gary Wallace	<p>13/03/2024 Sharon Swannell</p> <p>14/02/2024 Gary Wallace Noted, Telco informed that they are currently in negotiations with private landholder. No further action at this time.</p> <p>14/03/2024 Gary Wallace No further information provided by Telco at this stage.</p> <p>10/04/2024 Gary Wallace Request for meeting with Telco has been requested to update the current situation.</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>Additional information is provided below outlining the process Council will be required to undertake prior to acquisition being considered by the Crown.</p> <p>When Crown land is needed for a specific public purpose, authorities notify the department that they plan to compulsorily acquire any interest in land as defined by the Crown Land Management Act 2016. This can include any Crown reserves, travelling stock reserves, Crown roads and unidentified Crown land, waterways, substratum and stratum lots, easements and commercial leases.</p> <p>The Just Terms Act requires that acquiring authority to be satisfied that it has identified all interests in the land.</p> <p>Before acquiring land, the authority must consider the rights and interests of</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>Aboriginal people and communities. Compulsory acquisition cannot go ahead where there is an undetermined Aboriginal claim over the land. Native title applies to all Crown land unless the Federal Court has made a native title determination.</p> <p>From initial searches no Federal Court determination exists for the subject land.</p> <p>10/07/2024 Gary Wallace Meeting held with Federal Member to look at acceleration options for tower. Telco has considered the project 'frustrated' and Federal Member to chase with Federal Communications Minister.</p> <p>9/10/2024 Gary Wallace No further information has been provided by Federal Member. All information has been forwarded to</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>Telco to assist in the finalisation of this matter.</p> <p>08/11/2024 Gary Wallace Mayoral letter to be forwarded to federal member and telco seeking update on previous information supplied by Council.</p> <p>12/02/2025 Gary Wallace Work progressing on "un-frustrating" the site in a location that is currently owned by Council.</p> <p>13/03/2025 Gary Wallace Council advised that the Telco will not be proceeding with the project given the site remains frustrated. This has been escalated to the Federal Member and awaiting advice.</p> <p>10/04/2025 Gary Wallace Staff are looking to progress after discussions with Crown Land.</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
231219 Ordinary Meeting 19 December 2023	Late Report - Oberon Sewerage Treatment Plant Replacement Project - Tender	<p>That:</p> <p>Council acknowledge the changes to the closing of the new Sewerage Treatment Plant tender from 29 January 2024 to 16 February 2024.</p> <p>The Managing Director/CEO of Public Works Advisory be directed to attend the next Ordinary Council Meeting to explain the significant delay in providing detailed design documents for the Oberon Sewerage Treatment Plant project.</p> <p>Correspondence be forwarded to the Minister responsible for the portfolio outlining the Council's concerns regarding delays to this project.</p> <p>21 - 19/12/2023</p>	Gary Wallace	<p>13/03/2024 Sharon Swannell</p> <p>14/02/2024 Gary Wallace</p> <p>1. Noted</p> <p>2. Correspondence forwarded to Public Works in line with Council resolution, awaiting response.</p> <p>3. Correspondence forwarded to Ministers office awaiting response.</p> <p>14/03/2024 Gary Wallace</p> <p>No response received at this time.</p> <p>13/06/2024 Gary Wallace</p> <p>Initial response received asking Council to work with PWA to minimise concerns. A further response is being prepared.</p> <p>9/10/2024 Gary Wallace Initial response to PWA provided. Deed</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>requirements from grants may condition further engagement with PWA.</p> <p>08/11/2024 Gary Wallace No further information supplied at this time.</p> <p>12/02/2025 Gary Wallace Looking to progress actions through Infrastructure NSW.</p> <p>13/03/2025 Gary Wallace Met with Infrastructure NSW and advised accordingly of concerns over the STP project. Further information provided to INSW, discussions continue.</p> <p>10/04/2025 Gary Wallace Delegation met with Minister Jackson (Water) to outline current situation. Additional information provided to Minister providing options & history of the project. Awaiting response. A further Steering Committee</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				Workshop & report to Council will be provided to May Ordinary Meeting.	
240319 Ordinary Meeting - 19 March 2024	Grants Update and Contribution	<p>That Council:</p> <p>Commit \$21,000 for a Consultant to undertake a thorough review and determine which is the best project in our Renewable Energy Action Plan and work towards a January 2025 submission under the Community Energy Upgrades Fund.</p> <p>That Council consider as part of its ongoing Operational Plan a reserve fund to support energy initiatives as identified from our Renewable Energy Action Plan analysis to help ongoing support for grant funding.</p> <p>Note other grant updates and activities have been included in the report.</p> <p>Carried - Resolution No: 21 - 19/03/2024</p>	Mathew Webb	<p>15/05/2024 Mathew Webb Consultant appointed and work underway on the development of the plan and grant application documentation</p> <p>08/10/2024 Mathew Webb Consultant has completed site visits and including this data in compilation of the report and application.</p> <p>06/11/2024 Mathew Webb Draft report has been received from consultant and staff are currently assessing. Both also awaiting outcome of Round 1 grant funding, to see what types of projects have been funded.</p> <p>12/12/2024 Mathew Webb Awaiting the opening of Round 2 to understand the guidelines and best</p>	Matter Closed

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>approach for the grant application.</p> <p>12/02/2025 Mathew Webb We are awaiting the results of Round 1 to undertake analysis on the types of projects that are being supported. No announcement has been provided at this stage, even though applications closed on 30 April 2024. Round 2 is expected to open in early 2025, although no further details have been provided on this. We don't anticipate any major changes to the program.</p> <p>10/04/2025 Gary Wallace Report provided to April Ordinary Meeting</p>	
240416 Ordinary Meeting - 16 April 2024	STP Construction Tender Update	<p>That Council;</p> <p>Note the Sewerage Treatment Plant Tender Update Report</p> <p>Enter negotiations for the supply of the construction of the Sewerage Treatment Plant with the lowest two (2) compliant Tenderers, given the closeness in the</p>	Gary Wallace	<p>12/06/2024 Sharon Swannell</p> <p>15/05/2024 Gary Wallace Await advice on outcome of grant application.</p> <p>13/06/2024 Gary Wallace</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		<p>price of the Tenders and Council's wish to achieve the most advantageous supply of the project.</p> <p>30 - 16/04/2024</p>		<p>Grant application unsuccessful. STP Steering Committee met to discuss options to move the project forward.</p> <p>10/07/2024 Gary Wallace Council has engaged consultants to look at options for the project to proceed. A report to August is expected.</p> <p>08/11/2024 Gary Wallace Work progressing with two compliant tenderers whilst grant opportunities continue.</p> <p>12/12/2024 Gary Wallace Staff progressing through meetings with INSW and DCCEEW.</p> <p>12/02/2025 Gary Wallace Looking to progress actions through Infrastructure NSW.</p> <p>13/03/2025 Gary Wallace</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>Meeting arranged with Minister for Water on 26 March 2025 to progress matter.</p> <p>10/04/2025 Gary Wallace Delegation met with Minister Jackson (Water) to outline current situation. Additional information provided to Minister providing options & history of the project. Awaiting response. A further Steering Committee Workshop & report to Council will be provided to May Ordinary Meeting.</p>	
240521 Ordinary Meeting - 21 May 2024	Kerb and Gutter Capital Works Allocations for 2024 - 2025	That Council Allocate \$155,000 from the Legacy Town Improvement (TI) unallocated 'Drainage, Kerb & Gutter' allocation to start implementing part of Council's seven-year Kerb & Gutter Capital Works Program in Financial Year (FY) 2024/25 with the project of Edith Road – Canterwell Lane to Ross Street (southern side only, 160m) and investigation, design and installation of drainage in Dudley Street between Dillon Street and the unnamed road to the south.	Dr Cornelia Wiebels	<p>13/06/2024 Dr Cornelia Wiebels</p> <p>1. Noted. 2. Noted. 3. JO's Smoke Testing contractor Interflow being consulted, smoke testing being scoped within available budget with the aim to commence this in July/August 2024.</p> <p>09/07/2024 Dr Cornelia Wiebels</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		<p>Review its Kerb & Gutter program under consideration of required road widening and requirements for significant additional drainage installations including associated costs and alignment with Council's sealed town roads program.</p> <p>Further investigate the reported sewer-overflow issue at East Dillon Street through its Technical Services Department and that a report is provided back to Council with findings, recommendations and estimated costings once the investigation has progressed.</p> <p>13 - 21/05/2024</p>		<p>3. Meeting with Interflow held; smoke testing of around 200 properties intended as well as cleaning and CCTV inspection of identified sewer mains; on-site works forecast for September 2024</p> <p>07/08/2024 Dr Cornelia Wiebels</p> <p>3. Smoke testing of 179 properties as well as cleaning and CCTV inspections of selected sewer mains forecast to commence in Sept 2024</p> <p>09/10/2024 Dr Cornelia Wiebels</p> <p>Smoke testing commenced in September and already found some issues, however has been postponed and will resumed once any smoke testing related issues are resolved in collaboration with Council's contractor Interflow.</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>05/11/2024 Dr Cornelia Wiebels Smoke testing scheduled to resume in the week starting 11 November 2024</p> <p>05/12/2024 Dr Cornelia Wiebels Smoke testing complete. Report expected back to outline required action from smoke testing; some illegal connections identified during smoke testing requiring correction.</p> <p>12/02/2025 Dr Cornelia Wiebels Smoke testing report currently being reviewed by staff. Additional analysis in the area is being undertaken to determine appropriate recommendations for Council to consider.</p> <p>10/03/2025 Dr Cornelia Wiebels</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>No further updates available at this time. A report to be tabled to the April Ordinary Meeting.</p> <p>07/04/2025 Dr Cornelia Wiebels 32 (21%) out of the 151 properties failed the smoke testing. Letters being prepared to relevant owners.</p>	
240521 Ordinary Meeting - 21 May 2024	Oberon Common Footpath Extension	<p>That:</p> <p>Council commence construction of the footpath identified on the Common Master Plan from Curtis Street to the link path at the Common.</p> <p>The funding be provided from the internal reserve for railway crossings and unallocated Town Improvement Fund.</p> <p>16 - 21/05/2024</p>	Dr Cornelia Wiebels	<p>13/06/2024 Dr Cornelia Wiebels</p> <p>Design work is required for the footpath so as to meet the requirements of Council's DIAP. The grades of the path will require design for contractors to appropriately quote. Design consultant engaged - Parks and Gardens update in Technical Services Monthly Activity Report, June 2024</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>07/08/2024 Dr Cornelia Wiebels Detailed design completed to Australian Accessibility Standards. Consultant engaged to undertake sampling & testing along the planned path for (naturally occurring) asbestos. An open tender is being considered in conjunction with the O'Connell Rec Ground Shared Path (report to August 2024 Ordinary Meeting).</p>	
				<p>09/10/2024 Dr Cornelia Wiebels Asbestos was detected in one sample along the planned footpath; it needs to be considered further how this will be managed prior to progressing with further construction preparation.</p>	
				<p>05/11/2024 Dr Cornelia Wiebels</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>Consultant engaged to develop a Remediation Action Plan.</p> <p>05/12/2024 Dr Cornelia Wiebels Received Remediation Action Plan; Plan to be reviewed to assess implications on how to proceed.</p> <p>12/02/2025 Dr Cornelia Wiebels Removal of approximately 20m³ of soil required from site via specialist contractor; seeking quotes for construction</p> <p>13/03/2025 Dr Cornelia Wiebels Assessing quotations for the removal of the asbestos contamination; they are in the order of \$20k.</p> <p>07/04/2025 Dr Cornelia Wiebels NSW Hazmat has been engaged to undertake the</p>	

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				Asbestos remediation work and should begin the works within the next couple of weeks. A Request for Quotation has been issued for the footpath construction works, which will be assessed prior to engaging a suitable contractor.	
240611 - Extraordinary Council Meeting - 11 June 2024	Proposed Heritage Listing of The O'Connell Avenue of Trees	<p>That Council,</p> <p>Update the draft State Heritage Inventory Sheet for the Avenue of Trees at O'Connell (ref 2210207) .</p> <p>Prepare a Planning Proposal for the individual listing of the Avenue of Trees at O'Connell as a local item for inclusion in Schedule 5 of the Oberon LEP 2013</p> <p>Advise the local community in O'Connell to consider liaising with Heritage NSW, based on the State level assessment of the 1998 CMP, with a longer-term view of nominating the Avenue of Trees for inclusion separately on the State Heritage Register.</p> <p>4 - 11/06/2024</p>	Damian O'Shannassy	<p>13/06/2024 Damian O'Shannassy</p> <p>Staff have contacted State Heritage who have requested some information of Council.</p> <p>Council's Heritage Advisor has been engaged to update the State Heritage Inventory Sheet.</p> <p>Matter ongoing</p> <p>01/10/2024 Damian O'Shannassy</p> <p>Work is progressing on the Planning Proposal including but not limited to mapping of the item.</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
				<p>8/11/2024 Gary Wallace Heritage Advisor continue to progress the State Listing with NSW Heritage. All documentation has been prepared for State to consider</p> <p>12/12/2024 Damian O'Shannassy Report to December provided outlining current activity undertaken</p> <p>12/02/2025 Damian O'Shannassy Planning proposal has been submitted to the Department of Planning for a gateway determination.</p>	
241015 Ordinary Meeting - 15 October 2024	Central NSW Joint Organisation Board Meeting and Meeting with Federal Ministers 21 and 22 August 2024	<p>5 - 15/10/2024</p> <p>That Council note the report from the General Manager on the Central NSW Joint Organisation (CNSWJO) Board meetings 21 and 22 August 2024 and</p> <p>Note a welcome to new Councillors session is under development for November 2024;</p>	Gary Wallace	<p>06/11/2024 Sharon Swannell Information noted.</p> <p>Request for presentation to Council submitted for timetabling by Joint Organisation.</p> <p>0/04/2025 Gary Wallace</p>	Matter Closed

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		<p>Note the cost savings to Councils for streetlighting charges from CNSWJO's negotiation through the Australian Energy Regulator delivering an average of 16.9% across regional NSW;</p> <p>Note the Return on Investment from the CNSWJO for the 2023/2024 year of 8.3:1 for membership fees; and</p> <p>Request a presentation from CNSWJO on its programming.</p>		<p>Councillor onboarding saw a number of key events to assist Councillors in the roles & responsibilities of the JO post election. These opportunities will continue through close collaboration with the JO</p>	
241112 Ordinary Meeting - 12 November 2024	Active Transport Strategy - O'Connell Footpath	<p>7 - 12/11/2024</p> <p>That Council review the Active Transport Strategy for Oberon Local Government Area including:</p> <ul style="list-style-type: none"> Assess changes in local dynamics, population growth, and infrastructure developments since 2016. <p>2. Seek funding opportunities via grant funding to support the review.</p>	Gary Wallace	<p>14/04/2025 Gary Wallace</p> <p>Design options discussed with TfNSW to finalise & program the development.</p>	In progress
241112 Ordinary Meeting - 12 November 2024	Rural Fire Service - Oberon Station	<p>10 - 12/11/2024</p> <p>That Council:</p> <p>Provide in principle support to the NSW RFS to allow for a grant application to be prepared for the construction of a new Fire Station.</p>	Gary Wallace	<p>14/04/2025 Gary Wallace</p> <p>Correspondence forwarded to RFS and additional consideration requested for co-location with other Emergency Services.</p>	In progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		<p>Delegate authority to the General Manager to identify the parcel of land and the land area required and provide a report back to Council for determination for Council to make a decision to adequately assist the lodgement of a grant application.</p> <p>A further report be provided to Council should it be necessary for a grant application.</p>			
241126 Extraordinary Council Meeting - 26 November 2024	Oberon Indoor Sport & Tennis Centre Management	<p>5 - 26/11/2024 That Council:</p> <p>Enter into a Deed of Surrender of the lease with the Oberon Tennis Club Inc. commencing from 1 July 2025. Set the proposed draft fees and charges for the Oberon Indoor Sports and Tennis Centre as part of the 2025/26 Integrated Planning and Reporting process.</p> <p>Acknowledge the contribution the Oberon Tennis Club has made to the running of and maintenance of the Oberon Indoor Sports and Tennis Centre. Delegate to the General Manager to sign the surrender of lease documents.</p>	Damian O'Shannassy	10/04/2025 Gary Wallace Will occur after June upon finalisation of the lease	In Progress
241126 Extraordinary Council	O'Connell Recreation	<p>9 - 26/11/2024 That Council:</p>	Gary Wallace	10/04/2025 Gary Wallace Works complete March 2025	Matter closed

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
Meeting - 26 November 2024	Ground Amenities	<p>Accept the quotation from Maranatha Constructions to complete the construction of the O'Connell Recreation Ground amenities building.</p> <p>Delegate the General Manager to sign the MW21-LG (Minor Works 21 - Local Government contract.</p> <p>Provide additional funds from S7.11 (Rural - Open Space) to complete the project as outlined with the report.</p> <p>Should any outstanding contingency be remaining upon completion it be returned to the s7.11 (Rural - Open Space) fund.</p>			
241217 Ordinary Meeting - 17 December 2024	Social and Economic Impact Analysis of Proposed Oberon Wind Farm Projects	<p>6 - 17/12/2024</p> <p>That Oberon Council seek funding to prepare a Social and Economic Impact Analysis of proposed wind farm projects in our local government area. Prospective funding sources include:</p> <p>NSW Government Grants Stromlo/Tag Energy/Forestry Corporation</p> <p>The Social and Economic Impact Analysis would look specifically at the social and economic impacts of wind</p>	Gary Wallace	<p>08/04/2025 Sharon Swannell</p> <p>12/02/2025 Gary Wallace</p> <p>Email correspondence and council official letters have been forwarded to TAG/Stromlo and Forestry. Initial contact with Government has been undertaken. Will await outcome of letters from the three parties prior to any further action.</p> <p>13/03/2025 Gary Wallace</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		farm projects on the Oberon community, businesses and Council.		Forestry has advised they are not in a position to commit funds. Await further correspondence from other parties.	
241217 Ordinary Meeting - 17 December 2024	2025/26 IPART Rate Peg Determination	15 - 17/12/2024 That Council adopt the IPART determined rate peg of 5.4% for the 2025/26 Financial Year.	Mathew Webb	10/04/2025 Gary Wallace Included in IP&R 25/26	Matter Closed
241217 Ordinary Meeting - 17 December 2024	Playground Risk Assessment Further Report	17 - 17/12/2024 That Council: Endorse the removal of all non-compliant play equipment at the parks at Armstrong Place, Bligh Street, Buckley Crescent, Burraga, Cunynghame Oval, Glyndwr Avenue North, Glyndwr Avenue South and Miss Wilson (Option A). Approve the proposed Works Program for the parks at Buckley Crescent, Burraga, Cunynghame Oval, Hassall Park, Herb David, the Pool and multiple playground areas within the Oberon Common (Option A). Implement a Communications Strategy outlining the rationale behind the need to remove the current non-compliant play equipment and what mechanisms Council proposes to replace the non-compliant equipment.	Dr Cornelia Wiebels	12/02/2025 Dr Cornelia Wiebels 1. Noted. 2. Noted. Additional funds to be added in FY25/26 to complete program. 3. Communications Strategy prepared, first stage going out in week ending 14/2/25 with equipment starting to be removed early March 2025. 4. Pending future funding. 10/03/2025 Dr Cornelia Wiebels Progress continues on undertaking stage 1 of the project following communications strategy	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		<p>Receive a further report with the aim to consider the implementation of a Playground Service Hierarchy.</p> <p>Replace play equipment in Armstrong Place, Buckley Crescent, Bligh Street, Miss Wilson Park and Glyndwr Avenue South in a staged process as funds for this purpose become available.</p>		<p>being rolled out in February.</p> <p>07/04/2025 Dr Cornelia Wiebels</p> <p>A communications Strategy has been implemented to inform the community of the changes to playground areas around the LGA. This was implemented prior to the removal of the non-compliant playground items. Council is awaiting a quotation for the individual items to repair and upgrade the (formerly) fenced playground and the (top) swing set at the Common.</p>	
241217 Ordinary Meeting - 17 December 2024	Policy 1101 - Model Code of Meeting Practice	<p>20 - 17/12/2024</p> <p>That Council defer consideration of Policy 1101 until further clarification is available regarding the amendments proposed by the Minister for Local Government to the Model Code of Meeting Practice.</p>	Gary Wallace	<p>08/04/2025 Sharon Swannell</p> <p>12/02/2025 Gary Wallace</p> <p>Awaiting further advice from Office of Local Government</p> <p>10/04/2025 Gary Wallace</p> <p>Awaiting outcome</p>	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
241217 Ordinary Meeting - 17 December 2024	Oberon Sports Complex - Progress Update	21 - 17/12/2024 That Council: Note the progress in the report, Endorse the consideration of the Stage 4 Development Application (DA) for the external servicing including the water, fire control systems, electricity and gas connection and the sewer rising main, and, the Stage 5 DA which incorporates carparking, internal roads and the intersection on O'Connell Road, during the end of year shutdown 2024 and the January 2025 period under staff delegation as outlined in this report.	Gary Wallace		Not yet started
250218 Ordinary Meeting - 18 February 2025	Central Tablelands Weeds Authority Funding Request	17 - 18/02/2025 That Council: Commit an additional \$50,408.26 from the Technical Services allocation to complete section 1 of the program. Indicate to CTWA that they wish to extend the current program from 3 to 4 years subject to Council decision as to whether to continue with the CTWA Roadside Weed Spraying Program. Commit to including an extended allocation within the 2025-26 Operational Plan in an attempt to bring the period to within a 3 year program.	Gary Wallace	13/03/2025 Sharon Swannell 13/03/2025 Gary Wallace Central Tablelands Weeds Authority advised of additional funding provided to complete Stage 1. 10/04/2025 Gary Wallace RFQ will be provided in the 2025/26 financial year seeking quotations for Roadside verge spraying in accordance with Council's resolution.	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		<p>Obtain further reports be provided by CTWA in relation to the Roadside Weed Spraying program.</p> <p>Investigate for the 2025/26 period issuing a request for tender to potential contractors to undertake the work directly for Council on roadsides. Further on receipt of the tenders provide a report to Council as a comparison of CTWA costings.</p>			
250318 Ordinary Meeting - 18 March 2025	Rescission Motion - ARIC Member Resignation and Recruitment	<p>5 - 18/03/2025</p> <p>We, the undersigned Councillors, hereby move that the following resolution of the Ordinary Council Meeting held on 18 February 2025:</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Note the resignation of Mr Ron Gillard and formally acknowledge his contributions to the Oberon Audit, Risk and Improvement Committee. 2. Approve the commencement of an open expression of interest process to recruit a new Independent Member to the Committee. <p>be rescinded.</p>	Mathew Webb	10/04/2025 Gary Wallace Rescission motion advised to ARIC.	Matter Closed

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
250318 Ordinary Meeting - 18 March 2025	Works Working Party	6 - 18/03/2025 That meetings of the Works Working Party be held quarterly. That a charter be developed outlining the roles and responsibilities of the Works Working Party. That draft terms of reference for a review and update of the Morrison Low Report be prepared and considered by the Works Working Party prior to seeking proposals. That expenditure and progress reports for all capital works projects be provided to each Works Working Party meeting.	Gary Wallace	10/04/2025 Gary Wallace Draft ToR being prepared	In Progress
250318 Ordinary Meeting - 18 March 2025	Parking Area at Black Springs Fire Shed	7 - 18/03/2025 That: Oberon Council seek advice from RFS regarding the driveway and/or standpipe parking requirements at Black Springs Fire Shed. A quote be provided to Council with a quote and recommended funding source.	Dr Cornelia Wiebels	09/04/2025 Dr Cornelia Wiebels Raised with RFS District Manager - will raise at RFS Chifley Zone Liaison Meeting on 9 April.	In Progress
250318 Ordinary Meeting -	Land Swap	8 - 18/03/2025	Gary Wallace	10/04/2024 Gary Wallace Works being undertaken to look at potential feasibility	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
18 March 2025		<p>That Council:</p> <p>Consider a land swap supplying the roadway sought after by Borg Panels in lieu of land east of our current sports complex to expand it in the future.</p> <p>Investigate the costs and feasibility of separate probity undertaking to ensure that any potential project meets the requirements of the LGA 1993.</p> <p>Provide a detailed report to Council for final consideration.</p>			
250318 Ordinary Meeting - 18 March 2025	O'Connell Recreation Ground MOU	<p>12 - 18/03/2025</p> <p>That Council:</p> <p>Receive and note the report.</p> <p>Enter into a new Memorandum of Understanding with the O'Connell Cricket Club for the period 1 July 2025 to 30 June 2026.</p> <p>Delegate to the General Manager to make all necessary amendments to the agreement and to sign all appropriate documentation in relation to the new O'Connell Cricket Club MOU.</p>	Gary Wallace	1/04/2025 Gary Wallace MOU updated and forwarded to O'Connell Cricket Club.	Matter Closed
250318 Ordinary Meeting -	Community Nominations	<p>15 - 18/03/2025</p> <p>That Council:</p>	Gary Wallace	08/04/2025 Gary Wallace Organisations advised of new nominated delegates.	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
18 March 2025	Section 355 Committees	<p>Confirm the appointments of the community delegates to its Section 355 Committees as highlighted in the report with the addition of Vanessa Booth being added as a community delegate to the Oberon Sports Facilities Committee.</p> <p>Nominate Councillor Frank O'Connor to be the alternate delegate on the Black Springs Community Hall Committee.</p> <p>Nominate Councillor Helen Hayden to be the alternate delegate on the Joint Regional Planning Panel.</p> <p>Nominate Councillor Michael Crye to be a delegate on the Rural Fire Service Chifley Zone Liaison Committee.</p> <p>Endorse Policy 1114 Volunteers and Section 355 Committees as presented.</p> <p>Endorse the Section 355 Volunteers Management Manual as presented.</p> <p>Elect Deputy Mayor Katie Graham by way of open vote to be a delegate on the Central Tablelands Weeds Authority.</p>		<p>Policy 1114 - Volunteers and Section 355 Committees uploaded to website and circulated to relevant staff.</p> <p>Section 355 Volunteers Mangement Manual updated.</p> <p>Alternate delegate to the Rural Fire Service Chifley Zone Liaison Committee to be reappointed following the results of the countback by-election.</p>	
250318 Ordinary Meeting - 18 March 2025	Development Application DA2024.075 – CARPORT – 13 GLYNDWR AVE OBERON	<p>16 - 18/03/2025</p> <p>That:</p> <p>Council vary Part C6.4 – “Carports and Garages” of its current DCP 2001 in relation to Development Application DA2024.075 for a carport at Lot 30 in DP</p>	Damian O'Shannassy	<p>09/04/2025 Damian O'Shannassy</p> <p>Consent issued</p>	Matter closed

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		732959 being known as 13 Glyndwr Avenue, Oberon. A division be called in accordance with Section 375A of the Local Government Act 1993.			
250318 Ordinary Meeting - 18 March 2025	DEVELOPMENT APPLICATION 10.2023.30.1 - Recreation Facility (Outdoor - Motorcycle Facility), and Accommodation	17 - 18/03/2025 That Council: Approve Development Application 10.2023.30.1 at Lot 95 DP 753036 known as 3117 Arkstone Road, Jeremy for the purpose of a Recreation Facility (Outdoor) and Ancillary Accommodation. That a division be called in accordance with Section 375A of the Local Government Act 1993.	Damian O'Shannassy	09/04/2025 Damian O'Shannassy Consent issued	Matter Cosed
250318 Ordinary Meeting - 18 March 2025	Black Springs Recreation Ground Landscape Masterplan	18 - 18/03/2025 That: Council place the Draft Black Springs Recreation Ground Masterplan on public exhibition for a minimum period of 28 days;	Damian O'Shannassy	09/04/2025 Damian O'Shannassy On exhibition until 1 May 2025 Matter ongoing	In Progress

Oberon Council - Agenda - Ordinary Meeting - 15 April 2025

Document	Item	Action Required	Assignee/s	Action Taken	Status
		Upon completion of the exhibition period a further report be provided to Council outlining submissions received.			
250318 Ordinary Meeting - 18 March 2025	Construction of an 11 (Eleven) Lot Industrial Subdivision - Oberon	30 - 18/03/2025 That Council support the recommendations highlighted within the report including an amount of \$340,000 being supplied from the Land Bank to complete the 11-Lot Industrial Subdivision in Hawken Street & Maher Drive, Oberon.	Gary Wallace	10/04/2025 Gary Wallace Noted & actioned.	Matter closed
250318 Ordinary Meeting - 18 March 2025	Land Matter	31 - 18/03/2025 That Council contact the owner of lot 90, DP1238111 and offer a lease of the ground in accordance with the Mayoral Memo.	Mathew Webb	09/04/2025 Mathew Webb Owners contacted and lease preparation and discussions are underway,	In Progress

14.8 Community Survey Results

File No: Corp/Survey

Author: Hannah Booth (Records and Communications Coordinator), Mathew Webb (Corporate Services Director)

Summary

The Oberon Council Community Survey was conducted between 7 May 2024 and 8 April 2025 to inform the development of the 2025–2029 Delivery Program in line with the Integrated Planning and Reporting (IP&R) framework.

A total of 164 community members participated in the survey, providing both quantitative and qualitative feedback on Council services, infrastructure, governance, communication, and budget priorities.

The report provides the survey results and supporting analysis for Council consideration.

Recommendation:

That Council receives and notes Oberon Community Survey 2025 summary report as the first phase of community consultation informing the development of the 2025-2029 Delivery Program under the Integrated Planning and Reporting framework.

List of Attachments

1. Community Survey Responses [14.8.1 - 33 pages]

Comment

The Oberon Council Community Survey was conducted between 7 May 2024 and 8 April 2025 through Council's online engagement platform, *Have Your Say Oberon*, as the first phase of community consultation to inform the development of the 2025–2029 Delivery Program. This consultation forms part of Council's broader obligations under the Integrated Planning and Reporting (IP&R) framework.

A total of 164 community members participated in the survey, providing both quantitative and qualitative feedback on a wide range of topics related to Council's services, infrastructure, governance, communication, and budget priorities.

The Community survey process gives a platform for the community to comment on the current state and progress of Council operations and governance requirements and forms an essential component of understanding the communities views on these operations.

The survey results identify roads and infrastructure, healthcare access, and community services as the community's highest priorities. Feedback also highlighted concerns over Councillor conduct, transparent governance, improved communication, and more inclusive engagement practices.

Further opportunities for public feedback will be provided when the Draft Delivery Program and associated IP&R documents are placed on public exhibition in May 2025. In addition to shaping the Delivery Program, the survey results will serve as a baseline for measuring and evaluating Council's performance throughout the life of the Plan.

Summary of Findings:

Top Community Issues Identified

Respondents were asked to select their top concerns. The most frequently selected were:

- Roads and infrastructure – 63%
- Healthcare access and availability – 52%
- Economic Development and job opportunities – 30%
- Community services (youth, seniors, disability) – 26%
- Waste and environmental management – 26%

Governance and Council Performance

- 22% of respondents were satisfied with councillor performance, while 41% were dissatisfied or very dissatisfied.
- 28% felt Council represents the community well or very well.
- 64% of respondents believe Council decision-making is only “sometimes,” “rarely,” or “not at all” transparent.

Communication and Engagement

- Satisfaction with Council communication varied across channels:
 - Social media – 52% satisfied to very satisfied
 - Website – 44% satisfied to very satisfied
 - Community meetings – 34% satisfied to very satisfied
 - Response to feedback – 30% satisfied to very satisfied
- The most preferred communication channels were:
 - Social Media (77%)
 - Council website (64%)
 - Email Newsletters (44%)
 - Community Meetings (40%)

Roads and Transport

- 70% of respondents rated the condition of local roads as “good” or “fair.”
- The highest road maintenance priorities were:
 - Pothole repairs and resurfacing – 87%
 - Maintenance of unsealed rural roads – 61%
 - Widening roads to improve safety – 41%
- 88% of respondents preferred that Council seek additional state or federal funding to support road upgrades.

Playgrounds and Recreation

- Satisfaction with existing playgrounds was moderate, with strong feedback on areas for improvement.
- Most desired features included:
 - Swings, slides, climbing structures, nature-based play, and sensory equipment
- Suggested improvements included better shade, accessible equipment, fencing, and seating.

Customer Service

- 112 respondents had not contacted Council in the past 12 months.
- Of the 52 who had:
 - 43% were satisfied with their experience
 - 25% were dissatisfied or very dissatisfied
- Feedback highlighted a need for more timely responses and clearer follow-up processes.

Budget Priorities

When asked where Council should focus any available surplus funding, the top three ranked areas were:

1. Roads maintenance
2. Waste Management and Recycling
3. Parks and playgrounds

Free Text Feedback – Summary Themes

More than half of respondents provided written comments. Recurring themes included:

- Calls for improved transparency, unity, and professionalism
- Emphasis on road repair, particularly rural and unsealed roads
- Strong support for better community engagement and communication
- Requests for investment in youth facilities and services
- Comments on the need for equitable service delivery across towns and villages

It is considered that the results of the survey should be used to ‘check in’ on the progress of Council operations and will be undertaken each year to gauge performance and develop data to inform future plans.



Community Survey 2025

SURVEY RESPONSE REPORT

07 May 2024 - 08 April 2025

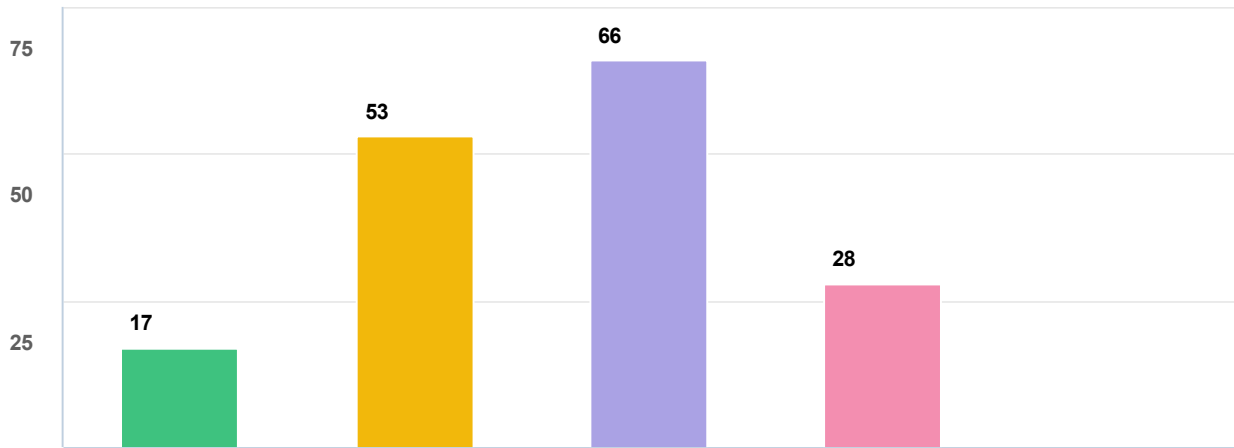
PROJECT NAME:

Community Survey 2025



SURVEY QUESTIONS

Q1 | Age Group

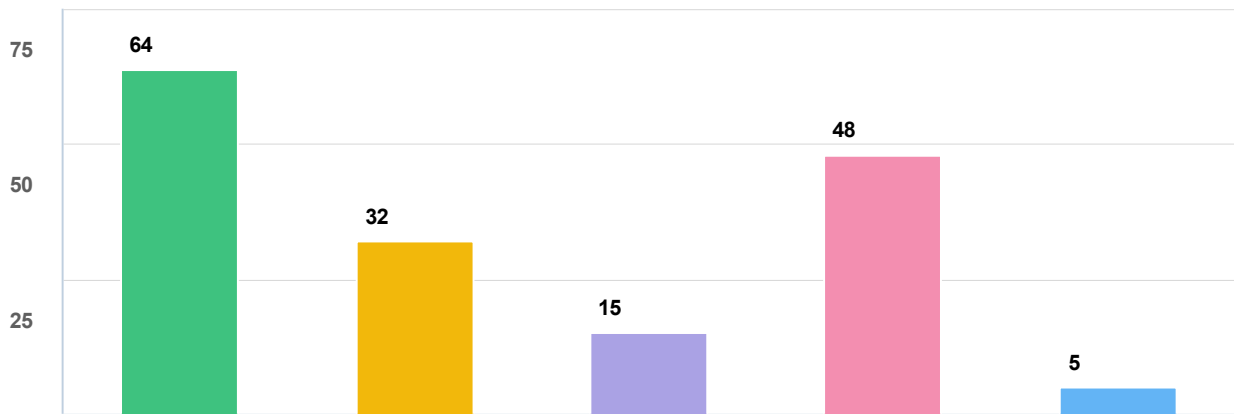


Question options

- 18-34
- 35-54
- 55-69
- 70+
- Under 18

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q2 | Where do you live?

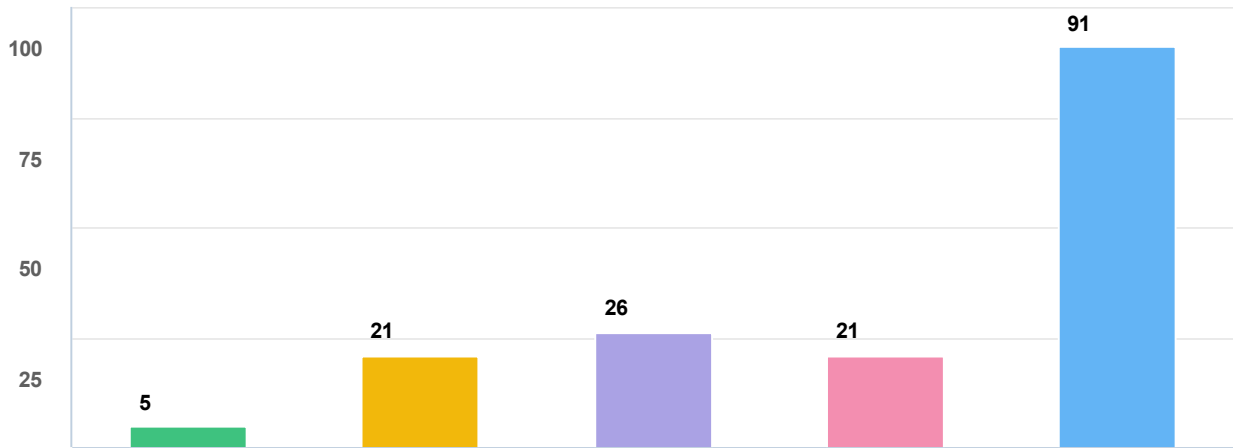


Question options

- Oberon Township
- Rural/Residential zone (Titania, Bracken Glen etc..)
- Villages (Black Springs, Mt David etc..)
- Rural
- Other

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q3 | How long have you lived in Oberon?

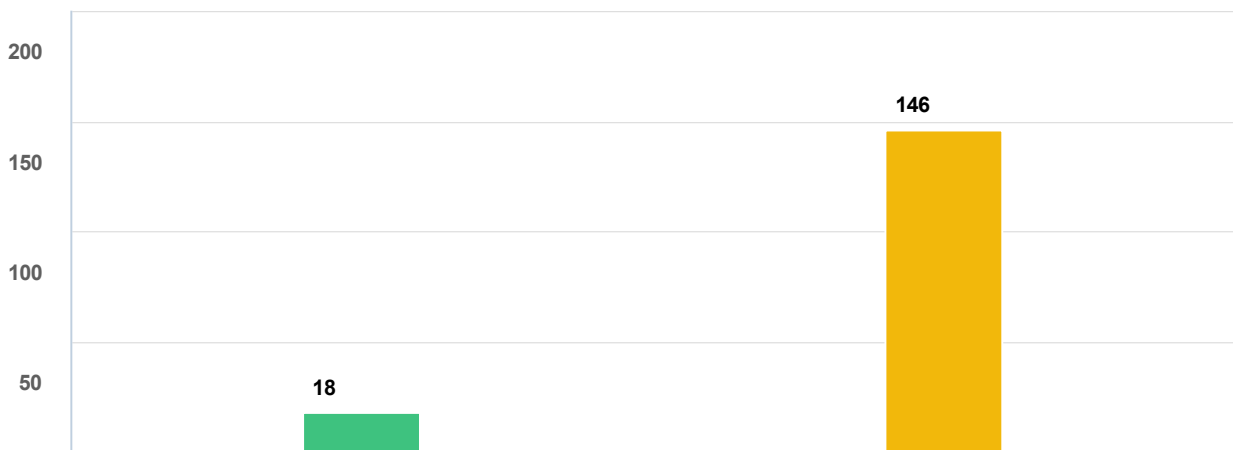


Question options

- Less than 1 year
- 1-5 years
- 6-10 years
- 11-15 years
- 15+ years

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q4 | Do you identify as living with a disability?

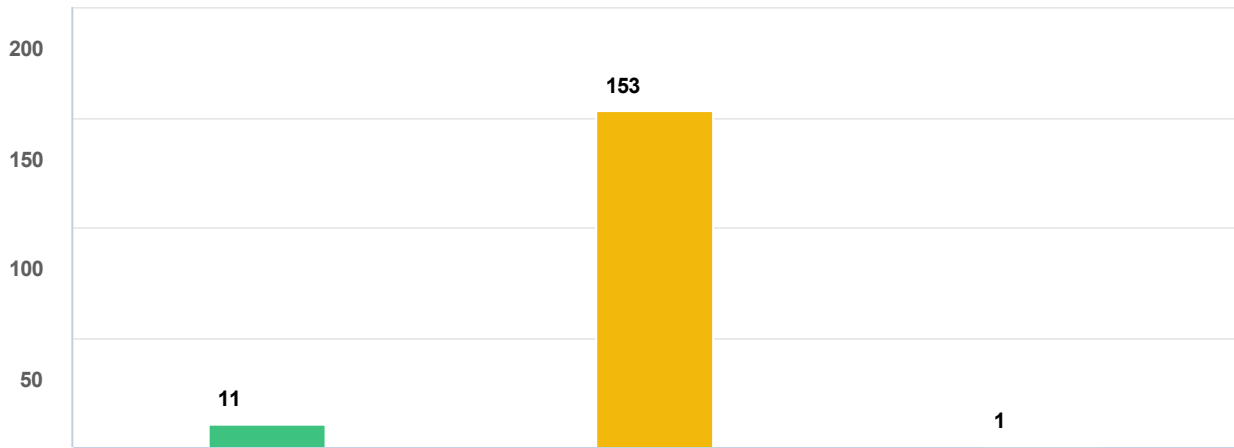


Question options

- Yes
- No

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q5 | Do you speak a language other than English at home?

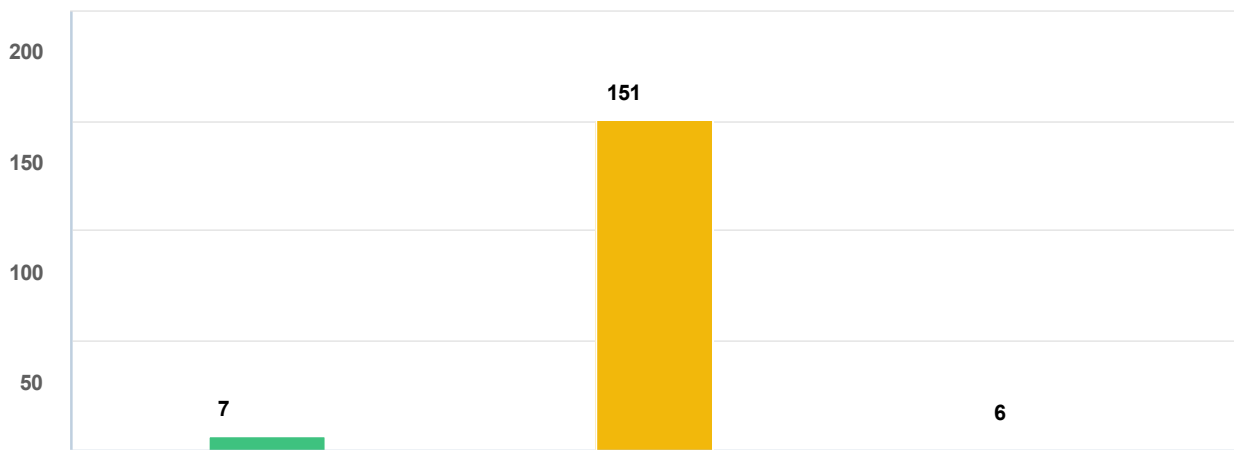


Question options

- Yes
- No
- If yes, what language?

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q6 | Do you identify as Aboriginal or Torres Strait Islander?

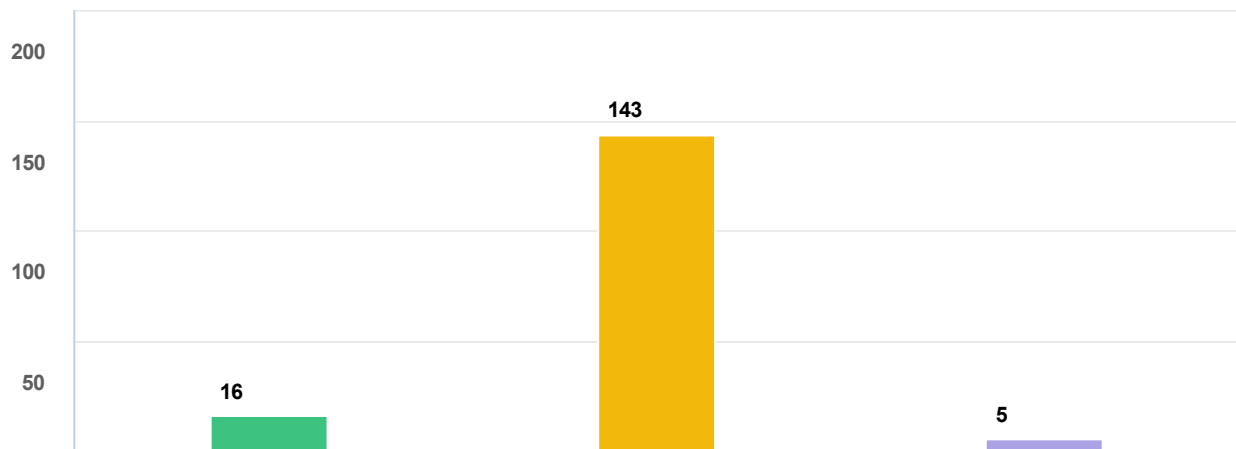


Question options

- Yes
- No
- Prefer not to say

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q7 Do you rent or own your home?



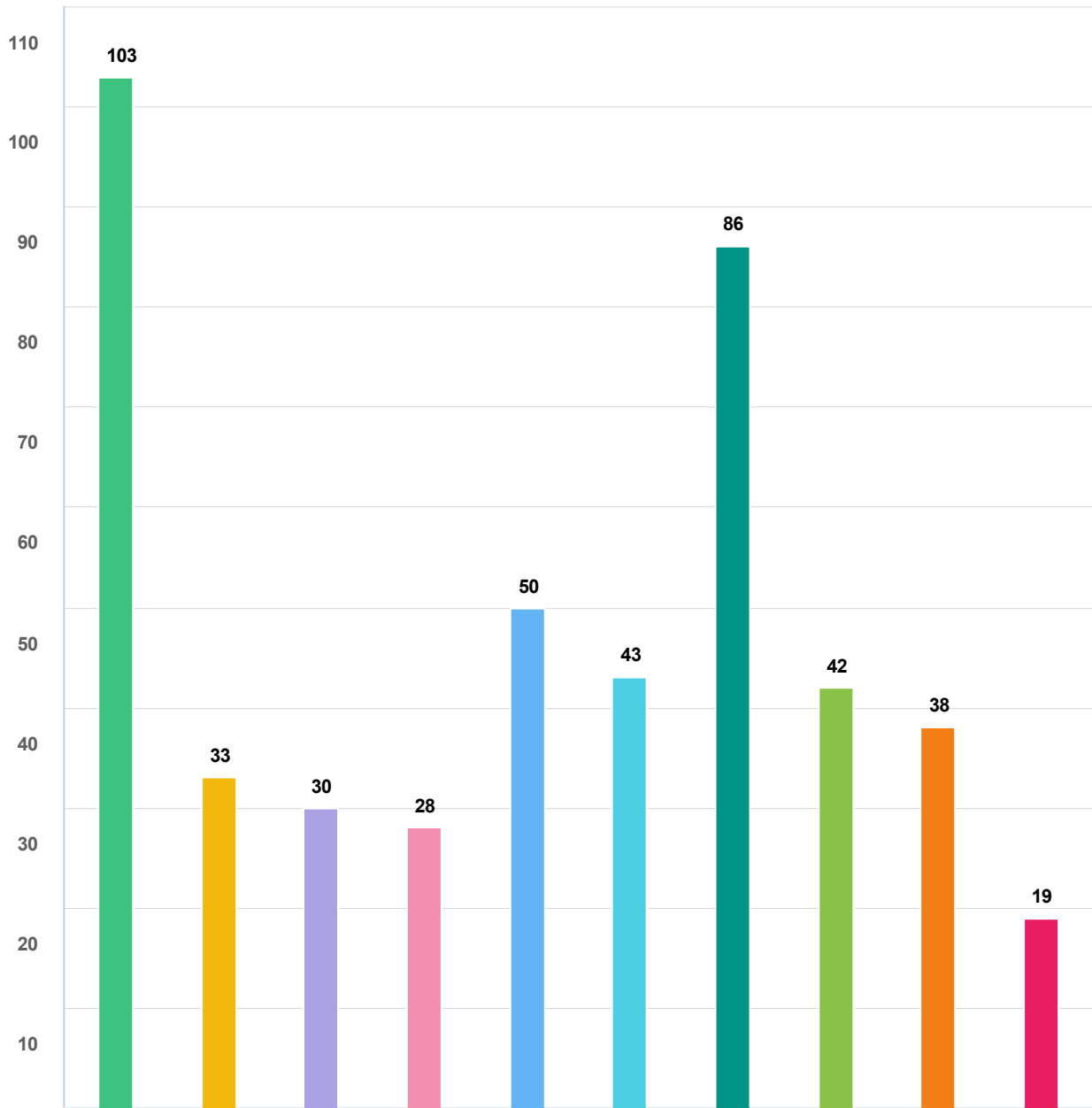
Question options

- Rent
- Own
- Other

Mandatory Question (164 response(s))

Question type: Checkbox Question

Q8 What are the biggest concerns for Oberon residents? Choose up to 3.



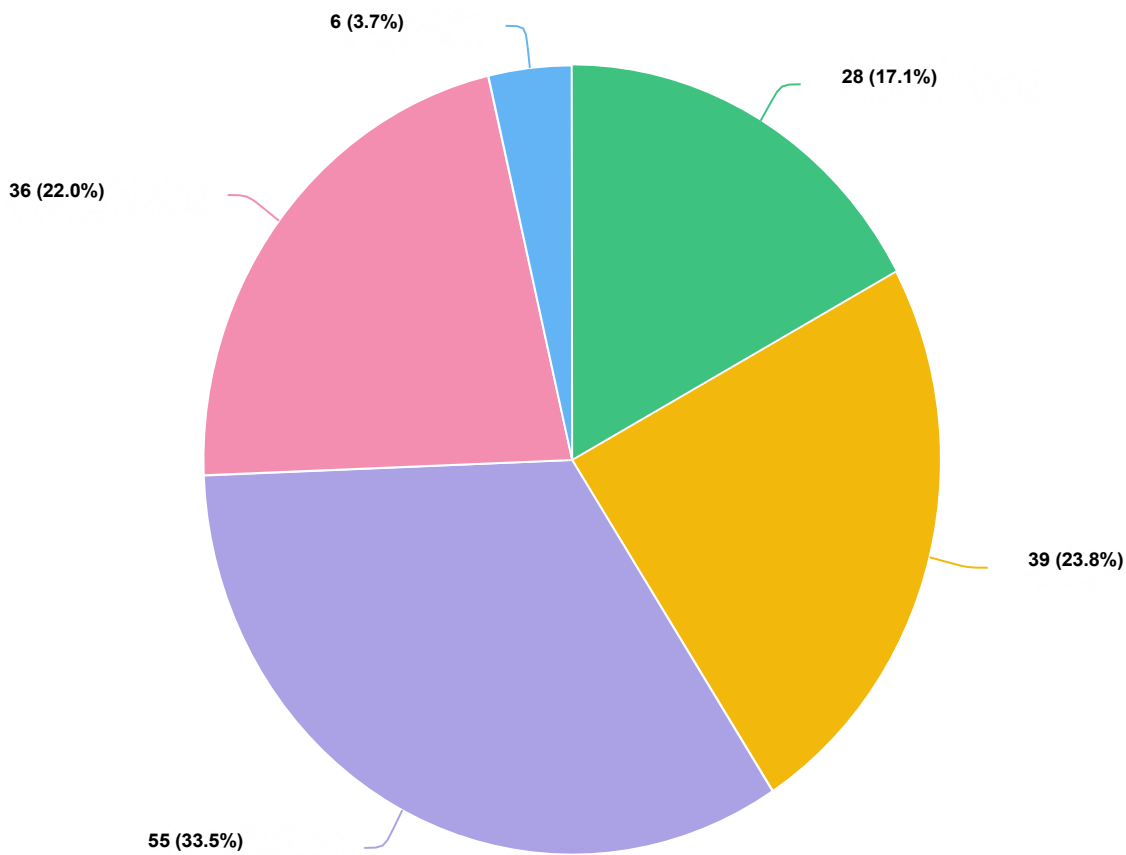
Question options

- Roads and infrastructure
- Water & sewer services
- Community safety and crime prevention
- Affordable housing availability
- Economic development and job opportunities
- Community services (youth, seniors, disability support)
- Healthcare access and availability
- Environmental sustainability and waste management
- Recreation facilities (parks, playgrounds, sports fields)
- Other (please specify)

Mandatory Question (164 response(s))

Question type: Checkbox Question

Q9 | How satisfied are you with the performance of Oberon's Councillors over the past 12 months?



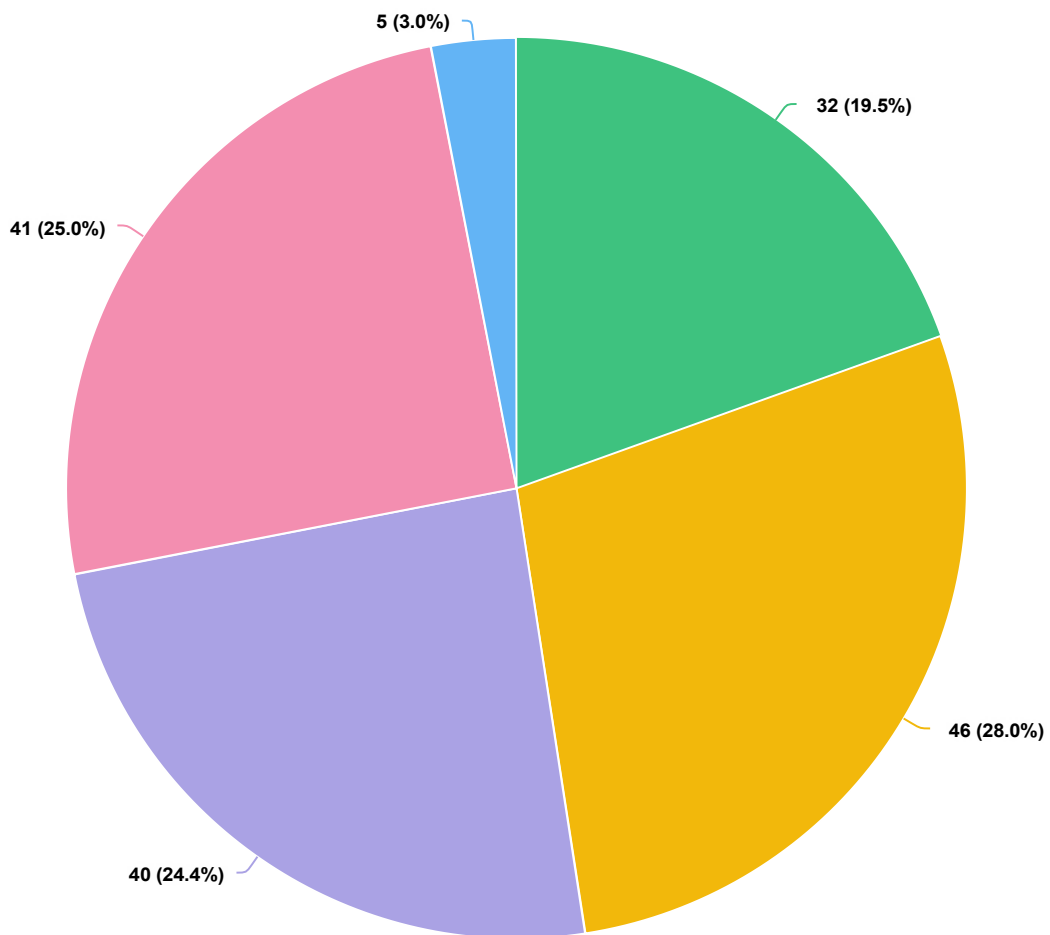
Question options

- Very dissatisfied
- Dissatisfied
- Neutral
- Satisfied
- Very satisfied

Mandatory Question (164 response(s))

Question type: Emoji Question

Q10 How well do you feel the Council represents the community's interests and concerns?

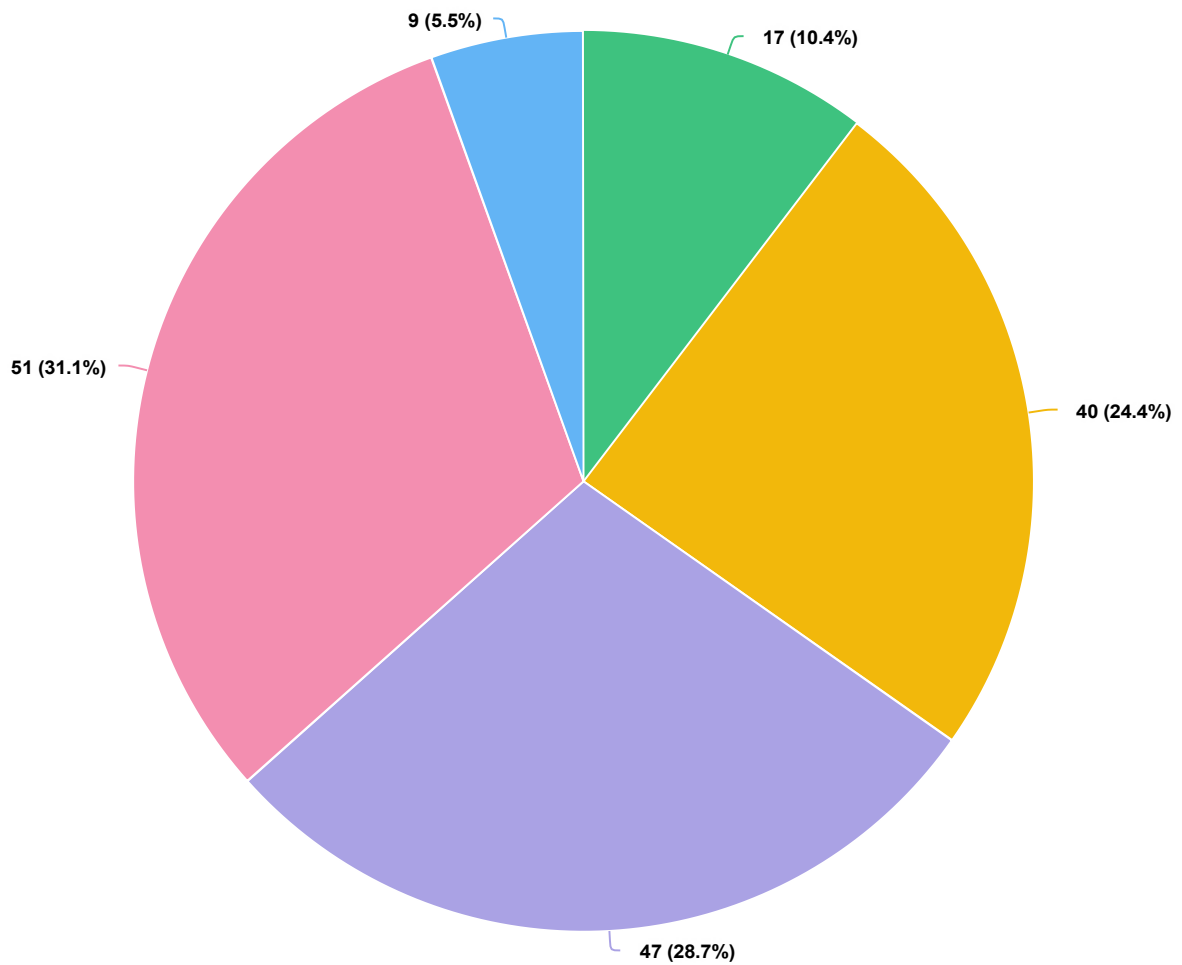


Question options

- Very poorly
- Poorly
- Neutral
- Well
- Very well

Mandatory Question (164 response(s))
Question type: Emoji Question

Q11 | Do you believe Council decisions are made transparently?



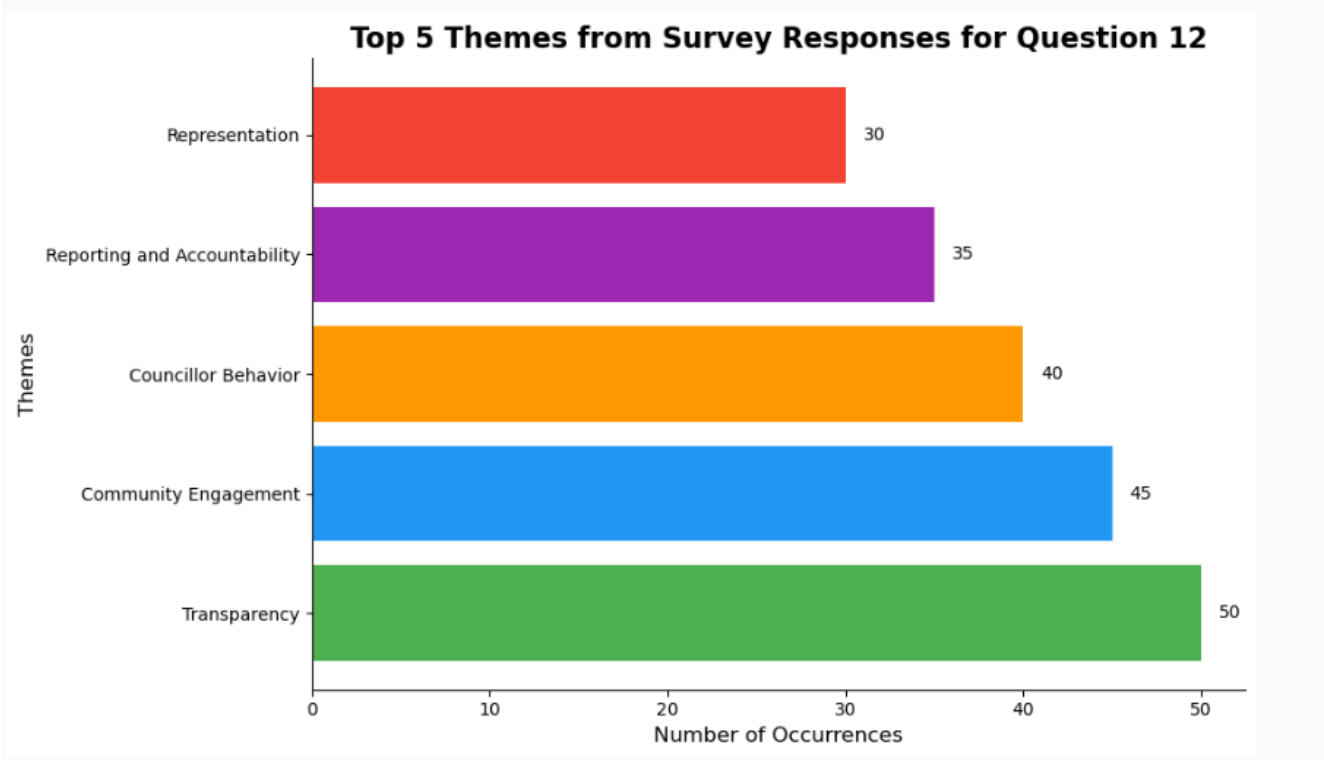
Question options

- No, never
- No, rarely
- Sometimes
- Mostly
- Yes, always

Mandatory Question (164 response(s))
Question type: Emoji Question

Q12 How could Oberon Council improve its governance and decision making?

Top 5 Themes from Survey Responses for Question 12



1. **Transparency:** Many respondents emphasised the need for more transparent decision-making processes and better communication from the council.
2. **Community Engagement:** A significant number of responses highlighted the importance of engaging with the community, listening to their concerns, and involving them in decision-making.
3. **Councillor Behaviour:** Several responses mentioned the need for councillors to work together harmoniously, avoid personal agendas, and behave professionally.
4. **Reporting and Accountability:** Improved reporting, accurate and timely information, and accountability were common themes in the responses.
5. **Representation:** Ensuring that councillors represent the interests of the community and not their personal or political agendas was a key concern.

Optional question (98 response(s), 66 skipped)

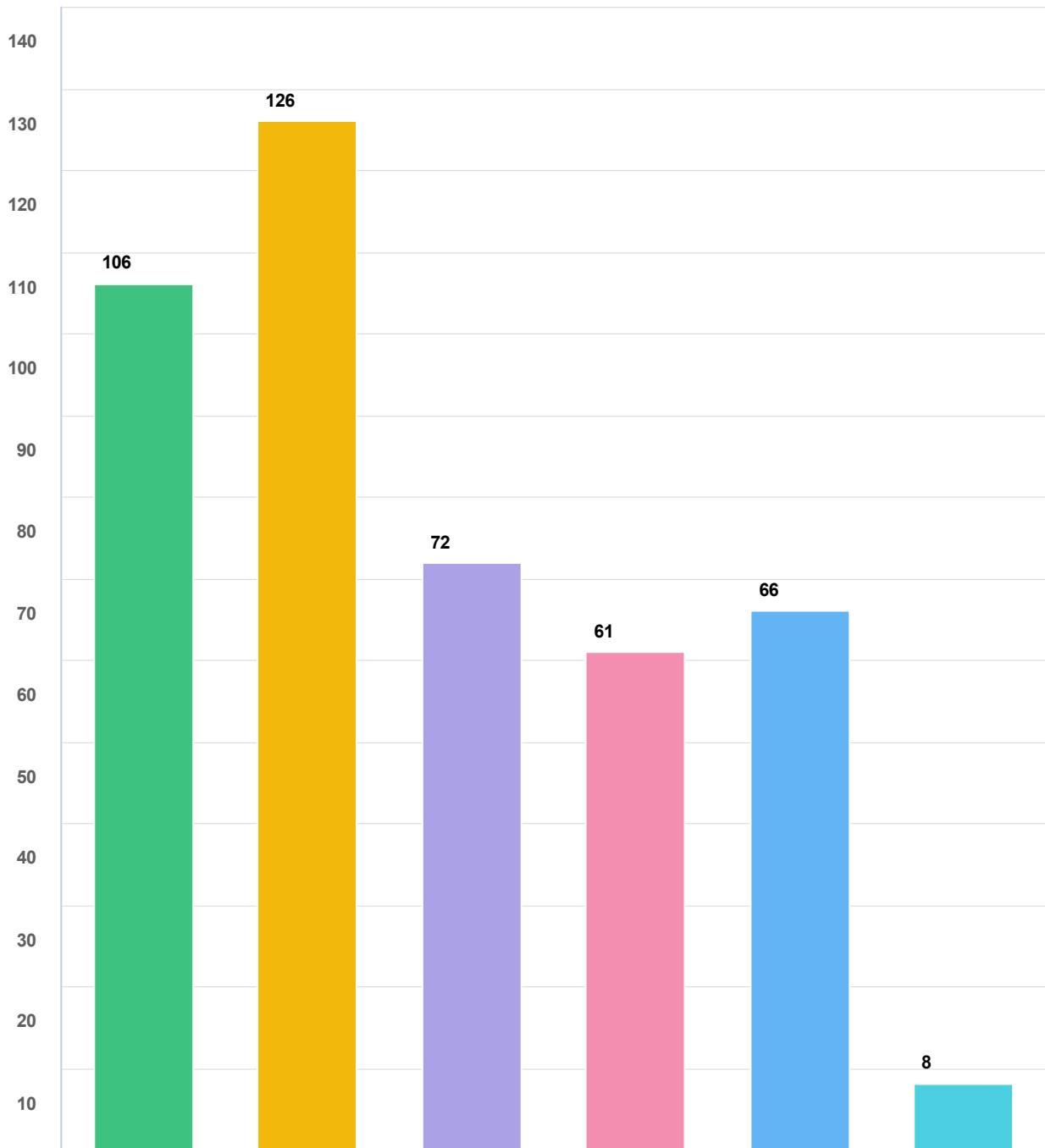
Question type: Essay Question

Q13 How Satisfied are you with Council's consultation methods?



Mandatory Question (164 response(s))
Question type: Likert Question

Q14 What communication channels do you prefer for Council updates? (Select all that apply)

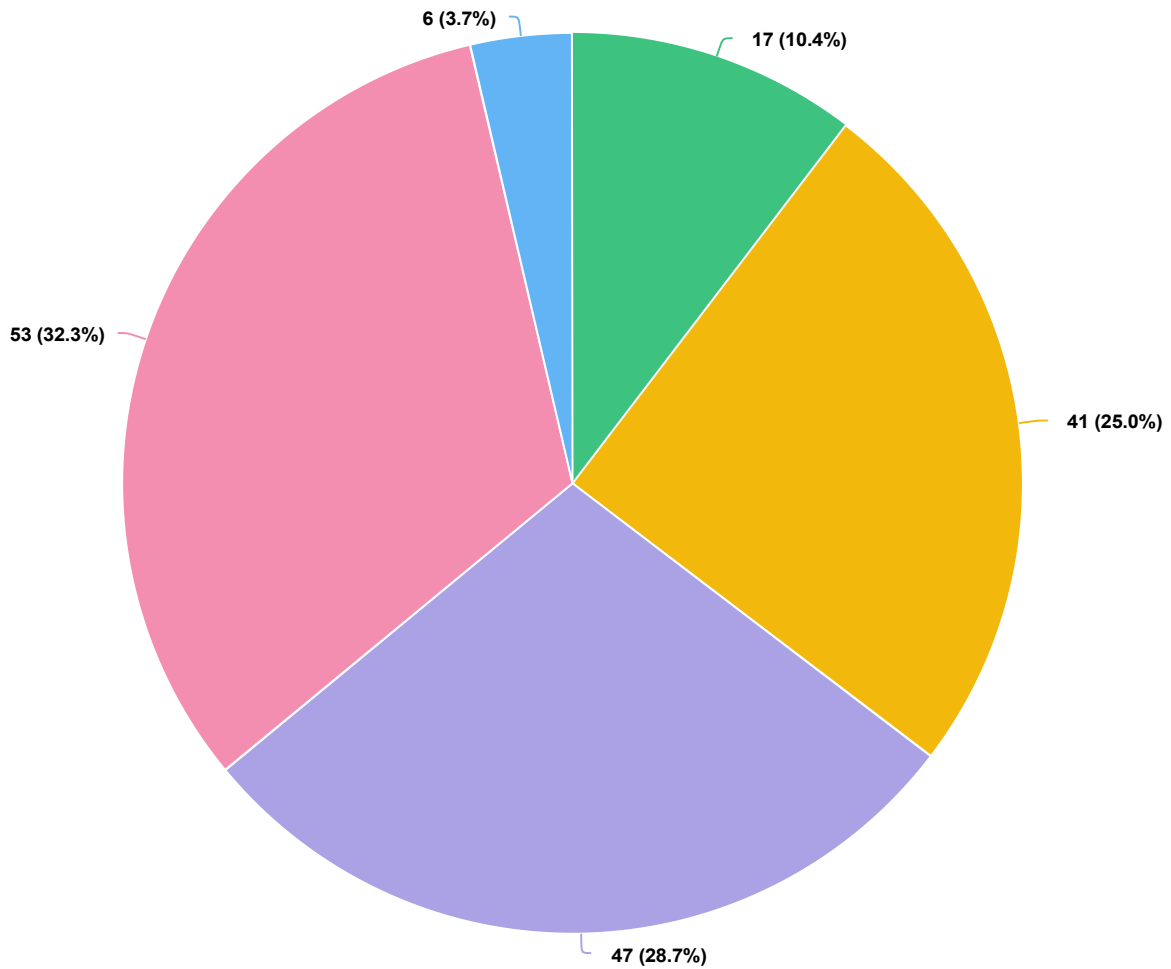


Question options

- Other (please specify)
- Community meetings
- Printed newsletter
- Email newsletters
- Social media
- Council website

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q15 How satisfied are you with the clarity and transparency of Council's communication?



Question options

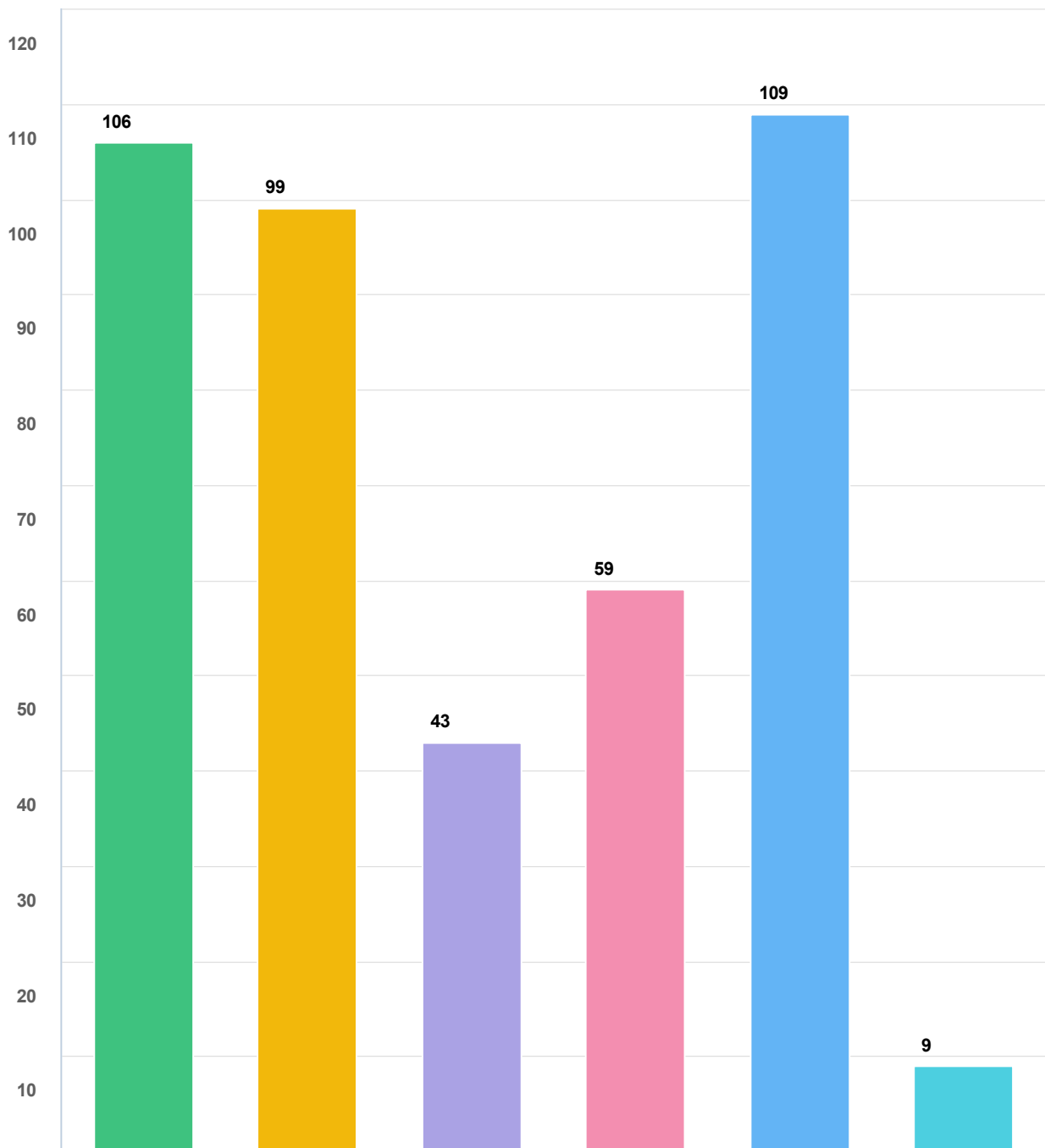
- Very Satisfied
- Satisfied
- Neutral
- Dissatisfied
- Very dissatisfied

Mandatory Question (164 response(s))

Question type: Emoji Question



Q16 What information do you find most useful? (Choose up to 3)



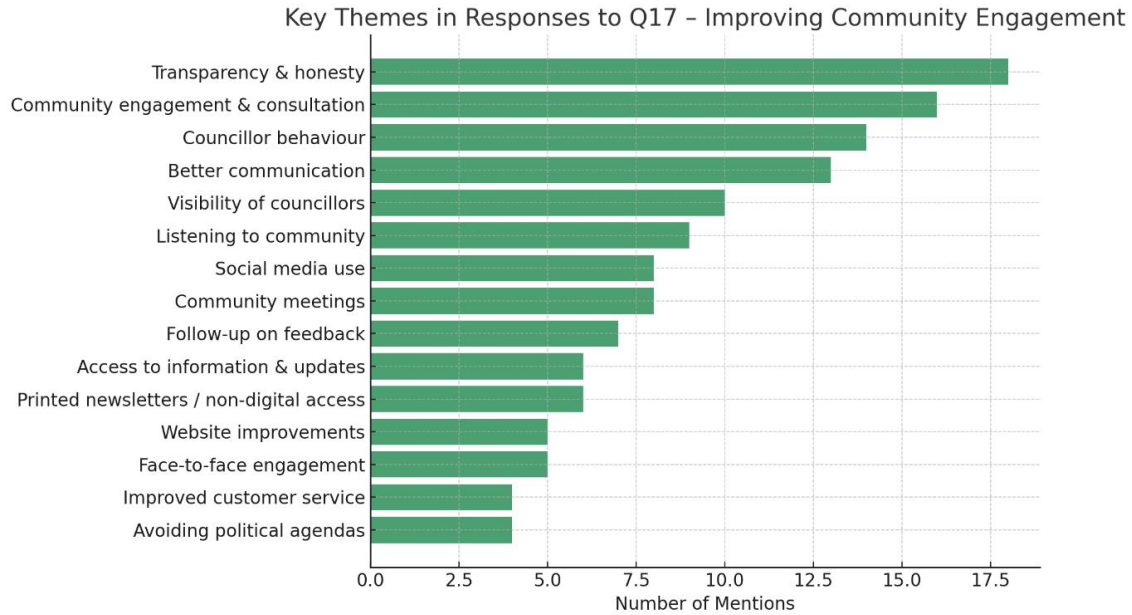
Question options

- Other (please specify)
- Community News
- Public Exhibitions (Development Applications etc..)
- Policy / Procedure changes
- Event announcements
- Service / Works updates

Mandatory Question (164 response(s))
 Question type: Checkbox Question



Q17 What would improve Council's engagement with the community?



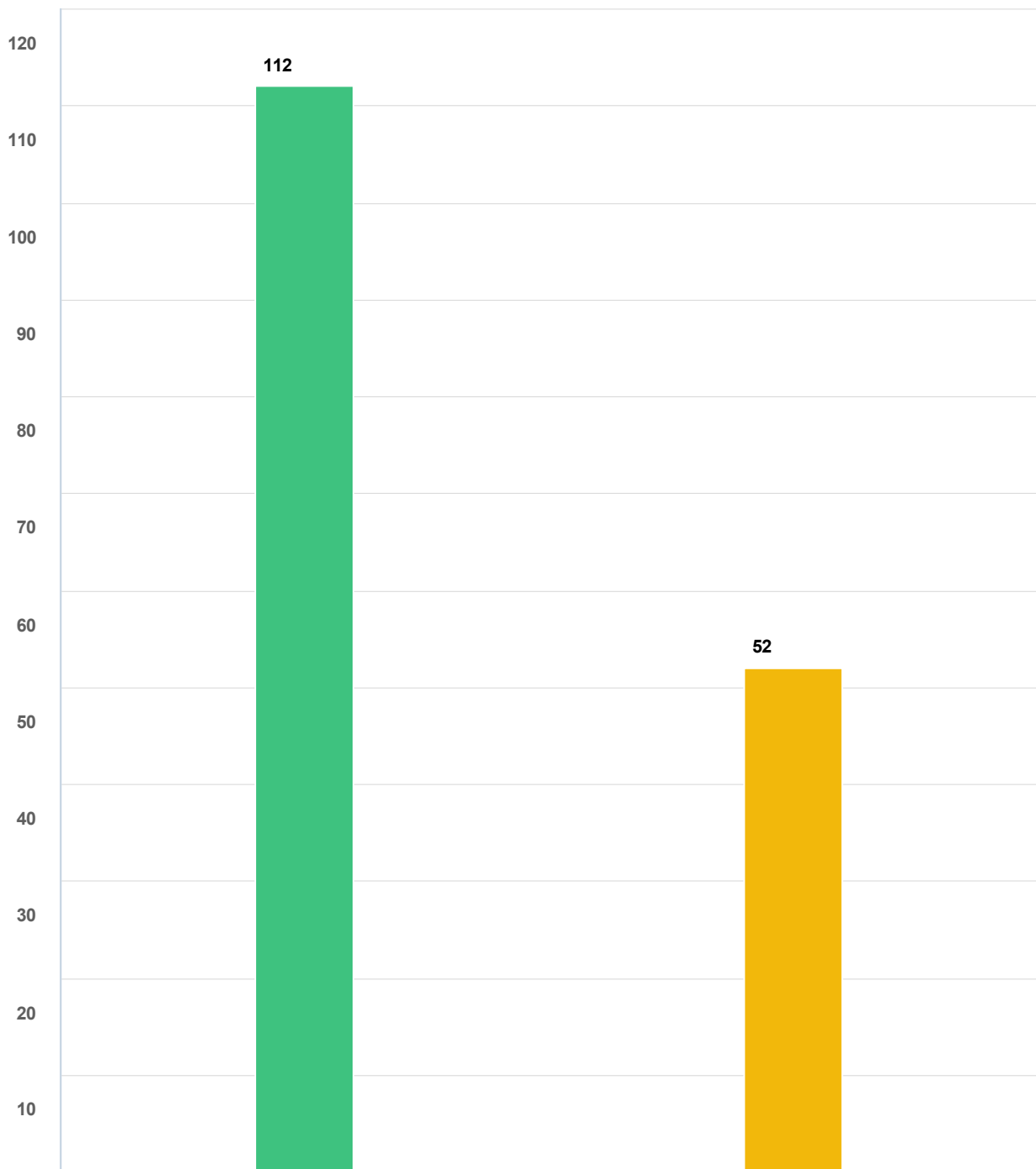
Key Themes

- Transparency:** Many respondents emphasised the need for more transparent decision-making processes and better communication from the council.
- Communication:** Improved communication and engagement with the community were frequently mentioned, including the use of clear language and timely updates.
- Visibility:** Respondents highlighted the importance of councillors being more visible and accessible to the community.
- Customer Service:** There were calls for more courteous and responsive customer service interactions.
- Community Involvement:** Increased community involvement and engagement in decision-making processes were suggested.

Optional question (85 response(s), 79 skipped)

Question type: Essay Question

Q18 Have you contacted Oberon Council in the past 12 months?

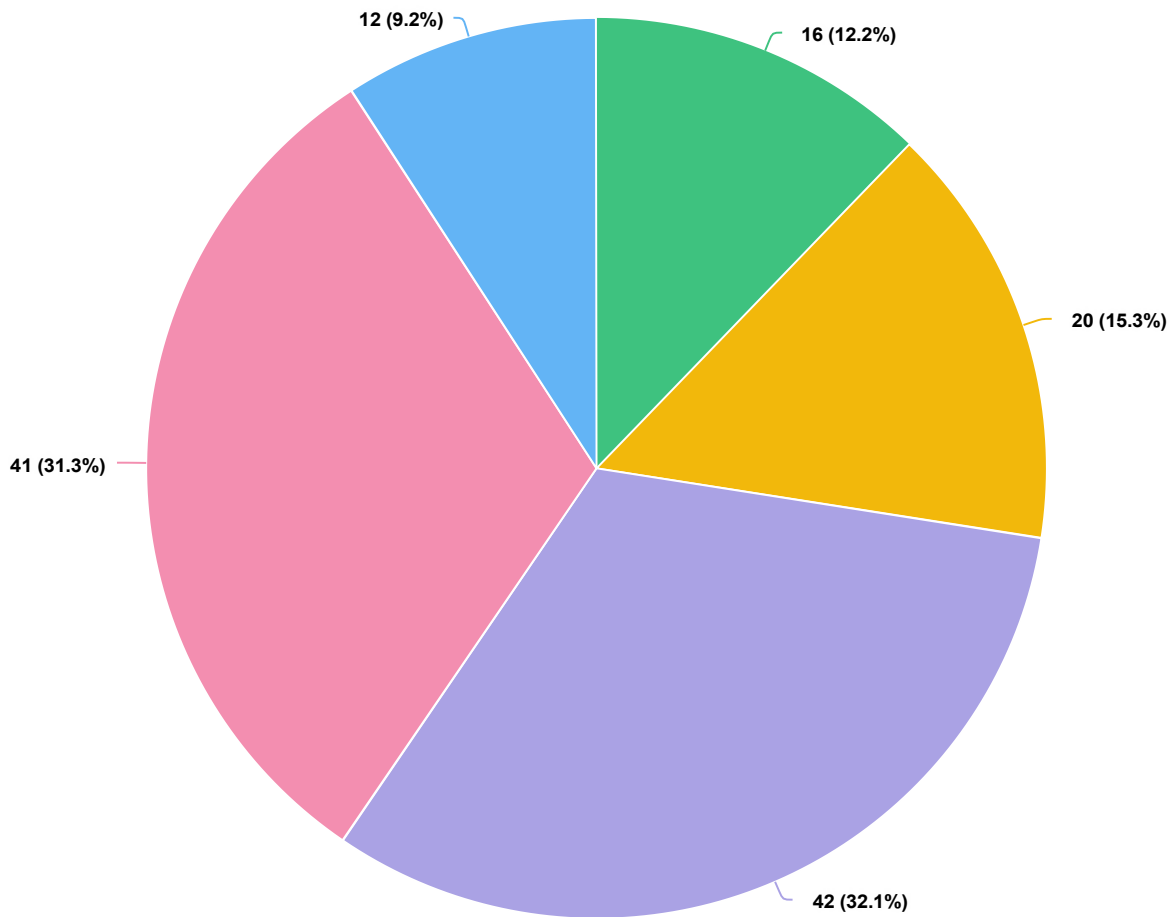


Question options

- No
- Yes

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q19 | If yes, how happy were you with the response



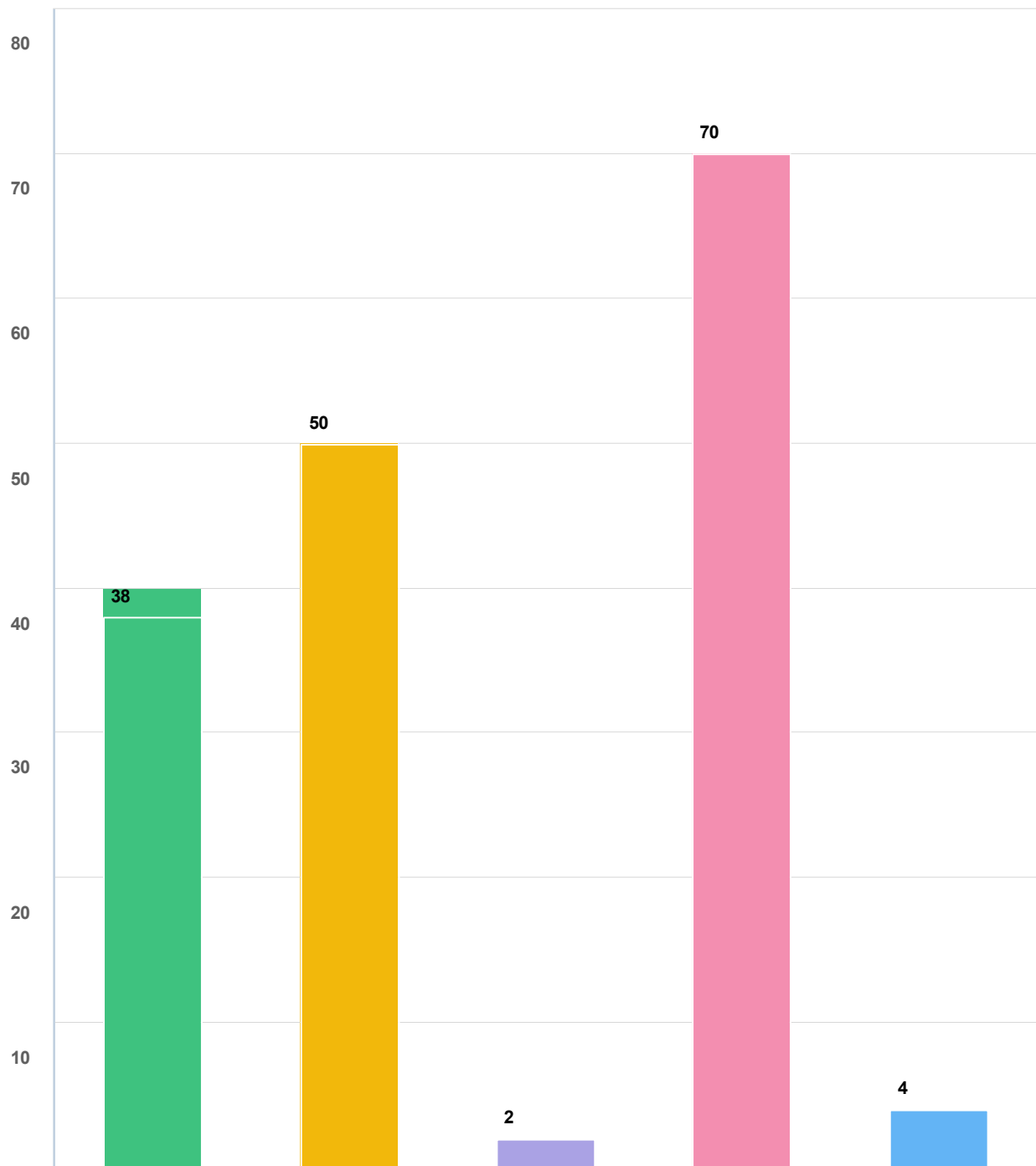
Question options

- Very happy
- Happy
- Neutral
- Unhappy
- Very unhappy

Optional question (131 response(s), 33 skipped)

Question type: Emoji Question

Q20 What is your preferred method of contacting our customer service team?

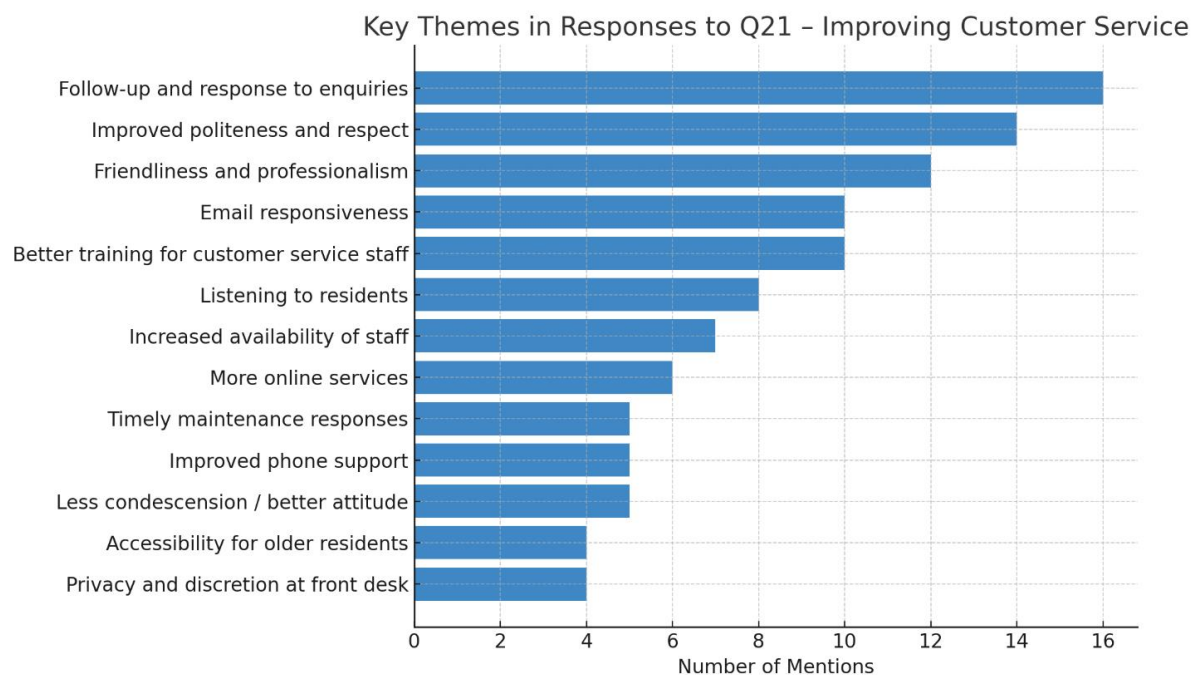


Question options

- Other (please specify)
- In-person
- Social Media
- Email
- Phone

Mandatory Question (164 response(s))

Question type: Checkbox Question

Q21 How can Council improve the customer service experience?


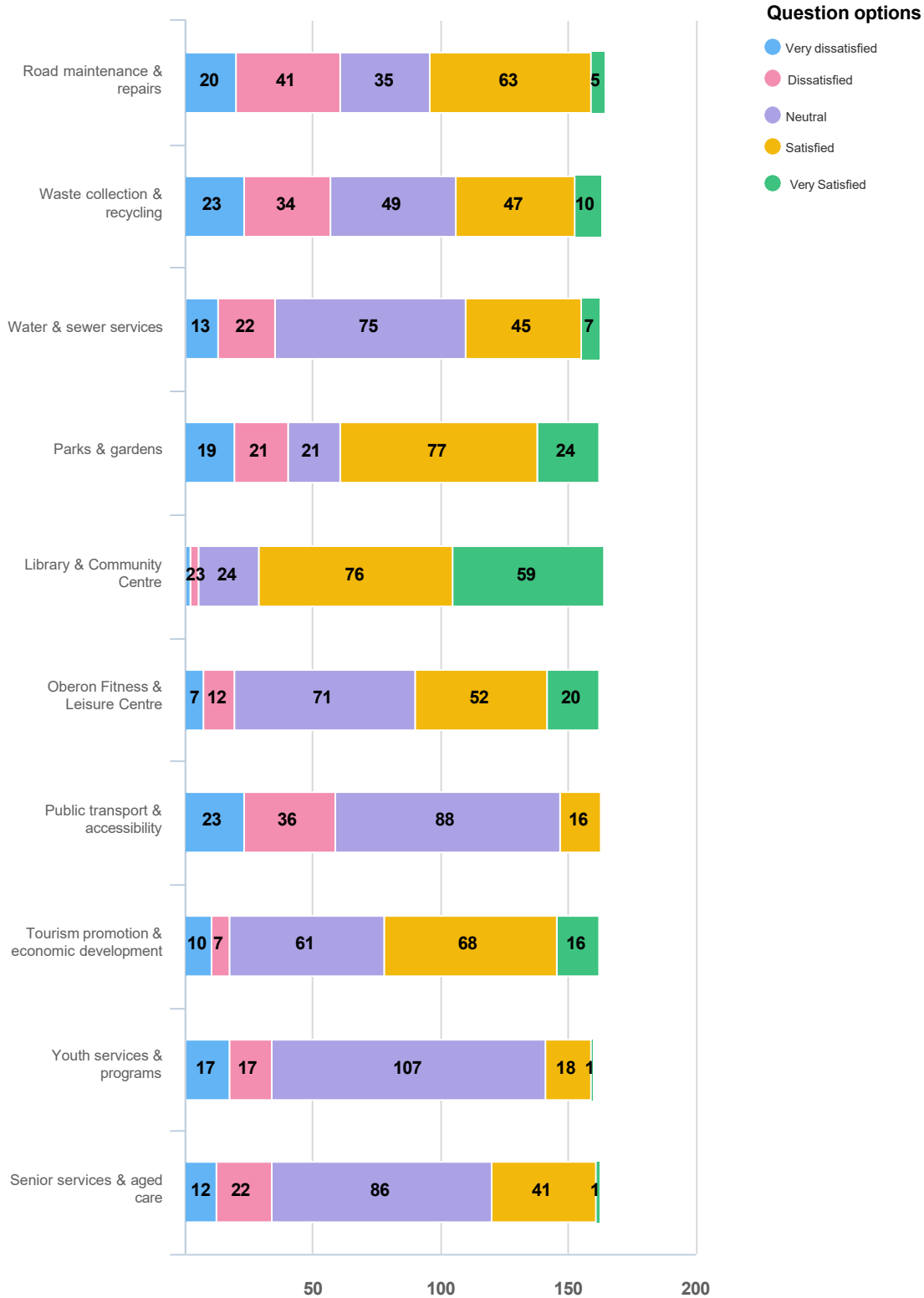
1. **Politeness and Courtesy:** Many respondents emphasised the importance of polite and respectful interactions. Suggestions included smiling, being courteous, and showing respect to all community members.
2. **Responsiveness:** There were numerous calls for more prompt and timely responses to inquiries, whether via email, phone, or in-person visits. Respondents highlighted the need for follow-up on issues raised.
3. **Training and Knowledge:** Several responses mentioned the need for better training to ensure staff are knowledgeable and capable of handling queries efficiently.
4. **Availability:** Respondents suggested having more staff available to handle inquiries and ensuring that customer service representatives are accessible during extended hours to cater to those who work late.
5. **Professionalism:** There were calls for maintaining a high level of professionalism.

Optional question (75 response(s), 89 skipped)

Question type: Essay Question



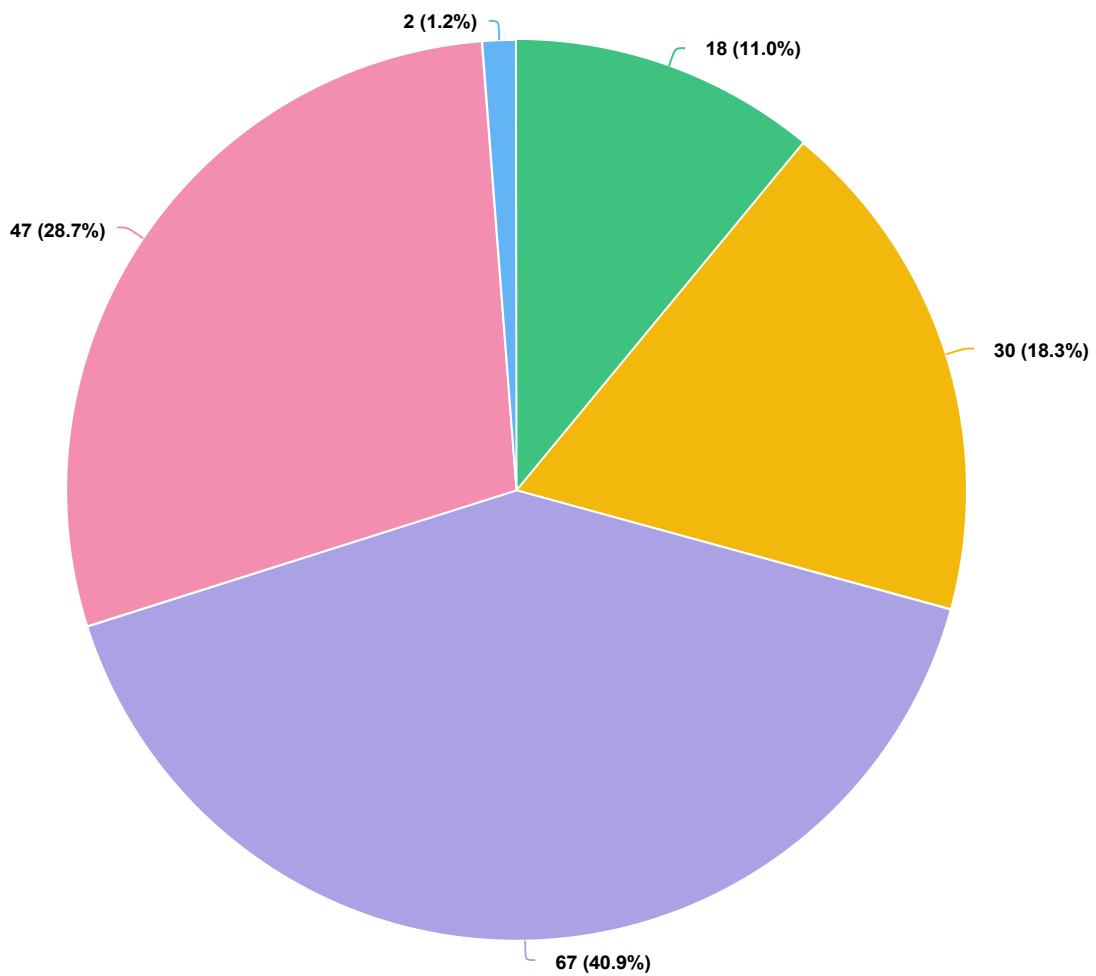
Q22 Please identify your satisfaction with the following services:



Optional question (164 response(s), 0 skipped)

Question type: Likert Question

Q23 How would you rate the overall condition of roads in the Oberon LGA?



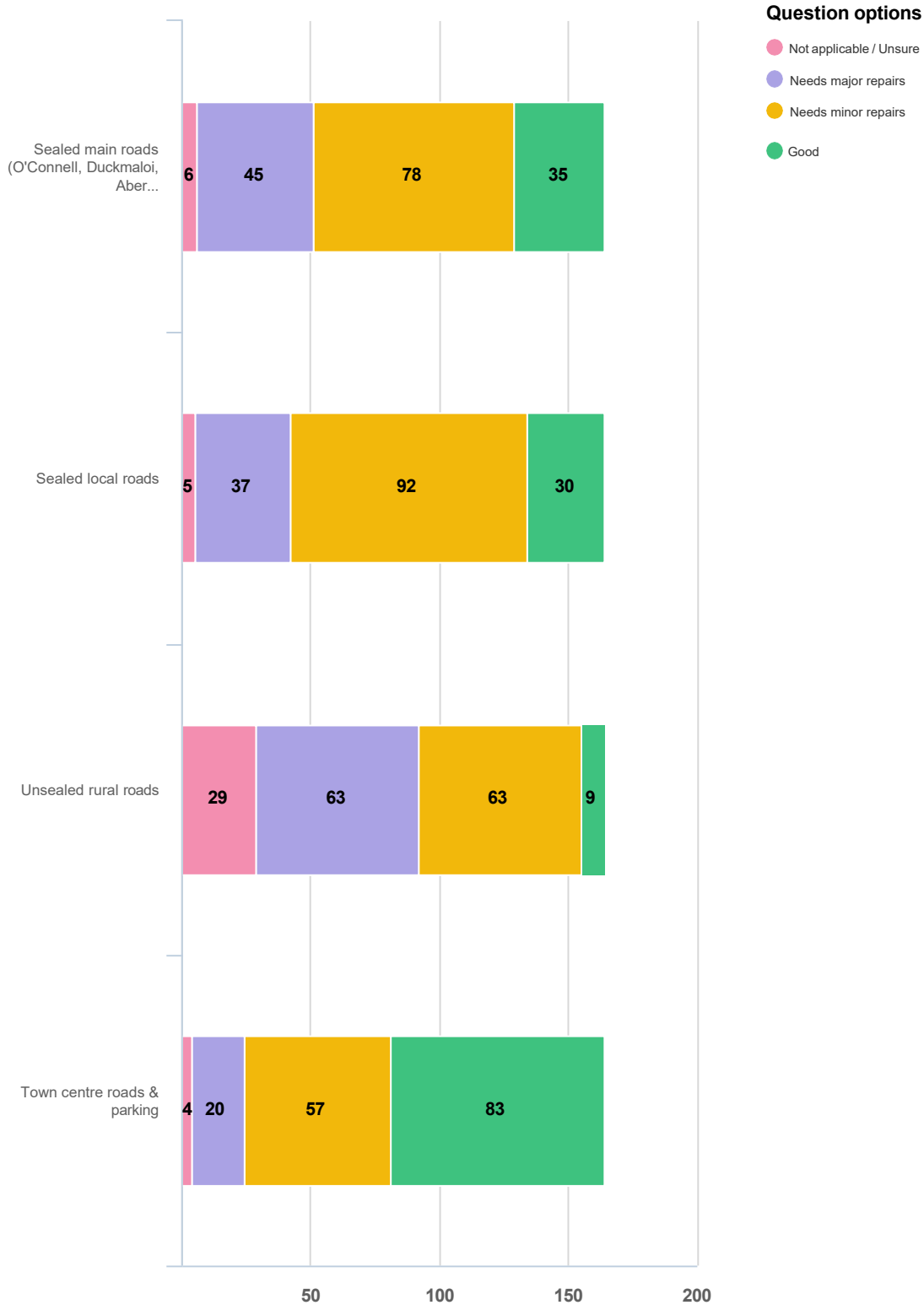
Question options

● Excellent ● Good ● Fair ● Poor ● Very poor

Mandatory Question (164 response(s))

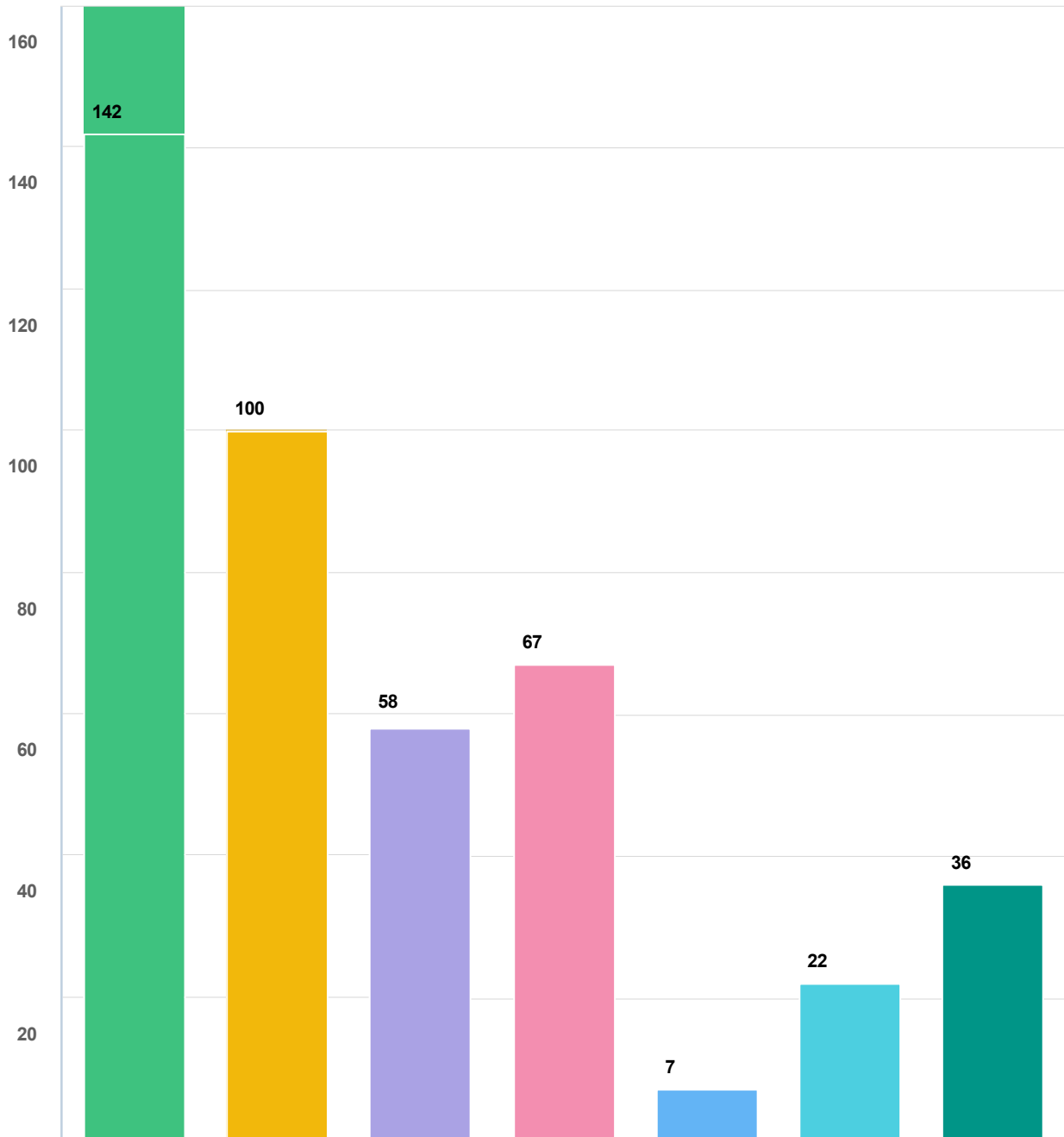
Question type: Emoji Question

Q24 Please rate the condition of the following roads:



Mandatory Question (164 response(s))
Question type: Likert Question

Q25 What are the top road priorities for improvement? (Select up to 3)



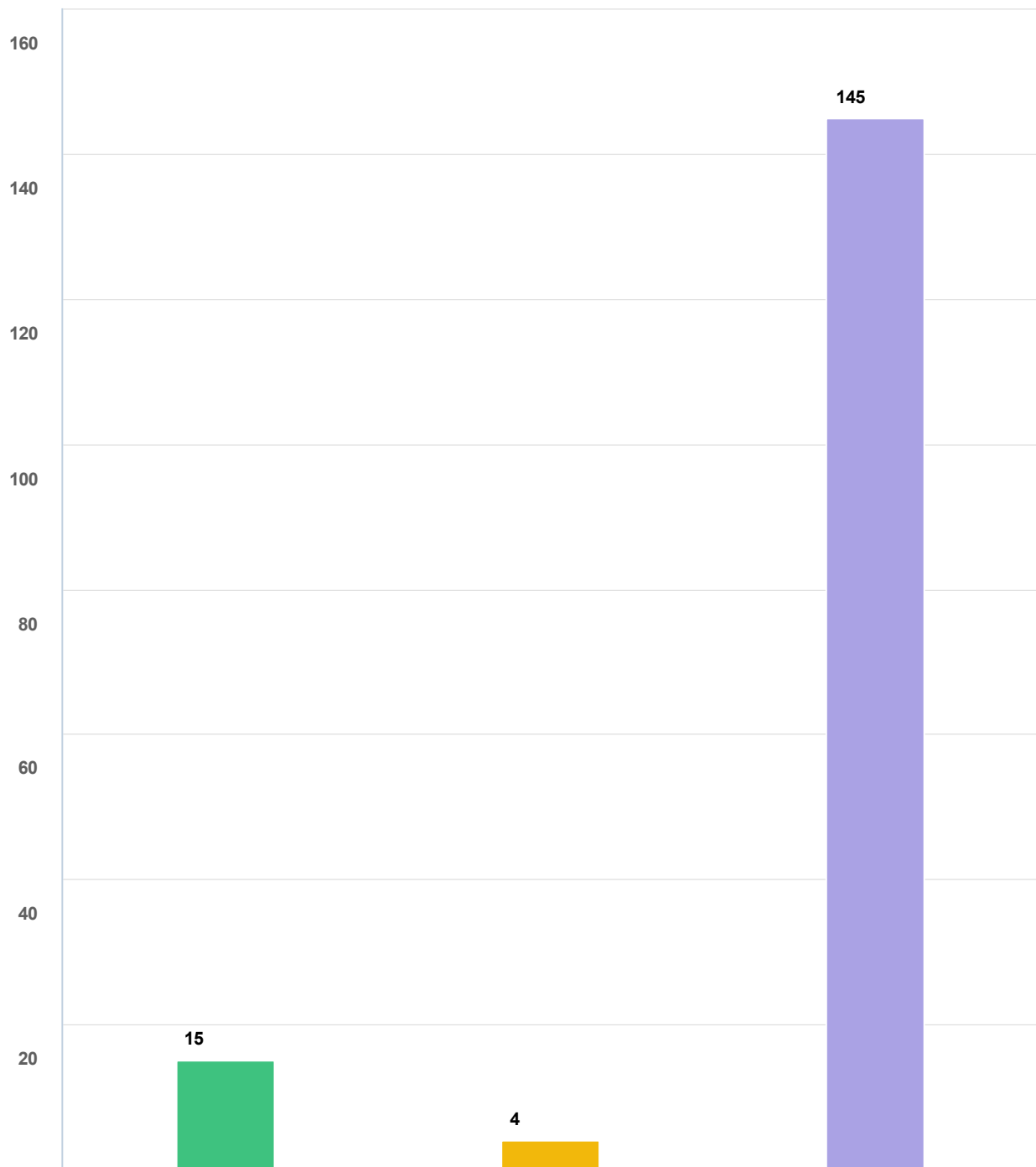
Question options

- Better road signage & line marking
- Increasing street lighting for safer travel
- Upgrading intersections for better traffic flow
- Widening roads to improve safety
- Improving road drainage & flood resilience
- Maintaining unsealed roads
- Fixing potholes & resurfacing roads

Mandatory Question (164 response(s))

Question type: Checkbox Question

Q26 How do you think Council should fund road upgrades?



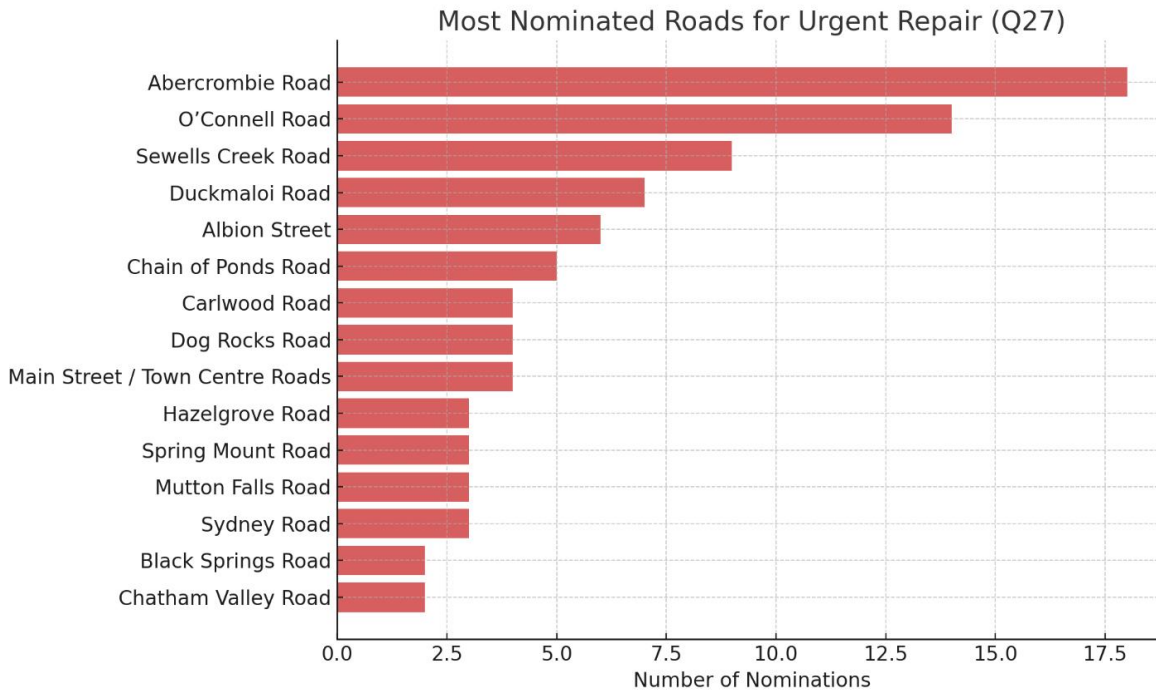
Question options

- Seek more State/Federal Government grants
- Increase Council rates or levies
- Reallocate funds from other services

Mandatory Question (164 response(s))

Question type: Checkbox Question

Q27 If you could nominate ONE road for urgent repair or upgrade, what would it be?

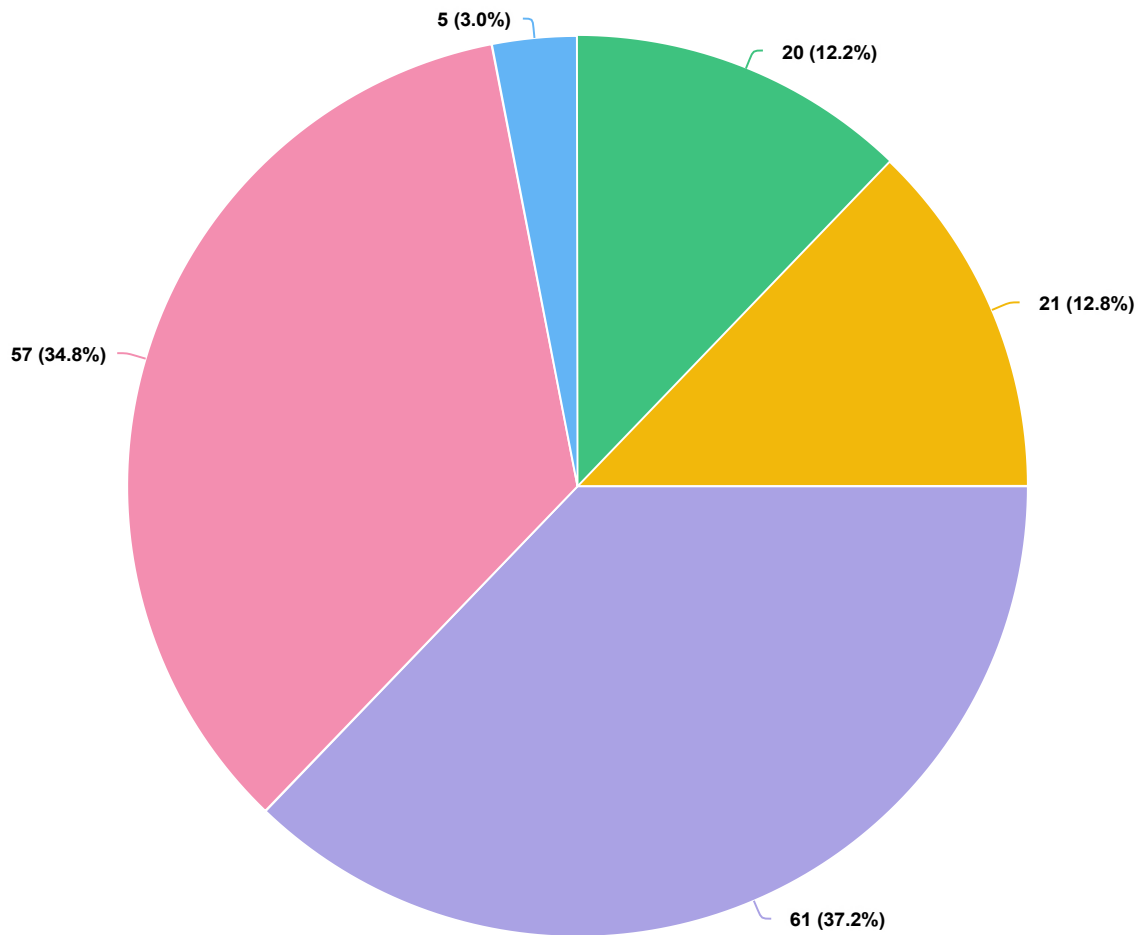


1. **Abercrombie Road** was by far the most frequently mentioned, with strong feedback regarding potholes, drainage, and safety concerns.
2. **O'Connell Road** received many nominations, especially regarding broken edges, narrow sections, and traffic volumes.
3. **Sewells Creek Road, Duckmaloi Road, and Albion Street** also featured prominently due to their deteriorating condition or need for upgrades.
4. **Chain of Ponds Road, Dog Rocks Road, and Carlwood Road** were repeatedly mentioned for their rough surfaces or lack of sealing.
5. Residents also highlighted roads in **town centres** and **village areas** that need mobility improvements and safety upgrades.

Optional question (111 response(s), 53 skipped)

Question type: Single Line Question

Q28 How satisfied are you with the playgrounds in the Oberon LGA?

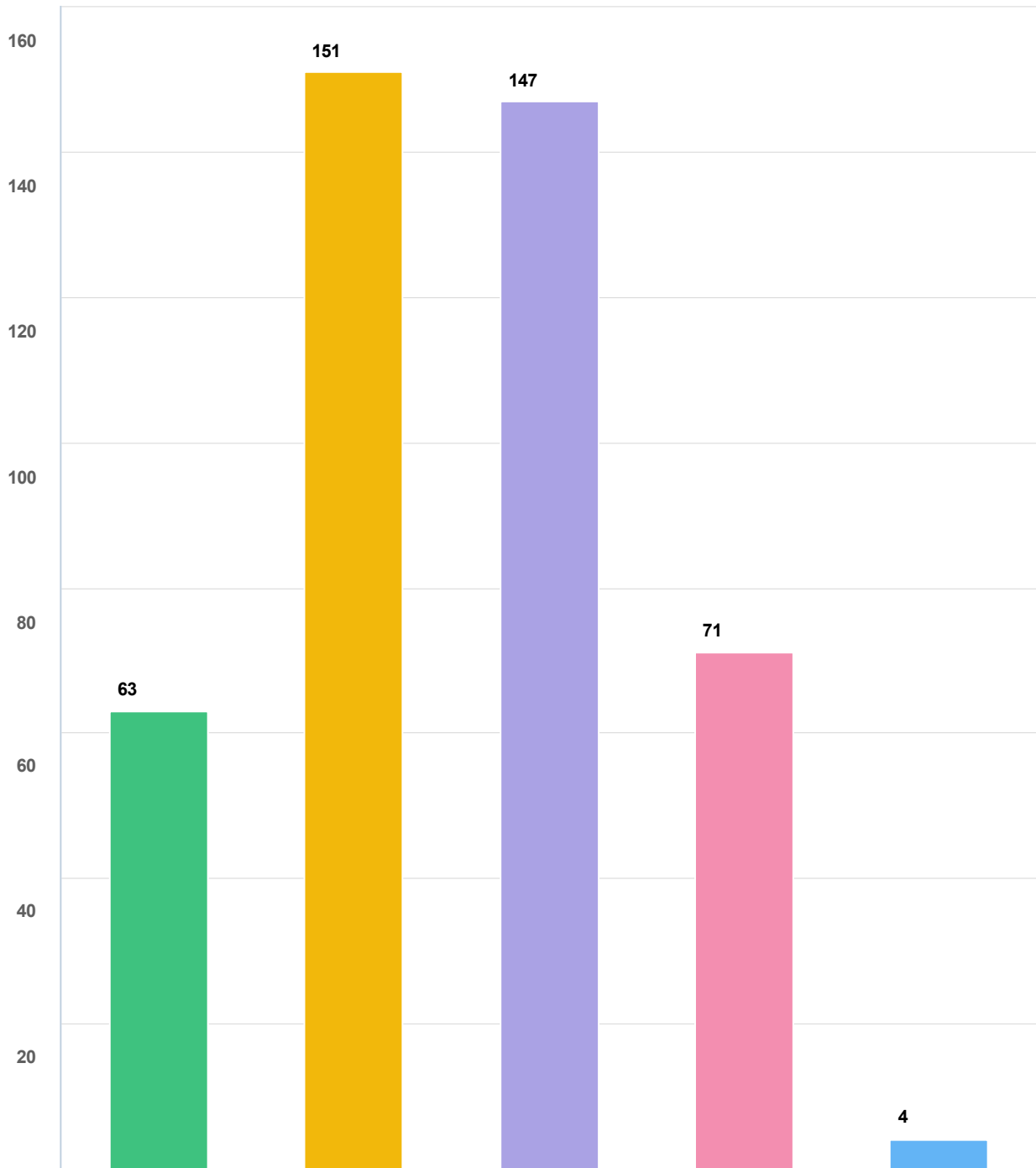


Question options

Very satisfied Satisfied Neutral Dissatisfied Very dissatisfied

Mandatory Question (164 response(s))
Question type: Emoji Question

Q29 What age groups should playgrounds cater to? (Select up to 3)

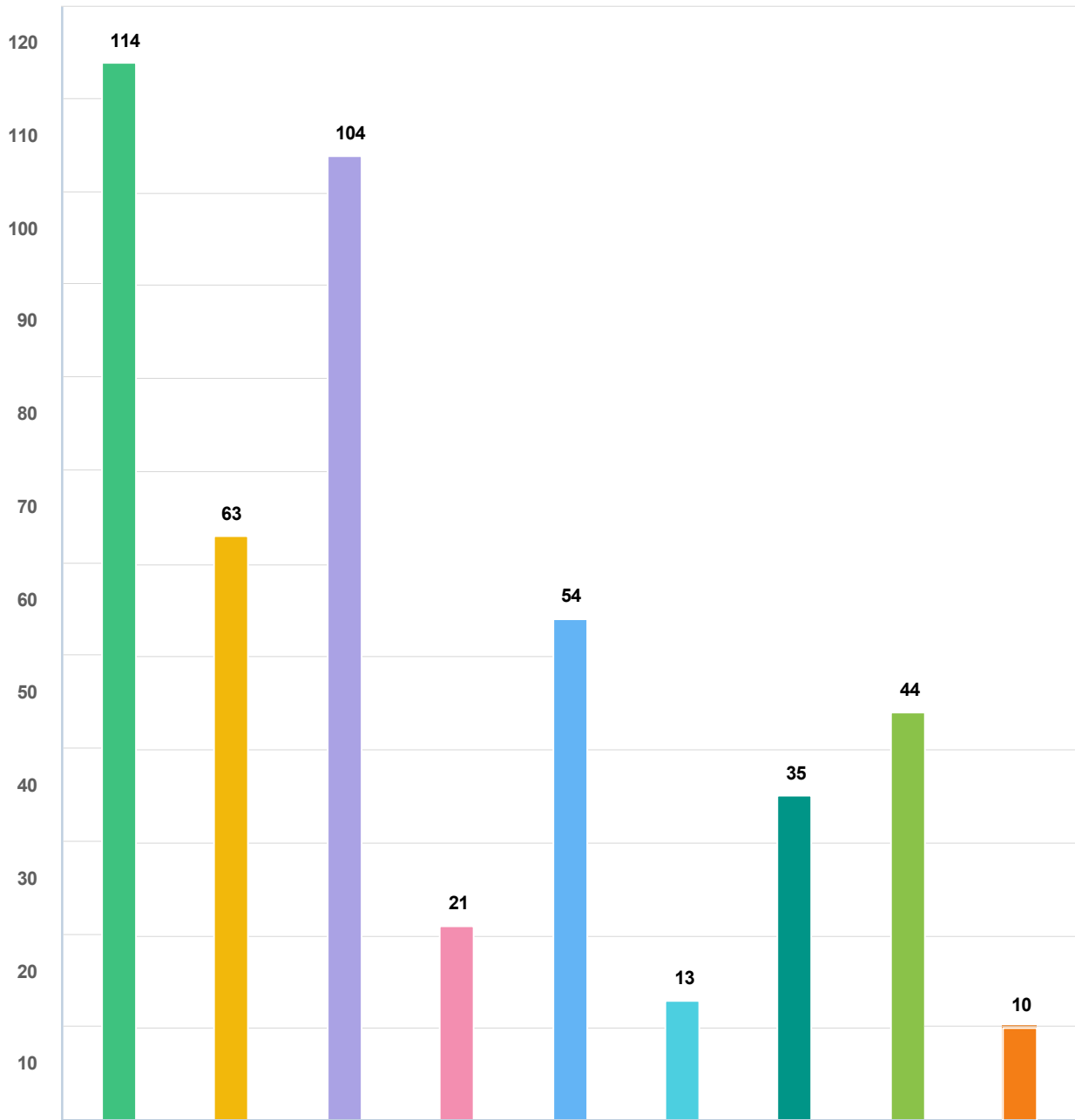


Question options

- 18+ years
- 13 - 18 years
- 6 - 12 years
- 2 - 5 years
- Under 2 years

Mandatory Question (164 response(s))
Question type: Checkbox Question

Q30 What types of playground equipment are most important to you? (Select up to 3)

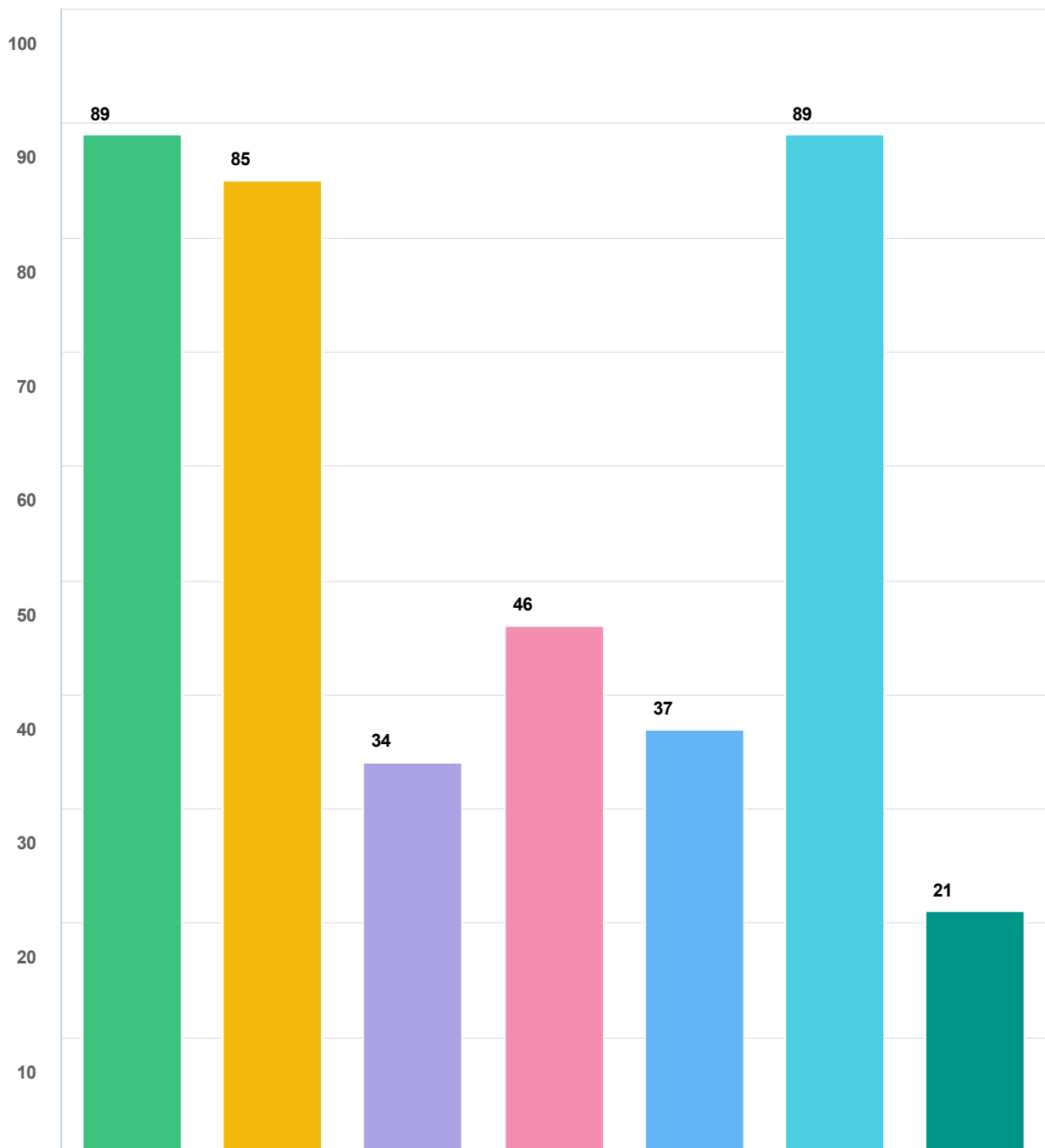


Question options

- Other (please specify)
- Fitness / exercise equipment for older children and adults
- Sensory-friendly equipment (for children with disabilities)
- Water play features
- Nature-based play areas (logs, rocks, sand etc.._
- Interactive play panels
- Climbing structures
- Slides
- Swings

Mandatory Question (164 response(s))
 Question type: Checkbox Question

Q31 What improvements would you like to see in playgrounds? (Select up to 3)

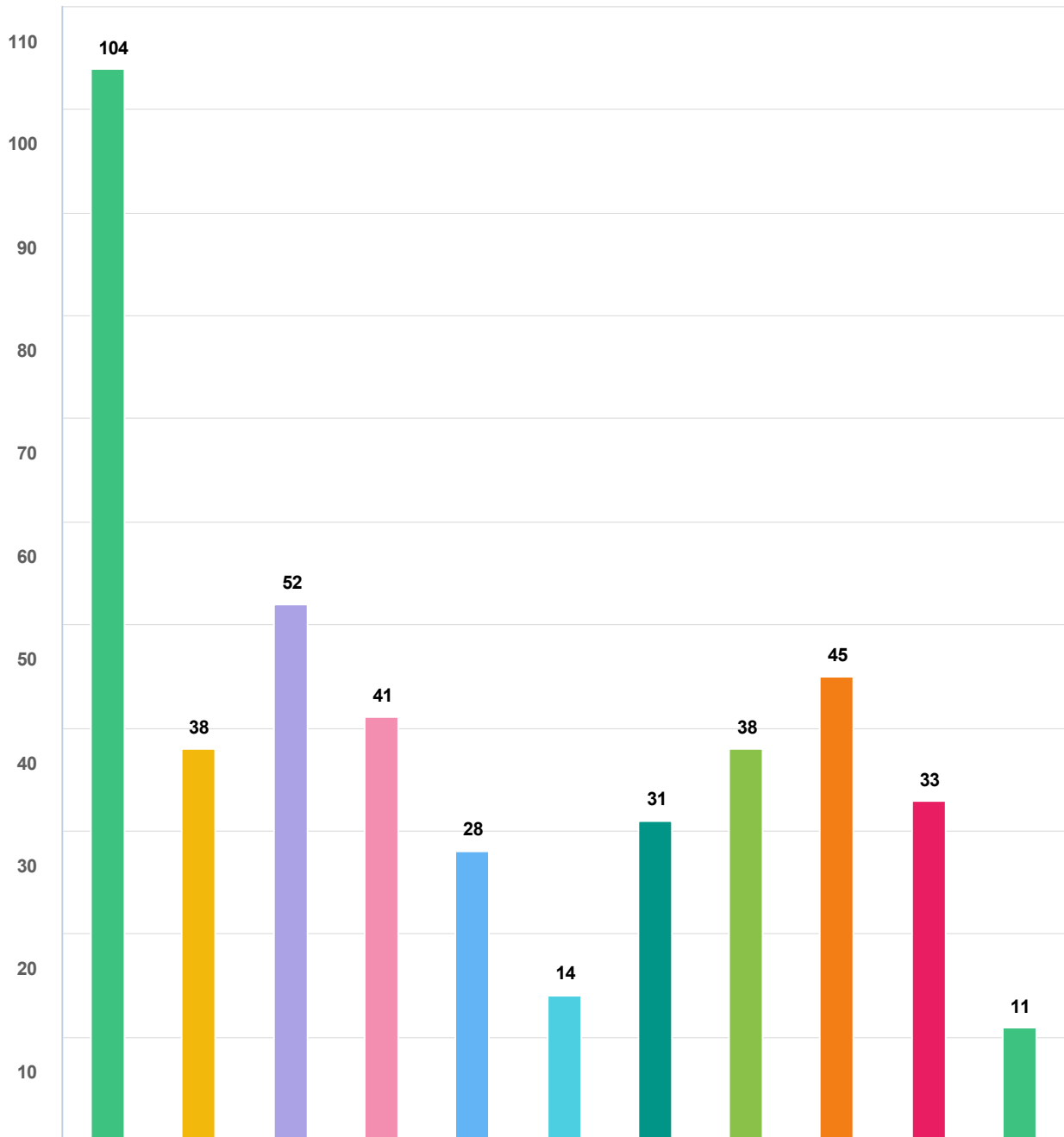


Question options

- Other (please specify)
- Better maintenance & cleaning
- More lighting for evening use
- More accessible play equipment
- Better fencing for safety
- More seating & picnic areas
- More shade / shelter

Mandatory Question (164 response(s))
 Question type: Checkbox Question

Q32 If Council had extra funding, where should it be spent? Select up to 3



Question options

- Other (please specify)
- Emergency Services support
- Parks & playgrounds
- Youth & senior services
- Tourism & economic development
- Library & community services
- Sports & recreation facilities
- Footpaths & cycleways
- Waste management & recycling
- Water & sewer services
- Roads maintenance

Mandatory Question (164 response(s))
 Question type: Checkbox Question

Q33 Any other comments or suggestions?

Summary of comments and suggestions.

1. Road Maintenance and Infrastructure

- The most common concern. Many residents reiterated the need for improved road conditions, with specific reference to potholes, edge repairs, and road shoulders.
- A few mentioned missed opportunities for grant funding to support these works.

2. Waste Management and Recycling

- Numerous requests for kerbside recycling, particularly in town and village areas.
- Strong support for reinstating the annual bulky goods waste collection, as many residents struggle to access the waste facility.

3. Pool Access and Recreation

- Some residents expressed frustration that the Oberon Pool isn't open year-round, pointing to health, safety, and community benefits of extended access.

4. Village Services and Equity

- Concerns that village and rural areas are under-serviced compared to Oberon township.
- Requests for improved infrastructure, waste access, and communication in outlying areas.

5. Transparency and Behaviour

- Ongoing dissatisfaction with some councillors' public behaviour, transparency in decision-making, and professional conduct.
- A few raised issues with misinformation and lack of follow-up on concerns.

6. Lighting and Safety

- Suggestions for improved street lighting, especially near community centres and in residential areas.

7. Community Activities and Promotion

- Residents encouraged more promotion of events, better signage, and support for community-driven activities.

8. Environmental Management

- A few responses noted overgrown verges, poorly managed nature strips, and weeds on rural roads.

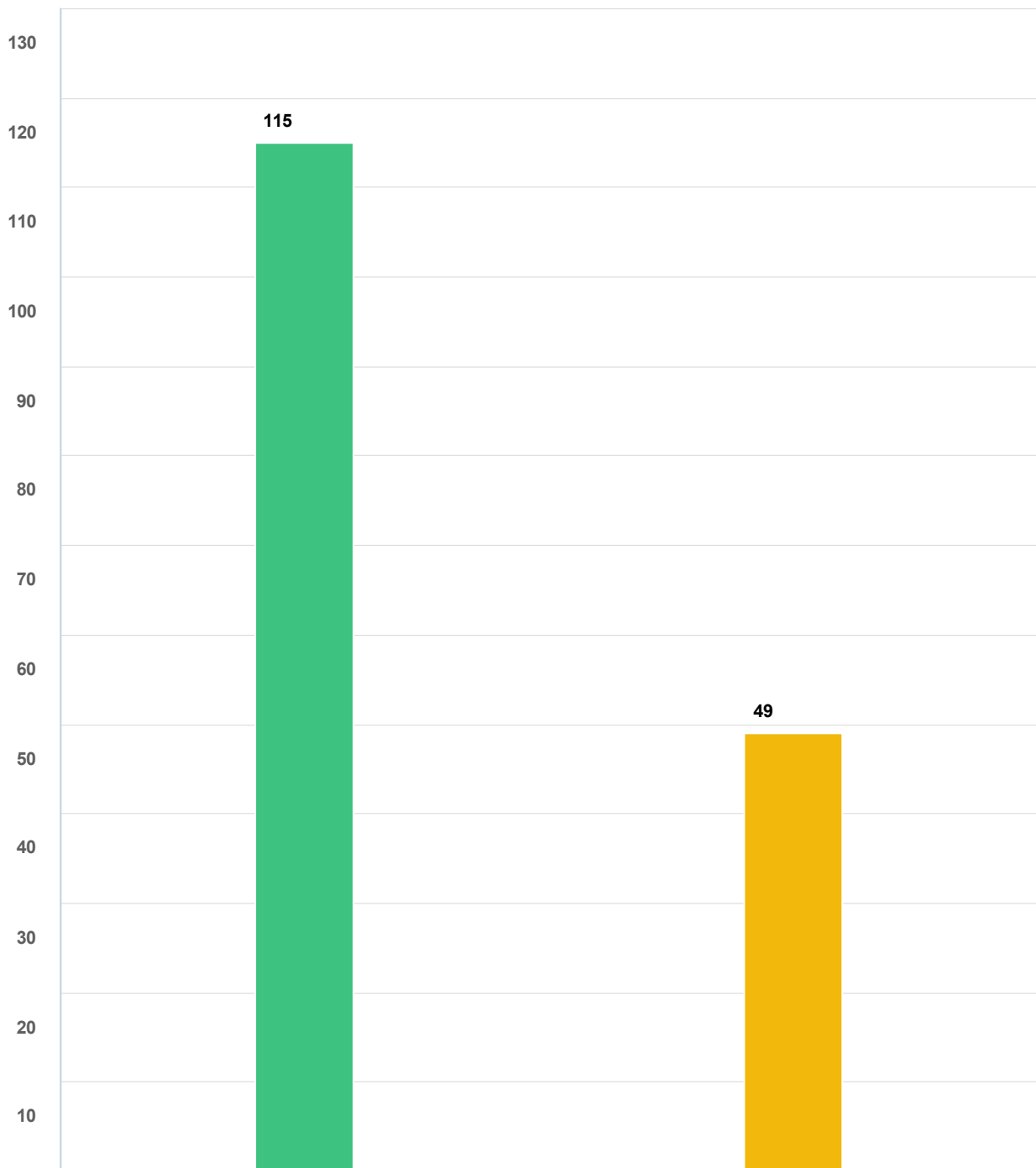
9. Active Transport

- Some support for more footpaths, bike lanes, and safer pedestrian access, especially in town.

Optional question (54 response(s), 110 skipped)

Question type: Essay Question

Q34 Would you like to receive updates on Council decisions based on this survey?



Question options

● Yes, my email address is: ● No

Mandatory Question (164 response(s))

Question type: Checkbox Question

15 URGENT BUSINESS

Summary

In accordance with Clause 232 of the Local Government (General) Regulations 2021 "Model Code of Meeting practice" 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
- (i) alleged contraventions of any code of conduct requirements applicable under section 440

16.1	Water Write-Off Request - Assessment 1237001
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File No:	Finance/Rates
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Author:	Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager)
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This report is CONFIDENTIAL under the provisions of Section 10A(2)(b) of the Local Government Act 1993, as it relates to the personal hardship of any resident or ratepayer.

16.2	Debt Collection Update
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File No:	Finance/Debt Collection
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Author:	Mathew Webb (Corporate Services Director), Zoe Marks (Finance Manager)
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This report is CONFIDENTIAL under the provisions of Section 10A(2)(b) of the Local Government Act 1993, as it relates to the personal hardship of any resident or ratepayer.

17 CLOSURE OF MEETING

The Mayor will declare the meeting closed.

The next Ordinary Meeting of Oberon Council will be held on Tuesday 20 April 2025 commencing at 5.30pm, in the Oberon Council Chambers, 137 Oberon Street, Oberon.