

# Ordinary Council Meeting

Minutes

Tuesday 20 February 2024



**Minutes of the Ordinary Council Meeting**  
**Held on Tuesday, 20 February 2024 at the**  
**Parkes Council Chamber, 2 Cecile Street, Parkes**

**Present:**

Cr Neil Westcott	Councillor (Chairperson)
Cr Marg Applebee	Councillor (Deputy Chairperson)
Cr Ken Keith OAM	Councillor
Cr William Jayet	Councillor
Cr Jacob Cass	Councillor
Cr Ken McGrath	Councillor
Cr Louise O'Leary	Councillor
Cr George Pratt	Councillor
Cr Daniel Weber	Councillor
Cr Glenn Wilson	Councillor

**Council Officers in Attendance:**

Mr Kent Boyd PSM	General Manager
Mr Logan Hignett	Acting Director Operations
Mr Andrew Francis	Director Infrastructure and Strategic Futures
Mr Brendan Hayes	Director Planning and Community Services
Mr Anthony McGrath	Director Customer, Corporate Services and Economy
Mr Jaco Barnard	Chief Financial Officer
Mrs Nikki Bevan	Acting Manager Governance, Risk and Corporate Performance
Miss Georgia Smith	Business Services Trainee (Minute Secretary)

**NOTES**

The meeting commenced at 2.00pm and concluded at 5.29pm.

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## **1 OPENING OF MEETING**

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The Mayor declared the Ordinary Council Meeting of Tuesday 20 February 2024 open and welcomed Councillors, Council Officers and members of the public attending and listening to the meeting.

The Mayor advised attendees that the meeting was being recorded and streamed live on the internet, to enhance the accessibility of Council meetings to the broader Parkes Shire community, and that the recording will be archived and made available on Council's website.

The Mayor asked that attendees ensure that mobile phones and other electronic devices were turned off or in silent mode for the duration of the meeting.

The Mayor further advised that all care would be taken to maintain privacy, however, as a visitor in the public gallery, members of the public should be aware that their presence may be recorded.

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## **2 ACKNOWLEDGEMENT OF COUNTRY**

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Councillor Keith read the following Acknowledgement of Country:

*Parkes Shire Council acknowledges the Traditional Custodians of the Wiradjuri Country and recognises and respects their cultural heritage, beliefs and continuing connection with the lands and rivers of the Parkes Shire.*

*Council pays its respects to Elders past, present and emerging and extends this respect to all First Nations peoples in the Parkes Shire.*

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## **3 PRAYER**

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The General Manager read the Prayer:

O God,  
In all Council's deliberations so inspire,  
That wise decisions are made in all things,  
We pray through Jesus Christ, Our Lord,

AMEN

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## **4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE**

Nil

## **5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK**

Nil

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## 6 CONFIRMATION OF MINUTES

<b>6.1 MINUTES OF THE ORDINARY ORDINARY COUNCIL MEETING MEETING HELD ON 23 JANUARY 2024</b>
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### RESOLVED OCM 028/24

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Ordinary Council Meeting Meeting held on Tuesday 23 January 2024 appended at *Annexure A*.

**CARRIED**

At this stage being 2.08pm Andrew Francis entered the meeting.

## 7 DISCLOSURES OF INTERESTS

The Mayor reminded Councillors and Council Officers of their obligation under Council's Code of Conduct to disclose and manage any conflicts of interest they may have in matters being considered at the meeting, and invited Councillors and Council Officers to disclose any such interests.

Cr William Jayet disclosed a significant non-pecuniary interest in relation to item 16.3 Contribution of In-Kind support for upcoming Exhibition. and chose to remain in the meeting, participate in debate and discussion on the matter, and vote on the matter OR remain in the meeting, but not participate in debate and discussion on the matter, and not vote on the matter. The reason provided was:

*"Friend of person requesting in-kind support."*

Brendan Hayes President EDAP Non-pecuniary, significant

Cr Jacob Cass disclosed a less than significant non-pecuniary interest in relation to item 18.3 General Practitioner Attraction and chose to remain in the meeting, participate in debate and discussion on the matter, and vote on the matter OR remain in the meeting, but not participate in debate and discussion on the matter, and not vote on the matter. The reason provided was:

Cr Ken Keith OAM disclosed a less than significant non-pecuniary interest in relation to item 9.4 Australia Day 2024 Celebrations and chose to remain in the meeting, participate in debate and discussion on the matter, and vote on the matter OR remain in the meeting, but not participate in debate and discussion on the matter, and not vote on the matter. The reason provided was:

*"Member of Australia Day Committee."*

## 8 LATE BUSINESS

The Mayor advised that the following late items of business had been submitted by Council Officers, and invited a motion to enable the addition of the late items to the meeting agenda.

1. 18.3 General Practitioner Attraction

**9 MAYORAL MINUTE(S)****9.1 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS****RESOLVED OCM 029/24**

Moved: Cr Jacob Cass  
Seconded: Cr George Pratt

That Council:

1. Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 23 January 2024 through to 20 February 2024.

**CARRIED****9.2 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS****RESOLVED OCM 030/24**

Moved: Cr Ken Keith OAM  
Seconded: Cr Jacob Cass

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 20 February 2024 through to 19 March 2024.

**CARRIED****9.3 PREMIER'S VISIT****RESOLVED OCM 031/24**

Moved: Cr Marg Applebee  
Seconded: Cr Jacob Cass

That Council:

1. Receive and note the information about the 2024 Premier's Visit.

**CARRIED****9.4 AUSTRALIA DAY 2024 CELEBRATIONS****RESOLVED OCM 032/24**

Moved: Cr William Jayet  
Seconded: Cr Ken Keith OAM

That Council:

1. Receive and note the information about the 2024 Australia Day Celebrations.

**CARRIED****10 COUNCILLOR REPORT(S)**

Nil

**11 REPORTS OF COMMITTEES****11.1 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 7 FEBRUARY 2024****RESOLVED OCM 033/24**

Moved: Cr Ken McGrath

Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Local Traffic Committee Meeting held on Wednesday 7 February 2024 appended at *Annexure A*.
2. That the estimate for the traffic lighting be obtained.
3. Council Engineers review other options for the pedestrian facility.

**CARRIED**

At this stage being 2.38pm Andrew Francis left the meeting.

**11.2 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 13 FEBRUARY 2024****RESOLVED OCM 034/24**

Moved: Cr Ken Keith OAM

Seconded: Cr Jacob Cass

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 13 February 2024 appended at *Annexure A*.

**CARRIED****12 REPORTS OF THE GENERAL MANAGER****12.1 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2023****RESOLVED OCM 035/24**

Moved: Cr Ken Keith OAM

Seconded: Cr Marg Applebee

That:



1. Receive and note the budget review report to 31 December 2023
2. Adopt the budget variations proposed in the quarterly budget review to 31 December 2023

**CARRIED**

## **12.2 INVESTMENTS & BORROWINGS REPORT AS AT 31 JANUARY 2024**

### **RESOLVED OCM 036/24**

Moved: Cr William Jayet

Seconded: Cr George Pratt

That:

1. Receive and note the Statement of Investments and Borrowings as on 31 January 2024

**CARRIED**

## **12.3 MONTHLY FINANCIAL REPORT AS AT 31 JANUARY 2024**

### **RESOLVED OCM 037/24**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and note the financial report to 31 January 2024.

**CARRIED**

At this stage being 2.47pm Andrew Francis re-entered the meeting.

## **13 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY**

### **13.1 ENDORSEMENT OF 2023/24 OPERATIONAL PLAN PROGRESS REPORT (1 JULY TO 31 DECEMBER 2023)**

#### **RESOLVED OCM 038/24**

Moved: Cr William Jayet

Seconded: Cr Ken Keith OAM

That Council:

1. Endorse the 2023/24 Operational Plan Progress Report (1 July to 31 December 2023), appended at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.

**CARRIED**

At this stage being 2.50pm Brendan Hayes left the meeting.

At this stage being 2.54pm Brendan Hayes re-entered the meeting.

**13.2 REQUEST FOR FINANCIAL ASSISTANCE - ENVIRONMENTAL DEVELOPMENT & ALLIED PROFESSIONALS INC REGIONAL CONFERENCE 2024****RESOLVED OCM 039/24**

Moved: Cr Jacob Cass

Seconded: Cr Marg Applebee

That:

1. Receive and note the correspondence from the Environmental Development & Allied Professionals Inc, appended at *Annexure A*.
2. Provide public notice of its intention to provide \$5,000 in sponsorship and in-kind assistance to the Environmental Development & Allied Professionals Inc, as detailed in this report, to support the delivery of the 2024 Environmental Development & Allied Professionals Inc Regional Conference in April 2024.
3. Approve the provision of \$5,000 in financial assistance and in-kind assistance, to support the delivery of the 2024 Environmental Development & Allied Professionals Inc Regional Conference, subject to no formal submissions being received.

**CARRIED**

**14 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY****14.1 MAJOR PROJECTS AND CURRENT WORKS REPORT - INFRASTRUCTURE AND SUSTAINABILITY****RESOLVED OCM 040/24**

Moved: Cr Jacob Cass

Seconded: Cr Marg Applebee

That Council:

1. Receive and note the Infrastructure and Strategic Futures Major Projects and Current Works Report for February 2024, appended at *Annexure A*.

**CARRIED**

**15 REPORTS OF THE DIRECTOR OPERATIONS****15.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS****RESOLVED OCM 041/24**

Moved: Cr William Jayet

Seconded: Cr Ken Keith OAM

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for January 2024, appended at *Annexure A*.

**CARRIED**

### **15.2 TRANSFER OF CROWN ROAD TO COUNCIL**

#### **RESOLVED OCM 042/24**

Moved: Cr George Pratt

Seconded: Cr Jacob Cass

That:

1. Endorse the transfer of Harris Street, Parkes from Crown to Council ownership.
2. That if required, the seal of Council be affixed to the documentation to facilitate the transfer.

**CARRIED**

### **15.3 ACQUISITION OF LAND ALONG ALAGALA ROAD**

#### **RESOLVED OCM 043/24**

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

That:

1. That Council acquire approximately 0.16 ha of Lot 2 DP 753970, Tullamore State Forest, for construction of road by compulsory process in accordance with the Land Acquisition (Just Terms Compensation) Act, 1991 and make the necessary application to the Minister and/or Governor.
2. That Council authorise the General Manager and Director Operations to negotiate the land purchase for approximately 0.14ha of Lot 1 DP 110667 (privately owned land).
3. Upon acquisition, determine that the land be classified as Operational.
4. Authorise the General Manager and Mayor to sign and affix the Council Seal to all documentation to facilitate the acquisition.

**CARRIED**

### **15.4 WAIVING OF LANDING FEES FOR RA AUS EVENT AT PARKES REGIONAL AIRPORT 12 - 14 APRIL 2024**

#### **RESOLVED OCM 044/24**

Moved: Cr George Pratt

Seconded: Cr William Jayet

That:

1. Council endorse the RA Aus Fly'n For Fun Weekend to be held on 12 to 14 April 2024 at Parkes Regional Airport subject to provision of appropriate insurances and approvals.

2. Council waiver landing fees for all aircraft under 2 tonnes for the duration of the RA Aus Fly'n For Fun weekend of 12 to 14 April 2024.

**CARRIED**

## 16 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES

### 16.1 JACK SCOBLE SCHOLARSHIP 2024

**RESOLVED OCM 045/24**

Moved: Cr William Jayet  
Seconded: Cr Ken Keith OAM

That:

1. Council notes the information on the 2024 Jack Scoble Scholarship
2. Council increases the annual Jack Scoble Education Scholarship allocation to \$15,000.
3. Council consider a framework for the selection and allocation of funding

**CARRIED**

At this stage being 3.30pm the Mayor adjourned the meeting for afternoon tea following the Jack Scoble Scholarship presentations.  
The meeting resumed at 4.19pm.

### 16.2 JANUARY 2024 BUILDING STATISTICS REPORT

**RESOLVED OCM 046/24**

Moved: Cr George Pratt  
Seconded: Cr William Jayet

That Council:

1. Receive and note the January 2024 Building Statistics Report.

**CARRIED**

At this stage being 4.22pm Councillor Jayet left the meeting.  
At this stage being 4.25pm Councillor Jayet re-entered the meeting.

### 16.3 CONTRIBUTION OF IN-KIND SUPPORT FOR UPCOMING EXHIBITION.

**RESOLVED OCM 047/24**

Moved: Cr Ken Keith OAM  
Seconded: Cr Marg Applebee

That:

1. Council Provides in-kind support by waiving the Coventry Room hire fee for the Elsie Mahon 80 Year Retrospective Art Display for 2 days.
2. Council will not charge for the private function on day 3.

**CARRIED**

**17 NOTICES OF MOTION/QUESTIONS WITH NOTICE**

Nil

**18 CONFIDENTIAL MATTERS****RESOLVED OCM 048/24**

Moved: Cr Jacob Cass

Seconded: Cr Marg Applebee

That Ordinary Council Meeting:

1. Moves into Closed Session to deal with the matters below, which are classified as confidential under section 10A(2) of *the Local Government Act 1993* for the reasons specified:

**18.1 CONTRACT (PSC2024-010) ASSET MANAGEMENT OF SEWER PIPES (CNSWJO)**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

**18.2 "THE WELCOME" INDUSTRIAL LAND RELEASE EXPRESSION OF INTEREST**

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

**18.3 GENERAL PRACTITIONER ATTRACTION**

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

2. Exclude the media and public from the meeting on the basis that the business to be considered is classified as confidential, pursuant to 10A(1), 10(2) and 10A(3) of the *Local Government Act 1993*.
3. Withhold reports and correspondence relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act 1993*.

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4. Make public resolutions made by the Council in Closed Session after the conclusion of the Closed Session, and record such resolutions in the minutes of the Council meeting.

**CARRIED**

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At 4.26pm, the Meeting went into Closed Session.

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**RESOLVED OCM 049/24**

Moved: Cr Marg Applebee

Seconded: Cr Louise O'Leary

That Ordinary Council Meeting:

1. Resume in Open Session and note the Mayor's report on Confidential Resolutions.

**CARRIED**

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At 5.28pm, the Council in Closed Session returned to Open Session.

## **19 REPORT OF CONFIDENTIAL RESOLUTIONS**

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In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.

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<b>18.1 CONTRACT (PSC2024-010) ASSET MANAGEMENT OF SEWER PIPES (CNSWJO)</b>
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**RESOLVED OCM 050/24**

Moved: Cr William Jayet

Seconded: Cr Jacob Cass

That:

1. Council signed a contract between Interflow Pty Ltd for the following separable portions:
- Condition Assessment of Gravity Sewer and Stormwater Mains using CCTV;
  - Smoke Testing of Sewer Service Lines; and
  - Pipe Relining.
2. The term of the contract is 1 March 2024 to 30 June 2024, with an optional extension to complete any outstanding work commenced prior to June 2024. If agreed to in writing by both parties.

**CARRIED**

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**18.2 "THE WELCOME" INDUSTRIAL LAND RELEASE EXPRESSION OF INTEREST****RESOLVED OCM 051/24**

Moved: Cr William Jayet  
Seconded: Cr Ken Keith OAM

That:

1. Council receive and note the report.
2. Council agrees to the preferred proponent as outlined in this report.
3. Council delegate the negotiation of the agreement to the Mayor and General Manager.
4. That the final negotiated position be returned to council for consideration.

**CARRIED**

At this stage being 4.43pm Andrew Francis left the meeting.

At this stage being 4.49pm Andrew Francis re-entered the meeting.

At this stage being 4.59pm Councillor Jayet left the meeting - being an apology for the remainder of the meeting.

**18.3 GENERAL PRACTITIONER ATTRACTION****RESOLVED OCM 052/24**

Moved: Cr George Pratt  
Seconded: Cr Marg Applebee

That Council:

1. Delegate to the Mayor and General Manager the authority to proceed with negotiations as outlined in this report.

**CARRIED**

At this stage being 5.18pm Andrew Francis left the meeting - being an apology for the remainder of the meeting.

At this stage being 5.18pm Councillor Cass left the meeting - being an apology for the remainder of the meeting.

At this stage being 5.21pm Councillor Pratt left the meeting - being an apology for the remainder of the meeting.

At this stage being 5.27pm Councillor Keith left the meeting - being an apology for the remainder of the meeting.

**20 CONCLUSION OF MEETING**

The meeting concluded at 5.29pm.

This is the final page of the minutes comprising [enter last page number](#) pages numbered 1 to [enter last page number](#) of the Ordinary Council Meeting held on Tuesday, 20 February 2024 and confirmed on Tuesday, 19 March 2024.



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**Cr Neil Westcott**

MAYOR