

Extraordinary Local Traffic Committee Meeting

Business Paper

Notice is hereby given that a Extraordinary Local Traffic Committee Meeting of Parkes Shire Council will be held in the Parkes Council Chamber, 2 Cecile Street, Parkes, on Monday 15 April 2024 at 4.00 PM.



Kent Boyd PSM
GENERAL MANAGER

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1 OPENING OF MEETING

The Chairperson will declare the meeting open.

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 APOLOGIES

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

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING HELD ON 16 JANUARY 2024

IP&R Linkage: Pillar: Leadership

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

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

Annexures: A. **Extraordinary Local Traffic Committee Meeting Minutes - 16 January 2024**

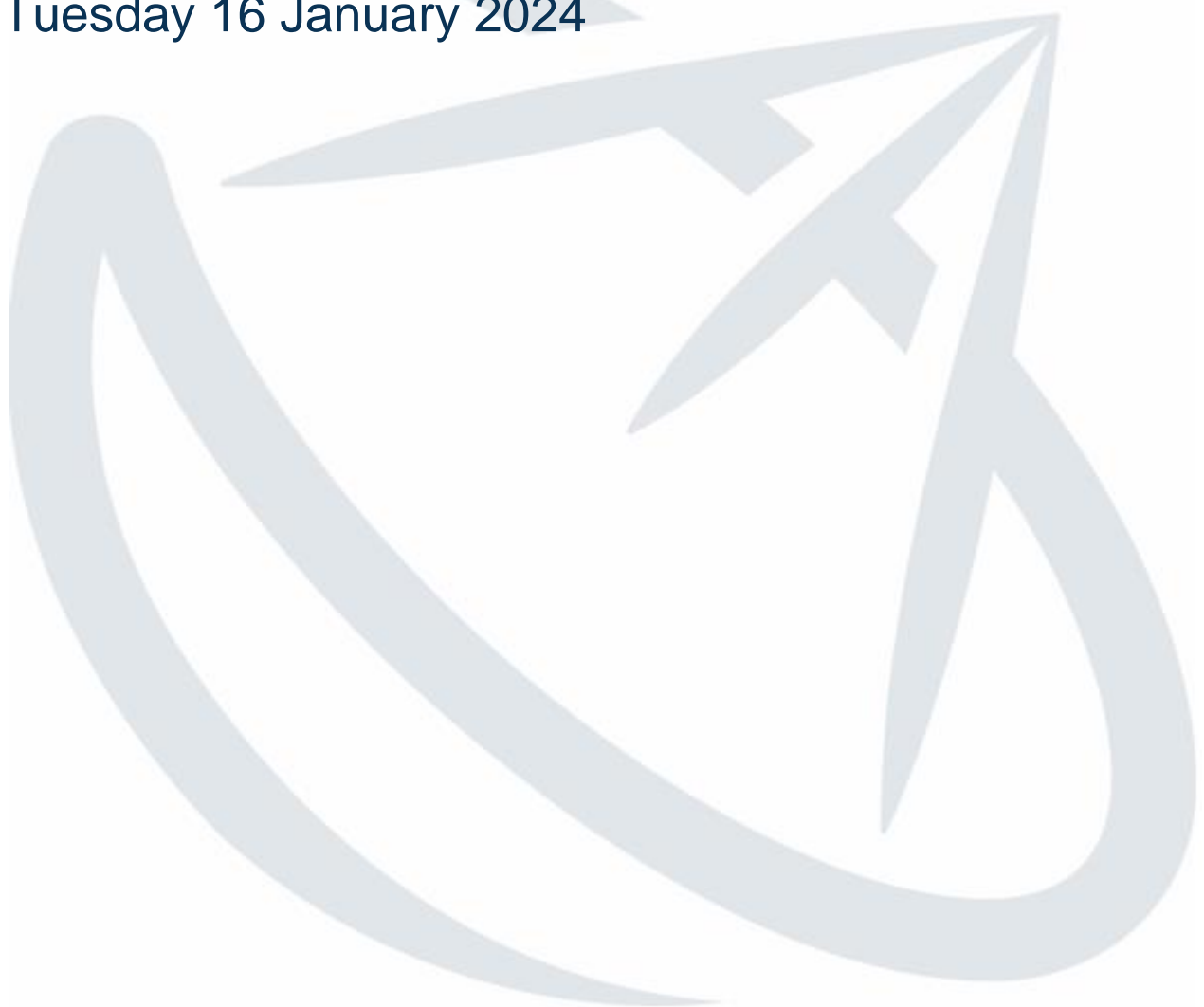
RECOMMENDATION

The minutes have previously been confirmed at Councils Ordinary Meeting on 23 January 2024
RESOLVED OCM 001/24.

Extraordinary Local Traffic Committee Meeting

Minutes

Tuesday 16 January 2024



Minutes of the Extraordinary Local Traffic Committee Meeting**Held on Tuesday, 16 January 2024 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Present:**

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

Council Officers in Attendance:

Mr Jaymes Rath	Executive Manager Technical Services
Mrs Melanie Sutor	Road Safety & Injury Prevention Officer
Mrs Sue McGrath	Business Support Coordinator

NOTES

The meeting commenced via email on Wednesday 17 January 2024 at 9:49pm and concluded at 2:00pm Thursday 17 January 2024.

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1 OPENING OF MEETING

The Chairperson declared the Extraordinary Local Traffic Committee Meeting of Tuesday, 16 January 2024 open and welcomed Council Officials in attendance.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson read the following Acknowledgement of Country:

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

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

3 APOLOGIES

Nil

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING HELD ON 20 SEPTEMBER 2023

RECOMMENDATION

These minutes have previously been confirmed at the Extra Ordinary Council Meeting on 3 October 2023.

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 FIREWORK DISPLAY AT THE SOUNDS OF THE DECADE EVENT - 3 FEBRUARY 2024

RESOLVED ELTCC 001/24

Unanimous Decision

That:

1. Approval is subject to the applicants complying with the following conditions:
 - (a) Provide Council with evidence of Current Public Liability Insurance. Insurance is to note to interests of Parkes Shire Council, NSW Police, State Emergency Services and Transport for NSW (TfNSW) (*to be provided prior to the event taking place*).
 - (b) Provide Council a Traffic Management Plan for approval. (To be submitted prior to the event taking place).
 - (c) Notify Emergency services of and proposed road closure or detours.
 - (d) Allow for emergency vehicle access.
 - (e) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
 - (f) The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
 - (g) Comply with Council Officer's reasonable directives.
 - (h) The organiser is to maintain the area in clean and tidy condition.
 - (i) Council reserves the right to cancel the approval at any time.
 - (j) That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
 - (k) This recommendation does not commit Council to providing further assistance or provision of equipment for the event.
 - (l) Confirmation of event times and traffic control times.
 - (m) Police representative has requested for all future events that a separate event application be submitted to Police for approval. Provide Council evidence of Notification of Pyrotechnic Display from Safework NSW.

CARRIED

8 REPORT OF CONFIDENTIAL RESOLUTIONS

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

9 CONCLUSION OF MEETING

The meeting concluded at 2.00pm.

This is the final page of the minutes comprising 6 pages numbered 1 to 6 of the Extraordinary Local Traffic Committee Meeting held on Tuesday, 16 January 2024 and confirmed on 23 January 2023.

CHAIRPERSON

5 DISCLOSURES OF INTERESTS

All Council Officials must disclose and manage any conflicts of interest they may have in matters being considered at the meeting.

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

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

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

6 LATE BUSINESS

7 OFFICERS' REPORTS

7.1 2024 INKREDIBLE FUNDRAISER AND FLASH DAY - CLOSURE OF CLARINDA STREET FROM COURT STREET TO THE INTERSECTION OF WELCOME AND CLARINDA STREET, PARKES

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: Sue McGrath, Business Support Coordinator

Authoriser: Jaymes Rath, Executive Manager Technical Services

Annexures:

- A. Risk Management - Events Guide [↓](#)
- B. Events Form - Events Guide [↓](#)
- C. 2024 Traffic Control Plan [↓](#)
- D. Insurance [↓](#)
- E. Owners Consent [↓](#)
- F. Support from neighbouring business [↓](#)
- G. Letter from Inkredible [↓](#)

STAFF RECOMMENDATION

Council Responsibilities:

That:

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

Events/Applicants Responsibilities:

That:

2. The approval is subject to the applicants complying with the following conditions:
 - (a) Provide Council with evidence of Current Public Liability Insurance. Insurance is to note to interests of Parkes Shire Council, NSW Police, State Emergency Services and Transport for NSW (TfNSW) (*to be provided prior to the event taking place*).
 - (b) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
 - (c) The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
 - (d) Comply with Council Officer's reasonable directives.
 - (e) The organiser is to maintain the area in clean and tidy condition.

-
- (f) That the organisers receive approval from the Police for holding a Public Assembly and relevant road closures.
 - (g) This recommendation does not commit Council to providing further assistance or provision of equipment for the event.
 - (h) Confirmation of event times and traffic control times.
-

EXECUTIVE SUMMARY

The Inkredible Experience Tattoo Gallery has submitted a written request to Council to organise a fundraiser and flash day aimed at raising awareness about mental health in the community. The proceeds from this event will be donated to Charlottes.

The event is to take place on Sunday 5 May 2024 from 7:00am to 6:00pm, in Clarinda Street from Court Street down Clarinda Street to the Welcome Street intersection.

BACKGROUND

Inkredible Experience Tattoo Gallery is a local business operating in the Parkes Shire who are proposing to host the 2024 Fundraiser and Flash Day on Sunday 5 May 2024.

The 2024 event is aimed at increasing community awareness surrounding the high prevalence of mental health issues in rural communities. The applicant has confirmed that the proceeds will again be donated to Lifeline Australia.

The event will include a closure of Clarinda Street from Court Street down Clarinda to the Welcome Street intersection, on Sunday 8 May 2024 from 7:00am to 6:00pm. Inside the closure will include a bike and car show, live entertainment, market stalls and food vans.

KEY ISSUES

- A. Closure of Clarinda Street may hinder preferences for local traffic accessing the CBD.

EVENT CLASS

This event is considered to be a **Class 2 Special Event** as described in the Roads and Traffic Authority's [Guide to Traffic and Transport Management for Special Events](#) (Version 3.5, published 1 July 2018).

CONCLUSION

That the traffic control plan be approved for the Inkredible event to go ahead on Sunday 8 May 2024.

Parkes Shire Council

EVENTS GUIDE: 002 RISK MANAGEMENT



RISK MANAGEMENT PLAN

(CREATE ADDITIONAL PAGES AS REQUIRED)

Ref No	Activity	Risk/Hazard What can happen	Initial Risk (No Controls in place)			What controls can be implemented to manage situation	Current Risk (Adjusted rating with controls)			Person/department responsible for implementing control	How will it be monitored?
			Likelihood	Consequence	Rating		Likelihood	Impact	Rating		
1.	Setting Up Stage	Trip/Falls Crush Injury	Unlikely	Minor to Severe	VL-4 H-17	Construction of Stage to be done by Council Workers	Low	Minor	VL	Council employees.	By Council employees
2.	Jumping Castle	Child Falling Off Front of Jumping Castle	Unlikely	Minor	VL-4	Supervision of Jumping Castle Owner	Low	Minor	VL	Jumping Castle Owner	Monitored - Supervised by Jumping Castle Owner.

Special Event Resources

Special Event Transport Management Plan

Refer to [Chapter 7](#) of the Guide for a complete description of the Transport Management Plan

1. EVENT DETAIL

1.1. Event Summary

Event Name: **Flash Day & Fundraiser**
 Event Location: **Clarinda St, Parkes NSW**
 Event Date: **5/5/24** Event Start Time: **8am** Event Finish Time: **6pm**
 Event Setup Time: **7am** Event Pack down Finish Time: **6pm**
 Event is off-street on-street moving on-street non-moving
 Event is held regularly throughout the year (calendar attached)

1.2. Event Summary

Event Organiser*: **Jacob Townsend**
 Phone: **68625004** Fax: _____ Mobile: **0408420666**
 Email: **jock.inkredible@gmail.com**
 Event Management Company (if applicable): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Police: _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Council: _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Transport Management Centre
 (if Class 1 – Sydney Metropolitan Area): _____
 Phone: _____ Fax: _____ Mobile: _____
 Email: _____
 Roads & Maritime Service
 (if Class 1 – regional NSW and Class 2 event): **Parkes NSW**
 Phone: **137788** Fax: _____ Mobile: _____
 Email: _____

**Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.*

1.3. Brief description of the event (one paragraph)

A mental health awareness day and small car & bike show

2. RISK MANAGEMENT TRAFFIC

<div style="display: flex; flex-direction: column; align-items: center;"> <div style="background-color: red; width: 20px; height: 100%; writing-mode: vertical-rl; transform: rotate(180deg); color: white; font-weight: bold;">Class 1</div> <div style="background-color: yellow; width: 20px; height: 100%; writing-mode: vertical-rl; transform: rotate(180deg); color: black; font-weight: bold;">Class 2</div> <div style="background-color: green; width: 20px; height: 100%; writing-mode: vertical-rl; transform: rotate(180deg); color: white; font-weight: bold;">Class 3</div> </div>	2.1. Occupational Health & Safety – Traffic Control
	<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
	2.2. Public Liability Insurance
	<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
	2.3. Police
	<input type="checkbox"/> Police written approval obtained
	2.4. Fire Brigades and Ambulance
	<input type="checkbox"/> Fire brigades notified <input type="checkbox"/> Ambulance notified

3. TRAFFIC & TRANSPORT MANAGEMENT

<div style="display: flex; flex-direction: column; align-items: center;"> <div style="background-color: red; width: 20px; height: 100%; writing-mode: vertical-rl; transform: rotate(180deg); color: white; font-weight: bold;">Class 1</div> <div style="background-color: yellow; width: 20px; height: 100%; writing-mode: vertical-rl; transform: rotate(180deg); color: black; font-weight: bold;">Class 2</div> <div style="background-color: green; width: 20px; height: 100%; writing-mode: vertical-rl; transform: rotate(180deg); color: white; font-weight: bold;">Class 3</div> </div>	3.1. The route or location
	<input type="checkbox"/> Map attached
	3.2. Parking
	<input checked="" type="checkbox"/> Parking organised – details attached
	<input type="checkbox"/> Parking not required
	3.3. Construction, traffic calming and traffic generating developments
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4. Trusts, authorities or Government enterprises
	<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
	<input checked="" type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise
	3.5. Impact on/or Public Transport
	<input type="checkbox"/> Public transport plans created - details attached
	<input checked="" type="checkbox"/> Public transport not impacted or will not impact event
	3.6. Reopening roads after moving events
	<input type="checkbox"/> This is a moving event - details attached.
<input checked="" type="checkbox"/> This is a non-moving event.	
3.7. Traffic management requirements unique to this event	
<input checked="" type="checkbox"/> Description of unique traffic management requirements attached	
<input type="checkbox"/> There are no unique traffic requirements for this event	
3.8. Contingency plans	
<input checked="" type="checkbox"/> Contingency plans attached	



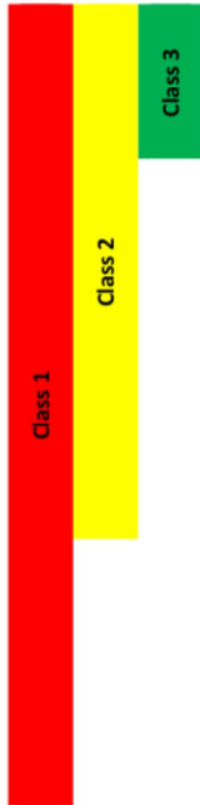
3.9. Heavy vehicle impacts

- Impacts heavy vehicles – RMS/TMC to manage
- Does not impact heavy vehicles

3.10. Special event clearways

- Special event clearways required - RMSTMC to arrange
- Special event clearways not required

4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES



4.1. Access for local residents, businesses, hospitals and emergency vehicles

- Plans to minimise impact on non-event community attached
- This event does not impact the non-event community either on the main route (or location) or detour routes

4.2. Advertise traffic management arrangement

- Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- No road closures, restrictions or special event clearways - advertising not required

4.3. Special event warning signs

- Special event information signs are described in the Traffic Control Plan/s
- This event does not require special event warning signs

4.4. Permanent Variable Message Signs

- Messages, locations and times attached
- This event does not use permanent Variable Message Signs

4.5. Portable Variable Message Signs

- The proposed messages and locations for portable VMS are attached
- This event does not use portable VMS

5. PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

6. APPROVAL

TMP Approved by: Jacob Townsend Event Organiser 12/10/23 Date

7. AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ Council _____ Date

The RMS/TMC's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ RMS/TMC _____ Date

* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (*Roads Act, 1993*). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

2 The purpose of the proposed assembly is.....

Raise awareness for mental health and be a community.....

based event. A small car & Bike show with live entertainment.....

State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

* (i) There will be **40**.....(number) of vehicles and/or* floats involved and their type and dimensions are as follows:

.....

.....

* (ii) There will be **2**..... (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

* (iii) The following number and type of animals will be involved in the assembly

0

.....

.....

* (iv) Other special characteristics of the proposed assembly are as follows:

.....

.....

4 I take responsibility for organising and conducting the proposed public assembly.


5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address: **217 Clarinda St**.....

.....

..... Post Code. **2870**.....

Telephone: **68625004**.....

Signed: .....

Capacity/Title **Event Organiser - Jacob Townsend**.....

Date **12/10/23**.....

Delete as applicable

Schedule 1 Form – Notice of Intention to Hold a Public Assembly

Taken from NSW Police website:

https://www.police.nsw.gov.au/_data/assets/pdf_file/0007/275560/Notice_of_Intention_to_Hold_a_Public_Assembly.pdf

Summary Offences Act 1988

To the Commissioner of Police

1 I, **Jacob Townsend**.....
Name
of **217 Clarinda St**.....
Address
on behalf of **Inkredible Experience Tattoo Gallery**.....
Organisation
notify the Commissioner of Police that on the **5th**.....
Day
of **May, 2024**.....
Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately
200.....persons which will assemble
Number
at **Clarinda St**.....
Place
at approximate **8am**.....am/pm
Time
and disperse at approximately **6pm**.....am/pm
Time


or

(b) a public assembly, being a procession of approximately
Number
persons which will assemble at
Place
at approximatelyam/pm
Time
and at approximatelyam/pm the procession will
commence and shall proceed.....
.....
.....
Specify route, any stopping places and the approximate duration of any stop: and the



'It takes real planning to organise this kind of chaos' - Mel Odom

Applicant Details

Name: Jack Townsend	Organisation (if applicable): Inkredible Experience Tattoo Gallery
Address: 217 Clarinda St	Phone: 6862 5004
	Mobile: 0408420666
Email: jack.inkredible@gmail.com	
Signature: 	Date: 12/10/23
Facebook:	Website:
Instagram:	Twitter:

Event Details

Event Name: 2023 Froth Day And Fundraiser	Event Date/s: 5/5/24
	Event Time/s: 7am - 6pm
Location/Venue: Clarinda St <small>NOTE: Council owned venue hire is subject to availability.</small>	Is this event likely to become an ongoing event? (eg. annual) Yes.
Describe the main purpose of your event: <i>(Please attach any additional information eg. site maps, event program, further notes, etc.)</i> A community event + fundraiser, Food Vans, market stalls + live music.	
Expected event attendance: <i>(approx. number)</i> 200	Expected audience reach of event: <i>(eg. local, regional, state, national, international)</i> regional

Further details about your event

So we can assist with determining necessary approvals and support

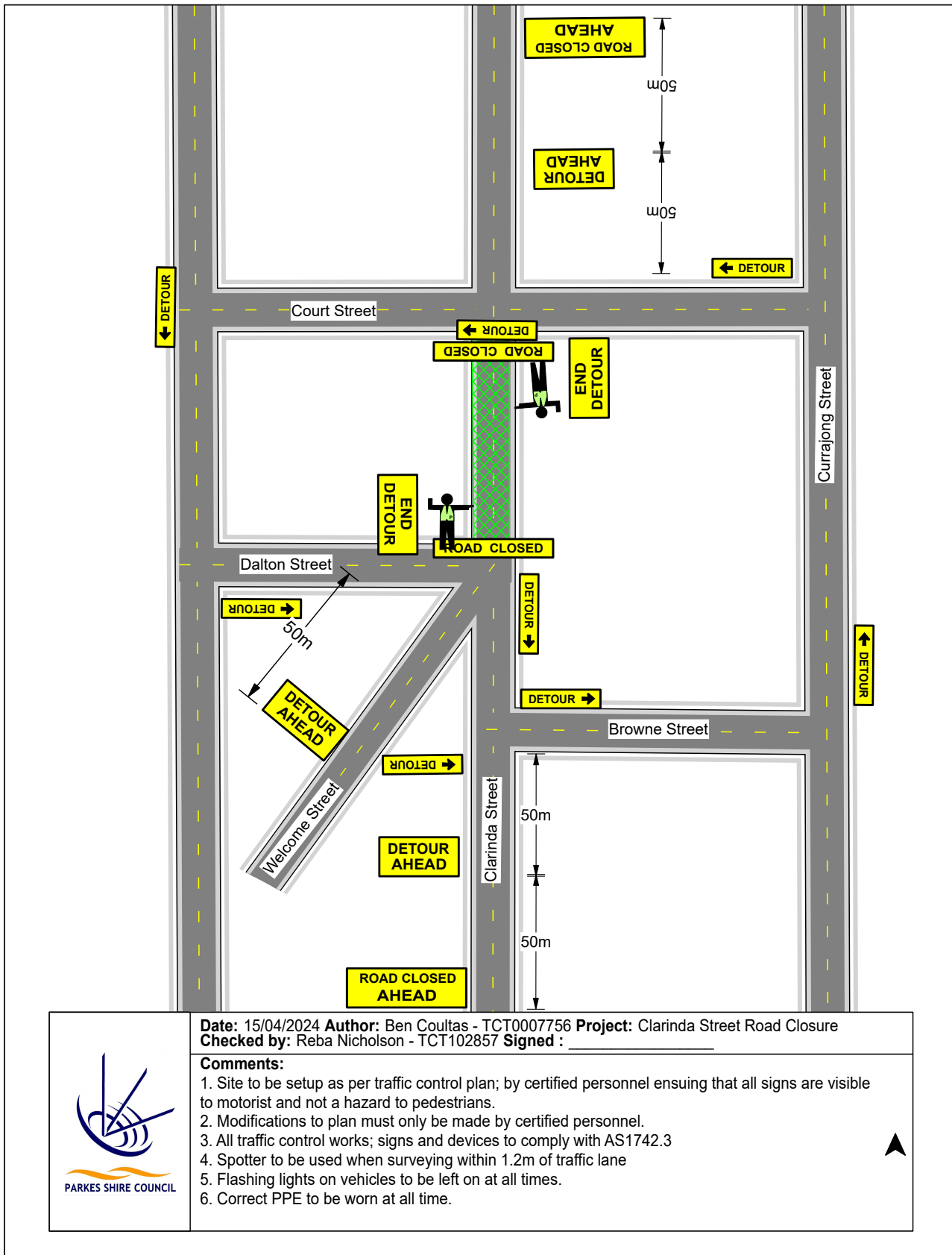
Note: Forms identified as being required will be supplied by Council upon receipt of this notification.

Will your event be open to the public?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <small>You will be required to complete a Notice of Intent to hold a Public Assembly form, which will need to be submitted to the Police (Lachlan Area Command) and provide Council with a copy of Police authorisation.</small>
Will the venue's existing public toilets be required?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will you require additional portable public toilets?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <small>To hire additional toilets, please contact the Planning & Environment Department - phone 6861 2373. Fees may apply.</small>

Will electricity be required?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will amusement devices (eg. jumping castle, mechanical ride) or other entertainment (eg. performers or attractions) be operating?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes TYPE OF DEVICE/ENTERTAINMENT: <u>Jumping Castle + Live Music</u> A copy of the owner's certificate of currency for Public Liability Insurance is required. Be aware you may also have to seek Council Approval under Section 68 of the Local Government Act for certain categories of device. This will take approximately 10 working days to be approved.
Will there be food and/or drinks sold?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes You will be required to comply with any relevant food and health regulations.
Will there be goods for sale?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes You may be required to seek Council Approval under Section 68 of the Local Government Act. This will take approximately 10 working days to be approved.
Will alcohol be served and/or for sale?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes You will be required to ensure those serving the alcohol have current RSA accreditation. You will also need the appropriate Liquor Licensing - please contact the Lachlan Local Area Command or OLGR to determine your obligations.
Will there be animal involvement?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes You will be required to have a copy of the owner's certificate of currency for Public Liability Insurance.
Will you be installing or erecting a structure? (eg. stage, marquee, tent, caravan, etc.) Note: Council has a portable stage that is available for hire for a fee.	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes TYPE OF STRUCTURE: <u>Stage</u> You will be required to provide a copy of the owner's certificate of currency for Public Liability Insurance. Be aware you may also be required to seek Council Approval for the structure if it does not constitute exempt development or have a previous approval. If approval is required this takes on average 28 days. Park Venue Users need to ensure there are no underground services before pegging, staking or digging. It is essential that before any stakes, pegs, star pickets or bollards are driven into the ground, Council's Parks & Gardens Supervisor is contacted for a site induction.
Will you require Civic Support from the Office of the Mayor? (eg. civic reception, mayoral welcome/opening, councillor involvement)	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes TYPE OF SUPPORT: _____ Please note this will be subject to availability and appropriate circumstance.
Are you requesting any road/footpath closures or road/footpath occupation?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes You will be required to complete a Special Events Management Plan and Traffic Control Plan that must go to the Parkes Shire Local Traffic Committee. This Committee meets quarterly. The plans will be required to include: expected number of vehicles, parking arrangements, management of traffic flow and how it is to be coordinated.
Are you requesting any assistance from Council? (eg. Marketing, promotion, monetary or in-kind services such as assistance with traffic control plans etc.)	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes Please provide below the assistance areas and/or amounts you require. Be advised that these requests may have to be considered by Council at its Ordinary Council Meetings which occur on the first and third Tuesday of the month. <input type="checkbox"/> Marketing on websites <input type="checkbox"/> What's On e-newsletter <input type="checkbox"/> Publicity <input checked="" type="checkbox"/> Traffic Control Plans <input type="checkbox"/> Pull Up Banners <input type="checkbox"/> In-Kind Services <input type="checkbox"/> Other _____

Please return to Parkes Shire Council's Events Officer by email, mail or in person.

Email	Mail	In person
events@parkes.nsw.gov.au	Parkes Shire Council Attn: Events Officer PO Box 337 Parkes NSW 2870	Parkes Shire Council 2 Cecile Street Parkes NSW 2870



Coverage Summary - Professional Indemnity/Public & Products Liability

The following information was provided to your Insurers when negotiating the terms of your insurance program. It is common to all of your insurance policies, unless specifically stated otherwise in any of the Coverage Summaries forming part of this document. It is important that you notify us of any change in the following details to ensure that you are adequately protected.

Insurer

Arthur J. Gallagher & Co (Aust) Limited
Underwriter: Insurance Australia Limited Trading as CGU Insurance 100.00%

Policy Number

Ref: 82MAL001376

Reference Number

P602080125/6

Period Of Insurance

From: 24/05/2023
To: 24/05/2024

From 4PM to 4PM both local time and standard time.

Insured

Inkredible Experience Tattoo Studio

ABN: 91 298 463 029

Year Established: 2012

Business Activities: Principally Barbering - Body Piercing (Excluding Piercing of Genitalia or Tongue); Tattoo (other than Cosmetic Tattoo)

Products Sold and/or Distributed: Barbering - Body Piercing (Excluding Piercing of Genitalia or Tongue); Tattoo (other than Cosmetic Tattoo)

Anzsic Rating: 95110100 Tanning - Solarium Service (Internal Use Only)

To follow, please find a summary of your insurance policy. Please note that this is a summary only, and you should always refer to the insurer's policy schedule and wording for full terms and conditions.

Insured Situation

217 Clarinda Street, PARKES NSW 2870

Insured Definition - Liability

Provides cover for all amounts which you become legally liable to pay as compensation (other than fines, penalties etc) for personal injury and/or property damage as a result of an occurrence in connection with your business for public and/or products liability as defined in the policy wording.

Interested Party:	Not applicable
Limit of Indemnity:	\$20,000,000
Property in Physical/Legal Control:	Refer Benefits
Errors & Omissions Limit:	\$250,000 (Claims Made)
Policy Excess	
Property Damage:	\$1,000
Personal Injury:	As per Policy
All Other Claims:	\$1,000

Contracts or Agreements: No
 It is important that you advise our office before you enter into any contracts.

Many contracts contain: -

- Insurance, hold harmless, indemnity clauses & guarantees;
- Conditions that will waive the insurers rights of recovery;
- Circumstances where you assume liability for others;

Entering into such contracts may limit cover and/or reduce or exclude the amount you are able to claim under this policy. Please contact your Adviser to discuss further.

Special Notes

Insured Definition - Professional Indemnity

Indemnifies the insured for amounts which they become legally liable to pay as a result of any actual or alleged negligent act, error or omission in the conduct of their business or profession; subject to the underwriter policy terms and conditions.

Interested Party:	Not applicable
Limit Any One Claim:	\$2,000,000
Limit Any One Period of Insurance:	\$2,000,000
Deductible/Excess (each and every claim):	\$1,000
Type of Deductible/Excess:	Costs Inclusive
Retroactive Date:	24 May 2019
Libel and Slander:	Not Insured
Previous Business:	Not Insured
Outgoing Principals:	Not Insured
Fraud and Dishonesty:	Not Insured
Loss of Documents:	Not Insured
Competition and Consumer and Related Legislation:	Not Insured
Increased Aggregate Limit of Indemnity (Reinstatement):	Not Insured
Fidelity:	Not Insured
Public and/or Products Liability:	Insured

Owners Authorisation Form

I hereby give consent to the submission of a:

- | | |
|---|--|
| <input type="checkbox"/> Development Application | <input type="checkbox"/> Complying Development Certificate |
| <input type="checkbox"/> Construction Certificate | <input type="checkbox"/> Modification to DA/CC/CDC |
| <input checked="" type="checkbox"/> Section 68 Local Government Application | <input type="checkbox"/> Occupation Certificate |
| <input type="checkbox"/> Subdivision Certificate | <input type="checkbox"/> Subdivision Works Certificate |

Property Description (Lot & DP) _____
(Property Address) **217 Clarinda St Parkes** _____

Owner Name _____
(print full name)

Trevor Smith

Owner Name _____
(print full name)

4 Metcalfe St

Owner/s Address _____

Contact Number **68625004** _____

I/we hereby consent to the making of this application and I/we understand that it will be necessary for Council staff to enter and inspect the property, the subject of this application to ensure compliance with the provisions of the Environmental Planning and Assessment Act 1979, as amended and the Regulations thereunder and with the approved plans and specifications. Therefore I/we give approval for Council staff to enter and inspect the property during the approval process; during construction and until such time as all of the work has been completed to Council's satisfaction.

Owner/s Authorisation Signature _____



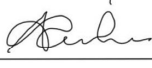









Authorisation Date **20/10/23** _____

Sumo Sushi Day

Raising Mental Health Awareness

On the 5th of May 2024, Inkredible Experice Tattoo Gallery are holding our annual flash day and fund raiser 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. This is an annual event and will be held on the first weekend of May every year moving forward.

<i>Name</i>	<i>Business</i>	<i>Signature</i>
Nicole	Nangar	
charlie	Coffee Pot	
Aleka	APM	
Lily	kindred	
Brandon	ver to	
Jenni	Aus Unity	
Clarrisa	dicky daues	
Nickey	Nickey News & faithful hearts	
dana.	dominos	
	AWA	
Lisa	Elders	

2024 Fundraiser & Flash Day



To Whom It May Concern

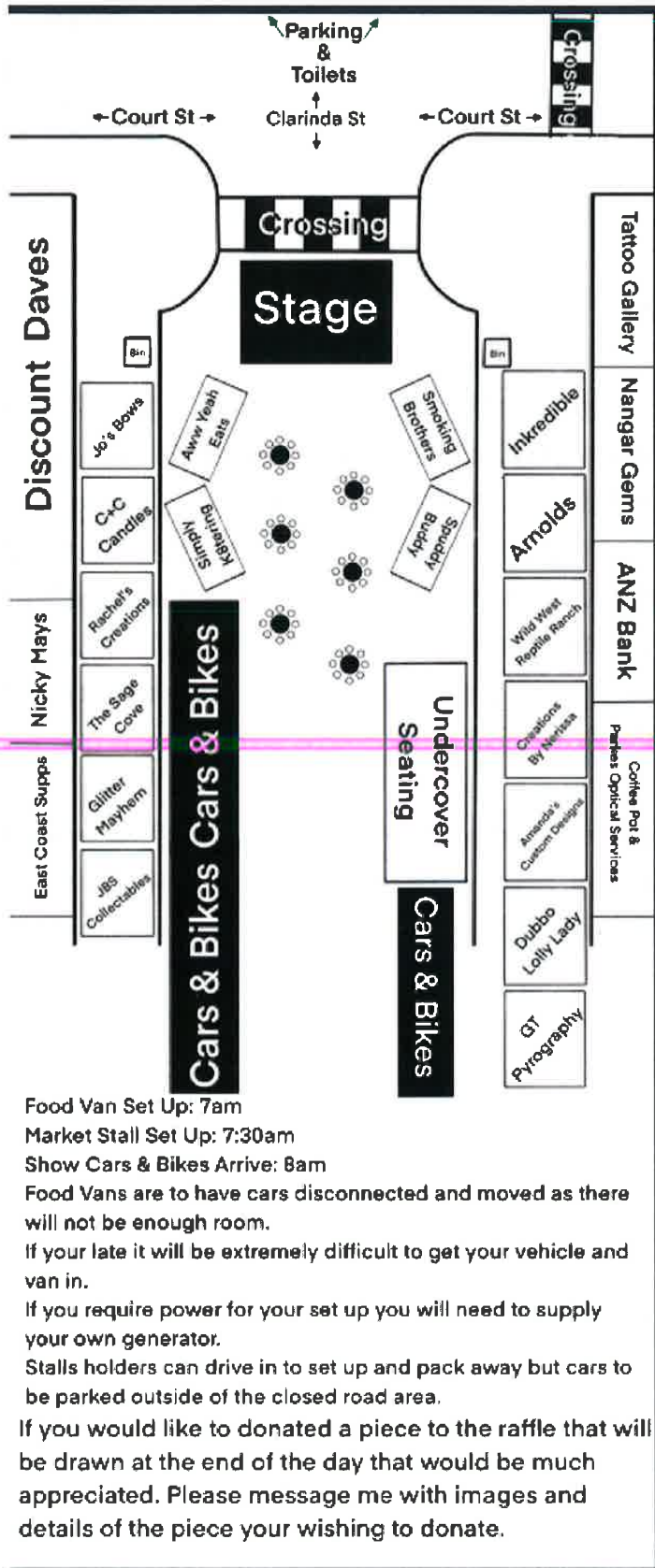
We are holding a community event on the 5th of May 2024. This will be our 4th annual flash day & fund raiser, with all proceeds donated to charlottes supporting mental health. This also creates an event in town that people can take the family to for the day, and relax with food and a coffee and watch 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 to cover the costs of the traffic control for the day and possible to apply for the helping hands grant. Any help would be greatly appreciated.

We look forward to hearing from you soon.

Thank you

Jock
Inkredible Experience Tattoo Gallery



8 REPORT OF CONFIDENTIAL RESOLUTIONS

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