

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 18 June 2024 at 2:00pm.



Kent Boyd PSM
GENERAL MANAGER

Governing Body

Composition:	Ten (10) Councillors
Membership:	Councillor K Keith OAM, Councillor W Jayet, Councillor J Cass, Councillor KM McGrath, Councillor L O'Leary, Councillor G Pratt, Councillor D Weber, Councillor G Wilson
Quorum:	6 Councillors
Chairperson:	Chairperson, Councillor N Westcott
Deputy Chairperson:	Deputy Chairperson, Councillor MA Applebee

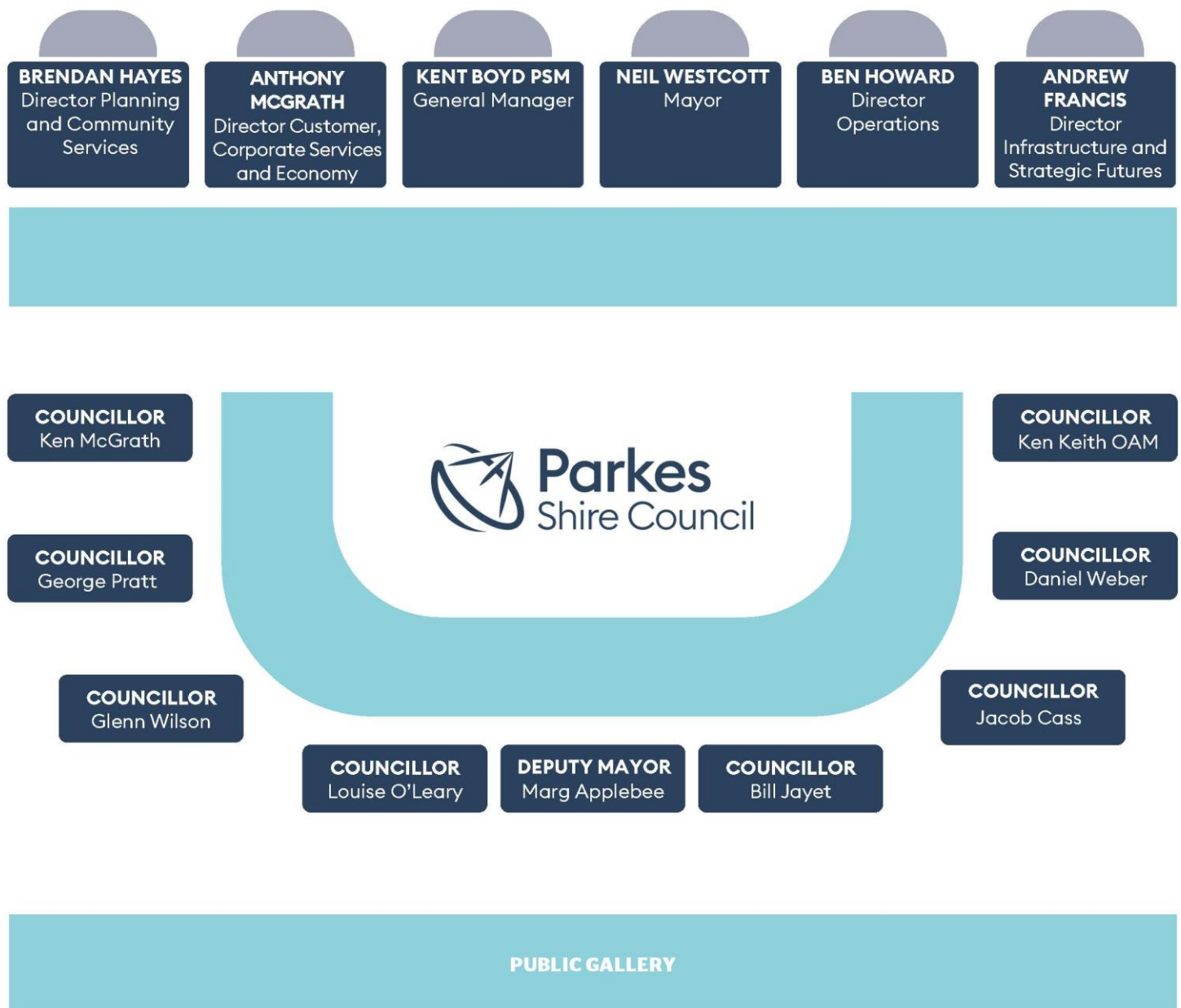
Pursuant to section 223 of the *Local Government Act 1993*, the role of Parkes Shire Council's governing body is:

- 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



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

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.

Conflicts of Interest

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.

Order of Business

1	OPENING OF MEETING	7
2	ACKNOWLEDGEMENT OF COUNTRY.....	7
3	PRAYER.....	8
4	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE.....	8
5	APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK	8
6	CONFIRMATION OF MINUTES	9
6.1	Minutes of the Ordinary Ordinary Council Meeting Meeting held on 21 May 2024.....	9
7	DISCLOSURES OF INTERESTS	29
8	LATE BUSINESS	30
9	ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	30
10	MAYORAL MINUTE(S)	31
10.1	Mayoral Meetings with NSW Government Ministers	31
10.2	Passing of Long Serving Employee Mr Peter Francis.....	37
10.3	Unveiling Plaque - Apology to survivors of the Stolen Generation	38
10.4	Central NSW Joint Organisation Board Meeting held 23 May 2024.....	40
10.5	Meetings, Functions and Events Attended by Mayor and Councillors.....	54
10.6	Coming Known Events for Mayor and Councillors.....	61
11	COUNCILLOR REPORT(S)	64
11.1	Country Mayors Association 10 May 2024	64
11.2	Governance and Risk Management Forum	72
11.3	2024 Local Road Congress - 3 June 2024	77
12	REPORTS OF COMMITTEES.....	83
12.1	Minutes of the Business and Investment Advisory Committee Meeting held on 4 June 2024	83
12.2	Minutes of the Destination and Major Events Advisory Committee Meeting held on 4 June 2024.....	90
12.3	Minutes of the Parkes Sports Council Meeting held on 11 June 2024	101
13	REPORTS OF THE GENERAL MANAGER.....	106
13.1	Making of the Rates and Fixing of Charges 2024-2025.....	106
13.2	Investments & Borrowings Report as at 31 May 2024	113
13.3	Monthly Financial Report as at 31 May 2024.....	117
13.4	PROPOSED COMMONWEALTH ELECTORAL REDISTRIBUTION.....	121
14	REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY	125
14.1	Public Exhibition of Draft Parkes Shire Destination Management Plan.....	125
14.2	Adoption of the draft Operational Plan and Budget 2024-25.....	128

14.3	Adoption of amended Financial Assistance Policy	138
14.4	Events Financial Assistance Program	140
14.5	Request to use Peak Hill TI Fund to develop a Maserplan for the Peak Hill Flora and Fauna Reserve.....	162
14.6	Local Government Remuneration Tribunal Determination of Councillor Annual Fees for 2024/25.....	164
15	REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY	169
15.1	Major Projects and Current Works Report - Infrastructure and Sustainability	169
16	REPORTS OF THE DIRECTOR OPERATIONS.....	178
16.1	Transfer of Management of Crown Reserve - Tullamore Cemetery.....	178
16.2	Draft Plans of Management for Community Land	180
16.3	Major Projects and Current Works - Operations	182
17	REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES	186
17.1	Internment Services Levy - Cemeteries and Crematoria NSW	186
17.2	2024 Parkes Shire Council Cultural Grants	188
17.3	May 2024 Building Statistics Update	190
18	NOTICES OF MOTION/QUESTIONS WITH NOTICE.....	196
	Nil	
19	CONFIDENTIAL MATTERS	197
19.1	Construction of Causeways and Culvert (PSC2024/020)	197
19.2	Hire of Plant and Equipment (PSC2024/072)	197
19.3	Crushing of Gravel (PSC2024/073)	197
19.4	Supply and Delivery of Readymix Concrete (2024/084)	197
19.5	PSC2024 088 Building Better Regions - Bore 9 Casing, Procurement and Drilling.....	197
19.6	2024 Community Financial Assistance Grants - Leasing and Licensing	198
19.7	Building Better Regions Fund Surface Water Modelling Technical Support Services	198
20	REPORT OF CONFIDENTIAL RESOLUTIONS	200

1 OPENING OF MEETING

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.

2 ACKNOWLEDGEMENT OF COUNTRY

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.

3 PRAYER

4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

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.

5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

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.

6 CONFIRMATION OF MINUTES**6.1 MINUTES OF THE ORDINARY ORDINARY COUNCIL MEETING MEETING HELD ON 21 MAY 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 Ordinary Council Meeting Meeting Minutes - 21 May 2024****RECOMMENDATION**

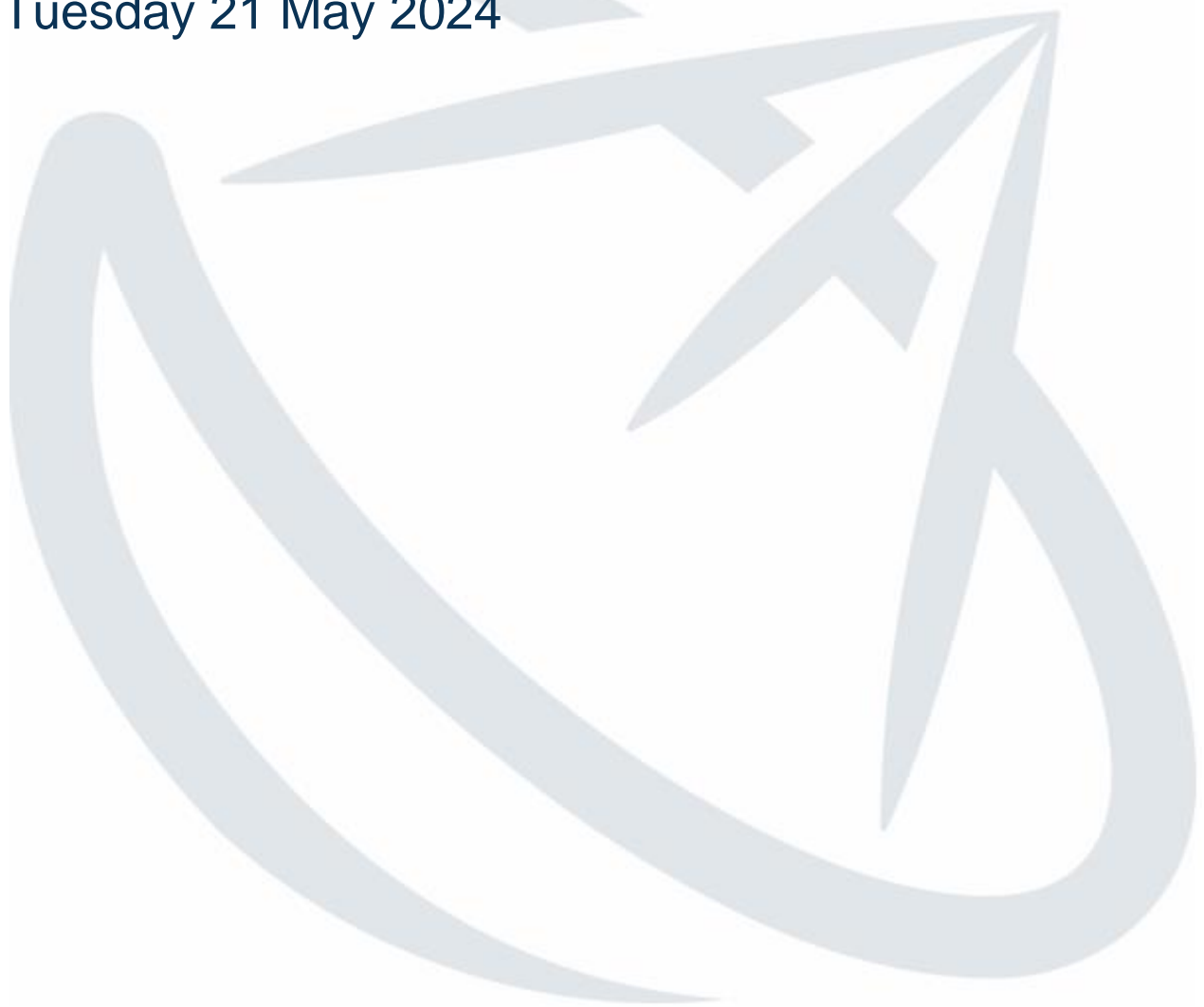
That Ordinary Council Meeting:

1. Receive and confirm the Minutes of the Ordinary Ordinary Council Meeting Meeting held on Tuesday 21 May 2024 appended at *Annexure A*.

Ordinary Council Meeting

Minutes

Tuesday 21 May 2024



Minutes of the Ordinary Council Meeting
Held on Tuesday, 21 May 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 Ken McGrath	Councillor
Cr George Pratt	Councillor
Cr Daniel Weber	Councillor
Cr Glenn Wilson	Councillor

Council Officers in Attendance:

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

NOTES

The meeting commenced at 2:05 pm and concluded at 3:37 pm.

Order Of Business

1	OPENING OF MEETING	5
2	ACKNOWLEDGEMENT OF COUNTRY.....	5
3	PRAYER.....	5
4	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE.....	5
5	APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK	5
6	CONFIRMATION OF MINUTES	6
	6.1 Minutes of the Ordinary Council Meeting held on 23 April 2024	6
7	DISCLOSURES OF INTERESTS	6
8	LATE BUSINESS	6
9	ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	6
	9.1 ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	7
10	MAYORAL MINUTE(S)	7
	10.1 Closure of Rosedurnate Aged Care Centre and Retirement Village in Parkes.....	7
	10.2 ANZAC Day 2024.....	8
	10.3 Janice Cassidy - 50 Years in Business.....	8
	10.4 Vale Bob Aitken.....	8
	10.5 Vale Baroness Gardner	8
	10.6 Meetings, Functions and Events Attended by Mayor and Councillors.....	9
	10.7 Coming Known Events for Mayor and Councillors.....	9
11	COUNCILLOR REPORT(S)	9
	11.1 Rural & Regional Summit 2024	9
12	REPORTS OF COMMITTEES.....	10
	12.1 Minutes of the Airport Development Advisory Committee Meeting held on 19 March 2024	10
	12.2 Minutes of the Local Traffic Committee Meeting held on 8 May 2024.....	10
	12.3 Minutes of the Parkes Sports Council Meeting held on 14 May 2024	11
13	REPORTS OF THE GENERAL MANAGER	11
	13.1 Investments & Borrowings Report as at 30 April 2024.....	11
	13.2 Monthly Financial Report as at 30 April 2024	11
	13.3 Quarterly Budget Review as at 31 March 2024	12
14	REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY	12
	14.1 Change of Meeting Date for 30 September 2024 Ordinary Council Meeting.....	12
	14.2 Parkes Regional Entertainment and Cultral Centre Feasibility Study.....	12
15	REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY.....	13
	15.1 Major Projects and Current Works Report - Infrastructure and Sustainability	13

15.2	Installation of Smart Meters - Peak Hill.....	13
15.3	Adoption of Draft Indigenous Participation Plan.....	13
16	REPORTS OF THE DIRECTOR OPERATIONS.....	14
16.1	Major Projects and Current Works - Operations	14
17	REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES	14
17.1	DA2024/0007 MULTI-DWELLING HOUSING - STUDENT NURSE ACCOMMODATION (ANCILLARY TO HOSPITAL)	14
17.2	CARRINGTON HOTEL - MANGEMENT AND DEVELOPMENT PLAN.....	14
17.3	April 2024 Building Statistics Update.....	15
18	NOTICES OF MOTION/QUESTIONS WITH NOTICE.....	15
	Nil	
19	CONFIDENTIAL MATTERS	15
9	REPORT OF CONFIDENTIAL RESOLUTIONS	17
19.1	Special Activation Precinct Development Update	17
19.2	Supply and Delivery of Bitumen Emulsion (PSC2024/090).....	17
19.3	Supply, Delivery and/or Installation of Guardrail and Wire Rope Safety Fencing (PSC2024/091).....	19
19.4	Boundary Adjustment - Parkes Industrial Estate.....	19
19.5	Purchase of Land at Graddle Creek for McGrane Way, Tullamore.....	19
19.6	Provision of Traffic Control Sevices (PSC2027/018)	20
20	CONCLUSION OF MEETING.....	20

1 OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of Tuesday 21 May 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.

2 ACKNOWLEDGEMENT OF COUNTRY

The Deputy Mayor 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.

3 PRAYER

The General Manager read the Prayer:

O God,
Direct the way of our words and works,
In accordance with Thy Will,
We Pray through Jesus Christ, Our Lord,

AMEN

4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Councillor WP Jayet

Councillor LA O'Leary

Councillor JP Cass

5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 23 APRIL 2024

RESOLVED OCM 116/24

Moved: Cr Marg Applebee

Seconded: Cr Daniel Weber

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 23 April 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.

Nil interests were disclosed.

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. *Report of the Director of Infrastructure and Sustainability*
15.3: Adoption of Draft Indigenous Participation Plan
2. *Confidential Matter - Report of Acting Director Operations*
19.6: Provision of Traffic Control Services (PSC2027/018)

Moved: Applebee & Seconded: Pratt

9 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

The Council may, at any time, resolve to adopt multiple items of business, as recommended in the report, by way 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).

9.1 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

RESOLVED OCM 117/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Adopt the following items in the Agenda as recommended in the report:
 - 10.2 - ANZAC Day 2024
 - 10.6 - Meetings, Functions and Events Attended by Mayor and Councillors.
 - 10.7 - Coming Known Events for Mayor and Councillors.
 - 12.1 - Minutes of the Airport Development Advisory Committee Meeting held on 19 March 2024.
 - 13.1 - Investments & Borrowings Report as at 30 April 2024.
 - 13.2 - Monthly Financial Report as at 30 April 2024.
 - 14.2 - Parkes Regional Entertainment and Cultural Centre Feasibility Study.
 - 17.3 - April 2024 Building Statistics Update.
 - 19.2 - Supply and Delivery of Bitumen Emulsion (PSC2024/090)..
 - 19.3 - Supply, Delivery and/or Installation of Guardrail and Wire Rope Safety Fencing (PSC2024/0091).
 - 19.4 - Boundary Adjustment - Parkes Industrial Estate.

CARRIED

10 MAYORAL MINUTE(S)

10.1 CLOSURE OF ROSEDURNATE AGED CARE CENTRE AND RETIREMENT VILLAGE IN PARKES.

RESOLVED OCM 118/24

Moved: Cr Ken McGrath

Seconded: Cr Marg Applebee

That Council:

1. Receive and note the information.
2. Write to the CEO and Board of the Salvation Army to express community disappointment that a benevolent organisation has summarily withdrawn from the region.
3. That the complaint lodged with the Aged Care and Safety Commissioner be noted.
4. Work with existing Shire Aged Care providers to discuss potential expansion.
5. Lobby all levels of Government to raise the issue of a failing Aged Care system across regional NSW.

CARRIED

10.2 ANZAC DAY 2024

RESOLVED OCM 119/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Note the information in the report.

CARRIED

10.3 JANICE CASSIDY - 50 YEARS IN BUSINESS

RESOLVED OCM 120/24

Moved: Cr Ken Keith OAM

Seconded: Cr Marg Applebee

That Council:

1. Note the information in the report.

CARRIED

10.4 VALE BOB AITKEN

RESOLVED OCM 121/24

Moved: Cr Ken Keith OAM

Seconded: Cr George Pratt

That Council:

1. Note the passing of former Parkes Resident Mr Bob Aitken

CARRIED

10.5 VALE BARONESS GARDNER

RESOLVED OCM 122/24

Moved: Cr Marg Applebee

Seconded: Cr Ken Keith OAM

That Council:

1. Note the information in the report.

CARRIED

10.6 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

RESOLVED OCM 123/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 22 April 2024 through to 17 May 2024.

CARRIED

10.7 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS

RESOLVED OCM 124/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 18 May 2024 through to 14 June 2024.

CARRIED

11 COUNCILLOR REPORT(S)

11.1 RURAL & REGIONAL SUMMIT 2024

RESOLVED OCM 125/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. Council notes the report from Councillor Marg Applebee.

CARRIED

12 REPORTS OF COMMITTEES

12.1 MINUTES OF THE AIRPORT DEVELOPMENT ADVISORY COMMITTEE MEETING HELD ON 19 MARCH 2024

RESOLVED OCM 126/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Airport Development Advisory Committee Meeting held on Tuesday 19 March 2024 appended at *Annexure A*.

CARRIED

12.2 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 8 MAY 2024

RESOLVED OCM 127/24

Moved: Cr Ken McGrath

Seconded: Cr Marg Applebee

That Council:

1. Receive and confirm the Minutes of the Local Traffic Committee Meeting held on Wednesday 8 May 2024 appended at *Annexure A*.

CARRIED

At 2:35 pm, Andrew Francis joined the meeting.

12.3 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 14 MAY 2024

RESOLVED OCM 128/24

Moved: Cr Ken Keith OAM

Seconded: Cr Marg Applebee

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 14 May 2024 appended at *Annexure A*.

CARRIED

13 REPORTS OF THE GENERAL MANAGER

13.1 INVESTMENTS & BORROWINGS REPORT AS AT 30 APRIL 2024

RESOLVED OCM 129/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

Receive and note the Statement of Investments and Borrowings as on 30 April 2024

CARRIED

13.2 MONTHLY FINANCIAL REPORT AS AT 30 APRIL 2024

RESOLVED OCM 130/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and note the year-to-date financial reports for the period up to 30 April 2024.

CARRIED

13.3 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2024

RESOLVED OCM 131/24

Moved: Cr George Pratt

Seconded: Cr Marg Applebee

That Council:

1. Receive and note the budget review report to 31 March 2024
2. Adopt the budget variations proposed in the quarterly budget review to 31 March 2024

CARRIED

14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY

14.1 CHANGE OF MEETING DATE FOR 30 SEPTEMBER 2024 ORDINARY COUNCIL MEETING

RESOLVED OCM 132/24

Moved: Cr Marg Applebee

Seconded: Cr Daniel Weber

That Council:

1. Adopt the change of meeting date for the 30 September 2024 meeting to now be held on Tuesday 1 October 2024, pursuant to section 365 of the Local Government Act 1993 and clause 3.1 of the Code of Meeting Practice.
2. Note that the General Manager will provide public notice of the time, date and location of each scheduled Ordinary Meeting to be held in 2024, pursuant to section 9 of the Local Government Act 1993 and clause 3.3 of the Code of Meeting Practice.

CARRIED

14.2 PARKES REGIONAL ENTERTAINMENT AND CULTURAL CENTRE FEASIBILITY STUDY

RESOLVED OCM 133/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. Council receive and endorse the Parkes Regional Entertainment and Cultural Centre Feasibility Study.

CARRIED

At 2:45 pm, Georgia Smith left the meeting.

15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY

15.1 MAJOR PROJECTS AND CURRENT WORKS REPORT - INFRASTRUCTURE AND SUSTAINABILITY

RESOLVED OCM 134/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

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

CARRIED

At 2:47 pm, Georgia Smith rejoined the meeting.

15.2 INSTALLATION OF SMART METERS - PEAK HILL

RESOLVED OCM 135/24

Moved: Cr Marg Applebee

Seconded: Cr Daniel Weber

That:

1. The report be received and noted.

CARRIED

15.3 ADOPTION OF DRAFT INDIGENOUS PARTICIPATION PLAN

RESOLVED OCM 136/24

Moved: Cr Marg Applebee

Seconded: Cr Ken Keith OAM

That:

1. Council resolves to promote Indigenous participation in future projects; and
2. Council adopts the Indigenous Participation Plan Version 1.

CARRIED

At 2:59 pm, Andrew Francis left the meeting.

At 3:03 pm, Andrew Francis rejoined the meeting.

16 REPORTS OF THE DIRECTOR OPERATIONS

16.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS

RESOLVED OCM 137/24

Moved: Cr Marg Applebee

Seconded: Cr Ken McGrath

That Council:

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

CARRIED

17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES

17.1 DA2024/0007 MULTI-DWELLING HOUSING - STUDENT NURSE ACCOMMODATION (ANCILLARY TO HOSPITAL)

RESOLVED OCM 138/24

Moved: Cr Marg Applebee

Seconded: Cr Ken Keith OAM

That:

1. Council approves to waive Section 64 Headworks Developer Charges and Section 7.12 Developer Contributions for Development Application 2024/0007 for the Multi-dwelling housing for the purpose of Student Nurse Accommodation.

CARRIED

17.2 CARRINGTON HOTEL - MANGEMENT AND DEVELOPMENT PLAN

RESOLVED OCM 139/24

Moved: Cr Marg Applebee

Seconded: Cr Ken McGrath

That:

1. Endorse the draft Carrington Hotel - Management and Development Plan and place on public exhibition for 28 days.
1. Consult directly with the appropriate local stakeholders.
2. Following exhibition of the plan, necessary amendments will be made to the document which will be subsequently reported back to Council for final adoption.

CARRIED

17.3 APRIL 2024 BUILDING STATISTICS UPDATE

RESOLVED OCM 140/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

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

CARRIED

18 NOTICES OF MOTION/QUESTIONS WITH NOTICE

Nil

19 CONFIDENTIAL MATTERS

RESOLVED OCM 141/24

Moved: Cr Marg Applebee

Seconded: Cr Daniel Weber

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 SPECIAL ACTIVATION PRECINCT DEVELOPMENT UPDATE

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.

19.2 SUPPLY AND DELIVERY OF BITUMEN EMULSION (PSC2024/090)

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 SUPPLY, DELIVERY AND/OR INSTALLATION OF GUARDRAIL AND WIRE ROPE SAFETY FENCING (PSC2024/091)

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.

19.4 BOUNDARY ADJUSTMENT - PARKES INDUSTRIAL ESTATE

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.

19.5 PURCHASE OF LAND AT GRADDLE CREEK FOR MCGRANE WAY, TULLAMORE

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.

19.6 PROVISION OF TRAFFIC CONTROL SERVICES (PSC2027/018)

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

At 3:12 pm, the Meeting went into Closed Session.

9 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 3:13 pm, Cr George Pratt left the meeting.

At 3:14 pm, Cr George Pratt rejoined the meeting.

RESOLVED OCM 142/24

Moved: Cr Ken Keith OAM

Seconded: Cr Marg Applebee

That Ordinary Council Meeting:

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

CARRIED

At 3:36 pm, the Council in Closed Session returned to Open Session.

19.1 SPECIAL ACTIVATION PRECINCT DEVELOPMENT UPDATE

RESOLVED OCM 143/24

Moved: Cr George Pratt

Seconded: Cr Marg Applebee

That:

1. Council receives and notes the information.

CARRIED

19.2 SUPPLY AND DELIVERY OF BITUMEN EMULSION (PSC2024/090)

RESOLVED OCM 144/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. Council accept and sign a contract with Bitupave Ltd for the supply and delivery of bitumen emulsion, and
2. The term of the contract is 1 June 2024 to 31 May 2026, with an optional 12-month extension.
3. Advise the Central NSW Joint Organisation of its decision

CARRIED

19.3 SUPPLY, DELIVERY AND/OR INSTALLATION OF GUARDRAIL AND WIRE ROPE SAFETY FENCING (PSC2024/091)

RESOLVED OCM 145/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. That Council accept and sign contracts for the supply, delivery and/or installation of guardrail and wire rope safety fencing between one or more of the following:
 - RBK Pty LTD t/as Top Notch Fencing,
 - Western Safety Barriers Group Pty Ltd.
2. The term of the contract is 1 January 2024 to 31 December 2026, with an optional 12-month extension.

CARRIED

19.4 BOUNDARY ADJUSTMENT - PARKES INDUSTRIAL ESTATE

RESOLVED OCM 146/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. Council endorse the boundary adjustment of Lot 5 DP 1100153 for a price of \$50/m² GST inclusive and that all costs associated with the transaction be borne by the owner of the encroaching land.
2. That the seal of Council be affixed to documentation required to facilitate the transaction.

CARRIED

19.5 PURCHASE OF LAND AT GRADDLE CREEK FOR MCGRANE WAY, TULLAMORE

RESOLVED OCM 147/24

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. Council agree to purchase the land to facilitate the construction of Graddle Creek Bridge on the McGrane Way.
2. Council authorise the General Manager and Director Operations to negotiate the purchase price of the land based on market valuation and ex-gratia payment in accordance with this report.
3. Endorse and affix the Council Seal to all documentation as required to facilitate the process of road realignment.

CARRIED

19.6 PROVISION OF TRAFFIC CONTROL SERVICES (PSC2027/018)

RESOLVED OCM 148/24

Moved: Cr Ken Keith OAM

Seconded: Cr Ken McGrath

That:

1. That Council accept and sign contracts for the supply of traffic control services between one or more of the following under a panel arrangement:
 - WorkControl Pty Ltd
 - Go Traffic Pty Ltd
2. The term of the contract is 03 June 2024 to 30 June 2025, with a 2x optional 12-month extension.

CARRIED

20 CONCLUSION OF MEETING

The meeting concluded at 3:37 pm.

This is the final page of the minutes comprising 19 pages numbered 1 to 19 of the Ordinary Council Meeting held on Tuesday, 21 May 2024 and confirmed on Tuesday, 18 June 2024.



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"> (a) At any time during which the matter is being considered or discussed, or (b) At any time during which the Council is voting on any question in relation to the matter.
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**

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).

10 MAYORAL MINUTE(S)**10.1 MAYORAL MEETINGS WITH NSW GOVERNMENT MINISTERS****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:

1. That the information be noted.
2. That Lobbying continue in relation to key issues for the Shire.

REPORT

On 17 May 2024 the NSW Premier, the Hon Chris Minns MP along with a number of Ministers were in Orange, which we were invited to attend to represent the Parkes Shire.

Following this meeting there was a Community Forum which was open to the Public. The Forum was for the local community, residents, businesses, community organisations and stakeholders to attend.

The Mayor, Deputy Mayor and Councillor Keith, met with a range of NSW Ministers to discuss key issues affecting the Parkes Shire.

The Mayor and Deputy Mayor had the following meetings and raised a number of key issues as listed in brief below. Specific requests were made to each Minister to address the key issues.

Meeting	Key Issues raised				
The Hon. Ryan John PARK, MP, Member for Keira, Minister for Health and Minister for Regional Health.	<p>To reiterate the circumstances in Parkes (and referring to the visit with Minister Park's office on 13 March 2024 and to the Mayor's letter sent to Minister Park on 25 March 2024):</p> <ol style="list-style-type: none"> 1. The lack of access to doctors in the region is fast becoming critical. 2. The way we are working, is not working, and new models must be trialled. 3. All tiers of government, industry and universities need to work together. 4. Parkes has a new \$80m state of the art hospital, with modern birthing suites, and twin operating theatres which are grossly underutilised. 5. There are no maternity services for Parkes. 6. Health outcomes for people in our region are in serious decline. 7. Ambulance staff are caught up with patient transfer, reducing their capacity to service local emergencies. 8. Charles Sturt University have a relationship with Parkes Hospital training young doctors. This relationship needs to be fostered. <p>We would seek funding along the following lines:</p> <table border="0"> <tr> <td>Year 1 -</td><td>\$2.5m to accelerate doctor recruitment. Establish and support the expert committee. Develop the new model of care and training. Undertake land acquisition and facility design, commence lead in infrastructure.</td></tr> <tr> <td>Year 2 & 3 -</td><td>\$10m to build a multi-function training and health delivery facility based on expert panel oversight. \$3m to build onsite accommodation for students, doctors and nurses.</td></tr> </table>	Year 1 -	\$2.5m to accelerate doctor recruitment. Establish and support the expert committee. Develop the new model of care and training. Undertake land acquisition and facility design, commence lead in infrastructure.	Year 2 & 3 -	\$10m to build a multi-function training and health delivery facility based on expert panel oversight. \$3m to build onsite accommodation for students, doctors and nurses.
Year 1 -	\$2.5m to accelerate doctor recruitment. Establish and support the expert committee. Develop the new model of care and training. Undertake land acquisition and facility design, commence lead in infrastructure.				
Year 2 & 3 -	\$10m to build a multi-function training and health delivery facility based on expert panel oversight. \$3m to build onsite accommodation for students, doctors and nurses.				

Meeting	Key Issues raised
The Hon. John Graham, MLC, Special Minister of State, Minister for Roads, Minister for the Arts, Minister for Music and the Night-time Economy and Minister for Jobs and Tourism.	<p>To reiterate the circumstances in Parkes:</p> <ol style="list-style-type: none"> 1. The impact of the loss of funding under the Regional Events Acceleration Fund (REAF) through Department of Regional NSW. 2. The ramifications is significant as demonstrated by numerous events across the state being cancelled, and will result in a re-evaluation of Parkes Shire events.

Meeting	Key Issues raised
The Hon. Daniel Mookhey, MLC Treasurer	<p>The suggested approach for Parkes is framed below (and referring to the visit with the Treasurer on 21 March 2024 and to the Mayor's budget submission letter sent to the Treasurer on 22 March 2024):</p> <ol style="list-style-type: none"> 1. Immediate - a dedicated recruitment strategy to attract doctors to the town to ensure Parkes Hospital is functioning optimally, including ED, Maternity and Theatres. Also to meet the primary health needs of the Parkes region. 2. A fundamental new approach is needed as existing approach is failing, where all tiers of government, industry and universities work together. 3. We propose a demonstration project which would involve: <ol style="list-style-type: none"> a. Establish an expert committee, including Western NSW Local Health District, Charles Sturt University, Doctor Practitioners, Nurse practitioners, senior State health bureaucrats and senior Commonwealth health bureaucrats (for example). This could be supported by the Local Member and Parkes Mayor to report back to government. b. There may be an expanded role for Ambulance officers in this new model. c. Implement the Western NSW Local Health District "Parkes Health Precinct Masterplan", including land acquisition (from the Crown). Council is in the process of surveying the land and getting valuation to expedite the acquisition. d. Develop facilities on the new precinct to support the training of student doctors, which may include (but not limited to) a training doctors' surgery close to the hospital, accommodation, and training facilities for new doctors. e. Develop and trial new models of care in consultation and oversight by expert committee. This may include nurse practitioners using virtual Health technology, student doctors oversighted by virtual Health technology, onsite doctors oversighting care etc. f. Use the expert committee and proposed project to fully support the relationship with Charles Sturt University to train student doctors at Parkes. <p>To enable this demonstration project, we would see funding along the following lines:</p>

Meeting	Key Issues raised
	<p>Year 1 - \$2.5m to accelerate doctor recruitment. Establish and support the expert committee. Develop the new model of care and training. Undertake land acquisition and facility design, commence lead in infrastructure.</p> <p>Year 2 & 3 - \$10m to build a multi-function training and health delivery facility based on expert panel oversight.</p> <p>\$3m to build onsite accommodation for students, doctors and nurses.</p>



L to R: Deputy Mayor Marg Applebee, Minister Ryan Park MP and Mayor Neil Westcott



L to R: Mayor Neil Westcott, Deputy Mayor Marg Applebee and Councillor Ken Keith



L to R: Mayor Neil Westcott, Minister John Graham MLC, Deputy Mayor Marg Applebee and Councillor Ken Keith



*L to R: Councillor Ken Keith, Treasurer Daniel Mookhey, Mayor Neil Westcott
and Deputy Mayor Marg Applebee*



Cr Neil Westcott

MAYOR

10.2 PASSING OF LONG SERVING EMPLOYEE MR PETER FRANCIS**IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is contemporary, effective and efficient.**Strategy:** Establish Parkes Shire Council as an employer of choice that recruits, develops, and retains talented staff that reflects our diversity and facilitates a contemporary, diverse workforce with a robust safety culture.**Author:** **Cr Anthony McGrath****Annexures:** **Nil**

MOTION

That Council:

1. Acknowledges the passing of long serving employee Mr Peter Francis.

REPORT

It is with much sadness I advise Council that long serving employee, Mr Peter Francis passed away on 5 June 2024 in a Sydney Hospital.

Peter's career spanned some 32 years as a labourer, truck driver and plant operator, he was a valued member of council's operational team.

I thank Cr Ken Keith for representing Council at his funeral, which was held at the Holy Family Catholic Church from 2pm on Thursday 13 June 2024.

At the funeral Peter's loader was parked in the carpark and a large contingent of his workmates and colleagues gathered in highly visible clothing to form a guard of honour as the hearse left with his coffin for a private cremation.

Our condolences and thoughts are with Pete's family and friends.

10.3 UNVEILING PLAQUE - APOLOGY TO SURVIVORS OF THE STOLEN GENERATION

IP&R Linkage: **Pillar:** Community

Goal: Our community is creative, proud and has a strong sense of belonging.

Strategy: Celebrate the history, heritage and culture of the Wiradjuri people and their connection to country, and provide opportunities for reconciliation, interpretation and understanding.

Author: **Cr Neil Westcott**

Annexures: **Nil**

MOTION

That Council:

1. Receive and note the information provided.

REPORT

In 2022, the Secretary for NSW Health, Susan Pearce, made a formal apology on behalf of the NSW Health system to survivors of the Stolen Generations and acknowledged that many Aboriginal children who were admitted to hospitals never returned to their families and communities.

In 2024, the Western NSW Local Health District will amplify the message of the NSW Health Apology and demonstrate our commitment to reconciliation by unveiling a replica plaque of the formal apology at various facilities across the District.

I attended two unveiling of plaques in Parkes recently one held at Safe Haven, 195-199 Clarinda Street, Parkes and the other one at the Parkes Health Service, 2 Morrissey Way, Parkes.

Safe Haven, Parkes



Unveiling of the Plaque at Safe Haven, Parkes



L to R: Geoff Anderson, Kristen Szulik, Irene Ridgeway, Kylie Browne & Mayor Neil Westcott



L to R: Irene Ridgeway & Mayor Neil Westcott

Parkes Hospital



Plaque at Parkes Hospital detailing the NSW Health apology.



Cr Neil Westcott

MAYOR

10.4 CENTRAL NSW JOINT ORGANISATION BOARD MEETING HELD 23 MAY 2024**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. Central NSW Joint Organisation Board Meeting Report - 23 May 2024** [↓](#)

MOTION

That Council:

1. Note the information provided.
-

REPORT

The most recent meeting of the Central NSW Joint Organisation Board meeting was held in Lithgow on the 23 May 2024.

Board members were welcomed to Lithgow by Cr Maree Statham, Mayor of Lithgow City Council.

The Board welcomed Ms Jenny Aitchison, Minister for Regional Transport and Roads, to the meeting, as well as Ms Zena Bailly, Deputy Chief of Staff and Mr Alistair Lunn, Transport for NSW who accompanied the Minister.

The Board also received advice from the Office of Local Government including a new website to support the upcoming Council elections at www.olg.nsw.gov.au/public/local-government-elections.

See attached the Report from this meeting which outlines the updates from the speakers on the day and also attached are the draft Minutes of the CNSWJO Board meeting held on 23 May 2024.

**Cr Neil Westcott**

MAYOR

**Report from the Mayor/Deputy Mayor/General Manager attending the
Central NSW Joint Organisation Board meeting
23 May 2024 in Lithgow**

Recommendations

That Council note the report from the Mayor/Deputy Mayor/General Manager on the Central NSW Joint Organisation (CNSWJO) Board meeting 23 May 2024 and

1. note that three reports will be provided to Council from CNSWJO, these being on Strategic Planning for Water Utilities, Destination Marketing for Visitation and reducing duplication from Modern Slavery regulation; and
2. noting the next meeting of the CNSWJO will be at Federal Parliament in Canberra, provide advice to CNSWJO on Council priority for advocacy into this meeting.

Please find following advice from the recent meeting of the Central NSW Joint Organisation Board meeting held in Lithgow on the 23 May 2024.

Board members were welcomed to Lithgow by Cr Maree Statham, Mayor of Lithgow City Council.

The Board welcomed Ms Jenny Aitchison, Minister for Regional Transport and Roads, to the meeting, as well as Ms Zena Bailly, Deputy Chief of Staff and Mr Alistair Lunn, Transport for NSW who accompanied the Minister.



Picture 1: The Central NSW JO Board Meeting in progress with Minister Aitchison

The Minister provided an update on the direction of Regional Transport and Roads which is guided by the Strategic Regional Integrated Transport Plans (SRITPs). The SRITPs will be integral to driving future change and direct transport governmental spending and consultation regarding them will occur in the second half of this calendar year.

The Minister offered members the opportunity to ask questions both within the meeting and on a one-on-one basis. Of note from her presentation is a new corridor strategy for the Great Western Highway over the Blue Mountains being funded by the Australian Government and delivered by the NSW Government. CNSWJO will provide follow-up.

The Board also received advice from Katrina Annis-Brown from the Office of Local Government including a new website to support the upcoming Council elections at [Local Government Elections - Office of Local Government NSW](#)

Finally, Ms Gerry Collins from what is currently the Department of Regional NSW provided an update regarding changes that will come into effect from 1 July 2024 including a name change to the Department of Primary Industries and Regional Development. Members raised concerns that the funding for councils in regional NSW has dropped dramatically including recurrent programs like Resources for Regions and funding through Destination NSW for events. This is having a significant budgetary impact on some members of the Joint Organisation.

The next meeting of CNSWJO will be followed by a day of engagement with federal representatives hosted by the Hon Kristy McBain, Minister for Regional Development, Local Government and Territories. Council is encouraged to provide advice on matters it would like to raise with federal representatives.



Picture 2: Members at the CNSWJO Meeting

Adoption of the Statement of Budget and Revenue

CNSWJO adopted its Statement of Budget and Revenue (the Statement) having put it on exhibition for 30 days. The budget includes a 3% increase in fees, below that of the IPART rate pegged rise for Councils of 4.5% - 5.5%. The Statement is available on the CNSWJO at [Statement-of-Budget-and-Revenue-2024-2025-Endorsed.pdf](#).

Submissions

The following submissions have been lodged since the last Board meeting. All have been at the request of members and/or as part of supporting the advocacy policy of the Board. All Submissions can be viewed on the website [Submissions - Central Joint Organisation \(nsw.gov.au\)](#)

- [Feedback on Draft TOR for Review of NSW Councils Financial Model](#)
- [Submission – Inquiry into Local Government to Funds Infrastructure and Services](#)
- [IPART Dam Safety NSW Levy](#)
- [Feedback on Cemeteries and Crematoria NSW Internment Services Levy](#)
- [MDB Plan V2 and buy-backs-Draft Restoring our Rivers Framework](#)
- [Alternate funding models –NSW Productivity Commission](#)

There are both state and federal inquiries regarding government financial sustainability underway. The CNSWJO submissions provide advice on both cost shifting and the extent to which poor state and federal processes, be they strategic, regulatory or funding frameworks; ultimately expend council resources in inefficient and costly ways. In the case of NSW Government Department strategy, CNSWJO has found that the development of state strategies for the region can take years, includes poorly designed consultation with local government. These processes may or may not lead to an output let alone an outcome, rarely if ever are implemented and have poor if any accountability- certainly not in place in our region.

Current examples are the more than five years of inputting into draft regional transport plans which are then dumped or five years on regional water strategies. The Transport Plan had several repetitive

approaches as staff turned over/Machinery of Government changes occurred at Transport for NSW (TfNSW).

In its first iteration, the transport plan for the region undertook substantial cross agency engagement which had senior bureaucrats from agencies across the region working with senior TfNSW bureaucrats in a two day "Benefits Realisation" workshop. See at Picture 3 the output of this work. This approach to the transport plan was superseded by iteration two and this work was lost. The region is about to embark on iteration three as iteration two was axed with the change of government.

Where there are innumerable examples of cost shifting, a recent example is Modern Slavery Legislation. This has also had extensive resourcing impacts on local government and industry. Please find a Case Study on the next page. CNSWJO is undertaking this work collaboratively to try and reduce duplication both for suppliers and councils and as advised below will be receiving a more in-depth report.

Welcoming New Councillors to the Region

With support from two first term Councillors from Blayney Shire, Crs Pryse Jones and Gosewisch, a report was received on welcoming new Councillors to the region.

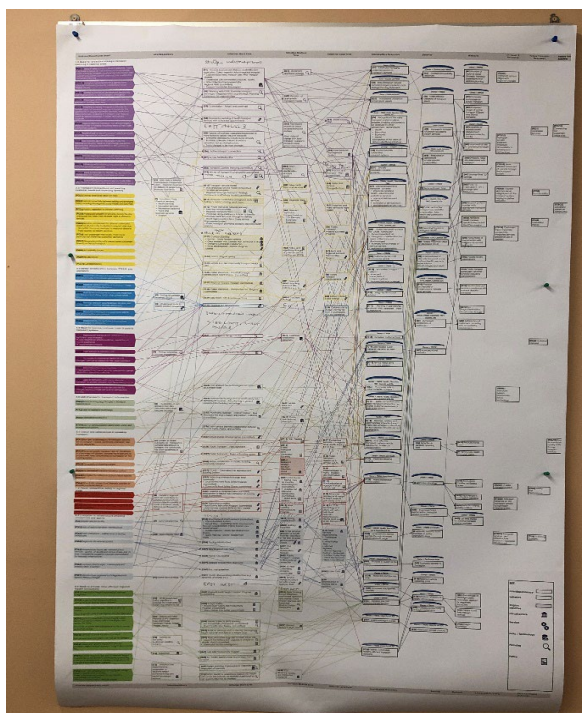
The Board resolved to hold a workshop in the fourth quarter of this year that;

- introduces new Councillors to the Joint Organisation providing advice on the value proposition;
- provides a deeper dive into one or two areas that incoming Councillors would benefit from for example Code of Conduct and Code of Meeting Practice; and
- seeks advice on other support incoming Councillors might like including an informal network.

Proforma reports coming to Council

Council will be receiving three reports in the near future from the Joint Organisation (JO).

This first is on the current status of tourism services delivered by the JO and their value. Where CNSWJO was successful in advocating for a Destination Network for this region, this entity is not allowed to undertake marketing. It is important that Council understands where its funding for destination marketing though the JO is going and the value it is accruing as well as the changing service levels for the visitor economy from regional peak organisations.



Picture 3: Table cloth sized output of a 2 day workshop of key senior staff in TfNSW and other agencies. The font is 9pt. This approach was ultimately superseded. The work was lost.

The second will be on the transition Local Water Utility Strategic Planning into Integrated Planning and Reporting was initiated following recommendations from various pilot studies conducted by the CNSWJO and the Department of Climate Change, Environment, Energy and Water (DCCEEW) through the Town Water Risk Reduction Program (TWRRP)- phase one. Further exploration of this process was recommended by the independent evaluation of the TWRRP but not picked up by DCCEEW in round two of the TWRRP. What was picked up was a recommendation to further explore legislative gaps by the DCCEEW in regulating local water utilities (LWU). The risk here is that the DCCEEW develop a duplicative and resource and cost intensive regulatory framework for LWU strategic planning where council's already have an existing framework- IP&R regulated by the Office of Local Government.

The opportunity is for the CNSWJO Water Utilities Alliance and other councils to demonstrate that this integration of strategic planning is a solution to challenges that the state agency is having in managing their own approvals through their Regulatory and Assurance Framework for LWU introduced on 1 July 2022. CNSWJO has developed a toolkit for members with funding from the Office of Local Government and this will be an attachment to the proforma report.

A previous Auditor General's Report was scathing about NSW Government support for water utilities [Support for regional town water infrastructure | Audit Office of New South Wales \(nsw.gov.au\)](#) and its management of its regulatory framework. There is a significant risk that the previous poor practice of this agency will resurface. This includes being unable to resource its regulatory role and will ultimately lead to greater workloads for Councils, poor funding outcomes and a repeat of the advice from the Auditor General. Resolve from Council supporting the use of IP&R enabled by the toolkit developed by CNSWJO will be sought in the report coming to Council.

The third report will be provided on Modern Slavery. Goal posts continue to change for Council as it seeks to navigate the ongoing guidance and regulation. General Managers of the region expressed concern at the challenges as identified in the Case Study above and are seeking to minimise duplication between the regional effort and what Council is doing locally.

Case Study – Modern Slavery Legislation – how an under resourced State entity drives costs up for Local Government and their suppliers

Everyone supports the idea of fighting modern slavery through better supply chains. How should this be implemented?

As it stands, councils must manage the modern slavery risks of their supply chains including international businesses. Every council, every supply chain. Councils must report their compliance in a Formal Annual Report to the Auditor General, annually online with the Anti-Slavery Commission and as from 1 July, 2024 Online Reporting to the Anti-Slavery Commission for all contracts arising from any high risk procurement with a value of \$150K within 45 days from the date of contract.

Suppliers deemed high risk must be surveyed. Surveys alone are not enough, councils must also demonstrate due diligence and show what they are doing to reduce the risks including following up non respondents and offering them support in lowering their risks. All suppliers must be informed of their ratings. The total list of suppliers for Bathurst Regional Council is approximately 4,000, with over 100 currently rated as high risk. The estimate for the CNSWJO region's members is 14,600, with a lot of overlap.

Meanwhile the advice on the Federal Attorney General's website is that though they have a Register for Modern Slavery they do not check the veracity of the advice therein. Checking become councils' job. The Commissioner suggests that this could include contacting business directly – hopefully councils have staff fluent in the languages of those countries viewed as high risk.

To be compliant there are 14 questions on Modern Slavery in every procurement activity the CNSWJO undertakes. Every supplier responding to Requests for Quotation and Tender must respond to these questions. The Commissioner's guidance is suggesting these questions should be weighted between 5-10%. This competes with other criteria like safety, capability, quality, environmental, pricing and supporting local providers.

CNSWJO is undertaking this work collaboratively to try and reduce duplication both for suppliers and councils and can report that suppliers are furious.

Case Study: Modern Slavery Legislation

Water

The water report provided an update on progress on three operational and strategic projects under Priority Six: Regional Water Security and Productive Water as identified in the Water Utilities Alliance Strategic Plan:

- Regional Water Loss Management Centres Project;
- Transitioning Local Water Utility Strategic Planning into Integrated Planning and Reporting; and
- Regional Asset Management Assessments.

It sought Board endorsement of the Toolkit with support funding from the Office of Local Government designed to assist councils to transition local water utility strategic planning into the Integrated Planning and Reporting framework. Support to formally present the Toolkit to the Department of Climate Change, Energy, the Environment-Water and to approach the NSW Water Directorate to set up a practitioner group of interested councils from across the state to raise the profile of using the existing Integrated Planning and Reporting framework for local water utility strategic planning is also sought.

Advice was provided on work under the Water Loss Management project funded by the NSW Government to provide a framework for the economic analysis of the value of water conservation for the inland regional NSW context. This is critically important work as the value of urban water has been broadly overlooked in the prioritisation process for Regional Water Strategies as they make the assumption that no community will run out of water and so the benefit of avoiding the costs of running out of water have not been included.

Planning continues with Charles Sturt University for a Productive Water Policy Lab this year. All Councilors should have received a place holder for 30/31 July in their calendars. The Board resolved to ask Phil Donato, Member for Orange, to organise a round table with state and federal representation to progress advocacy on water for the region.

Disaster Risk Reduction Program

Disaster has varying priority across the region where with climate change there will be more severe storms and longer hotter droughts. Flooding and bushfire have been identified as the two significant disaster challenges for the communities of Central NSW. For some members of CNSWJO the impacts of disasters have been top of mind. For all councils the funding framework for disasters and the challenges of inundated road networks is ongoing.

Using the advocacy strength of eight JOs working together, CNSWJO is seeking to derive systemic change and local outcomes through its collaborative approach to the Disaster Risk Reduction Fund. The Disaster Risk Reduction Fund (DRRF) is jointly funded by the Australian and New South Wales governments. Round One project is near completions and has;

- provided Councils with a needs analysis on disaster risk reduction;
- provided advice to the JO on how Councils can be supported with gaps and optimisation going forward;
- delivered workshops across the region simulating disasters;
- developed a toolkit for embedment in IP&R that recognises that Councils have variable priority for disaster risk preparedness based on their risks; and
- built a network across regional NSW including with State agencies that is seeking to

- have one source of truth for spatial data owned and administered by the NSW Government through Spatial NSW;
- improve outcomes for councils in the funding frameworks;
- systemize response and recovery to offer communities and Council greater certainty during disaster.

Participants in workshops creating the Disaster Risk Reduction IP&R framework identified the necessity of a Regional IP&R Group. This group intends to convene quarterly, comprising council staff and other stakeholders to provide guidance, share information, and oversee the integration of various programs. Its role is to foster collaboration between councils and the state government, aligning with ISO 55000 asset management standards. The Board agreed to establish this group.

A funding application for Round 2 has been lodged to continue this program.

Energy

There is a substantial amount of activity being undertaken to address the energy priority of the CNSWJO. Current work includes;

- delivering the cross Joint Organisation Net Zero Accelerator (JONZA) program, funded by the NSW DCCEE's Sustainable Councils program to deliver net zero outcomes to member councils;
- leading the Southern Lights program [Southern Lights - Central Joint Organisation \(nsw.gov.au\)](https://www.nsw.gov.au/southern-lights) where the most recent work has been participating in the Australian Energy Regulator program negotiating better pricing for Councils for street lighting; and
- progressing the implementation Business Case for the Nexus Between Energy Security and Emissions, funded under the Regional NSW Business Case and Strategy Development Fund.

Councils have provided advice that they are interested in doing more about waste emissions. The JO is investigating opportunities here where there is no navigable pathway obvious at present.

Meanwhile, the work across the region in EV and low emission fleet has seen growing interest from member Councils. The very successful EV showcase coordinate by the JO in Parkes in October 2023 will be repeated next calendar year – even bigger and better where there has been an offer to bring low emission buses to the region. All Councillors will be welcomed and an invitation will be provided in due course.



Picture 4: Electric truck at Parkes



Picture 5: Electric cars at Parkes

With the change of government and the changes to Regional NSW including funding streams, a rethink of the implementation Business Case for the Nexus Between Energy Security and Emission is needed including buy-in from Essential Energy and NSW Government agencies. CNSWJO staff have begun this work and advice will be provided in due course.

Advice from members

There is an opportunity for members to provide advice on matters of regional interest. Council is welcome to formally raise matters with the JO at any time including seeking grant funding and submission support.

Matters raised by members at the meeting were:

- Oberon – Forestry Corporation has announced the proponents for the wind towers to be built in region;
- Blayney – Western Regional Academy of Sport is amalgamating back of house administration with other academies. An update will be provided to members in due course; and
- Lithgow – the price of fuel – advice will be provided in the next Transport Report to the Board.

Value to Council

80% of CNSWJO resources are dedicated to providing its operational support program. This program delivers a return on investments of 9.4:1 for every dollar Council spends on its membership fees. This value is made up of grant income, monies saved through the CNSWJO procurement program and public relations value from its tourism marketing.

The work the region does in writing submissions, media, supporting projects and project teams, developing collateral and providing opportunities for members in various forums to represent their views is not included in the above figure of 9.4:1 ROI. However, this value is reported quarterly to the Board. Please go to the CNSWJO website to review past Board agendas at <https://www.centraljo.nsw.gov.au/business-papers-agendas/> or to review last year's Annual Statement please go to [2023 STATEMENT \(nsw.gov.au\)](#)

Grant funded projects for the 2022/2023 year were:

- The Joint Organisation Net Zero Acceleration Program;
- Disaster Risk Reduction Fund program;
- Bridge Assessments;
- Come Out We're Open flood recovery program
- A Business Case for Priority Investment in the Nexus between Net Zero and Energy Security;
- A Regional Centre of Excellence in Water Loss Management;
- Transitioning Integrated Water Cycle Management Plans to Integrated Planning and Reporting;
- and
- A Spare Capacity in Housing Project.

Most of these are being finalised this year or are ongoing. Further applications have been made for programs under the auspices of the Board – please request advice on their status.

This value is delivered primarily by the various operational teams across the region including the CNSWJO;

- General Managers' Advisory Committee
- Water Utilities' Alliance
- Transport Technical Committee
- Tourism Managers Group
- Planners' Group
- Human Resources Managers Group
- WHS/Risk Management Group
- Training, Learning and Development Group
- Net Zero Group
- Regional IT Group
- Building Surveyors Skills Shortages Working Group
- Disaster Risk Reduction Steering Committee
- Fleet Managers Group (new!)
- Integrated Planning and Reporting Group (new!)

Conclusion

The CNSWJO continues to deliver very good value to Council. Please contact the Executive Officer, Ms Jenny Bennett for more information.

Attachment

Draft Minutes of the CNSWJO Board meeting 23 May 2024

Draft Minutes of the Board meeting 23 May 2024 held in Lithgow

In Attendance*

Cr J Jennings	Bathurst Regional Council	Cr P Phillips	Lachlan Shire Council
Cr S Ferguson	Blayney Shire Council	Cr M Statham	Lithgow City Council
Cr K Beatty	Cabonne Council	Cr M Kellam	Oberon Council
Cr R Fagan	Cowra Shire Council	Cr J Hamling	Orange City Council
Cr C Roylance	Forbes Shire Council Deputy Mayor	Cr P Best	Weddin Shire Council Deputy Mayor

Associate Member delegates and others attending

Mr N Southorn	Bathurst Regional Council	Cr A McKibbin	UMCC
Mr M Dicker	Blayney Shire Council	Ms C Weston	RDACW
Mr B Byrnes	Cabonne Council	Ms K Annis-Brown	OLG
Mr P Devery	Cowra Shire Council	Ms G Collins	Regional NSW
Mr S Loane OAM	Forbes Shire Council	Ms J Bennett	CNSWJO
Mr G Tory	Lachlan Shire Council	Ms M Macpherson	CNSWJO
Mr R Gurney	Lithgow City Council	Ms K Barker	CNSWJO
Mr G Wallace	Oberon Council	Ms J Parish	CNSWJO
Mr D Waddell	Orange City Council	Ms E Grimm	CNSWJO
Mr K Boyd PSM	Parkes Shire Council	The Hon Jenny Aitchison MP	Minister for Regional Transport and Roads
Ms N Vu	Weddin Shire Council	Ms Zena Bailly	Deputy Chief of Staff
Cr A Rawson	Central Tablelands Water	Mr Alistair Lunn	Transport for NSW
Mr G Rhodes	Central Tablelands Water		

Weston*Voting members in **bold**

Meeting opened at 10.05am by Chair Cr Kevin Beatty

- The Chair welcomed the Board to the meeting and the Mayor of the City of Lithgow, Cr Maree Statham, welcomed attendees to Lithgow.**
- Acknowledgement of Country**
- Apologies, applications for a leave of absence by Joint Voting representatives**
Cr C Bembrick, Cr P Miller OAM, Cr N Westcott, Mr D Sherley, Mr P Donato MP

Resolved	Cr J Hamling / Cr M Kellam
That the apologies for the Central NSW Joint Organisation Board meeting 23 May 2024 listed above be accepted.	

4. Conflicts of Interest

Resolved	Cr R Fagan / Cr M Kellam
Nil declared	

5. Minutes

5a Noting of the Minutes of the CNSWJO GMAC Meeting held 2 May in Oberon

Resolved	Cr M Statham / Cr R Fagan
That the Minutes of the CNSWJO GMAC Meeting held 2 May 2024 in Oberon were noted.	

5b Confirmation of the Minutes of the CNSWJO Board Meeting 29 February in Condobolin

Resolved	Cr J Hamling / Cr R Fagan
That the Minutes of the CNSWJO Board Meeting held 29 February in Condobolin were accepted.	

6. Business Arising from the Minutes - Matters in Progress

Resolved	Cr M Kellam / Cr P Best
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.	

7. Reports on Statement of Regional Strategic Priority 2022-2025
Priority One: Leveraging our successful collaboration
7a Financial Report

Resolved	Cr J Hamling / Cr M Statham
That the Board note the Financial Report.	

7b Budget and Statement of Revenue Policy 2024-2025

Resolved	Cr P Best / Cr P Phillips
That the Board adopt the Budget and Statement of Revenue Policy 2024-2025.	

7c Advocacy Report

Resolved	Cr J Hamling / Cr R Fagan
<p>That the Board note the Advocacy Update and endorse</p> <ol style="list-style-type: none"> 1. the changes to key messaging for water advocacy; 2. quarterly media be issued regarding Council financial sustainability; and 3. the following submissions be endorsed; <ol style="list-style-type: none"> a. Feedback on Draft TOR for Review of NSW Councils Financial Model b. Submission – Inquiry into Local Government to Funds Infrastructure and Services c. IPART Dam Safety NSW Levy d. Feedback on Cemeteries and Crematoria NSW Internment Services Levy e. MDB Plan V2 and buy-backs-Draft Restoring our Rivers Framework f. Alternate funding models –NSW Productivity Commission 4. seek membership from the Board for a subcommittee to provide oversight of the review of the Statement of Strategic Regional Priority; and 5. receive updated advice from staff on advocacy messaging to make critical town water the number one priority of the Water Advocacy Plan. 	

7d Regional Procurement and Contracts

Resolved	Cr M Kellam / Cr P Best
That the Board note the Regional Procurement and Contracts Report and approve the updates to the procurement plan.	

7e Welcoming New Councillors to the Region

Resolved	Cr J Hamling / Cr M Kellam
<p>That the CNSWJO Board note the Welcoming New Councillors to the Region report and;</p> <ol style="list-style-type: none"> 1. hold a workshop in the fourth quarter of this calendar year for new Councillors that: <ol style="list-style-type: none"> a. introduces new Councillors to the Joint Organisation providing advice on the value proposition; 	

- | |
|--|
| <ul style="list-style-type: none"> b. provides a deeper dive into one or two areas that incoming Councillors would benefit from for example Code of Conduct and Code of Meeting Practice; and c. seeks advice on other support incoming Councillors might like including an informal network; and <ul style="list-style-type: none"> 2. note that CNSWJO provides incoming Council sessions tailored to Councils' needs; 3. progress the above initiative under the auspices of the Opt in Subcommittee Mayors and interested General Managers; and 4. thank Crs Pryse Jones and Gosewisch for their advice and support of this work to date. |
|--|

10:25 The Minister for Regional Transport and Roads, The Hon Jenny Aitchison MP

Ms Zena Bailly, Deputy Chief of Staff and Mr Alistair Lunn, Transport for NSW accompanied the Minister. The Minister provided an update on the direction of Regional Transport and Roads which is guided by the Strategic Regional Integrated Transport Plans (SRITPs). The Minister emphasised that she needs to hear about any roads and transport issues so they can be identified and assessed. The SRITPs will be integral to driving future change and direct transport governmental spending. The Minister offered members the opportunity to ask questions both within the meeting and on a one-on-one basis.

11:40 The Minister left the meeting to speak to individual Council representatives.

7f Disaster Risk Reduction Fund Program Report

Resolved	Cr F Fagan / Cr P Best
That the Board note the Disaster Risk Reduction Fund report and;	
1. endorse the GHD Regional Opportunities and Joint Organisation Opportunities reports;	
2. endorse the Disaster Risk Reduction Fund Integrated Planning & Reporting (IP&R) Framework, including supporting tools and templates; and	
3. endorse the draft Terms of Reference for a Regional IP&R Group.	

7g Requirement of CNSWJO to have an Audit Risk and Improvement Regulations

Resolved	Cr J Hamling / Cr P Best
That the Board note the report on the Requirement for CNSWJO to have an Audit Risk and Improvement Committee (ARIC) and	
1. await formal advice from the Office of Local Government on Regulatory and Legislative change for a fit for purpose Audit Risk and Improvement Framework for Joint Organisations;	
2. provide in principle support for a cross Joint Organisation risk management and improvement framework;	
3. receive a report on CNSWJO risk management that considers its alignment with regulation; and	
4. continue to seek exemption until the mooted legislative changes are finalised.	

Priority Five: Regional Transport Planning and Infrastructure Prioritisation

7h Transport

Resolved	Cr M Kellam / Cr S Ferguson
That the Board note the transport report and endorses the Central NSW Joint Organisation Implications of Severe Weather Events on the Local and Regional Road Network ('Fix Me') report.	

Priority Six: Regional Water Security and Productive Water

7i Regional Water Report

Resolved	Cr J Hamling / Cr K Kellam
That the Board note the Regional Water Report and:	

1. correspondence be sent to the Department of Climate Change Energy and the Environment - Water thanking them for supporting the work by Frontier Economics on the economic analysis of the value of water conservation;
2. endorse the Toolkit to assist councils to transition local water utility strategic planning into the Integrated Planning and Reporting framework noting that it will be iterative;
3. correspondence be sent under the hand of the Chair to Jane Shepherd, Director Local Water Utilities presenting the Toolkit to transition local water utility strategic planning into the Integrated Planning and Reporting framework and thanking her for enabling the engagement of their staff in its design;
4. correspondence be sent under the hand of the Chair to the Executive Officer of the NSW Water Directorate formally requesting facilitation of a practitioner's group of councils from across the state interested in transitioning their local water utility strategic planning into the Integrated Planning and Reporting framework using the Central NSW Joint Organisation Toolkit;
5. members receive a proforma report endorsing the Integrated Planning and Reporting framework as the regulatory mechanism for water strategy; and
6. seek to have the Town Water Commissioner reinstated.

7j Charles Sturt University Policy Lab on Productive Water Report

Resolved	Cr R Fagan / Cr M Kellam
That the Board note the Charles Sturt University Policy Lab on Productive Water Report and;	
<ol style="list-style-type: none"> 1. encourage Councillors to attend the Charles Sturt University Policy Lab on productive water; and 2. correspondence be sent to Charles Sturt University thanking them for their work on the Policy Lab. 	

Priority Seven: Transition to a sustainable, secure and affordable energy future

7k Energy Program Report

Resolved	Cr M Kellam / Cr R Fagan
That the Board note the Energy Program Report and	
<ol style="list-style-type: none"> 1. endorse the activities included in the JONZA Round 2 application to the NSW Dept of Climate Change, Energy, the Environment and Water's (DCCEEW) Sustainable Councils Program; 2. note the regional application for pools to the Community Energy Upgrades Fund will be delayed until Round 2 to allow more detailed analysis and other funding sources to be identified to assist with co-contribution; 3. endorse the final reports for the additional 1, 2 and 3 workstream reports for the Business Case on the Nexus Between Energy Security and Emissions Reduction; and 4. receive a briefing note in due course regarding the impact on councils as a result of the AER's final decision in relation to public lighting through the 2024-2029 Pricing Determination. 	

8. Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025

Resolved	Cr P Phillips / Cr R Fagan
That the Board note the Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025 and;	
<ol style="list-style-type: none"> 1. lodge a Final Report to the Office of Local Government for the second round of funding of 150K to support the inception of Joint Organisations under the hand of the Chair; 2. note the advice on the value of tourism provided below and request that the Mayoral Board Report include detailed advice on the value of tourism to member councils; 3. note Chairing and administration of the CNSWJO Tourism meetings is to be updated; 4. seek advice from Destination NSW regarding funding; and 	

5. the value of events.

12:00 noon: Gifts presented to Mr Gavin Rhodes and Mr Craig Butler for their service to the region as they are leaving their roles. This gift for Mr Butler was accepted by Cr M Statham in his absence.

9. Joint Organisation Transition Report

Resolved	Cr J Hamling / Cr M Kellam
That a meeting be held to manage staff transition as soon as possible.	

10. Regional NSW Update – Ms Gerry Collins

11. Office of Local Government Update – Ms Katrina Annis-Brown

12. Late Reports - Nil

13. Matters raised by Members

- Oberon – Forestry Corporation has announced the proponents for the wind towers to be built in region.
- Blayney – Western Regional Academy of Sport is amalgamating back of house administration with other academies. An update will be provided to members in due course.
- Lithgow – the price of fuel – advice will be provided in the next transport report to the Board.
- The Chair of RDA Central West advised that a report will be provided from RDACW to the next meeting.

14. Speakers to next meeting – UGL, Destination NSW

15. Next meetings

Board:

- 21 August in the afternoon in Canberra, location TBC.
22 August – Federal Parliament
- 27 November in the afternoon in Sydney, location TBC
28 November – State Parliament

GMAC:

- 25 July 2024 – Parkes

Meeting closed: 12:40

Page 5 is the last page of the Central NSW Joint Organisation Board meeting 23 May 2024 held in Lithgow

10.5 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 18 May 2024 through to 13 June 2024.

REPORT

Table 1: lists the Meetings, functions and events attended by the Mayor and Councillors during the period 18 May 2024 through to 14 June 2024:

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

Date	Function
Tuesday 21 May 2024	Inland Rail Supplier Capability Development Conference Mayor NC Westcott
Tuesday 21 May 2024	Ordinary Council Meeting Council Chambers Parkes Shire Administration centre All Councillors and Executive Staff Apologies: Councillors WP Jayet & LA O'Leary
Tuesday 21 May 2024	Citizenship Ceremony - 2 Conferees All Councillors and Executive Staff
Wednesday 22 May 2024	National Simultaneous Storytime Parkes Shire Library All Councillors invited Deputy Mayor ME Applebee and Councillor KJ Keith Apologies: Mayor NC Westcott, Cr's WP Jayet, LA O'Leary and JP Cass
Wednesday 22 May 2024	Central West Flood Recovery - Community Leaders Forum, Orange Mayor NC Westcott & General Manager Kent Boyd
Thursday 23 May 2024	CNSWJO Board Meeting General Manager Kent Boyd

Thursday 23 May 2024	Trundle Community Consultative Committee meeting Deputy Mayor ME Applebee
Friday 24 May 2024	Palliative Care Expo Deputy Mayor ME Applebee
Friday 24 May 2024	Inspection / pre-opening of Splash Park at Kelly Reserve Mayor NC Westcott, Deputy Mayor ME Applebee, Cr G Pratt, Kent Boyd, Anthony McGrath and Logan Hignett Apologies: Cr's KJ Keith, LA O'Leary, JP Cass, WP Jayet, DR Weber & K McGrath
Saturday 25 May 2024	Riverina & Country NSW Combined Band Mayor NC Westcott
Sunday 26 May 2024	Paul Murray Live in Parkes Mayor NC Westcott
Monday 27 May 2024	Peak Hill Community Consultative Committee meeting Anthony McGrath Director Customer, Corporate Services and Economy and Brendan Hayes Director Planning and Community Services Apologies: Councillor LA O'Leary
Tuesday 28 May 2024	Public Hearing Inquiry into the delivery of specific health services and specialist care in remote, rural and regional NSW held in Orange Mayor NC Westcott and Councillor KJ Keith
Thursday 30 May 2024	Safe Haven: Unveiling Plaque - Apology to survivors of the Stolen Generation Mayor NC Westcott
Thursday 30 May 2024	Currajong Disability Services - Biggest Morning Tea Mayor NC Westcott and Councillor KJ Keith Apologies: Deputy Mayor ME Applebee, Councillors WP Jayet, LA O'Leary and JP Cass
Thursday 30 May 2024	Renewable Energy Transition Meeting with Leaders Mayor NC Westcott
Saturday 1 June 2024	Opening of Waste 2 Art Competition Mayor NC Westcott
Saturday 1 June 2024	50 years Celebration of Arts out West Mayor NC Westcott
Monday 3 June 2024	2024 Local Road Congress, Parliament House, Sydney Councillor KJ Keith and Marisa Malherbe

Tuesday 4 June 2024	Business & Investment Advisory Committee Meeting Mayor NC Westcott, JP Cass, GS Wilson & DR Weber Apology: Councillor WP Jayet
Tuesday 4 June 2024	Destination & Major Events Advisory Committee Meeting Mayor NC Westcott, Cr JP Cass, KJ Keith Apology: Deputy Mayor ME Applebee and Councillor WP Jayet
Wednesday 5 June 2024	Parkes Health Service: Unveiling Plaque - Apology to survivors of the Stolen Generation Mayor NC Westcott Apologies: Deputy Mayor ME Applebee & General Manager Kent Boyd
Wednesday 5 June 2024	Extraordinary CNSWJO Board Meeting Mayor NC Westcott & General Manager Kent Boyd
Thursday 6 June 2024	Western NSW Training Awards Mayor NC Westcott - as an Elvis MC for the event
Friday 7 June 2024	Peak Hill 51st Annual Arts & Craft Mayor NC Westcott
Saturday 8 June 2024	Parkes Picnic Races Mayor NC Westcott
Wednesday 12 June 2024	Tullamore Community Consultative Committee meeting Councillor GW Pratt
Thursday 13 June 2024	Rural Roads Advisory Committee Meeting Mayor NC Westcott and Councillor DR Weber Apology: Councillor LA O'Leary

Riverina & Country NSW Combined Band Concert on 25 May 2024 attended by Mayor Neil Westcott and Mrs Alison Westcott



Riverina & Country NSW Combined Band



Paul Murray Live in Parkes attended by Mayor Neil Westcott on 26 May 2024



Currajong Biggest Morning Tea in Parkes on 30 May 2024
Attended by Mayor Neil Westcott and Councillor Ken Keith



L to R: Mayor Neil Westcott & Jeff Evans

Rhyse



L to R: Micheal Anderson, Doug Pout, Taylor Draper, Rhyse, Geoff Anderson, Cpt Craig Gibson, Zach Gibson and Jack Westcott

***Arts out west 50 Year Celebration in Forbes on 1 June 2024
attended by Mayor NC Westcott and Mrs Alison Westcott***



***Western NSW Training Awards Presentation on 6 June 2024
attended by Mayor NC Westcott as the Elvis Emcee***




***Peak Hill 51st Annual Arts & Craft Exhibition on 7 June 2024
attended by Mayor NC Westcott and Mrs Alison Westcott***



***Parkes Picnic Races on 8 June 2024
attended by Mayor NC Westcott***




Cr Neil Westcott
MAYOR

10.6 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 13 June 2024 through to 18 July 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 13 June 2024 through to 18 July 2024:

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

Date	Function
Saturday 15 June 2024	Getting Women Elected Forum - targeting prospective female candidates for this year's Council election All Councillors and the general public
Tuesday 18 June 2024	Ordinary Council Meeting Council Chambers Parkes Shire Administration centre All Councillors and Executive Staff
Thursday 20 June 2024	Floodplain Risk Management Committee Meeting Deputy Mayor ME Applebee and Councillor GW Pratt
Monday 24 June 2024	Sunrise Energy Metals Community Consultative Committee Meeting Cr's KJ Keith & WP Jayet
Monday 24 June 2024	Peak Hill Community Consultative Committee Meeting (including the Community Engagement Session) All Councillors, Executive staff and General Public
Wednesday 26 June 2024	Central NSWJO Disaster Risk Reduction Fund Project Showcase Mayor NC Westcott & General Manager Kent Boyd

Wednesday 26 June 2024	Local Candidate Information Session All Councillors, Executive Staff and General Public
Thursday 27 June 2024	Renewable Energy Transition Meeting with Leaders Mayor NC Westcott
Thursday 27 June 2024	Trundle Community Consultative Committee Meeting (including the Community Engagement Session) All Councillors, Executive staff and General Public
Friday 28 June 2024	Central NSW Joint Organisation - Advocacy Subcommittee Mayor NC Westcott
Monday 1 July 2024	Parkes Shire Australia Day AGM Mayor NC Westcott, Deputy Mayor ME Applebee, Councillors KJ Keith & LA O'Leary
Tuesday 2 July 2024	National Convention Centre (NGA) Conference in Canberra Deputy Mayor ME Applebee & Councillor WP Jayet
Wednesday 3 July 2024	NGA Conference & Dinner in Canberra Deputy Mayor ME Applebee & Councillor WP Jayet
Wednesday 3 July 2024	CNSWJO Meeting of Water Security and Productive Water Portfolio Mayors & GMs General Manager Kent Boyd Apology: Mayor NC Westcott
Thursday 4 July 2024	NGA Conference in Canberra Deputy Mayor ME Applebee & Councillor WP Jayet
Thursday 4 July 2024	Bishop's 10 year Celebration Mass & Dinner in Forbes Councillor LA O'Leary
Friday 5 July 2024	Australian Council of Local Government (ACLG) Forum in Canberra Deputy Mayor ME Applebee
Friday 5 July 2024	Parkes High School Recognition Assembly Councillor JP Cass
Tuesday 9 July 2024	Community, Access & Liveability Advisory Committee Meeting Mayor NC Westcott, Deputy Mayor ME Applebee, Cr's G Pratt, LA O'Leary, KJ Keith & WP Jayet
Tuesday 9 July 2024	Councillor Workshop All Councillors and Executive Staff
Wednesday 10 July 2024	Central West Flood Recovery - Community Leaders Forum Mayor NC Westcott & General Manager Kent Boyd
Wednesday 10 July 2024	Tullamore Community Consultative Committee meeting (including the Community Engagement Session) All Councillors, Executive staff and General Public

Tuesday 16 July 2024	Western Regional Planning Panel Determination Deputy Mayor ME Applebee and Councillor KJ Keith
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Cr Neil Westcott

MAYOR

11 COUNCILLOR REPORT(S)**11.1 COUNTRY MAYORS ASSOCIATION 10 MAY 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:** **Ken Keith OAM, Councillor****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **A. CMA Communique - General Meeting - 10 May 2024** [↓](#)

RECOMMENDATION

That:

1. Note the information in the report.

The Country Mayors Association of NSW held their General Meeting in the York Club, Sydney on Friday, 10 May 2024. It was their biggest ever attendance with 142 representatives of Country NSW and associated organisations coming together to focus on the financial sustainability theme. The theme was timely with State and Federal inquiries on the issue currently underway.

See attached the Communique from the General Meeting held on 10 May 2024 that I attended.

Ken Keith

COUNCILLOR



THE COUNTRY MAYORS ASSOCIATION OF NSW INC

"What we want is nothing more than equity"

COMMUNIQUE

Country Mayors Association of NSW – General Meeting 10 May 2024

The Country Mayors Association of NSW held our General Meeting in the York Club, Sydney on Friday 10 May 2024. We had our biggest even attendance, with 142 representatives of Country NSW Councils and associated organisations coming together to focus on the Financial Sustainability theme. The theme was timely, with State and Federal Inquiries on the issue currently underway.

A CMA organised dinner at the York Club on the evening of Thursday 9 May was attended by nearly 50 members and was a much appreciated, good value networking event.

First to speak to our members at the meeting was Minister for Regional Transport and Roads and Member for Maitland, the Hon. Jenny Aitchison. Roads are among the biggest expenses for Country Councils and as such they are linked to the issue of financial sustainability (and vice-versa). So, the genuine commitment from the Minister to engage and work with Country NSW Councils was well received.

Minister Aitchison thanked the CMA for our work with our disaster recovery funding survey, which detailed how close to two-thirds of claims from 42 CMA members over the past three to four years are still in the pipeline, amounting to well over \$1 billion. The Minister acknowledged the backlog and updated that more resources will see that reduced in the near future. The Minister responded to a range of questions, from broad issues to local concerns of members.

Minister Aitchison's presentation and Q&A was followed by President of ALGA, Cr. Linda Scott, who spoke of the importance to make submissions to the current Government Inquiries relating to Local Government. She also voiced her frustration at the Sydney Council trying to ban a book and the impact that sort of action has on the social standing of Local Government.



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

www.nswcountrymayors.com.au



THE COUNTRY MAYORS ASSOCIATION OF NSW INC

"What we want is nothing more than equity"

COMMUNIQUE

Next before the lectern was Professor of Local Government Economics, Institute for Regional Futures Joseph Drew, pictured below with CMA Chairman and Gunnedah Shire Mayor, Cr. Jamie Chaffey.



Professor Drew began by highlighting the need to identify what financial sustainability in Local Government really means – something lacking from current Government Inquiries and one view the Office of Local Government might not dispute. With a presentation that was rapid fire, yet laid back, Professor Drew defined it as the ability of a council to meet its obligations without impinging on its ability to meet the needs of the future generation(s).

Professor Drew said "I am suggesting you (Country Councils in NSW) get an authoritative piece of work done that shows your inconvenient facts about regional councils efficiencies, the facts on expenses, which are far higher than in Sydney."

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

www.nswcountrymayors.com.au



THE **COUNTRY MAYORS** ASSOCIATION OF NSW INC

"What we want is nothing more than equity"

COMMUNIQUE

The CMA then unanimously voted to welcome Upper Hunter Shire Council, taking the membership to a total of 89. Upper Hunter Shire's Deputy Mayor James Burns (light grey jacket) and GM Greg McDonald (second from right) were presented with CMA badges by Chairman Jamie Chaffey (left) and Deputy Chairman Rick Firman (right), Mayor of Temora Shire.



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

www.nswcountrymayors.com.au



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"What we want is nothing more than equity"

COMMUNIQUE

The next speaker was NSW Audit Officer Karen Taylor, who took on the unenviable challenge of explain and justifying the compulsory centralised auditing system that has delivered fee increases of over 30% in one year. Ms Taylor revealed that all audits that come through the NSW Audit Office are published on their website in relevant sections for constructive comparisons. Through Ms Taylor's presentation and the subsequent Q&A, it was revealed that the NSW Audit Office supervises the auditing work of private sector firms, many of which did the work previously. The most competitive tenders reportedly receive the contracts. Karen Taylor is pictured here with CMA Chair and Gunnedah Mayor, Cr Jamie Chaffey.



Chair of IPART Carmel Donnelly too to the stage after a grab and gobble morning tea. Ms Donnelly and her IPART team are genuine about consulting with CMA members. Some IPART staff came along to listen to questions from the floor and gain insights.

The Financial Sustainability reviews we did last year (reviews of the rate peg methodology), was enough to recommend a review into the financial model. There were 1,800 submissions into 17 SRVs. Due to demand, we included appendix in our reports, recording ratepayer concerns, such as affordability, cost of living and financial management or the history of decisions. Ratepayers often do not want their services to be cut and those people (most in need of services) cannot pay increased rates.

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

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COMMUNIQUE

She said she knows that councils have different sets of circumstances and this has contributed to the call for the review. Historically, Councils with a low rate base can be where there is a low capacity to pay and there are services that maybe should not be funded by rates. It is important to target grants and alternative funding streams. We have recommended a review of pensioner concessions.

There is potential with the new rate peg methodology to adjust a rate peg based on local issues.

A rate pegging council reference group is to be formed.

A total of 9 current SRV decisions will be released shortly and the rationale for determinations. We are also consulting on Water NSW and the early childhood education sector.

IPART Chair Carmel Donnelly is considered a friend to the CMA and its Chairman Jamie Chaffey.



After an extensive Q&A, Ms Donnelly relinquished the stage for NSW Government Departmental representatives.

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

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COMMUNIQUE

There was an open panel discussion with key NSW Government Departmental staff: Kiersten Fishburn, Secretary of the Department of Planning, Housing and Infrastructure; Brett Whitworth, Secretary of the Department of Local Government; and Nerida Mooney, Executive Director of Digital Analytics and Insights, which is responsible for 109 NSW Government websites, including the Planning Portal. After they each gave a concise introduction of their roles and views an open Q&A discussion ensued.

Members discussed a broad range of concerns from the limitations of the Planning Portal and how it needs to be fine-tuned, to development issues such as general processes and REZ concerns. Pictured below (left to right): Kiersten Fishburn, Brett Whitworth, and CMA Chairman Jamie Chaffey.



CMA Executive Member and Bega Valley Shire Mayor Russell Fitzpatrick delivered a report on Financial Sustainability with CMA Chair and Gunnedah Mayor Jamie Chaffey, who also went through the 2024 CMA Member survey results.

Russell highlighted the real data, including own source revenue, with ALGA stating that nationally it can be as much as 90% but in country NSW it averages 44%.

There is \$7billion held in trust by NSW Councils.

City NSW Councils have close to a billion in unrestricted cash reserves but still receive grants.

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

www.nswcountrymayors.com.au



THE COUNTRY MAYORS ASSOCIATION OF NSW INC

"What we want is nothing more than equity"

COMMUNIQUE

CMA Chairman Jamie Chaffey said Russell Fitzpatrick has put a huge amount of work in, as a member of the CMA Executive Committee. Russell explained that he sourced data from individual Council websites and collated but there were several Councils whose financials were too difficult to find.

In general business, Greater Hume Mayor Tony Quinn asked: What's going to happen after disaster funding runs out?

Queanbeyan-Palerang Regional Council GM Rebecca Ryan asked: Can we make it an agenda item on the next meeting?

Singleton Mayor Sue Moore said: I would be happy to discuss a report we have sourced from Professor Joseph Drew.

CMA Chair and Gunnedah Mayor Jamie Chaffey said: The Muswellbrook Mayor asked about the cost of the CMA getting Prof. Drew to consult on report.

Forbes Shire Mayor and CMA Exec. Member Phyllis Miller said: We are saving money by cutting Department of Public Works out of a project. They are charging like wounded bulls, they are not helpful, they are a hindrance.

Mayor Jamie Chaffey asked if we should invite Public Works to Kempsey. Public safety was suggested from the floor. Rebecca Ryan said she has no problem with Public Works. Oberon Council said they have similar issues with Public Works issues to Moree Plains.

Kempsey Shire Mayor Leo Hauville and GM Craig Milburn concluded the meeting with a presentation about the upcoming June Transport and Roads conference, which they are hosting.



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

www.nswcountrymayors.com.au

11.2 GOVERNANCE AND RISK MANAGEMENT FORUM**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:** **Jacob Cass, Councillor****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:**
A. Steering Through the Digital Transformation Waves Navigating the Wake Effectively (under separate cover)
B. Navigating Emerging Risks During Organisational Change (under separate cover)
C. How Governance Oversight can Continually Review (under separate cover)
D. Organisational Resilience as a Board Priority (under separate cover)

RECOMMENDATION

That Council:

1. Note the information in the report.
-

ISSUES AND COMMENTARY

As a Parkes Shire Councillor, I recently attended the Governance and Risk Forum organised by the Governance Institute of Australia. The forum offered valuable insights into contemporary governance practices, risk management frameworks, and the evolving role of technology in local government. This report outlines the key takeaways from the event and explores their applications to enhance governance and risk management within Parkes Shire Council.

Core Takeaways and Applications**1. Good Governance Practices**

Key Insights: The importance of robust governance structures was emphasised to ensure transparency, accountability, and effective decision-making. Best practices highlighted included regular reviews of governance policies, stakeholder engagement, and continuous capacity building for council members (Dalitz, 2024).

Application to Parkes Shire Council:

- **Policy Reviews:** Implement a schedule for regular reviews of our governance policies to ensure they remain relevant and effective.
- **Stakeholder Engagement:** Increase efforts to engage with community members through town hall meetings, surveys, and digital platforms to gather input and foster a sense of ownership and trust.
- **Capacity Building:** Organise training sessions and workshops for councillors and staff to stay updated on best practices and emerging trends in governance.

2. Risk Management Frameworks

Key Insights: A comprehensive risk management framework is essential for identifying, assessing, and mitigating risks. The framework should be dynamic, allowing for adjustments as new risks emerge (Baxter, 2024).

Application to Parkes Shire Council:

- **Risk Identification and Assessment:** Develop a structured process for regular risk assessments, involving all relevant stakeholders.
- **Mitigation Strategies:** Create detailed risk mitigation plans with clear roles and responsibilities, ensuring prompt and effective responses to identified risks.
- **Monitoring and Reporting:** Establish a robust system for ongoing risk monitoring and reporting to maintain a proactive approach to risk management.

3. Defining Risk Appetite

Key Insights: Understanding and defining risk appetite is crucial for balanced decision-making. It involves determining the level of risk the council is willing to accept to achieve its strategic objectives (James, 2024).

Application to Parkes Shire Council:

- **Risk Appetite Statement:** Develop a clear risk appetite statement that outlines acceptable levels of risk in various areas of council operations.
- **Decision-Making Framework:** Integrate the risk appetite statement into the council's decision-making framework to guide actions and ensure alignment with strategic goals.

4. Future Planning

Key Insights: Effective future planning requires a forward-thinking approach, considering long-term trends and potential disruptions. The forum highlighted the importance of scenario planning and flexible strategies (Dalitz, 2024).

Application to Parkes Shire Council:

- **Scenario Planning:** Conduct scenario planning exercises to explore various future scenarios and their potential impact on the community.
- **Strategic Flexibility:** Develop flexible strategic plans that can adapt to changing circumstances and emerging opportunities or threats.
- **Community Involvement:** Engage the community in future planning initiatives to ensure plans reflect the needs and aspirations of residents.

5. The Evolution of AI in Local Government

Key Insights: Artificial Intelligence (AI) is poised to transform local government operations, from urban planning to service delivery. However, its integration must be carefully managed to address ethical and practical considerations (Hatfield, 2024).

Application to Parkes Shire Council:

- **AI Integration Strategy:** Develop a strategy for integrating AI into council operations, focusing on areas where it can add the most value, such as predictive analytics for infrastructure maintenance and smart city initiatives.

- **Ethical Considerations:** Establish ethical guidelines for AI use to ensure transparency, accountability, and fairness in AI-driven decisions.
- **Capacity Building:** Invest in training for staff to develop the skills necessary to manage and leverage AI technologies effectively.

Governance and Risk Management Forum 2024: Implications for Parkes Shire Council

Introduction

Attending the Governance and Risk Forum 2024, hosted by the Governance Institute of Australia, provided insightful perspectives on governance practices, risk frameworks, risk appetite, future planning, and the evolution of AI. This report presents an analysis of these insights in comparison to the strategies and objectives outlined in Parkes Shire Council's Draft Operational Plan for 2024-25. The aim is to identify areas of alignment and opportunities for improvement in our governance and risk management practices, ensuring that our plans are robust, forward-thinking, and capable of meeting the needs of our community.

Governance Practices

Good governance is pivotal to organisational success. Key takeaways from the forum emphasise the necessity for robust governance frameworks that ensure transparency, accountability, and strategic alignment. Parkes Shire Council's Operational Plan aligns with these principles through its comprehensive governance framework aimed at regulatory compliance, effective risk management, and strategic direction (Parkes Shire Council, 2024).

Analysis:

Parkes Shire Council's current governance framework includes measures such as the facilitation of the Audit, Risk, and Improvement Committee, and the development of an Enterprise Risk Management Framework by March 2025 (Parkes Shire Council, 2024). This is in line with best practices discussed at the forum, which highlight the importance of continuous improvement and stakeholder engagement in governance processes (James, 2024).

Risk Management Frameworks

A robust risk management framework is essential for identifying, assessing, and mitigating risks. The forum highlighted the importance of integrating risk appetite into strategic planning and operational decision-making (Baxter, 2024). Parkes Shire Council has committed to reviewing and implementing an Enterprise Risk Management Framework to maximise opportunities and mitigate risks by March 2025 (Parkes Shire Council, 2024).

Analysis:

The Council's efforts to maintain a Delegations Register and review the Policy Register by March 2025 demonstrate a proactive approach to risk management. However, the forum suggests further enhancement by incorporating Key Risk Indicators (KRIs) and regular risk appetite assessments to ensure alignment with strategic objectives (James, 2024).

Risk Appetite

Defining and monitoring risk appetite is crucial for aligning organisational objectives with risk management practices. The forum emphasised the iterative process of setting risk appetite, which involves stakeholder engagement and board oversight (James, 2024).

Analysis:

Parkes Shire Council's operational plan does not explicitly detail the process of setting and monitoring risk appetite. Integrating this practice could involve developing a formal Risk Appetite Statement and using qualitative and quantitative metrics to monitor adherence. This aligns with the forum's recommendation to use risk appetite as a decision-making tool to enhance governance and risk culture (James, 2024).

Future Planning

Effective future planning involves strategic foresight and adaptability to changing environments. The forum highlighted the role of technology and innovation in driving future growth and resilience (Hatfield, 2024). Parkes Shire Council's commitment to developing long-term financial, workforce, and asset management strategies reflects this forward-thinking approach.

Analysis:

The Council's plan to achieve maturity in cyber security frameworks and implement regular health checks aligns with the forum's emphasis on resilience and adaptability. However, incorporating AI and smart city technologies could further enhance future planning by providing data-driven insights and innovative solutions to urban challenges (Hatfield, 2024).

Evolution of AI

AI and digital transformation are reshaping governance and risk management landscapes. The forum discussed the potential of AI to optimise operations, improve decision-making, and enhance service delivery (Hatfield, 2024).

Analysis:

Parkes Shire Council can leverage AI to enhance its operational efficiency and service delivery. For instance, implementing AI-driven analytics can improve resource allocation, predict maintenance needs, and enhance community engagement. The Council's current ICT initiatives, such as achieving cyber security maturity and upgrading network infrastructure, provide a solid foundation for integrating AI technologies (Parkes Shire Council, 2024).

Sustainability

Sustainability is a core component of the Parkes Shire Council's Draft Operational Plan, which addresses environmental, economic, and social sustainability through the Quadruple Bottom Line (QBL) framework. This approach ensures a balanced consideration of social, environmental, economic, and governance factors (Parkes Shire Council, 2024).

Analysis: The Council's commitment to environmental sustainability is evident through initiatives such as the Akuna Wetlands Restoration project and partnerships with Central West Lachlan Landcare to deliver environmental initiatives (Parkes Shire Council, 2024). These efforts align with the forum's emphasis on integrating sustainability into governance practices. Additionally, the operational plan's focus on reducing resource consumption and promoting renewable energy supports long-term sustainability goals. However, ongoing assessment and reporting of sustainability metrics could further enhance transparency and accountability.

Conclusion

The Governance and Risk Management Forum provided critical insights that can significantly enhance the governance and risk management practices of Parkes Shire Council. By adopting these best practices and proactively planning for the future, we can ensure that our community remains resilient, innovative, and well-governed. I look forward to working with my fellow councillors and the community to implement these strategies and drive positive change for Parkes Shire.

Jacob Cass
Councillor, Parkes Shire Council

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- Baxter, M. (2024). *Navigating emerging risks during organizational change*. Governance Institute of Australia.
- Dalitz, J. (2024). *Organisational resilience as a board priority*. Governance Institute of Australia.

Hatfield, C. (2024). *Steering through the digital transformation waves: Navigating the wake effectively*. Governance Institute of Australia.

James, K. (2024). *How governance oversight can continually review appetite, metrics and remediation*. Governance Institute of Australia.

Parkes Shire Council. (2024). *Draft Operational Plan and Budget 2024-25*.

Jacob Cass

COUNCILLOR

11.3 2024 LOCAL ROAD CONGRESS - 3 JUNE 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:** **Ken Keith OAM, Councillor****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **A. 2024 NSW Local Roads Congress Communique (Draft)** [↓](#)

RECOMMENDATION

That:

1. Receive and note the information about the Local Road Congress.
-

ISSUES AND COMMENTARY

I had the pleasure of representing Council, along with Marisa Malherbe at this year's states roads congress at Parliament House. The theme for this year's conference was "Planning for the Future" and was once again emceed by Rob Carlton.

Event speakers included the Hon. John Graham MLC (Minister for Roads) and the Hon. Jenny Aitchison MP (Minister for Regional Transport and Roads) with the two Shadow Ministers. Questions were asked about grade separation along the Newell Highway and the Great Western Highway Upgrade.

Peter Sheilds, Chief Engineer City of Sydney spoke about streets as shared spaces and Scott Greenow shared his thoughts on Future Freight on behalf of Transport for NSW.

Other topics discussed included the Asset AI project, electric vehicle implementation and integrated Network Planning.

The day finished with the adoption of the congress communique which was added to by the delegates during the debate.

It was a most informative day and a good opportunity to network with both engineering staff and fellow Councillors and I thank the Mayor for the chance to attend.

Ken Keith OAM

COUNCILLOR



Over 100 delegates, encompassing council executive staff, mayors, and elected officials gathered with State Government Ministers at NSW Parliament House on 3rd June 2024 to attend the 2024 Local Roads Congress. The discussions and presentations from the Congress inform the advocacy focus of the Roads & Transport Directorate over the next 12 months which is outlined in this communiqué.

The NSW Roads and Transport Directorate (RTD), a joint initiative between Local Government NSW (LGNSW) and the NSW Division of the Institute of Public Works Engineering Australasia (IPWEA NSW and ACT), is pleased to present the 2024 Local Roads Congress Communiqué. Reflecting on past challenges and current trends, we reaffirm our commitment to a sustainable, resilient, and prosperous future for New South Wales (NSW) through strategic and integrated road infrastructure planning.

This year's Congress theme; 'Planning for the Future', recognises that there are a number of emerging trends which will have a significant impact on the NSW local road network, and it is imperative to start planning for, or in some cases take immediate action to address these trends. To meet future challenges to the local road network, including an increased frequency of natural disasters, technological advancements, and changing community needs, the current approach to managing the local road network must evolve.

Integrating AI into road maintenance activities can provide significant efficiency gains, as well as helping councils shift to a proactive approach to dealing with road defects, and ultimately reducing overall risk to road users. Consideration of streets as shared spaces helps accommodate the demand for multiple, competing, use cases for the road corridor. Effectively planning for these use cases leads to better utilisation of the space and promotes overall community well-being. The increased uptake of electric vehicles necessitates a forward-looking approach to infrastructure planning, both from a road user perspective, as well as potential efficiency and revenue gains for council operations.

The predicted increase to heavy vehicle movements associated with road freight, as well as the changing nature and distribution patterns of the future freight task, require consideration to ensure economic efficiency is maintained while ensuring the local road network is fit to accommodate these increased movements. A concerted approach to road safety, underpinned by innovative technologies and community-focused strategies, will help address the unacceptably high rate of fatalities and trauma on local roads and move closer towards zero deaths or serious injuries. Integrated network planning is a critical process to ensure that the competing demands on the use of the local road network are considered from a holistic perspective and that the potential efficiency gains from network improvements can be maximised.

However, the current government funding models, which tend to be reactive and segmented, present challenges to the achieving these objectives. They do not consistently offer the necessary support for crucial infrastructure development and retention of a skilled workforce within Local Government. This situation highlights the need for transformative funding strategies which enable councils to adopt a more strategic and sustainable approach. Such a model would better align with the long-term functional needs of the local road network, reducing future costs and improving service delivery across all levels of Government.

NSW Local Government

The Congress supports a commitment from NSW Local Government to:

- i) Develop and implement integrated network plans for the local road network incorporating: critical infrastructure and resilience plans, local transport network plans, asset and risk management plans, community strategic plans, delivery programs and operational plans, road safety plans, and freight strategic plans.
- ii) Consider the adoption of AI technology solutions, as a means of improving the efficiency of road maintenance activities and reducing overall risk to road users.
- iii) Develop implementation strategies to support the roll out of zero emission vehicle technology, including required support infrastructure and explore the adoption of such technology within council fleet vehicles.
- iv) Develop and implement comprehensive workforce development plans to effectively address the current and anticipated skills shortages within professional engineering and skilled infrastructure disciplines.
- v) Continue providing data to the RTD's Road Asset Benchmarking Survey, including additional data on aging steel and concrete structures, to develop a comprehensive understanding of the state of local road assets, and to support the ongoing advocacy of IPWEA NSW & ACT.

NSW Government

The Congress calls on the NSW Government to:

- i) Continue supporting maintenance and improvement of the local road network via the Fixing Country Bridges, Regional Emergency Road Repair Fund, Road Block Grant, Regional and Local Roads Repair Programs.
- ii) Review the Fixing Local Roads Program with an annual allocation aligned to the Roads to Recovery distribution formula to provide greater certainty and allow improved short-medium term infrastructure planning by NSW Local Government.
- iii) Provide a long-term commitment to a funding program designed to improve freight outcomes by addressing first and last-mile challenges on the local and regional road network.
- iv) Facilitate a review by the Office of Local Government of the linkages between council long term financial plans and asset management plans, and develop new guidelines to support greater alignment between these plans to ensure that the ongoing maintenance costs of assets are funded to meet an acceptable level of service.

- v) Work with Local Government to develop a program to improve maintenance activities, safety, and resilience across the entire state road network. With a particular focus on: critical access routes, key freight routes, high risk natural disasters sites and locations with a poor road safety record.
- vi) Provide direct financial assistance to local governments to enable upgrading of vehicle fleets to zero emission models. As well as providing support for the development of the supporting charging infrastructure for use by all road users.
- vii) Develop robust capacity-building programs and training sessions for Local Government staff engaged in asset management. These programs should focus on improving the understanding of the benefits and challenges of the future freight task, and would include support for implementing the Automated Access Assessment Program (AAP), as well as an awareness of the changes to PBS and zero emission vehicles standards.

Australian and NSW Government

The Congress calls on the Australian and NSW Governments to work together with NSW Local Governments to address the following:

- i) A more sustainable long-term funding model for Local Government with a higher level of base funding support and reduced reliance on individual competitive grants.
- ii) Develop a proactive strategy to address the skills shortage in professional engineers and other infrastructure workers, including support for skilled migration and the development of local capacity.
- iii) More sustainable and streamlined natural disaster funding arrangements in general, including Disaster Recovery Funding Arrangements, for all NSW councils, which includes consistent reporting and assessment processes, increased flexibility to build back better and more efficient approval mechanisms that enable timely recovery work post-disaster.
- iv) Ensure improved arrangements are put in place for the provision and ongoing care of local road assets servicing large-scale economic generators, including zero emission energy projects, as well as forestry and mining projects, to reduce the cost shift to Local Government.

Australian Government

The Congress calls on the Australian Government to:

- i) Increase the annual Roads to Recovery Program allocations to align with the construction cost index and the growth in the road asset base, ensuring funding levels are maintained in real terms.
- ii) Revise the Roads to Recovery funding conditions to include the development of local road safety and resilience plans, as well as the integration of natural disaster adaptation strategies into council transport, asset management, long-term financial plans, delivery programs, and annual budgets.
- iii) Work with national professional bodies such as IPWEA Australasia and Engineers Australia, to increase the capacity and skills of public works personnel, with a specific focus on integrated network planning, asset management, and road safety strategic plans.
- iv) Support research collaboration between local councils, universities, and specialist research organisations into innovative technologies and practices to improve the management of local road assets. Provide appropriate guidelines and training programs to put this research into practice.
- v) Proactively engage with NSW Local Government and the Roads and Transport Directorate in implementing the National Service Level Standards on local roads, with particular consideration of the competing demands of lower order roads as shared spaces.

12 REPORTS OF COMMITTEES

12.1 MINUTES OF THE BUSINESS AND INVESTMENT ADVISORY COMMITTEE MEETING HELD ON 4 JUNE 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. Business and Investment Advisory Committee Meeting Minutes - 4
June 2024**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Business and Investment Advisory Committee Meeting held on Tuesday 4 June 2024 appended at *Annexure A*.

Business and Investment Advisory Committee

Minutes

Tuesday 4 June 2024



Minutes of the Business and Investment Advisory Committee**Held on Tuesday, 4 June 2024 at the****Parkes Council Chamber, 2 Cecile Street, Parkes NSW 2870****Present:**

Cr Jacob Cass	Councillor (Acting Chairperson)
Cr Daniel Weber	Councillor
Cr Neil Westcott	Mayor
Ms Tracie Robertson	External Member

Council Officers in Attendance:

Mrs Carrie Olsen	Executive Manager Economy and Engagement
Mr Anthony McGrath	Director Customer Corporate Services and Economy
Ms Katie Nash	Economic Development Specialist

Apologies:

Mr Geoff Rice	External Member
Mr Declan Small	External Member
Cr Glenn Wilson	Councillor
Cr William Jayet	Chairperson

NOTES

The meeting commenced at 9:30am and concluded at 10:29am.

Order Of Business

1	OPENING OF MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY.....	4
3	APOLOGIES	4
4	CONFIRMATION OF MINUTES	4
4.1	Minutes of the Business and Investment Advisory Committee held on 5 March 2024.....	4
5	DISCLOSURES OF INTERESTS	4
6	LATE BUSINESS	4
7	OFFICERS' REPORTS.....	5
7.1	Investor Attraction and Support Update.....	5
7.2	2024 Parkes Shire Christmas Activations.....	5
7.3	Commonwealth Bank iQ Data	6

1 OPENING OF MEETING

The Chairperson will declare the meeting open.

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

2 ACKNOWLEDGEMENT OF COUNTRY

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.

3 APOLOGIES

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.

Mr Geoff Rice, Mr Declan Small, Cr Glenn Wilson, Cr William Jayet

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE BUSINESS AND INVESTMENT ADVISORY COMMITTEE HELD ON 5 MARCH 2024

RESOLVED BIA 007/24

Moved: Cr Daniel Weber

Seconded: Cr Neil Westcott

That the Business and Investment Advisory Committee receive and confirm the Minutes of the meeting held on Tuesday 5 March 2024 appended at *Annexure A*.

CARRIED

5 DISCLOSURES OF INTERESTS

All Council Officials 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.

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.

No disclosures of interest were made.

6 LATE BUSINESS

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

7 OFFICERS' REPORTS

7.1 INVESTOR ATTRACTION AND SUPPORT UPDATE

RESOLVED BIA 008/24

Moved: Ms Tracie Robertson

Seconded: Cr Daniel Weber

That:

1. The information contained within this report be noted by the Business and Investment Advisory Committee.

CARRIED

Discussion:

Tracie Robertson raised the issue that the community has not received any in-person updates from the state government regarding the progress of the Special Activation Precinct in some time. It appears that community sentiment is dwindling.

Carrie Olsen noted that the community newsletter has been used to show progress to the community for the interim and Council will filter these comments back to the state government.

Cr Cass suggested that a pipeline or conversion rate would be beneficial for tracking investor engagement opportunities and associated outcomes, giving the committee greater insight into progress.

Cr Westcott suggested that an extraordinary committee meeting be held for any time-sensitive investment announcements or events.

7.2 2024 PARKES SHIRE CHRISTMAS ACTIVATIONS

RESOLVED BIA 009/24

Moved: Ms Tracie Robertson

Seconded: Cr Neil Westcott

That:

1. The Business and Investment Advisory Committee receive and note the briefing on 2024 Christmas activation preparations, as detailed in this report.
2. The Business and Investment Advisory Committee resolve to provide Community Consultative Committees the opportunity to select and purchase Christmas decorations using their Town Improvement Funds.

CARRIED

Discussion:

Tracie Robertson queried whether Christmas projections would be installed in the Parkes CBD during the 2024 Christmas period.

Katie Nash stated that Christmas projections for the 2024 Christmas period are not being considered due to budget restraints. However, the Economic Development team will continue reviewing opportunities that may enable CBD projections, such as grant funding.

Cr Cass asked if it was possible to purchase projection equipment, rather than hiring.

Katie Nash noted this comment and will investigate potential capital and operational options for procuring and utilising light projections.

Cr O'Leary queried whether it would be possible to share the Christmas catalogue with businesses and provide an opportunity for Council to bulk purchase on behalf of businesses.

Katie Nash noted this comment and will utilise this insight when developing the Christmas catalogue.

Carrie Olsen added that Council would need to review parameters around purchasing on behalf of businesses, and a more suitable solution could be for the Council to provide businesses with information on suitable Christmas/lighting suppliers, for businesses to purchase direct.

Cr O'Leary raised the issue that some years, Christmas decorations in Peak Hill have not been displayed appropriately.

Katie Nash noted this comment, raising the point that Council hopes to review inventory levels in advance of the activation, to better understand assets on-hand and their suitability for re-use.

7.3 COMMONWEALTH BANK IQ DATA

RESOLVED BIA 010/24

Moved: Ms Tracie Robertson

Seconded: Cr Daniel Weber

That:

1. The Business and Investment Advisory Committee receive and note the briefing on the Shire's Economic Snapshot.

CARRIED

Discussion:

Tracie Robertson queried whether the report could be shared with the Chamber of Commerce.

Katie Nash noted Tracie's request and stated that she would review parameters around sharing data with the Business community, including the Chamber of Commerce.

Cr Cass queried whether the Commonwealth Bank report could be shared at a Council workshop.

Katie Nash noted Cr Cass's request and will confirm the parameters for sharing the information before proceeding with a Councillor briefing.

**12.2 MINUTES OF THE DESTINATION AND MAJOR EVENTS ADVISORY COMMITTEE
MEETING HELD ON 4 JUNE 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. Destination and Major Events Advisory Committee Meeting Minutes
- 4 June 2024**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Destination and Major Events Advisory Committee Meeting held on Tuesday 4 June 2024 appended at *Annexure A*.
-

Destination and Major Events Advisory Committee Meeting

Minutes

Tuesday 4 June 2024



Minutes of the Destination and Major Events Advisory Committee Meeting**Held on Tuesday, 4 June 2024 at the****Parkes Council Chamber, 2 Cecile Street, Parkes NSW 2870****Present:**

Cr Jacob Cass	Chairperson
Cr Ken Keith OAM	Councillor
Cr Neil Westcott	Mayor
Ms Michelle Roberts	External Member

Council Officers in Attendance:

Mr Anthony McGrath	Director Customer Corporate and Economy
Mrs Carrie Olsen	Executive Manager Economy and Engagement
Ms Kassidy Martin	Event Attraction and Sponsorship Coordinator
Ms Katie Nash	Economic Development Specialist
Ms Lisa Moon	Tourism and Visitor Services Coordinator
Ms Megan Morrison	Events Officer
Ms Mikaela Cass	Events and Festivals Specialist

Apologies:

Cr Marg Applebee	Councillor
Cr William Jayet	Councillor
Mr Gary Crowley	External Member

NOTES

The meeting commenced at 10:33am and concluded at 12:05pm.

Order Of Business

1	OPENING OF MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY.....	4
3	APOLOGIES	4
4	CONFIRMATION OF MINUTES	4
4.1	Minutes of the Destination and Major Events Advisory Committee Meeting held on 21 May 2024.....	4
5	DISCLOSURES OF INTERESTS	4
6	LATE BUSINESS	4
7	OFFICERS' REPORTS.....	5
7.1	Termination of Community Member of Committee	5
7.2	Major Events and Festivals Strategy Update.....	5
7.3	Cheers to 30 Years Festival - Northparkes Mines Sounds Event update.....	6
7.4	Trundle ABBA Festival 2024 Event Update	6
7.5	Parkes Elvis Festival 2025 Event Update	7
7.6	Parkes Destination Management Plan Final Draft	7
8	CONFIDENTIAL MATTERS	8
9	REPORT OF CONFIDENTIAL RESOLUTIONS	9
8.1	Events and Festivals Sponsorship Prospectus Update.....	10
8.2	Events Financial Assistance Program	10
10	CONCLUSION OF MEETING.....	10

1 OPENING OF MEETING

The Chairperson declared the Destination and Major Events Advisory Committee Meeting of Tuesday, 4 June 2024 open and welcomed Council Officials 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.

3 APOLOGIES

Cr Marg Applebee, Cr William Jayet and Mr Gary Crowley

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE DESTINATION AND MAJOR EVENTS ADVISORY COMMITTEE MEETING HELD ON 21 MAY 2024

RESOLVED DMEA 009/24

Moved: Cr Ken Keith OAM

Seconded: Ms Michelle Roberts

That the Destination and Major Events Advisory Committee receive and confirm the Minutes of the meeting held on Tuesday 21 May 2024 appended at *Annexure A*.

CARRIED

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 TERMINATION OF COMMUNITY MEMBER OF COMMITTEE

RESOLVED DMEA 010/24

Moved: Cr Neil Westcott

Seconded: Cr Ken Keith OAM

That:

1. The information contained within this report be noted by the Destination and Major Events Advisory Committee.
2. The Destination and Major Events Advisory Committee resolve to make a recommendation to Council, that the vacant Community Member role remain unfilled for the remainder of the Committee term.

CARRIED

7.2 MAJOR EVENTS AND FESTIVALS STRATEGY UPDATE

RESOLVED DMEA 011/24

Moved: Ms Michelle Roberts

Seconded: Cr Neil Westcott

That:

1. The information contained within this report be noted by the Committee.
2. The Committee identify key stakeholders for Silver Lining Strategy for further one-on-one consultation with Silver Lining Strategy as part of the development of the Major Events and Festivals Strategy.

CARRIED

Discussion:

The committee proposed the below stakeholders for involvement in the Major Events and Festivals Strategy:

- Alectown Community Consultative Committee
- Bogan Gate Community Consultative Committee
- Cookamidgera Community Consultative Committee
- Peak Hill Community Consultative Committee
- Trundle Community Consultative Committee
- Tullamore Community Consultative Committee
- The Chamber of Commerce
- Major Businesses that rely on Elvis and ABBA
- Peak Hill Carrington Association
- Parkes Musical and Dramatic Society
- Arts and Culture Committee

- Parkes Shire Sports Council

The Events Team will discuss all listed stakeholders with the consultant for further consideration.

Cr Keith queried whether the marketing benefit would be considered in a financial cost-benefit analysis.

Cr Westcott noted that Festival naming rights would be valuable, and this strategy may highlight the event's marketing value.

7.3 CHEERS TO 30 YEARS FESTIVAL - NORTHPARKES MINES SOUNDS EVENT UPDATE

RESOLVED DMEA 012/24

Moved: Cr Neil Westcott

Seconded: Ms Michelle Roberts

That:

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

CARRIED

Discussion:

Cr Cass queried whether alcohol is permitted at the event.

Megan Morrison highlighted that the current proposal includes the provision of alcohol. However, it is at Council's discretion whether the alcohol-free zone will be lifted for the event.

Cr O'Leary queried the suitability of fireworks at the event.

Megan Morrison noted that Parkes Shire Council will provide support and insight for the event, but ultimately, the event organiser, Evolution Mines, will determine whether fireworks will proceed.

Cr Cass raised concerns regarding event parking, noting that the Parkes Elvis Festival has regular busses to reduce the need to drive to the event.

Cr Cass also queried if fencing would be used for crowd regulation.

Megan Morrison noted Cr Cass's comments and shared that, at present, busses and fencing have not been included in the event scope. If ticket sales continue to increase, further discussions will be held between Council and Evolution Mining to help ensure the safe operation of the event.

7.4 TRUNDLE ABBA FESTIVAL 2024 EVENT UPDATE

RESOLVED DMEA 013/24

Moved: Ms Michelle Roberts

Seconded: Cr Neil Westcott

That:

1. The information contained within this report be noted by the Committee.

CARRIED

Discussion:

Cr Keith noted that last year, all attendees left Forbes Street very early.

Mikaela Cass stated that the street starting time has been moved to an earlier timeslot.

Kassidy Martin highlighted that discussions are currently underway with key stakeholders to prevent attendees from rushing to the event as the Berryman Oval activity begins.

Cr Keith noted that previous festivals included performers at both Berryman Oval and Main Street. Once most attendees had moved to Berryman Oval, local performers had been moved to the Forbes Street stage.

Mikaela noted that roving performers and entertainers would replace the previous format; this will highlight to attendees that the main event is taking place at Berryman Oval.

7.5 PARKES ELVIS FESTIVAL 2025 EVENT UPDATE

RESOLVED DMEA 014/24

Moved: Cr Ken Keith OAM

Seconded: Cr Neil Westcott

That:

1. The information contained within this report be noted by the Committee.

CARRIED

Discussion:

Cr Keith questioned whether it would be appropriate to have the event launch at the new Gates of Graceland.

Mikaela Cass noted this comment and shared that using the Gates of Graceland had not been considered. However, the events team will now review the opportunity.

Cr Keith highlighted that Cooly Rocks On is taking place this week and queried whether there was an opportunity for a partnership or contra deal for the Parkes Elvis Festival.

Kassidy Martin confirmed that greater collaboration with similar events is under consideration for the 2025 event.

7.6 PARKES DESTINATION MANAGEMENT PLAN FINAL DRAFT

RESOLVED DMEA 015/24

Moved: Cr Neil Westcott

Seconded: Ms Michelle Roberts

That:

1. The Destination and Major Events Advisory Committee receive and note the briefing on the development of the Parkes Shire Destination Management Plan, as detailed in this report.
2. The Destination and Major Events Advisory Committee resolve to take the Parkes Shire Destination Management Plan to Council for public exhibition and endorsement.

CARRIED

Discussion:

Cr O'Leary queried why Snake Rock and the Gold Mines were considered low priority.

Katie Nash highlighted that each priority area is a focus for Parkes Shire Council and shouldn't be considered less critical. The projected delivery timeframe has been developed based on current resourcing and funding capabilities, ensuring the destination management plan is established before proceeding with project-based tasks.

Lisa Moon added that discussions have begun regarding Snake Rock and Parkes Shire Council looks forward to understanding what opportunities may arise from this new partnership.

8 CONFIDENTIAL MATTERS

RECOMMENDATION

That Destination and Major Events Advisory Committee:

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:

8.1 EVENTS AND FESTIVALS SPONSORSHIP PROSPECTUS UPDATE

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.

8.2 EVENTS FINANCIAL ASSISTANCE PROGRAM

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

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

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

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.

At 10:55am, the Meeting went into Closed Session.

MOTION

That the Destination and Major Events Advisory Committee:

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

At 11:25am the Meeting in Closed Session returned to Open Session.

9 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.

8.1 EVENTS AND FESTIVALS SPONSORSHIP PROSPECTUS UPDATE**RECOMMENDATION**

That:

1. The information contained within the report be noted by the Committee.

8.2 EVENTS FINANCIAL ASSISTANCE PROGRAM**RESOLVED DMEA 016/24**

Moved: Ms Michelle Roberts

Seconded: Cr Neil Westcott

That:

1. The information contained within this report be noted by the Committee.

CARRIED**10 CONCLUSION OF MEETING**

The meeting concluded at 12:05pm.

This is the final page of the minutes comprising 10 pages numbered 1 to 10 of the Destination and Major Events Advisory Committee Meeting held on Tuesday, 4 June 2024 and confirmed on Thursday, 13 June 2024.

CHAIRPERSON

12.3 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 11 JUNE 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 Meeting held on 11 June 2024**
[↓](#)

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 11 June 2024 appended at *Annexure A*.
-

11 June 2024 Sports Council Minutes

Tuesday, 11 June 2024 7:30 PM

Meeting Formalities

Chairperson

Al Gersbach

Commencement and Location

7:32 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), Luke Nash (Finances, Cricket), Doug Moore (Little Athletics), Andrew Thomas (Junior League), Cr Ken Keith (Councillor Representative), Andrew Daley (Hockey), Wilbur Harris (Netball),

Online

Cr Louise O'Leary (Councillor Representative, Peak Hill), Peter Bristol (Golf)

Guests

Geoff Finn (Sports Fields Supervisor) - Online

Apologies

Michael Greenwood (Community Representative), Wayne Osbourne (Parkes Soccer), Mackenzie Green (Rugby), Kerrie Edwards (Little Athletics), Linda Snyman (Dragon Boating), Ian Westcott (Hockey), Gail Richardson (Community Representative)

PREVIOUS Minutes.

Moved for confirmation by Anthony McGrath. Seconded by Jim Daley Carried.

Next Meeting Date

13 August 2024

Meeting Close

The meeting closed at 8:53pm.

Meeting Minutes

Notable Sporting Performances or Events

Hockey

- Charlie Rix & Sam Yelland have been selected In the NSW PSSA U12s to compete at nationals in Cairns.
- Archie Daley, Jett & Zanda Johnstone & Henry Rice were selected in the NSW CCC opens.
- Sam Westcott was selected in the U15 NSW CCC side. He competed at the All Schools carnival last week and was then selected in the NSW U15s All School side to compete at Gold Coast in August.

Little As (Doug Moore)

- Emrys Cassidy selected for U8 state cross country.
- Arlo Cassidy, Nate & Knox Calabro represented Polding

Rugby (Mackenzie Green)

- The following players made CWRU sides : u12 Girls - Daisy Rice, u16 Girls - Joselyn Folau, u18 Girls - Alana Folau, u14 - Cooper Smith, u15 - Riley Pizzi, Hugh MacGregor, u16 - Darcy Summerhayes, Ewin Moody, Riley Duncan, u18 - Aiden Rayner, Sam Rayner, Dylan Quade, Geordie Duncan, Women's - Maely MacGregor, Lucy Turner, Emma Evans
- Maely was recognised as the best back.

Peak Hill (Louise)

- Peak Hill Bowling Club hosted a Presidents Day on 25th May in conjunction with their 90th Birthday celebration - players from Tullamore, Condobolin, Parkes and Dubbo joined in with the Peak Hill members

Cricket (Luke Nash)

- Sam Yelland & Charlie Rix selected for Western to play at PSSA cricket

championships

Netball (Wilbur Harris)

- Senior netball ladies contested in State Cup in Camden
- Fund raising managed to reduce costs by \$700 per child.

Bowls (Wilbur Harris)

- Parkes Bowling and Sports have No. 3's contesting state pennants flag at Forster. Funding provided by Parkes Services Club
- Brett Frame made final 16 in the state singles championships

Rugby League (Andrew Thomas)

- Saxon Gosper U10 Western PSSA
- Grace Macgregor and Malia Morrison NSW CCC side
- Khan Jackson selected for country U15s side.
- PCYC U16 boys selected for a 7s carnival.

Soccer (Luke Nash)

- Parkes hosted western youth league in Parkes on 9 June, which was the largest held in Parkes for some time. All reports was that it was well run and highly successful.

Grants Update

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

- Luke advised that the applications for Crown land grants were unsuccessful. These included applications for storage sheds and Northparkes turf rehab.

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 tabled at a future Sports Council meeting.	Anthony McGrath
13/8/2019	2	Sports Legends Board at Parkes Leagues Club to be reviewed and alternatives considered.	
14/10/2020	3	Dedication ceremony for the Cheney family trophy to be conducted before the first Grinsted Cup match this season	Luke Nash
12/03/2024	4	Investigate light repairs and switchboard upgrade at SDF.	Geoff
12/03/2024	5	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
9/4/2024	6	A reminder be sent to all sporting groups to check their first aid equipment, including any defib machine.	Anthony
9/4/2024	7	A review of the netball posts available at Peak Hill was requested by Kerrie Edwards	Geoff.
14/05/2024	8	Follow up the progress of the DA for the Jock Colley Field Grandstand.	Anthony
14/05/2024	9	Geoff to follow up with Regina at St Joseph's School, Peak Hill on marking of a netball court at the school.	Geoff
14/05/2024	10	Advise sporting groups to register their AEDs through Heart of the Nation.	Anthony

Discussion / Action Taken

Update provided on the outstanding tasks as follows:

- 2, Update on Legends in general business.
- 6,10 Reminder about first aid and AEDs sent to groups.
- 8,Regional panel will consider the DA application for the Jock Colley Field grandstand in July.

Correspondence

The following items of correspondence was received or sent

1. Advice of meeting and minutes sent out to groups.
2. Reminder to check first aid and register AED sent out
3. Bag it and Bin it campaign details sent out
4. Empowering women in sport - Play like a Girl

Action

1,2,3,4 For information

Sports Projects Update

Geoff provided an update on the following

- Power at hockey field (SDF) seems to be ok after repairs, MWF to be looked at next
- Netball have installed grandstands and concrete slabs under guidance from Tim and PSC staff
- Planning marking ambulance entry and fencing at hockey
- Aerial shows wear and tear on Spicer and JCF. Reminder to clubs to not concentrate training at the same location on fields
- Please ensure dressing sheds are swept out. There is a supply of toilet paper, paper towel and soap but clubs need to resupply during their sporting events.

Around the Grounds**Golf (Peter Bristol)**

- 15 Parkes players in the Lachlan Valley tournament at Condobolin

Cricket (Luke Nash)

- AGM in 2 weeks. Planning a junior cricket academy.

Little As (Doug Moore)

- Doug will take over as president
- Thanks to Council for installing an AED at Northparkes
- Attempted break-in at storage sheds. Also malicious damage to block wall. Keen to explore any opportunity to install a CCTV system.

Netball (Wilbur Harris)

- Installed grandstands using volunteers with MCA also donating time and expertise.
- Junior netballers competing in West Wyalong this week for court time.

Junior League (Andrew Thomas)

- Wednesday night competition has been a huge success.
- Forbes competing every second week.
- May include Wednesday night matches in Forbes next season.
- Prefer to play at Cheney but no lighting available. Also considering starting earlier next season.
- Would like to develop the warm up area to the North for more use. Geoff to review access to water and irrigation.
- 18 & 20 of June Parkes hosting country championships for western finals of country cup

Hockey (Andrew Daley)

- Gala day held 2 weeks ago. Men had a win and a loss
- Open Men and Women went to state championships. Men played in Div 1, women in Div 2. Women made the semifinals.
- U16 Girls travelling to state championships in Bathurst
- U16 Boys travelling to state championships in a few weeks

Masters Games (Louise O'Leary)

- Next meeting to be held next Monday.
- Seeking commitment from sporting groups
- Start planning for next year's event.

Harness Racing (Luke Nash)

- Parkes HRC selected for a round of the Carnival of Cups which may include a major musical act.

Financial Report - Operational and Capital Works Projects

Report provided by Luke who moved that it be received. Seconded Ken Keith Carried.

- Discussions held with Parkes Hockey to advance payment of contribution towards Stephen Davies Field.

Sporting Grounds - Operational Revenue						
	Budget	Actual	% Budget Received			
Sports Council -Levies/Usage Charges	\$43,995	\$43,995	100%	All sporting groups have now paid		
Sports Council - SMS Lighting	\$9,785	\$7,028	72%	Winter sports will receive an invoice		
	\$53,780	\$51,023	95%			
Sporting Grounds - Operational Expenditure						
	Budget	Actual	Committed	A + C	% Spent	Budget Remaining
Sporting Grounds Operating	\$276,793	\$262,330	\$0	\$262,330	95%	\$14,463
	\$276,793	\$262,330	\$0	\$262,330	95%	\$14,463
Sporting Grounds - Capital Expenditure						
Capital Expenditure Projects	Budget	Actual	Committed	A + C	% Spent	Budget Remaining
Parkes Tennis Courts - Surfacing Upgrades (Grant Funded - LRCI & Crown Land Reserves)	\$421,000	\$458,762	\$0	\$458,762	109%	-\$37,762
Pioneer Oval Redevelopment - DA Submission Reports	\$35,000	\$27,620	\$0	\$27,620	79%	\$7,380
Cheney Park - Final Stage Rehabilitation (Grant Funded - Stronger Country Communities Fund)	\$740,467	\$13,320	\$1,219	\$14,539	2%	\$726,928
Stephen Davies Hockey Field (Grant Funded Resources for Regions, SCCF & PHI)	\$3,013,667	\$3,040,900	\$0	\$3,040,900	101%	-\$27,233
	\$4,210,134	\$3,540,602	\$1,219	\$3,541,821	84%	\$668,313

General Business

Sporting Legends

Parkes Leagues Club posted a social message about the Legends display boards stating that they were given to the Sports Council and that family members would be contacted. The boards are currently being stored with Alan MacDonald. After some discussion including what to do with the display boards it was resolved to invite Alan and Michael to participate in the next meeting. The discussion also included an option to add a category to the Sports awards to consider new nominees to the Legends.

Action. Anthony to contact Alan to attend next meeting to discuss further.

Major Event Survey

Louise raised the recent major events survey, which included sporting events. The survey data will be included in a new Events Strategy. Next steps includes sessions with key stakeholders. Louise has nominated the Sports Council as a stakeholder for further consultation. Ken mentioned that a previous tourism strategy targeted upgrades of sporting facilities. Some discussion about sporting facilities and attracting events was held. Louise again mentioned the need for a sports coordinator to assist sporting groups to attract sporting events.

Meeting Actions

11/06/2024	1	Invite Alan MacDonald to next meeting to discuss Sporting Legends	Anthony
11/06/2024	2	Review feasibility of converting warm up area on Northern side of entrance to Pioneer Oval to a playable surface including irrigation and lighting.	Geoff / Tim
11/06/2024	3	Reminder to clubs that changerooms must be swept out after sporting events. Clubs are also asked to ensure that they don't concentrate training activities in the same areas on sporting fields to preserve the surface. Also Clubs must restock toilet paper, paper towel and soap during their events. Council has provided a supply at the grounds.	Anthony

Attachments

Nil

13 REPORTS OF THE GENERAL MANAGER

13.1 MAKING OF THE RATES AND FIXING OF CHARGES 2024-2025

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

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

Strategy: Provide clear long-term direction for the community through the development of the Integrated Planning and Reporting framework.

Author: **Luke Nash, Financial Accountant**

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

Annexures: **A. OLG - Circular 24-05 - Information about rating 2024-25** [↓](#)

RECOMMENDATION

That Council:

1. In accordance with Chapter 15, Parts 4 and 5 of the *Local Government Act 1993*, make and levy the following rates and annual charges for the 2024-2025 financial year:
 - (a) In relation to the Ordinary Rates, Council applies the increase of 4.5 per cent, inclusive of the rate peg, as determined by the Independent Pricing and Regulatory Tribunal.
 - (b) In relation to Ordinary Rates and pursuant to section 494 of the *Local Government Act 1993*, make and levy the following Ordinary Rates for the year 01 July 2024 to 30 June 2025:

Category and Sub-Category	Minimum Rate	Cents in Dollar (Ad Valorem)
Ordinary - Business Industrial	\$607.00	1.6395440
Ordinary - Business Parkes CBD	\$607.00	6.7207630
Ordinary - Business Rate	\$607.00	1.5676910
Ordinary - Business Villages	\$607.00	2.3431450
Ordinary - Farmland Rate	\$607.00	0.2976210
Ordinary - Mining Copper Producing	\$607.00	3.5779880
Ordinary - Mining Rate	\$607.00	17.6424000
Ordinary - Residential Parkes	\$607.00	1.1668375
Ordinary - Rural Residential Rate	\$607.00	0.5852500
Ordinary - Residential Rate	\$607.00	0.4224035
Ordinary - Special Activation Precinct Developed	\$607.00	1.9299030
Ordinary - Special Activation Precinct Undeveloped	\$607.00	27.5826030

- (c) In relation to waste management charges and pursuant to sections 496 and 501 of the *Local Government Act 1993*, make and levy the following annual charges on all consumers accessing the Parkes Shire waste management services for the year 01 July 2024 to 30 June 2025:

Waste Group	Charge
Domestic Waste Management Service Charge	\$510.00
Domestic Waste Management Service Charge (Vacant Land)	\$96.00
Non-Domestic Waste Management Service Charge	\$512.00
Non-Domestic Waste Management Service Charge (Vacant Land)	\$107.00

In addition to the maximum \$250 pensioner rebate jointly funded by the Council (45%) and the State Government (55%) in respect of general rates and domestic waste charges, in accordance with the Council's Pensioner Rate Rebate and Hardship Policy, Council will provide an additional pensioner rebate of \$105.00 per eligible property from 1 July 2024 for the 2024/25 rating year. This voluntary rebate will be paid pursuant to Section 582 of the Local Government Act, 1993 and only pensioners that received the rebate in 2016/17 will continue to be eligible to do so

- (d) In relation to water supply service charges and pursuant to sections 501, 502 and 552 of the *Local Government Act 1993*, make and levy the following charges on all consumers connected to, or capable of being connected to, the Parkes Shire water supply systems and water supply for the year 01 July 2024 to 30 June 2025:

Water Access Charge Type	Charge
Residential - Standard Charge	\$304.50
Non-Residential - 20mm	\$304.50
Non-Residential - 25mm	\$472.50
Non-Residential - 32mm	\$787.50
Non-Residential - 40mm	\$1,228.50
Non-Residential - 50mm	\$1,921.50
Non-Residential - 80mm	\$4,898.30
Non-Residential - 100mm	\$7,659.80
Non-Residential - Northparkes Mines	\$4,095,000.00
Un-Metered - Strata Title Units	\$304.50
Un-Metered - CBD	\$1,055.30
Un-Metered - Non-Rateable	\$304.50

Water Usage Charge	Rate per kl
Residential Rate (all consumption)	\$2.10
Business Rate (all consumption)	\$2.10
Commercial Rate (all consumption)	\$2.10
Northparkes Mines Rate	\$1.30

Trundle School - Raw Water (all consumption)	\$1.60
Raw Water - Rising Main from Dam (all consumption)	\$1.60
Standpipe Charges	\$5.30

- (e) In relation to sewerage service charges and pursuant to sections 501, 502 and 552 of the *Local Government Act 1993*, make and levy the following annual charge on all consumers connected to, or capable of being connected to, the Parkes Shire sewer systems and sewer charges for the year 01 July 2024 to 30 June 2025:

Sewer Access Charge Type	Charge
Residential - Standard Charge	\$775.00
Non-Residential - 20mm	\$436.00
Non-Residential - 25mm	\$684.00
Non-Residential - 32mm	\$1,113.00
Non-Residential - 40mm	\$1,749.00
Non-Residential - 50mm	\$2,729.00
Non-Residential - 80mm	\$6,982.00
Non-Residential - 100mm	\$10,909.00
Unmetered - Strata Title Units	\$775.00
Unmetered - CBD	\$1,077.00
Unmetered Non-Rateable	\$775.00

Trade Waste Charge Type	Fee Description	Charge
Service Fee - Category 1	Annual Trade Service & Inspection	\$303.00
Service Fee - Category 2	Annual Trade Service & Inspection	\$303.00
Service Fee - Category 3	Annual Trade Service & Inspection	\$1,071.00
Usage Fee - Category 1 & 2	Trade Waste Usage	\$2.60 per kl
Usage Fee - Category 3	Trade Waste Usage	\$19.30 per kl

- (f) In accordance with clauses 125A and 125AA of the Local Government General Regulation 2005 the following annual charges are set for stormwater management services for the 12 months commencing 1 July 2024:

Category	Charge
Residential (Not Vacant)	\$25.00
Non-Residential	
0-1199 sqms	\$25.00
1200-4999 sqms	\$100.00
=> 5000 sqms	\$375.00

2. Pursuant to section 566(3) of the *Local Government Act 1993*, adopts the overdue rates and charges maximum interest rate of 10.5 per cent for the period 01 July 2024 to 30 June 2025 (inclusive) in accordance with the determination made by the Minister for Local Government as published in the *NSW Government Gazette*.

BACKGROUND

Section 535 of the *Local Government Act 1993* ("the Act") provides that, to levy rates and charges for the 2024-2025 year, Parkes Shire Council ("Council") must first resolve the making of all rates and fixing of annual charges. Under section 532 of the Act, this resolution cannot be made until the draft Operational Plan has been publicly exhibited and Council has considered any submissions received.

Additionally, Council is required to resolve the interest rate payable on overdue rates and charges for the 2024-2025 year. Section 566(3) of the Act provides that the interest rate set by Council cannot exceed the rate specified by the Minister for Local Government.

ISSUES AND COMMENTARY

The Operational Plan 2024-2025 ("the Operational Plan") includes Council's Statement of Revenue Policy for the 2024-2025 year. The Revenue Policy is adopted on an annual basis and details how Council will levy ordinary rates, charges, and fees, as well as the anticipated revenue that will be derived from each rate, charge, and fee.

As detailed above, Council must formally resolve to make the rates and charges for the 2024/25 year, as well as the interest rate payable on overdue rates and charges. On 19 April 2024, the Office of Local Government published *Circular 24-05 Information about Rating 2024-2025* ("Circular 24-05"), confirming the maximum interest rate and the methodology used. Circular 24-05 is contained at *Annexure A*.

LEGISLATIVE AND POLICY CONTEXT

Chapter 15, Parts 4 and 5 of the Act concern the making and levying of rates and charges. Each clause of the Officer's Recommendation has referenced the appropriate section of the Act.

FINANCIAL IMPLICATIONS

THE ANTICIPATED REVENUES FROM RATES, FEES, AND CHARGES TO BE LEVIED BY COUNCIL IN THE 2024-2025 YEAR ARE DETAILED IN THE STATEMENT OF POLICY CONTAINED IN THE OPERATIONAL PLAN.

As detailed above, the making of the rates and fixing of charges is a statutory requirement under the Act and accompanying *Local Government (General) Regulation 2021* ("the Regulation"). Resolution of the Officer's Recommendation is required to enable Council to collect revenue from rates and annual charges.

COMMUNITY CONSULTATION

Council's Operational Plan, incorporating the draft Revenue Policy, was placed on public exhibition for a period of 28 days. Details of the public exhibition period are contained in the business paper.

CONCLUSION

Consistent with Council's legislative obligations under the Act and Regulation, it is recommended that Council formally resolve to make and levy the rates and annual charges for the 2024-2025 year, as detailed in the Operational Plan and listed in the Officer's Recommendation (above). In doing so, it is recommended that Council adopt the maximum rate for the 2024-2025 year as determined by the Minister for Local Government and published in the *NSW Government Gazette*.



Office of
Local Government

Circular to Councils

Circular Details	24-05 / 19 April 2024 / A894200
Previous Circular	23/02 – Information about Rating 2024-25
Who should read this	Councillors / General Managers / Council staff
Contact	Performance Team / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

Subject

Information about rating 2024-25

What's new or changing

- Maximum boarding house tariffs for 2024-25 have been determined.
- Maximum interest rate payable on overdue rates and charges for 2024-25 has been determined.
- Section 603 Certificate fee for 2024-25 has been determined.
- Statutory limit on the maximum amount of minimum rates for 2024-25 has been determined

What this will mean for your council

Councils should incorporate these determinations into their 2024-25 rating structures, Operational Plan and Revenue Policy.

Key points

Boarding House Tariffs

In accordance with section 516 of the *Local Government Act 1993* (the Act), it has been determined that for the purpose of the definition of 'boarding house' and 'lodging house', the maximum tariffs, excluding GST, that a boarding house or lodging house may charge tariff-paying occupants are:

- Where full board and lodging is provided:
\$453 per week for single accommodation; or
\$747 per week for a family or shared accommodation
- Where less than full board or lodging is provided:
\$305 per week for single accommodation; or
\$502 per week for family or shared accommodation

Notice giving effect to these decisions has been published in the NSW Government Gazette (Government Gazette No 140 – 19 April 2024).

Maximum Interest Rate on Overdue Rates and Charges

In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2024 to 30 June 2025 will be 10.5% per annum.

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The methodology used to calculate the interest rate applicable for the period 1 June 2024 to 30 June 2025 is the Supreme Court methodology (the Reserve Bank cash rate plus 6%), rounded to the nearest half per cent. The cash rate used for the purposes of the maximum interest rate for local government is based on the cash rate set by the Reserve Bank of Australia on 5 December 2023.

Notice giving effect to these decisions has been published in the NSW Government Gazette (Government Gazette No 140 – 19 April 2024).

Section 603 Certificate

Under section 603 of the Act, councils may issue a certificate as to the amount (if any) of rates, charges, etc. due or payable to the council for a parcel of land. Section 603(2) states the application must be accompanied by the approved fee. In accordance with the approved methodology, the approved fee for 2024-25 is determined to be \$100. This is an increase of \$5 from the 2023-24 fee.

This determination applies to the issuing of a certificate for the matters specified in section 603(2) of the Act. Where a council offers to provide other information as an optional service, the council is not prevented from separately determining an approved fee for that additional service. Furthermore, a council is not prevented from determining approved fees for additional services required by an applicant for the expedited processing of a Section 603 Certificate.

Statutory limit on the maximum amount of minimum rates

Following a recommendation by Independent Pricing and Regulatory Tribunal (IPART), clause 126 of the Local Government (General) Regulation 2021 will be amended on 1 July 2024 by the Local Government (General) Amendment (Minimum Amounts of Rate) Regulation 2024, so that under section 548(3)(a) of the Act, the maximum amount of the minimum ordinary rate will be \$617 for 2024-25.

The maximum amount of a minimum special rate (not being a water supply special rate or a sewerage special rate) prescribed by section 548(3)(b) of the Act will remain unchanged at \$2.

Where to go for further information

Office of Local Government has further information available at <https://www.olg.nsw.gov.au/councils/council-finance/rating-and-special-variations/>

Douglas Walther
Acting Deputy Secretary, Office of Local Government

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13.2 INVESTMENTS & BORROWINGS REPORT AS AT 31 MAY 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. PSC - Investment Register - 31 May 2024 [↓](#)
B. PSC - Loans Register - 31 May 2024 [↓](#)

RECOMMENDATION

That:

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

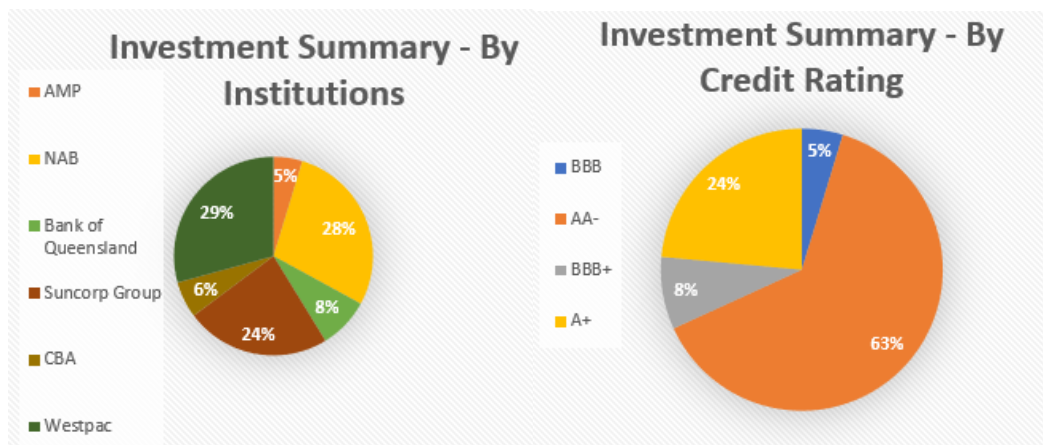
BACKGROUND

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 May 2024 stands at \$42,478,427 and the principal outstanding on council's borrowings at \$20,792,428. Council's investments increased by \$2.6 million during May which was influenced by the receipt of \$4 million in new loan funding for future land development.

On 31 May 2024, Council's investment portfolio was yielding 4.93 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 May, 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 May 2024.

Parkes Shire Council Investment Register as at 31 May 2024						
ADI/Issuer	Rating	Investment Type	Principal	Yield	Settlement Date	Maturity Date
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
NAB	AA-	Term Deposit	1,000,000	5.00	18/04/2024	19/08/2024
NAB	AA-	Term Deposit	1,000,000	5.00	18/04/2024	19/08/2024
Bank of Queensland	BBB+	Term Deposit	500,000	5.09	21/03/2024	23/09/2024
NAB	AA-	Term Deposit	1,000,000	5.05	30/05/2024	30/09/2024
NAB	AA-	Term Deposit	2,000,000	5.10	30/04/2024	30/09/2024
NAB	AA-	Term Deposit	1,000,000	5.15	6/05/2024	6/11/2024
Suncorp Group	A+	Term Deposit	1,500,000	5.16	23/05/2024	25/11/2024
Suncorp Group	A+	Term Deposit	1,000,000	5.16	23/05/2024	25/11/2024
Suncorp Group	A+	Term Deposit	1,000,000	5.21	30/05/2024	29/11/2024
Suncorp Group	A+	Term Deposit	1,500,000	5.21	30/05/2024	29/11/2024
Suncorp Group	A+	Term Deposit	1,500,000	5.21	30/05/2024	29/11/2024
NAB	AA-	Term Deposit	1,500,000	5.15	15/05/2024	16/12/2024
Suncorp Group	A+	Term Deposit	1,000,000	5.18	23/05/2024	23/01/2025
CBA	AA-	Floating Rate Note (Fixed)	1,005,167	4.20	18/08/2022	18/08/2025
Bank of Queensland	BBB+	Floating Rate Note	2,020,520	4.48	21/04/2022	29/10/2025
CBA	AA-	Floating Rate Note	1,512,630	4.04	11/01/2022	14/01/2027
Westpac	AA-	Cash at Call - Main	2,665,110	At Call		
Westpac	AA-	Cash at Call - Maxi	9,775,000	At Call		
Total			42,478,427			

Investment Balances by Type		
Term Deposit	25,500,000	30,038,317
Floating Rate Note	4,538,317	
Cash at Call - Main	2,665,110	
Cash at Call - Maxi	9,775,000	
Total Balance - 31/5/2024	42,478,427	

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 May 2024							
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Outstanding as 31 May 2024
General Fund							
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
IT	TCorp	10	10	2026	3.485%	\$ 2,220,000	2,220,000
Transport Infrastructure	TCorp	11	10	2028	3.670%	\$ 3,000,000	3,000,000
Land Development	TCorp	12	10	2044	5.730%	\$ 4,000,000	4,000,000
Total General Fund						\$ 12,670,000	10,897,143
Sewer Fund							
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	4,000,000
Total Sewer Fund						\$ 4,000,000	4,000,000
Water Fund							
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	5,895,286
Total Water Fund						\$ 8,500,000	5,895,286
Total All Funds						\$ 25,170,000	20,792,428

13.3 MONTHLY FINANCIAL REPORT AS AT 31 MAY 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 - May 2024 vs. Budget** [↓](#)
B. Annexure 2 - May 2024 vs. May 2023 [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the year-to-date financial reports for the period up to 31 May 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 \$1.5m at the end of May. The general fund reflected a profit of \$130k, water fund reflected a loss of \$996k while the sewer fund reflected a loss of \$609k.

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

Annexure 2 provides more detailed commentary into the financial performance of the organisation for the period ending 31 May 2024 compared to the period ending 31 May 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 May 2024 as well as a comparison between actuals vs. the previous year's actuals for each fund to 31 May 2023.

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
May 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	27,723	26,409	1,314	18,537	18,616	(79)	6,456	4,716	1,741	2,730	3,077	(347)	Domestic Waste (-\$211k). Higher water access charge than budgeted. NPM (+\$519k) Res (+\$1,156k). Sewer (-\$347k)
User charges and fees	18,367	10,648	7,719	13,411	4,240	9,171	4,523	6,041	(1,519)	433	367	66	RMCC (+\$8.4m) Private Work (+\$219k) ABBA (+\$174k) Planning (+\$114k) CWCS (-\$113k). Lower water usage and price than budgeted. NPM (-\$1.48m) Residential (-\$323k)
Interest and investment revenue	1,523	621	902	1,151	236	915	296	174	122	75	210	(135)	Higher cash balance due to grants and increase in interest rates.
Other revenues	1,475	741	734	1,360	741	618	45	0	45	70	0	70	Rent received (+\$173k), Elvis Sponsorship (+\$44k) Timing of Fuel Rebate (-\$99k) HPC Merch (+\$95k) Paid Parental Leave (+\$59k) S-Fund - Rental
Grants and contributions provided for opex	16,791	8,552	8,239	16,639	8,552	8,087	152	0	152	0	0	0	Storm damage grant (-\$98k), TfNSW Road repair (+\$5.546m) ARTC (+\$1.5m), RTR (+\$28k), CSIRO (+\$150k) Water Loss Grant (+\$152k) FDCare (+\$159k) Drought Resilience (+\$160k) FAGS (+\$311k) Block Grant (+\$51k) Reg Housing (+\$150k) FAGS Roads (+\$101k)
Income	65,879	46,971	18,908	51,098	32,386	18,712	11,473	10,931	542	3,308	3,654	(346)	
Employee Cost	19,109	17,246	(1,862)	15,955	14,712	(1,244)	2,401	1,880	(521)	752	654	(98)	Works & Services road works (-\$1.5m) due to under capitalisation of salaries. Land & Buildings (-\$68k). Corporate Services (+\$466k) due to vacancies, Events (-\$198k) Planning (+\$265k) vacancies. WF - (-\$518k) under capitalisations. SF - (-\$98k)
Materials & Consumables	6,159	4,224	(1,935)	5,578	3,740	(1,838)	438	331	(108)	142	153	11	Road maintenance (-\$908k), Fleet & Depot (-\$421k) Land & Buildings (-\$210k) Events (-\$31k), Water (-\$98k)
External Services	18,955	12,035	(6,920)	17,804	10,613	(7,191)	840	898	59	311	524	212	Road maintenance (-\$6.1m) Events (-\$663k) Waste (-\$301k), SF - (+\$212k)
Water, Electricity & Statutory	3,310	3,153	(157)	1,043	1,290	247	2,107	1,708	(400)	159	155	(4)	Electricity - General Fund (+\$233k), Water Fund (-\$58k) due to price. WF Access Charges (-\$331k) GF Rates (-\$59k)
IT & Communications	299	262	(37)	293	262	(30)	0	0	0	5	0	(5)	Mobile cost (-\$28)
Insurance	879	823	(56)	879	823	(56)	0	0	0	0	0	0	
Administration	2,850	3,082	232	2,545	2,836	291	292	223	(69)	13	23	10	Software licences (+\$220k)
Travel & Entertainment	283	154	(129)	257	117	(139)	23	32	9	4	5	1	Events Travel Cost (-\$126k)
Financials	385	302	(83)	385	302	(83)	0	0	0	0	0	0	Unwinding of discount (+\$146k) Audit (+\$34k)
Internal Charges	(1,608)	(1,866)	(258)	(4,900)	(4,226)	674	2,205	1,674	(532)	1,087	686	(400)	Will be adjusted next month
Interest Paid	588	591	3	308	313	4	171	173	2	109	106	(3)	
Cost of Assets Sold	333	2,895	2,562	299	2,895	2,596	32	0	(32)	2	0	(2)	Budget includes properties to sell.
Sale Proceeds of Assets	(713)	(4,253)	(3,540)	(628)	(4,253)	(3,624)	(84)	0	84	0	0	0	
Expenses	50,829	38,650	(12,179)	39,818	29,425	(10,394)	8,424	6,919	(1,506)	2,585	2,307	(278)	
Cash profit for the year	15,050	8,321	6,729	11,280	2,961	8,319	3,049	4,013	(964)	723	1,347	(624)	
Depreciation	16,526	13,704	(2,822)	11,150	8,791	(2,359)	4,045	3,697	(348)	1,332	1,216	(115)	Increase in depreciation due to indexation and revaluation of assets classes at YE 30 June 23.
Net Operation result as at May	(1,476)	(5,383)	3,907	130	(5,830)	5,960	(996)	316	(1,312)	(609)	131	(739)	

PSC Income Statement 2023/2024
May 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	27,723	22,236	5,487	18,537	17,818	719	6,456	1,645	4,811	2,730	2,773	(44)	NPM Water Access Charges (+\$3.57m) Residential Water Access Charges (+\$1.2m)
User charges and fees	18,367	13,275	5,092	13,411	7,091	6,320	4,523	5,840	(1,317)	433	344	89	RMCC (+\$6.3m) Events (+\$106k) Waste (+\$91k) Airport (-\$61k) NPM Water Consumption (-\$1.7m) Residential Water Consumption (+\$137k)
Interest and investment revenue	1,523	1,497	26	1,151	1,267	(116)	296	185	112	75	46	30	Higher cash balance due to grants and increase in interest rates.
Other revenues	1,475	2,141	(666)	1,360	2,038	(678)	45	85	(40)	70	18	52	Lehman Bros (-\$672k)
Grants and contributions provided for opex	16,791	22,821	(6,029)	16,639	22,806	(6,167)	152	15	137	0	0	0	Storm damage grant (-\$5.46m) Pothole repair (-\$745k) Road repair (+\$1.6m) ARTC (+\$1.5m) FAGS (-\$1.7m) RTR (+\$928k) Block (+\$26k) CSIRO (-\$200k) Events (-\$184k) FDC (-\$681k) TNSWFrec (-\$2.5m)
Income	65,879	61,970	3,909	51,098	51,019	79	11,473	7,769	3,704	3,308	3,181	127	
Employee Cost	19,109	17,186	(1,922)	15,955	14,291	(1,665)	2,401	2,264	(136)	752	631	(121)	Works & Services (-\$493k) Corp Serv (-\$683k) Planning (-\$26k) , WF - (-\$322k), SF - (-\$1123k)
Materials & Consumables	6,159	6,681	523	5,578	6,023	445	438	464	26	142	194	52	Waste (-\$293) Events (-\$288k) Econ Dev (-\$197k) Water Fund (-\$144k)
External Services	18,955	17,615	(1,341)	17,804	16,588	(1,217)	840	670	(170)	311	357	46	
Water, Electricity & Statutory	3,310	2,543	(767)	1,043	1,022	(21)	2,107	1,425	(682)	159	96	(64)	WF - Elect (-\$360k) Water access charges (-\$266k)
IT & Communications	299	311	11	293	305	12	0	1	1	5	5	(1)	
Insurance	879	777	(102)	879	777	(102)	0	0	0	0	0	0	
Administration	2,850	3,245	395	2,545	2,832	287	292	383	92	13	29	16	Software licences (+\$382k)
Travel & Entertainment	283	266	(17)	257	247	(9)	23	18	(4)	4	0	(4)	
Financials	385	312	(73)	385	312	(73)	0	0	0	0	0	0	Audit (-\$39k)
Internal Charges	(1,608)	(578)	1,030	(4,900)	(3,377)	1,523	2,205	2,389	183	1,087	410	(676)	
Interest Paid	588	617	29	308	328	20	171	181	10	109	109	(0)	
Cost of Assets Sold	333	92	(241)	299	92	(207)	32	0	(32)	2	0	(2)	
Sale Proceeds of Assets	(713)	(82)	631	(628)	(82)	547	(84)	0	84	0	0	0	
Expenses	50,829	48,985	(1,844)	39,818	39,357	(461)	8,424	7,796	(628)	2,585	1,831	(754)	
Cash profit for the year	15,050	12,985	2,065	11,280	11,662	(383)	3,049	(27)	3,076	723	1,350	(627)	
Depreciation	16,526	13,901	(2,626)	11,150	8,941	(2,209)	4,045	3,729	(316)	1,332	1,231	(101)	Increase in depreciation due to indexation and revaluation of assets classes.
Net Operation result as at May	(1,476)	(916)	(561)	130	2,722	(2,592)	(996)	(3,756)	2,760	(609)	119	(728)	

13.4 PROPOSED COMMONWEALTH ELECTORAL REDISTRIBUTION**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:** **Kent Boyd PSM, General Manager****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **A. Proposed Parkes Electorate** [↓](#)
B. Proposed Riverina Electorate [↓](#)

RECOMMENDATION

That:

1. That Council lodge an objection to the proposed redistribution.
-

BACKGROUND

The Australian Electoral Commission is currently undertaking a federal redistribution. A redistribution process reviews, and may alter, electoral divisions and their names and boundaries.

The current proposal suggests the Shire of Parkes (and Forbes) moves from the Electorate of Riverina to the Electorate of Parkes, see attached maps of proposed distributions.

ISSUES AND COMMENTARY

The redistribution process involves the appointment of a Redistribution Committee for the state or territory in which a redistribution has commenced.

The Redistribution Committee consists of the Electoral Commissioner, the Australian Electoral Officer (AEO) for that state or territory (except for the ACT where an appointed member of the AEC is a member), the Surveyor-General and the Auditor-General for that state or territory.

The Redistribution Committee is supported by a small secretariat of staff from the Australian Electoral Commission.

The objective of the redistribution is to ensure the number of electors in each proposed electoral division does not vary by more than 10 per cent.

The redistribution quota is determined as soon as practicable after the redistribution commences. It is calculated by dividing the number of electors on the electoral roll in the state or territory on the day the redistribution commences by the number of members to which the state or territory is entitled.

The current proposal suggests the Shire of Parkes moves from the Electorate of Riverina to the Electorate of Parkes. The Parkes Electorate would be the largest in the state and the Member would need to service an enormous electorate, from Parkes to Tibooburra.

LEGISLATIVE AND POLICY CONTEXT

There is provision to make submissions to the proposed changes.

FINANCIAL IMPLICATIONS

None defined.

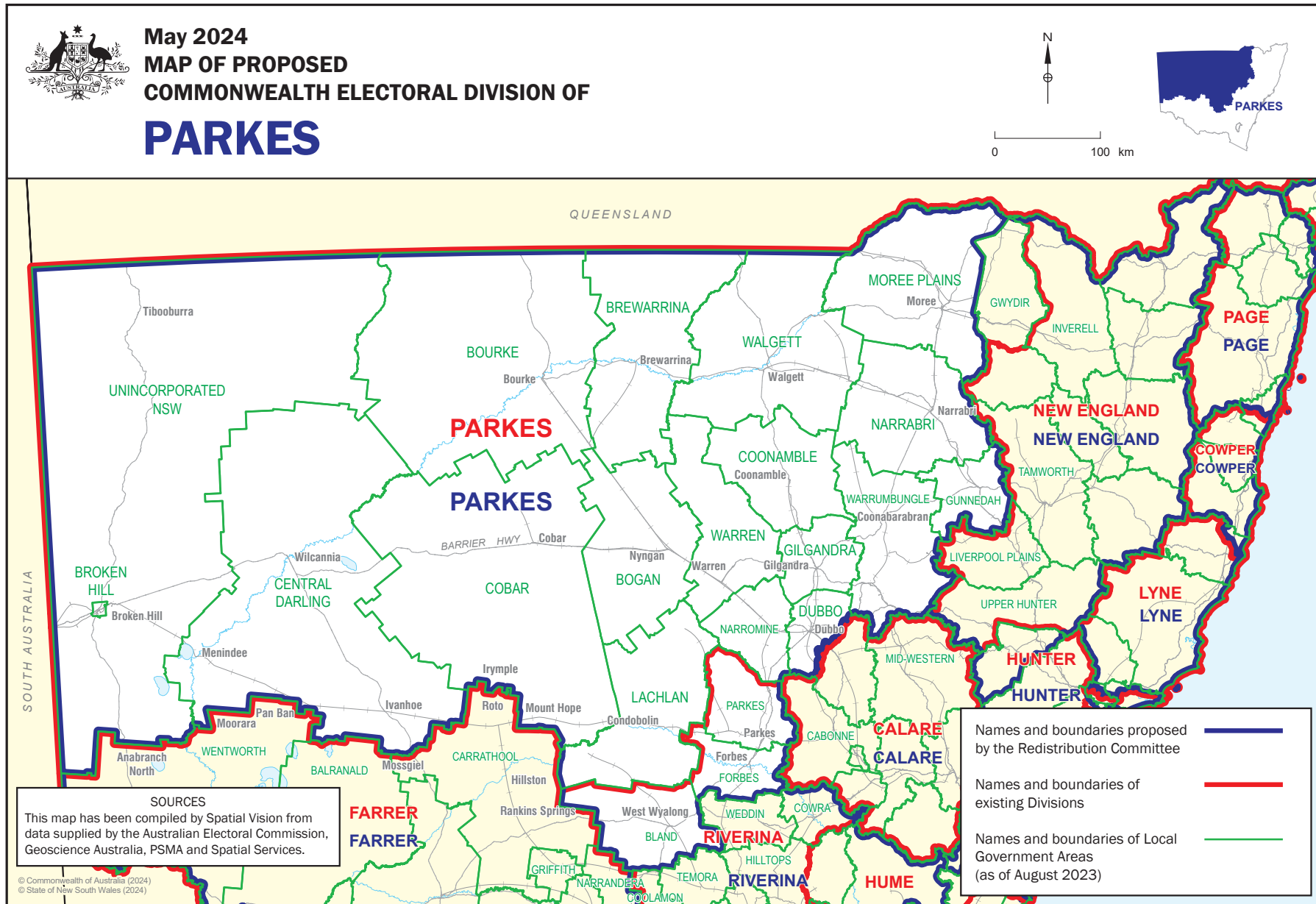
RISK IMPLICATIONS

The Shire of Parkes will be less well represented as a consequence of the geographical nature of the proposed electorate.

That the Shire of Parkes economic region is associated with areas to the east and south, with little social or commercial activity with the north and west of the State.

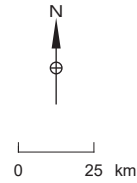
COMMUNITY CONSULTATION

None at this stage.





May 2024
MAP OF PROPOSED
COMMONWEALTH ELECTORAL DIVISION OF
RIVERINA



14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY**14.1 PUBLIC EXHIBITION OF DRAFT PARKES SHIRE DESTINATION MANAGEMENT PLAN****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:** Katie Nash, Economic Development Specialist**Authoriser:** Carrie Olsen, Executive Manager Economy, Destination and Activation**Annexures:** A. Parkes Shire Destination Management Plan - Final Draft (under separate cover)**RECOMMENDATION**

That Council:

1. Endorse the public exhibition of the draft Parkes Shire Destination Management Plan, appended at *Annexure A*, for a period of 28 days.
2. Receive a further report concerning the adoption of the draft Parkes Shire Destination Management Plan following conclusion of the public exhibition period.

BACKGROUND

Throughout 2021, Parkes Shire Council ("Council") held preliminary discussions with Transport for NSW ("TfNSW") regarding the development of a Parkes Shire Destination Management Plan and Bypass Strategy. Noting the perceived impact of the new Parkes Newell Highway Bypass on local business activity and trade, Council sought a funding contribution of \$100,000 from TfNSW to support the project.

The purpose of this project was to engage a suitably skilled and experienced consultant to work with Council to provide the strategic direction for the development of the visitor economy, considering anticipated changes created from the Parkes Newell Highway Bypass. Council engaged Urban Enterprise for the initial plan and has since engaged Wray Sustainable Tourism to critically review the draft Parkes Shire Destination Management Plan ("Parkes Shire DMP").

ISSUES AND COMMENTARY

Wray Sustainable Tourism has now provided the final draft of the Parkes Shire DMP, appended at *Annexure A*.

This plan outlines the opportunities and challenges for the Parkes Shire while creating a framework for future development. It specifically seeks to recognise and address the opportunities and challenges associated with the Parkes Newell Highway Bypass. The plan timeline to 2030 is aligned to the NSW State Visitor Economy Strategy. The vision is that by 2030, the Parkes Shire will be a must-stop destination for visitors and business travellers to the Central West that is home to important Astro-tourism experiences, major events and festivals, nature-based experiences and emerging contemporary visitor experiences.

The identified visitor markets are:

- Primary - domestic overnight visitors

- Secondary - visiting friends and relatives, domestic day trip visitors
- Emerging - business travellers, regional sports, and education

The foundational experience development themes are Celebrity and Aligned Events, The Dish, and Astro-Tourism while the growth experience development themes are Nature-Based Tourism and Arts and Culture.

Moving forward, priority areas are Destination Management, Destination Development, Event Development, Destination Experience Development and Destination Marketing.

LEGISLATIVE AND POLICY CONTEXT

As with all Council strategies, following adoption, the Parkes Shire DMP will form part of Council's Integrated Planning and Reporting ("IP&R") framework. Specific actions and projects identified in the Parkes Shire DMP will be programmed and funded for delivery via Council's Operational Plan and Budget.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

The draft Parkes Shire DMP outlines specific actions that Council can deliver to mitigate the perceived risks of the Parkes Newell Highway Bypass to the local business community, further develop Parkes Shire's reputation as a tourist destination and enhance the region's visitor economy.

COMMUNITY CONSULTATION

Development of the draft Parkes Shire DMP incorporated a robust stakeholder consultation program. Four industry engagement workshops were held with business operators and industry stakeholders, including one with Destination Central West NSW, as well as targeted stakeholder engagement with various NSW Government agencies, including Crown Lands, Department of Regional NSW, NSW Forestry Corporation and TfNSW.

The project also incorporated two (2) surveys, being an industry and community survey and a visitor survey, which resulted in a combined 904 responses. *Table 1*, below, provides a brief analysis of the survey results:

Table 1: Survey Analysis		
Survey	Responses	Notes
Industry and Community Survey	34	Predominantly business respondents; few community members and community groups. 75 per cent of businesses based in Parkes CBD.
Visitor Survey	870	In-region survey (140 responses) Online survey (730 responses)

It is proposed that the draft Parkes Shire DMP be placed on public exhibition for a period of 28 days, during which time members of the public may review and make submissions on the draft prior to adoption by Council. Any submissions received during the public exhibition period will be provided to Council for consideration, prior to its formal adoption.

CONCLUSION

The draft Parkes Shire DMP provides a framework to guide and support the continued development of the Parkes Shire's visitor economy over the coming 6 years, including the individual actions that Council will deliver over this period to improve the visitor experience,

facilitate industry growth, and strengthen destination marketing. It is recommended that the draft plan be endorsed for public exhibition, with Council to receive a further report regarding adoption of the plan following conclusion of the public exhibition period.

14.2 ADOPTION OF THE DRAFT OPERATIONAL PLAN AND BUDGET 2024-25**IP&R Linkage:** Pillar: Leadership**Goal:** Our local government is sustainable and plans for the future.**Strategy:** Provide clear long-term direction for the community through the development of the Integrated Planning and Reporting framework.**Author:** Nikki Bevan, Acting Manager Governance, Risk and Corporate Performance**Authoriser:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:**
A. Draft Operational Plan and Budget for 2024/2025 Financial Year. (under separate cover)
B. Changes made to Fees and Charges. [↓](#)
C. New Event-related Fees and Charges. [↓](#)
D. Changes made to Operational Plan Actions. [↓](#)

RECOMMENDATION

That Council:

1. Receive and consider the six submissions received on the draft Operational Plan and Budget 2024-25, appended at *Annexure A*, and request the General Manager respond to the external submissions received.
 2. Pursuant to section 405 of the *Local Government Act 1993*, adopt the draft Operational Plan 2024-25, including the 2024-25 Statement of Revenue Policy incorporating the annual budget and Schedule of Fees and Charges, appended at *Annexure A*.
 3. Pursuant to clause 211(2) of the *Local Government General Regulation 2021*, approve expenditure and vote funds as detailed in the Operational Plan and Budget 2024-25.
-

BACKGROUND

Under the Integrated Planning and Reporting ("IP&R") provisions of the *Local Government Act 1993* ("the Act"), Council is required to develop and adopt an Operational Plan prior to the commencement of each financial year, detailing the activities and actions to be undertaken by Council during that year to achieve the Delivery Program commitments.

Council's Operational Plan must directly address the activities outlined in the Delivery Program and identify the services, projects, programs, and events that the organisation will undertake in the financial year towards addressing these.

Council's Operational Plan must be prepared in accordance with the various requirements outlined in the IP&R Guidelines ("the Guidelines") prescribed under section 23A of the Act. The Guidelines can be accessed from the Office of Local Government's website.

Council's draft Operational Plan and Budget 2024-25, incorporating the Schedule of Fees and Charges for 2024-25 financial year, was endorsed by Council for public exhibition from 07 May 2024 for 28 days at its Extraordinary Council Meeting held 07 May 2024 [**res. ECMCC 001/24**].

ISSUES AND COMMENTARY

Council invited residents to provide a *have their say* on the draft 2024-25 Operational Plan and Budget by making an online submission via *Parkes* website, via email to council@parkes.nsw.gov.au or by mail to the General Manager.

Council received a total of three (3) external submissions and five (5) internal submissions, with the below response and/or amendments made or to be made to the draft 2024-25 Operational Plan and Budget prior to adoption and publication as provided as *Annexure A*.

No.	Detail of Submission	Council Response	Amendment Details
1	<p>Contributor: Darrin Gibson</p> <p>"Upon reading the PSC Operational Plan and Budget I noticed a point that would benefit myself and the residents of the Parkes Shire in clarity and transparency Within the Parkes Shire 2035+ Community Strategic Plan - Suite of Organisational Strategic Plan, you have listed 3 main points as follows:</p> <ol style="list-style-type: none"> 1. Local Environment Plan 2. Service Delivery Plans 3. Smart Cities Plan <p>With regard to point 3, Smart Cities Plan, will you be so kind as to detail the specifics of this point and how it will/may affect the freedom and sovereignty of all residents of the Parkes Shire including our multicultural population and Indigenous peoples. Please pay particular attention to the right of people to travel freely and also if it is in any way related to a 15min city plan broadly speaking"</p>	<p>Council has developed a smart cities strategy. It includes the introduction of a LaRa WAN IoT network around Parkes. This network, along with similar technologies provided by Telstra, allows council to introduce sensors for such things as managing the recycled water usage scheme, automatically record water meter usage, free WiFi at Lions Park, etc. Other uses in the future could include monitoring of parking areas, usage of parks, etc. Council must adhere to the NSW Privacy Act if it collects any data using such technologies.</p> <p>The 15 Minute City is an urban planning concept where all essential services and needs, such as work, shopping, education, healthcare or public transport are within a 15-minute bike ride. Parkes Shire Council has not included any actions or plans to introduce any specific policies or strategies around the 15 Minute City concept in the current Operational Plan.</p>	Nil
2	<p>Contributor: Kim Robinson</p> <p>"I would like to add to the proposed works for Northparkes oval that a disability toilet be considered. This facility is utilized by many members of the community with additional needs including children from our local schools."</p>	<p>Appropriate accessible toilets will be considered in future Open spaces and Recreation Capital Works Program to assist with accessibility for Council's residents.</p>	<p>Accessible Toilets be added to the Proposed future works table for Open Space and Recreation.</p>
3	<p>Contributor: Anonymous</p> <p>"I would think more money for our Roads, streets, footpaths would be more beneficial than Council wasting our monies on Festivals, in particular</p>	<p>No response possible, however the following information is provided: Council utilises the Community engagement within the IP&R program to create the</p>	Nil

No.	Detail of Submission	Council Response	Amendment Details
	the Elvis Festival, please down scale it"	Delivery Plan, which sets priorities based on community feedback. Ultimately, the decision around the allocation of budget funding is determined in principle by the elected councillors.	
4	Contributor: Various Internal Some fees and charges identified as incorrect calculations: pages 5, 6, 7, 8, 9, 10, 11, 12, 18, 19, 37, 52 There was also a new regulated fee added by the NSW State government called the Interment Services Levy.	Fees and Charges throughout the document were found to be incorrect due to a calculation error. As per <i>Annexure B</i>	Values have been corrected as needed throughout the document.
5	Contributor: Internal Function T4 Other transport and overheads - new Output T4.4 connect DIAP 2.1.1 to the OP	Outputs were added and removed from the following sections: T4 Other Transport and Overheads - T.4.4 was added to reference actions associated with Disability Inclusion Action Plan. (DIAP) CC2 Governance and Strategy CC9 Customer Service	Outputs were removed and/or replaced to better reflect the business area outcomes.
6	Contributor: Internal The Events Team have developed an Events Financial Assistance Policy for endorsement by Council. In this policy the Council resources which an event organiser may need to include in their budget when applying for a grant are identified. To streamline this process and provide clear guidance on Council resources, it is proposed that an additional 'Events Fees & Charges' section be included within the document. This section will consolidate all event-related financial resources available, including set-up of the portable stage, set-up of the stage extension at Cooke Park, set-up of the shade dome in Cooke Park (\$2,362.22), installation of shade sails in Cooke Park (\$544.85), printing services at the Library and Tourism Centre, cleaning costs and hirer fees for Cooke Park Pavilion, waste	Additional fees and charges to be added as: 10. Event-related Fees and Charges As per <i>Annexure C</i>	Additional event related fees have been included in the Fees and Charges.

No.	Detail of Submission	Council Response	Amendment Details
	management etc. This dedicated section will ensure that all event organisers can easily locate and understand the associated costs.		
7	Contributor: Internal Operational plan actions were identified by staff as needing adjustment. Some other new actions were added while other obsolete actions were deleted.	As per <i>Annexure D</i> .	The plan has been amended as required.
8	Contributor: Internal The capital items and values listed at the end of each function were incorrect.		The plan has been updated to reflect the actual capital plan items.

LEGISLATIVE AND POLICY CONTEXT

[Local Government Act 1993, Section 405 - Operational Plan](#)

[Integrated Planning and Reporting Guidelines for Local Government in NSW \(Office of Local Government, September 2021\)](#)

FINANCIAL IMPLICATIONS

This report formalises and sets Council's budget for the 2024-25 Financial Year.

RISK IMPLICATIONS

Adoption of the draft Operational Plan and Budget, as recommended, ensures Council complies with its legislative requirements under section 405 of the Act.

COMMUNITY CONSULTATION

Consistent with the requirements outlined in the Guidelines, the draft Operational Plan and Budget was publicly exhibit for 28 days, and any submissions received during the exhibition period are detailed in the report for consideration of Council.

CONCLUSION

This report recommends that the draft Operational Plan and Budget 2024-25 be adopted, including the 2024-25 Statement of Revenue Policy which incorporates the annual budget and Schedule of Fees and Charges, and that Council approve expenditure and vote funds as detailed in the Operational Plan and Budget 2024-25.

PLANNING AND ENVIRONMENTAL FEES AND CHARGES
Environmental Planning and Assessment Act Fees and Charges
Development Application Fees

Regulated fee
PSC Fee

Fee Name	Fee Description	Public Exhibition Fee	2024-25 Fee
Outdoor Advertisement			
Fee (may also require Section 68 Approval)	Fee to cover the costs of processing the DA	\$555 + \$93 each additional advertisement in excess of 1	\$371+ \$93 each additional advertisement in excess of 1
Change of Use			
Fee	Fee to cover the costs of processing the DA	555.00	371.00
Class 1 & 10 Structures < \$10,000 - (Carports, Garages & Outbuildings)			
Fee	Fee to cover the costs of processing the DA		125.00
Class 1 & 10 Structures > \$10,000, < \$50,000 - (Carports, Garages & Outbuildings)			
Fee	Fee to cover the costs of processing the DA		219.00
Class 1 & 10 Structures > \$50,000, < \$100,000 - (Carports, Garages & Outbuildings)			
Fee	Fee to cover the costs of processing the DA		387.00
New Single Dwelling House < \$100,000			
Fee	Fee to cover the costs of processing the DA	595.00	592.00
New Single Dwelling House > \$100,000 < \$250,000			
Fee	Fee to cover the costs of processing the DA	887.00	625.00
New Single Dwelling House > \$250,000			
Base fee	Fee to cover the costs of processing the DA		630.00
Plus \$2.05 per \$1,000 above \$250,000	Fee to cover the costs of processing the DA		2.05
Development involving an erection of a building			
Up to \$5,000			
Base fee	Fee to cover the costs of processing the DA	215.00	144.00
\$5,001 to \$50,000			
Base fee	Fee to cover the costs of processing the DA	330.00	220.00
Plus per \$1,000 (or part of \$1,000 of estimated cost)	Fee to cover the costs of processing the DA		3.00
\$50,001 to \$250,000			
Base fee	Fee to cover the costs of processing the DA	687.00	459.00
Plus \$1,000 (or part of \$1,000 of est cost) above \$50000	Fee to cover the costs of processing the DA		3.64
\$250,001 to \$500,000			
Base fee	Fee to cover the costs of processing the DA	2,260.00	1,509.00
Plus per \$1,000 (or part of \$1,000) above \$250000	Fee to cover the costs of processing the DA		2.34
\$500,001 to \$1,000,000			
Base fee	Fee to cover the costs of processing the DA	3,402.00	2,272.00
Plus per \$1,000 (or part of \$1,000) above \$500,000	Fee to cover the costs of processing the DA		1.64
\$1,000,001 to \$10,000,000			
Base fee	Fee to cover the costs of processing the DA	5,097.00	3,404.00
Plus per \$1,000 (or part of \$1,000) above	Fee to cover the costs of processing the DA		1.44
More than \$10,000,000			
Base fee	Fee to cover the costs of processing the DA	30,972.00	20,667.00
Plus per \$1,000 (or part of \$1,000) above \$10,000,000	Fee to cover the costs of processing the DA		1.19
Advertising a Development & Public Exhibition			
Designated Development	Fee to cover the cost of processing DA. Note: Any part of the fee not spent will be refunded	4,327.00	2,890.00
Advertised Development	Fee to cover the cost of processing DA. Note: Any part of the fee not spent will be refunded	2,153.00	1,439.00
Prohibited Development	Fee to cover the cost of processing DA. Note: Any part of the fee not spent will be refunded	2,153.00	1,439.00
Development requires exhibition of changes to an environmental planning instrument or development control plan	Fee to cover the cost of processing DA. Note: Any part of the fee not spent will be refunded		1,242.00
Residential Apartment Development Design Review - Additional fee	Fee to cover the cost of processing DA. Note: Any part of the fee not spent will be refunded	5,847.00	3,905.00
Designated Development in addition to other fees			
Designated Development Additional Fee (CI 251)	Fee to cover the costs of processing the DA	1,793.00	1,198.00
Integrated Development Fee			
Each Intergraded Approval Body	Fee to cover the costs of processing the DA	623.00	416.00
Additional fee for processing application	Fee to cover the costs of processing the DA	273.00	183.00
Rezoning application			
Rezoning application	Fee to cover cost of service		
Concurrence Fee			
Each Concurrence Body	Fee to cover cost of processing the DA	623.00	416.00
Additional fee for processing application	Fee to cover cost of processing the DA	273.00	183.00
Development Application Subdivision 82a			
Per application (No New Road created)	Fee to cover cost of processing subdivision applications	643.00	430.00
Plus: per each additional lot created	Fee to cover cost of processing subdivision applications		53.00
Per application (Where subdivision includes creation of New Road/s)	Fee to cover cost of processing subdivision applications	1,295.00	865.00

Plus: per each additional lot created	Fee to cover cost of processing subdivision applications		65.00
Per application (Strata Title)	Fee to cover cost of processing subdivision applications	643.00	430.00
Plus: per each additional lot created	Fee to cover cost of processing subdivision applications		65.00
Minor change to development eg relocation, addition of windows doors, Basic certification modification, Minor Error, mis-description, or miscalculation, not requiring neighbour notification	Fee to cover the cost of issuing a modified DA consent	138.00	92.00
Minimal environmental impact minor modification. If modification does not increase height and footpath of building, does not alter traffic generation and	Fee to cover the cost of issuing a modified DA consent	1,257.00	839.00
Dwelling House estimated cost <\$100000	Fee to cover the cost of issuing a modified DA consent	370.00	247.00
In the case of any other development - Up to \$5,000			
Base fee	Fee to cover the cost of issuing a modified DA consent	107.00	71.00
In the case of any other development - \$5,001 to \$250,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	165.00	110.00
In the case of any other development - \$250,001 to \$500,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	975.00	651.00
In the case of any other development - \$500,001 to \$1,000,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	1,388.00	927.00
In the case of any other development - \$1,000,001 to \$10,000,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	1,923.00	1,285.00
In the case of any other development - More than \$10,000,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	9,234.00	6,167.00
Modification of Residential Apartment Development Design Review where clause 115(3) applies - additional fee	Fee to cover the cost of processing DA. Note: Any part of the fee not spent will be refunded	5,847.00	3,905.00
Modification public notice fee	Fee to cover the cost of issuing a modified DA consent	1,297.00	866.00
Application under section 8.2 (1) (c) of EPA Act for a review of rejection			
If the estimated cost of the development is less than \$100,000	Fee to cover the cost of application	107.00	71.00
If the estimated cost of the development is \$100,000 or more and less than or equal to \$1,000,000	Fee to cover the cost of application	292.00	195.00
If the estimated cost of the development is more than \$1,000,000	Fee to cover the cost of application	487.00	325.00
Review of DA Determination Under EPA Act			
Involving erection of a dwelling <\$100000 value	Fee to cover the cost of issuing a modified DA consent	370.00	247.00
In the case of any other development - Up to \$5,000			
Base fee	Fee to cover the cost of issuing a modified DA consent	107.00	71.00
In the case of any other development - \$5,001 to \$250,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	167.00	111.00
In the case of any other development - \$250,001 to \$500,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	975.00	651.00
In the case of any other development - \$500,001 to \$1,000,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	1,388.00	927.00
In the case of any other development - \$1,000,001 to \$10,000,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	1,923.00	1,285.00
In the case of any other development - More than \$10,000,000			
Base Fee	Fee to cover the cost of issuing a modified DA consent	9,234.00	6,167.00
Notice of application for review of a determination under the Act, section 8.3	Fee to cover the cost of issuing a modified DA consent	1,208.00	807.00
Section 6.4(e) Compliance Certificate			
Section 6.4 (e) Compliance certificate certifying that a condition with respect to specified building work or subdivision work (being a condition attached to a development consent or complying development certificate) has been duly complied with	Fee to cover cost assessment & issue of Certificate	215.00	313.00
Section 6.4(e) Compliance certificate certifying that any specified aspect of development complies with the requirements of any other provisions prescribed by the regulations		215.00	313.00
Section 6.4 (e) Compliance certificate certifying that a specified building or proposed building has a specified classification identified in accordance with the Building Code of Australia	Fee to cover cost assessment & issue of Certificate	215.00	330.00
Complying Development Application Fees			
Fee Name	Fee Description	2024-25 Fee	
Complying Development Certificate (CDC) - Modification Fee			
Classes 2-9 Minor change	Fee to cover the cost of issuing a modified complying development certificate	82.00	92.00

Assessment of Alternative Solution Fee			
Per performance clause Volume One of Building Code of Australia - Not fire safety measure clauses (per clause)	Fees to cover the cost of assessing the Alternative Solutions	200.00	298.00
Per performance clause Volume One of Building Code of Australia - Fire safety measure clauses (per clause)	Fees to cover the cost of assessing the Alternative Solutions	320.00	417.00
Registration Fee Part 4A Certificates			
Per Application	Fee to cover the Lodgement of Part 4A certificates submitted by Private Certifiers and additional handling carried out by Council	36.00	39.00
Per Modification	Fee to cover the Lodgement of Part 4A certificates submitted by Private Certifiers and additional handling carried out by Council	36.00	39.00
Per Withdrawal	Fee to cover the Lodgement of Part 4A certificates submitted by Private Certifiers and additional handling carried out by Council	36.00	39.00
Section 10.7 Planning Certificate			
Sect 10.7	Fee to cover the cost of processing of certificate	62.00	69.00
Sect 10.5 10.7	Fee to cover the cost of processing of certificate	174.00	156.00

Local Government Act Fees and Charges

Local Government Act - Service Fees and Charges

Fee Name	Fee Description	2024-25 Fee	
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Local Government Act - Certificate Fees and Charges

Provision of paper copy Approval and documentation			
A3 (Colour) per page	Fee to cover the cost of the service	3.50	4.00

Cemetery Fees and Charges

Fee Name	Fee Description	2024-25 Fee	
Approval For Right of Burial- Internment Services Levy for Ashes- Levy will not apply to destitute persons or children under the age of 12 years. Internment Services Levy will apply to reopening of Grave or ashes	Regulated Fee- Internment Services Levy	63.00	
Approval for Right of Burial - Internment Services Levy Burial - Levy will not apply to destitute persons or children under the age of 12 years. Internment Services Levy will apply to reopening of Graves	Regulated Fee- Internment Services Levy	156.00	

Parks and Gardens

Fee Name	Fee Description	2024-25 Fee	
Advanced (45L Pots)	Fee to cover the cost of works	was 35L	250.00

Meter Connection Fee

Fee Name	Fee Description	2024-25 Fee	
Meter Connection Fee	Fee to cover the cost of service	27.30	30.00

10. Event-related Fees and Charges

Installation of portable stage

Fee Name	Fee Description	GST	2024-25 Fee
Booking and Delivery Fee – Hire costs cover delivery and collection of stage components only	Fee to cover the cost of the service	Y	\$500.00
Hire Rate per day	Fee to cover the cost of the service	Y	\$100.00
Assemble/disassemble portable stage (minimum 4 hours)	Fee to cover the cost of the service	Y	\$250.00 per hour
Security Bond – refundable upon return in good condition	Fee to cover the cost of the service	Y	\$225.00

Installation of stage extension at Cooke Park Pavilion

Fee Name	Fee Description	GST	2024-25 Fee
Assemble/disassemble stage extension	Fee to cover the cost of the service	Y	\$660.00

Installation of shade dome at Cooke Park

Fee Name	Fee Description	GST	2024-25 Fee
Assemble/disassemble Shade Dome (all day)	Fee to cover the cost of the service	Y	\$545.00

Installation of shade sails at Cooke Park

Fee Name	Fee Description	GST	2024-25 Fee
Assemble/disassemble shade sails (minimum 1.5 hours)	Fee to cover the cost of the service	Y	\$2,365.00

Cleaning fee for amenities prior to event

Fee Name	Fee Description	GST	2024-25 Fee
Cleaning of amenities at Council-owned facility or precinct	Fee to cover cost of providing service.	Y	\$350.00

** The event organiser will be responsible for payment of any fees associated with additional cleaning requested post-event if the amenities are not returned at the same standard they were provided.*

Printing, photocopying and laminating services at Parkes Visitor Information Centre

Fee Name	Fee Description	GST	2024-25 Fee
Black and white A4 single side	Fee to cover cost of service	Y	\$0.30
Black and white A4 double side	Fee to cover cost of service	Y	\$0.40
Black and white A3 single side	Fee to cover cost of service	Y	\$0.60
Black and white A3 double side	Fee to cover cost of service	Y	\$0.70
Colour A4 single side	Fee to cover cost of service	Y	\$1.00
Colour A4 double side	Fee to cover cost of service	Y	\$1.50
Colour A3 single side	Fee to cover cost of service	Y	\$2.00
Colour A3 double side	Fee to cover cost of service	Y	\$2.00
For large quantities - price on application	Fee to cover cost of service	Y	\$2.50

Changes made to Operational Plan Actions AFTER public exhibition

Commercial Enterprise

CE1 Central West Childcare		
Added	Deleted	Comments
One new action.		

Corporate

Governance and Strategy		
Added	Deleted	Comments
Two new actions	One action	Re-wording in existing text

People		
Added	Deleted	Comments
	Removed four actions	Re-wording in existing text

Customer Service		
Added	Deleted	Comments
One new action	Removed two actions	Re-wording in existing text

Events and Festivals		
Added	Deleted	Comments
		Adjusted dollars in two actions Events related fees and charges included

Ordinary Rates		
Added	Deleted	Comments
Additional paragraph		Re-wording in existing text and updated income figures

Economic Development		
Added	Deleted	Comments
One new action	Removed one action	

14.3 ADOPTION OF AMENDED FINANCIAL ASSISTANCE POLICY**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:** **Nikki Bevan, Acting Manager Governance, Risk and Corporate Performance****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Council Policy - Financial Assistance Policy (under separate cover)****RECOMMENDATION**

That Council:

1. Adopt the amended Financial Assistance Policy for inclusion in Council's Policy Register and publication on Council's website.

BACKGROUND

Parkes Shire Council ("Council") regularly receives requests for donations from organisations and individuals. Council values the various cultural, community and sporting initiatives, and the events and festivals in the Parkes Shire and acknowledges the contribution made by not-for-profit organisations within the community.

Council has also established several grant funding programs, with financial support included in its annual Operational Plan and Budget. These include:

- Community Financial Grants Program (including for specific purposes, waving or reducing fees or reducing lease or license costs).
- Cultural Grants
- Heritage Grants
- Northparkes Mines / Parkes Shire Council Sports Grants
- Events Financial Assistance Program

In addition, Council may also receive other, ad hoc requests to donate funds towards a general purpose that has not been considered in the current Operational Plan and Budget. In this case, the request will be assessed under the General Assessment Criteria outlined in the Financial Assistance Policy.

ISSUES AND COMMENTARY

The amended Financial Assistance Policy ("the Policy") is attached as *Annexure A*. It has been developed to ensure compliance with Section 356 of the Local Government Act 1993 ("the Act") and includes a framework that can be used to assess requests or applications received.

Parkes Shire Council regularly receives requests for assistance to deliver events from organisations within the Parkes Shire. However, Council's resources are limited, and it is not feasible to fund all applications. It is important that Council maintain a consistent, transparent, and equitable approach to the consideration and distribution of donations.

To ensure that a consistent, transparent and equitable approach is taken when considering the distribution of donations to event organisers, Council's Events and Festivals Team have developed

an Events Financial Assistance Program (tabled in a separate report), incorporating Events Financial Assistance Guidelines and a robust evaluation matrix.

The Policy has been updated in line with the EFAP and provides details on the process, criteria, assessment and reporting/acquittal of all Community and Destination events that receive funding under EFAP.

LEGISLATIVE AND POLICY CONTEXT

In accordance with Section 356 of the Act, Council can provide financial assistance through a specific program, providing the details of the program have been included in Council's Operational Plan and Budget for the year in which the financial assistance is proposed to be given.

Under the Act, grants and donations made under the various established funding programs can be assessed and distributed without endorsement by Council. However, the Minutes of the Committee must be tabled at an Ordinary Council Meeting to ensure Council is open and accountable in its decision-making, and that the decision-making process is transparent.

Section 356 of the Act also allows for Council to consider other requests for donations, which will require a 28-day public exhibition period, should Council wish to provide a donation of sponsorship. If Council receives a request for financial assistance for a community or destination Event and the funds allocated for the financial year are exhausted, a report can be tabled to Council outlining the details of the request and allocation of funds from an alternate budget to fund the request.

FINANCIAL IMPLICATIONS

Funds will be allocated for the Events Financial Assistance Program in the annual Operational Plan and Budget.

RISK IMPLICATIONS

The policy ensures Council is compliant with the Act and Regulations relating to any financial assistance that may be provided to others.

COMMUNITY CONSULTATION

There are no community consultation implications for Council associated with this report, however the Financial Assistance Policy will be made available to the public via the Council website, once endorsed.

CONCLUSION

The policy has been developed to ensure compliance with relevant legislation and provide transparency for the assessment of financial assistance requests received. It is recommended that the policy be adopted for inclusion into the Council's Policy register.

14.4 EVENTS FINANCIAL ASSISTANCE PROGRAM**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:** **Mikaela Cass, Events and Festivals Specialist****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Guidelines - Events Financial Assistance Program** [↓](#)**RECOMMENDATION**

That:

1. Council endorses the Events Financial Assistance Program, incorporating the Guidelines appended at Annexure A, for implementation from 1 July 2024.

BACKGROUND

Parkes Shire Council ("Council") is committed to supporting the development, growth, improvement, and sustainability of local and destination events. Events play an important role in our community, providing a diverse range of vibrant experiences, contributing to the Shire's social cohesiveness and wellbeing, heightening our community's pride of place and promoting the Shire as an attractive place to live and visit.

Parkes Shire Council regularly receives requests for assistance to deliver events from organisations within the Parkes Shire. However, Council's resources are limited, and it is not feasible to fund all applications. It is important that Council maintain a consistent, transparent, and equitable approach to the consideration and distribution of donations.

ISSUES AND COMMENTARY

In accordance with section 356 of the *Local Government Act 1993*, Council can provide financial assistance through a specific program, providing the details of the program have been included in Council's draft Operational Plan for the year in which the financial assistance is proposed to be given.

Council's Events and Festivals Team have developed an Events Financial Assistance Program ("EFAP"), incorporating Events Financial Assistance Program Guidelines (appended at *Annexure A*), amendments to Council's Financial Assistance Policy (tabled in a separate report at the 18 June 2024 Ordinary Council Meeting), and a robust evaluation matrix. The EFAP is due to be implemented from 1 July 2024.

Council's EFAP includes two separate funds:

1. Community Events Fund (*managed by Events Officer*)
2. Destination Events Fund (*managed by Event Attraction and Sponsorship Coordinator*)

Applications**Community Events Fund**

Applications for the Community Events Fund occur twice per year (May and October). A call for applications is publicised in the local media, through community event contact networks and on Council's social media platforms. An online application form will be available via Council's website.

Destination Events Fund

Applications for the Destination Events Fund are accepted throughout the year with no set rounds in place. A call for applications is publicised in the local media, through event contact networks and on Council's social media platforms. An online application form will be available via Council's website.

Assessment

Applications for assistance shall be considered on their merits, considering the circumstances in each case, the availability of funds in Council's adopted budget, the guidelines of Section 6.5 of Council's Financial Assistance Policy, and provisions of the *Local Government Act 1993*.

At the conclusion of any relevant application submission period, applications will be assessed by the Events and Festivals Specialist against an eligibility criteria and evaluation matrix before being referred to an internal Evaluation Panel.

The Evaluation Panel is comprised of four staff members, including two (2) Events and Festivals staff, the Executive Manager Economy and Engagement and an independent panel member.

Following completion of the assessment process, funds will be dispersed to the nominated bank account of the successful applicants.

By way of update, a report detailing the funds granted from the Events Financial Assistance Program will be tabled to the Strategic Advisory Committee that oversees events and will subsequently be tabled at the following Ordinary Council Meeting for endorsement.

Acquittal and Reporting

All successful applicants will be required to provide an acquittal report within two months of completion of the sponsored event. The Grant Acquittal form can be found on Council's website.

The report must include outcomes of the event funded by Parkes Shire Council, an income and expenditure summary, examples of promotional material and photos of the event.

Applicants will not be considered for future funding if the report is not completed and returned.

LEGISLATIVE AND POLICY CONTEXT

[Section 356 of the Local Government Act 1993](#)

[Council Policy - Financial Assistance Policy](#)

FINANCIAL IMPLICATIONS

Council's draft 2024/25 Operational Plan and Budget has \$125,000 allocated to Events Financial Assistance Program via Community Events and Destination Events cost centres.

RISK IMPLICATIONS

To maintain a consistent, transparent, and equitable approach to the consideration and distribution of donations, applications will be considered based on their merits, considering the:

- Circumstances in each application.
- Availability of funds in Council's adopted budget.
- Criteria outlined in the Events Financial Assistance Policy.
- Section 6.5 of Council's Financial Assistance Policy.
- Provisions of the *Local Government Act 1993*.

COMMUNITY CONSULTATION

Council will advise all community event organisers who have previously received financial assistance from Council of the new process and extend an invitation to attend an Information

Session on 26 June 2024 at 6pm at Cooke Park Pavilion. In addition, information will be publicly available on Council's website and social media platforms detailing the Events Financial Assistance Program.



Events Financial Assistance Program Guidelines

May 2024

parkes.nsw.gov.au

Guidelines

Events Financial Assistance Program

CONTROLLED DOCUMENT INFORMATION

ECM Number	<ECM registration ID>
Document Owner	Director Customer, Corporate Services and Economy
Document Development Officer	Events and Festivals Specialist
Review Timeframe	Two years
Last Review Date	May 2024
Next Scheduled Review	May 2026

Document History		
Date	ECM No.	Details/Comments
30 May 2024	<ECM No.>	Guidelines developed for review by Director Customer, Corporate Services and Economy and Councillors.

Further Document Information and Relationships	
Related Legislation*	Local Government Act 1993
Related Policies	Financial Assistance Policy
Related Documents	Fees and Charges Community Strategic Plan
Note: Any reference to Legislation will be updated in this Policy as required. See website http://www.legislation.nsw.gov.au/ for current Acts, Regulations and Environmental Planning Instruments.	

Guidelines

Events Financial Assistance Program



1. Introduction	2
2. Alignment with Council Strategies and Guiding Principles.....	3
Community Strategic Plan	3
Quadruple Bottom Line.....	4
3. Community Events Fund.....	5
Funding objectives.....	5
Funding eligibility	5
Funding limits	6
Provision of assistance with Council services	6
Provision of event deliverables by external providers.....	7
Assessment criteria	7
Assessment process.....	9
Submitting your application.....	9
Receiving assistance	10
Reporting.....	10
4. Destination Events Fund.....	11
Funding objectives.....	11
Funding eligibility	11
Funding limits	12
Provision of assistance with Council services	12
Provision of event deliverables by external providers.....	13
Assessment criteria	13
Assessment process.....	15
Submitting your application.....	15
Receiving assistance	16
Reporting.....	17

Guidelines

Events Financial Assistance Program



1. Introduction

Council is committed to supporting the development, growth, improvement, and sustainability of local and destination events. Events play an important role in our community, providing a diverse range of vibrant experiences, contributing to the Shire's social cohesiveness and wellbeing, heightening our community's pride of place and promoting the Shire as an attractive place to live and visit.

Parkes Shire Council regularly receives requests for assistance to deliver events from organisations within the Parkes Shire. However, Council's resources are limited, and it is not feasible to fund all applications. It is important that Council maintain a consistent, transparent, and equitable approach to the consideration and distribution of donations.

Council will consider provision of assistance by way of donation to community groups, non-profit organisations, and charitable entities.

Applications for assistance shall be considered on their merits, considering the circumstances in each case, the availability of funds in Council's adopted budget, the guidelines of Section 6.5 of Council's Financial Assistance Policy, and provisions of the *Local Government Act 1993*.

To maintain a consistent, transparent, and equitable approach to the consideration and distribution of donations and to address substantial growth within the events industry across the Parkes Shire, Council has introduced an event grant funding initiative, known as the "Events Financial Assistance Program".

As part of the Events Financial Assistance Program, Council has devised a set of protocols that apply to community groups, non-profit organisations, and charitable entities, ensuring a systematic, fair and transparent approach to granting funds for events.

Guidelines

Events Financial Assistance Program



2. Alignment with Council Strategies and Guiding Principles

Community Strategic Plan

The Events Financial Assistance Program aligns with the following objectives of Council's [Community Strategic Plan 2035+](#) (CSP):

CSP Theme	CSP Objective	CSP Strategy
Community	Our community is liveable, growing and connected	Provide vibrant and welcoming town centres, streetscapes, public spaces, and meeting spaces.
	Our community is creative, proud and has a strong sense of belonging	Deliver and support events, festivals and celebrations that promote engaged citizenship and foster community pride.
		Encourage, support and recognise volunteerism and community participation.
		Celebrate the history, heritage and culture of the Wiradjuri people and their connection to country, and provide opportunities for reconciliation, interpretation and understanding.
Economy	Our Shire is an attractive destination to live, work, visit and invest	Promote Parkes Shire as a tourist destination and support the continued growth of our visitor economy.
Leadership	Our local government is open, accountable and representative	Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects, and initiatives.
		Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.

Guidelines

Events Financial Assistance Program



Quadruple Bottom Line

The Quadruple Bottom Line (QBL) provides a holistic, balanced approach for the evaluation of Events Financial Assistance Program applications, and addresses social, environmental, economic and civic leadership considerations, including:

- **Social sustainability:** support cohesive, inclusive, diverse and dynamic communities.
- **Environmental sustainability:** protect natural, social, cultural and built heritage and decrease the consumption of resources.
- **Economic sustainability:** maintain a strong and stable economy and ensure the delivery of services, facilities and infrastructure is financially sustainable.
- **Civic leadership:** transparency and accountability in decision-making.

The QBL considerations form an integral aspect of the Evaluation Matrix used for Community and Destination events and promotes good governance and transparent decision-making.

Guidelines

Events Financial Assistance Program



3. Community Events Fund

Funding objectives

Council's Community Events Fund recognises the vital connection that not-for-profit organisations and groups play in the development of a strong and resilient community in the following streams:

1. Cultural and Arts
2. Civic and Education
3. Sporting and Recreation
4. Community

Community events should make a positive and ongoing contribution to the community. This funding is provided to assist event organisers to develop new events or improve existing ones whilst working towards event sustainability.

Funding is provided for events that:

- Promote a safe, inclusive, and growing community.
- Assist in building a diverse and economically strong Parkes Shire.
- Appeal to a wide demographic.

Funding eligibility

To be eligible to apply for financial assistance through the Community Events Fund, the following criteria must be met:

- Applicant must be a not-for-profit.
- Conduct the event within the Parkes Shire.
- Demonstrate community connection and stakeholder engagement, economic benefit, environmental sustainability, accessibility, event legacy and First Nations involvement, as per the Community Events Evaluation Matrix.
- Provide an event budget (income and expenditure) and demonstrate that the event/activity is financially viable with or without funding from Parkes Shire Council.
- Obtain all regulatory approvals for the event/activity such as an event license or provide a plan of how you will obtain all regulatory approvals.
- Hold current and relevant Public Liability Insurance to the value of \$20 million.
- Commence the event/activity within 12 months from the application cut-off date (retrospective funding is not available).
- Event organisers must not have received funding from other Council funding sources for delivery of the same event.

Applications will **not** be considered for the following:

- Individuals, commercial (profit-based) groups or agencies, Government departments and agencies.
- Repayment of debt.
- Events with a religious focus, unless the religious content is removed and replaced with a secular context (e.g. Christmas Carols with a focus on community gathering and the cultural and festive spirit of Christmas).
- Activities, events or projects that demonstrate a significant budget surplus.

Guidelines

Events Financial Assistance Program



- Late submissions.
- Requests for funding post-event will not be considered under any circumstance.
- Staff wages.
- Activities that duplicate existing services available in the Parkes Shire.
- Academic research, coursework or fees, or projects seeking financial support for research, studio work or activities that will be submitted for academic research.
- Inadequate planning or detail - applications that lack sufficient planning, details or clear explanation about how the proposed project or event will be executed might not be considered.
- If an applicant has a history of misuse of funds.

Funding limits

The maximum funding amount per application is \$10,000 with a total of \$50,000 in funding available per funding round. Please note that as part of the application process, applicants will be required to advise if their event will still be delivered without the full allocation of the requested funding amount. This assists Council to determine if the event is financially viable.

For funding requests exceeding \$10,000, the standard procedure still applies whereby you submit an application detailing how it meets all assessment criteria. If the application achieves over 90% compliance with the Community Events Evaluation Matrix, it will be eligible for consideration to be tabled to Council for special resolution.

Provision of assistance with Council services

The costs associated with the provision of assistance with Council services have traditionally been borne by Council as "in-kind" assistance to events. Moving forward, these costs must be factored into the total funding requested, as they can be substantial.

As part of the online application, applicants will be required to complete a table with details of Council services being requested. Examples of common Council services include:

- Development Application and Section 68 Application charges
- Portable stage hire
- Venue/room hire
- Library photocopying and laminating
- Installation of Shade Sails
- Installation of Shade Dome

The fees and charges for these services are in line with Council's adopted [Fees and Charges](#).

Assistance of Parkes Shire Council staff

If Parkes Shire Council staff are required to assist with event delivery (e.g. installation of infrastructure, event staff services and rubbish pick-up), the labour costs associated with this assistance will also be factored into the total funds allocated.

Guidelines

Events Financial Assistance Program



If the services of Parkes Shire Council staff are required to deliver the event, Council's Events Team will work with the event organiser and internal staff to identify the resources required and an estimate of costs. The total funds transferred to the event organiser will be less the cost for Parkes Shire Council resources.

Provision of event deliverables by external providers

Content creation and social media

In the past, Council has extended in-kind assistance by engaging in content creation and monitoring of social media pages for events. Moving forward, this practise will cease, and event organisers will need to seek alternative services to fulfill these tasks and allocate funds accordingly for this purpose.

Cleaning of amenities at Council facilities

All Council facilities hired for an event are required to be returned in the same condition they were provided in. If the cleanliness of the amenities does not meet standards, a post-event clean by Council's contracted cleaning services provider will be organised and a cleaning fee will be charged to the event organisers.

Printing and laminating

All event organisers requiring printing and/or laminating services for documents, programs and other materials must fund and source these services independently. The Parkes Shire Library has facilities to assist with some of these needs, and there are also several printing services available throughout the Parkes Shire.

Assessment criteria

The assessment process is competitive with many community organisations and groups seeking financial assistance from Council each year. Once submitted, applications will be assessed on merit, against the assessment criteria, eligibility criteria, available funding and other applications.

The following criteria must be met:

- Demonstrate universal attendee appeal.
- Demonstrate community connection and stakeholder engagement through creation of community partnerships, opportunities for local community group involvement and community volunteers.
- Demonstrate benefits to Parkes Shire Council as a sponsor or supporter of the event/activity.
- The degree to which the event promotes a safe, inclusive and growing community (alignment with Council's [Community Strategic Plan](#)).
- Provide a comprehensive budget, demonstrating financial viability.
- Present the size of the marketing audience/reach (international/state/regional/local).
- Demonstrate environmentally sustainable practices.
- Review of the applicant's funding history and compliance.

Guidelines

Events Financial Assistance Program

Score-based Evaluation and Assessment

The following Evaluation Assessment criteria will be used to assess the application. The criteria are aligned to Council's Community Strategic Plan and the Quadruple Bottom Line and is a score-based system.

Objective	Score
Economic Benefits <ul style="list-style-type: none"> Expected attendees Entry fees Appeal to a wide demographic Origin of attendees Local business involvement 	/12
Event Legacy <ul style="list-style-type: none"> Opportunity for event growth Multiple funding sources Event previously held in the Parkes Shire Event viability 	/7
Community Connection and Stakeholder Engagement <ul style="list-style-type: none"> Creation of community partnerships Opportunity for local community groups involvement Opportunity for local volunteers First Nations involvement 	/13
Community Strategic Plan alignment <ul style="list-style-type: none"> Event provides vibrant and welcoming town centres, streetscapes, public spaces and meeting places Event promotes engaged citizenship and fosters community pride Event encourages, supports and recognises volunteerism and community participation Event celebrates the history, heritage and culture of the Wiradjuri people and their connection to country Event promotes positive attitudes and behaviours towards people with disability Event improves access to spaces and activities for people with disability Event supports our visitor economy through the promotion of our Shire to enable to continuation of local events 	/14
Quadruple Bottom Line alignment <ul style="list-style-type: none"> Event supports cohesive, inclusive, diverse and dynamic communities Event delivery includes initiatives to protect the natural, social, cultural and built heritage and decrease the consumption of resources Event supports the maintenance of a strong and stable economy and ensures the delivery of services, facilities and infrastructure is financially sustainable 	/8

Guidelines

Events Financial Assistance Program



<ul style="list-style-type: none"> Event planning decision-making is transparent and accountable 	
Council Support <ul style="list-style-type: none"> Previous support of event by Council (none, less than two (2) years, greater than two (2) years) 	/6
Total Score	/60

Assessment process

There are two funding rounds each year, which will open in May and October.

Please visit [Council's Grants Programs Parkes Shire Council \(nsw.gov.au\)](https://www.nsw.gov.au/councils/grants-programs/parkes-shire-council) for application open and close dates.

Submitting your application

You must submit your application via the online application form on Council's website at [Council's Grants Programs Parkes Shire Council \(nsw.gov.au\)](https://www.nsw.gov.au/councils/grants-programs/parkes-shire-council).

As part of the application, you will be required to answer all questions in the application and submit supporting documentation.

Following an eligibility check, applications will be assessed against the assessment criteria by an internal Evaluation Panel, including an independent panel member. When assessing applications, Council may contact the event organiser or community group for further information.

If funding is awarded, applicants are unable to seek additional support from other Council funding programs for the same event/activity.

Supporting documentation

As part of your application, you will be required to submit the following documentation:

- A copy of the organisation's Certificate of Currency and/or schedule for Public Liability Insurance to the value of \$20 million.
- Evidence of the organisation's legal not-for-profit status or auspice letter provided by a not-for-profit entity.
- Relevant quotes as listed in the detailed project budget.
- Landowner's Consent (if required).
- A copy of all appropriate permits, approvals, and insurance relating to the project (if available).
- An Event Management Plan, including a project timeline and marketing activities, demonstrating the benefits to Parkes Shire. This may also include letters of support and images of past events.
- Risk Assessment and Mitigation Strategy identifying risks and/or challenges the event might face and how the organisers plan to address them.

Tip: support material plays a vital role in how we understand and assess your application. Choose high-quality support material that is concise, current and directly relevant to your application.

Guidelines

Events Financial Assistance Program



Booking of Council venues for your event

Parkes Shire is well-equipped to host your event with multiple facilities as well as a range of sporting fields and parks with amenities and services within. Parkes Shire offers many picturesque locations ideal for events, photography, weddings, launches and other private functions.

It is the responsibility of the event organiser to submit all necessary booking and application forms to hire Council venues via the [Venues for Hire](#) page on Council's website.

Council requests that event organisers submit the necessary booking and application forms at their earliest convenience, regardless of the outcome of the Events Financial Assistance Program application, as this will allow adequate time for any planning activities that need to be undertaken.

Receiving assistance

All applicants will be notified in writing of the outcome of their application, within 14 days of the funding round closing.

Council may offer a lower funding amount than requested and/or place conditions on the funding or be specific about the items in the budget it is offering to fund. If an application is approved, applicants are responsible for confirming the venue booking, required infrastructure, Workers Compensation for employed staff and all other associated insurances required to hold the event.

Successful applicants must sign and comply with a funding agreement detailing the terms and conditions of the funding, including:

- Acknowledgement of Parkes Shire Council as a sponsor of the event on all official event media and advertising material (including but not limited to display of logo and verbal or written mention).
- Use funds for the purpose for which the assistance was awarded, unless written permission for variation has been obtained from Council prior to the activities being undertaken.
- Obtain all appropriate permits, approvals, and insurance relating to the project.

Reporting

All successful applicants will be required to provide an acquittal report within two months of completion of the sponsored event. The Grant Acquittal form can be found on Council's website via [Acquitting your grant Parkes Shire Council \(nsw.gov.au\)](#).

The report must include outcomes of the event funded by Parkes Shire Council, an income and expenditure summary, examples of promotional material and photos of the event.

In the case of unspent funds remaining, these remaining funds will be required to be returned to Council.

Applicants will not be considered for future funding if the acquittal report is not completed and returned as required.

Guidelines

Events Financial Assistance Program

4. Destination Events Fund**Funding objectives**

Council's Destination Events Fund recognises the importance of events that deliver significant visitation and economic benefits to the Parkes Shire and wider Central West region in the following streams:

1. Cultural and Arts
2. Civic and Education
3. Sporting and Recreation
4. Community

Funding is provided for events that:

- Promote a safe, inclusive, and growing community.
- Attract overnight visitation from outside the Parkes Shire.
- Engage with the local tourism industry.
- Be held at a desirable time of year (outside of peak visitation periods).

Funding eligibility

To be eligible to apply for financial assistance through the Destination Events Fund, the following criteria must be met:

- Conduct the event within the Parkes Shire.
- Attract overnight visitation from outside the Parkes Shire.
- Engage with the local tourism industry.
- Be held at a desirable time of year (outside of peak visitation periods).
- Provide an event budget (income and expenditure) and demonstrate that the event is financially viable with or without funding from Parkes Shire Council.
- Obtain all regulatory approvals for the event/activity such as an event license or provide a plan of how you will obtain all regulatory approvals.
- Hold current and relevant Public Liability Insurance to the value of \$20 million.
- Commence the event/activity within 12 months from the application cut-off date (retrospective funding is not available).
- Event organisers must not have received funding from other Council funding programs for delivery of the same event.

Applications will **not** be considered for the following:

- Repayment of debt.
- Activities, events or projects that demonstrate a significant budget surplus.
- Late submissions.
- Requests for funding post-event will not be considered under any circumstance.
- Staff wages.
- Activities that duplicate existing services available in the Parkes Shire.
- Academic research, coursework or fees, or projects seeking financial support for research, studio work or activities that will be submitted for academic research.

Guidelines**Events Financial Assistance Program**

- Inadequate planning or detail - applications that lack sufficient planning, details or clear explanation about how the proposed project or event will be executed might not be considered.
- If an applicant has a history of misuse of funds.

Funding limits

The maximum funding amount per application is \$10,000 with a total of \$25,000 in funding available each financial year.

For funding requests exceeding \$10,000, the standard procedure still applies whereby you submit an application detailing how it meets all assessment criteria. If the application achieves over 90% compliance with the Destination Events Evaluation Matrix, it will be eligible for consideration to be tabled to Council for special resolution.

Provision of assistance with Council services

The costs associated with the provision of assistance with Council services have traditionally been borne by Council as "in-kind" assistance to events. Moving forward, these costs must be factored into the total funding requested, as they can be substantial.

As part of the online application, applicants will be required to complete a table with details of Council services being requested. Examples of common Council services include:

- Development Application and Section 68 Application charges
- Portable stage hire
- Venue/room hire
- Library photocopying and laminating
- Installation of Shade Sails
- Installation of Shade Dome

The fees and charges for these services are in line with Council's adopted [Fees and Charges](#).

Assistance of Parkes Shire Council staff

If Parkes Shire Council staff are required to assist with event delivery (e.g. installation of infrastructure, event staff services and rubbish pick-up), the labour costs associated with this assistance will also be factored into the total funds allocated.

If the services of Parkes Shire Council staff are required to deliver the event, Council's Events Team will work with the event organiser and internal staff to identify the resources required and an estimate of costs. The total funds transferred to the event organiser will be less the cost for Parkes Shire Council resources.

Guidelines

Events Financial Assistance Program

**Provision of event deliverables by external providers****Cleaning of amenities at Council facilities**

All Council facilities hired for an event are required to be returned in the same condition they were provided in. If the cleanliness of the amenities does not meet standards, a post-event clean by Council's contracted cleaning services provider will be organised and a cleaning fee will be charged to the event organisers.

Assessment criteria

Council receives a large number of requests for financial support to deliver a range of events with a favourable economic impact to the local economy, including sporting and cultural events. Once submitted, applications will be assessed on merit, against the assessment criteria, eligibility criteria, available funding and other applications.

The following criteria must be met:

- Demonstrate universal attendee appeal.
- The degree to which the economic benefit of the event is greater than the requested funding amount.
- Event showcases the Parkes Shire as a great place to visit and explore and actively promotes other local experiences.
- Demonstrate community connection and stakeholder engagement through creation of community partnerships, opportunities for local community group involvement and community volunteers.
- Demonstrate benefits to Parkes Shire Council as a sponsor or supporter of the event.
- The degree to which the event promotes a safe, inclusive and growing community (alignment with Council's [Community Strategic Plan](#)).
- Provide a comprehensive budget, demonstrating financial viability.
- Present the size of the marketing audience/reach (international/state/regional/local).
- Demonstrate environmentally sustainable practices.
- Review of the applicant's funding history and compliance.

Guidelines

Events Financial Assistance Program

Score-based Evaluation and Assessment

The following Evaluation Assessment criteria will be used to assess the application. The criteria are aligned to Council's Community Strategic Plan and the Quadruple Bottom Line and is a score-based system.

Objective	Score
Economic Benefits <ul style="list-style-type: none"> Expected attendees Entry fees Appeal to a wide demographic Economic uplift to the local economy Estimated accommodation spend in the Parkes Shire as a direct result of the event Complementary to the Parkes Shire events calendar 	/15
Destination Awareness <ul style="list-style-type: none"> Brand alignment/provision of Marketing Plan Event attracts visitation from outside of the Parkes Shire Promotion and brand exposure 	/27
Event Legacy <ul style="list-style-type: none"> Opportunity for event growth Multiple funding sources Event previously held in the Parkes Shire Event viability 	/7
Community Connection and Stakeholder Engagement <ul style="list-style-type: none"> Creation of community partnerships Opportunity for local community groups involvement Opportunity for local volunteers First Nations involvement 	/13
Community Strategic Plan alignment <ul style="list-style-type: none"> Event provides vibrant and welcoming town centres, streetscapes, public spaces and meeting places Event promotes engaged citizenship and fosters community pride Event encourages, supports and recognises volunteerism and community participation Event celebrates the history, heritage and culture of the Wiradjuri people and their connection to country Event promotes positive attitudes and behaviours towards people with disability Event improves access to spaces and activities for people with disability Event supports our visitor economy through the promotion of our Shire to enable to continuation of local events 	/14
Quadruple Bottom Line alignment <ul style="list-style-type: none"> Event supports cohesive, inclusive, diverse and dynamic communities 	/8

Guidelines

Events Financial Assistance Program

<ul style="list-style-type: none"> Event delivery includes initiatives to protect the natural, social, cultural and built heritage and decrease the consumption of resources Event supports the maintenance of a strong and stable economy and ensures the delivery of services, facilities and infrastructure is financially sustainable Event planning decision-making is transparent and accountable 	
Council Support <ul style="list-style-type: none"> Previous support of event by Council (none, less than two (2) years, greater than two (2) years) 	/6
Total Score	/90

Assessment process

There are no set rounds for the Destination Events Fund. Applications will be assessed as received.

Once available funds in the Destination Events budget have been exhausted for the financial year, further funding is at the discretion of Council and will be dependent on availability of funds from Council's General Fund.

Submitting your application

You must submit your approval via the online application form on Council's website at [Council's Grants Programs Parkes Shire Council \(nsw.gov.au\)](https://www.parkes.nsw.gov.au/councils-grants-programs).

As part of the application, you will be required to answer all questions in the application and submit supporting documentation.

Following an eligibility check, applications will be assessed against the assessment criteria by an internal Evaluation Panel. When assessing applications, Council may contact the event organiser for further information.

If funding is awarded, applicants are unable to seek additional support from other Council funding programs for the same event/activity.

Supporting documentation

As part of your application, you will be required to submit the following documentation:

- A copy of the organisation's Certificate of Currency and/or schedule for Public Liability Insurance to the value of \$20 million.
- Evidence of the organisation's legal not-for-profit status or auspice letter provided by a not-for-profit entity.
- Relevant quotes as listed in the detailed project budget.
- Landowner's Consent (if required).
- A copy of all appropriate permits, approvals, and insurance relating to the project (if available).

Guidelines

Events Financial Assistance Program



- An Event Management Plan, including a project timeline and marketing activities, demonstrating the benefits to Parkes Shire. This may also include letters of support and images of past events.
- Risk Assessment and Mitigation Strategy identifying risks and/or challenges the event might face and how the organisers plan to address them.

Tip: support material plays a vital role in how we understand and assess your application. Choose high-quality support material that is concise, current and directly relevant to your application.

Booking of Council venues for your event

Parkes Shire is well-equipped to host your event with multiple facilities as well as a range of sporting fields and parks with amenities and services within. Parkes Shire offers many picturesque locations ideal for events, photography, weddings, launches and other private functions.

It is the responsibility of the event organiser to submit all necessary booking and application forms to hire Council venues via the [Venues for Hire](#) page on Council's website.

Council requests that event organisers submit the necessary booking and application forms at their earliest convenience, regardless of the outcome of the Events Financial Assistance Program application, as this will allow adequate time for any planning activities that need to be undertaken.

Receiving assistance

All applicants will be notified in writing of the outcome of their application, within 14 days of the funding round closing.

Council may offer a lower funding amount than requested and/or place conditions on the funding or be specific about the items in the budget it is offering to fund. If an application is approved, applicants are responsible for confirming the venue booking, required infrastructure, Workers Compensation for employed staff and all other associated insurances required to hold the event.

Successful applicants must sign and comply with a funding agreement detailing the terms and conditions of the funding, including:

- Acknowledgement of Parkes Shire Council as a sponsor of the event on all official event media and advertising material (including but not limited to display of logo and verbal or written mention).
- Use funds for the purpose for which the assistance was awarded, unless written permission for variation has been obtained from Council prior to the activities being undertaken.
- Obtain all appropriate permits, approvals, and insurance relating to the project
- Provide Council with high-quality social media content (i.e. tiles or promotional flyer) no less than 21 days prior to the event for circulation on [Visit Parkes](#) and other Council platforms.
- Opportunity to speak to participants/audience of the event.
- Opportunity to have an activation at the event.

Guidelines

Events Financial Assistance Program



- Complimentary tickets for the Mayor/or other Councilor representative to attend or participate in the event.
- Direct accommodation enquiries via [Visit Parkes](#) and the Parkes Visitor Information Centre.
- An event survey to participants/delegates will be sent to you to distribute. The survey will help Council collate data around the event's economic and social impact as well as inform Council of the Shire's performance/perceptions as an events venue.

Reporting

All successful applicants will be required to provide an acquittal report within two months of completion of the sponsored event. The Grant Acquittal form can be found on Council's website via [Acquitting your grant Parkes Shire Council \(nsw.gov.au\)](#).

The report must include outcomes of the event funded by Parkes Shire Council, an income and expenditure summary, examples of promotional material and photos of the event.

In the case of unspent funds remaining, these remaining funds will be required to be returned to Council.

Applicants will not be considered for future funding if the acquittal report is not completed and returned as required.

14.5 REQUEST TO USE PEAK HILL TIF FUND TO DEVELOP A MASTERPLAN FOR THE PEAK HILL FLORA AND FAUNA RESERVE.**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. Approve the transfer of up to \$20,000 from the Peak Hill Town Improvement Reserve to fund the development of a Masterplan for the Peak Hill Flora and Fauna Reserve, to be expended the 2024/2025 Financial Year.
-

BACKGROUND

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.

The Peak Hill Flora and Fauna Reserve (the "Reserve") is located between Golf Club Road and Caswell Street in Peak Hill. It is Crown land, but Council is the current land manager. As the Land Manager, Council is responsible for the care and maintenance of the area. Council staff have undertaken some recent maintenance work including tree trimming, path maintenance and fencing.

The Council Grants team applied for a Crown Land grant last November to develop a masterplan for the use of the reserve. Council was notified only last week that the grant application was unsuccessful.

ISSUES AND COMMENTARY

At their meeting held on 27 November 2023, the Peak Hill Community Consultative Committee ("CCC") resolved to support an application by Council for a Crown land grant to develop a masterplan for the Peak Hill Flora and Fauna Reserve. The CCC also resolved to support the use of Peak Hill Town Improvement funds ("TIF") should the grant application be unsuccessful.

Based on the insufficient funds remaining in the TIF for the current financial year, this project, if approved by Council, would not proceed until the new financial year, which commences on 1 July 2024.

LEGISLATIVE AND POLICY CONTEXT

Council's Financial Reserves Policy provides for a "Village Improvement Fund" for expenditure on items within each of the town and village areas of the Shire. Council seeks the assistance of the applicable CCC in each Town or Village to determine suitable projects for the expenditure of these transfers from the reserve. The final decision concerning the expenditure of the funds remains with either the Director, for expenditure in areas under their responsibility, or with Council for all other

requests. In addition, Council may, after consultation with the Community Committee, transfer funds from the reserve for community-based items as it sees fit.

FINANCIAL IMPLICATIONS

As of 22 May 2024, the current uncommitted balance for the Peak Hill TIF was \$3,944.46, however a new budget allocation will be made in July 2024.

RISK IMPLICATIONS

The process outlined above will ensure that Council complies with its Financial Reserves Policy in relation to transfer of funds from the 'Village Improvement Fund' towards a CCC supported project. The process is required because the expenditure of the funds for this project was not included in the Operational Plan.

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.

14.6 LOCAL GOVERNMENT REMUNERATION TRIBUNAL DETERMINATION OF COUNCILLOR ANNUAL FEES FOR 2024/25**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:** A. Circular 24-08 - Remuneration Tribunal - 2024-25 Councillor Fees [↓](#)
B. Local Government Remuneration Tribunal Annual Determination - 29 April 2024. (under separate cover)

RECOMMENDATION

That Council:

1. Receive and note Circular 24-08 advising of the Local Government Remuneration Tribunal 2024 Determination appended at *Annexure A*.
 2. Receive and note the Local Government Remuneration Tribunal Annual Determination Report appended at *Annexure B*.
 3. Pursuant to section 248 of the *Local Government 1993*, fix and determine the annual fee payable to the Councillors of Parkes Shire Council for the 2024/25 financial year effective from 01 July 2024, at the upper limit for a Rural Large Council.
 4. Pursuant to section 249 of the *Local Government Act 1993*, fix and determine the annual fee payable to the Mayor of Parkes Shire Council for the 2024/05 financial year effective from 01 July 2024, at the upper limit for a Rural Large Council.
-

BACKGROUND

The Local Government Remuneration Tribunal ("the Tribunal") is constituted under Chapter 9, Division 4 of the *Local Government Act 1993* ("the Act"). Section 239 of the Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal is charged with placing each council and Mayoral office into one of those categories. Parkes Shire Council was categorised as a Large Rural Council in 2023. In addition, the Tribunal also sets the minimum and maximum fees payable to Councillors and Mayors for each category of council.

Section 248 of the Act provides that a council must pay each of its Councillors an annual fee, but if an annual fee is not fixed by the council, the appropriate minimum fee set by the Tribunal must be paid. Section 249 provides a similar provision in relation to the fixing and payment of annual fees to the Mayor.

The NSW Local Government industry has lobbied considerably for Mayors and Councillors to be remunerated more commensurate with the efforts involved and more aligned to other States.

However, at the Ordinary Meeting held on 27 June 2023, Council resolved not to adopt the Large Rural fee and instead resolved to stay on the lower Rural fee structure as set for the 2023/2024 financial year [OCM 001/23]. In addition, Council previously resolved to pay superannuation on behalf of the elected members. [Res 22-083]. This equates to an additional 10.5% or \$22,546.13 for the 2023-24 Financial Year and 11% for 2024/25. The 2023/24 payments have not yet been provided to Councillors but are currently being arranged.

ISSUES AND COMMENTARY

The recategorization of Parkes Shire as a "Rural Large" council sees an increase in the maximum fee allowed over the previous "Rural" category.

The range of annual fees that can be paid to Councillors and Mayors of Large Rural councils in 2024/25, as determined by the Tribunal, are detailed in *Table A*, below:

Table A: Rural and Rural Large Council - Councillor and Mayor Fees 2024/25					
Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils – Non-metropolitan	Rural Large	\$10,220.00	\$18,340.00	\$16,330.00	\$39,350.00

**This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor /Member (section 249(2), Local Government Act 1993). Under section 249(5), Council may pay the Deputy Mayor a fee for such time as the Deputy Mayor acts in the office of the Mayor, which must be deducted from the Mayor's annual fee.*

As Council has already resolved to move to the Rural Large category for fees, the decision before Council is to set fees for the 2024/2025 financial year based on those rates. The adopted fees should be at least equal to last year rate plus 3.75%, up to the maximum allowed for the Rural Large category.

Therefore, the councillor fee should be set between 13,520 and 18,340 and the additional Mayoral fee should be set between 29,500 and 39,350.

LEGISLATIVE AND POLICY CONTEXT

Sections 248 and 249 of the Act concern the fixing and payment of annual fees for the Councillor and Mayor. As detailed above, should the annual fees not be fixed by Council resolution; the Mayor and Councillors will be paid the minimum fees determined by the Tribunal.

FINANCIAL IMPLICATIONS

Council has historically determined to fix the annual fee payable to the Councillors and Mayor at the maximum amounts for the category as determined by the Tribunal for a *Rural* council. However, the change in category from Rural to Rural Large will see an additional increase in fees over last year. *Table B*, below, details the total fees payable to the Mayor and Councillors in the 2024/25 year *if the maximum fee is adopted*:

Table B: Fees and Super Payable to Parkes Shire Council Mayor and Councillors for the 2024/25 Financial Year if Maximum Fee is adopted				
Category	Maximum Annual Fee (Rural Large)	Superannuation @ 11%	No.	Total Fees
Councillor	18,340.00	2,017.40	9	\$183,216.60
Mayor (Councillor Fee 18,340 + Mayoral Fee 39,350)	57,690.00	6,345.90	1	\$64,035.90
			Total Fees:	\$247,252.50
			Super 11%:	\$27,197.78

Table B: Fees and Super Payable to Parkes Shire Council Mayor and Councillors for the 2024/25 Financial Year if Maximum Fee is adopted

Category	Maximum Annual Fee (Rural Large)	Superannuation @ 11%	No.	Total Fees
				Total Fees + Super:
				\$274,450.28

The allocation for the annual fees for the Councillors and Mayor that was made in Council's draft 2024/25 Budget was based on the previous fees as the new fee had not yet been adopted. An additional amount will need be set aside in the budget should Council decide to adopt a fee greater than the previous year.

In addition, council previously resolved to pay superannuation on behalf of the elected members. **[Res 22-083]**. This equates to an additional 10.5% or \$22,546.13 for the 2023-24 Financial Year and 11% or \$24,502.50 for 2024/25 if the maximum fee is adopted. Superannuation contributions were included in the budget.

It must be noted that Councillors are also reimbursed their expenses, such as travel costs using a personal vehicle on Council related business.

RISK IMPLICATIONS

Consistent with sections 248(4) and 249(4) of the Act; should Council fail to formally resolve to fix and determine the Councillors' and Mayor's fees for 2023/24 as recommended, it will instead pay the Councillors and Mayor the minimum fee determined by the Tribunal.

If Council adopts the recommended maximum increase, there may be a perceived reputational risk as Council seems to be voting themselves a large increase in fees. It must be noted that the decision to recategorize Parkes as a Rural Large council was taken by the Tribunal, however Council can decide what the fees should be within the minimum and maximum range as shown in *Table B*.

However, this is balanced against a need for Council to attract and retain Councillors with an appropriate level of compensation for the sacrifice of personal time and the use of personal leave for community work, discussions with community members, and official council engagements.

COMMUNITY CONSULTATION

A budget allocation was included in the Draft 2024-25 Operational Plan, which has been on public exhibition from 7 May 2023 to 5 June 2024.

Department of Planning, Housing and Infrastructure
Office of Local Government

Circular to Councils

Circular Name	2024/25 Determination of the Local Government Remuneration Tribunal
Circular Details	24-08 / 29 May 2024 / A899914
Previous Circular	23-03 2023/24 Determination of the Local Government Remuneration Tribunal
Who should read this	Councillors / General Managers
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

What's new or changing?

- The Local Government Remuneration Tribunal (the Tribunal) has determined an increase of 3.75% to mayoral and councillor fees for the 2024-25 financial year, with effect from 1 July 2024.
- The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the *Local Government Act 1993* (the Act). The Tribunal last undertook a significant review of the categories as part of its 2023 determination and will next review these categories in 2026.
- The Tribunal found that the allocation of most councils into the current categories continued to be appropriate having regard to the 2023 review, the current category model and criteria, and the evidence put forward in the submissions received.
- However, the Tribunal has reclassified both Hilltops Council and Muswellbrook Shire Council as Regional Rural councils based on changes to their combined resident and non-residential working population.

What will this mean for council?

- Sections 248 and 249 of the Act require councils to fix and pay an annual fee to councillors and mayors from 1 July 2024 based on the Tribunal's determination for the 2024-25 financial year.

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Department of Planning, Housing and Infrastructure
Office of Local Government**Key points**

- The level of fees paid will depend on the category the council is in.
- A council cannot fix a fee higher than the maximum amount determined by the Tribunal.
- If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

Where to go for further information

- The Tribunal's report and determination is available [here](#).
- For further information please contact the Council Governance Team on
- 02 4428 4100 or by email at olg@olg.nsw.gov.au.

A handwritten signature in blue ink, reading "Brett Whitworth".

Brett Whitworth
Deputy Secretary, Local Government

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 - June [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Infrastructure and Strategic Futures Major Projects and Current Works Report for June 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 - JUNE 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	\$2,209,362	\$5,523,675	\$3,985,257	\$15,208,406* Revised budget to be approved.

Task Completed

- The RWSL is advancing well. SME are delivering the civil works and MCA have delivered the initial SMP package.
- The LRPSA is advancing well, Killard are delivering the SMP package.
- The Bore 9 Electrical tender has been released on TenderLink as of 13 June 2024.
- The Bore 9 SMP and Discharge Pipework tender has been released on TenderLink as of 13 June 24.
- Raw Water Storage Lagoon earthworks - Northern swale conditioning and compacting, Western swale bulk ripping and loading out.

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

- Approval from Council for direct negotiations with contractors for the Structural, Mechanical and Pipework package at the Raw Water Storage Lagoon.
- Ongoing earthworks at the Raw Water Storage Lagoon.
- Ongoing preliminaries.
- Works progressing for the Lachlan River Pump Station Power (Electrical) Augmentation.
- Works progressing for the Lachlan River Pump Station Augmentation.
- Ongoing procurement for the Raw Water Storage Lagoon and the Lachlan River Pump Station works packages.
- Engagement of contractor for the Bore 9 Casing, Procurement and Drilling.
- Works starting at Bore 9 - Access Roadway and Laydown Pad, Bore Drilling.

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	\$19,848	\$420,913	\$356,167	\$14,870,593* Revised budget to be approved.

Task Completed

- EoT approved to December 2026.

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

- Value Engineering required to coordinate scope with budget.
- Budget increase required - linked with NWG Funding application.

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JUNE 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	\$64,040	\$1,926,699	\$472,771	\$61,266,245* Revised budget to be approved.

Task Completed

- EoT approved to December 2026.
- Initial survey has been completed from the Lachlan River Precinct to Akuna Road.
- Funding deed variation approved for additional \$900,000 and early Milestone payment of \$2M invoice has been raised

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

- Value Engineering required to coordinate scope with budget.
- Design review to ensure a fit for purpose solution is developed.

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JUNE 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	\$53,245.07	\$274,647	\$504,746	\$1,146,000
Task Completed					
<ul style="list-style-type: none"> • Commence Construction • Finalise telecommunications issues • Complete toilet construction • Award and commence path construction • Commence manufacturing of floating blocks • Commence installation of path (stage 1) • Commence installation of pontoon (stage 2) 					
Tasks forecast to be completed (next steps: 1-3 months)					
<ul style="list-style-type: none"> • Order and lay sand • Commence installation of path • Commence installation of pontoon • Complete signage requirements • Order and install buoys for swimming area • Install telecommunications infrastructure 					

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JUNE 2024**
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	\$0	\$250,000

Task Completed

- NSW Government Funding approved
- NSW PWA collected Council and community data for Flood Study
- NSW PWA completed RFQ and scope specification
- RA Project - Consultants engaged by RA to complete Flood Hazard assessment of Goobang / Billabong Creek to feed into Central West Housing Grant project
- RA Project - LiDAR undertaken by NSW Spatial Services for the study area and provided to the consultants
- RA Project - Consultants completed draft modelling and Flood Hazard assessment

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

- Funding body to sign Deed and return to Council

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 - JUNE 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	\$6,645	\$113,743	\$145,362	\$240,300

Task Completed

- Model update
- Presentation to FMC and OEH
- RFQ for selection of consultant
- SIQ for procurement of project management services
- RFQ for survey services
- Stage 2a Draft Report complete and under review by NSW PWA and NSW EHG
- Review of Council Design concept for MR350S culvert project by Consultants to determine suitability and impact
- Stage 2a Draft Report complete has been endorsed by NSW PWA and NSW EHG (DCCEEW)

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

- Finalise flood study update report
- Options assessment
- Community consultation - media release, community engagement activities to be completed when updates available
- 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
- Rhelm to commence the review of the impact of flood improvement measures.
- Rhelm will undertake the task of identifying the 18 properties recommended for house raising in the 2017 FRMSP study, this will be based on the updated model results.

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JUNE 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	\$80,959.21	\$46,040.79	\$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
- Data collection report
- Flood modelling

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

- Design flood modelling proceeding once NSW Public Works have reviewed the detailed progress report.
- Finalise Draft Flood study report will be completed by mid-September 2024

**INFRASTRUCTURE & STRATEGIC FUTURES
MAJOR PROJECTS & CURRENT WORKS - JUNE 2024**

Bogan Gate and Gunningbland Flood Study and Floodplain Risk Management Plan					
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
04/10/2024	\$104,800	\$0	\$75,220.13	\$30,779.87	\$104,800
Task Completed					
<ul style="list-style-type: none"> • Consultant site visit and meeting with community • Update to project milestones • RFQ for selection of consultant • SIQ for procurement of project management services • Panel selection for ground-based survey • SIQ for procurement of aerial survey • Extension of Time has been approved from NSW Government • Hydrologic (DRAINS) and hydraulic (TUFLOW) models are being created using the data that was collected during the December 2023 site meetings • Models have been calibrated to reproduce observed flood behaviour during the March 2012 and November 2022 flood events at Bogan Gate and the March 2017 and November 2022 flood events at Cookamidgera • Design discharge hydrographs have been derived using the hydrologic (DRAINS) model, noting that the design peak flow estimates derived from the model have been validated against those derived using other methods (i.e. Regional Flood Frequency Estimation Model (ARR 2019) and Probabilistic Rational Method (ARR 1987)). 					
Tasks forecast to be completed (next steps: 1-3 months)					
<ul style="list-style-type: none"> • Design flood modelling proceeding once NSW Public Works have reviewed the detailed progress report. • Interim draft of the Flood Study Report has been commenced by the Consultant - this document will show the data collection, community consultation, model development and calibration - report due mid-September 2024 					

16 REPORTS OF THE DIRECTOR OPERATIONS**16.1 TRANSFER OF MANAGEMENT OF CROWN RESERVE - TULLAMORE CEMETERY****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. Request from Lachlan Shire to transfer Crown Reserve 49261** [↓](#)

RECOMMENDATION

That:

1. Council agree to the transfer of Crown Reserve 49261 known as Tullamore Cemetery from Lachlan Shire Management to Parkes Shire Council Management.
 2. That the seal of Council be affixed if required to facilitate the transfer.
-

BACKGROUND

The Tullamore Cemetery is situated on the eastern boundary of Lachlan Shire Council. The land is known as Crown Reserve 49261 and a request has been received for the transfer of the Reserve from Lachlan Shire Council to Parkes Shire Council.

ISSUES AND COMMENTARY

Parkes Shire Council has been maintaining the Tullamore Cemetery for an extensive period of time and it is appropriate that Parkes Shire Council should be the Manager of the Crown Reserve.

LEGISLATIVE AND POLICY CONTEXT

Crown Land Management Act 2016

FINANCIAL IMPLICATIONS

Nil - Parkes Shire Council has already been maintaining the site.

RISK IMPLICATIONS

No additional risks have been identified.

COMMUNITY CONSULTATION

There is no community consultation associated with this report.



Contact Person: Adrian Milne
Ref: D24/7614

ABN 82 815 250 829

9 May 2024

Natalie Wilkinson
Senior Property Management Officer
Crown Lands - Department of Planning Housing and Infrastructure
Level 2, 105 Prince Street,
Orange NSW 2800

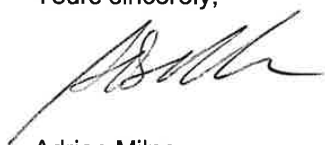
Mrs Wilkinson,

Re: Tullamore Cemetery Management - Crown Reserve: 49261

I refer to your email dated 14 April 2024, regarding the management of the Tullamore Cemetery, Reserve 49261. I can confirm that Parkes Shire Council (and their respective committee) have been managing this Cemetery for many years.

Should you have any further questions or require assistance, please do not hesitate to contact me on 02 6895 1900.

Yours sincerely,



Adrian Milne

Director Infrastructure Services

16.2 DRAFT PLANS OF MANAGEMENT FOR COMMUNITY LAND**IP&R Linkage:** **Pillar:** Community**Goal:** Our community is safe, active and healthy.**Strategy:** Provide sport, recreation and play space facilities that encourage participation and support healthy lifestyles.**Author:** **Sharon Ross, Manager Facilities****Authoriser:** **Logan Hignett, Acting Director Operations**

Annexures:

- A. Parkes Shire Council Plan of Management - Overview Statement (under separate cover)**
- B. Parkes Shire Council Plan of Management - Parks (under separate cover)**
- C. Parkes Shire Council Plan of Management Sportsgrounds (under separate cover)**
- D. Parkes Shire Council Plan of Management - Natural Areas (under separate cover)**
- E. Parkes Shire Council Plan of Management - General Community Use (under separate cover)**
- F. Parkes Shire Council Plan of Management - Native Title Managers Reports (under separate cover)**
- G. Parkes Shire Council Plan of Management - Spicer Caravan Park (under separate cover)**
- H. Parkes Shire Council Plan of Management - Memorial Hill Shrine of Remembrance (under separate cover)**

RECOMMENDATION

That:

1. Endorse the Draft Plans of Management and place on public exhibition for 28 days.
 2. Consult directly with appropriate local stakeholders.
 3. Following exhibition of the plans, necessary amendments will be made to the document which will be subsequently reported back to Council for final adoption.
-

BACKGROUND

Council's Facilities team have been working on Plans of Management for all the Community Land owned by Crown Lands and Parkes Shire Council.

This has been a body of work, with over 200 land parcels being reviewed including classifications and categorisations leading to the creation of Plans of Management for both Crown and Council owned land.

The suite of Documents includes: 5 volumes of generic Plans of Management for Parks, Sportsgrounds, Natural Areas, General Community Use and Native Title Manager Reports. There are also two (2) site specific Plans of Management - one for Spicer Caravan Park and the other is for the Shrine of Remembrance at Memorial Hill as an Area of Cultural Significance.

The next steps for the Draft Plans of Management are to send them to Crown Lands for their review and feedback prior to placing on Public Exhibition and then endorsement by the Minister.

ISSUES AND COMMENTARY

The process has been lengthy due to the requirement for categorisation of crown land within the Local Government Act framework, with some area of land such as Spicer Caravan Park being difficult to categorise.

LEGISLATIVE AND POLICY CONTEXT

Crown Lands Management Act 2106

Local Government Act 1993

Local Government General Regulation 2021

FINANCIAL IMPLICATIONS

Council has received grant funding from the Office of Local Government for the creation of the Crown Land Plans.

RISK IMPLICATIONS

The Plans of Management are a guiding document on permissible activities on land set aside for Community purposes. The requirement for these plans are defined in the Local Government Act, 1993.

COMMUNITY CONSULTATION

Public Exhibition of the Plans of Management are required for compliance with the Local Government Act, 1993.

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. Major Projects and Current Works - Operations** [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for June 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 - JUNE 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	1,009,065	12,451,975	190,678	15,087,380

Task Completed

- Stage 1** Completed
- Stage 2** Roadworks and sealing completed, awaiting linemarking, retro-reflective pavement markers and access pipe installation at driveways.
- Stage 3** Southern approach to Trundle – awaiting feedback from the hydraulic analysis completed by consultants. Preliminary modelling with 16 culverts 3.6W x 1.2 H shows afflux affecting upstream properties. Further investigations with a bridge configuration are now being undertaken.
- Stage 4** Completed.
- Stage 5** Conceptual design is being conducted, which includes kerb and gutter both sides of Hutton Street between Henry Parkes Way and Lachlan Street.
- Stage 6** Completed
- Stage 7** Detailed design completed, construction has commenced and should be completed at the end of June, weather permitting.

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

- Complete Stage 2
- Complete Stage 7
- Finalise the design for Stage 5
- Land acquisition and fencing

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	12,752	2,592,609	457,721	2,983,000

Task Completed

- Channel widening and stone pitching completed
- UGL 3rd party rail application has been determined and recommendation provided to TfNSW with access likely mid-July 2024.
- Landscaping of footpaths commenced.

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

- Turfing and landscaping of footpath along Eastern side of East Street.
- Asphalt in rail corridor - waiting on rail approval
- Carpark in Pac Park - waiting on rail approval

**OPERATIONS
MAJOR PROJECTS & CURRENT WORKS - JUNE 2024**

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	30,302	1,082,311	455,004	2,335,000
Task Completed					
<ul style="list-style-type: none"> 2/7 culverts have been completed along Baldry Road between Newell Highway and Kadina Road. Roadworks are scheduled to commence on 1 July 2024 following culvert completion. Reviewed 75% design plans for the remaining 8km of Baldry Road construction and provided feedback for design treatments to defend existing budget. ROSI application lodged with Federal Government awaiting approval. 					
Tasks forecast to be completed (next steps: 1-3 months)					
<ul style="list-style-type: none"> Complete the build of the culverts and extensions required Finalise design for remaining 8km. Commence REF for remaining 8km (consultant previously engaged via tender). Road works between Newell Highway Kadina Road. 					

Realignment and New Bridge at Graddle Creek, The McGrane Way					
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
08/2026	8,143,655	3,135	17,255	35,800	8,142,655
Task Completed					
<ul style="list-style-type: none"> Further contact and ongoing negotiations with landowner regarding the purchase of land for the new, proposed alignment letter issued awaiting sign off. Concept alignment completed Engaged conveyancer for land valuation Requested fee proposals for the Review of Environmental Factors and Flood Studies. 					
Tasks forecast to be completed (next steps: 1-3 months)					
<ul style="list-style-type: none"> Seek quotation for survey and design Engage consultant(s) Commence design 					

**OPERATIONS
MAJOR PROJECTS & CURRENT WORKS - JUNE 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	269,767	1,156,839	380,520	1,550,000

Task Completed

- Splash Park completed and open to the public 24 May 2024
- Commissioning of the splash pad dosing system postponed until September 2024 ready for operation in October 2024.
- Conceptual designs approved and variation under the existing contract agreed for the Ninja Park expansion.

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

- Upgrade existing play space equipment (inclusive spinner & ninja course for higher age group)
- Commissioning of the water filtration system prior to operation in October 2024
- Plaque for acknowledgement of funding bodies State & NSW Gov, Nth Pks Mine, PSC and councillors

17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES**17.1 INTERMENT SERVICES LEVY - CEMETERIES AND CREMATORIA NSW****IP&R Linkage:** Pillar: Community**Goal:** Our community is safe, active and healthy.**Strategy:** Provide effective regulatory, compliance and enforcement services.**Author:** Brendan Hayes, Director Planning and Community Services**Authoriser:** Brendan Hayes, Director Planning and Community Services**Annexures:** Nil

RECOMMENDATION

That:

1. Council receive and note the information.
-

BACKGROUND

The interment services levy is a newly imposed regulated levy on interment services to fund the cost of Cemeteries and Crematoria NSW, the regulator, to regulate the sector.

Internment services relate to the placement of ashes in a columbarium or ground internment and the casket ground internment of deceased. Parkes Shire Council controls 5 local cemeteries with over 100 internments per year.

ISSUES AND COMMENTARY

The interment services levy is a newly imposed regulated levy on interment services to fund the cost of Cemeteries and Crematoria NSW, the regulator, to regulate the sector.

- a) The levy will be set at \$41 per cremation; \$63 per ash interment and \$156 per burial.
- b) The levy has been set at a level that is based on the cost of regulation of the different services.
- c) The Levy will not apply to interment of destitute people or children under the age of 12.
- d) Operators with a Cemetery Operator (Caretaker) Licence (known as Category 4) would be exempt, reflecting that these operators are inactive and no longer conducting regular interments.
- e) The levy would commence from 1 July 2024. From this date, the levy will be calculated on the number of services the operator performs each financial year. Council will pay the levy annually and Councils first payment will be made at the end of 2024/25. This amount will be based on the number of services the operator performs from 1 July 2024 – 30 June 2025.

Council was made aware of the proposed fees and process in late May 2024 with limited notice. As part of the consultation process council made a submission outlined below.

1. The introduction of a new fee for councils currently free burial approval requires and should be afforded appropriate communication time for its community. A regulation made in Mid-June with introduction on July 1 is highly inappropriate. Consideration of the delay of the regulated fee of six months should occur to allow Councils to properly communicate with its community.
2. The current delay in the making of the regulation does not permit appropriate exhibition within Councils currently exhibited Operational Plan incorporating its fees and charges. This would require an amendment at the last minute to Council publicly exhibited document.
3. It places Council staff in the position of requiring an unadvertised non communicated fee to community members who are applying to bury their loved ones. Council can suggest that this is an emotionally charged time in people's lives and surprises are not what these people need. This level of emotional conflict can be managed but only with the appropriate level of notice and communication.

It is noted that many Councils made submissions along with the CWJOC and LGNSW along the lines of consultation, timing and cost shifting.

Council have concerns is that CCNSW still has not provided any information to address the GST treatment queries that councils have raised. Also, a significant concern is that for pre-need purchased interments already sold by councils, CCNSW advice confirms that the cemetery operator, including councils, is now liable for paying the levy.

LEGISLATIVE AND POLICY CONTEXT

It is noted that this requirement forms part of council's regulatory function under state government requirements.

FINANCIAL IMPLICATIONS

Council will be required to collect and reconcile annually with the number of internments and associated levy's collected costs.

RISK IMPLICATIONS

Regulatory compliance and financial reconciliation

COMMUNITY CONSULTATION

It should be noted that Council was formally notified on 30 May 2024 regarding the imposition of the levy. Council has communicated with the local funeral directors and provided notification in Councils advertised fees and charges.

17.2 2024 PARKES SHIRE COUNCIL CULTURAL GRANTS**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:** **Kerryn Jones, Manager Culture, Education and Library Services****Authoriser:** **Brendan Hayes, Director Planning and Community Services****Annexures:** **Nil**

RECOMMENDATION

That:

1. Council approves the following allocation of the PSC Cultural Grants recommended by the Community, Liveability and Access Committee:
 - Parkes Wiradjuri Language Group Inc (auspicing the Parkes NAIDOC Committee) receive \$3000 to support the 2024 Parkes Community NAIDOC Day
 - Parkes Pottery Group Inc receive \$2,100 for the delivery of children's pottery workshops
 - The Suburban Review Inc receive \$2,000 for the delivery of a Cuplet Poetry Night
 - Trundle Bush Tucker Day Inc receive \$1,500 for the Ranger Nick cultural performance at the 2024 Trundle Bush Tucker Day
 - Currajong Disability Services receive \$1,400 to support the Learn Country & Culture project.

BACKGROUND

Parkes Shire Council provides an annual grant of \$10,000 to encourage and support the development of local community organisations, services and strategies which make a positive contribution to the community and enrich cultural life throughout the Shire.

In 2024, 6 applications for cultural grant funding were received requesting over \$25,000 worth of grant funding to support cultural activities in the Parkes Shire.

ISSUES AND COMMENTARY

A panel of representatives nominated by the Community, Liveability & Access Committee met on 13 June 2024 to assess the applications received. Applications were reviewed against the assessment criteria and recommend the following allocations of the grant funding:

- Parkes Wiradjuri Language Group Inc (auspicing the Parkes NAIDOC Committee) receive \$3000 for the 2024 Parkes Community NAIDOC Day
- Parkes Pottery Group Inc receive \$2,100 for the delivery of children's pottery workshops
- The Suburban Review Inc receive \$2,000 for the delivery of the Cuplet Poetry Night
- Trundle Bush Tucker Day Inc receive \$1,500 for the Ranger Nick presentation at the 2024 Trundle Bush Tucker Day

- Currajong Disability Services receive \$1,400 to support the Learn Country & Culture project.

LEGISLATIVE AND POLICY CONTEXT

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

FINANCIAL IMPLICATIONS

The PSC Cultural Grants are an annual budget line. 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

Applications for the Cultural Grants were open for 6 weeks during April and May 2024 and widely advertised in both social and mainstream media. There are no community consultation requirements for Council associated with this report.

17.3 MAY 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: **A. DEVELOPMENT ACTIVITY REPORT - MAY 2024** [↓](#)

RECOMMENDATION

That:

1. Receive and note the May 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 May 2024 there were six (6) Development Applications received totalling \$1,132,652.00 and twelve (12) consents were issued. One (1) Council Certifier Complying Development Certificate totalling \$18,127.27 and three (3) Private Certifier Complying Development Certificate totalling \$172,713.00 were received. Three (3) Private Certifier Complying Development Certificate were issued.

The figures shown *Table 1* below are for Development Applications received during May 2024 with respect to the specified building types and a comparison to the May 2023 figures.

Table 1: Development Applications				
Development Category	May 2024		May 2023	
	No.	Estimated Value	No.	Estimated Value
Commercial			1	\$2,328,095.00
Community Facilities				
Industrial	1	\$50,000.00	2	\$617,742.40
Infrastructure			1	\$0.00
Tourist Development				
Single Dwelling-house	2	\$751,652.00	3	\$1,388,218.00
Residential Alterations and Additions inc. ancillary / outbuildings	3	\$331,000.00	3	\$228,738.72
Residential Other				

Multi-Residential				
Seniors Living				
Subdivision only				
Secondary Dwelling			1	\$2,200,000.00
Other inc. demolition, earthworks, advertising structure				
Mixed Development				
Totals	6	\$1,132,652.00	11	\$6,762,794.12
FYTD Totals	109	\$35,129,742.40	141	\$73,952,569.01

Table 2, below, lists the Development Consents that were issued in the month of May 2024.

Table 2: Development Consents		
Application No.	Address	Description
DA2023/0129	71-83 Thornbury Street, Parkes	Change of Use - Place of Public Worship
DA2024/0007	Hospital, 2 Morrissey Way, Parkes	Erection of a New Structure - Student Nurse Accommodation (Ancillary to Hospital)
DA2024/0022	1 Lynch Street, Parkes	Manufactured Home - Dual Occupancy
DA2024/0024	28 Boyd Circuit, Parkes	Alterations & Additions to Commercial Development
DA2024/0026	72 Medlyn Street, Parkes	Erection of a New Structure - Shed
DA2024/0027	6 Rex Aubrey Place, Parkes	Dual Occupancy
DA2024/0028	79 Long Street, Trundle	Manufactured Home and Shed
DA2024/0033	197 Tanks Road, Parkes	Erection of a New Structure - Shed
DA2024/0034	423 Back Trundle Road, Parkes	Swimming Pool & Child Resistant Barrier
DA2024/0036	39 Cons Lane, Parkes	Alterations & Additions to Dwelling - Patio
DA2024/0037	15 Kingsford Avenue, Parkes	Erection of a New Structure - Shed
DA2024/0039	39 Cons Lane, Parkes	Erection of a New Structure - Shed

The figures shown in Table 3, below, are for Complying Development Certificates received during May 2024 with respect to the specified building types and a comparison to the May 2023 figures.

Table 3: Complying Development Certificates		
Development Category	May 2024	May 2023

	No.	Estimated Value	No.	Estimated Value
Commercial	1	\$0.00	1	\$317,430.00
Community Facilities	-	-	-	-
Industrial	-	-	-	-
Infrastructure	-	-	-	-
Tourist Development	-	-	-	-
Single Dwelling-house	-	-	1	\$721,569.00
Residential Alterations and Additions inc. ancillary / outbuildings	3	\$190,840.27	1	\$69,630.00
Residential Other	-	-	-	-
Multi-Residential	-	-	-	-
Seniors Living	-	-	-	-
Subdivision only	-	-	-	-
Secondary Dwelling	-	-	-	-
Other inc. demolition, earthworks, advertising structure	-	-	4	\$0.00
Totals	4	\$190,840.27	7	\$1,108,629.00
FYTD Totals	31	\$21,893,361.45	30	\$9,688,277.00

Table 4, below, provides a list of Complying Development Certificates which were issued in the month of May 2024.

Table 4: Complying Development Certificates			
Application No.	Address	Description	Certifying Authority
CDC2024/0008	195-199 Clarinda Street, Parkes	Internal fit-out to Existing Gym	Private
CDC2024/0009	130 Victoria Street, Parkes	Inground Fibreglass Swimming Pool	Private
CDC2024/0010	Okeville, 96 Nanardine Lane, Parkes	Inground Fibreglass Swimming Pool	Private

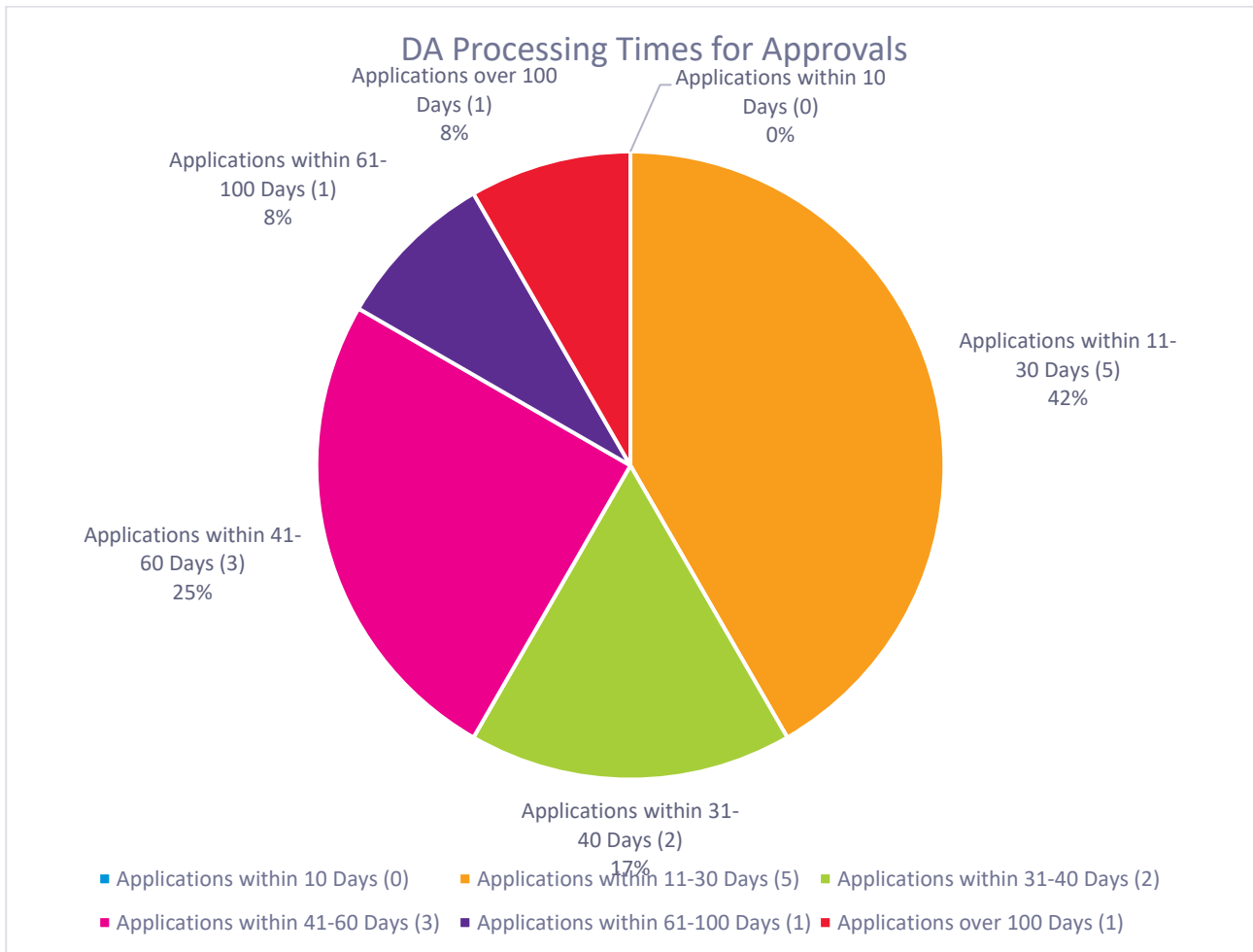
DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 1 May 2024 to 31 May 2024. It should be noted that a total of ten (10) Development Applications have been approved with an average of 43.46 days.

The average timeframe in which the internal referrals to the Development Engineer were completed was 35.76 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 May 2024 there were six (6) Development Applications received totalling \$1,132,652.00 and twelve (12) consents were issued. One (1) Council Certifier Complying Development Certificate totalling \$18,127.27 and three (3) Private Certifier Complying Development Certificate totalling \$172,713.00 were received. Three (3) Private Certifier Complying Development Certificates were issued.

Development Activity Report

May 2024

Development Applications and Complying Development Certificates lodged and approved in the Parkes Shire.



LODGED

6

Development Applications

4

Complying Development Certificates



DETERMINED

12

Development Applications

3

Complying Development Certificates

1

Private Certifier Complying Development Certificates

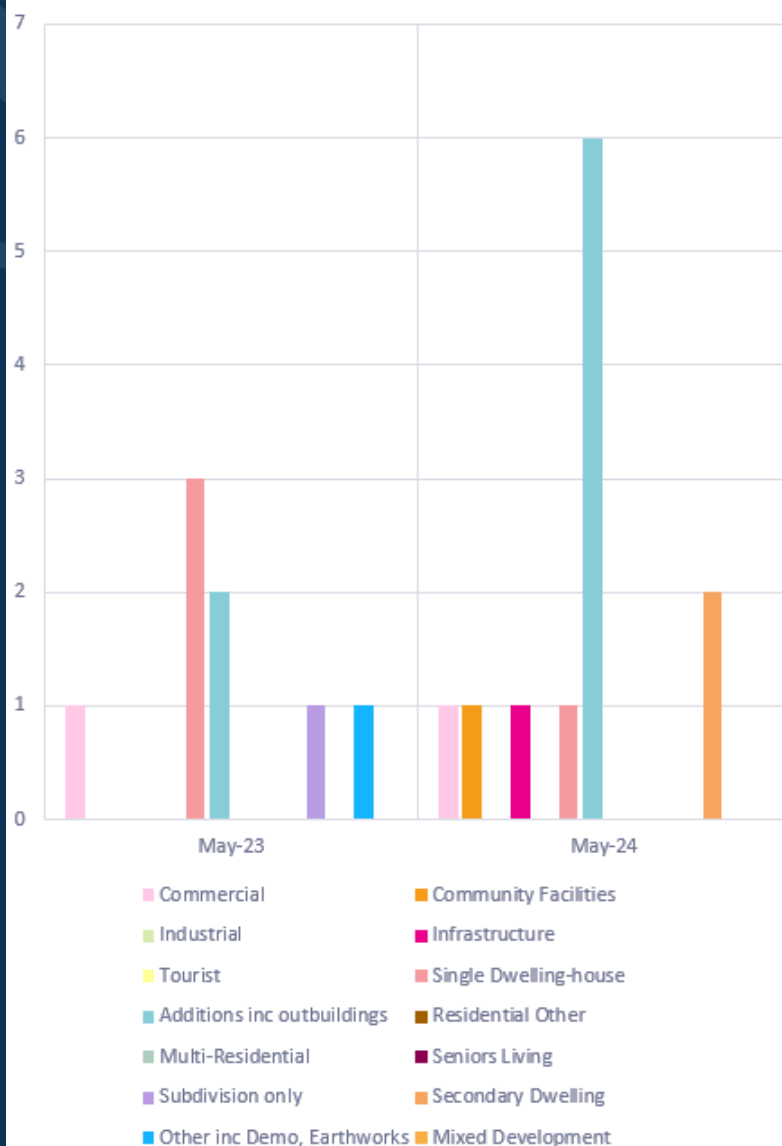


**AVERAGE
DEVELOPMENT
APPLICATION
PROCESSING TIME**

THIS MONTH

17.4 DAYS

Approved Development Applications



VALUE OF APPLICATIONS RECEIVED
\$1,323,492.27

18 NOTICES OF MOTION/QUESTIONS WITH NOTICE

Nil

19 CONFIDENTIAL MATTERS

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 CONSTRUCTION OF CAUSEWAYS AND CULVERT (PSC2024/020)

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.

19.2 HIRE OF PLANT AND EQUIPMENT (PSC2024/072)

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 CRUSHING OF GRAVEL (PSC2024/073)

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.

19.4 SUPPLY AND DELIVERY OF READY MIX CONCRETE (2024/084)

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.

19.5 PSC2024 088 BUILDING BETTER REGIONS - BORE 9 CASING, PROCUREMENT AND DRILLING

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.

19.6 2024 COMMUNITY FINANCIAL ASSISTANCE GRANTS - LEASING AND LICENSING

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.

19.7 BUILDING BETTER REGIONS FUND SURFACE WATER MODELLING TECHNICAL SUPPORT SERVICES

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

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

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

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.
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- (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.

20 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.
