

Ordinary Council Meeting

Under Separate Cover Annexures
Tuesday, 20 February 2024



Table of Contents

11.2	Minutes of the Parkes Sports Council Meeting held on 13 February 2024	
	Annexure 1 Committee Minutes - Parkes Sports Council Meeting held on 13 February 2024.	4
12.1	Quarterly Budget Review as at 31 December 2023	
	Annexure 1 Quarterly Budget Review - 31 December 2023.....	10
12.2	Investments & Borrowings Report as at 31 January 2024	
	Annexure 1 Investment Register - 31 January 2024	18
	Annexure 2 Loans Register - 31 January 2024.....	19
12.3	Monthly Financial Report as at 31 January 2024	
	Annexure 1 Director's Report - January 2024	20
13.1	Endorsement of 2023/24 Operational Plan Progress Report (1 July to 31 December 2023)	
	Annexure 1 2023/24 Operational Plan Progress Report (1 July to 31 December 2023)	21
13.2	Request for Financial Assistance - Environmental Development & Allied Professionals Inc Regional Conference 2024	
	Annexure 1 Letter requesting Financial Assistance - Environmental Development & Allied Professionals Inc Regional Conference 2024.....	238
14.1	Major Projects and Current Works Report - Infrastructure and Sustainability	
	Annexure 1 Infrastructure - Major Projects and Current Works	239
15.1	Major Projects and Current Works - Operations	
	Annexure 1 Operations - Major Projects and Current Works.....	245
15.2	Transfer of Crown Road to Council	
	Annexure 1 Plan showing location of Harris Street, Parkes	248
15.3	Acquisition of Land along Alagala Road	
	Annexure 1 Alagala Road Acquisition Concept Plan.....	249
15.4	Waiving of Landing Fees for RA Aus Event at Parkes Regional Airport 12 - 14 April 2024	
	Annexure 1 RA Aus request for waiving landing fees for the Fly-In Event in April 2024	251

13 Feb 2024 Sports Council Minutes

Tuesday, 13 February 2024 7:30 PM

Meeting Formalities

Chairperson

Al Gersbach

Commencement and Location

7:34pm in the Committee Room at Parkes Shire Council and online via Microsoft Teams

Welcome

Chair Al Gersbach welcomed all in attendance.

Attendance

Al Gersbach (Chair), Luke Nash (Finances), Greg Morrissey (Cricket), Cr Ken Keith (Councillor Representative), Ian Westcott (Hockey), Kerrie Edwards (Little Athletics), Wayne Osbourne (Parkes Soccer)

Online

 Kerrie Edwards (Little Athletics) and Glen Harbidge (Netball)

Guests (online)

Nil

Apologies

Geoff Finn (Sports Fields Supervisor, Parkes Shire Council), Rachel Rice (Touch, Masters Games), Michael Greenwood (Community Representative), Gail Richardson (Community Representative), Wilbur Harris (Netball), Cr Louise O'Leary (Councillor Representative, Peak Hill), Anthony McGrath (Secretary), Andrew Daley (Hockey) and Andrew Thomas (Junior League)

PREVIOUS Minutes.

Moved for confirmation by Ken Keith. Seconded by Greg Morrissey. Carried.

Next Meeting Date

12 March 2024

Meeting Close

The meeting closed at 8:40pm.

Meeting Minutes

Notable Sporting Performances or Events

Hockey

- Archie Daley, Jett Johnstone and Sam Westcott made the U16 NSW State Team and Sam Quince U16 NSW Blues to attend National Championships in Hobart
- Parkes had two teams attend Indoor State Championships. Parkes team were awarded Joint Champions Dragon Boating
- Parkes residents selected in the NSW State Team (Trevor Whitaker, Warren Edwards, Al Gersbach) to head to Perth for Nationals

Little Athletics

- Parkes will have several athletes attending State Championships

Cricket

- Blake Macdonald (Grandson of the late Duncan Macdonald) selected in the NSW State Team and excelling at Sydney Grade Cricket

Grants Update

Details of any new grants received by sporting groups (other than the Northparkes Mines PSC Sports Grants).

- Nil

Review of Outstanding Action

11/09/2018	1	That a draft version of the new constitution be put to a meeting of the Executive and Patrons before it is tabled at a future Sports Council meeting.	Anthony McGrath
13/8/2019	2	Sports Legends Board at Parkes Leagues Club to be reviewed and alternatives considered.	
14/10/2020	3	Dedication ceremony for the Cheney family trophy to be conducted before the first Grinsted Cup match this season	Luke Nash
8/3/2022	4	Parker Stone light out on North West end. Geoff to investigate next week. Works to be scheduled when fields become accessible for contractor.	Geoff Finn
12/9/2023	5	Investigate the cost of sewing winter grass on Jock Colley Field to improve the appearance of the ground for the end of the Winter season	Geoff Finn
12/9/2023	6	Contact the contractor to review and repair the cracks on the netball courts at McGlynn Park	Geoff Finn
14/11/2023	7	Seek information on the breakdown of the Recycled water plant from Andrew Francis	Cr O'Leary
14/11/2023	8	Arrange a meeting with Council and Andrew Thomas to discuss potential projects at Pioneer Oval	Tim
12/12/2023	9	Silt has washed down over Spicer Oval carpark, making gates difficult to close. Water will lift up asphalt if not diverted. CRM SP2023/0026 raised.	Anthony
12/12/2023	10	Junior League request that goal posts be moved when drainage works are being completed at Cheney Park and for some additional training posts to be erected at the Northern end. Anthony to set up discussion with Tim.	Tim
12/12/2023	11	With the expansion of the Woodbridge Cup, the Peak Hill Roosters are seeking assistance from Council to improve the playing surface and irrigation. They also have reported issues with the canteen and dressing rooms.	Tim

Discussion / Action Taken

Geoff and Tim have advised the following:

4. Lighting repairs at Parker- Stone Field: Littles Power have replaced two lamps and running gear on one light also replaced.

5. Rye Grass at Pioneer: After investigations in the process it is not an option with the usage of Pioneer. (see process)

- Timing of overseed (needs to be completed no later than start of April)
- Time ground can be closed for seed to strike and then mature enough to handle the wear (no foot traffic for minimum 4 weeks, 5-6 weeks is ideal)
- Resources for overseeding (field needs to be double scarified 2 directions, over sowed with Rye Grass, starter fertiliser applied and if possible, a light sand top-dress)
- Once established Rye grass requires more irrigation, more fertiliser, and more mowing from May to September
- The rye grass needs to be removed from the field in September, so the host grass (kikuyu) is not shaded out and hindered in its spring growth.

- Any field that is seeing more than 3-4 days use is receiving damage to the rye grass as it has no time to recover (especially the corridors post to post and goal mouths) requiring seed top ups and some are using growth blankets on days the fields are not in use (both with very mixed results as the fields are still open for play and no time for the new seed that's been applied to grow or mature)
 - You will get uneven surfaces during the season when the rye grass in the centre corridors thins/dye and the flanks are still in reasonable condition, you will also get clumping areas.
 - We have had soil testing completed with recommendations to improve the health and coverage of the kikuyu so it's as strong as possible to handle the upcoming season.
 - We have started the recommended yearly program that includes.
 - Granular Fertiliser
 - Granular Gypsum
 - Foliar Fertiliser
 - Pre-Emergent Herbicide
 - Insect/Grub Control
 - Wetting Agent
 - Growth Regulator
 - Soil Conditioners
6. Site meeting with Scott McFarlane (Kangaroo Courts) Monday 5/2
Have engaged Contractor to complete crack repairs. Will commence works Monday 26/2 with courts to be closed for the week. Wilber Harris has been advised
7. Recycle Water Supply: Andrew Francis advised the following regarding the Recycling Water plant:
- Hi Louise, I apologise for not getting back to you, it took some time to get to the bottom of what was wrong, as it appears everything has been working well. The only issue I have been informed of is the lack of operation of the AWRF treatment facility, that was due to the UV lamp replacement parts taking a few months to arrive. In the meantime, the system was fed with bore water so no break in continuity. The AWRF is back on line.
 - There was an issue with one site for a few days, the site was pulling too much water from the system, someone had tried to adjust the control valve to feed more water which faulted the whole system. That was rectified and the valve locked off to prevent further tampering.
8. Pioneer Oval: Have spoken with Andrew Thomas, he mentioned the Grandstand move to Southern end and Rye over sowing. (rye addressed in action 5 above).
- Have met with Andrew Thomas and Tony Dwyer to discuss the following issues
 - Storage.
 - Moving of existing Grandstands & media box's to Southern end of field.
 - Upgrade scoreboard / Screen
 - Upgrade lights
9. Spicer Oval carpark and scour at Victoria St entrance.
- Clean up and repairs have been done.
10. Extra training field at Cheney Park. Sleeves ordered for Existing post to be moved.
- Survey team asked to investigate set out of League field Northern End of Cheney.
11. Lindner Oval treatment: Contractor (Cutting Edge) engaged to inspect bare patches on Lindner oval. With Fertiliser & Insecticide applications there was some improvement.
- Geoff Finn inspected 6/2 top dressed and seeded Kikuyu 7/2. Investigate adding extra sprinkler to sub soil irrigation

Correspondence

The following items of correspondence was received or sent

1. Advice of meeting and minutes sent out to groups.

Action

1,2 For information

Sports Projects Update

- Geoff Finn was unable to attend the meeting, no specific project updates were tabled

Around the Grounds

- **Little Athletics (Kerrie Edwards)**
 - Email sent to council regarding extra lighting around the discus cages. Grant funding opportunities currently been sought.
 - Enquiry around process to update Northparkes Oval Masterplan. Copy of the current masterplan will be distributed to Kerrie for the committee to review.
 - Annual Carnival to be held on 10th March at Northparkes Oval. This will then conclude the Little A's season.
- **Netball (Glen Harbidge)**
 - Thanks to council for arranging the contractor to undertake crack repairs.
 - Rep netball training underway in preparation for State Championships in June 2024.
- **Cricket (Greg Morrissey)**
 - Enquiry around electronic scoreboard for Spicer Oval. Greg was advised that user groups would need to look at grant funding opportunities.
- **Golf/Cricket (Ken Keith)**
 - Parkes is hosting the Jack Newton Junior State Championship during late February.
 - Woodward Oval outfield is currently very slow. Kikuyu is very trick after the recent summer rain and difficult for cricketers to score runs.
- **Hockey (Ian Westcott)**
 - New turf laid around the new Stephen Davies Hockey Field
 - Parkes offered opportunity to host another HockeyOne match. No current grant funding available for hosting regional sporting events. Parkes Hockey & Council currently reviewing other grant opportunities
- **Soccer (Wayne Osbourne)**
 - Training has commenced for Parkes Cobras & Lachlan Youth League. Season will kick-off 1st weekend in April
 - Super 6's Soccer Carnival (Men's & Ladies') scheduled for 16th March at Parker-Stone Field.
 - Youth League matches scheduled for 17th March at Harrison Park
 - Parkes Soccer & LASA pre-season matches to be held in April and season to commence in early May.

Financial Report - Operational and Capital Works Projects

Report provided by Luke was presented who moved that it be received. Seconded Kerrie Edwards. Carried.

Sporting Grounds - Operational Revenue						
	Budget	Actual	% Budget Received			
Sports Council -Levies/Usage Charges	\$49,995	\$43,810	88%			
Sports Council - SMS Lighting	\$9,785	\$6,099	62%			
	\$59,780	\$49,909	83%			
Sporting Grounds - Operational Expenditure						
	Budget	Actual	Committed	A + C	% Spent	Bud Rema
Sporting Grounds Operating	\$276,793	\$156,113	\$0	\$156,113	56%	\$120,680
	\$276,793	\$156,113	\$0	\$156,113	56%	\$120,680
Sporting Grounds - Capital Expenditure						
Capital Expenditure Projects	Budget	Actual	Committed	A + C	% Spent	Bud Rema
Parkes Tennis Courts - Surfacing Upgrades (Grant Funded - LRCI & Crown Land Reserves)	\$421,000	\$439,475	\$0	\$439,475	104%	-\$18,475
Jock Colley Field Grandstand - DA Submission Reports	\$35,000	\$700	\$16,970	\$17,670	50%	\$17,330
Cheney Park - Final Stage Rehabilitation (Grant Funded - Stronger Country Communities Fund)	\$740,467	\$3,720	\$310	\$4,030	1%	\$736,437
Stephen Davies Hockey Field (Grant Funded Resources for Regions, SCCF & PHI)	\$3,013,667	\$3,040,714	\$6,215	\$3,046,929	101%	-\$33,252
Trundle Skate Park (Grant Funded - Stronger Country Communities Fund & Trundle TI)	\$245,000	\$244,190	\$0	\$244,190	100%	\$810
Parkes Skate Park (Grant Funded - Stronger Country Communities Fund, & LRCI)	\$583,000	\$582,763	\$0	\$582,763	100%	\$237
	\$5,038,134	\$4,311,562	\$23,495	\$4,335,057	86%	\$703,077

General Business

Australia Day Sports Awards - New Guidelines

Draft guidelines sent with meeting notification. Sports to review and advise. Includes eligibility criteria and selection process. Also outlines the panel membership and assessment process.



Parkes
Shire Aust...

Action: The draft guidelines have been provided to committee members to review. Any specific feedback can be emailed to Sports Council Secretary

Sports Grants

New contract being developed, which includes a new grant for individuals.
Next round starts in March.

Information noted by the committee

Sports Awards

[The Ron Harrison Sports Bursary](#)

[2023 Recipients](#)

Daisy Rice (Hockey), Emma Kate Rippon (Cricket), Mason Wild (Motorcycle Racing - Dirt Track) and Jack Milne (Rugby League)

[2023 Parkes Shire Sports Awards](#)

[Sportsperson of the Year](#)

Danielle Macdonald (Off-road Motorcycle racing),

[Junior Sportsperson of the Year](#)

Henry Kross (Squash)

[Team of the Year](#)

Men's Masters O55s (Hockey)

[Senior Sportsperson or Team](#)

Maureen Massey (Hockey)

[Referee, Umpire or Official of the Year](#)

Chris Reynolds (Touch & Rugby)

[Coach, Trainer or Manager of the Year](#)

David Shulze (Kumiai Ryu Martial Arts)

[Administrator of the Year](#)

Richard Rice (Hockey)

[Long Service and Dedication](#)

Dwyer Family (Rugby League)

Master Games Update

- 8 sports currently taking registrations. Dragon Boating has withdrawn from the event.

Little Athletics

- Kerrie Edwards (Little Athletics) raised concerns about a summer sport transferring from mid-week to play grand finals on a weekend. This has caused a clash with the Little Athletics Carnival and resulted in participants needing to pick one sport over another.

Sports Council advised that the coordination of sporting competitions and dates are determined by the sporting association. Sporting associations are reminded to be mindful of other sports when changing dates of fixtures to weekends.

Special Milestone

- Mal Nankivell - recently celebrated his 100th birthday. Mal created a strong foundation for sport in Parkes. He was instrumental in the establishment of Parkes Soccer & Junior Swimming.

Meeting Actions

15/2/2024	1	Copy of the current Northparkes Oval Masterplan to be printed for the Parkes Little Athletics Committee	Anthony
13/2/2024	2	Sporting Associations to review draft Australia Day Awards Guidelines and	All

	provide any feedback to the Parkes Sports Council Secretary by the 27th February.	
--	---	--

Attachments



Parkes
Shire Aust...

Quarterly Budget Review

31 December 2023



Parkes Shire Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23**Table of contents****page****1. Responsible accounting officer's statement****1****2. Income & expenses budget review statement's**

- Income & expenses - consolidated funds

2

- Income & expenses - general fund

3

- Income & expenses - water fund

4

- Income & expenses - sewer fund

5**3. Income & expenses budget review - variations**

- Income & expenses - Budget review - variation details

6

Parkes Shire Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23**Report by responsible accounting officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

31 December 2023

It is my opinion that the Quarterly Budget Review Statement for Parkes Shire Council for the quarter ended 31/12/23 indicates that Council's projected financial position at 30/6/24 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: 13/02/2024**

Jaco Barnard
Responsible accounting officer

Parkes Shire Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - Council Consolidated

(\$000's)	Original budget 2023/24	Approved changes					Revised budget 2023/24	Variations for this Dec Qtr	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs				
Income										
Rates and annual charges	28,522	-	-	2,398	-	-	30,920	-	30,920	24,297
User charges and fees	12,726	-	-	6,700	-	-	19,426	-	19,426	9,315
Other revenues	787	-	-	-	-	-	787	-	787	992
Grants and contributions - operating	17,237	-	-	3,803	-	-	21,040	200	21,240	9,443
Interest and investment revenue	678	-	-	1,172	-	-	1,850	-	1,850	864
Disposal of assets	4,275	-	-	(2,608)	-	-	1,667	-	1,667	308
Total income from continuing operations	64,225	-	-	11,465	-	-	75,690	200	75,890	45,219
Expenses										
Employee benefits and on-costs	18,814	-	-	600	-	-	19,414	550	19,964	10,596
Borrowing costs	645	-	-	-	-	-	645	-	645	324
External Services	13,126	-	-	7,180	-	-	20,306	200	20,506	11,398
Materials and Consumables	4,608	-	-	3,765	-	-	8,373	-	8,373	3,867
Water, Electricity & Statutory	3,440	-	-	-	-	-	3,440	-	3,440	1,628
IT & Communications	286	-	-	-	-	-	286	-	286	195
Insurance	825	-	-	-	-	-	825	-	825	856
Administration	3,359	-	-	-	-	-	3,359	-	3,359	1,661
Travel & Entertainment	168	-	-	-	-	-	168	-	168	127
Financials	330	-	-	-	-	-	330	-	330	92
Internal Charges	(2,035)	-	-	-	-	-	(2,035)	-	(2,035)	(1,082)
Cost of asset disposal	3,158	-	-	(2,370)	-	-	788	-	788	103
Depreciation and amortisation	14,950	-	-	2,830	-	-	17,780	-	17,780	8,959
Total expenses from continuing operations	61,674	-	-	12,005	-	-	73,679	750	74,429	38,724
Net operating result from continuing operations	2,551	-	-	(540)	-	-	2,011	(550)	1,461	6,495

Parkes Shire Council

Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - General Fund

(\$000's)	Original budget 2023/24	Approved Changes					Revised budget 2023/24	Variations for this Dec Qtr	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	18,782	-	-	-	-	-	18,782	-		18,782	18,635
User charges and fees	5,026	-	-	9,068	-	-	14,094	-		14,094	6,311
Other revenues	787	-	-	-	-	-	787	-		787	944
Grants and contributions - operating	17,237	-	-	3,803	-	-	21,040	200	4	21,240	9,297
Interest and investment revenue	258	-	-	852	-	-	1,110	-		1,110	552
Disposal of assets	4,275	-	-	(2,608)	-	-	1,667	-		1,667	277
Total income from continuing operations	46,365	-	-	11,115	-	-	57,480	200		57,680	36,016
Expenses											
Employee benefits and on-costs	16,049	-	-	150	-	-	16,199	200	1	16,399	8,798
Borrowing costs	341	-	-	-	-	-	341	-		341	171
External Services	11,575	-	-	7,180	-	-	18,755	200	5	18,955	10,766
Materials and Consumables	4,080	-	-	3,765	-	-	7,845	-		7,845	3,556
Water, Electricity & Statutory	1,408	-	-	-	-	-	1,408	-		1,408	765
IT & Communications	286	-	-	-	-	-	286	-		286	192
Insurance	825	-	-	-	-	-	825	-		825	856
Administration	3,090	-	-	-	-	-	3,090	-		3,090	1,556
Travel & Entertainment	128	-	-	-	-	-	128	-		128	114
Financials	330	-	-	-	-	-	330	-		330	92
Internal Charges	(4,610)	-	-	-	-	-	(4,610)	-		(4,610)	(3,137)
Cost of asset disposal	3,158	-	-	(2,370)	-	-	788	-		788	103
Depreciation and amortisation	9,590	-	-	2,300	-	-	11,890	-		11,890	6,020
Total expenses from continuing operations	46,250	-	-	11,025	-	-	57,275	400		57,675	29,852
Net operating result from continuing operations	115	-	-	90	-	-	205	(200)		5	6,164

Parkes Shire Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - Water Fund

(\$000's)	Original budget 2023/24	Approved changes					Revised budget 2023/24	Variations for this Dec Qtr	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	5,592	-	-	2,398	-	-	7,990			7,990	3,756
User charges and fees	7,216	-	-	(2,368)	-	-	4,848			4,848	2,772
Other revenues	-	-	-	-	-	-	-			-	-
Grants and contributions - operating	-	-	-	-	-	-	-			-	146
Interest and investment revenue	190	-	-	320	-	-	510			510	255
Disposal of assets	-	-	-	-	-	-	-			-	31
Total income from continuing operations	12,998	-	-	350	-	-	13,348	-		13,348	6,960
Expenses											
Employee benefits and on-costs	2,051	-	-	350	-	-	2,401	300	2	2,701	1,367
Borrowing costs	188	-	-	-	-	-	188	-		188	95
External Services	980	-	-	-	-	-	980	-		980	512
Materials and Consumables	361	-	-	-	-	-	361	-		361	245
Water, Electricity & Statutory	1,863	-	-	-	-	-	1,863	-		1,863	803
IT & Communications	-	-	-	-	-	-	-	-		-	1
Insurance	-	-	-	-	-	-	-	-		-	-
Administration	244	-	-	-	-	-	244	-		244	101
Travel & Entertainment	35	-	-	-	-	-	35	-		35	10
Financials	-	-	-	-	-	-	-	-		-	-
Internal Charges	1,826	-	-	-	-	-	1,826	-		1,826	1,442
Cost of asset disposal	-	-	-	-	-	-	-	-		-	-
Depreciation and amortisation	4,033	-	-	400	-	-	4,433	-		4,433	2,212
Total expenses from continuing operations	11,581	-	-	750	-	-	12,331	300		12,631	6,788
Net operating result from continuing operations	1,417	-	-	(400)	-	-	1,017	(300)		717	172

Parkes Shire Council

Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - Sewer Fund

(\$000's)	Original budget 2023/24	Approved changes					Revised budget 2023/24	Variations for this Dec Qtr		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	4,148	-	-	-	-	-	4,148	-			4,148	1,906
User charges and fees	484	-	-	-	-	-	484	-			484	232
Other revenues	-	-	-	-	-	-	-	-			-	48
Grants and contributions - operating	-	-	-	-	-	-	-	-			-	-
Interest and investment revenue	230	-	-	-	-	-	230	-			230	57
Disposal of assets	-	-	-	-	-	-	-	-			-	-
Total income from continuing operations	4,862	-	-	-	-	-	4,862	-			4,862	2,243
Expenses												
Employee benefits and on-costs	714	-	-	100	-	-	814	50	3		864	431
Borrowing costs	116	-	-	-	-	-	116	-			116	58
External Services	571	-	-	-	-	-	571	-			571	120
Materials and Consumables	167	-	-	-	-	-	167	-			167	66
Water, Electricity & Statutory	169	-	-	-	-	-	169	-			169	60
IT & Communications	-	-	-	-	-	-	-	-			-	2
Insurance	-	-	-	-	-	-	-	-			-	-
Administration	25	-	-	-	-	-	25	-			25	4
Travel & Entertainment	5	-	-	-	-	-	5	-			5	3
Financials	-	-	-	-	-	-	-	-			-	-
Internal Charges	749	-	-	-	-	-	749	-			749	613
Cost of asset disposal	-	-	-	-	-	-	-	-			-	-
Depreciation and amortisation	1,327	-	-	130	-	-	1,457	-			1,457	727
Total expenses from continuing operations	3,843	-	-	230	-	-	4,073	50			4,123	2,084
Net operating result from continuing operations	1,019	-	-	(230)	-	-	789	(50)			739	159

Parkes Shire Council
Quarterly Budget Review Statement
for the period 01/10/23 to 31/12/23

Income & expenses budget review statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	General Fund - Employee Costs: Increase in employee costs following a reduction in capitalised wages compared to the original budget
2	Water Fund - Employee Costs: Increase in employee costs following a reduction in capitalised wages compared to the original budget
3	Sewer Fund - Employee Costs: Increase in employee costs following a reduction in capitalised wages compared to the original budget
4	General Fund - Operating Grants & Contributions: Increase in operating grants to recognise funding received for Regional Drought Resilience Planning Program (Round 2)
5	General Fund - External Services: Increase in external services to reflect the costs associated with the development of the Regional Drought Resilience Plan

Parkes Shire Council Investment Register as at 31 January 2024						
ADI/Issuer	Rating	Investment Type	Principal	Yield	Settlement Date	Maturity Date
AMP	BBB	Term Deposit	1,000,000	5.25	8/08/2023	8/02/2024
CBA	AA-	Term Deposit	500,000	4.91	14/02/2023	14/02/2024
Bank of Queensland	BBB+	Term Deposit	1,500,000	5.05	30/11/2023	29/02/2024
NAB	AA-	Term Deposit	1,000,000	5.12	14/11/2023	14/03/2024
NAB	AA-	Term Deposit	2,000,000	5.07	14/12/2023	14/03/2024
AMP	BBB	Term Deposit	2,000,000	4.85	23/03/2023	22/03/2024
NAB	AA-	Term Deposit	1,000,000	5.05	18/01/2024	18/04/2024
NAB	AA-	Term Deposit	1,000,000	5.05	18/01/2024	18/04/2024
Suncorp Group	A+	Term Deposit	2,000,000	5.26	30/11/2023	30/04/2024
NAB	AA-	Term Deposit	1,000,000	5.09	6/10/2023	6/05/2024
Suncorp Group	A+	Term Deposit	1,000,000	5.14	23/08/2023	23/05/2024
Suncorp Group	A+	Term Deposit	1,500,000	5.37	30/11/2023	30/05/2024
AMP	BBB	Term Deposit	1,500,000	5.20	5/12/2023	5/06/2024
Suncorp Group	A+	Term Deposit	2,000,000	5.45	29/11/2023	28/06/2024
Suncorp Group	A+	Term Deposit	500,000	5.11	18/01/2024	18/07/2024
Bank of Queensland	BBB+	Term Deposit	1,000,000	0.79	30/07/2021	30/07/2024
AMP	BBB	Term Deposit	500,000	5.35	18/08/2023	19/08/2024
CBA	AA-	Floating Rate Note (Fixed)	1,014,686	4.20	18/08/2022	18/08/2025
Bank of Queensland	BBB+	Floating Rate Note	2,005,280	4.48	21/04/2022	29/10/2025
CBA	AA-	Floating Rate Note	1,501,335	4.04	11/01/2022	14/01/2027
Westpac	AA-	Cash at Call - Main	3,317,691	At Call		
Westpac	AA-	Cash at Call - Maxi	6,050,000	At Call		
Total			34,888,992			

Investment Balances by Type	
Term Deposit	21,000,000
Floating Rate Note	4,521,301
Cash at Call - Main	3,317,691
Cash at Call - Maxi	6,050,000
Total Balance - 31/01/2024	34,888,992

I, Jaco Barnard, Parkes Shire Council Chief Financial Officer, certify as required under Section 212 of the Local Government Regulations 2021, that Council's investments have been made in accordance with the Local Government Act 1993 and Parkes Shire Council Investment Policy.

Signed: *Jaco Barnard*

Parkes Shire Council Loan Register as at 31 January 2024							
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Outstanding as 31 January 2024
General Fund							
Airport Runway Rehabilitation	NAB	1	20	2030	8.21%	\$ 2,000,000	1,017,942
30 Welcome Street	NAB	3	20	2030	8.21%	\$ 500,000	254,485
Henry Parkes Centre	NAB	4	20	2030	8.01%	\$ 950,000	479,811
Parkes Regional Airport Redevelopment	CBA	8	10	2024	5.91%	\$ 1,000,000	68,161
IT	TCorp	10	10	2026	3.485%	\$ 2,220,000	2,220,000
Transport Infrastructure	TCorp	11	10	2028	3.670%	\$ 3,000,000	3,000,000
Total General Fund						\$ 9,670,000	7,040,398
Sewer Fund							
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	4,000,000
Total Sewer Fund						\$ 4,000,000	4,000,000
Water Fund							
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	6,087,896
Total Water Fund						\$ 8,500,000	6,087,896
Total All Funds						\$ 22,170,000	17,128,295

PSC Income Statement 2023/2024
January Year to Date

	Consolidated			General Fund			Water Fund			Sewer Fund			Financial Commentary
	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	
Rates and annual charges	24,747	23,719	1,029	18,635	18,616	18	4,217	3,051	1,166	1,896	2,051	(155)	Higher water access charge than budgeted. NPM (+\$330k) Res (+\$791k). Sewer (-\$205k)
User charges and fees	10,256	6,948	3,308	7,122	2,781	4,341	2,904	3,923	(1,019)	230	244	(14)	RMCC (+\$4.1m) ABBA (+\$174k) Caravan (+\$102k). Lower water usage and price than budgeted. NPM (-\$748k) Residential (-\$451k) Waste (-\$61k)
Interest and investment revenue	979	395	584	625	150	475	288	111	178	65	134	(69)	
Other revenues	1,156	557	599	1,073	557	516	20	0	20	63	0	63	Timing of rent received (+\$179k), Fuel Rebate (+\$48k) HPC Merch (+\$70k) Worker Comp (+\$69k) Paid Parental Leave (+\$46k) SFund - Rental
Grants and contributions provided for opex	9,824	5,687	4,137	9,575	5,687	3,888	249	0	249	0	0	0	Storm damage grant (+\$1.8m), ARTC (+M1.5m), RTR (+\$458k) StrongCC (+\$245k), CSIRO (+\$150k) Water Loss Grant (+\$241k) FDCare (-\$60k) Drought Resilience(+ \$160k) FAGS (+\$206k) NPM (-\$104k) Block Grant (-\$1.2m
Income	46,962	37,305	9,657	37,030	27,791	9,238	7,678	7,085	593	2,255	2,429	(174)	
Employee Cost	12,332	10,975	(1,357)	10,275	9,362	(913)	1,567	1,196	(371)	489	416	(73)	Works & Services road works (-\$958k) due to under capitalisation of salaries. Land & Buildings (-\$79k). Corporate Services (+\$371K) due to vacancies, Events (-\$168k) Planning (+\$165k) vacancies. WF - (-\$342k) under capitalisations. SF - (-\$74k)
Materials & Consumables	4,346	2,688	(1,658)	3,972	2,380	(1,592)	288	210	(78)	85	98	13	Road maintenance (-\$1.2m), Fleet & Depot (-\$144k) Water Supply (-\$129k)
External Services	13,194	7,671	(5,523)	12,411	6,766	(5,645)	617	572	(45)	166	333	167	Road maintenance (-\$4.7m) ABBA/Elvis (-\$563k) Econ Dev (-\$56k)
Water, Electricity & Statutory	1,957	2,006	49	804	821	17	1,064	1,087	23	90	99	9	Electricity - General Fund (+\$105k), Water Fund (+\$1k), Sewer Fund (+\$1k) due to usage. Rates (-\$132k) Timing of charge
IT & Communications	199	167	(32)	195	167	(29)	0	0	0	3	0	(3)	
Insurance	858	812	(46)	858	812	(46)	0	0	0	0	0	0	
Administration	1,788	1,976	187	1,679	1,819	140	106	142	36	3	15	11	
Travel & Entertainment	168	98	(70)	154	75	(79)	12	20	9	3	3	0	Events Travel Cost (-\$74k)
Financials	116	192	77	116	192	77	0	0	0	0	0	0	
Internal Charges	(1,182)	(1,187)	(5)	(3,533)	(2,689)	844	1,641	1,065	(576)	710	437	(273)	
Interest Paid	378	376	(1)	199	199	(0)	110	110	(0)	69	68	(1)	
Cost of Assets Sold	139	1,842	1,703	114	1,842	1,728	23	0	(23)	2	0	(2)	
Sale Proceeds of Assets	(324)	(154)	170	(253)	(154)	99	(71)	0	71	0	0	0	Budget includes properties to sell.
Expenses	33,969	27,462	(6,507)	26,991	21,591	(5,400)	5,357	4,403	(954)	1,620	1,468	(152)	
Cash profit for the year	12,994	9,843	3,151	10,038	6,200	3,838	2,321	2,682	(361)	635	961	(326)	
Depreciation	10,499	8,721	(1,778)	7,064	5,594	(1,469)	2,586	2,353	(233)	849	774	(75)	Increase in depreciation due to indexation and revaluation of assets classes at YE 30 June 23.
Net Operation result as at January	2,495	1,122	1,373	2,975	606	2,369	(264)	329	(594)	(215)	187	(402)	



Parkes Shire Operational Plan 2023-24 Progress Report

1 July - 31 December 2023

parkes.nsw.gov.au

Operational Plan Progress Report

2023-24

Acknowledgement of Country

Parkes Shire is the land of the Bogan River people, part of the Wiradjuri nation – the largest Aboriginal territory at the time of European settlement, encompassing the Central West slopes and plains.

Wiradjuri Country extends from Coonabarabran in the north, straddling the Great Dividing Range down to the Murray River and out to western NSW, encompassing around one fifth of NSW. The people of Wiradjuri Country are known as 'people of three rivers', due to the three rivers that border their lands: the Wambool (Macquarie River), Kalari (Lachlan River) and Murrumbidgee (Murrumbidgee River).

In the spirit of reconciliation, Parkes Shire Council acknowledges the Wiradjuri people as the traditional custodians of the land and pays respect to Elders past, present and future and we extend our respect to all Indigenous Australians in Parkes Shire.

We recognise and respect their cultural heritage, beliefs and continuing connection with the land and rivers. We also recognise the resilience, strength and pride of the Wiradjuri community.

Contents

01

Introduction	2
Our integrated planning and reporting framework	3
How we plan and report on our progress	4
Guiding principles	5
Quadruple Bottom Line	5

02

2023–24 Operational Plan	6
About this plan	7
2023-24 Financial Performance	8
2023-24 YTD Key Achievements	10

03

Commercial enterprise	12
------------------------------	-----------

04

Council and corporate	21
------------------------------	-----------

05

Economy and engagement	87
-------------------------------	-----------

06

Emergency services	112
---------------------------	------------

07

Library, culture and social justice	117
--	------------

08

Open space and recreation	133
----------------------------------	------------

09

Planning, certification and compliance	151
---	------------

10

Sewerage	165
-----------------	------------

11

Transport and drainage	171
-------------------------------	------------

12

Water supply	193
---------------------	------------

13

Waste management	206
-------------------------	------------

01

Introduction

- Our integrated planning and reporting framework
- How we plan and report on our progress
- Guiding principles
- Quadruple bottom line

Our integrated planning and reporting framework

Integrated planning and reporting

The 2023–24 Operational Plan and Budget forms part of the Integrated Planning and Reporting (“IP&R”) framework.

In 2009, a new IP&R framework was introduced across Local Government in New South Wales (“NSW”). Parkes Shire Council was one of the first Council’s to embrace this large and wide-ranging reform in becoming what was termed a “Group One” Council. Participation within this grouping saw Parkes Shire Council fully adopt its IP&R documentation in the 2009–10 Council year.

Parkes Shire has continued to develop its approach whilst regularly reporting on its progress, culminating in the latest End of Term Report being tabled at the final meeting of the previous Council in November 2021.

Council has now prepared its new suite of IP&R documents. These documents are structured to demonstrate what the newly elected Council (elected in December 2021) will deliver in order to assist the community to achieve the aspirations set out in the Parkes Shire 2035+ Community Strategic Plan (“CSP”).

The following diagram illustrates how the IP&R framework ensures that local strategic planning and reporting is informed, relevant and responsive to community needs.



How we plan and report on our progress

Operational plan and budget

Supporting the delivery program are annual operational plans. These outline the details of the delivery program - the individual projects and actions that will be undertaken in that year to achieve the commitments made in the delivery program. The operational plan includes council's budget for that financial year.

Reporting our progress

Reporting is a key element of the ip&r framework. We use a variety of tools to report our progress in achieving this community strategic plan and implementing the delivery program, as well as our financial performance against the annual and long-term budgets.

Annual report:

Within five months of the end of each financial year, council prepares an annual report, which includes a copy of our audited financial reports. The annual report details our progress in implementing the delivery program and the activities we have undertaken to deliver on the objectives of the community strategic plan.

State of the shire report:

Tabled at the last meeting of the outgoing council, the end of term report provides an update on our progress in implementing the community strategic plan over the council term, as well as the results and outcomes the implementation of the community strategic plan has had for our community.

State of the environment report:

Included in the annual report in the year in which an ordinary election is held is a state of the environment report. This document reports on environmental issues relevant to the objectives for the environment established by the community strategic plan.

Delivery program progress reports:

Every six months, council prepares a report detailing our progress in achieving the principal activities detailed in the delivery program.

Budget review statement:

Council prepares a budget review statement three times each year which shows, by reference to the estimate of income and expenditure set out in the statement of council's revenue policy in the operational plan for the relevant year; a revised estimate of the income and expenditure for that year.

Guiding principles

Quadruple Bottom Line

Social justice

Preparation of Parkes Shire 2035+ Delivery Program has been guided by the following social justice principles:

- **Equity:** there should be fairness in decision making, prioritising and allocation of resources, particularly for those in need
- **Access:** all people should have fair access to service, resources and opportunities to improve their quality of life
- **Participation:** everyone should be given genuine opportunities to participate in decisions which affect their lives
- **Rights:** equal rights should be established and promoted, with opportunities provided for all people from all backgrounds

The Quadruple Bottom Line (QBL) addresses social, environmental, economic, and civic leadership (governance) considerations. The QBL ensures a holistic balanced approach is applied to all aspects of the 2023–24 Operational Plan and Budget.

Social sustainability

Support cohesive, inclusive, and diverse dynamic communities.

Environmental sustainability

Protect the natural, social, cultural, and built heritage and decrease the consumption of resources.

Economic sustainability

Maintain a strong and stable economy and ensure the delivery of services, facilities and infrastructure is financially sustainable.

Civic leadership

Transparency and accountability in decision-making.

02

2023–24 Operational Plan

- [About this plan](#)
- [2023-24 Financial Performance](#)
- [2023-24 TYD Key Achievements](#)

About this Plan

The 2023-24 Operational Plan and Budget forms part of the Parkes Shire 2035+ Delivery Program. These plans outline the details of the Delivery Program – specifically the individual projects, actions and budget that will be undertaken in this year to achieve the commitments made in the Parkes 2035+ Delivery Program. Council reports on these measures on a three-monthly basis.

The projects, actions, and budget of year one of the Parkes 2035+ Delivery Program are split into eleven core functions of Council, with Principal Activities grouped within each. These functions include:

The Budget details how Council intends to fund these activities and includes provisions relating to the content of Council's Annual Statement of Revenue Policy.

This includes details of:

- Estimated income and expenditure.
- Ordinary rates and special rates.
- Proposed fees and charges.
- Council's proposed pricing methodology.
- Proposed borrowings.

The Operational Budget is reviewed and reported to Council within two months, after the end of each quarter (excluding the June quarter).

Core functions of Council

Commercial enterprise	<ul style="list-style-type: none"> • Central West Childcare Services • Caravan Parks • Rental and Leasing • Land Development and Sales 	Planning, certification and compliance	<ul style="list-style-type: none"> • Local Strategic Land Use Planning • Development Assessment • Building Certification • Environmental Health and Ranger Services • Noxious Weed Management
Council and corporate	<ul style="list-style-type: none"> • Information Communication and Technology • Governance and Strategy • Civic • People, Safety and Culture • Finance • Fleet • Council Land and Buildings • Council Environmental Management • Customer Service • Community Services and Wellbeing • Communication and Engagement 	Sewerage	<ul style="list-style-type: none"> • Sewerage System
Economy and activation	<ul style="list-style-type: none"> • Economic Development • Grants • Events and Festivals • Tourism and Destination Marketing 	Transport and drainage	<ul style="list-style-type: none"> • Sealed Roads • Unsealed Roads • Regional Roads • Other Transport and Overheads • Urban Stormwater • Regional Airport • Road Maintenance Council Contract • Road Safety
Emergency services	<ul style="list-style-type: none"> • Emergency Services Support 	Water supply	<ul style="list-style-type: none"> • Water Supply • Water Security Project • Recycled Water Extension Project
Library, arts and culture	<ul style="list-style-type: none"> • Library Services • Arts and Culture • Social Justice 	Waste management	<ul style="list-style-type: none"> • Domestic Waste Management • Commercial Waste • Waste Education and Sustainability
Open space and recreation	<ul style="list-style-type: none"> • Parks and Gardens • Sports Fields • Open Space Facilities, Amenities and Public Toilets • Cemeteries • Swimming Pools • Wetlands Restoration 		

2023-24 Financial Performance

Function	Principal Activity	Operational Performance		Capital Performance	
		Income	Expenditure	Income	Expenditure
Commerical Enterprise	Central West Childrens Services	1,435,981	1,109,593	-	6,000
	Caravan park	4,808	152,052	-	-
	Rental & Leasing,	-	-	-	-
	Land Development & Sales	-	-	-	21,864
Council	ICT	1,230	646,176	-	108,728
	Governance & Strategy	74,283	1,108,527	-	-
	Civic	1,892,450	265,356	-	-
	People, Safety & Culture	135,701	389,826	-	-
	Finance	13,707,327	1,525,985	-	-
	Fleet	3,086,011	1,369,731	-	2,028,477
	Council Land & Buildings	2,675,721	500,256	-	741,466
	Council Environmental Management	-	-	-	-
	Customer Service	-	68,962	-	-
Economy	Community Services & Wellbeing	-	-	-	-
	Economic Development & Grants	140,187	617,131	-	1,070,557
	Communication & Engagement	-	56,595	-	-
	Elvis Festival, Special Events & Event Support	466,633	930,243	-	6,133
	Visitor Economy	60,614	278,759	-	-
Emergency Services	Emergency Services Support	98,402	416,734	-	242,117
Library	Library Services	126,145	377,082	-	66,979
	Arts & Culture	1,686	68,099	-	-
	Social Justice	1,239	45,000	-	-

Function	Principal Activity	Operational Performance		Capital Performance	
		Income	Expenditure	Income	Expenditure
Open Spaces	Parks & Gardens	-	1,561,465	-	-
	Sports Fields	-	167,717	1,434,377	328,838
	Open Space Facilities, Amenities, Cemeteries & Public Toilets	410,043	177,756	1,152,239	975,088
	Swimming Pools	15,072	448,477	398,164	1,327,125
	Wetlands Restoration	-	-	-	-
Planning	Local Strategic Land Use Planning	-	-	-	-
	Development Assessment	41,131	158,393	144,472	-
	Building Certification	181,091	164,286	-	-
	Environmental Health & Ranger Services	77,767	567,823	-	-
	Noxious Weeds Management	-	160,238	-	-
Sewer	Sewerage System	2,243,090	1,356,051	82,854	336,971
Water	Water Supply	6,960,609	4,576,633	1,785,140	6,058,414
Waste	Waste Management	825,039	1,794,068	-	87,000
Transport	Sealed Roads	1,204,138	-137,130	9,092	2,539,515
	Unsealed Roads	-	308,779	-	49,680
	Other Transport	31,933	2,081,609	853,600	1,655,931
	Urban Stormwater	139,510	136,767	843,672	1,307,285
	Regional Airport	172,852	141,480	-	-
	Road Maintenance & Council Contract / Regional Roads	8,732,337	6,080,246	2,245,372	4,821,025
	Road Safety	275,610	95,840	-	-
	Depreciation	-	8,957,562	-	-
		45,218,643	38,724,165	8,948,982	23,779,192

2022/23 Q4

Key Achievements

Actions completed

46

Actions progressing

274

Actions not progressing

36

Actions not due to start

11

No update provided

1

Commercial enterprise

- The occupancy rate at Spicer Caravan Park saw a 35% increase compared to 2022.
- Council 's commercial buildings and properties achieved a 100% occupancy rate.

Council & corporate

- Five (5) roles recruited for as part of the Cadet, Apprentice, and Trainee (CAT) Program in the reporting period including Cadet Engineer, Environmental Trainee, Events Trainee, Finance Trainee and a Mechanic Apprentice.
- Fifteen (15) staff commenced compliance and professional development training during the reporting period.
- Council's Business Excellence Program continued with the commencement of a service review on Childrens Services including the development of a framework and scope of works for the review.
- Maintenance of International Standard 45001 OH&S Management System achieved with zero non-conformances recorded during the Audit.
- Implementation of LGNSW Capability Framework across position descriptions.
- Council exceeded the Office of Local Government's benchmark of an $\geq 1.5x$ unrestricted ratio, with a result of 2.01x.

Economy & engagement

- Draft Regional Entertainment and Cultural Feasibility Study was received for review and feedback and is expected to be adopted prior to 30 June 2025.
- Parkes Shire Liveability Strategy was adopted in December 2023.
- Council was successful in securing grant funds for 30 grants during the reporting period including Council and community grants.
- 2023 Trundle ABBA Festival draft data insights indicate a local economic benefit of \$97,000, with over 2,200 tickets sold and 12% of visitors from interstate.
- Council secured \$185,000 in sponsorship for the 2024 Parkes Elvis Festival.
- Tourism within the Shire saw a 6.35% increase.

Emergency services

- Council continued to support the operations of the Rural Fire Service as per the Service Level Agreement
- Council continued to support the operations of the Rural Fire Service with fleet maintenance of plant and equipment with this area expanding on the quality and reliability of Council servicing services.
- Local Disaster Plan (DISPLAN) reviewed by Council and referred to Agencies for concurrence.
- Cookamidgera RFS Shed project was successfully delivered during the reporting period.

Library, arts & culture

- Twenty-three (23) cultural programs were delivered as part of the Arts and Cultural Program.
- 725 people utilised the Marramarra Makerspace Studio during the reporting period for maker days, workshops and various programs.
- 1.2% increase in membership of the Parkes Shire Libraries, with an increase of 213 members during the period.
- 8% increase in the number of in-person visits to the Parkes Shire Library branches.
- Increase in loaned materials at the Parkes Shire Libraries with a total of 19,449 loans in the reporting period.

Open space & recreation

- Lions Park upgrade completed in October 2023.
- Upgrades to Berryman Park continued with shelters and furniture installed and a footpath extension to the Trundle Pool completed during the reporting period.
- Lawn Portion - Section H project at Parkes Cemetery was completed during the reporting period.
- 77% participation rate at Learn to Swim Classes.
- Upgrades to Tullamore Pool were completed on time and within budget during the reporting period.
- Upgrades to the female amenities at Parkes Aquatic Centre were completed during the reporting period.
- Rejuvenation works and upgrades to Peak Hill Pool were completed during the reporting period.

Planning, certification & compliance

- Parkes Western Area Masterplan adopted by Council in October 2023.
- Parkes Liveability Strategy adopted by Council in December 2023.
- \$24,000 of funding secured via the Local Heritage Fund.

Sewerage

- Zero EPA License breaches during the period.
- Zero water samples not complying with operational Recycled Water Management System.
- Zero CPP exceedances during the period.

Transport & drainage

- Currajong to Mitchell Street reconstruction works completed during the period.
- Upgrade to Cookamidgera Road project delivered during the period.
- Three road safety initiatives were successfully delivered from the Road Safety Plan.

Waste management

- Alectown Tip Cell project was completed during the reporting period.
- Council provided commercial properties with access to an appropriate waste and recycling service.

Water supply

- The Bore Refurbishment Project was completed during the reporting period.
- Zero CPP exceedances during the period.
- Detailed designs completed for the refurbishment of Bore 1, 2, 3, 4 and 5 during the reporting period, with construction of Bore 2 almost complete.
- Detailed design of the Safe and Secure Water Project (Eugowra Road Pump Station, Akuna Road Pump Station and Eugowra Road Pump Station Solar System) completed.
- Detailed design of the Building Better Regions Fund Project (Lachlan River Pump Station, Eugowra Road/Lachlan River Pre-treatment Plant and Solar, and Parkes Water Treatment Plant Raw Water Dam) completed during the reporting period.
- Detailed design of the Resources for Regions (Flood Mitigation and construction of retention basin in Crocker Park) completed during the reporting period.

03

Commercial enterprise



30 places per day through
Central West Childcare
Services



1 Council operated
caravan park



72 commercial leases and
licences in place



Facilitation of land
development and sales

Overview

Council undertakes these activities as it recognises, they provide important outcomes for the community that may not occur if Council wasn't involved, and the community need was simply filled by private sector providers.

Council aims to undertake these activities on a commercial basis therefore, over-time these activities become self-funding and do not require general rates to subsidise the activities. As these activities become self-funding, enough revenue is generated for 'day-to-day' and long-term costs to be covered by the activities themselves

Central West Childcare Services

CEI: We will provide quality care for families within the Shire through the provision of varied early childhood settings

CEI.1: Council is committed to advocating, facilitating, and providing quality care for the community through provision of Family Day Care (in-home) services

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CEI.1.1	Approved provider of Central West Family Day Care	Central West Childcare Services Manager	50%	The Council continued its commitment to advocating, facilitating, and providing quality care for the community, with the services maintained of Family Day Care (in-home) services. The first months of the 2023/24-year saw the continuation of recruitment of educators	Approved provider of Central West Family Day Care	Maintained	
CEI.1.2	Actively maintain Educator to Student Ratio to manage Family Day Care waitlist	Central West Childcare Services Manager	50%	The first start of the six months of the 2023/24-year saw the educator to student ration remain limited, with a continuation of a program of recruiting additional educators resources	Actively maintain Educator to Student Ratio to manage Family Day Care waitlist	40:160 ratio	
CEI.1.3	Number of play groups per year	Central West Childcare Services Manager	50%	Play groups continued to run during the first six months of 2023/24-year, and will continue to run over into the next two quarters	Number of play groups per year	24 per year	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CEI.1.4	Actively engage with the community and current educators to reduce the number of children on the Family Day Care waitlist	Central West Childcare Services Manager	50%	The first six months of the 2023/24-year saw the continuation of recruitment of educators, and actively engaged with the current educators and the community.		4 engagement opportunities in 2023-24	
CEI.1.5	Increase the number of Family Day Care educators throughout the Villages and small towns within the Parkes Shire	Central West Childcare Services Manager	50%	The first six months of the 2023/24-year did see a decrease in numbers for educators. There were industry constraints and changes within the family day care education qualifications. The progression of recruitment continued, including during the children's week activities. There were review and consideration for the best way to move forward, with either a 'road show' concept and digital website development to support the concept of family day care within the community	Increase the number of Family Day Care educators throughout the Villages and small towns within the Parkes Shire	2 educators recruited for Villages and small towns	

CEI.2: Council is committed to advocating, facilitating, and providing quality care for the community through provision of Bangala-la Preschool services

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CEI.2.1	Maintain a service that provides continuity of regulatory approval	Central West Childcare Services Manager	50%	The first six months of the 2023/24-year saw the service continue to maintain its continuity of regulatory standards and compliance. The preschool and family day care services continued to provide early childhood options for the community	Maintain a service that provides continuity of regulatory approval	Maintained	
CEI.2.2	Number of pre-schoolers within the setting	Central West Childcare Services Manager	50%	The Bangala-la preschool services continued to maintain enrolments of 30 children per day, providing good quality care	Number of pre-schoolers within the setting	30 per day	
CEI.2.3	Number of transport services facilitated through Central West Childcare Services	Central West Childcare Services Manager	50%	The preschool bus facilitated transport services throughout the first six months of the 2023/24-year. The bus service maintains a four-day week commuting the children before and after school. The transport service is also facilitated by Council, as part of the on-boarding process of new employees, so that local facilities can be showcased	Number of transport services facilitated through Central West Childcare Services	400 transport services facilitated per term	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CEI.2.4	Actively maintain Educator to Student Ratio to manage Bangala-la Preschool waitlist	Central West Childcare Services Manager	50%	Active maintenance continued throughout the first six months of the 2023/24-year with educator to student ratios. Inclusion support roles for the 2024 year were completed. Managing the staff ratios also included using Central West Day Care staff for relief roles when preschool staff were on leave or sick leave to over their work	Actively maintain Educator to Student Ratio to manage Bangala-la Preschool	Maintain 2:30 ratio	

Caravan Parks

CE2: We will implement appropriate processes to ensure the caravan park is maintained and developed in accordance with the growing needs of tourists entering the Shire

CE2.1: Encourage the Shire's visitor economy through the continued provision of Park operations

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CE2.1.1	Number of visitors per annum	Manager Facilities	50%	The Sire's visitor economy achieved positive results during the first six months of the 2023/24-year. The caravan park saw visitor numbers increase, with total visitor numbers 6,106. The first quarter achieved 5% whilst the second quarter achieved 30%, The visitor numbers were identified as follows: July 1,126 August 1,229 September 1,341 October 1,139 November 606 December 665 = 6,106 guests (2023) vs 2,410 guests (2022)	Number of visitors per annum	Maintain	
CE2.1.2	Average weekly occupancy rates	Manager Facilities	50%	The Sire's visitor economy achieved positive results during the first six months of the 2023/24-year. The caravan park had average monthly occupancy rates identified as follows: July 33.19% August 38.38% September 48.43% October 42.62% November 26.44% December 25.13%	Average weekly occupancy rates	Maintain	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CE2.1.3	Monitor feedback received by Spicer Caravan Park Management	Manager Facilities	50%	The Spice Caravan Park management team during the first six months of 2023/24-year have continued to receive positive feedback from visitors into the area. Identifying the team efforts, site facilities, and overall area as welcoming and meeting their needs and expectations.	Monitor feedback received by Spicer Caravan Park Management	Monthly report provided	

CE2.2: Continue encouraging the utilisation of Spicer Caravan Park through regular maintenance activities

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CE2.2.1	Action a response to customer requests within 10-days	Manager Facilities	50%	During the first six months of the 2023/24-year the requests from the Caravan Park operators and any on-site tenants were responded to within 10-days. Regular maintenance activities continued on-site.	Action a response to customer requests within 10-days	100% of requests responded to within 10-days	

Land Development and Sales

CE4: We will zone, develop, and promote suitable land to ensure the community has access to appropriate spaces

CE4.1: Development and sale of land to provide opportunities for local business to generate income and revenue and increase economic prosperity

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CE4.1.1	Blocks developed conceptually to encourage industry and economic growth	Director Operations	30%	<p>Industrial land was identified with Development Application (DA) approval for the construction of fifteen lots. The subdivision Works Certificate (WC) has also been approved which allows construction to commence. These lots range from approximately 2,300m² to 8,000m² to cater for industry development.</p> <p>Reports were presented to Council for consideration into land release and Council will enter into an Expression of Interest phase to determine interest prior to constructing the next stage of development</p>	Blocks developed conceptually to encourage industry and economic growth	Blocks meet community demand	

Rental and Leasing

CE3: We will develop and utilise suitable frameworks to ensure Council operated rentals are aligned with market expectations

CE3.1: Operations

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CE3.1.1	Occupancy rates of commercial buildings/properties provided rental at market rates with subsidies supported	Manager Facilities	50%	During the first six months of 2023/24-year the occupancy rates of commercial buildings/properties were of full capacity, excluding one property in Parkes, 30 Welcome Street.	Occupancy rates of commercial buildings/properties provided rental at market rates with subsidies supported	90% or increasing	
CE3.1.2	Issue formal lease or licence agreements for community groups without a formal agreement in place	Manager Facilities	50%	All community groups during the first six months of 2023/24-year that occupy commercial premises, did have a formal lease or licence agreement in place.	Issue formal lease or licence agreements for community groups without a formal agreement in place	Formal agreements in place	

04

Council and Corporate



206 Council buildings



257 full-time equivalent
("FTE") staff



1,290 devices managed



\$57.3M turnover



368 customer requests
received monthly



164 fleet and depot assets
managed



9 internal audits
conducted in five years

Overview

The corporate function supports Council's delivery of efficient and effective services to the community. Regular monitoring and adjustments must be made to ensure Council can adapt to the changing needs of the organisation and community.

The council function covers the operation of Council itself as an organisation. The governing body of elected Councillors utilise community engagement and staff advice to set the strategic direction. Resources are then allocated to achieve objectives and Councillors are ultimately accountable to the community for the outcomes Council's organisation delivers.

Information Communication and Technology

CCI: We will utilise appropriate ICT systems to support efficient and effective operations in accord with the ICT Strategic Plan

CCI.1: Implement and optimise ICT processes

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CCI.1.1	Review the ICT Strategic Plan	Business Systems and Technology Specialist	50%	Current plan has been reviewed on what has been achieved and compared to industry examples to identify areas of improvement for the new plan.	Review the ICT Strategic Plan	Plan reviewed by 30 June 2024	
CCI.1.2	Review the Geographic Information Systems ("GIS") Strategic Plan	Business Systems and Technology Specialist	0%	The review of the GIS strategic plan, did not see progression during the first six months of the 2023/24-year.	Review the Geographic Information Systems ("GIS") Strategic Plan	Plan reviewed by 30 June 2024	

CCI.2: Maximise mobility of access to corporate systems

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CCI.2.1	Provide staff and contractors with access to the resources they need to work from anywhere through the mobile devices and laptop replacement program	Business Systems and Technology Specialist	50%	During the first six months of the 2023/24-year replacement of existing devices, were conducted on a need-by-need basis. All new employees were issued with mobile devices and laptops as required for their role.	Provide staff and contractors with access to the resources they need to work from anywhere through the mobile devices and laptop replacement program	Program delivered	
CCI.2.2	Migrate Financials and Supply Chain Management products from Ci to CiAnywhere	Business Systems and Technology Specialist	50%	The migration project is scoping underway, with provisioning of a non-production environment for testing. Testing is expected to be completed during quarter three.	Migrate Financials and Supply Chain Management products from Ci to CiAnywhere	Migration of products	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC1.2.3	Commence migration of Property and Rating and Regulatory products from Ci to CiAnywhere	Business Systems and Technology Specialist	0%	During the first six months of the 2023/24-year migration did not commence, as the migration is dependent on the completion of the migration of the financials and supply chain management products.	Commence migration of Property and Rating and Regulatory products from Ci to CiAnywhere	Migration commenced	

CC1.3: Ensure an effective cyber security framework with robust risk controls is in place

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC1.3.1	Undertake a desktop review of Council's current cyber security processes and strategies	Business Systems and Technology Specialist	50%	The desktop review scoping was completed during the 2023/24-year for a cyber security audit. During quarters two and three sessions are expected to be completed.	Undertake a desktop review of Council's current cyber security processes and strategies	Desktop review completed	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CCI.3.2	Achieve Maturity Level One in line with the Australian Cyber Security Centre's Essential Eight Maturity Model	Business Systems and Technology Specialist	50%	During the first six months of the 2023/24-year two from eight strategies were achieved, whilst three strategies remained in progress.	Achieve Maturity Level One in line with the Australian Cyber Security Centre's Essential Eight Maturity Model	Achieve Maturity Level One	

Governance and Strategy

CC2: We will use appropriate governance and strategic frameworks to manage risk, provide assurance that legislative and other requirements can be met and to provide clear strategic direction for Council's activities

CC2.1: Continually develop and implement Council's Governance Framework

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.1.1	Facilitate the effective operation of Council's Audit, Risk and Improvement Committee	Manager Governance, Risk and Corporate Performance	75%	Facilitation of the effective operation of Council's audit, risk and improvement committee, continued throughout the first six months of the year with meetings held during July, August, October and November.	Facilitate the effective operation of Council's Audit, Risk and Improvement Committee	4 meetings held by 30 June 2024	
CC2.1.2	Develop and implement an effective Internal Audit Program to provide assurance on critical systems, controls and processes	Manager Governance, Risk and Corporate Performance	50%	During the first six months of the 2023/24-year meetings in place, with ARIC in December to cover the topics of risks. Planning of cyber security audit, and a scoping meeting occurred.	Develop and implement an effective Internal Audit Program to provide assurance on critical systems, controls and processes	One completed by 31 March 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.1.3	Develop and implement an Enterprise Risk Management Framework to mitigate risks and maximise opportunities	Manager Governance, Risk and Corporate Performance	50%	During quarter two 2023/24-year discussion were held with Paladin Risk Services, and with follow up meetings to be held in the third quarter.	Develop and implement an Enterprise Risk Management Framework to mitigate risks and maximise opportunities	Reviewed by 31 March 2024	
CC2.1.4	Maintain and review Council's Delegations Register	Manager Governance, Risk and Corporate Performance	0%	During the first six months of the 2023/24-year there was no action towards the delegation register.	Maintain and review Council's Delegations Register	Reviewed by 31 December 2023	
CC2.1.5	Maintain and review Council's Policy Register	Manager Governance, Risk and Corporate Performance	50%	The first half of the 2023/24-year saw progression with reviewing current policies, sorting through and creation of a data base, to give clear identification, locations and ownership. The dashboard providing the quick glance of the overall policies. With the background works completed, this now provides the opportunity to maintain and review into the second half of the year.	Maintain and review Council's Policy Register	Reviewed by 31 March 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.1.6	Develop a Graffiti Removal Works Register	Manager Governance, Risk and Corporate Performance	10%	The Appenate app is used for the creation of incidents, allowing investigations into what details/actions are required. Options are available for selection on the dashboard from the Appenate information.	Develop a Graffiti Removal Works Register	Developed by 30 June 2024	
CC2.2: Continually develop, implement and improve Council's Business Excellence Program							
Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.2.1	Undertake service review of Council's library services	Manager Governance, Risk and Corporate Performance	50%	The service review for the 2023/24-year commenced during the first six months of the year. The decision was made to switch the review from library to children's services. Framework was built and the scope of works confirmed.	Undertake service review of Council's library services	Deliver by 31 March 2024	
CC2.2.2	Deliver LEAN training to Council's workforce to improve efficiency across Council's organisation and operations	Human Resources Specialist	0%	During the first six months of the 2023/24-year there was zero progression toward this action	Deliver LEAN training to Council's workforce to improve efficiency across Council's organisation and operations	Deliver by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.2.3	Support Council staff with project management responsibilities to undertake Diploma in Project Management	Human Resources Specialist	0%	During the first six months of the 2023/24-year there was zero progression against this action	Support Council staff with project management responsibilities to undertake Diploma in Project Management	Complete by 30 June 2024	
CC2.3: Continually develop Council's Work Health and Safety Management System (WHSMS)							
Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.3.1	Maintain International Standard 45001 OH&S Management System accreditation	Manager People, Safety and Culture	100%	During the first half of the 2023/24 year the completion of an audit during quarter two, was successful with zero non conformances.	Maintain International Standard 45001 OH&S Management System accreditation	Maintained	
CC2.3.2	Review of WHSMS manual	Manager People, Safety and Culture	100%	During quarter two of 2023/24 first six months, the review of WHSMS manual was completed and signed off by the Executive Leadership Team.	Review of WHSMS manual	Reviewed by 31 December 2023	

CC2.4: Coordinate and manage Council's IP&R Framework

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.4.1	Undertake community consultation with Parkes Shire to inform development and review of IP&R Framework	Corporate Planning and Performance Coordinator	0%	Preparations started for timelines for community consultation , with commencement to occur during the second half of the 2023/24-year.	Undertake community consultation with Parkes Shire to inform development and review of IP&R Framework	Completed by 30 June 2024	
CC2.4.2	Develop and adopt all IP&R documents within legislated timeframes	Corporate Planning and Performance Coordinator	50%	The development and adoption of IP&R document requirements during the first half of the 2023/24-year were completed within the legislated timeframes.	Develop and adopt all IP&R documents within legislated timeframes	100% compliance	
CC2.4.3	Report on our progress in achieving our Delivery Program and Operational Plan	Corporate Planning and Performance Coordinator	0%	Progress reporting for the first six months of the 2023/24-year will commence and conclude during quarter three.	Report on our progress in achieving our Delivery Program and Operational Plan	Quarterly reports to Council	

CC2.5: Continually develop, implement and improve Council's Procurement Framework

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.5.1	Develop Contract Management Framework	Manager Governance, Risk and Corporate Performance	25%	Development of the contract management framework commenced during the first half of the 2023/24-year, mainly research based, data gathering for building the framework.	Develop Contract Management Framework	by 30 June 2024	
CC2.5.2	Investigate options for a centralised Contract Management system	Manager Governance, Risk and Corporate Performance	50%	The first half of the year 2023/24-year saw investigations into options for the contract management system. Considerations are in place to review the existing systems, vs adding additional modules, Council familiarity. Whilst minimal testing was completed, there is planning for additional testing into the next two quarters.	Investigate options for a centralised Contract Management system	Investigate by 31 December 2023	
CC2.5.3	Incorporate sub-delegations pertaining to contract management into broader review of Delegations Register	Manager Governance, Risk and Corporate Performance	0%	During the first six months of the 2023/24-year there was no progression on this action	Incorporate sub-delegations pertaining to contract management into broader review of Delegations Register	Incorporated by 31 October 2023	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.5.4	Develop procedures for the review and approval of contract variations as part of the Contract Management Framework	Manager Governance, Risk and Corporate Performance	0%	The development of procedures of contract variations, will form part of the contract management framework, currently being investigated during this reporting period.	Develop procedures for the review and approval of contract variations as part of the Contract Management Framework	Procedures developed by 30 June 2024	
CC2.5.5	Develop a Contractor Insurances Register	Manager Governance, Risk and Corporate Performance	10%	Council currently has a software with the ability to store documents. The investigations of contract management system in TechOne have shown options to add insurance against a contractor - creating a dashboard. This will be developed as part of the contract management system. Currently the contract insurance register is in the form of a spreadsheet tracking the insurances.	Develop a Contractor Insurances Register	Register developed by 31 December 2023	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.5.6	Develop templates to document key performance criteria and compliance obligations based on the conditions of each contract	Manager Governance, Risk and Corporate Performance	0%	The development of templates to document key performance criteria and compliance obligations based on the conditions of each contract will form part of the contract management system.	Develop templates to document key performance criteria and compliance obligations based on the conditions of each contract	Developed by 30 June 2024	
CC2.5.7	Incorporate key performance criteria and compliance obligations of contracts into Council's Project Management Framework	Manager Governance, Risk and Corporate Performance	0%	During the first six months of the 2023/24-year there has been no update to this action.	Incorporate key performance criteria and compliance obligations of contracts into Council's Project Management Framework	Incorporated by 30 June 2024	
CC2.5.8	Review currently held Bank Guarantees to determine currency	Manager Governance, Risk and Corporate Performance	0%	During the first six months of the 2023/24-year there were no progressing to this action	Review currently held Bank Guarantees to determine currency	Reviewed by 30 September 2023	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.5.9	Develop a centralised Bank Guarantee Register	Manager Governance, Risk and Corporate Performance	10%	Investigations within TechnologyOne for Contract Management have provided information to indicate there is options for a Bank guarantee register to be part of the contract management system.	Develop a centralised Bank Guarantee Register	Developed by 30 September 2023	
CC2.5.10	Implement procedures to ensure project works do not commence until all documents, including Bank Guarantees or other securities as required under the contract, are provided	Manager Governance, Risk and Corporate Performance	0%	The implementation of procedures, for projects, will be incorporated in with the procurement framework once development is completed.	Implement procedures to ensure project works do not commence until all documents, including Bank Guarantees or other securities as required under the contract, are provided	Implemented 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.5.11	Maintain and review Council's Government Information (Public Access) ("GIPA") Register	Manager Governance, Risk and Corporate Performance	90%	The first six months of the 2023/24-year saw continuation of review and maintenance of the Council's Government Information (Public Access) ("GIPA") Register. Access to the information page was reworked and continually updated with open and proactive access information. To manage formal GIPA requests Council has signed up with IPC Government Information (Public Access) tool, as this will be the same reporting requirements needed for reporting purposes	Maintain and review Council's Government Information (Public Access) ("GIPA") Register	GIPA Register updated by 31 December 2024	
CC2.5.12	Maintain and review Council's Contracts Register	Manager Governance, Risk and Corporate Performance	80%	During the first half of the 2023/24 year the contract register was reviewed and updated to include the additional information to allow for GIPA information to be published. Planning for training staff to understand the importance and relevance of the additional information requirements. The register may be able to be implemented along side the contract management module, reviewing with TechOne as the option.	Maintain and review Council's Contracts Register	Published to Council's website within 20-days of awarding	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC2.5.13	Facilitate increased utilisation of VendorPanel to create efficiencies and improve transparency in our procurement processes	Manager Governance, Risk and Corporate Performance	25%	Training has been provided during this reporting period within this role. To facilitate increased utilisation of VendorPanel, to create the efficiencies and improve transparency in our procurement processes, additional training will be provided to relevant staff in the next two quarters.	Facilitate increased utilisation of VendorPanel to create efficiencies and improve transparency in our procurement processes	60% procurements completed via VendorPanel	

Civic

CC3: We will manage civic operations in line with regulations to support decision-making and drive positive outcomes for the community

CC3.1: Manage Council's civic operations in line with regulations

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC3.1.1	Hold elections as required by regulatory standards	Director Customer, Corporate Services and Economy	100%		Hold elections as required by regulatory standards	100% compliance	
CC3.1.2	Provide training and support to elected officials in line with the Councillor Induction and Professional Development Program	Manager Governance, Risk and Corporate Performance	0%	Training and support was completed with the elected officials during the first six months of the 2023/24-year. Three training sessions were held with various topics on cyber awareness, children safety and ARIC, and training and brainstorming workshop.	Provide training and support to elected officials in line with the Councillor Induction and Professional Development Program	4 professional development activities held	
CC3.1.3	Ordinary Council Meetings are held in line with Council's Code of Meeting Practice	Manager Governance, Risk and Corporate Performance	50%		Ordinary Council Meetings are held in line with Council's Code of Meeting Practice	10 meetings held per year	

CC3.2: Provide guidance and planning support for civic events

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC3.2.1	Hold 2024 Australia Day celebrations throughout the Parkes Shire	Executive Manager Economy, Destination and Activation	70%	Preparations for the 2024 Australia Day Celebrations were well under way during the first half of the 2023/24-year. Guidance and planning support for civic events were in place at the end of quarter two in preparation for planned events and the awards process. Quarter three will see the events commence	Hold 2024 Australia Day celebrations throughout the Parkes Shire	Celebrations held	
CC3.2.2	Recognise community heroes through the Australia Day Awards Scheme 2024	Manager Governance, Risk and Corporate Performance	0%	Preparations occurred during this first six months of the year, with Australia Day awards to be held in January 2024	Recognise community heroes through the Australia Day Awards Scheme 2024	Awards Scheme administered	
CC3.2.3	Partner with RSL Sub-branches to hold 2024 ANZAC Day Commemoration Services throughout the Parkes Shire	Events and Festivals Specialist	50%	Planning for 2024 ANZAC Day Commemoration Services has commenced.	Partner with RSL Sub-branches to hold 2024 ANZAC Day Commemoration Services throughout the Parkes Shire	Commemoration Services held	Planning commenced.

People, Safety and Culture

CC4: We will implement appropriate strategies as detailed in Council's Workforce Management Plan ("WMP") to develop a vibrant workforce equipped to deliver progress and value to our community. Undertake sustainable workforce planning and adapt to change through an innovative, smart, safe, and compliant workplace culture.

CC4.1: Enhance workforce planning procedures and tools to guide decision-making (WMP1.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
C4.1.1	Workforce data provided to Executive Leadership Team ("ELT")	Manager People, Safety and Culture	50%	During the first half of the 2023/24-year safety and recruitment metrics were provided to the Executive Leadership Team (ELT) as the current priority. The second half of the year will see the metric based on corporate goals which will be developed for reporting to the ELT and the connected management team, as appropriate.	Workforce data provided to Executive Leadership Team ("ELT")	Monthly report to ELT	

CC4.2: Promote the benefits of working at Parkes Shire Council (WMP1.2)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
C4.2.1	Employee Value Proposition ("EVP") documented and promoted on Council's website and across our recruitment marketing collateral	Manager People, Safety and Culture	50%	The Employee Value Proposition (EVP) was promoted on Council's website throughout the first half of the year 2023/24-year. Including the recruitment marketing collateral. The EVP will be further reviewed as on-going to ensure material is current and engaging	Employee Value Proposition (EVP) documented and promoted on Council's website and across our recruitment marketing collateral	EVP documented and promoted	

CC4.3: Improve recruitment marketing and promotion (WMP1.3)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
C4.3.1	Recruitment Marketing Strategy and Guidelines	Corporate Communications and Media Specialist	10%	Implementation of a review of plans to support the marketing processes of recruitment including identifying specific approaches relating to other community groups	Recruitment Marketing Strategy and Guidelines	Strategy and Guidelines developed	

CC4.4: Ensure a merit-based approach to recruitment across the organisation (WMP 1.4)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.4.1	Provide biennial merit-based recruitment training to all recruiting managers	Manager People, Safety and Culture	70%	Training is planned to be provided to all recruiting managers, with many of the management roles now filled. The next half of the year will see the recruitment guidelines, processes and procedures finalised. On completion all supervisors, managers and the HR Team will be provided with training	Provide biennial merit-based recruitment training to all recruiting managers	Training delivered to all recruiting managers	

CC4.5: Review and improve recruitment actions to ensure values – and behaviour-based recruitment (WMP 1.5)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.5.1	LGNSW Capability Framework implemented across position descriptions	Manager People, Safety and Culture	55%	The LGNSW capability framework was implemented across the updating of position descriptions and continued to be progressed through the organisation structure, which included the update of vacant roles	LGNSW Capability Framework implemented across position descriptions	100% of all position descriptions reviewed and updated	

CC4.6: Review and improve the Exit Interview process to maximise feedback to improve systems and reduce turnover (WMP 1.6)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.6.1	Employees invited to participate in Exit Interviews	Manager People, Safety and Culture	50%	The first half of the 2023/24-year continued with all employees invited to participate in exit interviews. During quarter one due to technical issues with survey monkey, there was a need to review and implement a digital exit questionnaire over the second half of the year.	Employees invited to participate in Exit Interviews	100%	

CC4.7: Develop and implement a "Grow Our Own" Cadetship, Apprenticeship and Traineeship ("CAT") Program (WMP 2.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.7.1	CAT Program developed and implemented	Manager People, Safety and Culture	100%	<p>The Cadet, Apprentice and Trainee (CAT) program is developed and implemented across the organisation. The first half of the 2023/24-year had regular reviews scheduled in as on-going with the current CAT employees with the Education, Capability and Wellbeing Coordinator. During quarter one additional positions were identified for biosecurity, finance, and events, with positions advertised, supporting the target of 10% workforce in 'grow our own' program. During the last parts of quarter two of the roles were recruited, with enrolments with the apprenticeship networks and relevant registered training. Recruitments occurred for a cadet engineer, an environmental trainee, an events trainee, a finance trainee, and a mechanic apprenticeship.</p>	CAT Program developed and implemented	Program implementation commenced	

CC4.8: Ensure employees have the capabilities required to perform their roles (WMP 2.3)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
-------------	-------------	------------------------------	----------	----------	---------------------	--------	--------

CC4.8.1	Deliver the annual Corporate Training Plan	Manager People, Safety and Culture	100%	<p>The annual corporate training plan during the first half of the 2023/24-year continued to see employees receive the opportunity to improve their compliance training and professional development. Employees commenced their training courses, with six people starting their certificate IV in leadership and management. Four people commenced and completed their diploma procurement and contracting and one employee commencing a diploma project management course. Two employees commenced their training in certificate III water treatment and two commenced their certificate III networks. Conferences were attended for professional development and providing directions and giving capacity for employees to perform their roles, also granting access for CPD points where required. The Eighth Mile Consulting group provided an 8-week on-line leadership program, attended to by the managers of the operational and infrastructure team. This group provided the infrastructure leadership team with a 2-day training on leadership facilitation. The aspiring leader's program for 2023 was completed by three employees. A team of four, including a mentor, participated in the rural management challenge 2023 and will represent Council at the finals during the next quarter.</p>	Deliver the annual Corporate Training Plan	June each year
---------	--	------------------------------------	------	--	--	----------------

CC4.9: Potential successors are identified, confirmed and provided with tailored development opportunities (WMP 2.4)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.9.1	Talent Management Framework developed and implemented	Manager People, Safety and Culture	100%	emailed Charlene for additional data	Talent Management Framework developed and implemented	Framework implemented for potential successors and high potential employees	

CC4.10: Undertake regular reviews to recognise employees' capabilities and performance (WMP 3.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.10.1	Employee reviews completed	Manager People, Safety and Culture	0%	Employee reviews to commence during the second half of the 2023/24-year, in quarter four in June 2024	Employee reviews completed	100% of employee reviews are completed	

CC4.11: Adopt a contemporary approach to evaluating positions' salaries (WMP 3.2)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.11.1	Implement new job evaluation system	Manager People, Safety and Culture	80%	The employment new job evaluation system was implemented, with 100% of employee appraisals completed for the financial year 2023. Changes incorporated into the Council's performance management system, impacting on the scoring systems prior to generating performance plans for the 2024 financial year	Implement new job evaluation system	Oo-soft system implemented	

CC4.12: Apply Attraction and Retention incentives (WMP 3.3)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.12.1	Develop Attraction and Retention Policy	Manager People, Safety and Culture	50%	During 2022/23 OO-Soft software system was implemented with Council position descriptions being evaluated within the new system	Develop Attraction and Retention Policy	Policy developed and adopted	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.12.2	Salary packaging opportunities provided	Manager People, Safety and Culture	100%	Throughout the first half of the 2023/24-year the opportunities continued to be provided to all employees for access to the Salary Packaging Australia (SPA) benefits. During the recruitment process, advertising the role, conditions of employment and onboarding SPA awareness is offered. SPA distribute on-going electronic promotional material to all employees and the Council's intranet website promotes the benefits and choices available	Salary packaging opportunities provided	Provided to all employees	
CC4.13: Recognise employees' sustained engagement and service through service milestones (WMP 3.4)							
Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.13.1	Service Awards provided	Payroll Officer	50%	Service Awards were provided to employees during the second quarter at the end of year ACE meeting. The preparations for the upcoming service awards were identified and orders placed	Service Awards provided	100% of employees reaching milestones are awarded	

CC4.14: Conduct biennial employee engagement surveys (WMP 4.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.14.1	Conduct biennial employee surveys	Manager People, Safety and Culture	50%	Research for employee surveys was completed and sourced during quarter two, with wellbeing and psychosocial hazard surveys obtained. The surveys are expected to be delivered during the next two quarters of the 2023/24-year	Conduct biennial employee surveys	Survey delivered	

CC4.15: Ensure our organisation and operations are resilient and able to deal effectively with disruption (WMP 4.2)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.15.1	Review, monitor and refine Council's Business Continuity Plan ("BCP")	Manager Governance, Risk and Corporate Performance	0%	During the first six months of the 2023/24-year there was no progression on this action.	Review, monitor and refine Council's Business Continuity Plan ("BCP")	BCP sub-plans reviewed	
CC4.15.2	Conduct BCP exercises	Manager Governance, Risk and Corporate Performance	0%	During the first six months of the 2023/24-year there was no progression on this action.	Conduct BCP exercises	One exercise conducted each year	

CC4.16: Facilitate a culture of continuous improvement in service delivery across our organisation (WMP 4.5)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.16.1	Deliver biennial LEAN training	Manager People, Safety and Culture	0%	LEAN training is expected to be sourced and delivered during the next two quarters of the 2023/24-year	Deliver biennial LEAN training	LEAN training delivered	

CC4.17: Injured employees are effectively returned to the workplace (WMP 5.2)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.17.1	Train and skill people leaders on injury management role and process	Human Resources Specialist	100%	During the 2023/24 first six months of the year there was successful completion of first aid training.	Train and skill people leaders on injury management role and process	Training delivered to all people leaders	

CC4.18: Provide independent support to employees via an Employee Assistance Program (EAP) (WMP 5.3)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.18.1	EAP service available to all employees	Human Resources Specialist	100%	All employees received independent support and access to the Employee Assistance Program (EAP) through the intranet service or the Appenatte app.	EAP service available to all employees	EAP service provided	

CC4.19: Review and implement Council's Equal Employment Opportunity Program (WMP 1.7)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.19.1	Review and promote Council's Equal Employment Opportunity Management Plan	Human Resources Specialist	0%	Council's Equal Employment Opportunity Management Plan will be reviewed in the next quarter.	Review and promote Council's Equal Employment Opportunity Management Plan	Equal Employment Opportunity Management Plan reviewed and promoted	

CC4.20: Provide a strong first impression of Parkes Shire Council for new employees (WMP 1.9)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.20.1	Review and improve Council's online orientation system	Manager People, Safety and Culture	50%	The review and improvement of Council's online orientation system was an on-going activity during the first half of the 2023/24-year with compliance modules used at the on boarding process for all new employees. These modules are currently being updated with new content and branding. All employees have been distributed with the WHS compliance modules	Review and improve Council's online orientation system	System reviewed	

CC4.21: Conduct biennial employee engagement surveys (WMP 4.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.21.1	Conduct biennial employee surveys	Manager People, Safety and Culture	10%	The workplace wellbeing assessment, a digital tool that conducts employee surveys will be launched at the employees quarterly meeting, known as the ACE (all council employees). The next ACE meeting will be held at the end of quarter three in March 2024.	Conduct biennial employee surveys	Survey delivered	

CC4.22: Facilitate organisational success by creating accountability and responsibility among the members of our organisation by providing clear values to meet our corporate and community vision (WMP 6.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.22.1	Implement Corporate Values into recruitment processes	Manager People, Safety and Culture	70%	During the selection and advertising process all roles for recruitment, have the corporate values, both outlined and implemented	Implement Corporate Values into recruitment processes	Values incorporated into recruitment advertising and selection criteria	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC4.22.2	Implement Corporate Values across position descriptions	Manager People, Safety and Culture	50%	The implementation of corporate values across the position descriptions (PD) is reviewed as PD are reviewed. PD's is currently under review with the new branded template which includes the corporate values of 'respect, integrity, safety, community, innovation, and teamwork'. This practice is an on-going process with PD's.			

Finance

CC5: We will comply with financial policies and accounting standards, enabling us to operate as a financially sustainable organisation. We will continue to focus on cost containment to improve performance and to deliver enhanced cash reserves for the organisation

CC5.1: Financial Reporting

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC5.1.1	Annual financial statements submitted in line with statutory deadlines	Chief Financial Officer	100%	The Annual Financial Statements were submitted during quarter one, on the 29 of September 2023, a month before the due date	Annual financial statements submitted in line with statutory deadlines	31 October 2024	29 September 2023.
CC5.1.2	Achieve a positive Operating performance ratio	Chief Financial Officer	100%	During the first six months of the 2023/24-year Council exceeded the benchmark. The operating performance ratio measures how well the council contained expenditure within the operating period.	Achieve a positive Operating performance ratio	≥0%	1.63
CC5.1.3	Achieve an unrestricted ratio greater than the Office of Local Government ("OLG") benchmark	Chief Financial Officer	100%	The unrestricted current ratio achieved 2.01 times greater than the OLG benchmark	Achieve an unrestricted ratio greater than OLG benchmark	≥1.5x	2.01X

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC5.1.4	Debt service cover ratio	Chief Financial Officer	100%	The debt service Ratio was 11.28 times against a benchmark of 2 times	Debt service cover ratio	≥2x	11.28X
CC5.1.5	Cash expense cover ratio	Chief Financial Officer	100%	The cash expenses cover ratio in the first six months of the 2023/24-year was 7.38 months. This ratio indicates the number of months the council can continue to pay for its expenses without additional cash inflow	Cash expense cover ratio	≥ 3 months	7.38 months

CC5.2: Management Accounting

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC5.2.1	Monthly management reports are submitted to the Senior Leadership Team on time	Chief Financial Officer	55%	Monthly management reports were submitted on time, to the directors and discussed with the cost center owners	Monthly management reports are submitted to the Senior Leadership Team on time	By 14th of each month	14
CC5.2.2	Quarterly Budget Review Statements are submitted on time	Chief Financial Officer	50%	During the first six months of the 2023/24-year quarterly budget review statements were submitted on time	Quarterly Budget Review Statements are submitted on time	Within 2 months of End of Quarter	<2

CC5.3: Creditors and Purchasing

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC5.3.1	% of purchase orders raised before invoice date	Manager Governance, Risk and Corporate Performance	0%		% of purchase orders raised before invoice date	90%	

CC5.4: Debtors

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC5.4.1	% of rates and annual charges outstanding	Chief Financial Officer	100%	The land sales which will occur during quarter four 2023/24-year will resolve the issue	% of rates and annual charges outstanding	Less than 10%	11.43
CC5.4.2	Own source operating revenue ratio	Chief Financial Officer	100%	The council did not meet the benchmark due to the high level of grants and contributions received	Own source operating revenue ratio	≥60%	46.36%

CC5.5: Fixed Asset Accounting

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC5.5.1	Monthly CAPEX reports are submitted to the Senior Leadership Team on time	Chief Financial Officer	55%	During the first six months of the 2023/24-year the monthly capex reports were submitted to the Senior Leadership Team by the fifth working day	Monthly CAPEX reports are submitted to the Senior Leadership Team on time	By the 14th of each month	5
CC5.5.2	Monitor current progress to prevent budget overruns by distributing and discussing reports monthly	Chief Financial Officer	55%	The first six months of the 2023/24-year had the monthly capital reports being distributed by the fifth workday	Monitor current progress to prevent budget overruns by distributing and discussing reports monthly	Provide document by the 14th of each month	5
CC5.5.3	Total Value / projects of work in progress account for council's general fund activities	Chief Financial Officer	95%	The work in progress account, increased, due to the number of large-scale projects the council has embarked on	Total Value / projects of work in progress account for council's general fund activities	Declining	Increasing

Fleet

CC6: We will maintain Council's heavy plant and equipment, plan and procure new assets and monitor regular plant safety inspections

CC6.1: Support Council operations with effective fleet procurement

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC6.1.1	Plant uptime across fleets meets operational need within budgetary constraints	Fleet & Depot Coordinator	100%	During the first six months of the 2023/24-year there were no major delays, there was good positivity in the shop for repairs.	Plant uptime across fleets meets operational need within budgetary constraints	95%	

CC6.2: Support Council operations with effective fleet management and maintenance

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC6.2.1	Maintenance of heavy plant, light vehicles and small plant and equipment to support Council services and programs	Fleet & Depot Coordinator	100%	The scheduled servicing was completed during the first half of the 2023/24-year, on major plant and therefore reactive repair numbers were reduced.	Maintenance of heavy plant, light vehicles and small plant and equipment to support Council services and programs	Maintenance Achieved	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC6.2.2	Implement the 2023-24 Plant Replacement Program that aligns with service needs	Fleet & Depot Coordinator	50%	The implementation of the plant replacement financial forecast was presented to Council and once the numbers for the capital projects are identified, the program will move forward.	Implement the 2023-24 Plant Replacement Program that aligns with service needs	36 items of plant and equipment replaced Annual Plant Disposal report provided to the Plant Procurement Committee	
CC6.2.3	Prepare and adopt an Electric Vehicle Strategy	Fleet & Depot Coordinator	50%	Preparation for an electric vehicle strategy was underway, during the first six months of the 2023/24-year. All the fleet data was supplied to CWJO, who have the funding to enable the strategy.	Prepare and adopt an Electric Vehicle Strategy	Policy adopted by 30 June 2024	

CC6.3: Monitor efficiencies of Council's fleet to ensure a safe working environment that aligns with organisational needs

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC6.3.1	Introduction of the new GPS system	Fleet & Depot Coordinator	80%	The introduction of the new GPS system was in the understanding phase during the first six months of the 2023/24-year with the fleet duress, machine hours and movements reviewed. Awaiting the hydraulic sensors to complete the package and this will enable the reporting on hydraulic activity.	Introduction of the new GPS system	Installed in relevant Council-owned vehicles by 30 June 2024	
CC6.3.2	Utilisation of plant and equipment in accordance with Institute of Public Director Operationsing Australasia Limited ("IPWEA") plant and equipment benchmarks	Fleet & Depot Coordinator	75%	During the first quarter of the 2023/24-year the IPWEA held a conference in Dubbo, which was attended. The plant and equipment benchmarks are being met with servicing aligned with the guidelines with fully automated schedules in place.	Utilisation of plant and equipment in accordance with Institute of Public Director Operationsing Australasia Limited ("IPWEA") plant and equipment benchmarks	Attend workshop one per year	1

Council Land and Buildings

CC7: We will comply with the statutory requirements of public land and buildings including planning for renewals and/or upgrades and environmental management of Council land

CC7.1: Ensure effective management of all Council-owned and Crown land parcels

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC7.1.1	Develop Plans of Management for Community Land	Manager Facilities	75%	During the quarter one of 2023/24-year the Plans of Management for all of Council land and Crown land was submitted for review.	Develop Plans of Management for Community Land	Developed by 30 June 2024	
CC7.1.2	Development of business model for Carrington Hotel	Manager Facilities	50%	During quarter one 2023/24 consultants were engaged, and stakeholder meetings held.	Development of business model for Carrington Hotel	Delivered by 30 June 2024	
CC7.1.3	Development of business model for Spicer Caravan Park	Manager Facilities	50%	Consultants were engaged during quarter one 2023/24-year and Stakeholder Meetings were held.	Development of business model for Spicer Caravan Park	Delivered by 30 June 2024	

CC7.2: Foster relationships between Council and user groups in a bid to provide opportunities for the community to be involved in a wide range of activities and recreational programs

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC7.2.1	Number of Park Bookings received	Manager Facilities	50%	During quarter one 2023/24-year Lions Park, since its redevelopment has seen an increase in in bookings over the last month of the quarter. Quarter one had 17 park bookings, whilst quarter two had 27 park bookings.	Number of Park Bookings received	Average five per month	

Council Environmental Management

CC8: We will implement appropriate measures to ensure all environmental management activities progress. The potential impacts, environmental legislation and biosecurity will have been considered.

CC8.1: Sustainable environmental management of Council owned and managed land

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC8.1.1	Utilise Council's Crown Land Environmental Masterplan, to ensure biodiversity is considered, when undertaking activities at all Crown Land owned, Parkes Shire Council managed reserves	Manager Environment and Sustainability	50%	The first six months of the 23/34-year saw the continual use of Council's Crown Land Environmental Masterplan. Ensuring biodiversity was considered, during activities at all Crown Land owned, Parkes Shire Council managed reserves.	Utilise Council's Crown Land Environmental Masterplan, to ensure biodiversity is considered, when undertaking activities at all Crown Land owned, Parkes Shire Council managed reserves	Achieve	Achieved

CC8.2: Sustainable environmental management system for Council operations

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC8.2.1	Operational activities are completed with environmental impacts taken into consideration in line with Council's Environment Management Plan and regulations	Manager Environment and Sustainability	100%	The first six months of the 2023/24-year the operational activities were completed with 100% compliant to date with this action.	Operational activities are completed with environmental impacts taken into consideration in line with Council's Environment Management Plan and regulations	Achieve	Achieved

CC8.3: Develop, facilitate, and deliver environmental, sustainability and energy efficiency initiatives

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC8.3.1	Support and partner with Central West Lachlan Landcare to deliver environmental initiatives within the Parkes Shire	Environmental & Sustainability Co-ordinator	50%	During the first six months of the 2023/24-year Council supported Central West Lachlan Landcare to delivery National Tree Day in July 2023. This event had over 70 volunteers planting over 500 native trees and shrubs near Council's newly created Parkes wetlands. In addition, again Council partnered with Landcare to host a community planting activity. At the same site for community members to enjoy planting many of the thousand wetlands plants required for the site. Soon after the planting completion water flooded into the site providing water for our community revegetation efforts. The homegrown markets event, which had over 2,000 community members in attendance, which Council partnered with Landcare, focused on local produce and sustainability.	Support and partner with Central West Lachlan Landcare to deliver environmental initiatives within the Parkes Shire	3 initiatives conducted	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC8.3.2	Support local schools to undertake environmental, sustainability and energy efficiency initiatives	Environmental & Sustainability Co-ordinator	50%	During the first six months of the 2023/24-year planning was in place, in partnership with Central West Lachlan Landcare (Landcare) for hosting of the kindergarten enviro day, which was postponed. The second quarter had planning in place, with partnership with Landcare, to hold the schools eco day across both Forbes and Parkes, in the third quarter, in March 2024. The workshop day will be delivered to all year five students.	Operational activities are completed with environmental impacts taken into consideration in line with Council's Environment Management Plan and regulations	Three activities supported	

Customer Service

CC9: We will implement appropriate systems, processes, and technology to deliver high-quality, informative and responsive customer service

CC9.1: Provide customers with prompt responses to customer requests

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC9.1.1	Increase usage of customer requests received and processed via online Customer Request Management (CRM) portal	Director Customer, Corporate Services and Economy	50%	Council's online Customer Request Management (CRM) portal received 132 requests submitted online or 15%. Compared to the previous quarter, the requests represented a 2% reduction	Increase usage of customer requests received and processed via online Customer Request Management (CRM) portal	5% Increase	-2%
CC9.1.2	Promptly and efficiently respond to customer requests	Director Customer, Corporate Services and Economy	50%	Customer requests were responded to within 10-days and closed off on average within 15 days. Customer requests received during the first half of the 2023/24-year were promptly and efficiently received and closed off. Statistics were available and reviewed regularly. During quarter two 797 requested were received, with 531 closed off	Promptly and efficiently respond to customer requests	Customer requests are responded to within 10-days	67%

CC9.2: Monitor and improve customer service across Council's organisation and operations

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC9.2.1	Develop a whole-of-Council Customer Service Charter	Director Customer, Corporate Services and Economy	0%	During quarter two a new customer experience coordinator was recruited, and will commence implementing the actions from the customer service review during the next quarters	Develop a whole-of-Council Customer Service Charter	Customer Service Charter developed by 30 June 2024	
CC9.2.2	Complete the Customer Service Centre foyer refurbishment	Director Customer, Corporate Services and Economy	50%	During the first six months of the 2023/24-year an architect was appointed and plans drawn to develop the reception area, progressed well. A quantity survey was appointed, for costing purposes. Further evaluation will be required prior to the tender process being undertaken	Complete the Customer Service Centre foyer refurbishment	Completed by 30 June 2024	
CC9.2.3	Initiate professional Customer Service training for all customer service staff	Manager People, Safety and Culture	10%	During the first half of the 2023/24-year proposals were received for customer service training, for all customer service staff. Both Resolution Education Training and Allied Training provide confrontation management and have submitted their proposals. The customer service charter will need to be developed before the delivery of training. This will align with training on the duress alarm	Initiate professional Customer Service training for all customer service staff	Training initiated by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC9.2.4	Develop a new, consolidated Customer Service Team structure and position descriptions	Manager People, Safety and Culture	100%	Development of a new consolidated customer service team structure and position descriptions (PD) were on-going throughout the first half of the six months of 2023/24-year. New employees were recruited and commenced employment during quarter two. The PD's were developed for the customer service team.	Develop a new, consolidated Customer Service Team structure and position descriptions	Developed by 30 June 2024	
CC9.2.5	Convene regular Customer Experience Coordinator meetings with all Directors and key personnel	Director Customer, Corporate Services and Economy	0%	During quarter two a new customer experience coordinator was recruited and will commence implementing the actions from the customer service review during the next quarters	Convene regular Customer Experience Coordinator meetings with all Directors and key personnel	Meetings held every two months	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC9.2.6	Increase capacity of Customer Service staff to manage routine planning inquiries and move to either an appointment model for complex planning matters or limited hours access to duty planners	Director Customer, Corporate Services and Economy	10%	During quarter two a new customer experience coordinator was recruited and will commence implementing the actions from the customer service review during the next quarters. Initial discussions with relevant Director commenced			
CC9.2.7	Consolidate and promote single access points for all external telephone and email enquiries	Director Customer, Corporate Services and Economy	0%	During quarter two a new customer experience coordinator was recruited and will commence implementing the actions from the customer service review during the next two quarters	Consolidate and promote single access points for all external telephone and email enquiries	Single access points implemented by 31 December 2023	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC9.2.8	Implement improved workflows and internal protocols for the management of common customer inquiries involving one or more department	Director Customer, Corporate Services and Economy	0%	During quarter two a new customer experience coordinator was recruited and will commence implementing the actions from the customer service review during the next two quarters	CC9.2.8 Implement improved workflows and internal protocols for the management of common customer inquiries involving one or more department	Improved workflows and internal protocols implemented by 30 June 2024	
CC9.2.9	Update and promote Council's website as the first port-of-call for up-to-date Council information	Corporate Communications and Media Specialist	50%	Communications team continued with the update and promotion of the Council's website, with up-to-date Council information during the first six months of the 2023/24-year	Update and promote Council's website as the first port-of-call for up-to-date Council information	Website updated and promoted	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC9.2.10	Develop a plain English Frequently Asked Questions (FAQ) document that is accessible for all staff on the most common customer service enquiries	Director Customer, Corporate Services and Economy	0%	The development of a plain english frequently asked questions (FAQ) will commence planning during quarter three. During quarter two a new customer experience coordinator was recruited and will commence implementing the actions from the customer service review during the next two quarters	Develop a plain English Frequently Asked Questions (FAQ) document that is accessible for all staff on the most common customer service enquiries	FAQ document developed 31 December 2023	
CC9.2.11	Establish processes to prepare customer service performance reports with agreed outcomes and measures for review by the Executive and Council	Director Customer, Corporate Services and Economy	20%	During the first half of the 2023/24-year performance measures were identified for reporting, commencing from third quarter	Establish processes to prepare customer service performance reports with agreed outcomes and measures for review by the Executive and Council	Monthly reports prepared	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC9.2.12	Provide updates on Customer Service Reform to Executive Leadership Team, Connected Management Team and Council	Director Customer, Corporate Services and Economy	50%	During quarter two a new customer experience coordinator was recruited and will commence implementing the actions from the customer service review during the next two quarters	Provide updates on Customer Service Reform to Executive Leadership Team, Connected Management Team and Council	Monthly updates provided	4

Community Services and Wellbeing

CC10: We will implement appropriate frameworks and strategies, as outlined in Council's Disability Inclusion Action Plan ("DIAP"), to ensure residents of the Shire have access to services, groups and activities that have a positive impact on community wellbeing.

CC10.1: Review Council induction materials, to incorporate the topic of disability inclusion, to ensure staff have the knowledge to communicate with people respectfully, confidentiality and effectively with a disability (DIAP 1.1.3)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.1.1	Customer service training held with the inclusion of disability awareness and person-centred communication	Manager People, Safety and Culture	10%	The Customer Service Charter is to be developed prior to training being commenced for customer service training. Training will then be sourced and delivered to the customer service team	Customer service training held with the inclusion of disability awareness and person-centred communication	Training completed by 30 June 2024	

CC10.2: Ensure that all relevant staff have knowledge of accessibility features of venues and buildings (DIAP 1.3.3)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.2.1	Resources developed highlighting accessibility features of Council venues and buildings	Manager Facilities	50%	Council venues and buildings, all new facilities include accessibility features.	Resources developed highlighting accessibility features of Council venues and buildings	Developed by 30 June 2024	

CC10.3: Prepare a self-assessment checklist for local businesses and tourist attractions to encourage them to meet accessibility needs (DIAP 2.1.2)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.3.1	Self-assessment prepared and distributed via Council's public communication channels and industry groups	Corporate Planning and Performance Coordinator	50%	During the first half of the 2023/34-year the economic development team identified a suitable provider for accessibility self-assessment checklists. During the next two quarters the checklists and other accessible business information is expected to be promoted	Self-assessment prepared and distributed via Council's public communication channels and industry groups	Prepared and distributed by 30 June 2024	

CC10.4 and inclusion of Council operated public recreation, learning and leisure facilities (DIAP 2.2.2): Improve accessibility

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CCI0.4.1	Review Parkes Shire Visitor Guide to ensure the details of access features of places and interest in the Parkes Shire are included	Tourism and Visitor Services Coordinator	50%	The visitor guide project commenced its review during quarter two of the first six months of the 2023/24-year, with the content to be reviewed during the next quarters	Review Parkes Shire Visitor Guide to ensure the details of access features of places and interest in the Parkes Shire are included	Review by 30 June 2024	50

CC10.5: Improve access to Council Administration Centre and Visitor Information Centre (VIC), including way finding (DIAP 2.3.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.5.1	Review undertaken on Council's Administration Centre to determine if VIC buildings are accessible and fitted with advanced technologies to meet the varied needs of users	Director Planning and Community Services	50%	The review of the Council's administration centre has been already undertaken as part of the upgrades to the customer service areas of the building. Reviews on-going.	Review undertaken on Council's Administration Centre to determine if VIC buildings are accessible and fitted with advanced technologies to meet the varied needs of users	Review by 30 June 2024	1

CC10.6: Promote representation of people with disability in Council's workforce to the public (DIAP 3.1.2)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.6.1	Council website updated to promote representation of employees with disability	Corporate Communications and Media Specialist	0%	Recruitment of a Corporate communications and media specialist occurred at the end of quarter one, and review of action will commence into the next quarters	Council website updated to promote representation of employees with disability	Updated by 30 June 2024	

CC10.7: Identify and implement services and systems that support people with disability being retrained within the workforce (DIAP 3.1.3)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.7.1	Services and systems identified and improved/implemented	Manager People, Safety and Culture	0%	During the first six months of the 2023/24-year there was no commencement of the review of services and systems	Services and systems identified and improved/implemented	Manager People, Safety and Culture	

CC10.8: Develop and promote flexible working arrangements and in-house support to recruit and retain people with disability in Council's workforce (DIAP 3.1.4)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.8.1	Flexible working arrangements policy reviewed	Manager People, Safety and Culture	50%	During the first six months of the 2023/24-year the flexible working arrangements policy was reviewed, with changes and updates identified. These updates and changes will be endorsed by the Connected Management team	Flexible working arrangements policy reviewed	Policy reviewed by 30 September 2023	

CC10.9: Promote information for people with disability on how to volunteer and access work experience (DIAP 3.2.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.9.1	Council website updated to include information for people with disability on how to volunteer and access work experience	Corporate Communications and Media Specialist	0%	Recruitment of a Corporate communications and media specialist occurred at the end of quarter one, and review of action will commence into the next quarters	Council website updated to include information for people with disability on how to volunteer and access work experience	Website update by 30 June 2024	

CC10.10: Facilitate programs to assist to address the gap in servicing the early education needs for children with disability in the Parkes Shire (DIAP 3.3.1)

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
-------------	-------------	------------------------------	----------	----------	---------------------	--------	--------

CC10.10.1	Programs delivered to early childhood children with disability	Central West Childcare Services Manager	50%	<p>Programs were delivered to eligible early childhood children with disability within both the pre-school and the family day care with the first six months of the 2023/24 which was completed for the year. The preschool inclusion support placements progressed, with children outcomes aligning with NDIS and/or Allied Health Services plans. The support placements completed interviews, with resources allocated for the year. Programs implemented throughout the year have been the Early Intervention program (EIP) which is also known as 'GrowIn Sprouts'. EIP combined both educational and therapeutic support. The preschool children participated in two programs this year, an initiative of NSW Health. Firstly 'Hapsee Ears' program launched by Hearing Australia during 2019. Secondly, the StEPS program offers free vision screening for four-year-olds. The early intervention program outcomes were identified, and feedback provided to the applicable families. Supported activities were aligned with NDIS and the children's individual development needs, the support met the outcomes requirements. The next two quarters will see an early intervention program, known as 'Aruma' which is a program designed for assessments on all children within the first month of attending Presschool</p>	Programs delivered to early childhood children with disability	Number of programs delivered
-----------	--	---	-----	--	--	------------------------------

CC10.11: Advocate for improved health services within the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC10.11.1	Participation in regular meetings with the Local Health District	Director Planning and Community Services	50%	Regular meetings were incorporated and aligned within the liveability committee meetings held during the first six months of 2023/24-year	Participation in regular meetings with the Local Health District	4 meetings attended per year	2
CC10.11.2	Percentage of Incentive applications processed for medical services within the Parkes Shire	Director Planning and Community Services	55%	Actions were identified during the first six months of the 2023/24-year	Percentage of Incentive applications processed for medical services within the Parkes Shire	Increasing	1

Communication and Engagement

CC11: We will promote the Parkes Shire as a place to live, work, invest and visit, and ensure our brand and our communication is inclusive and assists in connecting Council with our vibrant community.

CC11.1: Development of a multi-faceted Communications Strategy to improve communications with our community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC11.1.1	Develop a Communications Strategy	Corporate Communications and Media Specialist	50%	Recruitment of a Corporate communications and media specialist occurred at the end of quarter one, and review of action will commence into the next quarters	Develop a Communications Strategy	Strategy adopted by 30 June 2024	

CC11.2.1: Increase the profile of Parkes Shire through effective brand management and public relations activities

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC11.2.1	Complete the implementation of the new corporate brand across Council's digital and physical assets	Corporate Communications and Media Specialist	90%	The implementation of the new corporate brand across Council's digital and physical assets was completed during the first half of the year. On-going update of livery and banners	Complete the implementation of the new corporate brand across Council's digital and physical assets	Implemented by 30 June 2024	

CC11.3: Manage and grow Council's online presence to ensure effective communication and dissemination of information

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
CC11.3.1	Increase in Google Analytics statistics	Corporate Communications and Media Specialist	30%	Investigations and negotiations were on going into data analytics via existing service providers	Increase in Google Analytics statistics	Increase by 2%	
CC11.3.2	Increase engagement measured through social media insights	Corporate Communications and Media Specialist	10%	Development was in progress during the first half of the year on a specific social media strategy which will allow Council to measure a wider data pool. Resourcing adjustments commenced during the first quarter creating a delay in the progression	Increase engagement measured through social media insights	Increase by 2%	

05

Economy and activation



\$68.4M Grant funding
secured since 2016



\$13M generated
per annum from Parkes
Elvis Festival



\$66M visitor economy

Overview

Council performs activities to ensure the Parkes Shire is home to a diverse, thriving economy which supports traditional and new industries, accommodates continued population growth, and provides quality employment, education and training opportunities. Council performs four principal activities to ensure the Shire's economy can continue to grow, these being Economic Development, Grants, Events and Festivals and Tourism and Destination Marketing.

Council recognises the potential commercial benefit that activities within this function can deliver to the community and the inability for private sector providers to lead these services and opportunities. As a result, Council fulfils the responsibility of these activities for the Shire when possible. There is also potential for these activities to provide a commercial benefit to the Council through continued investment within the local economy. Council aims for these functions to be as self-sufficient as possible over time, enabling both operational and long-term costs to be largely generated by the activities themselves.

Economic Development

EEl: We will provide support to businesses through the facilitation of various business support, growth and investment opportunities

EEl.1: Deliver the Economic Development Strategy to plan for future jobs and growth

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EEl.1.1	Review the Economic Development Strategy	Executive Manager Economy, Destination and Activation	0%	The review of the Economic Development Strategy did not progress during the first six months of the 2023/24-year. The review is to be deferred over to the 2024/25 operational year. Resourcing and alternate strategy projects has been the instigation for zero progression with this review	Review the Economic Development Strategy	Strategy adopted by 30 June 2024	

EEI.2: Advocate for increased Government funding and support for economic development within the Parkes Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EEI.2.1	Complete the Parkes Regional Entertainment Centre Feasibility Study	Executive Manager Economy, Destination and Activation	50%	During the six months of the 2023/24-year planning and reviewing of the draft Regional Entertainment and Cultural Feasibility Study was received for review and feedback. This draft was presented to the Destination and Major Events Advisory Committee in the second quarter. The original request for proposal was completed during the 2023/24-year, to engage a qualified, experienced consultant to undertake the project. Hawkrige Entertainment Services provided the study and identified the risks, challenges and opportunities of an Entertainment and Cultural Centre development within the Shire. The draft document will be presented during the next quarter to the Councillor workshop with an expectation of adoption of the document during the following quarters	Complete the Parkes Regional Entertainment Centre Feasibility Study	Study completed by 30 June 2024	
EEI.2.2	Develop a Parkes Shire Liveability Strategy	Director Planning and Community Services	100%	The development of the Parkes Shire Liveability Strategy was completed and adopted at the Council meeting during quarter two, in December	Develop a Parkes Shire Liveability Strategy	Strategy adopted by 30 June 2024	Completed

EEI.3: Support businesses and industry groups within the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EEI.3.1	Number of business and industry group meetings attended	Corporate Planning and Performance Coordinator	50%	Business and industry meetings continued throughout the first six months of the 2023/24-year. Council met with tourism operators, NSW Government departments, and hosted a tourism industry development workshop	Number of business and industry group meetings attended	One per quarter	2

EEI.4: Promote growth in smart and sustainable businesses and industries

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EEI.4.1	Develop a Multicultural Strategy for the Parkes region, including welcome and settlement initiatives	Executive Manager Economy, Destination and Activation	0%	During the six months of the 2023/24-year the development of the Multicultural Strategy for the Parkes region, was selected as not progressing, due to outside agencies current planning and awaiting outcomes of their projects. NSW Regional Development and the NSW Regional Growth Development Corporation, through these agencies the state government commissioned strategies which have generated their planning processes. Once the outcomes have been identified this will make way for directions for progression plans for this project.	Develop a Multicultural Strategy for the Parkes region, including welcome and settlement initiatives	Strategy adopted by 30 June 2024	

EEI.5: Facilitate investment projects that match our economic development priorities

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EEI.5.1	Collaborate with Regional Growth NSW Development Corporation (RDGC) to support interested investors through investor enquiry process	Executive Manager Economy, Destination and Activation	50%	Continuation to collaborate with Regional Growth NSW Development Corporation (RDGC) was maintained throughout the first half of the 2023/24-year with support for interested investor visits. This period achieved engagements and collaborations monthly with proactive outcomes	Collaborate with Regional Growth NSW Development Corporation (RDGC) to support interested investors through investor enquiry process	100% of meetings attended	100%

Communication and Engagement

EE2: We will promote the Parkes Shire as a place to live, work, invest and visit, and ensure our brand and our communication is inclusive and assists in connecting Council with our vibrant community

EE2.1: Development of a multifaceted Communications Strategy to improve communications with our community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE2.1.1	Develop a Communications Strategy	Director Customer, Corporate Services and Economy	0%	During quarter two a new corporate communications specialist was recruited and will commence implementing the actions during the next two quarters	Develop a Communications Strategy	Complete	
EE2.1.2	Develop an Engagement Strategy	Director Customer, Corporate Services and Economy	0%	The engagement strategy will be updated during the third quarter, between the governance team, and the communications and media teams in readiness of the new IP&R program	Develop an Engagement Strategy	Complete	

EE2.2: Increase the profile of Parkes Shire through effective brand management and public relations activities

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE2.2.1	Increase in media value measured	Corporate Communications and Media Specialist	25%	Progressed on multiple areas including raising positive exposure of Council activities, both within the community and also within council inter-departmentally. Council continued the process of streamlining internal and external communications with the view of increasing productivity and identifying efficiencies in processes to deliver community information	Increase in media value measured	Increase	
EE2.2.2	Number of media releases distributed by Council	Director Customer, Corporate Services and Economy	50%	During the first six months of the 2023/24-year fourteen media releases were published to Council's web site	Number of media releases distributed by Council	26	14

EE2.3: Manage and grow Council's online presence to ensure effective communication and dissemination of information

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE2.3.1	Increase in Google Analytics statistics	Director Customer, Corporate Services and Economy	0%	Zero statistics were gathered for this quarter	Increase in Google Analytics statistics	2% increase	
EE2.3.2	Increase engagement measured through social media insights	Director Customer, Corporate Services and Economy	50%	During the first six months of the 2023/24-year metrics were gathered and are to be reported at the end of the next quarter	Increase engagement measured through social media insights	2% increase	
EE2.3.3	Investigate new ways of connecting with our community	Director Customer, Corporate Services and Economy	0%	During quarter two a new corporate communications specialist was recruited, commencement and review of the engagement strategy is scheduled to start from quarter three	Investigate new ways of connecting with our community	Achieved	

EE2.4: Deliver strategic marketing plans to promote Parkes as a place to visit, live, work and invest

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE2.4.1	Number of marketing campaigns developed	Executive Manager Economy, Destination and Activation	50%	During the first six months of the 2023/24-year Council supported and contributed to a range of marketing initiatives led by the NSW State Government, to attract investment in the Parkes Special Activation Precinct. Throughout this period also worked with the Central NSW Joint Organisation tourism group promoting Parkes region's cycling assets with media releases and region visits by media. Current focus was also on additional strategies and marketing of major events and festivals with the outcome of zero new marketing campaigns being developed	Number of marketing campaigns developed	10	

Events and Festivals

EE3: We will work with our community to deliver a financially sustainable Events and Festivals program including the annual Elvis Festival and Trundle ABBA Festival.

EE3.1: Develop funding, corporate partnerships and sponsorships to ensure the Parkes Elvis Festival is financially sustainable

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.1.1	Attract and retain sponsors to deliver the 2024 Parkes Elvis Festival	Events and Festivals Specialist	100%	Sponsorship to the value of \$185,000 was achieved for the 2024 Parkes Elvis Festival.	Attract and retain sponsors to deliver the 2024 Parkes Elvis Festival	\$180,000	\$185,000
EE3.1.2	Attract and retain sponsors to deliver the 2023 Trundle ABBA Festival	Executive Manager Economy, Destination and Activation	100%	Sponsorship income for the 2023 Trundle Abba Festival was ten thousand dollars, there was no prior sponsorship income derived from the festival by Council	Attract and retain sponsors to deliver the 2023 Trundle ABBA Festival	\$15,000	10,000
EE3.1.3	Develop Sponsorship Prospectus for Council's Events and Festivals program	Events and Festivals Specialist	50%	Council has commenced a review of the existing Sponsorship Prospectus for the Parkes Elvis Festival. A Sponsorship Prospectus with a holistic approach to sponsorship of the Events and Festivals portfolio will be delivered by 31 March 2024 following the appointment of an Event Attraction and Sponsorship Coordinator.	Develop Sponsorship Prospectus for Council's Events and Festivals program	Developed by 31 March 2024	In progress.

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.1.4	Maintain funding from Destination NSW to deliver Parkes Elvis Festival	Events and Festivals Specialist	100%	Council maintained the 2022-2025 Funding Agreement with Destination NSW throughout the reporting period. Council will enter into negotiations with Destination NSW to continue this funding for the 2026 Parkes Elvis Festival and beyond.	Maintain funding from Destination NSW to deliver Parkes Elvis Festival	Funding maintained	Funding maintained.

EE3.2: Deliver the Parkes Elvis Festival and Trundle ABBA Festival

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.2.1	Deliver the 2023 Trundle ABBA Festival in accordance with endorsed Event Management Plan	Executive Manager Economy, Destination and Activation	100%	The 2023 Trundle ABBA festival was delivered successfully during quarter two during the first six months of the 2023/24-year. There were no major operational, safety of medical incidents during the event. The overall survey indicated a positive experience and impression amongst attendees. The financial targets were achieved, with overall expenditure and investment coming in at less than projected. The data provide, draft insights, indicate a local economic benefit of \$97,000. Over 2,200 tickets were sold, with 12% visiting from interstate	Deliver the 2023 Trundle ABBA Festival in accordance with endorsed Event Management Plan	Festival delivered October 2023	Festival delivered.

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.2.2	Deliver the 2024 Parkes Elvis Festival in accordance with endorsed Event Management Plan	Events and Festivals Specialist	100%	The 2024 Parkes Elvis Festival was successfully delivered in January 2024.	Deliver the 2024 Parkes Elvis Festival in accordance with endorsed Event Management Plan	Festival delivered January 2024	Festival delivered in January 2024.
EE3.2.3	Develop a detailed Event Management Plan for the 2024 Trundle ABBA Festival	Events and Festivals Specialist	50%	Council's Events Team has progressed the development of a revised Event Management Plan, including event management process, for the 2024 Trundle ABBA Festival.	Develop a detailed Event Management Plan for the 2024 Trundle ABBA Festival	Developed by 31 March 2024	In progress.
EE3.2.4	Develop a detailed Event Management Plan for the 2025 Parkes Elvis Festival	Events and Festivals Specialist	50%	Council's Events Team has progressed the development of a revised Event Management Plan, including event management process, for the 2025 Parkes Elvis Festival.	Develop a detailed Event Management Plan for the 2025 Parkes Elvis Festival	Developed by 31 March 2024	In progress.

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.2.5	Maintain the Parkes Elvis Festival Net Promoter Score	Executive Manager Economy, Destination and Activation	50%	During both quarter two and three of the 2023/24-year planning has been in place for the data gathering via surveys completed during the 2023 October Trundle ABBA festival and the 2024 January Elvis festival. This will be used to determine the net promoter score (NPS) for the festivals. The NPS is used to measure customer loyalty and advocacy towards the festivals, and how likely they are to recommend	Maintain the Parkes Elvis Festival Net Promoter Score	Net Promoter Score greater than >80%	

EE3.3: Improve the planning, delivery and evaluation of Council's Events and Festivals program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.3.1	Implement improvement opportunities identified via Event Management Service Review	Events and Festivals Specialist	50%	Council has engaged a consultant to develop a Major Events and Festivals Strategy which will address improvement opportunities identified in the Event Management Service Review, and has dedicated internal resources to deliver high priority actions.	Implement improvement opportunities identified via Event Management Service Review	All High-Priority actions implemented by 30 June 2024	In progress.
EE3.3.2	Develop and adopt an Events and Festivals Strategy	Executive Manager Economy, Destination and Activation	50%	The first six months of the 2023/24-year was engaging with contractor, Silver Lining Strategy, to deliver this work - comprising research, community engagement and strategy development, with work to commence during the next quarter	Develop and adopt an Events and Festivals Strategy	Strategy adopted by 30 November 2023	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.3.3	Review Parkes Elvis Festival annual operational plans	Executive Manager Economy, Destination and Activation	50%	Review of the Elvis Festival annual operational plans was on-going throughout the first six months during 2023/24-year. Whilst the first quarter review was slower than planned, the continuous improvement opportunities did appear, to be embedded in the future review. During quarter two it was identified the priority, was the successful delivery of the 2024 festival. The next quarters will be the opportunity for operational reviews and plannings for the on-going annual festival	Review Parkes Elvis Festival annual operational plans	Plans reviewed by 30 June 2024	
EE3.3.4	Maintain team of Parkes Elvis Festival volunteer portfolio holders	Events and Festivals Specialist	100%	Portfolio Holders maintained for the delivery of the 2024 Parkes Elvis Festival.	Maintain team of Parkes Elvis Festival volunteer portfolio holders	Eight portfolio holders	Maintained.

EE3.4: Promote Parkes Shire as a preferred location for targeted tourism and business events

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.4.1	Develop marketing collateral to promote Parkes as a preferred location for events	Executive Manager Economy, Destination and Activation	50%	Marketing collateral to promote Parkes as preferred location for events, is an on-going effort, either with initiatives led by NSW State Government, to attract investment in the Parkes Special Activation Precinct or with the Central NSW Joint Organisation tourism group promoting Parkes region's cycling assets with media releases and region visits by media. Direct development of marketing collateral, did not progress during this first six months of 2023/24-year, targeting not fully met	Develop marketing collateral to promote Parkes as a preferred location for events	Developed by 31 December 2023	0
EE3.4.2	Attract new business events to the Shire	Executive Manager Economy, Destination and Activation	50%	The attraction of new business events to the Shire is an on-going process in which business as usual. However, during the first six months of the 2023/24-year this activity was not pursued.	Attract new business events to the Shire	One new event per year	

EE3.5: Develop and implement a balanced program to support business and tourism events throughout the year

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE3.5.1	Develop 2024-25 Events Calendar containing an event every month	Events and Festivals Specialist	50%	2024-25 Events Calendar development is in progress.	Develop 2024-25 Events Calendar containing an event every month	Developed by 30 June 2024	In progress.
EE3.5.2	Provide planning support to new and existing event operators	Events and Festivals Specialist	50%	Council's Events Team continued to provide support to event operators through the Community Events Program.	Provide planning support to new and existing event operators	Ten per year	Seven events provided with financial supported.
EE3.5.3	Deliver three Summer Sounds at Cooke Park Pavilion events	Events and Festivals Specialist	70%	Two events delivered (November 2023 and February 2024) with planning for the third event in progress.	Deliver three Summer Sounds at Cooke Park Pavilion events	Three events delivered	Two events delivered to date.

Grants

EE2: We will provide support to businesses and individuals, meet the community's needs, build skills and resilience, and develop and maintain community infrastructure and services through the facilitation of Council's Grants Program.

EE2.1: Promote and support grant opportunities within the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE2.1.1	Number of Council grant applications submitted	Grants Officer/Funding Projects	100%	During the first half of the year, there were 21 Council grants submitted, in total. Four in the first quarter and 17 in the second quarter. Council grant application numbers do vary each quarter, due to the availability of grants and deadlines	Number of Council grant applications submitted	20 per year	
EE2.1.2	Number of Community grant applications submitted	Grants Officer/Funding Projects	100%	During the first half of the year, there were 36 Community grants submitted, in total, exceeding the targets for the year.	Number of Community grant applications submitted	20 per year	

Action Code	Action Name	Responsible Officer/Position	Progress	Comments	Performance Measure	Target	Actual
EE2.1.3	Success rate of Community grants applied for	Grants Officer/Funding Projects	50%	The first 6 months of the year continued with promotion and support of grant opportunities within the Shire. Whilst there was successful, unsuccessful and pending tallies, these included grants lodged during previous quarters. This is due to assessment periods for some grants that can take more than 3 months. Quarter 1 saw a total of 21 applications lodged (eight successful, six unsuccessful with 15 pending. Quarter 2 saw a total of 36 applications lodged (22 successful, 23 unsuccessful with 11 pending.	Success rate of Community grants applied for	50%	51%
EE2.1.4	Success rate of Council grants applied for	Grants Officer/Funding Projects	50%	Both quarter one and quarter two submitted a total of 17 Council grants over the six month period, with 7 successful, and 14 pending.	Success rate of Council grants applied for	50%	51%

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE2.1.5	Number of successful grant application in each township	Grants Officer/Funding Projects	100%	During the first 6 months of the 2023/24 year the number of successful grant applications Shire wide was a total of nine. While the number of grant applications in each township for Quarter one was Parkes with seven, Bogan Gate with one, Peak Hill/Alectown had one, and both Trundle and Tullamore one each. Quarter two was Parkes with thirty, Bogan Gate with one, Peak Hill/Alectown with nine, Trundle saw three and Tullamore two.	Number of successful grant application in each township	2 per year per township	
EE2.1.6	Number of community grant newsletters published	Grants Officer/Funding Projects	90%	The Community grant newsletters continued to be published, with five newsletters distributed during the first six months of the 2023/24 year.	Number of community grant newsletters published	6 newsletters published	
EE2.1.7	Number of community groups and businesses that accessed Council's grant preparation activities	Grants Officer/Funding Projects	100%	The first six months of the 2023/24 year exceeded the target number with thirty-two individual consultations achieved, through face to face, phone, and email. The targeted emails totalled 29 and eight participants attended the Community drop-in session during Quarter two.	Number of community groups and businesses that accessed Council's grant preparation activities	30 per year	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE2.1.8	Presentation of Grants Update tabled at the Councillors Workshop	Grants Officer/Funding Projects	50%	The Grants teams annual snapshot was tabled at the Parkes Plus meeting during quarter one, with quarter two preparations completed for tabling the grants update at the first council meeting to be held during the next quarter.	Presentation of Grants Update tabled at the Councillors Workshop	One per quarter	

Tourism and Destination Marketing

EE4: We will grow our vibrant visitor economy through the support of new tourism product development, delivery of quality visitor information services, and the implementation of a renewed Destination Management Plan

EE4.1: Promote and engage Parkes Shire tourism opportunities with targeted visitor market segments

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE4.1.1	Number of promotions and engagements with tourism sector	Executive Manager Economy, Destination and Activation	50%	During the first six months of the 2023/24-year tourism engagements were undertaken. Council undertook invitations out to the accommodation operators during quarter one. The Central NSW Joint Organisation Tourism Managers meeting held in Bathurst was attended during the second quarter. Frequent engagement with regional tourism organisation, Destination Network Central West, including various meetings and greeting with the new local Industry Development Manager whose visit was second quarter. During the first quarter a customer profile project commenced with consultant Customer Frame. This project is seeking to develop visitor profiles for the regional, both current and aspirational target markets. Including industry engagement workshops held	Number of promotions and engagements with tourism sector	six per year	

EE4.2: Develop and grow regional tourism partnerships to support increased visitation

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE4.2.1	Regular liaison with tourism bodies including Central NSW Joint Organisation, Destination NSW and Department of Regional NSW	Executive Manager Economy, Destination and Activation	50%	During the first six months of the 2023/24-year regular liaison with tourism bodies were undertaken. The Central NSW Joint Organisation Tourism Managers meeting held in Bathurst was attended during the second quarter. Frequent engagement with regional tourism organisation, Destination Network Central West (DNCW), included various meetings and greeting with the new local Industry Development Manager who visited during the second quarter	Regular liaison with tourism bodies including Central NSW Joint Organisation, Destination NSW and Department of Regional NSW	six joint promotions per year	
EE4.2.2	Foster development of new tourism products	Executive Manager Economy, Destination and Activation	50%	The development of the Parkes Shire Destination Management Plan continued during the first half of the 2023/24-year. This is to set the direction and intention for a development of new tourism products. Planning continued into both quarter one and two for progress planning, detailed design for the new Gates of Graceland project, expected delivery at the end of quarter four. This project is expected to be a significant tourism asset for the region	Foster development of new tourism products	One new experience developed	

EE4.3: Manage the delivery of high-quality visitor information services at the Henry Parkes Centre

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE4.3.1	Maintain Level two Visitor Information Centre Accreditation	Tourism and Visitor Services Coordinator	100%	During the first quarter, the Parkes visitor center was again successful in retaining its level two accreditation status, which remains in place until the first quarter of 2024	Maintain Level two Visitor Information Centre Accreditation	Maintain accreditation	100%
EE4.3.2	Number of visitors to the Visitor Information Centre	Tourism and Visitor Services Coordinator	50%	During the first six months of the 2023/24-year the number of visitors had an increase, with the number of 6.35% which is above the targeted number of 5%	Number of visitors to the Visitor Information Centre	5% increase annually	6.35%
EE4.3.3	Deliver the Gracelands Gates project at the Henry Parkes Centre	Director Operations	30%	During quarters one and two Council continued development of the architectural plans for the Gates of Graceland project and have sought approval from key stakeholders. Project Manager is currently developing documentation to go to market with pricing and delivery timeframes	Deliver the Gracelands Gates project at the Henry Parkes Centre	Delivered by 31 March 2024	

EE4.4: Ensure that visitor information is accessibly available across the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EE4.4.1	Visitor Information available in each township	Tourism and Visitor Services Coordinator	50%	During the first six months of the 2023/24-year visitor information was available within the key locations across the Shire. This was including accommodation providers, hospitality and the visitor information outlet at Peak Hill. Available across the Shire, the weekly Gig Guide which was on-going provided up-to- date events information. The ATDW listings were updated and maintained. There was also a comprehensive accommodation listing maintained for all the towns and villages across the Shire	Visitor Information available in each township	5 townships	5 townships
EE4.4.2	Develop a Parkes Shire Signage and Wayfinding Strategy	Corporate Planning and Performance Coordinator	50%	The economic development team throughout the first six months of the 2023/24-year engaged a consultant who developed and completed detailed designs and the draft concepts. Over the next quarters the designs are to be reviewed by various departments and the designs completed	Develop a Parkes Shire Signage and Wayfinding Strategy	Adopted 31 December 2023	

06

Emergency services



Management of 30
emergency services
buildings



Provision of \$125k to fund
Rural Fire Service facilities



Payment of \$644k for
Emergency Services Levy



Provision of facilities for
State Emergency Services

Overview

To ensure urgent action can be taken when required, Council provides continued support for emergency services within the Shire. Council provides various forms of support to the Rural Fire Service, NSW Fire Brigades, State Emergency Services, and the Local Emergency Management Committee. Through the provision of funding, compensation, facilities and support in other capacities, these organisations continue to provide emergency responses to members of the community when needed.

Emergency Services Support

EMI: We will provide appropriate support for emergency service providers, ensuring their ongoing involvement within the community remains, to ensure urgent action can be taken when required.

EMI.1: Local Emergency Management Committee

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EMI.1.1	Number of Local Emergency Management Committee meetings attended	Director Infrastructure	50%	During both quarter one, in August and quarter two, November meetings of the LEMC were held as planned and Chaired by Council's LEMO	Number of Local Emergency Management Committee meetings attended	4 per year	
EMI.1.2	Local Emergency Operations Centre maintained in a state of readiness	Director Infrastructure	50%	Emergency Operations Centre (EOC) and an alternative venue was available for use over the period should the need have arisen. An audit of the EOC was undertaken during quarter one, in December 2023 and reported to the Regional Emergency Management Committee	Local Emergency Operations Centre maintained in a state of readiness	Maintained	
EMI.1.3	DISPLAN (Local Disaster Plan) reviewed	Director Infrastructure	50%	The new EMPlan was reviewed by Council and referred to Agencies for concurrence. Endorsement by the Local Emergency Management Committee is expected during quarter four, in May 2024	DISPLAN (Local Disaster Plan) reviewed	Reviewed by 30 June 2024	

EM1.2: Provision of facilities for State Emergency Services

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EM1.2.1	Facilities maintained as per agreement with State Emergency Services	Director Operations	50%	Council continued its support to the SES with facilities and property management including building maintenance, as required, using either sub-contractors or Council employees to complete works. The Council's Property team also continued to liaise, and work with SES representatives for the future relocation	Facilities maintained as per agreement with State Emergency Services	Maintained	
EM1.2.2	Investigate suitable locations for proposed new State Emergency Services facility	Director Operations	50%	During quarters one and two Council staff continued to support the State Emergency Service investigations into a new location for a purpose built facility. Staff have previously provided written commitment to the provision of available land, and for the project management delivery of this project if successful funding is secured by the State. Available land has been identified in Councils next stage of Industrial development	Investigate suitable locations for proposed new State Emergency Services facility	Facility identified	

EM1.3: Provision of support for Rural Fire Service

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EM1.3.1	Councillor representation at Rural Fire Service Committee Meetings	Director Operations	50%	During quarters one and two Council representatives attended the Parkes DLC Committee meeting, held in December 2023, providing input and support during the meeting. Council continued to support the operations and activities of the Rural Fire Service	Councillor representation at Rural Fire Service Committee Meetings	Twelve per year	
EM1.3.2	Service Level Agreement maintained with Rural Fire Service	Director Operations	50%	The Council continued to maintain the service level agreement during both quarter one and two supporting the operations of the Rural Fire Service	Service Level Agreement maintained with Rural Fire Service	Maintained	
EM1.3.3	Maintenance of Rural Fire Service "Red Fleet"	Fleet & Depot Coordinator	100%	The maintenance of the red fleet was completed for 2023, with all registration checks completed on all the red fleet vehicles.	Maintenance of Rural Fire Service "Red Fleet"	80 items maintained per year	
EM1.3.4	Deliver the Coobang RFS Shed project	Manager Facilities	0%	The Coobang RFS Shed project will not be delivered this year, as funding has not been provided by the Rural Fire Service.	Deliver the Coobang RFS Shed project	Delivered by 30 June 2024	
EM1.3.5	Deliver the Cookamidgera RFS Shed project	Manager Facilities	100%	The Cookamidgera RFS Shed project was completed during the first six months of the year, with the building now in use for the 2023/24 bushfire season.	Deliver the Cookamidgera RFS Shed project	Delivered by 30 June 2024	

EM1.4: Provision of financial support for Emergency Services

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
EM1.4.1	Financial support provided as per regulatory obligations	Director Operations	50%	The on-going financial support for emergency service providers continued during both quarters one and two with operations supported through the emergency services levy	Financial support provided as per regulatory obligations	Maintained	

07

Library, culture and social justice



4 library services



Arts and cultural
programs and activities



Community wellbeing
and social justice program
and activities

Overview

The council provides services, activities and facilities that provide outlets for the creation and appreciation of art, culture, and social justice within the community. The Council continues to support and facilitate these activities as it recognises their positive impact on the community.

Library Services

L1: We will ensure the community has access to services, facilities and resources that are inclusive, high quality and contemporary in nature. Support social interaction and encourage lifelong learning. Facilitate and support engaging programs at Shire libraries.

L1.1: Enable the continued provision of library services to residents of the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L1.1.1	Increase in the number of in-person visits	Manager Cultural, Education and Library Services	50%	During the first half of the 2023/24-year the Parkes Shire Library branches did see an increase of numbers of in-person visits. This is including Peak Hill, Trundle, Tullamore, and Parkes libraries. Quarter one had an increase of 858 in-person visits, with a total of 10,570 representing an 8% increase when compared to the previous quarter. The libraries recorded a total of 10,289 in-person visits during quarter two	Increase in the number of in-person visits	Increase 1%	
L1.1.2	Number of all loaned materials	Manager Cultural, Education and Library Services	50%	During the first half of the 2023/24-year the Parkes Shire Library branches collectively loaned, to the residents of the Parkes Shire, a total of 19,449 materials. These included physical, eBook, Audiobook, and ePress loans. Quarter one - 9,056 physical, 414 eBook, 609 Audiobook, and zero ePress loans Quarter two - 8,359 physical, 458 eBook, 456 Audiobook, and 97 ePress loans	Number of all loaned materials	Increase 1%	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L1.1.3	Increase in Library members	Manager Cultural, Education and Library Services	50%	The Parkes Shire Library welcomed a total of 213 new members during the first half of the 2023/24-year bringing the total number of members to 6,572 Quarter one -134 Quarter two - 79	Increase in Library members	Increase 1%	1.2%
L1.1.4	Number of Meeting Room bookings	Manager Cultural, Education and Library Services	50%	The Parkes Shire Library and Cultural Centre spaces throughout the first six months of 2023/24-year held bookings across the building with a total number of 289 bookings. The Coventry Room included two exhibitions during quarter two. Quarter one - Library meeting rooms 80 Coventry Room 2 Marramarra Makerspace 26 Quarter two - Library meeting rooms 145 Coventry Room 4 Marramarra Makerspace 32	Number of Meeting Room bookings	52 bookings per year	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L1.1.5	Number of people accessing Marramarra Makerspace Studio	Manager Cultural, Education and Library Services	50%	<p>The Marramarra Makerspace Studio during the first six months of the 2023/24-year welcomed 725 people walking through the studio doors. The space was home to open maker days, workshops and various programs throughout the period. During the first quarter the Social AUSLAND group came together, multicultural art group, Ngurang-gu Yalbilinya visit, sustainability workshop, school holiday activities and youth workshops. The second quarter welcomed Gamers group, Spanish classes, art groups and information sessions</p> <p>Quarter one - 407 Quarter two - 318</p>	Number of people accessing Marramarra Makerspace Studio	250 per year	725

L1.2: Facilitate and support engaging Programs at Shire Libraries

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L1.2.1	Attendees at Story Time and Rhyme Time	Manager Cultural, Education and Library Services	50%	<p>The Storytime and Rhymetime sessions were held across the Shire, throughout the first half of the 2023/24-year. The Parkes Shire Library team participated in the annual reading day and the Paint the town REaD day encouraging people to read with children. Performing a told story, in the main street of the CBD to preschool and school age children. Amazing community. The Storytime and Rhymetime activities were powerful and embraced by those who enjoyed the experience, with a lot of smiles with an average of 18 per session.</p> <p>Quarter one - 43 sessions = Storytime 26 plus Rhymetime 17 number of attendees 796</p> <p>Quarter two - 42 sessions = Storytime 24 plus Rhymetime 18 number of attendees 772</p>	Attendees at Story Time and Rhyme Time	15 per session	18
L1.2.2	Number of Author visits	Manager Cultural, Education and Library Services	50%	<p>The Parkes Shire Library facilitated and supported two author visits throughout the first half of the year. Amanda Hampson presented to 25 guests and Beth Thomas launched her book with 62 guests</p>	Number of Author visits	Two visits per year	2

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L1.2.3	Number of reading and writing activities held	Manager Cultural, Education and Library Services	50%	Throughout the first half of the 2023/24-year across all libraries reading and writing activities were held. This is including library branches Peak Hill, Trundle, Tullamore and Parkes. During quarter one a total of 13 book clubs were held. During both quarter one and two, there were two sessions of author-rised within the Parkes library, which included the opportunity to showcase their work during an "Evening of tales" with 28 people attending	Number of reading and writing activities held	12 per year	11
L1.2.4	Number of activities targeting primary, and youth held	Manager Cultural, Education and Library Services	50%	The Parkes Shire Library throughout the first half of the 2023/24-year facilitated and supported programs targeting the youth age and the primary school age brackets. Activities included youth workshops, Meerkat production, school visits to the library, Youth Library Lock-In and school holiday activities all with an average of 16 youth attending each activity Quarter one - 20 activities 331 attending Quarter two - 12 activities 143 attending	Number of activities targeting primary, and youth held	15 per year	32

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L1.2.5	Number of activities targeting adults held	Manager Cultural, Education and Library Services	50%	<p>The Parkes Shire Library throughout the first half of the 2023/24-year facilitated and supported programs targeting adults across a total of 53 programs and activities which welcomed 681 attendees. These activities included author talks, book clubs, writing groups, information sessions, movie screenings, be-connected digital literacy training, and a local and family history group. There was also the AUSLAN sessions, the multicultural art group, and various workshops</p> <p>Quarter one - 29 activities 368 visitors Quarter two - 24 activities 313 visitors</p>	Number of activities targeting adults held	24 per year	53

Arts and Culture

L2: We will enable all members of the community to participate, including to provide accessible facilities, resources and services, enhancing the opportunities for creative arts and cultural activities within the community.

L2.1: Support the continued operations of cultural spaces

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L2.1.1	Develop a Cultural Spaces Activation Plan	Manager Cultural, Education and Library Services	0%	The development of the Cultural Spaces Activation plan was not actioned during the first half of the 2023/24-year	Develop a Cultural Spaces Activation Plan	Endorsed by Council by 30 June 2024	
L2.1.2	Deliver Science, Technology, Engineering, Arts and Math ("STEAM") programs in Marramarra Makerspace	Manager Cultural, Education and Library Services	50%	During the first half of the 2023/24-year the Parkes Shire Library delivered science, technology, engineering, arts and math ("STEAM") programs in the Marramarra Makerspace. During quarter one there were total number of 96 attendees to various activities including sustainability workshops, youth workshops, cardboard sculpture sessions, multicultural art group, and school holiday activities. During quarter two there were a total number of 208 attendees to open maker days and additional STEAM programs including LEGO Club, Paper STEM workshops and youth workshops	Deliver Science, Technology, Engineering, Arts and Math ("STEAM") programs in Marramarra Makerspace	12 programs delivered	9

L2.2: Enable all members of the community to participate in Council led and supported cultural programs

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
-------------	-------------	------------------------------	----------	----------	---------------------	--------	--------

L2.2.1	Implementation of annual Arts Advisory Plan	Manager Cultural, Education and Library Services	50%	<p>The Arts Advisory Committee received an updated draft of the Council Art Collection policy during the first quarter in August with updates approved. A key initiative for the 2023/2024-year was the development of a Council Art Collection policy with advice provided by the Arts Advisory committee. There was the introduction of the "What's On" guide at the Parkes Shire Library, cultural Centre arts and cultural events planned for the month. This also includes the Makerspace, and Coventry Room. During the previous quarter ten events/workshops were promoted. During the second quarter the Arts Advisory Committee meeting, tabled reports from the Parkes Community Arts, Parkes Shire Concert Band, Parkes Community Choir, Parkes Pottery Group & Parkes M&D Society - amendments made and accepted to the policy. The meeting outcome recommended the Council's art collection be placed on public exhibition in the Coventry Room. Also recommended a presentation, of make-up and management of the art collection be provided to the Councilors. The presentation is expected to be delivered during quarter three. There was funding for music development and was provided to the Parkes Shire Concert Band. Australia Day Cultural Awards were determined and</p>	Implementation of annual Arts Advisory Plan	Five initiatives implement
--------	---	--	-----	---	---	----------------------------

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
				presented to Douglas Richards - Cultural Lifetime Achievement Award and Parkes Christian Scholl's Seussical the Musical - Performance Award			
L2.2.2	Provide support for community arts and cultural groups	Manager Cultural, Education and Library Services	50%	The first half of the 2023/24-year Parkes Shire Library supported community arts and cultural groups, including the Arts Advisory Committee, the Parkes Community Arts Inc, and the Parkes Multicultural Art Group. Also supporting the Wiradjuri NAIDOC Week Planning Committee, the Wiradjuri Elders Advisory Committee and the Community Liveability and Access Advisory Committee. Council led and supported the following community and cultural groups: Arts Advisory Council, Parkes Community Arts, Parkes Crop Swap, Social AUSLAN group, Parkes Community Health New Parents Group, Parkes Aboriginal Working Party, and Multicultural Art Group. During quarter two the Arts Advisory Group and Community Liveability and Access Committee met. Support was provided to the other community and cultural groups by providing free access to meeting rooms and facilities	Provide support for community arts and cultural groups	Five meetings supported	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L2.2.3	Events held for community and cultural groups	Manager Cultural, Education and Library Services	50%	Community members participated in Council led and supported cultural programs/events during the first half of the 2023/24-year for both cultural and community groups. Committee meetings were held for the Arts Advisory over the reporting period, and the Community Liveability and Access Advisory. The Wiradjuri Elders Advisory meeting was held and the Social AUSLAND and Multicultural Art Group met. Additionally a community information seminar was held to address Cost of Living and a series of Be-Connected Digital Literacy sessions was provided for Seniors	Events held for community and cultural groups	Three events held	

L2.3: Support and facilitate arts and cultural programs for community engagement

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L2.3.1	Host local exhibitions	Manager Cultural, Education and Library Services	50%	The Coventry Room, during quarter one, from the 8th to the 29th of September, held an exhibition "The ever expanding and changing Cardboard Show" which was a working on-going exhibition. The associated workshops and the exhibition enjoyed 1,747 attendees both visited and embrace the exhibition. During quarter two, there was two exhibitions held in the Coventry Room. Karen Ritchie's Natural Landscapes and the Parkes Community Arts' photography exhibition Who Is Parkes? A total of 1,707 visitors over the two exhibitions were recorded. The 'Who is Parkes' exhibition aligned with the 150-year anniversary of the naming of Parkes - also included large scale banners of selected images placed on buildings throughout the Parkes Shire CBD	Host local exhibitions	Three exhibitions hosted	2
L2.3.2	Host travelling and non-local exhibitions	Manager Cultural, Education and Library Services	50%	The first half of the 2023/24-year had zero travelling/non-local exhibitions held during this reporting period	Host travelling and non-local exhibitions	One exhibition hosted	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L2.3.3	Attendees at arts and cultural events	Manager Cultural, Education and Library Services	50%	During quarter one the Arts and Cultural programs delivered 15 events with 1,999 attendees, the largest portion of this number were visitors of the Cardboard Show exhibition held in the Coventry Room during September. During quarter two eight arts and cultural events were provided for the community. These events included workshops, performances and two exhibitions which were held in the Coventry Room. The workshops and performances attracted 78 attendees. The two exhibitions Karen Ritchie's Natural Landscapes and the Parkes Community Art's photography exhibition Who Is Parkes? recorded a total of 1,729 visitors	Attendees at arts and cultural events	30 attendees per event	225

Social Justice

L3: We will advocate for, and facilitate, services and activities, that have the capacity to enhance Community Wellbeing and Social Justice.

L3.1: Promote Social Justice principals of equity, access, participate and rights within our community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
L3.1.1	Initiatives Council supported to promote social justice within the community (women, youth, Indigenous, seniors, people with disabilities)	Director Planning and Community Services	50%	During the first six months of the 2023/24-year the library services provided activities for both youth week and NAIDOC weeks	Initiatives Council supported to promote social justice within the community (women, youth, Indigenous, seniors, people with disabilities)	Five events supported	2
L3.1.2	Provide a report to the Councillors Workshop on attendance for the five targeted events	Director Planning and Community Services	50%	During the first six months of the 2023/24-year the report was provided to the Councillors workshop, confirming events. There were two art exhibitions, collection of Council owned artworks for display, and participation in poetry/photography for Elvis celebrations	Provide a report to the Councillors Workshop on attendance for the five targeted events	Report provided by 30 June 2024	3
L3.1.3	Develop a Youth Strategy	Director Planning and Community Services	0%	The development of the youth strategy did not progress during the first six months of the 2023/24-year	Develop a Youth Strategy	Strategy adopted by 30 June 2024	

08

Open space and recreation



30 parks and gardens



15 Sportsgrounds



77 Open space facilities



6 cemeteries



4 swimming pools



Wetland restoration
activities

Overview

The Council values the Shire's natural and built environments and effectively plans for a growing community. Council performs the planning, maintenance and development of open spaces and recreation areas across the Shire. By completing these activities, the natural environments within the Shire remain protected and preserved whilst also benefiting the community through the opportunity to utilise and enjoy public spaces.

To ensure the Shire's natural environment is effectively managed, open space and recreation is separated into 6 principal activities. The division of activities ensures, parks and gardens, sport fields, open space facilities, amenities and public toilets, cemeteries, swimming pools and wetlands are managed in accordance with regulatory standards and independent Council requirements.

Parks and Gardens

OSI: To ensure the Shire's natural environment remains protected and preserved the council will continue implementing appropriate planning and maintenance strategies. The Shire is maintained and upgraded to meet community needs.

OSI.1: Maintain play spaces to meet the communities needs

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OSI.1.1	Engage with the community regarding current and upcoming play space developments via various communication channels	Parks and Gardens Coordinator	50%	<p>The first half of the 2023/24 year saw the continuation of strong communication and engaging with the community, community committees, sporting groups, and school groups. We provided support and assistance to the sporting groups with their weekly events and with their little athletic events.</p> <p>The Christmas season embraced the community with street decorations around the CBD, and the famous Cooke Park night lights and decorations were all completed.</p> <p>Elvis Festival preparations were all systems go during the first six months of the year, identify high traffic spaces which needed additional works to be at the peak ready for the festival goers.</p>	Engage with the community regarding current and upcoming play space developments via various communication channels	Four engagements per year	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS1.1.2	Play equipment is inspected in accordance with regulatory standard and guidelines	Parks and Gardens Coordinator	50%	Play equipment during the first half of the 2023/24 year continued with visual and operational checks maintained ensuring regulatory standards and guidelines were adhered to. These inspection schedules ranged from weekly, monthly, and quarterly checks. These scheduled inspections allowed identifications of play equipment works requiring any service and/or repairs. These inspections also included the grounds for overall maintenance requirements like mulch and wear and tear of the grounds.	Play equipment is inspected in accordance with regulatory standard and guidelines	Six inspections per year	
OS1.1.3	Action a response to customer requests within 10-days	Parks and Gardens Coordinator	50%	During the first half of the year 2023/24 the weekly supervisor meetings provided a clear platform for reviewing and identifying the customer requests. The supervisors were able to actions the works with planning, timing and priorities levels. The average timeframe to respond to customers during the reporting period was ___ days.	Action a response to customer requests within 10-days	100% of requests are actioned within 10-days	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS1.1.4	Provide support to Council's Major Events and Visitor Economy team through the provision of pre-event and post-event logistical assistance through the management of Council assets	Parks and Gardens Coordinator	50%	The first half of the year 2023/24 kept the outdoor spaces teams busy, with the Council's major events for both the community, visitors, and sporting groups. The Cooke Park saw the shade sails going up and down, stalls and markets being bumped in and bumped out. Grass areas seeing extra fertilising to balance the additional traffic enjoying the free events like Country Sounds and open spaces. Supported the local women's hockey teams, holding the masters in July, with their fields in top condition. The support also continued with the local rugby union and rugby leagues sporting groups as continually required. Both the ABBA and Elvis festival received full preparations and delivery support ensuring success with outdoor spaces and facilities were at their best.	Provide support to Council's Major Events and Visitor Economy team through the provision of pre-event and post-event logistical assistance through the management of Council assets	Support provided as needed	

Sports Fields

OS2: We will ensure sporting fields continue to be utilised across the Shire through suitable upgrading, maintenance and development of facilities.

OS2.1: Develop sporting facilities to meet community needs

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS2.1.1	Deliver the final stage of rehabilitation works at Cheney Park	Parks and Gardens Coordinator	50%	The first half of the 2023/24 year plannings and on-going works continued with this project. Utilizing the local knowledge, and completing the irrigation works. Scheduled starting of planned works is expected to occur during the second half of the year.	Deliver the final stage of rehabilitation works at Cheney Park	Delivered by 30 June 2024	

OS2.2: Maintain sporting fields to ensure they continue meeting community needs, regulatory standards and align

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS2.2.1	Sporting fields are inspected in accordance with the Inspection Schedule and meet regulatory Australian Sporting Codes	Parks and Gardens Coordinator	50%	The first six months of the 2023/24 year did see the continuation of the scheduled weekly inspections and maintenance programs. The sporting fields were maintained and marked out within the Australian sporting codes/standards. A consultant has been engaged to identify testing and recommendations towards the fields and turf improvements.	Sporting fields are inspected in accordance with the Inspection Schedule and meet regulatory Australian Sporting Codes	100% compliance	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS2.2.2	Action a response to customer requests within 10-days	Parks and Gardens Coordinator	50%	During the first half of the year 2023/24 the weekly supervisor meetings provided a clear platform for reviewing and identifying the sporting fields customer requests. The supervisors were able to actions the works with planning, timing and priorities levels.	Action a response to customer requests within 10-days	100% of requests are actioned within 10-days	

Open Space Facilities, Amenities and Public Toilets

OS3: We will implement appropriate strategies and plans to ensure open space facilities and amenities are maintained and developed, enabling the community, to better utilise the Shire's open spaces.

OS3.1: Enhance open spaces through the expansion and upgrading of facilities, amenities and public toilets

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS3.1.1	Facilities, amenities and public toilets are inspected in accordance with Inspection Schedule and meet standards	Parks and Gardens Coordinator	0%	The building services and outdoor spaces team continued working alongside ensuring the high standards of hygiene, maintenance and repairs were completed. The facilities, amenities and public toilets not only had an early morning inspection schedule, but we also did random routine inspections completed to work closely with the sporting events, and outdoor events, ensuring on-site, in advance had facilities ready. Schedules and standards were met with strong communication between teams.	Facilities, amenities and public toilets are inspected in accordance with Inspection Schedule and meet standards	100% compliance	
OS3.1.2	Action a response to customer requests within 10-days	Parks and Gardens Coordinator	50%	The building services and outdoor spaces team continued working alongside ensuring the high standards of hygiene, maintenance and repairs were completed. The facilities, amenities and public toilets had early morning inspection schedules with random routine inspections completed throughout the community outdoor spaces.	Action a response to customer requests within 10-days	100% of requests are actioned within 10-days	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS3.1.3	Deliver upgrades of infrastructure at Memorial Park, Tullamore	Parks and Gardens Coordinator	50%	The first half of the 2023/24-year plannings and on-going works continued with this project. Utilizing the local knowledge, and completing the irrigation works. The outdoor spaces teams will commence working on the trees prior to the commencement to the extending toilet facilities. Scheduled starting for planned works is expected to occur during the second half of the year.	Deliver upgrades of infrastructure at Memorial Park, Tullamore	Delivered by 30 June 2024	
OS3.1.4	Deliver upgrades of infrastructure at Berryman Park, Trundle	Parks and Gardens Coordinator	80%	The upgrades of infrastructure at Berryman Park during both quarters one and two, did see the shelter near the skate and cricket parks installed, including furniture. The footpath extension from the park to the pool was also completed.	Deliver upgrades of infrastructure at Berryman Park, Trundle	Delivered by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS3.1.5	Deliver upgrades of infrastructure at Burrawang Park, Bogan Gate	Parks and Gardens Coordinator	50%	The first half of the 2023/24-year plannings and on-going works continued with this project. The new water service was completed and new power on-site was also completed. Pre-works irrigation was started during quarter two and new turf. The removal of the old shelter and BBQ was done whilst the procurement of equipment for the shelter, furniture and BBQ has been completed in preparation for the start of the upgrade. On-going works into the second half of the year.	Deliver upgrades of infrastructure at Burrawang Park, Bogan Gate	Delivered by 30 June 2024	
OS3.1.6	Deliver upgrades of infrastructure at Kelly Reserve, Parkes	Parks and Gardens Coordinator	50%	The first half of the 2023/24-year plannings and on-going works continued with this project. During quarter one the tender process was completed and awarded at the Council meeting. In quarter two the new water service was programmed in for start and completion. Electricals will be upgraded prior to commencement. Moduplay, the awarded contractor plans for construction commencement during quarter three in the second half of the year. Expected completion during quarter four.	Deliver upgrades of infrastructure at Kelly Reserve, Parkes	Delivered by 30 June 2024	

OS3.2: Support the use of open spaces through the maintenance of facilities, amenities, and public toilets

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS3.2.1	Audits carried out on facilities, amenities and public toilets	Manager Facilities	50%	Continuation of support of open spaces during the first six months of 2023/24-year with on-going inspections on facilities, amenities, and public toilets. Strong communication between the community, the building support team and the outdoor spaces team ensuring user satisfaction.	Audits carried out on facilities, amenities and public toilets	Three audits per quarter	
OS3.2.2	Action a response to customer requests within 10-days	Manager Facilities	50%	Customer requests were responded to within 10-days or less as continuation of support of open spaces. The first six months of 2023/24-year saw on-going inspections of facilities, amenities, and public toilets. Strong communication between the community, the building support team and the outdoor spaces team ensuring user satisfaction.	Action a response to customer requests within 10-days	100% of requests are actioned within 10-days	

Cemeteries

OS4: We will utilise appropriate management practices for all cemeteries across the Shire, ensuring ongoing maintenance and planning for future development.

OS4.1: Administration of Shire Cemeteries is aligned with regulatory guidelines

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS4.1.1	Number of Burials in Shire Cemeteries	Manager Regulation & Compliance	50%	During the first six months of the reporting period there were 37 burials within the Shire.	Number of Burials in Shire Cemeteries	Ongoing	
OS4.1.2	Develop plan for future development of Council owned cemeteries	Manager Regulation & Compliance	50%	The first six months of the 2023/24-year has seen some progression with the development plan of Council owned cemeteries.	Develop plan for future development of Council owned cemeteries	Developed by 30 June 2024	
OS4.1.3	Action a response to customer requests within 10-days	Manager Regulation & Compliance	50%	During the first six months of the 2023/24-year customer requests were reviewed and actioned within 10-days.	Action a response to customer requests within 10-days	100% of requests actioned within 10-days	
OS4.1.4	Deliver Lawn Portion - Section H project at Parkes Cemetery	Manager Regulation & Compliance	100%	The lawn portion - section H project has had all works completed.	Deliver Lawn Portion - Section H project at Parkes Cemetery	Delivered by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS4.1.5	Deliver Lawn Portion - Section J project at Parkes Cemetery	Manager Regulation & Compliance	50%	The lawn portion - section J project works continued progress during the start of the 2023/24-year. This project is due for completion during quarter three.	Deliver Lawn Portion - Section J project at Parkes Cemetery	Delivered by 30 June 2024	

Swimming Pools

OS5: We will continue implementing suitable frameworks for swimming pools across the Shire. Ensuring the standards of regulatory bodies and the needs of the community through ongoing upkeep and developments. Operate sustainably and safely, implementing suitable frameworks.

OS5.1: Operate Shire swimming pools sustainably and safely

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS5.1.1	Swimming Pool Contractor undertake daily water tests, ensuring results are compliant with the Department of Health Pool Operations standards	Director Operations	50%	Swimming pool contractor, Belgravia, undertook all water testing as required, under the contract during the first two quarters of 2023/24-year. There were two instances recorded at the village pools with a lower water quality, which resulted in a pool closure addressing the situation promptly	Swimming Pool Contractor undertake daily water tests, ensuring results are compliant with the Department of Health Pool Operations standards	100% compliance	97.8%

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS5.1.2	Swimming Pool Contractor to undertake monthly water samples to ensure results are compliant with Department of Health Pool Operations standards	Director Operations	50%	Swimming pool contractor, Belgravia, undertook all water testing as required under the contract. There were two instances at the village pools , a lower water quality recorded, resulted in a pool closure to address the situation promptly	Swimming Pool Contractor to undertake monthly water samples to ensure results are compliant with Department of Health Pool Operations standards	100% compliance	100%
OS5.2: Continued provision of high quality Learn to Swim Programs							
Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS5.2.1	Advocate the community to participate in learn to swim classes	Director Operations	55%	Participation in high quality learn to swim classes continued to be supported and the aquatic centre which saw an increase during the first part of the 2023-24 swimming season. 77% of swim classes were booked	Advocate the community to participate in learn to swim classes	Increase in participation	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS5.2.2	All Instructors hold a current AUSTSWIM accreditation	Director Operations	95%	All instructors held accreditation during the 2023/24-year	All Instructors hold a current AUSTSWIM accreditation	100% of instructors hold accreditation	100%
OS5.2.3	Report provided by Swimming Pool Contractor detailing the number of instructors holding AUSTSWIM accreditation	Director Operations	50%	Council received monthly reports, as required, and have been provided copies of the AUSTSWIM accreditations during the first half of the swim season	Report provided by Swimming Pool Contractor detailing the number of instructors holding AUSTSWIM accreditation	Monthly report received	100%
OS5.2.4	Swimming Pool Contractor to provide feedback and action a response to customer requests within 10-days	Director Operations	0%	Swimming pool contractor, Belgravia and council engage in open communications regarding feedback and customers	Swimming Pool Contractor to provide feedback and action a response to customer requests within 10-days	Executive Manager Operations 10-days	

OS5.3: Capital works projects are efficiently carried out in line with the Delivery Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS5.3.1	Deliver upgrades to the Tullamore Pool	Director Operations	100%	The Tullamore pool project was successfully completed to budget and to time restraints, with the facility opening on time	Deliver upgrades to the Tullamore Pool	Delivered by 30 June 2024	100%
OS5.3.2	Deliver upgrades to the female amenities at Parkes Aquatic Centre	Parks and Gardens Coordinator	100%	During the first half of the 2023/24-year the upgrades to the female amenities were completed in time for the week of the opening during quarter two.	Deliver upgrades to the female amenities at Parkes Aquatic Centre	Delivered by 30 June 2024	
OS5.3.3	Deliver rejuvenation works and upgrades to Peak Hill Pool	Director Operations	100%	Council delivered the rejuvenation works in accordance with the scope. During the defects liability period an issue was identified with the fibre glassing. This issue is being monitored and will be addressed in the pool off season	Deliver rejuvenation works and upgrades to Peak Hill Pool	Delivered by 30 June 2024	100%
OS5.3.4	Deliver upgrades to the pool heater at Parkes Aquatic Centre	Director Operations	100%	Parkes aquatic center had the pool heater upgraded successfully on budget and to the schedule	Deliver upgrades to the pool heater at Parkes Aquatic Centre	Delivered by 30 June 2024	100%

Wetlands Restoration

OS6: We will conduct appropriate established preservation activities, to ensure the ongoing protection and development of natural reserves, to preserve and maintain.

OS6.1: Facilitate the restoration of Akuna Wetlands project

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS6.1.1	Provision of progress updates on the Akuna Wetlands Restoration project	Environmental & Sustainability Co-ordinator	50%	The Akuna wetlands restoration project continued during the first half of the six months of 2023/24-year with one media release and two dedicated media posts released. The national tree day, where both the community and councillors attended the revegetation planting activity days. During quarter three there is an expectation on further updates to be released as the walking tracks begin the construction phase.	Provision of progress updates on the Akuna Wetlands Restoration project	Update provided	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
OS6.1.2	Provide community updates of project through various communication channels	Environmental & Sustainability Co-ordinator	60%	<p>Communication updates of projects continued strong throughout the first six months of the 2023/24-year. There was a lot of community and Council involvement with national tree day, which was held on site, with one media release dedicated to the day. Several social media posts were created to share information about the revegetation activities. In partnership with Central West Lachlan Landcare, which was beneficial, saw them providing also additional media releases, social media, and emails. Water flowed into the wetlands during quarter two rewarding the revegetation efforts. Planning for the walking tracks commenced and a request for quote to facilitate construction was released, with a closing date of January during quarter three.</p>	Provide community updates of project through various communication channels	Two communication channels used to provide community updates	

09

Planning, certification and compliance



Development assessments



Local strategic land
use planning



Ranger services and
companion animals



Environmental health and
food safety compliance



Facilitation of planning for
affordable housing within
the Shire

Overview

Parkes Shire Council values the natural and built environments and effectively plans for a growing community. The council performs activities regarding local strategic land use planning, development assessment, building certification, environmental health and ranger services and noxious weed management. By performing these activities, the Council best ensures the built and physical environment of the Shire correlates with the changing needs of the community. Council is responsible for monitoring and enforcing statutory requirements, to ensure the built environment continues to safely accommodate residents and visitors of the Shire.

Local Strategic Land Use Planning

PI: We will develop Strategic land use plans, enabling the Parkes Shire to meet growth and demand for housing, jobs, and services

PI.1: Continue implementing land use projects in accordance with the LSPS

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
PI.1.1	Planning decisions and preparation of development controls continue to align with the Local Strategic Planning Statement (LSPS) 2020	Manager Environment and Sustainability	95%	Parkes Western Area Masterplan adopted by Council during quarter two, October 2023 Parkes Shire Liveability Strategy adopted by Council during quarter two December 2023	Planning decisions and preparation of development controls continue to align with the Local Strategic Planning Statement (LSPS) 2020	Ongoing	
PI.1.2	Review existing strategic land use plans and polices in line with Council standards and statutory regulation	Manager Environment and Sustainability	70%	Parkes Shire Local Environmental Plan (LEP) 2012 and Parkes Shire Development Control Plan (DCP) are subject to ongoing monitoring. The DCP is currently being revised with regard to retaining wall provisions in new subdivisions	Review existing strategic land use plans and polices in line with Council standards and statutory regulation	Conduct 1 review	

Development Assessment

P2: We will achieve quality land use outcomes and assist people to understand the development process

P2.1: Provide timely, accurate and professional advice and development assessment in line with Local Environment Plan (LEP) and relevant legislation

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P2.1.1	Development Applications (DA) are determined in a timely manner whilst maintaining quality land use outcomes		100%	Council determined 136 Development Applications, Modifications to Development Applications, and Subdivision Certificates in 2023. 37 Development Applications were determined during quarter two, consistent with required timeframes	Development Applications (DA) are determined in a timely manner whilst maintaining quality land use outcomes	90% of DA determined within a 40-day processing time	

P2.2: Promote and support heritage values within the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P2.2.1	Work with the Grants Team to source funding through the NSW Heritage Office and Local Heritage Assistance Funding Program		95%	Funding of \$24,000 has been secured via the Local Heritage Fund for 2022-23 and 2023-24	Work with the Grants Team to source funding through the NSW Heritage Office and Local Heritage Assistance Funding Program	Ongoing	

Building Certification

P3: We will control and regulate the built environment to achieve compliant buildings

P3.1: Provide timely and accurate building certification

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P3.1.1	Number of Complying Development Certificates approved within regulatory timeframe	Manager Building Certification	50%	During the first half of the 2023/24-year there was an additional six Complying Development Certificates (CDC) approved by Private Certifiers. Rather than refusal for insufficient information, timeframes were extended at applicants request.	Number of Complying Development Certificates approved within regulatory timeframe	Approved within 10-days or another timeframe as agreed with applicant	2

P3.2: Support council's role and obligations under the Swimming Pools Act 1992

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P3.2.1	Investigate complaints and enforcement of Swimming Pools Act within regulatory timeframe	Manager Building Certification	50%	During the first six months of the 2023/24-year all complaints were investigated within three days of receipt of the complaint.	Investigate complaints and enforcement of Swimming Pools Act within regulatory timeframe	100% of complaints are investigated within three days	100%

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P3.2.2	Number of residential swimming pool barrier requests actioned within 10-days	Manager Building Certification	50%	During the six month period of 2023/24-year 62% of residential swimming pool barrier requests were actioned within 10-days. With the remaining actioned within 14 days	Number of residential swimming pool barrier requests actioned within 10-days	100% actioned within 10-days	62%
P3.2.3	Number of compliant swimming pool barrier inspection certificates issued	Manager Building Certification	50%	Inspections were completed within 10-days of receipt of the request during the first six months of the 2023/24-year. Then Compliance Certificates were issued with three days after inspection was compliant.	Number of compliant swimming pool barrier inspection certificates issued	Issued within three days	7
P3.2.4	Number of non-compliant Swimming Pool Barrier Inspection certificates issued	Manager Building Certification	50%	There were two compliant swimming pool barriers inspection certificates issued during the first six months of the 2023/24-year. There were four non-compliance inspections completed	Number of non-compliant Swimming Pool Barrier Inspection certificates issued	Issued within seven days	2

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P3.2.5	Number of compulsory inspections carried out as per Council's Swimming Pool Inspection Program	Manager Building Certification	50%	Council's swimming pool inspection program continued during the first six months of the 2023/24-year which had 16 inspections completed. 100% of inspections completed.	Number of compulsory inspections carried out as per Council's Swimming Pool Inspection Program	100% of inspections carried out	100% -

Environmental Health and Ranger Services

P4: We will support public health and environmental safety through education, inspection and enforcement of government rules and regulation

P4.1: Provide Food Safety and Public Health monitoring to the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P4.1.1	Undertake annual inspections of registered businesses and report to the Food Authority	Manager Regulation & Compliance	0%	The annual inspections scheduled for food businesses, occurs during June, quarter four, with the subsequent reporting to the NSW Food Authority which is completed each year during the July.	Undertake annual inspections of registered businesses and report to the food authority	100% of registered premises inspected	

P4.2: Provide ranger services to the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P4.2.1	Action a response to customer requests within 10-days	Manager Regulation & Compliance	50%	All customer requests relating to ranger services were responded and actioned within 10-days during the first six months of the 2023/24-year.	Action a response to customer requests within 10-days	100% of requests actioned within 10-days	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P4.2.2	Number of notices and orders issued	Manager Regulation & Compliance	50%	During the first six months of the 2023/24-year notices and orders were issued for overgrown vegetation and animal control. This included ten notices of intention to serve orders and four orders were issued.	Number of notices and orders issued	Declining	
P4.2.3	Number of Companion Animal registrations	Manager Regulation & Compliance	50%	During the first six-months of the reporting period, there were 31 companion animals registered.	Number of Companion Animal registrations	Ongoing	
P4.2.4	Develop a Rehoming Companion Animals Plan	Manager Regulation & Compliance	100%	Impounded companion animals were advertised on the Council's website for rehoming and two rehoming organisations were also advised of the impounded animals. Council continued to work with several registered rehoming organisations. During quarter one nine dogs were rehomed.	Develop a Rehoming Companion Animals Plan	Plan developed by 30 June 2024	

Noxious Weed Management

P5: We will utilise appropriate biosecurity controls within the Parkes Shire in accordance with regulatory obligations

P5.1: Monitor the control of priority weeds on public and private land under the Biosecurity Act

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P5.1.1	Private property inspections per month	Environmental & Sustainability Co-ordinator	55%	During the first six months of the 2023/24-year period the continuation of property inspections continued, with a total of 58, out of a target of 100 per annum. Quarter one - 15 property inspections completed Quarter two - 43 property inspections completed	Private property inspections per month	12 inspections per month	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P5.1.2	Monitor and inspect Council owned and managed public land	Environmental & Sustainability Co-ordinator	50%	<p>Council owned and managed public land were inspected and monitored throughout the first half of the 2023/24-year with a total of thirteen locations inspected.</p> <p>Quarter one - The water and sewage treatment plants and the associated surrounding land and other infrastructure. Lake Endeavour and Bumberry Dam, and the Industrial Estate. Council land in Peak Hill also inspected</p> <p>Quarter two - The water and sewage treatment plants and the associated surrounding land and other infrastructure (bores etc.). Lake Endeavour, Lake Metcalfe and Bumberry Dam. Including the the Industrial Estate, and Council land in Trundle and Tullamore</p>	Monitor and inspect Council owned and managed public land	30 land parcels inspected per year	
P5.1.3	Monitor and inspect Council owned and managed roadsides	Environmental & Sustainability Co-ordinator	50%	<p>Council owned and managed roadsides were inspected and monitored throughout the first half of the 2023/24-year with a total of 85% of roadsides inspections completed by the end of quarter two.</p>	Monitor and inspect Council owned and managed roadsides	100% of roadsides inspected	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P5.1.4	Percentage of known infestations inspected and actioned and/or controlled	Environmental & Sustainability Co-ordinator	50%	<p>Council's Biosecurity Team have a register of priority infestations which were monitored regularly and controlled as necessary. The known infestations were inspected during the reporting period and control works were undertaken across these infestations.</p> <p>Quarter one - approximately 50% of known infestations were inspected</p> <p>Quarter two - approximately 65% of known infestations were inspected</p>	Percentage of known infestations inspected and actioned and/or controlled	100% inspected and actioned	
P5.1.5	Action a response to customer requests within 10-days	Environmental & Sustainability Co-ordinator	50%	All customer requests, related to biosecurity were acknowledged within 10-days throughout the first half of the 2023/24-year. Response times were dependant on the nature of the request.	Action a response to customer requests within 10-days	100% of requests actioned within 10-days	

P5.2: Provide the Shire with educational opportunities and resources on Noxious weed management

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P5.2.1	Provide educational material and engagement opportunities during private property inspections	Environmental & Sustainability Co-ordinator	50%	Council continued to engage with private landholders and the community throughout the first six months of the 2023/24-year with educational opportunities as they arrived. Private landholders and the community both received education material regarding both environmental and biosecurity issues. Material provided like brochure, education handouts, and information packs. The biosecurity team did also assist the community direct with any requests for individual requirements and needs in both environment and biosecurity.	Provide educational material and engagement opportunities during private property inspections	90% of property owners provided with education	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
P5.2.2	Number of Shire shows, and local/regional field days attended	Environmental & Sustainability Co-ordinator	100%	Council attended four shows throughout the first quarter, which facilitated direct interface with the community. The biosecurity team were on-site with an informational weeds trailer, a resource provided by the Macquarie and Lachlan Valley Weeds Association. Educational material was available on offer which included pamphlets, brochures, and biosecurity information packs. Having the knowledge of the biosecurity team on-site enabled direct engagement with the community and positive communication and education outcomes.	Number of Shire shows, and local/regional field days attended	4 Shire shows and local/regional field days attended	
P5.2.3	Engagement with the community through social and traditional media	Environmental & Sustainability Co-ordinator	50%	Engagement with the community continued during the first half of the year, with one media release and four biosecurity social media posts shared during this reporting period.	Engagement with the community through social and traditional media	3 media releases 3 social media posts per year	

10

Sewerage



4 sewerage systems in
Parkes, Peak Hill, Trundle
and Tullamore

Overview

Parkes is serviced by a network of gravity pipelines. A new Sewage Treatment Plant was built in 2017 at a cost of \$28M. The Plant is highly automated and energy efficient (energy consumption is further reduced by a 107kW solar array). It produces a high standard of effluent used for the Recycled Water Supply Scheme (discussed under the Water Supply function). It has a capacity of 15,000 equivalent persons (EP) and can be upgraded to 20,000 EP to accommodate population growth.

Peak Hill is also serviced by gravity pipelines. The Sewage Treatment Plant, built in the 1960s, was upgraded to address safety issues in 2000. Effluent from the plant is evaporated (not released from the site).

Trundle and Tullamore are serviced by a network of low pressure sewers constructed in 2010 and 2008 respectively. Both have simple Treatment Plants with no discharge to the environment.

Sewerage System

S1: We will utilise effective systems and frameworks to ensure our safe and sustainable sewerage systems are maintained

S1.1: Safely collect waste water from the community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
SI.1.1	Percentage of trade waste agreement coverage	Executive Manager Water Engineering	50%	All new trade waste applications were assessed against all specific guidelines.	Percentage of trade waste agreement coverage	50%	50%
SI.1.2	Number of sewers chokes per 100km	Manager Infrastructure Operations	50%	During the first six months of the 2023/24-year the number of sewer chokes per 100km was 25.6	Number of sewers chokes per 100km	20	
SI.1.3	Action a response to customer requests within 10-days	Manager Infrastructure Operations	50%	All customer requests are responded to within 10-days, and beyond depending on the investigation process requirements	Action a response to customer requests within 10-days	100% of requests actioned within 10-days	
SI.1.4	Percentage of customer complaints responded to in accordance with standards	Manager Infrastructure Operations	50%	Council responded to 101 sewer related customer enquiries in the last six months, of which, 39 were in Councils mains	Percentage of customer complaints responded to in accordance with standards	100%	100%

SI.2: Sustainably treat waste water

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
SI.2.1	Number of EPA License breaches	Manager Infrastructure Operations	50%	There were zero license breaches during the first six months of the 2023/24-year	Number of EPA License breaches	Zero	0
SI.2.2	Cost of treatment per KI inflow	Manager Infrastructure Operations	50%	The cost to treat a kL of effluent has fallen slightly in this period partly due to the increased flow. Chemical costs accounted for 16% of the overall costs.	Cost of treatment per KI inflow	Maintained	\$0.55
SI.2.3	To reduce breakdown maintenance work, scheduled planned preventative maintenance work	Manager Infrastructure Operations	50%	During the first six months of 2023/24-year the inspection plans were finalised with routine maintenance works carried out in line with the O&M Manual	To reduce breakdown maintenance work, scheduled planned preventative maintenance work	Zero	

SI.3: Responsibly manage waste by-products of treatment

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
SI.3.1	Percentage of effluent reused	Manager Infrastructure Operations	50%	Due to the shortage of electrical components, the AWRF was available for only two months last reporting period. 19% of effluent received was reused	Percentage of effluent reused	100%	19%

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
SI.3.2	Percentage of bio-solids diverted from landfill	Manager Infrastructure Operations	50%	Approximately 1800m3 of bio-solids were taken to the Parkes landfill this period as clean fill. The bio-solids were tested and classified as grade B and suitable as clean fill. Discussions commenced with Evolution Mining regarding the possibility of the Northparkes Mine taking the bio-solids for capping material	Percentage of bio-solids diverted from landfill	100%	0%

SI.4: Safely and sustainably treat and distribute recycled water

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
SI.4.1	Number of samples not complying with operational Recycled Water Management System	Executive Manager Water Engineering	0%	There were zero noncomplying water samples with the operational recycled water management systems, during the first six months of the 2023/24-year	Number of samples not complying with operational Recycled Water Management System	Zero	0
SI.4.2	Number of Critical Control Point exceedances	Executive Manager Water Engineering	0%	There were zero exceedances during the first half of the 2023/24-year.	Number of Critical Control Point exceedances	One	0

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
SI.4.3	Recycled water supplied as a percentage of total demand	Executive Manager Water Engineering	0%	During the first six months of the 2023/24-year there was no progression against this action.	Recycled water supplied as a percentage of total demand	90%	
SI.4.4	Provide up to date stakeholder reporting	Executive Manager Water Engineering	50%	Up to date stakeholder reporting was achieved during the first six months of the 2023/24-year.	Provide up to date stakeholder reporting	Achieve	Achieved
SI.4.5	Number of end user complaints	Executive Manager Water Engineering	50%	There were zero end user complaints received during the first six months of 2023/24-year.	Number of end user complaints	Zero	0

SI.5: Effectively capture and contain wastewater, whilst managing improvements in the system relating to wet weather and critical events

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
SI.5.1	Number of sewer system wet weather overflow events	Manager Infrastructure Operations	50%	Zero overflows were recorded as a result of wet weather inflow during this period	Number of sewer system wet weather overflow events	Zero overflow for 20% annual exceedance probability events and smaller	0
SI.5.2	Increasing containment of sewer system wet weather overflow events	Manager Infrastructure Operations	50%	The first six months of the 2023/24-year had smoke testing to check for infiltration; sealed manhole lids checked in low lying/problematic areas. The waste water model was in the process of updating	Increasing containment of sewer system wet weather overflow events	10% containment	

11

Transport and drainage



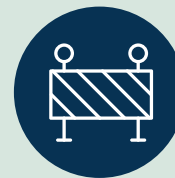
800km of sealed and
1300km of unsealed roads



215 bridges



47km of footpaths and
cycleways



65km of kerb
and gutter



45km of urban stormwater
drainage pipes



1 airport
3 landing strips



315 rural drainage
culverts

Overview

Council is a key facilitator in projects and programs that ensure the transport and drainage of the Shire is appropriate for residents and visitors.

Grants or Council finances provide funding for roads within the Shire. Council receives several ongoing grants to help fund the Shire's road network generally and for specific regional roads. Beyond its road network, Council completes work under the Road Maintenance Council Contract on national and state highways with Transport for NSW. Parkes, Forbes and Lachlan Shire have shared resources to develop and implement suitable Road Safety Campaigns to maximise road safety. Council also manages alternative transport, continually expanding and maintaining transport options such as footpaths and cycleways.

Continued collaboration with Regional Express enables the Parkes Regional Airport to continue as a gateway to the region.

Council conducts numerous activities to ensure the infrastructure and management for Urban stormwater is sufficient during times of unexpected and high rainfall.

Sealed Roads

TI: We will maintain and expand the Shire's sealed road network with safety and efficiency in mind through the planning and construction of the roads

TI.1: Ensure effective maintenance of Council's sealed Road Network through the Roads and Maintenance Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
TI.1.1	Maintain compliance of sealed roads in line with Council's Condition Assessment Inspection Schedule and Strategic Asset Management Plan	Director Operations	50%	Council maintained compliance of sealed roads in line with Council's Condition Assessment Inspection Schedule and Strategic Asset Management Plan. Council during the first six months continued to be priority driven by roads impacted during the extreme wet weather event in November 2022	Maintain compliance of sealed roads in line with Council's Condition Assessment Inspection Schedule and Strategic Asset Management Plan	100% compliance	100%
TI.1.2	Length of table drains to be cleared per kilometre, per annum	Director Operations	30%	Council regularly undertakes table drain maintenance when undertaking projects within the capital works program	Length of table drains to be cleared per kilometre, per annum	20km per annum	5km

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
Tl.1.3	Action a response to Customer Requests within 10-days regarding sealed roads	Director Operations	50%	Priority levels continued to be adjusted during the first six months, with wet weather conditions	Action a response to Customer Requests within 10-days regarding sealed roads	100% of requests actioned within 10-days	

Tl.2: Ensure effective upgrade and renewals of Council's sealed Road Network through the Capital Works Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
Tl.2.1	Length of sealed road reseals per kilometre, per annum	Director Operations	10%	Council has renewed its resealing contract and currently working with the preferred consultant in delivery of the 23/24 reseal program. This program is expected to be completed during the next quarters, between February to March 2024	Length of sealed road reseals per kilometre, per annum	20km per annum	0
Tl.2.2	Length of pavement rehabilitation per kilometre per annum	Director Operations	45%	Council has undertaken numerous roads rehabilitations across the shire through delivery of RLRRP and AGRN storm damage restorative works	Length of pavement rehabilitation per kilometre per annum	3.5 km per annum	2km

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
TI.2.3	Deliver Currajong to Mitchell Streets reconstruction works including asphalt, reshaping, line marking, signage, and footpaths	Director Operations	100%	Council successfully delivered the Parkes, Currajong to Mitchell Streets reconstruction works project	Deliver Currajong to Mitchell Streets reconstruction works including asphalt, reshaping, line marking, signage, and footpaths	Delivered by 30 June 2024	100%
TI.2.4	Deliver upgrades to Cookamidgera Road	Director Operations	100%	The Cookamidgera Road upgrade project was successfully completed by Council	Deliver upgrades to Cookamidgera Road	Delivered by 30 June 2024	100%
TI.2.5	Deliver upgrades to the Bushman and Dalton Streets roundabout	Director Operations	70%	The upgrades to Bushman and Dalton Streets roundabout was completed. Subsequent issues were identified with the Middleton Street leg of the roundabout, therefore, the reconstruction works to address the issue have been scheduled for delivery during the next quarter, February 2024	Deliver upgrades to the Bushman and Dalton Streets roundabout	Delivered by 30 June 2024	70%
TI.2.6	Deliver access upgrades to Mugincoble Silos Parkes	Director Operations	10%	Council recently received approval from the Federal Government to proceed with the conception design under the ROSI funding	Deliver access upgrades to Mugincoble Silos Parkes	Delivered by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
Tl.2.7	Deliver Remote Roads Pilot Program for the Bogan Road Upgrade	Director Operations	15%	Council has undertaken survey and design, and awaiting internal estimates. Project managers were preparing tender documentation for delivery of the causeways within the project	Deliver Remote Roads Pilot Program for the Bogan Road Upgrade	Delivered by 30 June 2024	15%
Tl.2.8	Deliver upgrades to Graddle Creek Bridge	Director Operations	10%	During the first six months of the 2023/24-year Council was negotiating land acquisition and will commence pre construction activities in the following quarters, such as survey, designs and environmental approvals	Deliver upgrades to Graddle Creek Bridge	Delivered by 30 June 2024	0
Tl.2.9	Deliver upgrades to Peak Hill-Tullamore Road	Director Operations	40%	Council has been maintaining the sealed road network through delivery of the RLRRP program in accordance with Transport for NSW guidelines and road hierarchy. Councils long term strategic plan has a focus on maintaining and resealing not road widening and capital works upgrade	Deliver upgrades to Peak Hill-Tullamore Road	Delivered by 30 June 2024	5,000 m2
Tl.2.10	Deliver upgrades to East Street railway crossing and drainage	Director Operations	50%	During the first six months of the 2023/24-year the Councils bridge sub-contractor completed the bridge. Roadworks are underway, with an anticipated completion during quarter four	Deliver upgrades to East Street railway crossing and drainage	Delivered by 30 June 2024	50%

T1.3: Develop a Transport Asset Prioritisation Framework

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T1.3.1	Conduct a review of Council's sealed and unsealed road hierarchy		30%	During the first six months of the 2023/24-year there was no update to this action	Conduct a review of Council's sealed and unsealed road hierarchy	Achieve	
T1.3.2	Develop an updated list of priority projects to inform grant applications		20%	During the first six months of the 2023/24-year there was no update to this action	Develop an updated list of priority projects to inform grant applications	Achieve	

Unsealed Roads

T2: We will provide the community with access to safe and effective roads through the appropriate planning, construction, and maintenance of the unsealed road network.

T2.1: Ensure effective maintenance of Council's unsealed Road Network through the Roads and Maintenance Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T2.1.1	Maintain compliance of unsealed roads in line with Council's Condition Assessment Inspection Schedule and Strategic Asset Management Plan	Director Operations	50%	During the first two quarters, Council maintained compliance of unsealed roads in line with Council's Condition Assessment Inspection Schedule and Strategic Asset Management Plan	Maintain compliance of unsealed roads in line with Council's Condition Assessment Inspection Schedule and Strategic Asset Management Plan	100% compliance	100%
T2.1.2	Action a response to Customer Requests within 10-days regarding unsealed roads	Director Operations	50%	Priority levels continued to be adjusted during the first six months, due to wet weather conditions	Action a response to Customer Requests within 10-days regarding unsealed roads	100% of requests actioned within 10-days	

T2.2: Ensure effective upgrade and renewals of Council's unsealed Road Network through the Capital Works Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T2.2.1	Length of road resheeted	Director Operations	20%	Council had not undertaken any re-sheeting under the Federal Assistance Grants but has delivered Capital works improvements under the RLRRP and AGRN funding. The 2023/24 re-sheeting budget was quarantined for road improvements on completion of the AGRN Restorative works have been delivered	Length of road resheeted	20 km per annum	5
T2.2.2	Length of table drains to be cleared per kilometre per annum	Director Operations	30%	During the first six months of 2023/24-year Council continued its regular undertakings of table drain maintenance when commencing projects within the capital works program	Length of table drains to be cleared per kilometre per annum	20 km per annum	20km
T2.2.3	Grant funded upgrade and renewal projects are completed before funding deadlines	Director Operations	50%	During the first six months of the 2023/24-year Council successfully delivered the Cookamidgera Road upgrade, under the Fixing Local Roads Round One	Grant funded upgrade and renewal projects are completed before funding deadlines	100%	50%

Regional Roads

T3: We will ensure our regional roads are well maintained and developed through the utilisation of appropriate construction, maintenance, and planning processes.

T3.1: Ensure effective maintenance of regional roads through the Roads Maintenance Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T3.1.1	Action a response to customer requests within 10-days regarding regional roads	Director Operations	50%	Priority levels continued to be adjusted during the first six months, with wet weather conditions	Action a response to customer requests within 10-days regarding regional roads	100% of requests actioned within 10-days	

T3.2: Ensure effective upgrade and renewals of regional roads through the Capital Works Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T3.2.1	Length of sealed road reseals per kilometre, per annum	Director Operations	10%	Council renewed its resealing contract and was currently working with the preferred consultant in delivery of the 2023/24 reseal program. This program will be completed from during quarter three starting February to March 2024	Length of sealed road reseals per kilometre, per annum	7.5 km	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T3.2.2	Length of pavement rehabilitation per kilometre, per annum	Director Operations	30%	Council was maintaining the sealed road network through delivery of the RLRRP program in accordance with Transport for NSW guidelines and road hierarchy. Works include, shoulder grading, road widening and pothole repairs in preparation for resealing, during quarters three and four, January to April 2024	Length of pavement rehabilitation per kilometre, per annum	1.5 km per annum	0.5km
T3.2.3	Length of unsealed roads re-sheeted per kilometre per annum	Director Operations	40%	Councils regional roads have been resheeted in accordance with the capital works program under the storm RLRRP and AGRN allocations	Length of unsealed roads re-sheeted per kilometre per annum	2km per annum	3km
T3.2.4	Deliver upgrades to the Bogan Way (North and South)	Director Operations	45%	Council during the first six months of the year were delivering project 2 of the upgrade of the Bogan Way and had completed 6/14 km	Deliver upgrades to the Bogan Way (North and South)	Delivered by 30 May 2025	45%
T3.2.5	Deliver upgrades to Regional Roads in line with Block Grant funding	Director Operations	10%	Council identified significant draining issues on the southern approach to Trundle. Therefore the block grant is to be allocated in conjunction with the HVSPP funding to undertake storm water mitigation works at this location. The project is currently in the conceptional phase	Deliver upgrades to Regional Roads in line with Block Grant funding	Delivered by 30 June 2024	10%

T: Transport and Drainage

Other Transport and Overheads

T4: We will develop and maintain alternative transport options to suit the needs of the Shire

T4.1: Other Transport Maintenance Program

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T4.1.1	Action a response to customer requests within 10-days	Director Operations	50%	Priority levels continued to be adjusted during the first six months, with wet weather conditions	Action a response to customer requests within 10-days	100% of requests actioned within 10-days	

T4.2: Ensure Gravel Pits are responsibly managed and utilised

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T4.2.1	Ensure compliance with relevant legislation relating to the operations of gravel and pits with no breaches recorded	Director Operations	50%	Parkes Shire Council was compliant during the first six months of the 2023/24-year with the gravel pit operations having zero recorded breaches. The mine safety management plans require review	Ensure compliance with relevant legislation relating to the operations of gravel and pits with no breaches recorded	Zero breaches	0
T4.2.2	Responsibly manage contractors to ensure legislative compliance is utilized to ensure no breaches are recorded	Director Operations	50%	During the first six months, of 2023/24-year Council responsibly managed contractors to ensure legislative compliance was utilised in our gravel pits. Zero breaches have been recorded	Responsibly manage contractors to ensure legislative compliance is utilized to ensure no breaches are recorded	Zero breaches	0

T4.3: Ensure all Council roadsides are managed in accordance with Council's Roadside Vegetation Management Plan

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T4.3.1	Council's Roadside Vegetation Management Plan is consulted for all roadworks and is kept up-to-date and accessible	Environmental & Sustainability Co-ordinator	50%	The Council's Roadside Vegetation Management Plan (RVMP) continued to be consulted throughout the first six months of the 2023/24-year. There were no significant changes to the conservation area ratings since the report was updated in 2019. The existing mapping available in IntraMaps remained current throughout this period. All roadwork projects included an environmental assessment, which considers the impact of the proposed works on the native vegetation and through thoughtful planning significant impacts are avoided.	Council's Roadside Vegetation Management Plan is consulted for all roadworks and is kept up-to-date and accessible	Achieved	

Urban Stormwater

T5: We will effectively manage stormwater across the Shire through effective planning and development strategies

T5.1: Conduct maintenance activities to ensure stormwater is effectively managed within the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T5.1.1	Action a response to customer requests within 10-days	Director Operations	50%	Priority levels continued to be adjusted during the first six months, with wet weather conditions	Action a response to customer requests within 10-days	100% of requests actioned within 10-days	

T5.2: Undertake capital works to ensure the stormwater management system continued to meet the needs of the community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T5.2.1	Deliver Parkes CBD Flood Mitigation Works project	Manager Infrastructure Operations	50%	The flood study progressed during the first six months on the 2023/24-year, with recommendations to utilize for the flood study	Deliver Parkes CBD Flood Mitigation Works project	Delivered by 30 June 2024	

Regional Airport

T6: We will ensure the Parkes Regional Airport can continue serving as a gateway to the Shire by aligning development and maintenance strategies with regulatory guidelines and community needs.

T6.1: Ensure effective maintenance and operation of the Parkes Regional Airport

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T6.1.1	Compliance with Civil Aviation Safety Authority surveillance activities	Manager Facilities	50%	During the first six months of the 2023/24-year the continuation of on-going compliance with Civil Aviation Safety Authority (CASA) regulations and requirements.	Compliance with Civil Aviation Safety Authority surveillance activities	100% compliance	
T6.1.2	Maintain Parkes Regional Airport Certification	Manager Facilities	100%	Civil Aviation Safety Authority (CASA) certification was provided and continued to be on-going in the first six months of the 2023/24-year.	Maintain Parkes Regional Airport Certification	100% compliance	
T6.1.3	Deliver the Parkes Airport Apron Lighting project to improve the facilities and ensure compliance with standards	Manager Facilities	75%	During the first six months of the 2023/24-year a contractor was engaged and installation has commenced.	Deliver the Parkes Airport Apron Lighting project to improve the facilities and ensure compliance with standards	Delivered by 30 June 2024	

Road Council Contract

T7: We will maintain our partnership with Transport NSW, enabling the ongoing development and maintenance of state and national highways within the Shire

T7.1: Ensure development and maintenance of State and National Highways within the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T7.1.1	Compliance with the Road Maintenance Council Contract	Director Operations	50%	Council achieved compliance during the first six months of the 2023/24-year with the Road Maintenance Council Contract	Compliance with the Road Maintenance Council Contract	100% compliance	100%
T7.1.2	Obtain a Contractor Performance Report (CPR)	Director Operations	25%	Council received a CPR for quarter one achieving 62% and maintained satisfactory performance during Quarter two and are yet to receive the CPR for the next quarter	Obtain a Contractor Performance Report (CPR)	Achieve 80% with CPR	62%
T7.1.3	Develop a program for Kerb and Guttering to maintain, manage and develop improvements	Director Operations	0%	State and National Highways are not maintained by Council, therefore there was no progressing on this action	Develop a program for Kerb and Guttering to maintain, manage and develop improvements	Program developed	

Road Safety

T8: We will continue developing appropriate road safety programs in partnership with Transport for NSW to align with the road safety plan

T8.1: Road Safety Plan

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T8.1.1	Deliver the 'NOT A STATISTIC! Youth Driver Education Program' as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Road Safety & Injury Prevention Officer	95%	<p>The first six months of the 2023/24-year saw the NSW Police deliver the pre-classroom lesson to six local participating high schools which detailed why young drivers are overrepresented in the crash data. The presentation also detailed RBT and RDT, and the presentation concluded with the beer goggles, activity mat.</p> <p>The live mock crash demonstration was held during the first quarter, in August. This was the first, live demonstration since pre-covid in 2019. The demonstration showed a full emergency response to a typical P plate vehicle crash. The demonstration concluded with victim statements from both the driver and surviving passengers, taken nine months after the crash. Students were also shown about downloading the emergency + app, vehicle safety ratings and passenger safety tips and plenty of other practical tips. During the last quarter, a contingency program was completed.</p>	Deliver the 'NOT A STATISTIC! Youth Driver Education Program' as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Delivered in August 2023	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T8.1.2	Deliver the 'Free Cuppa for the Driver Scheme' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Road Safety & Injury Prevention Officer	0%	During the first six months of the 2023/24-year the free cuppa for the driver scheme was paused. During quarter one the grants team, completed applications for a federal road safety grant. This grant is to strategically review the project. There has been no outcome confirmed at the end of this reporting period.	Deliver the 'Free Cuppa for the Driver Scheme' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Delivered between March and May 2024	
T8.1.3	Deliver 'Helping Learner Drivers Become Safer Drivers' workshops as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Road Safety & Injury Prevention Officer	0%	The scheduled workshops are expected to commence during the second half of the 2023/24-year.	Deliver 'Helping Learner Drivers Become Safer Drivers' workshops as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Two rounds delivered	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T8.1.4	Deliver the 'I'm Counting on You' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Road Safety & Injury Prevention Officer	50%	The first quarter of the 2023/24-year held planning and preparation, with RSIPO, for the child car safety workshops. Planning for the logistics, promotions and engaging the local seat fitters into their schedules. The second quarter held two online workshops held by RSIPO. Parkes, Forbes and Condobolin had a round of checking days, across the two workshops twelve attended. Feedback from these two workshops was very positive, net promoter score 100 and a 5-star rating. Whilst the summer heat was high, there were four restraints checked in Condobolin, one in Forbes and four in Parkes. The RSIPO and Transport for NSW attended the Forbes Teddy Bears Picnic, conducted twelve restraints checked.	Deliver the 'I'm Counting on You' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Delivered during 2023-24	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
T8.1.5	Deliver the 'Plan B' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Road Safety & Injury Prevention Officer	80%	The first quarter of the year, had RSIPO update their local licensed venue, contact database. TfNSW received the orders for promotional items. Across Parkes, Forbes, and Lachlan Shire Council areas 56 licensed venues registered to participate in the project - Plan B win a swag. During the second quarter the RSIPO presented to the venues their promotional gear, from coasters, posters, t-shirts, entry boxes, entry pads, slab-stickers and bottle bags. This also included the swags all delivered prior to the promotion commencing first day of December. ROK-FM presented a radio competition. RSIPO shared the Transport for NSW social media tiles. This was shared with both the Council's communications team and the licensed venues to provide access to use for each of their own social media channels.	Deliver the 'Plan B' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Delivered in December 2023	

T8.1.6	Deliver the 'Heavy Vehicle Safety' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Road Safety & Injury Prevention Officer	60%	<p>Delivery of the heavy vehicle safety project, throughout the first half of the 2023/24-year was received with positive feedback from attendees across all events. Forbes held the "be road ready for harvest field day" during the first quarter in August. This event had approximately 50 attendees, farmers, contract harvesters, transport companies, relevant associations, and council staff. Presentations included chain of responsibility, conditional registration, primary producer concessions, Grain Transport Safety Network (GTSN) updated resources and fire safety. SafeWork NSW presented safety reminders and resources, overview of how heavy vehicle access operates and compliance. A hands-on display was interactive and received well, it was able to measure various vehicles, implement and read the relevant notice to work out the travel requirements. The event was supported by the National heavy vehicle regulator, Transport for NSW, GTSN, SafeWork NSW, NSW Rural Fire Service, NSW Farmers and Australian Customer Harvesters Association.</p> <p>Wirrinya, Parkes, Derriwong and Trundle held the "be road ready for harvest satellite" events in August. Farmers and contract harvesters attended the event with approximately 100 locals. The event this year included the Parkes Show Farmers Day. Like</p>	Deliver the 'Heavy Vehicle Safety' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Delivered during 2023-24
--------	--	---	-----	--	--	--------------------------

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
				<p>the field day, except the hands-on activity was delivered through a power point presentation, showing the machinery and dimensions.</p> <p>Work commenced on the "sharing the road during harvest" campaign was implemented during the quarter, radio announcements, opening of the fold down grain truck warning signs, harvest USB's and windscreen stickers to the 35 local rural supply stores and agricultural machinery retailers. Tullibigeal had additional fold down grain truck warning signs ordered and planned installation prior to harvest.</p>			
T8.I.7	Deliver the 'Observation Surveys' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Road Safety & Injury Prevention Officer	40%	During the first six months of 2023/24-year the observation surveys were completed during quarter two. RSIPO collate and analyse the data collected throughout the month of October. The next scheduled survey will be conducted during quarter four, in the month of April.	Deliver the 'Observation Surveys' project as part of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan 2023-2024	Delivered before October 2023 and April 2024	

12

Water supply



3 Water supply
schemes

Overview

The Parkes-Peak Hill scheme draws from a combination of surface water from the Lachlan River, 15km east of Forbes and the Lake Endeavour and Beargamil dams as well as groundwater from bores located on the Escort Way associated with the Lachlan River through to the Parkes Water Treatment Plant. It is then treated at the Parkes Water Treatment Plant before being supplied to consumers at Parkes, Peak Hill, Alectown, Cookamidgera and Trewilga. The scheme also supplies raw water to Northparkes Mine. A major project for the next Delivery Program involves increasing the security of supply – largely to cater for increased demand associated with the Special Activation Precinct – by constructing additional bores and a new pipeline from the river and bore supplies at the Lachlan River through to the Parkes Water Treatment Plant.

The Forbes Tottenham scheme supplies towns on the western side of the Shire. This is also known as the B section of pipeline. Water is purchased from Forbes Shire Council, who draws it from the Lachlan River and treats it (for its own supply as well) before it is piped to the towns of Bogan Gate, Gunningbland, Trundle, and Tullamore. Parkes Shire Council then sells it to Lachlan Shire Council to supply Tottenham.

The Recycled Water Scheme draws treated effluent from the Parkes Recycled Water Plant and supplies it to a number of parks and sportsgrounds around Parkes, as well as commercial users. It is an important means of reducing the demand on potable water resources. A major project for the next Delivery Program involves connecting a number of third-party users to the scheme. This could include a number of low risk, high water use business and not-for-profit organisations to provide a lower cost non-potable water option.

Water Supply

WSI: We will provide appropriate maintenance, development, infrastructure and ongoing operational activities that align with community needs, regulatory guidelines and long-term sustainability concerns

WSI.1: Water sources effectively are managed to meet the Shire's needs

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WSI.1.1	Audits of critical infrastructure	Manager Infrastructure Operations	50%	During the first six months of the 2023/24-year on-going routine inspections and preventative maintenance of treatment plants continued. Dam safety was completed at the end of quarter two, in December 2023	Audits of critical infrastructure	Ten	
WSI.1.2	Water is effectively sourced from bore, river, dam and supernatant supplies	Manager Infrastructure Operations	50%	The Bore Refurbishment project was completed during the first six months of the 2023/24-year. Extraction was spread amongst bores 3,4 and 5 with 84ML sourced from the river. All bores were under extraction limits for reporting period	Water is effectively sourced from bore, river, dam and supernatant supplies	Achieved	achieved

WSI.2: Ensure the integrity and performance of our water supply network

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WSI.2.1	Maintain Council's Water Conservation and Drought Management Program	Manager Infrastructure Operations	50%	During the first two quarters grant funded projects were carried out, with most of these projects completed or under construction. Some projects were in their planning phases, identifying any shortfalls and continuing to work with the grants team for future projects	Maintain Council's Water Conservation and Drought Management Program	Maintained	
WSI.2.2	Volume of non-revenue water	Manager Infrastructure Operations	25%	During the first six months of the 2023/24-year the district metered area was created with flow meters installed, pressure monitoring and management in place and progressing. During the 2023/24-year there is an expectation smart metering will be implemented at Peak Hill and trials will also be run in Parkes	Volume of non-revenue water	Declining	

WSI.3: Ensure the Drinking Water Quality Management System is effectively utilised

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WSI.3.1	Number of Critical Control Point exceedances	Manager Infrastructure Operations	50%	There were zero critical control point exceedances recorded during the first six months of the 2023/24-year	Number of Critical Control Point exceedances	Zero	0
WSI.3.2	Number of non-compliant samples	Manager Infrastructure Operations	50%	The flouride dosing plant continued to experience breakdowns this first half of the year which resulted in 20 low flouride samples. There was one coliform detect on the B-Line systems which when investigated was found to be a sampling error. Investigations were continuing into the two Nickel detects in the Parkes system	Number of non-compliant samples	Declining	26

WSI.4: Efficiently operate the water supply system

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WSI.4.1	Cost of production per KL	Manager Infrastructure Operations	50%	The water treatment plant treated 1,088,540kL of raw water during the first six months up to the end of December, up 27% for the same time last year. Including all wages and pumping costs, the cost to produce drinking water was \$0.76 per kL.	Cost of production per kL	Maintain	\$0.76

WSI.5: Provide the Shire with sufficient water supplies through effective water distribution

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WSI.5.1	Number of water quality complaints	Manager Infrastructure Operations	50%	During the first six months of the 2023/24-year three customer enquiries were received, in quarter one, in August. These enquiries were in relation to the hardness of the water, and contribution to blocking internal fittings. Due to changes in the river quality, the hardness of the water was higher than usual, whilst the water remained well within drinking water guidelines	Number of water quality complaints	Declining	3
WSI.5.2	Number of unplanned supply interruptions	Manager Infrastructure Operations	50%	Council received 101 water related complaints for the first six months of the 2023/24-year, this included 39 which were breaks in the Council main	Number of unplanned supply interruptions	Maintain	39

WSI.6: Recycled Water is safe for municipal irrigation

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WSI.6.1	Number of samples not complying with Australian Drinking Water Guide ("ADWG")	Manager Infrastructure Operations	50%	The advanced water recycled facility was offline until November due to a breakdown in the UV dosing equipment. 82ML of recycled water was supplied during the six months to December with zero non-compliant samples received.	Number of samples not complying with Australian Drinking Water Guide ("ADWG")	Zero	0
WSI.6.2	Action a response to customer requests within 10-days	Manager Infrastructure Operations	50%	There were zero CCP breaches recorded during the first six months of the 2023/24-year	Action a response to customer requests within 10-days	100% of customer requests actioned within 10-days	0

Water Security Project

WS2: We will ensure the Water Security Project has been appropriately designed, constructed, and commissioned for the needs of the community

WS2.1: Design the water security project to meet the changing needs of the community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WS2.1.1	Complete detailed design of the Drought Relief Program Project (refurbishment of Bore 1, 3, 4 and 5 and replacement of Bore 2)	Manager Infrastructure Operations	50%	The detailed designs were completed for the refurbishment of Bore 1, 3, 4, 2 and 5 during the first six months of the 2023/24-year, The first two quarters was near completion of Bore 2	Complete detailed design of the Drought Relief Program Project (refurbishment of Bore 1, 3, 4 and 5 and replacement of Bore 2)	Complete detailed design by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WS2.1.2	Complete detailed design of the Safe and Secure Water Project (Eugowra Road Pump Station, Akuna Road Pump Station and Eugowra Road Pump Station Solar System)	Manager Infrastructure Operations	50%	The detailed design of the safe and secure water project was completed, during the first six months of the 2023/24-year, except for the ERPS solar system	Complete detailed design of the Safe and Secure Water Project (Eugowra Road Pump Station, Akuna Road Pump Station and Eugowra Road Pump Station Solar System)	Complete detailed design by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WS2.1.3	Complete detailed design of the Building Better Regions Fund Project (Lachlan River Pump Station, Eugowra Road/Lachlan River Pre-treatment Plant and Solar, Lachlan River Additional Bore and Parkes Water Treatment Plant Raw Water Dam)	Manager Infrastructure Operations	45%	The detailed design of the building better regions fund project was completed, except for the Lachlan River additional Bore requirements	Complete detailed design of the Building Better Regions Fund Project (Lachlan River Pump Station, Eugowra Road/Lachlan River Pre-treatment Plant and Solar, Lachlan River Additional Bore and Parkes Water Treatment Plant Raw Water Dam)	Complete detailed design by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WS2.1.4	Complete detailed design of the Resources for Regions Project (Flood Mitigation and construction of retention basin in Crocker Park)	Manager Infrastructure Operations	50%	The detailed design of the resources for region project was completed. The first six months considered evaluations of the impacts and/or outcomes of constructing pipe work prior to completion of the retention basin	Complete detailed design of the Resources for Regions Project (Flood Mitigation and construction of retention basin in Crocker Park)	Complete detailed design by 30 June 2024	
WS2.1.5	Finalise the Integrated Water Cycle Management study	Manager Infrastructure Operations	50%	The finalisation of the study was near completion at the end of the first six month of the 2023/24-year	Finalise the Integrated Water Cycle Management study	Study finalised by 30 June 2024	

WS2.2: Ensure the Water Security Project can meet community needs through effective construction

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WS2.2.1	Construction of the Drought Relief Program project (refurbishment of Bore 1, 3, 4 and 5 and replacement of Bore 2) commenced	Manager Infrastructure Operations	50%	The construction of the project was completed during the first six months of the 2023/24-year. NRAR compliance work was on-going.	Construction of the Drought Relief Program project (refurbishment of Bore 1, 3, 4 and 5 and replacement of Bore 2) commenced	Construction commenced by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WS2.2.2	Construction of the Building Better Regions Fund Project (Lachlan River Pump Station, Eugowra Road/Lachlan River Pre-treatment Plant and Solar, Lachlan River Additional Bore and Parkes Water Treatment Plant Raw Water Dam) commenced	Manager Infrastructure Operations	50%	The construction of the Parkes water treatment plant raw water dam progressed, Lachlan River pump station and Lachlan River pre treatment plant progressed. The additional bore was in approval process during the two quarters	Construction of the Building Better Regions Fund Project (Lachlan River Pump Station, Eugowra Road/Lachlan River Pre-treatment Plant and Solar, Lachlan River Additional Bore and Parkes Water Treatment Plant Raw Water Dam) commenced	Construction commenced by 30 June 2024	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
WS2.2.3	Construction of the Resources for Regions Project (Flood Mitigation and construction of retention basin in Crocker Park) commenced	Manager Infrastructure Operations	0%	The progression of this project is on hold, awaiting the outcomes of the evaluations impacts and/or outcomes of constructing pipe work prior to completion of the retention basin as per actions WS2.1.4	Construction of the Resources for Regions Project (Flood Mitigation and construction of retention basin in Crocker Park) commenced	Construction commenced by 30 June 2024	

13

Waste management



Domestic waste management



Commercial waste and recycling facilities



Waste education and sustainability

Overview

As the traditional means of landfilling increases in cost, Parkes Shire Council has adapted to prioritise recycling and resource recovery. Council complies with all regulatory requirements, when transitioning to newer methods of waste management. An example of this compliance is ensuring domestic waste management activities are 'self-funded', complying with the NSW Local Government Act (section 504).

To ensure Council activities are efficiently run, Council maintains a contract with JR Richards to service the collection of residential and commercial waste at eligible properties across the Shire, operating a three-bin collection service. For additional waste that cannot be collected with JR Richards, Council operates 8 waste depots within the Shire.

Council collaborates with various organisations to enhance waste outcomes within the Shire. Collaboration continues with NetWaste, enabling cooperative projects to improve planning and delivery of waste management services across the region. While Visy Australia processes recyclable materials collected within the shire, ensuring items are correctly categorised and sold to reprocessing companies.

Domestic Waste Management

W1: We will provide effective domestic waste collection, minimise waste to landfill and promote widespread adoption of recycling and waste reduction.

W1.1: Provide effective domestic waste collection services to deliver positive public health, environmental and economic outcomes for the community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W1.1.1	Action a response to customer requests within 10-days	Director Planning and Community Services	50%	Progressing	Action a response to customer requests within 10-days	100% of customer requests actioned within 10-days	100
W1.1.2	Review the Parkes Waste Strategy, including the effective management of the 3-bin service contract	Director Planning and Community Services	0%	Review of the Parkes waste strategy during the first six months of the 2023/24-year had zero progression	Review the Parkes Waste Strategy, including the effective management of the 3-bin service contract	Reviewed completed	

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W1.1.3	Liaise with the NSW Environment Protection Authority ("NSW EPA") and Regional Growth Development Corporation ("RGDC") to investigate new technologies waste management	Director Planning and Community Services	50%	The first six months of the 2023/24-year had on-going development, and consistent advice from RDGC/EPA	Liaise with the NSW Environment Protection Authority ("NSW EPA") and Regional Growth Development Corporation ("RGDC") to investigate new technologies waste management	Active involvement in investigation of new technologies	2
W1.1.4	Conduct annual audits on general recycling and green bins	Director Planning and Community Services	50%	Audits on general recycling and green bins, continued throughout the 2023/24-year	Conduct annual audits on general recycling and green bins	Minimum of one audit per year	1

W1.2: Council provides facilities for residents to dispose of waste where public health, environmental and economic outcomes are considered

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W1.2.1	Percentage of waste diverted from landfill utilising resource recovery at transfer station and waste management facilities	Director Planning and Community Services	50%	Waste diverted from landfill, continued progressing during the first six months of the 2023/24-year	Percentage of waste diverted from landfill utilising resource recovery at transfer station and waste management facilities	3% increase	1
W1.2.2	Continued operation and maintenance of waste facilities across the Parkes Shire	Director Planning and Community Services	50%	The Parkes waste facility continued during the first six months of the 2023/24-year operating in accordance with EPA license	Continued operation and maintenance of waste facilities across the Parkes Shire	Maintain and review rural tip operations	2
W1.2.3	Deliver the Alectown Tip Cell project	Director Planning and Community Services	100%	The delivery of the Alectown tip cell project was completed	Deliver the Alectown Tip Cell project	Delivered by 30 June 2024	1

Commercial Waste

W2: We will develop processes to ensure commercial properties have the access to a disposal service and the opportunity to participate with waste diversion strategies

W2.1: Provide effective landfill management to deliver positive public health, environmental and economic outcomes for the community

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W2.1.1	Increase the percentage of commercial waste diverted from landfill	Director Planning and Community Services	50%	Both general waste and recycling waste services were made available to commercial properties throughout the first six months of the 2023/24-year	Increase the percentage of commercial waste diverted from landfill	2% increase	1
W2.1.2	Continued provision of a commercial waste collection service in Parkes	Director Planning and Community Services	50%	The first six months of the 2023/24-year had the continuation of the commercial waste collection service in Parkes	Continued provision of a commercial waste collection service in Parkes	Service maintained	
W2.1.3	Action a response to customer requests within 10-days	Director Planning and Community Services	50%	Customer requests were actioned and responded to with 10-days, during the first six months of the 2023/24-year	Action a response to customer requests within 10-days	100% of customer requests actioned within 10-days	100

W2.2: Ensure commercial waste collection services are maintained and manage the current and emerging impacts of external change

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W2.2.1	Maintain contracts for external services for the recycling and diversion from landfill	Director Planning and Community Services	50%	Contracts were maintained throughout the first six months of the 2023/24-year	Maintain contracts for external services for the recycling and diversion from landfill	5 to 8, external services contracts per annum	5
W2.2.2	Maintain the number of educational opportunities provided to both residential and business customers	Director Planning and Community Services	50%	Education opportunities were maintained during the first six months of the 2023/24-year. Promotion of CRC and bulk goods collections services	Maintain the number of educational opportunities provided to both residential and business customers	2 educational opportunities per annum	2

W2.3: Ensure recycling services are maintained and manage the current and emerging impacts of external change

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W2.3.1	Council representatives participate in educational programs	Director Planning and Community Services	50%	Council representatives during the first six months took advice for Parkes Community Recycling Centre (CRC)	Council representatives participate in educational programs	Participation in one program	1

Waste Education

W3: We will provide appropriate educational opportunities to the community, aiding residents to improve their knowledge of waste management

W3.1: Provide educational opportunities for residents and businesses across the Shire to aid their understanding of waste management practices within the Shire

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W3.1.1	Attend NetWaste Forums to promote waste education	Director Planning and Community Services	55%	NetWaste forums were attended to during the first six months of the 2023/24-year	Attend NetWaste Forums to promote waste education	4 NetWaste forums attended per annum	2

W3.2: Strengthen waste management practices through Council's engagement with external education opportunities

Action Code	Action Name	Responsible Officer Position	Progress	Comments	Performance Measure	Target	Actual
W3.2.1	Implement a suggested strategy, program, process, or activity from a NetWaste forum	Director Planning and Community Services	50%	Netwaste education programs for Community Recycling Centre (CRC)	Implement a suggested strategy, program, process, or activity from a NetWaste forum	One education program implemented	1







Parkes Shire Council
T 02 6861 2333

2 Cecile Street (PO Box 337)
Parkes NSW 2870

council@parkes.nsw.gov.au
parkes.nsw.gov.au





To General Manager
Parkes Shire Council
PO Box 337
PARKES NSW 2870
Attention Kent Boyd

19 December 2023

Re; Environmental Development & Allied Professionals Inc (EDAP Regional Conference Parkes 10 to 12 April 2024

Dear Kent

At the recent EDAP committee meeting a resolution was carried that a formal letter be provided to Parkes Shire Council advising that at the EDAP AGM held in Nyngan it was resolved to hold the 2024 in Parkes following Leeton's Shire Council withdrawal of their 2024 nomination due to infrastructure not being ready for 2024.

The venue for the conference is proposed to be held at the Parkes RSL Club and Conference dinner with Councils approval in Cooke Park. *(I have attached a draft conference program for your perusal).*

The Conference has been designed to ensure the delegates *(NB delegates come from a wide range of fields both in LG and the Private Sector including Building, Health and Planning professionals)* have a true appreciation of the Parkes area and especially the "**Parkes Special Activation Precinct**" which is currently taking shape and will be a draw card for the delegates along with the line-up of guest speakers that have been engaged for the Conference.

It is estimated that between 120-150 delegates will attend the Parkes EDAP Regional Conference EDAP receives substantial support professional bodies including Association of Australian Certifiers, Australian Institute of Building Surveyors, Australian Institute of Health Surveyors, Department of Infrastructure Planning and Environment, NSWFood Authority, and Regional Growth NSWDevelopment Corporation.

EDAP requests in kind support from Councils staff to assist with the Conference, together with support from the Mayor to officially open the Conference.


Regards

Alan Lindsay

Secretary EDAP

46 Buckland Street MOLLYMOOK NSW 2539 Email; arlconsulting@bigpond.com Web;
www.edap.org.au
Mob 0419 619 761

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
Parkes Drought Relief Program Stage 1A - RNSW2688 Parkes Water Security

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
16/02/24 (EoT Approved)	\$4,270,000	\$151,357.71	\$3,763,463.25	\$1,392,006 *	\$4,270,000 *

* Advising an overrun on the CDR project budget of \$307,420.27, which is attributed to escalation and inflation, the additional Bore 2 drilling costs (Water Resources Drilling settlement / +++Paul Milne Drilling), the abandoned Ulmarra / Tallawalla bore related costs, the abandoned Forbes Bore 3 pipeline costs, plus associated overheads.

One option would be to reallocate CDR project prelims and overheads to the BBRF project to balance the budget. Further there are open commitments that shall be closed out / transferred to balance the budget.

Task Completed
Bore Refurbishments

- Cable update / replacement at Bore 3 and 5
- All Scope of works for bore refurbishments are now complete

Bore 2 Access Track

- Access track upgrade has been successfully constructed to 95% complete, including tree trimming, tree removal and nesting box installation
- The remaining 5% to be completed post construction of Bore 2. Expected mid-February 2024

Bore 2 Development

- Drilling of the new bore including casing and screen installation was completed Monday 18th December 2023
- Planning for pump testing of bore is underway
- Existing bore 2 successfully converted to a monitoring bore
- Site audit completed for Bore 2 at change-over between contractors

Bore 2 Electricals

- Footing construction for electrical control room/switch room completed
- Electrical control building/switch room delivered and installed at bore 2 sites. Planning for electrical system wet commissioning is underway
- A mechanical engineering company has been engaged to support the design of the new bore pump

Bore 2 SMP

- Design and procurement activities completed by contractor
- Fabrication of new bore head and flow meter protection barrier are complete
- Underbores construction scope of works completed
- Both launch and retrieval pits backfilled with environmental controls in place

Tallawalla West - Construction Access

- Construction works completed
- Prefabricated precinct building temporary footings placed
- Prefabricated precinct building delivered, installed and connected utilities

Tasks forecast to be completed (next steps: 1-3 months)

- Project Close-out / Handover

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
Regional Recovery Partnership (RRP-002) -Program Package 2A - Parkes Water Security

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
31/12/2024	\$9,063,000	\$12,562.90	\$346,776.80	\$400,668	\$11,241,662.75

Task Completed

- Nil to report

Tasks forecast to be completed (next steps: 1-3 months)

- Nil to report

SSWP426 - Lachlan Pipeline Duplication Project - Package 2B - Parkes Water Security Project

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
31/12/26 (EoT Required)	\$38,270,000	\$37,991.95	\$1,685,248.73	\$618,283	\$50,470,043.91

Task Completed

- Funding deed EoT approved

Tasks forecast to be completed (next steps: 1-3 months)

- Focus on National Water Grid Funding application

Resource 4 Regions Round 9 - Parkes CBD Flooding Mitigation Stage 1A

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
31/12/2025	\$2,684,244		\$337,864.62	\$140,157.52	\$2,206,221.86

Task Completed

- Nil to report

Tasks forecast to be completed (next steps: 1-3 months)

- Nil to report

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
**Building Better Regions Funding - Lachlan River Water Supply Duplication Project
Stage 1 - Parkes Water Security Project**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
31/12/2024	\$14,403,000	\$75,027.47	\$2,729,914.26	\$1,178,582	\$19,596,540.67

Task Completed
Lachlan River Pre-Treatment Plant

- Final REF completed; Addendum #2 to Project REF completed
- Water Supply Work Approval application submitted to DPE; confirmation of receipt received
- Ongoing liaison with DPE answering queries and providing more information for the Section 60(b) approval
- Electrical Contract RFT assessed, recommendation to award contract issued to Council
- Services setup to site office - water (tank), septic (tank), power and comms
- Earthworks contractor appointed
- SMP package, readvertised tender. Tenders closed 18 December 2023
- Environmental audits completed on Eugowra Road Underbores and the LRP Construction Access Road. Minor non-conformances noted and observations made for rectification to close sites out; PMO to action

Lachlan River Pump Station Augmentation

- Kick off meeting held with Killards Infrastructure (SMP contractor)
- Kick off meeting held with 360 Engineering (Electrical contractor)
- Order placed for submersible pumps
- Water Supply Work Approval application yet to be issued, finalisation only required, waiting with DPE

Water Treatment Plant - Raw Water Supply Lagoon

- Services investigation of the Peak Hill Main. AAA Septic contractor with non-destructive vacuum truck location some of the main in its position. An additional investigation required as the main deeper than initially thought

Tasks forecast to be completed (next steps: 1-3 months)
Lachlan River Pre-Treatment Plant

- Lagoons earthworks contractor to mobilise to site April 2024
- Structural, Mechanical, Electrical (SMP) tender assessment and award
- Assessment and approval of Water Supply Work Approval to be completed by DPE

Lachlan River Pump Station Augmentation

- Mobilisation of contractors (SMP and Electrical)

Additional Lachlan Aquifer Bore

- Discussions to re-open with adjoining landowner in the assistance with property boundaries

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
Bogan Gate and Gunningbland Flood Study and Floodplain Risk Management Plan

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
16/08/2024	\$104,800	\$0	\$68,809.68	\$83,059.62	\$151,869.30

Task Completed

- Consultant site visit and meeting with community
- Update to project milestones
- RFQ for selection of consultant
- SIQ for procurement of project management services
- Panel selection for ground-based survey
- SIQ for procurement of aerial survey

Tasks forecast to be completed (next steps: 1-3 months)

- Finalise Flood Study Report
- Progressing model development with the consultant

Cookamidgera Flood Study and Floodplain Risk Management Plan

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
16/08/2024	\$126,600	\$0	\$78,201.50	\$101,019.30	\$179,220.80

Task Completed

- Consultant site visit and meeting with community
- Update to project milestones
- RFQ for selection of consultant
- SIQ for procurement of project management services
- Panel selection for ground-based survey
- SIQ for procurement of aerial survey

Tasks forecast to be completed (next steps: 1-3 months)

- Finalise Flood Study Report

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
Trundle Flood Study and Floodplain Risk Management Plan

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
25/10/2024	\$193,214	\$0	\$63,000	\$177,300	\$240,300

Task Completed

- Model update
- Presentation to FMC and OEH
- RFQ for selection of consultant
- SIQ for procurement of project management services
- RFQ for survey services

Tasks forecast to be completed (next steps: 1-3 months)

- Finalise Flood Study Update Report
- Options assessment
- Community consultation - media release, community engagement activities to be completed when updates available

Goobang Flood Study and Floodplain Risk Management Plan

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
16/08/2024	\$	\$0	\$	\$	\$

Task Completed

- x

Tasks forecast to be completed (next steps: 1-3 months)

- x

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
Places to Swim Grant Program

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
30/05/2024	\$1,146,000	\$0	\$122,219.25	\$623,162.25	\$1,146,000

Budget is in a positive state at the moment after removing the expensive telecommunications package and replacing it with the Starlink option. There is currently a \$300,000 surplus including the 10% contingency. RFQ for concrete path has gone out and budget will be updated again once quotes are received. Additional money will be allocated to the sandy beach and natural blocks to delineate the activation area.

Task Completed

- Commence construction
- Finalise telecommunications issues

Tasks forecast to be completed (next steps: 1-3 months)

- Complete toilet construction
- Award and commence path construction
- Commence manufacturing of floating blocks
- Complete signage requirements
- Order and install buoys for swimming area
- Install telecommunications infrastructure

**OPERATIONS
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
The Bogan Way (MR350) North and South - Various

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
May 2024	15,087,380	425,575	8,350,100	270,712	15,087,380

Task Completed

- Project 1** Linemarking at the intersection completed, awaiting lighting installation.
- Project 2** Completed 6/14km section for sealing. Land acquisition at MR348 intersection completed, awaiting Telstra relocations.
- Project 3** Currently preparing a concept design for culverts at the southern approach to Trundle.
- Project 4** Completed.
- Project 5** Detailed survey completed, working on conceptual design for Bogan Gate
- Project 6** Issue for construction plans received, commencing works following East Street bridge completion.
- Project 7** Detailed design completed, scheduled to be commenced after project 6.

Tasks forecast to be completed (next steps: 1-3 months)

- Continue pavement widening works at Project 2, outstanding culverts and headwall construction.
- Commence Project 6 & 7

Design and Construction of East Bridge - Parkes

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
Apr 2024	2,541,120	125,531	1,984,404	329,599	2,918,000

Task Completed

- Pavement works & on northern abutment
- Kerb and gutter works on northern side
- Concrete relieving slabs completed on bridge.
- Council has applied for a time-variation with TfNSW with April 2024 completion.

Tasks forecast to be completed (next steps: 1-3 months)

- Widening of existing channel to suit new bridge width.
- Optical Fibre relocation February 2024
- Asphalting East street within Rail corridor March 2024.
- Rock armouring channel.
- Southern Road approaches drainage lintels and kerb & guttering
- 2.5m shared path down western side of East Street.
- Installation of Guard rail for the bridge and approaches

**OPERATIONS
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
Peak Hill Baldry Road - Culverts

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
Dec 2024	4,000,000	9,243	953,630	73,704.31	4,000,000

Task Completed

- Fencing of property acquisition
- Awarded culvert contract
- Culvert construction commencement Monday 22 January 202.

Tasks forecast to be completed (next steps: 1-3 months)

- Finalise design for remaining 8km.
- Commence REF for remaining 8km (consultant previously engaged via tender).
- Consult with NPWS regarding effects of proposed works through Goobang National Park
- Construction of culverts for the 5km section
- Road works for 5km section

Kelly Reserve – Telling the Story of Water in Parkes Shire through play

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
29/04/2024	1,550,000	181	32,665	67,462	1,550,000

Task Completed

- Tenders received & awarded to Moduplay.
- Water service connected to site.
- Procurement of BBQ's.
- Three phase power connection - ENACON.

Tasks forecast to be completed (next steps: 1-3 months)

- Moduplay to Commence construction for water park.
- Sewer junction for splash pad connection by PSC.
- Moduplay to Commence construction.
- Little's power to install conduits for power and new overhead lighting.
- Demolition of existing brick BBQ & install of new cabinets, lights & GPO's to existing shelter.

**OPERATIONS
MAJOR PROJECTS & CURRENT WORKS - JANUARY 2024**
Parkes - Bushman and Dalton Street Roundabout (Re-Works)

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
	1,122,000	0	1,018,549	9,718	TBC

Task Completed

- Contractor has been engaged to complete works (SME) with anticipated start the 28 February 2024
- Plans have been completed for extra works

Tasks forecast to be completed (next steps: 1-3 months)

- Site establishment and Community consultation
- Commencement of construction



Parkes
Shire Council

Parkes Shire Council
PO Box 337
2 Cecil Street
PARKES NSW 2870
Telephone: 02 6861 2333
Fax: 02 6862 3946

Important Notice!

This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Parkes Shire Council nor the LPI makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
© The State of New South Wales (Land and Property Information).
© Parkes Shire Council.



Drawn By: Sharon Ross

Projection: # GDAR4 / MGA zone 55

Date: 06/02/2024 1:42 PM

Harris Street, Parkes

Map Scale: 1:2257 at A4





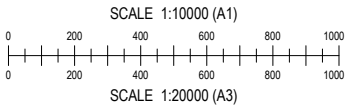
3.6 HEC
LAND AQUISITION

Lot 1 DP110667
Alagala Pty Ltd

Lot 1 DP110667
Alagala Pty Ltd

Lot 2 DP753970
State Forests of NSW

No.	REVISION DETAILS	DRAWN	APP	DATE



PARKES SHIRE COUNCIL
2 Cecile Street PARKES NSW 2870
Phone: (02) 6861 2333 Fax: (02) 6862 3946
council@parkes.nsw.gov.au www.parkes.nsw.gov.au

SURVEYED	Zachary Bayliss	18/02/2023
DESIGNED	-	-
DRAWN	-	-
CHECKED	-	-
APPROVED	-	-

PROJECT	Alagala Road Detail Survey
TITLE	Alagala Road Concept 2
DATUM	A.H.D.
AZIMUTH	180°
ORIGINAL SIZE	A1
SCALE	AS SHOWN

DRAWING No.	2023011
STATUS	Surveyed
REV.	A

PLOT DATE: 17/01/2024 11:53:05 AM

DWG FILE: Final Survey Product Alagala.dwg

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 30 January 2024 2:33 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Landing Fee's

Dear [REDACTED]

Happy 2024! I hope you managed to have a good break and are ready for another busy year.

I'm writing in relation to Fly'n For Fun, which will take place 12-14 April this year.

One of the key items that attracted us to bring aviators to Parkes was that there was no landing fee for aircraft <2000kgs. Furthermore, we also saw that the economic benefit that Fly'n For Fun brings to Parkes far outweighed any landing fee, which was of particular importance as we emerged from COVID and recognising need for a 'shot in the arm' for regional areas at that time.

It's been brought to my attention that Parkes has now introduced a \$6.50 landing fee for all aircraft less than 2,000kgs. Is it the intention that these fees would be imposed on attendees at Fly'n For Fun 2024? If so, I would respectfully request that fees be waived for those aircraft coming to Parkes specifically for this event, especially given the broader economic benefit that this event will bring to Parkes.

Finally, I will be finishing up with RAAus next week and moving on to another senior role within the Industry. Thank you for the assistance you and your team have given me since we started the Fly'n For Fun journey. I have no doubt this will continue on with Maxine Milera (CC'd) who will be our CEO for a few months whilst the Board recruit for a permanent CEO. Regardless, I look forward to attending Fly'n For Fun 2024 in a private capacity!

I really appreciate your consideration of this request re landing fees.

Many thanks

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
Recreational Aviation Australia
We Inspire and Connect People Through Aviation

[REDACTED]





Disclaimer:

This message has been issued by Recreational Aviation Australia. The information transmitted is for the use of the intended recipient only and may contain confidential and/or legally privileged material. Any review, re-transmission, disclosure, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you have received this e-mail in error, please notify Recreational Aviation Australia (02) 6280-4700 and delete all copies of this transmission together with any attachments. Please consider the environment before printing this email.