

# Ordinary Council Meeting

## Business Paper

Pursuant to section 9 of the *Local Government Act 1993*, notice is hereby given that an Ordinary Council Meeting of Parkes Shire Council will be held in the Parkes Council Chamber, 2 Cecile Street, Parkes, on Tuesday 23 April 2024 at 2:00pm.



Kent Boyd PSM  
**GENERAL MANAGER**

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## Governing Body

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<b>Composition:</b>	Ten (10) Councillors
<b>Membership:</b>	Councillor K Keith OAM, Councillor WP Jayet, Councillor JP Cass, Councillor KM McGrath, Councillor LA O'Leary, Councillor GW Pratt, Councillor DR Weber, Councillor GS Wilson
<b>Quorum:</b>	6 Councillors
<b>Chairperson:</b>	Chairperson, Councillor NC Westcott
<b>Deputy Chairperson:</b>	Deputy Chairperson, Councillor MA Applebee

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Pursuant to section 223 of the *Local Government Act 1993*, the role of Parkes Shire Council's governing body is:

To direct and control the affairs of Parkes Shire Council in accordance with the *Local Government Act 1993*, in consultation with the General Manager.

To provide effective civic leadership to the local community.

To ensure as far as practicable the financial sustainability of the Council.

To ensure as far as practicable that the Council acts in accordance with the principles set out in Chapter 3 of the *Local Government Act 1993* and other strategic plans, programs, strategies and policies of the Council.

To determine and adopt a rating and revenue policy and Operational Plans that support the optimal allocation of the Council's resources to implement the strategic plans (including the Community Strategic Plan) of the Council and for the benefit of the local area.

To keep under review the performance of the Council, including service delivery.

To make decisions necessary for the proper exercise of the Council's regulatory functions.

To determine the process for appointment of the General Manager by the Council and to monitor the General Manager's performance.

To determine the senior staff positions within the organisation structure of the Council, following consultation with the General Manager.

To consult regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities.

To be responsible for ensuring that the Council acts honestly, efficiently and appropriately.

Matters determined by meetings of Parkes Shire Council's governing body will include all those non-delegable functions identified in section 377 of the *Local Government Act 1993*.

# Council Chambers

## Seating Plan



**PUBLIC GALLERY**

## Guiding Principles

In accordance with section 8A of the *Local Government Act 1993*, Councillors are reminded of the guiding principles applicable to decision-making by local councils:

Councils should recognise diverse local community needs and interests.

Councils should consider social justice principles.

Councils should consider the long-term and cumulative effects of actions on future generations.

Councils should consider the principles of ecologically sustainable development.

Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

## Statement of Ethical Obligations

In accordance with clause 3.22 of Council's Code of Meeting Practice, Councillors are reminded of their Oath or Affirmation of Office made under section 233A of the Act and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

### Oath or Affirmation of Office

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The Oath or Affirmation is taken by each Councillor whereby they swear or declare to undertake the duties of the office of Councillor in the best interests of the people of the Parkes Shire and Parkes Shire Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act to the best of their ability and judgment.

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### Conflicts of Interest

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All Councillors must declare and manage any conflicts of interest they may have in matters being considered at Council meetings in accordance with the Council's Code of Conduct. All declarations of conflicts of interest and how the conflict of interest was managed will be recorded in the minutes of the meeting at which the declaration was made.

Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with Council's Code of Conduct. Where a Councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the Councillor's audio-visual link to the meeting will be suspended or terminated for the time during which the matter is being considered or discussed by Council, or at any time during which Council is voting on the matter.

Councillors should ensure that they are familiar with Parts 4 and 5 of Council's Code of Conduct in relation to their obligations to declare and manage conflicts of interests.

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## Order of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>7</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>7</b>
<b>3</b>	<b>PRAYER.....</b>	<b>8</b>
<b>4</b>	<b>APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE.....</b>	<b>8</b>
<b>5</b>	<b>APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK .....</b>	<b>8</b>
<b>6</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>9</b>
6.1	Minutes of the Ordinary Council Meeting held on 19 March 2024.....	9
<b>7</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>29</b>
<b>8</b>	<b>LATE BUSINESS .....</b>	<b>30</b>
<b>9</b>	<b>ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....</b>	<b>30</b>
<b>10</b>	<b>MAYORAL MINUTE(S) .....</b>	<b>31</b>
10.1	Cessation of Resources for Regions Fund .....	31
10.2	Governor-General of Australia.....	35
10.3	Country Mayors Association Forbes Housing Forum 8 - 9 April 2024.....	37
10.4	Meetings, Functions and Events Attended by Mayor and Councillors.....	44
10.5	Coming Known Events for Mayor and Councillors.....	47
<b>11</b>	<b>COUNCILLOR REPORT(S) .....</b>	<b>49</b>
11.1	Parkes Masters Games 2024 .....	49
<b>12</b>	<b>REPORTS OF COMMITTEES.....</b>	<b>55</b>
12.1	Minutes of the Destination and Major Events Advisory Committee Meeting held on 5 March 2024.....	55
12.2	Minutes of the Business and Investment Advisory Committee Meeting held on 5 March 2024 .....	65
<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>69</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>69</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>69</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>69</b>
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>69</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>69</b>
<b>8</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>72</b>
12.3	Minutes of the Community, Liveability and Access Advisory Committee Meeting held on 19 March 2024.....	73
12.4	Minutes of the Parkes Sports Council Meeting held on 9 April 2024.....	81
12.5	Minutes of the Arts Advisory Council Meeting held on 9 April 2024 .....	86
12.6	Minutes of the Audit, Risk and Improvement Committee Meeting held on 10 April 2024.....	94
12.7	Minutes of the Parkes Sports Council Meeting held on 11 April 2024.....	109

12.8	Minutes of the Extraordinary Local Traffic Committee Meeting held on 15 April 2024.....	113
<b>13</b>	<b>REPORTS OF THE GENERAL MANAGER .....</b>	<b>120</b>
13.1	Dedication of Land to Relocate the Parkes Local State Emergency Services Headquarters .....	120
13.2	Investments & Borrowings Report as at 31 March 2024 .....	125
13.3	Monthly Financial Report as at 31 March 2024.....	129
<b>14</b>	<b>REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY .....</b>	<b>133</b>
14.1	Request to use Peak Hill TI Fund - 78 Caswell Street, Peak Hill - Safety and Amenity.....	133
14.2	Request for Financial Assistance: Parkes Coradgery & Diggers Amateur Race Club Inc.....	136
14.3	Parkes Shire Promotional Signage Proposal.....	140
<b>15</b>	<b>REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY .....</b>	<b>143</b>
15.1	Major Projects and Current Works Report - Infrastructure and Sustainability .....	143
15.2	For Information - Draft Indigenous Participation Plan .....	150
<b>16</b>	<b>REPORTS OF THE DIRECTOR OPERATIONS.....</b>	<b>152</b>
16.1	Central West Disaster Recovery Funding.....	152
16.2	Redetermination of Rent - Crown Land .....	160
16.3	Major Projects and Current Works - Operations .....	164
<b>3</b>	<b>REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES .....</b>	<b>168</b>
17.1	Parkes Shire Council and Homes NSW-- HOMES NSW Collaboration Agreement .....	168
17.2	Parkes Shire Council Section 94A(7.12) Plan- Appendix 1 Works Schedule .....	185
17.3	March 2024 Building Statistics Update .....	188
17.4	(DCPS) Quarterly Rangers Report January to March 2024 .....	194
<b>18</b>	<b>NOTICES OF MOTION/QUESTIONS WITH NOTICE.....</b>	<b>198</b>
	Nil	
<b>19</b>	<b>CONFIDENTIAL MATTERS .....</b>	<b>198</b>
19.1	CBD Improvements - Acquisition for Carparking .....	198
19.2	Building Better Regions Raw Water Storage Lagoon SMP Package (PSC2024/009) .....	198
19.3	Expression of Interest Airport Land .....	198
<b>20</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>199</b>

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## 1 OPENING OF MEETING

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In the spirit of open, accessible and transparent government, meetings of Parkes Shire Council are video recorded and webcast, consistent with Council's Code of Meeting Practice and the *Local Government Act 1993*.

Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures made during the course of meetings. Opinions expressed or statements made by individual participants are the opinions or statements of those individuals, and do not imply any form of endorsement by Council.

Closed sessions of Council meetings are not video recorded or webcast.

Recordings and webcasts are protected by copyright and owned by Council, and published to Council's website. No part may be copied, recorded, reproduced or transmitted without the prior written consent of the General Manager. Any recording or webcast is not, and shall not, be taken to be an official record of Council or discussion depicted therein. Only the official minutes may be relied upon as an official record of the meeting.

Authorised media representatives are permitted to record meetings provided written notice has been lodged. A person may be expelled from a meeting for recording without notice. Recordings may only be used for the purpose of accuracy of reporting and are not for broadcast, or to be shared publicly. No recordings of any private third-party conversations or comments of anyone within the Chamber are permitted.

Please ensure that mobile phones and other electronic devices are turned off or are in silent mode for the duration of the meeting.

Under Council's Code of Meeting Practice, individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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Parkes Shire Council acknowledges the Wiradjuri People who are the Traditional Custodians of the Land. We would also like to pay respect to the Elders past, present and emerging of the Wiradjuri Nation and extend that respect to other Aboriginal peoples from other nations who are present.

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### 3 PRAYER

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

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In accordance with clauses 5.3, 5.4 and 5.5 of Council's Code of Meeting Practice, apologies must be received and accepted from absent Councillors and a leave of absence from the Council Meeting may be granted.

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

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In accordance with clauses 5.18 and 5.19 of Council's Code of Meeting Practice, Councillors may attend and participate in meetings by audio-visual link with the approval of the Council.

Requests by Councillors for approval to attend a meeting by audio-visual link must be made in writing to the General Manager prior to the meeting in question and provide reasons why the Councillor will be presented from attending the meeting in person.

Councillors attending a meeting by audio-visual link are reminded that they must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the *Local Government Act 1993*.

**Note:** Consistent with clause 5.43 of Council's Code of Meeting Practice, attendance by Council staff at meetings of the Council by audio-visual link shall be with the approval of the General Manager.

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**6 CONFIRMATION OF MINUTES****6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 19 MARCH 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Annexures:** **A. Ordinary Council Meeting Minutes - 19 March 2024****RECOMMENDATION**

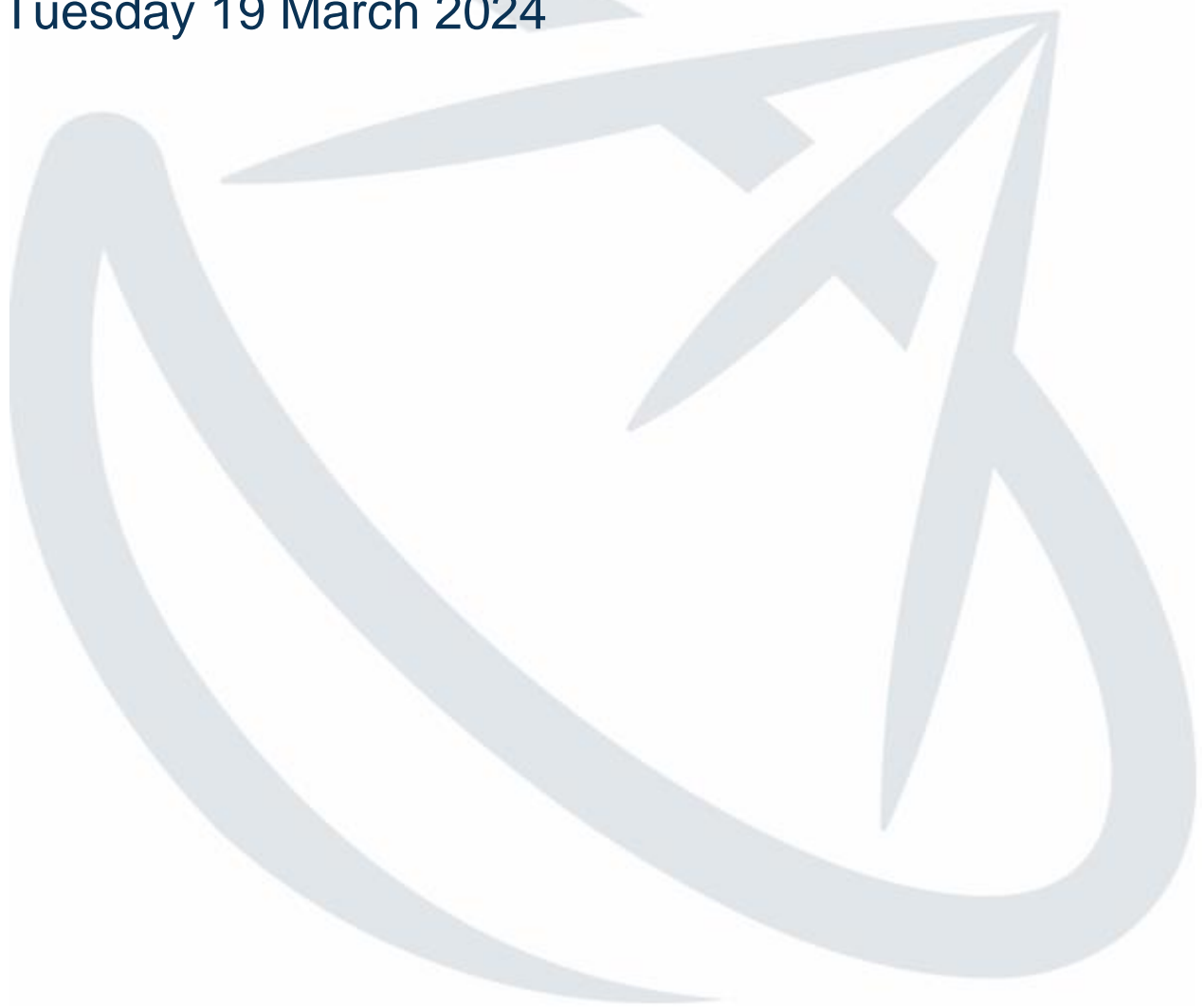
That Ordinary Council Meeting:

1. Receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 19 March 2024 appended at *Annexure A*.

# Ordinary Council Meeting

## Minutes

Tuesday 19 March 2024





**Minutes of the Ordinary Council Meeting**  
**Held on Tuesday, 19 March 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
Mrs Toni Lennane	Executive & Councillor Support Officer (Minute Secretary)

**NOTES**

The meeting commenced at 2:04 pm and concluded at 3:53 pm.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>5</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>5</b>
<b>3</b>	<b>PRAYER.....</b>	<b>5</b>
<b>4</b>	<b>APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE.....</b>	<b>5</b>
<b>5</b>	<b>APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK .....</b>	<b>5</b>
<b>6</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>6</b>
6.1	Minutes of the Ordinary Ordinary Council Meeting Meeting held on 20 February 2024.....	6
<b>7</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>6</b>
<b>8</b>	<b>LATE BUSINESS .....</b>	<b>7</b>
<b>9</b>	<b>ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....</b>	<b>7</b>
9.1	ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	7
<b>10</b>	<b>MAYORAL MINUTE(S) .....</b>	<b>7</b>
10.1	Coming Known Events for Mayor and Councillors.....	7
10.2	Meetings, Functions and Events Attended by Mayor and Councillors.....	8
10.3	CNSWJO Board meeting .....	8
10.4	Country Mayors Association - NSW Government Budget Submission.....	8
10.5	Parkes Maternity Services.....	9
10.6	Mayoral Meetings with NSW Government Ministers .....	9
<b>11</b>	<b>COUNCILLOR REPORT(S) .....</b>	<b>9</b>
11.1	BackTrack - Youth Program .....	9
<b>12</b>	<b>REPORTS OF COMMITTEES.....</b>	<b>10</b>
12.1	Minutes of the Parkes Sports Council Meeting held on 12 March 2024 .....	10
<b>13</b>	<b>REPORTS OF THE GENERAL MANAGER.....</b>	<b>10</b>
13.1	Monthly Financial Report as at 29 February 2024 .....	10
13.2	Investments & Borrowings Report as at 29 February 2024.....	10
<b>14</b>	<b>REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY .....</b>	<b>11</b>
14.1	Request for Financial Assistance: Inkredible Fundraiser and Flash Day .....	11
14.2	Request to Host the 2024 Town Crier Championships .....	11
14.3	Request for Financial Assistance - Returned and Services League of Australia Sub-Branches .....	12
<b>15</b>	<b>REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY.....</b>	<b>12</b>
15.1	Major Projects and Current Works Report - Infrastructure and Sustainability .....	12
<b>16</b>	<b>REPORTS OF THE DIRECTOR OPERATIONS.....</b>	<b>13</b>
16.1	Major Projects and Current Works - Operations .....	13

<b>17</b>	<b>REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES .....</b>	<b>13</b>
17.1	DA2023/0107 - Place of Public Workshop - 165 Nash Street, Parkes .....	13
17.2	February 2024 Building Statistics Report.....	13
17.3	Parkes Shire Council Art Collection Policy .....	14
<b>18</b>	<b>NOTICES OF MOTION/QUESTIONS WITH NOTICE.....</b>	<b>14</b>
18.1	Crime in Parkes.....	14
18.2	Inter Agency Working Group .....	15
<b>19</b>	<b>CONFIDENTIAL MATTERS .....</b>	<b>15</b>
<b>19</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>16</b>
19.1	CBD Improvements - Property Acquisition for Parking .....	17
19.2	PSC2023/116 Supply and Delivery of Replacement Screens for Sewer Treatment Plant.....	17
19.3	Sale of Land for Unpaid Rates & Charges.....	18
19.4	Parkes Aquatic Centre .....	19
<b>20</b>	<b>CONCLUSION OF MEETING.....</b>	<b>19</b>

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## 1 OPENING OF MEETING

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The Mayor declared the Ordinary Council Meeting of Tuesday 19 March 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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Cr Bill Jayet 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:

Almighty God,  
We ask for your blessing upon this Council,  
Direct and prosper our deliberations,  
For the true welfare of the people of the Parkes Shire and beyond.

AMEN

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## 4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Nil

## 5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

Nil

## 6 CONFIRMATION OF MINUTES

### 6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 20 FEBRUARY 2024

#### **RESOLVED OCM 053/24**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 20 February 2024 appended at *Annexure A*.

**CARRIED**

## 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 Daniel Weber disclosed a significant non-pecuniary interest in relation to item 19.1 CBD Improvements - Property Acquisition for Parking and chose to leave the room. The reason provided was:

*"Is a member of the Executive of Parkes Baptist Church who is the owner of the property."*

Cr Ken Keith OAM disclosed a significant non-pecuniary interest in relation to item 14.2 Request to Host the 2024 Town Crier Championships and chose to leave the room. The reason provided was:

*"Town Crier is my brother."*

Cr Marg Applebee disclosed a significant non-pecuniary interest in relation to item 14.3 Request for Financial Assistance - Returned and Services League of Australia Sub-Branches and chose to leave the room. The reason provided was:

*"I am an affiliated member of the Parkes Sub-Branch."*

Cr Louise O'Leary disclosed a significant non-pecuniary interest in relation to item 14.3 Request for Financial Assistance - Returned and Services League of Australia Sub-Branches and chose to leave the room. The reason provided was:

*"I am an affiliated member of the Parkes Sub-Branch of which Peak Hill is now under the Parkes Sub-Branch and I am on the Peak Hill ANZAC Sub-Committee."*

Cr George Pratt disclosed a significant non-pecuniary interest in relation to item 14.3 Request for Financial Assistance - Returned and Services League of Australia Sub-Branches and chose to leave the room. The reason provided was:

*"I am a member of the Parkes Sub-Branch."*

## 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. **Reports of the Director of Customer, Corporate Services and Economy:**

*14.3 Request for Financial Assistance - Returned and Services League of Australia Sub-Branches.*

Moved: Cr Keith  
Seconded: Cr Weber

## 9 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

### 9.1 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

#### **RESOLVED OCM 054/24**

Moved: Cr Marg Applebee  
Seconded: Cr William Jayet

That Council:

1. Adopt the following items in the Agenda as recommended in the report:
  - 10.1 - Coming Known Events for Mayors & Councillors.
  - 10.2 - Meetings, Functions and Events Attended by Mayor and Councillors.
  - 10.3 - CNSWJO Board Meeting.
  - 10.4 - Country Mayors Association - NSW Government Budget Submission.
  - 12.1 - Minutes of the Parkes Sports Council Meeting held on 12 March 2024.

**CARRIED**

## 10 MAYORAL MINUTE(S)

### 10.1 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS

#### **RESOLVED OCM 055/24**

Moved: Cr Marg Applebee  
Seconded: Cr William Jayet

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 19 March 2024 through to 22 April 2024.

**CARRIED**



**10.2 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS****RESOLVED OCM 056/24**

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

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 20 February 2024 through to 16 March 2024.

**CARRIED****10.3 CNSWJO BOARD MEETING****RESOLVED OCM 057/24**

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

That Council:

1. Receive and note the information about the CNSWJO Board meeting.

**CARRIED****10.4 COUNTRY MAYORS ASSOCIATION - NSW GOVERNMENT BUDGET SUBMISSION****RESOLVED OCM 058/24**

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

That Council:

1. That the information be noted.
2. That a letter be sent to the NSW Government supporting the Country Mayors Budget Submission.

**CARRIED**

**10.5 PARKES MATERNITY SERVICES****RESOLVED OCM 059/24**

Moved: Cr William Jayet

Seconded: Cr Marg Applebee

That Council:

1. Receive and note the information.
2. That Council formally thank Mr Philip Donato MP for his question to Premier the Hon. Chis Minns (ALP) at Parliament House, Sydney on 13 March 2024.
3. That Council continue to work with Mr Donato to re-establish maternity and better health services generally for Parkes.

**CARRIED****10.6 MAYORAL MEETINGS WITH NSW GOVERNMENT MINISTERS****RESOLVED OCM 060/24**

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

That Council:

1. Write to the Local Member Mr Phil Donato MP to express our appreciation to him and his staff for facilitating the meetings and hosting the Parkes Council Executive in Parliament on 13 March 2024.
2. Write to each Minister with an invitation to visit Parkes and the wider region.
3. Write to each Minister and reiterate the requests made at the meeting.

**CARRIED****11 COUNCILLOR REPORT(S)****11.1 BACKTRACK - YOUTH PROGRAM****RESOLVED OCM 061/24**

Moved: Cr Marg Applebee

Seconded: Cr Jacob Cass

That:

1. If there is community will to progress the BackTrack initiative, that the Council continue to work with the community to support the establishment of BackTrack in the Parkes Shire.

In Favour: Crs Neil Westcott, Marg Applebee, Ken Keith OAM, William Jayet, Jacob Cass, Ken McGrath, Louise O'Leary, George Pratt, Daniel Weber and Glenn Wilson

Against: Nil

**CARRIED 10/0**

## 12 REPORTS OF COMMITTEES

### 12.1 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 12 MARCH 2024

#### **RESOLVED OCM 062/24**

Moved: Cr Marg Applebee

Seconded: Cr William Jayet

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 12 March 2024 appended at *Annexure A*.

**CARRIED**

## 13 REPORTS OF THE GENERAL MANAGER

### 13.1 MONTHLY FINANCIAL REPORT AS AT 29 FEBRUARY 2024

#### **RESOLVED OCM 063/24**

Moved: Cr Marg Applebee

Seconded: Cr Ken Keith OAM

That Council:

1. Receive and note the year to date financial reports for the period up to 29 February 2024.

**CARRIED**

### 13.2 INVESTMENTS & BORROWINGS REPORT AS AT 29 FEBRUARY 2024

#### **RESOLVED OCM 064/24**

Moved: Cr George Pratt

Seconded: Cr William Jayet

That:

1. Receive and note the Statement of Investments and Borrowings as on 29 February 2024

**CARRIED**

**14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****14.1 REQUEST FOR FINANCIAL ASSISTANCE: INKREDIBLE FUNDRAISER AND FLASH DAY****RESOLVED OCM 065/24**

Moved: Cr Marg Applebee

Seconded: Cr Daniel Weber

That:

1. Council receive and note the correspondence from the Inkredible Experience Tattoo Gallery, appended at *Annexure A*.
2. Council does not provide Financial Assistance to the Inkredible Fundraiser and Flash Day event due to there being insufficient funds available in the Community Events Budget and because the event only partially returns the investment by Council in donations to charity.

Motion:

Council does provide financial assistance in the amount of \$2,200.00 for the 2023 / 2024 financial year.

In Favour: Crs Neil Westcott, Marg Applebee, Ken Keith OAM, William Jayet, Jacob Cass, Ken McGrath, Louise O'Leary, George Pratt, Daniel Weber and Glenn Wilson

Against: Nil

**CARRIED 10/0**

At this stage being 2:35 pm Cr Ken Keith left the room.

At this stage being 2:36 pm Cr Glenn Wilson arrived.

**14.2 REQUEST TO HOST THE 2024 TOWN CRIER CHAMPIONSHIPS****RESOLVED OCM 066/24**

Moved: Cr Ken McGrath

Seconded: Cr Marg Applebee

That:

1. Council receive and note the correspondence from Mr Tim Keith, appended in *Annexure A*.
2. Council agrees to host and financially support the NSW Town crier championships provided that the members of the Ancient and Honourable Guild of Australian Town Criers agree to assist the Event team by seeking sponsorship and reducing costs where practicable.

**CARRIED**

At this stage being 2:39 pm Cr Ken Keith returned to the room.

At this stage being 2:41 pm Councillors Marg Applebee, George Pratt and Louise O'Leary all left the room.

#### **14.3 REQUEST FOR FINANCIAL ASSISTANCE - RETURNED AND SERVICES LEAGUE OF AUSTRALIA SUB-BRANCHES**

##### **RESOLVED OCM 067/24**

Moved: Cr Glenn Wilson

Seconded: Cr Jacob Cass

That:

1. Council move the allocation of \$30,000 in the Parkes TIF for the Cooke Park Masterplan to the 2024-2025 Financial Year.
2. Council provides public notice of its intention to provide up to \$6,400.00 in financial assistance from the Parkes Town Improvement Fund (TIF) to the Returned and Services League of Australia NSW ("RSL") Sub-Branches. This assistance will be provided by in-kind support to facilitate the delivery of ANZAC Ceremonies across the Parkes Shire in April 2024.
3. Council approve the provision of \$6,400.00 in financial assistance from the Parkes TIF by way of in-kind support to support the delivery of the annual ANZAC Ceremonies, subject to no formal submissions being received.
4. Council allow the Mayor and other Councillor representatives to attend the various ceremonies being conducted around the Shire.

**CARRIED**

At this stage being 2:44 pm Councillors Marg Applebee, George Pratt and Louise O'Leary all returned to the room.

## **15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY**

#### **15.1 MAJOR PROJECTS AND CURRENT WORKS REPORT - INFRASTRUCTURE AND SUSTAINABILITY**

##### **RESOLVED OCM 068/24**

Moved: Cr Ken Keith OAM

Seconded: Cr Jacob Cass

That Council:

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

**CARRIED**

**16 REPORTS OF THE DIRECTOR OPERATIONS****16.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS****RESOLVED OCM 069/24**

Moved: Cr Ken McGrath

Seconded: Cr George Pratt

That Council:

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

**CARRIED**

At this stage being 2:50 pm Anthony McGrath left the room.

At this stage being 2:52 pm Anthony McGrath returned to the room.

**17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES****17.1 DA2023/0107 - PLACE OF PUBLIC WORKSHIP - 165 NASH STREET, PARKES****RESOLVED OCM 070/24**

Moved: Cr Jacob Cass

Seconded: Cr Marg Applebee

That:

1. Approve Development Application 2023/0107 subject to conditions within the attached Development Assessment report.

In Favour: Crs Neil Westcott, Marg Applebee, Ken Keith OAM, William Jayet, Jacob Cass, Ken McGrath, Louise O'Leary, George Pratt, Daniel Weber and Glenn Wilson

Against: Nil

**CARRIED 10/0**

At this stage being 2:53 pm Anthony McGrath left the room.

At this stage being 2:55 pm Anthony McGrath returned to the room.

**17.2 FEBRUARY 2024 BUILDING STATISTICS REPORT****RESOLVED OCM 071/24**

Moved: Cr George Pratt

Seconded: Cr Jacob Cass

That Council:

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

**CARRIED**



**17.3 PARKES SHIRE COUNCIL ART COLLECTION POLICY****RESOLVED OCM 072/24**

Moved: Cr Ken Keith OAM

Seconded: Cr William Jayet

That:

1. Council adopt the Parkes Shire Council Art Collection Policy.

**CARRIED****18 NOTICES OF MOTION/QUESTIONS WITH NOTICE****18.1 CRIME IN PARKES****RESOLVED OCM 073/24**

Moved: Cr Jacob Cass

Seconded: Cr Glenn Wilson

That Council:

1. That our Mayor, Cr Neil Westcott, write to our Local Member, Phil Donato MP for Orange, advising him of the situation and requesting information on what is being done to combat the rise of petty and serious crime within his electorate and specifically within the Parkes Shire.
2. That Council request to schedule regular meetings with the NSW Police Local Area Command (LAC) so that we, as Councillors and representatives of our community, know what is being done at a local level and can answer questions surrounding this when asked and provide the figures back to the Workshop.
3. We undertake a targeted review of our CCTV at areas where vandalism is more prevalent to ensure that we have functional cameras, determine what assets require more coverage to deter or capture these incidents, and determine whether the cost of upgrading our CCTV capabilities outweighs the cost of replacing equipment and staff hours to clean and fix these issues.

In Favour: Crs Neil Westcott, Marg Applebee, Ken Keith OAM, William Jayet, Jacob Cass, Ken McGrath, Louise O'Leary, George Pratt, Daniel Weber and Glenn Wilson

Against: Nil

**CARRIED 10/0**

At this stage being 3:22 pm Jaco Barnard left the room.

At this stage being 3:24 pm Andrew Francis left the room.

**18.2 INTER AGENCY WORKING GROUP****RESOLVED OCM 074/24**

Moved: Cr Jacob Cass

Seconded: Cr Louise O'Leary

That Council:

1. That invitation be extended for a representative of the Department of Regional NSW and a representative for TAFE NSW to join the Business & Investment Advisory Committee.

In Favour: Crs Neil Westcott, Marg Applebee, Ken Keith OAM, William Jayet, Jacob Cass, Ken McGrath, Louise O'Leary, George Pratt, Daniel Weber and Glenn Wilson

Against: Nil

**CARRIED 10/0CARRIED****19 CONFIDENTIAL MATTERS****RESOLVED OCM 075/24**

Moved: Cr William Jayet

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:

**19.1 CBD IMPROVMENTS - PROPERTY ACQUISITION FOR PARKING**

This matter is considered to be confidential under Section 10A(2) - d(ii) 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 information that would, if disclosed, confer a commercial advantage on a competitor of the council.

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.

**19.2 PSC2023/116 SUPPLY AND DELIVERY OF REPLACEMENT SCREENS FOR SEWER TREATMENT PLANT**

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.

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**19.3 SALE OF LAND FOR UNPAID RATES & CHARGES**

This matter is considered to be confidential under Section 10A(2) - b 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 discussion in relation to the personal hardship of a resident or ratepayer.

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.

**19.4 PARKES AQUATIC CENTRE**

This matter is considered to be confidential under Section 10A(2) - c 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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*.
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 3:25 pm, the Meeting went into Closed Session.

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**RESOLVED OCM 076/24**

Moved: Cr Jacob Cass

Seconded: Cr George Pratt

That Ordinary Council Meeting:

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

**CARRIED**

---

At 3:51 pm, the Council in Closed Session returned to Open Session.

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**19 REPORT OF CONFIDENTIAL RESOLUTIONS**

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.

At this stage being 3:25 pm Cr Daniel Weber left the room.

At this stage being 3:26 pm Andrew Francis and Jaco Barnard returned to the room.

#### **19.1 CBD IMPROVEMENTS - PROPERTY ACQUISITION FOR PARKING**

##### **RESOLVED OCM 077/24**

Moved: Cr Ken Keith OAM

Seconded: Cr William Jayet

That:

1. That the information be received and noted.

**CARRIED**

At this stage being 3:27 pm Cr Daniel Weber returned to the room.

#### **19.2 PSC2023/116 SUPPLY AND DELIVERY OF REPLACEMENT SCREENS FOR SEWER TREATMENT PLANT**

##### **RESOLVED OCM 078/24**

Moved: Cr Glenn Wilson

Seconded: Cr Jacob Cass

That:

1. Endorses the RFT Evaluation Report and endorses that VoR Environmental are nominated as the preferred tenderer for the Supply and Delivery of Replacement Screens for the Sewer Treatment Plant.
2. Endorses the awarding of the Contract to VoR Environmental pending contract execution.

**CARRIED**

**19.3 SALE OF LAND FOR UNPAID RATES & CHARGES****RESOLVED OCM 079/24**

Moved: Cr Louise O'Leary

Seconded: Cr Marg Applebee

That:

1. That Council proceed with the sale of land for unpaid rates for eligible properties as attached to this report.
2. That Council delegate authority to the General Manager to take the following actions pertaining to the properties specified in the report:
  - a. To withdraw from sale of any property that, prior to commencement of the auction, has had all rates and charges payable (including overdue rates and charges) paid in full; or a suitable payment arrange has been agreed to and entered into including a suitable upfront payment being made.
  - b. To set a date, time, and place for the sale.
  - c. To review and select persons or organisations to supply the services needed for sale of land process, from the list of expressions of interest submitted.
  - d. To withdraw any property from sale for technical or legal reasons.
  - e. To set reserve prices for sale of the properties at auction.
  - f. To negotiate by private treaty and accept offers for the sale of any property that fails to sell at auction.
  - g. To execute sale and purchase contracts, and property transfer documents, under Council's Common Seal.
  - h. To write off residual rates outstanding due to shortfall in sale for individual properties.
3. That the General Manager be authorised to appoint a Council Officer to bid on the Council's behalf for selected properties in the upcoming Sale of Land for Unpaid Rates auction.

**CARRIED**

At this stage being 3:37 pm Cr George Pratt left the room.

At this stage being 3:38 pm Cr George Pratt returned to the room.

**19.4 PARKES AQUATIC CENTRE****RESOLVED OCM 080/24**

Moved: Cr Ken McGrath

Seconded: Cr Jacob Cass

That Council:

1. Receive and note the response to the Question with Notice submitted by Cr Ken McGrath, as detailed in this report.

**CARRIED****20 CONCLUSION OF MEETING**

The meeting concluded at 3:53 pm.

This is the final page of the minutes comprising 19 pages numbered 1 to 19 of the Ordinary Council Meeting held on Tuesday, 19 March 2024 and confirmed on Tuesday, 23 April 2024.



**Cr Neil Westcott**  
MAYOR



## 7 DISCLOSURES OF INTERESTS

In accordance with Part 16 of Council's Code of Meeting Practice, all Councillors must disclose and manage any conflicts of interest they may have in matters being considered at the meeting.

Council's Code of Conduct deals with pecuniary and non-pecuniary conflicts of interest and political donations, and provides guidance on how these issues should be managed.

Councillors, and where applicable, other Council Officials, must be familiar with Council's Code of Conduct and their obligations to disclose and manage any conflicts of interest that they may have in matters being considered at this Council Meeting.

**Note:** Councillors and staff who declare an Interest at the Council Meeting are also required to complete a Declaration of Interest form.

Obligations	
Pecuniary Interests	<p>A Councillor who has a pecuniary interest in any matter with which the Council is concerned, and who is present at a meeting of the Council at which the matter is being considered, must disclose the nature of the interest to the meeting.</p> <p>The Councillor must not be present at, or in sight of, the meeting:</p> <ul style="list-style-type: none"> <li>(a) At any time during which the matter is being considered or discussed, or</li> <li>(b) At any time during which the Council is voting on any question in relation to the matter.</li> </ul>
Non-Pecuniary Conflicts of Interest	<p>A Councillor who has a non-pecuniary conflict of interest in a matter, must disclose the relevant private interest in relation to the matter fully and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter.</p>
Significant Non-Pecuniary Conflicts of Interest	<p>A Councillor who has a significant non-pecuniary conflict of interest in relation to a matter under consideration at a Council meeting, must manage the conflict of interest as if they had a pecuniary interest in the matter.</p>
Less than Significant Non-Pecuniary Interests	<p>A Councillor who determines that they have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest must also explain why conflict of interest is not significant and does not require further action in the circumstances.</p>

**8 LATE BUSINESS****9 ADOPTION OF MULTIPLE ITEMS OF BUSINESS**

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The Council may, at any time, resolve to adopt multiple items of business, as recommended in the report, byway of a single resolution. The Chairperson must list the items of business to be adopted and ask Councillors to identify any individual items of business listed by the Chairperson that they intend to vote against the recommendation made in the Business Paper, or that they wish to speak on (13.2).

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## 10 MAYORAL MINUTE(S)

### 10.1 CESSATION OF RESOURCES FOR REGIONS FUND

**IP&R Linkage:** Pillar: Leadership

**Goal:** Our local government is open, accountable, and representative.

**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.

**Author:** Cr Neil Westcott

**Annexures:** A. Joint Submission on Cessation of Resources for Regions [↓](#)

#### MOTION

That Council:

1. Support the Joint Submission on Cessation of Resources for Regions Fund

#### REPORT

As Council would be aware the NSW Government has ended the Resources for Regions Fund, which was provided to offset the impact of mining on host Councils. I raised this matter directly with the Premier, the Treasurer and the Minister.

Parkes Council became eligible to compete for Resources for Regions (R4R) funding in 2016. From 2020 Council was allocated funding.

Those R4R funds have been absolutely crucial to provide some of the basic infrastructure needed to support the fluctuations in workforce and to provide expected amenities. The projects funded under R4R are listed below.

Year	Amount	Project
<b>2022</b>	50,000	Carrington Hotel Peak Hill Business Case
	50,000	Spicer Caravan Park Business Case
	2,684,244	Main Street Flooding Mitigation Stage 1
	1,000,000	Rose Street Residential Development
	100,000	Green Spaces Masterplan
	150,000	Entertainment Centre Business Case
<b>TOTAL</b>	<b>4,034,244</b>	
<b>2021</b>	50,000	Pioneer Oval business case
	2,230,000	Turf 1 redevelopment
<b>TOTAL</b>	<b>2,280,000</b>	
<b>2020</b>	50,000	Newell Highway business case
	1,628,081	Spicer Oval Amenities

Year	Amount	Project
<b>TOTAL</b>	<b>1,678,081</b>	
<b>2019</b>	1,355,450	Family Daycare
<b>2018</b>	0	Two submissions unsuccessful
<b>2017</b>	0	Two submissions unsuccessful
<b>2016</b>	900,000	MR350 road upgrades
<b>TOTAL 16 - 23</b>	<b>\$10,247,775</b>	

Parkes Shire currently has one (1) active mine, however that mine has the largest impact on the GRP of the region, larger than the combined agriculture impact. That Mine also pays substantial royalties direct to the NSW Government.

As the host of a large mine, the regions experience impacts which include:

- Massive voids and mounds left in the countryside, leaving that land unproductive.
- Passenger vehicles coming and going to/from the mine from all points of the compass.
- Freight of all descriptions coming and going from the mine.
- Economic boom and bust with the fortunes of the mine.
- Accommodation boom and bust with projects at the mine.
- Workers expect the town to have good amenities.
- Significant economic downturn as the mines close (so called Dutch disease)
- Substantial royalties are paid to government from the local mine but now no return to the Host Council.

R4R was one small but incredibly important remedy for these very real issues.

The Association of Mining and Energy Related Councils (of which Parkes is a member), the Mining and Energy Union and the NSW Minerals Council have coauthored the attached letter which is self-explanatory.



**Cr Neil Westcott**

MAYOR



16 April 2024

The Hon Chris Minns, MP  
Premier of New South Wales  
GPO Box 5341  
SYDNEY NSW 2001

By email: 16 April 2024

Dear Premier,

**RE: REGIONAL JOBS AND INVESTMENT FUNDS – ROYALTIES FOR REJUVENATION – RESOURCES FOR REGIONS**

The Association of Mining and Energy Related Councils, the Mining and Energy Union and the NSW Minerals Council write concerning the NSW Government's commitment to support mining and energy communities as part of the NSW energy transition. The positions advanced in this correspondence have also been circulated amongst several councils which are not members of MERC in the Hunter, Central West, and North West and have had regard for the positions those councils have taken in relation to this same matter.

We welcome the Government's commitment to establish four jobs and investment authorities to support coal mining regions across NSW. We also recognise the Government's policy priorities of strengthening regional funding frameworks and ongoing sustainability of the NSW budget.

Two recent decisions taken by the NSW Government, however, cause us some concern. These are that Resources for Regions will not be carried forward as an ongoing program and that expenditure of the Royalties for Rejuvenation Fund is locked until 2028/29 or when the balance of the Fund reaches \$250 million.

**Regional Economic Transition Funding – Royalties for Rejuvenation**

Leading practice for responding to regional economic disruption has substantially changed in recent times with contemporary practice much more focused on early intervention, collaboration between stakeholders, and building regional adaptive capacity and resilience in advance of large industrial closures. Whilst the impact of the energy transition will have differing timing and impact across NSW regions, some communities will almost certainly be left behind if the support of the NSW Government is essentially suspended until 2028.

We are particularly concerned about regions which carry some of the following risk characteristics:

- Regions where market switching of thermal coal mining from domestic production to seaborne trade is not an option.

- Regions in which the deployment of renewable energy projects is likely to substantially overwhelm the resources of regional communities.
- Local government areas in which critical strategic land-use planning is required to leverage diversified industry investment. Particularly those regions where that work has not been adequately undertaken or will need to be re-evaluated in advance of large industrial closures. This work can be lengthy where ecological, heritage and other multi-criteria land use studies are required to support the re-use of former power stations and mines.
- Local government areas and regions have comparatively low existing levels of social advantage, and relatively poor workforce adaptive capacity and resilience. International experience demonstrates that substantial investment in STEM education and other initiatives which build workforce adaptive capacity in advance of economic disruption can substantially reduce the potential for entrenched economic and social disadvantage.

There is a real prospect, in our view, that the NSW Government's decision to suspend the resourcing of transitions management in any meaningful way until 2028 will result in entrenched social disadvantage in some NSW regions – even if the full extent of the outcomes is not appreciated for many years. We ask that the NSW Government reconsider its position.

#### **Regional Mining Community Funding – Resources for Regions**

Whilst we understand that the NSW Government wishes to review and re-frame its regional policy settings – including Resources for Regions – it is important to emphasise that Resources for Regions was, on the whole, working well. The policy filled a significant policy gap that existed prior to 2013, which led some communities in adjoining local government areas with mining activity bearing the impact of mining without having a revenue stream to adequately manage those impacts – particularly road impacts. The policy also partially addressed benefit sharing principles ensuring that local communities got a reasonable share of the value created by international-scale mining activity in their region.

We urge the NSW State Government to work more closely with our organisations and to swiftly identify adequate long-term funding streams to support the State's mining and energy regions going forward.

Our organisations would welcome the opportunity to meet with you to address this matter more directly.

Yours sincerely,



Dr Michael Askew  
Executive Officer  
NSW Mining and Energy Councils



Mr Stephen Galilee  
Chief Executive Officer  
NSW Minerals Council



Mr Grahame Kelly  
General Secretary  
Mining and Energy Union

CC:

*The Hon Daniel Mookhey, MLC*  
Treasurer

*The Hon Courtney Houssos, MLC*  
Minister for Finance, Minister for Domestic Manufacturing and Government Procurement, and Minister for Natural Resources

*The Hon Tara Moriarty, MLC*  
Minister for Agriculture, Minister for Regional New South Wales, and Minister for Western New South Wales

**10.2 GOVERNOR-GENERAL OF AUSTRALIA****IP&R Linkage:** **Pillar:** Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Deliver and support events, festivals and celebrations that promote engaged citizenship and foster community pride.**Author:** **Cr Neil Westcott****Annexures:** **Nil**

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**MOTION**

That Council:

1. That the Mayor sends a letter, on behalf of the entire community, to His Excellency General the Honourable David Hurley and Her Excellency Mrs Linda Hurley noting the last three visits to Parkes and thanking them for their support of the Parkes Shire.
2. That the Mayor sends a letter to Samantha Mostyn AO in becoming the 28th Governor-General of Australia.

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**REPORT**

The Governor-General the Honourable David Hurley commenced as the 27th Governor-General of Australia on 1 July 2019 and is due to retire in July 2024.

His Excellency's journey from the Australian Army to his esteemed position reflects a life of service and dedication. He has made significant contributions to both the defense forces and public service.

Her Excellency Mrs. Hurley has actively participated in engagements, demonstrating her commitment to supporting communities and understanding their needs. She has been a teacher and has supported her husband throughout his career in various postings across Australia. Her involvement in community events reflects her genuine interest in connecting with people and contributing to positive change.

Their Excellencies have attended the Parkes Shire on several occasions, with their most recent visits being:

1. On 7 September 2023 - when they attended the Paint the Town REaD's 9th National Early Literacy Conference inspired educators, parents, and children alike. They shared lunch with local student leaders, fostered connections and encouraged our youth to aspire to greatness. While in Parkes they also visited the CSIRO Parkes Observatory which showcased their interest in scientific advancements and innovation.
2. On 17 November 2022 - they visited the SES Emergency Control Centre which demonstrated their concern for the community's safety. They met with the Incident Controller Mr. Ken Murphy and New Zealand volunteers, which highlighted their commitment to emergency services. They participated in interviews with local and national media which amplified their awareness of our region's resilience.

They also both visited Billabong Crescent in Parkes to meet with residents affected by the floods. This personal interaction allowed firsthand understanding of the impact of natural disasters on our community.

Their engagement with emergency services personnel and flood-affected residents signifies their genuine concern and support for those facing adversity.

3. On 10-14 January 2018 (as Governor of New South Wales) to visit the Parkes Elvis Festival for the 26th Annual Event. During the Festival they both unveiled a bronze Elvis statue to the public, which stands in Cooke Park as a legacy to the hardworking volunteers who organised and contributed to the festival.

Their Excellencies have left a lasting impression on the Parkes Shire and their legacy will continue to inspire many Australians. I would like to send them a letter of gratitude for their service and support to Parkes Shire.



**Cr Neil Westcott**

MAYOR



**10.3 COUNTRY MAYORS ASSOCIATION FORBES HOUSING FORUM 8 - 9 APRIL 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable, and representative.**Strategy:** Advocate and provide strong representation for our community at the regional, state, and federal levels.**Author:** **Cr Neil Westcott****Annexures:** **A. Country Mayors Assoc. Forbes Housing Forum Communique** [↓](#)

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**MOTION**

That Council:

1. Receive and note the communique following the Country Mayors Association Housing Forum held on 8-9 April 2024, appended as *Annexure A*.

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**REPORT**

On Monday to Tuesday 8 - 9 April 2024 I attended the NSW Country Mayors Association Housing Forum, which was held in Forbes.

A Communique from that meeting is provided as *Annexure A* for Council's information.

**Cr Neil Westcott**

MAYOR



## THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

### COMMUNIQUÉ

#### Forbes Housing Forum 8-9 April 2024

The Country Mayors Association of NSW held our Housing Forum in Forbes on Monday and Tuesday, 8-9 April 2024. The team at Forbes Shire Council are to be congratulated for hosting such a successful event. There were over 80 attendees from across NSW, including Ministers, Shadow Ministers, members



of parliament, senior bureaucratic and high quality guest speakers from the housing sector. The forum built upon existing relationships and established strong new ties with our guest speakers, all commenting on the importance of Local Government and their commitment to work with us. We are front-line connections to regional communities.

Forbes Shire Mayor and CMA Executive Member, Phyllis Miller OAM (pictured with CMA Chair & Gunnedah Mayor Jamie Chaffey) made us feel welcome at a Mayoral Reception in the Visitor Information Centre in the Lachlan Vintage Village. The venue was a beautifully restored and converted shearing shed.



For further information, contact Cr Jamie Chaffey on 0467 402 412

[www.nswcountrymayors.com.au](http://www.nswcountrymayors.com.au)



## THE COUNTRY MAYORS ASSOCIATION OF NSW INC

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### COMMUNIQUE

Members gathered at Club Forbes to hear from our guest speakers.

Assistant Secretary - Housing Support Program Erin Cassie, gave the first presentation remotely, as did our Secretary, NSW Department of Planning, Housing and Infrastructure Kiersten Fishburn.

Elizebeth Grice travelled to Forbes to provide an example of how alternative approaches to housing can be considered. She is a Tiny Houses Spokesperson from the Goulburn Community Action group, made up of progressive volunteers.

Minister for Regional Development, Local Government and Territories, the Hon Kristy McBain, addressed the forum remotely.

Our final speaker for the Monday session was The Hon Sam Farraway, Nationals MLC. His address covered many issues not just housing, he encouraged our members councils to engage with the legislative councils inquiry "Ability of local governments to fund infrastructure and services" with submissions closing 26 April 2024.



Members were treated to a tour of Moxeys Dairy Farm. The largest single-site dairy in Australia was truly impressive.



For further information, contact Cr Jamie Chaffey on 0467 402 412

[www.nswcountrymayors.com.au](http://www.nswcountrymayors.com.au)





## THE COUNTRY MAYORS ASSOCIATION OF NSW INC

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### COMMUNIQUÉ



The Conference Dinner at the Forbes Inn on the Monday night was a fantastic networking event. The Country Mayors Association has fostered a sense of unity and community among its members and that was on show at the dinner.

It was great to hear the inspiring passion from the 2023 CMA Scholarship recipient Haley Gould from Forbes Shire Council (pictured on the left) at the dinner. We also had a guest speaker from the prevention and early intervention organisation for vulnerable male youth "Boys to the Bush" – check out their website for more information:

<https://boystothebush.org.au/about/>

For further information, contact Cr Jamie Chaffey on 0467 402 412

[www.nswcountrymayors.com.au](http://www.nswcountrymayors.com.au)



## THE COUNTRY MAYORS ASSOCIATION OF NSW INC

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### COMMUNIQUE

Back at Club Forbes on the Tuesday morning, the presentations began with The Hon Rose Jackson, MLC. She is the Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth, and Minister for the North Coast.



*CMA Chair and Gunnedah Mayor Cr Jamie Chaffey, NSW Housing Minister the Hon Rose Jackson MLC and CMA Executive Member and Forbes Shire Mayor, Cr. Phyllis Miller.*

The housing Minister was followed by Chief Executive of Homes NSW, Rebecca Pinkstone.



For further information, contact Cr Jamie Chaffey on 0467 402 412

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## THE COUNTRY MAYORS ASSOCIATION OF NSW INC

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### COMMUNIQUÉ

We heard from the Independent Member for Orange, Philip Donato before The Hon Scott Farlow, MLC got behind the lectern. He is Shadow Minister for Planning & Public Spaces, Shadow Minister for Housing, Shadow Minister for Cities, & Shadow Minister for the Hunter & Central Coast.



*The Hon. Scott Farlow (3<sup>rd</sup> from left), with CMA Executive Committee Members, Mayors Patrick Bourke (Federation Council), Russell Webb (Tamworth Regional Council), Phyllis Miller (Forbes Shire), Jamie Chaffey (CMA Chair and Gunnedah Shire) and Russell Fitzpatrick (Bega Valley).*

Our final speaker at the forum was Tom O'Dea. The Head of NBN Local - NSW Regional Development Engagement spoke of how NBN Co is working to ensure connections, as part of housing developments.

For further information, contact Cr Jamie Chaffey on 0467 402 412

[www.nswcountrymayors.com.au](http://www.nswcountrymayors.com.au)





## THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

### COMMUNIQUE

We then headed off on a bus tour to the Forbes Central West Industrial Park, the Forbes Central West Livestock Exchange and finished up with a gourmet lunch, which provided the opportunity to discuss the speakers and sites we had visited before dispersing back to our home turfs.



For further information, contact Cr Jamie Chaffey on 0467 402 412

[www.nswcountrymayors.com.au](http://www.nswcountrymayors.com.au)

## 10.4 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

**IP&R Linkage:** **Pillar:** Leadership

**Goal:** Our local government is open, accountable, and representative.

**Strategy:** Advocate and provide strong representation for our community at the regional, state, and federal levels.

**Author:** **Cr Neil Westcott**

**Annexures:** **Nil**

### MOTION

That Council:

- Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 19 March 2024 through to 19 April 2024.

### REPORT

Table 1: lists the Meetings, functions and events attended by the Mayor and Councillors during the period 19 March 2024 through to 19 April 2024:

Table 1: Known upcoming Meetings, Functions and Events for Mayor and Councillors	
Date	Function
Tuesday 19 March 2024	Ordinary Council Meeting Council Chambers <b>All Councillors and Executive Staff</b>
Wednesday 20 March 2024	Parkes Aviation Museum Meeting <b>Mayor NC Westcott &amp; Deputy Mayor ME Applebee</b>
Wednesday 20 March 2024	Community University Centre (CUC) AGM and Board Meeting March <b>Mayor NC Westcott, Councillors KJ Keith &amp; JP Cass</b>
Thursday 21 March 2024	Meeting with the Treasurer - the Hon. Daniel Mookhey MLC and Mr Philip Donato MP, Parliament House, Sydney <b>Mayor NC Westcott</b>
Thursday 21 March 2024	Country Mayors Association Dinner, Sydney <b>Mayor NC Westcott</b>
Friday 22 March 2024	Country Mayors Association (CMA) General Meeting <b>Mayor NC Westcott</b> <b>Apologies Councillor KJ Keith and Kent Boyd</b>



Friday 22 March 2024	Official Welcome Parkes Masters Games 2024 <b>Deputy Mayor ME Applebee &amp; Councillor LA O'Leary</b> <b>Apology NC Westcott</b>
Saturday & Sunday 23 & 24 March 2024	Parkes Masters Games 2024 <b>Councillor LA O'Leary</b>
Monday 25 March 2024	The Dish - Regional Tourism Activation Fund Opening Project <b>Mayor NC Westcott, Deputy Mayor ME Applebee, Councillors LA O'Leary and WP Jayet</b>
Monday 25 March	Peak Hill Local Aboriginal Lands Council (PHLALC) Meeting <b>Mayor NC Westcott, Deputy Mayor ME Applebee, Kent Boyd General Manager &amp; Brendan Hayes Director Planning &amp; Community Services</b>
Monday 25 March	Peak Hill Community Consultative Committee Meeting <b>Mayor NC Westcott, Deputy Mayor ME Applebee and Councillor O'Leary</b>
Wednesday 27 March 2024	Listener Talkback Segment - 2PK <b>Mayor NC Westcott</b>
Thursday 28 March 2024	Trundle Community Consultative Committee Meeting <b>Mayor NC Westcott, Deputy Mayor ME Applebee, Councillor Jayet</b>
Tuesday 9 April 2024	Councillor Workshop <b>All Councillors and Executive Staff</b> <b>Apologies: Deputy Mayor ME Applebee, Councillors KM McGrath &amp; LA O'Leary</b>
Wednesday 10 April 2024	Reconstruct NSW - Community Leaders Forum #3 <b>Mayor NC Westcott and Kent Boyd General Manager</b>
Wednesday 10 April 2024	Tullamore and District Consultative Committee Meeting <b>Councillor GW Pratt</b>
Thursday 11 April 2024	Environmental, Development Allied Professionals Western Group (EDAP) Conference held in Parkes from 10 - 12 April 2024 <b>Mayor NC Westcott, Kent Boyd General Manager, Brendan Hayes Director Planning and Community Services and Planning staff</b>
Friday 12 April 2024	PHS Term 1 Recognition Assembly <b>Councillor JP Cass</b> <b>Apology: Mayor NC Westcott</b>
Monday 15 April 2024	Bogan Gate Community Consultative Committee Meeting <b>Councillor GW Pratt</b>

Wednesday 17 April 2024	Sunrise Energy Metals meeting <b>Mayor NC Westcott, Deputy Mayor ME Applebee and General Manager Kent Boyd</b>
Thursday 18 April 2024	Trundle & District Progress Association Committee <b>Deputy Mayor ME Applebee</b>
Thursday 18 April 2024	SES Binda Cluster & Lachlan Capability Unit Awards Presentation, Forbes <b>Councillors KJ Keith and GW Pratt</b>
Friday 19 April 2024	Parkes Painting Group 2024 Annual Art Exhibition <b>Mayor NC Westcott</b>

**Cr Neil Westcott**

MAYOR

## 10.5 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS

**IP&R Linkage:** **Pillar:** Leadership

**Goal:** Our local government is open, accountable, and representative.

**Strategy:** Advocate and provide strong representation for our community at the regional, state, and federal levels.

**Author:** **Cr Neil Westcott**

**Annexures:** **Nil**

### MOTION

That Council:

- Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 20 April 2024 through to 17 May 2024.

### REPORT

Table 1. below, lists the upcoming meetings, functions and events requiring the attendance of the Mayor or Councillors in relation to community or civic matters during the period 20 April 2024 through to 17 May 2024:

**Table 1: Known upcoming Meetings, Functions and Events for Mayor and Councillors**

Date	Function
Monday 22 April 2024	Peak Hill Community Consultative Committee Meeting <b>Mayor NC Westcott, Councillor LA O'Leary &amp; Brendan Hayes</b> <b>Director Planning and Community Services</b>
Tuesday 23 April 2024	Ordinary Council Meeting Council Chambers <b>All Councillors and Executive Staff</b>
Wednesday 24 April 2024	Listener Talkback Segment - 2PK <b>Mayor NC Westcott</b>
Thursday 25 April 2024	ANZAC DAY Ceremonies Alectown - <b>Councillor LA O'Leary</b> Bogan Gate - <b>Councillor KJ Keith</b> Parkes - <b>Mayor NC Westcott &amp; Councillor GW Pratt</b> Peak Hill - <b>Councillor LA O'Leary</b> Trundle - <b>Councillor WP Jayet</b> Tullamore - <b>Councillor DR Weber</b>
Wednesday 1 May 2024	Central West Police District Awards Ceremony <b>Mayor NC Westcott &amp; Deputy Mayor ME Applebee</b>
Friday 3 May 2024	Anglican Debutante Ball <b>Councillor JP Cass</b>

Saturday 4 May 2024	Anglican Debutante Ball  <b>Deputy Mayor ME Applebee</b>
Monday 6 May 2024	Central NSW Integrated Transport Group  <b>Mayor NC Westcott &amp; General Manager Kent Boyd</b>
Tuesday 7 May 2024	Meeting in Bogan Gate  <b>All Councillors and Executive Staff</b>
Tuesday 7 May 2024	Councillor Workshop  <b>All Councillors and Executive Staff</b>
Wednesday 8 May 2024	Tullamore Community Consultative Committee Meeting  <b>Councillors GW Pratt</b>
Friday 17 May 2024	Bush Fire Management Committee Meeting  <b>Cr DR Weber</b>



**Cr Neil Westcott**

MAYOR

**11 COUNCILLOR REPORT(S)****11.1 PARKES MASTERS GAMES 2024****IP&R Linkage:** **Pillar:** Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Deliver and support events, festivals and celebrations that promote engaged citizenship and foster community pride.**Author:** **Louise O'Leary, Councillor****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **Nil**

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**RECOMMENDATION**

That:

1. Note the report from Councillor Louise O'Leary.
2. Council writes to the Parkes Masters Games (PMG) Executive Committee and thank them for their efforts in arranging the PMG.

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**ISSUES AND COMMENTARY**

The 2nd Parkes Masters Games (PMG) was held on Friday 22nd and Saturday 23rd March 2024.

Two sports, Croquet and Lawn Bowls both provided the opportunity for mature sporting athletes to compete at a competitive level.

Parkes Croquet Club, coordinated by Beth Thomas hosted 24 participants travelling from as far as Lismore, Canberra, Griffith, Holroyd, Nelson Bay, a large number representing the Orange Croquet Club and 4 local members who all provided positive feedback for the event.

A beautiful lunch was prepared by dedicated Club Volunteers and Winners and Grinners were awarded Medals at the end of the competition.

There were 9 players over the age of 70, with the oldest Parkes croquet volunteer present nearly 90 years.

Parkes Railway Bowling Club run 3 sets over 2 days, all micro-managed by Paul Lewin. Friday had excellent weather and had 26 local players enjoy friendship and competitive play which continued through to Saturday, until storm clouds brought things to an early close. Medals were again awarded to the overall winners and runners-up, and the oldest player over the weekend was almost 80 years young.

PMG had initial interest from 10 sporting groups to run events over the weekend, however due to webpage issues the registration process was unable to be completed online limiting event exposure.

Overall, the weekend was deemed a success with both Croquet and Lawn Bowls events providing participation, fun and lots of social enjoyment. Lots of photos were taken and uploaded onto the PMG Facebook/Webpage sites.

A planning meeting for the 2025 PMG will be held in June 2024 to set the date and iron out issues faced this year.

I'd like to thank the Executive Committee for their dedicated support to have this event continue into its 2nd year; Rachel Rice, Beth Thomas, Anthony McGrath and the Sporting Group representatives, Paul Lewin - Bowls, Beth Thomas - Croquet, Peter Bristol - Golf, Andrew Daley - Hockey, Rachel Rice - Touch, Jay Kross - Squash, Kimberly Ryan & Kevin Oliver - Rugby, Kim Orr - Netball, Kellie Ostini & Marie Harbridge - Netball, and Megan Morrison - PSC Events Officer. A special mention to Michael Greenwood for "planting the seed".

The Australian Masters Games (AMG) is one of Australia's largest premier multisport festivals with an extensive sport program offering over 50 different sports and Canberra will host the 20th AMG in October 2025. With over 50 Sports being planned which will attract over 8,000 enthusiastic Masters Sports participants and their supporters. This is a great opportunity for those competitive participants to further their sporting skills and represent our community - there truly is something for everyone! And the best news is, you don't need to be a superstar to participate, with entry open to all who meet the minimum age criteria. In most sports, this is 30 years. Many Games participants enter multiple sports too, for extra bang for their buck.

















**Louise O'Leary**  
**COUNCILLOR**



**12 REPORTS OF COMMITTEES****12.1 MINUTES OF THE DESTINATION AND MAJOR EVENTS ADVISORY COMMITTEE  
MEETING HELD ON 5 MARCH 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Katie Nash, Economic Development Specialist****Authoriser:** **Carrie Olsen, Executive Manager Economy, Destination and Activation****Annexures:** **A. Destination and Major Events Advisory Committee Meeting Minutes  
- 5 March 2024**

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**RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Destination and Major Events Advisory Committee Meeting held on Tuesday 5 March 2024 appended at *Annexure A*.
-

# **Destination and Major Events Advisory Committee Meeting**

Minutes

Tuesday 5 March 2024



**Minutes of the Destination and Major Events Advisory Committee Meeting****Held on Tuesday, 5 March 2024 at the****Committee Room, Parkes Shire Council, 2 Cecile Street, Parkes****Present:**

Cr Jacob Cass	Councillor (Chairperson)
Cr Neil Westcott	Mayor
Cr Marg Applebee	Councillor
Cr William Jayet	Councillor
Cr Ken Keith OAM	Councillor
Cr Glen Wilson	Councillor
Michelle Roberts	Member
Dave Chambers	Member
Gary Crowley	Member

**Council Officers in Attendance:**

Kent Boyd	General Manager
Anthony McGrath	Director Customer, Corporate Services and Economy
Mikaela Cass	Acting Executive Manager Economic Development, Destination and Activation
Katie Nash	Economic Development Specialist
Lisa Moon	Tourism and Visitor Services Coordinator
Megan Morrison	Events Officer
Jolie O'Shannessy	Events Trainee

**Guests in Attendance:**

Stu Speirs	Consultant - Silver Lining Strategy
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**Apologies:**

Carrie Olsen

**NOTES**

Cr Marg Applebee and Cr Jacob Cass attended via audio-visual link.

The meeting commenced at 11:00 am and concluded at 12:34pm.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>4</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>4</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>4</b>
4.1	Minutes of the Destination and Major Events Advisory Committee Meeting held on 21 November 2023 .....	4
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>4</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>5</b>
<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>5</b>
9.1	Major Events & Festivals Strategy project update .....	5
9.2	Trundle ABBA Festival 2023 project wrap-up .....	6
9.3	Trundle ABBA Festival 2024 project update .....	7
9.4	Parkes Elvis Festival 2024 project wrap-up .....	8
9.5	Parkes Elvis Festival 2025 project update .....	8
9.6	Sounds at the Pavilion events update .....	8
<b>8</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>9</b>
<b>9</b>	<b>CONCLUSION OF MEETING.....</b>	<b>9</b>

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## 1 OPENING OF MEETING

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The Chairperson declared the Destination and Major Events Advisory Committee Meeting of Tuesday, 5 March 2024 open and welcomed Council Officials in attendance.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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The Chairperson 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 APOLOGIES

Carrie Olsen

Moved: Cr William Jayet

Seconded: Cr Neil Westcott

## 4 CONFIRMATION OF MINUTES

<b>4.1 MINUTES OF THE DESTINATION AND MAJOR EVENTS ADVISORY COMMITTEE MEETING HELD ON 21 NOVEMBER 2023</b>
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### **RESOLVED DMEA 001/24**

Moved: Cr William Jayet

Seconded: Ms Michelle Roberts

That the Destination and Major Events Advisory Committee receive and confirm the Minutes of the meeting held on Tuesday 21 November 2023 appended at *Annexure A*.

**CARRIED**

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## 5 DISCLOSURES OF INTERESTS

The Chairperson reminded Council Officials 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 Council Officials present to disclose any such interests.

Nil interests were disclosed.

## 6 LATE BUSINESS

The Chairperson advised that no late items of business had been submitted to the meeting.

## 7 OFFICERS' REPORTS

### 9.1 MAJOR EVENTS & FESTIVALS STRATEGY PROJECT UPDATE

#### Discussion:

Stu Spires from Silver Lining Strategy presented on the Major Events and Festivals Strategy and invited the Committee to participate in a discussion regarding events within the Shire.

The Committee discussed the following:

- Cr Bill Jayet Queried the suitability of Committees and Councillors involvement in the decision- making process for specific activities. Specifically, event programming as an area of focus. Further questioning, to what extent do portfolio owners bring to decision making.

Stu advised that it is considered best practice for festivals to be led by a mix of groups. If a festival is solely managed by Council or a specific committee it is at risk on not progressing with the needs of festival goers. Elaborating that the Parkes Major Events and Festivals Strategy will provide the vision, mission, and goals of the festival, to ensure decisions are made based of strategy, rather than being individually led.

- Cr Keith commented that events such as AstroFest have the potential to grow they receive greater promotion. Highlighting that our local community doesn't understand the opportunities that exist within our Shire. Cr Keith also mentioned that in his opinion, there is value in growing festivals that capitalise on our existing community.
- Cr Westcott noted that though you can't put a value on events such as the Elvis Festival because of the broader impact they have on the community, as Council pay for the event, there is still a dollar value that Council place on these events.

Stu responded that it is challenging for festivals to run at a substantial profit margin. Ultimately, Council must identify what investment they are comfortable with, regarding the Elvis Festival and Events more broadly. It is also important for Council to Look at outcomes beyond the financial component by the reviewing community and social impact.

- Cr Westcott elaborated that it would be more worthwhile to grow our events to be something better rather than bigger.

Stu advised that status quo for festivals and events is growth, however the Parkes Elvis Festival is able to move away from this focus. He added that the idea of a premium experience has the potential to be developed through deepening the connection the community has to the event.

- Cr Jayet queried if there is a feasible approach to combat price gouging.

Stu advised that combating price gouging is challenging; however, there is an opportunity to educate the community and businesses that price gouging is a detractor to for the community and the event.

Dave Chambers added that price gouging is common practice for events like the Parkes Elvis Festival and recognised that informing businesses of the impact may have little impact on the issue.



Cr Jayet added that he sees an opportunity for the committee to go to businesses and get them involved in the program.

- Kent Boyd queried what the intended output for the strategy is, recognising that as the Elvis Festival continues to grow, it is met with increased costs that are at risk of reaching.

Stu advised that the strategy would create the fundamental statements, vision and strategic direction moving forward. Budgeting is not included in the project, however once these broader objectives are set, there will be greater clarity around the budget expectations.

- Stu questioned the difference between the 'Our community's vision' and the 'Suggestions, comments and concerns' sections within the Community Strategic Plan.

Mikaela Cass advised that the 'Our community's vision' is drawn from the micromex survey, measured to capture a representative sample of Shire residents, whilst the 'Suggestions, comments and concerns' were drawn from community engagement where specific community groups were actively involved in the program.

Kent Boyd echoed that the Micromex survey is statistically significant whilst the Council responses are not statistically representative of the community.

- Stu encouraged all committee members think about the key stakeholders that need to be included in the strategy consultation, prior to the commencement of consultation.

#### **RESOLVED DMEA 002/24**

Moved: Cr William Jayet

Seconded: Mr Dave Chambers

That:

1. The Committee note the update provided by Silver Lining Strategy on the Major Events and Festivals Strategy.
2. The Committee engage with Silver Lining Strategy for the purpose of collating feedback from key stakeholders for the development of the Major Events and Festivals Strategy.

**CARRIED**

#### **9.2 TRUNDLE ABBA FESTIVAL 2023 PROJECT WRAP-UP**

##### **DISCUSSION:**

- Cr Jayet queried how much Parkes Shire Council lost through the 2023 event.  
Mikaela Cass advised that the event cost Parkes Shire Council approximately \$160,000.00.
- Cr Cass commented that Council was aware that it would be three to five years before the event would be able to gain a return on investment.
- Cr Westcott commented that the 2024 event will be a real litmus test for the event's future.
- Cr Westcott recognised that sponsorship is the real potential for the Trundle ABBA Festival, as well as the Parkes Elvis Festival and our other events.

Mikaela Cass advised that the team is moving forward on a holistic approach, where partnership will be identified rather than ad hoc programs. Moving forward the events team will be focusing on brand fit.

- Cr Keith queried if the Trundle ABBA Festival still receives flagship funding.  
Mikaela Cass advised that we have \$30,000.00 for ABBA through the DNSW Flagship Funding program. Elaborating that DNSW provided \$120,000.00 for the 2023 event, however following auditing guidelines, the funds were captured in the 2022/23 financial year.
- Cr Jayet commented that he had concerns with the future of the Trundle ABBA Festival and identified the importance of creating a strong vision, to ensure the event is something that people really want to come to.  
Gary Crowley shared that from his experience with the festival, it is important to create atmosphere through street activations and having variations with artists whilst sticking with a general theme. Trundle locals may not attend the event but they would be involved in the main street activations.  
Mikaela Cass advised that staff are currently reviewing the potential of applying for grant funding through the Open Streets grant.
- Kent Boyd commented that the Integrated Planning and Reporting program is a key opportunity to gain insight into what the community hopes for Council to invest into the Shire.

**RESOLVED DMEA 003/24**

Moved: Mr Gary Crowley

Seconded: Cr William Jayet

That:

1. The information contained in this report be received and noted by the Committee.

**CARRIED****9.3 TRUNDLE ABBA FESTIVAL 2024 PROJECT UPDATE****DISCUSSION:**

- Cr Jayet queried if there was any grant funding available for the program.  
Mikaela Cass advised that the Open Streets Grant is currently open, and the events team has monthly conversations with the Grants team to ensure any potential grants will be capitalised on.
- Cr Westcott queried if the Swedish Embassy could support the event.  
Mikaela Cass advised that the embassy is unable to provide financial support to the event, however they are providing in-kind support.

**RESOLVED DMEA 004/24**

Moved: Cr Neil Westcott

Seconded: Cr William Jayet

That:

1. The information contained in this report be received and noted by the Committee.

**CARRIED**

**9.4 PARKES ELVIS FESTIVAL 2024 PROJECT WRAP-UP****DISCUSSION:**

- Cr Jayet and Gary Crowley congratulated the team on the event.  
Gary Crowley recommended that customer service staff should be given an opportunity to share the feedback they received before, during and after the festival as they are most aware of what attendees want from the event.
- Cr Keith raised the concern that Council needs to be weary of other similar Elvis events, the Parkes Elvis Festival needs to be promoted as bigger and better.  
Cr Jayet added that our headliners can be promoters and used in advertising to promote the value of the event.  
Mikaela advised that the events team is working to establish new ways promote headline acts.
- Cr Keith questioned if Council needed to look consider more Australian artists.  
Michelle Roberts added that the headliners are doing to many performances.  
Mikaela Cass advised that the events team is reviewing the 2025 program and will ensure Australian artists are considered while maintaining all sponsorship and grant funding agreements.

**RESOLVED DMEA 005/24**

Moved: Cr Ken Keith OAM  
Seconded: Ms Michelle Roberts

That:

1. The information contained in this report be received and noted by the Committee.

**CARRIED****9.5 PARKES ELVIS FESTIVAL 2025 PROJECT UPDATE****DISCUSSION:**

- Cr Keith questioned if it would be suitable to incorporate channel 7 into the launch as they are the Festivals media partner.
- Cr Jayet commented that the event is very hot and highlighted that there should be more shade in the main street, park, including during the street parade. Elaborating that other locations and events have found inventive ways to incorporate shade.

**RESOLVED DMEA 006/24**

Moved: Cr William Jayet  
Seconded: Mr Gary Crowley

That:

1. The information contained in this report be received and noted by the Committee.

**CARRIED**

**9.6 SOUNDS AT THE PAVILION EVENTS UPDATE****DISCUSSION:**

- Cr Westcott commented that the Sounds events were great; however, he understands how cost overruns had occurred.

Mikaela Cass advised that the events team is identifying cost-saving opportunities across the events portfolio to reduce the likelihood of cost overruns.

- Cr Applebee queried whether a third event would take place despite the cost overruns incurred.

Mikaela Cass advised that Council will only proceed if the event receives external funding.

**RESOLVED DMEA 007/24**

Moved: Cr Neil Westcott

Seconded: Cr Ken Keith OAM

That:

1. The update on the Sounds at the Pavilion events be noted by the Committee.

**CARRIED****8 REPORT OF CONFIDENTIAL RESOLUTIONS**

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.

**9 CONCLUSION OF MEETING**

The meeting concluded at 12:34 pm.

This is the final page of the minutes comprising 9 pages numbered 1 to 9 of the Destination and Major Events Advisory Committee Meeting held on Tuesday, 5 March 2024 and confirmed on Tuesday, 21 May 2024.

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CHAIRPERSON

**12.2 MINUTES OF THE BUSINESS AND INVESTMENT ADVISORY COMMITTEE MEETING  
HELD ON 5 MARCH 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Katie Nash, Economic Development Specialist****Authoriser:** **Carrie Olsen, Executive Manager Economy, Destination and Activation****Annexures:** **A. Business and Investment Advisory Committee Meeting Minutes - 5 March 2024**

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**RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Business and Investment Advisory Committee Meeting held on Tuesday 5 March 2024 appended at *Annexure A*.
-

# **Business and Investment Advisory Committee**

Minutes

Tuesday 5 March 2024



**Minutes of the Business and Investment Advisory Committee**  
**Held on Tuesday, 5 March 2024 at the**  
**Committee Room, Parkes Shire Council, 2 Cecile Street, Parkes**

**Present:**

Cr William Jayet	Councillor (Chairperson)
Cr Neil Westcott	Mayor
Cr Jacob Cass	Councillor
Cr Glenn Wilson	Councillor
Cr Daniel Weber	Councillor

**Community Representatives in Attendance:**

Nil.

**Council Officers in Attendance:**

Kent Boyd	General Manager
Anthony McGrath	Director Customer, Corporate Services and Economy
Mikaela Cass	Acting Executive Manager Economy, Destination and Activation
Katie Nash	Economic Development Specialist

**Guests in Attendance:**

Tim Long	Consultant - Hawkrigde Entertainment Services
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**NOTES**

Cr Jacob Cass and Tim Long attended via audio-visual link.

The meeting commenced at 10.00am and concluded at 11.03am.

## Order Of Business

<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>5</b>
7.1	Development of Parkes Regional Entertainment and Cultural Centre Feasibility Study .....	5
7.2	Development of Parkes Shire Signage and Wayfinding Strategy .....	6
7.3	Community Improvement District Pilot Program Grant Application .....	6
7.4	Commercial Land Expression of Interest at "The Welcome" .....	7



## 1 OPENING OF MEETING

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The Chairperson will declare the meeting open.

Meeting of Council committees are not recorded or streamed to the internet.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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Parkes Shire Council acknowledges the Wiradjuri People who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders past, present and emerging of the Wiradjuri Nation and extend that respect to other Aboriginal peoples from other nations who are present.

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## 3 APOLOGIES

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An apology was received from Carrie Olsen, Executive Manager Economy, Destination and Activation.

## 4 CONFIRMATION OF MINUTES

### 4.1 MINUTES OF THE BUSINESS AND INVESTMENT ADVISORY COMMITTEE HELD ON 21 NOVEMBER 2023

#### RESOLVED BIA 002/24

Moved: Cr Neil Westcott

Seconded: Cr Jacob Cass

That the Committee receive and confirm the Minutes of the meeting held on Tuesday 21 November 2023 appended at *Annexure A*.

**CARRIED**

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## 5 DISCLOSURES OF INTERESTS

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Nil.

## 6 LATE BUSINESS

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Nil.

## 7 OFFICERS' REPORTS

### 7.1 DEVELOPMENT OF PARKES REGIONAL ENTERTAINMENT AND CULTURAL CENTRE FEASIBILITY STUDY

#### DISCUSSION:

Tim Long from Hawkrigde Entertainment Services presented an update to the Committee on the Parkes Regional Entertainment and Cultural Centre Feasibility Study.

The Committee discussed the following:

- Cr Jayet suggested a revolving stage as this will encourage larger productions that currently go to Dubbo and Orange to utilise the Parkes Regional Entertainment and Cultural Centre.

Tim advised that these types of productions don't come often and come with large risk. The current preferred option is flexible and isn't specific to a theatre stage. It is also more financially viable for Council to have a flexible model.

- Cr Westcott recognised the incorporation of the existing building into the new design. Keeping in mind that the building is not heritage listed, what extent does Council go to to maintain the existing design aspects?

Tim advised that the architects saw value in keeping some of the existing infrastructure and repurposing, rather than knocking it down.

- Cr Weber queried the economics of using the Centre as a movie theatre throughout the week to offset the running costs.

Tim advised that this is not economically viable as the cost of showing blockbuster movies per session requires a high level of traffic which traditionally doesn't work in a "single" theatre venue, however recognised that movies can be shown ad-hoc as part of the program.

- Kent Boyd queried if an entertainment centre is actually feasible for Parkes in the current context with population?

Tim advised that the centres do attract people from a broad area, however it's down to balancing the amount of activity versus Council's expectations of running costs over the course of the year.

- Cr Cass recognised that we need to focus on what Parkes does best and approach it with a regional economic development approach, focusing on community and culture, and avoid competing with larger cities such as Dubbo and Orange.
- Cr Keith echoed Cr Cass' comments and added that we have an existing facility, being the Parkes Leagues Club, that can be utilised. Traditionally, locals don't pay to attend shows and the success of the Sounds at the Pavilion events is primarily due to it being free to attend.

#### RESOLVED BIA 003/24

Moved: Cr Jacob Cass

Seconded: Cr Neil Westcott

That:

1. The Business and Investment Advisory Committee receive and note the briefing on the development of the Parkes Regional Entertainment and Cultural Centre Feasibility Study, as detailed in this report.
2. The Business and Investment Advisory Committee resolve to take the Regional Entertainment and Cultural Centre Feasibility Study to Council for endorsement.

**CARRIED**

## **7.2 DEVELOPMENT OF PARKES SHIRE SIGNAGE AND WAYFINDING STRATEGY**

### **DISCUSSION:**

Cr Weber queried if it is easy to replace the signage panels as needed. Katie Nash advised that the design is cost-effective and panels can be replaced as required.

### **RESOLVED BIA 004/24**

Moved: Cr Neil Westcott

Seconded: Cr Daniel Weber

That:

1. The Business and Investment Advisory Committee receive and note the briefing on the development of the Parkes Shire Signage and Wayfinding Strategy, as detailed in this report.
2. The Committee provide feedback to inform the ongoing development of the Parkes Shire Signage and Wayfinding Strategy.

**CARRIED**

## **7.3 COMMUNITY IMPROVEMENT DISTRICT PILOT PROGRAM GRANT APPLICATION**

### **DISCUSSION:**

The Committee discussed the following:

- Cr Jayet sought clarification if the application only applies to businesses within the Parkes township. Katie Nash advised that the Program is only for the Parkes CBD.
- Cr Cass requested further information on the Community Improvement District Pilot Program to be distributed to Councillors and the Committee, including the model that Council is looking at.

### **RESOLVED BIA 005/24**

Moved: Cr Neil Westcott

Seconded: Cr Daniel Weber

That:

1. The Business and Investment Advisory Committee receive and note this report.

**CARRIED**

#### **7.4 COMMERCIAL LAND EXPRESSION OF INTEREST AT "THE WELCOME"**

##### **DISCUSSION:**

Kent Boyd advised the Committee that Council has resolved to negotiate with a single entity following the Expression of Interest process.

##### **RESOLVED BIA 006/24**

Moved: Cr Daniel Weber

Seconded: Cr Jacob Cass

That:

1. The Business and Investment Advisory Committee receive and note this report.

**CARRIED**

#### **8 REPORT OF CONFIDENTIAL RESOLUTIONS**

Nil.

At this time being 11.03am, the Chair declared the meeting closed.

**12.3 MINUTES OF THE COMMUNITY, LIVEABILITY AND ACCESS ADVISORY COMMITTEE MEETING HELD ON 19 MARCH 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Toni Lennane, Executive and Councillor Support Officer****Authoriser:** **Brendan Hayes, Director Planning and Community Services****Annexures:** **A. Community, Liveability and Access Advisory Committee Meeting Minutes - 19 March 2024**

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**RECOMMENDATION**

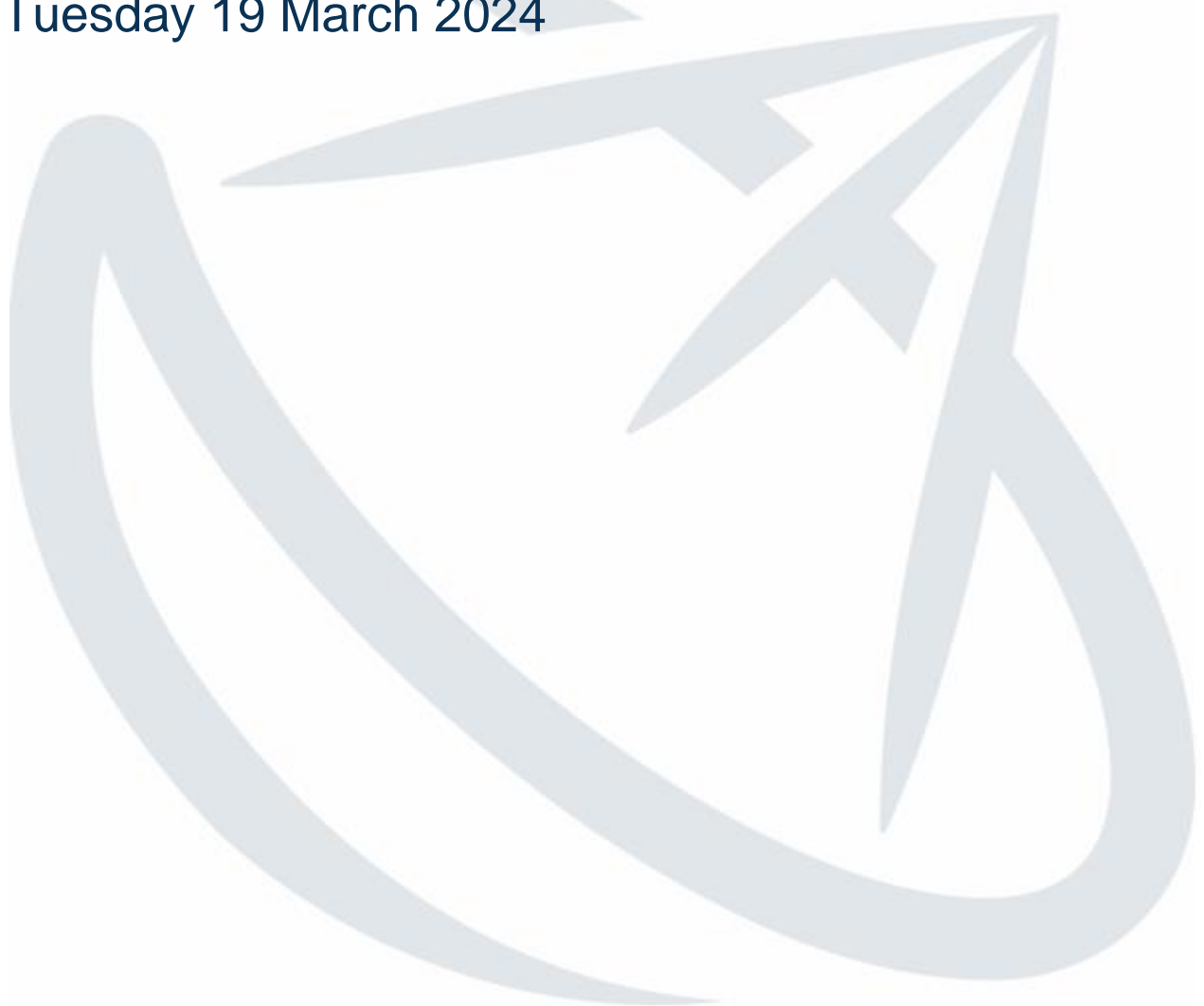
That Council:

1. Receive and confirm the Minutes of the Community, Liveability and Access Advisory Committee Meeting held on Tuesday 19 March 2024 appended at *Annexure A*.
-

# **Community, Liveability and Access Advisory Committee Meeting**

Minutes

Tuesday 19 March 2024





**Minutes of the Community, Liveability and Access Advisory Committee Meeting****Held on Tuesday, 19 March 2024 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Present:**

Cr Marg Applebee	Chairperson, Deputy Mayor
Cr Neil Westcott	Mayor
Cr Louise O'Leary	Councillor
Cr Ken Keith	Councillor
Cr Bill Jayet	Councillor
Michael Anderson	Aboriginal Officer, Neighbourhood Central

**Council Officers in Attendance:**

Mr Brendan Hayes	Director Planning and Community Services
Ms Kerry Jones	Manager Culture, Education and Library Services
Sharyn Ware	Minutes Secretary

**NOTES**

The meeting commenced at 10.30am and concluded at 11.30am.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>4</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>4</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>4</b>
4.1	Minutes of the Community, Liveability and Access Advisory Committee Meeting held on 19 December 2023.....	4
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>4</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>4</b>
<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>5</b>
7.1	Aboriginal Project Officers Report .....	5
7.2	Bushmans Hill Master Plan .....	5
7.3	Strategic Planning Update.....	5
7.4	Culture, Education & Library Services Report .....	5
7.5	Submission for Silo Art Project .....	5
<b>8</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>6</b>
<b>9</b>	<b>CONCLUSION OF MEETING.....</b>	<b>6</b>

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## 1 OPENING OF MEETING

---

The Chairperson declared the Community, Liveability and Access Advisory Committee Meeting of Tuesday, 19 March 2024 open and welcomed Council Officials in attendance.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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The Chairperson 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 APOLOGIES

Lyn McLeod

Jeff Evans

Kerryn Jones

## 4 CONFIRMATION OF MINUTES

<b>4.1 MINUTES OF THE COMMUNITY, LIVEABILITY AND ACCESS ADVISORY COMMITTEE MEETING HELD ON 19 DECEMBER 2023</b>
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### RECOMMENDATION

That the receive and confirm the Minutes of the meeting held on Tuesday 19 December 2023 appended at *Annexure A*.

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## 5 DISCLOSURES OF INTERESTS

The Chairperson reminded Council Officials 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 Council Officials present to disclose any such interests.

Nil interests were disclosed.

## 6 LATE BUSINESS

The Chairperson advised that no late items of business had been submitted to the meeting.

## 7 OFFICERS' REPORTS

### 7.1 ABORINGINAL PROJECT OFFICERS REPORT

#### 7.1.1 Avenues for Meetings

- Parkes Aboriginal Working Party reconvened Bi monthly and will support Michael. It is noted Michael has been nominated as delegate for Regional Assembly. This will allow direct access to levels of government for funding for eye clinics and health checks for Currajong Medical. There is a push to restart the dental services that hasn't been running since covid. Minutes of Aboriginal Working Party has been added to APO report - B Hayes will attend next meeting.
- Wiradjuri Council of Elders which was held annually is currently not operational due to the illness and age of previous members.
- The Local Wiradjuri Meetings occurred in April (Parkes) and August 2023 (Peak Hill).
- 3 Rivers Meetings previously brought groups together from many areas with aboriginal groups and local land services. Not currently occurring.

#### 7.1.2 Aboriginal Health

- The Committee discussed the public dental service in Parkes Hospital and APO is currently referring to here - but a lot of people have been using AMS for over 30 years and prefer to continue with this.
- The Brien Holden Foundation Eye Clinics held at Neighbourhood Central - numbers utilising declining - confirmed that schools can utilise this.
- AbSec community engagement - 70% foster kids are Aboriginal, but only 3% community.
- Hearing Australia - for Aboriginal people over 55 - Just screening - It was recommended that the Peak Hill Neighbourhood Centre and working with Sprouts could be beneficial. Michael confirmed they were looking at avenues for speech therapy in schools.

### RECOMMENDATION

That:

1. Council receive and note the Aboriginal Projects Officers report.

### 7.2 BUSHMANS HILL MASTER PLAN

- DPCS, MCELS, Parks & Gardens, and local Aboriginal group to review the works on site and compare to the existing master plan. be formed to stocktake what we've done - and then seek grant funding to have it reviewed.

- The history of the development of the site was a bi-centennial project in 1988 - plan of 12 ghost gums, Memorial walk, plan for etched picture at top of hill with what it previously looked like; Lord Mayor of Coventry came out and unveiled plaque.
- The existing master plan will be reviewed with confirmation of works completed and relevance of incomplete works.

**RECOMMENDATION**

That:

1. Council receive and note the report regarding Bushman's Hill Master Plan

**7.3 STRATEGIC PLANNING UPDATE**

Review of Parkes Shire Housing Strategy required in direct response to flooding incident in Goobang Creek area. The mapping will show impacted areas with rationalisation as to the prioritising going up above Tanks Road/Wellington Road with the possibility of master plan for this new area

In addition, the Parkes Shire- LEP is 12 years old and is causing pressures regarding zoning/rezoning and future residential land. Middleton Master Plan is part of this and rezoning of R5 - bottom Woodward, Medlyn, Docos, Nash will require these planned processes.

**RECOMMENDATION**

That:

1. Council note and receive the Strategic Planning update.

**7.4 CULTURE, EDUCATION & LIBRARY SERVICES REPORT**

DPCS tabled report. Discussed great work of the library and associated achievements.

- DPCS requested participation for the Cultural Grants Committee - 2 members needed plus DPCS and MECLS - Lyn Mcleod & Cr Jayet nominated.  
Moved Cr K Keith, seconded Cr N Westcott
- Jack Scoble Scholarship - Cr Westcott advised that Alison Westcott would be willing to be on Jack Scoble Scholarship Committee next year.

**RECOMMENDATION**

That:

1. This report is noted by the Committee.
2. A sub-committee of representatives from this committee is selected to assess and make recommendations for the 2024/2025 Parkes Shire Council Cultural Grants.

**7.5 SUBMISSION FOR SILO ART PROJECT**

Discussion was held regarding the use of the silos in May Street and recommended Graincorp be contacted.

There was thought around light show so could be changed, and this could celebrate certain events - but only available at night.

Cr Keith recommends permanent painting - murals maybe all over silos in the shire - tourist attraction - part of silo trail. Also silos at Tichborne?

Grants may be available for this purpose and would add to regional tourism. Need to consider state of roadway if people are regularly travelling/walking to see

Tullamore currently engaging with GrainCorp

Suggestion that Bushman's Hill water tank would be perfect for painting also

The Committee will be provided with possible opportunities for funding

### **RECOMMENDATION**

That:

1. This committee commence investigations in relation to the use of the silos.

## **8 REPORT OF CONFIDENTIAL RESOLUTIONS**

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.

## **9 CONCLUSION OF MEETING**

The meeting concluded at 11.30am.

This is the final page of the minutes comprising 7 pages numbered 1 to 7 of the Community, Liveability and Access Advisory Committee Meeting held on Tuesday, 19 March 2024 and confirmed on Tuesday, 4 June 2024.

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**Cr Marg Applebee**  
CHAIRPERSON



**12.4 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 9 APRIL 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **A. Minutes of the Parkes Sports Council Minutes held on 9 April 2024**

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**RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 9 April 2024 appended at *Annexure A*.

## 9 Apr 2024 Sports Council Minutes

Tuesday, 9 April 2024 7:30 PM

### Meeting Formalities

#### Chairperson

Al Gersbach

#### Commencement and Location

7:31 pm 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), Anthony McGrath (Secretary), Helen Magill (Tennis), Michael Greenwood (Community Representative), Wilbur Harris (Netball), Doug Moore (Little Athletics), Greg Morrissey (Cricket)

#### Online

Kerrie Edwards (Little Athletics)

#### Guests

Geoff Finn (Sports Fields Supervisor)

#### Apologies

Rachel Rice (Touch, Masters Games), Gail Richardson (Community Representative), Mackenzie Green (Rugby), Andrew Daley (Hockey), Ian Westcott (Hockey), Luke Nash (Finances, Cricket), Cr Louise O'Leary (Councillor Representative, Peak Hill), Cr Ken Keith (Councillor Representative), Andrew Thomas (Junior League), Wayne Osbourne (Parkes Soccer)

#### PREVIOUS Minutes.

Moved for confirmation by Anthony McGrath. Seconded by Wilbur Harris. Carried.

#### Next Meeting Date

14 May 2024

#### Meeting Close

The meeting closed at 8:45pm.

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## Meeting Minutes

### Notable Sporting Performances or Events

#### Clay Target Shooting

- Tullamore's Riley Horsburgh has taken shooting gold at the 2024 Australian Clay Target Association Trap national carnival.

#### Parkes Running Group

- Sarah Hartin won the open ladies & Matthew Clark finished 3rd in the open men's Ridgy Didge Trail Run (25km) at Lithgow over the weekend.

#### Parkes Junior Cricket

- Sam Yelland & Charlie Rix selected to represent Western at the PSSA Junior Cricket Carnival later in the year.

#### Rugby

- Ewan Moody and Riley Duncan made the CHS Country side for rugby.

#### Little Athletics

- State Little Athletics representatives included Lucas Edwards (Javelin), Varsthi Williams (Javelin & Discus), Arlo Cassidy (running) Ryker Moore (Track) Toby Morgan (Track), Addison Wild (Discus), Emily Wild (High Jump), Nathan Calabro (Track)
- Ryker and Toby made the nation championships.

#### Hockey

- Dean Powter selected for the NSW side for National titles in the over 55's side.
- Mariah Williams played in some trial games for Australia

#### Tennis

- Asha Munodawafa made the NSW CCC tennis side.

#### Dragon Boating

- Western Region representatives include Al Gersbach, Trevor Whittaker Warren Edwards (Ast. Coach)

### Grants Update

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

- Nil

### Review of Outstanding Actions

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	Anthony McGrath
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		tabled at a future Sports Council meeting.	
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
12/03/2024	4	Survey to be sent to groups seeking feedback on the possibility of holding a separate sports awards night.	Anthony
12/03/2024	5	Investigate the installation of concrete bollards with gates on Baker Street	Geoff
12/03/2024	6	Investigate light repairs and switchboard upgrade at SDF.	Geoff
12/03/2024	7	Lindner Oval Amenities need work done, including showers, prior to start of winter sports. Can look into amenities and see girls getting changed. Geoff to review and report to Building Services.	Geoff
12/03/2024	8	Windows have been smashed in the Corporate Boxes at Pioneer Oval. Andrew Thomas to send in a report	Andrew Thomas

#### Discussion / Action Taken

Geoff and Tim have advised the following:

5. New bollards have been ordered and gates are under construction.
8. Windows at Pioneer were reported and repairs have been arranged.

#### Correspondence

The following items of correspondence was received or sent

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

#### Action

- 1 For information

#### Sports Projects Update

Geoff provided an update on the following

- Staff busy changing over to winter sports
- Spicer - Pioneer oval gate has been replaced
- Drained water lying around Stephen Davies Field
- Aerating parker-stone
- Working through pioneer renovation
- Checking lights at Mariah Williams
- SMS lighting not working at Hockey Fields and also Cheney
- Override switches repaired at Hockey fields
- Woody has been marked up with posts ready for Soccer.

#### Around the Grounds

##### Cricket - Luke Nash

- Season completed and end of season presentation held.
- Parkes U'14's rep side crowned Lachlan premiers. Were undefeated and scored a massive 10 wicket victory over Condo in the final
- 6 players from Parkes will be travelling to Bowral next week to represent Lachlan at the spirit of Bradman carnival. Supported by the Duncan MacDonald foundation
- Leadership team of Cricket NSW will be in Parkes on Monday 6th May as part of a Country NSW roadshow & strategic planning workshop. First time that Parkes has been selected as a venue for this event.
- Blake MacDonald played for St George who won the Sydney grade championships.

##### Rugby - Mackenzie Green

- With the upcoming stuff for rugby we would like to thank council for getting the field marked and posts up, even though Orange pulled out of our trial it's great to have the field set.
- Girls played their first game in Molong with week and got up on the Maggies 43-0.
- Men's kick off this month on the 20th.
- We had season launch this weekend just gone too which was a success at the clubhouse.

##### Little Athletics & Peak Hill - Kerrie Edwards

- Looking for grants for lighting for field event area - Geoff to check with Tim on a quote.
- Airconditioning for building at Northparkes - Kerrie to contact Sharon Ross
- Peak Hill Little Athletics and Junior Netball - Kerrie to advise Geoff of needs. Geoff to check on netball posts.
- End of season presentation held Monday 8 April, which topped off a very successful season.

##### Rugby League

- DA has been lodged for Grandstand at Pioneer Oval
- Trial game played last week, with another next week.

##### Netball

- Open girls played in a carnival

- Parkes attended the Bathurst all age carnival
- Parkes regional carnival to be held this Sunday - 35 teams nominated.
- Extra courts, posts and toilets being organised.
- Working with the Sports Field team to set up.
- Four more carnivals in May followed by State carnival at Baulkham Hills.
- Parkes Netball running the sausage sizzle at Bunnings next week.

#### Financial Report - Operational and Capital Works Projects

Report provided by Luke was presented by Anthony who moved that it be received.  
Seconded Doug Moore. Carried.

- All the sporting groups have now paid their levies/charges for the 2023/24 season. Thanks to all the groups for their prompt payment.
- Lighting charges for summer sports were emailed out on 9/4/24.
- Capital projects progressing. Work at Cheney Park looking to commence in August 2024 and will be aiming for completion in time for the touch season. Cost estimate currently exceeding available funding, council looking at ways to fund the shortfall.

Sports Council (Sporting Grounds) Overview - Month Ending - 31 March 2024							
Sporting Grounds - Operational Revenue							
	Budget	Actual	% Budget Received	All sporting groups have now paid for 2023/24 FY  Invoices sent to Parkes Touch & Parkes Cricket today for SMS lighting charges. Winter sports receive an invoice in late June 2024 for 1st half of season			
Sports Council - Levies/Usage Charges	\$43,810	\$43,810	100%				
Sports Council - SMS Lighting	\$9,785	\$6,099	62%				
	\$53,595	\$49,909	93%				
Sporting Grounds - Operational Expenditure							
	Budget	Actual	Committed	A + C	% Spent	Budget Remaining	
Sporting Grounds Operating	\$276,793	\$208,499	\$0	\$208,499	75%	\$68,294	
	\$276,793	\$208,499	\$0	\$208,499	75%	\$68,294	
Sporting Grounds - Capital Expenditure							
Capital Expenditure Projects	Budget	Actual	Committed	A + C	% Spent	Budget Remaining	Completion Status
Parkes Tennis Courts - Surfacing Upgrades (Grant Funded - LRCI & Crown Land Reserves)	\$421,000	\$453,789	\$50,300	\$504,089	120%	-\$83,089	Works On-going
Pioneer Oval Redevelopment - DA Submission Reports	\$35,000	\$23,823	\$3,700	\$27,523	79%	\$7,477	Works On-going
Cheney Park - Final Stage Rehabilitation (Grant Funded - Stronger Country Communities Fund)	\$740,467	\$3,720	\$310	\$4,030	1%	\$736,437	Tenders Closed - Awaiting report to council. Awaiting Project Budget required
Stephen Davies Hockey Field (Grant Funded Resources for Regions, SCCF & PHI)	\$3,013,667	\$3,040,900	\$0	\$3,040,900	101%	-\$27,233	Project Completed
Trundle Skate Park (Grant Funded - Stronger Country Communities Fund & Trundle TI)	\$245,000	\$244,190	\$0	\$244,190	100%	\$810	Project Completed
Parkes Skate Park (Grant Funded - Stronger Country Communities Fund, & LRCI)	\$583,000	\$582,763	\$0	\$582,763	100%	\$237	Project Completed
	\$5,038,134	\$4,349,185	\$54,310	\$4,403,495	87%	\$634,639	

## General Business

### Cheney Park Changerooms - Grant Application

Council is considering submitting a grant application to include 4 changerooms at Cheney Park, to cater for male and female sportspersons and is seeking letters of support from Hockey and Touch. Junior League have already submitted their letters. Any other sporting groups that may use that facility could also send in a letter of support to grants@parkes.nsw.gov.au.

### Sports Grants

The first round for 2024 has now closed with 6 applications for the sports grants and 8 for the Rising Star award. The selection committee will meet on Thursday 11 April to select the winners.

### Master Games Update - Cr O'Leary

The 2nd PMG was held on Friday 22nd and Saturday 23rd March 2024. 2 sports, Croquet and Lawn Bowls both provided the opportunity for mature sporting athletes to compete at a competitive level.

Parkes Croquet Club, coordinated by Beth Thomas hosted 24 participants travelling from as far as Lismore, Canberra, Griffith, Holroyd, Nelson Bay, a large number representing the Orange Croquet Club and 4 local members who all provided positive feedback for the event. A beautiful lunch was prepared by dedicated Club Volunteers and Winners and Grinners were awarded Medals at the end of the competition. There were 9 players over the age of 70, with the oldest Parkes croquet volunteer present nearly 90 years.

Parkes Railway Bowling Club ran 3 sets over 2 days, all micro-managed by Paul Lewin. Friday had excellent weather and had 26 local players enjoy friendship and competitive play which continued through to Saturday, until storm clouds brought things to an early close. Medals were again awarded to the overall winners and runners-up, and the oldest player over the weekend was almost 80 years young.

PMG had initial interest from 10 sporting groups to run events over the weekend, however due to webpage issues the registration process was unable to be completed online limiting event exposure.

Overall, the weekend was deemed a success with both Croquet and Lawn Bowls events providing participation, fun and lots of social enjoyment. Lots of photos were taken and uploaded onto the PMG Facebook/Webpage sites.

A planning meeting for the 2025 PMG will be held in June 2024 to set the date and iron out issues faced this year.

I'd like to thank the Executive Committee for their dedicated support to have this event continue into its 2nd year; Rachel Rice, Beth Thomas, Anthony McGrath and the Sporting Group representatives, Paul Lewin - Bowls, Beth Thomas - Croquet, Peter Bristol- Golf, Andrew Daley - Hockey, Rachel Rice - Touch, Jay Kross - Squash, Kimberly Ryan & Kevin Oliver - Rugby, Kim Orr - Netball, Kellie Ostini & Marie Harbridge - Netball, And Megan Morrison - PSC Events Officer.

A special mention to Michael Greenwood for "planting the seed".

The Australian Masters Games (AMG) is one of Australia's largest premier multisport festivals with an extensive sport program offering over 50 different sports and Canberra will host the 20th AMG in October 2025. With over 50 Sports being planned which will attract over 8,000 enthusiastic Masters Sports participants and their supporters. This is a great opportunity for those competitive participants to further their sporting skills and represent our community - there truly is something for everyone!

And the best news is, you don't need to be a superstar to participate, with entry open to all who meet the minimum age criteria. In most sports, this is 30 years. Many Games participants enter multiple sports too, for extra bang for their buck.

Cr Louise O'Leary.

#### Defibrillators

Greg raised the issue of whether sporting groups knew where their defibrillators. Kerrie advised that there is free training available. Sporting group first aid officer should be trained. Reminder to all sporting groups to check their first aid equipment at the start of the season.

#### Armstrong Park Basketball Court

Al Gersbach raised the issue of the new basketball has a drop off over the side of the new court, which would be unsafe. Moved by Al Gersbach that Council review the safety of the court to determine if it meets the specifications for run off area. Seconded by Michael Greenwood. Carried.

#### Junior sports carnivals

Michael raised the issue that there hasn't been a junior carnival, such as PSSA, held for some time. He suggested that we reach out to Trent Reynolds regarding the schedule of PSSA events so that the next western event could be targeted. Kerrie suggested that a document be prepared to show the facilities available. Anthony to check what was available.

### Meeting Actions

9/04/2024	1	That Council check that the new basketball court was built to standard specifications with respect to safe run-off areas.	Anthony.
9/4/2024	2	A reminder be sent to all sporting groups to check their first aid equipment, including any defib machine.	Anthony.
9/4/2024	3	A review of the netball posts available at Peak Hill was requested by Kerrie Edwards	Geoff.

#### Attachments

**12.5 MINUTES OF THE ARTS ADVISORY COUNCIL MEETING HELD ON 9 APRIL 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Toni Lennane, Executive and Councillor Support Officer****Authoriser:** **Brendan Hayes, Director Planning and Community Services****Annexures:** **A. Arts Advisory Council Meeting Minutes - 9 April 2024**

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**RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Arts Advisory Council Meeting held on Tuesday 9 April 2024 appended at *Annexure A*.
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# Arts Advisory Council Meeting

## Minutes

Tuesday 9 April 2024



**Minutes of the Arts Advisory Council Meeting****Held on Tuesday, 9 April 2024 at the****Parkes Council Committee Room, 2 Cecile Street, Parkes****Present:****CR Ken Keith****CR Bill Jayet****Rhonda Redenbach****Elly Tom****Irene Ridgeway****Ronda Redenbach****Janelle Faunt****Annette Witherow****Council Officers in Attendance:**

Sharon Degeling - Creative Learning Coordinator

Kerryn Jones - Manager Culture, Education &amp; Library Services

**NOTES**

The meeting commenced at 9:05 am and concluded at 10:10 am.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>4</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>4</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>4</b>
	4.1 Minutes of the Arts Advisory Council Meeting held on 22 November 2023 .....	4
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>4</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>4</b>
<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>5</b>
	7.1 Cultural Centre Report .....	5
	7.2 Parkes Community Arts Report .....	5
	7.3 Parkes Shire Concert Band Report .....	5
	7.4 Parkes Pottery Group Report .....	5
<b>8</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>5</b>
<b>9</b>	<b>CONCLUSION OF MEETING.....</b>	<b>6</b>

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## 1 OPENING OF MEETING

The Chairperson declared the Arts Advisory Council Meeting of Tuesday, 9 April 2024 open and welcomed Council Officials in attendance.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson 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 APOLOGIES

CR Neil Westcott

CR Marg Applebee

Margot Jolly

Duncan Clement

Brendan Hayes

## 4 CONFIRMATION OF MINUTES

<b>4.1 MINUTES OF THE ARTS ADVISORY COUNCIL MEETING HELD ON 22 NOVEMBER 2023</b>
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### RECOMMENDATION

That the receive and confirm the Minutes of the meeting held on Wednesday 22 November 2023 appended at *Annexure A*.

*Note for Kerry Jones to follow-up the letter to Community Choir.*

*Moved to accept: CR Bill Jayet*

*Second: Rhonda Redenbach*

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## 5 DISCLOSURES OF INTERESTS

The Chairperson reminded Council Officials 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 Council Officials present to disclose any such interests.

Nil interests were disclosed.

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## 6 LATE BUSINESS

The Chairperson advised that no late items of business had been submitted to the meeting.

OR

The Chairperson 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.

2. *Parkes Painting Group (and Pottery Group) Exhibition opens Friday 19 April @ 6pm*
3. *Craft Corner has moved to new premises on Clarinda Street and AGM to be held Thursday 11 April (50 year anniversary)*
4. *Parkes Aboriginal Working Party report on activities. Naidoc Week will be 7 -14 and a screening of Her Name is Nanny Nellie with a Q&A at Parkes Library; Working on projects with CSIRO, Parkes Shire Council (Bushman Dam and Bushman Hill); Aviation Museum and PCYC.*
5. *Arts OutWest - reminder for groups to advise Arts OutWest via online What's On form of upcoming events for promotion. Tickets on sale for 50th Anniversary event in Forbes on 1 June, 2024.*
6. *Parkes M&D - Tickets on sale for Annie opening 2 June, 2024.*

## 7 OFFICERS' REPORTS

### 7.1 CULTURAL CENTRE REPORT

#### RECOMMENDATION

That:

1. The Arts Advisory Council accept this report.

Moved to accept: Sharon Degeling

Second: CR Bill Jayet

### 7.2 PARKES COMMUNITY ARTS REPORT

#### RECOMMENDATION

That:

1. The Arts Advisory Council accept this report.

Moved to accept: Kerryn Jones

Second: Ronda Sharpe

**7.3 PARKES SHIRE CONCERT BAND REPORT****RECOMMENDATION**

That:

1. The Arts Advisory Council accepts this report

Noted that requests for music performances in the Coventry Room are undertaken via an Expression of Interest.

Noted that the PSCB have expressed an interest in relocating to the building alongside Council and that they need to work with Sharon Ross on possible venues.

Noted that a celebration of community groups/community arts festival is on the agenda for the next Arts Advisory Meeting.

Recommendation: Parkes Shire Council Events Team consider submitting an expression of interest to host Triple J's One Night Stand music festival.

Recommendation Moved to Accept: Ellen Tom

Second: CR Bill Jayet

Moved to accept: Ronda Sharpe

Second: Rhonda Redenbach

**7.4 PARKES POTTERY GROUP REPORT****RECOMMENDATION**

That:

1. The Arts Advisory Council accept this report.

Moved to accept: Janelle Faunt

Second: Ellen Tom

**8 REPORT OF CONFIDENTIAL RESOLUTIONS**

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.

**9 CONCLUSION OF MEETING**

The meeting concluded at 10.10am.

This is the final page of the minutes comprising 7 pages numbered 1 to 7 of the Arts Advisory Council Meeting held on Tuesday, 9 April 2024.

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CR Ken Keith  
CHAIRPERSON



**12.6 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 10 APRIL 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Georgia Smith, Business Services Trainee****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Audit, Risk and Improvement Committee Meeting Minutes - 10 April 2024**

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**RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee Meeting held on Wednesday 10 April 2024 appended at *Annexure A*.
-

# **Audit, Risk and Improvement Committee Meeting**

Minutes

Wednesday 10 April 2024



**Minutes of the Audit, Risk and Improvement Committee Meeting****Held on Wednesday, 10 April 2024 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Present:**

Mr Stephen Horne	Chairperson
Mr Tony Harb	Member
Dr Meredith Caelli	Member
Cr Jacob Cass	Councillor ( <i>non-voting</i> )

**Council Officers in Attendance:**

Mr Kent Boyd	General Manager
Mr Anthony McGrath	Director Customer, Corporate Services and Economy
Mrs Nikki Bevan	Acting Manager Governance, Risk and Corporate Performance
Mr Luke Nash	Executive Manager Finance
Miss Georgia Smith	Business Services Trainee ( <i>Minutes Secretary</i> )

**Guests:**

Mr Paul Quealey	Lambourne Partners ( <i>Internal Auditor</i> )
Ms Cassie Malone	Audit Office ( <i>External Auditor</i> )

**NOTES**

The Committee attended via audio-visual link.

The meeting commenced at 9.00 am with a 15 minute in-camera session with the Committee and the General Manager, followed by a 15 minute session with the External Auditor. The External Auditor left the meeting at the conclusion of the in-camera session. The meeting then followed by a 15 minute in-camera session with the Internal Auditor.

No additional items came from in-camera sessions.

The Director Customer, Corporate Services and Economy, Financial Accountant, Acting Manager Governance, Risk and Corporate Performance and Business Services Trainee attended the meeting from 9.45 am.

The meeting commenced at 9.53 am and concluded at 11.57 am.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>4</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>4</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>4</b>
4.1	Minutes of the Audit, Risk and Improvement Committee Meeting held on 21 February 2024.....	4
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>4</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>4</b>
<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>5</b>
7.1	General Managers Report.....	5
7.2	Internal Audit - Program Review with Internal Auditor.....	5
7.3	Internal Audit - Progress Report on the Implementation of Internal Audit Program Actions.....	5
7.4	Internal Audit - Cyber Security Audit - Final Report .....	5
7.5	Internal Audit - Asset Management Maturity Assessment.....	6
7.6	Risk Management - Monthly Financials as at 31 March 2024.....	6
7.7	Review of Draft Operational Budget 2024-25 .....	6
7.8	Review of Annual Meeting Plan.....	6
7.9	Review - Committee Terms of Reference.....	7
7.10	Corporate Performance Dashboard - Human Resources .....	7
7.11	Major Projects and Current Works Report - Operations and Infrastructure and Sustainability .....	7
7.12	Financial - Chief Financial Officers Report .....	7
<b>8</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>8</b>
<b>9</b>	<b>CONCLUSION OF MEETING.....</b>	<b>8</b>

## 1 OPENING OF MEETING

The Chairperson declared the Audit, Risk and Improvement Committee Meeting of Wednesday, 10 April 2024 open and welcomed those in attendance.

## 2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson 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.*

*The Chair extended the Acknowledgement across all of the various lands covered by those attending the meeting online.*

## 3 APOLOGIES

Councillor Marg Applebee (*non-voting*).

## 4 CONFIRMATION OF MINUTES

### 4.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 21 FEBRUARY 2024

#### RESOLVED ARIC 002/24

That the receive and confirm the Minutes of the meeting held on Wednesday 21 February 2024 appended at *Annexure A*.

**CARRIED**

## ACTIONS FROM LAST MEETING

Seeing KPIs in the papers - in progress (refer to item 7.10)

Gap Analysis against ARIC guidelines - on DCCSE's to do list (refer to item 9)

Draft scopes - spoke with Internal Auditor in-camera - process in play as the scopes come through (refer to item 7.3)

## 5 DISCLOSURES OF INTERESTS

The Chairperson reminded Council Officials 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 Council Officials present to disclose any such interests.

Stephen Horne advised he has recently been appointed to the Audit Risk and Improvement committee with Sydney City Council.

## 6 LATE BUSINESS

The Chairperson 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.

7. 7.11 Major Projects and Current Works Report - Operations and Infrastructure and Sustainability.

7.12 Financial - Chief Financial Officers Report.

The addition of these late papers was affirmed by the Committee.

## 7 OFFICERS' REPORTS

### 7.1 GENERAL MANAGERS REPORT

#### RECOMMENDATION

That:

1. The information be received and noted

#### DISCUSSION:

The Committee discussed the following:

- This report has also been discussed in-camera with the General Manager.
- The Committee asked Council what communications are going out to the Community in relation to these issues, they don't want any surprises, what is Council doing to prepare for financial instability?
- The General Manager mentioned Council is hopeful in some larger transactions coming through, underpinning some issues that are coming up, Council had a special rate variation done years back at the moment they don't have the appetite to go down that path again. Council's Finance team are working on how Council can trim back the budget within a sensible limit.
- The Committee asked if Council has identified a cry point, a point where Council thinks they really do need the Community to be knowing about these issues.
- Council confirmed they are skating close to this point, the community expectation that Council fixes it The General Manager confirmed staffing is where big costs are currently as we recruit and salary budget grows that's where they are feeling the pressure, over the next 18 months there is a lot of work on finances to be done.
- The Committee mentioned, it would be a good idea for Council to have conversations with the new Council this year, as elections are coming up, surrounding internal reserves/restrictions, when looking at available funds there is external reserve that you can't change but internal restrictions you can change. A new Council might go through them and decide whether some of those things they have agreed to and committed to and we renew them on the basis of new life and new priorities.
- The Chief Financial Officer mentioned our unrestricted reserves is mainly long service leave and leave provisions, which you can't toy with.

**7.2 INTERNAL AUDIT - PROGRAM REVIEW WITH INTERNAL AUDITOR****RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

1. Receive and note the update provided on the Internal Audit Program.

**DISCUSSION:**

The Committee discussed the following:

- The Internal Auditor confirmed that the Audit is still on track to be completed in the 2024 financial year, as this is the last ARIC meeting during this financial year, the Internal Auditor put forward the Audit schedule for the 2025 financial year, these will be found in the report.
- The Committee asked the Internal Auditor, when looking at the schedule for the next financial year, why is plant utilisation on next year's Audit where payroll is not, what were the key drivers for plant utilisation.
- The Internal Auditor confirmed the External Audit does give consideration to payroll, as for plant utilisation there is a lot of flood works going on, hiring of equipment, back log of work to be done, extensive delays in purchasing equipment, costs in terms of equipment, ensuring reserves are there for future purchasing and financial sustainability, this is why plant utilisation will be in next financial year's Audit.
- The Committee asked given all the work with current projects, does Council have a grant acquittal process?
- The Chief Financial Officer confirmed that Council has a process in place.
- The General Manager mentioned to the Committee that ESG is climbing up the risk level, there is a path to net zero in the works for Council.
- The Committee confirmed getting ready for a path to net zero is a great thing to be doing, they also suggested the Internal Auditor have a conversation with Management about whether procurement might come up at the expense of plant. Touch base with Councillors from Council perspective. Sundry income has interesting angles on it, it is useful to do and has a hygiene factor to get right. The Committee also suggested the Internal Auditor can circulate to the Committee out of session for some guidance.
- The Committee mentioned ESG will be covered by financial statements in due course, will flow through to accountants for financial reporting, ESG will come through the External Audit process.
- The Committee also mentioned to the Internal Auditor when looking at these, start off with asking management if they know what needs to be done, identify what they already know and have high level discussions surrounding these Audit's.

**7.3 INTERNAL AUDIT - PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AUDIT PROGRAM ACTIONS****RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

1. Receive and note the update provided on the implementation of consolidated Internal Audit Program agreed actions.

**DISCUSSION:**

The Committee discussed the following:

- Spoke in-camera with Internal Auditor about how things are tracking, no further comments



At this stage being 10.41 am, the Internal Auditor left the meeting, being an apology for the remainder of the meeting.

#### **7.4 INTERNAL AUDIT - CYBER SECURITY AUDIT - FINAL REPORT**

##### **RECOMMENDATION**

That the Audit Risk and Improvement Committee:

1. Receive and note the final Cyber Security Audit conducted by Lambourne Partners.

##### **DISCUSSION:**

The Committee discussed the following:

- The Internal Auditor spoke about this report at the last Committee meeting, this report is the same as the draft, incorporating managements comment's, responses and agreed actions.
- The Director Customer, Corporate Services and Economy mentioned a suggestion by the third party supplier, this is around whitelisting, happy to take any guidance, they mentioned an application to be purchased by Council.
- The Committee informed Council whitelisting ensures that you are safe and says that outlines things that are safe, realistically if you whitelist websites, it means people can do it and are quite safe, privilege access controls around virus's and phishing, it will capture 99.99% of everything, privilege user access, if that gets compromised, it will impact anything and everything, you can take over peoples accounts, there is a risk rating there. The Committee suggested Council work with the Internal Auditor to see which ones are a priority and work with service provider to say these are a priority and what will the cost be. The privileged access is a more critical area, more likely to get compromised. The Committee also suggest that Council have a chat to CivikRisk regarding this.
- The Committee also mentioned they are keen to see this come in before the Council election.
- The Committee asked the Internal Auditor if they need to see the detailed penetration report?
- The Internal Auditor informed the Committee, due to security reasons and severity of information, they have excluded the detailed report, they took precautions showing the report to Council, if the Committee wants to see it they can do that around strict procedures. The Committee indicated that it was not seeking to see the report as such, but to receive assurance that any issues arising from the results of the testing were covered by the recommendations in the Report. The Internal Auditor confirmed that this was the case.

**7.5 INTERNAL AUDIT - ASSET MANAGEMENT MATURITY ASSESSMENT****RECOMMENDATION**

That:

1. The Committee receive and note the Asset Management Maturity Assessment Draft Report.

**DISCUSSION:**

The Committee discussed the following:

- This report was completed by Central New South Wales Joint Organisation (CNSWJO).
- The Director Customer, Corporate Services and Economy mentioned that University of Newcastle used IP&R as a standard to gauge performance, reviewed back to the 2019 assessment, Council went backward from 2019, 8 areas listed where the reduction was mainly shown, 11 key recommendations in the report.
- The Committee asked, in terms of the recommendation has Council had a chance to consider these actions?
- The Director Customer, Corporate Services and Economy confirmed Council has discussed this at an Executive level, the first step was to put together a team to work on it, first step is to ensure asset management is included in this round, and updates to strategic plans.
- The Committee commented that there are some connections missing here, they mentioned putting a plan together and bringing it back to the Committee to discuss these would be a good start.
- The Committee asked in 2019 if they did the assessment and scored level 3.3, did they give Council any suggestions as to why they were at 3.3 and whether Council should be going to 4 or 5. Did they make any recommendations to get them from 3 up to 4?
- The General Manager commented there was a spider diagram done then, that laid out where Council should invest in more work, since then Council has lost all staff in that team, it was a new team doing the Audit this time, the core elements are good, some of the connectivity and reporting are not that great. External consultants that did early work to really have a look and pull that back in and get that maturity back up.
- The Committee commented that Council now have another report scored at 2.3 and they had some recommendations that they need to consider, whether they are happy to be scored at 2.3 or if they wish to be scored higher?

**7.6 RISK MANAGEMENT - MONTHLY FINANCIALS AS AT 31 MARCH 2024****RECOMMENDATION**

That:

Receive and note the financial report to 31 March 2024.

**DISCUSSION:**

The Committee discussed the following:

- The Chief Financial Officer gave an update on March year to date, North Parkes Mines (NPM) is using less water than anticipated, they currently don't need our water at all, they have 2g water storage pit, they are also going to mine underneath so they are using minimum amount of water, this will continue for the next 18 months. Council is currently making more money than previously out of access charges.
- The Chief Financial Officer also mentioned in terms of salaries, Council is over by quite a bit, works and services \$1.2 mil been focusing on storm damage and capital works, major blow outs of materials and external services which relates to road maintenance works, unaccrued revenue on RMCC work, haven't finalised numbers yet but they are quite substantial.
- The Chief Financial Officer also told the Committee year to date vs previous year, good pricing change made on water by increasing access charges, NPM has been using minimal water, Council has an additional 2.9mil in access charges but only lost on consumption \$1.2mil benefit of \$1.7mil wouldn't have made this if the charges were the same as last year, all grants squared off where they were last year, salaries is \$1.2mil higher than last year, the works and services only makes up \$600k of that. Need to acknowledge a lot of vacancies last year, important work that didn't get done, Elvis cost 270k more than last year, depreciation \$2mil from last year which is consequential.
- The Committee asked, the increase for the works and services for the roads and salaries for outdoor staff, is any of that recoverable from grants for the flooding?
- The Chief Financial Officer confirmed, it is and also from RMCC, Council not out of pocket for that work. Substantial \$3mil+ of possible accrual coming as soon as they can tie down those numbers with TfNSW.
- The Committee mentioned they had a good conversation with the General Manager on the financial positions in-camera session.
- The Director Customer, Corporate Services and Economy clarified that point 7.6 is the same as 7.12 in the Business Paper.

**7.7 REVIEW OF DRAFT OPERATIONAL BUDGET 2024-25****RECOMMENDATION**

That:

1. Receive and note the Draft Operational Budget for year ending 30 June 2025

**DISCUSSION:**

The Committee discussed the following:

- The Chief Financial Officer mentioned a shortfall in General fund \$1.7mil which Council knew about, the draft budget shows a deficit of \$1.1mil in the general fund, there may be years of pre-longed drought around the corner, and have to get ready for periods where we don't get handouts.
- The Chief Financial Officer explained there was a 9% increase in domestic waste, 5% assumptions for employee cost overtime on outdoors staff with 10% vacancy rate, budgeted loss for Elvis and ABBA was approximately \$500k, there was a 5% increase on access charges, on water charges and user charges, the only Council that has cheaper water than Parkes is Forbes and they sit on the river. There was a 10% increase on sewer, total capital budget is \$55mil. \$27.5 mil is funded by grants and contributions, Council is funding \$27mil, if compared to \$8mil depreciation you can see there is \$9mil, which is what will come out of reserves for water fund, reserves of \$12mil.
- The Committee mentioned they had asked some questions in-camera with the General Manager surrounding the process around the governing body being adequately briefed on details, and where the tough issues were.
- The Committee asked for the usage charges and fees this year is \$7.2mil next year is \$5.8mil there is a difference of \$1.4mil, this is a big reduction, but it says 5% increase in water usage charges, whilst there is a 5% increase in the water usage charge, there is a significant reduction in consumption.
- The Chief Financial Officer confirmed that is correct, NPM have indicated at this stage they will not be extending the plant, hence the reduction.
- The Committee also asked about the sewer fund, 10% increase in the sewer charge 10% increase in user charges, but they can't see 10% increase, only see a 1% increase.
- The Chief Financial Officer informed the Committee, there was a mistake in last year's budget, you can see that if you look at the actuals for month to date, the actuals is less than the budget for last year.
- The Committee asked about the employee cost, it almost doubled from \$714k to \$1.3mil, and the assumption is Council has 5% overtime on outdoor staff, 10% vacancy rates, 3.5% award, and an increase of 0.0.5% in super, that is not enough change to get the employee cost to double.
- The Chief Financial Officer informed the Committee there is a definite increase in employee numbers, and there is also the case where in the workforce plan some of the staff sits across the sewer and the water fund, and because the water fund was better off in previous years they were more heavily costed towards the water fund, as the water fund now goes into the fund that is struggling more, that was realigned more correctly, the percentage splits between higher-level managers that sit above both funds.
- The Executive Manager Finance also confirmed, there is also a reduction in capitalisation of the wages, in the previous year there was a higher percentage of capitalisation and wages in sewer fund which decreases, forecast for capital spend next year is a little bit lower, which contributes to the variance.

**7.8 REVIEW OF ANNUAL MEETING PLAN****RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

1. Review the ARIC meeting plan 2024-2026 and approval of change of meeting dates to last week of month.

**DISCUSSION:**

The Committee discussed the following:

- The Director Customer, Corporate Services and Economy commented that the last two meetings clashed with Council Meeting reporting periods, Acting Manager Governance, Risk and Corporate performance has reviewed the meeting plan and is looking at moving the meeting dates.
- Council has requested to move the Audit, Risk and Improvement Committee meetings to the last week of the month.
- The proposed meeting dates are 24 July, 25 September and 27 November, placeholder calendar invites to be sent.
- The Committee mentioned, there was supposed to be a report on the Business Continuity Plan to February's meeting, which didn't go, they mentioned they would like to see this.

**7.9 REVIEW - COMMITTEE TERMS OF REFERENCE****RECOMMENDATION**

That the Committee:

1. Review and adopt the ARIC Terms of Reference.

**DISCUSSION:**

The Committee discussed the following:

- The Committee mentioned that they prefer the Business Papers be distributed a week in advance, due to members not always having time to review the papers only a few days beforehand. By moving the dates for the Committee meetings, Council may be able to compile and distribute the Papers a week in advance. Using it as a production schedule and working backwards. If there is a late paper, it will have to take its chances (of not being accepted), but not to hold up the rest of the papers going out on time.
- Acting Manager Governance, Risk and Corporate Performance updated the Terms of Reference, there will be an amendment that comes in 1 July 2024, new Act coming in as well.
- The Committee approved to move the turnaround days for the Minutes from 3 business days to 5 business days.
- The Mayor is now a non-voting observer under the new guidelines coming in 1 July.

**7.10 CORPORATE PERFORMANCE DASHBOARD - HUMAN RESOURCES****RECOMMENDATION**

That:

1. The Committee receive and note the information provided on Human Resources statistics.

**DISCUSSION:**

The Committee discussed the following:

- The Committee mentioned it is useful they have received these dashboards, they would like someone to come and talk about what story it is telling, the data is what it is but it's the reasons why and what it means and what Council is doing about it, so when people come to present dashboards they should come with a story, the Committee are interested in what risks it is telling Council and how we are thinking about those. The more dashboards they get the more conversations we can have on those. Come armed with a discussion. Put some notes in the report with important information they would like to have discussions on.
- The Committee also added, from a data viewpoint, adding a trend line to the excess annual leave totals, such as what is the target for this year, tell a picture over time, if we don't meet our target, what's the risk? If we do meet our target, what are the opportunities we are going to realise by doing that, get the full story on if Council is doing what they said they would if we're going towards where we want to be.
- The Acting Manager Governance, Risk and Corporate Performance mentioned there are 2 main risks associated with this, the first is finance and the second is the health of Council employees, if staff aren't taking any leave that is a risk to staff.
- The Committee also mentioned there is a fraud risk if people aren't taking leave, if staff take a 2 week leave block, this is the time to identify any unusual or undesirable behaviour. Potential fraud or corruption risk, really good to look at excess annual leave, if you want to look at possible fraud risks you need to have another indicator where you know the high risk areas in Council, could be procurement or payroll and where you have excess annual leave, excess annual leave is not good from a welfare perspective, but on the other side in some areas, it could be a red flag. Why you measure these things and how they relate back to risks, once Council develops it's risk management framework, they can say let's start mapping them out, in terms of excess leave and safety, one of the risk indicators is excess annual leave, another thing is the frequency of the incidents.
- The Chief Financial Officer mentioned, a one-pager being sent to the head office that talks about safety production, finance, and employee costs, if Council has a one pager with commentary, this is important for the Committee to see that overview, and the Committee input what high-level KPIs they would like to see.
- The Committee commented that the new idea for a 4 year cycle for ARIC would be useful to get a consolidated dashboard and see what the key issues that emerge from that work are, considering what that might look like, what should Councillors receive in regards to a consolidated dashboard.

**7.11 MAJOR PROJECTS AND CURRENT WORKS REPORT - OPERATIONS AND INFRASTRUCTURE AND SUSTAINABILITY****RECOMMENDATION**

That the Audit Risk and Improvement Committee:

1. Receive and note the information provided in the report and at the meeting.

**DISCUSSION:**

The Committee discussed the following:

- The General Manager spoke to the Committee regarding this report. He mentioned that water is a real issue, the fact is unless Council gets \$25mil out of the national water grid, they are back to the drawing board, Council can't borrow a big chunk of money under water at the moment with the uncertainty of the forecast as to whether they need water or not.
- The Committee mentioned, when it comes to something like this Council needs to play out scenarios, we have the activation precinct, the water supply, etc. there is probably some scenario analysis that needs to be taken into consideration, if this happens, this is what we need to do, what the Councillors would want to know what the possible outcomes are, what are the possible scenarios of these big projects, this is where strategic scenario thinking is required, at these levels to have these red flags, and say we don't know what's going to happen, what does that mean for the Council.
- The General Manager mentioned, that it may get to the point politically that Council may have to say we're doing everything to avoid this, go to State Government and say we really can't accommodate any more industry in the SAP because we cannot provide the water, but we do it at the peril of our people. If Council is not successful in this next round, these are the avenues we need to explore, we need to articulate these and come up with a scenario planning and put it to Councillors more clearly.
- The Committee asked what the trigger points are.
- The General Manager commented that Council is down 15-20% on peak delivery capacity, definitely a problem if things start to dry up and we go into drought.
- The Director Customer, Corporate Services and Economy mentioned that this is how maturity assessments flow through to actual work on the ground, this is one of the areas we did do quite a bit of work on.

**7.12 FINANCIAL - CHIEF FINANCIAL OFFICERS REPORT****RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

1. Note the information provided.

**DISCUSSION:**

The Committee discussed the following:

- The Director Customer, Corporate Services and Economy clarified that point 7.6 is the same as 7.12 in the Business Paper.



## 8 REPORT OF CONFIDENTIAL RESOLUTIONS

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.

## 9 OTHER BUSINESS

The Committee noted that a template had been provided to assist Council to undertake an assessment against the OLG requirements and guidelines for internal audit, risk management and ARIC arrangements, which take effect from 1 July, and had anticipated receiving an assessment at this meeting. The DCCSE acknowledged that this task was overdue and committed to advancing it in order to provide the Committee with assurance that arrangements would be in order by the deadline.

## 10 CONCLUSION OF MEETING

The meeting concluded at 11.57 am.

### Actions from the Meeting

Actions from meeting	Responsible Department
KPIs to be presented at each meeting <ul style="list-style-type: none"><li>- ELT Audit actions</li><li>- Department KPIs (dashboards)</li></ul>	All departments
The Internal Auditor to discuss with management options for the forward IA program with a view to confirming by the next ARIC meeting.	Internal Auditor
Council staff to prepare a gap analysis against OLG ARIC Guidelines for discussion at the next ARIC meeting, or via an out-of-session email if necessary.	DCCSE
Revised dates for ARIC meetings to be emailed to Members with meeting invitations.	Secretariat
An action plan to be provided to ARIC providing a roadmap to address the issues raised in the Asset Management Maturity Assessment.	DISF

This is the final page of the minutes comprising 14 pages numbered 1 to 14 of the Audit, Risk and Improvement Committee Meeting held on Wednesday, 10 April 2024 and confirmed on Wednesday, 10 July 2024.

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CHAIRPERSON

**12.7 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 11 APRIL 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **A. Minutes of the Sports Grants Selection Committee held on 11 April 2024. [↓](#)**

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**RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Thursday 11 April 2024 - Sports Grants Selection Committee appended at *Annexure A*.
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## 11 Apr 2024 Minutes Sports Grants Selection Committee

Thursday, 11 April 2024 4:00 PM

### Meeting Formalities

#### Meeting Structure

[Grants Selection Committee Meeting Structure](#)

#### Location, Date and Time

Teams and face-to-face meeting commencing at 4:00PM

#### Attendees

Al Gersbach (Chair Parkes Sports Council), Gail Richardson (Sporting Groups Representative), Michael Greenwood (Community Representative), Brooke Plunkett (Evolution Mining - Northparkes Operations)

Supported by  
Anthony McGrath (Secretary Parkes Sports Council)

#### Apologies

Cr O'Leary (Chairperson), Mayor Neil Westcott, Luke Nash (Financial Advisor, Parkes Sports Council)

Note: Crs O'Leary and Westcott confirmed the grant allocations following the meeting and prior to advising the recipients.

#### Declaration of Interest

Nil

### 1. Review of Previous Actions

Item #	What	Who	By When
1	That the groups selected for grants be offered the amounts as listed at Item 2 above.	Anthony	20/10/2024
2	That the presentation of funds be arranged, ensuring that representatives from CMOC Northparkes and Parkes Shire Council are available to present the cheques.	Anthony	2/11/2024
3	That the funds are transmitted to the groups as indicated at item 2 above	Luke	2/11/2024
4	That the next round be advertised including the funds carried forward as indicated at Item 3 above.	Anthony	1/3/2025

#### Discussion

Tasks listed above were confirmed as being completed by Anthony and Luke.

### 2. Grant Funds Available for this Round

The funds currently available for distribution in the **2024 Round 1** allocations of grants is as follows:

Item	Total Available This Round
Facility	15,000.36
Participation #	18,650.00
Rising Star	<b>5,000.00</b>
Grand Totals	<b>38,650.36</b>

# Grant funding agreement allows for additional funds to be allocated to participation projects should facility project total not be fully allocated.

For the information of the Committee.

### 3. Sports Grant Applications Received and Evaluation

The following groups submitted applications for grants:

Title	Project Type	Project Title	Funds Request	Score Total	Application Comments	Meet Crite & Eligi
Parkes and District Kennel Club Inc	Facilities	purchase of an electric ride on mower for regular maintenance of the club grounds.	\$5,000.00	58	A mower is for maintenance which would have a small impact on the program objectives of increasing or developing the sport further.	Yes
Parkes Jockey Club	Facilities	purchase industrial gazebos to better accommodate the growing number of patrons/community groups utilising our facility.	\$4,428.00	65		Yes
Parkes Tennis Club	Facilities	purchase on court bench seating for both casual court hire and competition/tournament players to put their gear or to rest between games.	\$8,380.00	76	Significant organisation contribution but is a high cost item. Would be eligible for CIP.	Yes
Parkes and District Amateur Soccer Association	Participation	purchase 2 sets of portable UPVC goalposts with nets and new compliant corner flags for 6 fields.	\$2,393.00	89		Yes
Parkes Marist Junior Rugby League	Participation	purchase latest training equipment including training pads, mats and shields.	\$9,500.00	87		Yes
Police Citizens Youth Clubs NSW Parkes	Participation	purchase of specialised gymnastics equipment to enhance the current gymnastics program with the introduction of a new freestyle gymnastics program specifically aimed at males aged 5-12 years. Funding will also support the memberships for socio-economically disadvantaged children so they can participate on an equal basis with others.	\$4,209.00	78	The provision for memberships is not sustainable beyond the first year.	Yes

## Discussion

The following groups were judged to have not met the selection criteria or were not allocated any funds:

Nil.

## Committee Recommendation

1. That the following groups be offered grant funds from the Evolution Mining - Northparkes Operations / Parkes Shire Council Sports Grant Scheme as indicated in the following table.

Title	Project Type	Project Title	Funds Request	Granted
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Parkes and District Kennel Club Inc	Facilities	purchase of an electric ride on mower for regular maintenance of the club grounds.	\$5,000.00	\$5,000.0
Parkes Jockey Club	Facilities	purchase industrial gazebos to better accommodate the growing number of patrons/community groups utilising our facility.	\$4,428.00	\$4,428.0
Parkes Tennis Club	Facilities	purchase on court bench seating for both casual court hire and competition/tournament players to put their gear or to rest between games.	\$8,380.00	*\$5,572.3
Parkes and District Amateur Soccer Association	Participation	purchase 2 sets of portable UPVC goalposts with nets and new compliant corner flags for 6 fields.	\$2,393.00	\$2,393.0
Parkes Marist Junior Rugby League	Participation	purchase latest training equipment including training pads, mats and shields.	\$9,500.00	\$9,500.0
Police Citizens Youth Clubs NSW Parkes	Participation	purchase of specialised gymnastics equipment to enhance the current gymnastics program with the introduction of a new freestyle gymnastics program specifically aimed at males aged 5-12 years. Funding will also support the memberships for socio-economically disadvantaged children so they can participate on an equal basis with others.	\$4,209.00	\$4,209.0

\*Partial Grant

#### 4. Rising Star Grant Applications Received and Evaluation

The following individuals submitted applications for grants:

Nominee	Sport	Age	Application Comment
Mason Wild	Motocycle Racing - Dirt Track	8	Mason received \$500 last round.
Aaryab Gautam	Football	12	
Henry Kross	Squash	14	Henry has been a previous recipient
Toby Morgan	Athletics, Soccer, Swimming	12	
Ryker Moore	Athletics	13	
Toby Collins	Hockey	18	
Haylee Redfern	Kettlebell	41	
Geordie Duncan	Rugby Union	18	

#### Discussion

The following Rising Star Applicants were not allocated any funds because the recipients were ranked higher in terms of need and potential by the Committee:

- Toby Collins, Geordie Duncan and Haylee Redfern

#### Committee Recommendation

- That the following individuals be offered Rising Star grant funds from the Evolution Mining - Northparkes Operations / Parkes Shire Council Sports Grant Scheme as indicated in the following table.

Nominee	Amount	Location
Ryker Moore	1,000	Parkes
Toby Morgan	1,000	Trundle
Aaryab Gautam	1,000	Parkes
Mason Wild	1,000	Parkes
Henry Kross	1,000	Parkes

## 5. Grant Fund Reconciliation

12.8	Following the allocation of grant funds as per Item 2 above, the grant funds that will be available for next round as follows. <b>MINUTES OF THE EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING HELD ON 15 APRIL 2024</b>
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Item	Total Available This Round	Funds Granted	Total Carried Forward	Top Up Funds	Total Available Next Round
IP&R Linkage: Pillar 1 Leadership					
Facility	13,000.36	13,000.36	0.00	13,000.00	13,000.00
Participation Strategy	5,000.00	5,000.00	0.00	0.00	0.00
Rising Star	5,000.00	5,000.00	0.00	0.00	5,000.00
Grand Totals	23,000.36	23,000.36	0.00	13,000.00	36,000.36

Author: Sue McGrath, Business Support Coordinator

Authoriser: Logan Hignett, Acting Director Operations

Grant funding by Council is to be allocated to participants to participation should facility grants remain unallocated.

Annexures: A. Extraordinary Local Traffic Committee Meeting Minutes - 15 April 2024  
Discussion  
Nil.

## 6. Other Business

### RECOMMENDATION

The Committee agreed that the application eligibility process be modified to advise that applicants must reside in the Parkes Shire LGA to be eligible. It is noted in the Guidelines but not highlighted on the application form. In addition, the committee would like to see the form be modified to seek an indication of the funds required and received and confirm the Minutes of the Extraordinary Local Traffic Committee Meeting held on Monday 15 April 2024 appended at Annexure A.

## 7. Meeting Actions

Item #	What	Who	By When
1	That the groups and individuals selected for grants be offered the amounts as listed in the minutes and that those who were not successful be advised.	Anthony	12/4/2024
2	That the presentation of funds be arranged, ensuring that representatives from CMOC Northparkes and Parkes Shire Council are available to present the cheques.	Anthony	2/5/2024
3	That the funds are transmitted to the groups and individuals as listed in the minutes	Luke	2/5/2024
4	That the next round be advertised including the funds carried forward as indicated in the minutes.	Anthony	1/8/2024
5	That the application process be modified as outlined at Item 6 in the minutes	Anthony	1/6/2024

## 8. Next Meeting Date

October 2024.

## 9. Meeting Close

5:15pm

# **Extraordinary Local Traffic Committee Meeting**

Minutes

Monday 15 April 2024





**Minutes of the Extraordinary Local Traffic Committee Meeting****Held on Monday, 15 April 2024 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Present:**

Cr Ken McGrath	Councillor
Mr Chris McQuie	Western Road Liners
Mr Adam Cornish	Lachlan Area Command Highway Patrol
Mr Jason Nicholson	Transport for NSW

**Council Officers in Attendance:**

Mr Logan Hignett	Acting Director Operations
Mrs Sue McGrath	Business Support Coordinator
Mr Jaymes Rath	Executive Manager Technical Services
Mrs Melanie Suitor	Road Safety & Injury Prevention Officer

**NOTES**

The meeting commenced via email on Monday 15 April 2024 at 3:52pm and concluded at 2:00pm Thursday 18 April 2024.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>4</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>4</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>4</b>
4.1	Minutes of the Extraordinary Local Traffic Committee Meeting held on 16 January 2024 .....	4
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>4</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>4</b>
<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>4</b>
7.1	2024 Inkredible Fundraiser and Flash Day - Closure of Clarinda Street from Court Street to the Intersection of Welcome and Clarinda Street, Parkes.....	4
<b>8</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>5</b>
<b>9</b>	<b>CONCLUSION OF MEETING.....</b>	<b>6</b>

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## 1 OPENING OF MEETING

The Chairperson declared the Extraordinary Local Traffic Committee Meeting of Monday, 15 April 2024 open and welcomed Council Officials in attendance.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson 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 APOLOGIES

Nil

## 4 CONFIRMATION OF MINUTES

<b>4.1 MINUTES OF THE EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING HELD ON 16 JANUARY 2024</b>
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### RECOMMENDATION

These minutes have previously been confirmed at the Ordinary Council Meeting on held on Tuesday 23 January 2024. **RESOLVED OCM 002/24**

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## 5 DISCLOSURES OF INTERESTS

The Chairperson reminded Council Officials 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 Council Officials present to disclose any such interests.

Nil interests were disclosed.

## 6 LATE BUSINESS

The Chairperson advised that no late items of business had been submitted to the meeting.

**7 OFFICERS' REPORTS****7.1 2024 INKREDIBLE FUNDRAISER AND FLASH DAY - CLOSURE OF CLARINDA STREET FROM COURT STREET TO THE INTERSECTION OF WELCOME AND CLARINDA STREET, PARKES****RESOLVED ELTCC 003/24**

Unanimous Decision

**Council Responsibilities:**

That:

1. The approval is subject to Council complying with the following conditions:
  - (a) Notify Emergency services of and proposed road closure or detours.
  - (b) Allow for emergency vehicle access.
  - (c) Council reserves the right to cancel the approval at any time.
  - (d) This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

**Events/Applicants Responsibilities:**

That:

2. The approval is subject to the applicants complying with the following conditions:
  - (a) Provide Council with evidence of Current Public Liability Insurance. Insurance is to note to interests of Parkes Shire Council, NSW Police, State Emergency Services and Transport for NSW (TfNSW) (*to be provided prior to the event taking place*).
  - (b) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
  - (c) The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
  - (d) Comply with Council Officer's reasonable directives.
  - (e) The organiser is to maintain the area in clean and tidy condition.
  - (f) That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
  - (g) This recommendation does not commit Council to providing further assistance or provision of equipment for the event.
  - (h) Confirmation of event times and traffic control times.

**CARRIED**

## **8 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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## **9 CONCLUSION OF MEETING**

The meeting concluded at 2:00pm.

This is the final page of the minutes comprising 6 pages numbered 1 to 6 of the Extraordinary Local Traffic Committee Meeting held on Monday, 15 April 2024 and confirmed on Tuesday 23 April 2024.

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CHAIRPERSON

**13 REPORTS OF THE GENERAL MANAGER****13.1 DEDICATION OF LAND TO RELOCATE THE PARKES LOCAL STATE EMERGENCY SERVICES HEADQUARTERS****IP&R Linkage:** Pillar: Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Encourage, support and recognise volunteerism and community participation.**Author:** Kent Boyd PSM, General Manager**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** Nil

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**RECOMMENDATION**

That:

1. Council approves the use of part Lot 4 DP1100153 as set out herein for the future development of the Parkes SES Headquarters.
  2. Council approves the expansion of Lot 4 DP1100153 eastward by up to 10m.
  3. On subdivision all land remains operational land.
  4. That the seal of council be applied to facilitate subdivisions and boundary changes as outlined herein.
- 

**BACKGROUND**

As Council would be aware the State Emergency Services (SES) is primarily a volunteer organisation who is the first response agency for Storm and Flood, Vertical Rescue, Road Crash Rescue, Alpine Search and Rescue, Flood Rescue, Bush Search and Rescue.

The Parkes Local SES unit is heavily relied upon, particularly in times of tempest, however their current facility (located on the corner of Clarke and Alluvial Streets Parkes) is substandard and is frequently affected significantly by stormwater flooding, see figures 1 and 2 below.

As a consequence, their response is often hampered by the impact of stormwater on their own headquarters.



**Figure 1:** Parkes SES Headquarters inundated by Flood waters.



**Figure 2:** Parkes SES Headquarters inundated by Flood waters.



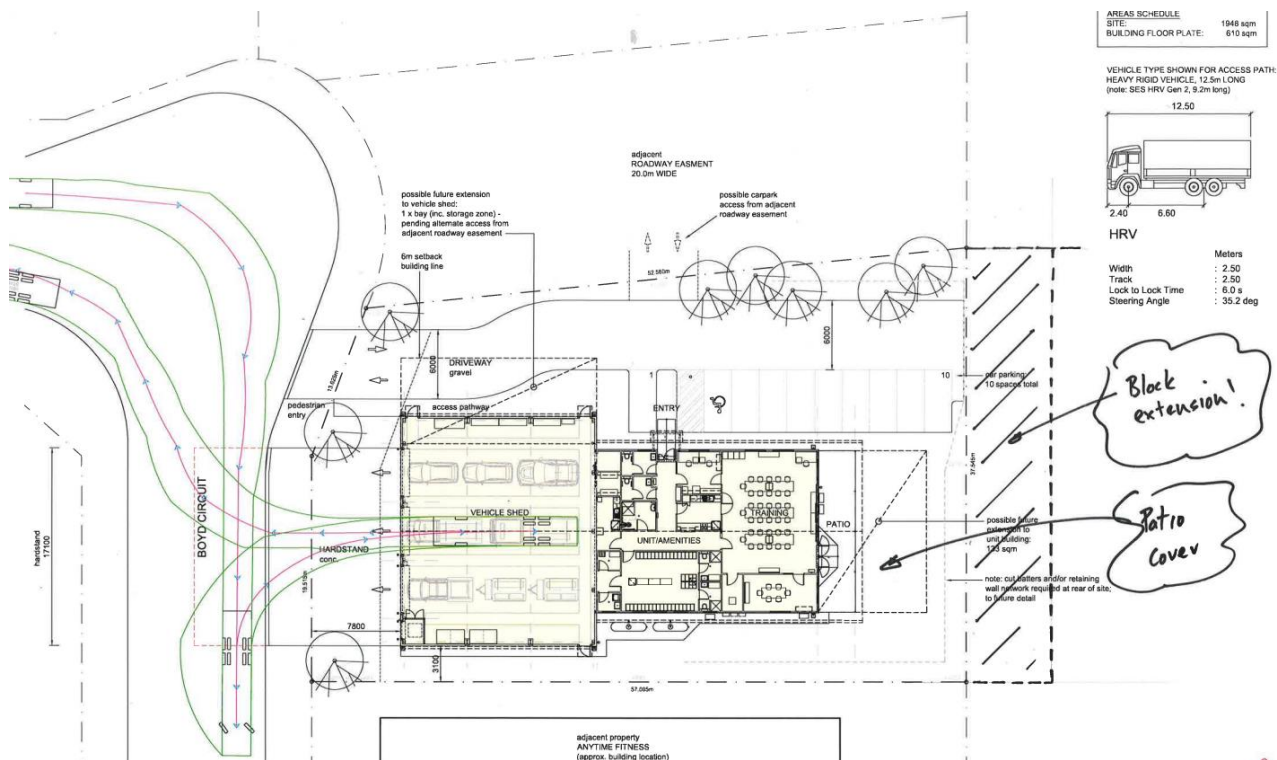
**ISSUES AND COMMENTARY**

Council is currently working closely with the SES to identify funding to build a new headquarters for the Parkes local SES Unit. As indicated above the current HQ is frequently inundated with stormwater, which obviously affects the unit's capacity to respond to emergencies and consumes volunteers time in the menial clean-up tasks.

The HQ is now significantly affected by mould and considered entirely unsuitable for the dedicated volunteers to which the community is so indebted.

While funds are currently being sought under the Central West Flood recovery fund to help build a new facility, it is necessary to confirm the preferred locality for the proposed new facility. Several sites were investigated, and a preferred locality selected. It is proposed to subdivide Lot 4 DP1100153 in the northeastern portion of Boyd Circuit in the South Parkes Industrial Estate, as shown in figure 3 below, with part to be road and part for the SES HQ. It is also proposed to investigate extending the residual lot to the east as shown in figure 4 to ensure the SES lot is sufficient for future expansion if needed.





**Figure 4:** Typical SES Unit Headquarters located on proposed block, also showing possible future expansion potential.

## LEGISLATIVE AND POLICY CONTEXT

State Emergency Service Act 1989 does mandate that the Local Council provide suitable facilities for the SES.

## FINANCIAL IMPLICATIONS

The market value of the land provided will be approximately \$200,000.

## RISK IMPLICATIONS

The selection has been oversighted and agreed with the SES, so risk is limited.

## COMMUNITY CONSULTATION

Community constitution is not considered necessary for this resolution.

## 13.2 INVESTMENTS & BORROWINGS REPORT AS AT 31 MARCH 2024

**IP&R Linkage:** Pillar: Leadership

**Goal:** Our local government is sustainable and plans for the future.

**Strategy:** Operate in a financially sustainable and responsible manner.

**Author:** Luke Nash, Financial Accountant

**Authoriser:** Jaco Barnard, Chief Financial Officer

**Annexures:** A. Investment Register - 31 March 2024 [↓](#)  
B. Loans Register - 31 March 2024 [↓](#)

### RECOMMENDATION

That:

Receive and note the Statement of Investments and Borrowings as on 31 March 2024

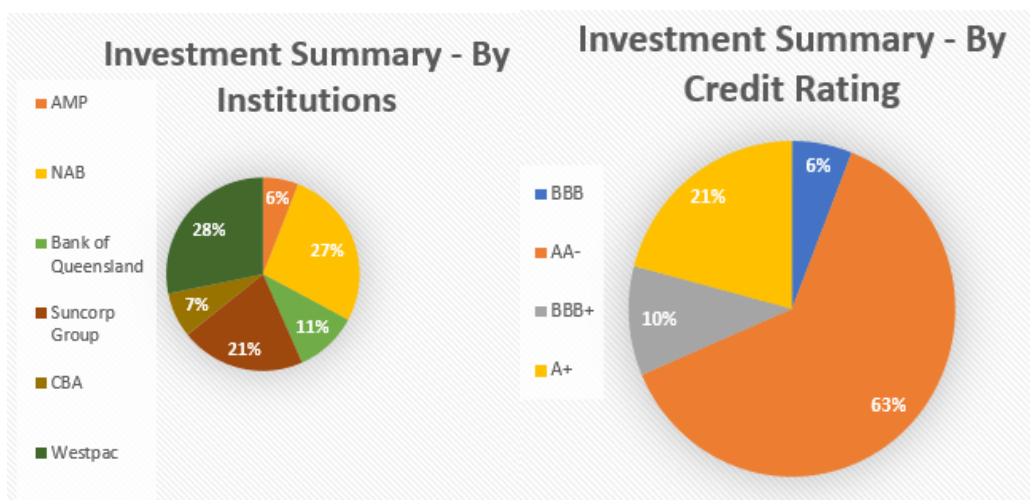
### BACKGROUND

In accordance with clause 212 of the Local Government (General) Regulation 2021 ("the Regulations"), the Responsible Accounting Officer must provide Parkes Shire Council ("Council") with a monthly written report setting out details of Council's investments under section 625 of the Local Government Act 1993 ("the Act"). The report must also include certification that these investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

### ISSUES AND COMMENTARY

The balance of Council's investments as of 31 March 2024 stands at \$33,500,364 and the principal outstanding on council's borrowings at \$16,792,428. Council's investments decreased by \$4.6 million during March with extensive capital works undertaken.

On 31 March 2024, Council's investment portfolio was yielding 4.92 per cent per annum. Council's investments cover externally restricted cash reserves and internal restricted cash reserves. The following charts depict a summary of the investments held by Council based on the individual institutional exposure and credit rating of the institutions with which they are held.



## **LEGISLATIVE AND POLICY CONTEXT**

Council's investments are held in accordance with Council's Investment Policy which accords with the requirements of the:

- Local Government Act 1993 ("the Act") - Section 625
- Local Government Act 1993 - Order (of Minister) dated 16 November 2020
- The Trustee Amendment (Discretionary Investments) Act 1997 - Sections 14A(2), 14C(1) and (2); and
- Local Government (General) Regulation 2021 ("the Regulation") - Clauses 212 and 215.

## **FINANCIAL IMPLICATIONS**

All returns on investments are included in Council's Operating Budget. Any amendment to budgeted interest income is affected through the Quarterly Budget Review process. Both the average level of funds invested, and the rate of return determine returns. In accordance with the Australian equivalent of International Accounting Standards, securities that are classified as held for trading are required to be valued at market value at each balance date. Investments in the form of cash or cash equivalents and held to maturity investments are valued at cost. Floating Rate Notes acquired on the secondary market are valued at cost. Where the purchase consideration is different to face value, the resulting premium or discount are amortised on a straight-line basis over the life of the Note.

## **RISK IMPLICATIONS**

Council's investments are managed in accordance with Council's Investment Policy. As at the end of March, all counterparties were within the Policy limits. Overall, the portfolio is diversified amongst the investment grade spectrum with no exposure to unrated ADI's.

## **COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

## **CONCLUSION**

The Chief Financial Officer has certified that the investments listed in the Investment Summary have been made in accordance with section 625 of the Act, clause 212 of the Regulation and Council's Investment Policy. Council's investments continue to focus on capital protection, as well as compliance with the Investment Policy, whilst actively seeking the best return allowable within these parameters. It is recommended that Council receive and note the Statement of Investments and Borrowings as on 31 March 2024.

Parkes Shire Council Investment Register as at 31 March 2024						
ADI/Issuer	Rating	Investment Type	Principal	Yield	Settlement Date	Maturity Date
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
NAB	AA-	Term Deposit	1,500,000	5.09	15/02/2024	15/05/2024
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
NAB	AA-	Term Deposit	1,000,000	5.10	15/02/2024	17/06/2024
NAB	AA-	Term Deposit	500,000	5.10	15/02/2024	17/06/2024
Suncorp Group	A+	Term Deposit	2,000,000	5.45	29/11/2023	28/06/2024
NAB	AA-	Term Deposit	1,000,000	5.06	14/03/2024	15/07/2024
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
NAB	AA-	Term Deposit	2,000,000	5.09	14/03/2024	14/08/2024
AMP	BBB	Term Deposit	500,000	5.35	18/08/2023	19/08/2024
Bank of Queensland	BBB+	Term Deposit	500,000	5.09	21/03/2024	23/09/2024
CBA	AA-	Floating Rate Note (Fixed)	1,000,660	4.20	18/08/2022	18/08/2025
Bank of Queensland	BBB+	Floating Rate Note	2,026,960	4.48	21/04/2022	29/10/2025
CBA	AA-	Floating Rate Note	1,517,550	4.04	11/01/2022	14/01/2027
Westpac	AA-	Cash at Call - Main	1,705,194	At Call		
Westpac	AA-	Cash at Call - Maxi	7,750,000	At Call		
<b>Total</b>			<b>33,500,364</b>			

Investment Balances by Type		
Term Deposit	19,500,000	
Floating Rate Note	4,545,170	24,045,170
Cash at Call - Main	1,705,194	
Cash at Call - Maxi	7,750,000	
<b>Total Balance - 31/03/2024</b>	<b>33,500,364</b>	

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 March							
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Outstanding as 31 March
<b>General Fund</b>							
Airport Runway Rehabilitation	NAB	1	20	2030	8.21%	\$ 2,000,000	957,866
30 Welcome Street	NAB	3	20	2030	8.21%	\$ 500,000	239,466
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	-
Community Infrastructure, Drainage Projects and	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
<b>Total General Fund</b>						<b>\$ 9,670,000</b>	<b>6,897,143</b>
<b>Sewer Fund</b>							
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	4,000,000
<b>Total Sewer Fund</b>						<b>\$ 4,000,000</b>	<b>4,000,000</b>
<b>Water Fund</b>							
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	5,895,286
<b>Total Water Fund</b>						<b>\$ 8,500,000</b>	<b>5,895,286</b>
<b>Total All Funds</b>						<b>\$ 22,170,000</b>	<b>16,792,428</b>



**13.3 MONTHLY FINANCIAL REPORT AS AT 31 MARCH 2024****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is sustainable and plans for the future.**Strategy:** Operate in a financially sustainable and responsible manner.**Author:** **Luke Nash, Financial Accountant****Authoriser:** **Jaco Barnard, Chief Financial Officer****Annexures:** **A. Annexure 1 - March 2024 vs. budget** [↓](#)  
**B. Annexure 2 - March 2024 vs. March 2023** [↓](#)**RECOMMENDATION**

That Council:

1. Receive and note the year to date financial reports for the period up to 31 March 2024.

**BACKGROUND**

The NSW Local Government Act section 8B establishes principles of sound financial management as follows:

- a) Council spending should be responsible and sustainable, aligning general revenue and expenses.
- b) Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.
- c) Councils should have effective financial and asset management, including sound policies and processes for the following:
  - (i) performance management and reporting,
  - (ii) asset maintenance and enhancement,
  - (iii) funding decisions,
  - (iv) risk management practices.
- d) Councils should have regard to achieving intergenerational equity, including ensuring the following:
  - (i) policy decisions are made after considering their financial effects on future generations,
  - (ii) the current generation funds the cost of its services (which also means the current generation should not bear costs for benefit of future generations)

This report monitors the progress of the 2023-24 operational budget, which programs the plan to achieve the actions, and strategic objectives set within Council's delivery plan.

**ISSUES AND COMMENTARY**

Council has achieved an unfavourable consolidated net operating result of \$1.008m at the end of March. General fund reflected a deficit of \$1.119m, water fund reflected a deficit of \$42k while the sewer fund reflected a surplus of \$154k.

**Annexure 1** provides more detailed commentary into the financial performance of the organisation for the period ending 31 March 2024 compared to budget.

**Annexure 2** provides more detailed commentary into the financial performance of the organisation for the period ending 31 March 2024 compared to the period ending 31 March 2023.

**LEGISLATIVE AND POLICY CONTEXT**

Local Government Act (section 8B)

**FINANCIAL IMPLICATIONS**

The monthly finance report presented a comparison between actuals vs. budget for each fund to 31 March 2024 as well as a comparison between actuals vs. the previous year's actuals for each fund to 31 March 2024.

**RISK IMPLICATIONS**

Council's budgets are monitored in accordance with the adopted operational plan and long-term financial plan. It is essential for council to monitor programs against budget to avoid depending on savings from other programs and to utilise reserves that had been set aside for other specific purposes.

**COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

**CONCLUSION**

Council continues to place a strong emphasis on cost reductions to ensure that favourable budget results can be maintained, internal management reporting and strengthened purchasing controls are assisting to deliver improved financial performance.

**PSC Income Statement 2023/2024**  
**March 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	26,999	25,853	1,146	18,594	18,616	(22)	5,606	4,160	1,446	2,799	3,077	(278)	Higher water access charge than budgeted. NPM (+\$425k) Res (+\$956k). Sewer (-\$277k)
User charges and fees	12,194	9,561	2,633	7,691	3,785	3,906	4,110	5,412	(1,302)	393	363	30	RMCC (+\$3.6m) Private Work (+\$122k) ABBA (+\$173k) Planning (+\$124k). Lower water usage and price than budgeted. NPM (-\$1.03m) Residential (-\$465k)
Interest and investment revenue	1,349	508	840	949	193	756	324	143	181	76	172	(97)	Higher cash balance due to grants and increase in interest rates.
Other revenues	1,213	649	564	1,103	649	455	39	0	39	70	0	70	Timing of rent received (+\$179k), Elvis Sponsorship (+\$44k) Timing of Fuel Rebate (-\$81k) HPC Merch (+\$74k) Paid Parental Leave (+\$52k) SFund - Rental
Grants and contributions provided for opex	13,971	7,462	6,509	13,818	7,462	6,356	152	0	152	0	0	0	Storm damage grant (+\$4.2m), ARTC (+\$1.5m), RTR (+\$110k), CSIRO (+\$150k) Water Loss Grant (+\$152k) FDCare (-\$33k) Drought Resilience (+\$160k) FAGS (+\$233k) Block Grant (+\$51k)
<b>Income</b>	<b>55,725</b>	<b>44,033</b>	<b>11,693</b>	<b>42,156</b>	<b>30,706</b>	<b>11,450</b>	<b>10,232</b>	<b>9,715</b>	<b>517</b>	<b>3,338</b>	<b>3,612</b>	<b>(274)</b>	
Employee Cost	15,954	14,111	(1,844)	13,312	12,037	(1,276)	2,020	1,538	(482)	622	535	(86)	Works & Services road works (-\$1.2m) due to under capitalisation of salaries. Land & Buildings (-\$65k). Corporate Services (+\$369k) due to vacancies, Events (-\$205k) Planning (+\$207k) vacancies. WF - (-\$476k) under capitalisations. SF - (-\$86k)
Materials & Consumables	5,369	3,456	(1,913)	4,922	3,060	(1,862)	338	270	(68)	109	126	17	Road maintenance (-\$1.1m), Fleet & Depot (-\$408k) Land & Buildings (-\$214k) Events (+\$45) Water (-\$68k)
External Services	16,559	9,853	(6,706)	15,622	8,690	(6,932)	705	735	30	231	428	197	Road maintenance (-\$5.9m) ABBA/Elvis (-\$708k) Waste (-\$234k)
Water, Electricity & Statutory	2,504	2,580	76	863	1,056	192	1,526	1,397	(129)	114	127	13	Electricity - General Fund (+\$218k), Water Fund (+\$76k), Sewer Fund (+\$13k) due to usage. Rates (-\$131k) Timing of charge
IT & Communications	257	215	(42)	252	215	(37)	0	0	0	4	0	(4)	Mobile cost (-27k)
Insurance	876	817	(58)	876	817	(58)	0	0	0	0	0	0	
Administration	2,431	2,529	98	2,173	2,327	154	245	183	(62)	13	19	6	Software licences (+\$150k)
Travel & Entertainment	266	126	(140)	246	96	(150)	17	26	9	3	4	1	Events Travel Cost (-\$129k)
Financials	305	247	(58)	305	247	(58)	0	0	0	0	0	0	Unwinding of discount (+\$37k) Audit (+\$28k)
Internal Charges	(1,479)	(1,526)	(47)	(4,418)	(3,457)	960	2,028	1,370	(658)	911	561	(349)	Needs investigation
Interest Paid	481	484	3	250	256	6	142	141	(1)	89	87	(2)	
Cost of Assets Sold	296	2,369	2,073	265	2,369	2,103	28	0	(28)	2	0	(2)	
Sale Proceeds of Assets	(552)	(3,559)	(3,007)	(468)	(3,559)	(3,091)	(84)	0	84	0	0	0	Budget includes properties to sell.
<b>Expenses</b>	<b>43,265</b>	<b>31,701</b>	<b>(11,564)</b>	<b>34,201</b>	<b>24,153</b>	<b>(10,048)</b>	<b>6,965</b>	<b>5,661</b>	<b>(1,305)</b>	<b>2,097</b>	<b>1,887</b>	<b>(209)</b>	
<b>Cash profit for the year</b>	<b>12,461</b>	<b>12,332</b>	<b>129</b>	<b>7,954</b>	<b>6,553</b>	<b>1,401</b>	<b>3,266</b>	<b>4,054</b>	<b>(788)</b>	<b>1,241</b>	<b>1,725</b>	<b>(483)</b>	
<b>Depreciation</b>	<b>13,469</b>	<b>11,212</b>	<b>(2,257)</b>	<b>9,074</b>	<b>7,192</b>	<b>(1,881)</b>	<b>3,308</b>	<b>3,025</b>	<b>(283)</b>	<b>1,087</b>	<b>995</b>	<b>(92)</b>	Increase in depreciation due to indexation and revaluation of assets classes at YE 30 June 23.
<b>Net Operation result as at March</b>	<b>(1,008)</b>	<b>1,119</b>	<b>(2,127)</b>	<b>(1,119)</b>	<b>(640)</b>	<b>(480)</b>	<b>(42)</b>	<b>1,029</b>	<b>(1,071)</b>	<b>154</b>	<b>730</b>	<b>(576)</b>	

**PSC Income Statement 2023/2024**  
**March Year to Date vs. Previous Year YTD**

	Consolidated			General Fund			Water Fund			Sewer Fund			Financial Commentary
	Act \$'000	2023 \$'000	Variance \$'000	Act \$'000	2023 \$'000	Variance \$'000	Act \$'000	2023 \$'000	Variance \$'000	Act \$'000	2023 \$'000	Variance \$'000	
Rates and annual charges	26,999	22,092	4,907	18,594	17,824	770	5,606	1,475	4,131	2,799	2,792	7	NPM Water Access Charges (+\$2.9m) Residential Water Access Charges (+\$1.2m)
User charges and fees	12,194	12,068	126	7,691	6,712	979	4,110	4,975	(865)	393	381	12	RMCC (+\$861k) Events (+\$104k) Airport (-\$107k) NPM Water Consumption (-\$1.2m) Residential Water Consumption (+\$27k)
Interest and investment revenue	1,349	1,136	213	949	934	15	324	162	162	76	40	36	Higher cash balance due to grants and increase in interest rates.
Other revenues	1,213	1,827	(614)	1,103	1,729	(625)	39	79	(40)	70	20	51	Elvis Sponsorship (-\$13k) Timing of Rent (+\$138k) Recycle (-\$70k) Lehman Bros (-\$672k)
Grants and contributions provided for opex	13,971	13,595	376	13,818	13,580	238	152	15	137	0	0	0	Storm damage grant (+\$795k) Pothole repair (-745k) Road repair (+\$1.6m) ARTC (+\$1.5m) FAGS (-\$1.3m) RTR (+\$928k) Block (+\$26k) CSIRO (-\$200k) R4R (-\$280k) Elvis (-\$244k) FDC (+\$234k) TNSWFrec (-\$2.5m)
<b>Income</b>	<b>55,725</b>	<b>50,718</b>	<b>5,008</b>	<b>42,156</b>	<b>40,779</b>	<b>1,377</b>	<b>10,232</b>	<b>6,705</b>	<b>3,526</b>	<b>3,338</b>	<b>3,233</b>	<b>105</b>	
Employee Cost	15,954	13,890	(2,064)	13,312	11,656	(1,657)	2,020	1,725	(295)	622	509	(112)	Works & Services (-\$684k) Corp Serv (-\$607k) Planning (-\$137k) , WF - (-\$289k), SF - (-\$112k)
Materials & Consumables	5,369	5,531	162	4,922	5,027	105	338	327	(11)	109	177	68	Roads (-\$2.3m) Events (-\$273k) Econ Dev (-\$212k) Water Fund (-\$211k)
External Services	16,559	13,481	(3,078)	15,622	12,704	(2,918)	705	505	(200)	231	271	40	
Water, Electricity & Statutory	2,504	2,172	(332)	863	948	84	1,526	1,137	(389)	114	87	(27)	WF - Elect (-\$165k) Water purchases Forbes (-\$225k)
IT & Communications	257	244	(13)	252	239	(13)	0	1	1	4	4	0	
Insurance	876	777	(99)	876	777	(99)	0	0	0	0	0	0	
Administration	2,431	2,453	22	2,173	2,211	37	245	215	(30)	13	28	15	
Travel & Entertainment	266	254	(11)	246	239	(7)	17	15	(2)	3	0	(3)	
Financials	305	221	(83)	305	221	(83)	0	0	0	0	0	0	
Internal Charges	(1,479)	(408)	1,072	(4,418)	(2,696)	1,722	2,028	1,960	(67)	911	328	(583)	
Interest Paid	481	509	28	250	270	20	142	151	8	89	88	(0)	
Cost of Assets Sold	296	62	(234)	265	62	(203)	28	0	(28)	2	0	(2)	
Sale Proceeds of Assets	(552)	(36)	516	(468)	(36)	432	(84)	0	84	0	0	0	
<b>Expenses</b>	<b>43,265</b>	<b>39,151</b>	<b>(4,114)</b>	<b>34,201</b>	<b>31,623</b>	<b>(2,579)</b>	<b>6,965</b>	<b>6,036</b>	<b>(929)</b>	<b>2,097</b>	<b>1,492</b>	<b>(605)</b>	
<b>Cash profit for the year</b>	<b>12,461</b>	<b>11,567</b>	<b>894</b>	<b>7,954</b>	<b>9,156</b>	<b>(1,202)</b>	<b>3,266</b>	<b>669</b>	<b>2,597</b>	<b>1,241</b>	<b>1,741</b>	<b>(500)</b>	
<b>Depreciation</b>	<b>13,469</b>	<b>11,342</b>	<b>(2,127)</b>	<b>9,074</b>	<b>7,283</b>	<b>(1,790)</b>	<b>3,308</b>	<b>3,050</b>	<b>(258)</b>	<b>1,087</b>	<b>1,009</b>	<b>(79)</b>	Increase in depreciation due to indexation and revaluation of assets classes.
<b>Net Operation result as at March</b>	<b>(1,008)</b>	<b>225</b>	<b>(1,233)</b>	<b>(1,119)</b>	<b>1,873</b>	<b>(2,993)</b>	<b>(42)</b>	<b>(2,381)</b>	<b>2,339</b>	<b>154</b>	<b>733</b>	<b>(579)</b>	

**14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****14.1 REQUEST TO USE PEAK HILL TOWN IMPROVEMENT FUND - 78 CASWELL STREET, PEAK HILL - SAFETY AND AMENITY.****IP&R Linkage:** Pillar: Leadership**Goal:** Our local government is open, accountable, and representative.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** Anthony McGrath, Director Customer, Corporate Services and Economy**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** Nil**RECOMMENDATION**

That Council:

1. Provide public notice of its intention to provide \$2,800 to replace the mesh covers on the window and door at 78 Caswell Street in Peak Hill.
2. Pursuant to section 356 of the *Local Government Act 1993*, approve the payment of \$2,800 and authorise the use of the Peak Hill Town Improvement Fund, subject to no submissions being received.

**BACKGROUND**

Parkes Shire Council ("Council") can approve financial assistance (cash or in-kind) in accordance with section 356 of the *Local Government Act 1993* ("the Act"). Where the proposed financial assistance has not been included in Council's adopted Operational Plan for the year; the proposed financial assistance must be publicly exhibited prior to being provided. Council must consider any public submissions received, prior to providing the assistance requested.

Council is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Fund ("TIF") allocations, however, the final decision concerning the expenditure of the funds remains with Council where it has not been included in the Operational Plan.

**ISSUES AND COMMENTARY**

At their monthly meeting held on 25 March 2024 the Peak Hill Community Consultative Committee ("CCC") considered a report by Cr Louise O'Leary to pay the cost of installing Colourbond panels over the doorway and window on a privately owned property at 78 Caswell Street, Peak Hill, known as the old car garage. The photo below (from Google Street View) shows the poor condition of the building in June 2022 with broken windows and mesh coverings. Google Street View also has a photo back to March 2008, which shows the building in almost identical shape, apart from the Colourbond cover over the garage entrance, which was previously added by Council several years ago and can be seen in the photo below.



At their meeting held on 26 March 2024, the CCC resolved to request that \$2,800 be allocated from the Peak Hill TIF to pay a local supplier to remove the old mesh screens and install the Colourbond covers over the doorway and window to improve public safety and street amenity. It should be noted that this work provides little benefit to the owner as it does not contribute to the commercial use of the building.

General Request Criteria	Assessment	Comment
Budget Compliance: Ensure the request falls within Council's budget.	Partially Complies	There are funds available in the Peak Hill TI reserve but this project was not listed in the budget.
Community Accessibility: Verify that the activity or event is open to the Parkes Shire community.	N/A	
Participation Costs: Assess whether the costs for patrons to attend or participate are reasonable.	N/A	
Local Government Area: Confirm that the activity or event takes place within the Parkes Shire Local Government Area.	Complies	Located in Peak Hill CBD
Timing: Ensure that the activity or event occurs, or the funds are spent within 12 months of notification of approval.	Complies	Works have been completed.
Community Benefit: Evaluate how the project will benefit the Parkes Shire community, for example if proceeds are for charity.	Complies	The safety and amenity improvements are within the Peak Hill CBD are

General Request Criteria	Assessment	Comment
		supported by the Peak Hill CCC.
Request-Outcome Alignment: Assess how the requested amount compares with the stated outcomes of the activity or event.	N/A	
Strategic Goal Alignment: Determine how the objectives or outcomes align with one or more of Council's strategic goals.	Complies	Community Goal 1.1.3: to deliver and support programs and initiatives that promote safety, reduce crime and anti-social behaviour.
Public Liability Insurance: Verify that public liability insurance is required and current for the activity or event.	N/A	

## LEGISLATIVE AND POLICY CONTEXT

Council is required under section 356 of the Act to provide a public notice for 28 days of any financial assistance proposed to be provided to others that has not been identified as a program within Council's Operational Plan. Should no submissions be received during the 28-day public exhibition period, Council is able to provide the financial assistance requested.

Council's [Community Financial Assistance Policy](#) provides guidance to Council when deciding whether to aid organisations under section 356 of the Act. For other requests, such as this, the General Assessment Criteria is applied.

## FINANCIAL IMPLICATIONS

Council has allocated funds in its Operational Budget for expenditure on projects within the Parkes Shire local communities as recommended by their CCC or determined by Council.

As of 16 April 2024, the current uncommitted balance for the Peak Hill TIF was \$190,849.34.

## RISK IMPLICATIONS

The process outlined above will ensure that Council complies with section 356 of the Act when financially assisting others.

## COMMUNITY CONSULTATION

The Peak Hill CCC is the peak consultative body representing the Peak Hill Community and have identified that this project as being of benefit to the community.



**14.2 REQUEST FOR FINANCIAL ASSISTANCE: PARKES CORADGERY & DIGGERS  
AMATEUR RACE CLUB INC****IP&R Linkage:** Pillar: Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Deliver and support events, festivals and celebrations that promote engaged citizenship and foster community pride.**Author:** Megan Morrison, Events Officer**Authoriser:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:** A. Letter from the Parkes Coradgery & Diggers Race Club Inc.  
Requesting Financial Assistance [↓](#)

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**RECOMMENDATION**

That Council:

1. Receive and note the correspondence from the Parkes Coradgery & Diggers Amateur Race Club Inc., appended at *Annexure A*.
  2. Provide public notice of its intention to provide \$4,300.00 in financial assistance from the Parkes Town Improvement Fund (TIF) to the Parkes Coradgery & Diggers Amateur Race Club Inc. This assistance will be provided by in-kind support to facilitate the delivery of the Parkes Picnic Races in June 2024.
  3. Approve the provision of \$4,300.00 in financial assistance from the Parkes TIF to support the delivery of the annual Parkes Picnic Races, subject to no formal submissions being received.
- 

**BACKGROUND**

Parkes Shire Council has received a request from the Parkes Coradgery and Diggers Amateur Race Club Inc to provide financial assistance by way of support to deliver the annual Parkes Picnic Races to be held on Saturday 8 June 2024.

**ISSUES AND COMMENTARY**

The Parkes Coradgery and Diggers Amateur Race Club Inc in conjunction with the Parkes Jockey Club are proposing to host the annual Parkes Picnic Races event on Saturday 8 June 2024. The Parkes Picnic Races is a well-established event, which attracts approximately 1,300 attendees.

**LEGISLATIVE AND POLICY CONTEXT**

Council can only approve financial assistance (cash or in-kind) in accordance with section 356 of *the Local Government Act 1993* ("the Act"). Where the proposed financial assistance has not been included in Council's adopted Operational Plan for the year; the proposed financial assistance must be publicly exhibited prior to being provided. Council must consider any public submissions received, prior to providing the assistance requested.

In November 2023, Council updated its Financial Assistance Policy, incorporating a new General Assessment Criteria for evaluating requests for Financial Assistance. Under the General Assessment Criteria, where an assessment process is not indicated for an individual grant program or procedure, the assessment of requests for financial assistance should consider the criteria in the policy where appropriate:

"Any requests received that are not part of an existing grant program, must be assessed against the criteria and reported to an Ordinary Council meeting for final approval."

The following table details the assessment of the event against the Financial Assistance Grants general assessment criteria.

Criteria	Assessment	Comment
<b>Budget Compliance: Ensure the request falls within Council's budget.</b>	Complies	Seek Financial Assistance from the Parkes TIF.
<b>Community Accessibility: Verify that the activity or event is open to the Parkes Shire community.</b>	Complies	Open to all.
<b>Participation Costs: Assess whether the costs for patrons to attend or participate are reasonable.</b>	Complies	\$20 entry fee via 123tix. \$25 at the gate on the day. Free - Under 16's.
<b>Local Government Area: Confirm that the activity or event takes place within the Parkes Shire Local Government Area.</b>	Complies	Located in Parkes, NSW
<b>Timeframe: Ensure that the activity or event occurs, or the funds are spent within 12 months of notification of approval.</b>	Complies	Planned for June 2024
<b>Community Benefit: How will the community benefit. Also, evaluate how any excess proceeds will benefit the Parkes Shire community, particularly if proceeds are for charity.</b>	Partially Complies	Whilst this event does have an entry fee, it is still accessible to the community, fosters social cohesion and drives an economic boost by attracting visitors from neighbouring areas.  The event can face negative perceptions due to its association with gambling and concerns towards animal welfare.
<b>Request-Outcome Alignment: Assess how the requested amount compares with the stated outcomes of the activity or event.</b>	Partially Complies	Council's financial investment of \$4,300 doesn't match the event's economic benefit, primarily due to consistently lower numbers of event attendees. However, the event does have some regional and state media appeal over the long weekend.
<b>Strategic Goal Alignment: Determine how the objectives or outcomes align with one or more of Council's strategic goals.</b>	Partially Complies	Yes.  <i>Council Goal: to deliver and support events, festivals and celebrations that promote engaged citizenship and foster community pride.</i>
<b>Public Liability Insurance: Verify that public liability insurance is required and current for the activity or event.</b>	Complies	Public Liability Insurance has been obtained.

## FINANCIAL IMPLICATIONS

To facilitate the successful staging of the event, the Parkes Picnic Races has requested that Council provide:

- Traffic Control Plans, and provision of assistance for equipment, including signs, bunting and VMS for Work Control to set-up as required for the road closure, estimated to cost \$2,500.00.
- Printed materials and social media advertising, estimated to cost \$200;
- Council to provide 30x event bins, estimated to cost \$200;
- Council to assist with the generalised tidy up of the vicinity including mowing of the roadside parking area adjacent to the racecourse and removal of any hazardous objects and debris, estimated to cost \$800.
- Council to provide the portable stage for the Fashion on the Fields, estimated to cost \$600.

The abovementioned financial assistance has not been specifically included in Council's budget, and therefore needs to be assessed under the General Assessment Criteria outlined in the Financial Assistance Policy.

The 2023/24 Community Events budget has been fully expended. If approved, funds would need to be allocated from the Parkes TIF. Following the deferral of the Cooke Park Masterplan, there are now sufficient funds available.

## RISK IMPLICATIONS

With all events, there are risks of budget over-runs due to market volatility and the increasing cost of goods and services. To address this, we're currently developing a Community Events Grant Policy. This new process aims to streamline the allocation of financial support to community groups while mitigating the risk of budget overruns. This policy is scheduled to be presented at the Council meeting in May for consideration and adoption.

## COMMUNITY CONSULTATION

Consistent with the requirements under section 356 of the Act, the proposed financial assistance must be publicly exhibited for a period of 28 days prior to being provided.

## CONCLUSION

It is recommended that Council provides financial assistance to host the 2024 Parkes Picnic Races, as it fully aligns with the criteria outlined in the Council's Financial Assistance Policy, particularly regarding economic value and potential limited community involvement.



*Patrons –*  
*President – Tim Keith.*  
*Secretary – Mark Olson*  
*Treasurer – Robyn Hawke*

**PARKES CORADGERY &  
DIGGERS AMATEUR RACE CLUB  
INC. ABN 85 775 598 913**

40 Mitchell Street, Parkes. 2870.  
Mob No. (0428) 62 4135.  
Secretary's Email: [wylischm@gmail.com](mailto:wylischm@gmail.com)

18<sup>th</sup> February, 2024.

Mr. Kent Boyd,  
General Manager,  
Parkes Shire Council,  
2 Cecile Street,  
PARKES. NSW. 2870.

Dear Kent,

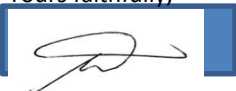
**Re: Parkes Picnic Races – 8<sup>th</sup> June, 2024  
On King's Long Weekend.**

Once again our Committee resolved to hold the Picnic Races on Saturday 8<sup>th</sup> June, 2024 noting that it is an important part of the Parkes Social Calendar. We once again ask the Parkes Shire Council to under take the following works:

- (a) Remove all fallen timber from the Parking Area;
- (b) Mow the parking area;
- (c) Provide Signage for Traffic Regulation on the main road;
- (d) Supply, erect and remove signage and para-webbing in the parking area plus bins in the Picnic area;
- (e) To liaise with Work Control Staff; and
- (f) Any other matter Council feels they could assist with.

We have already sent to your Events Officer the Events application. We are still finalising the Parking area plan and will forward that in due course.

Yours faithfully,



Mark Olson  
Hon. Secretary

Encl.

**14.3 PARKES SHIRE PROMOTIONAL SIGNAGE PROPOSAL****IP&R Linkage:** **Pillar:** Economy**Goal:** Our Shire is an attractive destination to live, work, visit and invest.**Strategy:** Promote Parkes Shire as a tourist destination and support the continued growth of our visitor economy.**Author:** **Rebecca Scully, Digital Communications, Media and Engagement Officer****Authoriser:** **Carrie Olsen, Executive Manager Economy, Destination and Activation****Annexures:** **Nil**

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**RECOMMENDATION**

That:

1. Council endorses the proposed Parkes Shire Signage Proposal.
- 

**BACKGROUND**

Parkes Shire Council owns and leases multiple outdoor displays for promotional activities, including flags/banners in the Parkes CBD and five billboards across the NSW region. The billboards are strategically located in five locations including:

- Newell Highway South
- Peak Hill
- Lithgow
- Newell Highway North
- Orange Road, near Eugowra Road turnoff

The billboards located on Newell Highway South, Peak Hill and Lithgow are owned by Ooh Media and leased by Council. The billboards located on Newell Highway North and Orange Road (near Eugowra Road turnoff) are local.

There previously has been no holistic implementation or guiding plan to dictate what artwork is used in each location at any given time. Budget has typically been assigned from the Parkes Elvis Festival and the Economic Development/Communications budget pools.

**ISSUES AND COMMENTARY**

Council's Communications team has developed a draft proposal to guide the future use of the Shire's CBD flags and regional billboards.

No previous proposal exists to guide the scheduled planning of promotional artwork on the Shire's CBD flags and regional billboards.

In addition to the work undertaken by the Communications team to develop a Promotional Signage Proposal, a request has been received from Peak Hill Community Consultative Committee (Peak Hill CCC) to reinstate the previous Peak Hill Open Cut Mine promotional artwork on the billboard located in Peak Hill.

This proposal has taken into account best practice for billboard and street banner use and recommends regular changes to featured content, which is proven to help sustain and increase awareness over time.

A copy of the draft proposal is provided below for the information of Council, with consideration made for the reinstatement of the Peak Hill Open Cut Mine promotional artwork as requested by the Peak Hill CCC.

Parkes Shire Promotional Signage Proposal			
		CBD Flags	Billboards
2024	APR	Generic/Who Is Parkes campaign	Trundle ABBA Festival 2024 tickets
	MAY		
	JUN		Tourism/Peak Hill Open Cut Mine
	JUL		
	AUG	Trundle ABBA Festival 2024	Parkes Elvis Festival 2025 tickets
	SEP		Trundle ABBA Festival 2024
	OCT		
	NOV	Christmas	Parkes Elvis Festival 2025
	DEC	Parkes Elvis Festival 2025	
2025	JAN	Generic/Who Is Parkes campaign	Tourism/Peak Hill Open Cut Mine
	FEB		
	MAR		
	APR	Generic/Who Is Parkes campaign	Visit Parkes
	MAY		
	JUN		
	JUL		
	AUG		
	SEP		
	OCT		
	NOV		
	DEC		

The above proposed schedule grants each campaign to get the same amount of exposure at various locations throughout NSW. This allows for increased brand awareness for all campaigns included.

## LEGISLATIVE AND POLICY CONTEXT

There is no pre-existing policy to govern this topic.

## FINANCIAL IMPLICATIONS

To facilitate the successful implementation of the Promotional Signage Proposal, budgeting must take into account several costs associated with leasing, production, handling and installation. Figures are as below.

CBD banners (per campaign):

- Production and installation = \$7,888.10
- Installation approx. = \$2,000
- **Total = \$9,888.10 per campaign**

Ooh Media leased billboards (per campaign and location):

- Production = \$500
- Installation = \$500
- Total = \$1,000 per campaign and location
- **= \$3,000 per campaign (not including leasing fees)**
- Annual Leasing Fees:
  - Peak Hill billboard = approx. \$9,207
  - Lithgow billboard = approx. \$7,920
  - Newell Highway South = approx. \$2,822
  - **Total annual leasing fees = approx. \$19,948.50**

Local billboards:

- Supply and install at two locations = \$1,703
- **Total = \$1,703 per campaign**

## RISK IMPLICATIONS

If Council does not implement a systematic and planned approach to its outdoor promotional displays, it risks losing potential visitors to our myriad attractions and events throughout the Shire. A planned approach ensures that outdoor promotion is done with intention and helps maximise on opportunities to attract visitors to the Shire.

Utilising the billboard site in Peak Hill for only the Open Cut Mine year-round leaves us at risk of brand invisibility as the billboard would never change. A study published in the Journal of Advertising Research suggests that regularly changing the content of billboards helps maintain high levels of awareness. The article also suggests that regularly changing the content of billboards can help sustain and increase brand awareness over time.

## COMMUNITY CONSULTATION

There are no community consultation implications associated with this report.

## CONCLUSION

It is recommended that this proposal is endorsed by Council for implementation across all billboards and CBD flags owned and leased by Parkes Shire Council.



**15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY****15.1 MAJOR PROJECTS AND CURRENT WORKS REPORT - INFRASTRUCTURE AND SUSTAINABILITY****IP&R Linkage:** Pillar: Leadership**Goal:** Our local government is open, accountable, and representative.**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.**Author:** Sue McGrath, Business Support Coordinator**Authoriser:** Andrew Francis, Director Infrastructure and Sustainability**Annexures:** A. Infrastructure & Sustainability - Major Projects & Current Works - April 2024 [↓](#)

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**RECOMMENDATION**

That Council:

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

**BACKGROUND**

A monthly status report of Major Projects and Current Works within Parkes Shire Council's Infrastructure and Strategic Futures directorate is tabled to keep Council abreast of projects being undertaken across the Parkes Shire.

**ISSUES AND COMMENTARY**

This report presents an update on the current major projects within the Parkes Shire being managed or undertaken by Council's Infrastructure and Strategic Futures Department. The report outlines work that has been carried out over the past month and is provided for the information of Councillors.

The Major Projects and Current Works Report is appended at *Annexure A*.

**LEGISLATIVE AND POLICY CONTEXT**

There are no legislative or policy considerations for Council associated with this report.

**FINANCIAL IMPLICATIONS**

Projects have been allocated funding either from grants or Council funds as provided in the 2023/24 Operational Budget.

**RISK IMPLICATIONS**

There are no risk implications for Council associated with this report.

**COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

**CONCLUSION**

The Major Projects and Current Works Report, appended at *Annexure A*, provides Council with a briefing on major projects and works underway within the organisation's Infrastructure and Strategic Futures directorate. It is recommended that Council formally resolve to receive and note the report.

**INFRASTRUCTURE & STRATEGIC FUTURES  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**Building Better Regions Fund (BBRF) - Water Security Project**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
27/12/2024	\$14,402,488	\$946,921	\$3,801,211	\$2,683,461	\$19,596,540
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>Removal of old Peak Hill mains at the Water Treatment Plant</li> <li>Installation of new Peak Hill mains at the Water Treatment Plant</li> <li>Survey of new Peak Hill mains</li> <li>Raw Water Storage Lagoon earthworks update - Eastern swale is completed with removal of blue rock</li> <li>Scour pipe installed</li> <li>Location specific environmental checks completed, no issues to report</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Raw Water Storage Lagoon earthworks - Northern swale conditioning and compacting, Western swale bulk ripping and loading out</li> <li>Approval from Council for direct negotiations with contractors for the Structural, Mechanical and Pipework package at the Raw Water Storage Lagoon</li> <li>Ongoing earthworks at the Raw Water Storage Lagoon</li> <li>Ongoing preliminaries</li> <li>Works progressing for the Lachlan River Pump Station Power (Electrical) Augmentation</li> <li>Works progressing for the Lachlan River Pump Station Augmentation</li> <li>Ongoing procurement for the Raw Water Storage Lagoon and the Lachlan River Pump Station works packages</li> </ul>					

**Regional Recovery Project (RRP) - Water Security Project**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
31/12/2026	\$9,063,012	@22,092	\$387,255	\$405,882	\$11,241,662
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>EoT approved to December 2026</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Value Engineering required to coordinate scope with budget</li> </ul>					

**INFRASTRUCTURE & STRATEGIC FUTURES  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**Safe & Secure - Water Security Project**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
31/12/2026	\$38,269,979	\$68,635	\$1,796,199	\$522,106	\$50,470,043
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>EoT approved to December 2026</li> <li>Initial survey has been completed from the Lachlan River Precinct to Akuna Road</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Value Engineering required to coordinate scope with budget</li> <li>Design review to ensure a fit for purpose solution is developed</li> </ul>					

**Resource for Regions Round 9 (R4R9) - (Stormwater Mitigation - Project 1 - Stage 1A)**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
31/12/25	\$2,684,244	\$0	\$600,847	\$143,658	\$2,684,244
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>Topographical survey, geotechnical investigation, cultural heritage, services search, environmental assessments have all been completed for the detention basin works</li> <li>Procurement of the 600ID and 375ID concrete pipes for the detention basin works</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Project is currently on hold and requires completing an assessment of the preferred prioritisation of the works (detention basin v's downstream)</li> </ul>					

**INFRASTRUCTURE & STRATEGIC FUTURES  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**Department of Planning and Environment - Places to Swim Grant Program  
2022/2023 - Activation of Lake Endeavour**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
01/05/2024	\$1,146,000	\$53,245	\$274,647	\$504,746	\$1,146,000
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>Commence Construction</li> <li>Finalise telecommunications issues</li> <li>Complete toilet construction</li> <li>Award and commence path construction</li> <li>Commence manufacturing of floating blocks</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Order and lay sand</li> <li>Commence installation of path</li> <li>Commence installation of pontoon</li> <li>Complete signage requirements</li> <li>Order and install buoys for swimming area</li> <li>Install telecommunications infrastructure</li> </ul>					

**East Parkes Flood Study and Housing Strategy Review (Goobang Creek)**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
04/04/2025	\$250,000	\$0	\$0	\$29,000	\$250,000
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>NSW Government Funding approved</li> <li>Initial modelling currently being funded by NSW Reconstruction Authority (RA)</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Funding body to sign Deed and return to Council</li> </ul>					
Upcoming Milestones					
Milestone 1	Data collection				
Milestone 2	Model Build				
Milestone 3	Development of Mapping				
Milestone 4	Draft Flood Study				
Milestone 5	Revisions of Housing Strategy				
Milestone 6	Public Exhibition				
Milestone 7	Adoption of Strategy and Project Acquittal				

**INFRASTRUCTURE & STRATEGIC FUTURES  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**Trundle Floodplain Mitigation Feasibility Study**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
25/10/2024	\$193,214	\$0	\$107,099	\$165,634	\$193,214

**Task Completed**

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

**Completed Milestones**

Milestone 1	Manage and award works
Milestone 2	Manage consultants' preparation of the investigation, design and feasibility's

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

- Stage 2a Draft Report to be sent by Rhelm for review
- Finalise flood study update report
- Options assessment
- Community consultation - media release, community engagement activities to be completed when updates available
- Geotechnical investigation of the study area where roadworks are proposed for Stage 3 - Rhelm to prepare the survey brief
- Ground surveys to be completed for sections of road to be raised and lowered at Stage 3

**Upcoming Milestones**

Milestone 3	Receive the draft feasibility study and review
Milestone 4	Manage consultant's preparation of the designs and further investigation
Milestone 5	Facilitate community consultation
Milestone 6	Manage consultants' preparation of the draft design
Milestone 7	Further consultation to substantiate designs
Milestone 8	Issue final design
	Final Report

**INFRASTRUCTURE & STRATEGIC FUTURES  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**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
04/10/2024	\$127,000	\$0	\$80,959	\$46,041	\$127,000

**Task Completed**

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

**Completed Milestones**

Milestone 1	Preliminary project management works
Milestone 2	Data collection and survey work completed
Milestone 2a	Flood modelling completed by consultant

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

- Finalise Draft Flood study report for submission in May

**Upcoming Milestones**

Milestone 3	Draft Flood Study submitted
Milestone 4	Final Flood Plan adopted by Council
Milestone 5	Risk Management Plan adopted by Council
	Final Report



**INFRASTRUCTURE & STRATEGIC FUTURES  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**15.2 FOR INFORMATION - DRAFT INDIGENOUS PARTICIPATION PLAN**

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
04/10/2024	\$104,800	\$0	\$75,220	\$30,7	\$104,800
Strategy: Support industry in attracting skilled professionals.					
Author: Kylie Truher, PMO Project Support Officer					
Task Completed					
Authoriser: Andrew Francis, Director Infrastructure and Sustainability					
• Consultant site visit and meeting with community					
Annexures: Nil					
• Date to project milestones					
• RFQ for selection of consultant					
• SIQ for procurement of project management services					
• Finalisation for ground-based survey					
• Extension of Time has been approved from NSW Government					
Completed Milestones					
1. Council resolves to promote Indigenous participation in future Council projects; and					
2. Council notes the intention to adopt an Indigenous Participation Plan to be tabled at the May Council meeting					
Milestone 1 Preliminary project management works					
Milestone 2 Data Collection and modelling completed by engaged consultant survey					
Milestone 2a Flood modelling completed by consultant					
Tasks forecast to be completed (next steps: 1-3 months)					
• Finalise flood study report					
Upcoming Milestones					
A drafting of an Indigenous Participation Plan is underway and slated for adoption at the upcoming council meeting in May 2024. This report seeks Council's commitment to Indigenous participation in future Council projects and notifies Council of the upcoming plan to be tabled for review and consideration. Furthermore, the adoption of this plan is crucial as it will ensure our eligibility for future grant funding opportunities (State and Federal) aimed at supporting future growth initiatives in our community.					

**ISSUES AND COMMENTARY**

Nil

**LEGISLATIVE AND POLICY CONTEXT**

There are no legislative considerations for Council associated with this report. The adopted resolution from this report will form Council's policy commitment to Indigenous participation in future Council projects, to enact the Plan.

**FINANCIAL IMPLICATIONS**

There are no financial implications for Council associated with this report.

**RISK IMPLICATIONS**

Major federal grant programs stipulate that respondents must have a satisfactory Indigenous Participation Plan and an Industry Participation Plan. Failure to comply with these requirements may result in Council being eliminated from any grant selection process. On the positive side, these plans ensure that Council is inclusive and that Australian industry, particularly local and regional business, can be assured of inclusion in any resulting grant funded project.

**COMMUNITY CONSULTATION**

There will be targeted community consultation with relevant stakeholders.

**16 REPORTS OF THE DIRECTOR OPERATIONS****16.1 CENTRAL WEST DISASTER RECOVERY FUNDING****IP&R Linkage:** Pillar: Leadership**Goal:** Our local government is open, accountable, and representative.**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.**Author:** Logan Hignett, Acting Director Operations**Authoriser:** Kent Boyd PSM, General Manager**Annexures:**  
**A.** Attachment 1 - Berryman Oval Sports Precinct [↓](#)  
**B.** Attachment 2 - Bushman Dam Refurbishment [↓](#)  
**C.** Attachment 3 - Pac Park Pedestrian Bridges & Bank Stabilisation [↓](#)  
**D.** Attachment 4 - Trundle to Parkes Flood Resilience Map [↓](#)**RECOMMENDATION**

That:

1. Council receive and note the report.
2. Council endorse the projects proposed under the Community Assets Program Fund and the Regional Transport Resilience Fund.

**BACKGROUND**

As Council is aware the NSW Government together with the Australian Government announced \$100m towards Central West flood recovery resulting from the 2022 catastrophic flood events across the region. The initial project proposed under the funding streams were provided to the 6 February 2024 Council workshop.

**ISSUES AND COMMENTARY**

A Community Leaders forum (CLF) has been convened to assist in identifying how the funding can be implemented equitably and to identify local issues in the roll-out of the funding. The Mayor has been invited to participate on the CLF. The funding guidelines will however be set by the administering agencies, so the powers of the CLF will likely be constrained to operate within those guidelines.

The funding is to be allocated along the following lines.

1	Regional Transport Resilience Fund estimated	\$32M
2	Community Assets Program estimated	\$25M
3	Legal Aid Assistance Program estimated	\$1M
4	Central West Housing Consultation Program estimated	\$2M
5	Central West Housing Program estimated	\$40M

The Legal Aid Assistance Program, the Central West Housing Consultation Program and the Central West Housing Program, will be administered by State agencies and Council will have limited input to the administration of these allocations, other than through the CLF.

### Regional Transport Resilience Fund - \$32m

The Regional Transport Resilience Fund guidelines have been released. We anticipate the fund will be equally split between the four (4) councils. Transport for NSW will administer the funding. Anticipating a 5% administration fee (ie \$1.6m), will leave approximately \$7.6m for each council.

The distribution of this funding is proposed as follows.

1	Trundle to Parkes Flood Resilience Project	\$7.6M
2	Parkes Shire Council - Causeway Improvement Program	\$3.0M
<b>Total</b>		<b>\$10.6M</b>

### Project 1 - Trundle to Parkes Flood Resilience Project - \$7.6M

DRAINAGE LOCATION	ESTIMATE (\$)	TREATMENT
1	\$1,500,000	Installation of 20.0m bridge including road approaches and downstream dredging
2	\$150,000	Construction of concrete causeway 20.0m x 8.0m
3	\$150,000	Construction of concrete causeway 20.0m x 8.0m
4	\$500,000	Installation of low flow culverts and concrete causeway
5	\$500,000	Installation of low flow culverts (large) and concrete causeway
6	\$350,000	Installation of low flow culverts (small) and concrete causeway
7	\$465,000	Installation of low flow culverts (large) and concrete causeway
8	\$150,000	Construction of concrete causeway 20.0m x 8.0m
9	\$150,000	Construction of concrete causeway 20.0m x 8.0m
10	\$500,000	Installation of low flow culverts (large) and concrete causeway
11	\$500,000	Installation of low flow culverts (large) and concrete causeway
12	\$150,000	Construction of concrete causeway 20.0m x 8.0m
13	\$350,000	Installation of low flow culverts (small) and concrete causeway
14	\$500,000	Installation of low flow culverts (large) and concrete causeway
15	\$185,000	Construction of concrete causeway 20.0m x 8.0m
16	\$1,500,000	Installation of 20.0m bridge including road approaches and downstream dredging
<b>TOTAL</b>	<b>\$7,600,000</b>	

### Project 2 - Parkes Shire Council - Causeway Improvement Program - \$3.0M

DRAINAGE LOCATION	ESTIMATE (\$)	TREATMENT
Adavale Lane	\$500,000	Replacement of concrete causeway 100m x 8.0m wide

<b>Kadina Lane Causeway</b>	\$350,000	Construction of concrete causeway 20.0m x 8.0m and installation of large box culverts for low flow
<b>Bruie Plains Causeway</b>	\$500,000	Construction of concrete causeway 20.0m x 8.0m and stabilisation of downstream with stilling basin
<b>Lake Endeavour</b>	\$500,000	Installation of low flow culverts and concrete causeways to support lake endeavour project
<b>Nelungaloo Causeways</b>	\$350,000	Installation of low flow culverts (small) and concrete causeway
<b>Treeweekes Gap Culvert</b>	\$450,000	Installation of large box culverts and road approach sealing
<b>Taweni Causeway</b>	\$350,000	Installation of low flow culverts (small) and concrete causeway
<b>TOTAL</b>	<b>\$3,000,000</b>	

### Community Assets Program - \$25m

The Community Assets Program Fund guidelines have been released. We anticipate this money will be distributed according to the relative impact on community assets. Community assets in this sense are assets damaged by the floods, but were not covered by other funding, for example insurance or disaster funding. Examples would be walkways, playground equipment, pontoons, etc. Regional NSW will administer the funding and it has been suggested they will take a 5% administration fee (ie \$1.25m), leaving \$23.75m for distribution. Early indications are that the notional allocation for Parkes is approximately \$3.525M.

In the immediate Billabong Creek area, there is no assets easily identifiable that might fit this criterion.

The distribution of this funding is proposed as follows, but approval is not assured.

1	SES Shed Relocation	\$1.0M
2	Berryman Oval Precinct	\$0.5M
3	Bushman Dam Refurbishment	\$0.6M
4	Pac Park Pedestrian Bridges & Bank Stabilisation	\$0.57M
<b>Total</b>		<b>\$2.67M</b>

### Central West Housing Program

The CLF is assisting develop the funding arrangements for the Housing Program. The company Rhelm has been engaged to develop/review the flood modelling of the impacted communities.

It is anticipated that the housing program will rely heavily on the Rhelm modelling. The modelling will investigate the floodwater depth versus velocity and map the areas considered to be at high risk of future harm related to flooding. This flood mapping will inform the next phase of community engagement, which is likely to take place from late May/early June.

### LEGISLATIVE AND POLICY CONTEXT

NIL

### FINANCIAL IMPLICATIONS

As outlined in the report above.

### RISK IMPLICATIONS


There is always risk associated with the selection of grant funded projects that constituents may think other projects are more worthy. However, projects must also meet the grant criteria.


**COMMUNITY CONSULTATION**


The NSW Reconstruction authority and associated agencies will conduct community consultation. Normal community consultation will occur with the projects.






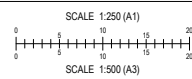
	Carpark and Track (Area 3321m <sup>2</sup> )
Rehabilitate car park and track Linemarking	Area 3321m <sup>2</sup>

	Basketball court(Area 550m <sup>2</sup> )
Rehabilitate basketball court Linemarking	Area 550m <sup>2</sup>

	Pump Shed
Raise Shed	7.5mx5m
Raise pump, plumbing and electrical	

	Clear vegetation
Clear creek vegetation	Area 1670m <sup>2</sup>
Stabilise bank	

NO.	REVISION DETAILS	DRAWN	APP.	DATE



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





SUPPLIED	-	PROJECT	Berryman Oval and Trundle Pool Flood Resilience
DESIGNED	Leen Willoughby	DRAWING No.	-
DRAWN	-	TITLE	-
CHECKED	-	STATUS	50% PRELIMINARY
APPROVED	-	DATUM	A 11 D
		AZIMUTH	MAGN. ZONE 55
		ORIGINAL SIZE	A1
		SCALE	AS SHOWN
		REV	A

PLOT DATE: 30/04/2024 9:47:08 AM

DWG FILE: Berryman oval flood mitigation.dwg





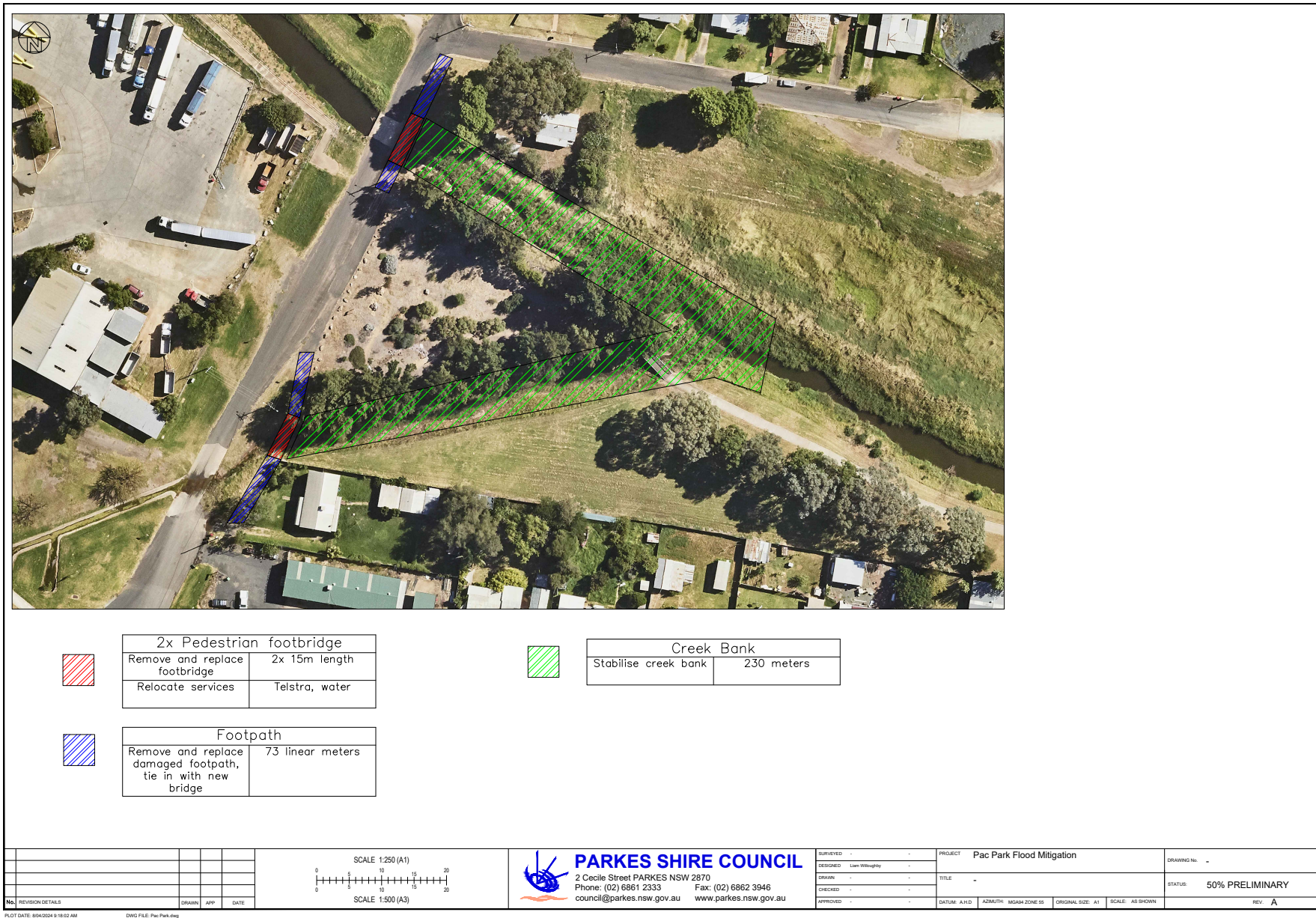
	Gabion Wall reconstruction			Remove vegetation	
	Remove and reconstruct fence	120m x 1.5m(high)		Remove vegetation	3000m <sup>2</sup>
	Remove footpath	110m x 1.2m(wide)			
	Remove gabion wall, reconstruct with no fines cement blocks	110m x 2m(high)			
	Bank Stabilisation			Dredge	
	Bank Stabilisation	100m		Dredge dam	10,400m <sup>2</sup>

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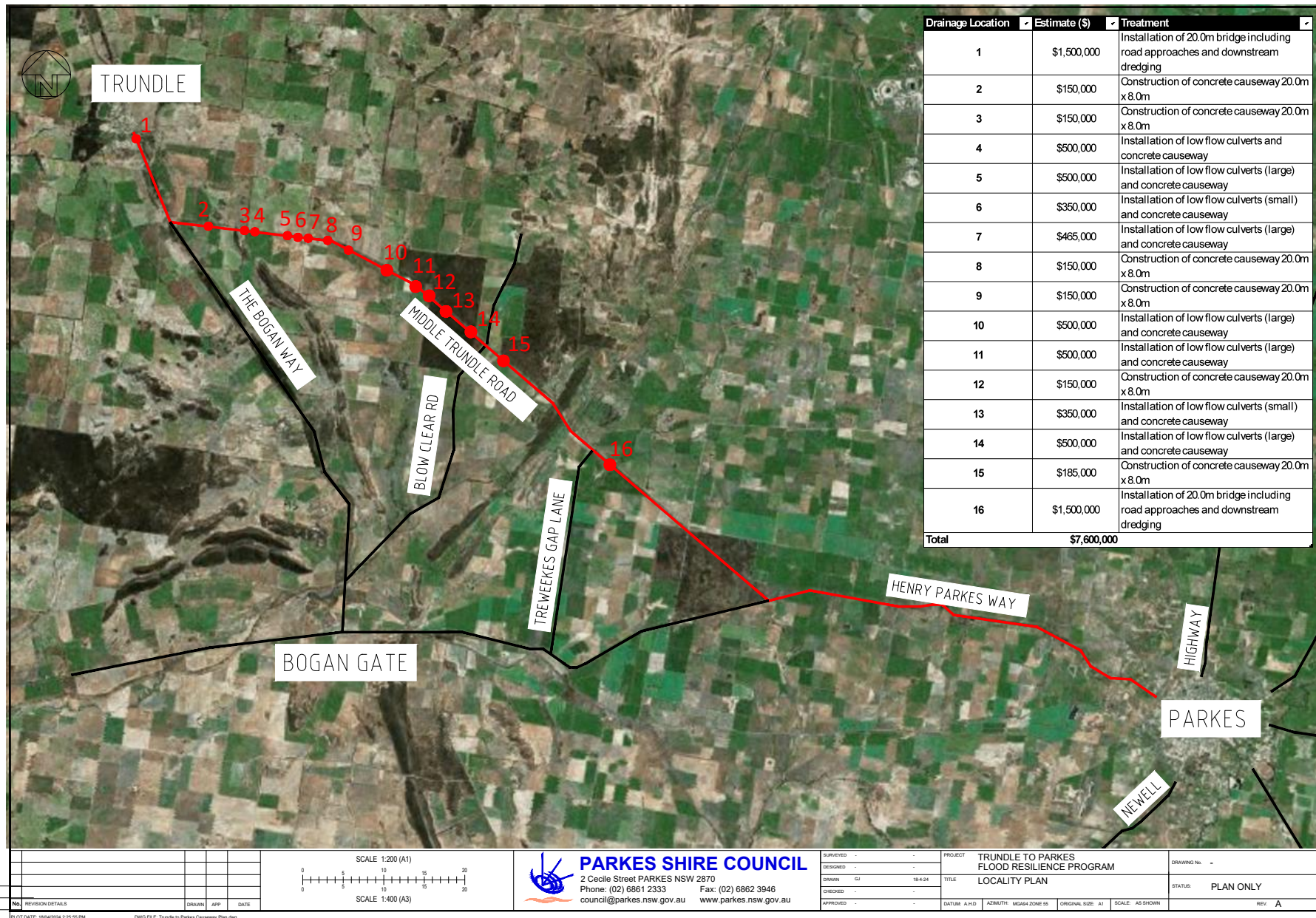
PLOT DATE: 8/04/2024 10:05:55 AM

DWG FILE: Bushman Dam.dwg









**16.2 REDETERMINATION OF RENT - CROWN LAND****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is sustainable and plans for the future.**Strategy:** Operate in a financially sustainable and responsible manner.**Author:** **Sharon Ross, Manager Facilities****Authoriser:** **Logan Hignett, Acting Director Operations****Annexures:** **A. Crown Lands - Rent Redetermination Notice for Brick Pit** [↓](#)**RECOMMENDATION**

That:

1. The General Manager and Mayor lobby the Minister for Local Government, the Minister for Planning Industry and Environment and LGNSW regarding the inequity of Council's ability to raise revenue constrained by rate pegging versus the ability of the Crown Lands Department to apply unconstrained rental increases, and shifting those costs to Local Government.

**BACKGROUND**

Council holds a range of Crown Land licences for various purposes. Some of these purposes are for the landing strip at Peak Hill and another is for the Brick Pit at Parkes.

**ISSUES AND COMMENTARY**

Recently, we have received advice from Crown that the redetermination of rent for the Crown Land has increased dramatically. The Brick Pit's lease has increased from \$809.00 per annum to \$10,000 per annum. The increase has been as a result of an update to the valuer generals assessment of the portion of land

It should be noted that Council's Officers have lodged an objection to the valuer generals assessment, requesting a site inspection to demonstrate the risk profile and subsequent increase in rent.

Similarly, there has been a significant increase in licence fees at the Peak Hill Airstrip which formerly was \$1,500 in 2017 to \$3,700 in 2023 following the updated valuation.

**LEGISLATIVE AND POLICY CONTEXT**

Local Government is bound by rate pegging, which is the maximum percentage amount by which Council is legally allowed to increase its general income for the year. Whereas, the Crown Lands Department appear to be able to determine "market value" for the land.

**FINANCIAL IMPLICATIONS**

Should the Brick Pit's licence remain at \$10,000 per annum, it may be prudent for Council to withdraw from the site.

**RISK IMPLICATIONS**

Withdrawal from the Brick Pit site would minimise Council's liability exposure due to the transfer of the site back to Crown Lands, however the community reputation on the closure of the site may have a negative impact on Council given the service it provides to the community.

**COMMUNITY CONSULTATION**

There are no community consultation requirements associated with this report.

**Department of Planning, Housing and Infrastructure**

Our ref: DOC24/037480

Parkes Shire Council  
PO BOX 337  
PARKES NSW 2870

28 February 2024

**Subject:** Notice of Redetermination of Rent

Dear Parkes Shire Council

**Please Note - No Payment is required as a result of this Notice**

The Department of Planning and Environment - Crown Lands is currently undertaking a redetermination of rents. This is a statutory obligation to ensure that tenure holders who use Crown land pay a fair and reasonable return to support and invest in community spaces, protect environmental assets, and build climate change resilience on behalf of the people of NSW.

Under the *Crown Land Management Act 2016*, the amount of rent you pay can be redetermined to ensure the rent stays in line with current market rents.

The Department provides the notice of the redetermination of rent pursuant to Division 6.3 of the Crown Land Management Act 2016 and the conditions of the corresponding tenure.

**What does this mean for me?**

Our records show that you hold tenure 321141 for Pump site, water storage.

This Notice is not a request for payment, it is issued to notify you that your rental amount has been reviewed. A rent invoice will be issued prior to the next due date for payment. Your due date for payment is 3 March 2025.

Further details are contained below.

Account number	Current annual rent	Redetermined annual rent
321141	\$ 809	\$ 10,000

**What action do I need to take?**

No action is required in relation to this letter.

Upon receipt of the rent invoice, you will be required to pay the amount due.



## Department of Planning, Housing and Infrastructure



The Department understands the past few years may have been difficult for many of our customers and we are here to provide support. If you are unable to pay the amount due by the due date, we encourage you to contact our Accounts team. The team can talk to you confidentially about your personal circumstances and discuss options for financial assistance that may be available.

The Revenue team can be contacted on [cl.accounts@crowland.nsw.gov.au](mailto:cl.accounts@crowland.nsw.gov.au) or 1300 886 235.

### Am I eligible for financial concessions?

You may be eligible for financial concessions. Please refer to the Crown Lands website [www.crowland.nsw.gov.au/resources/financial-assistance](http://www.crowland.nsw.gov.au/resources/financial-assistance) or contact us on 1300 886 235 for more information.

### Can I lodge an Objection?

Yes, you have the right to object to a redetermination of rent.

The last date to object is **27 March 2024**.

For your objection to be considered, you must provide evidence that the redetermined rent is more than the market rental value of the Crown land, or that the area, dimensions, or description of the holding area are incorrect.

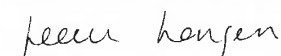
For further information or to lodge an objection visit the Crown Lands' website here:

[www.crowland.nsw.gov.au/licences-leases-and-permits/application-fees-and-rents/market-rent-redetermination](http://www.crowland.nsw.gov.au/licences-leases-and-permits/application-fees-and-rents/market-rent-redetermination)

### Enquiries

Should you have any queries in relation to this letter please contact us at [rent.redeterminations@crowland.nsw.gov.au](mailto:rent.redeterminations@crowland.nsw.gov.au) or call us on 1300 886 235.

Yours sincerely,



Jeanne Hansen

Valuation Services Manager  
Crown Lands and Public Spaces



**16.3 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS****IP&R Linkage:** Pillar: Leadership**Goal:** Our local government is open, accountable, and representative.**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.**Author:** Sue McGrath, Business Support Coordinator**Authoriser:** Logan Hignett, Acting Director Operations**Annexures:** A. Operations - Major Projects and Current Works [↓](#)

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**RECOMMENDATION**

That Council:

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

**BACKGROUND**

A monthly status report of Major Projects and Current Works within Parkes Shire Council's Operations Department is tabled to keep Council abreast of projects being undertaken across the Parkes Shire.

**ISSUES AND COMMENTARY**

This report presents an update on the current major projects within the Parkes Shire being managed or undertaken by Council's Operations Department. The report outlines work that has been carried out over the past month and is provided for the information of Councillors.

The Major Projects and Current Works Report is appended at *Annexure A*.

**LEGISLATIVE AND POLICY CONTEXT**

There are no legislative or policy considerations for Council associated with this report.

**FINANCIAL IMPLICATIONS**

Projects have been allocated funding either from grants or Council funds as provided in the 2023/24 Operational Budget.

**RISK IMPLICATIONS**

There are no risk implications for Council associated with this report.

**COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

**CONCLUSION**

The Major Projects and Current Works Report, appended at *Annexure A*, provides Council with a briefing on major projects and works underway within the organisation's Operations Department. It is recommended that Council formally resolve to receive and note the report.

**OPERATIONS  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**Complete Upgrade to Parkes Shire North South Freight Link (MR350)**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
Dec 2024	15,087,380	448,262	10,901,252	120,911	15,087,380

**Task Completed**

<b>Stage 1</b>	The lighting for MR57/354 intersection is scheduled to be installed 22/04/24 completing this project entirely.
<b>Stage 2</b>	Completed 14/14km section for sealing along the Bogan Way. Construction crews are currently working on the intersection of Peak Hill Tullamore Road and The Bogan way with construction of channelised turn lanes. Project is expected to completed in early May 2024.
<b>Stage 3</b>	Southern approach to Trundle – hydraulic analysis by consultants is currently being undertaken to appropriately size the drainage structure underneath the road at this location prior to commencing construction.
<b>Stage 4</b>	Completed.
<b>Stage 5</b>	Detailed survey completed, working on conceptual design for Bogan Gate. Current scope includes kerb and gutter both sides of Hutton Street between Henry Parkes Way and Lachlan Street.
<b>Stage 6</b>	Contract construction crews have commenced on MR350S undertaking table drain clearing in preparation for road stabilisation and granular overlay.
<b>Stage 7</b>	Detailed design completed, scheduled to be commenced after project 6.

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

- Intersection MR350 / MR348
- Pipes to be extended on Project 6
- Project 7 to be completed
- Progression and scheduling of remaining portions of work within the MR350 project including survey, design and REF approvals

**OPERATIONS  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**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	239,863	2,491,780	573,010	2,918,000
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>Asphalt resurfacing of East Street between Woodward and south of the railway line.</li> <li>Optical fibre relocation</li> <li>Kerb and gutter, and rehabilitation of Woodward Street</li> <li>Open to Traffic (OTT)</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Guard Rail</li> <li>Asphalt resurfacing of East Street within the rail corridor, and near May Street (anticipated May 2024 awaiting UGL Rail Linx Approval)</li> <li>Footpath's</li> <li>Complete drainage work - creek line widening and rock armouring</li> <li>Drainage works</li> <li>Carpark in Pac Park</li> </ul>					

**Peak Hill Baldry Road**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
Dec 2024	2,335,000	33,528	1,032,077	4,745	2,335,000
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>Fencing of property acquisition</li> <li>Awarded culvert contract</li> <li>Culvert construction continues between Newell Highway and Kadina Road under half road closure.</li> <li>Redesign of road centerline due to shift designed by consultants to reduce unnecessary road earthworks to reduce costs.</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Complete the build of the culverts and extensions required</li> <li>Finalise design for remaining 8km.</li> <li>Commence REF for remaining 8km (consultant previously engaged via tender).</li> <li>Consult with NPWS regarding effects of proposed works through Goobang National Park</li> <li>Construction of culverts for the 5km section</li> <li>Road works for 5km section</li> </ul>					

**OPERATIONS  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**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
May 2024	1,550,000	234,204.11	1,300,444.43	1,032,363.32	1,550,000

**Task Completed**

- Three phase power connection – ENACON
- 50mm water service connection with meter
- Little's power installed conduits for power and new overhead lighting
- Moduplay commenced construction site cleared, set out completed
- Subsoil drainage installed
- Base construction for paths, Creek beds & play areas started. Sandstone log & boulder install started
- Shade sail poles installed
- Parkequip commenced construction on 4/3. Balance tank & plant room installed.
- Sewer junction for splash pad connection by PSC
- Splash pad footings for all features completed including all pipe work to Balance tank & plantroom.
- The concreting for splash pad completed and features set and tested.
- Demolition of existing brick BBQ
- Moduplay equipment installed.
- Sandstone logs placed.
- Sandstone steepers placed.
- Wiradjuri designed carved totems installed
- Soft fall mulch delivered and spread in balance play area.
- Irrigation modifications to existing pressurised subsoil system
- Power connected
- Concrete slab for new shelter
- Concrete paths & creek beds
- Landscaping & irrigation

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

- Line marking on Path.
- Rubber mounds to interpret Harvey Ranges
- Top up sand in Sand play area and install excavator
- Installation of water play equipment
- Final concrete pour around water play equipment to creek beds
- Interpretive signage installs
- install of new BBQ cabinets, lights & GPO's to existing shelter
- Shade sails installed
- New Shelter and furniture installed
- Lighting & CCTV installed
- Parkequip overlay Wiradjuri design onto splash pad.
- Parkequip commission splash pad and provide user training.
- Install fencing
- Turf laid

**OPERATIONS  
MAJOR PROJECTS & CURRENT WORKS - APRIL 2024**
**3 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES**

17.1 Tennis Courts					
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
TBC	\$421,000 (Includes \$75k commitment from Parkes Tennis Club)				
<p><b>Task Completed:</b></p> <ul style="list-style-type: none"> <li>Existing synthetic surface taken up and kiln dried sand stored for infill</li> <li>Sub Soil drainage installed Northern &amp; Western ends of courts with outlet South / western corner</li> <li>Base redone laser leveled with court 9 draining to eastern outlet south / eastern corner &amp; court 10 draining to outlet south / western outlet</li> <li>Courts stabilised with slag/lime mix compacted</li> <li>Geotechnical testing completed and passed required compaction testing</li> <li>Synthetic surface on outer areas of playing surface re-laid along with new surface laid on playing court</li> <li>Kiln dried Sand infill of synthetic surface</li> <li>Grooming of courts</li> </ul> <p><b>Tasks forecast to be completed (next steps: 1-3 months)</b></p> <ul style="list-style-type: none"> <li>Sand press &amp; grooming</li> </ul>					
<p><b>Author:</b> Brendan Hayes, Director Planning and Community Services</p> <p><b>Authoriser:</b> Brendan Hayes, Director Planning and Community Services</p> <p><b>Annexures:</b> A. PSC and Homes NSW Collaboration Agreement <a href="#">↓</a></p>					
<p><b>RECOMMENDATION</b></p> <p>That Council resolves to endorse the Collaboration Agreement between Parkes Shire Council and Homes NSW.</p>					

**BACKGROUND**

The NSW Homes NSW (HOMES NSW) is a self-funded public trading enterprise within the NSW Government and is responsible for the management of the NSW Social Housing portfolio comprising approximately 125,000 dwellings.

There are around 285 HOMES NSW dwellings in the Parkes LGA, making up about 4.2 % of the overall housing stock. Most of Homes NSW's housing in the LGA comprises cottages built in the 1960s and 1970s. This was for a different time with different needs. These properties are becoming less and less suitable, both for the tenants who live in them and for HOMES NSW to manage cost-effectively.

Many of the existing dwellings are 3-bedroom. The greatest demand, however, is for smaller dwellings for one or 2 people. HOMES NSW is working to re-balance its portfolio in the LGA to better meet the future needs of its tenants along with delivering more general housing stock to support broader demand via its Regional Communities Program.

**ISSUES AND COMMENTARY**
**Background**

The NSW Homes NSW (HOMES NSW) is a self-funded public trading enterprise within the NSW Government and is responsible for the management of the NSW Social Housing portfolio comprising approximately 125,000 dwellings.

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### **Issues and Commentary**

Parkes Shire Council has prepared its Local Strategic Planning Statement and Housing Strategy. The documents have been developed to respond to the evidence base and key trends shaping future housing demand and supply in the Parkes Shire.

Initial strategic priorities for place-based estate renewal and collaboration on master planning, plan changes and development opportunities to provide housing include:

- Undertake investigations including feasibility analysis and due diligence into provision of a mixed tenure residential subdivision project on vacant Council and Crown land in the Middleton and Health Precinct
- Potential de-concentration of some HOMES NSW owned properties within the concentrated holdings across the LGA and collaboration into Parkes Shire Council's housing strategy where appropriate.
- Undertake investigations into the provision of Social, Affordable Housing and market-based housing on other Parkes Shire Council sites identified as surplus to requirements.

It is recognised that consideration needs to be given to housing needs across the entire LGA. As such, it is seen as appropriate for discussion to expand the priorities to include the shires smaller populated areas identifying possible crown land activation and working with various parties such as the PHALC to expand social housing options in these areas.

Note – the activities above may involve HOMES NSW acquiring land from Council, Crown Lands and other stakeholders to deliver housing outcomes or entering into arrangements with Council for development rights under joint venture or project delivery agreement/s. The parties agree to work closely and collaboratively with this in mind.

Secondary priorities to facilitate new and more social housing include:

- TBC – additional Council owned sites to partner with HOMES NSW
- 'BAU' projects under investigation by the Northern Delivery Team and Homes NSW Medium Density Program

The collaboration approach outlined in this agreement establishes the intent of HOMES NSW and Parkes Shire Council to co-operate on realising more and better social housing, that works to deliver the right social housing in the right locations at the right time as well as to help each party achieve their business goals.

It sets out the roles and responsibilities of the parties and provides a framework for collaboration including:

- principles

- objectives and purpose
- functions and responsibilities
- governance model
- communication
- land and property
- confidentiality
- resources
- 

Key areas of collaboration may include:

- Identification of priority areas as opportunities arise.
- Studies, master planning and planning proposals
- Dealing with land transactions and other property issues including potential acquisition of land
- Coordination and collaboration on communications and stakeholder engagement
- Management of shared spaces
- Keeping each other informed of other activities as required.

It is intended that this Collaboration Agreement will be reviewed after a period of 3 years.

#### **LEGISLATIVE AND POLICY CONTEXT**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **RISK IMPLICATIONS**

Nil

#### **COMMUNITY CONSULTATION**

There is no community consultation for this determination





## **Parkes Shire Council and NSW**

### **Homes NSW**

## **Collaboration Agreement**

**April 2024**

## Contents

1. Introduction .....	3
2. HOMES NSW and Parkes Shire Council business goals .....	3
3. Priorities.....	4
4. Principles.....	5
5. Objectives .....	7
6. Governance structure.....	7
7. Engagement with the elected Council.....	7
8. Public communications and engagement .....	8
9. Land and property matters.....	8
10. Confidentially.....	8
11. Resources.....	9
ATTACHMENT 1- Governance Structure Diagram & Terms of Reference .....	10
ATTACHMENT 2 – Key Personnel.....	13

## 1. Introduction

The NSW Homes NSW (HOMES NSW) is a self-funded public trading enterprise within the NSW Government and is responsible for the management of the NSW Social Housing portfolio comprising approximately 125,000 dwellings.

HOMES NSW regularly reviews its portfolio in order to identify strategic priorities for the renewal and growth of its assets and has recently focused on an analysis of the Parkes Shire Council LGA.

There are around 285 HOMES NSW dwellings in the Parkes LGA, making up about 4.2 % of the overall housing stock. Most of HOMES NSW's housing in the LGA comprises cottages built in the 1960s and 1970s. This was for a different time with different needs. These properties are becoming less and less suitable, both for the tenants who live in them and for HOMES NSW to manage cost-effectively.

The majority of the existing dwellings are 3-bedroom. The greatest demand, however, is for smaller dwellings for one or 2 people. HOMES NSW is working to re-balance its portfolio in the LGA to better meet the future needs of its tenants along with delivering more general housing stock to support broader demand via its Regional Communities Program.

There are two policy frameworks that guide HOMES NSW's social Housing portfolio objectives:

1. **Housing 2041.** (compiled by the Department of Planning and Environment)
2. **Future Directions for Social Housing in NSW** (compiled by Department of Communities and Justice)

Parkes Shire Council has prepared a housing strategy. The strategy has been developed to respond to the evidence base and key trends shaping future housing demand and supply in the Parkes Shire

The collaboration approach outlined in this agreement establishes the intent of HOMES NSW and Parkes Shire Council to co-operate on realising more and better social housing, that works to deliver the right social housing in the right locations at the right time as well as to help each party achieve their business goals. It sets out the roles and responsibilities of the parties and provides a framework for collaboration including:

- principles
- objectives and purpose
- functions and responsibilities
- governance model
- communication
- land and property
- confidentiality
- resources

It is intended that this Collaboration Agreement will be reviewed after a period of 3 years

## 2. HOMES NSW and Parkes Shire Council business goals

HOMES NSW's mission is to help vulnerable people in the Parkes Shire Council LGA access housing when they are unable to do so through the private market. Its vision is to grow its portfolio of 'fit for purpose' high-

standard housing, within budgetary constraints, that meets the housing needs of the community, underpinned by four key objectives:

- Create a net increase in social housing to assist in satisfying the current waitlist;
- Leverage the value of its land and assets to facilitate portfolio renewal and increase housing supply
- Reduce under-utilisation of assets and better match social housing typology to tenancy needs; and
- Reduce the portfolio's ongoing maintenance burden by addressing point 3 above and the use of sustainable and durable materials in renewals and property developments

To achieve these objectives, HOMES NSW will undertake the following key activities:

- Investigate and self-deliver a pipeline of new social housing dwellings (smaller developments under Part 5 of the EP&A Act or via the complying development pathway)
- Undertake place-based neighbourhood and larger-scale housing estate redevelopment in targeted locations through a range of partnership and delivery model approaches with the private sector, community housing providers or other
- Sell non-core, isolated and other assets that are no longer fit for purpose to create funding opportunities (to the extent permissible under prevailing NSW government directions)
- Undertake property upgrade works
- Work with Department of Communities & Justice and HOMES NSW's primary asset managers Compass Housing to relocate existing tenants to facilitate the provision of new housing and to ensure tenants are able to remain within the Parkes Shire Council LGA, should they choose to.
- Actively work with Parkes Shire Council and other stakeholders to provide additional social, affordable and market housing supply opportunities and outcomes

The Parkes Shire Housing Strategy will be implemented through the following strategic directions to respond to the various housing needs of the community and to guide future housing growth:

- Build sustainable and resilient communities that protect and celebrate our environment.
- Direct new housing growth to appropriate locations where demand is forecast.
- Package land for residential release in stages to ensure efficient augmentation of services and infrastructure and subsequent land development.
- Increase the attraction and connection of the smaller towns in the Parkes Shire, as a means of providing alternate housing and community opportunities in these centres.
- Plan for more housing choice to support a diversifying community, with particular emphasis on more compact housing and more affordable housing.
- Design housing to be more resilient to environmental change, more energy and water efficient, and more productive environments for work, income and lifestyle.
- Show leadership through the development of strategic development sites

The parties commit to working together to ensure that Parkes Shire Council's objectives are supported by HOMES NSW's activities to renew and improve the performance of its portfolio.

### 3. Priorities

HOMES NSW and Parkes Shire Council have discussed and generally agreed in principle various priorities for collaboration on more and better social, affordable and general housing in the Parkes Shire Council LGA, noting that these may change and will continue to evolve over time and this agreement will be reviewed if needed as a result.

Initial strategic priorities for place-based estate renewal and collaboration on master planning, plan changes and development opportunities to provide housing include:

- Undertake investigations including feasibility analysis and due diligence into provision of a mixed tenure residential subdivision project on vacant Council and Crown land in the Middleton and Health Precinct
- Potential de-concentration of some HOMES NSW owned properties within the concentrated holdings across the LGA and collaboration into Parkes Shire Council's housing strategy where appropriate
- Undertake investigations into the provision of Social, Affordable Housing and market-based housing on other Parkes Shire Council sites identified as surplus to requirements

Note – the activities above may involve HOMES NSW acquiring land from Council, Crown Lands and other stakeholders to deliver housing outcomes or entering into arrangements with Council for development rights under joint venture or project delivery agreement/s. The parties agree to work closely and collaboratively with this in mind.

Secondary priorities to facilitate new and more social housing include:

- TBC – additional Council owned sites to partner with HOMES NSW
- 'BAU' projects under investigation by the Northern Delivery Team and Homes NSW Medium Density Program

Additionally, the renewal of HOMES NSW holdings will assist with resolution of land ownership, social concentration and connectivity issues with Parkes Shire Council and other land owners.

In addition, HOMES NSW commits to keeping Parkes Shire Council informed on the delivery of its pipeline of smaller infill social housing projects throughout the LGA that are generally self-assessed by HOMES NSW under Part 5 of the Act, resolving any issues arising.

The scope of the above priority projects is yet to be confirmed – this will be developed in consultation with Parkes Shire Council, other government stakeholders and the broader community under this Collaboration Agreement.

#### 4. Principles

The shared principles that underpin the collaboration between Parkes Shire Council and HOMES NSW include:

- Commitment to the provision of more and appropriate, good quality and safe social housing dwellings across the Parkes Shire Council LGA to meet the needs of the community.
- Social housing outcomes are able to be delivered through the HOMES NSW self-funding model including through project partnering.
- Social housing that is delivered has a reduced maintenance burden for HOMES NSW.
- Redevelopment opportunities place the community and community outcomes at the centre of project design – considering the urban regeneration vision and strategic framework along with

implementation issues such as environmental and social sustainability, public and private amenity, development of social capital, safety, connectivity and efficiency.

- On appropriately scaled development or renewal projects, HOMES NSW will generally target the delivery of mixed-tenure housing, with components of social, affordable and private housing seamlessly delivered and working together.

It is acknowledged that:

- Parkes Shire Council has statutory responsibilities for planning processes (planning proposals, development control plans, development applications) – these processes are guided by relevant legislation and policies
- Parkes Shire Council has statutory responsibility for property decisions and conveyancing processes involving council lands – these processes are guided by relevant legislation and policies
- HOMES NSW has Part 5 powers to plan, assess and deliver projects and may elect to utilise this pathway for the planning and delivery of larger scale development and renewal projects identified in this agreement in consultation with Parkes Shire Council

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- HOMES NSW is self-funded and operates in accordance with the Housing Act 2001 and other legislation and the NSW Treasury requirements for the sale or lease of Government assets.
- HOMES NSW will continue to undertake its Part 5 approvals process for smaller projects that do not require planning proposals.

Nothing in this Collaboration Agreement will influence the execution of these statutory functions/processes – including those of the elected Council.

## 5. Objectives

The purpose of this Collaboration Agreement is to help the participants achieve their respective business goals through the following collaboration objectives:

- Promoting information exchange and a pathway to identify solutions to complex planning, property ownership and community service issues;
- Identifying matters that require strategic clarification or response; and
- Providing an escalation forum to respond to technical development/property issues.

Key areas of collaboration may include:

- Identification of priority areas as opportunities arise
- Studies, master planning and planning proposals
- Dealing with land transactions and other property issues including potential acquisition of land
- Coordination and collaboration on communications and stakeholder engagement
- Management of shared spaces
- Keeping each other informed of other activities as required.

## 6. Governance structure

A governance structure is proposed to facilitate collaboration - this generally consists of an oversight group of executive staff responsible to supervise the relationship under the Collaboration Agreement and resolve critical issues.

To support any agreed strategic or outcome specific projects that may be identified, an appropriate working group would be established to focus on day to day management and coordination of priorities and working through technical issues. Such working groups would be supported by a project plan and terms of reference.

The governance structure and terms of reference for each of these groups is provided in **Attachment 1**.

## 7. Engagement with the elected Council

Parkes Shire Council have an obligation to keep the elected Council informed about this agreement and collaboration that occurs under it.



HOMES NSW commits to working with Parkes Shire Council to keep elected Councillors appropriately informed about its activities in the LGA, including but not limited to the following:

- General updates on progress with social housing renewal in the LGA;
- As part of pre-lodgement engagement on a planning proposal for neighbourhood and major social housing estates; and
- Responding to other matters as requested by Council, if appropriate.

It should be noted that HOMES NSW has various obligations under law and probity to maintain commercial and 'Cabinet in confidence' information and will not be able to share this information with the elected Council.

## 8. Public communications and engagement

Any public communications by the parties in relation to agreed projects should be in their capacity as representatives of their respective organisations and not on behalf of the other organisation.

If there is a need to undertake any shared communications, this, subject to the approval of Council, will be endorsed by the General Manager Parkes Shire Council and Executive Director, Delivery South (HOMES NSW), noting engagement may occur with HOMES NSW's Minister's Office.

HOMES NSW commits to progressing high quality communications and community engagement processes for estate renewal projects that require a planning proposal, in alignment with IAP2. (International Association for Public Participation)

HOMES NSW will share communications and engagement strategies with Parkes Shire Council to ensure alignment, leverage networks and coordinate activities where appropriate.

## 9. Land and property matters

From time to time the parties may need to resolve various land and property matters, for example:

- The leasing and licencing of land for access and other purposes;
- Acquisition of land
- Dealing with land dedications and swaps; and
- Resolving other historical land ownership issues.

Parkes Shire Council and HOMES NSW agree to use best endeavours to resolve these matters within the constraints of relevant legislation and other business processes.

For the avoidance of doubt, this Agreement provides no binding obligation on Parkes Shire Council to sell, license or lease land, unless resolved and endorsed by Council.

## 10. Confidentially

The Parties agree to keep all meetings, discussions, and collateral as confidential, and share information on a 'need to know' basis or in accordance with statutory roles and functions (e.g. relevant planning authority).

It will be the responsibility of both organisations and key personnel to use their best endeavours to ensure

| 8

adherence to confidentiality. A list of key personnel is provided in **Attachment 2**. The key personnel will need to agree to use a common-sense approach that information can be shared with other state agencies, parts of Parkes Shire Council or the public more generally.

It should be noted that during the early phases of scoping agreed strategic projects, HOMES NSW would seek to understand Council's views to determine whether it is feasible to proceed with a project. Accordingly, it is desirable to keep these discussions confidential until the parties are aligned that a project is worth taking forward before consulting with other stakeholders and the community.

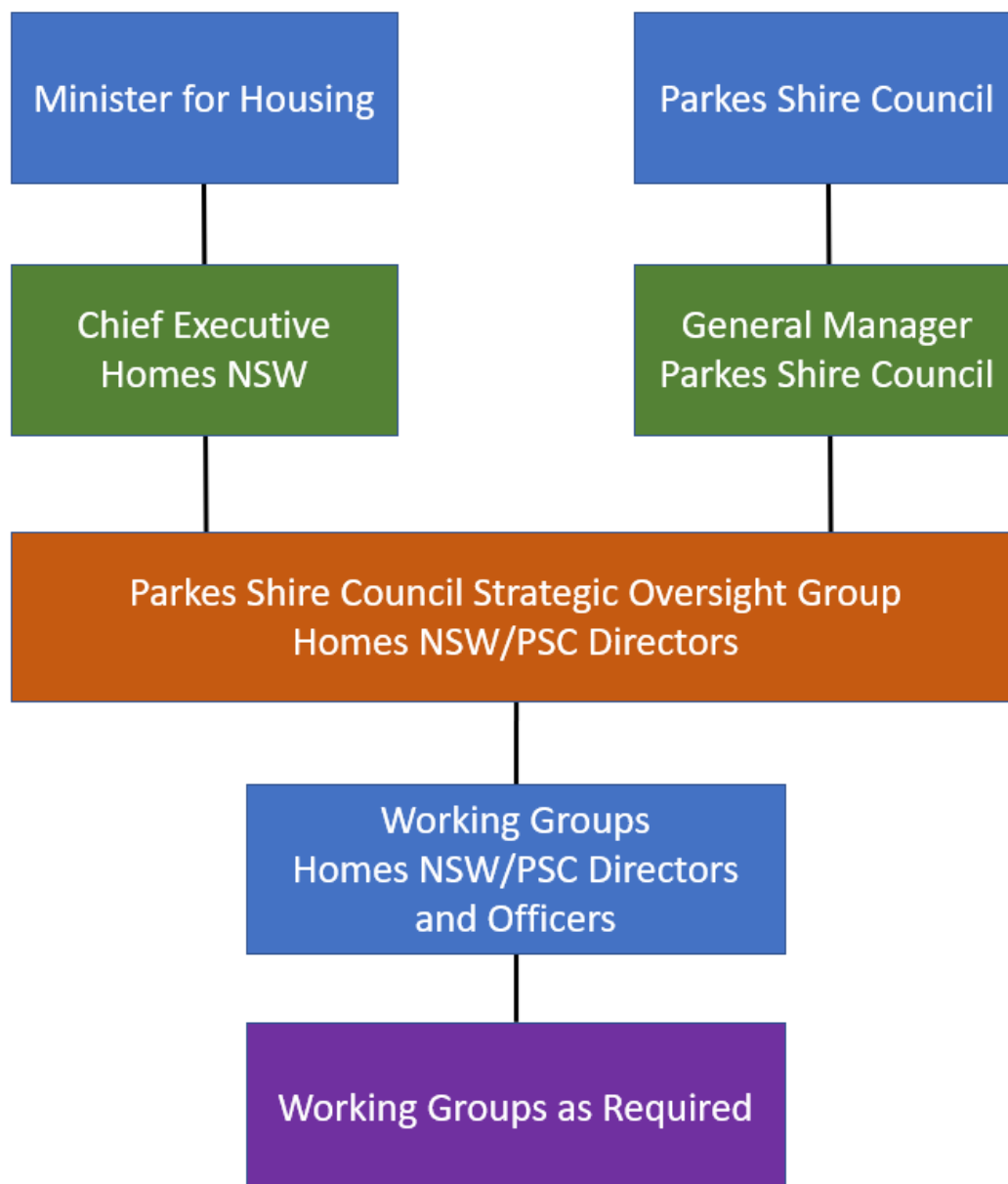
## 11. Resources

The commitments under this agreement will be built into the core business activities of member organisations.

No additional resources are required to establish or maintain the governance and reporting structures.

In entering this Collaboration Agreement, Parkes Shire Council does not accept any responsibility for funding or resourcing of the studies or master planning required to support planning outcomes unless otherwise agreed through the collaboration process. Participation by Parkes Shire Council does not guarantee approvals noting the separation of the statutory planning authority functions from the advisory functions under this collaboration agreement.

**ATTACHMENT 1- Governance Structure Diagram & Terms of Reference**



OVERSIGHT GROUP TERMS OF REFERENCE	
Functions and responsibilities	<p>In keeping with the objectives, the Parkes Shire Council/HOMES NSW Oversight Group will have the following primary functions and responsibilities:</p> <ul style="list-style-type: none"> <li>• Discuss, examine and seek solutions to key or complex policy issues</li> <li>• Assist in the interpretation and/ or clarification of statutory instruments and policy matters that may arise – noting some issues will be resolved based on legislative requirements where applicable.</li> <li>• Identify emerging issues, prevent and facilitate the resolution of issues or conflicts.</li> <li>• Discuss the high-level scope, program and collaboration arrangements for any agreed priority projects that may be identified</li> <li>• Consider and resolve issues with property/transactional issues as they arise.</li> <li>• Provide program updates including information to be noted on upcoming or approved HOMES NSW Part 5 proposals.</li> </ul> <p>From time to time the Oversight Group may endorse a high-level scope (or “Project Plan”) for any agreed priority projects that will generally include:</p> <ul style="list-style-type: none"> <li>• Location and Scale</li> <li>• Outcomes being sought – project vision</li> <li>• Timeframes</li> <li>• Membership</li> <li>• Stakeholders</li> <li>• Project milestones</li> <li>• Property and transaction matters.</li> </ul> <p>Things considered outside the scope of this agreement include:</p> <ul style="list-style-type: none"> <li>• Formal Parkes Shire Council planning assessment functions;</li> <li>• HOMES NSW “Business as Usual” projects assessed under Part 5 (other than to be noted as set out above)</li> <li>• Contractual implementation of any transaction agreements.</li> </ul> <p>It is recognised from time to time Parkes Shire Council’s specific project Probity Plans may restrict Property or Land-Use Planning representatives from participating in relevant items. This exclusion will be determined in consideration of each Agenda</p>

OVERSIGHT GROUP TERMS OF REFERENCE	
Membership	<p>Homes NSW</p> <ul style="list-style-type: none"> <li>• Executive Director, Delivery South</li> <li>• Project Director, Regional Communities</li> </ul> <p>Parkes Shire Council</p> <ul style="list-style-type: none"> <li>• General Manager</li> <li>• Director Planning &amp; Community Services</li> <li>• Director Customer, Corporate Services and Economy</li> <li>• Chief Financial Officer</li> </ul> <p>From time to time members of each organisation's senior leadership teams may be invited subject to agreement of the parties.</p>
Meetings and reporting	<p>Meetings of the Oversight Group will be held online or at the offices of Parkes Shire Council on a bi-monthly basis, or as required.</p> <p>Homes NSW will:</p> <ul style="list-style-type: none"> <li>- Prepare a complete agenda with adequate background information on the issues for discussion and distribute it at least 2 days prior to the meeting.</li> <li>- Be responsible for taking minutes and distribution for all meetings. Minutes will be confirmed at each meeting.</li> <li>- Expect that where Parkes Shire Council has requested an item for discussion, any reports will be provided to HOMES NSW at least 2 days prior to the meeting to be incorporated into the agenda papers.</li> </ul> <p>Members will collaborate and cooperate in a timely manner and act in good faith in dealing with each other.</p> <p>Meetings are not to be open to the public, except by agreement of the Oversight Committee and only then by invitation.</p> <p>Note: in response to applicable Covid-19 restrictions, meetings may be held on-line.</p>

**ATTACHMENT 2 – Key Personnel**

The list of key personnel under this agreement will be updated from time to time by agreement of the parties.

**Key Personnel - HOMES NSW**

Peter Brackenreg  
Glyn Richards

Executive Director, Delivery South  
Project Director, Regional Communities

**Key Personnel – PARKES SHIRE COUNCIL**

Kent Boyd  
Jaco Barnard  
Brendan Hayes  
Anthony McGrath  
Scott Brakenridge  
Annalise Teale  
Sharon Ross

General Manager  
Chief Financial Officer  
Director Planning & Community Services  
Director Customer, Corporate Services and Economy  
Executive Manager, Planning & Certification  
Strategic Planning Specialist  
Manager Facilities

**Signed by:**

..... Date

General Manager  
Parkes Shire Council

..... Date

Peter Brackenreg  
Executive Director, Delivery South  
NSW Homes NSW

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**17.2 PARKES SHIRE COUNCIL SECTION 94A(7.12) PLAN- APPENDIX 1 WORKS SCHEDULE****IP&R Linkage:** Pillar: Community**Goal:** Our community is liveable, growing and connected.**Strategy:** Provide vibrant and welcoming town centres, streetscapes, public spaces and meeting places.**Author:** Brendan Hayes, Director Planning and Community Services**Authoriser:** Brendan Hayes, Director Planning and Community Services**Annexures:** A. PSC Section 94A (7.12) Plan - Works Schedule [↓](#)

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**RECOMMENDATION**

That:

1. Council adopt the amendments to the Parkes Shire Council Section 94a(7.12) Plan- Appendix 1 Works Schedule and place on public exhibition for 28 days.
- 

**BACKGROUND**

Sections 94A of the EP and A Act 1979 provide the Council with the means to levy contributions towards the cost of public facilities and services to meet the increased demand created by development. There does not have to be a direct nexus between the development being levied under Section 94A and the need for the public amenity or service for which the levy is required.

A condition of development consent may be imposed by Council with a requirement that the applicant pay a levy based on a percentage of the proposed cost of carrying out the development.

The monies collected will assist the Council in the provision, extension or augmentation of public amenities or public services. The application of the money is subject to any relevant provision of the Contribution Plan and the Works Schedule at Appendix 1.

**ISSUES AND COMMENTARY**

Money paid to the Council under a condition authorised by the plan is to be applied by the Council towards meeting the cost of the public amenities or services that will be or have been provided within the area as listed in the Works Schedule at Appendix 1.

It is appropriate and timely for the schedule to be revisited and identify those works completed and new works provided. This will support Councils capital works program and identifies ongoing works and specific capital projects.

**LEGISLATIVE AND POLICY CONTEXT**

The plan is consistent with the appropriate provisions of the enabling legislation.

**FINANCIAL IMPLICATIONS**

To support the provision of Councils Capital works program regarding public amenity and service.

**RISK IMPLICATIONS**

Direct financial payments for and benefits of public amenity and service provision.

**COMMUNITY CONSULTATION**

The Plan will be exhibited for 28 days for public consultation.

## Appendix 1: Works Schedule

Note: Items are in alphabetical order with each timing category.

Map Ref	Item	Total Cost	Priority
P1	CBD Improvements including Main Street upgrades to Victoria Street	\$ 7,800,000	H
P2	Middleton Subdivision Destination Park	\$500,000	H
P3	CBD Parking Improvements	\$ 800,000	H
P4	Stormwater Improvement Urban Strategy and Upgrades	\$2,000,000	H
P5	Wetlands Upgrades	\$325,000	H
P6	Parkes Airport - Taxi Way & Apron Reseals	\$ 1,500,000	H
P7	Water Refills Stations - Footpaths/CBD/Sporting Grounds	\$ 75,000	H
P8	Pioneer Oval Grandstand Development	\$10,000,000	M
P9	Southern & Western Entry Road and Stormwater Upgrades	\$10,000,000	M
P10	Kelly Reserve Expansion and Playground Renewal	\$1,000,000	M
P11	Bushman's Hill Masterplan Works	\$250,000	M
P12	North Parkes Oval - Covered Seating	\$ 350,000	M
P13	Parkes East Stormwater	\$ 250,000	M
P14	Shared Path - East	\$ 500,000	M
P15	Shared Path - North	\$500,000	M
P16	Shared Path - West	\$ 500,000	M
P17	Tullamore Town Improvements	\$1,000,000	M
P18	Trundle Town Improvements	\$1,000,000	M
P19	Bogan Gate Town Improvements	\$1,000,000	M
P20	Peak Hill Town Improvements	\$1,000,000	M
P21	Cookamidgera Town Improvements	\$1,000,000	M
P22	Bushman's Dam Stormwater Renewal	\$ 630,000	L
P23	Cooke Park Furniture upgrades	\$225,000	L
P24	Harrison Park - Amenities & Car parking	\$ 1,500,000	L
P25	Spicer Caravan Park Upgrades	\$750,000	L
P26	Westlime Stormwater Trunk Main	\$ 170,000	L
P27	Shared Path - Central	\$700,000	L
P28	General CCTV Implementation and Upgrade	\$165,000	L
TOTAL		\$ 44,930,000	

The Works Schedule in this Plan is based on “high”, “medium” and “low” priorities, which translate into target implementation periods of 2024-2026, 2027-2029 and 2030-2032 respectively.



**17.3 MARCH 2024 BUILDING STATISTICS UPDATE**

**IP&R Linkage:** **Pillar:** Environment

**Goal:** Our built environment is functional, sustainable and meets the needs of our growing community.

**Strategy:** Manage our built environment in line with the Local Environmental Plan (LEP) and relevant legislation.

**Author:** **Nerida Brown, Development Certificates Coordinator**

**Authoriser:** **Brendan Hayes, Director Planning and Community Services**

**Annexures:** **Nil**

**RECOMMENDATION**

That:

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

**BACKGROUND**

The Building Statistics Report is furnished to Council on a monthly basis and provides a snapshot of development activity in the Shire during that period.

**ISSUES AND COMMENTARY**

During the month of March 2024 there were ten (10) Development Applications received totalling \$9,878,543.60 and nine (9) consents were issued. No Complying Development Certificates were received and one (1) Council Complying Development Certificate was issued.

The figures shown *Table 1* below are for Development Applications received during March 2024 with respect to the specified building types and a comparison to the March 2023 figures.

**Table 1: Development Applications**

Development Category	March 2024		March 2023	
	No.	Estimated Value	No.	Estimated Value
<b>Commercial</b>	2	\$2,147,494.61	2	\$500,000.00
<b>Community Facilities</b>	1	\$6,366,001.00		
<b>Industrial</b>			5	\$72,460.00
<b>Infrastructure</b>				
<b>Tourist Development</b>	1	\$40,000.00		
<b>Single Dwelling-house</b>	1	\$500,000.00	5	\$4,069,720.00
<b>Residential Alterations and Additions inc. ancillary / outbuildings</b>	3	\$144,432.99		
<b>Residential Other</b>				
<b>Multi-Residential</b>				

Seniors Living				
Subdivision only			1	\$0.00
Secondary Dwelling	2	\$680,615.00		
Other inc. demolition, earthworks, advertising structure				
Mixed Development				
Totals	10	\$9,878,543.60	13	\$4,642,180.00
FYTD Totals	92	\$33,502,334.80	141	\$54,788,490.09

Table 2, below, lists the Development Consents that were issued in the month of March 2024.

Table 2: Development Consents		
Application No.	Address	Description
DA2023/0107	165 Nash Street, Parkes	Place of Public Workshop
DA2023/0127	2 Short Street, Trundle	Alterations & Additions to Dwelling and Erection of New Structure - Garage
DA2024/0001	10 Evans Parade, Parkes	Demolition of Shed and Erection of New Structures - Shed and 2 x Carports
DA2024/0009	Cooke Park, 158-176 Clarinda Street, Parkes	Temporary Use of Land (Home Grown Parkes Event in Cooke Park and Pavilion)
DA2024/0011	40 Thomas Street, Parkes	Alterations & Additions to Dwelling
DA2024/0013	9 Clarke Street, Parkes	Change of Use - Veterinary Hospital
DA2024/0015	23 Hydrangea Avenue, Parkes	Erection of a New Structure - Shed
DA2024/0018	London Road, Parkes	Recreation Facility (Major) - Golf Driving Range
DA2024/0020	10 Cookapie Street, Parkes	Erection of a New Structure - Shed

The figures shown in Table 3, below, are for Complying Development Certificates received during March 2024 with respect to the specified building types and a comparison to the March 2023 figures.

Table 3: Complying Development Certificates				
Development Category	March 2024		March 2023	
	No.	Estimated Value	No.	Estimated Value
Commercial	-	-	-	-
Community Facilities	-	-	-	-
Industrial	-	-	-	-
Infrastructure	-	-	-	-
Tourist Development	-	-	-	-
Single Dwelling-house	-	-	-	-
Residential Alterations and Additions inc. ancillary / outbuildings	-	-	-	-
Residential Other	-	-	-	-
Multi-Residential	-	-	-	-
Seniors Living	-	-	-	-
Subdivision only	-	-	-	-
Secondary Dwelling	-	-	-	-
Other inc. demolition, earthworks, advertising structure	-	-	1	\$346,280.00
<b>Totals</b>	<b>-</b>	<b>\$0.00</b>	<b>1</b>	<b>\$346,280.00</b>
<b>FYTD Totals</b>	<b>25</b>	<b>\$10,794,603.00</b>	<b>21</b>	<b>\$8,229,648.00</b>

Table 4, below, provides a list of Complying Development Certificates which were issued in the month of March 2024.

Table 4: Complying Development Certificates			
Application No.	Address	Description	Certifying Authority
CDC2024/0001	23 Bowditch Crescent, Parkes	Swimming Pool & Child Restraint Barrier	Council

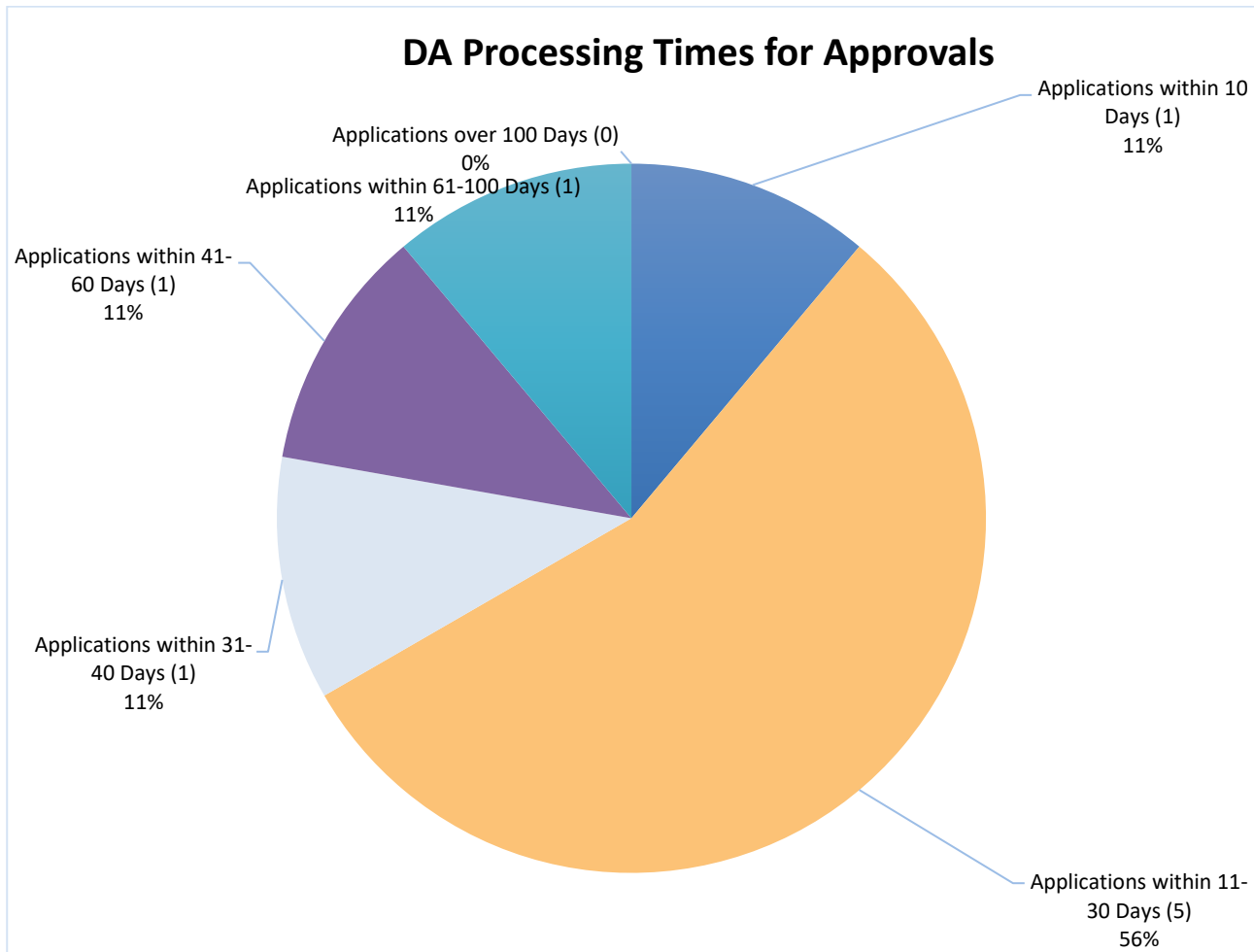
### DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 1 March 2024 to 31 March 2024. It should be noted that a total of ten (10) Development Applications have been approved with an average of 31.02 days.

The average timeframe in which the internal referrals to the Development Engineer were completed was 34.92 days.

### Activation Precinct Certificate Determinations

There are no new Activation Precinct Certificate determinations.



## LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for Council associated with this report.

## FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

## RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

## COMMUNITY CONSULTATION

Where a Development Application or Modification Development Application is required to be publicly exhibited, the application was made available for inspection at the Parkes Shire Council Administration Centre commencing from the date on which the public notice was placed in the local newspaper. The application was also included on the Parkes Shire Council website.

For Development Applications requiring neighbour notification, written notification of the proposed development was provided to the owner(s) of land immediately adjoining or adjacent to the subject land (as shown on Council's Property and Rating System at the time of notification) including land that is separated from the subject land by watercourse, road, pathway, driveway, railway or similar thoroughfare.

Where more than one person is listed as the owner, written notification to one of the owners, is taken to be a notice to all of the registered owners.



**CONCLUSION**

During the month of March 2024 there were ten (10) Development Applications received totalling \$9,878,543.60 and nine (9) consents were issued. No Complying Development Certificates were received, and one (1) Council Complying Development Certificate was issued.

# Development Activity Report

March 2024

Development Applications and Complying Development Certificates lodged and approved in the Parkes Shire.



## LODGED

10

Development Applications

0

Complying Development Certificates



## DETERMINED

9

Development Applications

1

Complying Development Certificates

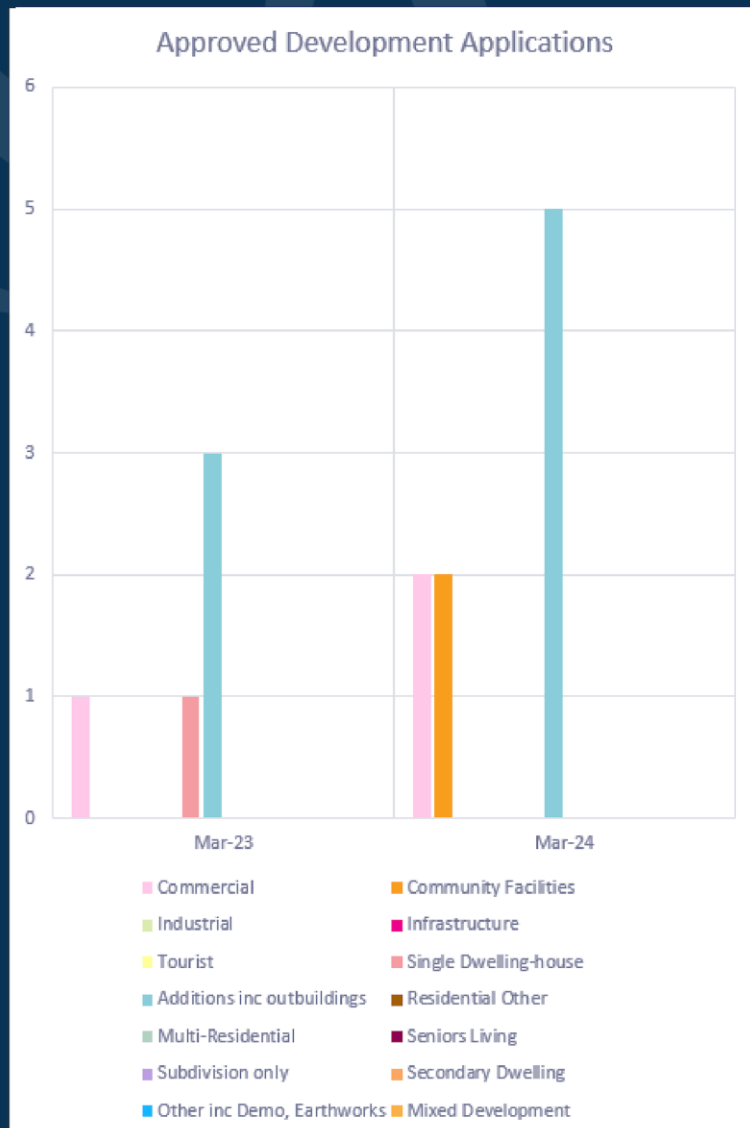
0

Private Certifier Complying Development Certificates



**AVERAGE  
DEVELOPMENT  
APPLICATION  
PROCESSING TIME**

THIS MONTH  
**31.02 DAYS**



**VALUE OF APPLICATIONS RECEIVED**  
**\$9,878,543.60**

**17.4 (DCPS) QUARTERLY RANGERS REPORT JANUARY TO MARCH 2024****IP&R Linkage:** **Pillar:** Environment**Goal:** Our natural environment is preserved and enhanced for current and future generations.**Strategy:** Ensure compliance with environmental regulations and controls.**Author:** **Sharyn Ware, Administration Officer****Authoriser:** **Brendan Hayes, Director Planning and Community Services****Annexures:** **Nil**

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**RECOMMENDATION**

That:

1. The report be noted.
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**BACKGROUND**

Provide an overview of Ranger activities.

**ISSUES AND COMMENTARY**

Nil

**LEGISLATIVE AND POLICY CONTEXT**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Nil

**REPORT**

Council responsibilities carried out by Ranger staff have been discharged effectively during the quarter. An overview of the activities carried out by the Rangers is provided for Council's information.

**Companion Animals Act**

The table provides a breakdown of the companion animal impounding activities over the quarter, noting that some animals seized in this quarter may be released in the following quarter.

<b>DOGS</b>								
	<b>Parkes</b>	<b>Peak Hill</b>	<b>Tullamore</b>	<b>Trundle</b>	<b>Bogan Gate</b>	<b>Alectown</b>	<b>Cookamidgera</b>	<b>TOTAL</b>
<b>Seized</b>	17			2		1		20
<b>Dumped at Pound</b>	55	14						69
<b>Surrendered by owner</b>	5	2						7
<b>Released to owner</b>	17	3		2		1		23
<b>Euthanised</b>	19	8						27
<b>Sold</b>	3							3
<b>Released for rehoming</b>	38	5						43
<b>Died at Pound</b>								
<b>Stolen/escaped</b>								
<b>Holding pending Court</b>								
<b>Still in Pound</b>								

<b>CATS</b>								
	<b>Parkes</b>	<b>Peak Hill</b>	<b>Tullamore</b>	<b>Trundle</b>	<b>Bogan Gate</b>	<b>Alectown</b>	<b>Cookamidgera</b>	<b>TOTAL</b>
<b>Seized</b>	10							10
<b>Dumped at Pound</b>	22							22
<b>Surrendered by owner</b>	4							4
<b>Released to owner</b>								
<b>Euthanised</b>	21							21
<b>Sold</b>								
<b>Released for rehoming</b>	15							15
<b>Died at Pound</b>								
<b>Stolen/escaped</b>								
<b>Holding pending Court</b>								
<b>Still in Pound</b>								

The table provides a breakdown of the large animal impounding activities over the quarter.

## Impounding Act

Area Impounded	Parkes	Peak Hill	Tullamore	Trundle	Bogan Gate	Alectown	Cookamidgera	Disposal Method
Cattle								
Sheep								
Horses	2							RETURNED TO OWNER
Trolleys								

## Shire Patrols Program

Small towns are regularly patrolled including both scheduled patrols and response to complaint actions.

The table provides a breakdown of small town patrols during the quarter.

Small Towns Patrolled	Yarrabandai	Peak Hill	Tullamore	Trundle	Bogan Gate	Alectown	Cookamidgera	Gunningbland
Number of Patrols	2	10	3	5	8	11	2	3
Approx. kms travelled	232	1160	600	830	768	638	104	195

## Parking

Parking patrols focussing on safety issue such as no stopping and school zones have been conducted during the period.

The table provides an overview of the patrols and Penalty Infringement Notices issued during the quarter.

Parking Patrol Parkes	
Full Day Patrols CBD & Disabled	
Random Number of Patrols CBD & Disabled	20
Number of Patrols School Zones	36
Number of Penalty Infringement Notices Issued	
Number of Court Appeals	

### Overgrown Untidy Block Program

The table provides an overview of the complaints received during the quarter.

<b>Overgrown/Untidy Blocks Program</b>								
	<b>Parkes</b>	<b>Peak Hill</b>	<b>Tullamore</b>	<b>Trundle</b>	<b>Bogan Gate</b>	<b>Alectown</b>	<b>Cookamidgera</b>	<b>Gunningbland</b>
<b>Number of Complaints Received</b>	21			5	1			
<b>Number of Patrols and Monitoring of blocks (including previous complaints)</b>	75	6	4	15	15	6	3	3
<b>Number of Blocks Mown during quarter</b>	9	1		1				

### Attachments

Nil.

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

Nil

**19 CONFIDENTIAL MATTERS**

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**RECOMMENDATION**

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:

**19.1 CBD IMPROVEMENTS - ACQUISITION FOR CARPARKING**

This matter is considered to be confidential under Section 10A(2) - d(ii) 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 information that would, if disclosed, confer a commercial advantage on a competitor of the council.

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.

**19.2 BUILDING BETTER REGIONS RAW WATER STORAGE LAGOON SMP PACKAGE (PSC2024/009)**

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.

**19.3 EXPRESSION OF INTEREST AIRPORT LAND**

This matter is considered to be confidential under Section 10A(2) - c 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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*.
  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.
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**BACKGROUND, ISSUES AND COMMENTARY**

In accordance with section 10A(2) of the *Local Government Act 1993*, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
- (b) Personal hardship of any resident or ratepayer.
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
- (d) Commercial information of a confidential nature that would, if disclosed:
  - (i) Prejudice the commercial position of a person who supplied it: or
  - (ii) Confer a commercial advantage on a competitor of Council;
  - (iii) Reveal a trade secret.
- (e) Information that would, if disclosed, prejudice the maintenance of law.
- (f) Matters affecting the security of Council, Councillors, Council staff and Council property.
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.

It is my opinion that the business listed in the recommendation is of a kind referred to in section 10A(2) of the *Local Government Act 1993* and, under the provisions of the Act and the *Local Government (General) Regulation 2021*, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.10 of Council's Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

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**20 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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