

Ordinary Council Meeting

Late Reports Business Paper

Pursuant to section 9 of the *Local Government Act 1993*, notice is hereby given that an Ordinary Council Meeting of Parkes Shire Council will be held in the Parkes Council Chamber, 2 Cecile Street, Parkes, on Tuesday 21 March 2023 at 2:00pm.



Kent Boyd PSM
GENERAL MANAGER

Order of Business

10	REPORTS OF COMMITTEES.....	1
10.6	Minutes of the Tourism, Destination and Events Advisory Committee Meeting held on 7 March 2023.....	1
12	REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY	10
12.8	Request for Financial Assistance - Inkredible Experience Tattoo Gallery	10

10 REPORTS OF COMMITTEES

10.6 MINUTES OF THE TOURISM, DESTINATION AND EVENTS ADVISORY COMMITTEE MEETING HELD ON 7 MARCH 2023

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: **Shona Henry, Executive and Councillor Support Officer**

Authoriser: **Cian Middleton, Director Customer, Corporate Services and Economy**

Annexures: **A. Tourism, Destination and Events Advisory Committee Meeting
Minutes - 7 March 2023**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Tourism, Destination and Events Advisory Committee Meeting held on Tuesday 7 March 2023 appended at *Annexure A*.
-

Tourism, Destination and Events Advisory Committee Meeting

Minutes

Tuesday 7 March 2023



Minutes of the Tourism, Destination and Events Advisory Committee Meeting**Held on Tuesday, 7 March 2023 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Members Present:**

Cr Marg Applebee	Councillor Member
Cr Jacob Cass	Councillor Member
Cr Bill Jayet	Councillor Member
Cr Ken Keith OAM	Mayor (Ex Officio Member)
Mr Dave Chambers	External Member
Mr Gary Crowley	External Member
Ms Michelle Roberts	External Member

Observers:

Cr Louise O'Leary	Councillor
Cr Neil Westcott	Councillor (Alternate Member)

Council Officers in Attendance:

Mr Cian Middleton	Director Customer, Corporate Services and Economy
Ms Carrie Olsen	Executive Manager Economy, Destination and Activation
Ms Lisa Moon	Visitor Services and Promotions Lead
Ms Katie Nash	Economic Development Specialist
Ms Tiffany Steel	Parkes Elvis Festival Director

NOTES

The meeting commenced at 10.40am and concluded at 12.15pm.

1 OPENING OF MEETING

This being the inaugural meeting of the Tourism, Destination and Events Advisory Committee, the Director Customer, Corporate Services and Economy, Mr Cian Middleton, assumed the chair in the absence of a Chairperson.

Mr Middleton declared the Tourism, Destination and Events Advisory Committee Meeting of Tuesday, 7 March 2023 open and welcomed Council Officials in attendance.

2 ACKNOWLEDGEMENT OF COUNTRY

Mr Middleton 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

Nil.

4 CONFIRMATION OF MINUTES

Nil.

5 DISCLOSURES OF INTERESTS

Mr Middleton 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

Mr Middleton advised that no late items of business had been submitted to the meeting.

7 OFFICERS' REPORTS

7.1 ELECTION OF CHAIRPERSON

Consistent with the Committee's Terms of Reference and Council's Code of Meeting Practice, Mr Middleton invited nominations from the three (3) Councillor Members of the Committee to serve as Chairperson.

Cr Jacob Cass was nominated by Cr Marg Applebee. Cr Bill Jayet seconded the nomination.

There being no further nominations, Cr Cass was declared duly elected unopposed as Chairperson.

At 10.44am, Mr Middleton vacated the chair and Cr Cass assumed the chair.

RESOLVED TDE 001/23

Moved: Cr Marg Applebee

Seconded: Cr Bill Jayet

That the Tourism, Destination and Events Advisory Committee:

1. Elect Cr Jacob Cass as Chairperson, pursuant to clause 6.1 of the Committee's Terms of Reference.

CARRIED

7.2 VISITOR STATISTICS 2022

RESOLVED TDE 002/23

Moved: Cr Bill Jayet

Seconded: Mr Gary Crowley

That the Tourism, Destination and Events Advisory Committee:

1. Receive and note the visitor statistics for 2022/23 Quarter 2, as detailed in this report.

CARRIED

7.3 DEVELOPMENT OF DRAFT DESTINATION MANAGEMENT PLAN & PARKES BYPASS BUSINESS STRATEGY

RESOLVED TDE 003/23

Moved: Cr Bill Jayet

Seconded: Cr Marg Applebee

That the Tourism, Destination and Events Advisory Committee:

1. Receive and note the briefing on the development of Council's draft Destination Management Plan & Bypass Business Strategy, as detailed in this report.

CARRIED

7.4 2023 TRUNDLE ABBA FESTIVAL**RESOLVED TDE 004/23**

Moved: Cr Bill Jayet

Seconded: Ms Michelle Roberts

That the Tourism, Destination and Events Advisory Committee:

1. Receive and note the briefing on the 2023 Trundle ABBA Festival as detailed in this report.

CARRIED**8 CONFIDENTIAL MATTERS****RESOLVED TDE 005/23**

Moved: Cr Jacob Cass

Seconded: Cr Marg Applebee

That Tourism, Destination and Events Advisory Committee:

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

8.1 DEVELOPMENT OF PARKES SHIRE SIGNAGE AND WAYFINDING STRATEGY

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

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

8.2 DEVELOPMENT OF PARKES REGIONAL ENTERTAINMENT AND CULTURAL CENTRE FEASIBILITY STUDY

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

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

8.3 2023 PARKES ELVIS FESTIVAL POST-EVENT BRIEFING

This matter is considered to be confidential under Section 10A(2) - a and 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 personnel matters concerning particular individuals (other than councillors) and commercial

information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

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

8.4 GATES OF GRACELAND AT PARKES

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

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

2. Exclude the media and public from the meeting on the basis that the business to be considered is classified as confidential, pursuant to 10A(1), 10(2) and 10A(3) of the *Local Government Act 1993*.
3. Withhold reports and correspondence relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act 1993*.
4. Make public resolutions made by the Council in Closed Session after the conclusion of the Closed Session, and record such resolutions in the minutes of the Council meeting.

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.

CARRIED

At 11.32pm, the Meeting went into Closed Session.

RESOLVED TDE 006/23

Moved: Cr Jacob Cass

Seconded: Cr Bill Jayet

That the Tourism, Destination and Events Advisory Committee:

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

CARRIED

At 12.14pm, the Council in Closed Session returned to Open Session.

9 REPORT OF CONFIDENTIAL RESOLUTIONS

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

8.1 DEVELOPMENT OF PARKES SHIRE SIGNAGE AND WAYFINDING STRATEGY

RESOLVED TDE 007/23

Moved: Cr Marg Applebee

Seconded: Cr Bill Jayet

That the Tourism, Destination and Events Advisory Committee:

1. Receive and note the briefing on the development of the Parkes Shire Signage and Wayfinding Strategy, as detailed in this report.

CARRIED

8.2 DEVELOPMENT OF PARKES REGIONAL ENTERTAINMENT AND CULTURAL CENTRE FEASIBILITY STUDY**RESOLVED TDE 008/23**

Moved: Cr Bill Jayet

Seconded: Cr Marg Applebee

That the Tourism, Destination and Events Advisory Committee:

1. Receive and note the briefing on the development of the Parkes Regional Entertainment and Cultural Centre Feasibility Study, as detailed in this report.

CARRIED**8.3 2023 PARKES ELVIS FESTIVAL POST-EVENT BRIEFING****RESOLVED TDE 009/23**

Moved: Ms Michelle Roberts

Seconded: Cr Bill Jayet

That the Tourism, Destination and Events Advisory Committee:

1. Receive and note the post-event briefing on the 2023 Parkes Elvis Festival, as detailed in this report.
2. Extend its appreciation and congratulations to all staff and volunteers involved in planning and delivering the 2023 Parkes Elvis Festival.

CARRIED**8.4 GATES OF GRACELAND AT PARKES****RESOLVED TDE 010/23**

Moved: Cr Bill Jayet

Seconded: Ms Michelle Roberts

That the Tourism, Destination and Events Advisory Committee:

1. Recommend that the draft design layout concept for *Gates of Graceland at Parkes*, appended at *Annexure A*, be placed on public exhibition to allow members of the public to review and provide feedback on the document prior to endorsement by Council.

CARRIED**10 CONCLUSION OF MEETING**

The meeting concluded at 12.15pm.

Cr Jacob Cass

CHAIRPERSON

12 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY**12.8 REQUEST FOR FINANCIAL ASSISTANCE - INKREDIBLE EXPERIENCE TATTOO GALLERY****IP&R Linkage:** Pillar: Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Deliver and support events, festivals and celebrations that promote engaged citizenship and foster community pride.**Author:** Megan Morrison, Events Officer**Authoriser:** Carrie Olsen, Executive Manager Economy, Destination and Activation**Annexures:**
A. Correspondence from Inkredible Experience Tattoo Gallery [↓](#)
B. Letter of Support - Clarinda Street Traders [↓](#)
C. Fundraiser and Flash Day Site Plan [↓](#)**RECOMMENDATION**

That Council:

1. Receive and note the correspondence from the Inkredible Experience Tattoo Gallery, appended at *Annexure A*.
2. Provide public notice of its intention to provide \$7,400.00 in financial assistance to the Inkredible Experience Tattoo Gallery by way of in-kind support, as detailed in this report, to support the delivery of the 2023 Fundraiser and Flash Day event in May 2023.
3. Approve the provision of \$7,400.00 in financial assistance by way of in-kind support to support the delivery of the 2023 Fundraiser and Flash Day in May 2023, subject to no formal submissions being received.

BACKGROUND

Parkes Shire Council ("Council") has received a request from Inkredible Experience Tattoo Gallery to provide financial assistance by way of in-kind support to deliver the *2023 Fundraiser and Flash Day* event to be held on Sunday, 28 May 2023.

ISSUES AND COMMENTARY

Inkredible Experience Tattoo Gallery is a local business operating in the Parkes Shire who are proposing to host the *2023 Fundraiser and Flash Day* on Sunday, 28 May 2023.

Council provided financial assistance to this event in 2022. The applicant has provided evidence of a \$1,575.30 donation to Lifeline Australia following the event.

The 2023 event will occur between 8.00am-6.00pm and is aimed at increasing community awareness surrounding the high prevalence of mental health issues in rural communities. The applicant has confirmed that proceeds will again be donated to Lifeline Australia.

Subject to approval from the Traffic Committee, the event will close part of the main street, from Court Street down to Clarinda and Welcome Street intersection. This area will include live entertainment, food vans, market stalls and a motorcycle and car display.

LEGISLATIVE AND POLICY CONTEXT

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

FINANCIAL IMPLICATIONS

The requested financial assistance is estimated to total \$7,400.00. This sum has not been budgeted for, and if approved, would need to be allocated from the Community Events Budget. As at 16 March 2023, the Community Events Budget has a balance of \$55,440.00.

To facilitate the successful staging of the event, the Inkredible Experience Tattoo Gallery has requested that Council provide:

Cost	<ul style="list-style-type: none">• Council to provide Traffic Control Plans, estimated to cost \$200,• Provision of assistance for equipment, including signs, bunting, and VMS for Work Control to set-up as required for the road closure, estimated to cost \$5,500,• Council to waive/reimburse the fee of the portable stage hire, estimated to cost \$500, and• Council staff to assist with the bump-in and bump-out of the event, estimated to cost \$1,200.
Requirements	<ul style="list-style-type: none">• Council to provide marketing and promotional support, including design and printing of posters, and• Council to waive the portable stage hire fee.

In exchange for the provision of this support, Council will require appropriate sponsorship recognition and acknowledgement from organisers of the event via social media platforms, logo inclusion on marketing collateral and website and the use of Council tear drop banners at all events.

The Inkredible Experience Tattoo Gallery have invited the Mayor and Councillors to attend the Fundraiser and Flash Day event on Sunday May 2023, if calendar permits.

RISK IMPLICATIONS

Council Officers do not have any information on hand to confirm the social or economic value of the event. However, the applicant has provided a Letter of Support signed by several Clarinda Street traders (refer *Annexure B*).

The applicant has advised that all profits from the *2023 Fundraiser and Flash Day* will be donated to Lifeline Australia. As detailed above, the applicant has provided evidence of having donated \$1,575.30 to Lifeline Australia following last year's event.

Council Officers are currently reviewing Council's Financial Assistance Policy, and it is intended that this policy review will be completed to enable a revised policy to be considered by Council at its May meeting. The revised policy will provide a more robust and comprehensive framework to guide the provision of financial assistance by, including to external event organisers, moving forward.

COMMUNITY CONSULTATION

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

CONCLUSION

It is recommended that Council resolve to provide financial assistance to the Inkredible Experience Tattoo Gallery by way of in-kind support, as detailed in this report, to support the delivery of the *2023 Fundraiser and Flash Day*.

2023 Fundraiser & Flash Day



To Whom It May Concern

We are holding a small community event on the 28th of May 2023. This year we focused on raising awareness around mental health, next year we would like focus on and raise awareness around domestic violence and struggling mothers. We thought it would be fitting as the date we have planned for lands on Mother's Day. This also creates an event in town that people can take the mother to for the day, and relax with food and a coffee and watch some of the live entertainment we have planned for the day. We will have a small car & bike show, live entertainment, market stalls, food vans and are currently in the process of applying to close a section of Clarinda St to hold the event safely with out any traffic risks.

We would also like to apply to Parkes Shire Council for some financial support for this event, with the likes of the council stage hire and traffic control for the day etc. Our event is a non for profit event, as we will be donating a large part of our takings for the day to an organisation that supports victims of domestic violence and struggling mothers. Any help would be greatly appreciated.

We look forward to hearing from you soon.

Thank you

Jock
Inkredible Experience Tattoo Gallery











INKREDIBLE EXPERIENCE TATTOO GALLERY

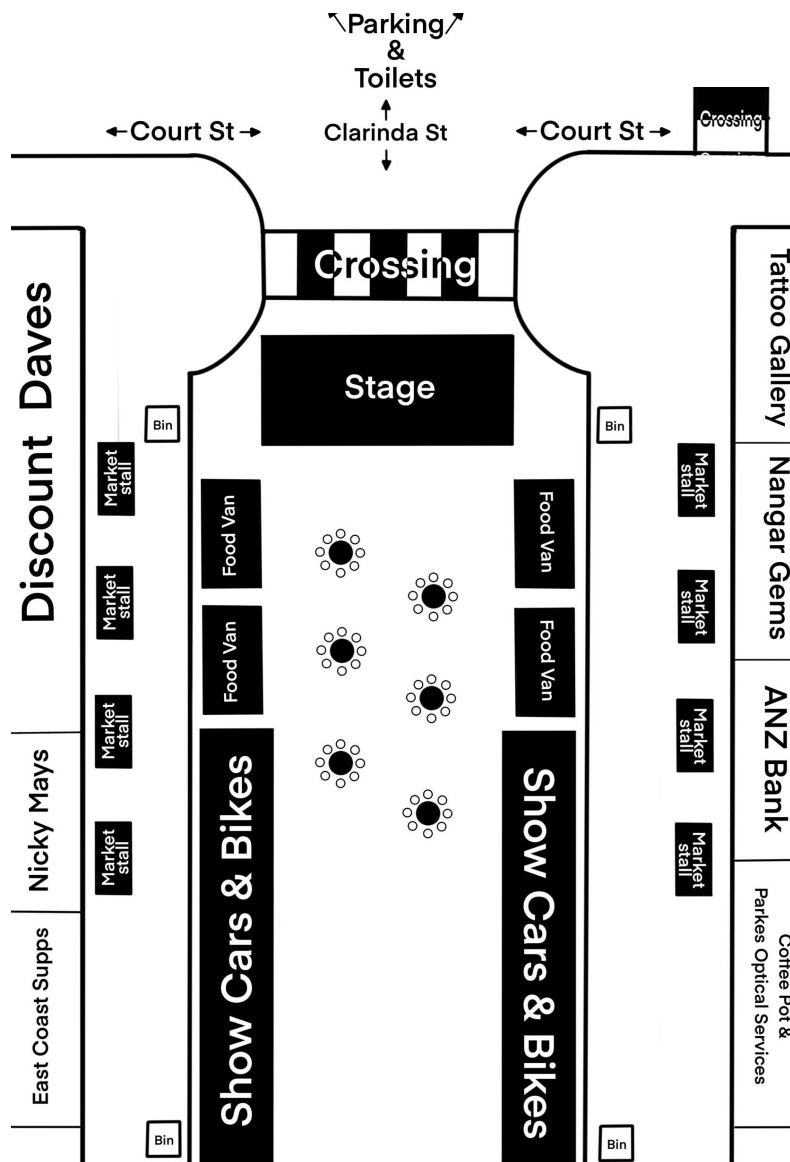
Tattoo Flash Day

Raising Mental Health Awareness

On the 14th or 28th of May 2023, we at Inkredible Experice Tattoo Gallery are looking to hold a community event in Clarinda St, Parkes. We are looking to hold a tattoo flash day which will be aimed at raising Mental Health Awareness in the community. We are looking to have a stage with live entertainment, food vans, small stalls and bike and car show in the closed section of Clarinda St.

We are asking for your business' support for our event and support in closing Clarinda St from the Close St intersection to the Welcome St/Clarinda St intersection.

<i>Name</i>	<i>Business</i>	<i>Signature</i>
Nicole	Nangar Clems	
Ellen	ANZ	
Tracey	CoffeePot / Optical	
Lilly	kundred.	
Tracey	adela Rose	
Fiona	Sports power.	
wayne	elders insurance	
	R & H	
	dominos	
	Nicky may &	
clarissa	discount dave's	



 - Table & Chairs

- Public Toilets 1 Block North
- Public Car Park 100m South
- Parking in Clarinda St 1 Block North