

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 Chambers, 2 Cecile Street, Parkes, on Tuesday 18 March 2025 at 3:00 PM.



Kent Boyd PSM
GENERAL MANAGER

Governing Body

Composition:	Ten (10) Councillors
Membership:	Councillor WP Jayet, Councillor KM McGrath, Councillor LA O'Leary, Councillor J Paddison, Councillor DJA Pout, Councillor GW Pratt, Councillor MK Scherer and Councillor GS Wilson
Quorum:	6 Councillors
Chairperson:	Chairperson, Councillor NC Westcott
Deputy Chairperson:	Deputy Chair, 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 18 February 2025.....	9
7	DISCLOSURES OF INTERESTS	33
8	LATE BUSINESS	34
9	ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	34
10	MAYORAL MINUTE(S)	35
10.1	Country Mayors Association: Country Mayors Applaud Moratorium on Bank Branch Closures.....	35
10.2	CNSWJO Board Meeting - Oberon on 27 February 2025.....	38
10.3	Coming Known Events for Mayor and Councillors.....	55
10.4	Meetings, Functions and Events Attended by Mayor and Councillors.....	59
11	COUNCILLOR REPORT(S)	64
11.1	Newell Highway Taskforce Meeting (NHTF) in Narrabri on 4 March 2025	64
11.2	Welcome to the Parkes Shire Event on 5 March 2025.....	65
11.3	International Women's Day (IWD) event in Parkes on 9 March 2025.....	67
12	REPORTS OF COMMITTEES	70
12.1	Minutes of the Rural Roads Advisory Committee Meeting held on 6 March 2025.....	70
12.2	Minutes of the Parkes Sports Council Meeting held on 11 March 2025	80
13	REPORTS OF THE GENERAL MANAGER	86
13.1	EPA - Energy from Waste - Options Paper.....	86
13.2	Monthly Financial Reports as at 28 February 2025	138
13.3	Investments and Borrowings Report as at 28 February 2025	145
14	REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY	149
14.1	Adoption of Council Policies for the New Term of Council	149
14.2	Elvis Festival Memorial Wall - Draft Guidelines	222
14.3	Community Financial Assistance Program Evaluation Panel Report	230
14.4	Events Financial Assistance Program	234
14.5	Request for Financial Assistance - Rotary Men's Health Initiative	283

14.6	Request for Financial Assistance - Trundle Town Improvement Funds - Trundle CWA Honour Board.....	287
14.7	Request for Financial Assistance - Trundle Town Improvement Funds - Support a grant for a new Trundle Children's Centre.....	291
14.8	Request to Use Alectown Town Improvement Reserve to Purchase an AED Device.....	295
14.9	Request to Use Trundle Town Improvement Reserve to Support a Community Movie Night at the Trundle Pool.....	298
14.10	Request to Break Lease Agreement - Parkes Country Universities Centre	301
14.11	Draft Disability Inclusion Action Plan 2025-2029	304
15	REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY.....	306
15.1	Major Projects and Current Works - Infrastructure and Sustainability.....	306
16	REPORTS OF THE DIRECTOR OPERATIONS.....	317
16.1	Major Projects and Current Works - Operations	317
16.2	Proposed expansion of NRMA EV charges	328
17	REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES	340
17.1	Development Application 2024/0073- Erection of a New Structure - Outbuilding (shed) 34 Coleman Road Parkes	340
17.2	Development Application 2024/0095 Lot 56 DP 833141 - 30 Heraghty Road Parkes.....	382
17.3	Re-establishment of Alcohol Free Zones in CBD of Parkes and Peak Hill.....	418
17.4	February 2025 Building Statistics Update.....	444
18	NOTICES OF MOTION/QUESTIONS WITH NOTICE.....	451
	Nil	
19	CONFIDENTIAL MATTERS	452
19.1	ABBA Festival	452
19.2	Economy, Destination and Events Advisory Committee	452
19.3	CNSWJO Linemarking Services (R1_2025).....	452
20	REPORT OF CONFIDENTIAL RESOLUTIONS	454

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 18 FEBRUARY 2025****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 - 18 February 2025****RECOMMENDATION**

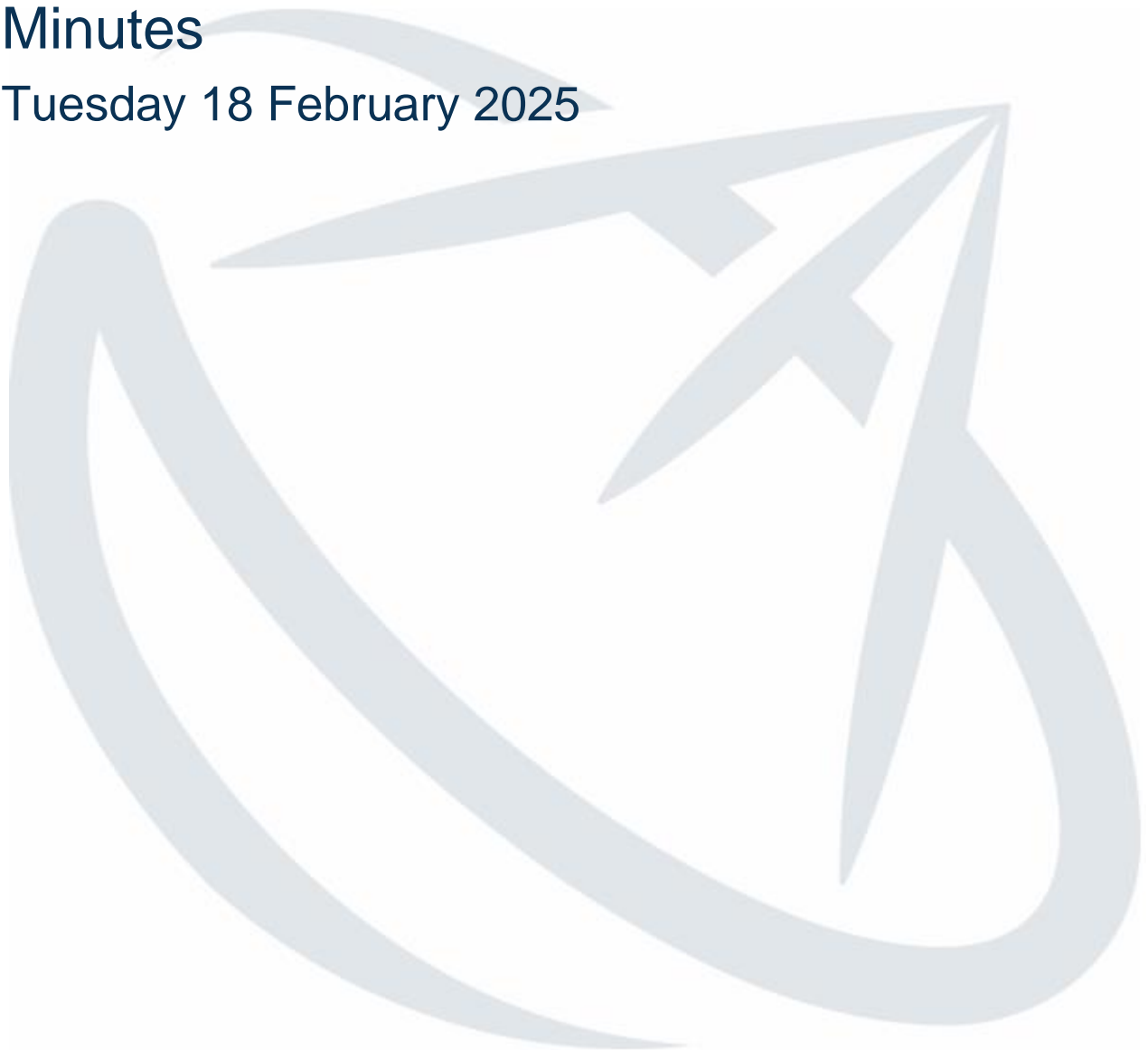
That Ordinary Council Meeting:

1. Receive and confirm the Minutes of the Ordinary Ordinary Council Meeting Meeting held on Tuesday 18 February 2025 appended at *Annexure A*.

Ordinary Council Meeting

Minutes

Tuesday 18 February 2025



Minutes of the Ordinary Council Meeting
Held on Tuesday, 18 February 2025 at the
Parkes Council Chamber, 2 Cecile Street, Parkes

Present:

Cr Neil Westcott	Councillor (Chairperson)
Cr Marg Applebee	Councillor (Deputy Chair)
Cr William Jayet	Councillor
Cr Ken McGrath	Councillor
Cr Louise O'Leary	Councillor
Cr Joy Paddison	Councillor
Cr George Pratt	Councillor
Cr Matthew Scherer	Councillor
Cr Glenn Wilson	Councillor

Council Officers in Attendance:

Mr Kent Boyd PSM	General Manager
Mr Jaco Barnard	Chief Financial Officer
Mr Andrew Francis	Director Infrastructure and Sustainability
Mr Brendan Hayes	Director Planning and Community Services
Mr Logan Hignett	Director Operations
Mr Anthony McGrath	Director Customer, Corporate Services and Economy
Mrs Veronica Shaw	Manager Governance, Risk and Corporate Performance
Mrs Toni Lennane	Executive and Councillor Support Coordinator (Minute Secretary)

NOTES

Cr Marg Applebee attended via audio-visual link.

The meeting commenced at 3:00 pm and concluded at 5:22 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.....	6
5	APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK	6
6	CONFIRMATION OF MINUTES	6
	6.1 Minutes of the Ordinary Council Meeting held on 21 January 2025	6
7	DISCLOSURES OF INTERESTS	6
8	LATE BUSINESS	6
9	ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	7
	9.1 Adoption of Multiple Items of Business	7
10	MAYORAL MINUTE(S)	8
	10.1 Health Services In Parkes	8
	10.2 Parkes Gateway Service Centre - Sod Turning	8
	10.3 Trundle Main Street Official Opening.....	8
	10.4 Australia Day 2025 Celebrations	9
	10.5 Meetings, Functions and Events Attended by Mayor and Councillors.....	9
	10.6 Coming Known Events for Mayor and Councillors	9
11	COUNCILLOR REPORT(S)	9
	Nil	
12	REPORTS OF COMMITTEES.....	10
	12.1 Minutes of the Arts Advisory Council Meeting held on 4 February 2025	10
	12.2 Minutes of the Local Traffic Committee Meeting held on 5 February 2025	10
	12.3 Minutes of the Parkes Sports Council Meeting held on 11 February 2025.....	10
	12.4 Minutes of the Audit, Risk and Improvement Committee Meeting held on 27 November 2024.....	11
	12.5 Minutes of the Airport Development Advisory Committee Meeting held on 21 January 2025	11
13	REPORTS OF THE GENERAL MANAGER.....	12
	13.1 Investments and Borrowings Report as at 31 January 2025.....	12
	13.2 Monthly Financial Reports as at 31 January 2025	12
	13.3 Quarterly Budget Review as at 31 December 2024	12
14	REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY	13
	14.1 Operational Plan 2024-25 Progress Report.....	13
	14.2 Community Engagement Strategy 2025-2029 for Adoption.....	13

14.3	Draft Community Strategic Plan 2025-2029 for Public Exhibition	13
14.4	Priority Projects - Community Benefit Assessment.....	14
14.5	Adoption of Parkes Shire Signage Manual	14
14.6	Councillor Expenses and Facilities Council Policy Amendment.....	14
14.7	Change to Opening Time for Administration Centre Customer Service Counters	14
15	REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY.....	15
15.1	Major Projects and Current Works - Infrastructure and Sustainability	15
15.2	Purchase of Groundwater License	15
16	REPORTS OF THE DIRECTOR OPERATIONS.....	15
16.1	Major Projects and Current Works - Operations	15
16.2	Redetermination of Rent - Parkes Brick Pit	16
16.3	Transfer of Crown Roads to Council.....	16
16.4	Public Exhibition of the Peak Hill Flora and Fauna Reserve Masterplan.....	17
17	REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES	17
17.1	Jack Scoble Scholarship 2025	17
17.2	Planning Proposal To Rezone Land: Lot 329 DP750152 (109 Woodward Street, Parkes : Post-Exhibition).....	17
17.3	DA2024/0089 - Application For Dual Occupancy 2A Best Street, Parkes.....	18
17.4	Parkes Shire Council Housing Strategy Amendments.....	18
17.5	Parkes Shire Council 7.12 Contributions Plan Amendments	19
17.6	Parkes Shire Council Planning Agreement- Ridgely Creek Battery Energy Storage System.....	19
17.7	January 2025 Building Statistics Update	20
18	NOTICES OF MOTION/QUESTIONS WITH NOTICE.....	20
18.1	Highway Roadside Rubbish not Having Regular Collection.....	20
19	CONFIDENTIAL MATTERS	21
19.1	Electricity Procurement for Small Market Sites	22
19.2	Construction of Culverts at Jordan's Creek (PSC2025/001)	23
20	REPORT OF CONFIDENTIAL RESOLUTIONS	23
21	CONCLUSION OF MEETING.....	23

1 OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of Tuesday 18 February 2025 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 Mayor read the following Acknowledgement of Country in Wiradjuri language, which has been provided by Mr Geoff Anderson, a Wiradjuri Elder and resident of the Parkes Shire:

Wiradjuri language	English Translation
<i>Guwambanha ngindhugir Goo wam bunna Nin doo gir</i>	<i>Welcome everyone</i>
<i>Badhu yanagha yindyamarra gu Wiradjuri Ngurambang</i>	<i>I would like acknowledge Wiradjuri Country.</i>
<i>Baa doo yana Gaa. Yind ya Marra gu Wiradjuri noo rum bung</i>	<i>I give Respect to Wiradjuri Country</i>
<i>Gangula Marambang ngindhugir Nginha Gan gula Maram bung Nindoo gir Nin naa</i>	<i>It's good your all here.</i>
<i>Mandaang guwu Mun dung goo woo</i>	<i>Thank you</i>

3 PRAYER

The General Manager read the Prayer:

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

AMEN

4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Cr Doug Pout

5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

An application to attend by audio-visual link was received from Cr Marg Applebee.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 21 JANUARY 2025

RESOLVED OCM 022/25

Moved: Cr George Pratt

Seconded: Cr Ken McGrath

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 21 January 2025 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. *Director Operations - 19.2 - Construction of Culverts at Jordan's Creek (PSC2025/001).*

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).

9.1 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

RESOLVED OCM 023/25

Moved: Cr Ken McGrath
Seconded: Cr Joy Paddison

That Council:

1. Adopt the following items in the Agenda as recommended in the report:

Open matters:

- 10.5 - Meetings, Functions and Events attended by Mayor and Councillors.
- 10.6 - Coming Known Events for Mayor and Councillors.
- 12.1 - Minutes of the Arts Advisory Council Meeting held on 4 February 2025.
- 12.4 - Minutes of the Audit, Risk and Improvement Committee Meeting held on 27 November 2024.
- 12.5 - Minutes of the Airport Development Advisory Committee Meeting held on 21 January 2025.
- 16.3 - Transfer of Crown Roads to Council.
- 17.7 - January 2025 Building Statistics Update.

CARRIED

10 MAYORAL MINUTE(S)**10.1 HEALTH SERVICES IN PARKES****RESOLVED OCM 024/25**

Moved: Cr Neil Westcott

Seconded: Cr Joy Paddison

That Council:

1. Formally write and thank our Local Member, Mr Phil Donato MP for continuing to advocate for regional health services.
2. Continue to lobby all levels of Government to address the declining health services in regional NSW.
3. Continue to lobby all levels of Government to develop expeditious methods to recruit and accredit immigrating doctors and other health professionals.
4. Continue to lobby all levels of Government to activate the Parkes Health Precinct masterplan.
5. Continue to lobby all levels of Government to provide accommodation for doctors and other health professionals in the Parkes Health Precinct.
6. Continue to lobby all levels of Government to support the training of health professionals, by the provision of a training HUB at the Parkes Health precinct.

CARRIED**10.2 PARKES GATEWAY SERVICE CENTRE - SOD TURNING****RESOLVED OCM 025/25**

Moved: Cr Neil Westcott

Seconded: Cr George Pratt

That Council:

1. Received and noted the information.

CARRIED**10.3 TRUNDLE MAIN STREET OFFICIAL OPENING****RESOLVED OCM 026/25**

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

That Council:

1. Receive and note the information about the Trundle Main Street Official Opening.

CARRIED

10.4 AUSTRALIA DAY 2025 CELEBRATIONS**RESOLVED OCM 027/25**

Moved: Cr Louise O'Leary

Seconded: Cr George Pratt

That Council:

1. Receive and note the information about the 2025 Australia Day Celebrations.

CARRIED**10.5 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS****RESOLVED OCM 028/25**

Moved: Cr Ken McGrath

Seconded: Cr Joy Paddison

That Council:

1. Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 20 January 2025 through to 14 February 2025.

CARRIED**10.6 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS****RESOLVED OCM 029/25**

Moved: Cr Ken McGrath

Seconded: Cr Joy Paddison

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 18 January 2025 through to 13 March 2025.

CARRIED**11 COUNCILLOR REPORT(S)**

Nil

12 REPORTS OF COMMITTEES**12.1 MINUTES OF THE ARTS ADVISORY COUNCIL MEETING HELD ON 4 FEBRUARY 2025****RESOLVED OCM 030/25**

Moved: Cr Ken McGrath
Seconded: Cr Joy Paddison

That Council:

1. Receive and confirm the Minutes of the Arts Advisory Council Meeting held on Tuesday 4 February 2025 appended at *Annexure A*.

CARRIED**12.2 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 5 FEBRUARY 2025****RESOLVED OCM 031/25**

Moved: Cr William Jayet
Seconded: Cr Louise O'Leary

That Council:

1. Receive and confirm the Minutes of the Local Traffic Committee Meeting held on Wednesday 5 February 2025 appended at *Annexure A*.

CARRIED**12.3 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 11 FEBRUARY 2025****RESOLVED OCM 032/25**

Moved: Cr Louise O'Leary
Seconded: Cr Glenn Wilson

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 11 February 2025 appended at *Annexure A*.

CARRIED

**12.4 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD ON 27 NOVEMBER 2024****RESOLVED OCM 033/25**

Moved: Cr Ken McGrath

Seconded: Cr Joy Paddison

That Council:

1. Receive and confirm the Minutes of the Audit, Risk and Improvement Committee Meeting held on Wednesday 27 November 2024 appended at *Annexure A*.

CARRIED**12.5 MINUTES OF THE AIRPORT DEVELOPMENT ADVISORY COMMITTEE MEETING
HELD ON 21 JANUARY 2025****RESOLVED OCM 034/25**

Moved: Cr Ken McGrath

Seconded: Cr Joy Paddison

That Council:

1. Receive and confirm the Minutes of the Airport Development Advisory Committee Meeting held on Tuesday 21 January 2025 appended at *Annexure A*.

CARRIED

13 REPORTS OF THE GENERAL MANAGER**13.1 INVESTMENTS AND BORROWINGS REPORT AS AT 31 JANUARY 2025****RESOLVED OCM 035/25**

Moved: Cr Neil Westcott

Seconded: Cr George Pratt

That:

1. Receive and note the Statement of Investments and Borrowings as on 31 January 2025

CARRIED**13.2 MONTHLY FINANCIAL REPORTS AS AT 31 JANUARY 2025****RESOLVED OCM 036/25**

Moved: Cr Joy Paddison

Seconded: Cr Louise O'Leary

That Council:

1. Receive and note the year-to-date financial reports for the period up to 31 January 2025 and initiate discussions around the prioritisation of non-essential services and events to reduce the anticipated loss of \$6.5m.
2. That budget austerity measures be presented to the council workshop on 4 March 2025.

CARRIED**13.3 QUARTERLY BUDGET REVIEW AS AT 31 DECEMBER 2024****RESOLVED OCM 037/25**

Moved: Cr Neil Westcott

Seconded: Cr Louise O'Leary

That Council:

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

CARRIED

14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY**14.1 OPERATIONAL PLAN 2024-25 PROGRESS REPORT****RESOLVED OCM 038/25**

Moved: Cr Neil Westcott
Seconded: Cr Louise O'Leary

That Council:

1. Adopt the 2024/25 Operational Plan Progress Report (1 July to 31 December 2024), appended at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.

CARRIED**14.2 COMMUNITY ENGAGEMENT STRATEGY 2025-2029 FOR ADOPTION****RESOLVED OCM 039/25**

Moved: Cr Neil Westcott
Seconded: Cr Joy Paddison

That Council:

1. Adopt the Community Engagement Strategy 2025-2029, appended at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.

CARRIED**14.3 DRAFT COMMUNITY STRATEGIC PLAN 2025-2029 FOR PUBLIC EXHIBITION****RESOLVED OCM 040/25**

Moved: Cr William Jayet
Seconded: Cr Ken McGrath

That Council:

1. Endorse the Draft Community Strategic Plan 2025-2029 attached at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.
2. Place the Draft Community Strategic Plan 2025-2029 on public exhibition for 28-days between 19 March to 15 April 2025.
3. That a report be brought back to Council after the public exhibition period advising any submissions received, before the report is finally adopted by Council.

CARRIED

14.4 PRIORITY PROJECTS - COMMUNITY BENEFIT ASSESSMENT**RESOLVED OCM 041/25**

Moved: Cr Neil Westcott

Seconded: Cr William Jayet

That:

1. Council receive and note the Priority Project Community Benefit Assessment Report

CARRIED**14.5 ADOPTION OF PARKES SHIRE SIGNAGE MANUAL****RESOLVED OCM 042/25**

Moved: Cr Ken McGrath

Seconded: Cr Louise O'Leary

That Council:

1. Adopt the Parkes Shire Signage Style Guide.
2. Note that the locations for stage one rollout will be determined at a later Council meeting.

CARRIED**14.6 COUNCILLOR EXPENSES AND FACILITIES COUNCIL POLICY AMENDMENT****RESOLVED OCM 043/25**

Moved: Cr Ken McGrath

Seconded: Cr George Pratt

That Council:

1. Adopt the amended Councillor Expenses and Facilities policy attached at *Annexures A*.
2. Place the adopted policy on to Council's Website.

CARRIED**14.7 CHANGE TO OPENING TIME FOR ADMINISTRATION CENTRE CUSTOMER SERVICE COUNTERS****RESOLVED OCM 044/25**

Moved: Cr Neil Westcott

Seconded: Cr George Pratt

That Council:

1. Receive and note the information regarding the change to the opening time for the Customer Service areas of the Administration Centre.

CARRIED

15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY**15.1 MAJOR PROJECTS AND CURRENT WORKS - INFRASTRUCTURE AND SUSTAINABILITY****RESOLVED OCM 045/25**

Moved: Cr Glenn Wilson

Seconded: Cr Joy Paddison

That Council:

1. Receive and note the Infrastructure and Sustainability Major Projects and Current Works Report for February 2025, appended at *Annexure A*.

CARRIED**15.2 PURCHASE OF GROUNDWATER LICENSE****RESOLVED OCM 046/25**

Moved: Cr Neil Westcott

Seconded: Cr George Pratt

That:

1. Resolve to purchase the groundwater access licence in accordance with this report and appropriate due diligence checks
2. That the necessary documentation to facilitate the purchase and transfer of the water access licence be signed under the seal of Council as required.

CARRIED**16 REPORTS OF THE DIRECTOR OPERATIONS****16.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS****RESOLVED OCM 047/25**

Moved: Cr George Pratt

Seconded: Cr William Jayet

That Council:

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

CARRIED

16.2 REDETERMINATION OF RENT - PARKES BRICK PIT**RESOLVED OCM 048/25**

Moved: Cr Glenn Wilson

Seconded: Cr Ken McGrath

That:

1. Council makes the necessary requests to Crown Lands for the transitioning of the land within Crown Land Licence 321141 to a Crown Reserve with Parkes Shire Council appointed as Crown Land Manager.

CARRIED**16.3 TRANSFER OF CROWN ROADS TO COUNCIL****RESOLVED OCM 049/25**

Moved: Cr Ken McGrath

Seconded: Cr Joy Paddison

That:

1. Council transfer the following Crown Roads to Council tenure:
 - Station Street from Edols Street to West Street Bogan Gate
 - Lachlan Street from East Street to West Street Bogan Gate
 - Bogan Street from Edols Street to West Street Bogan Gate
 - West Street from Station Street to Lachlan Street Bogan Gate
 - Jackson Street from Station Street to Bogan Street Bogan Gate
 - Edols Street from Station Street to Hutton Street Bogan Gate
 - Hutton Street from Station Street to Edols Street Bogan Gate
 - Lister Lane from Station Street to Lachlan Street Bogan Gate
 - Monomie Street from Station Street to Lachlan Street Bogan Gate
 - East Street from Station Street to Lachlan Street Bogan Gate
2. If required, the seal of Council be affixed to the documentation to facilitate the transfer

CARRIED

**16.4 PUBLIC EXHIBITION OF THE PEAK HILL FLORA AND FAUNA RESERVE
MASTERPLAN****RESOLVED OCM 050/25**

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

That Council:

1. Endorse the [Draft Peak Hill Flora and Fauna Reserve Masterplan](#) and place it on public exhibition for 28 days.
2. Following the conclusion of the exhibition period, make necessary amendments to the plan and report back to Council for final adoption.

CARRIED**17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES****17.1 JACK SCOBLE SCHOLARSHIP 2025****RESOLVED OCM 051/25**

Moved: Cr William Jayet

Seconded: Cr Louise O'Leary

That:

1. Council notes the information on the 2025 Jack Scoble Scholarship

CARRIED**17.2 PLANNING PROPOSAL TO REZONE LAND: LOT 329 DP750152 (109 WOODWARD
STREET, PARKES : POST-EXHIBITION)****RESOLVED OCM 052/25**

Moved: Cr Joy Paddison

Seconded: Cr Ken McGrath

That:

1. Council endorse Planning Proposal PP-2024-1440, No. 109 Woodward Street, Parkes – Post Exhibition (Attachment A).
2. Council delegate to the General Manager the authority issued by the NSW Department of Planning, Housing and Infrastructure to exercise the functions of the Minister under Section 3.36 of the Environmental Planning and Assessment Act 1979 for the purposes of finalising Planning Proposal PP-2024-1440, No. 109 Woodward Street, Parkes – Post Exhibition (Attachment A).
3. Continue to consult with the NSW Department of Planning, Housing and Infrastructure on the terms of the amendment to Parkes Local Environmental Plan 2012, to ensure its

consistency with the objectives, outcomes and provisions of Planning Proposal PP-2024-1440, No. 109 Woodward Street, Parkes – Post Exhibition.

4. Inform parties who made a submission to the Public Exhibition of Planning Proposal PP-2024-1440 (109 Woodward Street, Parkes), the proponent and landowners of the subject land (and their consultant), of Council's resolutions.

CARRIED

At 4:27 pm, General Manager Kent Boyd left the meeting.

17.3 DA2024/0089 - APPLICATION FOR DUAL OCCUPANCY 2A BEST STREET, PARKES

RESOLVED OCM 053/25

Moved: Cr Neil Westcott

Seconded: Cr Ken McGrath

That:

1. Council resolves to approve Development Application DA2024/0089 subject to the Conditions of Consent included in the Development Assessment Report
2. Council informs persons who made a submission to Development Application DA2024/0089 of Council's decision.

In Favour: Crs Neil Westcott, Marg Applebee, William Jayet, Ken McGrath, Louise O'Leary, Joy Paddison, George Pratt, Matthew Scherer and Glenn Wilson

Against: Nil

CARRIED 9/0

At 4:29 pm, General Manager Kent Boyd returned to the meeting.

17.4 PARKES SHIRE COUNCIL HOUSING STRATEGY AMENDMENTS

RESOLVED OCM 054/25

Moved: Cr Joy Paddison

Seconded: Cr William Jayet

That:

1. Council adopt the Draft Parkes Shire Council Housing Strategy 2021-2041 - 2025 Update incorporating amendments and place on public exhibition for 28 days
2. The Draft Parkes Shire Council Housing Strategy 2021-2024 be received by Council post exhibition for further determination.

CARRIED

At 4:31 pm, Chief Financial Officer Jaco Barnard left the meeting.

At 4:33 pm, Chief Financial Officer Jaco Barnard returned to the meeting.

17.5 PARKES SHIRE COUNCIL 7.12 CONTRIBUTIONS PLAN AMENDMENTS**RESOLVED OCM 055/25**

Moved: Cr Neil Westcott

Seconded: Cr Joy Paddison

That Council:

1. Amend the Parkes Shire Council Section 94A (7.12) Contributions Plan – SAP Inclusion to defer application of an additional 2% s7.12 contribution within the Parkes Precinct until 1 January 2027.

CARRIED**17.6 PARKES SHIRE COUNCIL PLANNING AGREEMENT- RIDGEY CREEK BATTERY ENERGY STORAGE SYSTEM****RESOLVED OCM 056/25**

Moved: Cr Ken McGrath

Seconded: Cr William Jayet

That Council:

1. Council enters into the Planning Agreement for Ridgey Creek Battery Energy Storage System (SSD - 48756517)
2. Council maintains the agreement in its public register of planning agreements in accordance with section 206 of the *Environmental Planning and Assessment Regulation 2021*.
3. While this planning agreement remains in force, Council must include in its annual report particulars of compliance with and the effect of the planning agreement during the year to which the report relates.

In Favour: Crs Neil Westcott, Marg Applebee, William Jayet, Ken McGrath, Louise O'Leary, George Pratt, Matthew Scherer and Glenn Wilson

Against: Nil

Abstained: Cr Joy Paddison

CARRIED 8/0

17.7 JANUARY 2025 BUILDING STATISTICS UPDATE**RESOLVED OCM 057/25**

Moved: Cr Ken McGrath

Seconded: Cr Joy Paddison

That:

1. Receive and note the January 2025 Building Statistics Report.

CARRIED**18 NOTICES OF MOTION/QUESTIONS WITH NOTICE****18.1 HIGHWAY ROADSIDE RUBBISH NOT HAVING REGULAR COLLECTION****RESOLVED OCM 058/25**

Moved: Cr Ken McGrath

Seconded: Cr William Jayet

That Council:

1. Discuss the issue raised by Cr McGrath, noting the information provided by the General Manager.

An amended Motion proposed by Cr William Jayet was approved and all voted in agreement.

That Council amend the original Motion:

1. Write to Transport for NSW (TfNSW) regarding the issue.

In Favour: Crs Neil Westcott, Marg Applebee, William Jayet, Ken McGrath, Louise O'Leary, Joy Paddison, George Pratt, Matthew Scherer and Glenn Wilson

Against: Nil

CARRIED 9/0

19 CONFIDENTIAL MATTERS

RESOLVED OCM 059/25

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

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:

19.2 CONSTRUCTION OF CULVERTS AT JORDAN'S CREEK (PSC2025/001)

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.

19.1 ELECTRICITY PROCUREMENT FOR SMALL MARKET SITES

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.

CARRIED

At 4:51 pm, the Meeting went into Closed Session.

19.1 ELECTRICITY PROCUREMENT FOR SMALL MARKET SITES**RESOLVED OCM 060/25**

Moved: Cr Ken McGrath

Seconded: Cr Louise O'Leary

That Council:

1. Note the report on electricity procurement for small market sites;
2. Participates in the regional procurement process, facilitated by Central NSW Joint Organisation, for the supply of electricity for small market sites;
3. Note the extreme volatility of the energy market currently being experienced;
4. Agree to purchase 100% of renewable energy for each site;
5. Note the short timeframe for acceptance of offers for the supply of electricity;
6. Resolve that because of the extenuating circumstances set out in the report a satisfactory result would not be achieved by inviting tenders for the aggregated procurement of electricity for small market sites which are due to commence on 1 January 2025;
7. Note that the reasons for the decision of the Council in resolution 6 are as follows:
 - (a) The services with respect to which the tender relates can only be provided by energy retailers.
 - (b) Council has received expert advice that due to the nature of the relevant market, offers from those retailers which will be made in response to the request for tender will only be open for acceptance for a period of 1-2 weeks.
 - (c) Even if the tender period was shortened to 7 days as permitted under the Regulations, some if not all of the relevant tenders would expire prior to Council being able to undertake an assessment of tenders, report the matter to Council and resolve to accept or reject any tenders.
 - (d) This would result in Council either having no valid tenders which it is able to accept, or it would not be able to consider for acceptance all of the tenders lodged in response to the request for tender.
 - (e) This would not be a satisfactory result for Council.
8. Delegate the determination, acceptance or rejection of proposals on behalf of Council to the General Manager;
9. Delegation the execution of the contract for the supply of electricity for small sites to the General Manager;
10. Receive a report on conclusion of the process detailing the outcome; and
11. Advise Central NSW Joint Organisation of its decisions.

CARRIED

At 5:03 pm, Cr George Pratt left the meeting.

At 5:05 pm, Cr George Pratt rejoined the meeting.

19.2 CONSTRUCTION OF CULVERTS AT JORDAN'S CREEK (PSC2025/001)

RESOLVED OCM 061/25

Moved: Cr Neil Westcott

Seconded: Cr Joy Paddison

That:

1. Council awards the contract for construction of culverts at Jordans Creek (PSC2025/001) to Force Enterprises for the lump sum of \$550,706 (ex GST).

Carried

At 5:19 pm, Cr Ken McGrath left the meeting.

At 5:21 pm, Cr Ken McGrath rejoined the meeting.

MOTION

That Ordinary Council Meeting:

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

At 5:20 pm, the Council in Closed Session returned to Open Session.

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.

21 CONCLUSION OF MEETING

The meeting concluded at 5:22 pm.

This is the final page of the minutes comprising 23 pages numbered 1 to 23 of the Ordinary Council Meeting held on Tuesday, 18 February 2025 and confirmed on Tuesday, 18 March 2025.



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 COUNTRY MAYORS ASSOCIATION: COUNTRY MAYORS APPLAUD MORATORIUM ON BANK BRANCH CLOSURES

IP&R Linkage: Pillar: Leadership

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

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

Author: Cr Neil Westcott

Annexures: A. [Country Mayors Association Media Release on Bank Closures](#) 

MOTION

That Council:

1. Receive and note the Media Release from the Country Mayors Association dated 18 February 2025 regarding the reprieve on regional Bank closures, appended as *Annexure A*.

REPORT

I received the Media Release from the Country Mayors Association on 18 February 2025 in relation to an undertaking by the "Big Four (banks) to keep regional branches open until at least mid-2027".

A copy of the Media Release is attached.



Cr Neil Westcott

MAYOR



THE COUNTRY MAYORS ASSOCIATION OF NSW INC

"What we want is nothing more than equity"

MEDIA RELEASE

18 February, 2025

NSW COUNTRY MAYORS WELCOME REPRIEVE ON BANK CLOSURES

Chairman of the Country Mayors Association of NSW (CMA) Mayor Rick Firman OAM has welcomed an undertaking by the Big Four (banks) to keep regional branches open until at least mid-2027.

"The announcement that the Federal Government has struck a deal with the Commonwealth Bank, NAB, Westpac and ANZ to halt regional bank closures until at least July 2027 is good news for rural and regional Australia," Mayor Firman said.

"This is a step in the right direction" Mayor Firman added, "Our Members applaud the work that the Federal Government has undertaken to deliver this outcome through on-going negotiations with the Big Four."

"Banking services are integral to the economic growth of any community. Australia Post is often left to fill the gaping holes created when banks close, and they do their very best, but no-one could ever consider that they are an adequate replacement for a full-service bank," Mayor Firman said.

According to the Australian Government, about 36% of bank branches in regional Australia have closed since 2017, leaving many communities without access to a full suite of banking services. The banks have increasingly relied on Australia Post to provide basic banking services like withdrawing cash or checking balances. Banks are also relying on customers turning to self-service, by choosing to conduct all their banking online or via phone, an approach that is creating difficulties for older residents of rural communities.

"Online, phone and Australia Post options do not adequately fill the gap left when a bank in a rural or regional community closes," Mayor Firman said. "Banks are far more than storage locations for people's money. They are the places small businesses go to talk about expansion, they are where farmers go to talk about purchasing new equipment or increasing their operations, they are the places people turn to, to help make decisions about buying a home or investment property and of course they employ local residents."

"It is baffling to consider that at a time when many regional locations in Australia are basking in a post-COVID population growth spurt, that banks, the backbone of a regional economy are still contemplating closures," Mayor Firman said.

Australian banks are frequently touted as the most profitable in the world. According to KPMG the Big Four made a combined profit after tax of over \$29 billion in 2023. Nevertheless, regional bank closures are a constant threat.

"While our CMA Members appreciate that the major banks have a responsibility to their shareholders to make money, we question what the real impact on the bottom line is when it comes to keeping a regional bank open," Mayor Firman said. "Many

www.nswcountrymayors.com.au



THE COUNTRY MAYORS ASSOCIATION OF NSW INC

"What we want is nothing more than equity"

banks in rural towns shut at lunchtime, have a workforce of 2-3 and no longer boast the presence of a bank manager. However, even with services reduced to that extent, it is better for the community to have the bank than it is for it to close."

'The CMA Board will seek every opportunity to press the case for keeping rural and regional bank branches open. We would welcome the opportunity to work with the Federal Government on co-designing approaches to addressing the problem', Mayor Firman concluded.

_____END_____

Contact: Mayor Rick Firman OAM, Chairman CMA Mobile: 0429 204 060
Mr Gary Fry, CMA Secretariat, Mobile: 0427 008 572
Email: admin@nswcountrymayors.com.au

www.nswcountrymayors.com.au

10.2 CNSWJO BOARD MEETING - OBERON ON 27 FEBRUARY 2025

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

Goal: Our local government is contemporary, effective and efficient.

Strategy: Ensure compliance with statutory requirements and ensure Parkes Shire Council's operations are supported by good corporate governance and effective risk management.

Author: **Cr Neil Westcott**

Annexures: **A. CNSWJO Board Meeting Minutes from 27 February 2025** [↓](#)

MOTION

That Council:

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

REPORT

The General Manager Kent Boyd and I attended the Central New South Wales Joint Organisation (CNSWJO) Board meeting in Oberon on 27 February 2025.

See attached the Minutes from this meeting.



Cr Neil Westcott

MAYOR

Report from the Mayor/Deputy Mayor/General Manager attending the Central NSW Joint Organisation Board 27 February 2025 in Oberon

Recommendations

That Council note the report from the Mayor/Deputy Mayor/General Manager on the Central NSW Joint Organisation (CNSWJO) Board meeting on 27 February 2025 held in Oberon.

Please find following, advice from the recent meeting of the Central NSW Joint Organisation Board held in Oberon on 27 February 2025. The minutes from the meeting are attached, as is the Draft Statement of Budget and Revenue.

Delegates were welcomed to Oberon by its Mayor, Cr Andrew McKibbin.

Speakers to the meeting were Local Government NSW President, Cr Phyllis Miller, and Chief Executive Mr David Reynolds. The Board then had a strategic session around the priorities into the federal election and for this term of Council. Updates were provided from the NSW Office of Local Government, Regional Development Australia Central West and the NSW Premier's Department.

More detail on reports to the meeting are below where the agenda can be found on the [CNSWJO website](#).



Image: The CNSWJO Board meeting at the Oberon Library and Community Centre

Forward budget

The Board adopted a draft Statement of Budget and Revenue and has put it on public exhibition. It can be found on the [CNSWJO website](#). While the website calls for feedback in 30 days, giving consideration to member Council meeting timeframes, please provide feedback by 30 April 2025 so this can be considered by the Board.

Considerations for the 2025/2026 budget include:

- taking up the rate peg increase of 3.8% for fees where this figure is the lowest rate increase in this region (Blayney);
- noting the decision by the Board to realise \$150K from internally restricted reserves to support the cyber security project;
- noting the Statement of Strategic Regional Priority (SSRP) will be finalised in November of this calendar year and changes to priorities will be funded in the budget;
- based on the pilot with Forbes Shire Council, growth in the service offering for the procurement function to include a “fee-for-service” procurement management service at a reasonable cost to members showing a conservative income stream of \$20K;
- inclusion of \$12,500 to support matching funding for energy projects;
- inclusion of grant funded projects for:
 - Disaster Readiness;
 - Joint Organisation Net Zero Acceleration Program; and
 - Water Loss Management.

Advocacy Plans

Every February the Board reviews its Advocacy Plans. These plans are used to inform submission, media, correspondence, ministerial briefings and other collateral.

Developed with the direction of the Portfolio Mayors, the following were adopted by the Board:

- [The Transport Advocacy Plan](#)
- [The Health and Ageing Advocacy Plan](#)
- [The Water Advocacy Plan](#)
- [The Regional Prosperity Advocacy Plan](#)
- [The Energy Advocacy Plan](#)



Picture 1 Example of advocacy collateral developed in 2022

Other key outputs adopted by the Board

Output	Description
Statement of Strategic Regional Priority Risk Management Plan	Undertaken internally, risks to the JO, region and Council are identified. All JO activities must give consideration to these risks and advice is provided to the Board in their quarterly meeting.
CNSWJO Social and Environmental Scan	Using an external provider, this report provides a snapshot of the region's data, opportunities and challenges. This advice informs forward strategy.
High level Destination Marketing Plan	Commissioned by the previous Board and undertaken externally this work informs the destination marketing being undertaken through the CNSWJO.
Leading Practice in Regional Development	At the request of the previous Board this work has been undertaken collaboratively between Central West Regional Development Australia (CWRDA) and the JO. RDA will take the lead in its implementation.
Draft MoU with SkillSet	CNSWJO has a growing number of MoUs and other instruments to facilitate collaboration. The most recent is with Skillset. Importantly, these MoUs identify initiatives to be undertaken collaboratively in the interest of Councils and communities in the CNSWJO region.
CNSWJO Regional Electric Vehicle Strategy - final	A support document for Councils and the JO in transitioning fleet to meet net zero carbon emissions targets.
EV Drive Day Event Report	A wrap-up report from the Electric Vehicle (EV) Drive Day held in Bathurst in December 2024.
New Councillor Event Final Report	The Welcome Councillor event was held 28 November 2024. A report from the meeting made the following recommendations which will now be progressed as they have been adopted by the Board. <ol style="list-style-type: none"> 1. provide advice back to peak agencies included in this report; 2. develop a CNSWJO induction report for incoming Councillors with advice drawn from the event; 3. receive advice on resourcing of: <ol style="list-style-type: none"> a. an informal network of Councillors; and b. specific support for Deputy Mayors; and 4. include advice from this report in its deliberations on forward programming for the Statement of Strategic Regional Priority and advocacy.

Advocacy Priorities leading into the federal election

The Board identified the following as priorities leading into the federal election.

1. Increase Financial Assistance Grants to at least 1% of Commonwealth tax revenue and add a one-time \$3 billion payment to address past underfunding.
2. Recognise Local Government in the Constitution.
3. Recognise Central NSW's strengths in agriculture, mining, renewable energy, and proximity to cities and ports with the "Made in Central NSW" initiative.
4. Provide support and compensation for regional communities during the energy and mining transition.

5. Empower regional communities to become more energy independent and resilient.
6. Ensure energy security for regional communities during the transition to renewable energy.
7. Improve road funding with a focus on betterment and resilience.
8. Develop a safe, reliable, and efficient transport network linking Central NSW to Sydney and beyond for both passengers and freight.
9. Create a strong multi-modal freight network.
10. Address health workforce shortages, exacerbated by housing shortages, with better collaboration between state and federal services.
11. Despite the various interventions and inquiries over decades, local government is still battling health and aged care workforce shortages, the more remote the greater the challenge.
12. Improve health services, as 94% of our communities prioritises this.
13. Leverage the region's water security work to develop a regional water supply pipeline grid in partnership with the NSW and Federal Governments.
14. Include Water Supply and Sewer Assets in State and Commonwealth Disaster Recovery Funding.
15. Ensure the Murray Darling Basin Plan considers the social and economic impacts on communities while meeting environmental targets, especially during droughts and natural disasters.
16. Review the Aboriginal and Torres Strait Islander Heritage Protection Act Section 10 process.

At the time of writing an event is being coordinated for 11 March which will include a session on federal priorities and meeting with candidates leading into the election. All Councillors in the region have been invited and the event is free to attend.

Further advocacy will be at the direction of the Mayors of the region under the leadership of the Chair, Cr Kevin Beatty, Mayor of Cabonne.

Priorities for the Joint Organisation for this term of Council

Similar to the Community Strategic Plan for Council, Joint Organisations must develop a Statement of Strategic Regional Priority. Under the auspices of the Mayors of the region, workshops have been held with new Councillors (28 November 2024), Executive Leadership Teams (31 October 2024) and the Board provided high level advice on priorities at the meeting in Oberon as follows. Staff will now pull together a program of work in support of this direction. Again, all feedback is welcomed.

80% of the JOs resources go to delivering operational support to Councils in helping with the financial sustainability challenge.

Priority One: Leveraging our reputation and strength in collaboration

- 1.1 Drive efficiencies and effectiveness saving Councils money
- 1.2 Build capacity and networks across our Councils and the Joint Organisation network



Picture 2 Feedback from a stakeholder session on Council operational challenges for members

- 1.3 Work well with other peak agencies
- 1.4 Engage with State and Federal Governments to get better advocacy outcomes for the region.

Priority Two: Regional prosperity through better connected infrastructure and services

- 2.1 Initiatives for sustainable growth population-in the context of locational preference factors
- 2.2 Optimise land use and regional development planning and implementation
- 2.3 Advocacy and initiatives on skills and housing shortages
- 2.4 Infrastructure prioritisation through the CNSWJO Matrix
- 2.5 Leveraging the region's endowments and opportunities
 - a. Activation precincts including Parkes SAP
 - b. Pattern of settlement; livability, proximity to capital cities and ports – this region is a solution for growth outside Sydney
 - c. Agriculture focusing on value-add
 - d. Renewable energy generation
 - e. Mining
 - f. Visitor economy
- 2.6 Biosecurity

Priority Three: Better infrastructure and services in health and ageing

- 3.1 addressing the need for more palliative care in region
- 3.2 addressing the mental health challenge
- 3.3 identifying pathways through the challenging health frameworks to deliver better outcomes for regional communities

Priority Four: Telecommunications

Priority Five: Regional Transport Improvements

- 5.1 Multi-modal transport connectivity planning and implementation including road, rail and air passenger and freight
- 5.2 Optimal road funding framework including for natural disasters
- 5.3 High quality, efficient and safer road and rail networks

Priority Six: Regional Water Security and Productive Water

- 6.1 Regional water network planning and implementation including best practice skills development
- 6.2 Productive water
- 6.3 Leveraging the region's leadership in water utilities
- 6.4 Human critical need particularly urban water

Priority Seven: Climate change adaptation and mitigation

- 7.1 Transition to a sustainable, secure, just and affordable energy future
 - a. Energy efficiency and emissions reduction
 - b. Distributed energy resources
 - c. Circular economy and waste
 - d. Environment and biodiversity
- 7.2 Adapting to a warming climate
 - a. Disaster risk reduction, response and recovery
 - b. Betterment and prioritisation of resilient infrastructure
 - c. Leading practice in region and across NSW



AWARDS

Central NSW Joint Organisation proudly took home awards in 4 categories for Division D (for JO, ROCs and collaborations). These included:

- Water Management for the Regional Water Loss Management Hub Project
- Towards Net Zero Emissions for the 52 Shades of Green: CNSWJO Net Zero Accelerator Program
- Climate Change Adaptation for the Regional Resilience Program for Disaster Risk Reduction, and
- Innovation in Planning, Policies and Decision Making for Transitioning Local Water Utility Strategy Planning into the IP&R Framework.



Image: Meredith Macpherson and Brendan Guiney from NSW Water Directorate



Image: Kate Barker and Gillian Hinchcliff from NSW DCCEEW

CNSWJO was also the overall winner in the Water Management and the Towards Net Zero Emissions categories.



The UN Youth Summit

In line with direction from the Opt-in Advocacy Mayors, councils were asked to sponsor local school students to attend a United Nations (UN) Youth Summit in Bathurst on 26 March 2025. This sponsorship has different forms in different LGAs and council staff have been working closely with the Executive Officer in this regard. Promotion of this event was also recommended through a media release. A proforma report and media release were provided to members and are available on request.

UN Youth Australia is a youth-led organisation that brings young people, community and global leaders together to equip the next generation of young leaders with the skills and inspiration to create meaningful change. All activities are designed to prepare students to be informed, responsible, and engaged participants in their local and global communities.

They run a broad range of peer-to-peer interactive education programs that give young people a deep understanding of the social and political issues the world faces today. From Model United Nations debates, Workshops, and our Interactive Problem-Solving simulations, the programs foster ideas and innovation to support young people in solving global problems. For more information please go to [About Us – UN Youth Australia](#)

Charles Sturt University is hosting the Regional Youth Summit on Wednesday 26 March 2025 in Bathurst and the CNSWJO has committed up to \$5K to support catering and other costs.

10.3 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 14 March through to 10 April 2025.

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 14 March 2025 through to 10 April 2025:

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

Date	Function
Saturday 15 March	Community Fibre Arts Exhibition Official Opening Coventry Room Parkes Shire Library and Cultural Centre Invited all Councillors and Directors
Tuesday 18 March	Road and Place Name Advisory Committee Meeting Committee Room Parkes Shire Administration Centre Mayor Neil Westcott, Cr Bill Jayet, Cr Kenny McGrath, Cr Louise O'Leary, Cr Joy Paddison and Cr Doug Pout Waste Advisory Committee Meeting Committee Room Parkes Shire Administration Centre Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Louise O'Leary, Cr George Pratt and Cr Glenn Wilson

	<p>Community, Access and Liveability Advisory Committee Meeting Committee Room Parkes Shire Administrative Centre Cr Neil Westcott, Cr Marg Applebee, Cr Bill Jayet, Cr Doug Pout, Cr George Pratt and Cr Louise O'Leary</p> <p>RGDC and Energy from Waste Proponent Briefing Council Chambers Parkes Shire Administration Centre Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet, Cr Joy Paddison, Cr Kenny McGrath, Cr Doug Pout, Cr Louise O'Leary and Cr Glenn Wilson</p> <p>Ordinary Council Meeting Council Chambers Parkes Shire Administration Centre Invited all Councillors and Directors</p>
Thursday 20 March	<p>Bangala-La Pre-School - Harmony Week Parkes Mayor Neil Westcott</p>
Thursday 20 March	<p>Meeting at Trundle Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Joy Paddison, General Manager Kent Boyd, Customer, Corporate Services and Economy Anthony McGrath</p>
Monday 24 March	<p>Peak Hill Community Consultative Committee Meeting Peak Hill AIF Hall Cr Louise O'Leary</p>
Thursday 27 March	<p>Thrive 2025 Cooke Park Pavillon Parkes Cr Louise O'Leary</p> <p>Trundle Community Consultative Committee Meeting Trundle Memorial Hall Cr Joy Paddison</p>
Thursday 27 March	<p>Mining and Energy Related Councils Association (MERC) meeting Parliament House Sydney General Manager Kent Boyd and Mayor Neil Westcott</p>

<p>Friday 28 March</p>	<p>Country Mayors Association (CMA) Financial Sustainability Parliament House Sydney Mayor Neil Westcott Apology: Deputy Mayor Marg Applebee</p> <p>Corvette National Convention Dinner Parkes Deputy Mayor Marg Applebee</p>
<p>Saturday 29 March</p>	<p>Corvette National Convention Show 'n' Shine Cooke Park and Parkes Showground Invited all Councillors Mayor Neil Westcott and Deputy Mayor Marg Applebee - Official welcome</p> <p>Homegrown Parkes Cooke Park Invited all Councillors</p>
<p>Tuesday 1 April</p>	<p>Economy, Destination and Events Advisory Committee Meeting Committee Room Parkes Administration Centre Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet, Cr Doug Pout and alternate Cr Joy Paddison.</p> <p>Councillor Workshop Council Chambers Parkes Administration Centre All Councillors and Directors Apologies: Cr Bill Jayet</p>
<p>Thursday 3 April</p>	<p>Central West Recovery and Resilience Package Community Leader's Forum Parkes Mayor Neil Westcott</p>
<p>Monday 7 April</p>	<p>Community Safety Precinct Meeting (CSPC) Forbes Mayor Neil Westcott, Deputy Mayor Marg Applebee Apology: General Manager Kent Boyd</p>

Tuesday 8 April	Northparkes Operations CCC Meeting Parkes Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet and Cr Doug Pout
Wednesday 9 April	West Region Bike Forum Parkes Mayor Neil Westcott
Wednesday 9 April	Tullamore Community Consultative Committee Meeting Tullamore Bowling Club Cr Gerooge Pratt



Cr Neil Westcott

MAYOR

10.4 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

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

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

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

Author: **Cr Neil Westcott**

Annexures: **Nil**

MOTION

That Council:

- Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 15 February 2025 through to 13 March 2025.

REPORT

Table 1: lists the Meetings, functions and events attended by the Mayor and Councillors during the period 15 February 2025 through to 13 March 2025:

Table 1: Meetings, Functions and Events attended by Mayor and Councillors

Date	Function
Tuesday 18 February	Ordinary Council Meeting Council Chambers Parkes Shire Administration Center All Councillors and Directors Apology: Cr Doug Pout
Saturday 22 February	Country Sounds Cooke Park Pavillion All Councillors, Directors and General Public 150 Anglican Church Anniversary Anglican Church Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Joy Paddison
Sunday 23 February	Anglican Thanksgiving Service and BBQ lunch at Kelly Reserve Deputy Mayor Marg Applebee

<p>Monday 24 February</p>	<p>Catch up with PHLALC Peak Hill</p> <p>Mayor Neil Westcott, Cr Louise O'Leary, General Manager Kent Boyd, Director of Planning and Community Services Brendan Hayes, Manager Facilities Sharon Ross</p> <p>Apology: Deputy Mayor Marg Applebee</p> <p>Peak Hill Community Consultative Committee Meeting Peak Hill AIF Hall</p> <p>Mayor Neil Westcott and Cr Louise O'Leary</p>
<p>Wednesday 26 February</p>	<p>Audit, Risk and Improvement Committee Meeting Committee Room Parkes Shire Administration Center</p> <p>Cr Joy Paddison</p> <p>Apology: Deputy Mayor Marg Applebee</p>
<p>Thursday 27 February</p>	<p>Trundle Community Consultative Committee Meeting Trundle Memorial Hall</p> <p>Cr Joy Paddison and Festival Producer Brendan Shipley</p>
<p>Friday 28 February</p>	<p>Official Opening of Phil Donato's Office in Forbes Forbes</p> <p>Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet, Cr Kenny McGrath and Cr Joy Paddison</p>
<p>Tuesday 4 March</p>	<p>Councillor Workshop Council Chambers Parkes Shire Administration Centre</p> <p>All Councillors and Directors, Apology: Cr Kenny McGrath</p> <p>Councillor Induction - Code of Conduct / Meeting Practice - SINC Solutions</p> <p>Cr Paddison, O'Leary, Wilson and Scherer</p> <p>Newell Highway Task Force Meeting Narrabri</p> <p>Cr Kenny McGrath</p>

<p>Wednesday 5 March</p>	<p>Mayoral Training - SINC Solutions Mayor Neil Westcott, Deputy Mayor Marg Applebee Welcome to the Parkes Shire Event Cooke Park Pavillion Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Joy Paddison, Cr Bill Jayet, Cr Doug Pout, Cr Kenny McGrath, Cr Louise O'Leary, General Manager Kent Boyd, Director of Customer, Corporate Services and Economy Anthony McGrath, New Citizens to Parkes Shire and Local Organisations.</p>
<p>Thursday 6 March</p>	<p>Tidy Towns 2025 Judging Session Mayor Neil Westcott & Deputy Mayor Marg Applebee Rural Road Advisory Committee Meeting Peak Hill Mayor Neil Westcott, Cr Louise O'Leary, Cr Glenn Wilson, Director Operations Logan Hignett and Manager Operations Marisa Malherbe Apology: Cr Kenny McGrath</p>
<p>Sunday 9 March</p>	<p>Parkes International Women's Day Dinner Parkes Services Club Deputy Mayor Marg Applebee as Guest Speaker Cr Joy Paddison & Cr Louise O'Leary Official Opening of 2025 Parkes Little Athletics Gala Day Deputy Mayor Marg Applebee</p>
<p>Monday 10 March</p>	<p>Community Assistance Program Evaluation Panel Parkes Administration Centre Deputy Mayor Marg Applebee, Cr Bill Jayet, Cr Doug Pout and Cr Kenny McGrath</p>
<p>Tuesday 11 March</p>	<p>CNSWJO Regional Priorities Event Orange Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Bill Jayet Apologies: General Manager Kent Boyd & Cr Joy Paddison</p>

<p>Wednesday 12 March</p>	<p>Tidy Towns Parkes 2025 Event Planning Meeting Parkes Shire Administration Centre Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Bill Jayet Accreditation Visit to CSU School of Rural Medicine Parkes Hospital Mayor Neil Westcott, Deputy Mayor Marg Applebee and General Manager Kent Boyd Tullamore Community Consultative Committee Meeting Tullamore Bowling Club Cr Gerooge Pratt</p>
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Mr Phil Donato MP - Member for Orange - Councillors from Forbes and Parkes



150 years Anglican celebration - Rev'd Ben Mackay & Joan Rauchle



Deputy Mayor Marg Applebee, Mayor Neil Westcott & Cr Bill Jayet - CNSWJO Regional Priorities Event in Orange



Cr Neil Westcott

MAYOR

11 COUNCILLOR REPORT(S)**11.1 NEWELL HIGHWAY TASKFORCE MEETING (NHTF) IN NARRABRI ON 4 MARCH 2025**

Author: Ken McGrath, Councillor
Authoriser: Kent Boyd PSM, General Manager
Annexures: Nil

RECOMMENDATION

That:

1. Receive and note the information about the Newell Highway Taskforce (NHTF) meeting that was attended by Cr McGrath on 4 March 2025 in Narrabri.

ISSUES AND COMMENTARY

The latest Newell Highway Taskforce (NHTF) meeting was held in Narrabri on 4 March 2025 which included a presentation from Transport for NSW (TfNSW) by Acting Director West - Holly Davies.

The Acting Director West in her presentation discussed the following:

- * Heavy Duty Pavement Upgrades, Narrabri to Moree.
- * Tycannah Rest Area Upgrade (which is located 16 kilometres south of Moree).
- * Heavy Duty Pavement Upgrades, North Moree.
- * North Croppa Creek Upgrade (which is located about 71 kilometres north of Moree).
- * New Dubbo Bridge.
- * Parkes Bypass.
- * Newell Highway Flood Mitigation - West Wyalong to Forbes.
- * Grade Separations Tichborne (between Forbes and Parkes) and Harris Gates (near Illabo).

There was a lot of discussion regarding the Newell around Parkes with the bypass and the level crossing at Tichborne, along with the flooding between Forbes and West Wyalong. Mrs Davies provided information regarding other areas on the Newell overtaking lanes, road construction and heavy patching along the Newell.

A question that I raised at the meeting was a concern regarding the National Heavy Vehicle Regulator (NHVR) and we were advised it will be discussed at the next meeting.

There is a lot of work on the Newell Highway in the future and it the Committee also had discussions about the completion of the Parkes Bypass.

The next meeting is expected to be held in Sydney during this year.

Kenny McGrath
COUNCILLOR

11.2 WELCOME TO THE PARKES SHIRE EVENT ON 5 MARCH 2025

Author: Marg Applebee, Deputy Mayor
Authoriser: Kent Boyd PSM, General Manager
Annexures: Nil

RECOMMENDATION

That Council:

1. Note the information in the report about the first Welcome to the Parkes Shire Event.
-

ISSUES AND COMMENTARY

On the evening of Wednesday, 5th March 2025, Parkes Shire Council hosted the first Welcome to the Parkes Shire Event. The event was designed to welcome residents who have recently moved to our Shire in the past 12 months. It provided the opportunity for these residents to meet and interact with Local Organisations, Councillors and Directors and to learn more about what our Shire has to offer.

On the night, I had the absolute pleasure to MC this event and welcome the new residents to our Shire. During my speech I spoke about my journey to and time in Parkes. I also encouraged new residents to introduce themselves to their neighbours, participate in local events and reach out to Council when they need support or have any ideas to improve our communities. I also described some fun adventures to do around our Shire including exploring our picturesque parks, recreational facilities and high-class off-road cycling trails or experiencing nature-based adventures at Goobang National Park, Kelly Reserve, Lake Endeavour, Bushman's Hill, Bumberry Dam and the Parkes Telescope.

I then had the pleasure to welcome our Mayor Neil Westcott to provide an official welcome speech followed by a speech from Al Gersbach on behalf of our Sporting Committees talking about the wide range of sporting teams and clubs to join within our Shire. Margot Jolly also spoke on behalf of Parkes Community Arts about the variety of arts and cultural activities available throughout the Shire.

We were fortunate to have a wide range of Organisations present and eager to introduce themselves and explain their roles to the residents. There were many laughs and smiles from everyone all around the room. It was so good to look around the room and see everyone interacting with one another.

Our Community Choir also gave a lovely performance of three songs joined in by many in the crowd. Two lucky new residents and one organisation also received a door prize of local produce kindly donated by the Henry Parkes Centre. New residents also had their choice of brochures and information throughout the evening and received a final gift bag from the Council with additional information and resources.

Parkes Shire Council would once again like to thank all the lovely organisations and individuals who helped make this such a successful and welcoming event for new members of our community. We would also like to extend another warm welcome to all our new community members present on the night. If you know of a new resident that arrives in town throughout the year, ask them to contact Council to put their name down for the next Welcome to the Parkes Shire event.



Marg Applebee
COUNCILLOR

11.3 INTERNATIONAL WOMEN'S DAY (IWD) EVENT IN PARKES ON 9 MARCH 2025

Author: Marg Applebee, Deputy Mayor
Authoriser: Kent Boyd PSM, General Manager
Annexures: Nil

RECOMMENDATION

That Council:

1. Note the information in the report about the International Women's Day (IWD) Event in Parkes on 9 March 2025.
-

ISSUES AND COMMENTARY

It was a pleasure to be asked to speak at the 2025 International Women's Day Parkes Que Club Luncheon on Sunday, 9 March, with just under 200 women joining us for the event.

Thank you to my fellow Councillors, Cr O'Leary and Cr Paddison for also attending and supporting me on the day.

With a theme of *Accelerate Action*, this year's International Women's Day encouraged women to forge a more inclusive world for women.

Throughout my talk I sought to challenge the way that women think about progress and what is perceived as accelerating action, kicking off with a story about Tilly Devine, a woman who was brought up in challenging circumstances and eventually ended up as a ruthless businesswoman in Sydney.

I also spoke about my maternal grandmother, a gentle and kind woman, who had interactions with Tilly Devine through her job at *Farmers*. She also had a role in a munitions factory during the Second World War.

Both of these women accelerated action in their own ways.

I talked about some of my experiences during my time on Council and encouraged women (and men) to know how to call out inappropriate behaviour, comments etc, even if they are said behind someone's back.

I did share about the fabulously encouraging women who 'had my back' in the lead up to the election, who were horrified by some of the behaviour from individuals prior to the election.

A big thank you to the wonderful team of women from the Que Club, led by Karen Ritchie, who brought together another fantastic event, which included a talk from Rachel Kerin, lunch, raffles, entertainment from the Parkes Ukulele Players, a Parade of International Dress and some fabulous local market stalls.

The Que Club contribute to many projects within the Parkes Shire, including: Books for Babies; Paint the Town REaD; Southern Cross Art; Kids Bags; School Backpacks; Domestic Violence Care Packs; Hearing Amplification Systems at schools; Speech and Language Programs; Safe Haven; QUEtie Teddies; Life Education; and other Donations.

We can call out stereotypes, challenge discrimination, question bias, celebrate women's success, and so much more. Additionally, sharing our knowledge and encouragement with others is key.

Impactful organisations and groups across the world deliver an array of effective strategies, resources, and activity that help accelerate action in many areas including:

- Forging women's economic empowerment.
- Recruiting, retaining and developing diverse talent.
- Supporting women and girls into leadership, decision-making, business and STEM.
- Designing and building infrastructure meeting the needs of women and girls.
- Helping women and girls make informed decisions about their health.
- Involving women and girls in sustainable agriculture and food security.
- Providing women and girls with access to quality education and training.
- Elevating women and girl's participation and achievement in sport.
- Promoting creative and artistic talent of women and girls.
- Addressing further areas supporting the advancement of women and girls.

Once again, a massive thank you to the Que Club for organising this annual event.

Cr Joy Paddison: "I was honoured to attend and celebrate the strength, resilience, and achievements of women at the International Women's Day luncheon. A powerful reminder that when women support women, great things can happen!"

Cr Louise O'Leary: "What a fantastic day celebrating International Women's Day with my fellow Councillors Deputy Mayor Marg Applebee and Cr Joy Paddison, members of the Parkes Que Club and Women from the Shire. From Cr Marg Applebee's inspirational journey, determination and passion from Rachel Kerin from Kerin Health, an amazing lunch, to ukulele's and singing to the rafters 'I am Women hear me Roar' - what a way to celebrate."



Cr Louise O'Leary, Deputy Mayor Marg Applebee & Cr Joy Paddison



*Karen Ritchie (Parkes Que Club President)
& Cr Joy Paddison*



*Early Childhood Teachers from Community Kids
- Tegan Crowe, Ivy Stack (& daughter, Alaynah Spicer),
Cr Joy Paddison & Jessica Macdonald*



*At the table: Alaynah Spicer, Ivy Stack, Jessica Macdonald,
Tegan Crowe, Sue Tolhurst, Cr Joy Paddison, Helen O'Dea,
June Porter, Marg Porter and Cr Louise O'Leary*

Cr Marg Applebee
DEPUTY MAYOR

12 REPORTS OF COMMITTEES**12.1 MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE MEETING HELD ON 6 MARCH 2025****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:** Sue McGrath, Business Support Coordinator**Authoriser:** Logan Hignett, Director Operations**Annexures:** A. Rural Roads Advisory Committee Meeting Minutes - 6 March 2025

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Rural Roads Advisory Committee Meeting held on Thursday 6 March 2025 appended at *Annexure A*.
-

Rural Roads Advisory Committee

Minutes

Thursday 6 March 2025



Minutes of the Rural Roads Advisory Committee
Held on Thursday, 6 March 2025 at the
Peak Hill Bowling Club, 54 Caswell Street, Peak Hill

Present:

Mayor Neil Westcott Councillor

Cr Louise O'Leary Councillor

Mr Gary Langley

Mr Graeme Hunter

Mr Peter Kelly

Mr Garry Parker

Mr Ron Umbers

Mr Robert Mortimer

Council Officers in Attendance:

Login Hignett - Director Operations

Marisa Malherbe - Executive Manager Operations

NOTES

The meeting commenced at 6:00pm and concluded at 6:00pm.

Order Of Business

1	OPENING OF MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY	4
3	APOLOGIES	4
4	ABSENTEES	4
5	CONFIRMATION OF MINUTES	4
	4.1 Minutes of the Rural Roads Advisory Committee held on 24 October 2024.....	4
5	DISCLOSURES OF INTERESTS	4
6	LATE BUSINESS	5
7	OFFICERS' REPORTS	5
	7.1 2024/2025 Roads Program Update	5
	7.2 Strategic Road Priorities.....	5
	7.3 Regional Transport Resilience Fund - Successful Outcome update	6
	7.4 Safer Local Roads and Infrastructure Program (SLRIP) Warregal / Cookamidgera Road	6
	7.5 Committee Customer Request - Update.....	6
8	GENERAL BUSINESS ITEM	7
	8.1 CRM - Gary Parker (peak hill)	7
	8.2 CRM - Peter Kelly (Trundle)	7
	8.3 CRM - Cr Louise O'Leary (Peak Hill)	7
	8.4 CRM - Ron Umbers (Bogan Gate).....	8
	8.5 CRM - Garry Langley	8
	8.6 CRM - Robert Mortimer (Tullamore)	8
	8.7 CRM - Graeme Hunter (Parkes).....	8
9	REPORT OF CONFIDENTIAL RESOLUTIONS	9
10	CONCLUSION OF MEETING	9

1 OPENING OF MEETING

The Chairperson declared the Rural Roads Advisory Committee of Thursday, 6 March 2025 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

Mr Andrew Field, Mr Gavin Tom, Cr Ken McGrath, Cr Glenn Wilson, Mr Andrew Rawsthorne (no apology received), Mr Owen Miller (no apology received)

4 ABSENTEES

Mr Andrew Rawsthorne, Mr Owen Miller, Mr Robert Watt.

5 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE HELD ON 24 OCTOBER 2024
--

RESOLVED RRA 001/25

Moved: Cr Neil Westcott

Seconded: Mr Robert Mortimer

That the Committee receive and confirm the Minutes of the meeting held on Thursday 24 October 2024.

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 2024/2025 ROADS PROGRAM UPDATE

RESOLVED RRA 002/25

Moved: Cr Neil Westcott

Seconded: Mr Gary Langley

That:

1. The information and verbal update from Council be noted by the Roads Committee
2. That a meeting be scheduled with Grain Corp and NSW Farmers regarding Muginoble Silos Project.
3. That a map of Muginoble be forwarded to the Rural Roads Committee.

CARRIED

7.2 STRATEGIC ROAD PRIORITIES

RESOLVED RRA 003/25

Moved: Cr Neil Westcott

Seconded: Mr Gavin Tom

That:

1. That the following roads be included in future strategic road priorities
 - (a) Alagala Road
 - (b) Peak Hill Tullamore Road connection
 - (c) Five Chain Lane
 - (d) Numulla Road
 - (e) Bedgerbong Road
 - (f) Coradgery Road

CARRIED

At 7:00 pm, Cr Neil Westcott left the meeting.

7.3 REGIONAL TRANSPORT RESILIENCE FUND - SUCCESSFUL OUTCOME UPDATE**RESOLVED RRA 004/25**

Moved: Cr Louise O'Leary

Seconded: Mr Ron Umbers

That:

1. The Rural Roads Committee receive and note the report.

CARRIED**7.4 SAFER LOCAL ROADS AND INFRASTRUCTURE PROGRAM (SLRIP) WARREGAL / COOKAMIDGERA ROAD****RESOLVED RRA 005/25**

Moved: Cr Louise O'Leary

Seconded: Mr Garry Parker

That:

1. That the information in the report be received and noted.

CARRIED**7.5 COMMITTEE CUSTOMER REQUEST - UPDATE****RESOLVED RRA 006/25**

Moved: Cr Louise O'Leary

Seconded: Mr Peter Kelly

That:

1. That the information contained within the report be received and noted.

CARRIED

8 GENERAL BUSINESS ITEM**8.1 CRM - GARY PARKER (PEAK HILL)****DISCUSSION**

- (a) Sandy Lane - Sight distance issue with trees at the intersection Newell Highway
- (b) Alectown West Road - Investigate sealing the road at the S-Bend.
- (c) Mickerbri Road - road defects along the road and needs grading
- (d) Bulgandramine Road - the last causeway before Narromine Shire is in need of repair

COUNCIL RESPONSE

- (a) PK2025/0324
- (b) RD2025/1184
- (c) RD2025/1185
- (d) RD2025/1186

8.2 CRM - PETER KELLY (TRUNDLE)**DISCUSSION**

- (a) There are a number of suckers spanning along the sides of the road

COUNCIL RESPONSE

- (a) This noted, Council to arrange spraying program

8.3 CRM - CR LOUISE O'LEARY (PEAK HILL)**DISCUSSION**

- (a) Lake Endeavour - request to place on the priority list for future grant funding
- (b) Cross Street, Alectown - road requires maintenance to allow water to drain down Alectown West Road.
- (c) Bogan Weir, Peak Hill - installation of reflectors and signage
- (d) Golf Club Road - would/needs widening in alignment with the masterplan currently on public exhibition.
- (e) Whitton Park Road - there is an edge drop on the causeway.

COUNCIL RESPONSE

- (a) Liaise with the grant teams to place road projects on "future priority list"
- (b) DR2025/0300
- (c) SI2025/0177
- (e) RD2025/1187

8.4 CRM - RON UMBERS (BOGAN GATE)**DISCUSSION**

- (a) Tubby Lees Road - there are 2 causeways that require an inspection as there is an edge drop on the side

COUNCIL RESPONSE

- (a) RD2025/1188

8.5 CRM - GARRY LANGLEY**DISCUSSION**

- (a) Wattlebank Lane - Causeway on Bullock Creeks requires either concreting or an inspection

COUNCIL RESPONSE

- (a) RD2025/1189

8.6 CRM - ROBERT MORTIMER (TULLAMORE)**DISCUSSION**

- (a) Alagala Road - the unsealed section at the end of the Shire needs grading.
- (b) Clancy Place - Parking restrictions with a trailer parking not allowing enough room for the garbage truck to do bin collection and damaging bins in the process.

COUNCIL RESPONSE

- (a) RD2025/1190
- (b) SI2025/178

8.7 CRM - GRAEME HUNTER (PARKES)**DISCUSSION**

- (a) Kingsford Avenue - Crazing and cracking of the pavement, might require inspection before further deterioration

COUNCIL RESPONSE

- (a) FP2025/022

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.

10 CONCLUSION OF MEETING

The meeting concluded at 7:48pm.

This is the final page of the minutes comprising 9 pages numbered 1 to 9 of the Rural Roads Advisory Committee held on Thursday, 6 March 2025.

Neil Westcott

CHAIRPERSON

12.2 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 11 MARCH 2025

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 March 2025** [↓](#)

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 11 March 2025 appended at *Annexure A*.

13 REPORTS OF THE GENERAL MANAGER**13.1 EPA - ENERGY FROM WASTE - OPTIONS PAPER****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. EPA - Energy from Waste - Option Paper [↓](#)
B. PSC - EfW Submission - March 2022 [↓](#)
C. EfW Joint Submission [↓](#)
D. EfW Joint Submission - Community Contribution [↓](#)
E. EPA - Energy from Waste - Option Paper - Draft Submission [↓](#)

RECOMMENDATION

That:

1. Council endorses the attached submission on the Environment Protection Authority (EPA) Energy from Waste (EfW) - Options Paper (March 2025), significantly summarised in the points below;
 - (a) Council is supportive of the permissibility of EfW facilities in the Parkes Special Activation Precinct.
 - (b) Council will be absolutely uncompromising to ensure that any facility complies with the standards and controls to protect human health and the environment.
 - (c) Council is aware that the NSW Energy from Waste Policy Statement reflects the latest advice on air emissions standards from the NSW Chief Scientist and Engineer, to ensure proposals adopt international best practice standards and controls to protect human health and the environment.
 - (d) A state level education campaign to assist communities understand the impacts of EfW would be valuable.
 - (e) While the proponents of these facilities must meet their social responsibility obligations, it is our view that the source of the generation must also contribute, albeit in a small way, to help meet the social licence obligations to the hosting community. The onus should not be on the developer alone.
 - (f) Council proposes a State Government hosting levy of approximately \$10 per tonne on waste diverted to EfW facilities from large metropolitan centres. Particularly to recognised that recycling (which does not attract a levy) is the preferred ultimate option for all waste, however EfW is much preferred over waste going to landfill (which currently attracts a large levy).
 - (g) That 50% of the levy be diverted to the hosting local government and the residual to the State to administer the process.
 - (h) Households in the Sydney basin generate on average around 600kg/household/yr of residual waste. Instead of being buried in landfill and producing methane emissions, that waste could generate baseload power for the State at an EfW facility. Consequently, we are certain that with this knowledge, households of the Sydney

basin would be satisfied to know that their county cousin receiving large volumes of metropolitan waste at an EfW facility, were being compensated in a small way for an outlay of less than 12c per week.

- (i) The objective of the hosting levy would be to support community projects, generate employment opportunities through economic development activities, allow the employment of a circular economy expert, seek to build a legacy fund for post-closure of the facility and critically, help gain social license.
-

BACKGROUND

In December 2024 the Environment Protection Authority produced an Energy from Waste options paper (EfWOP), which was released for comment on 25 February 2025.

A draft EfWOP submission is attached for councils' consideration.

The EfWOP submission is supplementary to Councils previous submissions, which are attached and include.

1. Parkes Shire Council. *Submission on the Protection of the Environment Operations (General) Amendment (Thermal Energy from Waste) Regulation 2021*. March 2022.
2. Lithgow City Council, Parkes Shire Council, and Richmond Valley Council. *Joint Submission on the NSW Government's Energy from Waste Infrastructure Plan 2041 and the Protection of the Environment Operations (General) Amendment (Thermal Energy from Waste) Regulation 2021*. March 2022.
3. Lithgow City Council, Richmond Valley Council, and Parkes Shire Council. *Study on Energy from Waste Facility Community Contributions: A Submission to Lithgow City Council, Richmond Valley Council, and Parkes Shire Council*. 30 June 2022.

ISSUES AND COMMENTARY

Thermal treatment of waste that involves or results in energy recovery is prohibited in NSW, unless the activity is exempted from the prohibition under the Protection of the Environment Operations (General) Regulation 2022. The primary exception is if the activity is carried out in one of four regional precincts within boundaries defined by maps published in the NSW Government Gazette: Parkes Special Activation Precinct, Richmond Valley Regional Jobs Precinct, Southern Goulburn Mulwaree Precinct and West Lithgow Precinct.

The EfWOP seeks to amend the regulation in the following way;

Proposed changes to precincts

- Richmond Valley Jobs Precinct no longer identified as a priority infrastructure area and the map revoked.
- West Lithgow Precinct boundaries extended to include the former Wallerawang power station and a map gazetted.
- A new priority infrastructure area is established for Tomago and a map gazetted.
- No changes to Parkes Special Activation Precinct and Southern Goulburn Mulwaree Precinct

Proposed change to exception for powering onsite industrial or manufacturing processes

- Adjust the exception under clause 144(4) of the regulation to enable the EPA to consider and allow proposals to replace liquefied petroleum gas, natural gas, and liquefied natural gas with energy recovery from waste, on a case-by-case basis.

LEGISLATIVE AND POLICY CONTEXT

As previously stated, thermal treatment of waste that involves or results in energy recovery is prohibited in NSW, unless the activity is excepted from the prohibition under the Protection of the Environment Operations (General) Regulation 2022. The primary exception is if the activity is carried out in one of four regional precincts within boundaries defined by maps published in the NSW Government Gazette: Parkes Special Activation Precinct, Richmond Valley Regional Jobs Precinct, Southern Goulburn Mulwaree Precinct and West Lithgow Precinct.

FINANCIAL IMPLICATIONS

Nil as a consequence of this report.

RISK IMPLICATIONS

Limited risk arising from this report as it only reaffirms Council previous support for EfW facilities permissibility in the Parkes Special Activation Precinct.

COMMUNITY CONSULTATION

EPA are currently calling for public submissions.

13.2 MONTHLY FINANCIAL REPORTS AS AT 28 FEBRUARY 2025**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, Executive Manager Finance**Authoriser:** Kent Boyd PSM, General Manager**Annexures:**
A. [Annexure A - Director's Report February 2025](#) [↓](#)
B. [Annexure B - Director's Report February \(No Depr\) 2025](#) [↓](#)
C. [Annexure C - Director's Report February \(QBR\) 2025](#) [↓](#)
D. [Annexure D - Director's Report Feb 2025 vs. Feb 2024](#) [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the year-to-date financial reports for the period up to 28 February 2025 and initiate discussions around the prioritisation of non-essential services and events to reduce the anticipated loss of \$6.5m.
-

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 2024-25 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 \$4.9m at the end of February. The general fund reflected a loss of \$4.2m, water fund reflected a loss of \$55k while the sewer fund reflected a loss of \$687k. The year-to-date income is \$2.9m more than budgeted, while the cash expenses are \$5.6m more than budgeted.

Following the December Quarterly Budget Review, council is currently forecasting a net operating loss of **(\$7.2m)** within the general fund for the 2024/25 financial year. The below table outlines the items currently attributing to the substantial operating deficit.

Budget Item	Adjustment Value \$	Running Balance \$
Original Adopted - General Fund Operating Budget		(923,000)
September QBR - Increase in Rates & Annual Charges (Domestic & Commercial Waste)	323,000	(600,000)
September QBR - Increase in User Fees & Charges (Commercial Tipping Charges)	200,000	(400,000)
September QBR - Increase in External Services (Waste Collection & Management Services)	(460,000)	(860,000)
September QBR - Increase in Operating Grants (Flood Recovery Works)	3,900,000	3,040,000
September QBR - Increase in Materials & Consumables (Flood Recovery Works)	(3,900,000)	(860,000)
September QBR - Increase in Materials & Consumables (Emergency Road Repairs - Income received in previous financial year)	(2,309,000)	(3,169,000)
September QBR - Increase in Depreciation	(1,362,000)	(4,531,000)
September QBR - Decrease in Sale Proceeds of Assets (Delays in selling residential land)	(1,500,000)	(6,031,000)
September QBR - Increase in Insurance (Increase in membership & policy costs)	(30,000)	(6,061,000)
September QBR - Increase in Interest Expense (Recognition of increased borrowing costs from new loan)	(200,000)	(6,261,000)
September QBR - Increase in Interest Income (Higher investment deposit rates)	435,000	(5,826,000)
September QBR - Decrease in User Fees & Charges (Reduction in ticket Sales - 2024 ABBA Festival)	(154,000)	(5,980,000)
September QBR - Decrease in External Services (Reduction in event management external contractors)	66,000	(5,914,000)
December QBR - Increase in Employee Costs (Reduction in capitalised salaries)	(900,000)	(6,814,000)
December QBR - Decrease in Water, Electrical & Statutory (Reduction in electricity expenses)	115,000	(6,699,000)
December QBR - Decrease of Internal Charges (Reduction in plant utilisation)	(490,000)	(7,189,000)
December QBR - Increase in Administration Charges (Increase in subscription charges)	(35,000)	(7,224,000)
December QBR - Increase in Administration Charges (Increase in rental assistance)	(45,000)	(7,269,000)
December QBR - Increase in External Services & Materials (Increase in building maintenance costs)	(95,000)	(7,364,000)
December QBR - Increase in Other Income (Increase in commercial buildings rental)	135,000	(7,229,000)
Projected Year End - General Fund Operating Result		(7,229,000)

Annexure 1 provides more detailed commentary into the financial performance of the organisation for the period ending 28 February 2025 compared to the adopted budget.

Annexure 2 provides more detailed commentary into the financial performance of the organisation for the period ending 28 February 2025 compared to the adopted budget. This report excludes depreciation, which is replaced with capital grants and contributions received and capital spent for the period.

Annexure 3 provides more detailed commentary into the financial performance of the organisation for the period ending 28 February 2025 compared to the adopted QBR. This report excludes depreciation, which is replaced with capital grants and contributions received and capital spent for the period.

Annexure 4 provides more detailed commentary into the financial performance of the organisation for the period ending 28 February 2025 compared 28 February 2024.

LEGISLATIVE AND POLICY CONTEXT

Local Government Act (section 8B)

FINANCIAL IMPLICATIONS

The monthly financial report presented a comparison between actuals vs. budget for each fund to 28 February 2025.

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.

13.3 INVESTMENTS AND BORROWINGS REPORT AS AT 28 FEBRUARY 2025

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, Executive Manager Finance

Authoriser: Kent Boyd PSM, General Manager

Annexures: A. PSC - Investment Register - 28 February 2025 [↓](#)
B. PSC - Loans Register - 28 February 2025 [↓](#)

RECOMMENDATION

That:

1. Receive and note the Statement of Investments and Borrowings as on 28 February 2025

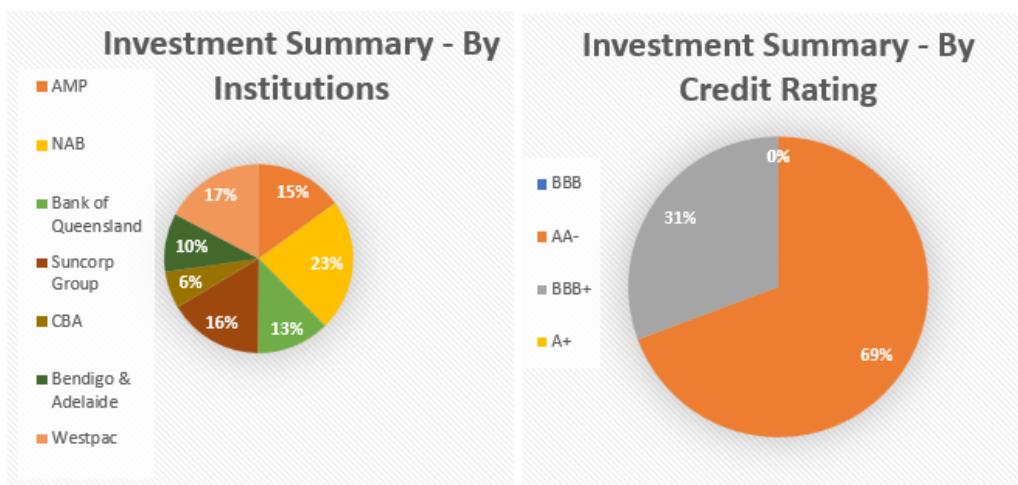
BACKGROUND

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 28 February 2025 stands at \$39,906,049 and the principal outstanding on council's borrowings at \$20,122,850. Council's investments decreased by \$0.54 million during February with no major inflows and an increased outflow associated with the on-going capital works program.

On 28 February 2025, Council's investment portfolio continues to yield 5.09 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 February, 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 28 February 2025.

14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY

14.1 ADOPTION OF COUNCIL POLICIES FOR THE NEW TERM OF COUNCIL

IP&R Linkage: Pillar: Leadership

Goal: Our local government is contemporary, effective and efficient.

Strategy: Ensure compliance with statutory requirements and ensure Parkes Shire Council's operations are supported by good corporate governance and effective risk management.

Author: Veronica Shaw, Business Support Officer

Authoriser: Anthony McGrath, Director Customer, Corporate Services and Economy

Annexures:

- A. Council Policy - Fraud and Corruption [↓](#)
- B. Council Policy - Gifts, Benefits and Bribes [↓](#)
- C. Council Policy - Public Interest Disclosures [↓](#)

RECOMMENDATION

That Council:

1. Adopt the Fraud and Corruption; Gifts, Benefits and Bribes; and the Public Interest Disclosures policies included as *Annexures A-C* to this report.
 2. Publish the adopted policies on Council's Website and intranet.
-

BACKGROUND

As part of Council's commitment to continuous improvement, all Council policies receive minor amendments from time to time as required and are on a review schedule to ensure that they comply with current legislation and local government best practice. In addition, the Office of Local Government recommends that council's review all relevant policies in the first twelve months of office.

The following policies have been reviewed and are presented at *Annexure A-C* for Council's adoption:

- Council Policy - Fraud and Corruption (*Annexure A*)
- Council Policy - Gifts, Benefits and Bribes (*Annexure B*)
- Council Policy - Public Interest Disclosures (*Annexure C*)

ISSUES AND COMMENTARY

The method of development and amendments for consideration of each of the Council Policies appended at *Annexure A-C* are described below.

Fraud and Corruption

The Fraud and Corruption Policy attached at *Annexure A* has been reviewed and updated to a new template. This policy was originally developed using the Fraud Control Improvement Kit (NSW Auditor General Better Practice Guide) 2015 and has been updated to include a reference to 'speak up' culture under Purpose, corrections to referenced policies and amendments and additions to definitions.

Gifts, Benefits and Bribes

The attached Gifts, Benefits and Bribes Policy at *Annexure B* has been updated to the new Council Policy template branding. This policy has also undergone minor amendments to reference and reflect the new Public Interest Disclosures Act and Council Policy. In addition to this, it has been updated to include an up to date copy of the Declaration of Gifts and Benefits Form and information on how Councillors and Staff can access this form. Information on how members of the general public can make a complaint has also been updated.

Public Interest Disclosures

The attached Public Interest Disclosures Policy at *Annexure C* has been transferred to the new Council Policy template branding and updated utilising the Model Policy developed by the NSW Ombudsman based on the *NSW Public Interest Disclosures Act 2022*. Key policy changes include a focus on developing a strong 'speak up' culture that encourages staff to report wrongdoing to ensure the integrity of Council.

This new policy facilitates a 'speak up' culture through:

- creating more avenues for reporting
- protecting those who speak up from detriment
- taking active steps to maintain the confidentiality of reports providing clear timeframes and information on how PIDs will be handled by Council.

LEGISLATIVE AND POLICY CONTEXT

The key legislation and regulation for all council policies is the [Local Government Act 1993 No 30](#) and [Local Government \(General\) Regulation 2021](#).

Additional legislation considerations for these policies include:

[Public Interest Disclosures Act 2022 No 14 - NSW Legislation](#)

[Independent Commission Against Corruption Act 1988 No 35 - NSW Legislation](#)

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

Outdated or a lack of fraud and corruption controls in Council significantly increases the risk of financial losses, legal penalties, and reputational damage. Without robust controls, the council is more vulnerable to fraudulent activities such as asset misappropriation, billing schemes, and payroll fraud. This can lead to operational inefficiencies, reduced public trust, and potential non-compliance with regulatory requirements. Furthermore, lack of action or responsiveness to reports of fraud or corruption negatively impacts the psychosocial safety of staff and hinders the development of a 'speak-up' culture.

COMMUNITY CONSULTATION

Community consultation was not required in the development of these policies; however, the adopted versions will be placed on Council's website.

14.2 ELVIS FESTIVAL MEMORIAL WALL - DRAFT GUIDELINES**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:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **A. Draft Guidelines - Elvis Festival Memorial Wall** [↓](#)

RECOMMENDATION

That Council:

1. Endorse the Draft Elvis Festival Memorial Wall Guidelines.
2. Place the Guidelines on public exhibition and seek feedback from the community and key stakeholders.
3. Receive a further report at a future meeting on any feedback received and to consider the adoption of the Guidelines and commitment of expenditure to activate the Memorial Wall.

BACKGROUND

At the Council meeting held on 20 January 2025, the council agreed in principle to a motion brought by Cr Kenny McGrath to repurpose the former Elvis Festival Rock and Roll Wall of Fame as a Memorial Wall. Council also agreed that a set of guidelines ("the Guidelines") to support the use of the wall as a memorial **[OCM 015/25]** should be developed and brought back to Council for endorsement.

ISSUES AND COMMENTARY

The Draft Elvis Festival Memorial Wall Guidelines are included as Annexure A for review by the council. The guidelines deal with the application process, eligibility and selection criteria, design and placement of new memorial plaques.

The selection, purchase and installation of name plates for the existing festival volunteers and committee members is currently managed by the Elvis Festival Port Folio Holders and council event staff and therefore outside of the scope of these guidelines.

To be considered for approval, the application must:

- Demonstrate that the memorialised had a clear connection to the festival over several years.
- Be endorsed by the Elvis Festival Producer and the Festival Port Folio Holders.
- Pay the fee.

The plaque will be a set size to cover a brick in the existing wall. This design will allow for up to eight (8) lines of text, which may include a tag line as illustrated below.

Anthony McGrath, Parkes NSW

Died 20/4/2025, aged 58 years

Always on our minds

The wall will continue to be maintained by Council's Parks and Gardens team, while the application process will be managed by the Elvis Festival event team.

LEGISLATIVE AND POLICY CONTEXT

Council has an existing policy regarding the use of public spaces for memorials. A copy of the policy is available on Council's website: <https://www.parkes.nsw.gov.au/files/assets/public/council/policies-and-codes/public-memorials-policy/public-memorials-policy-adopted-21-february-2023.pdf>.

The above policy applies to all applications and requests made for commemorative naming and placement of memorials in Council-owned land.

These guidelines have been developed to support the use of an existing wall should council resolved to convert it to a Memorial Wall under the Public Memorials policy.

FINANCIAL IMPLICATIONS

The existing sign will need to be replaced with a new sign indicating that the wall is now a Memorial Wall commemorating the fans and volunteers of the Parkes Elvis Festival who have died. The costs of signage will be brought back to Council for commitment, along with the final version of the Guidelines for adoption.

In addition, each memorial plaque to be placed on the wall will be purchased by the applicant before it is ordered and installed. Indicative costs obtained from a local provider show that a "brick-sized" plaque will cost the council \$610.00 inclusive of GST, with installation an additional \$220.00 inclusive of GST. It is anticipated that the applicant will pay a fee based on a cost recovery basis. As council can claim back the GST component, then the anticipated fee, based on a cost recovery basis, will be in the order of \$550 to purchase the plaque and \$200 for installation. It is possible that the installation cost could be saved if our festival volunteers carried out the installation on behalf of the applicant.

As a comparison, the cost to add past volunteers or committee members to the existing dedication plaque is currently funded from the Elvis Festival budget is around \$225 exclusive of GST.

RISK IMPLICATIONS

There is a risk that if the wall is not used into the future it may fall into disrepair or obsolescence and be subject to vandalism. The reuse of the wall as a memorial will help to ensure that it continues to have a purpose.

There is a positive opportunity to allow our festival fans to be acknowledged through a memorial placed on the wall.

COMMUNITY CONSULTATION

These guidelines will be placed on public exhibition and referred to key stakeholders, including the Parkes Elvis Festival Port Folio Holders for feedback. A final report will be produced and then presented to a future Council meeting for adoption.

14.3 COMMUNITY FINANCIAL ASSISTANCE PROGRAM EVALUATION PANEL REPORT**IP&R Linkage:** Pillar: Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Encourage, support and recognise volunteerism and community participation.**Author:** Veronica Shaw, Manager Governance, Risk and Corporate Performance**Authoriser:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:** Nil

RECOMMENDATION

That Council

1. Endorse the recommendations of the Evaluation Panel for Sec.356 donations under Round 1 of the Community Financial Assistance Program 2024/2025 totalling \$6,645.38 in waived rates and charges.
 2. Endorse the recommendations of the Evaluation Panel for Sec.356 donations under Round 2 of the Community Financial Assistance Program 2024/2025 totalling \$1,400.00 and the waiving of \$2,860.00 leasing fees if the lease and terms are subsequently agreed upon.
-

BACKGROUND

The Parkes Shire Community Financial Assistance Program (CFAP) was established to assist Council in providing a fair, equitable and transparent process for the distribution of public money, or in-kind assistance under Section 356 of the *Local Government Act 1993* to local community groups and organisations in the Parkes Shire.

This assistance is limited to not-for-profit organisations who demonstrate local membership or participation and/or are undertaking a project or provide a service demonstrating significant local benefits to the Parkes Shire Community.

Applications for the Community Financial Assistance Grants generally occur twice within the Financial year - July and February. A call for applications is publicised in the local media and on Council's social media platforms. An online application form is available via Council's website. Applications from the Community Groups are assessed against four (4) criteria and their financial position.

The criteria are:

- Aligns with one of the Community Objectives within the Community Strategic Plan.
- Amount of Resident Participation
- Level of Consultation and Collaboration with other local Groups
- Organisational Capacity to deliver the program or project

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 or project funded by Parkes Shire Council.

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

2024/2025 Round 1 and 2

Round 1 of the 2024/2025 Community Financial Assistance Program was delayed due to the 2024 election. The evaluation of round 1 and 2 were completed on 10th March 2025 by the Community Financial Assistance Program Evaluation Panel.

The Community Financial Assistance Program Evaluation included Mayor Neil Westcott, Deputy Mayor Marg Applebee, Councillors Bill Jayet, Kenny McGrath and Doug Pout and Council staff. Deputy Mayor Marg Applebee and Councillor Doug Pout both declared an interest due to their associations with Currajong Disability and abstained from discussions relating to their application.

ISSUES AND COMMENTARY

Round 1 - General Program and Rates and Charges Program

Under Round 1 of the 2024/2025 Community Financial Assistance Grants, in the General Round, two applications were received but were assessed to be more suitable for the Events Financial Assistance Program and were awarded funding. No other applications were received or assessed in the General category for this round.

Seven applications under Rates and Charges Program were received.

A summary of the applications received for the waiving of Rates and Charges and the recommendation of the Committee are below:

Applications for Round 1 - Rates and Charges

Organisation/Group	Rates and Charges	Recommendation
Tullamore Inc.	\$1,144.00 (Rates 607.00, Storm Water \$25.00, Waste \$512.00)	\$1,144.00
Masonic Temple Co.	\$3,151.66 (Rates \$2539.66, Stormwater \$100.00, Waste \$512.00)	\$1,500.00
Currajong Disability	\$8,669.93 (Rates \$8057.93, Stormwater \$100.00, Waste \$512.00)	\$1,500.00
St. Georges Anglican Church	\$510.00 Domestic Waste, \$387.52 Annual Sewer Access Charge	\$897.52
Bogan Gate Community Memorial Hall	\$612.00 (Storm Water \$100.00 Waste \$512.00)	\$612.00
Tullamore P&H Association	Water accounts Qtr 1 \$361.73 Qtr 2 \$118.13	\$479.86
CWA	\$512.00 (NR, Commercial Waste)	\$512.00
TOTAL		\$6,645.38

Round 2 - General and Leasing and Licencing Program

Round 2 of the 2024/2025 Community Financial Assistance Grants were advertised throughout February across Council's network.

The General section of this round received four applications.

The Leasing and Licencing section received two applications.

A summary of the applications received for both sections of Round 2 of the 2024/2025 Community Financial Assistance Grants and the recommendation of the Committee are below:

General Program

Organisation/Group	Activity	Amount Requested	Recommendation
Oxley Group	Junior Public Speaking Event	\$400.00	\$400.00
Lifeline	Parkes Men's Growth Room Launch Event	\$1000.00	\$500.00
Bogan Gate Memorial Hall	Seniors Workshops in Autumn/Winter	\$1000.00	\$500.00
TOTAL			\$1,400.00

An application was also received from the Parkes Public School P&C but was found to be ineligible to receive a grant.

Licencing and Leasing Program

Organisation/Group	Licencing and Leasing	Recommendation
Parkes Community Arts	Albert Street Water Filtration Plant rent assistance	Waive the \$2,860.00 market value and lease the property for \$0.00 per annum if the subsequent leasing arrangements are agreed.
TOTAL		\$2,860.00

An application was also received from Panthers AFL Club to waive Licencing and Leasing fees but was found to be ineligible to receive a waiver.

LEGISLATIVE AND POLICY CONTEXT

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 Operational Plan for the year in which the financial assistance is proposed to be given.

Along with the Community Financial Assistance Policy, an assessment matrix scorecard was developed to assist in maintaining consistency when assessing and scoring Applications.

FINANCIAL IMPLICATIONS

The cost of Round 1 and Round 2 of the Community Financial Assistance Grants to Council will total \$10,95.38 and is funded from Council's Operational Plan budget.

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.
- Section 6.5 of Council's Financial Assistance Policy.
- Provisions of the *Local Government Act 1993*.

COMMUNITY CONSULTATION

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

Under Section 356 of the Local Government Act, public notice is required in the following circumstances:

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if--
 - (a) the financial assistance is part of a specific program, and
 - (b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
 - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.
- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

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:** Carolina Cruz, Events and Festivals Specialist**Authoriser:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:**
A. Guidelines-events-financial-assistance-program-may-2024_Endorsed [↓](#)
B. Revised Guidelines - Events Financial Assistance Program - March 2025 [↓](#)
C. Revised Evaluation Matrix - Community Events - Events Financial Assistance Program -March 2025 [↓](#)
D. Revised Evaluation Matrix - Destination Fund - Events Financial Assistance Program - March 2025 [↓](#)

RECOMMENDATION

That:

1. Council endorses the Events Financial Assistance Program (EFAP), incorporating the revised Guidelines appended at Annexures B, C and D, for implementation from 1 July 2025.

BACKGROUND

Parkes Shire Council is committed to supporting the development, growth, improvement and sustainability of local and destination events. Events play a crucial role in the community by offering diverse and vibrant experiences, fostering social cohesiveness and community pride and promoting the Shire as an attractive place to live and visit.

Recognising the increasing demand for financial support for event organisers and the need for a structured, equitable and transparent funding approach, Council endorsed the Events Financial Assistance Program (EFAP) at the Ordinary Council Meeting held on 18 June 2024 [**OCM 178/24**]. The program officially commenced on 1 July 2024.

The EFAP was designed to streamline Council's financial assistance process by incorporating clear guidelines, an evaluation matrix and a structured application process. The program is guided by Section 356 of the Local Government Act 1993, ensuring compliance with legislative requirements and alignment with Council's broader strategic goals.

The EFAP includes two distinct funding streams:

1. **Community Events Fund** which is managed by the Events Officer. This fund supports community driven events that contribute to social inclusion and cultural enrichment. Applications occur twice per year in April and October
2. **Destination Events Fund** which is managed by the Event Attraction and Sponsorship Coordinator. This fund supports events that generate economic benefits and increase visitation to the Parkes Shire. Applications are accepted throughout the year.

Initial Implementation and Council Endorsements:

On 18 June 2024, Council endorsed the Events Financial Assistance Program Guidelines, included at Annexure A, outlining eligibility, assessment criteria, funding limits and acquittal requirements.

Amendments to Council's Financial Assistance Policy were also tabled at the same meeting to formally incorporate the EFAP into Council's broader financial assistance framework.

The Community Events Fund was allocated \$50,000 per round, while the Destination Events Fund was allocated \$25,000 annually, with flexibility to adjust based on Council's budget allocations.

Key Issues Identified in the First Year:

Following two rounds of applications in July 2024 and October 2024 several issues and challenges have been identified in the EFAP's administration particularly concerning:

1. **Assessment Process:** Transitioning from an internal staff panel to Council endorsement will streamline approvals, reduce administrative burden, and improve transparency.
2. **Budget Flexibility:** Remove fixed funding amounts.
3. **Evaluation Matrix:** Clarify requirements.
4. **Application Timing:** Require Destination Events Fund applications four months in advance.
5. **Cost Recovery:** Update guidelines to include Council service costs and review pricing.
6. **Funding Acquittal:** Reduce deadline to 30 days and introduce fund return process.
7. **Program Awareness:** Expand promotion through Council's website, social media, and information sessions.

Given these findings this report outlines proposed modifications to the EFAP guidelines assessment process and financial structure to enhance the program's effectiveness, transparency and alignment with Council's strategic priorities.

ISSUES AND COMMENTARY

The Events Financial Assistance Program (EFAP) has been operational for one year with two completed rounds of applications. While the program has provided vital financial support to local and destination events, the first year of implementation has revealed key issues that require Council's attention. These issues impact the efficiency, accessibility, and sustainability of the program.

1. Complexity of the Assessment Process

Currently, applications are assessed by an internal staff evaluation panel comprising four members, including two Events and Festivals staff, the Executive Manager Economy and Engagement, and an independent panel member. While this process was intended to ensure a rigorous assessment, it has resulted in inefficiencies and delays.

Recommendation: Align the EFAP assessment process with Council's other community grants programs. Under this model, staff will compile assessments and refer recommendations directly to Council for final endorsement. This change will streamline the approval process, reduce administrative burden, and improve transparency by allowing elected representatives to make the final decision.

2. Budget Flexibility

The current guidelines specify funding amounts for each round, with the Community Events Fund set at \$50,000 per round and the Destination Events Fund set at \$25,000 per year. However, funding availability may fluctuate based on annual budget allocations.

Recommendation: Remove references to specific funding amounts in the guidelines and instead state that funding is subject to the annual Council budget. This will provide greater flexibility in distributing funds based on the financial capacity of Council each year.

3. Evaluation Matrix

The current Community Fund Evaluation Matrix has been reviewed based on feedback from the evaluation panel. Minor wording changes have been suggested for clarity, including refining the First Nations Involvement criterion by replacing 'How will First Nations be involved?' with 'Will First Nations be involved in event delivery?'

4. Application Timing

Destination Events applications are currently accepted throughout the year, with no required lead time before the event date. Some applications have been submitted only a few weeks before the event, limiting the ability to conduct a thorough assessment.

Recommendation: Require applications for the Destination Events Fund to be submitted at least four months before the event date. This will allow sufficient time for assessment, submission to Council for endorsement, and event planning.

5. Cost Recovery Considerations

The cost of Council-provided services has increased, including shade sail installation, event bins, and equipment use such as trucks and machinery. These services have previously been absorbed by Council as in-kind assistance, but rising costs have made this approach unsustainable.

Recommendation: Update the EFAP guidelines to require applicants to factor these costs into their funding requests. A review of pricing structures for Council services should also be undertaken to reflect current costs.

6. Funding Agreement and Acquittal Process

The current acquittal process requires successful applicants to submit a report within two months of their event. However, in cases where events have been cancelled or modified, there is no clear policy on the return of unspent funds. There have also been administrative errors in Round One, where funds were transferred incorrectly and needed to be reallocated.

Recommendation:

- Reduce the acquittal report deadline from two months to thirty days to align with the new approval process requiring Council endorsement.
- Include a clause allowing Council to request the return of unspent funds or funds mistakenly transferred.

7. Program Promotion and Support

The experience indicates that some organisations are unaware of the funding opportunities available through EFAP. There is also a need for clearer guidance on the application process.

Recommendation:

- Increase promotion of EFAP through Council's website, social media, and local networks.
- Host two annual information sessions before the application rounds to guide potential applicants on the program's requirements and assessment process.

Addressing these issues will improve the EFAP's efficiency, transparency, and accessibility. The recommended changes aim to create a more sustainable and effective program that better serves event organisers and aligns with Council's strategic priorities.

LEGISLATIVE AND POLICY CONTEXT

The Events Financial Assistance Program (EFAP) operates within the framework of Section 356 of the Local Government Act 1993, which authorises councils to provide financial assistance to individuals or organisations, provided that the details of the assistance are included in the Council's draft Operational Plan for the relevant financial year. This legislative requirement ensures that financial assistance is administered transparently and equitably.

The EFAP is also governed by Parkes Shire Council's Financial Assistance Policy, which outlines the principles and processes for distributing financial support to community groups, non-profit organisations, and event organisers. The policy was last amended on 13 June 2024 to incorporate the EFAP and align it with other Council financial assistance programs.

The program aligns with Council's Community Strategic Plan 2035, which includes objectives related to:

- Supporting a vibrant and inclusive community through cultural and civic events
- Enhancing the Shire's reputation as a destination for visitors and economic activity
- Providing open and transparent decision making in financial assistance programs

As part of this review, it is proposed that the EFAP approval process be modified to align with Council's other community grants programs, where staff compile assessments and refer recommendations directly to Council for final endorsement. This change will improve transparency and decision making while ensuring compliance with the Local Government Act 1993 and the Financial Assistance Policy.

Additionally, references to specific funding amounts in the guidelines will be removed, as funding allocations vary annually based on Council's budget. This adjustment will align EFAP with other financial assistance programs that do not prescribe set amounts per round but rather allocate funds based on available resources each year.

Given these considerations, the proposed changes will maintain compliance with legislative requirements while improving the program's efficiency and accessibility.

FINANCIAL IMPLICATIONS

The Events Financial Assistance Program (EFAP) was allocated \$125,000 in Council's 2024/25 Operational Plan and Budget, distributed between the Community Events Fund and the Destination Events Fund.

The proposed changes to the EFAP, particularly the removal of set funding amounts in the guidelines, will allow for greater flexibility in the program's financial management. This will enable adjustments to funding allocations based on Council's annual budget without requiring amendments to program documentation each year. The funds allocated for the EFAP program will now be determined and endorsed through the annual Operational Plan and Budget.

The recommendation to transition the approval process from an internal staff panel to Council endorsement will not result in additional costs but may reduce administrative workload, freeing staff time for other responsibilities.

The increase in costs associated with Council-provided services, such as event infrastructure, waste management, and equipment use, requires further consideration. If event organisers are required to factor these expenses into their funding requests, this could impact the overall distribution of funds within the EFAP. A pricing review for these services may be necessary to reflect current costs while maintaining affordability for event organisers.

The reduction of the grant acquittal period from two months to 30 days will have no financial impact but will improve the efficiency of reporting and fund reconciliation.

If the proposed changes are implemented, they will support the program's financial sustainability while maintaining Council's commitment to funding local events.

There are no additional financial implications for Council beyond those already budgeted for the 2025 financial year.

RISK IMPLICATIONS

The Events Financial Assistance Program (EFAP) has supported community and destination events across Parkes Shire since its launch in July 2024. While the program has provided valuable financial

assistance, several risks have been identified that require mitigation to protect Council's financial position, reputation, compliance obligations, and service delivery.

1. Financial Risk

Risk: Increasing costs associated with Council-provided services such as waste management, infrastructure support, and staff resourcing could create financial pressure if not accounted for in funding allocations. Additionally, incorrectly transferred or unspent funds may lead to budget inconsistencies.

Mitigation Strategy:

- Require applicants to factor Council-provided services into their funding requests, reducing the financial burden on Council.
- Introduce a clear clause in funding agreements outlining the process for returning unspent or incorrectly transferred funds.

2. Compliance and Governance Risk

Risk: The current assessment process relies on an internal staff panel, which lacks the formal oversight provided by Council. This could lead to transparency concerns and inconsistencies in decision-making. Additionally, funding decisions must align with Section 356 of the Local Government Act 1993 and Council's Financial Assistance Policy.

Mitigation Strategy:

- Transition the assessment process to Council endorsement, aligning EFAP with other community grants programs. This change will improve oversight and transparency.
- Remove specific funding amounts from the guidelines to allow adjustments in line with the annual budget.

3. Service Delivery and Infrastructure Risk

Risk: Late applications for funding, particularly for the Destination Events Fund, have impacted service planning and event support, causing logistical challenges for Council staff. Inadequate lead time has also affected infrastructure availability and scheduling.

Mitigation Strategy:

- Require Destination Events Fund applications to be submitted at least four months in advance to allow for thorough assessment, Council approval, and logistical planning.
- Strengthen communication with event organisers regarding Council's service capacity and deadlines for booking infrastructure.

4. Health and Wellbeing Risk

Risk: Some event organisers have submitted applications that lack adequate risk management plans or fail to demonstrate how they will address public safety, emergency procedures, insurance coverage, and regulatory compliance. This could result in crowd management issues, inadequate security measures, or non-compliance with required approvals, potentially leading to liability risks for Council and safety concerns for attendees.

Mitigation Strategy:

- Require all applicants to submit a Risk Management and Contingency Plan, covering public safety, insurance, and emergency procedures.
- Emphasise public liability insurance compliance, ensuring that all applicants submit proof of a current policy covering a minimum of \$20 million as part of the application process.

5. Reputational Risk

Risk: Delays in funding approvals, inconsistencies in decision-making, or perceived inequities in fund distribution could harm Council's reputation. Negative public perception may arise if applicants feel that the process lacks fairness or transparency.

Mitigation Strategy:

- Implement a structured communications plan to clearly outline EFAP application rounds, assessment criteria, and approval timelines.
- Increase promotion and accessibility of EFAP, including public information sessions to guide applicants through the process.
- Provide timely updates to applicants regarding funding decisions and program changes.

6. Environmental Risk

Risk: Some events may not adequately address sustainability measures, such as waste reduction, water conservation, and minimising environmental impact.

Mitigation Strategy:

- Strengthen the environmental sustainability criteria in the evaluation matrix, requiring applicants to demonstrate how they will minimise waste and environmental harm.

7. Project Risk

Risk: If the EFAP guidelines and assessment criteria are not updated to reflect these risks, there may be confusion among applicants, staff, and Council regarding program requirements and expectations.

Mitigation Strategy:

- Update program documentation to incorporate all recommended changes, including the revised evaluation matrix and approval process.
- Conduct a mid-year review of the revised EFAP guidelines to identify any further improvements needed.

By implementing these risk mitigation strategies, Council can improve the efficiency, transparency, and sustainability of the EFAP while protecting its financial position, service delivery capacity, and reputation. The recommended changes will provide a more structured, accountable, and effective approach to funding local and destination events.

COMMUNITY CONSULTATION

The review of the Events Financial Assistance Program (EFAP) has been informed by feedback from internal and external stakeholders following the first year of implementation.

The proposed changes to the EFAP guidelines do not require public exhibition. However, Council will notify the community of key program updates through its community events database, website and other public communication channels.

14.5 REQUEST FOR FINANCIAL ASSISTANCE - ROTARY MEN'S HEALTH INITIATIVE**IP&R Linkage:** **Pillar:** Community**Goal:** Our community is safe, active and healthy.**Strategy:** Advocate for improved medical, health and allied services, programs, and initiatives in Parkes Shire.**Author:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **A. Email from Parkes Rotary Club requesting financial assistance for their Men's Health initiative [↓](#)**

RECOMMENDATION

That Council:

1. Receive and note the correspondence from the Parkes Rotary Club appended as *Annexure A*
 2. Provides public notice of its intention to provide \$600 in financial assistance to the Parkes Rotary Club to support their Men's Health initiative.
 3. Allocates up to \$600 from the Community Financial Assistance budget to support the Parkes Rotary Club's men's health initiative provided that no submissions are received following the conclusion of the public notice period.
-

BACKGROUND

The Parkes Shire Community Financial Assistance Program (CFAP) was established to assist Council in providing a fair, equitable and transparent process for the distribution of public money, or in-kind assistance under Section 356 of the *Local Government Act 1993* to local community groups and organisations in the Parkes Shire.

Unfortunately, the request from Parkes Rotary Club was received after the current round had closed and therefore can only be assessed under the General provisions of the Financial Assistance policy.

ISSUES AND COMMENTARY

Council has received a letter from the Parkes Rotary Club who are hosting the Men's Health Education Rural Van ("MHERV") on Thursday 8 May to Sunday 11 May 2025. The van will be stationed at the M & D carpark and staffed by a registered nurse. In his letter to Council, Colin Offner stated that:

"The Men's Health Education Rural Van is a regional project made possible by fundraising, generous sponsorship and time freely given by hundreds of Rotary volunteers. A custom built caravan with a dedicated Registered Nurse travels the state of New South Wales offering free health screenings to regional and rural men, who are notorious for being completely in the dark about the state of their health. The van offers free men's health checks for the residents of Parkes Shire Council Area."

The club are requesting that Council support the initiative by sponsoring the accommodation costs of the registered nurse who will be staying in Parkes while running the health screenings.

The project would normally fall under the CFAP, however the last round has closed and the next round will not be available in time to support the club.

As this project was not specifically listed in the 2024-2025 Operational Plan the allocation of funds falls under the Financial Assistance Policy as a *general request*.

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

Criteria	Assessment	Comment
Budget Compliance: Ensure the request falls within Council's budget.	Complies	There are funds available under the CFAP.
Community Accessibility: Verify that the facility, activity or event is open to the Parkes Shire community.	Complies	The program is available to all men in the Parkes Shire.
Participation Costs: Assess whether the costs for patrons to use a facility, attend or participate are reasonable.	Complies	No costs to participate.
Local Government Area: Confirm that the activity or event takes place within the Parkes Shire Local Government Area.	Complies	Located in Parkes
Period: Ensure that the activity or event occurs, or the funds are spent, within 12 months of notification of approval.	Complies	Planned for May 2025.
Community Benefit: Evaluate how any excess proceeds or project outcome will benefit the Parkes Shire community, particularly if proceeds are for charity.	Complies	The program directly benefits the men who participate in the program
Request-Outcome Alignment: Assess how the requested amount compares with the stated outcomes of the activity or event.	Complies	Financial investment is modest and will benefit all those who participate.
Strategic Goal Alignment: Determine how the objectives or outcomes align with one or more of Council's strategic goals.	Complies	Council Goal: Advocate for improved medical, health and allied services, programs, and initiatives in Parkes Shire.
Public Liability Insurance: Verify that public liability insurance is required and current for the activity or event.	Complies	Parkes Rotary Club will be conducting the event and have appropriate Public Liability insurance.

The assessment therefore is that this project would meet the guidelines for the provision of funds under the Financial Assistance Policy for general requests.

LEGISLATIVE AND POLICY CONTEXT

Section 405 of the Local Government Act 1993 ("the Act") states that Council must have an Operational Plan, which includes a detailed annual budget, which details the activities to be engaged as part of the Delivery Program for that year.

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

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

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

FINANCIAL IMPLICATIONS

There are funds available under the CFAP to support the provision of up to \$600 towards the accommodation costs of the registered nurse conducting the free health assessments.

RISK IMPLICATIONS

The adoption of the recommendations for the report will ensure that Council will comply with section 356 of the Act and allow the use of funds to support the project.

COMMUNITY CONSULTATION

Council must provide a public notice of its intention to provide funding support to the Parkes Rotary Club and seek submissions to ensure there are no objections.

14.6 REQUEST FOR FINANCIAL ASSISTANCE - TRUNDLE TOWN IMPROVEMENT FUNDS - TRUNDLE CWA HONOUR BOARD**IP&R Linkage:** Pillar: Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Encourage, support and recognise volunteerism and community participation.**Author:** Anthony McGrath, Director Customer, Corporate Services and Economy**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** A. Letter - Trundle and District Progress Association requesting funds to purchase an honour board for the Trundle CWA [↓](#)**RECOMMENDATION**

That Council:

1. Receive and note the correspondence from the Trundle Progress Association appended as *Annexure A*
2. Provides public notice of its intention to provide \$2,000.90 in financial assistance to the Trundle Branch of the CWA for the purchase of an honour board.
3. Approve the allocation of \$2,000.90 from the Trundle Town Improvement Fund Reserve to support the purchase of an honour board for the Trundle CWA, subject to no formal submissions being received that do not support the allocation.

BACKGROUND

Parkes Shire Council ("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 Allocations, however, the final decision concerning the expenditure of the funds remains with Council.

ISSUES AND COMMENTARY

Council has received a letter from the Trundle and District Progress Association ("TDPA") requesting that Council allocate funds from the Trundle Town Improvement Fund Reserve ("TIF") towards a project to purchase an honour board for the Trundle branch of the Country Women's Association ("CWA") following their centenary in 2023.

In his letter to Council, Chair of the TDPA Peter Kelly stated that:

"This branch was one of the first in the state to be established. This is a very significant historic milestone for Trundle and the CWA branch deserves lasting recognition. The Trundle CWA is a very important group in our community, providing support and wellbeing to many."

There are two key issues associated with this report:

1. The project involves providing funds to a third party to install facilities that will not be on council land and will not become council assets.
2. Council must vote to move funds from its town improvement reserves to this project as it was not included in the 2024-25 Operational Budget.

This project was not specifically listed in the 2024-2025 Operational Plan and therefore the allocation of funds falls under the Financial Assistance Policy as a general request.

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

Criteria	Assessment	Comment
Budget Compliance: Ensure the request falls within Council's budget.	Complies	There are sufficient TI funds available. Council will not be responsible for the maintenance or any future running costs.
Community Accessibility: Verify that the facility, activity or event is open to the Parkes Shire community.	Complies	The CWA membership is open to all and their work benefits the Trundle community
Participation Costs: Assess whether the costs for patrons to use a facility, attend or participate are reasonable.	Complies	No material costs to participate.
Local Government Area: Confirm that the activity or event takes place within the Parkes Shire Local Government Area.	Complies	Located in Trundle
Period: Ensure that the activity or event occurs, or the funds are spent, within 12 months of notification of approval.	Complies	Planned for 2025.
Community Benefit: Evaluate how any excess proceeds or project outcome will benefit the Parkes Shire community, particularly if proceeds are for charity.	Partially Complies	The use of TI funds generally benefits the Trundle CWA, however the board recognises volunteers in the Trundle community.
Request-Outcome Alignment: Assess how the requested amount compares with the stated outcomes of the activity or event.	Partially Complies	Financial investment by Council will see a lasting artifact delivered, although mainly for the benefit of the Trundle CWA.
Strategic Goal Alignment: Determine how the objectives or outcomes align with one or more of Council's strategic goals.	Complies	Council Goal: Encourage, support and <i>recognise volunteerism</i> and community participation.
Public Liability Insurance: Verify that public liability insurance is required and current for the activity or event.	N/A	N/A. Insurance is not required for the purchase of an honour board.

The assessment therefore is that this project would mostly meet the guidelines for the provision of funds under the Financial Assistance Policy for general requests.

LEGISLATIVE AND POLICY CONTEXT

Section 405 of the Local Government Act 1993 ("the Act") states that Council must have an Operational Plan, which includes a detailed annual budget, which details the activities to be engaged as part of the Delivery Program for that year.

Council must vote to allocate funds from its reserves for projects not listed in its Operational Plan.

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

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

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

FINANCIAL IMPLICATIONS

The Trundle TIF had an uncommitted balance of \$120,870.92 at the end of January 2025 and can support the allocation of \$2,000.90 to the purchase of an honour board for the Trundle CWA.

RISK IMPLICATIONS

The provision of an honour board for the Trundle CWA represents a positive civic opportunity to recognise the volunteers in our community.

The adoption of the recommendations for the report will ensure that Council will comply with section 356 of the Act and allow the transfer of funds from its reserves to support the project in accord with its Financial Reserves Policy.

COMMUNITY CONSULTATION

The TDPA is recognised by Council as the peak consultative body for the Trundle community and surrounding areas. The TPDA has met and agreed to formally request the allocation of funding from the Trundle TIF. Council must also provide a public notice of its intention to provide funding support to the TDPA for the project and seek submissions to ensure there are no objections.

14.7 REQUEST FOR FINANCIAL ASSISTANCE - TRUNDLE TOWN IMPROVEMENT FUNDS - SUPPORT A GRANT FOR A NEW TRUNDLE CHILDREN'S CENTRE**IP&R Linkage:** Pillar: Economy**Goal:** Our economy provides diverse employment pathways and education and training opportunities.**Strategy:** Support industry in attracting skilled professionals.**Author:** Anthony McGrath, Director Customer, Corporate Services and Economy**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** A. Letter from Trundle and District Progress Assoc. requesting that TIF reserve funds be set aside for the Trundle Children's Centre [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the correspondence from the Trundle and District Progress Association appended as *Annexure A*
 2. Provides public notice of its intention to set aside \$100,000 in financial assistance to support a grant application by the Trundle Children's Centre to build a new facility, noting that this support will be withdrawn and the funds will become uncommitted should the grant application not be successful.
 3. Receive a further report to consider any public feedback regarding the allocation of the funds towards the project and any associated risks if the grant application is successful, and prior to the project commencement.
-

BACKGROUND

Parkes Shire Council ("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 Allocations, however, the final decision concerning the expenditure of the funds remains with Council.

ISSUES AND COMMENTARY

Council has received a letter from the Trundle and District Progress Association ("TDPA") requesting that Council set aside funds from within the Trundle Town Improvement Fund Reserve ("TIF") to support a grant application to the [NSW Government's Building Early Learning Places Program](#).

In his letter to Council, Chair of the TDPA Peter Kelly stated that the grant is for a:

"Program to replace the current 73-year-old building with a new fit-for-purpose Centre that can manage the increase in demand. Part of the funding requirements is funding support from community, corporate and grants organisations."

There are two key issues associated with this report:

1. The project involves providing funds to a third party to build facilities that will not be on council land and will not become council assets, should the grant application be successful.
2. Council must vote to quarantine funds within its town improvement reserves to this project as it was not included in the 2024-25 Operational Budget.

This project was not specifically listed in the 2024-2025 Operational Plan and therefore the allocation of funds falls under the Financial Assistance Policy as a general request.

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

Criteria	Assessment	Comment
Budget Compliance: Ensure the request falls within Council's budget.	Complies	There are sufficient TI funds available. Council will not be responsible for the maintenance or any future running costs.
Community Accessibility: Verify that the facility, activity or event is open to the Parkes Shire community.	Partially Complies	The use of the facility is open to all families, but subject to available places.
Participation Costs: Assess whether the costs for patrons to use a facility, attend or participate are reasonable.	Complies	There are childcare fees to use the facility, which are standard and reasonable.
Local Government Area: Confirm that the activity or event takes place within the Parkes Shire Local Government Area.	Complies	Located in Trundle
Period: Ensure that the activity or event occurs, or the funds are spent, within 12 months of notification of approval.	May not Comply	The funds may not be spent until a grant is confirmed, and the project has commenced, which may not be for some time.
Community Benefit: Evaluate how any excess proceeds or project outcome will benefit the Parkes Shire community, particularly if proceeds are for charity.	Partially Complies	The outcome will benefit Trundle families who use or will use the facility.
Request-Outcome Alignment: Assess how the requested amount compares with the stated outcomes of the activity or event.	Partially Complies	Financial investment by Council will see a lasting community facility delivered, although for the benefit of the Trundle and district families.
Strategic Goal Alignment: Determine how the objectives or outcomes align with one or more of Council's strategic goals.	Partially Complies	Council Goal: <i>Support industry in attracting skilled professionals</i> , noting that available childcare is fundamental in attracting workers to the region.
Public Liability Insurance: Verify that public liability insurance is required and current for the activity or event.	Complies	The Trundle Childcare Centre has appropriate insurance.

The assessment therefore is that this project would partially meet the guidelines for the provision of funds under the Financial Assistance Policy for general requests.

LEGISLATIVE AND POLICY CONTEXT

Section 405 of the Local Government Act 1993 ("the Act") states that Council must have an Operational Plan, which includes a detailed annual budget, which details the activities to be engaged as part of the Delivery Program for that year.

Council must vote to allocate funds from its reserves for projects not listed in its Operational Plan.

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

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

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

FINANCIAL IMPLICATIONS

The Trundle TIF had an uncommitted balance of \$ \$120,870.92 at the end of February 2025 and can support the quarantining of \$100,000 to support the grant, however the remaining funds will be limited for the remainder of the fiscal year.

RISK IMPLICATIONS

The support for the provision of a new childcare facility in Trundle represents a positive civic opportunity to encourage families with young children to live and work in the Trundle district.

However, as with all building projects, there are significant risks associated with the delivery of a new building. Council would need to be certain the provision of public money would result in a new facility being built to support the Trundle community, should the grant be successful. To that end, a further report to Council would be appropriate to consider these risks, prior to project commencement.

The adoption of the recommendations for the report will ensure that Council will comply with section 356 of the Act and allow the use of funds from its reserves to support the project in accord with its Financial Reserves Policy.

COMMUNITY CONSULTATION

The TDPA is recognised by Council as the peak consultative body for the Trundle community and surrounding areas. The TPDA has met and agreed to formally request the allocation of funding from the Trundle TIF. Council must also provide a public notice of its intention to provide funding support to the TDPA for the project and seek submissions to ensure there are no objections.

14.8 REQUEST TO USE ALECTOWN TOWN IMPROVEMENT RESERVE TO PURCHASE AN AED DEVICE.**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:** Anthony McGrath, Director Customer, Corporate Services and Economy**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** A. Email from Alectown Inc. requesting purchase of an AED for Alectown Hall [↓](#)

RECOMMENDATION

That Council:

1. Approve the allocation of up to \$2,800 from the Alectown Town Improvement Fund Reserve to purchase an AED device for the Alectown Community.
-

BACKGROUND

Parkes Shire Council ("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 Allocations, however, the final decision concerning the expenditure of the funds remains with Council.

ISSUES AND COMMENTARY

Council has received an email request from Maurice Dave of the Alectown Inc. requesting that Council allocate funds from the Alectown Town Improvement Fund ("TIF") Reserve to purchase an Automated External Defibrillator ("AED") device, with the wall mount option, for installation at the Alectown Hall where it can be accessed by the Alectown community.

In his letter to Council, included as *Annexure A*, Chairman Mr Maurice Davey stated that the funds would be used to purchase an AED like the device installed on the front wall of the Bogan Gate Hall.

Council has not specifically listed this project in the Operational Plan and Budget for completion this financial year.

LEGISLATIVE AND POLICY CONTEXT

Section 405 of the Local Government Act 1993 ("the Act") states that Council must have an Operational Plan, which includes a detailed annual budget, which details the activities to be engaged as part of the Delivery Program for that year. In addition, that plan must be publicly exhibited.

Council must vote to allocate funds from its reserves for projects not listed in its Operational Plan in accord with the Financial Reserves Policy.

FINANCIAL IMPLICATIONS

The device is listed on the Heart of the Nation web site for \$2,708 inclusive of GST and delivery. Therefore GST exclusive amount, which will be deducted from the Alectown TIF Reserve is \$2,461.82. If council's building services staff install the device at the Alectown Hall, an additional amount would be needed to cover the travel and installation cost. Therefore, Council should approve that up to \$2,800 be allocated from the Alectown TIF Reserve to purchase and install the device.

The Alectown TIF Reserve had an uncommitted balance of \$20,773.01 at the end of February 2025 and can support the allocation of up to \$2,800 towards the purchase and installation of the AED device.

RISK IMPLICATIONS

The adoption of the recommendations for the report will ensure that Council will comply with section 356 of the Act and allow the transfer of funds from its reserves to support the project in accord with its Financial Reserves Policy.

COMMUNITY CONSULTATION

The Alectown Inc. is recognised by Council as the peak consultative body for the Alectown community and surrounding areas. The Alectown Inc. committee met and agreed to formally request the purchase of the device using the Alectown TIF.

14.9 REQUEST TO USE TRUNDLE TOWN IMPROVEMENT RESERVE TO SUPPORT A COMMUNITY MOVIE NIGHT AT THE TRUNDLE POOL

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: Anthony McGrath, Director Customer, Corporate Services and Economy

Authoriser: Kent Boyd PSM, General Manager

Annexures: A. Letter - Trundle District Progress Association - Request to support a movie night at the Trundle Pool. [↓](#)

RECOMMENDATION

That Council:

1. Approve the allocation of up to \$400 from the Trundle Town Improvement Fund Reserve to support a movie night at the Trundle Pool.
-

BACKGROUND

Parkes Shire Council ("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 Allocations, however, the final decision concerning the expenditure of the funds remains with Council.

ISSUES AND COMMENTARY

Council has received an email request from the Trundle & District Progress Association ("TDPA") requesting that Council allocate funds from the Trundle Town Improvement Fund ("TIF") Reserve towards a movie night at the Trundle Pool.

In his letter to Council, included as *Annexure A*, Chairman Mr Peter Kelly stated that the funds would be used to purchase a license for a public movie screening at the pool. The movie night is being arranged by the Trundle Sports Council.

Although Council has allocated funds in its Operational Plan towards projects at Trundle, this project was not specifically listed in the Operational Plan and Budget for completion this financial year.

LEGISLATIVE AND POLICY CONTEXT

Section 405 of the Local Government Act 1993 ("the Act") states that Council must have an Operational Plan, which includes a detailed annual budget, which details the activities to be engaged as part of the Delivery Program for that year. In addition, that plan must be publicly exhibited.

Council must vote to allocate funds from its reserves for projects not listed in its Operational Plan in accord with the Financial Reserves Policy.

FINANCIAL IMPLICATIONS

The Trundle TIF had an uncommitted balance of \$120,870.92 at the end of February 2025 and can support the allocation of up to \$400 towards a movie night at the Trundle Pool.

RISK IMPLICATIONS

The adoption of the recommendations for the report will ensure that Council will comply with section 356 of the Act and allow the transfer of funds from its reserves to support the project in accord with its Financial Reserves Policy.

COMMUNITY CONSULTATION

The Trundle and District Progress Association is recognised by Council as the peak consultative body for the Trundle community and surrounding areas. The TDPA has met and agreed to formally request the allocation of funding from the Trundle TIF.

14.10 REQUEST TO BREAK LEASE AGREEMENT - PARKES COUNTRY UNIVERSITIES CENTRE**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. Mutually agree to end the lease agreement with the Parkes Country Universities Centre and write off the full annual lease amount of \$6,458.40 being the final term of their five-year agreement.

BACKGROUND

The Country Universities Centre ("CUC") is a place-based initiative changing education to better fit the future of regional Australia. They support regional communities across Australia to establish and operate a locally owned Centre in their community that provides equitable access to higher education and vocational opportunities and support for students to succeed. The CUC is an affiliated network of 22 community owned centres operating in 35 communities across regional NSW, QLD and Victoria. Each Centre is locally governed and driven by its community through an independent Board of Directors and is affiliated with CUC.

The Parkes CUC has leased a dedicated building within the Parkes Library campus since 2020. The students of the Parkes CUC often want the flexibility to help ensure that they can balance their study/life/work needs and commitments. The Parkes CUC is staffed from 8:30am to 5:00 pm each business day and is open to registered students with swipe card access from 7am to midnight seven days a week. According to their web site, the Parkes CUC offers:

- Quiet Study Spaces: Students come to our Centre because they want a quiet study space where they can focus solely on their studies without the interruptions they face at home.
- Technology: Including high-speed internet (100 Mbps connection), printing & copying facilities, video conferencing facilities, desktop computers & BYO device spaces.
- Academic Skills Development: Any registered student can receive support to improve their general academic skills at their local CUC.
- Wraparound Support: Including administrative support associated with study; assistance with finding the right course; enrolment processes; and HECS information and census dates.
- Exams: Professional exam invigilation services with qualified supervision and exam rooms, including remote proctoring for online university exams.

The build cost for the Parkes CUC was originally funded by the State Government and was incorporated into the larger Parkes Library Expansion project, which was funded by a Create NSW grant and Parkes Shire Council ("Council") reserves. The CUC component of the project was \$680,000.

ISSUES AND COMMENTARY

Under the original Memorandum of Understanding ("MOU") the parties (Council and CUC) agreed that Council would build the facility and cover the security, cleaning, building insurance, electricity, water, sewer and rates. The CUC would take out public liability insurance, contents insurance, and be responsible for their own costs, such as wages, printing, IT costs, etc. The terms included a five-year lease with another five-year option at \$100 per week subject to annual CPI increases.

The lease amount is below a standard commercial rate but reflects Council's strategic objective at the time to develop lifelong learning opportunities by establishing a CUC in Parkes to improve equity in higher educational opportunities for rural and remote families.

Centre Manager, Mr Jacob Cass has now written to Council to notify of their intention to vacate the facility on 11 April 2025. In his letter he states that:

" CUC Parkes is incredible grateful for the strong partnership that has been fostered between PSC and our organisation.... CUC Parkes is not closing, we are relocating to a larger facility that will enable us to expand and better support students as their needs evolve."

In addition, Mr Cass has also requested that Council waive any break fees associated with ending the lease before the agreed termination date of 19 November 2025, and further, that Council also waive any outstanding invoices. The current outstanding invoice is for the full lease amount for the year to 19 November 2025. Mr Cass stated that:

"In light of the significant contribution CUC Parkes has made to the development of the asset and its overall value to the PSC Library complex, we respectfully request that Council waive any break lease fees, as well as any outstanding invoices payable by CUC Parkes..."

Council has three options including:

1. Not agree to the request and ask that the CUC Parkes honour the existing lease agreement and pay the full, final year amount.
2. Mutually agree to end the lease early and ask that the lease up until the vacation date of 11 April is paid on a pro-rata basis.
3. Mutually agree to end the lease early and waive all lease payments for the year from 20 November 2024 to 19 November 2025 as requested by CUC Parkes.

LEGISLATIVE AND POLICY CONTEXT

The lease agreement signed by Council and CUC Parkes in November 2020 was a standard commercial lease, which contained no specific "break" clause.

However, there are a few scenarios where early termination might be possible:

1. **Mutual Agreement:** Both the landlord and tenant can agree to terminate the lease early.
2. **Hardship Provisions:** In certain cases, if the tenant can demonstrate severe financial hardship, they may be able to negotiate an early termination with the landlord.
3. **Breach of Lease:** If the landlord or tenant breaches significant terms of the lease, then they may have grounds to terminate the lease early.

By breaking the lease agreement now, the CUC Parkes under the commercial lease deed would still be responsible for the full lease amount to November 2025. In addition, they have not made any monthly lease payments since the new invoice was sent in November 2024.

The CUC Parkes is requesting that Council mutually agree to end the lease early.

FINANCIAL IMPLICATIONS

The lease amount for the final year of the existing five (5) year lease agreement is \$6,458.40 inclusive of GST, which has already been invoiced to CUC Parkes. The current agreement expires on 19 November 2025. In previous years CUC Parkes were invoiced annually and paid their lease payments by monthly instalments in accord with the agreement. However, CUC Parkes has not

made any monthly payments on their final year of their agreement since the invoice was sent in November 2024, despite still using the CUC Parkes space until 11 April 2025. The pro-rata amount owing to 11 April 2025 is \$2,530.28.

However, CUC Parkes through the NSW Government provided \$680,000 towards the cost of the CUC building works, which will remain a Council building asset and be available for use as office space or any other purpose as appropriate once it is vacated. In his letter to Council, Mr Cass stated that the Parkes CUC is not seeking any reimbursement of those capital funds and will be leaving some communications equipment in place, which Council can use after it takes possession of the building.

RISK IMPLICATIONS

Council will realise a financial loss associated with the waiving of the annual lease charges. There is a risk that by waiving the full lease cost, Council may set a precedence for other not-for-profit lease holders to request the waiving of lease fees, although Council does have a financial assistance program in place for such leases.

However, there is a positive outcome in that Council will gain the use of some additional building space, which can be used for its own purposes as appropriate.

COMMUNITY CONSULTATION

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

14.11 DRAFT DISABILITY INCLUSION ACTION PLAN 2025-2029**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:** Teresa Cooper, Corporate Planning and Performance Coordinator**Authoriser:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:** A. Draft Disability Inclusion Action Plan 2025-2029 (under separate cover)**RECOMMENDATION**

That Council:

1. Endorse the draft Disability Inclusion Action Plan 2025-2029 attached at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.
2. Place the draft Disability Inclusion Action Plan on public exhibition for 28 days.

BACKGROUND

Consistent with the IP&R Guidelines, NSW Government legislated the Disability Inclusion Act 2014 requiring all public authorities, including local councils, to develop and implement a four-year Disability Inclusion Action Plan (DIAP). In developing the DIAP, public authorities must consult with people with disability and ensure their plans clearly outline the measures to be put in place to support people with disability to better access support and services available in the community and participate fully in community life. All public authorities must provide a copy of their DIAP to the NSW Disability Council and report annually on the implementation, monitoring and evaluation of their DIAP to the NSW Department of Communities and Justice. Prior to adoption, Council's draft DIAP must be publicly exhibited for at least 28 days, and any submissions received during that period must be considered by Council before the final DIAP is adopted. Council's DIAP must be published to its website within 28 days following adoption.

ISSUES AND COMMENTARY

The draft Disability Inclusion Action Plan (DIAP) recognises that a whole-of-Council approach is required to improve and embed access and inclusion in our work. It outlines Council's commitment to remove barriers to accessing Council venues, information, services and employment, as well as to promote the rights of people with disability. Consistent with the NSW Disability Inclusion Action Planning Guidelines published by the NSW Department of Communities and Justice, the draft DIAP is structured around four (4) focus areas, being:

- Attitudes and Behaviours
- Liveable Communities
- Employment Outcomes, and
- Systems and Processes.

The draft DIAP outlines the actions that Council will undertake over the four-year period from 2026 to 2029, aimed at improving access and inclusion in the Parkes Shire.

LEGISLATIVE AND POLICY CONTEXT

Council is required under the Disability Inclusion Act 2014 and IP&R Guidelines to review and develop the Disability Inclusion Action Plan every four years.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

Not completing or having an ineffectual DIAP can lead to significant risks, including legal repercussions due to non-compliance with disability rights laws, potential discrimination lawsuits, and reputational damage. It can also result in a lack of accessibility, which hinders the participation of individuals with disabilities, leading to a decreased sense of community. Moreover, it can perpetuate negative stereotypes and barriers, ultimately affecting Council's diversity, equity, and inclusion.

COMMUNITY CONSULTATION

The exhibition period will be publicised on Council's website, and social media channels, as well as by direct correspondence to Council's various Community Consultative Committees, with public submissions invited during this period. Hard copies will be available at the Council's Administration Centre and the four Shire libraries.

15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY**15.1 MAJOR PROJECTS AND CURRENT WORKS - 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 [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Infrastructure and Sustainability Major Projects and Current Works Report for February 2025, 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 2024/25 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.

16 REPORTS OF THE DIRECTOR OPERATIONS

16.1 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, Director Operations**

Annexures: **A. February 2025 - Major Project & Current Works** [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for February 2025, 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 2024/25 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.

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16.2 PROPOSED EXPANSION OF NRMA EV CHARGES**IP&R Linkage:** Pillar: Community**Goal:** Our community is liveable, growing and connected.**Strategy:** Strengthen active transport routes, including cycleways, footpaths and walking tracks, to improve linkages between areas of high activity and new residential growth.**Author:** Sue McGrath, Business Support Coordinator**Authoriser:** Andrew Francis, Director Infrastructure and Sustainability**Annexures:**
A. Photos of existing NRMA EV charge point [↓](#)
B. Proposed NRMA EV charge point concept designs [↓](#)
C. Instrument of delegation and authorisation: Temporary delegation to councils [↓](#)

RECOMMENDATION

That Council:

1. Endorse the proposed upgrade and expansion of the NRMA EV charge points situated in the M&D car park, noting that six (6) existing parking bays will be allocated to EV charging, providing four (4) charging bays.
 2. Utilise the temporary delegation under Schedule 1(a) – ‘works to regulate car parking’ – to approve and enact the proposed changes without referral to the Local Traffic Committee.
 3. Table a 'For Information' report to the Local Traffic Committee to ensure the works are formally recorded.
 4. Conduct community engagement via Council's 'Have Your Say' platform to address any community concerns regarding the proposal.
-

BACKGROUND

NRMA have contacted Council proposing a site upgrade and expansion of the existing NRMA EV charger at the M & D carpark as part of the National EV Highway initiative.

This joint funded initiative, between the Federal Government and the NRMA, will see nearly \$80 million committed to delivering EV fast charging stations on national highways around Australia.

In addition to over 117 new sites that will be delivered under this plan, NRMA have identified several existing sites that could benefit from greater charging capacity in terms of both charger hardware and number of charge points available to EV drivers. Parkes has been flagged for consideration and NRMA are eager to plan next steps should Council be supportive.

ISSUES AND COMMENTARY

As part of the upgrade, NRMA are looking to expand the site to accommodate four (4) EV charge points delivering a minimum 75kW. Typical layouts include a central transfer space to facilitate disability access. As such the proposed concept design would occupy approx. six (6) car spaces in total. The existing Tritium charger would be removed and two (2) new 150kW EV fast chargers would be installed.

NRMA highlights the reason that the proposed upgrade occupies six (6) existing parking bays (providing four (4) charging bays) is because the space in front of the chargers in between each two (2) sets of parking places is left clear to ensure that the charging station is fully accessibility friendly - an initiative that NRMA is very passionate about.

NRMA has confirmed that all parking bays will need to be signposted as EV Charging Parking Only, which is the same as the current site arrangement.

NRMA has undertaken a provisional connection enquiry which indicates they can achieve the required capacity at the site with a network upgrade which the NRMA would arrange and pay to occur.

NRMA are providing this site expansion proposal in consideration of Australia's National Electric Vehicle Strategy framework promoting widespread EV adoption on the pathway to net zero (legislated target of net zero greenhouse gas emissions by 2050). An added benefit is stimulating the local economy by encouraging tourists to drive EVs to regional Australia with confidence, with Parkes as a convenient recharging stop for EVs.

NRMA wish to complete this project by the end of financial year. To facilitate this, it is suggested a referral to the Local Traffic Committee is forgone in favour of endorsement by Council. Under temporary delegations effective until 30 June 2026, these proposed changes can be approved and enacted without referral to the Local Traffic Committee.

See existing site photos and concept designs attached.

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. NRMA will fund and manage all design and construction activities, electricity upgrades, energy costs, insurances and ongoing operations and maintenance. NRMA have confirmed this site will be managed through a Deed of Variation to the existing Licence to Occupy which supported the initial site deployment.

RISK IMPLICATIONS

There are no risks to Council associated with this report.

COMMUNITY CONSULTATION

Pending Council's resolution, adjoining landholders will be notified of the proposal and wider community engagement will be undertaken via Council's 'Have Your Say' platform.

17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES**17.1 DEVELOPMENT APPLICATION 2024/0073- ERECTION OF A NEW STRUCTURE - OUTBUILDING (SHED) 34 COLEMAN ROAD PARKES****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:** Brendan Hayes, Director Planning and Community Services**Authoriser:** Brendan Hayes, Director Planning and Community Services**Annexures:**
A. [Plan Set DA 2024/0073](#) ↓
B. [Officers Report](#) ↓
C. [Engineering Referral](#) ↓
D. [Engineering Referral Operations](#) ↓

RECOMMENDATION

That:

1. Council determine to approve the application for the use of the Illegally erected building subject to conditions attached in the officers report including the requirement for the demolition of the northern most bay Approximately 12m x 4.5 m of the development.
2. Council issues a Penalty infringement Notice on the owner of the premises for Carrying out development without the appropriate approvals at the penalty of \$1500.00

BACKGROUND

The subject site is an R1 General Residential allotment. The proposal is to formalise the construction of an outbuilding at the rear of the site. The subject site currently contains an existing dwelling-house. Adjoining properties within proximity of the subject land contain single storey detached dwellings with associated outbuildings. The site has a minor slope falling generally to the east. The size/scale of the building (in its current form) is inconsistent with the predominant developments in the area may create significant visual impacts on the context and setting of the area.

The proposal is for the erection of a new outbuilding-shed ancillary to an existing dwelling-house. The development has already been constructed, and is located upon an R1 General Residential site, with detached dwelling-houses with ancillary developments being located on adjacent allotments. The proposed development will be ancillary to the existing dwelling-house and is not in keeping with the nature of other ancillary developments within the residential area. The constructed building (in its current form) may create issues to adjoining properties including overshadowing and stormwater management. The constructed building (in its current form) has the potential to detrimentally affect adjoining land and may lead to land use conflict.

The site features existing access via Coleman Road which is a sealed road with kerb/gutter infrastructure. This existing access is not required to be upgraded. The development will not

generate any additional traffic above or beyond the capabilities of the local road network. No adverse impacts are assessed.

ISSUES AND COMMENTARY

Council's site inspection revealed that the proposed shed has been fully erected with partial occupation, block retaining walls erected and a portion of the shed commenced fitout for residential occupation.

The following points were noted:

- The site is a residential allotment.
- The site features an existing dwelling, carport, driveway and outbuilding (the subject of this report).
- Some drainage works around the constructed outbuilding, and internal works have been undertaken.
- No contamination was evident onsite.
- The site is connected to electricity via overhead powerlines which run along Coleman Road. There are no powerlines within proximity of the proposed development.
- The subject site is relatively flat with a minor slope falling to the east.
- The site features existing vehicular access via Coleman Road which is a sealed road with kerb/gutter infrastructure.
- Retaining walls have been constructed up to the Northern, southern and eastern boundaries skirting the illegally erected shed
- A portion of the shed has been fitted out to accommodate a residential use with services provided for connection to Council sewer.

It has been noted that the development has been constructed over and near to Council sewer main impacting on the integrity of the asset and precluding access for maintenance.

The size and scale are inappropriate for the subject lot. It is assessed that the outbuilding development (as already constructed) on the site will detrimentally affect the adjoining land in terms of bulk (visual amenity). When of an appropriate scale, ancillary development contributes to the residential housing and general residential character of residential neighbourhoods, provided that they are consistent and compatible with existing developments in the locality.

The proposal is inconsistent with parts of the Parkes Local Environmental Plan 2012 and the Parkes Shire Development Control Plan 2021. The proposal is adjoined by residential properties, which include outbuildings which are built at a much smaller scale. Those developments are generally consistent with Council's planning policies and controls. It is assessed that the cumulative impacts of the proposed development are such that the Development Application for the outbuilding can be approved, with appropriate conditions requiring alterations to the built form of the outbuilding which will address those LEP and DCP inconsistencies and protect Council's reticulated sewerage infrastructure

The Parkes Shire Development Control Plan 2021 applies. The proposed development has been assessed against the relevant controls of Part C - Residential Development as follows:

Clause	Comment
C.7.2 - Ancillary Development	<p>The Objective of this part of the DCP</p> <p>Objective:</p> <p><i>To ensure ancillary development that requires consent does not create adverse impacts on streetscape, utilities or access.</i></p>

	<p><u>Comment:</u></p> <p>The proposal is inconsistent with the objective of this part of the DCP in the following respect:</p> <p>The outbuilding has been constructed (without approval from Council being obtained prior to construction) and has been constructed over Council's reticulated sewer main, the location of which has been confirmed by site inspection. Some internal works have also been undertaken. With the building in its current form, this situation can potentially <i>create adverse impacts</i> upon the sewer line, and is problematic in terms of access to, and maintenance of, the sewer line.</p> <p><u>The Standards of this part of the DCP</u></p> <p>Standards a) to e): Not applicable or complies.</p> <p>Standard f): The maximum size (Gross Floor Area) standard for ancillary development on an allotment greater than 900 square metres is 150 square metres. The GFA of the constructed outbuilding is 216 square metres, and a variation from this standard has been requested.</p> <p><u>Comment:</u></p> <p>The requested variation to this standard has not been justified (on planning grounds) within the Statement of Environmental Effects. The justification in the SoEE is based on a personal need for extra space, rather than proposing justification based on the standards.</p> <p><u>Recommendation</u></p> <p>The requested variation to the size (ie GFA) of the maximum size planning control is not supported for the reasons outlined above.</p> <p>Standards g) to j): Not applicable or complies.</p> <p>Standard k): The maximum ridge height of the building standard is 4.5 metres. The proposed ridge height for this building is 4.566 metres. A variation from this standard has not been requested.</p> <p><u>Comment:</u></p> <p>Although the variation is minimal (66mm higher than the standard), it contributes to the bulk of the building in its current built form, when combined with the building's excessive floor area, which is not supported. A variation to this standard has not been requested.</p> <p>Standards l) to q): Not applicable, complies, or can comply via Conditions of Consent.</p>
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LEGISLATIVE AND POLICY CONTEXT

The application has been assessed in accordance with the appropriate legislation and Council DCP and policies.

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

COMMUNITY CONSULTATION

The proposed development was notified to adjoining landowners from 22 August 2024 to 5 September 2024 in accordance with the Parkes Shire Community Participation Plan 2022. No submissions were received as a result of the notification period.

**17.2 DEVELOPMENT APPLICATION 2024/0095
LOT 56 DP 833141 - 30 HERAGHTY ROAD PARKES****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:** Brendan Hayes, Director Planning and Community Services**Authoriser:** Brendan Hayes, Director Planning and Community Services**Annexures:**
A. **Location Maps** [↓](#)
B. **DA Plan Set 2024/0095** [↓](#)
C. **Officers Report** [↓](#)

RECOMMENDATION

That:

1. Council determine to approve DA2024/0095 subject to the conditions contained in the attached Development Assessment Report.

BACKGROUND

The proposal is for a motocross track for private use, which will be located upon an R5 Large Lot Residential allotment with detached dwelling-houses and ancillary outbuildings located on the adjacent and nearby properties. The subject site is a Large Lot Residential allotment. The dominant development on adjoining properties within proximity of the subject land consist of single storey detached dwellings, with associated ancillary development, in a semi-rural setting. The proposal for the use is permissible in the R5 Large Lot Residential zone, is consistent with the character of the area and is not expected to create long-term impacts on the context and setting of the area.

ISSUES AND COMMENTARY

The proposal is for a motocross track for private use, which will be located upon an R5 Large Lot Residential allotment with detached dwelling-houses and ancillary outbuildings located on the adjacent and nearby properties. The development will not create any issues to adjoining properties regarding overshadowing, overlooking, noise, vibration or stormwater management subject to suitable Conditions of Consent. Providing that the Conditions of Consent are complied with, the proposal will not detrimentally affect adjoining land and is unlikely to lead to land use conflict.

The development is located close enough to neighbouring properties that noise from the use of the motocross track could be a potential problem, however Conditions of Consent have been applied to ensure that the use is confined to private use, within certain times of the day. Providing that the Conditions of Consent are complied with, it is considered that the on-going use of the development will not cause any significant noise or vibration issues. No adverse impacts are assessed.

LEGISLATIVE AND POLICY CONTEXT

The application has been assessed in accordance with appropriate legislation and council policy

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

COMMUNITY CONSULTATION

The proposed development was publicly advertised, and adjoining owners notified, between 20 November 2024 and 4 December 2024, in accordance with the *Parkes Shire Community Participation Plan 2022*. Council received three (3) submissions, all presenting objections to the proposed development, during the Public Exhibition period.

The contents of the submissions are included in the following table:

Name	Address	Objection Points / Arguments
A and M Yeo	54 Heraghty Road, Parkes	<ul style="list-style-type: none"> • Up to 6 motorcycles using the facility at once • Sediment and erosion control - runoff affecting adjoining property • Incorrect tree plantings being shown on the site plan • Objectives of the R5 zone are incompatible with the use as a Motocross track • Potential property devaluation
G Peterson	42 Heraghty Road, Parkes	<ul style="list-style-type: none"> • Potential property devaluation • Visual amenity • The proposed dust suppression management procedure is not realistic or achievable • Amenity of the existing Airbnb could be affected by noise and dust
P and P Martin	61 Deep Lead Road, Parkes	<ul style="list-style-type: none"> • Dust Suppression • Noise Management • Maintenance Procedures • Safety • Use (only as a personal track)

Following consideration of the submissions, Council has applied Conditions of Consent which are framed to confine the activity of a motocross track to being strictly for private use only, nominate operating hours, and restricting the number of track users at any given time.

The plans also indicate that the landowners will be providing increased landscaping to the Heraghty Road frontage and other property boundaries, to address privacy, visual amenity and streetscape concerns. A dedicated watering system will be implemented to ensure regular irrigation of the track, maintaining moisture and minimising dust during dry periods.

17.3 RE-ESTABLISHMENT OF ALCOHOL FREE ZONES IN CBD OF PARKES AND PEAK HILL**IP&R Linkage:** Pillar: Community**Goal:** Our community is safe, active and healthy.**Strategy:** Deliver and support services, programs, and initiatives to promote community safety and reduce crime and anti-social behaviour.**Author:** Anthony McGrath, Director Customer, Corporate Services and Economy**Authoriser:** Brendan Hayes, Director Planning and Community Services**Annexures:**
A. Fact Sheet - Alcohol-Free Zones and Alcohol Prohibited Areas in NSW [↓](#)
B. Ministerial Guidelines on Alcohol-Free Zones - February 2009. [↓](#)
C. Map of Proposed Alcohol Free Zone - Parkes CBD [↓](#)
D. Map of Proposed Alcohol Free Zone - Peak Hill CBD [↓](#)

RECOMMENDATION

That Council:

1. That Council endorses in principle the proposal to re-establish Alcohol Free Zones in Parkes and Peak Hill Central Business Districts (CBDs) for a period of 4 (four) years, subject to a further report being tabled with Council presenting the findings of stakeholder and community consultation on the proposed zones.
2. That Council publish a public notice of the proposed Alcohol-Free Zones inviting representations or objections on the proposal within 30 days of the date of publication.
3. That Council consults with the Police Local Area Commander and the officer in charge of Parkes and Peak Hill Police Stations about the proposed Alcohol-Free Zones in both Parkes and Peak Hill CBDs.
4. That Council consults with the local indigenous working party and all liquor license holders and secretaries of registered clubs whose premises border on, adjoin or are adjacent to the proposed zones. A period of 30 days is given for representations or objections to be made.

BACKGROUND

Council has established Alcohol Free Zones ("AFZs") in both Parkes and Peak Hill since 1995 to minimise the chances of disorderly behaviour and alcohol-related anti-social behaviour and crime.

AFZs cover public roads, footpaths, car parks and laneways. Consumption of alcohol is always prohibited in an AFZ, except for licensed premises where the license extends into the adjoining footpath or for an event held in a public place where a temporary lifting of the restriction has been granted by the council.

Any person seen drinking or suspected of drinking in an AFZ may have the alcohol in their possession seized and disposed of by police. Failure to comply with the enforcement rules can result in a person being charged with obstruction under Section 660 of the Local Government Act 1993 ("the Act"). Each AFZ is in place for a maximum of four years.

ISSUES AND COMMENTARY

The AFZs in both Parkes and Peak Hill will expire on 31 March 2025 and Council needs to consider whether it is appropriate to re-establish the zones in accordance with the Ministerial Guidelines on Alcohol Free Zones, 2009 (*Annexure B*), which provides a framework for the establishment of AFZs.

At this stage the intention is to re-establish AFZs around the Parkes and Peak Hill Central Business Districts, with the exceptions of footpath areas adjoining café/restaurant licensed premises where the license extends into the adjoining footpath area. Events held in a public place can have a temporary suspension of the zone granted by the council.

Annexures C and D show the existing AFZ boundary maps for Parkes and Peak Hill Central Business Districts ("CBD")

Benefits of Alcohol-Free Zones

The Guidelines state, 'the principal object of an alcohol-free zone is to prevent disorderly behaviour caused by the consumption of alcohol in public areas in order to improve public safety.'

Other benefits can be derived from Alcohol Free Zones, including:

- Reducing the incidence of alcohol related crime and anti-social behaviour in areas bordering on, adjoining or adjacent to licensed premises in commercial areas.
- Reducing the amount of related litter in these areas.
- Providing a safe environment for users of local streets, footpaths and public car parks without hindrance from people irresponsibly drinking alcohol.

AFZs are most effective if they form part of a larger program in which the local community is actively involved in the decisions to control the irresponsible alcohol consumption.

Reasons to Support Parkes and Peak Hill CBD Alcohol Free Zone

Review of past incidences of anti-social behaviour, malicious damage and vandalism, littering and some of the more serious offences indicates that the CBD areas of Parkes and Peak Hill are generally the main public hotspots where offences are occurring. Because of the concentrated nature of licensed premises in these CBDs and the mix of other land-uses in these areas (parks, food shops, offices, shops, motels and residential accommodation) there are instances where the irresponsible drinking behaviour of an individual or group can negatively impact on other members of the community.

In the past, Police and local stakeholders have supported Council in establishing AFZs throughout the public areas of the Parkes and Peak Hill CBDs.

Alcohol-free zones and Alfresco Dining

In Parkes and Peak Hill CBDs, the AFZ includes footpath areas that may become alfresco dining areas for cafés and restaurants into the future.

The Parkes CBD Vibrancy Strategy 2016 highlighted the need for more activation in the centre day and night, including alfresco dining on adjoining footpath areas. The strategy also proposed the use of outdoor dining platforms, which have provided suitable areas for alfresco dining with alcohol also being served alongside food.

Where an on-premises liquor license has been granted for a café or restaurant, there may be merit in Council issuing a footpath trading permit that could then allow for the extension of the license area into the footpath area of the AFZ.

When Council issues a permit for the use of public footpaths for such dining use in an AFZ, it is proposed to impose conditions about the requirements of the zone, including clear delineation and control of the licensed area from the AFZ.

Time Frame

An AFZ may be established for a maximum period of four years. It is proposed that the AFZs for the Parkes and Peak Hill CBDs will operate for the maximum four-year period.

Enforcement

Police Officers will be responsible for enforcing the AFZ. Under Section 632A of the Act, a police officer may seize and dispose of any alcohol that is in the immediate possession of a person in an AFZ if:

- The person is drinking the alcohol in the AFZ, or
- The officer has reasonable cause to believe that the person is about to drink or has recently been drinking in the AFZ.

There is no requirement for the police to first issue a warning.

Declaration of the Zone

Under Section 644B of the Local Government Act 1993:

1. Once Council receives public comment on this proposal, Council may by resolution, adopt this proposal to re-establish the AFZ for a maximum 4-year period. Council will then inform all interest parties including the Police, liquor licensee's and the general community that the proposal has been adopted.
2. A public notice will be placed declaring that the zone has been established and the period it has been established for. The proposal will come into effect 7 days after this notice is published and once all signposts bordering the zone are in place.

It is proposed to report back to Council for a formal resolution on the proposed AFZs at Parkes and Peak Hill CBDs, upon completion of the consultation phase.

LEGISLATIVE AND POLICY CONTEXT

To validly establish an AFZ, Council must comply with the procedures in Sections 644 to 644C of the Local Government Act 1993 as well as those set out in the Guidelines. Section 632A provides police with powers to confiscate and dispose of alcohol, while Section 660 allows a person to be charged with obstruction for failure to comply with the enforcement rules.

A fact sheet on Alcohol Free Zones and Alcohol Prohibited Areas in NSW has been developed by the NSW Department of Planning and Environment and is attached as *Annexure A* for further information regarding the requirements for AFZs in comparison to Alcohol Prohibited Areas ("APA").

FINANCIAL IMPLICATIONS

The existing signs will require replacement as they are showing signs of wear and tear. These signs have been in place for the past eight years, noting that the last update only required a rebadge rather than a whole new sign. The existing Operational Plan budget relating to street signage will be used to fund the replacement of the signs.

RISK IMPLICATIONS

The establishment of an AFZ can help to reduce the risk of anti-social behaviour and alcohol related crime in the areas where they are established.

By following the recommendations in this report, Council will ensure that the re-establishing the AFZs in Parkes and Peak Hill will be in accordance with Section 644 to 644C of the Local Government Act. In addition, a properly established AFZ will provide police with powers to confiscate and dispose of alcohol found in contravention to the AFZ rules.

COMMUNITY CONSULTATION

Council is required under Section 644B(4) of the Local Government Act 1993 to undertake a public consultation process prior to re-establishing the zone.

The Guidelines state that:

The council must undertake a consultation process to decide if an alcohol-free zone is appropriate. Once established by council resolution, the roads, footpaths and public carparks within the zone must be signposted and notice of the zone must appear in the local press. The maximum duration of an alcohol-free zone is four years, although it may be re-established at the conclusion of the original period, following a review by council of its continuing applicability. Alcohol-free zones may also be established for special events only.

As part of the re-evaluation and review process, Council is required to consult with the following interested parties about the proposed alcohol-free zones:

- Police Local Area Commander and the officer in charge of Parkes and Peak Hill Police Stations.
- Local indigenous working party.
- Liquor license holders and secretaries of registered clubs whose premises border on, adjoin or are adjacent to the proposed zones.
- The wider community through public notices.

A period of 30 days is given for representations or objections to be made.

17.4 FEBRUARY 2025 BUILDING STATISTICS UPDATE**IP&R Linkage:** **Pillar:** Environment**Goal:** Our built environment is functional, sustainable and meets the needs of our growing community.**Strategy:** Manage our built environment in line with the Local Environmental Plan (LEP) and relevant legislation.**Author:** **Nerida Brown, Development Certificates Coordinator****Authoriser:** **Brendan Hayes, Director Planning and Community Services****Annexures:** **Nil**

RECOMMENDATION

That:

1. Receive and note the February 2025 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 February 2025 there were eight (8) Development Applications received totalling \$2,331,607.00 and thirteen (13) consents were issued. There were two (2) Council Complying Development Certificates received totalling \$570,880.68 and two (2) Private Certifier Complying Development Certificates received totalling \$539,705.00. Two (2) Private Certifier consents were issued.

The figures shown *Table 1* below are for Development Applications received during February 2025 with respect to the specified building types and a comparison to the February 2024 figures.

Table 1: Development Applications				
Development Category	February 2025		February 2024	
	No.	Estimated Value	No.	Estimated Value
Commercial	1	\$1,963,069.00	2	\$0.00
Community Facilities	1	\$86,500.00		
Industrial				
Infrastructure				
Tourist Development				
Single Dwelling-house			3	\$368,860.00
Residential Alterations and Additions inc. ancillary / outbuildings	4	\$84,038.00	3	\$60,893.50
Residential Other				
Multi-Residential				
Seniors Living				
Subdivision only				
Secondary Dwelling	1	\$148,500.00	1	\$194,260.00
Other inc. demolition, earthworks, advertising structure	1	\$49,500.00		
Mixed Development				
Totals	8	\$2,331,607.00	9	\$624,013.50
FYTD Totals	66	\$17,348,420.40	81	\$23,621,791.20

Table 2, below, lists the Development Consents that were issued in the month of February 2025.

Table 2: Development Consents

Application No.	Address	Description
DA2024/0061	84-96 Dalton Street, Parkes	Change of Use (Vehicle Repair Station) and Erection of New Structures - Shed & Fence
DA2024/0089	2A Best Street, Parkes	Dual Occupancy (Detached)
DA2024/0100	46 Orange Street, Parkes	Subdivision (1 Lot into 2 Lots)
DA2024/0103	38-40 Matthews Street, Parkes	Change of Use - Local Distribution Premises
DA2024/0104	30 Boyd Circuit, Parkes	Erection of a New Structure - Emergency Services Facility (SES)
DA2024/0105	Jubilee Farm, 400 Massurit Lane, Parkes	Dwelling - House
DA2024/0107	Carinya, 322 Blow Clear Road, Bogan Gate	Subdivision - 5 Lots to 3 Lots
DA2025/0002	14 Cookapie Street, Parkes	Dwelling - House (Change of Use - Secondary Dwelling)
DA2025/0005	52 Goldrush Road, Parkes	Dwelling - Manufactured Home
DA2025/0006	23 Bowditch Crescent, Parkes	Erection of a New Structure - Shed
DA2025/0009	12 Cookapie Street, Parkes	Erection of a New Structure - Shed
DA2025/0010	28 Elizabeth Street, Parkes	Erection of Retaining Wall
DA2025/0011	15 Saleyards Road, Parkes	Advertising Signage

The figures shown in *Table 3*, below, are for Complying Development Certificates received during February 2025 with respect to the specified building types and a comparison to the February 2024 figures.

Table 3: Complying Development Certificates

Development Category	February 2025		February 2024	
	No.	Estimated Value	No.	Estimated Value
Commercial	1	\$0.00	2	\$26,818.00
Community Facilities	-	-	-	-
Industrial	-	-	-	-
Infrastructure	-	-	-	-
Tourist Development	-	-	-	-
Single Dwelling-house	2	\$1,016,977.50	-	-
Residential Alterations and Additions inc. ancillary / outbuildings	1	\$93,608.18	-	-
Residential Other	-	-	-	-
Multi-Residential	-	-	-	-
Seniors Living	-	-	-	-
Subdivision only	-	-	1	\$2,500,000.00
Secondary Dwelling	-	-	-	-
Other inc. demolition, earthworks, advertising structure	-	-	-	-
Totals	4	\$1,110,585.68	3	\$2,526,818.00
FYTD Totals	6	\$1,207,616.77	24	\$10,794,603.00

Table 4, below, provides a list of Complying Development Certificates which were issued in the month of February 2025.

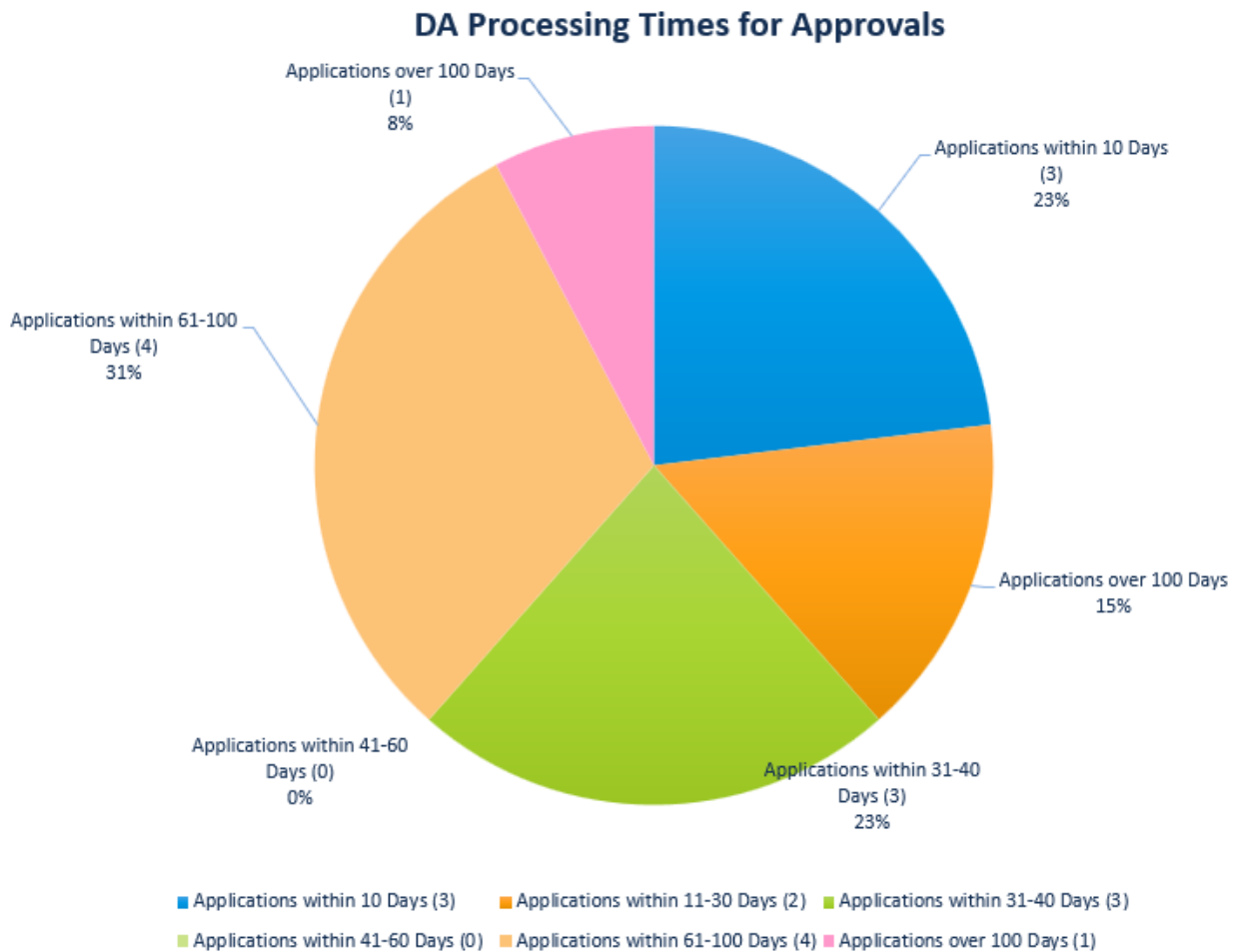
Table 4: Complying Development Certificates

Application No.	Address	Description	Certifying Authority
CDC2025/0001	Woolworths Pty Ltd, 307-313 Clarinda Street, PARKES NSW 2870	Internal alteration to Woolworths Supermarket.	Private
CDC2025/0004	47 Medlyn Street, PARKES NSW 2870	Single Storey Dwelling with attached Double Garage, Alfresco & Porch	Private

DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 1 February 2025 to 28 February 2025. It should be noted that a total thirteen (13) Development Applications have been approved with an average of 41.44 days.

The average timeframe in which the internal referrals to the Technical Services and/or Infrastructure Departments were completed was 33.03 days.



Activation Precinct Certificate Determinations

There were 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 February 2025 there were eight (8) Development Applications received totalling \$2,331,607.00 and thirteen (13) consents were issued. There were two (2) Council Complying Development Certificates received totalling \$570,880.68 and two (2) Private Certifier Complying Development Certificates received totalling \$539,705.00. Two (2) Private Certifier consents were issued.

Development Activity Report

February 2025

Development Applications and Complying Development Certificates lodged and approved in the Parkes Shire.



LODGED

8

Development Applications

4

Complying Development Certificates



DETERMINED

13

Development Applications

0

Complying Development Certificates

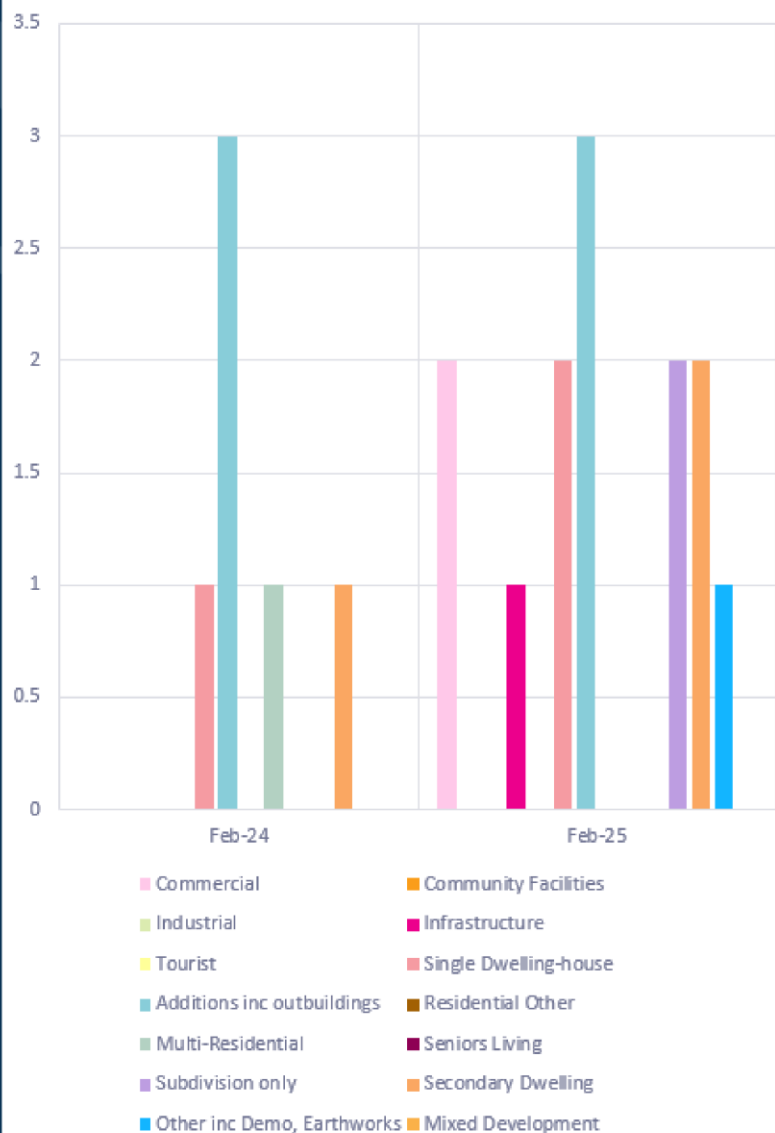
2

Private Certifier Complying Development Certificates



AVERAGE DEVELOPMENT APPLICATION PROCESSING TIME THIS MONTH
41.44 DAYS

Approved Development Applications



VALUE OF APPLICATIONS RECEIVED
\$3,442,192.68

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 ABBA FESTIVAL

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

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

19.2 ECONOMY, DESTINATION AND EVENTS ADVISORY COMMITTEE

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 CNSWJO LINEMARKING SERVICES (R1_2025)

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.

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.

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.
