

# Ordinary Council Meeting

## Business Paper

Pursuant to section 9 of the *Local Government Act 1993*, notice is hereby given that an Ordinary Council Meeting of Parkes Shire Council will be held in the Parkes Council Chamber, 2 Cecile Street, Parkes, on Tuesday 20 May 2025 at 3:00 PM.



Kent Boyd PSM  
**GENERAL MANAGER**

## Governing Body

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<b>Composition:</b>	Ten (10) Councillors
<b>Membership:</b>	Councillor WP Jayet, Councillor KM McGrath, Councillor LA O'Leary, Councillor J Paddison, Councillor DJA Pout, Councillor GW Pratt, Councillor MK Scherer, Councillor GS Wilson
<b>Quorum:</b>	6 Councillors
<b>Chairperson:</b>	Chairperson, Councillor NC Westcott
<b>Deputy Chairperson:</b>	Deputy Chair, Councillor MA Applebee

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

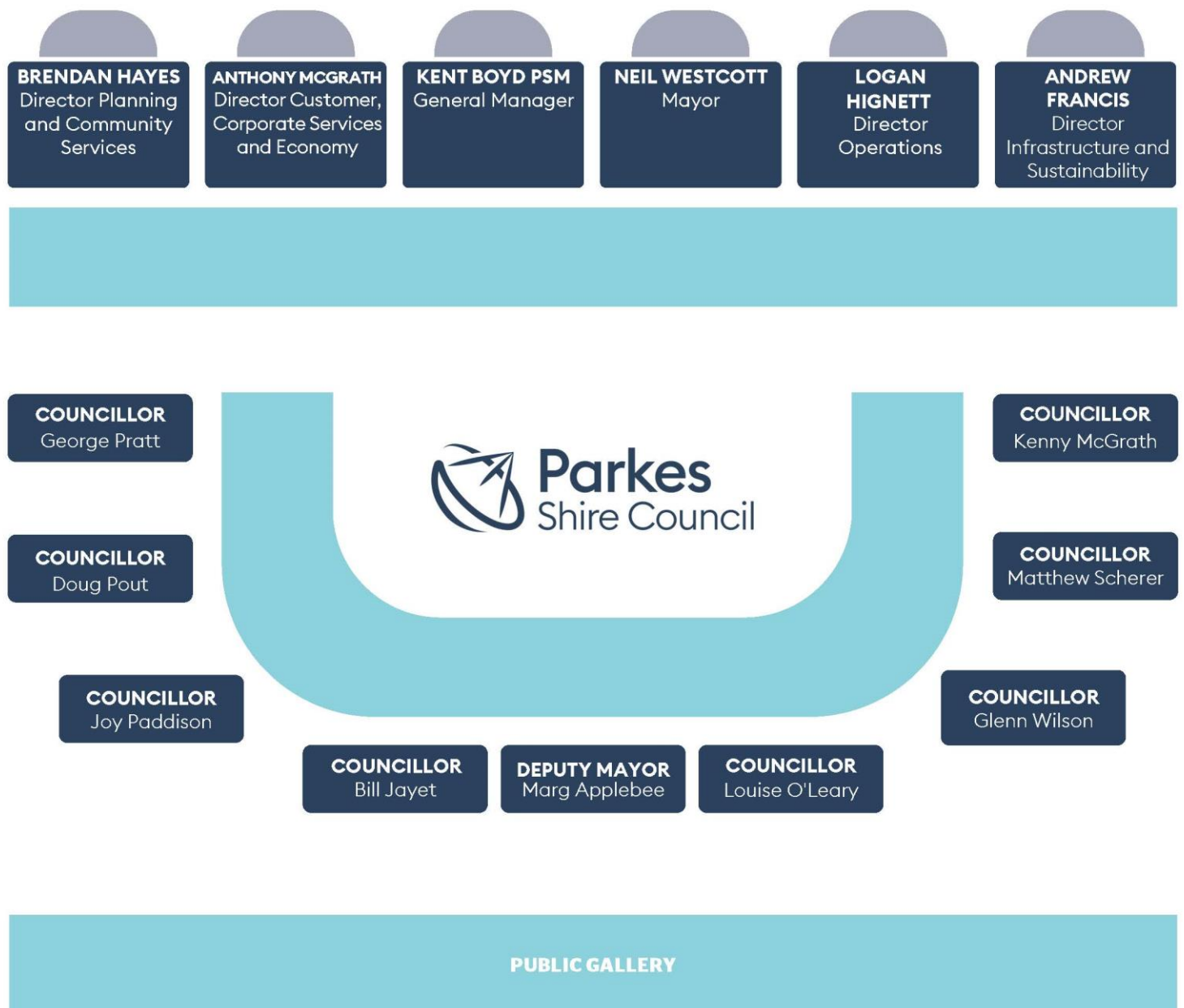
- To direct and control the affairs of Parkes Shire Council in accordance with the *Local Government Act 1993*, in consultation with the General Manager.
- To provide effective civic leadership to the local community.
- To ensure as far as practicable the financial sustainability of the Council.
- To ensure as far as practicable that the Council acts in accordance with the principles set out in Chapter 3 of the *Local Government Act 1993* and other strategic plans, programs, strategies and policies of the Council.
- To determine and adopt a rating and revenue policy and Operational Plans that support the optimal allocation of the Council's resources to implement the strategic plans (including the Community Strategic Plan) of the Council and for the benefit of the local area.
- To keep under review the performance of the Council, including service delivery.
- To make decisions necessary for the proper exercise of the Council's regulatory functions.
- To determine the process for appointment of the General Manager by the Council and to monitor the General Manager's performance.
- To determine the senior staff positions within the organisation structure of the Council, following consultation with the General Manager.
- To consult regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities.
- To be responsible for ensuring that the Council acts honestly, efficiently and appropriately.

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



# Council Chambers

## Seating Plan



## Guiding Principles

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

Councils should recognise diverse local community needs and interests.

Councils should consider social justice principles.

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

Councils should consider the principles of ecologically sustainable development.

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

## Statement of Ethical Obligations

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

### Oath or Affirmation of Office

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

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### Conflicts of Interest

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

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

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

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## Order of Business

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## 1 OPENING OF MEETING

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

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

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

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

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

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

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

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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

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### 3 PRAYER

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

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

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

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

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

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

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

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**6 CONFIRMATION OF MINUTES****6.1 MINUTES OF THE ORDINARY ORDINARY COUNCIL MEETING MEETING HELD ON 15 APRIL 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 - 15 April 2025****RECOMMENDATION**

That Ordinary Council Meeting:

1. Receive and confirm the Minutes of the Ordinary Ordinary Council Meeting Meeting held on Tuesday 15 April 2025 appended at *Annexure A*.

# Ordinary Council Meeting

## Minutes

Tuesday 15 April 2025





**Minutes of the Ordinary Council Meeting**  
**Held on Tuesday, 15 April 2025 at the**  
**Parkes Council Chamber, 2 Cecile Street, Parkes**

**Present:**

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

**Council Officers in Attendance:**

Mr Kent Boyd PSM	General Manager
Mrs Annalise Teale	Acting Director Planning and Community Services
Mr Anthony McGrath	Director Customer, Corporate Services and Economy
Mr Graeme Bayliss	Acting Director Infrastructure and Sustainability
Mr Jaco Barnard	Chief Financial Officer
Mrs Toni Lennane	Executive and Councillor Support Coordinator (Minute Secretary)
Ms Bronte Thompson	Business Services Trainee

**NOTES**

The meeting commenced at 3:04 pm and concluded at 5:00 pm.

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## 1 OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of Tuesday 15 April 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.

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## 2 ACKNOWLEDGEMENT OF COUNTRY

Cr O'Leary read the following Acknowledgement of Country:

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

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

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## 3 PRAYER

The General Manager read the Prayer:

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

AMEN

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## 4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Cr William Jayet

## 5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

Nil

## 6 CONFIRMATION OF MINUTES

### 6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2025

#### **RESOLVED OCM 099/25**

Moved: Cr Doug Pout

Seconded: Cr George Pratt

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 18 March 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.

Cr Louise O'Leary disclosed a less than significant non-pecuniary interest in relation to item 14.3 Request for Financial Assistance - Parkes Hockey Incorporated and chose to remain in the meeting, participate in debate and discussion on the matter, and vote on the matter. The reason provided was:

*"I am a financial and playing member of Parkes Hockey Inc."*

Cr Louise O'Leary disclosed a less than significant non-pecuniary interest in relation to item 19.4 Request to Waive Interest Charges - Payment Plan Agreement - Parkes Hockey Inc. and chose to remain in the meeting, participate in debate and discussion on the matter, and vote on the matter. The reason provided was:

*"I am a financial and playing member of Parkes Hockey Inc."*

General Manager Kent Boyd disclosed a significant non-pecuniary interest in relation to item 19.5 Code of Conduct Matter and chose to leave the room. The reason provided was:

*"As per Clause 7.49 of the Administrative Procedures of the Code of Conduct Policy."*

Cr Marg Applebee disclosed a significant non-pecuniary interest in relation to item 19.5 Code of Conduct Matter and chose to leave the room. The reason provided was:

*"As per Clause 7.49 of the Administrative Procedures of the Code of Conduct Policy."*

Cr Doug Pout disclosed a less than significant non-pecuniary interest in relation to item 19.5 Code of Conduct Matter and chose to remain in the meeting, participate in debate and discussion on the matter, and vote on the matter. The reason provided was:

*"I provided a statement in relation to the matter."*

Cr Glenn Wilson disclosed a significant non-pecuniary interest in relation to item 19.5 Code of Conduct Matter and chose to leave the room. The reason provided was:

*"As per Clause 7.51 of the Administrative Procedures of the Code of Conduct Policy."*

## 8 LATE BUSINESS

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

## 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 100/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

#### **Open Matters:**

- 10.1 Mayoral Meetings with NSW Government matters.
- 10.2 Country Mayors Association: Minutes from the Meeting held on 28 March 2025.
- 10.4 Parkes Library Ambassadors Induction Company.
- 10.5 Community Fibre Arts Exhibition Official Opening.
- 10.6 Meetings, Functions and Events Attended by Mayor and Councillors.
- 10.7 Coming Known Events for Mayors and Councillors.
- 11.1 Country Council's ARIC Conference on 4 April 2025.
- 12.1 Minutes of the Audit, Risk and Improvement Committee Meeting held on 26 February 2025.
- 12.2 Minutes of the Waste Advisory Committee Meeting held on 18 March 2025.
- 12.3 Minutes of the Community, Liveability and Access Advisory Committee Meeting held on 18 March 2025.
- 12.4 Minutes of the Economy, Destination and Events Advisory Committee Meeting held on 1 April 2025.
- 12.5 Minutes of the Parkes Sports Council Meeting held on 8 April 2025.
- 13.1 Statutory Review of Organisation Structure.
- 14.1 Adoption of Council Policies - Community Infrastructure Projects.
- 14.2 Public Exhibition of Draft Parkes Shire Council Events Strategy.
- 16.3 Classification of SAP transferred land as Operational.
- 17.2 NSW Public Libraries Association Central West Zone Meeting.
- 17.3 March 2025 Building Statistics Update.

#### **Closed Matters:**

- 19.3 Henry Parkes Centre Car Museum - Vehicle Ownership Dispute.

**CARRIED**

**10 MAYORAL MINUTE(S)****10.1 MAYORAL MEETINGS WITH NSW GOVERNMENT MINISTERS****RESOLVED OCM 101/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Write to the Local Member Mr Phil Donato MP to express our appreciation to him and his staff for facilitating the meetings and hosting the Parkes Council Executive in Parliament on 19 March 2025 and 28 March 2025.
2. Write to each Minister with an invitation to visit Parkes and the wider region.
3. Write to each Minister and reiterate the requests made at the meeting.

**CARRIED****10.2 COUNTRY MAYORS ASSOCIATION: MINUTES FROM THE MEETING HELD ON 28 MARCH 2025****RESOLVED OCM 102/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and note the Minutes from the Country Mayors Association meeting held on 28 March 2025.

**CARRIED****10.3 AUNTY RHONDA TOWNEY - FINALIST IN THE NSW ABORIGINAL WOMAN OF THE YEAR 2025 AWARDS****RESOLVED OCM 103/25**

Moved: Cr Marg Applebee

Seconded: Cr Louise O'Leary

That Council:

1. Write a letter to Aunty Rhonda Towney congratulating her on being a finalist in the NSW Aboriginal Woman of the Year 2025 Awards.

**CARRIED**

**10.4 PARKES LIBRARY AMBASSADORS' INDUCTION CEREMONY****RESOLVED OCM 104/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and note this Mayoral Minute from the Induction of 2025 Parkes Library Ambassadors.

**CARRIED****10.5 COMMUNITY FIBRE ARTS EXHIBITION OFFICIAL OPENING****RESOLVED OCM 105/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and note this Mayoral Minute on the official opening of the Community Fibre Arts Exhibition.

**CARRIED****10.6 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS****RESOLVED OCM 106/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 15 March 2025 through to 11 April 2025.

**CARRIED**



**10.7 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS****RESOLVED OCM 107/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 11 April to 16 May 2025.

**CARRIED****11 COUNCILLOR REPORT(S)****11.1 COUNTRY COUNCIL'S ARIC CONFERENCE ON 4 APRIL 2025****RESOLVED OCM 108/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Note the information in the report about the Country Council's ARIC Conference on 4 April 2025 hosted by Gilgandra Shire Council.

**CARRIED****12 REPORTS OF COMMITTEES****12.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING  
HELD ON 26 FEBRUARY 2025****RESOLVED OCM 109/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Audit, Risk and Improvement Committee Meeting held on Wednesday 26 February 2025 appended at *Annexure A*.

**CARRIED**

**12.2 MINUTES OF THE WASTE ADVISORY COMMITTEE MEETING HELD ON 18 MARCH 2025****RESOLVED OCM 110/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Waste Advisory Committee Meeting held on Tuesday 18 March 2025 appended at *Annexure A*.

**CARRIED****12.3 MINUTES OF THE COMMUNITY, LIVEABILITY AND ACCESS ADVISORY COMMITTEE MEETING HELD ON 18 MARCH 2025****RESOLVED OCM 111/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Community, Liveability and Access Advisory Committee Meeting held on Tuesday 18 March 2025 appended at *Annexure A*.

**CARRIED****12.4 MINUTES OF THE ECONOMY, DESTINATION AND EVENTS ADVISORY COMMITTEE MEETING HELD ON 1 APRIL 2025****RESOLVED OCM 112/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Economy, Destination and Events Advisory Committee Meeting held on Tuesday 1 April 2025 appended at *Annexure A*.

**CARRIED**

**12.5 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 8 APRIL 2025****RESOLVED OCM 113/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 8 April 2025 appended at *Annexure A*.

**CARRIED****13 REPORTS OF THE GENERAL MANAGER****13.1 STATUTORY REVIEW OF ORGANISATION STRUCTURE****RESOLVED OCM 114/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Endorses the current four (4) Directorate Organisational Structure supported by the Chief Financial Officer for Parkes Shire Council with functions and responsibilities detailed in the report as determined by the General Manager and as attached at *Annexure A*.

**CARRIED****13.2 INVESTMENTS AND BORROWINGS REPORT AS AT 31 MARCH 2025****RESOLVED OCM 115/25**

Moved: Cr Neil Westcott

Seconded: Cr George Pratt

That:

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

**CARRIED**

**13.3 MONTHLY FINANCIAL REPORTS AS AT 31 MARCH 2025****RESOLVED OCM 116/25**

Moved: Cr Neil Westcott

Seconded: Cr Louise O'Leary

That Council:

1. Receive and note the year-to-date financial reports for the period up to 31 March 2025 and initiate discussions around the prioritisation of non-essential services and events to reduce the anticipated loss of \$7.2m.

**CARRIED****14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****14.1 ADOPTION OF COUNCIL POLICIES - COMMUNITY INFRASTRUCTURE PROJECTS****RESOLVED OCM 117/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

1. Adopt the Community Infrastructure policy included as *Annexure A* to this report.
2. Publish the adopted policy on Council's Website and intranet.

**CARRIED****14.2 PUBLIC EXHIBITION OF DRAFT PARKES SHIRE COUNCIL EVENTS STRATEGY****RESOLVED OCM 118/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That Council:

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

**CARRIED**

**14.3 REQUEST FOR FINANCIAL ASSISTANCE - PARKES HOCKEY INCORPORATED****RESOLVED OCM 119/25**

Moved: Cr Marg Applebee

Seconded: Cr Doug Pout

That:

1. Council provides public notice of its intention to allocate up to \$2,700.00 in financial assistance from the Parkes Town Improvement Fund ("TIF") to Parkes Hockey Incorporated to support the delivery of the 2025 Under 14s NSW State Hockey Championships. This funding is intended to cover costs associated with portable toilet hire, generators, staff assistance, and waste management.
2. Approve the allocation of up to \$2,700.00 from the Parkes TIF to the Parkes Hockey Incorporated for the abovementioned purposes, subject to no formal submissions being received that object to the proposed financial assistance.

**CARRIED**

At 3:25 pm, Mayor Neil Westcott adjourned the meeting so that sound issues could be resolved.

At 3:36 pm, Mayor Neil Westcott recommenced the meeting.

**14.4 REQUEST FOR FINANCIAL ASSISTANCE - TULLAMORE SHOW CELEBRATING 100 YEARS****RESOLVED OCM 120/25**

Moved: Cr Doug Pout

Seconded: Cr Marg Applebee

That:

1. Council provides public notice of its intention to provide up to \$10,000.00 in financial assistance from the Tullamore Town Improvement Fund ("TIF") to Tullamore PA&H Association Incorporated to support the delivery of the 2025 Tullamore Show's Centenary Celebration. This funding will cover costs associated with event activities and entertainment, including fireworks, jumping castles, facepainting, and science workshops.
2. Approve the allocation of up to \$10,000.00 from the Tullamore TIF to the Tullamore PA&H Association Incorporated for the abovementioned purposes, subject to no formal submissions being received that object to the proposed financial assistance.

**CARRIED**

**15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY****15.1 MAJOR PROJECTS AND CURRENT WORKS - INFRASTRUCTURE AND SUSTAINABILITY****RESOLVED OCM 121/25**

Moved: Cr Joy Paddison

Seconded: Cr Louise O'Leary

That Council:

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

**CARRIED****16 REPORTS OF THE DIRECTOR OPERATIONS****16.1 PARKES COMMUNITY ARTS REQUEST TO USE FORMER ALBERT STREET FILTRATION PLANT SITE****RESOLVED OCM 122/25**

Moved: Cr Neil Westcott

Seconded: Cr Ken McGrath

That:

1. Council endorses the request from Parkes Community Arts to create an Art and Sustainability Hub and Workshop Space at the former Albert Street Water Filtration Plant site.
2. In accordance with the Resolution of Council dated 18 March 2025, the premises formally known as the Water Treatment Plant, Albert Street Parkes be offered lease fee exempt per year for the first three (3) years to establish the venture commencing 1 July 2025 and be reviewed at that time with the intent of levying fees appropriate to the financial situation of the Community Group with an accompanying report brought back to Council.

**CARRIED****16.2 PARKES REGIONAL AIRPORT MASTER PLAN****RESOLVED OCM 123/25**

Moved: Cr Marg Applebee

Seconded: Cr Louise O'Leary

That:

1. Council adopts the Parkes Regional Airport Master Plan 2024-2044 and place it on to Council's web site.

**CARRIED**

**16.3 CLASSIFICATION OF SAP TRANSFERRED LAND AS OPERATIONAL****RESOLVED OCM 124/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. Council classify Lot 65 DP 1300797 and Lot 82 DP 1300800 as Operational Land.

**CARRIED****16.4 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS****RESOLVED OCM 125/25**

Moved: Cr Marg Applebee

Seconded: Cr Doug Pout

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for March 2025, appended at *Annexure A*.

**CARRIED****17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES****17.1 PARKES SHIRE HOUSING STRATEGY (2021-2041) - 2025 UPDATE****RESOLVED OCM 126/25**

Moved: Cr Marg Applebee

Seconded: Cr Louise O'Leary

That:

1. The public submissions made in relation to the Draft Parkes Shire Housing Strategy 2021-2041 (2025 Update) are received and noted.
2. The Draft Parkes Shire Housing Strategy 2021-2041 (2025 Update) is adopted and placed on to Council's web site.

**CARRIED**

**17.2 NSW PUBLIC LIBRARIES ASSOCIATION CENTRAL WEST ZONE MEETING****RESOLVED OCM 127/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. Council receive and note this report from the NSW Public Libraries Australia (PLA) Central West Zone Meeting.

**CARRIED****17.3 MARCH 2025 BUILDING STATISTICS UPDATE****RESOLVED OCM 128/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

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

**CARRIED****18 NOTICES OF MOTION/QUESTIONS WITH NOTICE**

Nil



**19 CONFIDENTIAL MATTERS****RESOLVED OCM 129/25**

Moved: Cr Doug Pout

Seconded: Cr Louise O'Leary

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 SALE OF INDUSTRIAL ESTATE LAND**

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

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

**19.2 WASTE MANAGEMENT SERVICES - JOINT PROCUREMENT PROJECT**

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

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

**19.3 HENRY PARKES CENTRE CAR MUSEUM - VEHICLE OWNERSHIP DISPUTE**

This matter is considered to be confidential under Section 10A(2) - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

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

**19.4 REQUEST TO WAIVE INTEREST CHARGES - PAYMENT PLAN AGREEMENT - PARKES HOCKEY INC.**

This matter is considered to be confidential under Section 10A(2) - f 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 details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

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

**19.5 CODE OF CONDUCT MATTER**

This matter is considered to be confidential under Section 10A(2) - 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 alleged contraventions of any code of conduct requirements applicable under section 440.

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

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

**CARRIED**

At 3:54 pm, the Meeting went into Closed Session.

**19.1 SALE OF INDUSTRIAL ESTATE LAND****RESOLVED OCM 130/25**

Moved: Cr Ken McGrath

Seconded: Cr George Pratt

That:

1. That Council auction Lot 11 DP 1305621 through Ray White Real Estate with a reserve of \$95 per square metre plus GST.

**CARRIED****19.2 WASTE MANAGEMENT SERVICES - JOINT PROCUREMENT PROJECT****RESOLVED OCM 131/25**

Moved: Cr Doug Pout

Seconded: Cr Ken McGrath

That:

1. Council accepts the Waste Management Services Procurement Planning Summary Report (Annexure A)
2. Council extends the current waste collection and recycling processing services contract with JR & EG Richards Pty Ltd until midnight 19 March, 2028, in accordance with the contract

3. Council enters into the Netwaste Procurement Group Agreement with the 'Orange Group of Councils' (including Bathurst Regional Council, Blayney Shire Council, Cabonne Council, Forbes Shire Council, Orange City Council and Parkes Shire Council):
  - (a) delegate authority to the GM to finalise the details of the Agreement and execute;
  - (b) to establish the Project Control Group to facilitate the achievement of the objectives contemplated by the draft Agreement;
  - (c) to give the Project Control Group the decision-making powers contemplated by clause 4.1 of the draft Agreement and the authority to conduct the tender processes contemplated by the draft Agreement (in both cases subject to any minor amendments negotiated by the Councils);
  - (d) make any required application to the Office of Local Government for approval under section 358 of the Local Government Act 1993 (NSW) in relation to the Joint Procurement Group; and
  - (e) finalise and submit the application to the Australian Competition & Consumer Commission (ACCC) in relation to the Joint Procurement Group.
4. Council procure waste management services as part of the joint procurement process. Specifically, this includes the services to be configured as:
  - (a) Waste Collection Services for:
    - (i) 240 L weekly organics waste;
    - (ii) 240 L fortnightly recycling waste; and
    - (iii) 240 L fortnightly garbage;and including variable collection services and other collection service components (such as bulky clean up collection services), as appropriate
  - (b) RFT B Recycling Processing Services
  - (c) RFT C Organics Processing Services  
for 10 year service terms
5. Council's procurement policy is waived for procuring the relevant waste management services as part of the Netwaste joint procurement process; and
6. a report be returned to Council following the tender process, regarding the outcome and recommendations of the tender evaluation.

**CARRIED****19.3 HENRY PARKES CENTRE CAR MUSEUM - VEHICLE OWNERSHIP DISPUTE****RESOLVED OCM 132/25**

Moved: Cr Marg Applebee

Seconded: Cr George Pratt

That:

1. The information be received and noted.

**CARRIED**

**19.4 REQUEST TO WAIVE INTEREST CHARGES - PAYMENT PLAN AGREEMENT - PARKES HOCKEY INC.****RESOLVED OCM 133/25**

Moved: Cr Louise O'Leary

Seconded: Cr Marg Applebee

That Council:

1. Endorse the proposed payment plan for Parkes Hockey Inc. to pay the remaining contribution towards the Stephen Davies Field upgrade and waive all future interest charges, provided that the payments are made on time in accord with the agreement.

**CARRIED****19.5 CODE OF CONDUCT MATTER****RESOLVED OCM 134/25**

Moved: Cr Neil Westcott

Seconded: Cr Doug Pout

That in relation to the report "Code of Conduct Matter," Council:

1. Not adopt the investigator's recommendation to formally censure Councillor Wilson for the breach under section 440G of the Act due to the seriousness of the breach that warrants further penalties to be considered by the Office of Local Government.
2. Under Section 7.58 of the Procedures for the Administration of the Code of Conduct, Council formally censure Cr Wilson for the breach under section 440G of the Local Government and that the matter be referred to the Office of Local Government for further action under the misconduct provisions of the Local Government Act.
3. Under Section 7.59 of the Procedures for the Administration of the Code of Conduct the grounds on which Council is satisfied that the Councillor should be censured are:

**COMPLAINT 1.**

**Allegation 1:** In a community flyer circulated by letter box drop during the election campaign, Councillor Wilson made allegations that Executive staff of Council had engaged in covert, indirect, and deceptive dealings, and bypassed official procedures and/or regulations, inappropriately involving himself in staffing and operational matters of Council.

**Allegation 2:** On 7 September 2024, in an election blog entitled 'Parkes Shire Swimming Pools Secret History And Cost To Ratepayers', Councillor Wilson circulated misleading information and made allegations against Council employees of covert, indirect or deceptive dealings, or bypassing official procedures or regulations, inappropriately involving himself in staffing and operational matters of Council.

**Allegation 3:** On 8 September 2024, in an election blog entitled 'Elvis 2024 Was Sailing To The Rocks To Crash', Councillor Wilson circulated misleading information and inappropriately disclosed private Council personnel details and involved himself in staffing and operational matters of Council.

**Allegation 4:** On 8 September 2024, in an election blog entitled 'Roundabout on Condobolin Road and Middleton Street \$98,000 Wasted', Councillor Wilson disclosed information that was untrue and misleading with respect to Council employees and

inappropriately and unjustifiably criticised Council employees, including engineers and road builders.

***Allegation 5:*** On 12 September 2024, in an election blog entitled 'Who Are The Real Bullies And What Really Happens', Councillor Wilson disclosed confidential information with respect to a Code of Conduct Complaint, disclosed information that was untrue and misleading, inappropriately criticised and defamed both an employee of Council and Councillor Applebee and engaged in harassing conduct.

### **Complaint 1 Findings**

***With respect to Allegations 1,2,3 and 4:*** On the evidence, Councillor Wilson's conduct was in breach of his obligations under the Council's Code of Conduct including:

Clause 3.1 General Conduct (now clause 5.1.1 in v13 of the Code dated 16/2/2025) - You must not conduct yourself in a manner that:

- (a) is likely to bring the Council or other Council Officials into disrepute,
- (e) causes, compromises, or involves intimidation or verbal abuse and

Clause 7.6 Inappropriate Interactions (now clause 9.3.1 in v13 of the Code dated 16/2/2025) - You must not engage in any of the following inappropriate interactions:

- (h) Councillors and administrators making personal attacks on Council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 (now Part 5 in v13 of the Code dated 16/2/2025) of this Code in public forums including social media.

***With respect to Allegation 5:*** On the evidence, Councillor Wilson's conduct was in breach of his obligations under the Code:

Clause 9.3 (now 11.2.1 in v13 of the Code dated 16/2/2025) - You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this Code.

### **COMPLAINT 2:**

***Allegation 1:*** That Councillor Wilson physically intimidated and threatened Councillor Applebee at a meeting of Councillors on 5 November 2024.

### **Complaint 2 Findings:**

On the evidence, Councillor Wilson's conduct was in breach of his obligations under the Code, including:

Clause 3.1 General Conduct (now clause 5.1.1 in v13 of the Code dated 16/2/2025) - You must not conduct yourself in a manner that:

- (b) is contrary to statutory requirements or the Council's administrative requirements or policies, and
- (e) causes, comprises, or involves intimidation or verbal abuse and

Clause 3.12 (now clause 5.5.1 in v13 of the Code dated 16/2/2025) All Council Officials, including Councillors, owe statutory duties under the Work Health and Safety Act 2011 (WHS Act). You must comply with your duties under the

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WHS Act and your responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety. Specifically, you must:

b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons.

In Favour: Crs Neil Westcott, Louise O'Leary, Doug Pout and George Pratt

Against: Crs Ken McGrath, Joy Paddison and Matthew Scherer

**CARRIED 4/3**

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**RESOLVED OCM 135/25**

Moved: Cr Doug Pout

Seconded: Cr Louise O'Leary

That Ordinary Council Meeting:

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

**CARRIED**

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At 4:54 pm, the Council in Closed Session returned to Open Session.

## **20 REPORT OF CONFIDENTIAL RESOLUTIONS**

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

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## **21 CONCLUSION OF MEETING**

The meeting concluded at 5:00 pm.

This is the final page of the minutes comprising 23 pages numbered 1 to 23 of the Ordinary Council Meeting held on Tuesday, 15 April 2025 and confirmed on Tuesday, 20 May 2025.



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MAYOR

## 7 DISCLOSURES OF INTERESTS

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

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

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

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

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

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

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

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## 10 MAYORAL MINUTE(S)

### 10.1 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:

1. Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 15 March 2025 through to 11 April 2025.

#### REPORT

Table 1: lists the Meetings, functions and events attended by the Mayor and Councillors during the period 14 April 2025 through to 16 May 2025:

Table 1: Meetings, Functions and Events attended by Mayor and Councillors	
Date	Function
Monday 14 April	Bogan Gate Community Consultative Committee Meeting Memorial Hall <b>Cr George Pratt</b>
Tuesday 15 April	Wiradjuri Meeting Committee Room <b>Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Doug Pout and General Manager Kent Boyd.</b> <b>Apologies: Cr Louise O'Leary and Cr Bill Jayet</b>  Ordinary Council Meeting Council Chambers <b>All Councillors &amp; Directors</b> <b>Apology: Cr Bill Jayet</b>

Thursday 17 April	<p>Parkes Bypass Official Opening</p> <p><b>Mayor Neil Westcott, Deputy Mayor Marg Applebee, Kent Boyd General Manger and Marisa Malherbe Manager Operations</b></p> <p>Meeting with Minister Jenny Aitchison</p> <p>Committee Room</p> <p><b>Mayor Neil Westcott, Deputy Mayor Marg Applebee and Holly Davies Transport Acting Regional Director West</b></p>
Thursday 24 April	<p>Trundle Community Consultative Committee Meeting</p> <p>Memorial hall</p> <p><b>Cr Joy Paddison</b></p>
Friday 25 April	<p>ANZAC Day Ceremonies</p> <p><u>Alectown Soldiers Memorial Hall</u> <b>Mayor Neil Westcott and Cr Louise O'Leary</b></p> <p><u>Bogan Gate - Hutton Street</u> <b>Cr George Pratt</b></p> <p><u>Parkes Memorial Hill</u> <b>Deputy Mayor Marg Applebee and Cr Doug Pout</b></p> <p><u>Parkes Cooke Park Cenotaph</u> <b>Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Louise O'Leary</b> <b>Apology: Cr Bill Jayet</b></p> <p><u>Parkes RSL ANZAC Lunch</u> <b>Deputy Mayor Marg Applebee</b> <b>Apology: Mayor Neil Westcott</b></p> <p><u>Peak Hill AIF School of Arts Memorial Gates</u> <b>Cr Louise O'Leary</b></p> <p><u>Trundle War Memorial Hall</u> <b>Cr Joy Paddison</b></p> <p><u>Tullamore Memorial Park</u> <b>Cr Kenny McGrath</b></p>
Saturday 26 April	<p>Homegrown Markets</p> <p>Cooke Park Parkes</p> <p><b>All Councillors &amp; Directors were invited</b></p> <p>Welcome Speech at the Official Opening of Homegrown Pavilion Parkes</p> <p><b>Mayor Neil Westcott</b></p>

Monday 28 April	Peak Hill Community Consultative Meeting AIF Hall <b>Cr Louise O'Leary</b>
Thursday 1 May	Regional Leaders Network Meeting <b>Mayor Neil Westcott</b>
Friday 2 May	KAB Beechworth Victoria <b>Deputy Mayor Marg Applebee, Cr Bill Jayet, Michael Chambers Manger Environment and Sustainability and Hannah Farrant-Jayet Environmental and Biosecurity Specialist</b>  North Parkes Sport Grants Presentation Council Chambers <b>Mayor Neil Westcott and Cr Louise O'Leary</b>
Saturday 3 May	CanAssit Regional Meeting Services Club Parkes <b>Cr Kenny McGrath and Mrs. Sue McGrath</b> <b>Apology: Mayor Neil Westcott</b>
Tuesday 6 May	Councillor Workshop Council Chambers <b>All Councillors &amp; Directors</b>
Wednesday 7 May	Tidy Towns 2025 Meeting Admin Training Room <b>Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Bill Jayet</b>
Thursday 8 May	Rural and Regional Summit Sydney <b>Deputy Mayor Marg Applebee</b>  Country Mayor Association Reception Sydney <b>Deputy Mayor Marg Applebee</b> <b>Apology: Mayor Neil Westcott</b>

<p>Friday 9 May</p>	<p>Country Mayors Association - Health Sydney</p> <p><b>Deputy Mayor Marg Applebee</b></p> <p><b>Apology: Mayor Neil Westcott</b></p> <p>Layers Exhibition Coventry Room Parkes Library</p> <p><b>Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Joy Paddison</b></p> <p><b>Apologies: Cr Lousie O'Leary, Cr Joy Paddison and Cr Doug Pout</b></p>
<p>Sunday 11 May</p>	<p>Hockey NSW Under 14s Boys Field State Championship Presentation McGlynn Sporting Complex Parkes</p> <p><b>Cr Louise O'Leary</b></p> <p><b>Apologies: Mayor Neil Westcott and Deputy Mayor Marg Applebee</b></p>
<p>Wednesday 14 May</p>	<p>CNSWJO Mayor and GM Meeting</p> <p><b>Mayor Neil Westcott and Kent Boyd General Manager</b></p> <p>Central NSW JO Meeting of Deputy Mayors</p> <p><b>Deputy Mayor Marg Applebee</b></p> <p>Floodplain Committee Meeting Committee Room</p> <p><b>Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr George Pratt and Cr Glenn Willson</b></p> <p>Tullamore Community Consultative Committee Meeting Bowling Club</p> <p><b>Cr George Pratt</b></p>









**Cr Neil Westcott**

MAYOR



## 10.2 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:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 17 May 2025 to 13 June 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 17 May 2025 through to 13 June 2025:

Table 1: Known upcoming Meetings, Functions and Events for Mayor and Councillors	
Date	Function
Sunday 18 May	Girls CHS Hockey Open Competition Presentation McGlynn Sporting Complex Parkes <b>Cr Louise O'Leary</b>
Tuesday 20 May	Civic Risk Mutual Induction Council Chambers <b>All Councillors</b>  Ordinary Council Meeting Council Chambers <b>All Councillors and Directors</b>



Wednesday 21 May	Volunteer Week Volunteer Morning Tea <b>Cr Doug Pout</b>  National Simultaneous Storytime Marramarra Makerspace Parkes Library <b>All Councillors and Directors</b>
Thursday 22 May	Trundle Community Consultative Committee Meeting Memorial Hall Trundle <b>Cr Joy Paddison</b>
Monday 26 May	Peak Hill Community Consultative Committee Meeting AIF Hall Peak Hill <b>Cr Louise O'Leary</b>
Monday to Wednesday 26-28 May	Destination and Visitor Economy Conference Tweed <b>Cr Bill Jayet</b>
Tuesday 27 May	Central West Police District Awards Ceremony Uniting Church Orange <b>Deputy Mayor Marg Applebee and Cr Doug Pout</b> <b>Apology: Mayor Neil Westcott</b>
Wednesday 28 May	Meals on Wheels Central West Conference <b>Cr Doug Pout</b>  Audit, Risk and Improvement Committee Meeting Committee Room <b>Deputy Mayor Marg Applebee and Cr Joy Paddison (Alternate)</b>
Thursday 29 May	Meals on Wheels Central West Conference <b>Cr Doug Pout</b>  CNSWJO Board Meeting Orange <b>Mayor Neil Westcott and Kent Boyd General Manager</b>

Tuesday 3 June	Councillor Workshop Council Chambers <b>All Councillors and Directors</b>
Wednesday 11 June	CNSWJO Managing Media Training Workshop Orange <b>Mayor Neil Westcott and Deputy Mayor Marg Applebee</b>  Tullamore Community Consultative Committee Meeting Bowling Club Tullamore <b>Cr George Pratt</b>
Thursday 12 June	Speaking with Students in years 1-2 History Class Parkes Christian School <b>Deputy Mayor Marg Applebee</b>

**Cr Neil Westcott**

MAYOR

**10.3 OFFICIAL OPENING OF THE 'LAYERS' EXHIBITION****IP&R Linkage:** **Pillar:** Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Provide innovative library services that support social interaction and encourage lifelong learning.**Author:** **Cr Neil Westcott****Annexures:** **Nil**

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**MOTION**

That Council:

1. Receive and note this Mayoral Minute.
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**REPORT**

A ceramics exhibition was officially opened on Friday, 9 May 2025 in the Coventry Room Gallery. The exhibition was comprised of works by 6 local artists including Elizabeth Briton, Pol Cruz, Susan Maddison, Ann Olson, Nola Reeves and Dianne Sondermeyer. and featured around 150 works.

I attended the official opening with Deputy Mayor Marg Applebee, along with 100 patrons.

Kerryn Jones, Manager of Culture, Education & Library Services welcomed patrons to the event and handed over to me to do an Acknowledgment of Country and an address to attendees and artists.

As Mayor, I officially opened the exhibition, describing the exhibition as "...a diverse collection of works that showcases the talent, creativity and technical skills of each artist...sharing with the viewer what they see, feel and imagine."

Pol Cruz spoke on behalf of the artists, thanking Parkes Shire Council for the opportunity to have an exhibition in the Coventry Room Gallery.

The exhibition will be on display until Saturday, 31 May in the Coventry Room Gallery at the Parkes Library & Cultural Centre.



*Deputy Mayor Marg Applebee and Mayor Neil Westcott  
at the Official Opening of the Layers Exhibition.*



**Cr Neil Westcott**

MAYOR

**10.4 CHANGES TO COMMUNITY JUSTICE CENTRES (CJCS) AND DEPARTMENT OF COMMUNITIES AND JUSTICE (DCJ) IN NSW****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:** **Cr Neil Westcott****Annexures:** **A. Notice regarding changes to CJs and DJC offices in NSW** [↓](#)

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**MOTION**

That Council:

1. Note the contents of Annexure A from Department of Communities and Justice (DCJ) in NSW advising of the closure of Community Justice Centres (CJs).
2. Receive a further update from DCJ regarding the outcome that will affect the Parkes Branch once that information is at hand.

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**REPORT**

Council received an email from Chris D'Aeth, Deputy Secretary of Courts, Tribunals and Service Delivery Department of Communities and Justice dated 23 April 2025 advising of the closure of Community Justice Centres (CJs) in NSW. The Department of Communities and Justice (DCJ) will now only provide mediation services from matter referred directly to them from the courts.

We have made enquiries of the Department to find how this affects the Parkes Branch, so that we know what services will remain available to the Parkes Shire Community. This update will be provided to a future Council meeting when we know the outcome of our enquiries.

See Annexure A attached.

**Cr Neil Westcott**

MAYOR

**From:**  
**Sent:** Wed, 23 Apr 2025 16:32:45 +1000  
**To:** "Undisclosed recipients:"  
**Subject:** Update on the closure of Community Justice Centres  
**Categories:** For ECM

Dear General Manager

As you may be aware, the NSW Government has decided to close Community Justice Centres (CJCs) in NSW. From 1 July 2025, the Department of Communities and Justice (DCJ) will only provide mediation services for matters referred directly from the courts or relating to disputes involving incorporated Associations.

CJC will remain open until 30 June 2025 to provide information to assist in resolving disputes. However, as part of our operational wind-down activities, mediation sessions will not be offered for new enquiries from **1 May 2025**, other than those referred directly by the courts or involving incorporated Associations. The CJC website will be reviewed and updated very soon to reflect these developments.

We ask that any public facing or internal materials you have be amended in light of these upcoming changes.

I appreciate this decision has an impact on local councils who currently refer disputes to CJCs, including disputes between neighbours about trees, fences and noise complaints. The [LawAccess website](#) contains detailed information about how to resolve these and other types of disputes and what to do where an agreement cannot be reached between the parties. This includes resources such as guided pathways, sample forms, agreements and other documents. DCJ will continue to work with other agencies and services over the coming weeks to ensure that the public have access to comprehensive information and resources about resolving disputes outside of the court system where possible.

If you have any questions, please don't hesitate to contact Annette Farrell at [annette.farrell@dcj.nsw.gov.au](mailto:annette.farrell@dcj.nsw.gov.au).

Regards,  
Chris

**Chris D'Aeth**  
**Deputy Secretary**  
Courts, Tribunals and Service Delivery  
Department of Communities and Justice

Executive support : [vanessa.morgan@justice.nsw.gov.au](mailto:vanessa.morgan@justice.nsw.gov.au)

**11 COUNCILLOR REPORT(S)****11.1 PARKES ENERGY RECOVERY CONSULTATIONS IN PARKES DURING APRIL AND MAY 2025****IP&R Linkage:** **Pillar:** Environment**Goal:** Our community reduces, reuses and recycles waste.**Strategy:** Promote recycling, reusing and waste reduction. **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:** **Doug Pout, Councillor****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Questions for Drop-in Session** [↓](#)**RECOMMENDATION**

That:

1. That Council receives and notes the report on the Parkes Energy Recovery community drop-in sessions held from 10 to 12 April 2025, and the follow up engagement on 7 May 2025, and that the submitted questions be included as an annexure to this report.

**ISSUES AND COMMENTARY**

From Thursday, 10 April to Saturday, 12 April 2025, community drop-in sessions were held at the Cooke Park Pavilion in Parkes, NSW. These sessions were organised to inform residents and gather feedback on the proposed Parkes Energy Recovery facility, an Energy-from-Waste (EfW) project intended for the Parkes Special Activation Precinct. The project aims to convert non-recyclable waste into energy, offering a long-term waste management solution for the region.

I attended the session on Saturday, 12 April 2025 for approximately 3 to 3.5 hours. During this time, I spoke directly with several representatives from the proponent, including Pablo Gonzalez, Ian Wiskin and Andrew Smith (all from Parkes Energy Recovery - PER) and Dr Jackie Wright (EnRisks). I received multiple differing answers from the various representatives.

I spent the most time with Ian Wiskin, who advised me to look into the **Greatmoor Energy-from-Waste facility in Buckinghamshire, UK** as a comparable project. Other representatives at these drop-in sessions were Ed Nicholas (PER) and Lance Ingrams (HiQ) along with representatives from Regional Growth Development Corporation (RGDC) namely Laura Lewis-Minogue, Troy Anderson, Luke Perkins, Candice Johnson, Emma Ridley and Joanne Nunn.

In advance of the session, I compiled and presented a list of 30 questions relating to the proposal. These were a mix of my own and others forwarded to me by members of the community. Due to the inconsistencies in responses, I asked Ian Wiskin to have the proponent provide a complete written reply addressing all 30 questions with citations and references where applicable.

On 2 May 2025, the General Manager, Mr Kent Boyd, emailed Councillors offering a follow-up meeting with the proponents, which was held on Wednesday, 7 May 2025 at 4:00 PM. This was a face-to-face meeting with representatives from Parkes Energy Recovery (PER) and associated partner organisations.

The PER group in attendance included Ed Nicholas, Pablo Gonzalez (who answered the majority of the questions), Ian Wiskin, Mark Rodgers (CEO of HiQ Group), Troy Anderson (RGDC) and Andrew Smith (representing PER).

I attended the meeting alongside the Director of Financial Services Jaco Barnard, General Manager Kent Boyd, other Council staff, and Deputy Mayor Marg Applebee, Councillors Glenn Wilson, Matthew Scherer, Joy Paddison, Bill Jayet and myself, Cr Doug Pout.

After this meeting, I reiterated the need for transparency and requested that the General Manager obtain from Parkes Energy Recovery (PER) a full transcript of responses to the 30 questions, including referencing and supporting documentation, so that the information can be made publicly available to assist the community in forming an informed opinion about the proposal.

This report is presented to ensure that Council is kept informed of the initial consultation, the community's engagement, and the ongoing efforts to ensure transparency and evidence-based public communication around this project.

Doug Pout

**COUNCILLOR**



**EMISSIONS MONITORING & POLLUTION CONTROL**

1. How often will stack emissions be tested for dioxins, furans, heavy metals, and other persistent pollutants?

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2. Will advanced testing technologies such as LC-MS, HPLC, or AAS be used to ensure high accuracy and sensitivity?

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3. Will the facility utilise continuous emissions monitoring systems (CEMS) for key pollutants like NO<sub>x</sub>, SO<sub>x</sub>, particulates, CO, and VOCs?

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4. Will sampling be conducted frequently enough—such as every 15–30 minutes—to capture peak or irregular emissions?

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5. What is the expected annual number of bypass events (intentional or unplanned releases), and how will they be monitored and mitigated?

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6. Will real-time or near real-time emissions data, including during bypass events, be made publicly accessible?

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7. Will independent laboratories be engaged to verify emissions data through external sampling and analysis?

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8. Will the facility undergo regular independent environmental audits, and will the results be made available to the community?

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#### **COMBUSTION TEMPERATURE & DIOXIN PREVENTION**

9. What is the guaranteed minimum combustion temperature and residence time within the primary combustion chamber?

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10. Will the facility consistently operate at or above 850°C for at least 2 seconds, in line with EU standards for waste incineration?

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11. Will automatic feed shutdown systems be in place if combustion temperatures drop below safe operating thresholds?

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12. What technologies or processes will be used to prevent dioxin reformation during the cooling phase (e.g. rapid quenching, activated carbon)?

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**AIR QUALITY MONITORING & COMMUNITY PROTECTION**

12. Will the facility install permanent ambient air monitoring stations in surrounding residential, agricultural, and school zones?

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14. Will these monitoring stations be independently operated and their data made available to the public?

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15. How will the community be notified of elevated emissions, equipment malfunctions, or other incidents?

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16. Will the project adopt EU Industrial Emissions Directive standards or only meet the minimum requirements under the NSW EPA framework?

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**WATER USE, PFAS TESTING & SITE CONTAMINATION**

17. What is the anticipated daily water usage, and will the source be potable, bore, or recycled water?

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18. How will the facility ensure operational continuity during droughts or water restrictions common in inland NSW?

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19. How will wastewater from scrubbing, cooling, or other processes be treated and managed before discharge or reuse?

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20. Will water be tested for PFAS, heavy metals, and other contaminants before release, and will results be publicly reported?

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21. What site engineering will prevent stormwater, leachate, or contaminated runoff from impacting surrounding soil and waterways?

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**TOXIC ASH MANAGEMENT & REUSE**

22. What percentage of the total processed waste is expected to become bottom ash and fly ash?

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23. How will ash be classified, managed, and transported, and to what final destination (e.g. reuse or landfill)?

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24. Will ash intended for reuse (e.g. in road base or construction materials) be tested for dioxins, PFAS, and heavy metals?

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25. Will the public have access to regular reports on ash composition, handling practices, and potential reuse applications?

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**INDEPENDENT OVERSIGHT & COMMUNITY INVOLVEMENT**

26. Will an independent technical advisory group be established, including scientists, environmental experts, and community representatives?

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27. Will the community have decision-making input through an oversight body or committee with transparent reporting obligations?

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28. Will the proponent support independent biomonitoring programs in the region, such as testing of soil, mosses, milk, or eggs?

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**APPROVALS, TRANSPARENCY & LONG-TERM ACCOUNTABILITY**

29. Will the final conditions of consent include binding requirements for transparency, independent monitoring, and public consultation?

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30. Will the full Environmental Impact Statement, air modelling results, ash composition data, and health risk assessments be made publicly available without redactions, paywalls, or access barriers?

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**11.2 RURAL & REGIONAL SUMMIT 2025****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:** **Marg Applebee, Deputy Mayor****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **Nil**

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**RECOMMENDATION**

That:

1. Council notes the report from Councillor Marg Applebee.
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**ISSUES AND COMMENTARY**

I stepped in for the Mayor at the Local Government NSW (LGNSW) Rural and Regional Summit in Sydney on Thursday, 8 May 2025.

The third LGNSW Rural and Regional Summit was a crucial one-day event, which served as a focal point for deliberating on the challenges facing rural and regional communities. This is an event that previous Board of NSW President Cr Darriea Turley AM committed to delivering and was extremely worthwhile for networking and understanding some of the aligning challenges faced by rural and regional Councils similar to ours.

Topics on the 2025 Summit Agenda included Sessions about the NSW Government's response to recommendations of the Parliamentary Inquiry into Councils' ability to fund infrastructure and services, a panel discussion with State and Local Governments outlining success and challenges in dealing with disaster and emerging invasive species threats and the role of Councils.

Master of Ceremonies, Michael Pascoe kept everyone on track and the morning kicked off with an address from the Minister for Local Government, The Hon Ron Hoenig MP who spoke about his deep appreciation for rural and regional NSW. He also went into further detail regarding the Councillor Conduct Framework review process and the challenges that Local Government face with depreciation.

Brett Whitworth, Deputy Secretary, Office of Local Government NSW, spoke about providing a framework for Local Government to thrive and the importance of taking appropriate measures to address deficits, Councillor Conduct Framework and the balance between having political differences and defining misconduct and behaviour that creates a Workplace Health and Safety issue.

The third session commenced with a presentation on Building Reforms for Rural & Regional Areas from James Sherrard, NSW Building Commissioner, Building Commission NSW.

James referred to the skills shortage and the impact on rural and regional areas of NSW. A skills shortage can result in unlicensed work being undertaken. He referred to on-the-ground

assessing that is being undertaken and referred to ratios of active sites and how many are viewed as risky sites, which could be connected with previous reports on a contractor.

Further information on tradesperson history can be found on the Building Commission website, where you can also view a two-hour documentary on building a home.

Dr Marion Healy PSM, NSW Independent Biosecurity Commissioner, Department of Primary Industries and Regional Development NSW, explained that her role is a new statutory role. She will be providing advice and a review of the system.

After lunch we heard from the Hon Rose Jackson MLC, Minister for Water. Minister Jackson spoke about pfas testing and the Australian Drinking Water Guidelines that are currently under review. There is a need for pressure to go on the Federal Government to fund some water infrastructure works.

The following panel session *Dealing with a Disaster: Excellence in Recovery*, was addressed by Cr Chris Roylance, Deputy Mayor Forbes Shire Council; Cr Steve Krieg, Mayor Lismore City Council; Cr Mathew Hatcher, Mayor Eurobodalla Shire Council, Cr Kevin Beatty, Mayor Cabonne Council.

It was emotional to see once again the devastation caused by the November 2022 flooding across our region and, of course the devastation at Lismore. Cr Hatcher spoke of their experience during the 2019-20 bushfires.

The devastation seen by these communities and stories of recovery and preparation were inspiring and unfortunately a stark reminder that we need to ensure that we are prepared for future disasters.

Of course, there were references to the NSW Reconstruction Authority and the evolution of processes and responses to disaster, and unfortunately, frustrations that have come with these processes.

Following the panel discussion, there were addresses from both Mal Lanyon APM, Acting Chief Executive Officer, NSW Reconstruction Authority and Brendan Moon AM, Coordinator General, National Emergency Management Agency.

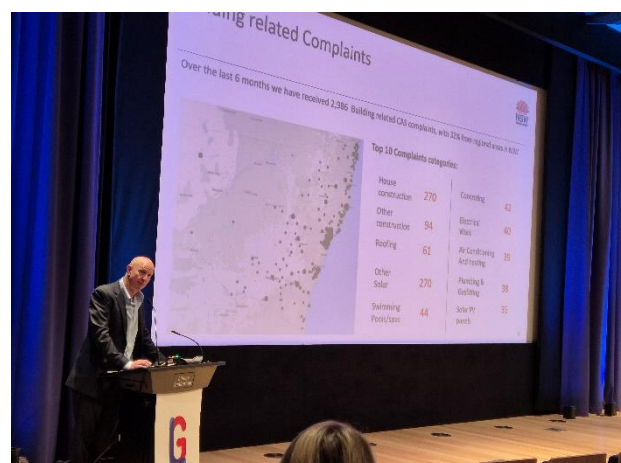
The final session was addressed by Wendy Tuckerman MP, Shadow Minister for Local Government.

It was pleasing to hear of the respectful and productive relationship that Minister Hoenig and Ms Tuckerman have, particularly given that she had previously held the portfolio.

Marg Applebee

**COUNCILLOR**





## 12 REPORTS OF COMMITTEES

### 12.1 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 11 APRIL 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 Sports Grants Selection Committee held on 11 April 2025** [↓](#)

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### RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Friday 11 April 2025 appended at *Annexure A*.
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# 11 April 2025 Sports Grants Selection Committee Minutes

Friday, 11 April 2025 4:00 PM

## Meeting Formalities

### Meeting Structure

[Grants Selection Committee Meeting Structure](#)

### Location, Date and Time

Teams and face-to-face meeting commencing at 4:03PM

### Attendees

Al Gersbach (Chair Parkes Sports Council, Online), Luke Nash (Financial Advisor, Parkes Sports Council), Gail Richardson (Sporting Groups Representative), Chloe Allen (Evolution Mining - Northparkes Operations)

Minutes by

Anthony McGrath (Secretary Parkes Sports Council)

### Apologies

Michael Greenwood (Community Representative), Cr Doug Pout, Cr O'Leary

### Declaration of Interest

Luke Nash declared significant non-pecuniary interest as a member of the Parkes Soccer Executive. Luke did not take part in discussions relating to sports grant program and left the meeting at 4.33pm.

## 1. Review of Previous Actions

Item #	What	Who	By Whe
1	<del>That the groups and individuals selected for grants be offered the amounts as listed in the minutes and that those who were not successful be advised.</del>	Anthony	4/10/202
2	<del>That the presentation of funds be arranged, ensuring that representatives from CMOC Northparkes and Parkes Shire Council are available to present the cheques.</del>	Anthony	18/10/202
3	<del>That the funds are transmitted to the groups and individuals as listed in the minutes</del>	Luke	18/10/202
4	<del>That the next round be advertised including the funds carried forward as indicated in the minutes.</del>	Anthony	1/3/202

### Discussion

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

## 2. Grant Funds Available for this Round

The funds currently available for distribution in the **2025 Round 1** allocations of grants is as follows:

Item	Total Available This Round
Facility	15,000.00
Participation #	15,000.00
Rising Star	5,002.00
<b>Grand Totals</b>	<b>35,002.00</b>

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

For the information of the Committee.

### 3. Sports Grant Applications Received and Evaluation

The following groups submitted applications for grants:

Title	Project Type	Project Title	Funds Request	Score Total	Application Comments	Meet Criteria & Eligible
Parkes Panthers AFL Club	Facilities	purchase 4x air conditioners to climate control the Northparkes Oval club rooms and canteen	15,000.00	65	Supported by Council provided that air conditioning subject to a timer being installed so that it can't be left running for extended periods of time and costing council. AFL cannot fully fund the difference. Council can contribute \$5k. Maybe eligible to save GST as a CIP.	Yes
Parkes Yard Dog Trials	Facilities	purchase portable yard dog trial yards.	5,000.00	53	Have provided quote for cost of yards only. Borderline for meeting the grant objectives	Partially
Parkes and District Amateur Soccer Association	Participation	purchase training equipment and to subsidise player registration fees for Peak Hill Phoenix team.	9,933.00	95	Registration fees are not fundable under the grant program	Yes
Parkes Spacemen Rugby League Football Club	Participation	purchase of training and game day equipment.	9,353.24	85	Original application value exceeded grant limit. Andrew sent revised list.	Yes
Parkes Croquet Club	Participation	offer training and coaching sessions to Currajong Disability Services during Autumn and Winter.	3,568.00	83	Unable to determine if coaches are accredited.	Yes
Holy Family Primary School - Parents and Friends Assoc.	Participation	purchase sporting equipment, shade gazebos, starter pistol and 2-way radios.	5,000.00	80	Quote not on company letterhead and missing some detail, however detail is in the application..	Yes
Parkes and District Kennel Club	Participation	purchase twelve ACC55 GALICAN Tunnel Huggers to enhance the safety of agility training and competitions. These huggers will ensure secure tunnel entry and exit, improving safety standards for dogs and handlers.	1,752.00	75		Yes
Parkes Little Athletics Centre Inc.	Participation	purchase new high jump mats.	7,500.00	65	Quote includes \$1899 in freight	Yes

Parkes and District Amateur Soccer Association	Participation	purchase a Veo sports camera to record and live stream matches and to provide statistics for the Cobras WPL side.	2,778.00	65	Will require an annual subscription cost	Yes
Police Citizens and Youth Club	Participation	introduce pickleball into the Parkes PCYC club and subsidise participation costs.	4,880.00	65	Equipment is \$380. The rest is subsidised session passes.	Yes
Parkes Jockey Club	Participation	purchase race day uniforms for volunteer committee.	1,997.00	55	Uniforms are not allowed	No
			<b>66,761.24</b>			

## Discussion

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

Organisation	Project	Reason
Parkes Panthers	purchase 4x air conditioners to climate control the Northparkes Oval club rooms and canteen	Encouraged to reapply next round, consider a staged approach and getting a letter of support from Parkes Shire Building Services.
Parkes Yard Dog Trials	purchase portable yard dog trial yards.	Recommend forming a committee and becoming an association.
Parkes Jockey Club	purchase race day uniforms for volunteer committee.	Uniforms are not funded under the grant program.

## Committee Recommendation

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

Title	Project Type	Project Title	Funds Request	Granted
Holy Family Primary School - Parents and Friends Assoc.	Participation	purchase sporting equipment, shade gazebos, starter pistol and 2-way radios.	5,000.00	\$ 2,470.00
Parkes and District Amateur Soccer Association	Participation	purchase training equipment and to subsidise player registration fees for Peak Hill Phoenix team.	9,933.00	\$ 5,173.00
Parkes and District Amateur Soccer Association	Participation	purchase a Veo sports camera to record and live stream matches and to provide statistics for the Cobras WPL side.	2,778.00	\$ 2,778.00
Parkes and District Kennel Club	Participation	purchase twelve ACC55 GALICAN Tunnel Huggers to enhance the safety of agility training and competitions. These huggers will ensure secure tunnel entry and exit, improving safety standards for dogs and handlers.	1,752.00	\$ 505.00
Parkes Croquet Club	Participation	offer training and coaching sessions to Currajong Disability Services during Autumn and Winter.	3,568.00	\$ 1,840.00

Parkes Little Athletics Centre Inc.	Participation	purchase new high jump mats.	7,500.00	\$ 7,500.00
Parkes Spacemen Rugby League Football Club	Participation	purchase of training and game day equipment.	9,353.24	\$ 9,353.24
Police Citizens and Youth Club	Participation	introduce pickleball into the Parkes PCYC club and subsidise participation costs.	4,880.00	\$ 380.00

\*Partial Grant

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

The following individuals submitted applications for grants:

Nominee's Name	Nominee's Sport or Activity	Nominee's Date of Birth	Age	Previous Recipient
George Thomas	Rugby league	6/05/2009	15	N
Annabelle Teague	Lawn Bowls	10/09/2010	14	N
Henry Kross	Squash	15/02/2010	15	Y
Huxley Draper	Soccer	23/02/2016	9	N
Emily Wild	Athletics - High Jump	9/07/2013	11	N
Toby Morgan	Athletics, Wheelchair Basketball, Swimming, Cross Country	19/03/2012	12	Y
Ryker Moore	Athletics	21/01/2011	14	Y
Emrys Cassidy	Athletics - running	16/03/2016	9	N
Vashti Williams	Athletics and Cricket	17/10/2011	13	Y
Jett Johnstone	hockey	23/09/2008	16	N

#### Discussion

The following Rising Star Applicants were not allocated any funds because the recipients were ranked higher in terms of need and potential, had previously received grants or did not provide enough detail:

Name	Reason
Henry Kross	Previous recipient
Toby Morgan	Previous recipient
Ryker Moore	Previous recipient
Vashti Williams	Previous recipient



## Committee Recommendation

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

Nominee	Sport	Age	Granted
George Thomas	Rugby League	16	833
Annabelle Teague *	Lawn Bowls	15	834
Emrys Cassidy	Athletics	9	834
Huxley Draper	Soccer	9	834
Emily Wild	Athletics	12	834
Jett Johnstone	Hockey	17	833
			5,002

\* Annabelle included, despite living in Forbes Shire as the Committee considered that there were circumstances that allowed the application to stand, including the fact that she goes to school in Parkes, plays at Parkes and is representing her Parkes school. Those present decided to include Annabelle's application, except Al Gersbach who did not support it.

## 5. Grant Fund Reconciliation

Following the allocation of grant funds as per Item 2 above, the grant funds that will be available for next round is as follows:

Item	Total Available This Round	Funds Granted	Total Carried Forward	Top Up Funds	Total Available Next Round
<b>Facility</b>	15,000.00	15,000.00	0.00	15,000.00	<b>15,000.00</b>
<b>Participation #</b>	15,000.00	15,000.00	0.00	15,000.00	<b>15,000.00</b>
<b>Rising Star</b>	5,002.00	5,002.00	0.00	5,000.00	<b>5,000.00</b>
<b>Grand Totals</b>	<b>35,002.00</b>	<b>35,002.00</b>	<b>0.00</b>	<b>35,000.00</b>	<b>35,000.00</b>

# Grant funding agreement allows for additional funds to be allocated to participation should facility grants remain unallocated.

## Discussion

Nil.

## 6. Other Business

Nil.

## 7. Meeting Actions

Item #	What	Who	By When
1	That the groups and individuals selected for grants be offered the amounts as listed in the minutes and that those who were not successful be advised.	Anthony	14/4/2025
2	That the presentation of funds be arranged, ensuring that representatives from CMOC Northparkes and Parkes Shire Council are available to present the cheques.	Anthony	14/4/2025
3	That the funds are transmitted to the groups and individuals as listed in the minutes	Luke	2/5/2025
4	That the next round be advertised including the funds carried forward as indicated in the minutes.	Anthony	Sept 2025

**8. Next Meeting Date**

October 2025.

**9. Meeting Close**

5:05pm



**12.2 MINUTES OF THE EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING HELD ON 22 APRIL 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. Extraordinary Local Traffic Committee Meeting Minutes - 22 April 2025**

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**RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Extraordinary Local Traffic Committee Meeting held on Tuesday 22 April 2025 appended at *Annexure A*.
-

# **Extraordinary Local Traffic Committee Meeting**

Minutes

Tuesday 22 April 2025



**Minutes of the Extraordinary Local Traffic Committee Meeting****Held on Tuesday, 22 April 2025 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Present:**

Cr Ken McGrath	Councillor
Mr Chris McQuie	Western Road Liners
Sgt Mitchell Gage	Traffic & Highway Patrol Command
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
Miss Kristine Thacker	Business Support Officer

**NOTES**

The meeting commenced via email at 1:50pm on Tuesday 22 April 2025 and concluded at 2:00pm on Thursday 24 April 2025.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>4</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>4</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>4</b>
	4.1 Minutes of the Local Traffic Committee Meeting held on 5 February 2025 .....	4
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>4</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>4</b>
<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>5</b>
	7.1 2025 Inkredible Fundraiser and Flash Day - Closure of Clarinda Street from Court Street to the Intersection of Welcome and Clarinda Street, Parkes.....	5
<b>8</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>5</b>
<b>9</b>	<b>CONCLUSION OF MEETING.....</b>	<b>6</b>

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## 1 OPENING OF MEETING

The Chairperson declared the Extraordinary Local Traffic Committee Meeting of Tuesday, 22 April 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.*

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## 3 APOLOGIES

Nil

## 4 CONFIRMATION OF MINUTES

<b>4.1 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 5 FEBRUARY 2025</b>
---

### RECOMMENDATION

That the Committee receive and confirm the Minutes of the meeting held on Wednesday 5 February 2025.

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## 5 DISCLOSURES OF INTERESTS

The Chairperson reminded Council Officials of their obligation under Council's Code of Conduct to disclose and manage any conflicts of interest they may have in matters being considered at the meeting, and invited Council Officials present to disclose any such interests.

Nil interests were disclosed.

## 6 LATE BUSINESS

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

## 7 OFFICERS' REPORTS

### 7.1 2025 INKREDIBLE FUNDRAISER AND FLASH DAY - CLOSURE OF CLARINDA STREET FROM COURT STREET TO THE INTERSECTION OF WELCOME AND CLARINDA STREET, PARKES

#### RESOLVED LTC 012/25

##### **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 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.

**UNANIMOUS**

## **8 REPORT OF CONFIDENTIAL RESOLUTIONS**

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

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## **9 CONCLUSION OF MEETING**

The meeting concluded at 2:00pm on Thursday 24 April 2025.

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, 22 April 2025.

*Cr Ken McGrath*

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CHAIRPERSON

**12.3 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 7 MAY 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. Local Traffic Committee Meeting Minutes - 7 May 2025**

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**RECOMMENDATION**

That Council:

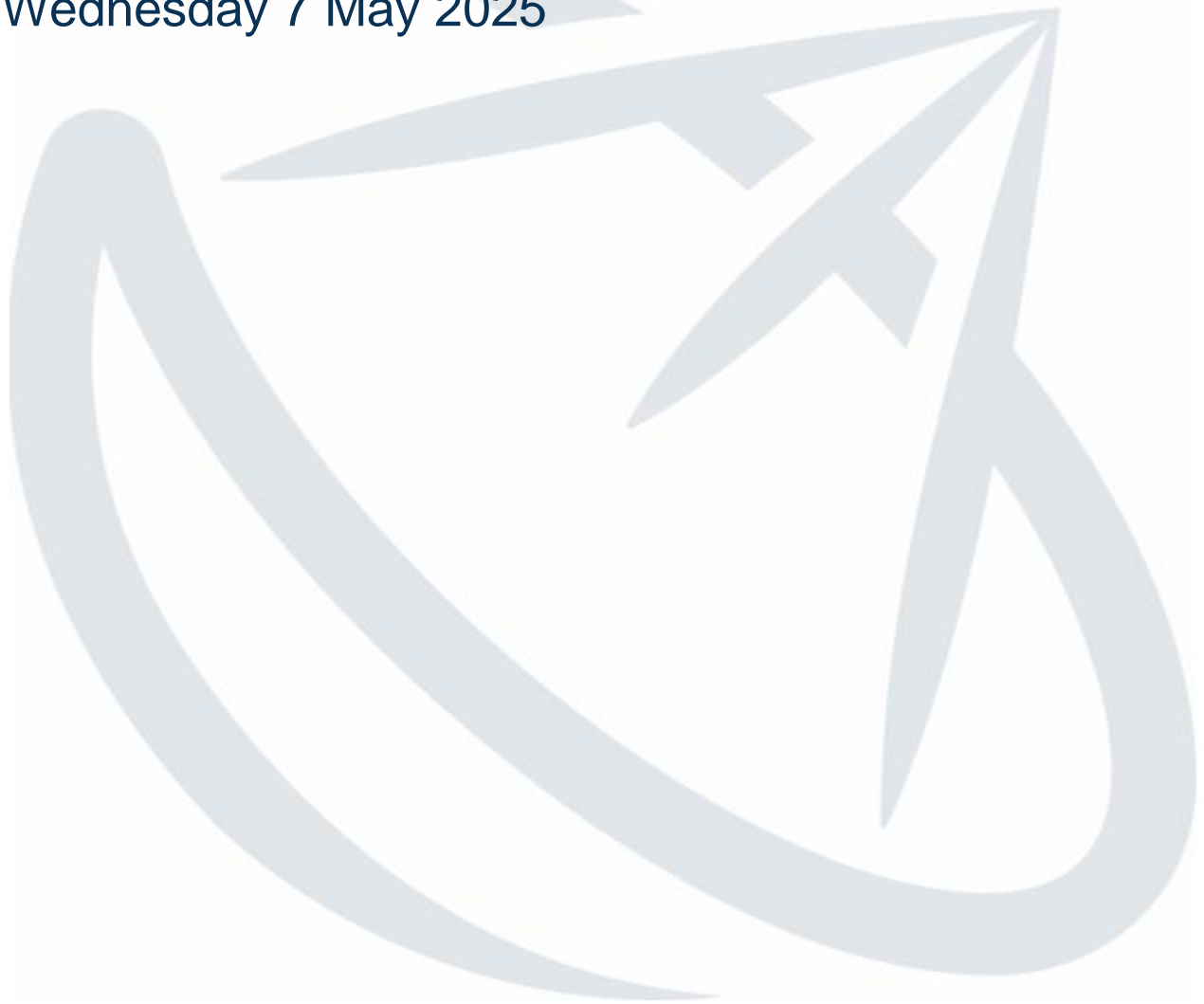
1. Receive and confirm the Minutes of the Local Traffic Committee Meeting held on Wednesday 7 May 2025 appended at *Annexure A*.
-



# **Local Traffic Committee Meeting**

## **Minutes**

Wednesday 7 May 2025



**Minutes of the Local Traffic Committee Meeting**  
**Held on Wednesday, 7 May 2025 at the**  
**Parkes Council Chamber, 2 Cecile Street, Parkes**

**Present:**

Cr Ken McGrath	Councillor
Sgt Mitchell Gage	Traffic & Highway Patrol Command
Mr Richard Drooger	Transport for NSW

**Council Officers in Attendance:**

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

**NOTES**

The meeting commenced at 9:02AM and concluded at 9:50AM.

## Order Of Business

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>4</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>4</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>4</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>4</b>
4.1	Minutes of the Extraordinary Local Traffic Committee Meeting held on 22 April 2025.....	4
<b>5</b>	<b>DISCLOSURES OF INTERESTS .....</b>	<b>4</b>
<b>6</b>	<b>LATE BUSINESS .....</b>	<b>4</b>
<b>7</b>	<b>OFFICERS' REPORTS.....</b>	<b>5</b>
7.1	GoodnessGravel Parkes Cycling Event.....	5
7.2	2025 Parkes Picnic Races .....	6
<b>8</b>	<b>GENERAL BUSINESS .....</b>	<b>7</b>
8.1	Request to Increase EV Chargers at M&D Carpark.....	7
8.2	'No Stopping' on Forbes Road.....	7
<b>9</b>	<b>REPORT OF CONFIDENTIAL RESOLUTIONS .....</b>	<b>7</b>
<b>10</b>	<b>CONCLUSION OF MEETING.....</b>	<b>7</b>

---

## 1 OPENING OF MEETING

The Chairperson declared the Local Traffic Committee Meeting of Wednesday, 7 May 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.*

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## 3 APOLOGIES

Mr Chris McQuie - Western Road Liners, Mr Jason Nicholson - Transport for NSW  
Logan Hignett - Director Operations

## 4 CONFIRMATION OF MINUTES

<b>4.1 MINUTES OF THE EXTRAORDINARY LOCAL TRAFFIC COMMITTEE MEETING HELD ON 22 APRIL 2025</b>
---

### RECOMMENDATION

That the Committee receive and confirm the Minutes of the meeting held on Tuesday 22 April 2025.

---

## 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 GOODNESSGRAVEL PARKES CYCLING EVENT****RESOLVED LTC 010/25****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:

1. 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.

**UNANIMOUS**

**7.2 2025 PARKES PICNIC RACES****RESOLVED LTC 011/25****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.
  - (e) Council to provide updated TGS and forward to Committee for information.

**2. Events/Applicants Responsibilities:**

That:

1. 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.

**UNANIMOUS**

## 8 GENERAL BUSINESS

### 8.1 REQUEST TO INCREASE EV CHARGERS AT M&D CARPARK

#### RECOMMENDATION

That:

1. The report detail is for the information of the Committee.

### 8.2 'NO STOPPING' ON FORBES ROAD

Cr McGrath raised if Council could investigate the removal of the 'No Stopping' signage out the front of the residents homes along the Forbes Road, now that the bypass is open.

Once investigations are complete, a report will be presented at the next local Traffic Committee Meeting.

## 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 9:50AM.

This is the final page of the minutes comprising 7 pages numbered 1 to 7 of the Local Traffic Committee Meeting held on Wednesday, 7 May 2025.



CHAIRPERSON





**12.4 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 13 MAY 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:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Minutes of the Parkes Sports Council Meeting held on 13 May 2025**

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**RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 13 May 2025 appended at *Annexure A*.
-

## 13 May 2025 - Sports Council Minutes

Tuesday, 13 May 2025 6:00 PM

### Meeting Formalities

#### Purpose

The Sports Council is a Section 355 committee of Council under the Local Government Act that considers the advice of the sporting users in Parkes Shire. Its scope includes the following functions as delegated by Parkes Shire Council: the hire and of sports fields and facilities; the selection of the Ron Harrison Bursary Award; management of the Sports Life Member Hono Board; the selection of the Parkes Shire Sports Awards recipients; the management of the Legends of Sport honour roll; and management and selection of projects under the Northparkes/Parkes Shire Council Sports Grants scheme.

#### Chairperson

Al Gersbach

#### Commencement and Location

6 pm in the Committee Room at Parkes Shire Council and online via Microsoft Teams

#### Welcome

Al Gersbach opened the meeting and welcomed all in attendance.

#### Attendance

Al Gersbach (Chair), Luke Nash (Finances, Cricket), David Porter (Touch), Anthony McGrath (Secretary), Greg Morrissey (Mr Cricket), Jason O'Bryan (Junior League).

#### Online

Doug Moore (Little Athletics), Mark Salau (AFL), Cr Louise O'Leary (Councillor Representative, Peak Hill),

#### Guests

Alan Macdonald (Legends Board), Sidney Allo & Janet Timberg (Business Management Strategists), Geoff Finn (PSC Open Spaces Supervisor) was unavailable.

#### Apologies

Cr Doug Pout, Wilbur Harris (Netball), Ken Keith (Golf), Michael Greenwood (Senior League, Community Representative), Gail Richard (Community Representative), Andrew Thomas (Senior League), Andrew Daley (Hockey), Linda Snyman (Dragon Boating), Wayne Osbourne (Soccer)

#### PREVIOUS Minutes.

Moved for confirmation by Anthony McGrath. Seconded by Luke. Carried

#### Next Meeting Date

10 June 2025 at 6pm

#### Meeting Close

The meeting closed at 8pm.

---

## Meeting Minutes

### Notable Sporting Performances or Events

#### Touch

- Cody Renyolds ranked 10th referee at Country championships
- Chris and Cody Reynolds selected to referee at Touch State of Origin
- Lachlan, Chris and Cody participating at NTLs as is David Porter who is representing Hornets in 50s

#### Cricket

- Maddie Spence selected for NSW U19 Country squad

#### Little As

- 3 athletes attended the Nationals
- Toby Morgan attended Adelaide in a teams event
- Kim Robinson achieved the internationally recognised bronze status for an official for world athletics.

#### League

- Elizabeth Macgregor made the NSW Country Squad
- Jack Milne made the U18 Country squad
- George Thomas training with the Raiders in Harold Matthews

#### Bowls

- Annabelle Teague claimed the U16s South Pacific Lawn Bowls tournament in January

## Review of Outstanding Actions

11/09/2018	4	<del>That a draft version of the new constitution be put to a meeting of the Executive and Patrons before it is tabled at a future Sports Council meeting.</del>	<del>Anthony McGrath</del>
13/8/2019	2	Sports Legends Board at Parkes Leagues Club to be reviewed and alternatives considered.	Alan Macdonald
14/10/2020	3	Dedication ceremony for the Cheney family trophy to be conducted before the first Grinsted Cup match this season	Luke Nasir
12/03/2024	4	Investigate light repairs and switchboard upgrade at SDF.	Geoff
13/11/2024	5	Door to men's toilet at McGlynn Park amenities is damaged	Building Services
11/3/2025	6	Groups to be advised when the masterplans will go out on public exhibition	Anthony
11/3/2025	7	Irrigation at Lindner Oval may require some upgrade work. Estimates to be obtained for Louise to take to the Peak Hill CCC for possible funding from their Town Improvement Reserve.	Geoff
8/04/2025	8	<del>Kerrie Edwards to contact Council to arrange for netball courts to be marked at Peak Hill</del>	<del>Kerrie Edwards</del>
8/04/2025	9	Investigate relocation of the Park Run sign to the start of the park run track adjacent to the storage shed on the path.	Tim
8/04/2025	10	<del>Send out advice to football codes that work on the Croaker Oval detention basin will begin soon.</del>	<del>Anthony</del>
8/04/2025	11	<del>Invite Alan Macdonald to the next meeting to discuss the legends project</del>	<del>Anthony</del>

### Discussion / Action Taken

Update provided on the outstanding tasks as follows:

- 1, Purpose of the Sports Council was tabled at the meeting. An updated terms of reference to follow at a future meeting.
- 8, Geoff has discussed the marking of netball courts at Lindner Oval with Kerrie.
- 11, Alan was invited to attend the May meeting.

## Correspondence

The following items of correspondence was received or sent

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

### Action

- 1 For information.

## Grants Received

Groups who received a grant (other than a PSC/Evolution Mining Sports Grant)

- Parkes Touch received \$5000 through a Door Dash grant for the purchase of uniforms and equipment.

## Sports Projects Update (Geoff Finn)

Geoff was unavailable for the meeting but Jason O'Bryan provided the following update on the Croaker Oval detention basin.

- Services relocation will start soon.

## Around the Grounds

### Little Athletics

- Grateful for the sports grants and will pick up high jump mats soon, which will be stored in a third storage room
- Will host zone carnival in November 2025.
- Need better facilities for disabled athletics. Doug will raise with building services
- Wanted an update on the long jump refurbishment - Geoff to advise.

### AFL (Mark)

- Light tower was taken down due to a problem with the footing and a portable tower will be used in its place for night matches.
- Night game planned for 31 May 2025.

### Peak Hill (Louise)

- Peak Hill roosters advise that the some equipment is tripping out the circuit.
- Experiencing issues with the SMS lighting system on Lindner Oval.

### Touch (David Porter)

- PA System at Cheney Park is not working
- Looking for the flooring to be replaced before 15 October 2025

- Run to 4 March 2026
- Primary school gala day 6 August - would like 6 fields at Cheney
- Gala day planned for 26 June at McGlynn (4) fields
- Hoping to see lights installed by October
- Hoping to host Suns trials in January 2026
- Will reinstall plaques on the Cheney Park building
- Committee has to check and pick up dog dodo before play can begin each week at Harrison

#### Soccer

- Season underway with 470 participants - up 10%
- Cobras underway with only one home game so far
- Sunday 1 June Western League carnival at Harrison Park
- External lighting needs improvement on Harrison buildings
- Still picking up dog faeces prior to play

#### Junior League

- Planned to start lighting project in August, looking at poles that can be lowered. Confirming that no power upgrade will be required.
- Will work with Touch and Hockey on lighting configuration
- Using a container for additional storage but planning a new storage shed.
- Current canteen does not have working sink - Jason will connect it up
- Looking to purchase a freezer - can work with Parkes Touch.
- Considering a permanent move to Cheney Park but will need better changerooms and canteen facilities.
- Will work with NSW RL for grants.
- Disappointed with the number of dogs continuing to defecate on fields

#### Netball (Wilbur)

- Parkes held a successful carnival last month with 33 teams in attendance.
- All rep netball teams are preparing for State Cup in June & July by regularly attending carnivals across the Central West.

### Financial Report - Operational and Capital Works Projects

Luke provided the following update on the sporting expenditure and moved that the report be accepted. Seconded by Jason O'Bryan. Carried. It was noted that the grant for the Cheney Park Lighting Upgrade was \$210K and that Junior League are contributing \$75k.

Sports Council (Sporting Grounds) Overview - Month Ending - 30 April 2025						
Sporting Grounds - Operational Revenue						
	Budget	Actual	% Budget Received			
Sports Council - Levies/Usage Charges	\$51,454	\$49,741	97%			
Sports Council - SMS Lighting	\$10,079	\$5,090	51%			
	<b>\$61,533</b>	<b>\$54,831</b>	<b>89%</b>			
Sporting Grounds - Operational Expenditure						
	Budget	Actual	Committed	A + C	% Spent	Budget Remaining
Sporting Grounds Operating	\$282,080	\$258,014	\$0	\$258,014	91%	\$24,066
	<b>\$282,080</b>	<b>\$258,014</b>	<b>\$0</b>	<b>\$258,014</b>	<b>91%</b>	<b>\$24,066</b>
Sporting Grounds - Capital Expenditure						
Capital Expenditure Projects	Budget	Actual	Committed	A + C	% Spent	Budget Remaining
Pioneer Oval Redevelopment - DA Submission Reports	\$35,000	\$27,620	\$0	\$27,620	79%	\$7,380
Harrison Park Shed	\$41,000	\$41,625	\$0	\$41,625	102%	-\$625
Cheney Park - Lighting Upgrade (Grant Funded - ClubGrants)	TBC	\$0	\$0	\$0	0%	TBC
Cheney Park - Final Stage Rehabilitation (Grant Funded - Stronger Country Communities Fund)	\$1,111,671	\$1,107,117	\$0	\$1,107,117	100%	\$4,554
	<b>\$1,187,671</b>	<b>\$1,176,362</b>	<b>\$0</b>	<b>\$1,176,362</b>	<b>99%</b>	<b>\$11,309</b>

### General Business

#### Sporting Legends

Alan provided an update on the Roll of Sports Excellence. He was been able to locate all but one of the original legends, being Cecil Pepper.

Next steps are to gather information on Cecil Pepper, scan the current batch and provide to the Parkes Library Local History section. Following that, nominations can be considered to the next batch of sporting legends.

#### Northparkes Grants

The following sporting groups and individuals received sporting grants under the Evolution Mining Northparkes Operations and Parkes S Council sporting grants program for round 1 of 2025. The next round will open in September 2025.

Title	Project Type	Project Title	Funds Request	Granted
Holy Family	Participation	purchase sporting equipment, shade gazebos, and starter	5,000.00	\$ 2,470.00 *

Primary School - Parents and Friends Assoc.		pistols.		
Parkes and District Amateur Soccer Association	Participation	purchase training equipment for Peak Hill Phoenix team.	9,933.00	\$ 5,173.32 *
Parkes and District Amateur Soccer Association	Participation	purchase a Veo sports camera to record and live stream matches and to provide statistics for the Cobras WPL and other sides.	2,778.00	\$ 2,778.00
Parkes and District Kennel Club	Participation	purchase twelve ACC55 GALICAN Tunnel Huggers to enhance the safety of agility training and competitions.	1,752.00	\$ 505.44 *
Parkes Croquet Club	Participation	offer training and coaching sessions to Currajong Disability Services during Autumn and Winter.	3,568.00	\$ 1,840.00 *
Parkes Little Athletics Centre Inc.	Participation	purchase new high jump mats.	7,500.00	\$ 7,500.00
Parkes Spacemen Rugby League Football Club	Participation	purchase of training and game day equipment.	9,353.24	\$ 9,353.24
Police Citizens and Youth Club	Participation	Purchase pickleball equipment into the Parkes PCYC club.	4,880.00	\$ 380.00 *
				30,000.00

\* Partial grant

Rising Star grant recipients:

Nominee	Sport	Age	Granted
George Thomas	Rugby League	16	833
Annabelle Teague *	Lawn Bowls	15	834
Emrys Cassidy	Athletics	9	834
Huxley Draper	Soccer	9	834
Emily Wild	Athletics	12	834
Jett Johnstone	Hockey	17	833
			5,002

#### Masters Games

Louise provided an update on the Masters Games. An email will be sent out inviting groups to participate in an event later in the year.

#### AED

Louise asked that sporting groups register their devices. The web site is [AED Register | National Defibrillator Registration – Heart of the Nation](#)

#### Dogs on Sporting Fields Issue

Louise advised that Council passed an motion for council rangers to implement a program to police the dogs on sporting fields. However not aware of any progress on this issue. All sporting groups reported that the issue is not improving. Louise will follow up with Council .

Discussed the option of designating some sporting fields as no go zones for animals.

Moved by Greg seconded by Al that Al Gersbach apply to address the next Council meeting via the public forum.

#### Business Management Strategists

Janet and Sidney participated in the meeting and asked about grant funding for sporting facilities. They discussed options for fund raising and merchandising.

Groups that want to know more can contact Sidney on 0474851217.

#### Next Meeting

10 June 2025 at 6pm.

#### Meeting Actions

14/05/2025	1	Apply to speak at the next council meeting on the matter of dogs on sports fields via the public forum facility	Al Gersbach
14/5/2025	2	Geoff to advise Doug Moore on plan for rehabilitation plan for the long jump pits at Northparkes oval	Geoff Finn
14/5/2025	3	Building services to advise when flooring in the Cheney Park amenities building will be replaced. Also to advise the plan for the	Sharon Ross

	PA system, which was broken when irrigation system was installed	
--	--	--

[Attachments](#)

Nil

**13 REPORTS OF THE GENERAL MANAGER****13.1 PARKES MARIST JUNIOR LEAGUE - REQUEST FOR ASSISTANCE UNDER COMMUNITY INFRASTRUCTURE PROJECT POLICY.****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:** Jaco Barnard, Chief Financial Officer**Annexures:**  
A. Email from Parkes Marist Junior Rugby League Club [↓](#)  
B. Letter from Minister David Harris advising that PMJRL will Receive Funding under the NSW Infrastructure (ClubGrants) Program [↓](#)**RECOMMENDATION**

That Council:

1. Endorse the project to procure and install field lighting at Cheney Park on behalf of Parkes Marist Junior Rugby League Club under the Community Infrastructure Projects policy.
2. Enter into an agreement and payment plan with Parkes Marist Junior Rugby League Club to facilitate the funding of the project.

**BACKGROUND**

The Community Infrastructure Projects (CIP) policy allows community and sporting groups to save the GST involved in the cost of projects and improvements subject to certain conditions being met.

The CIPP was recently updated and endorsed by Council at its meeting held on 15 April 2025. The updated policy included a new requirement for community and sporting groups wish to update community infrastructure to enter into a contribution agreement with council prior to any works commencing.

The Parkes Shire grants team recently assisted the Parkes Marist Junior Rugby League (PMJRL) Club with their application to expand the lighting of Cheney Park to cover the whole ground under the Club Grants NSW program. The PMJRL have seen huge growth in their playing numbers and have adopted Cheney Park as their home ground for training and some mid-week matches, however the isn't sufficient lighting to cover the full grassed area.

PMJRL was recently advised that they were successful with their grant application. Local State Member, Mr Phil Donato MP announced the grant during a small ceremony held at Cheney Park on 28 April 2025. Mr Donato confirmed that an amount of \$210,580 has been allocated from the grant program towards the project. In addition, PMJRL have committed a further \$75,000 to bring the project total funds to \$285,580.

**ISSUES AND COMMENTARY**

PMJRL have submitted a request, included as *Annexure A*, for the Parkes Shire Council to facilitate the procurement and installation of lights at Cheney Park under the Parkes Shire Council Community Infrastructure Projects Policy.

PMJRL nominated Mr Jason O'Bryan, President of the PMJRL as their project contact and have also provided evidence that they can contribute \$75,000 to the project.

### **LEGISLATIVE AND POLICY CONTEXT**

There is a provision in Tax law which allows Council's to purchase facilities on behalf of community organisations, allowing them to save the GST component of the cost, provided Council has a policy in place. In addition, Council's purchasing policy must be followed to procure any items under the CIP policy. The CIP policy was also recently updated to include a provision for a contribution plan agreement to be signed prior to project commencement.

### **FINANCIAL IMPLICATIONS**

PMJRL has the financial capacity to make their \$75,000 contribution and have received official notification from the Hon. David Harris MP, Minister for Gaming and Racing, that their grant application was successful to the amount of \$210,580 (see *Annexure B*).

### **RISK IMPLICATIONS**

**Financial:** There is a risk that the PMJRL may not have the funds available to pay their contribution towards the project when the time comes. This risk has been realised in the past so to mitigate this risk; a contribution plan will be put in place to ensure that funds are available to Council prior to the project commencing or proceeding past key milestone events.

### **COMMUNITY CONSULTATION**

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





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**Cheney Oval lighting grant**

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**From** Jason OBryan <Jason.O'Bryan@parkes.nsw.gov.au>

**Date** Tue 13-May-25 8:35 AM

**To** Anthony McGrath <Anthony.McGrath@parkes.nsw.gov.au>

**Cc** parkesmaristjrllfc@hotmail.com <parkesmaristjrllfc@hotmail.com>

As you are aware, Parkes Marist Junior Rugby League Club was successful in obtaining funding to install new lighting at Cheney Oval. This will include five new poles, eight new LED lights and any necessary electrical works/upgrades. The whole Cheney oval complex will then have the capacity to be under lights , greatly increasing our club's ability to accommodate more teams at training on a single night, help us run more games during our mid-week competition as well, improved safety for our players, but also serve other sports such as Hockey and Touch Football. We are very excited for the future of this facility for all sports in our community. The funding amount is \$210,580, and Parkes Marist Junior Rugby League is contributing \$75,000 for a total of \$285,580.

We are requesting assistance from Parkes Shire Council to project manage the procurement and installation of the new lighting system, under the Community Infrastructure Projects Policy. Parkes Marist Junior Rugby League is willing to assist in any capacity, with myself (Jason O'Bryan) as the club contact.

On behalf of the club, I would like to thank all involved for their time and efforts in securing this funding.

Kind regards, Jason O'Bryan, President, PMJRL

**The Hon. David Harris MP**

Minister for Aboriginal Affairs and Treaty  
Minister for Gaming and Racing  
Minister for Veterans  
Minister for Medical Research  
Minister for the Central Coast



Ref: DOC25/069855

Mr Jason O'Bryan  
Parkes Marist Junior Rugby League  
1 Alexander Street  
PARKES NSW 2870

Via email: [obyplumbing@hotmail.com](mailto:obyplumbing@hotmail.com)

Dear Mr O'Bryan,

I am pleased to advise that your application to the NSW Government Infrastructure Grants program has been successful. Your organisation will receive funding of \$210,580 as requested through the November 2024 grant round for the upgrade of the Cheney Oval sportsground lighting.

The Infrastructure Grants Program supports communities in the building, renovation and fit out of infrastructure. Funding is available for arts and cultural infrastructure, projects that enhance facilities used to shelter communities and provide emergency services and for sport and recreation and essential community infrastructure.

These grants are made possible by the Clubgrants Category 3 Fund, which reinvests a contribution from the state's registered clubs gaming machine profits back into community projects.

Details of your grant conditions, required acknowledgements and payment information will be sent to you by the Office of Responsible Gambling in a Program Agreement. Please note that the Program Agreement is not intended to be final and binding unless, and until, the Departmental delegate has approved and signed the contract.

If you have any enquiries, please contact the Grants Team on [info@responsiblegambling.nsw.gov.au](mailto:info@responsiblegambling.nsw.gov.au) or (02) 9995 0992.

Sincerely,

**The Hon. David Harris MP**

Minister for Aboriginal Affairs and Treaty  
Minister for Gaming and Racing  
Minister for Veterans  
Minister for Medical Research  
Minister for the Central Coast

52 Martin Place Sydney NSW 2000  
GPO Box 5341 Sydney NSW 2001

02 7225 6210  
[nsw.gov.au/ministerharris](https://nsw.gov.au/ministerharris)

1

**13.2 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 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:** **Jaco Barnard, Chief Financial Officer****Annexures:** **A. Quarterly Budget Review - 31 March 2025** [↓](#)

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**RECOMMENDATION**

That Council:

1. Receive and note the budget review report to 31 March 2025
  2. Adopt the budget variations proposed in the quarterly budget review to 31 March 2025
- 

**BACKGROUND**

In accordance with Clause 203 of the Local Government (General) Regulation 2005 not later than two months after the end of each quarter (except the June Quarter), the Responsible Accounting Officer must submit to Council a statement that shows by reference to the estimate of income and expenditure set out in the management plan that Council has adopted for the current year, a revised estimate of the income and expenditure for that year. The budget statement must include a note by the Responsible Accounting Officer as to whether or not he believes that the financial position of Council is satisfactory, having regard to the original estimate of income and expenditure.

**ISSUES AND COMMENTARY**

Council's consolidated original net operating budgeted result for the year ending 30 June 2025 was \$0.28m. Council has since identified variations (September, December & March QBR's) to the original budget and is now reflecting a revised net operating loss for 30 June 2025 of (\$4.35m). Council's general fund is now projecting a deficit result of (\$6.37m). However, positive operating results projected across water and sewer funds of \$1.86m & \$0.15m, respectively.

It is important to note that Council has budgeted to receive \$6.8 million in advance payments for Financial Assistance Grants (FAGs) during June 2025. If the Federal Government does not proceed with this advance payment, Council's operating deficit would further increase to (\$13.17 million) as at 30 June 2025. Council is yet to receive any formal correspondence from the Federal Government regarding the status of the advance payment.

The operating performance of the general fund remains a concern for the organisation. During Quarter 3, the operating result has improved slightly with positive variations of \$0.86m noted. Council is expected to receive net income of \$1.2m from the sale of industrial land associated with the Special Activation Precinct – Gateway project. Employee costs are forecast to increase by \$0.34m following a reduction in capital works undertaken by council staff.

Council's water fund has identified net savings of \$0.45m during Quarter 3, which consists of an additional \$0.5m in revenue from user fees and charges following higher than expected water consumption. However, employee costs are expected to increase by \$0.05m due to a reduction in capital works undertaken internally.

Council's sewer fund has achieved an improved of \$0.08m in the net operating result during Quarter 3. This is attributable to an increase in revenue from sewer access and usage charges of \$0.35m and offset by increases in employee costs (\$0.12m) and external services (\$0.15m).

The below table outlines the proposed budget variations for the Quarterly Budget Review for the quarter ending 31 March 2025.

Fund	Reporting Category	Financial Impact	Budget Variation Amount	Reason for Proposed Variation
General	Disposal of Assets	Cash Reserves & Income Statement	1,200,000	Recognition of increased income received following the sale of industrial land associated with the Special Activation Precinct – Gateway Project
Sewer	Rates & Annual Charges	Cash Reserves & Income Statement	100,000	Increase in sewer access charges compared to original budget estimates
Water	User Fees & Charges	Cash Reserves & Income Statement	500,000	Increase in residential and commercial water consumption during the Quarter 3 billing cycle
Sewer	User Fees & Charges	Cash Reserves & Income Statement	250,000	Increase in sewer usage and liquid trade waste consumption and charges compared to original budget estimates
General	Employee Costs	Cash Reserves & Income Statement	(340,000)	Increase in salary budget to reflect reduction in capitalised salaries compared to the adopted budget
Water	Employee Costs	Cash Reserves & Income Statement	(50,000)	Increase in salary budget to reflect reduction in capitalised salaries compared to the adopted budget
Sewer	Employee Costs	Cash Reserves & Income Statement	(120,000)	Increase in salary budget to reflect reduction in capitalised salaries compared to the adopted budget
Sewer	External Services	Cash Reserves & Income Statement	(150,000)	Increase in civil and electrical works associated with treatment plant operations
<b>Total Impact on Income Statement &amp; Cash Reserves - Consolidated</b>			<b>1,390,000</b>	General Fund = <b>860,000</b> Water Fund = <b>450,000</b> Sewer Fund = <b>80,000</b>

**LEGISLATIVE AND POLICY CONTEXT**

Local Government (General) Regulation 2005 Clause 203. The quarterly budget review monitors the progress of the 2024/25 operational budget, which programs the plan to achieve the actions, and strategic objectives set within Council's progressive delivery plan.

**FINANCIAL IMPLICATIONS**

The quarterly budget review for March 2025 is presented from a comparison between actuals vs. budget and budget forecast for each fund across council to 31 March 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 use 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**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2005:

It is my opinion that the Quarterly Budget Review Statement for Parkes Shire Council for the quarter ended 31 March 2025 still indicates that Council's projected financial position at 30 June 2025 will be unsatisfactory at year end at a consolidated level and across general fund operations. A comprehensive review of general fund operations (income and expenditure) is required to address the projected deficit result and to implement strategies and business decisions to enable council to work towards improving the financial performance of the organisation. A strong focus on reducing expenditure and reviewing current service delivery will be critical for council over the next six months.



# Quarterly Budget Review

31 March 2025



[parkes.nsw.gov.au](http://parkes.nsw.gov.au)

## Parkes Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/25 to 31/03/25**Table of contents****page****1. Responsible accounting officer's statement****1****2. Income & expenses budget review statement's**

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- Income &amp; expenses - general fund

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- Income &amp; expenses - water fund

**4**

- Income &amp; expenses - sewer fund

**5****3. Income & expenses budget review - variations**

- Income &amp; expenses - Budget review - variation details

**6**

Parkes Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/25 to 31/03/25**Report by responsible accounting officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

**31 March 2025**

It is my opinion that the Quarterly Budget Review Statement for Parkes Shire Council for the quarter ended 31 March 2025 still indicates that Council's projected financial position at 30 June 2025 will be unsatisfactory at year end at a consolidated level and across general fund operations. A comprehensive review of general fund operations (income and expenditure) is required to address the projected deficit result and to implement strategies and business decisions to enable council to work towards improving the financial performance of the organisation. A strong focus on reducing expenditure and reviewing current service delivery will be critical for council over the next six months.

*Jaco Barnard***Signed:** \_\_\_\_\_**Date: 14/05/2025**

Jaco Barnard  
Responsible accounting officer



## Parkes Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/25 to 31/03/25

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2025

**Income & expenses - Council Consolidated**

(\$'000's)

**Income**

	Original budget 2024/25	Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs	Revised budget 2024/25	Variations for this Mar Qtr	Projected year end result	Actual YTD figures
Rates and annual charges	30,249	-	-	323	-	-	30,572	100	30,672	27,759
User charges and fees	12,157	-	-	46	-	-	12,203	750	12,953	10,828
Other revenues	1,769	-	-	-	135	-	1,904	-	1,904	1,408
Grants and contributions - operating	13,770	-	-	3,900	-	-	17,670	-	17,670	7,173
Interest and investment revenue	1,080	-	-	1,086	-	-	2,166	-	2,166	1,609
Disposal of assets	1,500	-	-	(1,500)	-	-	-	1,200	1,200	250
<b>Total income from continuing operations</b>	<b>60,525</b>	<b>-</b>	<b>-</b>	<b>3,855</b>	<b>135</b>	<b>-</b>	<b>64,515</b>	<b>2,050</b>	<b>66,565</b>	<b>49,027</b>

**Expenses**

Employee benefits and on-costs	19,063	-	-	-	1,130	-	20,193	510	20,703	16,497
Borrowing costs	644	-	-	200	-	-	844	-	844	625
External Services	12,532	-	-	394	115	-	13,041	150	13,191	11,206
Materials and Consumables	3,691	-	-	6,209	(20)	-	9,880	-	9,880	4,099
Water, Electricity & Statutory	3,630	-	-	-	(400)	-	3,230	-	3,230	2,522
IT & Communications	295	-	-	-	-	-	295	-	295	413
Insurance	887	-	-	30	-	-	917	-	917	931
Administration	3,293	-	-	-	80	-	3,373	-	3,373	2,991
Travel & Entertainment	276	-	-	-	-	-	276	-	276	254
Financials	339	-	-	-	-	-	339	-	339	332
Internal Charges	(2,754)	-	-	-	490	-	(2,264)	-	(2,264)	(1,656)
Cost of asset disposal	-	-	-	-	-	-	-	-	-	-
Depreciation and amortisation	18,353	-	-	1,782	-	-	20,135	-	20,135	15,138
<b>Total expenses from continuing operations</b>	<b>60,249</b>	<b>-</b>	<b>-</b>	<b>8,615</b>	<b>1,395</b>	<b>-</b>	<b>70,259</b>	<b>660</b>	<b>70,919</b>	<b>53,352</b>

**Net operating result from continuing operations**

	<b>276</b>	<b>-</b>	<b>-</b>	<b>(4,760)</b>	<b>(1,260)</b>	<b>-</b>	<b>(5,744)</b>	<b>1,390</b>	<b>(4,354)</b>	<b>(4,325)</b>
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## Parkes Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/25 to 31/03/25

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2025

**Income & expenses - General Fund**

(\$000's)	Original budget 2024/25	Approved Changes					Revised budget 2024/25	Variations for this Mar Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs						
<b>Income</b>												
Rates and annual charges	19,534	-	-	323	-	-	19,857	-			19,857	19,470
User charges and fees	5,791	-	-	46	-	-	5,837	-			5,837	4,899
Other revenues	1,633	-	-	-	135	-	1,768	-			1,768	1,331
Grants and contributions - operating	13,770	-	-	3,900	-	-	17,670	-			17,670	7,173
Interest and investment revenue	937	-	-	435	-	-	1,372	-			1,372	1,146
Disposal of assets	1,500	-	-	(1,500)	-	-	-	1,200		1	1,200	181
<b>Total income from continuing operations</b>	<b>43,165</b>	-	-	<b>3,204</b>	<b>135</b>	-	<b>46,504</b>	<b>1,200</b>			<b>47,704</b>	<b>34,200</b>
<b>Expenses</b>												
Employee benefits and on-costs	16,193	-	-	-	900	-	17,093	340		5	17,433	14,028
Borrowing costs	351	-	-	200	-	-	551	-			551	405
External Services	11,280	-	-	394	115	-	11,789	-			11,789	10,220
Materials and Consumables	3,088	-	-	6,209	(20)	-	9,277	-			9,277	3,645
Water, Electricity & Statutory	1,450	-	-	-	(115)	-	1,335	-			1,335	950
IT & Communications	295	-	-	-	-	-	295	-			295	403
Insurance	887	-	-	30	-	-	917	-			917	931
Administration	2,955	-	-	-	80	-	3,035	-			3,035	2,616
Travel & Entertainment	245	-	-	-	-	-	245	-			245	245
Financials	339	-	-	-	-	-	339	-			339	332
Internal Charges	(5,194)	-	-	-	490	-	(4,704)	-			(4,704)	(3,463)
Cost of asset disposal	-	-	-	-	-	-	-	-			-	-
Depreciation and amortisation	12,199	-	-	1,362	-	-	13,561	-			13,561	10,243
<b>Total expenses from continuing operations</b>	<b>44,088</b>	-	-	<b>8,195</b>	<b>1,450</b>	-	<b>53,733</b>	<b>340</b>			<b>54,073</b>	<b>40,555</b>
<b>Net operating result from continuing operations</b>	<b>(923)</b>	-	-	<b>(4,991)</b>	<b>(1,315)</b>	-	<b>(7,229)</b>	<b>860</b>			<b>(6,369)</b>	<b>(6,355)</b>

## Parkes Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/25 to 31/03/25

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2025

**Income & expenses - Water Fund**

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Variations for this Mar Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS						
<b>Income</b>												
Rates and annual charges	6,563	-	-	-	-	-	6,563	-			6,563	4,707
User charges and fees	5,858	-	-	-	-	-	5,858	500	3		6,358	5,301
Other revenues	92	-	-	-	-	-	92	-			92	62
Grants and contributions - operating	-	-	-	-	-	-	-	-			-	-
Interest and investment revenue	86	-	-	580	-	-	666	-			666	332
Disposal of assets	-	-	-	-	-	-	-	-			-	20
<b>Total income from continuing operations</b>	<b>12,599</b>	-	-	<b>580</b>	-	-	<b>13,179</b>	<b>500</b>			<b>13,679</b>	<b>10,422</b>
<b>Expenses</b>												
Employee benefits and on-costs	1,634	-	-	-	100	-	1,734	50	6		1,784	1,347
Borrowing costs	177	-	-	-	-	-	177	-			177	132
External Services	892	-	-	-	-	-	892	-			892	600
Materials and Consumables	406	-	-	-	-	-	406	-			406	326
Water, Electricity & Statutory	2,005	-	-	-	(250)	-	1,755	-			1,755	1,468
IT & Communications	-	-	-	-	-	-	-	-			-	4
Insurance	-	-	-	-	-	-	-	-			-	-
Administration	320	-	-	-	-	-	320	-			320	348
Travel & Entertainment	26	-	-	-	-	-	26	-			26	8
Financials	-	-	-	-	-	-	-	-			-	-
Internal Charges	1,666	-	-	-	-	-	1,666	-			1,666	1,196
Cost of asset disposal	-	-	-	-	-	-	-	-			-	-
Depreciation and amortisation	4,631	-	-	160	-	-	4,791	-			4,791	3,568
<b>Total expenses from continuing operations</b>	<b>11,757</b>	-	-	<b>160</b>	<b>(150)</b>	-	<b>11,767</b>	<b>50</b>			<b>11,817</b>	<b>8,997</b>
<b>Net operating result from continuing operations</b>	<b>842</b>	-	-	<b>420</b>	<b>150</b>	-	<b>1,412</b>	<b>450</b>			<b>1,862</b>	<b>1,425</b>

## Parkes Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/25 to 31/03/25

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2025

**Income & expenses - Sewer Fund**

(\$000's)	Original budget 2024/25	Approved changes					Revised budget 2024/25	Variations for this Mar Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs						
<b>Income</b>												
Rates and annual charges	4,152	-	-	-	-	-	4,152	100	2		4,252	3,582
User charges and fees	508	-	-	-	-	-	508	250	4		758	628
Other revenues	44	-	-	-	-	-	44	-			44	15
Grants and contributions - operating	-	-	-	-	-	-	-	-			-	-
Interest and investment revenue	57	-	-	71	-	-	128	-			128	131
Disposal of assets	-	-	-	-	-	-	-	-			-	49
<b>Total income from continuing operations</b>	<b>4,761</b>	-	-	<b>71</b>	-	-	<b>4,832</b>	<b>350</b>			<b>5,182</b>	<b>4,405</b>
<b>Expenses</b>												
Employee benefits and on-costs	1,236	-	-	-	130	-	1,366	120	7		1,486	1,122
Borrowing costs	116	-	-	-	-	-	116	-			116	88
External Services	360	-	-	-	-	-	360	150	8		510	386
Materials and Consumables	197	-	-	-	-	-	197	-			197	128
Water, Electricity & Statutory	175	-	-	-	(35)	-	140	-			140	104
IT & Communications	-	-	-	-	-	-	-	-			-	6
Insurance	-	-	-	-	-	-	-	-			-	-
Administration	18	-	-	-	-	-	18	-			18	27
Travel & Entertainment	5	-	-	-	-	-	5	-			5	1
Financials	-	-	-	-	-	-	-	-			-	-
Internal Charges	774	-	-	-	-	-	774	-			774	611
Cost of asset disposal	-	-	-	-	-	-	-	-			-	-
Depreciation and amortisation	1,523	-	-	260	-	-	1,783	-			1,783	1,327
<b>Total expenses from continuing operations</b>	<b>4,404</b>	-	-	<b>260</b>	<b>95</b>	-	<b>4,759</b>	<b>270</b>			<b>5,029</b>	<b>3,800</b>
<b>Net operating result from continuing operations</b>	<b>357</b>	-	-	<b>(189)</b>	<b>(95)</b>	-	<b>73</b>	<b>80</b>			<b>153</b>	<b>605</b>

**Parkes Shire Council**
**Quarterly Budget Review Statement**  
for the period 01/01/25 to 31/03/25

**Income & expenses budget review statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
1	General Fund - Disposal of Assets - Recognition of Income received from sale of industrial land (Special Activation Precinct - Gateway)
2	Sewer Fund - Rates and Annual Charges - Increase in sewer access charges compared to original budget estimates
3	Water Fund - User Fees & Charges - Increase in residential and commercial water consumption during the Quarter 3 billing cycle
4	Sewer Fund - User Fees & Charges - Increase in sewer usage and liquid trade waste charges compared to original budget estimates
5	General Fund - Employee Costs - Increase in salary budget to reflect reduction in capitalised salaries compared to the adopted budget
6	Water Fund - Employee Costs - Increase in salary budget to reflect reduction in capitalised salaries compared to the adopted budget
7	Sewer Fund - Employee Costs - Increase in salary budget to reflect reduction in capitalised salaries compared to the adopted budget
8	Sewer Fund - External Services - Increase in civil and electrical works associated with treatment plant operations

### 13.3 INVESTMENTS AND BORROWINGS REPORT AS AT 30 APRIL 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:** Jaco Barnard, Chief Financial Officer

**Annexures:** A. PSC - Investment Register - 30 April 2025 [↓](#)  
B. PSC - Loans Register - 30 April 2025 [↓](#)

#### RECOMMENDATION

That:

1. Receive and note the Statement of Investments and Borrowings as on 30 April 2025

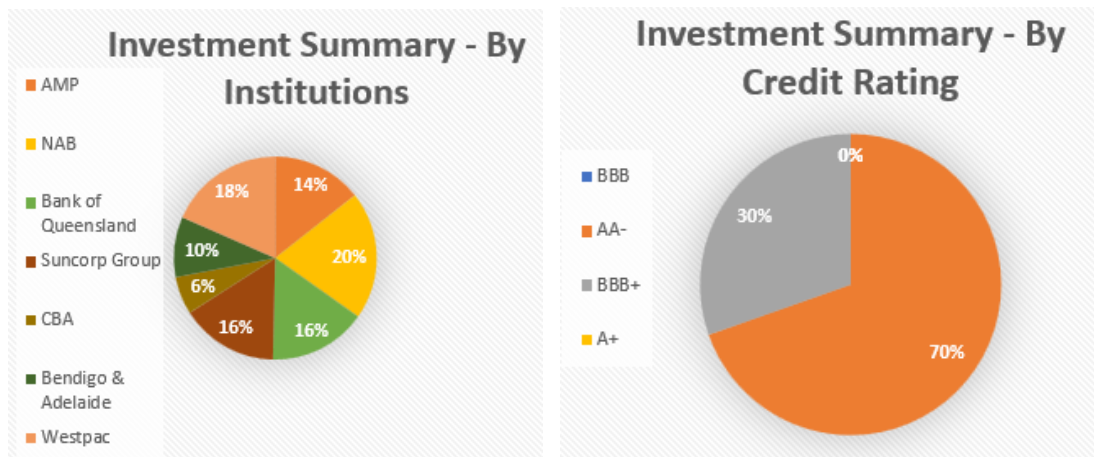
#### BACKGROUND

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 30 April 2025 stands at \$41,699,217 and the principal outstanding on council's borrowings at \$20,122,850. Council's investments increased by \$2.54 million during April following receipt of several significant government grant payments.

On 30 April 2025, Council's investment portfolio continues to yield 5.05 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 April, 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 30 April 2025.

Parkes Shire Council Investment Register as at 30 April 2025						
ADI/Issuer	Rating	Investment Type	Principal	Yield	Settlement Date	Maturity Date
NAB	AA-	Term Deposit	1,000,000	4.95	15/01/2025	15/05/2025
Suncorp Group	AA-	Term Deposit	1,500,000	5.08	19/12/2024	19/05/2025
NAB	AA-	Term Deposit	1,000,000	5.00	19/08/2024	19/05/2025
Suncorp Group	AA-	Term Deposit	1,500,000	5.15	29/11/2024	29/05/2025
Suncorp Group	AA-	Term Deposit	1,500,000	5.15	29/11/2024	29/05/2025
NAB	AA-	Term Deposit	1,000,000	4.90	31/01/2025	30/05/2025
AMP	BBB+	Term Deposit	2,000,000	5.20	14/08/2024	16/06/2025
Bank of Queensland	BBB+	Term Deposit	1,500,000	5.20	19/12/2024	19/06/2025
Bank of Queensland	BBB+	Term Deposit	1,500,000	5.20	19/12/2024	19/06/2025
AMP	BBB+	Term Deposit	500,000	5.20	19/08/2024	19/06/2025
NAB	AA-	Term Deposit	3,000,000	4.77	28/03/2025	30/06/2025
AMP	BBB+	Term Deposit	2,000,000	5.10	15/01/2025	15/07/2025
NAB	AA-	Term Deposit	500,000	4.50	22/04/2025	22/07/2025
Bendigo & Adelaide	A-	Term Deposit	2,000,000	4.89	31/01/2025	31/07/2025
NAB	AA-	Term Deposit	500,000	4.45	30/04/2025	29/08/2025
Bendigo & Adelaide	A-	Term Deposit	2,000,000	4.89	31/01/2025	29/08/2025
AMP	BBB+	Term Deposit	1,500,000	5.05	9/01/2025	9/10/2025
Bank of Queensland	A-	Term Deposit	1,500,000	4.64	17/04/2025	17/10/2025
Suncorp Group	AA-	Term Deposit	1,000,000	4.98	23/01/2025	24/11/2025
NAB	AA-	Term Deposit	1,500,000	5.10	27/11/2024	27/11/2025
Suncorp Group	AA-	Term Deposit	1,000,000	4.58	29/04/2025	28/11/2025
CBA	AA-	Floating Rate Note (Fixed)	1,008,517	4.20	18/08/2022	18/08/2025
Bank of Queensland	BBB+	Floating Rate Note	2,005,780	5.04	21/04/2022	29/10/2025
CBA	AA-	Floating Rate Note	1,506,135	5.39	11/01/2022	14/01/2027
Westpac	AA-	Cash at Call - Main	3,278,713	At Call		
Westpac	AA-	Cash at Call - Maxi	4,400,072	At Call		
Total			41,699,217			

Investment Balances by Type			
Term Deposit	29,500,000		
Floating Rate Note	4,520,432	34,020,432	Investments
Cash at Call - Main	3,278,713		
Cash at Call - Maxi	4,400,072	7,678,785	Cash
Total Balance - 30/04/2025	41,699,217		

I, Jaco Barnard, Parkes Shire Council Chief Financial Officer, certify as required under Section 212 of the Local Government Regulations 2021, that Council's investments have been made in accordance with the Local Government Act 1993 and Parkes Shire Council Investment Policy.

Signed: Jaco Barnard



Parkes Shire Council Loan Register as at 30 April 2025							
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Outstanding as 30 April 2025
<b>General Fund</b>							
Airport Runway Rehabilitation	NAB	1	20	2030	8.21%	\$ 2,000,000	828,365.73
30 Welcome Street	NAB	3	20	2030	8.21%	\$ 500,000	207,091.43
Henry Parkes Centre	NAB	4	20	2030	8.01%	\$ 950,000	420,863.52
Community Infrastructure, Drainage Projects and IT	TCorp	10	10	2026	3.485%	\$ 2,220,000	2,220,000.00
Transport Infrastructure	TCorp	11	10	2028	3.670%	\$ 3,000,000	3,000,000.00
Land Development	TCorp	12	10	2044	5.730%	\$ 4,000,000	3,945,306.62
<b>Total General Fund</b>						<b>\$ 12,670,000</b>	<b>10,621,627.30</b>
<b>Sewer Fund</b>							
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	4,000,000.00
<b>Total Sewer Fund</b>						<b>\$ 4,000,000</b>	<b>4,000,000.00</b>
<b>Water Fund</b>							
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	5,501,222.80
<b>Total Water Fund</b>						<b>\$ 8,500,000</b>	<b>5,501,222.80</b>
<b>Total All Funds</b>						<b>\$ 25,170,000</b>	<b>20,122,850.10</b>

**13.4 MONTHLY FINANCIAL REPORTS AS AT 30 APRIL 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:** **Jaco Barnard, Chief Financial Officer****Annexures:**  
**A.** **Annexure A - Directors Report April 2025** [↓](#)  
**B.** **Annexure B - Directors Report (No Depr) April 2025** [↓](#)  
**C.** **Annexure C - Directors Report April 2025 vs. April 2024** [↓](#)

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**RECOMMENDATION**

That Council:

1. Receive and note the year-to-date financial reports for the period up to 30 April 2025.
- 

**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 \$8.4m at the end of April. The general fund reflected a loss of \$9m, the water fund reflected a profit of \$773k while the sewer fund reflected a loss of \$244k. The year-to-date income was \$4.8m more than budgeted, while the cash expenses were \$7.1m more than budgeted. Depreciation was \$1.5m more than budgeted.

The consolidated net operating loss was \$3.8m more than budgeted.

**Annexure A** provides more detailed commentary into the financial performance of the organisation for the period ending 30 April 2025 compared to the adopted budget.

**Annexure B** provides more detailed commentary into the financial performance of the organisation for the period ending 30 April 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 C** provides more detailed commentary into the financial performance of the organisation for the period ending 30 April 2025 compared 30 April 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 30 April 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.

PSC Income Statement 2024/2025  
April Year to Date

	Consolidated			General Fund			Water Fund			Sewer Fund			Financial Commentary
	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	
Rates and annual charges	27,862	27,676	187	19,469	19,372	96	5,212	5,224	(12)	3,181	3,079	102	Rates (-\$255k), Waste (+\$329k), Sewer Access Charge (+\$102k).
User charges and fees	10,992	9,805	1,187	5,179	4,815	364	5,215	4,606	609	599	384	214	RMCC (+\$128k), Planning (-\$267k), Waste (+\$238k), Events (-\$131k), Airport (+\$96k). Residential water usage (+\$503k), Sewer Usage (+\$188k).
Interest and investment revenue	1,720	900	820	1,248	781	466	341	71	269	132	47	84	Higher cash balance due to prepaid grants.
Other revenues	1,509	1,499	10	1,433	1,386	46	58	76	(19)	19	37	(18)	Workers Comp (\$+133k), Fuel Rebate (-\$83k), Rent Received (+\$160k), Airport (+\$41k), Pools (+\$72k), GM-Stevens Group (-\$500k), Legal Fees (+\$170k).
Grants and contributions provided for opex	7,632	4,944	2,687	7,632	4,944	2,687	0	0	0	0	0	0	Family DC (+\$282k), R2R (-\$737k), FAGS Roads (+\$325k), Storm Damage (+\$127k), DRP (+\$250k), Drought Resilience (+\$40k), Flood (+\$132k) FAGS (+\$689k)
<b>Income</b>	<b>49,715</b>	<b>44,824</b>	<b>4,891</b>	<b>34,959</b>	<b>31,299</b>	<b>3,660</b>	<b>10,826</b>	<b>9,977</b>	<b>848</b>	<b>3,930</b>	<b>3,547</b>	<b>383</b>	
Employee Cost	17,952	15,907	(2,045)	15,238	13,516	(1,722)	1,486	1,362	(124)	1,228	1,030	(199)	Events & EcDev (-\$341k), Training (+\$157k), W&S (-\$1.3m), GM (-\$121k), WF (-\$124k), SF (-\$199k).
Materials & Consumables	4,219	3,079	(1,140)	3,708	2,574	(1,134)	357	339	(17)	155	166	11	Fleet & Depot (-\$140k), Roads Maintenance (-\$1.1m).
External Services	12,306	10,810	(1,496)	11,243	9,756	(1,487)	658	753	95	404	300	(104)	Road maintenance (-\$2.3m), Corporate Services (+\$540k), Waste (-\$257k), Planning (+\$155k), WF (+\$95k) SF (-\$104k).
Water, Electricity & Statutory	2,943	3,006	63	1,053	1,229	177	1,736	1,631	(104)	155	146	(9)	
IT & Communications	419	246	(173)	408	246	(163)	0	0	0	6	0	(6)	Mobile and Internet Cost (-\$150k)
Insurance	935	881	(54)	935	881	(54)	0	0	0	0	0	0	
Administration	3,170	2,720	(450)	2,779	2,452	(328)	361	256	(105)	30	13	(17)	Timing of Licence & Rego (-\$52k), Governance Software (-\$55k), Events Advertising (-\$30k), Grants (-\$80k), Memberships (-\$28k). WF - Scholarships
Travel & Entertainment	293	256	(37)	279	230	(49)	12	22	10	1	4	2	
Financials	370	283	(87)	365	283	(82)	6	0	(6)	0	0	0	
Internal Charges	(1,770)	(2,293)	(523)	(3,768)	(4,327)	(559)	1,325	1,388	63	672	646	(27)	Under capitalisation of internal plant due to storm damage work.
Interest Paid	692	536	(156)	449	293	(156)	145	147	2	98	97	(2)	Harrowvale Loan.
Cost of Assets Sold	471	0	(471)	460	0	(460)	11	0	(11)	0	0	0	
Sale Proceeds of Assets	(679)	(1,250)	(571)	(599)	(1,250)	(651)	(31)	0	31	(49)	0	49	Rose Street (-\$1.1m) and Sale of plant and equipment.
<b>Expenses</b>	<b>41,320</b>	<b>34,181</b>	<b>(7,139)</b>	<b>32,549</b>	<b>25,882</b>	<b>(6,667)</b>	<b>6,066</b>	<b>5,898</b>	<b>(168)</b>	<b>2,701</b>	<b>2,401</b>	<b>(300)</b>	
<b>Cash profit for the year</b>	<b>8,395</b>	<b>10,643</b>	<b>(2,248)</b>	<b>2,410</b>	<b>5,418</b>	<b>(3,007)</b>	<b>4,760</b>	<b>4,079</b>	<b>681</b>	<b>1,229</b>	<b>1,146</b>	<b>83</b>	
Depreciation	16,840	15,294	(1,547)	11,381	10,166	(1,215)	3,986	3,859	(127)	1,473	1,269	(204)	Due to indexation of assets.
<b>Net Operation result as at April</b>	<b>(8,445)</b>	<b>(4,651)</b>	<b>(3,794)</b>	<b>(8,971)</b>	<b>(4,748)</b>	<b>(4,223)</b>	<b>773</b>	<b>220</b>	<b>554</b>	<b>(244)</b>	<b>(122)</b>	<b>(122)</b>	

**PSC Income Statement 2024/2025**  
**April Year to Date**

	Consolidated			General Fund			Water Fund			Sewer Fund			Financial Commentary
	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	Act \$'000	Budget \$'000	Variance \$'000	
Rates and annual charges	27,862	27,676	187	19,469	19,372	96	5,212	5,224	(12)	3,181	3,079	102	Rates (-\$255k), Waste (+\$329k), Sewer Access Charge (+\$102k).
User charges and fees	10,992	9,805	1,187	5,179	4,815	364	5,215	4,606	609	599	384	214	RMCC (+\$128k), Planning (-\$267k), Waste (+\$238k), Events (-\$131k), Airport (+\$96k). Residential water usage (+\$503k), Sewer Usage (+\$188k).
Interest and investment revenue	1,720	900	820	1,248	781	466	341	71	269	132	47	84	Higher cash balance due to prepaid grants.
Other revenues	1,509	1,499	10	1,433	1,386	46	58	76	(19)	19	37	(18)	Workers Comp (\$+133k), Fuel Rebate (-\$83k), Rent Received (+\$160k), Airport (+\$41k), Pools (+\$72k), GM-Stevens Group (-\$500k), Legal Fees (+\$170k).
Grants and contributions provided for opex	7,632	4,944	2,687	7,632	4,944	2,687	0	0	0	0	0	0	Family DC (+\$282k), R2R (-\$737k), FAGS Roads (+\$325k), Storm Damage (+\$127k), DRP (+\$250k), Drought Resilience (+\$40k), Flood (+\$132k) FAGS (+\$689k)
<b>Income</b>	<b>49,715</b>	<b>44,824</b>	<b>4,891</b>	<b>34,959</b>	<b>31,299</b>	<b>3,660</b>	<b>10,826</b>	<b>9,977</b>	<b>848</b>	<b>3,930</b>	<b>3,547</b>	<b>383</b>	
Employee Cost	17,952	15,907	(2,045)	15,238	13,516	(1,722)	1,486	1,362	(124)	1,228	1,030	(199)	Events & EcDev (-\$341k), Training (+\$157k), W&S (-\$1.3m), GM (-\$121k), WF (-\$124k), SF (-\$199k).
Materials & Consumables	4,219	3,079	(1,140)	3,708	2,574	(1,134)	357	339	(17)	155	166	11	Fleet & Depot (-\$140k), Roads Maintenance (-\$1.1m).
External Services	12,306	10,810	(1,496)	11,243	9,756	(1,487)	658	753	95	404	300	(104)	Road maintenance (-\$2.3m), Corporate Services (+\$540k), Waste (-\$257k), Planning (+\$155k), WF (+\$95k) SF (-\$104k).
Water, Electricity & Statutory	2,943	3,006	63	1,053	1,229	177	1,736	1,631	(104)	155	146	(9)	
IT & Communications	419	246	(173)	408	246	(163)	0	0	0	6	0	(6)	Mobile and Internet Cost (-\$150k)
Insurance	935	881	(54)	935	881	(54)	0	0	0	0	0	0	
Administration	3,170	2,720	(450)	2,779	2,452	(328)	361	256	(105)	30	13	(17)	Timing of Licence & Rego (-\$52k), Governance Software (-\$55k), Events Advertising (-\$30k), Grants (-\$80k), Memberships (-\$28k), WF - Scholarships
Travel & Entertainment	293	256	(37)	279	230	(49)	12	22	10	1	4	2	
Financials	370	283	(87)	365	283	(82)	6	0	(6)	0	0	0	
Internal Charges	(1,770)	(2,293)	(523)	(3,768)	(4,327)	(559)	1,325	1,388	63	672	646	(27)	Under capitalisation of internal plant due to storm damage work.
Interest Paid	692	536	(156)	449	293	(156)	145	147	2	98	97	(2)	Harrowvale Loan.
Cost of Assets Sold	471	0	(471)	460	0	(460)	11	0	(11)	0	0	0	
Sale Proceeds of Assets	(679)	(1,250)	(571)	(599)	(1,250)	(651)	(31)	0	31	(49)	0	49	Rose Street (-\$1.1m) and Sale of plant and equipment.
<b>Expenses</b>	<b>41,320</b>	<b>34,181</b>	<b>(7,139)</b>	<b>32,549</b>	<b>25,882</b>	<b>(6,667)</b>	<b>6,066</b>	<b>5,898</b>	<b>(168)</b>	<b>2,701</b>	<b>2,401</b>	<b>(300)</b>	
<b>Cash profit for the year</b>	<b>8,395</b>	<b>10,643</b>	<b>(2,248)</b>	<b>2,410</b>	<b>5,418</b>	<b>(3,007)</b>	<b>4,760</b>	<b>4,079</b>	<b>681</b>	<b>1,229</b>	<b>1,146</b>	<b>83</b>	
Capital Grants & Contributions	16,822			7,575			6,336			2,911			
Capital Expenses	31,685			21,525			8,028			2,132			
<b>Capital Cash Inflow / (Outflow)</b>	<b>(14,863)</b>			<b>(13,950)</b>			<b>(1,693)</b>			<b>780</b>			
<b>Net Cash Inflow / (Outflow)</b>	<b>(6,468)</b>			<b>(11,540)</b>			<b>3,067</b>			<b>2,009</b>			

**PSC Income Statement 2024/2025**  
**April Year to Date vs. Previous Year YTD**

	Consolidated			General Fund			Water Fund			Sewer Fund			Financial Commentary
	Act \$'000	2024 \$'000	Variance \$'000	Act \$'000	2024 \$'000	Variance \$'000	Act \$'000	2024 \$'000	Variance \$'000	Act \$'000	2024 \$'000	Variance \$'000	
Rates and annual charges	27,862	27,329	533	19,469	18,539	930	5,212	6,038	(826)	3,181	2,752	429	
User charges and fees	10,992	16,232	(5,239)	5,179	11,511	(6,333)	5,215	4,288	927	599	432	166	RMCC (-\$6.6m)
Interest and investment revenue	1,720	1,453	267	1,248	1,060	187	341	317	24	132	76	56	
Other revenues	1,509	1,361	148	1,433	1,245	188	58	46	12	19	70	(52)	
Grants and contributions provided for opex	7,632	16,190	(8,558)	7,632	16,037	(8,406)	0	152	(152)	0	0	0	Storm Damage (-\$5.5m), R2R (+\$736k), ARTC (-\$1.5m)
<b>Income</b>	<b>49,715</b>	<b>62,565</b>	<b>(12,849)</b>	<b>34,959</b>	<b>48,392</b>	<b>(13,433)</b>	<b>10,826</b>	<b>10,841</b>	<b>(15)</b>	<b>3,930</b>	<b>3,331</b>	<b>599</b>	
Employee Cost	17,952	17,537	(415)	15,238	14,636	(601)	1,486	2,215	729	1,228	686	(542)	
Materials & Consumables	4,219	5,824	1,605	3,708	5,266	1,559	357	424	67	155	134	(21)	Road Maintenance (+\$957k)
External Services	12,306	17,551	5,245	11,243	16,517	5,273	658	771	113	404	262	(142)	Road Maintenance (+\$4.8m)
Water, Electricity & Statutory	2,943	2,693	(250)	1,053	908	(144)	1,736	1,657	(78)	155	127	(28)	
IT & Communications	419	350	(69)	408	344	(64)	0	1	1	6	4	(2)	IT (-\$54k)
Insurance	935	876	(59)	935	876	(59)	0	0	0	0	0	0	
Administration	3,170	2,571	(599)	2,779	2,294	(486)	361	265	(96)	30	13	(17)	IT (-\$218k) Events (-\$109k)
Travel & Entertainment	293	278	(14)	279	255	(24)	12	20	7	1	4	2	
Financials	370	333	(37)	365	333	(31)	6	0	(6)	0	0	0	
Internal Charges	(1,770)	(1,416)	354	(3,768)	(4,627)	(859)	1,325	2,213	888	672	998	325	
Interest Paid	692	531	(161)	449	277	(172)	145	156	11	98	99	0	Harrowvale Loan
Cost of Assets Sold	471	316	(156)	460	282	(178)	11	32	20	0	2	2	
Sale Proceeds of Assets	(679)	(590)	89	(599)	(506)	93	(31)	(84)	(53)	(49)	0	49	
<b>Expenses</b>	<b>41,320</b>	<b>46,853</b>	<b>5,533</b>	<b>32,549</b>	<b>36,855</b>	<b>4,306</b>	<b>6,066</b>	<b>7,669</b>	<b>1,603</b>	<b>2,701</b>	<b>2,329</b>	<b>(372)</b>	
<b>Cash profit for the year</b>	<b>8,395</b>	<b>15,711</b>	<b>(7,316)</b>	<b>2,410</b>	<b>11,538</b>	<b>(9,127)</b>	<b>4,760</b>	<b>3,172</b>	<b>1,588</b>	<b>1,229</b>	<b>1,002</b>	<b>227</b>	
Depreciation	16,840	14,968	(1,872)	11,381	10,093	(1,288)	3,986	3,669	(317)	1,473	1,206	(267)	Due to indexation of assets.
<b>Net Operation result as at April</b>	<b>(8,445)</b>	<b>743</b>	<b>(9,188)</b>	<b>(8,971)</b>	<b>1,445</b>	<b>(10,416)</b>	<b>773</b>	<b>(498)</b>	<b>1,271</b>	<b>(244)</b>	<b>(204)</b>	<b>(40)</b>	

**14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****14.1 LOCAL GOVERNMENT REMUNERATION TRIBUNAL DETERMINATION OF COUNCILLOR ANNUAL FEES FOR 2025/26****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:** Veronica Shaw, Manager Governance, Risk and Corporate Performance**Authoriser:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:** A. Government Gazette - Number 172 - Local Government Remuneration Tribunal Annual Determination 17 April 2025 [↓](#)**RECOMMENDATION**

That Council:

1. Receive and note Government Gazette Number 172-4 advising of the Local Government Remuneration Tribunal Annual Determination 2025 appended at *Annexure A*.
2. Pursuant to section 248 of the *Local Government Act 1993*, fix and determine the annual fee payable to the Councillors of Parkes Shire Council for the 2025/26 financial year effective from 01 July 2025, at the upper limit of \$18,890.00 for a Rural Large Council.
3. Pursuant to section 249 of the *Local Government Act 1993*, fix and determine the annual fee payable to the Mayor of Parkes Shire Council for the 2025/26 financial year effective from 01 July 2025, at the upper limit of \$40,530.00 for a Rural Large Council.

**BACKGROUND**

The Local Government Remuneration Tribunal ("the Tribunal") is constituted under Chapter 9, Division 4 of the *Local Government Act 1993* ("the Act") to set the minimum and maximum fees payable to Councillors and Mayors for each category of council annually. Section 239 of the Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years with the next review scheduled for 2026. The Tribunal is also charged with placing each council and Mayoral office into one of those categories. Parkes Shire Council was categorised as a Large Rural Council in 2023.

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

At the Ordinary Council Meeting held 18 June 2024, Council resolved to determine the annual fee payable to Councillors and the Mayor at the upper limit for a Rural Large Council for the 2024/2025 financial year [OCM 180/24]. In addition, Council previously resolved to pay superannuation on behalf of the elected members at its Ordinary Meeting held 15 March 2022 [Res 22-083].

**ISSUES AND COMMENTARY**

In its determination, the Tribunal decided a 3% per annum increase in the minimum and maximum fees applicable to each category of council from 1 July 2025. This was in consideration of several

determining factors, including the consumer price index (CPI), the Wage Price Index (WPI) and several submissions.

As a "Rural Large" council the range of annual fees that can be paid by Parkes Shire Council to Councillors and Mayors in 2025/26 as determined by the Tribunal, are detailed in *Table A*, below:

<b>Table A: Rural Large Council - Councillor and Mayor Fees 2025/26</b>					
<b>Category</b>		<b>Councillor/Member Annual Fee</b>		<b>Mayor/Chairperson Additional Fee*</b>	
		<b>Minimum</b>	<b>Maximum</b>	<b>Minimum</b>	<b>Maximum</b>
General Purpose Councils – Non-metropolitan	Rural Large	\$10,530.00	\$18,890.00	\$16,820.00	\$40,530.00

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

Council has historically determined to fix the annual fee payable to the Councillors and Mayor at the maximum amounts for the category as determined by the Tribunal and to include provision for superannuation payments. This will ensure Councillors and Mayor are compensated fairly for their contribution to Council and help ease barriers preventing representative members of the public from standing for Council.

## LEGISLATIVE AND POLICY CONTEXT

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

[Local Government Act 1993 No 30 - NSW Legislation](#)

## FINANCIAL IMPLICATIONS

*Table B*, below, details the total fees payable to the Mayor and Councillors in the 2025/26 year if the maximum fee is adopted:

<b>Table B: Fees and Super Payable to Parkes Shire Council Mayor and Councillors for the 2025/26 Financial Year if Maximum Fee is adopted</b>				
<b>Category</b>	<b>Maximum Annual Fee (Rural Large)</b>	<b>Superannuation @ 12%</b>	<b>No.</b>	<b>Total Fees</b>
Councillor	18,890.00	2,266.80	9	\$170,010.00
Mayor (Councillor Fee 18,890 + Mayoral Fee 40,530)	59,420.00	7,130.40	1	\$59,420.00
			Total Fees:	\$229,430.00
			Super 12%:	\$27,531.60
			<b>Total Fees + Super:</b>	<b>\$256,961.60</b>

The allocation for the annual fees for the Councillors and Mayor that was made in Council's draft 2025/26 Budget was based on the previous fees as the new fee had not yet been adopted. An



additional amount will need be set aside in the budget should Council decide to adopt a fee greater than the previous year.

In addition, council previously resolved to pay superannuation guarantee payments, pursuant to section 254B of the *Local Government Act 1993* on behalf of the elected members at its Ordinary Council Meeting in March 2022 [Res 22-083]. This equates to 12% or \$27,531.60 for the 2025-26 Financial Year if the maximum fee is adopted. Superannuation contributions were included in the budget.

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

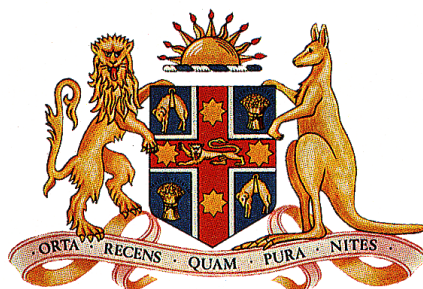
### **RISK IMPLICATIONS**

Consistent with sections 248(4) and 249(4) of the Act, if Council does not formally resolve to fix and determine the Councillors' and Mayor's fees for 2025/26 as recommended, the minimum fee determined by the Tribunal will be applied.

Council adopting the recommended maximum increase for Rural Large Council may pose a reputational risk, however, it is important to recognise that the category and the minimum and maximum amounts that the Tribunal provides annual have undergone several assessments which reflects the current CPI and WPI. This doesn't, however, greatly reflect the increased workload and change of scope which councils have undergone in the last decade which have increased the demands and the expectations on Councillors and Mayors throughout New South Wales. Council has the discretion to set fees within the minimum and maximum range outlined in Table B. Selecting the maximum amount is crucial to ensure that Councillors receive appropriate compensation for their dedication, including the sacrifice of personal time and use of personal leave for community work, discussions with community members, and official council engagements and to also reduce barriers for prospective Councillors to ensure a more representative Council.

### **COMMUNITY CONSULTATION**

A budget allocation was included in the Draft 2025-26 Operational Plan, which has been on public exhibition from 7 May 2025 to 3 June 2025 and which will be updated to reflect the adopted fees in this report.



# *Government Gazette*

of the State of

New South Wales

**Number 172 - Local Government**

**Friday, 02 May 2025**

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The New South Wales Government Gazette is the permanent public record of official NSW Government notices. It can also contain local council, non-government and other notices.

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**NSW Government Gazette No 172 of 02 May 2025**

## Hay Shire Council

### Notice Pursuant to Section 715(1)(b) Local Government Act 1993

#### Sale of Land for Unpaid Rates and Charges

NOTICE is hereby given to the persons named hereunder, that the Hay Shire Council has resolved, in pursuance of Section 713(2) of the Local Government Act 1993 to sell the land described hereunder, of which the persons named appear to Council to be the owners of the land or in which they appear to have an interest in the land on which the amount of rates and charges and interest stated in each case as at 9<sup>th</sup> March 2025 is payable, at public auction in the Council Chambers Hay at 11.00 am on Friday 19<sup>th</sup> September 2025.

Ref. No.	Person Rated Description of Land	Rates & charges Outstanding more than 5 years	Rates and Charges outstanding less than 5 years	Total overdue rates & charges
1021789	Riverina Land Development 528 Brewery Street Hay NSW 2711	\$1,902.24	\$17,008.99	\$18,911.23
1017358	Estate of Allan Morrissey 4 Nimmie Street Maude NSW 2711	\$320.42	\$2,908.34	\$3,228.76
1039415	JMT Holdings 25392 Mid-Western Highway Hay NSW 2711	\$605.77	\$25,418.16	\$26,023.93

If all rates and charges payable (including overdue rates and charges) are not paid to the Council or an arrangement satisfactory to the Council is not entered into by the rateable person before the time fixed for the sale, the Council will proceed with the sale.

**David Webb**  
General Manager

The Hills Shire Council

ROADS ACT 1993

Naming of Roads

*Notice is hereby given that The Hills Shire Council, pursuant to section 162 of the Roads Act 1993, has officially named the road(s) as shown hereunder:*

Name	Locality
St Marina Road	BOX HILL
Description	
Future Public Road from Future Box Road extension to Grandhill Parkway Box Hill	

MICHAEL EDGAR  
General Manager  
The Hills Shire Council  
3 Columbia Court  
NORWEST NSW 2153

## Liverpool City Council

## ROADS ACT 1993

## Naming of Roads

*Notice is hereby given that Liverpool City Council, pursuant to section 162 of the Roads Act 1993, has officially named the road(s) as shown hereunder:*

Name	Locality
Campfire Road	LEPPINGTON
<b>Description</b>	
New road created off Propellor Avenue connecting to Parade Road intersection	
Name	Locality
Founders Avenue	LEPPINGTON
<b>Description</b>	
Cul-de-sac street located off Crystal Palace Way.	

Lina Kakish  
Director Planning and Compliance  
Liverpool City Council  
33 Moore Street  
Liverpool NSW 2170

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**Local Government  
Remuneration Tribunal**

# Annual Determination

Report and determination  
under sections 239 and 241 of the  
*Local Government Act 1993*

17 April 2025



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# Executive Summary

The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, as well as chairpersons and members of county councils.

## Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, the criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

It should be noted that **the Tribunal determined that one Council - Mid Coast Council – would be re-categorised from a Regional Centre to Regional Strategic Area from 1 July 2025** as a result of meeting the criteria at Appendix 1.

## Fees

The Tribunal has determined a **3%** per annum increase in the minimum and maximum fees applicable to each category from **1 July 2025**.

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# Section 1 – Introduction

## Background

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a comprehensive review of the categories and the allocation of councils into each of those categories in 2023.
2. The Tribunal will next conduct a full review of the categories and the allocation of councils as required by the LG Act in the 2026 Annual Review.
3. Section 241 of the LG Act provides that the Tribunal determine the minimum and maximum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under s.239.
4. The Tribunal can also determine that a council be re-categorised into a different category, existing or new, with a higher range of fees.
5. The Tribunal's Annual Determination takes effect from 1 July each year.

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# Section 2 – 2024 Determination

## 2024 Annual Determination

6. In 2024, the Tribunal received 19 written submissions, which included two requests for re-categorisation.
7. The Tribunal found that the current allocation of the councils remained appropriate, with the exceptions outlined below.
8. The Tribunal closely reviewed population and data relating to council operations in the 2024 Annual Determination process to ensure categorisation of councils was consistent with the criteria.
9. For reasons explained at paragraphs 35-39 of the Local Government Annual Determination 2024, Hilltops Council and Muswellbrook Shire Council were reclassified as Regional Rural Councils.
10. The Tribunal determined that fees would increase by 3.75% for the minimum and maximum fees applicable to each category from 1 July 2024.

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# Section 3 – 2025 Review

## 2025 Annual Review process

11. The Tribunal's 2025 Annual Review commenced in October 2024, when it wrote to all councils inviting submissions regarding fees. The Tribunal noted that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review.
12. The invitation noted that it is expected that submissions are endorsed by respective councils.
13. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
14. The Tribunal received 16 written submissions from individual councils and one submission from LGNSW.
15. The Tribunal acknowledges and thanks all parties for their submissions.

## Submissions Received – Requests for Re-categorisation

16. Seven of the 16 council submissions received requested re-categorisation or changes to current category criteria.
17. LGNSW also advocated for changes to factors affecting categorisation of councils.
18. Berrigan, City of Parramatta, Gilgandra Shire, Lake Macquarie City, City of Ryde, City of Sydney and Blacktown put forward cases for re-

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categorisation, or changes to category criteria, and the creation of new categories, for the Tribunal's consideration.

### Requests for Re-classification

19. **Berrigan Shire Council** requested re-categorisation from Rural to Rural Large, despite acknowledging that they do not meet all the benchmarks in the criteria for this category.
20. The criteria for Rural Large is outlined at Appendix 1 of the 2024 Annual Determination, page 38 which states:

*“Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.*

*Other features may include:*

- *one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre*
- *a limited range of services, facilities and employment opportunities compared to Regional Rural councils*
- *local economies based on agricultural/resource industries.”*

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21. Council's submission states they are currently at 86% of the population target threshold and 90% of the representation ratio but are meeting other criteria benchmarks.
22. Given that Council does not currently satisfy the population and ratio thresholds specified for Rural Large, the Tribunal is not persuaded to include Berrigan Shire Council in Rural Large at this time.
23. **City of Parramatta Council** requested that it be re-categorised to the highest category of general purpose councils, Principal CBD, in order to recognise its size, rate of growth, economic and global influence, operational budget, and strategic and geographical importance.
24. Council put forward a similar case for re-categorisation as part of the 2024 annual determination process, which was unsuccessful. In addition to the reasons put forth in paragraph 20 of the 2024 annual determination, the Council has included the following reasons for its re-categorisation request:
  - A local economy that has more than 30% of Australia's top 500 companies with offices in Parramatta, and estimated public and private investments in the next 5 years of \$20 billion
  - It is estimated by 2050 that Parramatta will be a city with a population of more than 500,000 people
  - The expected accessibility of the City, being a 'gateway to Sydney' with more people expected to live west of Parramatta than to its

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east by 2050, and being accessible by 2.3 million people within 45 minutes

- Key infrastructure in Parramatta, including but not limited to the Parramatta PHIVE, Commbank Stadium, the new Parramatta Light Rail, the Westmead Institute for Medical Research, Sydney Olympic Park and construction of Powerhouse Parramatta
- Expansion of education and innovation precincts, with Parramatta's education and training sector being valued at \$1.6 billion, and
- Significant operating and capital works budget of \$607 million, including multiple town centres, and sports and cultural hubs.

25. The Council also argues that a re-classification would reflect the additional skills and abilities that representing a growth council requires.

26. The City of Parramatta notes that the number of electors that each councillor represents is higher than the City of Sydney's. The submission states that the elected councillors represent more than 125,000 enrolled electors, compared to City of Sydney's elected councillors representing 45,891 enrolled electors.

27. Parramatta was classified as a Major CBD, following the 2017 Annual Determination. The Tribunal had found that Parramatta Council was significantly different from other large metropolitan councils on the basis of its secondary CBD status, as recognised by the State Government, at paragraph 21 of the 2017 annual determination. As a result, the

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description of Major CBD has remained specific to the City of Parramatta. Similarly, the Principal CBD criteria remained specific to the City of Sydney, since its inception in 2017.

28. Given the specific nature of both Major CBD and Principal CBD categories, the City of Parramatta's request for re-categorisation will require a change in the categories' criteria. As stated above, the Tribunal is not considering the criteria applicable to each category in the 2025 Annual Review process. The Tribunal will next consider the categories and criteria as part of the 2026 Annual Review process.
29. **Gilgandra Shire Council's** submission requests that it be re-categorised from Rural to Rural Large. Gilgandra Shire Council's case to be included in Rural Large category is based on two main points. The first point being Council offers a diverse range of services, and secondly these services result in higher levels of accountability and responsibilities for councillors.
30. Council submits it offers a diverse range of services over and above traditional local government services, which includes being the primary service provider for the community in the aged care and disability services. These include:
  - Age care and disabilities services
  - Meals on wheels and community transport
  - Home care package delivery
  - Operation of a villa retirement village
  - Indigenous specific residential age care facility

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- Residential aged care nursing home
  - Supported employment service for adults with intellectual disabilities
  - Special disability accommodation properties for adults with intellectual disabilities
  - Supported Living Services through the National Disability Insurance Scheme, and
  - Day activities centre to support clients with unique challenges.
31. The submission notes these services not only entail a higher level of accountability and responsibility from Council (due to changes in the regulatory environment) but also generate larger revenue and employment opportunities that is comparable to a Rural Large category.
32. Council further submits that when assessing categories to place councils in, the Tribunal should also give due consideration to other factors than those outlined in the s.240 of the LG Act, such as services provided; financial responsibility; scale of operation; and number of employees.
33. While the Tribunal notes Council's request, it does not satisfy the population and ratio thresholds specified for the category of Rural Large. Further, the changes to criteria suggested would require a change in categories, which is not being considered this year. For these reasons, the Tribunal is not persuaded to include Gilgandra Shire Council in Rural Large at this time.

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34. Similar to last year, **Lake Macquarie City Council** requested that it be re-categorised from Regional Strategic Area to Major Strategic Area. Council also advocated for the population threshold of Regional Strategic Area be adjusted from its current threshold of 300,000 down to 200,000.
35. Council argues that its population, scale and output of council operations is significantly greater than other councils categorised as Regional Strategic Area, and more aligns with the Central Coast, as the council classified as a 'Major Strategic Area'.
36. Lake Macquarie City Council's request for re-categorisation is based on the following:
- Lake Macquarie being the second largest non-metropolitan council by population in NSW, with a larger population than Newcastle and Wollongong, which are classified as Major Regional Cities.
  - A population density that is 'significantly larger' than other Regional Strategic Areas and supported by 5 precincts in the Lake Macquarie LGA that have been identified for inclusion in the NSW Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs, and are argued to lead to population growth near the hubs; and
  - A Gross Regional Product that is comparable to those of Major Strategic Areas and Major Regional City, rather than other Regional Strategic Areas.

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37. Council provided population data to support its case for the population threshold of Regional Strategic Area to be adjusted from its current threshold of 300,000 down to 200,000. The data was also provided as justification for its claim of a 'significant disparity within the Regional Strategic Area category' between Lake Macquarie and other councils:
- Lake Macquarie: 219,249 residents, 24,769 non-residents
  - Shoalhaven: 108,895 residents, 4,632 non-residents
  - Tweed: 98,967 residents, 7,755 non-residents
  - Maitland: 95,958 residents, 15,305 non-residents
38. As stated in paragraph 28 of the 2024 Annual Determination, all categories were determined by extensive evidence examined and considered by the Tribunal. It was determined that the population threshold for the Major Strategic Area was appropriate. As a result, the Tribunal is currently not persuaded to modify the criteria for the Major Strategic Area.
39. **City of Ryde Council** provided a submission requesting it be re-classified from its existing category of Metropolitan Large to Metropolitan Major. Council's case to be re-classified includes:
- The LGA having an area of 40.651 km<sup>2</sup>, 16 suburbs, 3 wards, a population of 135,000 residents and over 54,000 rateable properties within its boundaries
  - A local economy that consists of 92,000 local jobs, 14,300 businesses and a gross regional product of \$19.2 billion

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- An innovation district within its west ward that has a long history of investment from all tiers of government, ultimately contributing \$13.6 billion annually to the NSW economy
  - Future growth opportunities linked to the Governments Transport Oriented Development Accelerated Precincts, which Macquarie Park is identified as, that will bring increased housing, amenities and job retention, and
  - Plans to build 2 new schools, 11,600 new homes, the redevelopment of Ryde Hospital and bringing together a range of organisations to create a fully integrated academic health sciences centre at Macquarie University Hospital.
40. As stated in Council's own submission, currently it does not satisfy the population threshold criteria required for Metropolitan Major. Accordingly, the Tribunal is not persuaded at this time to include City of Ryde in the category of Metropolitan Major.
41. The Tribunal also notes **Wollondilly Council's** submission confirming its adopted position to remain classified as a Regional Centre.
42. The Tribunal acknowledges each of the Council's requests for re-categorisation. Whilst the Tribunal has not been persuaded at this time to grant these requests, any council that provides a submission in the 2026 annual review, which includes a request for re-categorisation, will of course be considered.

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### Requests for New Classifications

43. The **City of Sydney** Council requested the Tribunal change the classification name from Principal CBD to the previously used term “Principal City”.
44. The category “Principal City” was last used in the 2016 Determination. It was changed to Principal CBD in 2017 as a result of a review of categories. This review was undertaken in the context of Local Government reform, and council amalgamations, reducing the number of councils from 152 to 128.
45. Council’s submission outlines the history of boundary changes, including its expansion of the City of Sydney as a consideration in reverting to the 2016 category name.
46. Sydney City Council contends that reverting to the category term “Principal City” recognises that the council’s significance and contribution extends beyond the Sydney CBD.
47. The Tribunal notes the City of Sydney’s request would constitute modification to the category of “Principal CBD”. As stated above, the category “Principal CBD” is specific to City of Sydney and the Tribunal is not considering changes to the criteria applicable to each category in the 2025 Annual Review.
48. **Blacktown Council** requested re-categorisation from its current category of Metropolitan Major to a newly created category of “Metropolitan Major – High Growth”.

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49. Council's case to be re-categorised to a newly created category is based on the following:
- Council asserts that it is the largest and one of the fastest growing local government areas in NSW, and
  - It undertakes several transformational projects, including projects funded from NSW Government and Western Sydney Infrastructure Grants.
50. Further, Council submits that the category of Metropolitan Major fails to account for the transformational nature of projects undertaken by Council, including the economic and strategic impacts for NSW, and impact on its local government area (LGA), which results in attracting new residents and people to the LGA.
51. The Tribunal notes that a new category, Metropolitan Major, was introduced in 2023, to address generally the issues raised in the current submission.
52. As explained in the Tribunal's letter inviting submissions, the Tribunal is required to review the categories at least once every three years. The Tribunal will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review process.
53. As such, the Tribunal is not persuaded at this time to create a new category.

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54. **LGNSW** submitted that the Tribunal should, as part of its determination for the categorisation of councils, consider the demographic and economic shifts impacting the complexity of council operations, and the communities that councils serve.
55. The LGNSW submission provides examples of recent demographic shifts the Tribunal should consider, as factors affecting categorisation of councils, including:
- The NSW Government's Transport Oriented Development Program, where the resulting accelerated growth drastically increases demands on the strategic and infrastructure planning functions of councils affected
  - The Renewable Energy Zones, which drive tens of billions of dollars of investment in rural and regional LGAs, and creates additional impacts in said councils, including population growth and growing infrastructure for transport and utilities, or
  - The Renewable Energy Planning Framework, which includes benefit sharing guidelines for councils to ensure their communities share the benefits of the project and require additional responsibility and management from affected councils.
56. Section 240 of the LG Act notes that the Tribunal is to determine categories for councils and mayoral offices according to prescribed matters. One such matter is the 'nature and extent of the development of areas', which could reasonably be accepted to include the items listed by LGNSW.

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57. However, this matter would also require a change to the categories' criteria, in order to identify areas of high development. As stated above, the Tribunal is not considering any modifications to the categories as part of the 2025 Annual Review process. However, the Tribunal will consider proposed modifications to categories as part of the 2026 Annual Review process.

### Reclassification due to population thresholds

58. As was the case last year, the Tribunal reviewed applicable data as part of this review, to determine if any councils have met relevant benchmarks, therefore requiring a move in category.
59. The Tribunal identified that **Mid-Coast Council** met the population benchmark to be considered a Regional Strategic Area. As a result, Mid-Coast Council will be classified as a Regional Strategic Area in the 2025 Annual Determination.
60. The Tribunal will continue to monitor and review applicable data to ensure categorisation of councils remain consistent with the current criteria.

### Submissions Received – Remuneration Structure

61. The current state of the remuneration structure continues to be a key issue of concern raised in submissions. A significant number of submissions received provide commentary on the structure, including examples of how it could be improved. These are addressed in the points below.

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### **Fees for Deputy Mayors**

62. The issue of fees for deputy mayors was once again raised.
63. Three submissions asserted that the position of deputy mayor should attract its own distinct independent fee, beyond the fee provided for in s.249(5) of the LG Act.
64. The Tribunal dealt with this issue in its 2024 Annual Determination at paragraph 53-55. It was noted that the Tribunal lacked the powers to implement changes to the fee structure that would include a distinct independent fee for the position of deputy mayor.
65. There has been no change to the legislation to permit such a change. Therefore, the Tribunal is currently unable to introduce a remuneration structure that would include a distinct independent fee for the position of deputy mayor.

### **Changes to the role of Mayors and Councillors**

66. It was suggested that the current remuneration structure is not fit for purpose as it no longer recognises the roles and responsibilities required of councillors and mayors.
67. Multiple submissions, including the LGNSW's submission, highlighted how the role of the councillor and mayor have changed over the past 9 years. Submissions identified a variety of factors that have impacted the roles of councillors and mayors, including the impact of NSW Government

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priorities and investments, and amendments to the LG Act (e.g. via the *Local Government Amendment (Governance and Planning) Bill 2016*).

68. It has been suggested that these changes have impacted the volume, nature and workload of the role, whilst remuneration has not been increased accordingly.
69. The recent submissions to the Tribunal, along with its own observations, highlight that the role of mayor in civic leadership, advocacy and representation has become more complex and demanding – an issue that must be addressed.
70. Community expectations are increasing on the mayor from both the council and the community to be seen and immediately present during times of natural disasters, major events or crisis.
71. Additionally, the disparity in the council categorisation between the annual fees for councillors and the mayor needs to be more consistent, so as not to be seen to be devaluing the role of mayor in some circumstances.
72. The Tribunal is not suggesting a fundamental review of the role of mayors and notes that people that enter local government representation do so from a sense of civic service, rather than remuneration.
73. However, the Tribunal has a statutory function, and not unlike the governing body of a council, mayors and councillors, its role, responsibility and functions are clear. The same can be said in relation to the clear functions of the general manager of a council.

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74. As previously stated, many of the matters raised in both council and LGNSW submissions are beyond the remit of the Tribunal, and to a degree, were addressed in the 2023 determination.

### **Regional and Rural mayors and councillors**

75. Several submissions, including LGNSW, also raised concerns regarding the inadequacy of the remuneration structure, for rural and regional councils.
76. Specifically, that the remuneration provided to regional and rural councillors does not reflect the significant stressors that regional and rural councils in NSW face and that consideration should be given to the additional demands placed on mayors and councillors in rural and regional councils.
77. One submission suggested that fees for rural councils should be commensurate with fees for regional and metropolitan councils – arguing that mayors and councillors, regardless of their location, are required to possess a wide range of skills and knowledge.

### **Fees set by councils**

78. Submissions received by the Tribunal regarding the current state of the remuneration framework raised concerns about councils setting their own fees, asserting that it could potentially be seen as a conflict of interest.

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79. It was suggested that a possible solution would be for the Tribunal to determine a fixed annual fee for mayors and councillors.
80. Whilst the Tribunal acknowledges and understands the concern raised, as explained in the 2024 Annual Determination at paragraph 68-69, such a change to the framework, to determine a fixed annual fee for mayors and councillors, would require legislative change.
81. As there has been no changes to the legislative scheme, it is not within the Tribunal's remit to determine a fixed annual fee for mayor and councillors' remuneration.

### **Request for a Review of the Remuneration Structure**

82. For the reasons outlined above, several submissions suggested the Tribunal undertake a comprehensive review of the framework.
83. One submission went so far as to request the Tribunal recommend to the Minister for Local Government that a comprehensive review of the framework and LG Act be undertaken. Others suggested the Tribunal actively seek a referral from the Minister to undertake such a review.
84. The LG Act does not specify that the Tribunal is able to carry out a comprehensive review of the framework. As such, it is not within the Tribunal's remit to undertake such a review, unless such a function is conferred or imposed on it by the Minister, as per s.238(2) of the LG Act.
85. Should such a function be conferred on the Tribunal, it will of course carry out its functions and undertake a review.

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# Section 4 – 2025 Fees

## Submissions – 2025 Fees

86. LGNSW's submission to the Tribunal advocated for an increase in the minimum and maximum fees payable to mayors and councillors of at least 4%, to:

- Assist in reversing the fee erosion which occurred under the previous NSW Public Sector Wages Policy
- Mitigate economic pressures and the rising cost of living
- Ensure councillors and mayors receive fair and reasonable remuneration for the work they perform, and
- Address historic undervaluation of the work performed by elected representative in local government in NSW.

87. Economic data provided to the Tribunal by LGNSW to support their claim for an increase of at least 4% included:

- An annual Consumer Price Index (CPI) increase of 3.8% for the 12 months to June 2024
- The Fair Work Commission (FWC) awarding a 3.75% increase to the minimum pay for modern awards, and increasing the national minimum wage to \$915.90, as well as the FWC's comments regarding the growing cost of living and deterioration of disposable income, and
- The rate peg for the 2025-26 financial year being between 3.6%-5.1%.

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88. LGNSW also noted that the annual wage review, state wage case, award increases and the Independent Pricing and Regulatory Tribunal all had a clear theme on the increasing financial pressures on councils and its officers, which warrant increases in revenue and wages.
89. During its meeting with the Tribunal and assessors, LGNSW asserted that the current fees paid to mayors and councillors do not reflect their responsibilities. Nor do the current level of fees contribute to attracting a diverse range of candidates to stand for local government elections.
90. LGNSW also raised the issue of superannuation. It was contended that the payment of superannuation be mandated. Current arrangements require that a council pass a resolution at an open meeting to make such payments.
91. Four submissions received from individual councils directly addressed the issue of quantum increase to the minimum and maximum fees. These submissions sought an increase ranging from 3% to 10%.
92. The City of Sydney Council notes in its submission that it was not seeking an increase in fees payable for the Lord Mayor of Sydney.
93. The Tribunal is empowered under the s.241 of the LG Act to set minimum and maximum fees payable. It is then up to council to fix payment of annual fees for the mayor as outlined in s.249 of the LG Act.
94. It was suggested that the current fees, particularly in rural and remote communities, do not recognise or value the role of mayor and councillor,

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with fees set at a level that is commensurate to unqualified or inexperienced personnel.

95. The Tribunal was provided with a number of examples to demonstrate the financial impact, by way of lost wages, under the current fee rates.
96. Furthermore, 4 submissions compared the remuneration for NSW mayors and councillors with mayors and councillors in Victoria and Queensland as well as state Members of Parliament. The figures were provided to the Tribunal to demonstrate that the remuneration for NSW mayors and councillors is lower than all comparison examples provided.
97. It was also asserted that the low level of fees set for mayors and councillors devalues the importance and responsibility of the roles, diminishing the work undertaken on behalf of the community and is a significant barrier as to why people do not run for council.

*“If councillors were paid a full-time wage I would have run again. Nothing surer.”*

98. Another submission suggested that fees need to reflect the part-time or full-time nature of the work carried out by mayors and councillors. The setting of fees at such a rate would appropriately recognise and value this important work, whilst also mitigating any financial loss incurred by those members of the community elected to carry out these critical functions.
99. Nine submissions supported an increase, whilst not making a direct comment on the quantum. Other submissions advocated for remuneration to be set at a level that:

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- Is in line with responsibilities and challenges councillors' face
- Reflects the public profile and exposure of the role
- Reflects the growing complexity of the role
- Reduces the gap between minimum and maximum fees for each category
- Accounts for the rising cost of living challenges
- Reflects the commitment, accountability, workload, skills and knowledge required to perform the role of councillor and mayor regardless of location
- Establishes and maintains parity with mayors and councillors in other States and Territories
- Is 'determined outside of council so as councillors are not determining their own payments', and
- Overcomes economic barriers that prevent diverse members of the community from participating as a mayor or councillor.

## Fee Increase

100. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to councillors and mayors.

This included a wide range of economic data such as:

- Consumer Price Index for the 12 months to December each year
- Wage Price Index for the 12 months to December each year

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- Full-time average weekly ordinary time earnings for the 12 months to November each year
- NSW Public Sector Salaries increases
- Local Government State Award increases
- IPART Rate Peg Base Cost Change
- Public Service Senior Executive remuneration determinations, by the Statutory and Other Offices Remuneration Tribunal, and
- State Members of Parliament Basic Salary remuneration determinations by the Parliamentary Remuneration Tribunal.

101. On this occasion the Tribunal has determined that a **3%** increase will apply to the minimum and maximum fees applicable to existing categories.

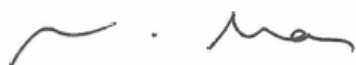
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## Conclusion

102. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates and Mr Brett Whitworth.
103. Determination 1 sets out the allocation of councils into each of the categories as per s.239 of the LG Act.
104. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per s.241 of the LG Act.
105. The Tribunal acknowledges and thanks the Remuneration Tribunal secretariat for its excellent research and support to facilitate the successful completion the 2025 Annual Determination.



Viv May PSM

**Local Government Remuneration Tribunal**

Dated 17 April 2025

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# Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2025

## General Purpose Councils – Metropolitan

### Principal CBD (1)

- Sydney

### Major CBD (1)

- Parramatta

### Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

### Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland

- The Hills

### Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

### Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

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## General Purpose Councils - Non-Metropolitan

### Major Regional City (2)

- Newcastle
- Wollongong

### Major Strategic Area (1)

- Central Coast

### Regional Centre (22)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella

### Regional Strategic Area(5)

- Lake Macquarie
- Maitland
- Mid-Coast
- Shoalhaven
- Tweed

- Hawkesbury
- Lismore
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

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**Regional Rural (14)**

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Hilltops
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Muswellbrook
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

**Rural Large (16)**

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Inverell
- Leeton
- Moree Plains
- Murray River
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

**Rural (38)**

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River

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- Forbes
- Gilgandra
- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

## County Councils

### Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

### Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

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## Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2025

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

### Table 4: Fees for General Purpose and County Councils

#### General Purpose Councils – Metropolitan

##### Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	31,640	46,420
Major CBD	21,120	39,100
Metropolitan Major	21,120	36,970
Metropolitan Large	21,120	34,820
Metropolitan Medium	15,830	29,550
Metropolitan Small	10,530	23,220

##### Mayor/Chairperson Additional Fee\* (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	193,650	254,810
Major CBD	44,840	126,320
Metropolitan Major	44,840	114,300
Metropolitan Large	44,840	101,470

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Metropolitan Medium	33,630	78,480
Metropolitan Small	22,420	50,650

### General Purpose Councils - Non-Metropolitan

#### Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	21,120	36,690
Major Strategic Area	21,120	36,690
Regional Strategic Area	21,120	34,820
Regional Centre	15,830	27,860
Regional Rural	10,530	23,220
Rural Large	10,530	18,890
Rural	10,530	13,930

#### Mayor/Chairperson Additional Fee\* (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	44,840	114,300
Major Strategic Area	44,840	114,300
Regional Strategic Area	44,840	101,470
Regional Centre	32,940	68,800
Regional Rural	22,420	50,680
Rural Large	16,820	40,530
Rural	11,210	30,390

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## County Councils

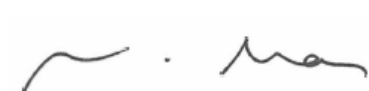
### Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	2,090	11,620
Other	2,090	6,930

### Mayor/Chairperson Additional Fee\* (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	4,490	19,080
Other	4,490	12,670

\*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).



Viv May PSM

### Local Government Remuneration Tribunal

Dated: 17 April 2025

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# Appendices

## Appendix 1 Criteria that apply to categories

### Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

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## Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

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## Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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## Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

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## Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

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## Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

## Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

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- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

### Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

### **Regional Strategic Area**

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

### Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

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- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

### **Regional Rural**

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

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Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

### **Rural Large**

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

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## **Rural**

Councils categorised as Rural will typically have a residential population less than 10,000.

## **County Councils - Water**

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

## **County Councils - Other**

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

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**14.2 VOTING COUNCILLOR DELEGATES FOR 2025 CONFERENCES****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:** Toni Lennane, Executive and Councillor Support Officer**Authoriser:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:** Nil**RECOMMENDATION**

That Council:

1. Delegate Mayor Neil Westcott or Deputy Mayor Marg Applebee be voting Delegates at the ALGA National General Assembly of Local Government.
2. Nominate Councillor \_\_\_\_\_ as an alternative Delegate to vote and be available if either the Mayor or Deputy Mayor are unable to vote and/or attend the ALGA National General Assembly of Local Government Conference.
3. Delegate Mayor Neil Westcott or Deputy Mayor Marg Applebee be voting Delegates at the LGNSW Conference and LGNSW General Election in Penrith in November 2025.
4. Nominate Councillor \_\_\_\_\_ as an alternative Delegate to vote and be available if either the Mayor or Deputy Mayor are unable to vote and/or attend the LGNSW Conference and LGNSW General Election.

**BACKGROUND**

The Australian Local Government Association (ALGA) National General Assembly (NGA) of Local Government is to be held in Canberra on 24 - 27 June 2025 and the Local Government NSW (LGNSW) Annual Conference will be held from 23 - 25 November 2025 in Penrith.

As part of these Conferences elections will be conducted and voting delegates are also required for the motions considered at the conferences. In accordance with the ALGA NGA and LGNSW rules, Council must nominate two (2) voting delegates.

**ISSUES AND COMMENTARY**

It is proposed that the Mayor and Deputy Mayor be nominated as voting delegates at both the ALGA NGA and the LGNSW Conference and the LGNSW General election.

If the Mayor or Deputy Mayor are unable to attend either of these Conferences, then the Voting Delegates will be one or the other plus one other Councillor also nominated.

**LEGISLATIVE AND POLICY CONTEXT**

The Rules for the elections and voting are available on the ALGA NGA and LGNSW respective websites.

**FINANCIAL IMPLICATIONS**

No financial risks associated with this recommendation.

**RISK IMPLICATIONS**

No significant risks associated with this recommendation.

**COMMUNITY CONSULTATION**

Nil required.

**CONCLUSION**

That Council delegate the Mayor and Deputy Mayor as voting Delegates at the ALGA NGA Conference, LGNSW Conference and the LGNSW General Election.

## 14.3 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:** **Anthony McGrath, Director Customer, Corporate Services and Economy**

**Annexures:** **A. Elvis Festival Memorial Wall - Draft Guidelines** [↓](#)

### RECOMMENDATION

That Council:

1. Receive and note the information in the report about the public exhibition of the Draft Elvis Festival Memorial Wall Guidelines.
2. Adopt the Guidelines for the Elvis Festival Memorial Wall and place it onto Council's web site.

### 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.

The guidelines have been placed on public exhibition and are now being brought back for adoption after consideration of any comments received. A copy of the final draft is included as *Annexure A*.

### ISSUES AND COMMENTARY

The following table lists the comments were received and council's response.

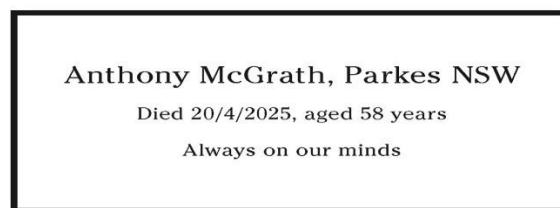
From	Comment	Response
Kristy Berry	<p>I am unsure if this "opens a can of worms", as far as "connection to the festival". Given that festival goers are diehard Elvis fans. (No pun intended). Are we going to get applications for people who just "love Elvis" or have only visited 1 or 2 years?</p> <p>My understanding of the memorial wall was more so for those whom had input/involvement in the festival. (Volunteers, artists, production etc). I think if it's to be open to visitors/attendees there perhaps needs to be a minimum of year's attendance (5 or 10 years).</p> <p>Given the 30+ years the festival has been going for and the number of visitors, will there be dozens of applications for people who may have visited once or twice and more so have a love of Elvis rather than Parkes and the festival?</p>	<p>The guidelines include provisions for the Elvis Festival Producer and the Portfolio Holders to endorse who will be permitted to have a plaque placed on the wall.</p>

The updated 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.

To be considered for approval, the application must:

- Demonstrate that the memorialised person has 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 six (6) lines of text, which may include a tag line as illustrated below.



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

## 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 the existing wall as a new 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 minimal and funded from the Elvis Festival budget.

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 \$710.00 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. It is possible that the installation cost could be saved if our festival volunteers conducted the installation on behalf of the applicant. The suggested fee structure is as follows:

- Application Fee: \$0
- Plaque Fee: \$750
- Plaque and Installation Fee: \$990



**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 were placed on public exhibition and referred to key stakeholders, including the Parkes Elvis Festival Port Folio Holders for feedback. The adopted guidelines will be placed on Council's website.



# Elvis Festival Memorial Wall

## Guidelines

[parkes.nsw.gov.au](http://parkes.nsw.gov.au)



*Parkes Shire Council  
2 Cecile Street (PO Box 337)  
PARKES NSW 2870*

 02 6861 2333  
 [council@parkes.nsw.gov.au](mailto:council@parkes.nsw.gov.au)  
 [www.parkes.nsw.gov.au](http://www.parkes.nsw.gov.au)

## Front Cover Photo

*The Parkes Elvis Festival Memorial Wall, which is located at the South-Eastern corner of Bushmans Dam at Kelly Reserve, Parkes NSW.*

## Controlled Document Information

Document History	
Date	Details / Comments
18 March 2025	Draft document created and presented to Council for endorsement for public comment
15 April 2025	Consult with Elvis Festival Portfolio Holders and Event Team
20 May 2025	Tabled for adoption by Council



## Elvis Festival Memorial Wall Guidelines

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## Acknowledgement of Country

Parkes Shire is in the land of the Wiradjuri nation – the largest Aboriginal territory at the time of European settlement, encompassing the Central West slopes and plains.

Wiradjuri Country extends from Coonabarabran in the north, straddling the Great Dividing Range down to the Murray River and out to western NSW, encompassing around one fifth of NSW. The people of Wiradjuri Country are known as ‘people of three rivers,’ due to the three rivers that border their lands: the Wambool (Macquarie River), Galari (Lachlan River) and Marrambidya (Murrumbidgee River).

In the spirit of reconciliation, Parkes Shire Council acknowledges and the Wiradjuri people as the traditional custodians of the land and pays respect to Elders past, present and future and we extend our respect to all Indigenous Australians in Parkes Shire.

We recognise and respect their cultural heritage, beliefs and continuing connection with the land and rivers. We also recognise the resilience, strength, and pride of the Wiradjuri community.



## 1. Purpose

The purpose of these guidelines is to provide a standard for the process to have a plaque placed on the Parkes Elvis Festival Memorial Wall. To be honoured, the memorialised person must have had a clear and ongoing connection with the Parkes Elvis Festival.

## 2. Scope

These guidelines primarily deal with memorial plaques for fans of the Elvis Festival. In addition to the memorial plaques, the wall also contains name plates of former Elvis Festival volunteers and committee members who had provided great service to the festival. The selection, purchase and installation of these name plates is currently managed by the Elvis Festival Port Folio Holders and council event staff and therefore outside of the scope of these guidelines.

## 3. Eligibility Criteria

To be eligible for a fan based memorial plaque, those to be memorialised must have demonstrated a clear connection to the Parkes Elvis Festival. This may include attendance and volunteering at numerous festivals, participation in the events such as busking, look and sound alike competitions, cars of the era, street parade, etc.

## 4. Application and Approval Process

Applications are to be submitted using the online application form. The application must demonstrate a clear connection to the Parkes Elvis Festival, and meet the Eligibility Criteria.

The application is then approved by the Elvis Festival Producer in consultation with the Festival Port Folio Holders.

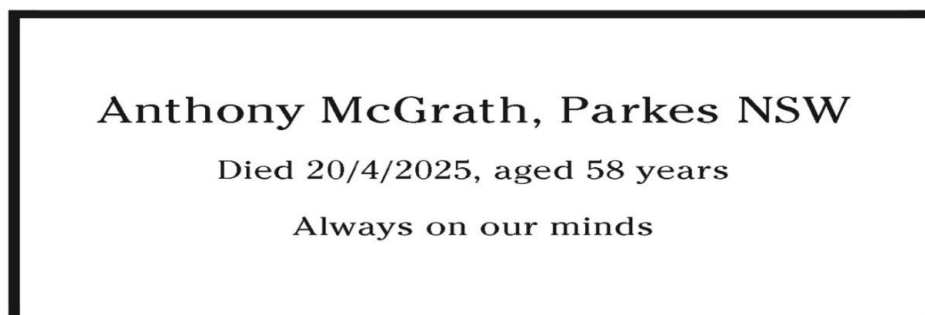
An approved Elvis Festival fan memorial plaque must be paid for before it can be ordered and fitted to the memorial wall. The fee for the plaque, including fitting, will be on a cost recovery basis and set by Parkes Shire Council.

## 5. Design and Placement

Plaques will be cast in bronze and will be 22.8cm L x 7.5cm H to match the size of the existing bricks. The layout with a suggested inscription is shown below. Each plaque can accommodate up to six (6) lines of text.



### 5.1. Suggested Plaque Layout and Inscription



Suggested taglines could also include

- "You were always on our minds and forever in our hearts."
- "Love me tender, love me true, you were our everything."
- "Forever our King of Rock 'n' Roll, your spirit lives on."
- "Thank you for the joy and love you brought into our lives."
- "Your legacy of love and music will never fade."
- "Wise men say only fools rush in, but we couldn't help falling in love with you."
- "In the ghetto of our hearts, your light shines eternally."
- "Though you've left the building, your spirit remains with us always."

## 6. Management of the Process

The Parkes Shire Council Elvis Festival event staff will manage the application, approval and installation process.

## 7. Maintenance and Upkeep

Parkes Shire Council's Parks and Gardens team will be responsible for the maintenance of the wall, paving and surrounds.

## 8. Contact Information

For further information regarding the Elvis Festival Memorial Wall, see Council's website or contact the Elvis Festival team by email at [elvis@parkes.nsw.gov.au](mailto:elvis@parkes.nsw.gov.au).

**14.4 REQUEST TO USE PEAK HILL TOWN IMPROVEMENT FUNDS FOR THE PURCHASE OF AN AED AND ECG FOR THE PEAK HILL SURGERY****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:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:** Nil

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**RECOMMENDATION**

That Council:

1. Approve the allocation of up to \$5,000 from the Peak Hill Town Improvement Fund for the supply of an AED and ECG machine for the Peak Hill surgery.
- 

**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 Dr Qamar of the Peak Hill Doctor's Surgery for Council to fund the purchase of an AED and ECG machine. Dr Qamar is hoping the Council can cover the costs of this equipment, which is required to obtain accreditation for the surgery.

Dr Qamar's request was referred to the Peak Hill Community Consultative Committee who discussed the matter at their meeting held on 28 April 2025. At the meeting the CCC agreed to support the purchase of the equipment through the Peak Hill Town Improvement Reserve.

Ownership of the devices would remain with Parkes Shire Council, and they would remain in the Peak Hill Surgery, whether Dr Qamar remained in the Surgery.

**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 total cost of the devices selected by Dr Qamar is \$4,649.00 being:

- Defibrillator \$2,450.00
- ECG Machine \$2,199.00



The Peak Hill TIF had an uncommitted balance of \$162,546.94 at the end of April 2025 and can support the allocation of up to \$5,000 towards the purchase of the machines.

### **RISK IMPLICATIONS**

**Compliance:** 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 Peak Hill CCC is recognised by Council as the peak consultative body for the Peak Hill community and surrounding areas. The Peak Hill CCC has met and agreed to formally endorse the allocation of funding from the Peak Hill TIF.

**14.5 REQUEST TO USE TRUNDLE TOWN IMPROVEMENT RESERVE FOR PUBLIC LIABILITY INSURANCE FOR TRUNDLE PROGRESS ASSOCIATION.****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:** Anthony McGrath, Director Customer, Corporate Services and Economy**Annexures:** A. Letter form Trundle and District Progress Association requesting allocation of TIF for Public Liability Insurance. [↓](#)

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**RECOMMENDATION**

That Council:

1. Approve the allocation of \$3,092.85 from the Trundle Town Improvement Fund Reserve to pay the public liability insurance costs of the Trundle and District Progress Association.
- 

**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.

The Trundle and District Progress Association (TDPA) is recognised by Council as the consultative body for the Trundle community.

**ISSUES AND COMMENTARY**

Council has received an email request from the Trundle & District Progress Association (see *Annexure A*) requesting that Council allocate funds from the Trundle Town Improvement Fund (TIF) Reserve to pay the association's public liability insurance. The insurance cost has increased due to fact that the hall is now also being used as a community gym.

Council has previously funded the public liability insurance for its community consultative committees from their Town Improvement reserves to assist and ensure that the cost of insurance is not a barrier to the CCCs in continuing their valuable advocacy on behalf of their respective communities.

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 March 2025 and can support the allocation of \$3,092.85 for the insurance cost.

**RISK IMPLICATIONS**

**Compliance:** 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.

**Finance:** Council's previous contribution towards the insurance cost did not include the community gym, which has resulted in an increase in costs by \$2,675.34.

**Reputational:** There is a positive opportunity to support the TDPA with their costs to run the Trundle community Gym.

**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.

Trundle & District Progress Association Inc  
Email: [trundleprogress@gmail.com](mailto:trundleprogress@gmail.com)

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7<sup>th</sup> May 2025

The General Manager  
Parkes Shire Council  
PO BOX 233  
PARKES NSW 2870

Dear Sir

At our monthly meeting held 24<sup>th</sup> April 2025 it was resolved to request allocation of \$3092.85 towards the Insurance House Public Liability for Trundle & District Progress Association Inc.

The refund of \$417.51 from superseded policy has been applied to the new policy, leaving amount owing of \$2675.34. Documentation attached.

The principle undertakings of the Association include workings bees, monthly meetings, shop local promotions, grant management, annual Prostate Cancer fundraiser and Community Gym.

Thank you



P Kelly  
Chair  
Trundle & District Progress Association.

**14.6 ADOPTION OF THE COMMUNITY STRATEGIC 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. Community Strategic Plan 2025-2029** [↓](#)  
**B. Submission - Mindy Trimmer** [↓](#)  
**C. Submission - Liesel Walters and Pauline Gosper** [↓](#)  
**D. Submissino - Judi Unger** [↓](#)  
**E. Submission - Troy and Rae Miller** [↓](#)  
**F. Submission - Aallana Dargan** [↓](#)

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**RECOMMENDATION**

That Council:

1. Note the Community Strategic Plan 2025-2029 was placed on public exhibition for 28-days between 19 March to 15 April 2025
  2. Receive and consider the six (6) submissions received on the draft Community Strategic Plan, appended at *Annexure A*, and request the General Manager respond to the external submissions received as recommended in this report.
  3. Adopt the Community Strategic Plan 2025-2029 attached at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines with the recommended amendments provided in this report.
  4. Publish the Community Strategic Plan 2025-2029 on Council's website.
- 

**BACKGROUND**

A council's Community Strategic Plan is a comprehensive blueprint that outlines the long-term vision, goals, and priorities for a community's development and well-being. It serves as a roadmap for decision-making and resource allocation, ensuring that the community's needs and aspirations are met in a sustainable and inclusive manner. This plan is crucial because it fosters a sense of shared purpose and direction among residents, businesses, and Local Government.

Council is required under the Local Government Act 1993 and Integrated Planning and Reporting (IP&R) Guidelines 2021 to review and develop the Community Strategic Plan before 30 June in the year following an ordinary election. This process must be informed by Community Engagement, and consider applicable local, Regional, State and Federal plans and strategies developed since the Community Strategic Plan was last reviewed.

The Community Strategic Plan is the highest-level plan that a Council can prepare. The purpose of the Community Strategic Plan is to identify the community's main priorities and aspirations for the future and to plan strategies for achieving these goals. It guides all remaining strategies and plans and must be developed by Council with and on behalf of the Community.

The minimum period for a Community Strategic Plan is 10 years and it addresses four (4) key questions:

- where are we now?
- where do we want to be in 10 years' time?
- how will we get there? and
- how will we know we have arrived?

These questions help identify the Community's vision, aspirations and priorities and establish baseline targets, strategies and measures to aid performance monitoring and reporting.

The Director Customer, Corporate Services and Economy provided a presentation at the February Councillor Workshop on the current 2025 Integrated Planning and Reporting (IP&R) Framework and walked through the full suite of documents for delivery in the first year of Office. This included the draft Community Strategic Plan. A follow-up presentation on progress toward the 2025 IP&R Framework was provided at the May Councillor Workshop which included an overview of the submissions received from the public in relation to the CSP and recommendations on how to respond to these submissions and what amendments had been made to the draft in response to these submissions.

## ISSUES AND COMMENTARY

The draft Community Strategic Plan (CSP) was endorsed for public exhibition from 19 March to 15 April 2025 [OCM 040/25]. This exhibition period was publicised on Council's website and social media channels, as well as by direct correspondence to Council's various Community Consultative Committees. Hard copies were made available at the Council's Administration Centre, at the four Shire libraries and at Bangala-la Pre-school. A Community Drop-In Session on IP&R and the draft CSP was also held at Parkes Library.

Submissions on the draft 2025-29 Community Strategic Plan could be made online via email to [council@parkes.nsw.gov.au](mailto:council@parkes.nsw.gov.au) or by mail to the General Manager.

Council received a total of five (5) external submissions via email, appended from *Annexure B to F*, with the below response and/or amendments made to the draft 2025-29 Community Strategic Plan included in the final Community Strategic Plan attached at *Annexure A* for adoption. One (1) internal submission was also received which is detailed below.

No.	Key Points of Submission	Council Response	Amendment Details
1	<b>External Contributor:</b> <b>Mindy Trimmer</b> <i>Full submission attached at Annexure B</i> <ul style="list-style-type: none"> <li>- Expressed concern with how the town is planned and suggested Council look at Griffith as a planning example</li> <li>- Suggested housing commission be on the outskirts of town due to concerns around safety and to improve neighbourhood attractiveness</li> <li>- Suggested Council impose rules to encourage people to be more house proud and improve neighbourhoods attractiveness</li> </ul>	<ul style="list-style-type: none"> <li>- Address concerns in relation to safety and town presentation and how their aspirations align with the outcomes already contained in this document</li> <li>- Provide information on the Integrated Planning and Reporting process and let them know which actions in the draft Operational Plan and Budget align with their suggestions</li> <li>- Provide information on the Integrated Planning and Reporting documents currently on</li> </ul>	No amendments required

	<ul style="list-style-type: none"> <li>- Suggested Council rezone the Scoble PI/Westcott cres area into a nursing home or such to make the area feel safer and move housing commission to all be near the Woodward St area</li> </ul>	public exhibition and invite submissions	
<b>2</b>	<p><b>External Contributor:</b> <b>Liesel Walters and Pauline Gosper</b> <i>Full submission attached at Annexure C</i></p> <ul style="list-style-type: none"> <li>- Overall commend the plan for</li> <li>- Note that “Community Cultural Services” rates 54% in importance</li> <li>- We need more "activities and entertainment" for residents and particularly youth, other than sports, although youth services rates 78% in importance.</li> <li>- Compared to Cowra and Forbes, this year the Seniors week activities in Parkes were non-existent except for the livestream of the Sydney concert arranged by Neighbourhood Central</li> <li>- Suggested additions for the future plan: <ul style="list-style-type: none"> <li>o A keep clean of the main Parkes Clarinda shopping street.</li> <li>o Encourage more retailers for the main shopping area.</li> <li>o Fresh painting of the old signal box at the railway crossing.</li> <li>o Renew the current fencing at the railway crossing.</li> <li>o The development and construction of History Information stands around town and on the main street.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Acknowledge the areas of the document that were commended and confirm their continued inclusion and support going forward</li> <li>- Provide information on the Integrated Planning and Reporting process and let them know which actions in the draft Operational Plan and Budget align with their suggestions and how Council uses these as key tools for decision making and when liaising with other government agencies</li> <li>- Provide information on the Integrated Planning and Reporting documents currently on public exhibition and invite submissions</li> <li>- Provide information on how to engage with the relevant consultation processes in relation to the WTE project and where information is available.</li> </ul>	No amendments required

	<ul style="list-style-type: none"> <li>○ Silos around the Shire to enhance the look of the Silos and to encourage those visitors on the Silo Art trails.</li> <li>○ Bus shelters to be maintained, kept clean, and inviting, particularly Southern cross village</li> <li>○ Indoor Pool or therapy pool for all year round use</li> <li>○ Town water pressure in some areas be upgraded</li> <li>○ More Doctors and Specialists for the Shire and more action to make the Maternity Unit at Parkes hospital function</li> <li>○ Town attractiveness improvements, e.g. grass edges trimmed and pathways upgraded</li> <li>○ A vigorous marketing plan for the SAP to bring more businesses to improve uptake</li> <li>○ Investigate why more SAP uptake has not occurred</li> <li>○ Ensuring community discussion for Energy for Waste project takes place.</li> </ul>		
<b>3</b>	<b>External Contributor:</b> <b>Judith Unger</b> <i>Full submission attached at Annexure D</i> <ul style="list-style-type: none"> <li>- Noted providing feedback previously for the Integrated Planning and Reporting process</li> </ul>	<ul style="list-style-type: none"> <li>- Confirm Council's Community Strategic Plan is a whole of shire plan and has been reviewed in line with this feedback with additions made to ensure the whole community is included, including Peak Hill.</li> <li>- Provide information on how more specific actions can be included</li> </ul>	Reviewed document to ensure whole of shire representation with additions made where required.



	<ul style="list-style-type: none"> <li>- Noted a lack of town and village representation in the document outside of Parkes</li> <li>- Noted a deterioration in Peak Hill since amalgamation</li> <li>- Stressed the importance of volunteers to the town and pushed for more support</li> <li>- Provided several actions for Peak Hill, including: <ul style="list-style-type: none"> <li>o Training and support for the Peak Hill Visitor Information centre</li> <li>o Brochures for Parkes and Peak Hill</li> <li>o Promote the open space along Bogan Weir/River, the quietness of the town and the quaintness of our old buildings</li> <li>o Infrastructure e.g. parks, recycling, consultation, amenities, library, open spaces etc</li> </ul> </li> <li>- Transparency of funding allocation based on population.</li> <li>- Commented the plan is grossly outdated as there is little reference to the SAP and the WTE incinerator and the impact it will have on the four themes of Community, Economy, Environment, and Leadership.</li> <li>- Commented that the document reflects the lack of transparency across the whole Shire on how this will impact on our health, environment, farming, land values, water supply/quality, and the benefits for the satellite towns from the SAP.</li> </ul>	<p>in the Integrated Planning and Reporting process</p> <ul style="list-style-type: none"> <li>- Provide information on the public exhibition period for the Operational Plan and Budget for 2025/2026 and which items suggested have been already incorporated as actions and proposed future works</li> <li>- Provide information on how to engage with the relevant consultation processes in relation to the WTE project and where information is available.</li> </ul>	
<b>4</b>	<b>External Contributor:</b> <b>Troy and Rae Miller</b> <i>Full submission attached at Annexure E</i>	<ul style="list-style-type: none"> <li>- Acknowledge the areas of the document that were commended and confirm their continued inclusion and support going forward</li> </ul>	No amendments required

	<ul style="list-style-type: none"> <li>- Strong support for the goals and values currently in draft plan</li> <li>- Raised serious concern that the proposed Waste-to Energy (WTE) incinerator project appears to directly contradict the vision and goals in the draft plan and asked Council to re-evaluate the environmental and health implications of the WTE incinerator and align development decisions with the strategic goals and values that residents support.</li> <li>- Encouraged Council to continue strengthening community consultation and long-term planning that truly reflects the wellbeing of current and future generations.</li> </ul>	<ul style="list-style-type: none"> <li>- Provide information on how to engage with the relevant consultation processes in relation to the WTE project and where information is available.</li> <li>- Provide information on the Integrated Planning and Reporting process and how Council uses these as key tools for decision making and when liaising with other government agencies</li> <li>- Provide information on the Integrated Planning and Reporting documents currently on public exhibition and invite submissions</li> <li>- Confirm their concerns around contravention to our document's goals and values have been communicated to council.</li> </ul>	
<b>5</b>	<b>External Contributor:</b> <b>Aallana Dargan</b> <i>Full submission attached at Annexure F</i> <ul style="list-style-type: none"> <li>- Encouraged more funding in the Peak Hill community for upgrading of its parks for travellers and families.</li> </ul>	<ul style="list-style-type: none"> <li>- Confirm Council's Community Strategic Plan is a whole of shire plan and has been reviewed in line with this feedback with additions made to ensure the whole community is included, including Peak Hill</li> <li>- Provide information on the Integrated Planning and Reporting process and let them know which actions in the draft Operational Plan and Budget align with their suggestions</li> <li>- Provide information on the Integrated Planning and Reporting documents currently on public exhibition and invite submissions</li> </ul>	Reviewed document to ensure whole of shire representation with additions made where required.
<b>6</b>	<b>Internal Contribution: Governance</b>		The plan has been amended as required.

	<ul style="list-style-type: none"> <li>- Minor spelling and grammar corrections</li> <li>- Recommendation to add 1.1.3 to Keeping children safe and Breaking the cycle on page 15</li> <li>- Recommendation to add community quotes from community engagement sessions in 2024 to page 18</li> <li>- Add description for the table on page 21 to explain its content</li> <li>- Add "State Significant Event" or similar to Elvis Festival on page 23</li> <li>- Reword last paragraph of page 27 to bring in line with other IP&amp;R documents with information in relation to Council's climate change impact and response</li> <li>- Include participating in NetWaste and WastetoArt initiatives to Everyone section on page 29</li> <li>- Add three pages to the end of the document and suite of IP&amp;R documents that are in line with the three at the end of the draft DIAP, sections on "Governance, Monitoring and Review", Community Engagement" and "Contact Us."</li> </ul>		
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## LEGISLATIVE AND POLICY CONTEXT

Council is required under the Local Government Act 1993 and Integrated Planning and Reporting (IP&R) Guidelines 2021 to review and develop the Community Strategic Plan before 30 June in the year following an ordinary election. The Local Government Act and IP&R Guidelines provide robust direction on the elements to be included in this document to ensure it meets community need.

[Local Government Act 1993 No 30 - NSW Legislation](#)

[IPR - Guidelines](#)

## FINANCIAL IMPLICATIONS

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

## RISK IMPLICATIONS

A well-structured and thorough Community Strategic Plan is crucial to ensure Councils actions align with community priorities reducing the risk of waste.

**COMMUNITY CONSULTATION**

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



# Community Strategic Plan

2025-2029



[parkes.nsw.gov.au](https://parkes.nsw.gov.au)



# Controlled Document Information

Document History	
Date	Details/Comments
2016	Community Strategic Plan 2016/2020
2021	Community Strategic Plan 2021/2023
2025	Community Strategic Plan 2025/2029



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### Acknowledgement of Country

Parkes Shire is part of the Wiradjuri nation - the largest Aboriginal territory at the time of European settlement. Parkes Shire Council acknowledges the Wiradjuri people who are the Traditional Custodians of the Land and pays respect to the Elders both past and present of the Wiradjuri nation.

The Wiradjuri are the largest group in central New South Wales (NSW) by area and population, with lands stretching from Coonabarabran in the North to the Great Dividing Range and out to Western NSW, encompassing one fifth of NSW and were known as the people of the three rivers: the Wambui (now known as the Macquarie River), the Galari (the Lachlan River), and the Marrambidya (the Murrumbidgee River).

The Wiradjuri people lived in harmony with the Country, they believed they didn't own the land, but they were responsible for looking after it. The Gugaa (Goanna) is the overarching totem for the Wiradjuri Nation. It is the symbol that connects all people, past and present, of Wiradjuri land.

We recognize and respect their cultural heritage, beliefs and continuing connection with the land and rivers and recognise the resilience, strength, and pride of the Wiradjuri community.









# 01

## Introduction

- Message from the Mayor
- What is the Community Strategic Plan?
- Parkes Shire Profile
- Community engagement summary
- Guiding Principles
- Quadruple Bottom Line
- Measuring our success
- Premier's Priorities
- Central West and Orana Plan

## Message from the Mayor



Parkes Shire Council's latest Community Strategic Plan sets out our collective vision for the next 10 years and highlights our priorities and aspirations. As the name suggests, the Community Strategic Plan is initiated and owned by our community.

Our first Community Strategic Plan was developed in 2009 and in 2016, and 2021, we undertook revisions to ensure it continued to reflect our community's priorities and aspirations. We have now undertaken a more substantial review, which is particularly timely given the challenges our community has overcome in recent years, including the extreme wet weather conditions experienced during the 2022 year.

In 2023 and 2024 we undertook a series of engagement activities to inform the review of this Community Strategic Plan inviting our community to join in this conversation. This included several surveys covering 2,890 participants and agricultural show activities. At several Community Engagement Sessions Council shared the results with them and sought further engagement and feedback to understand their needs.

We succeeded in gathering plenty of meaningful feedback from our community and I extend our appreciation to all the people and organisations who contributed their time, energy and ideas to the development of Parkes Shire 2035+. We are confident that Parkes Shire 2035+ accurately reflects the needs and aspirations of Parkes Shire's community and clearly outlines the strategic direction we will take into the future.

This is an exciting time for Parkes Shire. As more people look beyond the cities to live, we are seeing increased migration to the regions that is fuelling growth throughout the Central West, including here in Parkes Shire. Coupled with the significant industry expansion and job growth associated with the transformational Parkes Special Activation Precinct (SAP), we can expect our community to continue to grow in the years ahead.

The challenge for Parkes Shire is to carefully manage this growth to bring about the greatest benefit for all members of our community and to adapt to its developing needs which we will achieve through our dedication to continued community engagement.

As with other levels of government, business, industry, and community; Parkes Shire Council has a key role to play in achieving the goals set out in this Community Strategic Plan. Parkes Shire 2035+ will be supported by Council's Resourcing Strategy, Delivery Program and annual Operational Plans, which set out how we will align our services, resources, and strategic relationships to help achieve the goals contained within this Community Strategic Plan.

I look forward to celebrating our achievements as we move towards making Parkes Shire more connected, vibrant and sustainable for present and future generations alike.

Sincerely,

A handwritten signature in black ink, appearing to read 'Neil Westcott'.

**Mayor Neil Westcott**

# What is The Community Strategic Plan?

The Community Strategic Plan is the Parkes Shire community's highest-level plan that sets out the main aspirations and priorities for the future. This includes the community's long-term Vision for Parkes Shire Local Government Area. The Community Strategic Plan is owned by the community.

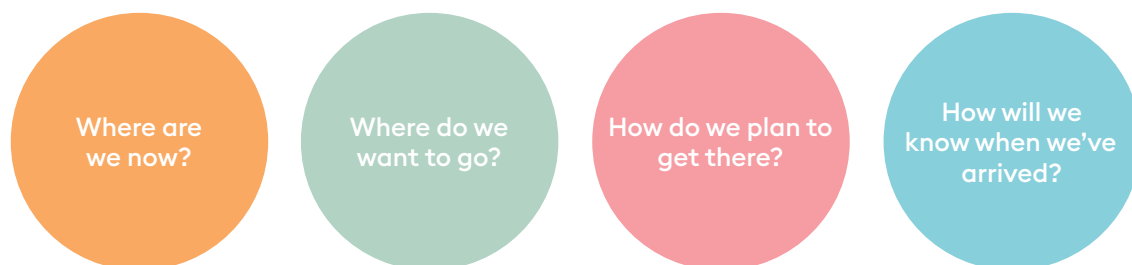
Parkes Shire Council has an important role in preparing and facilitating the plan, however, responsibility for implementation and delivery can require Council to partner with private industry, state and federal governments, community groups, businesses and residents. Council's commitment to contributing to the Community Strategic Plan will be through its Delivery Program. This is the elected Council's response to the community's broad priorities and aspirations.

This Community Strategic Plan fulfils Council's obligation under the Integrated Planning and Reporting Framework by:

- Taking a long-term outlook covering a minimum term of 10 years
- Establishing the strategic outcomes together with strategies to achieve them
- Addressing social, environmental, economic and civic leadership issues equally
- Having a basis in the social justice principles of equity, access, participation and rights
- Aligning to and referencing other relevant state and regional plans

The Integrated Planning and Reporting (IP&R) Framework begins with the Community Strategic Plan, which identifies the community's long-term hopes, vision and aspirations for the future. From this high-level strategy, a cascading suite of integrated plans sets out Council's vision, goals and strategies for achieving them. It involves a reporting structure to effectively communicate progress to Council and the community as well as a structured timeline for review, ensuring that the goals and actions remain relevant.

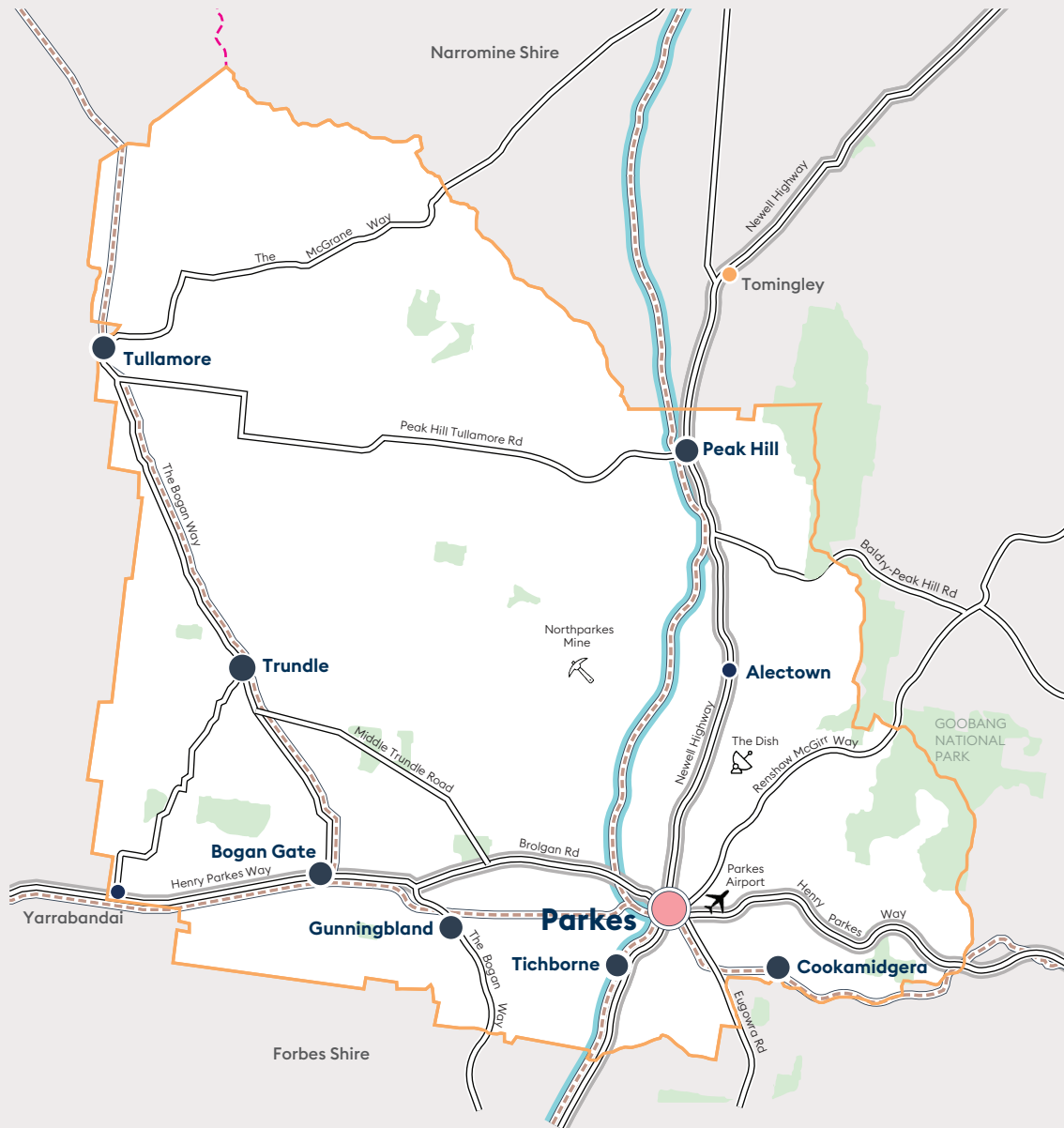
The IP&R Framework is designed to give Council and the Community a clear picture of:















## Parkes Shire Profile



### Land-use

- |  |   |
|--|---|
|  Parkes Local Government Area |  National Park / Forests |
|  Parkes Township Location     |  Northparkes Mine        |
|  Parkes Village Location      |  Parkes Regional Airport |
|  Neighbouring Centre Location |  The Dish                |

## Community profile

### Geographical area

**5,919 sq kms**

### Population

Shire: 14,256

Parkes: 11,162  
(incl. Cookamidgera, Alectown  
and Tichborne)

Bogan Gate: 269

Trundle: 568

Tullamore: 369

Peak Hill: 1,162

### Diversity

Indigenous population: 10%

Born overseas: 5.4%

Non-english-speaking  
background: 5.7%

### Gender

Male: 49.2%

Female: 50.8%

### Age

Pre-school children  
(0–4 years): 6.4%

Primary school  
(5–11): 9.9%

Secondary schoolers  
(12–17): 8.1%

Tertiary education /  
Independence  
(18–24): 8.2%

Young workforce  
(25–34): 10.5%

Parents / homebuilder  
(25–49): 16.9%

Older works and  
pre-retirees  
(50–59): 13.6%

Empty nester and retirees  
(60–69): 12.1%

Seniors (70+): 14.2%

### Projected trends

Projected Shire population  
in 2036: 14,800

Projected dwellings  
in 2036: 7,500

Projected households  
in 2036: 6,500

### Overview



Shire population  
14,256



Median age  
41 Years



Couples with  
children  
39.7%



Dwellings in Shire  
6,750



Households in Shire  
5,837

### Employment

In 2016 % of population had the following occupation:



Managers  
17.4%



Professionals  
14.7%



Technicians and  
trades workers  
24.3%



Unemployed  
7.4%



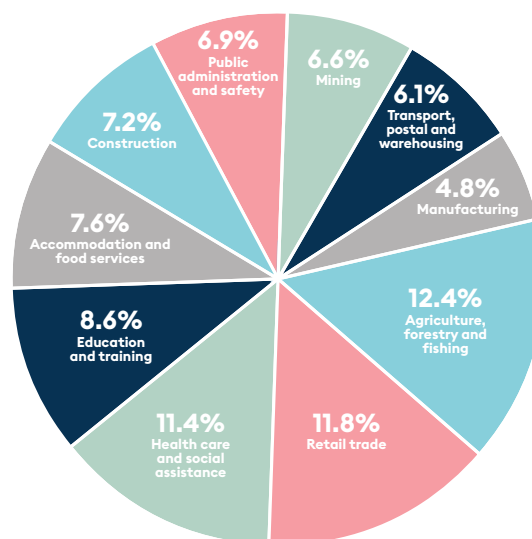
Average income p/w  
\$1088



Undertake  
voluntary work  
24.3%



### Industries by employment



## Our Community

Parkes Shire sits at the heart of Central West NSW, taking in some of the richest and most productive agriculture farming and grazing lands in NSW. Parkes Shire is renowned for its stunning natural beauty, our unique diversity of economy with a welcoming and friendly community.

### What makes Parkes Shire unique?

<b>Economy</b>	Parkes Shire boasts a strong, diverse economy, with a Gross Regional Product ("GRP") of \$858 million in 2021. Our economy is underpinned by the agriculture and mining industries and strengthened by the transport and logistics industries also including retail and public administration sectors. Just over 1,400 local business operate in Parkes Shire, with 6,526* residents - around 57 per cent of our population - in the workforce.
<b>Towns and Villages</b>	Parkes Shire is made up of a network of Towns and Villages, with plenty to discover across the Shire. Parkes is our largest town with many of our attractions in and around Parkes. However, our other towns, Trundle, Tullamore, Peak Hill, and Bogan Gate are also worth the pause and visit too with picturesque natural and historic features. Parkes Shire has six villages. These are Alectown, Cookmidgera, Gunningbland, Nelungaloo, Tichborne, and Trewilga. While small they each have their own history to explore.
<b>Open Spaces</b>	The natural environment in Parkes Shire, including our network of parks and open spaces, is highly valued by residents and visitors. The Lake Endeavour recreational precinct providing excellent opportunities for both passive and active recreation and biodiversity. Several highly valued community and tourism assets exist and various sporting fields and parks. The quality of our existing open space is generally high, providing the opportunities to connect with our neighbourhoods, liveability standards for improved health and wellbeing meeting current and future needs.
<b>Social Infrastructure</b>	Parkes Shire is serviced by a range of community services, schools and childcare centres. Many of our youth, senior, disability and health services are located within the local area, including a newly established hospital.
<b>Resilience</b>	Our future directions entail one of reflection, investment and preparedness as a community. A collaborative and inclusive approach with our communities, businesses and all levels of government is key to our success. Disaster risk reduction is a shared responsibility. Everyone has a role to play, and Councils are well placed to facilitate and advocate for change being the closest level of Government to the community. Natural hazards will continue to exist, but disasters are preventable and at all levels of Government, we are responsible for the safety of our communities, current and future generations.

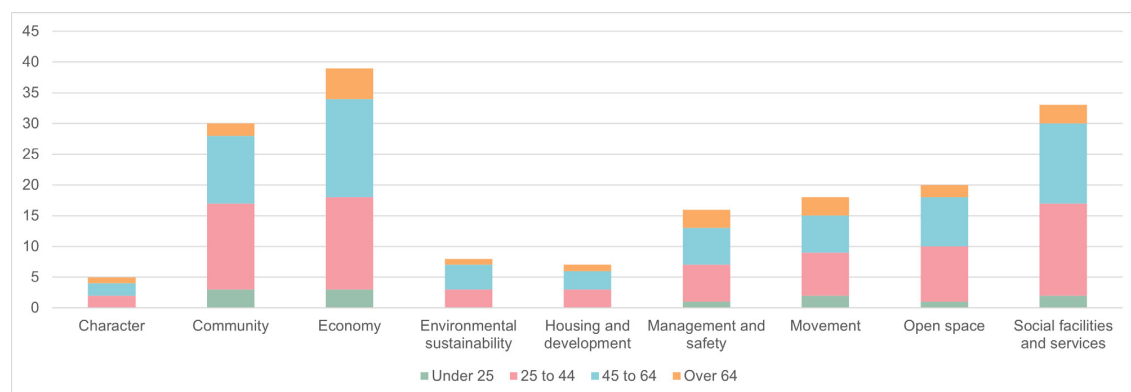
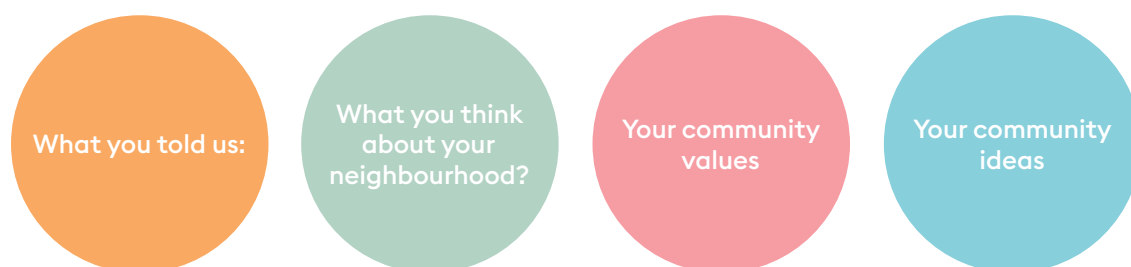


## Community engagement summary

As part of the review process for the Community Strategic Plan, Council undertook a comprehensive community engagement process to gauge the thoughts, hopes and aspirations the Parkes Shire community has for the future. The results of this engagement allowed for data driven re-evaluation of the high-level strategic goals, objectives and strategies contained in the strategy.

The community engagement activities were undertaken in line with Council's Community Engagement Strategy including the core principles of the International Association for Public Participation (IAP2).

In summary, the engagement included face to face activities, surveys, as well as engagement data Council had already obtained. The 2023 Place Score Parkes Liveability Study and the 2024 Micromex Community Satisfaction Survey engaged a total of 2,385 responses providing community ideas both big and small, community values and liveability priorities.



### What the community values the most about Parkes Shire:

- Sense of belonging in the Community,
- Sense of character in the community
- There are people like me,
- General condition of public open space
- access
- safety of walking
- cycling
- signage and lighting
- Locally owned and operated businesses, that provide the daily needs of the community

In addition to the above, strategy recommendations have allowed us to set priorities, where to increase our investment if we want to do more than manage attributes not performing as well as they should. We also can connect with attributes we need to monitor and maintain across our community.

## Guiding principles

## Quadruple Bottom Line

### Social justice

Preparation of Parkes Shire 2035+ Delivery Program has been guided by the following social justice principles:

- **Equity:** there should be fairness in decision making, prioritising and allocation of resources, particularly for those in need
- **Access:** all people should have fair access to service, resources and opportunities to improve their quality of life
- **Participation:** everyone should be given genuine opportunities to participate in decisions which affect their lives
- **Rights:** equal rights should be established and promoted, with opportunities provided for all people from all backgrounds

The Quadruple Bottom Line (QBL) addresses social, environmental, economic, and civic leadership (governance) considerations. The QBL ensures a holistic balanced approach is applied to all aspects of the 2024-25 Operational Plan and Budget.

#### Social sustainability

Support cohesive, inclusive, and diverse dynamic communities.

#### Environmental sustainability

Protect the natural, social, cultural, and built heritage and decrease the consumption of resources.

#### Economic sustainability

Maintain a strong and stable economy and ensure the delivery of services, facilities and infrastructure is financially sustainable.

#### Civic leadership

Transparency and accountability in decision-making.

## Measuring Our Success

The Community Strategic Plan belongs to all Parkes Shire residents and relies on all members of our Community to participate in achieving our shared vision. As the 'big picture' plan for Parkes Shire, this Community Strategic Plan identifies many outcomes that can only be achieved if everyone – individual residents, businesses, community groups, all levels of Government work in partnership to effect change.

Under each of the four themes in our Community Strategic Plan Parkes Shire 2035+ we have clearly outlined the objectives and strategies that Parkes Shire Council will undertake to deliver on these objectives. We have outlined what individual residents can do to help achieve these objectives, and identified our partners like Government agencies, community organisations, service clubs and business groups who have a role to play in helping us realise our shared vision.

To measure how successful we have been in realizing our shared vision and achieving our objectives, we have listed a series of performance measures and indicators under each of the four themes. These can be grouped into two categories:

- **Outcome measures**

These long-term measures help us understand if we're on track to achieving our desired outcomes. Some of these measures are sourced from Council data, whereas others are drawn from Census campaigns and research undertaken by Government agencies and other institutions.

- **Community satisfaction indicators**

These indicators tell us how satisfied our community is with the level and quality of specific services, facilities, activities and outcomes, and where priority could or should be assigned to areas in the future. These indicators are collected from a community satisfaction survey delivered by an independent market research platforms each year, to ensure Council continues collecting unbiased feedback from the community.

### Reporting our progress (a key element):

- (a) Budget Review Statement three times per year
- (b) Operational Plan annually
- (c) Delivery Program progress reports, six monthly
- (d) Annual Report, annually
- (e) State of the Shire Report, start of election term

## Premier's Priorities

Priority	Parkes Shire 2035+ Strategic Objective	
Lifting education standards	2.4	Our economy provides diverse employment pathways and education and training opportunities
	2.4.1	Provide quality preschool, family day care, out of hours care and school holiday care through Central West Childcare Services
Keeping children safe	1.1	Our community is safe, active and healthy
Breaking the cycle	1.1	Our community is safe, active, and healthy
	1.2	Our community is liveable, growing and connected
Improving the health system	1.1	Our community is safe, active, and healthy
	1.4	Our community is inclusive and accessible for people with disability
Better environment	3.1	Our natural, social, and built environment is well managed and preserved for current and future generations
	3.2	Our natural resources are well managed
	3.3	Our built environment is functional, sustainable, and effectively accommodates continued population growth
	3.4	Our community values the efficient use of natural resources and energy
Better customer service	4.1	Our Local Government is open, accountable, and representative
	4.2	Our Local Government is sustainable and plans for the future
	4.3	Our Local Government is contemporary, effective, and efficient

# Central West and Orana Plan

Goal	Parkes Shire 2035+ Strategic Objective	
<b>A Sustainable and resilient place</b>	1.1	Our community is safe, active, and healthy
	1.2	Our community is liveable, growing and connected
	1.4	Our community is inclusive and accessible for people with disability
	3.1	Our natural, social, and built environment is well managed and preserved for current and future generations
	3.4	Our community values the efficient use of natural resources and energy
	4.1	Our Local Government is open, accountable, and representative
<b>People, housing and communities</b>	1.2	Our community is liveable, growing and connected
	1.4	Our community is inclusive and accessible for people with disability
	3.2	Our built environment is functional, sustainable and meets the needs of our growing community
	3.4	Our community values the efficient use of natural resources and energy
	4.2	Our Local Government is sustainable and plans for the future
<b>Prosperity, productivity and innovation</b>	1.3	Our community is creative, proud and has a strong sense of belonging
	2.1	Promote the Parkes Shire as an attractive destination to live, work, visit and invest
	2.2	Our economy leverages smart technology, data and innovation to solve complex problems
	2.3	Our economy is supported by well-planned and safe transport infrastructure
	2.4	Our economy provides diverse employment pathways and education and training opportunities
<b>Location specific responses</b>	2.1	Promote the Parkes Shire as an attractive destination to live, work, visit and invest
	2.2	Our economy leverages smart technology, data and innovation to solve complex problems
	3.3	Our community reduces, reuses and recycles waste



# 02

## Community Strategic Plan Themes

- The four themes that support our vision
- Theme One - Community
- Theme Two - Economy
- Theme Three - Environment
- Theme Four - Leadership



## The four themes that support our vision

| Connected, vibrant and sustainable. Parkes Shire 2035, it all adds up.



# Community Strategic Plan Theme One

## Community



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Parkes Shire Community Strategic Plan 2025-2029



**POSITION STATEMENT:** We live in a safe, inclusive and growing community that provides a great quality of life for people of all ages and abilities.

# Community Strategic Plan

## Theme One – Community

### Community

As with many other rural and regional communities throughout NSW, Parkes Shire is growing. As more people decide to call Parkes Shire home, it's important that our community is liveable and connected. Public space is essential to our physical and mental health and wellbeing: it's where we meet our friends, exercise, play sport and relax. We want to see an increased focus on improving public spaces across our Shire, including our town centres, streetscapes, footpaths, and cycleways to be vibrant and welcoming, such as the recently revitalised Trundle Main Street.

Social connection plays a vital role in our physical and mental health and wellbeing and is of strong importance to our community. Through volunteering, community services, and local events, we create bonds, support each other, and cultivate a sense of belonging. Enhanced opportunities for social engagement across our Community by supporting volunteer programs through grants, improving community facilities, and organising inclusive events is important to ensure everyone feels welcome and valued.

Housing availability and affordability are both significantly important with more people calling Parkes Shire home, we want more housing options, including more affordable housing into the future. Our towns, in particular, are proud of their quiet, laid-back lifestyles, family-friendly communities, affordable housing and local facilities and wish to grow their communities into the future.

Parkes Shire has a strong sense of community spirit, and our people are proud of where we live, they like what is in their neighbourhood, where we've come from, and where we're going. The first known inhabitants of Parkes Shire were the Wiradjuri people, and today, just over 10 per cent of our population identify as Aboriginal. Later, the Wiradjuri were joined by European settlers, and now, we are seeing more people from culturally and linguistically diverse backgrounds move here. Celebrating our history and heritage is important, as are services, programs, events and festivals that bring people together and foster community pride.

We live in a growing, inclusive and safe community that provides a great quality of life for people of all ages and abilities. Parkes Shire is safe, active and healthy, and we want that to continue well into the future. We love our sport, and we want our recreation and playground facilities to encourage community participation, community connection and to encourage health and wellbeing lifestyles.

Around seven percent of our community have reported needing help in their day-to-day lives due to disability, and it's important that our community is accessible and inclusive for people with disability. Over the coming years, we want to work towards making sure Parkes Shire is a great place for all by providing opportunities for everyone to belong and succeed. Improving access to services, facilities and employment opportunities; creating a more liveable community; and championing diversity in our community are all critical to achieving this.

While we love our country lifestyle, in recent years we acknowledge access to medical, health and allied services declined. With our community ageing, and more people relocating to Parkes Shire, it's critical that we continue to advocate for access to quality, reliable essential services. Including the reinstatement of maternity services at Parkes Hospital, access to mental health services and improved health services across our towns such as support for Peak Hill hospital and allied health services.

Something we love about living in Parkes Shire is that our community can feel safe and has low crime rates. We want to continue to see a strong focus on reducing anti-social behaviour, promoting social cohesion, and maintaining public health and order in the years ahead. This is particularly important to our town communities who we continue to advocate for at the state level to retain and improve police services.

### Community quotes during 2024 engagement with both residents and local businesses:

"Great Community that feels safe. Need to keep police presence."

"Clean and tidy amenities and green spaces, places for local and visitors to gather, a sense of pride."



## Community

Objectives Where do we want to be in the future?		Strategies How will we get there?	
1.1	<b>Our community is safe, active and healthy</b>	1.1.1	Enhance recreation and culture, provide sport, recreation and play space facilities that encourage participation, connection and support for healthy and wellbeing lifestyles
		1.1.2	Advocate for improved medical, health and wellbeing, allied services, programs, and initiatives in Parkes Shire
		1.1.3	Deliver and support services, programs, and initiatives to promote community safety including safeguarding all children, reduce crime and anti-social behaviour
		1.1.4	Provide and support effective regulatory, compliance and enforcement services
1.2	<b>Our community is liveable, growing and connected</b>	1.2.1	Provide vibrant and welcoming town centres, streetscapes, public spaces and meeting places
		1.2.2	Plan for more housing choice to support a diversifying community, with an emphasis on more compact and affordable housing
		1.2.3	Strengthen active transport routes, including cycleways, footpaths and walking tracks, to improve linkages between areas of high activity and new residential growth
		1.2.4	Our community is inclusive and accessible for people with disability
1.3	<b>Our community is creative, proud and has a strong sense of belonging</b>	1.3.1	Provide innovative services that support social interaction and encourage lifelong learning, building a strong community and culture
		1.3.2	Support and deliver events, festivals and local celebrations that support community connectivity, citizenship and pride
		1.3.3	Encourage, support and recognise community participation including volunteers
		1.3.4	Celebrate the history, heritage and culture of the Wiradjuri people and their connection to country, and provide opportunities for reconciliation, interpretation and understanding
		1.3.5	Build a rich local culture through access to cultural activities and events

**POSITION STATEMENT:** We live in a safe, inclusive and growing community that provides a great quality of life for people of all ages and abilities.

## How to achieve our objectives

This Community Strategic Plan belongs to all Parkes Shire residents and relies on all members of our community to participate in achieving our shared vision. As the 'big picture' plan for Parkes Shire, this Community Strategic Plan identifies many outcomes that can only be achieved if everyone; individual residents, businesses, community groups, all levels of Government work in partnership to effect change.

How to achieve our objectives	
Everyone	Partners
What you can do to help achieve our objectives	Who can help achieve our objectives
<ul style="list-style-type: none"> <li>• Join a sport club or take up a sport</li> <li>• Volunteer or join a service club or not-for-profit organisation</li> <li>• Attend community events, festivals and celebrations</li> <li>• Visit the Parkes Shire libraries</li> <li>• Report crime and anti-social behaviour to police</li> <li>• Report graffiti and maintenance requests to council</li> </ul>	<ul style="list-style-type: none"> <li>• Parkes Shire Council</li> <li>• NSW Department of Communities and Justice</li> <li>• Regional Development Australia Central West</li> <li>• Sporting clubs and associations</li> <li>• Community groups and service clubs</li> <li>• Cultural organisations and arts and crafts groups</li> </ul>



## Community

### Outcomes - how will we know we have arrived?

Data collected from community engagement conducted to support the development of the Community Strategic Plan and Council's targets going into the future.

Measure - satisfaction levels	Benchmark	Target	Source
Community satisfaction with access to public library and cultural spaces	95%	Steady	Parkes Shire Council Micromex Survey
Community satisfaction with sport, recreation, and playground facilities	95%	Steady	
Community satisfaction with events and festivals	93%	Steady	
Roads, Council communication and engagement	80%	Increasing	
Community feeling of health and wellbeing remained the same or improved	80%	Increasing	

Measure - recommendations	Benchmark	Target	Source
Quality of public spaces	Increase the performance of these attributes	Prioritise	Parkes Shire Council Place Score Survey
Access to neighbourhood amenities, cafes, shops and health and wellbeing			
Sense of belonging	Increase the performance of these attributes	Manage	
Sense of neighbourhood safety from crime, pollution and traffic			
Sense of personal safety, all ages, gender, day and night			
Spaces suitable for play all ages	Most valued attributes to engage for future	Maintain	
Local history, historic buildings or features			
Walking, jogging, bike paths that connect housing to amenities, shops and parks			
Access and safety of walking, cycling areas like lighting, signage and pathways			
Family and community services			

**POSITION STATEMENT:** We live in a safe, inclusive and growing community that provides a great quality of life for people of all ages and abilities.

Comparisons to the Quadruple Bottom Line	Importance	Satisfaction	Source
Community - Parks	84%	95%	Parkes Shire Council Micromex Survey
Community - Playgrounds	73%	94%	
Community - Shared pathways and cycleways	48%	83%	
Community - Swimming pools	67%	79%	
Community - Sports grounds	72%	95%	
Community - Library	67%	95%	
Community - Museums	45%	89%	
Community - Festivals/events	69%	93%	
Community - Public toilets	92%	70%	
Community - Cemeteries	87%	93%	
Community - Childcare services	73%	76%	
Community - Disability/access services	76%	84%	
Community - Youth Services	78%	72%	
Community - Indigenous services	56%	81%	
Community - Cultural services	54%	86%	



## Community Strategic Plan Theme Two

# Economy





**POSITION STATEMENT:** We have a diverse, thriving economy which supports traditional and new industries, accommodates continued population growth, and provides quality employment, education and training opportunities.

## Community Strategic Plan Theme Two – Economy

### Economy

Parkes Shire has a diverse, thriving economy which supports both traditional and new industries, whilst accommodating continued population growth, and provides quality employment, education and training opportunities.

Our local economy is strong and thriving, and over the life of Parkes Shire 2035+, we will continue to promote Parkes Shire as an attractive destination to live, work, visit and invest. The Parkes Special Activation Precinct (SAP) coupled with the Parkes Airport Business Park and Parkes Airport Industrial Park, present untold opportunities for new and existing industry to expand and diversify.

Our busy events calendar, supporting and delivering local activities, including niche local community events throughout our towns through event grant funding showcases the diverse offering of business opportunities across the shire. The State Significant Elvis Festival each year also continues to be a tourist drawcard with lasting financial benefits throughout the local economy and in surrounding councils.

Over the coming years, we want to further develop our tourism product offering and grow our visitor economy. Building the capacity of our local agriculture, tourism and retail sectors, especially the unique offerings of our towns and villages, and helping them diversify and value add, will be critical to those sectors seizing new opportunities in the years ahead and will support the strong aspirations of those communities to see their local features showcased on a larger scale.

Climate change is affecting communities across the world, but with challenges come opportunities. With the NSW Government committed to reaching net zero emissions by 2050, there are opportunities for Parkes Shire, if we think creatively, to pursue innovative solutions, and embrace new technology. Over the coming years, we will pursue a low carbon economy and embrace circular economy principles to ensure our region's continued economic growth, while actively identifying and implementing pathways for Parkes Shire to leverage smart technology, data and innovation to strengthen our local economy and improve quality of life for our community.





## Economy

Objectives Where do we want to be in the future?		Strategies How will we get there?	
2.1	<b>Our Shire is an attractive destination to live, work, visit and invest</b>	2.1.1	Promote opportunities for industry expansion, industry diversification and new investment via the Parkes Special Activation Precinct, Parkes Airport Business Park and Parkes Industrial Estate
		2.1.2	Support our visitor economy through promotion of our Shire, supporting and delivering local events, and enabling the continuation of the iconic Elvis Festival
		2.1.3	Support local agriculture, tourism, and retail sectors by promoting diversification, value-adding and capacity building
2.2	<b>Our economy leverages smart technology, data and innovation to solve complex problems</b>	2.2.1	Initiate development of a low carbon economy and embrace circular economy principles to ensure sustainable and responsible economic growth
		2.2.2	Develop Parkes Shire's smart economy to provide new opportunities for local business, generate new revenue and increase economic prosperity
		2.2.3	Identify and implement improvements to Council's services, facilities and operations to utilise new technology and reduce emissions
2.3	<b>Our economy is supported by well-planned and safe transport infrastructure</b>	2.3.1	Ensure local and regional roads are safe, well-constructed and maintained
		2.3.2	Ensure road network supporting assets such as signs, posts, lighting and guardrails are adequately maintained
		2.3.3	Encourage growth of Parkes Regional Airport by maintaining our relationship with Regional Express
2.4	<b>Our economy provides diverse employment pathways and education and training opportunities</b>	2.4.1	Provide quality preschool, family day care, out of hours care and school holiday care through Central West Childcare Services
		2.4.2	Promote greater access to tertiary education in the Parkes Shire through partnership with the Country Universities Centre
		2.4.3	Traineeship and employment pathways are available for all sectors
		2.4.4	Support industry in attracting skilled professionals

**POSITION STATEMENT:** We have a diverse, thriving economy which supports traditional and new industries, accommodates continued population growth, and provides quality employment, education and training opportunities.

## How to achieve our objectives

This Community Strategic Plan belongs to all Parkes Shire residents and relies on all members of our community to participate in achieving our shared vision. As the 'big picture' plan for Parkes Shire, this Community Strategic Plan identifies many outcomes that can only be achieved if everyone; individual residents, businesses, community groups, all levels of Government work to work in partnership to effect change.

How to achieve our objectives	
Everyone	Partners
What you can do to help achieve our objectives	Who can help achieve our objectives
<ul style="list-style-type: none"> <li>• Shop locally and support local businesses</li> <li>• Use local and regional service providers</li> <li>• Promote Parkes Shire as a great place to visit and do business</li> <li>• Offer professional development opportunities in your business</li> <li>• Consider taking on an apprentice, trainee, cadet or student for work placement</li> </ul>	<ul style="list-style-type: none"> <li>• Schools</li> <li>• Childcare and day care providers</li> <li>• Country Universities Centre</li> <li>• TAFE NSW and training providers</li> <li>• Tourism operators and accommodation providers</li> <li>• Regional Express (REX)</li> <li>• Transport for NSW</li> <li>• Destination NSW</li> </ul>



## Economy

### Outcomes - how will we know we have arrived?

Data collected from community engagement conducted to support the development of the Community Strategic Plan and Council's targets going into the future.

Measure - satisfaction levels	Benchmark	Target	Source
Parkes Shire's Gross Regional Product (GRP)	\$900m	Increasing	investparkes.com.au
Proportion of people who live and work in the Shire	94%		Australian Bureau of Statistics
Percentage of people enrolled in vocational training or higher education	3%	Increasing	Australian Bureau of Statistics
Number of people who visit Parkes Shire per annum	154,000	Increasing	Parkes Shire Council Micromex Survey
Number of local businesses in the Parkes Shire	1,317	Increasing	Australian Bureau of Statistics
Number of people in our young workforce (ages 25-34) and parents and homebuilders' (ages 35-49) groups	27.4%	Increasing	Australian Bureau of Statistics

**POSITION STATEMENT:** We have a diverse, thriving economy which supports traditional and new industries, accommodates continued population growth, and provides quality employment, education and training opportunities.

Measure - recommendations	Benchmark	Target	Source
Things to do in the evenings, dining, cinema, live music, bars	Increase the performance of these attributes	Prioritise	Parkes Shire Council Place Score Survey
Evidence of public investment, roads and parks			
Locally owned and operated businesses	Increase investment into these attributes	Manage	
Local businesses that provide for daily needs, grocery stores, pharmacy, banks			
Local employment opportunities	Most valued attributes to engage for future	Maintain	
Child services, early learning, after school, medical			
Connectivity in neighbourhoods			
Local education options for elementary to adult education	Attribute is doing well, not highly valued	Monitor	
Ease of driving and parking			

Comparisons to the Quadruple Bottom Line	Importance	Satisfaction	Source
Economy - Business and Industry support	78%	74%	Parkes Shire Council Micromex Survey
Economy - Tourism	78%	89%	
Economy - Caravan Park	62%	92%	
Economy - Airport	84%	72%	
Economy - Supply of residential land	70%	76%	
Economy - Supply of industrial land	62%	82%	
Economy - Parkes National Logistics Hub and Special Activation Precinct	58%	88%	

# Community Strategic Plan Theme Three Environment





**POSITION STATEMENT:** We value our natural and built environments and effectively plan for a growing community.

## Community Strategic Plan Theme Three - Environment

### Environment

Parkes Shire has a beautiful natural environment, and we recognise that we all have a role to play in safeguarding our environment and protecting places of high value to ensure the long-term prosperity of our region.

We value our natural and built environments and effectively plan for a growing community. This will require a concerted effort from all of us to minimise our impact on our natural environment, including preserving places of high natural value; supporting healthy ecosystems; managing threats on flora and fauna; and ensuring compliance with environmental laws and controls. Our built environment needs to be functional and sustainable to meet the needs of our growing community, while simultaneously protecting and preserving our environment. We will continue to manage our built environment in line with our Local Environmental Plan and relevant legislation. Adequate supply and diversity of housing across Parkes Shire is essential to support emerging economic growth opportunities, while meeting our community's needs into the future. As we support and enable more housing development, we will encourage sustainable housing design as well as the efficient use of water and energy resources in new development.

Responsible consumption and production are one of the United Nations Sustainable Development Goals, reducing, reusing and recycling resources is vital to achieving this. We want our access to reliable waste management services to continue, and we also want to promote recycling, reusing and waste reduction throughout our community, particularly in our towns, so that we all actively work towards reducing our impact on the environment.

We know that water is our precious resource, particularly given changes to climate and rainfall. We have and will continue to focus on water security for the Parkes Shire community. Championing sustainable water usage practices, including through promoting reuse opportunities and waste minimisation, is critical. Parkes Shire needs to plan and prepare to secure our long-term water supply, especially as our community and economy continue to grow, and their needs change.

We are committed to fostering a community that actively contributes to global sustainability efforts and protects the natural world for future generations. Our responsibilities span a variety of operational areas, including monitoring and reporting on water discharged to the environment and overseeing the quality of Parkes' recycled water system. We also lead efforts in the revegetation of natural areas, with a particular focus on the development of the new wetland and Masterplan for the Peak Hill Flora and Fauna Nature Reserve. As part of our commitment to sustainability, we are working towards achieving Council's Net Zero targets and enhancing the Shire's resilience to climate change. Additionally, we strive to improve the liveability of our community by upgrading green infrastructure, contributing to urban beautification and cooling.



## Environment

Objectives Where do we want to be in the future?		Strategies How will we get there?	
<b>3.1</b>	<b>Our natural environment is preserved and enhanced for current and future generations</b>	3.1.1	Preserve and maintain areas of high natural value along with heritage buildings, objects, and places of interest
		3.1.2	Support healthy ecosystems and identify and manage threats to local flora and fauna
		3.1.3	Effectively manage our public lands, reserves and cemeteries
		3.1.4	Ensure compliance with environmental regulations and controls
<b>3.2</b>	<b>Our built environment is functional, sustainable and meets the needs of our growing community</b>	3.2.1	Manage our built environment in line with the Local Environmental Plan (LEP) and relevant legislation
		3.2.2	Direct new housing growth to appropriate locations where demand is forecast
		3.2.3	Promote sustainable housing design, energy efficiency and water efficiency in new development
		3.2.4	Improve our existing stormwater management systems with measures to reduce the impact of intense rainfall events.
<b>3.3</b>	<b>Our community reduces, reuses and recycles waste</b>	3.3.1	Provide waste services, minimise waste to landfill and promote the widespread adoption of recycling and waste reduction
		3.3.2	Promote recycling, reusing and waste reduction
		3.3.3	Partner with stakeholders and the Community on campaigns and events
<b>3.4</b>	<b>Our utilities are well planned and efficiently managed</b>	3.4.1	Provide essential water and sewer infrastructure to meet the needs of our growing community
		3.4.2	Ensure effective collection and safe treatment of wastewater, balancing the production of sustainable recycled water with return to the environment
		3.4.3	Ensure the optimisation of water consumption by promoting reuse opportunities and waste minimisation across the Parkes Shire



**POSITION STATEMENT:** We value our natural and built environments and effectively plan for a growing community.

## How to achieve our objectives

This Community Strategic Plan belongs to all Parkes Shire residents and relies on all members of our community to participate in achieving our shared vision. As the 'big picture' plan for Parkes Shire, this Community Strategic Plan identifies many outcomes that can only be achieved if everyone; individual residents, businesses, community groups, all levels of Government work in partnership to effect change.

How to achieve our objectives	
Everyone	Partners
What you can do to help achieve our objectives	Who can help achieve our objectives
<ul style="list-style-type: none"> <li>• Bin your litter, or take it home</li> <li>• Reduce, reuse and recycle waste</li> <li>• Compost household waste</li> <li>• Community education and participation in Netwaste activities like Waste2Art, garage sale trails, and community Homegrown markets and crop swaps</li> <li>• Use water wisely and follow water restrictions</li> <li>• Manage invasive weeds and species on private property</li> <li>• Report noxious weeds</li> <li>• Consider sustainable design principles, energy efficiency and water efficiency when building or renovating homes</li> </ul>	<ul style="list-style-type: none"> <li>• Central West Local Land Services</li> <li>• State Emergency Service</li> <li>• Rural Fire Service</li> <li>• Property developers</li> <li>• Landcare</li> </ul>



## Environment

### Outcomes - how will we know we have arrived?

Data collected from community engagement conducted to support the development of the Community Strategic Plan and Council's targets going into the future.

Measure - satisfaction levels	Benchmark	Target	Source
Community satisfaction with waste management	80%	Steady	Parkes Shire Council Micromex Survey
Community satisfaction with water supply	96%	Steady	
Community satisfaction with sewerage	96%	Steady	
Community satisfaction with stormwater infrastructure and gutters	70%	Increasing	

Measure - recommendations	Benchmark	Target	Source
General condition of public open spaces	Increase the performance of these attributes	Prioritise	Parkes Shire Council Place Score Survey
Elements of natural environment including natural features, views, vegetation, topography, water, wildlife			
Landscaping and natural elements, street trees, planting, water features	Increase investment into these attributes	Maintain	
Sustainable urban design			
Sense of character or identity that is different from other neighbourhoods	Most valued attributes to engage for future	Maintain	
Quality of buildings, design and construction			
Sustainable behaviours in the community, water and waste			
Protection of the natural environment			
Range of housing types and sizes	Attribute is doing well, not highly valued	Monitor	
Physical comfort including noise, smells, temperatures			

**POSITION STATEMENT:** We value our natural and built environments and effectively plan for a growing community.

Comparisons to the Quadruple Bottom Line	Importance	Satisfaction	Source
Environment - Order and cleanliness	91%	89%	Parkes Shire Council Micromex Survey
Environment - Signage	76%	87%	
Environment - Nature Strips	68%	81%	
Environment - Accessibility	83%	89%	
Environment - Town presentation	88%	85%	
Environment - Main Street vibrancy	79%	80%	
Environment - Public Art	49%	90%	



## Community Strategic Plan Theme Four

# Leadership





**POSITION STATEMENT:** We enjoy open, accountable and responsible Local Government that involves our community in decision making and responsibly manages our public resources.

## Community Strategic Plan Theme Four – Leadership

### Leadership

The Parkes Shire community expect open, accountable and responsible Local Government that involves our community, in decision making and responsibly manages our public resources.

Council strives to provide this open, accountable and representative Local Government to our community, who want to see an increased focus on communication and consultation in the coming years.

Open, transparent decision-making is important to our community, as are opportunities to learn more about local services, projects and initiatives, planned and underway. We know that many of the challenges facing Parkes Shire cannot be resolved at a local level, so advocating to both the NSW and Commonwealth Governments and championing our priorities to regional, state and federal decision-makers is key.

One of Council's most important responsibilities is providing clear, long-term directions for Parkes Shire and delivering the services, infrastructure and facilities our community relies upon. Achieving this requires us to develop a strong Integrated Planning and Reporting (IP&R) framework; manage public finances and assets responsibly and effectively. Continuously review our services throughout the years, to ensure that they are sustainable into the future.

Providing effective Local Government to Parkes Shire requires Council to have the right systems and the right people, with the right skills, with a strong commitment to customer service excellence. Over the life of Parkes Shire 2035+, we will develop, implement and review our systems and processes so that they help us promote a strong organisation wide, culture of excellent customer service. Council will pursue strategies that help to attract and retain the skilled workforce needed to continue achieving great outcomes for our community.



## Leadership

Objectives Where do we want to be in the future?		Strategies How will we get there?	
4.1	<b>Our Local Government is open, accountable, and representative</b>	4.1.1	Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives
		4.1.2	Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity
		4.1.3	Advocate and provide strong representation for our community at the regional, state, and federal levels
4.2	<b>Our Local Government is sustainable and plans, for the future</b>	4.2.1	Provide clear long-term direction for the community through the development of the Integrated Planning and Reporting framework
		4.2.2	Operate in a financially sustainable and responsible manner
		4.2.3	Develop and implement an asset management framework that ensures existing and future infrastructure is affordable, funded and maintained to ensure inter-generational equity
		4.2.4	Implement an ongoing service review and business improvement program to ensure Council's services are sustainable
		4.2.5	Establish Council as an employer of choice that recruits, develops, and retains talented staff that reflects our diversity and facilitates a contemporary, diverse workforce with a robust safety culture
4.3	<b>Our Local Government is contemporary, effective, and efficient</b>	4.3.1	Ensure compliance with statutory requirements and ensure Council's operations are supported by good corporate governance and effective risk management
		4.3.2	Provide organisational culture that delivers excellent customer service and continuous improvement
4.4	<b>An informed community</b>	4.4.1	Deliver communication that is open, accessible, meaningful, and regular across a range of media
		4.4.2	Provide opportunities for widespread and quality engagement, and where appropriate shared decision making
4.5	<b>Strong relationships</b>	4.5.1	Work in partnership with other Councils, regional organisations and State and Federal Governments
		4.5.2	Attract external funding to deliver services, facilities and programs

**POSITION STATEMENT:** We enjoy open, accountable and responsible Local Government that involves our community in decision making and responsibly manages our public resources.

## How to achieve our objectives

This Community Strategic Plan belongs to all Parkes Shire residents and relies on all members of our community to participate in achieving our shared vision. As the 'big picture' plan for Parkes Shire, this Community Strategic Plan identifies many outcomes that can only be achieved if everyone; individual residents, businesses, community groups, all levels of Government work in partnership to effect change.

How to achieve our objectives	
Everyone	Partners
What you can do to help achieve our objectives	Who can help achieve our objectives
<ul style="list-style-type: none"> <li>• Visit Council's website</li> <li>• Follow our social media accounts</li> <li>• Attend or watch the Council meetings online</li> <li>• Participate in Council business</li> <li>• Provide feedback to Council</li> <li>• Join a Council-facilitated committee</li> <li>• Participate in community consultations and engage in decision-making</li> <li>• Be informed about Council's decisions, services, projects and initiatives</li> </ul>	<ul style="list-style-type: none"> <li>• Residents</li> <li>• Local Government NSW</li> <li>• Local and regional media</li> <li>• Central NSW Joint Organisation</li> <li>• Regional Development Australia Central West</li> <li>• NSW Office of Local Government</li> <li>• Federal and State Members of Parliament</li> </ul>





## Leadership

### Outcomes - how will we know we have arrived?

Data collected from community engagement conducted to support the development of the Community Strategic Plan and Council's targets going into the future.

Measure - satisfaction levels	Benchmark	Target	Source
Community satisfaction with Parkes Shire Council's overall performance	83%	Steady	Parkes Shire Council Micromex Survey
Community support for Parkes Shire Council's community vision and direction	95%	Steady	
Decisions made by Parkes Shire Council made in Open session	89%	Increasing	
Community consultations facilitated by Parkes Shire Council	6 per annum	Increasing	
Council's unrestricted financial reserves are increased to ensure a financially sustainable future	\$0.5M	Increasing	
Community satisfaction with Parkes Shire Council's customer service	82%	Increasing	
Compliance with Integrated Planning and Reporting requirements	Maintained	Maintained	

Measure - recommendations	Benchmark	Target	Source
Evidence of Council/Government management like signage, street cleaners etc	Most valued attributes to engage for future	Maintain	Parkes Shire Council Place Score Survey

**POSITION STATEMENT:** We enjoy open, accountable and responsible Local Government that involves our community in decision making and responsibly manages our public resources.

Comparisons to the Quadruple Bottom Line	Importance	Satisfaction	Source
Civic Leadership - Main roads	88%	61%	Parkes Shire Council Micromex Survey
Civic Leadership - Local roads	88%	53%	
Civic Leadership - Footpaths	59%	68%	
Civic Leadership - Car parking	72%	84%	
Civic Leadership - Water supply	84%	86%	
Civic Leadership - Sewerage	76%	94%	
Civic Leadership - Stormwater/gutters	74%	70%	
Civic Leadership - Town planning	81%	72%	
Civic Leadership - Development approvals	73%	52%	
Civic Leadership - Environmental management	71%	81%	
Civic Leadership - Ranger services	67%	80%	
Civic Leadership - Food safety	84%	94%	
Civic Leadership - Road safety	94%	88%	
Civic Leadership - Waste management	89%	80%	
Civic Leadership - Recycling services	80%	78%	
Civic Leadership - Customer service	83%	77%	
Civic Leadership - Council's website	52%	72%	
Civic Leadership - Council's social media	49%	84%	
Civic Leadership - Council Newsletters	42%	78%	
Civic Leadership - Council news in media	55%	84%	
Civic Leadership - Engagement opportunities	62%	70%	
Civic Leadership - Access to Councillors	71%	74%	

# 03

## Governance

- Governance, Monitoring and Review
- Community Engagement



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## Governance, monitoring and review

The long-term goals and aspirations in this Community Strategic Plan will form the basis of Council's long-term Delivery Program for this Council term and Operational Planning and Budgets annually to ensure that everything delivered aligns with what the community wants.

We are committed to continuous improvement and are keen to draw on ongoing community feedback and work in partnership with relevant organisations to ensure we meet our goals. We will also be supported, open and accountable by implementing and listening to recommendations from internal audits.

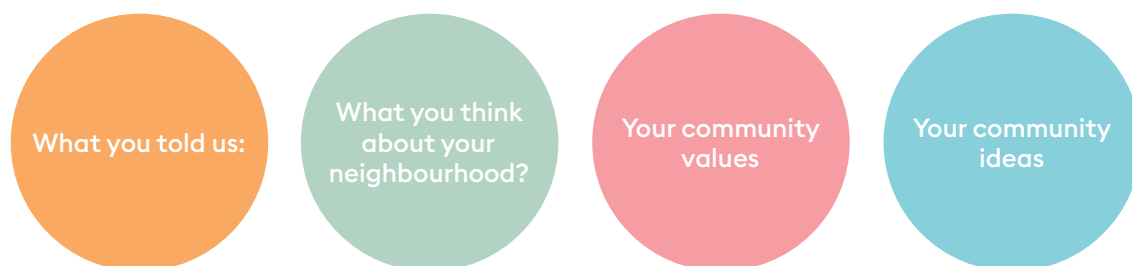
To support the implementation of this Community Strategic Plan, we will continue to work with our Executive Leadership Team and Councillors, who will meet regularly to monitor and review the Community Strategic Plan progress reporting.

Council will report on its progress towards the goals and aspirations outlined in this Community Strategic Plan annually as part of Council's Operational Plan and Budget Progress Reporting and Annual Report with copies available online on Council's website and hard copies available at our library branches and childcare centres.

## Community Engagement

Under Councils' Integrated Planning and Reporting (IP&R) Framework, community engagement is part of the process to ensure that the community can provide feedback, advice and direction to Council's activities. Throughout 2021 Council embarked on extensive engagement with the community, gaining input and feedback. During both 2023 and 2024 Council engaged with the community through its Liveability Strategy building, and the review of the Community Strategic Plan process to gauge the thoughts, hopes and aspirations the Parkes Shire community has for the future. The results of this engagement allowed for data driven re-evaluation of the high-level strategic goals, objectives and strategies contained in the strategy. The community engagement activities were undertaken in line with Council's Community Engagement Strategy including the core principles of the International Association for Public Participation (IAP2).

In summary, the engagement included face to face activities, surveys, as well as engaged data Council had already obtained. The 2023 Place Score Parkes Liveability Study and the 2024 Micromex Community Satisfaction Survey engaged a total of 2,385 responses providing community ideas both big and small, community values and liveability priorities.



In addition, the identified strategy recommendations allowed us to set priorities, where to increase our investment if we want to do more than manage attributes not performing as well as they should. We also can connect with attributes we need to monitor and maintain across our community.

Priority projects identified throughout these processes, enable planning of Capital Projects that will be delivered over the Parkes Shire 2035+ Delivery Program. The top twenty (20) priorities are illustrated:

How to achieve our objectives	
Priority	Comment
Cycleways/shared paths	Ongoing
Housing/land availability	High concern
Kerb, gutter and footpaths	Ongoing
Public amenities	Ongoing
Building and halls	Ongoing
Youth activities and mental health	Ongoing
Arts and cultural programs	Ongoing
Open spaces/reserves	Ongoing
Signage, welcoming promotion and marketing	Ongoing
Stormwater drainage improvements	Ongoing
Rural roads resealing	Ongoing
Caravan, camping, RV parking	Ongoing
Active recreation - Pioneer oval grandstand	Delivered
Active recreation - outdoor gyms	Ongoing

## Contact Us

Our Community Strategic Plan is available to the public through our website, with hard copies at our library branches and childcare.

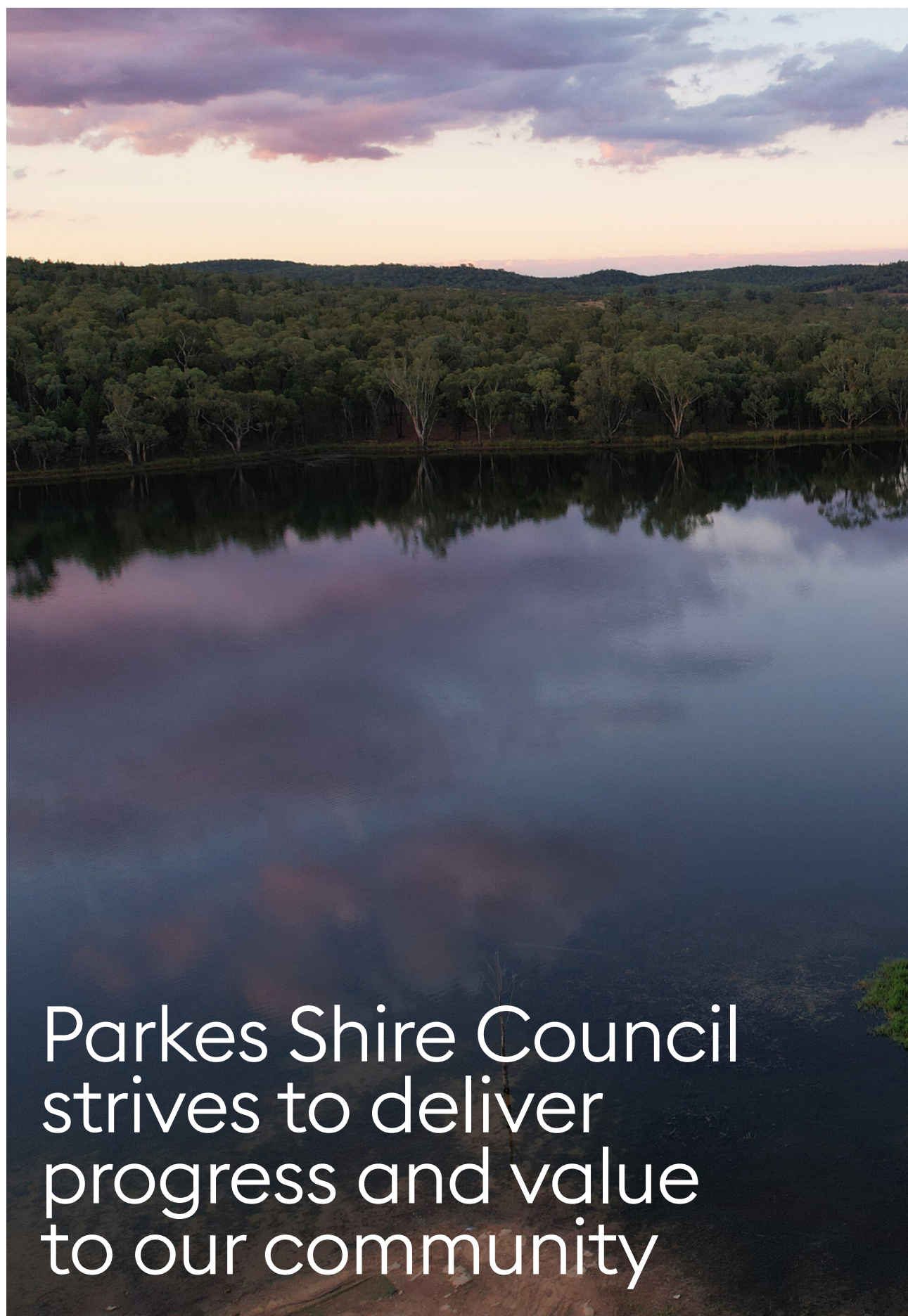
We value community feedback on our progress in meeting the goals and aspirations outlined in our Community Strategic Plan.

We encourage individuals and organisations to share their thoughts and experiences with us to ensure our continued improvement.

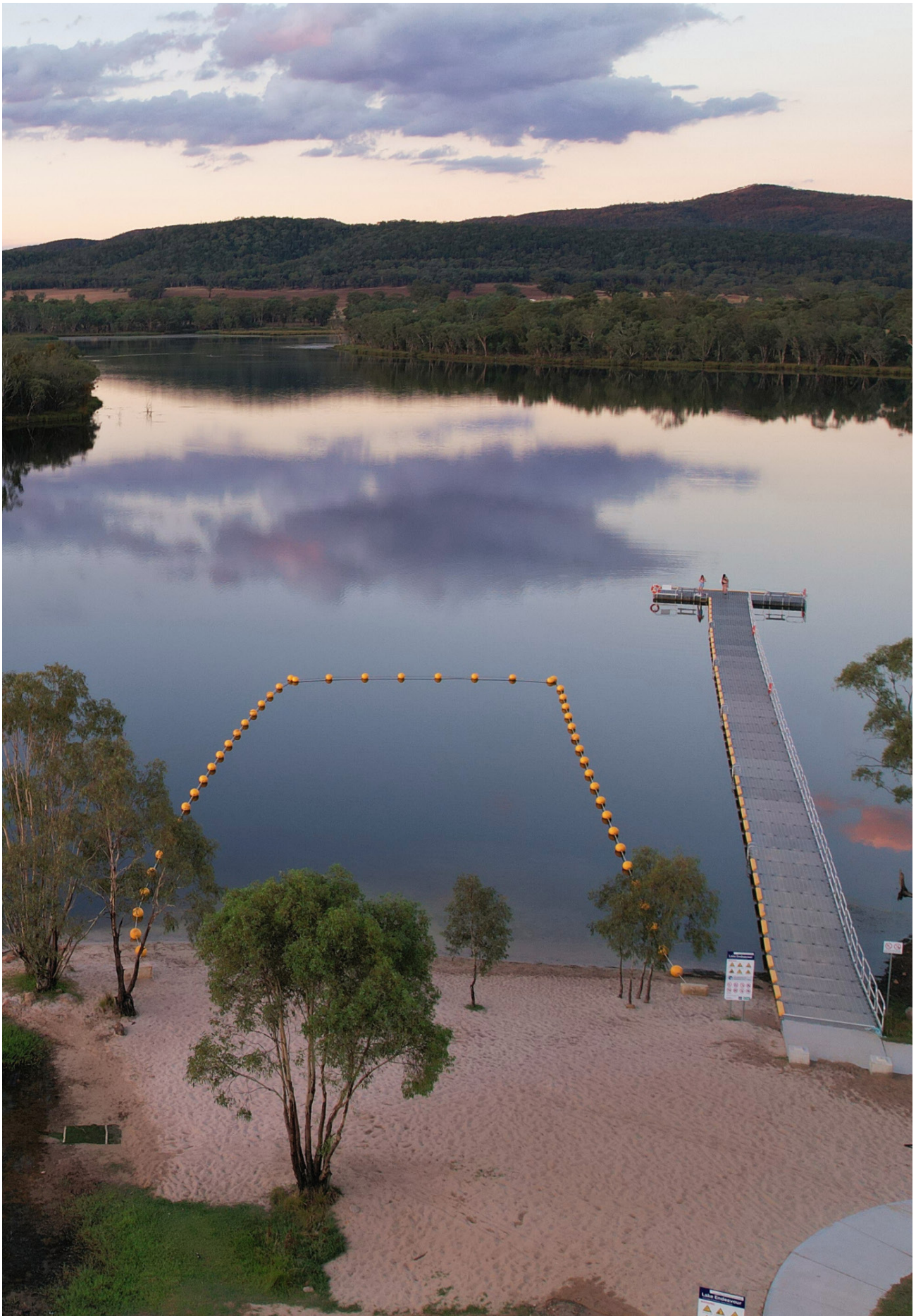
Please contact us with questions or feedback via our Governance Team:

**Telephone:** 02 6861 2333

**Email:** [council@parkes.nsw.gov.au](mailto:council@parkes.nsw.gov.au).









**From:** "Mindy Sargeant" [REDACTED]  
**Sent:** Mon, 7 Apr 2025 18:18:28 +1000  
**To:** "Council" <Council@parkes.nsw.gov.au>  
**Subject:** Your Say: Draft Community Strategic Plan  
**Categories:** For ECM

Hi

I moved to Parkes in November 2022 after I married a Parkes boy. Yes, right on the week of the floods!

I was originally from Griffith and I believe Parkes could possibly have a look at the way the town is structured as I always felt safe and happy there.

Personally I believe that all the housing commission should be in one area on the outskirts of town. This may sound harsh but reality is, integrating within our streets etc doesn't really work and makes lots of our residents including myself feel unsafe. There are some lovely lovely people in housing commission areas and I understand this is possible discrimination however I don't feel safe in Parkes, have never slept a night alone and I never walk on any of the wonderful pathways we have due to fear of who I may run into (or the large amount of dogs that seem to escape).

If we want to attract high quality residents to this town we need to make it more attractive, a drive through Griffith shows you how house proud they are, in the main, lawns are mowed, gardens are neat and tidy, everyone has irrigation systems and rarely are there crack heads loitering around. Never before in my life have I been so shocked at the general state of people's lawns/belongings, there must be some protocol council can put in place??

Also, re moving housing commission to the outskirts of town, there is actually no "nice" part of town... people ask me if I was to move out of [REDACTED] Rd, where would I go, the answer is I actually don't know because there's no particularly nice neighbourhood away from the riff raff! Not trying to be negative but it is something I've struggled with since moving here. Everything is all just mashed in together!

I am always hopeful that council will rezone the Scoble Pl/Westcott cres area into a nursing home or such that will make me feel safer here and move housing commission even to all being over near the Woodward St area, it's close enough to town for those without transport and keeps it all together.

Happy to be contacted re this review.

Kind Regards,

Mindy Trimmer



**From:** [REDACTED] >  
**Sent:** Tue, 15 Apr 2025 11:40:08 +1000  
**To:** "Council" <Council@parkes.nsw.gov.au>  
**Cc:** "PAULINE GOSPER" [REDACTED] >  
**Subject:** Response to the 2025-2029 Community Strategic Plan  
**Categories:** For ECM

Dear Councillors

As invited to comment on the plan by 5pm today, I wish to make the following response and suggestions on behalf of myself and Mrs Pauline Gosper of [REDACTED] Parkes.

Whereas, overall, we commend the plan for our Shires future, I wish to comment largely on the "Community" section. Noting that "Community Cultural Services" rates 54% in importance.

We need more "activities and entertainment" for residents and particularly youth, other than sports, although youth services rates 78% in importance.

Noting also that compared to Cowra and Forbes, this year the Seniors week activities in Parkes were non-existent except for the livestream of the Sydney concert arranged by Neighbourhood Central. Rather a poor effort for our seniors.

The following are suggestions that we would ask for consideration in the implementation of the future plan.

A keep clean of the main Parkes Clarinda shopping street.

Encourage more retailers for the main shopping area.

Fresh painting of the old signal box at the railway crossing.

Renew the current fencing at the railway crossing. It is very difficult to see traffic coming from the south on the Newell highway (Forbes Road) if crossing into Hartigan Avenue from Bogan Road.

The development and construction of History Information stands around town and on the main street.

Silos around the Shire to enhance the look of the Silos and to encourage those visitors on the Silo Art trails. Surely we have plenty of good subjects to make them appropriate for Parkes Shire.

Bus shelters to be maintained, kept clean, and inviting (Southern cross village on Middleton St, to mention one that is in a poor state mostly used by seniors).

Indoor Pool or therapy pool for all year round use

Town water pressure in some areas be upgraded

More Doctors and Specialists for the Shire and more action to make the Maternity Unit at Parkes hospital function.

Some visitors returning to Parkes recently said they felt Parkes town had grown shabby from a previous visit a few years ago. I have to agree. Around town for example, the grass edges to pathways are left with weeds growing and looking unkempt. Pathways need upgrading. The main street does look shabby and empty shops are a bad look.

Yes our main parks are well kept and the work done on PAC Park and Bushman's dam/Kelly Reserve, is very good.



We have seen much commercial planning for the development of the Special Activation Precinct which is also to be commended but it has very little take up.

Can we have a vigorous marketing plan for the SAP to bring more businesses.. Is it too expensive? why haven't more organisations taken up the opportunity?

The ensuing Energy for Waste project inevitably still has much community discussion to take place. There is concern that the project does actually fits with the Strategic Plan from an environmental point of view.

Liesel Walters and Pauline Gosper

**The Rev'd Liesel Walters**

**Parkes**  


**From:** "Judith Unger" [REDACTED]  
**Sent:** Tue, 15 Apr 2025 15:29:02 +1000  
**To:** "Council" <Council@parkes.nsw.gov.au>  
**Subject:** Draft Community Strategic Plan 2025 - 2029  
**Categories:** For ECM

Dear General Manager,

I remember attending a meeting at the Peak Hill Ex- Services Club last year and taking part in the meeting to discuss the Community Strategic Plan and I also remember filling out a survey form which may have contributed to some of the statistics mentioned in the document.

Upon reading this plan, I get a strong sense of feeling it is very Parkes centric and applies little to the opportunities and untapped potential of Peak Hill. I attended a 2 day tourism session (invited volunteer) last year and that document reflected non of the potential opportunities Peak Hill could contribute to tourism for the Shire. I also attended a Drought Proofing session at the Cooke Park pavilion along with one other attendee and spent several hours sharing how we drought proof our ACO organic certified farm and to date have not received any feedback from that event.

In the 1950's Peak Hill was the fastest growing town in NSW. The school childrens' classroom's were set up in church halls as the school couldn't accommodate the class sizes. Farmers and business did not have to drive to Parkes or Dubbo for goods and services and the town was fully self sufficient. During the 1960's the township held it's own and the town continue to prosper.

In 1973 Peak Hill was forced to amalgamate with Parkes to form the Parkes Shire. The Parkes Shire inherited our Mayor Robert Wilson, all our money and assets for free. (Please note it was rumoured Parkes was broke at the time). We were left without a leader, money and council machinery to service our town. If you took the time to come for a visit you could see what is left of our town under the leader ship of the Parkes Shire Council.

Fortunately we have some wonderful volunteers and citizens who still take pride in our town. Since my retirement from teaching (Deputy Principal of PPS) in 2012 I have dedicated many volunteer hours as President / Secretary of the Peak Hill Leisure Centre, President of the Peak Hill Country Crafts and Visitors Information centre, Secretary of the Carrington and most recently a member of the Peak Hill CCC.

As President of the Peak Hill Country Crafts and Visitors Information Centre the membership has grown from 15 members to over 70 members and the Craft Shop finances have increased considerably and we fully subsidize the Visitors Information Section of the shop with no help from the Parkes Shire (until I have raised this anomaly through the CCC, but help with funding has still not been formalised)



The reason for mentioning my role at the PHCC and VIC is whilst volunteering we have up to 400 visitors call into our shop and request information about Peak Hill and the Parkes Shire. We are in prime position to promote Parkes as we are the northern gateway to the Shire and we are happy to do so, if we were provided with flyers or training. Many visitors say they prefer to stop in Peak Hill/ small to get away from the busyness of Parkes and Dubbo. They love the open space along Bogan Weir/River, the quietness of our town and the quaintness of our old buildings

When the Plan speaks of infrastructure and growth of the Shire/community eg parks, recycling, consultation, amenities, library, open spaces, environments, equity, industry, allocation of resources, access, participation, rights etc I'm wracking my brain to where Peak Hill fits in this plan. I can't think of one new piece of infrastructure that has been built in Peak Hill since the 1960's ie Swimming Pool, Peak Hill Central School.

Peak Hill is roughly one tenth of the size of the Shire and without transparency of funding I would like to question what proportion based on population, Peak Hill receives for the \$900 million (Gross Regional Product) quoted in the plan.

Finally, I believe this Plan is already grossly outdated as there little reference to the SAP and the WTE incinerator and the impact it will have on the four themes of Community, Economy, Environment, and Leadership. The document reflects the lack of transparency across the whole Shire on how this will impact on our health, environment, farming, land values, water supply/quality, and the benefits for the satellite towns from the SAP, or is this project fully focussed on growing Parkes?

Please contact me for further qualification of my concerns on [REDACTED] or I would be happy to address a meeting of the Parkes Shire Council.

Yours Sincerely

Judi Unger

**From:** "Troy & Rae Miller" [REDACTED]  
**Sent:** Fri, 4 Apr 2025 16:24:42 +1000  
**To:** "Council" <Council@parkes.nsw.gov.au>  
**Subject:** Your Say: Draft Community Strategic Plan  
**Categories:** For ECM

Dear Parkes Shire Council,

Thank you for the opportunity to provide feedback on the Draft Community Strategic Plan 2025–2029.

As a member of the Parkes community and a parent raising a young family here, I want to express my strong support for the goals and values outlined in the Plan — particularly those focused on health, sustainability, inclusive services, and creating a safe and connected region for future generations.

We are proud to live in a region that values:

- Access to quality healthcare and family services.
- Safer roads, improved transport, and recreational spaces for children.
- Environmental sustainability, including clean air, green spaces, and responsible waste management.

The Plan's vision of a "smart, vibrant and resilient community" is inspiring and speaks to the kind of future we want for our children.

However, I would like to respectfully raise a serious concern that appears to directly contradict this vision — the proposed Waste-to-Energy (WTE) incinerator project.

The WTE facility poses a significant risk to the goals outlined in the Strategic Plan, including:

- Health and wellbeing: Emissions from incinerators are widely recognised as harmful, especially to children and vulnerable populations.

- **Environmental sustainability:** Burning waste undermines efforts to reduce, reuse, and recycle, and it produces greenhouse gases that worsen climate challenges.
- **Community trust and inclusion:** Many residents were not adequately consulted before this project was approved. This undermines the commitment to transparency and strong leadership set out in the Plan.

It is hard to reconcile a genuine commitment to sustainability and a clean, healthy environment with the reality of hosting a large-scale waste incinerator in our backyard.

As a young family who wants to stay and contribute positively to this community, I urge Council to:

- Re-evaluate the environmental and health implications of the WTE incinerator.
- Align development decisions with the strategic goals and values that residents support.
- Continue strengthening community consultation and long-term planning that truly reflects the wellbeing of current and future generations.

Thank you for your work on this important plan. I hope to see the vision for a thriving, healthy, and sustainable Parkes genuinely upheld.

Warm regards  
Rae Miller



**From:** "aallana dargan" [REDACTED]  
**Sent:** Sat, 19 Apr 2025 15:11:48 +1000  
**To:** "Council" <Council@parkes.nsw.gov.au>  
**Subject:** Your Say: Draft Community Strategic Plan  
**Categories:** For ECM

To whom it may concern.

As a citizen of the Parkes Shire council, it would be well overdue for funding to place back out in the Peak Hill community for upgrading of its parks as travellers with families could use also.

Kind regards

Aallana Dargan

**14.7 ADOPTION OF THE 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. Disability Inclusion Action Plan 2025-2029** [↓](#)  
**B. Submission - Sheryl Stevenson** [↓](#)  
**C. Submission - Marg Simmons** [↓](#)

---

**RECOMMENDATION**

That Council:

1. Adopt the Disability Inclusion Action Plan 2025-2029 attached at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines with the recommended amendments provided in this report.
  2. Publish the Disability Inclusion Action Plan 2025-2029 on Council's website.
  3. Note the Disability Inclusion Action Plan 2025-2029 was placed on public exhibition for 28-days from 19 March to 15 April 2025
  4. Receive and consider the two (2) external submissions received, appended at *Annexure B and C*, on the draft Disability Inclusion Action Plan 2025-2029, and request the General Manager respond to the external submissions as recommended in this report.
- 

**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 a 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.

The Director Customer, Corporate Services and Economy provided a presentation at the February Councillor Workshop on the current 2025 Integrated Planning and Reporting (IP&R) Framework and walked through the full suite of documents for delivery in the first year of Office. This included the draft Disability Inclusion Action Plan. A follow-up presentation on progress toward the 2025 IP&R Framework was provided at the May Councillor Workshop which included an overview of the submissions received from the public in relation to the DIAP and recommendations on how to respond to these submissions and what amendments had been made to the draft in response to these submissions.

The final Disability Inclusion Action Plan (DIAP) attached at *Annexure A* 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.

## ISSUES AND COMMENTARY

The Draft Disability Inclusion Action Plan (DIAP) was endorsed for public exhibition from 19 March to 15 April 2025 [OCM 087/25]. This exhibition period was publicised on Council's website and social media channels, as well as by direct correspondence to Council's various Community Consultative Committees. Hard copies were made available at the Council's Administration Centre, at the four Shire libraries and at Bangala-la Pre-school. A Community Drop-In Session on IP&R and the draft DIAP was also held at Parkes Library.

Submissions on the draft 2025-29 Disability Inclusion Action Plan could be made online via email to [council@parkes.nsw.gov.au](mailto:council@parkes.nsw.gov.au) or by mail to the General Manager.

Council received a total of two (2) external submissions via email, appended at *Annexure B and C*, with the below response and/or amendments made to the draft 2025-29 Disability Inclusion Action Plan included in the final Disability Inclusion Action Plan attached at *Annexure A* for adoption.

No.	Key Points of Submission	Council Response	Amendment Details
1	<b>External Contributor:</b> <b>Sheryl Stevenson</b> <i>Full submission attached at Annexure B</i> <ul style="list-style-type: none"> <li>- Several suggestions that would help bariatric (larger) mobility scooter users in Parkes</li> <li>- Recommended the widening of several government building doorways in Parkes and noted difficulty accessing Council Building</li> <li>- Recommended improvement of accessibility of private businesses in the main street</li> <li>- Recommended improvement of accessibility to doctor's surgeries</li> </ul>	<ul style="list-style-type: none"> <li>- note where this document aligns with their suggestions</li> <li>- let them know where their specific suggestions are addressed in the Operational Plan</li> <li>- Provide information on how they can provide submissions for the operational plan</li> </ul>	No amendments required

No.	Key Points of Submission	Council Response	Amendment Details
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2	<b>External Contributor:</b> <b>Marg Simmons</b> <i>Full submission attached at Annexure C</i> <ul style="list-style-type: none"> <li>- Request to have a designated Disabled Parking space next to the ramp outside the hotel in [Trundle]</li> </ul>	<ul style="list-style-type: none"> <li>- let them know this suggestion has been included in the 2025/26 Operational Plan and Budget as a proposed future work if funding becomes available.</li> </ul>	No amendments required
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## LEGISLATIVE AND POLICY CONTEXT

Council is required under the NSW Disability Inclusion Act 2014 and Integrated Planning and Reporting (IP&R) Guidelines 2021 to review and develop a Disability Inclusion Action Plan Strategic Plan before 30 June in the year following an ordinary election. The Local Government Act and IP&R Guidelines provide robust direction on the elements to be included in this document to ensure it meets community need.

[Disability Inclusion Act 2014 No 41 - NSW Legislation](#)

[IPR - Guidelines](#)

## 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.

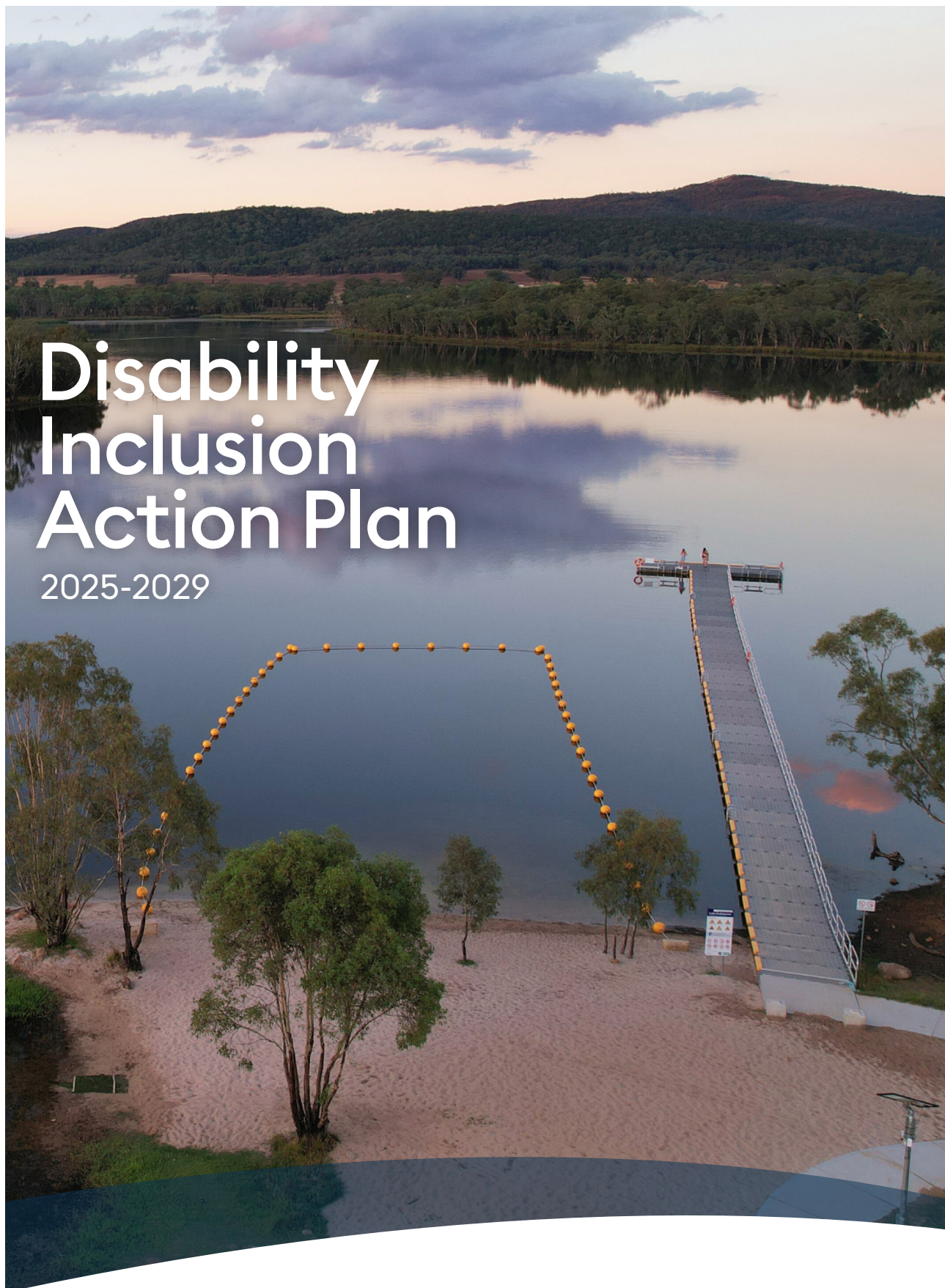
## COMMUNITY CONSULTATION

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



# Disability Inclusion Action Plan

2025-2029



[parkes.nsw.gov.au](http://parkes.nsw.gov.au)

# Controlled Document Information

## Document History

Date	Details/Comments
2017/18-2020/21	Disability Inclusion Action Plan
2022-2025	Disability Inclusion Action Plan
2025-2029	Disability Inclusion Action Plan



**Parkes**  
Shire Council

### Parkes Shire Council

2 Cecile Street (PO Box 337)  
Parkes NSW 2870



02 6861 2333



[council@parkes.nsw.gov.au](mailto:council@parkes.nsw.gov.au)



[www.parkes.nsw.gov.au](http://www.parkes.nsw.gov.au)

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### Acknowledgement of Country

Parkes Shire is part of the Wiradjuri nation - the largest Aboriginal territory at the time of European settlement. Parkes Shire Council acknowledges the Wiradjuri people who are the Traditional Custodians of the Land and pays respect to the Elders both past and present of the Wiradjuri nation.

The Wiradjuri are the largest group in central New South Wales (NSW) by area and population, with lands stretching from Coonabarabran in the North to the Great Dividing Range and out to Western NSW, encompassing one fifth of NSW and were known as the people of the three rivers: the Wambui (now known as the Macquarie River), the Galari (the Lachlan River), and the Marrambidya (the Murrumbidgee River).

The Wiradjuri people lived in harmony with the Country, they believed they didn't own the land, but they were responsible for looking after it. The Gugaa (Goanna) is the overarching totem for the Wiradjuri Nation. It is the symbol that connects all people, past and present, of Wiradjuri land.

We recognize and respect their cultural heritage, beliefs and continuing connection with the land and rivers and recognise the resilience, strength, and pride of the Wiradjuri community.











### Other Acknowledgements

Parkes Shire Council would like to acknowledge everyone who contributed their time and expertise to participate in the development of this plan, including:

- Our survey respondents
- Our community consultation participants and
- Our staff

### Alternative formats

Our Disability Inclusion Action Plan is available in Easy English format, including PDF and Word, with both available on our website. Hard copy formats, in both large and standard print are available upon request.

## Foreword



**Kent Boyd PSM**  
*General Manager*



**Neil Westcott**  
*Mayor of Parkes Shire*

It is our pleasure to present Council's Disability Inclusion Action Plan (DIAP) for the period of 2025-2029.

The Disability Inclusion Action Plan is a requirement under the NSW Disability Inclusion Act 2014 for all local Government organisations. For Parkes Shire Council, our Disability Inclusion Action Plan is something seen as an essential tool in creating a more equitable community and not simply a legislative requirement.

The Disability Inclusion Action Plan includes several vehicles for driving accountability for disability inclusion in NSW including our roadmap that provides us with strategies towards those outcomes. Focusing on four areas, the roadmap includes developing positive community attitudes, creating liveable communities, supporting access and meaningful employment and improving access to mainstream services through better systems and processes.

We want to focus on the opportunities to improve access across our community and to understand the barriers that prevent equal access. We will engage with the community and ask them about our services, education, training and employment, and social activities in our communities.

This plan was developed in consultation with our local community and with our staff, using a combination of community consultation sessions and surveys to seek feedback on what is working and to identify gaps in service.

The plan has been informed by the voices of people with lived experience of disability, and guided by carers, support people, service providers and other interested parties. This helped us gain a broader and deeper understanding of the issues and barriers affecting people with disability across our community.

We are committed to ensuring that the future needs of our community are met, by providing the framework to guide the creation and implementation of policies, processes and infrastructure.

We want to work together to make Parkes Shire an accessible place to live, work and play. We would like to thank members of the community for their assistance in helping us to create a more inclusive Parkes Shire area. We are keen to continue collaborating with our community around this area of work, so that we can identify the community's changing needs to further improve the liveability and accessibility of the area over time.

Sincerely,



**Kent Boyd PSM**  
*General Manager*



**Neil Westcott**  
*Mayor*



# 01

## Introduction



- Introduction
- Who we are
- Our community
- Community profile
- Definitions
- Disability in Australia
- The Parkes Shire community
- Legislative context
- Integrated Planning and Reporting
- What is a Disability Inclusion Action Plan
- Defining Disability
- What must a Disability Inclusion Action Plan include?
- Our achievements to date
- Case Study - Liveable communities
- Methodology and consultation
- Our engagement strategy

## Introduction

Parkes Shire Council is committed to creating a more inclusive community for all people who live in, work in, and visit our area. This means ensuring all people with disability and diverse needs have every opportunity to fully participate in and enjoy the social, business and community life of Parkes Shire.

One in five Australians has a disability – a substantial proportion of our society. Most people will experience some type of disability in their lifetime and many of us are also carers who support friends or family members with disability. Therefore, we need to ensure that our attitudes are inclusive, our environments accessible, our workforces diverse and our processes are user friendly.

At Parkes Shire Council, we believe that everyone has the right to participate, engage and contribute. Throughout Australia, there are still barriers to ensuring equitable access to social, civic or employment opportunities for people with disability. Working to remove these barriers is not only good for people with disability but makes things better for our economy and all types of our diverse community groups, including people from culturally and linguistically diverse backgrounds, women and children with disability and LGBTIQ+ people with disability.

Parkes Shire Council is committed and passionate about advocating for access and inclusion of all community members through a range of current strategies and action plans. These strategies and action plans are connected through our mission of providing equitable access for the whole community to enjoy all that the Parkes Shire area has to offer.

The NSW Government has identified four focus areas where significant barriers to access and inclusion should be addressed. These are the pillars under which our DIAP has been developed and framed:

### 1 ATTITUDES AND BEHAVIOURS

Towards people with disability which may result in limiting access to employment and/or opportunities to contribute to social, economic and cultural life.

### 2 LIVEABLE COMMUNITIES

Encompasses the built environment, access to transport, community recreation and social engagement.

### 3 EMPLOYMENT OUTCOMES

Supporting pathways to employment and increasing employment rates of people with disability at Council and in the wider Parkes Shire community.

### 4 SYSTEMS AND PROCESSES

Improving the systems and processes that enable people to access the services and supports they need in the community.

Within these four key areas, a range of actions has been developed which Council will deliver over the next four years, enabling people with disability to have greater access to Council information, services and facilities.

---

## Who We Are

The Parkes Shire sits at the heart of Central West NSW, strategically located on the Newell Highway – Australia’s major inland touring route – and within five hours of Sydney and three hours of Canberra ACT.

Covering an area of 5,919 square kilometers and taking in some of the richest and most productive farming and grazing land in NSW, Parkes Shire is renowned for our stunning natural beauty and friendly and welcoming community.

Just over 14,256 people call Parkes Shire home, with more than two-thirds of our population living in the town of Parkes, which services as the administrative, commercial and services hub of the local government area. Villages are located at Peak Hill, Trundle, Tullamore, Alectown, Bogan Gate and Cookamidgera.

Just over 13 per cent of the Parkes Shire’s population identify as Aboriginal or Torres Strait Islander, significantly higher than the respective state and national averages of 3.4% and 3.2%. Parkes Shire is part of the Wiradjuri nation – the largest Aboriginal territory at the time of European settlement – and continues to be the home of many Wiradjuri people, as well as those from other nations.

Parkes Shire also supports the surrounding region with health and education services through Lachlan Health Service, Western TAFE and Country Universities Centre including various public and private schools, preschools and family day care services. Parkes Shire has modern health services, with a recently redeveloped hospital and strong network of local General Practitioners and is located within an hour’s drive of other major hospital and health service providers at Dubbo and Orange.

Parkes Shire boasts a strong, diverse economy, with a Gross Regional Product (GRP) of \$858 million in 2023. Our economy is underpinned by the agriculture and mining industries and strengthened by the transport and logistics industries. Parkes Shire also boasts strong retail and public administration sectors. Just over 1,400 local businesses operate in Parkes Shire, with 6,526 residents – around 57 per cent of our population – in the workforce.

The development of the Parkes Special Activation Precinct (SAP) the first SAP in regional NSW will support continued business development and employment growth in the Central West. Taking advantage of Parkes’ location on the Inland Rail and the Main Rail line, the Parkes SAP presents opportunities for industries in the agricultural technology sector.

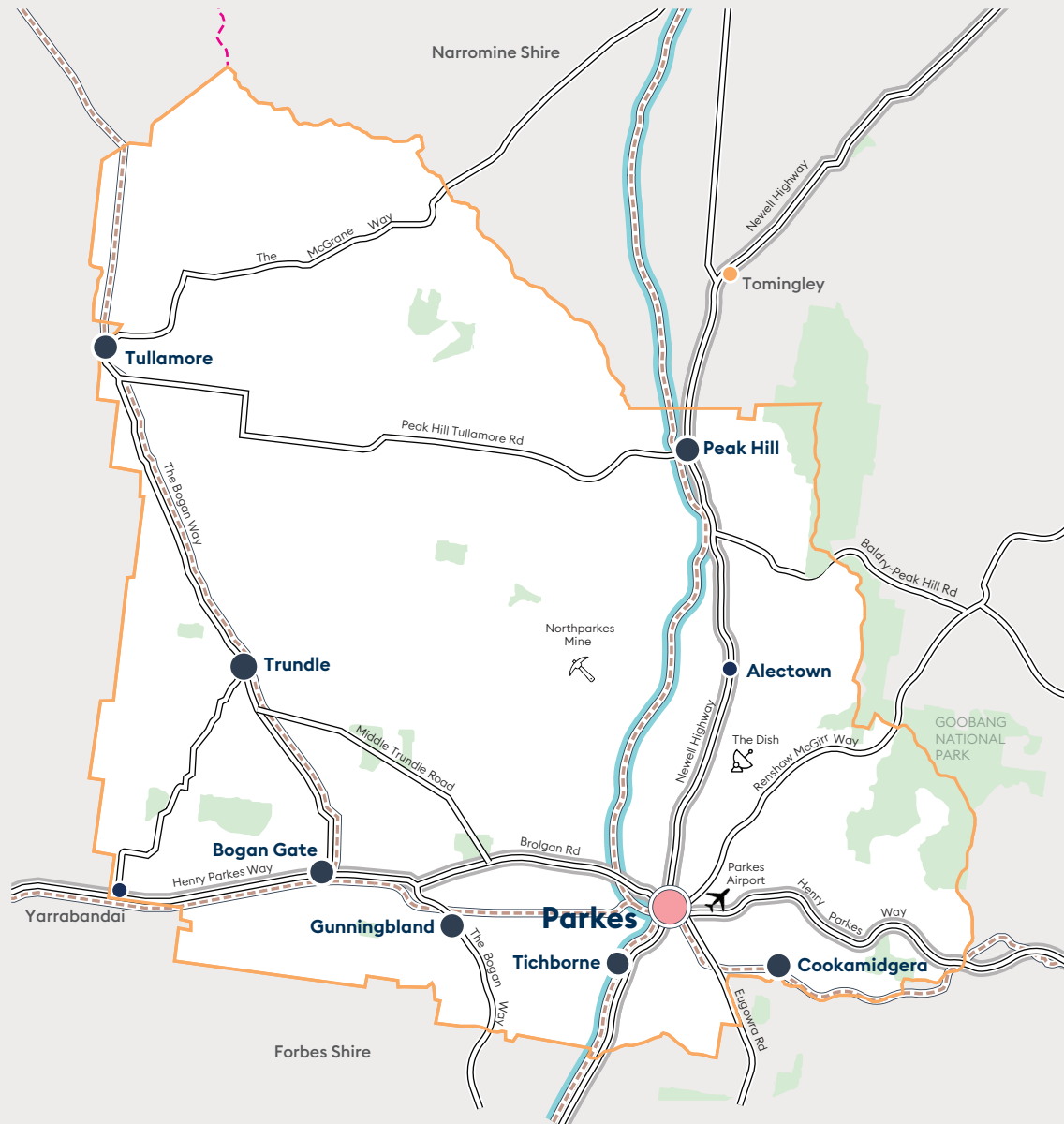
The Parkes Regional Airport is a major gateway to the Central West region, transporting 35,000 passengers annually through daily flights to Sydney. The development of the Parkes Airport Business Park provides potential for growth to support our strong, diverse economy through leveraging Parkes’ well-established national transport hub.















## Our community



### Land-use

	Parkes Local Government Area		National Park / Forests
	Parkes Township Location		Northparkes Mine
	Parkes Village Location		Parkes Regional Airport
	Neighbouring Centre Location		The Dish

## Community profile

### Geographical area

**5,919 sq kms**

### Population

Shire: 14,256

Parkes: 11,162  
(incl. Cookamidgera, Alectown  
and Tichborne)

Bogan Gate: 269

Trundle: 568

Tullamore: 369

Peak Hill: 1,162

### Diversity

Indigenous population: 10%

Born overseas: 5.4%

Non-english-speaking  
background: 5.7%

### Gender

Male: 49.2%

Female: 50.8%

### Age

Pre-school children  
(0–4 years): 6.4%

Primary school  
(5–11): 9.9%

Secondary schoolers  
(12–17): 8.1%

Tertiary education /  
Independence  
(18–24): 8.2%

Young workforce  
(25–34): 10.5%

Parents / homebuilder  
(25–49): 16.9%

Older works and  
pre-retirees  
(50–59): 13.6%

Empty nester and retirees  
(60–69): 12.1%

Seniors (70+): 14.2%

### Projected trends

Projected Shire population  
in 2036: 14,800

Projected dwellings  
in 2036: 7,500

Projected households  
in 2036: 6,500

### Overview



Shire population  
14,256



Median age  
41 Years



Couples with  
children  
39.7%



Dwellings in Shire  
6,750



Households in Shire  
5,837

### Employment

In 2016 % of population had the following occupation:



Managers  
17.4%



Professionals  
14.7%



Technicians and  
trades workers  
24.3%



Unemployed  
7.4%



Average income p/w  
\$1088

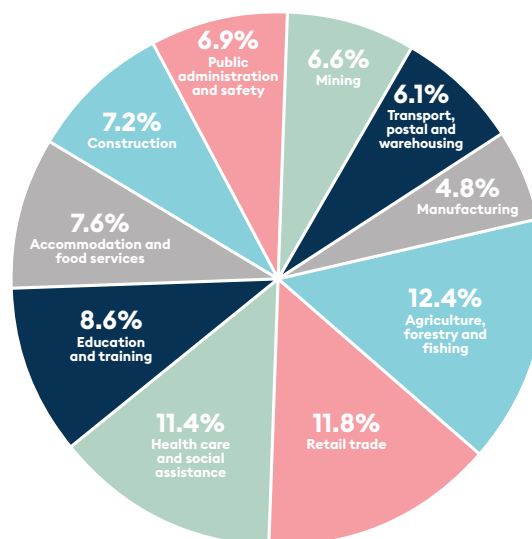


Undertake  
voluntary work  
24.3%



6,303 labour force  
3,644 full time workers  
2,065 part time workers

### Industries by employment





## Definitions

### Inclusion

Inclusion is the process in which every person (irrespective of age, disability, gender, religion, sexual preference or ethnicity) can access and participate fully in all aspects of an activity or service in the same way as any other member of the community.

According to the research report “Towards new indicators of disadvantage: Deprivation and social exclusion in Australia” published by UNSW’s Social Policy Research Centre, dimensions of inclusion include:

- being heard and valued
- meaningful participation
- connection and belonging
- opportunity to access supports
- choice and control in your life

Inclusion is not about helping others to access the society, it’s about changing the society; Inclusion is about making society mean everyone.<sup>2</sup>

### Intersectionality

We understand that the barriers people with disability experience can compound and layer when an individual is part of more than one underrepresented group. Recognising that people’s lives are multi-dimensional and complex, we aim to take an intersectional approach in our thinking around accessibility, which means focusing on the points of intersection that multiple identities create.

Intersectionality recognises the diversity of experiences within marginalised groups and provides a framework for recognising and addressing the needs of individuals who are most disadvantaged, setting a pathway for a more just and equitable world.

We are mindful of these intersections and aim to provide good access for people with disability from all backgrounds and lived experiences. This includes First Nations people, CALD people, women and non-binary people, members of the LGBTQIA+ community, people from regional and remote areas, older people, children and young people and people from low socio-economic backgrounds.<sup>6</sup>

### Disability

The definition of disability applied in this document includes both definitions provided by the Disability Inclusion Act (NSW) 2014 and the Disability Discrimination Act (Commonwealth) 1992.

The Disability Inclusion Act (NSW) 2014 defines disability as including a long-term physical, psychiatric, intellectual or sensory impairment that, in interaction with various barriers, may hinder the person’s full and effective participation in the community on an equal basis with others.

The Disability Discrimination Act (Commonwealth) 1992 defines disability as:

- The total or partial loss of the person’s body or mental functions
- The total or partial loss of a part of the body
- The presence in the body of organisms causing disease or illness
- The malfunction, malformation or disfigurement of a part of the person’s body; and
- A disorder or malfunction that results in the person learning differently from a person without the disorder or malfunction.<sup>3</sup>

### Carers

The NSW Carers (Recognition) Act 2010 describes a carer as any individual who provides care and support to a family member or friend who has a disability, mental illness, drug or alcohol dependency, chronic condition, terminal illness or who is frail due to age.<sup>4</sup>

Many carers don’t use the word ‘carer’ to describe themselves and they come from all walks of life, cultural backgrounds and age groups. Across NSW, there are approximately 3.0 million carers, representing 11% of all Australians living in households.<sup>5</sup>

## Disability in Australia

Parkes Shire Council follows the social model of disability that distinctively signals the difference between a person's individual condition or impairment, and the barriers they experience which are created by the environment and society around them. Instead of the condition, it is the 'barriers' which are disabling, as these limit opportunity, autonomy and self-expression and instead create disadvantage.

Disability can be both permanent or temporary and invisible or visible. We include mental health within our definition of disability, as well as members of the deaf community (who may not choose to identify as people with disability, but instead as part of a cultural and linguistic minority, with their first language being Auslan). We recognise that not everyone who faces these barriers chooses to identify as a person with disability and we understand that identity and disclosure in the context of disability is complex and very personal. We also understand the principles of universal design, in that one size does not fit all and that the complexities of intersectionality exist within disability.

Disability impacts us all. It is a broad diversity group and is commonly experienced by those in our community – with people either directly identifying themselves as a person with disability, being a carer for someone else or having a family member or close friend with disability.

<sup>2</sup> Saunders P, Naidoo Y, Griffiths M (2007), Towards new indicators of Disadvantage: Deprivation and social exclusion in Australia.

<sup>3</sup> Carers NSW (2018), About Carers.

<sup>4</sup> Reynolds V (2010), Intersectionality.

<sup>5</sup> Australian Bureau of Statistics (2022), Disability, Ageing and Carers, Australia: Summary of Findings.

<sup>6</sup> Judicial Commission of New South Wales (2022), Equality before the Law Bench Book – Section 5 – People with disabilities.

## The Parkes Shire Community

People with disability are diverse, and disability can be very different from person to person. Disability affects many people, directly and indirectly, in large and small ways.

Disability can be physical, intellectual, sensory and/or psychosocial (example arising from a person's lived experience). It can be temporary or permanent and can occur from birth or during a person's lifetime. Some disabilities are visible, such as people using a mobility aid, whereas others are invisible, such as a person who is hearing impaired or is on the Autism spectrum (ASD). Disability impacts people across all socioeconomic and demographic groups.

Knowing how many people in an area are living with disabilities, as well as their characteristics, can improve our understanding of their varying experiences. This information helps to foster inclusivity for all by informing planning and provision of the supports, services and communities that enable people with disabilities to participate fully in everyday life.

In 2018 the number of persons living with a disability in Parkes Shire was 22.7% and in 2021 15.9% of the population were unpaid carer/assistance to a person with a disability. As our population ages, the number of people needing assistance in their day-to-day lives is likely to increase. The increased prevalence of disability as people age will have implications for Council, service providers and the general community.

### The Australian statistics shared below demonstrate how widespread disability is:

- One in five Australians are people with disability (17.7% or 4.4 million people).
- Of the 7.80 million residents of NSW, 1.37 million (18.34%) have disability.<sup>8</sup>
- People with disability from non-English speaking backgrounds face multiple layers of disadvantage and make lower than average use of disability services because they may not be aware what is available, and the services may be culturally inappropriate.<sup>9</sup>
- Just under half (45.1%) of Aboriginal and Torres Strait Islander people aged 15 years and over, experience disability.<sup>10</sup>
- People with disability are twice as likely to be in the bottom 20% of gross household incomes.<sup>11</sup>
- Of those with disability in Australia, 45% are living either near or below the poverty line, more than double the OECD average of 22%.<sup>12</sup>
- 45% of the population will experience a mental health condition at some point in their lives.<sup>13</sup>
- Almost half of Australians (47% or more than 11 million people) have one or more chronic conditions.<sup>14</sup>
- Vision Australia estimates there are currently 357,000 people in Australia who are blind or partially sighted.

<sup>7</sup> Australian Human Rights Commission (2000), Disability and People from Non-English Speaking Background Communities.

<sup>8</sup> Australian Bureau of Statistics (2016), National Aboriginal and Torres Strait Islander Social Survey, 2014-15.

<sup>9</sup> Australian Bureau of Statistics (2016), Disability Ageing and Carers, Australia: Summary of Findings.

<sup>10</sup> Price Waterhouse Coopers, (2011), Disability expectations - Investing in a better life, a stronger Australia.

<sup>11</sup> Australian Bureau of Statistics (2008), National Survey of Mental Health and Wellbeing: Summary of Results, 2007.

<sup>12</sup> Australian Institute of Health and Wellbeing (2020), Chronic conditions and multimorbidity

<sup>13</sup> Access Economics (2006), The Economic Impact and Cost of Hearing Loss in Australia.

<sup>14</sup> Australian Bureau of Statistics (2020), Regional Population Growth, Australia, 2018-19.

Selected disability and carers characteristics - persons living in households		2018
Persons with disability		22.7%
Persons who are carers		15.9%
Persons who provided unpaid assistance to a person with a disability		12.5%
Persons with disability who need assistance or have difficulty with personal/health care		12%
Persons with moderate or mild core activity limitation		11.2%
Persons who are non-primary carers		9.7%
Persons with disability aged 15 years and over who need assistance or have difficulty with household chores, meal preparation or property maintenance (accommodation support)		9.4%
Persons with profound or severe core activity limitation		7.1%
Persons with disability aged 16 years and over who need assistance or have difficulty with private transport		5.8%
Persons aged 15 years and over who are primary carers (%)		5.1%
Persons with disability aged 0-64 years whose need for assistance with core activities is fully met		3.3%
Persons with disability aged 0-64 years whose need for assistance with core activities is partly met or not met at all		1.2%

(Source: Australian Bureau of statistics)

## Legislative Context

### International

Internationally, Australia is a signatory to the UN Convention on the Rights of Persons with Disabilities (2008). This Convention recognises that disability is “an evolving concept and that disability results from the interaction between persons with impairments and attitudinal and environmental barriers that hinders their full effective participation in society on an equal basis with others”.

### National

At a federal level, Australia has had a Disability Discrimination Act for 30 years (released in 1992). Various Australian Standards and Frameworks support this Act, including the Disability (Access to Premises – Buildings) Standards (2010), Building Code of Australia (BCA), Disability Standards for Accessible Public Transport (2002) and Disability Standards for Education (2005).

Since 2014, Australia has implemented the National Disability Insurance Scheme (NDIS) to provide Australians with permanent and significant disability with the reasonable and necessary supports they need to live an ordinary life. Residents of the Parkes Shire LGA have access to NDIS.

In 2019, Australia launched a three-year Royal Commission into Violence, Abuse, Neglect and Exploitation of People with Disability. This inquiry will provide 222 recommendations across 12 volumes to government on how to prevent and better protect people with disability from all forms of violence and abuse, neglect and exploitation.

Australia has also recently released its new National Disability Strategy (NDS) 2021-2031. The vision sets out practical changes required to fulfill its vision for an inclusive Australian society that ensures people with disability can fulfil their potential, as equal members of the community. It helps protect, promote and realise the human rights of people with disability through national leadership, guiding public policy activities, influencing mainstream services and systems and engages the whole community in achieving a more inclusive society.

### NSW

At a state level, NSW Parliament passed the Disability Inclusion Act in 2014 and amended by the Disability Inclusion Amendment Act 2022 which supports people with disability to access. This Act ensures people with disability have the same human rights in the community and provides the legislative framework to guide state and local government disability inclusion and access planning.

This Act ensures that people with disability have:

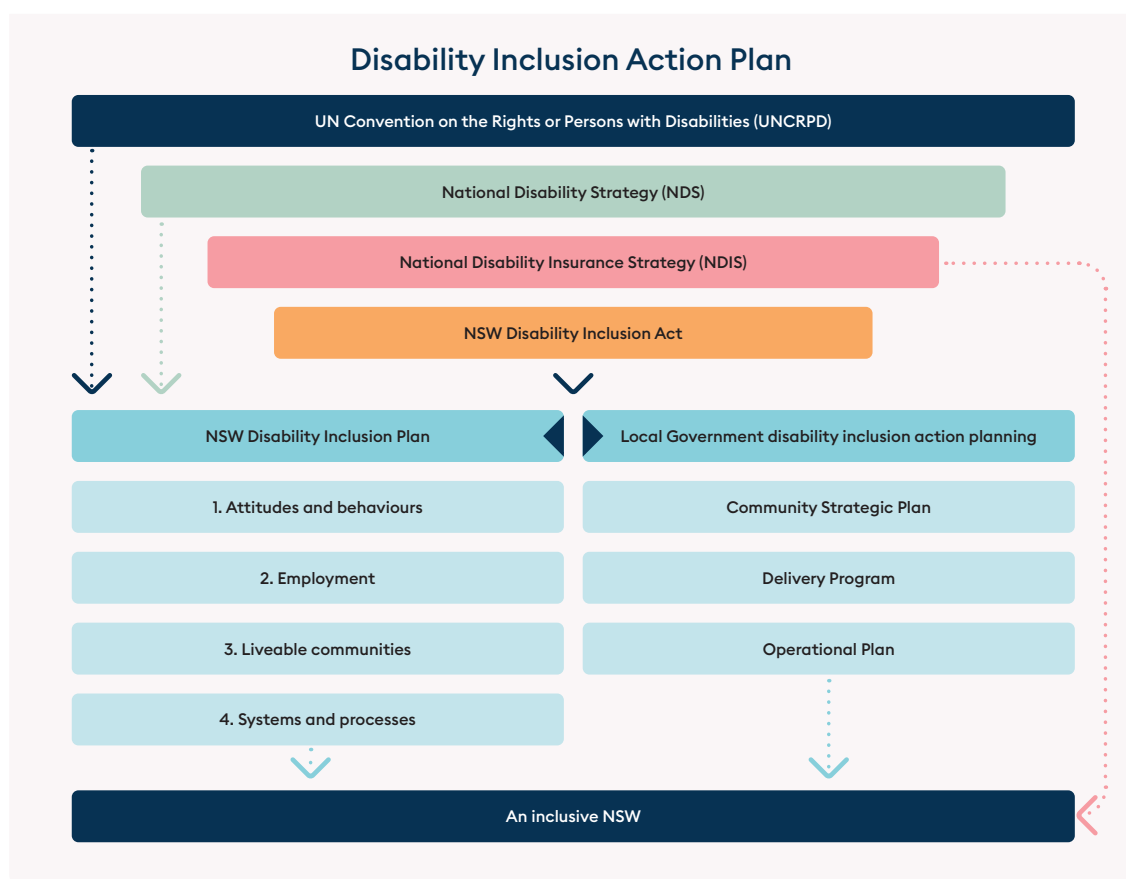
- The same human rights as other members of the community and that governments and communities have a responsibility to facilitate the exercise of those rights
- Independent, social and economic inclusion within the community; and
- Choice and control in the pursuit of their goals, the planning and delivery of their supports and services.

After extensive consultation by the New South Wales Government with people with disability, their families and carers throughout the State, it was decided that all NSW Disability Inclusion Action Plans would focus on four key areas:

1. Developing positive community attitudes and behaviours
2. Creating liveable communities
3. Supporting access to meaningful employment
4. Improving access to services through better systems and processes.

(Source: Convention on the Rights of Persons with Disabilities)

The below diagram illustrates how International, National and State policy interact to inform the development of Disability Inclusion Action Plans.





# Integrated Planning and Reporting

This Disability Inclusion Action Plan forms part of Parkes Shire Council's Integrated Planning and Reporting (IP&R) Framework, which brings together a suite of integrated strategic plans that set out our vision for Parkes Shire and the goals, strategies and actions to achieve that vision.

The development of this Disability Inclusion Action Plan has occurred using the principles identified in the IP&R Guidelines for Local Government in NSW and accompanying IP&R Handbook for Local Government in NSW published and prescribed by the Office of Local Government, and the priorities identified in the NSW Disability Inclusion Act 2014.

This Disability Inclusion Action Plan seeks to integrate with other strategies, including our Community Strategic Plan, to ensure the principles of inclusion and access are embedded in all our planning frameworks.

Individual actions contained in this Disability Inclusion Action Plan will be resourced for delivery in our annual Operational Plans over the coming four-year period. Reporting is a key element of the IP&R framework, and we report on our progress in implementing our Operational Plans and Annual Reports.

We also submit our Disability Inclusion Action Plan to the NSW Disability Council and, as required under section 13 of the NSW Disability Inclusion Act 2014, report to the Minister for Disability Services on our progress in achieving our Disability Inclusion Action Plan on an annual basis. The Minister for Disability Services tables an annual report in Parliament about the implementation of all Disability Inclusion Action Plans by public authorities, including local councils.

The following diagram illustrates how the IP&R framework ensures that local strategic planning and reporting is informed, relevant and responsive to community needs:



## What is a Disability Inclusion Action Plan

The Disability Inclusion Action Plan is one way that Governments, public authorities and all organisations can reduce and remove barriers for people with disability and foster a more accessible and inclusive community. Disability Inclusion Planning is about making a plan that outlines the intention and actions that public authorities will take to remove barriers in access to their information, services, facilities, and employment as well as to foster the promotion of the rights of people with disability.

The NSW Disability Inclusion Act 2014, amended by the Disability Inclusion Amendment Act 2022 requires all public authorities, including Parkes Shire Council as a Local Government organisation - to develop and adopt a Disability Inclusion Action Plan spanning a four-year period, setting out the measures they will put in place to support people with disability to better access support and services available in the community, and participate fully in community life.

The purpose of this Disability Inclusion Action Plan is to support disability inclusion in the Parkes Shire community. While the Disability Inclusion Action Plan focuses on supporting people with disability, our actions support our wider goal for inclusion. Making it easier for people to get around and access information is beneficial to all members of our community.

## Defining Disability

The NSW Disability Inclusion Act 2014 defines disability as: 'The long-term physical, mental, intellectual or sensory impairment which an interaction with various barriers may hinder the full and effective participation in society on an equal basis with others.'

The World Health Organisation (WHO) shifts the understanding of disability from a focus on impairment of individuals to improving barriers to access. WHO identifies not just physical or mental conditions but rather defines disability as being interconnected with features of the society in which he or she lives.

"Overcoming the difficulties faced by people with disabilities requires interventions to remove environmental and social barriers" Council acknowledges all forms of disability, both visible and invisible, when identifying the importance of accessibility and inclusion for all. For the purpose of this Disability Inclusion Action Plan, we will define disability to include, but not be limited to, the following types of disability:



Intellectual



Physical



Auditory



Cognitive



Significant mental  
health issues



Visual



Sensory



Psychosocial

## What must a Disability Inclusion Action Plan include?

Under Section 12(3) of the NSW Disability Inclusion Act 2014, this Disability Inclusion Action Plan must:

1. Specify how Council regards disability principles.
2. Include strategies to support people with disability, including strategies about the following:
  - a. Providing access to buildings, events and facilities.
  - b. Providing access to information.
  - c. Accommodating the specific needs of people with disability.
  - d. Supporting employment of people with disability.
  - e. Encouraging and creating opportunities for people with disability to access the full range of services and activities available in the community.
3. Include details of Council's consultation about the Disability Inclusion Action Plan with people with disability.
4. Explain how the Disability Inclusion Action Plan supports the goals of the NSW Disability Inclusion Plan.



# Our Achievements to Date

Parkes Shire Council has been working to improve its programs and services for people with disability since 2016, with this Disability Inclusion Action Plan building on existing achievements and actions which are now embedded within Council's daily practices and culture.

A snapshot of key highlights over the life of the previous Disability Inclusion Action Plan (2017-2021/2021 and 2022-2025) have been included below:

## 1 ATTITUDES AND BEHAVIOURS

- Delivered a range of inclusive events and programs with, by and for people with disability for example Parkes Shire Libraries Auslan Group, cultural exhibitions in the Coventry Room and inclusive activities in the Marramarra Makerspace Studio for all ages and diverse groups.
- Council's Early Learning Centres worked with children with disability, their families and allied health professionals alongside other enrolled children and families to build acceptance and embrace diversity.

## 2 LIVEABLE COMMUNITIES

- Completed a detailed footpath audit on our 177km footpath network. This audit captured Council's compliant and non-compliant kerb cut outs. The audit identified trip hazards. Civil works funding has been allocated for disability specific projects.
- Supported accessible projects funded through Council's grants programs.
- Provided mobility maps and parking spaces in key areas around the LGA.
- Provided extensive free resources available for the community, including accessibility and inclusion resources and information at Parkes Shire Libraries.
- Completed accessibility audits and associated works on some of Council's most regularly used community centres, outlining recommendations to meet relevant accessibility codes and standards.
- Designed all-inclusive playgrounds to provide play and learning areas for children of all abilities, providing access and opportunity for children to interact with the equipment.
- Delivered accessible arts and cultural events.
- Hearing loop installed in Admin Building, in the Council Chambers and at the Parkes Regional Airport Terminal
- Developed a Wayfinding Strategy for town centres.
- Purchased electronic change tables, listening posts, weighted blankets and other sensory equipment in Council's Early Learning Centres to support children with diverse abilities.

## 3 EMPLOYMENT OUTCOMES

- Implemented a recurrent Disability Awareness – Train-the-Trainer program, which has been delivered to managers, coordinators and key customer-facing staff across Council.
- Worked in partnership with stakeholders as well as a local high school support unit to offer work experience placements across the organisation, including the Environmental, Infrastructure, Corporate and Planning functions.
- Continued to support the community and staff on Mental Health programs including mental Health First Aid training for managers. This has had positive outcomes and feedback from the participants.

## 4 SYSTEMS AND PROCESSES

- The Community, Liveability and Access Advisory Committee has continued to meet on a quarterly basis.
- Council' teams such as the Events and Outdoor Spaces have been undertaking accessibility assessments for events, in line with the Council commitments towards increasing event accessibility for performers and audiences.
- Key Council documents have started to be translated into Easy English and made available on Council's website.
- Council is using the tool ReadSpeaker to assist with content accessibility, and regularly monitor the accessibility and quality assurance of Council's website and improve usability and customer experience. ReadSpeaker assists with readability
- Live captioning and Auslan interpretations continue to be provided at major meetings and via online platforms.



## Case study - Liveable Communities

### Support for children with disability

Over the past four years, Council's Early Learning Centres have worked with a variety of allied health professionals, such as Occupational Therapists, Physiotherapists, Speech Therapists and Psychologists, to support children with additional needs.

Through these interactions, our Early Learning Educators have gained hands-on knowledge on how to best support individual children and their families. This partnership has enabled us to learn, grow and improve the care and support that our services offer.

We have worked closely with the Department of Education to support the transition from Long Day Care to primary school for children with additional needs and their families. We have also been able to support families and their children who have been referred to us from the Department of Family and Community Services.

Our Family Daycare Early Learning facilities and our Bangala-la Preschool currently provide inclusion support for local children with high additional development and physical support needs. In total we would have provided over 100 hours of support per week for children with additional needs.

Council's Early Learning Centres will continue to work with allied health professionals to ensure service provision is equitable and support access and inclusion for all children.

In 2024 Council undertook a Service Review of the operations of both the Family Daycare Early Learning Centres and the Bangala-la Preschool. The successful review acknowledged and upheld our services diverse needs. The review provided Council with nine (9) recommendations, including to continue to review its child safe practices to ensure it demonstrated compliance with Child Safe Standards, including those with disability. This will ensure our people working with children were well supported and suitable.



## Methodology and Consultation

In the development of this Disability Inclusion Action Plan, we conducted extensive community and staff consultation and fieldwork, to gather ideas and feedback about what is currently working well and what could be improved.

We partnered with Currajong Disability Services, internal areas including Library, Arts and Cultural, Central West Family daycare, Planning and Certification to develop the Disability Inclusion Action Plan, using their expertise and lived experience of disability.

The types of consultation processes used during the development of this plan will continue throughout the implementation of the Disability Inclusion Action Plan and beyond, to ensure we are receiving feedback directly from people with lived experience to inform our thinking and design of future work.

### Consultation

A range of different consultation methods were provided, so people could engage with the Disability Inclusion Action Plan development in a way that suited them. The consultation offerings were promoted extensively via social media, Council's website and the local Champion Post newspaper.

Two surveys were also conducted as part of the development of this plan:

- Place Score Liveability Survey 2023
- Micromex 2024 Community Survey 2024

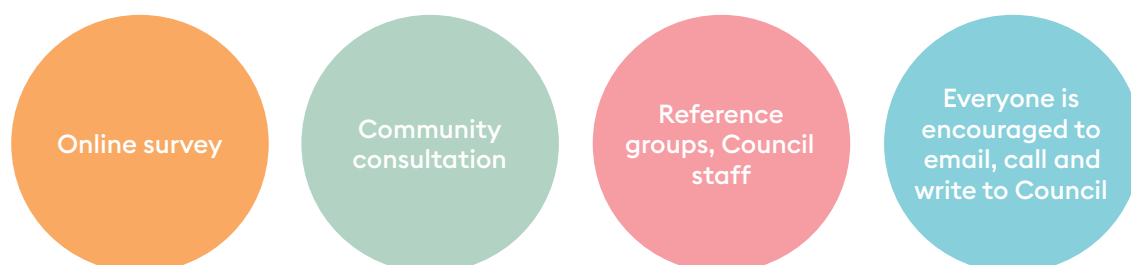
Consultation sessions were held on line with disability service providers and organisations and the rest from internal sources. The sessions included:

- Internal staff workshops
- Public sessions
- Students with disability and a support teacher.

We also spoke with several local community members and organisations to gather additional feedback.

Through this consultation, we heard directly from people with disability, carers, family members, disability service providers, mainstream/ community service providers and staff. Those consulted included Council's Executive Leadership Team, residents, workers, visitors and those with an interest in our area.

## Our Engagement Strategy





# 02

## What the Community Told Us

- Pillar 1 - Attitudes and Behaviours
- Pillar 2 - Liveable Communities
- Pillar 3 - Employment Outcomes
- Pillar 4 - Systems and Processes

## Attitudes and behaviours

“People with disability are everywhere in our community yet not having them/their faces visible is something that always annoys me. Promoting disability in pictures and our activities are important.”

*(Survey respondent)*

“Not all disabilities are visible. Design things so they can be used by all.”

*(Survey respondent)*

“Raise awareness through acknowledging and celebrating community, state-wide, national and international events and initiatives.”

*(Survey respondent).*

### Summary

You told us that one of the greatest barriers for people with disability has been attitudes and behaviours, and that breaking down the barriers of attitudes and behaviours plays a key role in access and inclusion. You also told us that you believe that a lot of attitude and behaviour barriers stem from people’s ignorance and lack of interaction with people with disability.

### What you told us you would like Council to do:

- Train Council staff in disability awareness
- Ensure people with disability are represented through imagery and events
- Include reference to carers within the Disability Inclusion Action Plan, and consider programs such as Carers and employers’ program, to support staff with caring responsibilities.
- Ensure people with disability are included in decision making processes
- Ensure disability is considered using an intersectional lens.

## Liveable communities

“Dancing and cultural spaces that are accessible”.  
(Community engagement)

“Survey all footpaths and address the abundance of trip hazards and blocked sections (grass edges and overhanging bushes/trees).” (Survey respondent)

“While mobility is important, mobility isn’t just physical access but also things like dealing with noise, lighting, pollution, having more clearly marked pick up spots around the area for rest”  
(Survey respondent)

“Pram and all abilities accessible”.  
(Community engagement)

“Families with children with disability feel a disconnect to resources and support, and uncomfortable about coming to events.”  
(Survey respondent)

“More accessible spaces throughout the town”.  
(Community engagement)

“Provide accessible adult change toilet facilities”.  
(Community engagement)

### Summary

You told us the benefits of creating a liveable community with no physical barriers stretched beyond the need of people with disability and wheelchair access. You told us that a more accessible Council touched everyone in the community, from parents with prams to the elderly with mobility issues. The survey showed that the facilities that people are most likely to find difficult to access were footpaths and public toilets, followed by bus shelters, sports and recreation centres, Council events and festivals, and accessible parking.

### What you told us you would like Council to do:

- Make future events more accessible and inclusive, including using disability organisations to promote them
- Provide more opportunities for carers for example a support group
- Provide more community groups and exercise groups open to people with disability
- Improve footpaths
- Provide more accessible parking spaces and public transport
- Provide more accessible public toilets
- Provide more inclusive opportunities for young people
- Ensure all Council facilities for example the aquatic centres and playgrounds are accessible and include things like quiet spaces
- Ensure all types of access requirements are considered, not only physical ones.



## Employment

“More opportunities for people with disabilities in the work sector. More awareness so that it’s easier for people with disabilities to fit into a workplace.”

*(Survey respondent)*

“Put together morning tea. Offering local businesses to come and meet young people with disability. Meeting face to face, it helps to remove stigma.”

*(Survey respondent)*

“Work experience for children with disability, students looking for opportunities. One week per year at Council doesn’t make a significant difference.”

*(Survey respondent)*

### Summary

You told us that people with disability have many skills and assets that businesses can benefit from, yet statistics show that people with disability still have the highest rate of unemployment in the community. You told us that people with disability have access issues attending interviews, that there is a general lack of understanding of disability, and that employers fear that people with disability will cost too much to provide adequate support.

### What you told us you would like Council to do:

- Employ more staff with disability.
- Provide more meaningful work experience for people with disability at Council and within local businesses.
- Encourage local businesses to employ and provide work experience to people with disability.

## Systems and processes

“People with disability can lack literacy and numeracy skills. Now more than ever we have gone online – things can be hard for them to access. Face-to-face is still important and needed.”

*(Survey respondent)*

“Including people with various disabilities through employment and consultation. Getting direct feedback to ensure their needs and interests are addressed and responded to.” *(Survey respondent)*

“Recognisable icons/ map key included in digital and hard copy brochures, promotional material. For example, an easy to recognise icon acknowledging an accessible toilet, quiet space etc.”

*(Survey respondent)*

### Summary

You told us that while technology has advanced and that there are now many varied ways to communicate and interact, providing information effectively to people with disability still needs improvement.

### What you told us you would like Council to do:

- Ensure service centres are accessible.
- Make the website more accessible.
- Maintain face-to-face options for services, as well as online options.
- Make it easier to find information on the website and include more information about access on the website.
- Council's Your Say page should be easy to read.
- Information should be provided in different formats.





# 03

## Key Action Areas



→ Four key action areas

Parkes Shire Council has developed actions with respect to the “Key Action Areas” in accordance with guidance set by the NSW Department of Communities and Justice. Our commitment, vision and goals will be realised through a series of actions we will take over the next four years. These are based on the feedback received from the community provided through public consultations and Council’s own research and staff discussions.

While specific actions for each Key Action Area have been reported under the Action Plan section of this document, Key Action Areas are explained below:

## 1 ATTITUDES AND BEHAVIOURS

The attitudes and behaviours of the general community towards people with disability have been described as the single greatest barrier to full access and inclusion.

Attitudes and behaviour permeate all aspects of life. Low expectations and negative attitudes about people with disability as employees serve as barriers to professional practice. Developing positive attitudes involves increasing awareness and changing negative perceptions over time.

## 2 LIVEABLE COMMUNITIES

Creating liveable communities for people with disability is more than modifying the physical environment. It covers areas such as access to transport, community recreation and culture, social engagement and universal design.

## 3 EMPLOYMENT OUTCOMES

Employment rates for people with disability are significantly lower than for people without disability. People with disability experience multiple barriers at all stages of the employment process, ranging from inaccessible interview venues, lack of reasonable adjustments to the work environment, rigid role descriptions and online testing that may place applicants at a disadvantage. These factors reduce their opportunities to gain and retain employment.

Research indicates that organisational commitment to workforce equality and inclusion is closely linked to strong business performance.

## 4 SYSTEMS AND PROCESSES

A common barrier for people with disability is the difficulty navigating systems and processes to access the services, venues and support they need in the community. This could include accessing information, communication, or lack of options to access services.



# 04

## Action Plan



- Pillar 1 - Attitudes and Behaviours
- Pillar 2 - Liveable Communities
- Pillar 3 - Employment Outcomes
- Pillar 4 - Systems and Processes

Our action plan identifies four (4)  
Focus Areas, including:



Our action plan is structured to  
identify the following:

ID	Identification Number
Action	Strategy and respective actions to be achieved the action
Responsibility	Council service area primarily responsibility for strategy and action delivery
Timing	Timing for implementation
Outcome	Measurement of implementation (output) or improvement (outcome)

The actions listed in the Disability  
Inclusion Action Plan are designed to  
be flexible to change as technologies  
and ideas about best practice  
develop.

# 1

## Pillar 1 - Attitudes and Behaviours

**Pillar 1 - Attitudes and Behaviours:**  
Promote positive attitudes and behaviours towards people with disability.

Over the past four years, Council's Early Learning Centres have worked with a variety of allied health professionals, such as occupational therapists, physiotherapists, speech therapists and psychologists, to support children with additional needs.

Through these interactions, our Early Learning Educators have gained hands-on knowledge on how to best support individual children and their families. This partnership has enabled us to learn, grow and improve the care and support that our services offer.

### Outcome 1.1: Celebrate and value people with disability in our community

ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
1.1.1	Provide disability awareness and inclusion training to all Council staff and Councillors including human rights and anti-discrimination	People, Safety and Culture	2025/26-2028/29	Completion of training for staff and Councillors
1.1.2	Ensure leadership on positive disability inclusion through positive attitudes towards inclusion in the Parkes Shire	Governance, Risk and Corporate Performance	2025/26-2028/29	Councillor representation on the Community, Liveability and Access Committee
1.1.3	Review Council induction materials to incorporate the topic of disability inclusion to ensure our staff have the knowledge to communicate with people respectfully, confidently, and effectively with a disability	People, Safety and Culture	2025/26-2028/29	Council induction materials reviewed and updated
		People, Safety and Culture	2025/26-2028/29	Customer Service training held with the inclusion of disability awareness and person-centred communication

### Outcome 1.2: Foster understanding and connections within our community

ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
1.2.1	Contribute positive media stories about what Council is doing to build inclusion with people with a disability	Corporate Communications and Media	2025/26-2028/29	Updates posted on Council public communication channels
1.2.2	Provide six-monthly update on the implementation of the Disability Inclusion Action Plan to staff and Councillors to promote and encourage inclusive practices	Governance, Risk and Corporate Performance	2025/26-2028/29	Updates tabled at Community, Liveability and Access Committee meeting every 6-months

**PILLAR 1 - ATTITUDES AND BEHAVIOURS:**  
Promote positive attitudes and behaviours  
towards people with disability.

Outcome 1.3: Improve accessibility of Council's building and infrastructure assets				
ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
1.3.1	Increase accessibility and inclusion at Council Meetings	Governance, Insurance and Risk	2025/26-2028/29	Access needs of people with disability attending meetings held at Council are specifically addressed and catered for
1.3.2	Encourage people with disability and their families to attend Council events through provision of accessible events	Visitor economy Major events	2025/26-2028/29  2025/26-2028/29	Promote accessible and inclusion events  Consult with the Community, Liveability and Access Committee as part of the events planning process
1.3.3	Ensure that relevant staff have knowledge of accessibility features of venues and buildings	Planning and certification	2025/26-2028/29	CPD continued provision to all Planning, Certifying and facilities staff to ensure contemporary skills in accessibility assessment



# 2

## Pillar 2 - Liveable Communities

### Pillar 2 - Liveable Communities

Improve access to buildings, spaces, places and activities for people with disability.

Parkes Shire Council will improve access to buildings, spaces, places and activities for people with disability through applying universal design principles, improving connectivity, and engaging with people with disability, their families, carers and service providers, to co-design on key projects.

#### Outcome 2.1: Make it safe and easy to get around

ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
2.1.1	Progressively improve the accessibility of footpaths in Parkes Shire	Operations	2025/26-2028/29	Number of footpaths/ shared paths per lineal metre constructed

#### Outcome 1.2: Foster understanding and connections within our community

ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
2.2.1	Improve the accessibility of public toilets, including way finding	Corporate Communications and Media	2025/26-2028/29	Council's website is updated with the location of public toilets and their access features
2.2.2	Improve accessibility and inclusion of Council operated public recreation, learning and leisure facilities	Planning and Certification	2025/26-2028/29	Review access to town libraries, aquatic centres, the Little Theatre, sports fields, and playgrounds
		Corporate Communications and Media	2025/26-2028/29	Council's website is updated with the details of access features of public facilities and playgrounds
			2025/26-2028/29	Review Parkes Shire Visitor Guide to ensure the details of access features of places and interest in the Parkes Shire are included

## PILLAR 2 - LIVEABLE COMMUNITIES

Improve access to buildings, spaces, places and activities for people with disability.

Outcome 1.3: Improve accessibility of Council's building and infrastructure assets				
ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
2.3.1	Improve access to Council Administration Centre, and Visitor's Information Centre, including way finding	Operations	2025/26-2028/29	Review undertaken on Council's Administration Centre and Visitor Information Centre to determine if buildings are accessible and fitted with advanced technologies to meet the varied needs of users
2.3.2	Upgrade and renew the provision of public accessible adult change toilet facilities	Operations	2025/26-2028/29	Public toilets are modified or replaced by accessible adult toilets as needed
			Priority 2025/26-2028/29	Access and Inclusion Advisory Group consulted about the priorities for enhancements of public toilets

# 3

## Pillar 3 - Employment Outcomes

### Pillar 3 - Employment Outcomes

Improve access to meaningful employment for people with disability.

Parkes Shire Council will champion diversity and inclusion in the workplace and act to improve access to meaningful employment for people with disability and their careers, both within our organisation and across our community.

Outcome 3.1: Ensure Parkes Shire Council is a leader in equal employment				
ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
3.1.1	Review the Equal Employment Opportunity Policy to facilitate Council being a more inclusive employer, including recruiting, retaining and supporting employees with disability	People, Safety and Culture	2025/26-2028/29	Policy reviewed and updated
3.1.2	Promote representation of people with disability in Council's workforce to the public	Corporate Communications and Media	2025/26-2028/29	Council website updated to promote representation of employees with disability in the Annual Report each year
3.1.3	Identify and implement services and systems that support people with disability being retained within the workforce.	People, Safety and Culture	2025/26-2028/29	Services and systems identified and improved/implemented
3.1.4	Develop and promote flexible working arrangements and in-house support to recruit and retain people with disability in Council's workforce	People, Safety and Culture	2025/26-2028/29	Flexible Working Arrangements Policy reviewed
3.1.5	Promote work experience and traineeship opportunities for people with disability through local schools and service providers	People, Safety and Culture	2025/26-2028/29	Inclusive employment opportunities promoted to local schools, disability employment agencies and service providers

### PILLAR 3 - EMPLOYMENT OUTCOMES

Improve access to meaningful employment  
for people with disability.

Outcome 3.2: Support people with disability in finding local employment				
ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
3.2.1	Promote information for people with disability on how to volunteer and access work experience	Corporate Communications and Media	2025/26-2028/29	Council website updated to include information for people with disability on how to volunteer and access work experience

Outcome 3.3: Foster skills, training and social contribution of people with disability				
ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
3.3.1	Facilitate programs to assist to address the gap in servicing the Early Education needs for children with disability in the Parkes Shire	Planning and Certification	2025/26-2028/29	Programs delivered to early childhood children with disability reported quarterly to the Community, Liveability and Access Committee

# 4

## Pillar 4 - Systems and Processes

### Pillar 4 - Systems And Processes

Improve access to services, systems, and processes for people with disability.

Parkes Shire Council will continuously improve access to services, systems, and processes for people with disability through enhanced usability and availability of information, enabling and empowering people with disability to participate fully in all aspects of citizenship.

Outcome 4.1: Ensure Parkes Shire Council is a leader in equal employment				
ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
4.1.1	Incorporate accessibility with benefits of community and liveability for holistic focus	Planning and Certification	2025/26-2028/29	Community, Liveability and Access Advisory Committee consulted quarterly
4.1.2	Review the Community Engagement Strategy to improve representation of people with disability, their families and supporters	Corporate Communications and Media	2024/25	Community Engagement Strategy updated

**PILLAR 4 - SYSTEMS AND PROCESSES**  
Improve access to services, systems, and  
processes for people with disability.

Outcome 4.2: Improve access and diversity of information services				
ID	Output to achieve this outcome	Responsible	Scheduled Delivery	How we will measure our performance
4.2.1	Review Council's websites to ensure Website Content Accessibility Guidelines (WCAG 2.0 AA) compliance	Corporate Communications and Media	2025/26-2028/29	Website compliance reviewed
4.2.2	Review Council's emergency evacuation procedures to ensure consideration of the needs of people with disability	Work Health Safety	2025/26-2028/29	Emergency evacuation procedures updated



# 05

## Governance, monitoring and review

- [Monitoring and Review](#)
- [Contact Us](#)

Actions within this Disability Inclusion Action Plan will be built into Council's operational planning processes, to ensure they are embedded and delivered.

We are committed to continuous improvement and are keen to draw on ongoing community feedback and work in partnership with relevant organisations to ensure we meet our goals. We will also be supported, open and accountable by implementing and listening to recommendations from internal audits.

To support the implementation of this Disability Inclusion Action Plan, we will continue to work with our Executive Leadership Team, who will meet regularly to monitor and review the Disability Inclusion Action Plan progress.

We may also engage other experts, partners and stakeholders with lived experience of disability to assist us with the Disability Inclusion Action Plan implementation or specific activities as required.

Council will report on its progress against the achievements towards the commitments outlined in this Disability Inclusion Action Plan annually as part of Council's Annual Report and a copy will be provided to the Disability Council NSW.

## Contact Us

Our Disability Inclusion Action Plan is available to the public through our website and accessible formats are available on request.

This Disability Inclusion Action Plan is also registered with the Disability Council NSW.

We value community feedback on our progress in meeting the goals and actions outlined in our Disability Inclusion Action Plan.

We encourage individuals and organisations to share their thoughts and experiences with us to ensure our continued improvement.

Please contact us with questions or feedback via our Governance Team:

**Telephone:** 02 6861 2333

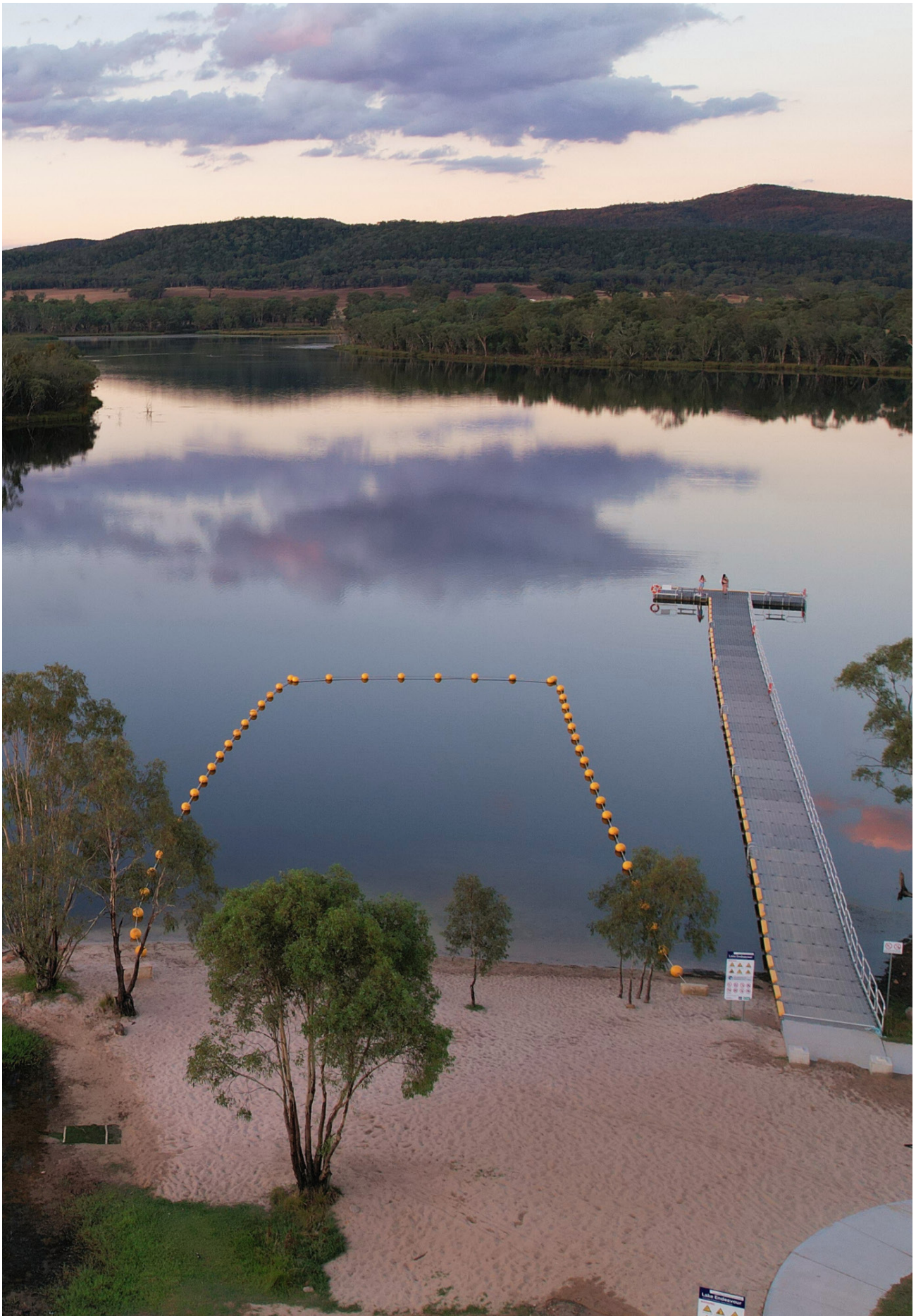
**Email:** [council@parkes.nsw.gov.au](mailto:council@parkes.nsw.gov.au).





Parkes Shire Council  
strives to deliver  
progress and value  
to our community







**From:** [REDACTED]  
**Sent:** Tue, 8 Apr 2025 23:03:21 +1000  
**To:** "Council" <Council@parkes.nsw.gov.au>  
**Subject:** re: disability inclusion action plan  
**Categories:** For ECM

Dear sir/madam.

I'm a disabled pensioner living in Parkes, i've read the disability action plan and I have several suggestions that would help not only myself but many other bariatric (larger) mobility scooter users in parkes.

Firstly, there are several doorways to very important government buildings that are not wide enough for me to enter on my scooter, namely.

1. the police station - the auto door doesn't open wide enough for me to enter the front door.
2. the court house - there is no ramp for wheelchair/scooter access
3. the services nsw building (old rta) - the main auto door is not wide enough. I can gain access via the secondary door but have to wait and ask a passer by to help unlock and hold open the double doors (as the lock is high and i can't reach it or open both doors at same time while trying to drive my scooter through the double doors.)
4. centrelink building. - even though the centrelink building has a ramp, the turning space at the mid section is not wide enough to make the sharp turn. Thus, if i want to talk to anyone in centrelink i have to ask a passerby to get someone to come out to me. (you cannot know how embarrassing that is. let alone how long i have to wait outside until someone comes along or actually comes outside)
5. Council building - again i have to ask workers to unlock and open the double doors so i can access parts of the building or ask workers to come outside so i can speak with someone.

There are also heaps of shops in main street that are not accessible to wheelchair or scooter users, due to steps and lack of ramps or their doors are not wide enough for a scooter to enter. and again if the store fronts have double doors we have to ask workers to unlock and open the doors for us or try to get the attention of workers to come out onto the street and serve us.

The 3 doctors' surgeries are the same. and Currajong Street surgery has a ramp but it is not wide enough. It is very steep and there is a step at the door and the door isn't wide enough to gain entry, front or back door.

Another suggestion is to make a curb/gutter ramp halfway up the Cooke Park side street opposite the masons building in short street. to help people get easier access to and from the park at that section of road. I know there are ramps at the top of street near Clarinda street ( which is VERY DANGEROUS ) because if you are crossing from dept housing side you are coming out from behind a blind corner where cars are not required to slow or give way, and if you come out at wrong time can easily be run over. And the other gutter ramp is opposite the services club which also is dicey at times because you have to watch behind you for cars to turn from welcome street and often they don't indicate they are turning. But a ramp placed in the middle of short street, at the fork in the footpaths, directly in line with the fountain/pond and toilets would be great




and way safer for crossing the road if coming/going or being parked in Short Street and wanting to use the toilets or park.

I do really appreciate the wider footpaths in Parkes that have been put in. They have made it so much easier for scooters, wheelchairs and prams as well as pedestrians. thank you.

These are just a few suggestions I would like to submit for the plan.

sincerely,

Sheryl Stevenson



**From:** "Anthony McGrath"  
**Sent:** Fri, 28 Mar 2025 09:34:34 +1100  
**To:** "Records" [REDACTED]  
**Subject:** Request from Trundle CCC - disabled parking space

**From:** Cr Joy Paddison [REDACTED]  
**Sent:** Friday, March 28, 2025 08:57  
**To:** Logan Hignett [REDACTED]  
**Cc:** Anthony McGrath [REDACTED]  
**Subject:** Request from Trundle CCC

Hi Logan,

I have a request from the Trundle CCC meeting last night where I delivered a draft copy of the Disability Inclusion Action plan.

One of the community residents, Marg Simmons, (who has a disabled family member) has asked if it's possible to have a designated Disabled Parking space next to the ramp outside the hotel?

Marg said it makes it very difficult for her if someone has parked in front.

Many thanks  
Cr Joy

**14.8 ADOPTION OF COUNCIL POLICIES - LEGISLATIVE COMPLIANCE****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 - Legislative Compliance** [🔗](#)

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**RECOMMENDATION**

That Council:

1. Adopt the Legislative Compliance policy included as *Annexure A* to this report.
  2. Publish the adopted policy 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 policy has been reviewed and is presented at *Annexure A* for Council's adoption:

- Council Policy – Legislative Compliance (*Annexure A*)

**ISSUES AND COMMENTARY**

The method of development and amendments for consideration of the Council Policy appended at *Annexure A* is described below.

Legislative Compliance

The Legislative Compliance Policy attached at *Annexure A* has been reviewed and updated to Council's new template. This policy was originally developed with assistance from Council's Audit, Risk and Improvement Committee in 2019. This policy has since undergone one review in 2021 where the acts and regulations in the Appendix were updated. A more significant review has now taken place including the following changes:

- Updated to new Council Policy template
- Updated Acts and Regulations in Appendix
- Added statement on continuous improvement
- Updated breach reporting process to reference Appenante
- Updated Australian Standards subscription information

Councillors and Committee members have a responsibility to be aware of and abide by legislation applicable to their role.

**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](#).

This policy establishes how Council will continue to monitor for and update its legislative compliance and record it in its legislative compliance register. As such, this policy and the associated Legislative Compliance Register should be referenced for a full list of all legislative requirements.

**FINANCIAL IMPLICATIONS**

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

**RISK IMPLICATIONS**

A weak or lack of a Legislative Compliance Policy can lead to a higher risk of non-compliance with legislation resulting in severe consequences, which could include financial penalties, reputational damage, operational disruptions and litigation. This policy is crucial for ensuring that legislative requirements are identified and assigned in a timely manner to ensure compliance.

**COMMUNITY CONSULTATION**

Community consultation was not required in the development of this policy; however, the adopted version will be placed on Council's website.

# Council Policy

## Legislative Compliance



**Council Policy**  
Legislative Compliance

**CONTROLLED DOCUMENT INFORMATION**

<b>ECM Number</b>	1253478
<b>Document Owner</b>	Director Customer, Corporate Services and Economy
<b>Document Development Officer</b>	Manager Governance, Risk and Corporate Performance
<b>Risks Managed</b>	
<b>Consulting Stakeholders</b>	Executive Leadership Team Combined Management Team Audit, Risk and Improvement Committee
<b>Review Timeframe</b>	Every 2 Years
<b>Last Review Date</b>	20 May 2025
<b>Next Scheduled Review</b>	20 May 2027

Document History		
Date	Resolution No.	Details/Comments
6 September 2019	19-289	Policy created and endorsed by Audit, Risk and Improvement Committee at its meeting of 03.10.2019
August 2021		Updated Acts and Regulations in Appendix
May 2025		Updated policy to new template Updated Acts and Regulations in Appendix Added statement on continuous improvement Updated breach reporting process to reference Appenante

Further Document Information and Relationships	
<b>Related Legislation*</b>	Local Government Act 1993 Local Government (General) Regulations 2005
<b>Related Policies</b>	Legislative Compliance Procedure Parkes Shire Council Legislative Compliance Register Parkes Shire Council Code of Conduct Parkes Shire Council Enterprise Risk Management Records Management Policy



**Council Policy**  
Legislative Compliance

<b>Related Documents</b>	<p>Good Conduct and Administrative Practice - Guidelines for State and Local Government (NSW Ombudsman published March 2017)</p> <p>Governance Health Check - Self audit guide to good governance in Local Government (Local Government Managers Australia (LGMA) and Independent Commission Against Corruption (ICAC) published 2004)</p> <p>ISO 19600:2014 Compliance Management Systems</p>
<p><b>Note:</b> Any reference to Legislation will be updated in this Policy as required. See website <a href="http://www.legislation.nsw.gov.au/">http://www.legislation.nsw.gov.au/</a> for current Acts, Regulations and Environmental Planning Instruments.</p>	

**Council Policy**  
Legislative Compliance**Contents**

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**Council Policy**  
Legislative Compliance**1. Purpose**

Parkes Shire Council, in its role as a local government authority, is committed to compliance with all statutory and common law requirements relating to operations and governance of Council.

Council maintains the highest standards of diligence in all areas of public accountability, through its policies, in meeting its legal obligations and in the promotion of a compliance culture.

In particular, Council recognises its obligations to its stakeholders, its staff and the wider community to provide an environment that is safe, a culture that promotes equity and an administration that adopts the highest standards of probity, transparency and accountability in all its operations.

**2. Commencement and Review**

This Policy is effective from date of adoption by Council resolution and shall remain in force until repealed by resolution of Council.

**3. Scope and Application**

Council, in its role as a Local Government Authority, has an obligation to ensure that its legislative requirements are complied with. The community and those working at council have a high expectation that Council will comply with applicable legislation and Council should take all appropriate measures to ensure that that expectation is met.

This policy, and the principles set out in this policy, aim to:

1. identify and respond to breaches of laws, regulations, codes or organisational standards occurring in the organisation;
2. promote a culture of compliance within the organisation; and
3. assist Council in achieving the highest standards of governance

This policy applies to all areas of Council's operations, and covers compliance with Commonwealth and State legislation, Council codes and policies, contracts, funding agreements, and relevant standards.

This Policy applies to all Council Officials, including Councillors, Council staff, Council committee members, Council delegates, and volunteers of Council.

**4. Definitions**

In this Council Policy, the following terms shall be interpreted as having the following meanings:

Term	Definition
<b>Council</b>	means Parkes Shire Council.
<b>Business Day</b>	means a day that is not a Saturday, a Sunday, 27/28/29/30/31 December, nor a public holiday in Sydney.

## Council Policy

### Legislative Compliance

<b>General Manager</b>	means the General Manager of Parkes Shire Council appointed under section 334 of the <i>Local Government Act 1993</i> .
<b>Governing Body</b>	Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor
<b>Codes</b>	Mandatory industry codes and voluntary industry codes with which the Council chooses and/or is required to comply
<b>Compliance</b>	Ensuring that the requirements of laws, regulations, industry codes and Council standards are met
<b>Compliance Failure</b>	A breach, of applicable laws, regulations, codes and Council standards
<b>Compliance Culture</b>	The promotion of a positive attitude to compliance within the Council.
<b>Council Standards</b>	Any codes of ethics, codes of conduct, policies, procedures and charters that Council may deem to be appropriate standards for its day-to-day operations.
<b>Legislation</b>	Effective control of legal risks in order to ensure that the law is complied with.

## 5. Policy Statement

Council shall have appropriate processes and structures to ensure that legislative requirements are achievable and are integrated into the everyday running of the Council.

These processes and structures will aim to:

- a) Develop and maintain a system for identifying the legislation that applies to Council's activities.
- b) Assign responsibilities for ensuring that legislation and regulatory obligations are fully implemented in Council.
- c) Provide training for relevant staff, Councillors, volunteers and other relevant people in the legislative requirements that affect them.
- d) Provide people with the resources to identify and remain up-to-date with new legislation.
- e) Conduct audits to ensure there is compliance.
- f) Establish a mechanism for reporting non-compliance.
- g) Review accidents, incidents and other situations where there may have been non-compliance.
- h) Review audit reports, incident reports, complaints and other information to assess how the systems of compliance can be improved

**Council Policy**  
Legislative Compliance

- i) Follow continuous improvement principles to continuously improve systems and processes in relation to legislative compliance.

**6. Roles and Responsibilities**

This policy is issued under the authority of the General Manager and will be reviewed and amended as required in consultation with the Directors and staff of the Parkes Shire Council.

**6.1. Councillors and Committee Members**

Councillors and Committee members have a responsibility to be aware of and abide by legislation applicable to their role.

**6.2. Senior Management (General Manager and Directors)**

Senior management should ensure that directions relating to compliance are clear and unambiguous and that legal requirements which apply to each activity for which they are responsible are identified. Senior management should have systems in place to ensure that all staff are given the opportunity to be kept fully informed, briefed and/or trained about key legal requirements relative to their work within the financial capacity to do so.

**6.3. Employees**

Employees shall report through their supervisors to senior management any areas of non-compliance that they become aware of.

**7. General Principles**

- a) Council is committed to achieving compliance in all areas of its operations.
- b) Council will maintain a Legislative Compliance Policy that sets out its commitment to compliance with applicable laws, regulations, codes and Council standards.
- c) Council will provide sufficient resources to ensure that its Compliance Program can be implemented, maintained and improved.
- d) Council will ensure that all managers, supervisors and staff generally understand, promote and be responsible for compliance with relevant laws, regulations, codes and Council standards that apply to activities within their day-to-day responsibilities.
- e) Council will use its established Enterprise Risk Management Framework to accurately identify, rate and treat compliance risks.
- f) Council will ensure that compliance requirements are integrated into day-to-day operating procedures as appropriate.
- g) Council will maintain an effective complaints management system, including the coverage of compliance failures.
- h) Council will maintain a Compliance Register in association with its Risk Register.
- i) Council will investigate, rectify and report all compliance failures.
- j) Council will allocate appropriate responsibility for managing compliance at various levels.
- k) Council will provide appropriate practical education and training of staff for them to meet their compliance obligations.
- k) Council will actively promote the importance of compliance to staff, contractors and other relevant third parties.

**Council Policy**  
Legislative Compliance

- l) Council will monitor its Legislative Compliance Program through a three year Audit Plan, and
- m) Council will review its Legislative Compliance Program regularly to ensure its effectiveness.

**8. Procedure**

Council will have a system in place (legislative compliance procedures) to ensure that when legislation changes, steps are taken to ensure that actions comply with the amended legislation. A Legislative Compliance Procedure has been prepared and is an attachment to this policy.

**9. Review**

As part of Council's commitment to good governance and continuous improvement, this Policy must be reviewed and re-adopted by Council not less than once every four years or as Council otherwise determines in line with legislative requirements and policy changes.

A review of Council's Legislative Compliance Policy and Procedures will be undertaken every two years.



**Council Policy**  
Legislative Compliance**Appendix****10. Parkes Shire Council Legislative Compliance Procedure****10.1. Identifying Current Legislation*****i. Electronic Versions of Legislation***

Council accesses up-to-date electronic versions of legislation through the New South Wales legislation website at <https://legislation.nsw.gov.au>. The NSW legislation website is the official NSW Government site for the online publication of legislation and is provided and maintained by the Parliamentary Counsel's Office.

Federal laws and instruments should be accessed through the Federal Register of Legislation at [www.legislation.gov.au](http://www.legislation.gov.au).

***ii. Australian Standards***

Council is a subscribing member to Standards Australia and maintains a library of Australian Standards related to Council's activities. As a member, Council receives alert updates to amendments of the Standards it has purchased. The Standards purchased by Council are made available to staff through the SAI Global link on Council's intranet.

**10.2. Identifying New or Amended Legislation*****i. NSW Government Gazette***

Council provides website access for its staff to the NSW Government Gazette which publishes all new or amended legislation applicable to New South Wales.

***ii. Office of Local Government***

Council receives regular circulars from the Office of Local Government on any new or amended legislation relevant to Local government. Such advices are received through Council's Records Section and are distributed by the Records staff to the relevant Council Officers for implementation and Councillors for information where applicable. Copies are also sent to the governance team to update this Legislative Compliance Policy and the Legislative Compliance Register as required.

***iii. Department of Planning***

Council receives regular circulars from the Department of Planning on any new or amended legislation. Such advices are received through Council's Records Section and must be distributed by the Records staff to the relevant Council officers for implementation. Copies are also sent to the governance team to update this Legislative Compliance Policy and the Legislative Compliance Register as required.

**Council Policy**  
Legislative Compliance**iv. Local Government NSW**

Council receives a weekly circular from the Local Government NSW. These circulars have sections on Legal and Finance and Planning and Environmental law that highlight changes in legislation applicable to Councils and must be distributed to relevant Council officers and Councillors for information. Such advices are received through Council's Records Section and must be distributed by the Records staff to the relevant Council officers for implementation. Copies are also sent to the governance team to update this Legislative Compliance Policy and the Legislative Compliance Register as required.

**v. Parkes Shire Council Delegations Register**

Delegations of Authority facilitate the effective and efficient operation of Parkes Shire Council by providing the General Manager with sufficient power and authority to generally manage, control and administer the affairs of Council on a day-to-day basis.

Council subscribes to the RelianSys Governance Suite for delegations. This software streamlines the complex task of creating and maintaining Council's Delegations Register in accordance with the various legislations and regulations that Council operates under. The register is adopted each new term of Council and is continually maintained of the functions, powers and conditions delegated to officers across the following Acts and Regulations:

- Ageing and Disability Commissioner Act 2019
- Annual Holidays Act 1944
- Biodiversity Conservation Act 2016
- Biodiversity Conservation Regulation 2017
- Biosecurity Act 2015
- Boarding Houses Act 2012
- Building and Development Certifiers Act 2018
- Building and Development Certifiers Regulation 2020
- Building Products (Safety) Act 2017
- Building Professionals Act 2005
- Building Professionals Regulation 2007
- Cemeteries and Crematoria Act 2013
- Cemeteries and Crematoria Regulation 2022
- Child Protection (Working with Children) Act 2012
- Child Protection (Working with Children) Regulation 2013
- Children (Protection and Parental Responsibility) Act 1997
- Children's Guardian Act 2019
- Civil and Administrative Tribunal Act 2013
- Coastal Management Act 2016
- Coastal Protection Act 1979
- Community Land Development Act 2021
- Companion Animals Act 1998

**Council Policy**  
Legislative Compliance

- Companion Animals Regulation 2018
- Contaminated Land Management Act 1997
- Conveyancing Act 1919
- Criminal Appeal Act 1912
- Crown Land Management Act 2016
- Crown Land Management Regulation 2018
- Crown Lands Act 1989
- Dams Safety Act 2015
- Design and Building Practitioners Act 2020
- Disability Inclusion Act 2014
- Disability Inclusion Regulation 2023
- District Court Act 1973
- Electricity Supply Act 1995
- Electricity Supply (General) Regulation 2001
- Employment Protection Act 1982
- Environmental Planning and Assessment (Savings, Transitional and Other Provisions) Regulation 2017
- Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021
- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2021
- Fines Act 1996
- Fire and Emergency Services Levy Act 2017
- Fire Brigades Act 1989
- Firearms Regulation 2017
- Fisheries Management Act 1994
- Fluoridation of Public Water Supplies Act 1957
- Food Act 2003
- Food Regulation 2015
- Forestry Act 2012
- Forestry Regulation 2022
- Gas and Electricity (Consumer Safety) Act 2017
- Government Information (Public Access) Act 2009
- Graffiti Control Act 2008 (NSW)
- Greater Cities Commission Act 2022
- Greyhound Racing Act 2017
- Growth Centres (Development Corporations) Act 1974
- Health Records and Information Privacy Act 2002
- Heavy Vehicle (Mass, Dimension and Loading) National Regulation (NSW)
- Heavy Vehicle National Law (NSW) 2013
- Heritage Act 1977
- Heritage Regulation 2012
- Housing Act 2001
- Independent Commission Against Corruption Act 1988
- Independent Pricing and Regulatory Tribunal Act 1992

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Version: 5*Printed versions of this document are uncontrolled*  
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Review Date: 20/05/2027

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- Industrial Relations Act 1996
- Land Acquisition (Just Terms Compensation) Act 1991
- Land and Environment Court Act 1979
- Land and Environment Court Rules 2007
- Library Act 1939
- Library Regulation 2018
- Liquor Act 2007
- Liquor Regulation 2018
- Local Court Act 2007
- Local Government (General) Regulation 2021
- Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021
- Local Government Act 1993 (NSW)
- Local Government and Other Authorities (Superannuation) Act 1927
- Local Land Services Act 2013
- Major Events Act 2009
- Motor Vehicle Sports (Public Safety) Regulation 2010
- National Parks and Wildlife Act 1974
- National Parks and Wildlife Regulation 2019
- Long Service Leave Act 1955
- Road Transport Act 2013 (NSW)
- Sydney Water Act 1994
- Ombudsman Act 1974
- Pesticides Act 1999
- Pesticides Regulation 2017
- Pipelines Act 1967
- Plumbing and Drainage Act 2011 (NSW)
- Plumbing and Drainage Regulation 2017
- Poisons and Therapeutic Goods Regulation 2008
- Privacy and Personal Information Protection Act 1998
- Protection of the Environment Operations (Clean Air) Regulation 2022
- Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019
- Protection of the Environment Operations Act 1997 (NSW)
- Public Health (Tobacco) Act 2008
- Public Health Act 2010 (NSW)
- Public Health Regulation 2022
- Public Interest Disclosures Act 1994
- Public Spaces (Unattended Property) Act 2021
- Public Spaces (Unattended Property) Regulation 2022
- Public Works and Procurement Act 1912
- Public Works and Procurement Regulation 2019
- Real Property Act 1900
- NSW Reconstruction Authority Act 2022

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- Residential Apartment Buildings (Compliance and Enforcement Powers) Act 2020
- Residential Tenancies Regulation 2019
- Restricted Premises Act 1943
- Road Transport (General) Act 2005
- Road Transport (General) Regulation 2021
- Road Transport (Safety and Traffic Management) Act 1999
- Roads Act 1993 (NSW)
- Rural Fires Act 1997 (NSW)
- Rural Fires Regulation 2013 (NSW)
- Rural Lands Protection Act 1998
- Service NSW (One-Stop Access to Government Services) Act 2013
- Small Business Commissioner Act 2013
- State Debt Recovery Act 2018
- State Emergency and Rescue Management Act 1989
- State Emergency Service Act 1989
- State Environmental Planning Policy (Biodiversity and Conservation) 2021
- State Records Act 1998
- Strata Schemes (Freehold Development) Act 1973
- Strata Schemes (Leasehold Development) Act 1986
- Strata Schemes Development Act 2015
- Strata Schemes Development Regulation 2016
- Strata Schemes Management Act 2015
- Strata Schemes Management Regulation 2016
- Supreme Court Act 1970
- Surveying and Spatial Information Act 2002
- Swimming Pools Act 1992 (NSW)
- Swimming Pools Regulation 2018 (NSW)
- Tattoo Industry Act 2012
- Taxation Administration Act 1996
- Transport Administration Act 1988
- Trees (Disputes Between Neighbours) Act 2006 (NSW)
- Trustee Act 1925
- Valuation of Land Act 1916
- Valuation of Land Regulation 2012
- Waste Avoidance and Resource Recovery (Container Deposit Scheme) Regulation 2017
- Water Management Act 2000
- Water Supply (Critical Needs) Act 2019
- Wilderness Act 1987
- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017
- Workers Compensation Act 1987
- Workplace Surveillance Act 2005

**Council Policy**  
Legislative Compliance

Included in the Delegations Register is Parkes Shire Council specific (internal) Instruments of Delegation covering the following:

- Appointment of Native Title Manager
- Authorising Purchase Orders
- Legal Matters
- Governance Matters
- Financial Matters
- Operational Matters
- Workforce Matters
- Public Relations and Media
- Power of Attorney for Parkes Shire Council
- Tenders and Contracts
- Mayoral Delegation

**10.3. Obtaining Advice on Legislative Provisions**

Advice on matters of legislative interpretation may be sought when deemed necessary. Contact may be made with the respective legal officer/solicitor from the following sources:

- Local Government NSW (Legal Officer),
- Office of Local Government (Legal Services Branch), or
- Council's Panel of Solicitors.

Note: Accessing of any legal advice must first be approved by the staff member's relevant Director.

**10.4. Informing Council of Legislative Change**

If deemed necessary, the General Manager or a nominated officer, will, on receipt of advice of legislative amendments, submit a report to a Council meeting on the new or amended legislation where any changes will impact significantly on Council or its operations.

**10.5. Review of Incidents and Complaints for Non-compliance**

Council shall review all incidents and complaints in accordance with its incident reporting and complaint handling procedures. Such reviews and investigations will assess compliance with legislation, standards, policies and procedures that are applicable.

**10.6. Reporting of Non-compliance**

All instances of non-compliance shall be reported as soon as practicable to the respective supervisor/manager. The manager shall determine the appropriate response and ensure the breach is reported as an incident in Appenate and is updated appropriately. If the matter is deemed a significant breach or significant fines



**Council Policy**  
Legislative Compliance

and/or criminal sanctions apply, the matter must be reported immediately to the relevant Director.

Directors should report the matter to the General Manager via Senior Staff Meetings on a monthly basis and report the matter to the General Manager immediately if the breach in question is significant or criminal sanctions may be involved.

The General Manager may instigate an investigation into any non-compliance matter and will report significant non-compliance matters to the Council and external agencies as required.

**10.7. Auditing Legislative Compliance**

Council shall incorporate a review of its processes to ensure legislative compliance is included in its internal audit function.

**10.8. Review of Legislative Compliance Procedures**

This Procedure will be reviewed every two years.

**14.9 ADOPTION OF PARKES SHIRE COUNCIL RISK APPETITE STATEMENT****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:** **Kylie Trueber, Risk and Emergency Management Coordinator****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Draft Risk Appetite Statement** [↓](#)

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**RECOMMENDATION**

That Council:

1. Adopt the Risk Appetite Statement, which defines the level of risk the organisation is willing to accept while pursuing its objectives.
- 

**BACKGROUND**

Councillors were provided a presentation during the April 1<sup>st</sup> Councillor's workshop, where they were asked to provide comment and feedback on the Draft Risk Appetite Statement presented before them.

The Risk Appetite Statement is a critical component of Council's risk management framework. It articulates the acceptable level of risk exposure across different domains, balancing growth opportunities with risk mitigation strategies. This statement will guide decision-making processes and ensure alignment with our strategic goals.

**ISSUES AND COMMENTARY**

Adopting a Risk Appetite Statement will enhance our risk management practices, improve decision making and ensure alignment with strategic objectives. It will foster a risk-aware culture within Council.

The risk categories listed in the statement will be referenced in future Council meeting reports under Risk Implications to link the appetite to Council's decision making and deliberations.

**LEGISLATIVE AND POLICY CONTEXT**

The Risk Appetite Statement will be reviewed annually to ensure its relevance and effectiveness. A governance structure will be established to monitor and oversee the implementation of the statement within InfoCouncil Reports and Policies.

**FINANCIAL IMPLICATIONS**

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

**RISK IMPLICATIONS**

Failure to adopt the Risk Appetite Statement may result in several significant consequences for Council; lack of clear guidance, increased vulnerability to risks, misalignment with strategic objectives, ineffective risk mitigation, regulatory and/or compliance risks and eroding stakeholder confidence.

By adopting the Risk Appetite Statement, Council can ensure a consistent and strategic approach to risk management, aligning risk-taking activities with its objectives and safeguarding against potential adverse impacts.

### **COMMUNITY CONSULTATION**

Whilst no community consultation was required, the Risk Appetite Statement has been endorsed by the Executive Leadership Team and will be incorporated in Council's Integrated Planning and Reporting Framework moving forward as part of strategically aligning with Council's risk appetite.

# Risk Appetite Statement



## Risk Appetite Statement

### CONTROLLED DOCUMENT INFORMATION

<b>ECM Number</b>	[ECM registration ID]
<b>Document Owner</b>	Manager Governance, Risk and Corporate Performance
<b>Document Development Officer</b>	Risk and Emergency Management Coordinator
<b>Consulting Stakeholders</b>	Councillors Executive Leadership Team Connected Management Team Audit, Risk and Improvement Committee
<b>Risks Addressed by this Document</b>	Risk Appetite Statement
<b>Review Timeframe</b>	1 Year
<b>Last Review Date</b>	May 2025
<b>Next Scheduled Review</b>	May 2026

Document History		
Date	Resolution No.	Details/Comments
April - May 2025	Draft Review	Consultation with Councillors, CMT & ELT

Further Document Information and Relationships	
<b>Related Legislation*</b>	NSW Local Government Act 1993 ISO 31000:2018 Risk Management - Guidelines Office of Local Government Guidelines for Risk Management and Internal Audit for Local Government in NSW
<b>Related Policies</b>	Council is committed to the implementation of effective risk management practice across all its activities. Therefore, this Statement relates to all of Council's policies, procedures and practices.
<b>Related Documents</b>	Nil
<b>Note:</b> Any reference to Legislation will be updated in this document as required. See website <a href="http://www.legislation.nsw.gov.au/">http://www.legislation.nsw.gov.au/</a> for current Acts, Regulations and Environmental Planning Instruments.	

## Risk Appetite Statement



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## Risk Appetite Statement



### 1. Purpose

Parkes Shire Council recognises that robust risk management practices create and protect value and are an integral part of Council's business activities, functions and processes to ensure Council meets its responsibilities and objectives in serving our community.

Council is committed to delivering high quality services for Parkes Shire community and considers risk an integral part of decision making consistent with its functions and responsibilities under the Local Government Act 1993.

The Risk Appetite Statement has been developed to document the amount of risk Council is willing to take in achieving its strategic objectives. It sets the tone for risk management and implementation of a risk management framework that provides the foundations and organisational arrangements to design, implement, monitor, review and continually improve risk management throughout the organisation.

### 2. Commencement and Review

This document is effective from date of adoption by Council resolution and shall remain in force until repealed by resolution of Council.

### 3. Scope and Application

This statement applies to all activities and areas of Council. It applies to all Council Officials, including Councillors, Council staff, Council committee members, Council delegates, and is also applied in the management of contractors, volunteer groups and consultants of Council.

The Audit and Risk Committee is a key stakeholder of this document.

### 4. Definitions

In this Council document, the following terms shall be interpreted as having the following meanings:

Term	Definition
<b>Council</b>	means Parkes Shire Council.
<b>Business Day</b>	means a day that is not a Saturday, a Sunday, 27/28/29/30/31 December, nor a public holiday in Sydney.
<b>General Manager</b>	means the General Manager of Parkes Shire Council appointed under section 334 of the <i>Local Government Act 1993</i> .
<b>Governing Body</b>	Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor
<b>Contractor</b>	Means a person or company who has been appointed by Council to complete a set of works on behalf of Council

## Risk Appetite Statement

<b>Volunteer / Volunteer Groups</b>	Means a person who is not paid by Council but are engaged to work alongside Council staff to assist with the running of events being held on behalf of Council.
<b>Consultants</b>	Means a person or company who is engaged by Council to give technical advice as requested for works Council are engaged in.

### 5. Risk Appetite Framework

A traffic light system has been applied to identify the level of risk the Council is willing to accept for each risk type, as follows:

Very High Appetite	High Appetite	Moderate Appetite	Low Appetite	No Appetite
<b>Strategic objective - negative impact balance</b>				
Council is willing to accept a negative impact in order to pursue strategic objective	Council is willing to accept some negative impact in order to pursue strategic objective	Council is willing to accept potential negative impact for pursuit of strategic objective, given equal considerations	Council is only willing to accept a small negative impact in order to pursue strategic objective	Council is not willing to accept any negative impact in order to pursue strategic objective
<b>Risk - reward balance</b>				
Council is willing to accept a very high level of risk, justified by potential reward	Council is willing to accept some risk to justify potential reward	Council takes a balanced approach to risk taking to pursue potential reward	Council takes a cautious approach to risk taking to pursue potential reward	Council takes as little risk as possible to pursue potential reward

## Risk Appetite Statement

**6. Overarching Risk Appetite Statement**

Council has created an overarching Risk Appetite Statement to capture a holistic approach to risk. This statement will be supported by individual risk appetite statements associated with the various risk types, so it is clear to all stakeholders the risk level that Council is willing to take.

Council's overarching Risk Appetite Statement is:

*Council is committed to creating a community where we actively engage and communicate in a way that shares our journeys, our stories, listens to our community, informs our future and improves the wellbeing of those that live, work and visit in Parkes Shire. Council will explore opportunities associated with collaboration, particularly in leveraging national, state and regional strategic opportunities that plan for the whole shire.*

*To ensure we are operating most effectively, we will implement continuous improvement initiatives and explore innovative activities in seeking to provide positive economic and social outcomes for our communities, while protecting our environment and managing the impacts of climate change.*

*We will manage our financial position for long-term sustainability and promote our reputation through transparent and open transactions with our communities, government, staff, and other stakeholders.*

*We will protect the information we collect and hold and uphold our requirement to operate within a regulated environment. We do not accept behaviours around fraud and corruption, or unsafe activities that can harm our communities.*

## Risk Appetite Statement

### 7. Risk Appetite Statements by Risk Type

To support the overarching Risk Appetite Statement, Council has developed the following specific statements that identify Council's risk appetite around the different risk types. These should assist when management are reviewing works that are being completed.

Appetite	Appetite by risk type	Risk appetite details
No appetite	Health and Safety Risk	Council has no appetite for practices or behaviours that may lead to our staff, volunteers, contractors, property owners, customers or community members being harmed while interacting with us. Council has no appetite for non-compliance with accepted occupational health and safety practices that may lead to staff being harmed while at work. Council aims to create a safe environment where people are protected from physical or psychological harm and has safety systems and processes to promote positive health and wellbeing outcomes.
No appetite	Fraud and Corruption	Council has no appetite for fraud and corruption perpetrated by Councillors, staff, volunteers, contractors or suppliers, and will respond to allegations of fraud and corruption with an appropriate response. Council will promote an ethical environment through the Fraud and Corruption Policy and Plan.
Low Appetite	Compliance Risk	Council has low appetite for non-compliance with regulatory and other obligations. Council is committed to a high level of compliance with relevant legislation, regulation, industry codes and standards and has no appetite for deliberate violation of laws or regulatory requirements. Minor breaches are expected from time to time, but it is expected they will be reported to the Audit, Risk and Improvement Committee and responded to by management. Council will seek to mitigate compliance risks through adherence to internal policies and good corporate governance.
Low Appetite	Reputational Risk	Council has a low appetite for the actions of internal or external parties that compromise our credibility with our community, staff, government at all levels and other stakeholders. Council will seek to be transparent in decision-making and provide clear communication to mitigate this risk. Council notes at times it is necessary to make the "right" decision and not the "most popular" decision.
Low Appetite	Business Continuity Risk and Information Security	Council has a low appetite for loss or misuse of the information it holds, or inability to access operating systems. Council places a high standard on protecting physical and electronic information. Council has implemented security protocols that are designed to protect the information it collects and holds, and the operating systems used throughout the organisation.

## Risk Appetite Statement

Moderate Appetite	Financial Risk	Council has a moderate appetite for risks associated with ongoing financial sustainability. Council plans for long-term sustainability through the ten-year Long-Term Financial Plan and Annual Budget and has implemented financial management policies to ensure that the financial position is managed to an acceptable level. Council acknowledges that opportunities will arise outside of long-term plans and will explore the merits of those opportunities when they occur.
Moderate Appetite	Operational Risk	Council recognises the importance of managing operational risks to ensure the safety, efficiency and effectiveness of all operational services. Whilst delivering operational services, Council will ensure it is compliant with all relevant laws, regulations and standards, will prioritise the safety and wellbeing of our staff, elected members and the public. Council will encourage innovation and continuous improvement.
Moderate Appetite	Service Delivery Risk	Council delivers a range of community services, events and facilities which contribute to our Shire. Council recognises that there may be unforeseen levels of risk involved to deliver efficiencies, enhance capabilities and provide services to our community. Council acknowledges that reliable service delivery is central to maintaining trust and achieving positive outcomes for the community. Council expects customer service to be delivered in a way that is responsive, equitable, and aligned with community needs.
High Appetite	Environmental and Sustainability Risk	Council has a high appetite for pursuing activities that protect the environment and address climate change risk. Council acknowledges its legislative requirement to plan for and mitigate climate change risks and considers these impacts through the asset management plans developed for our major infrastructure asset classes. Council acknowledges our natural environment is important to our Shire's success and participates in regional groups to promote environmental assets.
High Appetite	Economic Growth Risk	Council has a high appetite for pursuing activities that promote economic and social sustainability of our communities. Council understands the strength of our communities is through social connections and economic success of our businesses and conducts activities and implements services and programs to support the community.
Very High Appetite	Continuous Improvement and Innovation Risk	Council has a very high appetite for continuous improvement, innovative practices, and exploring what new technologies, services and products can be offered to our organisation to drive efficiency and customer experience. Council acknowledges that not all innovative ideas will be successful and will adapt accordingly.

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**Risk Appetite Statement**

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**8. Review**

As part of Council's commitment to good governance and continuous improvement, this document must be reviewed and re-adopted by Council not less than once every four years or as Council otherwise determines in line with legislative requirements and policy changes.

The Risk Appetite Statement will be reviewed annually to progress Council's risk management maturity.

DRAFT



**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 April 2025 [↓](#)

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**RECOMMENDATION**

That Council:

1. Receive and note the Infrastructure and Sustainability Major Projects and Current Works Report for April 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.

Infrastructure & Sustainability  
Major Projects & Current Works - March 2025



Building Better Regions Fund (BBRF) - Water Security Project						
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete	
27/12/2024	\$14,402,487	\$18,791.50	\$13,548,246.03	\$126,582** To be corrected, reduced	\$13,842,351.18*	
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)				
		Scope	Budget	Schedule	Resources	Risks
Donlan Electrics have been engaged to complete the rectification works left over from the termination of Grid Electrics						
Project Details						
The Project Implementation Phase of Parkes Shire Council's Parkes Town Water Security Program (Package 1) is complete. The assets include the:						
<ul style="list-style-type: none"><li>Lachlan River Pump Station Augmentation (LRPSA)</li><li>Eugowra Road Solar Systems</li><li>Raw Water Storage Lagoon (RWSL)</li><li>Lachlan Aquifer Bore (Bore 9 - Shovel Ready - <b>REMOVED FROM DEED</b>)</li><li>New Lachlan River Pre-treatment Plant LRPTP - Shovel Ready - <b>REMOVED FROM DEED</b></li></ul>						
The project delivers key infrastructure elements to support the Parkes Water Supply scheme in terms of water security, reliability, and operational efficiencies.						
Task Completed						
Lachlan River Pump Station Augmentation						
<ul style="list-style-type: none"><li>Completed</li></ul>						
Eugowra Road Solar System						
<ul style="list-style-type: none"><li>Solar and Battery Systems are awaiting commissioning following Essential Energy works</li><li>Contractor to be engaged to finalise the solar systems work</li><li>Close out actions for Grid Electric Contract</li></ul>						
Raw Water Storage Lagoon (RWSL)						
<ul style="list-style-type: none"><li>Civil works completed</li><li>Environmental works completed</li><li>Structural Mechanical Pipework completed</li><li>Awaiting commissioning of monitoring equipment to commission lagoon</li></ul>						
Tasks forecast to be completed (next steps: 1-3 months)						
<ul style="list-style-type: none"><li>Clean up of the RWSL from leftover project matter</li><li>RWSL valve security cage</li><li>RWSL Valve Access Platform</li><li>Punch List / Long lead actions are ongoing for all areas</li><li>Asset handover / project close-out activities are being progressed with Council operations and asset staff</li></ul>						



**Progress Photos**



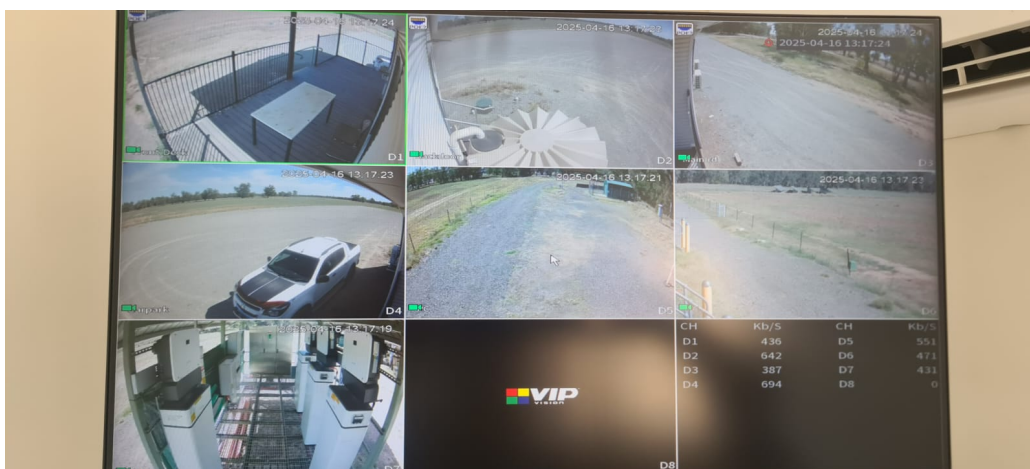
Punchlist items being closed out for RWSL SMP package



Infrastructure & Sustainability  
Major Projects & Current Works - March 2025



Local contractor inspecting site before submitting for the ERPS electrical defects package



Security improvements implemented at the ERPS Solar System



Infrastructure & Sustainability  
Major Projects & Current Works - March 2025



RWSL sludge clean out progressing





Infrastructure & Sustainability  
Major Projects & Current Works - March 2025



RWSL improvements progressing; including irrigation of hydromulched areas and blocking off areas where wildlife can access under the fence

Infrastructure & Sustainability  
Major Projects & Current Works - March 2025


Regional Recovery Project (RRP) - Water Security Project						
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete	
31/12/2026	\$9,063,012	\$47,421.97	\$665,849.15	\$62,799	\$14,870,593* *Value engineering processes underway	
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)				
		Budget	Resources	Schedule	Risks	Scope
Most recent feedback regarding the National Water Grid grant fund application, "no decision yet and they will know in due course with no dates set"						
Project Details						
The Project Implementation Phase of Parkes Shire Council's, Parkes Water Security Program Package 2A - Regional Recovery Partnership (RRP-002) is progressing. The scope of works includes: <ul style="list-style-type: none"><li>New Eugowra Road Pump Station (NERPS)</li><li>Akuna Road Pump Station (ARPS)</li><li>Eugowra Road Solar System (LRP-PV)</li></ul>						
Task Completed						
<ul style="list-style-type: none"><li>EoT approved by funding body to December 2026 to allow for outcome of NWG funding.</li><li>Preliminary detail designs completed.</li><li>Preliminary environmental assessments completed.</li><li>Project Control Group meeting with Stakeholders held in March 2025.</li><li>Responses to NWG RFIs have been completed.</li><li>RRP reporting to funding body is ongoing.</li><li>Completed a gap analysis on the current Detail Designs to be able to progress the project.</li><li>Developed an Action Plan to uplift the current Detail Design to IFT.</li><li>Development of the procurement strategy to uplift the current Detail Designs to Issue For Tender.</li><li>Progressing an Early Contractor Involvement (ECI) / Request for Information (RFI) process to better understand market status.</li><li>Updating Review of Environmental Factors (REFs) based on updated designs and funding arrangements.</li><li>Updated REFs register and developed an Action Plan to complete the REFs.</li><li>Roadmaps are well advanced including: Environmental and Approvals, and Access, Construction &amp; Acquisition.</li><li>Progressed Capital Intensity process, including a Level 3 budget estimate review, Minimum Via Capital Cost (MVCC) process, and CAPEX planning.</li><li>Progressed property related activities, including completed the pipeline route assessment, Finalised the property register, Legal Advisors have progressed the Access and Easement/ Easement and Acquisition Agreement templates, property valuation of property easement valuation activities.</li><li>Stakeholder/ landowner engagement.</li><li>Progressed Local Contractor and Community engagement with Parkes Consultation Manager.</li></ul>						

Infrastructure & Sustainability  
Major Projects & Current Works - March 2025**Tasks forecast to be completed (next steps: 1-3 months)**

- Continued Value Engineering required to coordinate scope with budget.
- Design review to ensure a fit for purpose solution is developed.
- ECI RFI to be progressed to assess market conditions.
- Budget increase required - linked with NWG Funding application.
- Continued Stakeholder/Landowner engagement.

**Progress Photos**

Nil

Infrastructure & Sustainability  
Major Projects & Current Works - March 2025


Safe & Secure - Water Security Project							
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date		Outstanding Commitments	Estimated total when works complete	
31/12/2027	\$39,170,000	\$50,074.59	\$2,420,511.50		\$121,781	\$61,266,245* Revised budget to be approved, awaiting NWG	
<b>Project Status (RAG - Report):</b>		Critical (Red) / At Risk (Amber) / On Track (Green)					
		Scope	Budget	Schedule	Resources	Risks	Benefits
Awaiting decision regarding the capacity of the infrastructure 200L/s v's 400L/s is required.							
Project Details							
The Project Implementation Phase of Parkes Shire Council's, Parkes Water Security Program is progressing with the support of the SSWP426 Funding.							
The scope of works includes:							
<ul style="list-style-type: none"><li>The 35km pipeline duplication from the New Eugowra Road Pump Station (NERPS) to the Raw Water Storage Lagoon (RWSL), capacity was determined at 400L/s in the 2023 IWCM, however, 300L/s is being modelled based on current available funding.</li><li>Solar system at the Akuna Road Pump Station (ARPS) site.</li></ul>							
Task Completed							
<ul style="list-style-type: none"><li>EoT approved by funding agency to December 2027.</li><li>Initial survey has been completed from the Lachlan River Precinct to Akuna Road.</li><li>Funding deed variation approved for additional \$900K and early Milestone payment of \$2M invoice has been processed.</li><li>Meeting with material suppliers to review material options &amp; construct-ability methodologies.</li><li>Letters sent to Landowners providing project update.</li><li>Specific communication with residents and landowners to address any specific enquiries and interests.</li><li>Project Control Group meeting with Stakeholders held March 2025.</li><li>Responses to NWG RFIs have been completed.</li><li>SSWP reporting is ongoing.</li><li>Completed a gap analysis on the current Detail Designs to be able to progress the project.</li><li>Developed an Action Plan to uplift the current Detail Design to IFT.</li><li>Development of the procurement strategy to uplift the current Detail Designs to Issue For Tender.</li><li>Progressing an Early Contractor Involvement (ECI) / Request for Information (RFI) process to better understand market status.</li><li>Updating Review of Environmental Factors (REFs) based on updated designs and funding arrangements.</li><li>Updated REFs register and developed an Action Plan to complete the REFs.</li><li>Roadmaps are well advanced including: Environmental and Approvals, and Access, Construction &amp; Acquisition.</li><li>Progressed Capital Intensity process, including a Level 3 budget estimate review, Minimum Via Capital Cost (MVCC) process, and CAPEX planning.</li><li>Progressed property related activities, including completed the pipeline route assessment, Finalised the property register, Legal Advisors have progressed the Access and Easement/ Easement and Acquisition Agreement templates, property valuation of property easement valuation activities.</li><li>Continued stakeholder/ landowner engagement.</li><li>Progressed Local Contractor and Community engagement with Parkes Consultation Manager.</li></ul>							

Infrastructure & Sustainability  
Major Projects & Current Works - March 2025**Tasks forecast to be completed (next steps: 1-3 months)**

- Value Engineering required to coordinate scope with budget.
- Design review to ensure a fit for purpose solution is developed.
- Development of procurement strategy to uplift current Detail Designs to Issue for Tender (IFT).
- ECI RFI to be progressed to assess market conditions.
- Update environmental assessments based on update designs as required.
- Progress refresh of the project Roadmaps.
- Progress the property access & easement agreement process.
- Updated Water Security Project video incorporating imagery of newly completed infrastructure is being progressed
- Decision regarding capacity of infrastructure required (200L/s v's 400L/s)

**Progress Photos**

Nil

Infrastructure & Sustainability  
Major Projects & Current Works - March 2025



Boardwalks and Bird Hides: Elevating Parkes Wetlands							
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete		
31/01/2027	\$1,948,497	\$0	\$0	\$0	\$1,948,497		
<b>Project Status (RAG - Report):</b>		Critical (Red) / At Risk (Amber) / On Track (Green)					
		Scope	Budget	Schedule	Resources	Risks	Benefits
<b>Project Details</b>							
<p>This project will activate Parkes Wetlands into a vital ecological site that will also provide a new recreational and tourism offering for the Parkes community. This project will further allow the wetlands to support native wildlife, provide infrastructure for residents and visitors to enjoy the space, support local/regional/global biodiversity, and increase liveability of the region.</p> <p>By transforming the site into an immersive, multipurpose aquatic space, Parkes Wetlands will be ideal for birdwatching, active and passive recreation, outdoor education, citizen science, and conservation research.</p> <p>Key deliverables:</p> <ul style="list-style-type: none"><li>• Construction and installation of two double-storey bird-hides</li><li>• Construction and installation of a 250m meandering aquatic boardwalk incorporating two large viewing platforms.</li><li>• Habitat creation including revegetation and nesting box installation</li><li>• Design and installation of interpretive signage around the wetlands</li><li>• Commissioning and installation of sculptural artwork.</li></ul>							
<b>Tasks Completed</b>							
<ul style="list-style-type: none"><li>• Signed Deed - received 15 January 2025</li><li>• Engage consultant to design aquatic boardwalk</li><li>• Release RFQ for project management (specifically for boardwalk and bird hides construction)</li><li>• Place tubestock order for 2025</li><li>• Engage Project Manager (specifically for boardwalk and bird hides construction)</li></ul>							
<b>Tasks forecast to be completed</b>							
<ul style="list-style-type: none"><li>• Engage structural engineer to design aquatic boardwalk footings</li><li>• Develop and release tender for fabrication / installation of aquatic boardwalk</li><li>• Develop and release tender for design /fabrication / installation of bird hides</li><li>• Develop and release RFQ for artwork</li></ul>							
<b>Progress Photos</b>							
Nil							



**15.2 BULKY WASTE KERBSIDE COLLECTION - JUNE 2025****IP&R Linkage:** **Pillar:** Environment**Goal:** Our community reduces, reuses and recycles waste.**Strategy:** Provide waste services, minimise waste to landfill and promote the widespread adoption of recycling and waste reduction.**Author:** **Sharyn Ware, Waste Management Coordinator****Authoriser:** **Andrew Francis, Director Infrastructure and Sustainability****Annexures:** **Nil**

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**RECOMMENDATION**

That Council:

1. Receive and note the report
- 

**BACKGROUND**

Council provides an annual bulky waste kerbside collection service for properties receiving a domestic collection service to collect and dispose of bulky materials. This is part of the JR Richards collection contract.

**ISSUES AND COMMENTARY**

It has been confirmed that the service will be carried out from 16 to 27 June 2025, with materials required to be kerbside by Sunday, 15 June, 2025.

The service will be consistent with the requirements of past bulky goods collection with 2 cubic metres per household permitted. Three categories of waste are eligible and should be left in separate piles on the kerb - scrap metal and whitegoods, e-waste and general bulky items. Metal, whitegoods, e-waste and mattresses will be recycled.

Specific details are noted below:

1. All items are to be placed neatly next to the edge of the kerb in front of the residence and not blocking the footpath. It is noted that the service provider will not be entering onto private property to collect stockpiled materials
2. The total amount of volume of waste presented for collection must not exceed 2 cubic metres
3. All doors are to be removed from household appliances and white goods
4. Mattresses will be accepted

The following materials will not be collected

- Green waste, rocks, soil
- Lengths of material longer than 1.8 metres
- Asbestos
- Trade, industrial or shop waste
- Motor vehicles, engines, car parts and tyres
- Hazardous waste such as paint, solvents, chemicals, cleaners and unwanted medicines

- Gas bottles and fire extinguishers
- Liquids of any sort including fuels
- Concrete, bricks, plumbing fixtures and glass panels
- Materials suitable for placement in mobile garbage bins including recyclable organics, food scraps and household garbage
- Items which cannot be reasonably removed by two people

**LEGISLATIVE AND POLICY CONTEXT**

Nil

**FINANCIAL IMPLICATIONS**

Provided in Kerbside Collection Contract.

**RISK IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

**ELIGIBLE PROPERTIES WILL RECEIVE A FLYER IN THE MAIL EXPLAINING THIS PROCESS, PLUS INFORMATION PROVIDED ON COUNCIL'S WEBSITE AND SOCIAL MEDIA.**  
**CONCLUSION**

Council receive and note the information.

## 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. Operations - Major Projects and Current Works - April 2025 [↓](#)

---

#### RECOMMENDATION

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for April 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.

**OPERATIONS**  
**MAJOR PROJECTS & CURRENT WORKS - APRIL 2025**
**Complete Upgrade to Parkes Shire North South Freight Link (MR350)**

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
July 2025	\$15,087,380	\$471,385	\$14,303,293	\$172,761	\$15,087,380

**Description of the Project**
**1 Intersection MR350N and MR57**

Upgrade, widen and improve major intersection. MR354 and MR57 intersection upgrade - realign and widen intersection to correct poor sight distance and allow for HPV access as well as major pavement reconstruction including asphalt, and widening 2 x culverts.  
**\$1,716,000**


**2 Gobondery to Tullamore**

Upgrade, widen 14.1km of road with 5 new culverts to replace 6 culverts, include safety barrier on the elevated bankment and upgrade major intersection between the Peak Hill and Tullamore Road.  
**\$6,864,000**


**3 Southern approach to Trundle**

Entrance to Trundle township - widen narrow seal and formation (currently 6.8m to a 7.5m seal), replace major culvert (narrow and in poor condition), correct poor pavement condition and major intersection improvements. 600m of rehabilitation work.  
**\$713,500**


**4 Rail crossing to Botfields Road**

Upgrade from railway line to Botfield - approx. 4.5km of upgrade to seal the unsealed shoulder and widen to align with previous upgrades and further works currently being undertaken. The work includes an intersection upgrade and 500m of safety barrier.  
**\$2,067,200**


**5 Hutton Street - Bogan Gate**

Widen seal and correct poor pavement as well as improve drainage issues impacting on pavement life with 200m of kerb and guttering.  
**\$470,500**


**6 Nelungallo Road to Monumea Gap Road**

Widen seal to improve poor shape and pavement condition, realign major intersection and widen one culvert.  
**\$1,071,500**


**7 Crooked Creek and Billabong Creek road realignments**

Widen seal to improve poor pavement condition.  
Widen one culvert.  
**\$1,597,300**



Operations  
Major Project & Current Works – April 2025



**Task Completed**

- Project 1** - MR57/354 intersection - Project complete
- Project 2** - Kadungle - Project complete
- Project 3** - Austral realignment has been completed with the intersection constructed to height. Pavement works is continuing on Forbes Street, with the seal scheduled for the end of May. Final surface shaping in the drainage areas is being completed to assure the table drains are shaped to the constructed culverts.
- Project 4** - Botfield's - Project complete
- Project 5** - Shaping in the verge areas to allow for sufficient draining.
- Project 6** - MR350S – Nelungaloo to Monumea - Project complete
- Project 7** - MR350S Forbes Shire boundary to Crooked Creek -Project complete

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

- Project 3** - Construction to be completed
- Project 5** - Construction completed at Bogan Gate.
- Project 6** - Completion reports to be finalised.

**Progress Photos**





Operations  
Major Project & Current Works – April 2025





Operations  
Major Project & Current Works – April 2025



## Peak Hill Baldry Road – Stage 2

Due Date	Original Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
October 2026	\$7,760,000	\$113,636	\$842,317	\$31,084	\$7,760,000

### Description of the Project

The project involves widening and overlay of the existing unsealed pavement with bitumen sealing and improvements of longitudinal and cross drainage upgrades and other road safety related issues for approx. This is the next stage of the total project out of the original 15km we have 10.5km length remaining to provide access for Higher Productivity Vehicles.

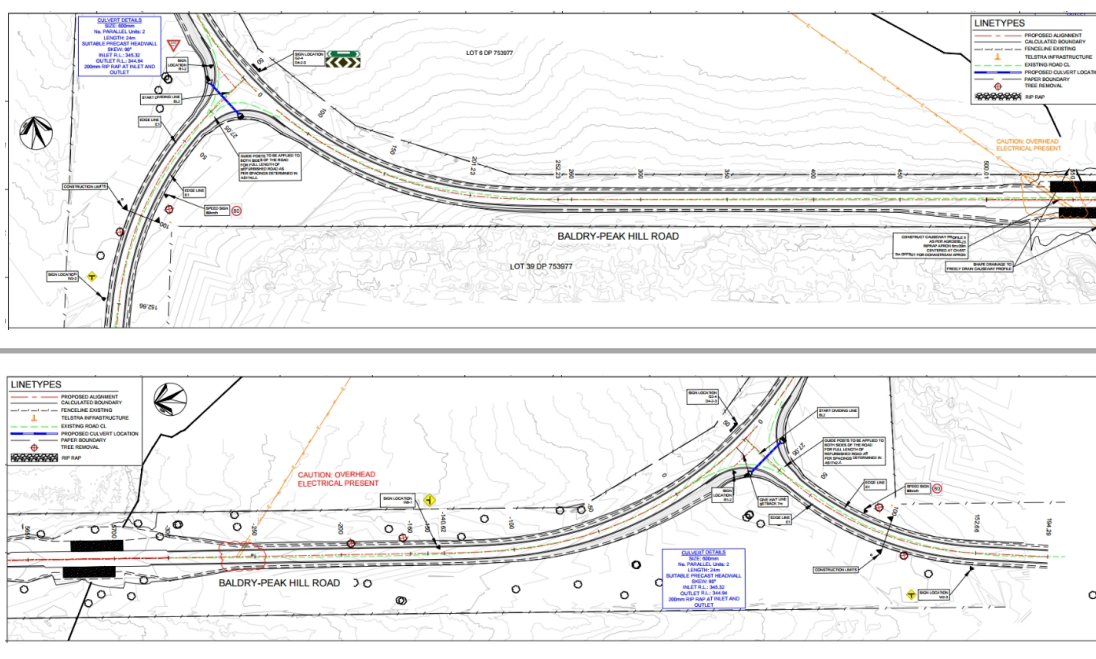
### Task Completed

- Stage 1 Peak Hill Baldry Road has been completed
- Consultants are completing a 3d model to support the funding re submission
- IFC plans has been received from consultants
- Project has been scheduled to start at the end of June, due to competing Operational needs and final review of IFC plans

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

- Council is going to request for feedback and reapproach the funding body for variation with the support of the video illustration of the bridge required for the switch back to allow for a safer road corridor.
- Baldry Stage 2 construction starting date has been delayed due to the Capital Works Program and should have construction started at the end of June.
- On going discussion is being had with National Parks regarding some planning queries

### Progress Photos



Operations  
Major Project & Current Works – April 2025



### Realignment and New Bridge at Graddle Creek, The McGrane Way

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
August 2026	\$8,143,655	\$3,728.73	\$129,026.25	\$35,800.00	\$8,143,655

#### Description of the Project

The works include construction of a bridge with a length of 45m with a width of 9m. The bridge will be constructed of prefabricated concrete sections to be assembled on site.

The bridge will remove the need to cross the creek on a low level causeway. Road realignment on either side of the bridge will eliminate issues currently caused by the tight dog-leg turn where the crossing is currently located. Unbound granular pavement DGB 20 with 7/14mm seal will be laid 455m to the west of the bridge and 1420 to the east of the bridge. Road width will be 8.5m. AC 14 will be laid for approaches to the bridge. Bridge construction and road realignment confirmed to Australian roads guide and to bridge technology standards.

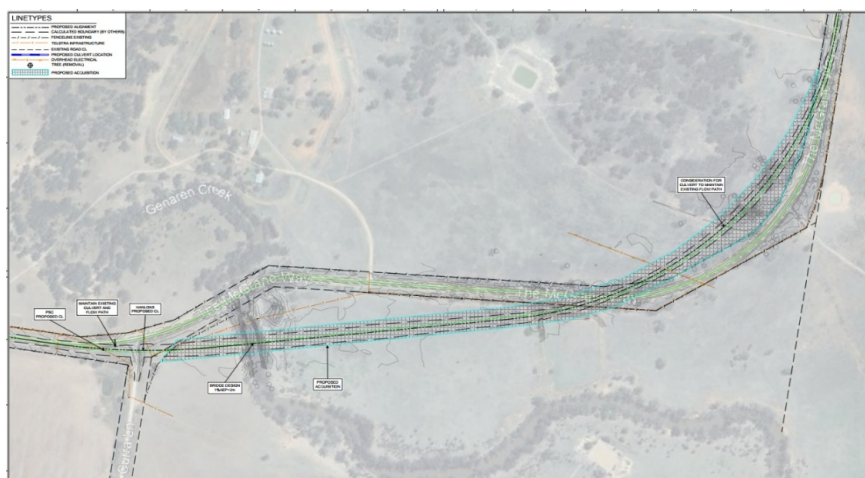
#### Task Completed (last month)

- Land acquisition process underway
- Design for approaches 75% Draft received, reviewed and returned for completion of 100% Draft
- REF Complete
- Flood Study Complete
- Geotechnical consultant engaged - boreholes for piles, footings
- Fencing Contractor engaged
- Geotechnical investigations completed.
- Tender advertised via Tenderlink as of 30/04/25, closing 30/05/25

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

- Install new boundary fence for new alignment
- Finalise approach design
- Tender Evaluation period - 2 June 2025 to 8 July 2025
- Resolution of Tenders at Council Meeting 15 July 2025
- Contract Execution 21 July 2025

#### Progress Photos



Operations  
Major Project & Current Works – April 2025



Location of new bridge crossing at Graddle Creek



Operations  
Major Project & Current Works – April 2025



### Bogan Road Upgrade - Remote Roads Pilot Program

Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
May 2025	\$3,986,000	\$14,611	\$2,476,743	\$552,782	\$3,986,000

#### Description of the Project

Extension of seal for approximately 4kms including horizontal and vertical alignment improvements, upgrade of 3 causeways to improve freight efficiency and HML access and resheet 16kms unsealed road to improve drainage, horizontal and vertical alignment and pavement profile.

#### Task Completed

- Council have now ceased operations on this project, and it will be removed and placed back in the Major Projects report once we have recommenced

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

- 

#### Progress Photos



Operations  
Major Project & Current Works – April 2025





Operations  
Major Project & Current Works – April 2025

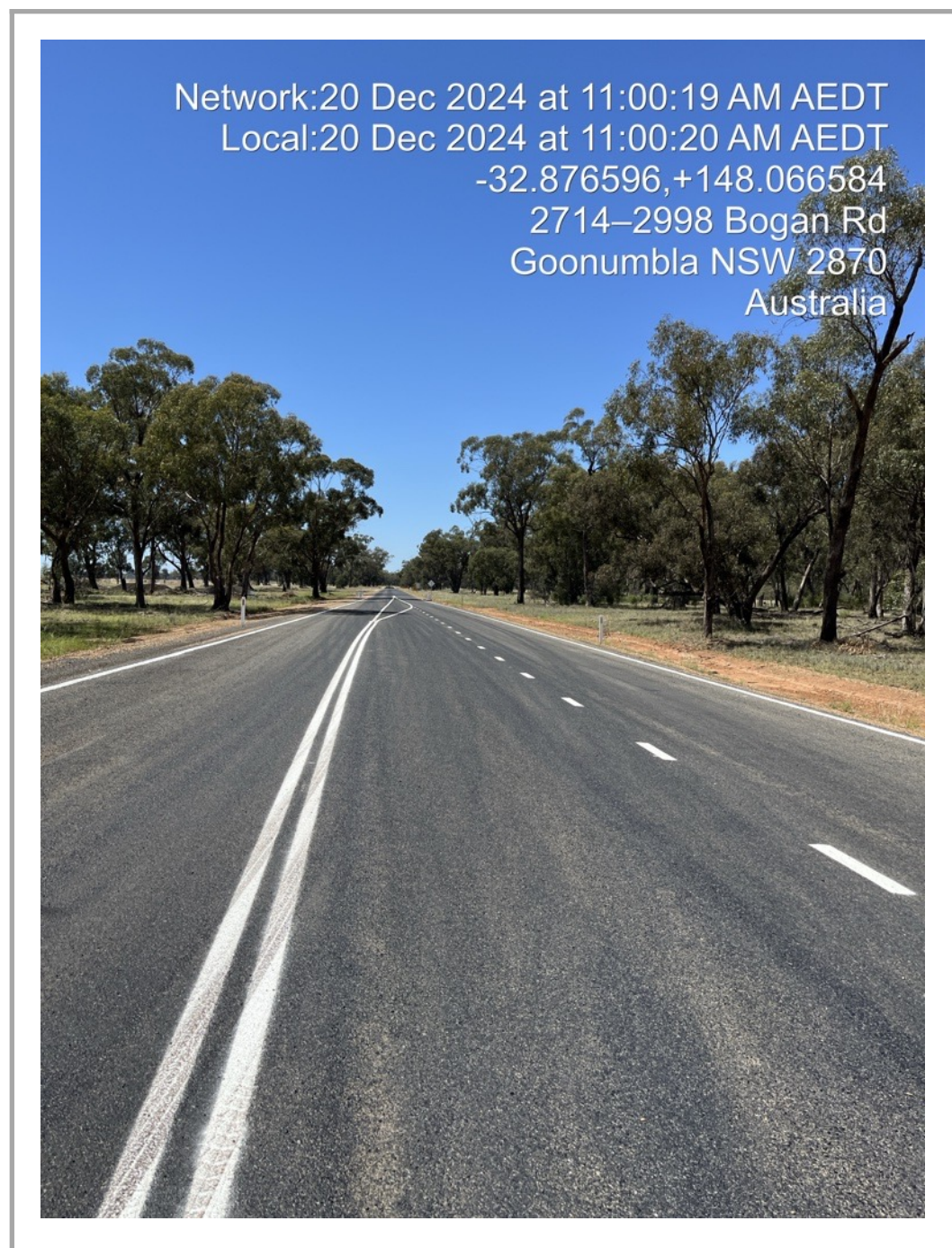




Operations  
Major Project & Current Works – April 2025







Operations  
Major Project & Current Works – April 2025

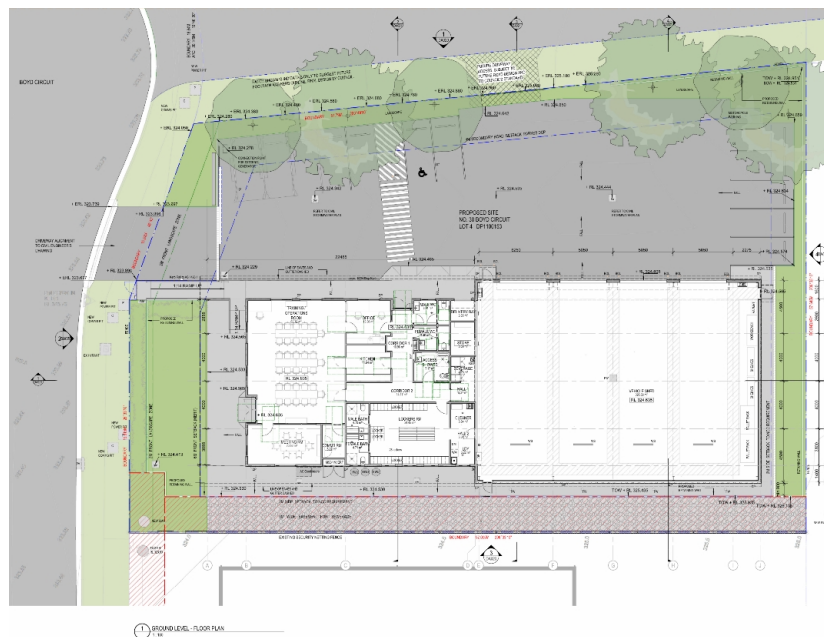


New Facility for NSW SES Parkes Unit					
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
March 2026	\$4,810,530	\$40,060	\$282,712	\$246,276	\$4,810,530
<b>Description of the Project</b>					
The existing SES facility in Parkes, situated on the corner of Clarke and Alluvial streets is outdated, undersized for today's demands on the services and was also flood affected in recent natural disasters. The new proposed facility to be situated at lot 4 Boyd Circuit, Parkes will provide the SES the required headquarters to respond to any natural disasters in a timely manner					
<b>Task Completed</b>					
<ul style="list-style-type: none"> <li>Detailed survey</li> <li>Geotechnical investigation</li> <li>RFP issued to market, 10 submissions received, and assessment completed</li> <li>Council resolution received for engagement of Principal designer</li> <li>Principal designer engaged (Conybeare Morrison)</li> <li>Concept design provided and approved by PSC and SES team</li> <li>Obtain Development Consent</li> <li>Procure Private Certifier</li> <li>Complete detailed CC design - currently with PCA and under review</li> <li>Compile and issue tender to open market</li> </ul>					
<b>Tasks forecast to be completed (next steps: 1-3 months)</b>					
<ul style="list-style-type: none"> <li>Obtain CC May 2025</li> <li>Council resolution and engage a head contractor- May 2025</li> <li>Complete contract negotiations and execute the contract</li> <li>Successful contactor commence site establishment June 2025</li> </ul>					
<b>Progress Photos</b>					

Operations  
Major Project & Current Works – April 2025



*Development Application design below*





Operations  
Major Project & Current Works – April 2025



**16.2 CLOSURE OF TULLAMORE AIRSTRIP****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is sustainable and plans for the future.**Strategy:** Operate in a financially sustainable and responsible manner.**Author:** **Sharon Ross, Manager Facilities****Authoriser:** **Logan Hignett, Director Operations****Annexures:** **A. Attachement 1 - Letter to Tullamore CCC regarding Airstrip** [↓](#)**RECOMMENDATION**

That:

1. Council receive and note the information within the report.

**BACKGROUND**

The Tullamore Airstrip has historically been situated on the privately owned property “Yalca,” located near the Tullamore township. While not owned or managed by Council, the site has long been informally identified within the community as a basic landing strip for small aircraft. Over time, this created a perception that it was a public asset, despite the absence of any formal agreement or management responsibility by Parkes Shire Council.

In recent years, ownership of “Yalca” has changed. The new landowners contacted Council seeking clarification on their liability should public aircraft continue to use the airstrip. Council, in turn, sought guidance from a CASA-accredited Technical Inspector (Tom Griffiths) and obtained legal advice from Marsden’s Solicitors.

Both experts confirmed that there is no way to eliminate the liability exposure faced by the landowner if aircraft continue to use the site. As the strip is located on private land, the landowner would be solely responsible for managing safety, compliance, and risk including the risk of injury, property damage, or breaches of aviation law.

**ISSUES AND COMMENTARY**

The Tullamore Airstrip is approximately 750 metres in length and suitable only for small recreational aircraft. It does not meet the operational requirements of the Royal Flying Doctor Service or other emergency medical aircraft, which require longer and certified runways. Emergency services, such as the Ambulance Service or NSW Health retrieval teams, currently utilise helicopters for urgent retrievals in the Tullamore area.

Given the lack of formal ownership or operational responsibility by Council, and in light of legal and aviation risks, Council has confirmed it will not be pursuing any further role in maintaining or promoting the airstrip as a public facility. The landowner has been advised accordingly and is free to manage the land as they see fit, including restricting aircraft access.

**LEGISLATIVE AND POLICY CONTEXT**

Civil Aviation Safety Regulations 1998



**FINANCIAL IMPLICATIONS**

As the Tullamore Airstrip is not a Council-owned or maintained asset, there are no ongoing or future financial obligations for Parkes Shire Council in relation to this site.

**RISK IMPLICATIONS**

There are risks to the landowner with itinerant public aircraft accessing their land unannounced. There are also risks to aviation should the landowner stock the paddock in question.

**COMMUNITY CONSULTATION**

Consultation was undertaken with the Tullamore Community Consultative Committee (CCC) regarding the future of the Tullamore Airstrip. Council formally advised the CCC of the change in land ownership and the associated decision to no longer maintain the facility as a public operational airstrip, due to cost, compliance, and liability considerations.

The matter was discussed at the CCC's April 2025 meeting, where members expressed understanding of Council's position and were supportive of the rationale provided. Committee members raised questions regarding emergency aircraft access, particularly for medical retrieval purposes. Council advised that the existing strip at Tullamore is not of sufficient length to accommodate Royal Flying Doctor Service or similar aircraft. In such cases, medical aircraft would be diverted to Parkes or Narromine, with Tottenham also identified by local stakeholders as a viable alternative for emergency use.

Overall, the CCC acknowledged and accepted Council's position and appreciated the clarification regarding emergency contingency arrangements.



06 January 2025

Ref: SR: Tullamore Air Strip

The Secretary  
Tullamore & District Community Consultative Committee

Via email: [TullamoreCCC@parkes.nsw.gov.au](mailto:TullamoreCCC@parkes.nsw.gov.au)

Dear Sandy

### **TULLAMORE AIRSTRIP**

As the Community may be aware, the Tullamore Airstrip is situated on private land. The land has owned by one family for an extended period of time and has since been sold.

Council has been approached by the new owners of the property regarding the liability that is shared between Council and the landowner for having the Tullamore Airstrip on the property. The landowner advises that because the length of the strip is a minimum, the strip does not cater for the Flying Doctor or for many other planes.

Council has sought advice from within the Aviation sector regarding the operation of the Tullamore Airstrip on private land and have been advised that the preferred course of action would be to relinquish the public nature of the strip.

Given the liability involved including a private landowner delivering a public airstrip on behalf of Council, it may be time to relinquish the public nature of the airstrip given its minimal use for the public aviation purpose.

Council seeks the community's opinion in relation to this matter before enacting upon the advice received.

If you require any further assistance, please contact Council's Acting Director Operations, Mr Jaymes Rath.

Yours faithfully



**Jaymes Rath**  
**Acting Director Operations**

**16.3 ROAD CLOSURE - COUNCIL ROAD OFF MILES ROAD****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:** **Taylah Burt, Business Support Officer****Authoriser:** **Logan Hignett, Director Operations****Annexures:** **A. Map of Proposed Road Closure - SR46A** [↓](#)

---

**RECOMMENDATION**

That Council:

1. Endorse the closure of council road SR46A off Miles Road, Nelungaloo NSW 2876 for the purpose of selling to the adjoining owner.
- 

**BACKGROUND**

Council has received an application from a resident who owns the adjoining properties on both sides of the road SR46A, to purchase a section of a Council Public Road. Crown Lands has advised that, should the road closure be approved by Council, they are unlikely to object to the proposed closure, provided all legislative requirements are met.

**ISSUES AND COMMENTARY**

The section of road in question is between Lots 92 and 87 DP 750185. The interested party will be required to complete an application form and agree to pay for all fees associated with the closure and proposed sale.

**LEGISLATIVE AND POLICY CONTEXT**

Roads Act 1993.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

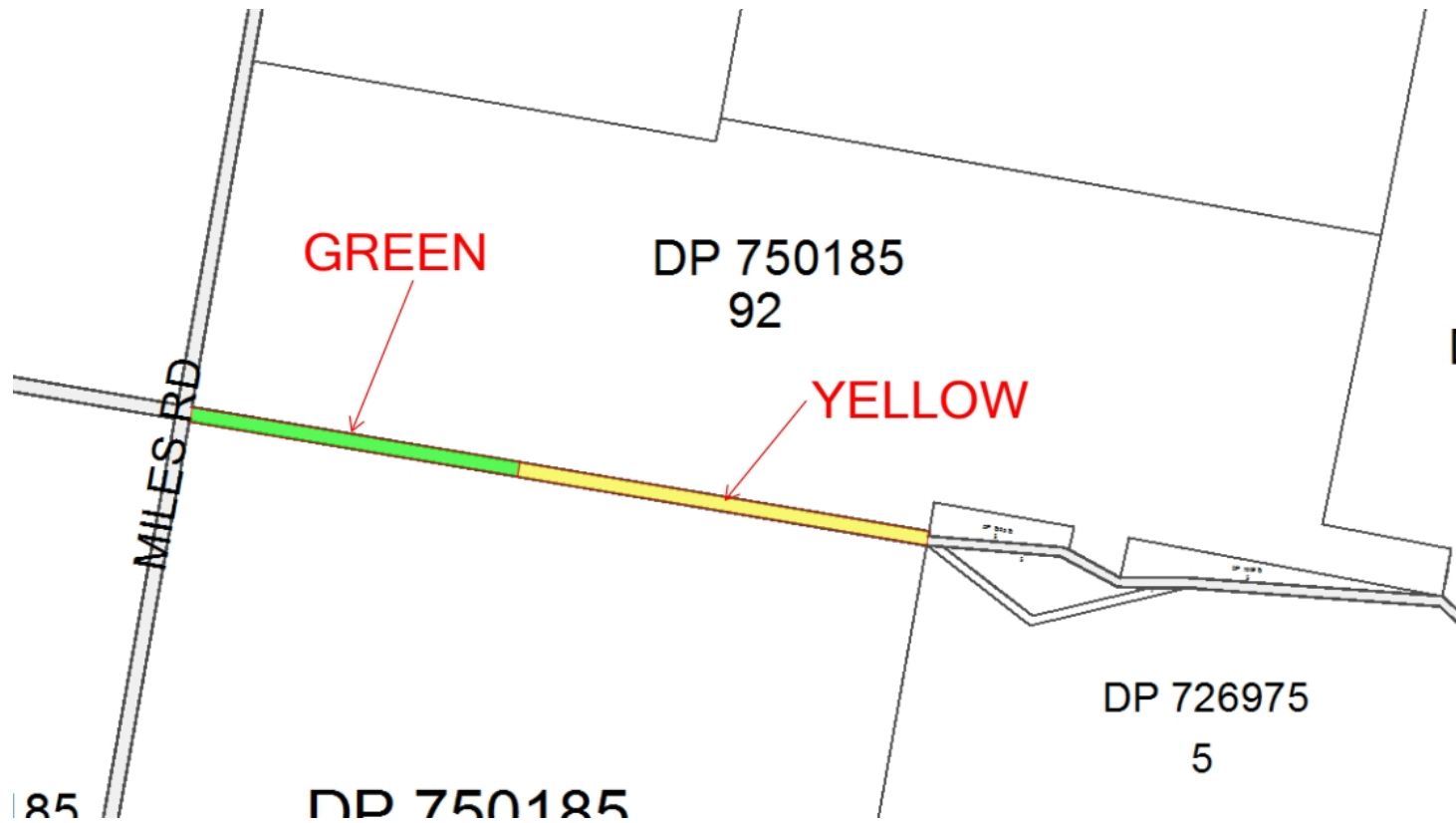
**RISK IMPLICATIONS**

There are no risk implications.

**COMMUNITY CONSULTATION**

An advertisement will be placed in the Champion Post, Parkes Shire Council website, and social media after the closure is endorsed by Council.

Yellow-highlighted section of the road ONLY



**16.4 PURCHASE OF LAND AT EUGOWRA ROAD FOR MUGINCABLE SILOS ACCESS UPGRADE****IP&R Linkage:** Pillar: Leadership**Goal:** Our local government is sustainable and plans for the future.**Strategy:** Develop and implement an asset management framework that ensures existing and future infrastructure is affordable, funded and maintained to ensure inter-generational equity.**Author:** Sharon Ross, Manager Facilities**Authoriser:** Logan Hignett, Director Operations**Annexures:**  
**A. Plan of Proposed Realignment of Eugowra Road at Mugincoble Silos** [↓](#)  
**B. Plan of Proposed Realignment affecting Lot 197 DP 750164** [↓](#)  
**C. Plan of Proposed Realignment affecting Lot 57 DP 1089634** [↓](#)

---

**RECOMMENDATION**

That:

1. Council agree to purchase of the land identified in parts of Lot 197 DP 750164 and Lot 57 DP 1089634 to facilitate construction of the Mugincoble Silos access upgrade.
2. Council authorise the General Manager and Director Operations to negotiate the purchase price of the land based on market valuation and ex-gratia payment in accordance with this report.
3. Endorse and affix the Council Seal to all documentation as required to facilitate the process of road realignment.

---

**BACKGROUND**

Parkes Shire Council is currently in the development phase of upgrading the entrance to the Mugincoble Silos off Eugowra Road. This project is funded by the Federal Government under the Roads of Strategic Importance (ROSI) program. A scoping report was recently approved by the Federal Government, releasing funds to support early project activities including survey, design, geotechnical investigations, and land acquisitions.

To enable the proposed realignment of Eugowra Road and improve access safety near the GrainCorp silos, the road design requires a land splay affecting two separate land parcels:

- Lot 197 DP 750164 and
- Part Lot 57 DP 1089634, which recently changed ownership.

Owner of Lot 197 DP 750164 has provided in-principle support for the proposed realignment over part of their land. Council has also met with the new private landowner of Part Lot 57 to discuss the proposed acquisition and address concerns around the future development potential of their property.

Advice was provided by Council, that any future development proposal would need to be submitted through a formal planning proposal process. This would allow a full assessment of development feasibility in the context of surrounding land uses, including the Mugincoble Silos. Setbacks or noise mitigation measures may be required but would be assessed on merit at that time. These

initial discussions were by no means an approval, but the process required for Council to consider this.

Following this advice, the landowner was willing to entertain further discussion around negotiations under the “just terms” land acquisition process.

### **ISSUES AND COMMENTARY**

The realignment of Eugowra Road and upgrade of the Mugincoble Silos entrance is a key safety and infrastructure improvement project. The upgraded intersection will facilitate safer truck movements and support regional freight logistics, particularly during grain harvest periods.

To enable the works, land acquisition is required from two affected properties. Council has engaged with both landowners, and in-principle agreements have been reached. The process for acquiring the required land will proceed under the Land Acquisition (Just Terms Compensation) Act 1991, ensuring fairness and transparency.

### **LEGISLATIVE AND POLICY CONTEXT**

Roads Act 1993, Land Acquisition (Just Terms Compensation) Act 1991

### **FINANCIAL IMPLICATIONS**

The estimated market value of the required acquisitions is approximately \$40,000 for both portions. These costs are well within the approved project budget under the ROSI funding. Any subsequent increases in acquisition costs as a result of negotiations, will be accommodated within the project contingency allowance.

### **.RISK IMPLICATIONS**

There are road safety implications if the proposed work does not proceed, including ongoing traffic safety risks at the current silo entrance location.

### **COMMUNITY CONSULTATION**

There is no broader community consultation required in relation to this report, as the proposed realignment occurs within privately owned properties, and landowner negotiations are being managed directly by Council staff.





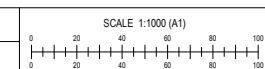
CONCEPT DESIGN	SA	18/12/2024
PRELIMINARY ALIGNMENT	RA	18/12/2024



2 Cecile Street PARKES NSW 2870  
Phone: (02) 6861 2333  
Fax: (02) 6862 3946  
council@parkes.nsw.gov.au

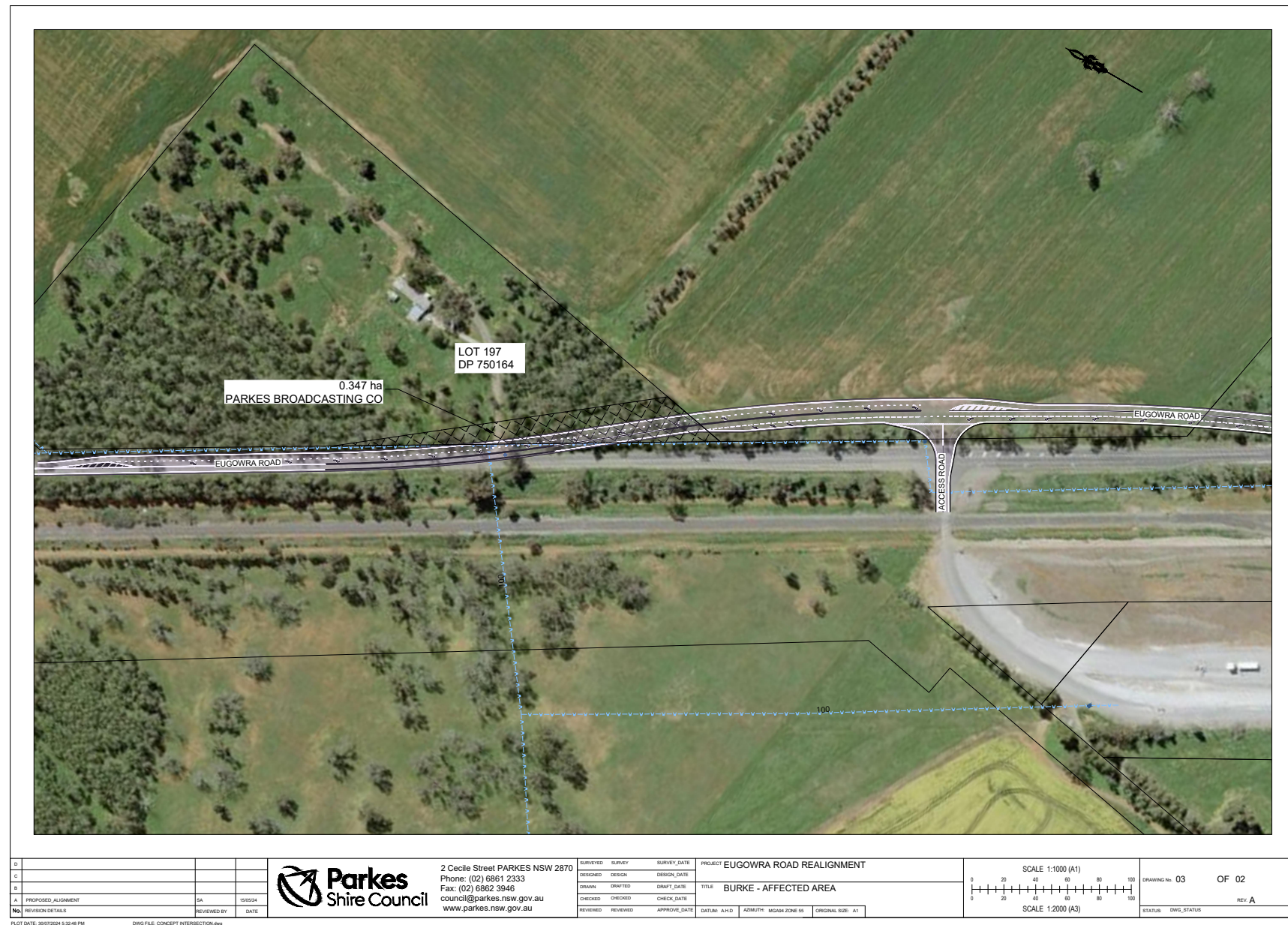
SURVEYED	SURVEY
DESIGNED	DESIGN
DRAWN	DRAFTED
CHECKED	CHECKED

PROJECT	EUGOWRA ROAD PROPOSED REALIGNMENT
TITLE	MUGINCABLE SILOS



DRAWING No. 01 OF 01  
REV R







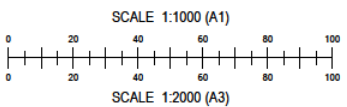


D			
C			
B			
A	PROPOSED ALIGNMENT	SA	15/05/24
No.	REVISION DETAILS	REVIEWED BY	DATE



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

SURVEYED	SURVEY	SURVEY_DATE	PROJECT	EUGOWRA ROAD REALIGNMENT
DESIGNED	DESIGN	DESIGN_DATE	TITLE	1.155 ha - AFFECTED AREA
DRAWN	DRAFTED	DRAFT_DATE		
CHECKED	CHECKED	CHECK_DATE		
REVIEWED	REVIEWED	APPROVE_DATE	DATUM: A.H.D.	AZIMUTH: MGS44 ZONE 55
			ORIGINAL SIZE: A1	



DRAWING No. 02 OF 02  
REV B  
STATUS: DWG\_STATUS



**16.5 USE OF PARKES TIF FOR PARKES RETAIL PRECINCT PIGEON CONTROL****IP&R Linkage:** **Pillar:** Community**Goal:** Our community is liveable, growing and connected.**Strategy:** Provide vibrant and welcoming town centres, streetscapes, public spaces and meeting places.**Author:** **Sharon Ross, Manager Facilities****Authoriser:** **Logan Hignett, Director Operations****Annexures:** **A. Letter and quote from Bird Worx** [↓](#)

---

**RECOMMENDATION**

That:

1. Council endorses the proposed trapping program for pigeons in the Retail Precinct of Parkes.
  2. That funding be allocated from the 2025/2026 Parkes Town Improvement Vote.
- 

**BACKGROUND**

There is a large infestation of Pigeons living in the Retail Precinct of Parkes. A complaint was received from a business in the Precinct which advised that individual have attempted to rectify the situation on an individual basis with no success.

Council's Property Team have investigated options for the treatment of the Pigeons and are suggesting a trapping program 3 to 4 times per year to reduce the numbers.

**ISSUES AND COMMENTARY**

The Property Team have researched a variety of baiting methods. The numbers of pigeons are too large for a traditional baiting program as it would lead to discomfort within the community of many pigeons deceased in a public space.

An alternative considered is baiting with a chemical to mitigate the breeding cycle. However, this may impact other species.

**LEGISLATIVE AND POLICY CONTEXT**

Game and Feral Animal Control Act 2002

Animal Welfare Act 2002

Biosecurity Act 2015 and supporting Biosecurity Regulation 2017

**FINANCIAL IMPLICATIONS**

The cost per service of the trapping program is \$7,300. It is proposed to undertake the programme quarterly costing \$29,200 next financial year. Funding from this project is to be allocated from the 2025/2026 Parkes Town Improvement Vote.

**RISK IMPLICATIONS**

There is a risk of public discomfort with the trapping of the birds and humane euthanasia at the Parkes Tip, this will be mitigated through engagement with animal welfare stakeholders and low key processes to avoid negative visual impact.

**COMMUNITY CONSULTATION**

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



### **Bird Control Services**

10<sup>th</sup> April 2025  
Parkes Shire Council  
2 Cecile Street  
Parkes NSW 2870

Re: Bird Trapping

Hi Bronte,

Many thanks for the opportunity to supply you with a quote for a solution for the nuisance pigeons within the Parkes Shire Council Retail Precinct.

After multiple site attendances to inspect and liaise with shop owners and stake holders regarding access and the area in which requires addressing, we are recommending a Pigeon Pre-feed and trapping program that runs over the course of approximately 1 month per round.

Each round of Pre-feed and trapping as outlined below, allowing 1–2-month break and then proceeding to a second round of pre-feeding and trapping for the best results.

#### **Pigeon Pre-Feeding and Trapping**

We propose to set up bird traps on the roof of the Ray white building, clock tower building, Broadway hotel, Parkes leagues club and old commonwealth bank building to name a few. In total we aim to set and attend to approximately 20 traps. It is important to get access to as many sites as possible to make this job effective. Tracey from Ray White has come on board to provide access where possible to facilitate these works with additional contacts being required if this quotation were successful.

We attend periodically over the duration of approximately 2-4 weeks to pre feed the birds in the trap 2-3 times per week to entice feeding for best results. We then proceed to closing the traps and attending daily for 5 days.

#### **Quotation per Round (1 Month program)**

- Install approximately 20 bird traps & load with feed to the main roof areas at various locations
- Attend twice weekly to pre-feed and monitor over approx. 3 weeks
- Close and attend to trap & dispose daily capture for 5 consecutive days
- Removal and disposal of birds in council waste facility
- Report on numbers of birds trapped
- Liaise with several animal welfare stake holders before the trapping to ensure a smooth process.
- Perform Low key trapping process to avoid any negative visual impact on the community

**Cost per round will be \$7300.00 Excluding GST per Round.**

**Total Cost for the proposed 2 x rounds will be \$14600.00 Excluding GST.**

We provide experienced staff, licenced technicians, SWMS, White card, EWP qualifications and comply with WHS regulations. Our team are experienced and professional in this nature of bird control.

Please visit our website [www.birdworx.com.au](http://www.birdworx.com.au) to check out some of our work.





EMAIL: [inlandpest@bigpond.com](mailto:inlandpest@bigpond.com)  
[www.inlandpestmanagement.com.au](http://www.inlandpestmanagement.com.au)

OFFICE: 6885 1111

.B.N. 63089734743

We trust this quote meets with your needs.  
Please do not hesitate to contact me on any of the above-mentioned contacts.

Many thanks,



Barry Heaslip.

**16.6 ACQUISITIONS OF EASEMENTS FOR STORMWATER AND SEWER****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is sustainable and plans for the future.**Strategy:** Develop and implement an asset management framework that ensures existing and future infrastructure is affordable, funded and maintained to ensure inter-generational equity.**Author:** **Sharon Ross, Manager Facilities****Authoriser:** **Logan Hignett, Director Operations****Annexures:**  
**A. Proposed Sewer Easement - 84 Peak Hill Road, Parkes** [↓](#)  
**B. Proposed Sewer Easement - 32 Clarinda and Oxley Streets, Parkes** [↓](#)  
**C. Proposed Stormwater Easement - Oxley Street, Parkes** [↓](#)**RECOMMENDATION**

That:

1. Council agree to purchase the easement to facilitate sewer reticulation at Lot 944 DP 513953, 84 Peak Hill Road, Parkes.
2. Council agree to purchase the easement to facilitate sewer reticulation at Lot 11 DP 85083, 32 Clarinda Street, and Lot 2 DP 513083 Oxley Street, Parkes.
3. Council agree to purchase the easement to facilitate stormwater mitigation at Lot 2 DP 513083 and Lot 100 DP 1260252, Oxley Street, Parkes
4. Council authorise the General Manager and Director Operations to negotiate the purchase price of the easements based on market valuation and ex-gratia payment in accordance with this report.
5. Council endorse and affix the Council Seal to all documentation as required to facilitate the process.

**BACKGROUND**

Council have identified three (3) locations within the Parkes urban area where upgrades are required to Council's sewer and stormwater networks to support both existing and future development. In each of these locations, new or upgraded infrastructure is proposed to traverse private land, which necessitates the formal acquisition of easements to ensure ongoing access, maintenance rights, and protection of public assets.

An easement is a legal right that allows Council to construct, access, and maintain public infrastructure on private land. Easements are commonly used to secure critical utility services (sewer, stormwater, water) where the infrastructure alignment crosses private land but serves broader public benefit.

The following easements are required:

- **Lot 944 DP 513953, 84 Peak Hill Road, Parkes** – easement for a new sewer main.
- **Lot 11 DP 85083, 32 Clarinda Street, and Lot 2 DP 513083, Oxley Street, Parkes** – easement for sewer reticulation between two properties.
- **Lot 2 DP 513083 and Lot 100 DP 1260252, Oxley Street, Parkes** – easement for stormwater drainage to alleviate localised surface water and capacity issues.

These easements support necessary upgrades to Council's infrastructure network and align with asset renewal, growth planning, and development servicing objectives. They ensure Council maintains statutory rights over infrastructure into the future.

### **ISSUES AND COMMENTARY**

Easements are a routine but critical part of infrastructure planning and delivery. They provide Council with the legal authority to enter private land to construct, inspect, repair, and renew sewer and stormwater infrastructure. Without easements in place, Council's long-term ability to maintain these essential services would be compromised.

Consultation has occurred with each of the affected landowners, who have agreed in principle to the acquisition. The terms of purchase will be based on independent market valuations and negotiated under the Land Acquisition (Just Terms Compensation) Act 1991.

In the absence of these easements, infrastructure upgrades cannot proceed, resulting in risks to service reliability, public safety, and development constraints.

### **LEGISLATIVE AND POLICY CONTEXT**

Local Government Act 1993 and Land Acquisition (Just Terms Compensation) Act 1991.

### **FINANCIAL IMPLICATIONS**

The combined cost of the three easements, based on indicative valuations and associated survey and legal expenses, is estimated to be approximately \$100,000. These costs are to be funded from existing capital works budgets allocated to sewer and stormwater programs.

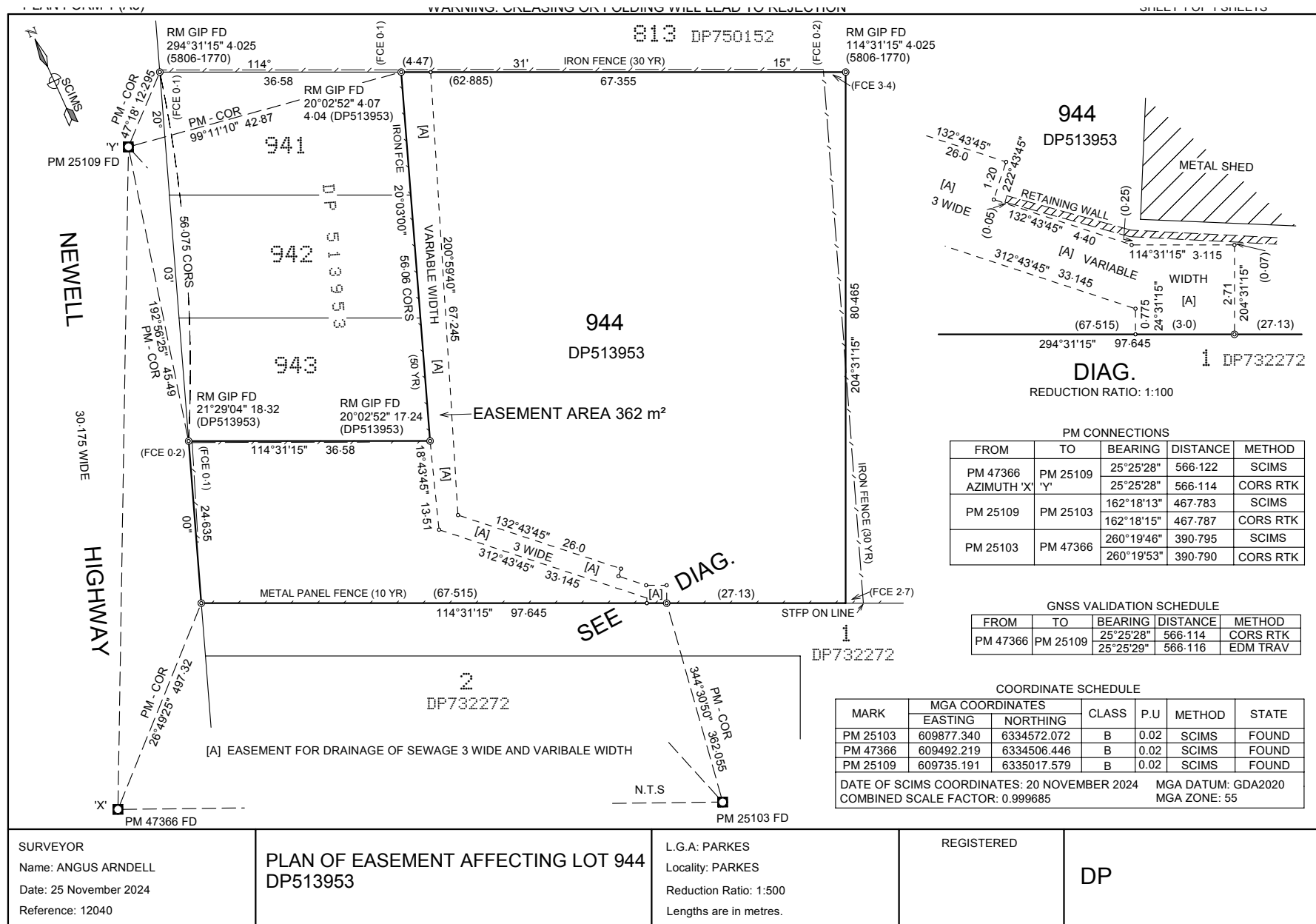
Each acquisition will be subject to formal valuation, and any ex-gratia or negotiated payments will be documented and managed in accordance with Council's procurement and financial governance frameworks.

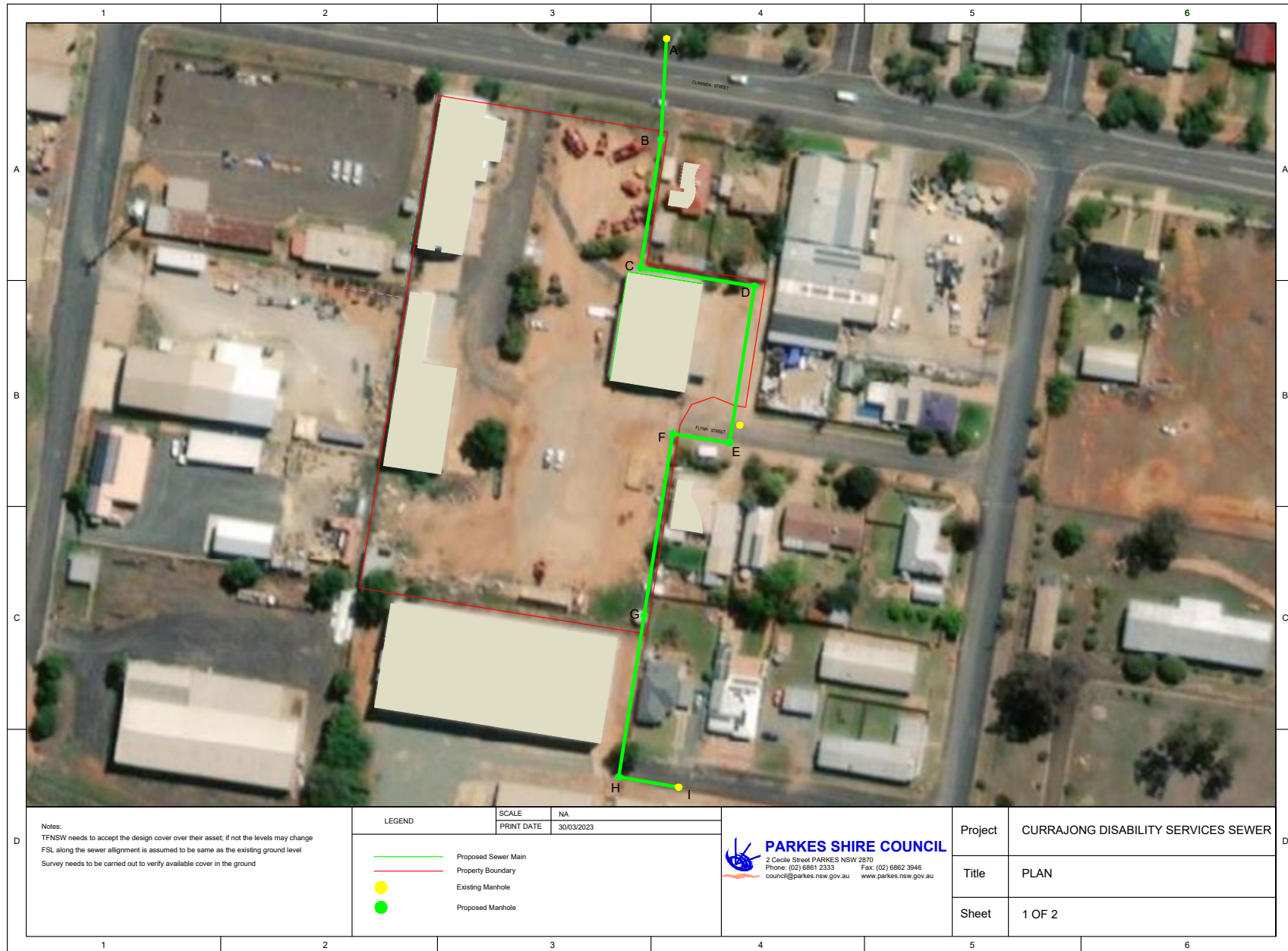
### **RISK IMPLICATIONS**

Failure to secure the necessary easements would delay or prevent critical sewer and stormwater upgrades, increasing the risk of localised flooding, infrastructure failure which exposes Council to insurance claims if there are known issues. It may also limit Council's ability to service future development in these catchments.

### **COMMUNITY CONSULTATION**

There are no formal community consultation requirements associated with the acquisition of these easements. Affected landowners have been individually consulted and have provided in-principal support to proceed.









This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground.  
This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Parkes Shire Council nor the LPI makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.  
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## Storm water Easement

Date: 17/01/2025  
Drawn By: Bronte O'Shannessy

Parkes Shire Council  
PO Box 337  
Cecile Street  
PARKES NSW 2870  
Telephone: 02 6861 2333  
Fax: 02 6862 3946  
Email: council@parkes.nsw.gov.au

**16.7 ADOPTION OF THE FINAL PEAK HILL FLORA AND FAUNA RESERVE MASTERPLAN****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:** Logan Hignett, Director Operations**Annexures:** Nil

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**RECOMMENDATION**

That Council:

1. Adopt the Final Peak Hill Flora and Fauna Reserve Masterplan and place it on Council's web site.
  2. Writes to the NSW Aboriginal Land Council in regard to ALC No. 45568 requesting they expedite the determination of their claim to facilitate implementation of the Peak Hill Flora and Fauna Nature Reserve Masterplan.
- 

**BACKGROUND**

At the ordinary Council meeting held on 18 June 2024, Council considered a request from the Peak Hill Community Consultative Committee and resolved **[OCM129/24]** to fund the development of a masterplan for the Peak Hill Flora and Fauna Reserve from the Peak Hill Town Improvement Reserve.

Council subsequently engaged a contractor to collaborate with the stakeholders to develop a plan for the reserve.

At the meeting held on 18 February 2024, Council resolved to place the Draft Masterplan on public exhibition and to seek feedback from the community **[OCM050/25]**.

**ISSUES AND COMMENTARY**

The objectives of the Peak Hill Flora and Fauna Nature Reserve Masterplan are to:

- Provide a safe haven for native flora and fauna.
- Manage / minimise potential for bushfire and stormwater drainage impacts, weeds, feral animals and other activities that might cause land degradation and / or physical disturbance.
- Ensure a strategic approach to the use, maintenance and improvement of the Peak Hill Flora and Fauna Nature Reserve through the implementation of a Masterplan.
- Ensure that visitor experiences at the reserve are safe, informative, interesting and memorable.
- Preserve important site attributes for public recreation, green relief and interpretation.
- Plan from a context of Aboriginal cultural heritage, early European settlement and mining, which offers unique and interesting stories that can be shared with visitors to the reserve.
- Support the conservation and interpretation of heritage values in the Peak Hill area.



- Improve road and active transport network connections linking the Peak Hill Flora and Fauna Reserve to Peak Hill township and other attractors.
- Promote the Peak Hill Flora and Fauna Nature Reserve as a local attraction and educational asset for locals and visitors.
- Resolve ALC No. 45568 that relates to the Peak Hill Flora and Fauna Nature Reserve.

### **Community Feedback**

The draft Peak Hill Flora and Fauna Nature Reserve Masterplan was placed on public exhibition from 6 March 2025 to 4 April 2025.

The written submissions received are summarised as follows:

- Rachel Keed - who has indicated support for the re-purposing of the old native garden as a learning centre, named after her grandfather Ray Keed.
- Camilla Sadgrove - expressing interest in the Crown land comprising the Peak Hill Flora and Fauna Nature Reserve and supporting demolition of the small shed on the site. Also suggests putting a walking track on the other side of Golf Club Road connecting to old mine shafts.
- Luke Rosser and Betty Zdan – requesting maintenance of the height of stock proof fencing around the perimeter of the nature reserve to manage the movement of livestock, kangaroos and other animals onto private lands and roads. Also suggests the placement of the Ray Keed memorial plaque, need for soil erosion and sedimentation control after traditional burns and the need for continued maintenance of paths, especially after storms.
- John Hutchings - who expressed appreciation of the nature reserve as a beautiful place and suggested maintenance as a key issue.
- Roasted Kombi - who expressed appreciation of the nature walk and to the Peak Hill community for progressing the project.

### **Peak Hill Consultative Committee Feedback**

A meeting was also held with the Peak Hill CCC on 28 April 2025 to further explore the process for implementing projects identified in the Masterplan. The meeting was attended by CCC President Susie Collett, Denise and Alf Schnitger, Maria Harrison, Betty Zdan, Cr Neil Westcott, Cr Louise O'Leary and guests Mike Sutherland from Alkane Resources and Michael Carter from Currajong.

The main findings of the meeting are as follows:

- The acknowledgement of the Peak Hill CCC contribution to the advancement of the Peak Hill Flora and Fauna Nature Reserve in the draft Masterplan was noted and appreciated.
- There is a desire to see more detail on the implementation of projects through the detailed design and implementation phases.
- There is recognition that planning and implementation of projects needs to be undertaken within a broader framework, as outlined in Section 2 of the Peak Hill Flora and Fauna Nature Reserve Masterplan.
- It was recommended that several projects identified in the Peak Hill Flora and Fauna Nature Reserve Masterplan be implemented at the same time, including the widening of Golf Club Road adjoining the reserve, commencement of the cultural burn plan program and implementation of a more structured maintenance regime by Parkes Shire Council.
- The re-prioritisation of projects was recommended to better reflect the practical sequencing and implementation of projects.
- There is opportunity to deal directly with the NSW Aboriginal Land Council to resolve ALC No. 45568 to provide more certainty in relation to the future management and administration of the Peak Hill Flora and Fauna Nature Reserve.

## Projects

The vision for the Peak Hill Flora and Fauna Nature Reserve Masterplan is to provide a safe, convenient and interesting experience in nature for locals and visitors. The vision is to be created through the implementation of 10 specific projects, which are described as follows:

- Project 1 - Implement a cultural burn plan by Parkes Shire Council in consultation with NSW RFS, NSW Fire and Rescue and other stakeholders.
- Project 2 - Widen Golf Club Road adjoining the Peak Hill Flora and Fauna Nature Reserve.
- Project 3 - Demolish the existing Council equipment storage shed.
- Project 4 - Refurbish native garden for use as an outdoor learning space.
- Project 5 - Construct new shared path along the southern side of Golf Club Road to connect the Peak Hill Flora and Fauna Nature Reserve to the existing footpath located at the corner of Golf Club Road and Euchie Street.
- Project 6 - Construct parallel parking area on the southern side of Golf Club Road to provide opportunity for car / long vehicle parking.
- Project 7 - Construct new aesthetic fencing, interpretive signage and art installation at the Hervey Ranges lookout.
- Project 8 - Investigate interactive technology opportunities to enhance user experiences, such as QR Codes on signage and / or application software (APP).
- Project 9 - Implementation of a more structured maintenance regime by Parkes Shire Council to manage paths (as existing), weeds and rubbish.
- Project 10 - Maintain established contour banks to manage stormwater generated from the site.

In addition to the above projects, it is intended that Parkes Shire Council writes to the NSW Aboriginal Land Council in regard to ALC No. 45568 requesting they expedite the determination of their claim to facilitate implementation of the Peak Hill Flora and Fauna Nature Reserve Masterplan.

## Final Version

The document is quite large and has been pre-loaded on to Council's web site prior to final adoption and approval. It can be previewed by following this link, which will not be generally available through the public website until after the masterplan is adopted:

[https://www.parkes.nsw.gov.au/files/assets/public/v/2/council/strategies-and-plans/peak-hill-flora-and-fauna-reserve-masterplan/ecm\\_2027391\\_v2\\_peak-hill-flora-and-fauna-nature-reserve-masterplan-final-rev-c-high-res-may-2025.pdf](https://www.parkes.nsw.gov.au/files/assets/public/v/2/council/strategies-and-plans/peak-hill-flora-and-fauna-reserve-masterplan/ecm_2027391_v2_peak-hill-flora-and-fauna-nature-reserve-masterplan-final-rev-c-high-res-may-2025.pdf)

## LEGISLATIVE AND POLICY CONTEXT

The Local Government Act 1993, particularly in Sections 402 to 406, emphasises the need for councils to engage with their communities and consider their feedback when developing strategic plans, which can include masterplans. While it may not explicitly state the exhibition period for masterplans, it underscores the importance of community participation.

In the EP&A Act, Section 57 outlines the public exhibition requirements for draft local environmental plans, which can include masterplans. This section specifies that draft plans must

be publicly exhibited for a minimum period, allowing the community to review and provide feedback.

### **FINANCIAL IMPLICATIONS**

There are no financial implications for Council regarding the exhibition and adoption of the masterplan.

### **RISK IMPLICATIONS**

The implementation of the masterplan introduces a positive benefit for the Peak Hill community. The final plan is now available as collateral for future grant funding applications. The absence of a masterplan can introduce a risk that grant funding applications are not rated as highly as other applications with a masterplan.

### **COMMUNITY CONSULTATION**

The draft plan was initiated by the Peak Hill Community Consultative Committee and developed with good stakeholder engagement, as outlined within the plan at Section 4. By placing the plan on public exhibition, Council sought further feedback from the community prior to adopting the plan. The final version of the plan will be placed on Council's web site.



**17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES****17.1 MODDA2025/0005 - SUBDIVISION (19 LOTS) - FORMER PARKES HOSPITAL, 18 COLEMAN ROAD, PARKES (LOT133 DP 750152)****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:** Grahame Fry, Land Use Planning Specialist**Authoriser:** Annalise Teale, Acting Director Planning and Community Services**Annexures:**  
A. Engineering Report - 18 Coleman Road, Parkes [↓](#)  
B. Assessment Report - MODDA2025/0005 18 Coleman Road, Parkes [↓](#)  
C. Original Development Consent DA2023/0070 [↓](#)

---

**RECOMMENDATION**

That Council:

1. Approve ModDA2025/0005 subject to the conditions contained in the attached development assessment report.
- 

**BACKGROUND****Applicant:** Parkes Shire Council **Owner:** Parkes Shire Council**Proposal:** Modification to Development Consent DA2023/0070 – reduction in proposed lots from 32 to 19 lots.**Location:** Lot 133 DP 750152, 18 Coleman Road, Parkes

The site of the proposed development is formally described as Lot 133 DP 750152, 18 Coleman Road, Parkes.

The site is located within the Parkes urban area and has an approximate area of 4.1 hectares. The subject land contained the former Parkes Hospital and associated community health buildings. The former Parkes Hospital was demolished in 2016. The community health buildings were retained on the land and were subsequently converted to a child-care facility and community facility.

The subject land is zoned R1 General Residential and has a minimum allotment size of 600m<sup>2</sup> in accordance with the Parkes Shire Local Environmental Plan 2012. Land in the surrounding locality is similarly zoned R1 General Residential and has a minimum allotment size of 600m<sup>2</sup>. Adjoining allotments predominantly contain single storey or split-level detached dwelling-houses with ancillary outbuildings.

The land has frontage to Rose Street, Coleman Road and Ainsworth Street which are public urban roads constructed to a sealed standard with formed kerb and gutter. The site is connected to Parkes Shire Council's reticulated water supply and sewerage management systems. Overhead electricity and telecommunications are available and connected to the land.

Development Application No. DA2023/0070 was lodged on 11 July 2023 for a thirty-two (32) lot subdivision of the former Parkes Hospital Site, Lots 133 and 163 DP 750152, 18 Coleman Road, Parkes.

Council determined to approve DA2023/0070 on 19 September 2023.

An application to modify Development Consent DA2023/0070 was lodged on 1 April 2025 (the subject of this report, ModDA2025/0005). The proposed modification is a revised subdivision configuration, which reduces the number of proposed new residential allotments from 32 to 19 and development only affecting Lot 133 DP750152.

A key element of the proposed development is the undertaking all bulk earthworks at the subdivision construction stage. At the completion of the subdivision each allotment will have positive fall to an adjacent street frontage, with shared boundary retaining walls to be constructed between relevant allotments during the subdivision works phase of the proposal.

A comprehensive analysis of the subdivision has been undertaken in relation to servicing, allotment layout and configuration, stormwater management and urban design during assessment of the parent approval (DA2023/0070) and has been applied where appropriate to this proposed modification.

## **ISSUES AND COMMENTARY**

The key elements of the proposed (modified) subdivision include:

- Creation of nineteen (19) new residential allotments.
- Excision of the existing Community Facility and Child Care Facility from the proposed residential allotments.
- Bulk earthworks including the construction of shared boundary retaining walls.
- Construction of one (1) new road, a cul-de-sac and turning head.
- Connection of each new allotment to reticulated water and sewerage, telecommunications and vehicular access.
- Each allotment will be graded to convey overland stormwater drainage to an adjacent road reserve.
- Creation of an onsite detention basin.

Each new allotment will comply with the minimum allotment size requirements of the Parkes Local Environmental Plan 2012 and the proposal complies with the development standards for residential subdivisions as detailed in Part B.2 Residential Subdivision Controls of the Parkes Shire Development Control Plan 2021.

Bulk earthworks will be undertaken during the construction phase of the subdivision. Each allotment will have positive fall to an adjacent street frontage enabling all overland stormwater to drain to the adjoining kerb and gutter, removing the requirement for inter-allotment drainage systems. To create allotments with positive fall, shared boundary retaining walls will be constructed. The shared boundary walls will be of a high aesthetic quality, constructed from reinforced concrete, masonry or a similar material with textured finishes.

Urban design measures such as fencing standards, consistent street tree plantings, appropriate access locations and design of the onsite detention basin will be incorporated to ensure the subdivision is completed to a high standard and creates attractive, affordable, well located and market-responsive residential land.

## **LEGISLATIVE AND POLICY CONTEXT**

All appropriate and required legislation have been taken into account in the assessment of the application.

**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**

Development Modification ModDA 2025/0005 was publicly advertised for 28 days (between 3 April 2025 and 1 May 2025). Appropriate adjoining neighbours were also formally notified. Council received no submissions during the public exhibition/notification period.

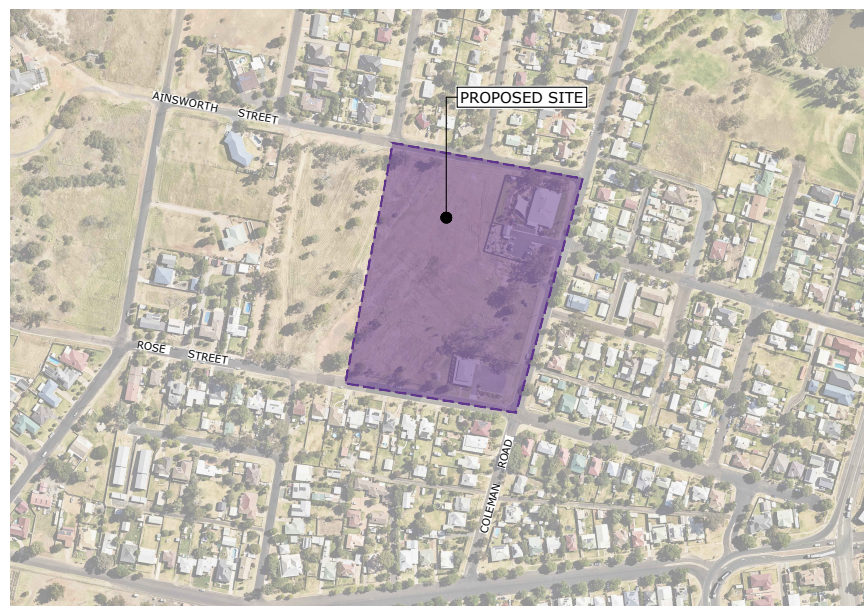
**CONCLUSION**

The assessment of the modified development proposal concludes that the revised subdivision is consistent with the prevailing residential development in the locality, and there are no constraints on the site or posed by adjacent developments. The assessment of the initial Development Application DA2023/0070 was carried out by an external consultant to provide an appropriate level of transparency and probity. The intent and outcome modified proposal is essentially the same as the parent Development Consent, and is not an intensification of the previous approval, resulting in a reduction of new lots from 32 to 19.

The proposed development is consistent with all relevant State Environmental Planning Policies, the Parkes Local Environmental Plan 2012 and the Parkes Shire Development Control Plan 2021. The proposal will not result in any adverse environmental, social or economic impacts in the locality.

It is considered the proposed development will have positive outcomes for the Parkes Shire, providing employment throughout construction works and creating attractive, affordable, well located and market-responsive residential land. It is recommended that the modified application ModDA2025/0005 be approved.

# PARKES SHIRE COUNCIL OLD PARKES HOSPITAL SUBDIVISION 18 COLEMAN ROAD, PARKES NSW 2870



LOCALITY PLAN  
NTS

Sheet List Table	
Sheet Number	Sheet Title
C0001	COVER SHEET & DRAWING SCHEDULE
C0005	STAGING PLAN
C0010	LOT LAYOUT PLAN
C0101	SOIL & WATER MANAGEMENT PLAN
C0151	SOIL & WATER MANAGEMENT NOTES & DETAILS - SHEET 1 OF 2
C0152	SOIL & WATER MANAGEMENT NOTES & DETAILS - SHEET 2 OF 2
C0201	EARTHWORKS PLAN
C0252	SITE SECTIONS - SHEET 1 OF 3
C0253	SITE SECTIONS - SHEET 2 OF 3
C0254	SITE SECTIONS - SHEET 3 OF 3
C0301	ENGINEERING PLAN
C0322	LONGITUDINAL SECTION
C0343	CROSS SECTIONS - SHEET 1 OF 2
C0344	CROSS SECTIONS - SHEET 2 OF 2
C0521	SIGNAGE & LINEMARKING PLAN
C0601	STORMWATER PLAN
C0701	SERVICES PLAN
C0851	TYPICAL SECTIONS

THIS DRAWING IS TO BE VIEWED IN COLOUR AS  
SOME FEATURES / SYMBOLS ARE DIFFERENTIATED  
BY COLOUR. DRAWING NOT TO BE RELIED ON IF  
PRINTED IN GREYSCALE.

NOT FOR CONSTRUCTION

PARKES SHIRE COUNCIL

OLD PARKES HOSPITAL SUBDIVISION  
18 COLEMAN ROAD, PARKES NSW 2870  
COVER SHEET & DRAWING SCHEDULE

FILENAME:	PROJECT NUMBER	DRAWING NUMBER	REVISION
241348_DW_C0001_COV.DWG	241348	C0001	B

SHEET SIZE					
A1					
100mm ON ORIGINAL DRAWING - DO NOT SCALE DRAWING					
COORDS: GD494 MG494 ZONE 55					
DATUM: ALL LEVELS TO AHD					
SCALE: NTS					
SURVEYED: ARNELL					
SURVEY DATE: 20.02.2019					
APPROVED / PROJECT LEADER					
REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	NICHOLAS STEPHENS
B	SCOPE REDUCTION	14.03.25	NS	NS/CF	
A	DA ISSUE	12.02.25	NS	MD	

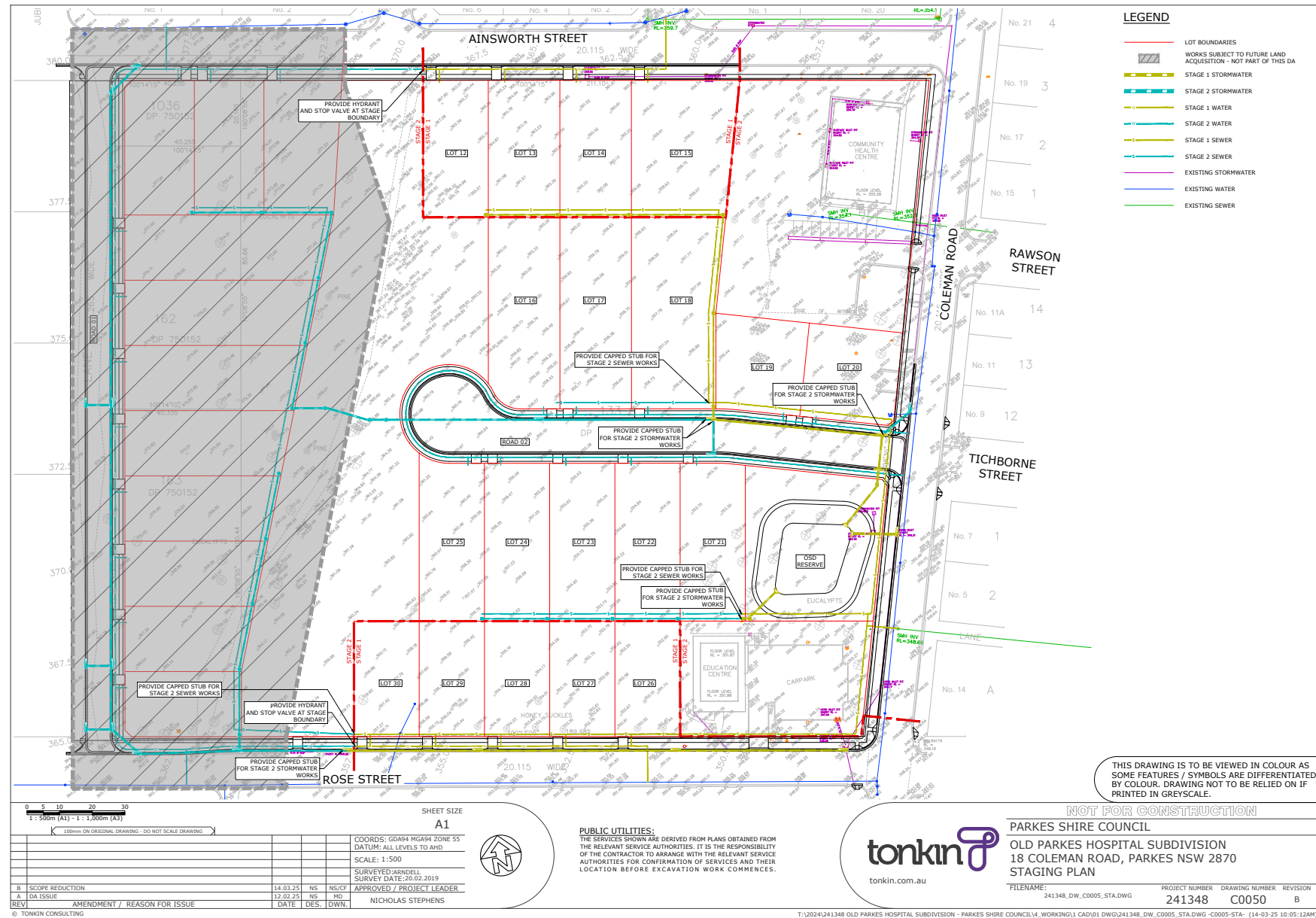


**PUBLIC UTILITIES:**  
THE SERVICES SHOWN ARE DERIVED FROM PLANS OBTAINED FROM THE RELEVANT SERVICE AUTHORITIES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE WITH THE RELEVANT SERVICE AUTHORITIES FOR CONFIRMATION OF SERVICES AND THEIR LOCATION BEFORE EXCAVATION WORK COMMENCES.

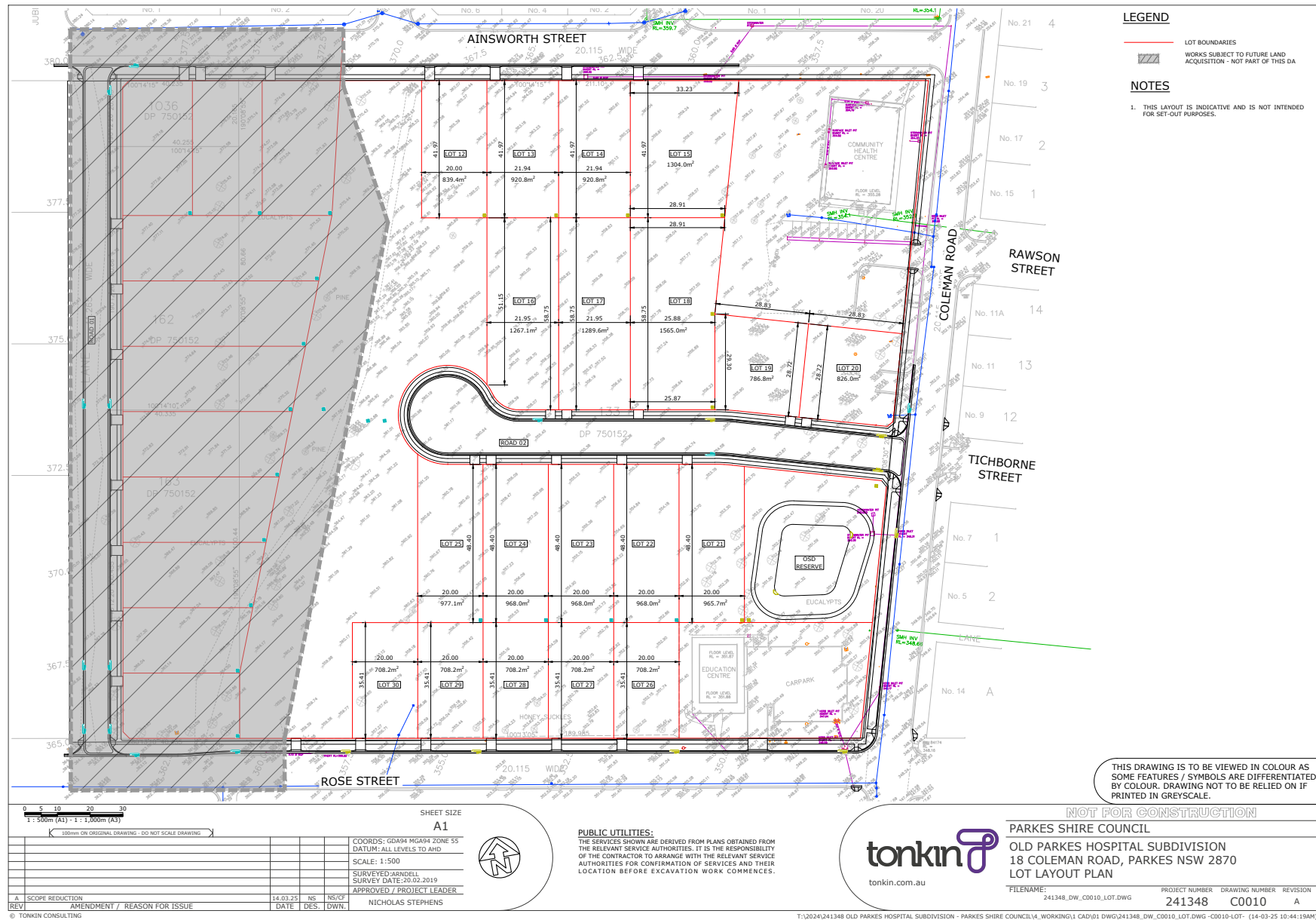
**tonkin**  
tonkin.com.au

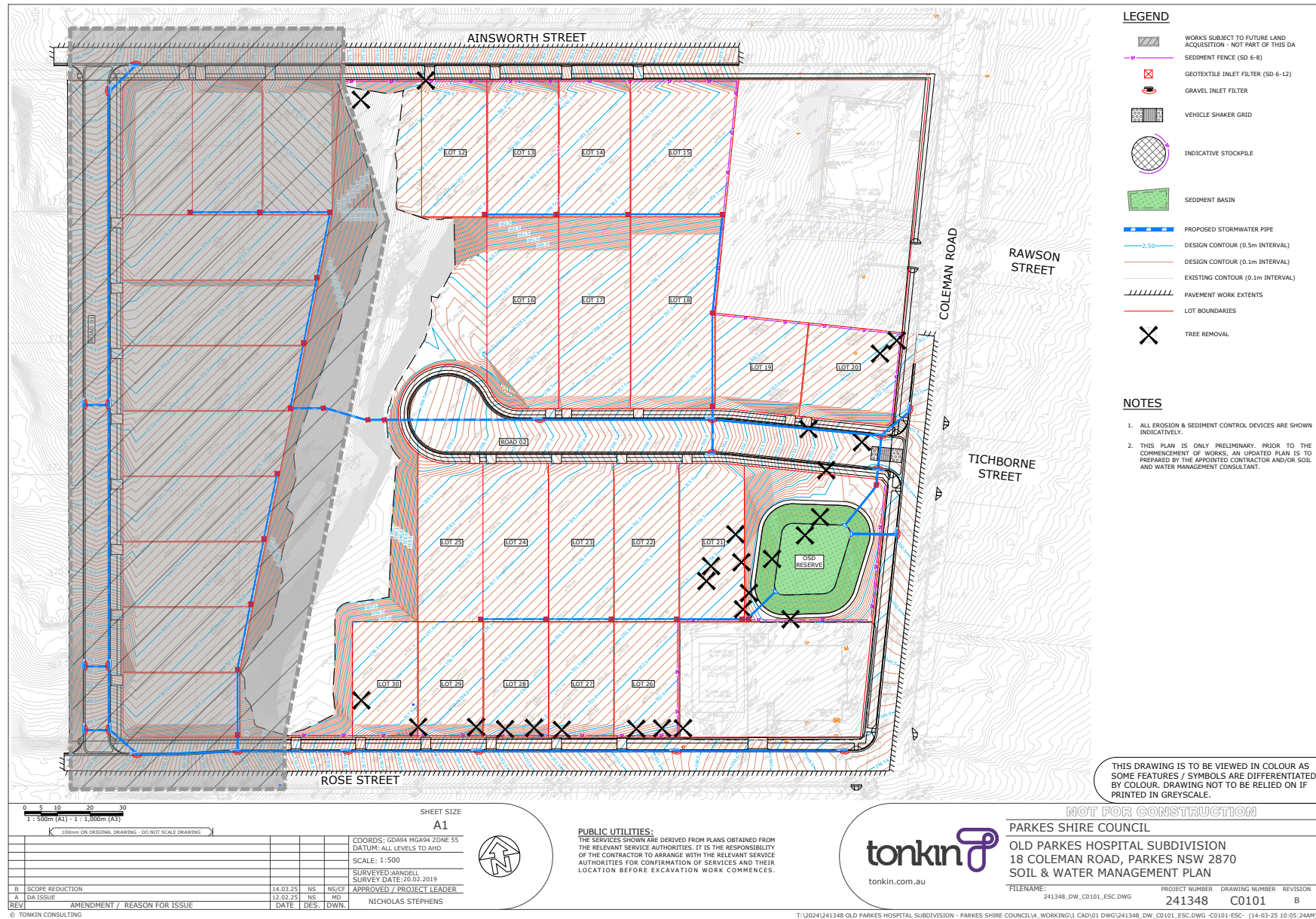
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**CONSTRUCTION NOTES**

1. CONSTRUCT SEDIMENT FENCES AS CLOSE AS POSSIBLE TO BEING PARALLEL TO THE CONTOURS OF THE SITE. BUT WITH SMALL RETURNS AS SHOWN IN THE DRAWING TO LIMIT THE CATCHMENT AREA OF ANY ONE SECTION. THE CATCHMENT AREA SHOULD BE SMALL ENOUGH TO LIMIT WATER FLOW IF CONCENTRATED AT ONE POINT TO 50 LITRES PER SECOND IN THE DESIGN STORM EVENT, USUALLY THE 10-YEAR EVENT.
2. CUT A 150-MM DEEP TRENCH ALONG THE UPSLOPE LINE OF THE FENCE FOR THE BOTTOM OF THE FABRIC TO BE ENTRENCHED.
3. DRIVE 1.5 METRE LONG STAR PICKETS INTO GROUND AT 2.5 METRE INTERVALS (MAX) AT THE DOWNSLOPE EDGE OF THE TRENCH. ENSURE ANY STAR PICKETS ARE FITTED WITH SAFETY CAPS.
4. FIX SELF-SUPPORTING GEOTEXTILE TO THE UPSLOPE SIDE OF THE POSTS ENSURING IT GOES TO THE BASE OF THE TRENCH. FIX THE GEOTEXTILE WITH WIRE TIES OR AS RECOMMENDED BY THE MANUFACTURER. ONLY USE GEOTEXTILE SPECIFICALLY PRODUCED FOR SEDIMENT FENCING. THE USE OF SHADE CLOTH FOR THIS PURPOSE IS NOT SATISFACTORY.
5. JOIN SECTIONS OF FABRIC AT A SUPPORT POST WITH A 150-MM OVERLAP.
6. BACKFILL THE TRENCH OVER THE BASE OF THE FABRIC AND COMPACT IT THOROUGHLY OVER THE GEOTEXTILE.

**SEDIMENT FENCE SD 6-8**

**CONSTRUCTION NOTES**

1. FABRICATE A SEDIMENT BARRIER MADE FROM GEOTEXTILE OR STRAW BALES.
2. FOLLOW STANDARD DRAWING 6-7 AND STANDARD DRAWING 6-8 FOR INSTALLATION PROCEDURES FOR THE STRAW BALES OR GEOTEXTILE. REDUCE THE PICKET SPACING TO 1 METRE CENTRES.
3. IN WATERWAYS, ARTIFICIAL SAG POINTS CAN BE CREATED WITH SANDBAGS OR EARTH BANKS AS SHOWN IN THE DRAWING.
4. DO NOT COVER THE INLET WITH GEOTEXTILE UNLESS THE DESIGN IS ADEQUATE TO ALLOW FOR ALL WATERS TO BYPASS IT.

**GEOTEXTILE INLET FILTER SD 6-12**

**CONSTRUCTION NOTES**

1. INSTALL FILTERS TO KERB INLETS ONLY AT SAG POINTS.
2. FABRICATE A SLEEVE MADE FROM GEOTEXTILE OR WIRE MESH LONGER THAN THE LENGTH OF THE INLET PIT AND FILL IT WITH 25 MM TO 50 MM GRAVEL.
3. FORM AN ELLIPTICAL CROSS-SECTION ABOUT 150 MM HIGH X 400 MM WIDE.
4. PLACE THE FILTER AT THE OPENING LEAVING AT LEAST A 100-MM SPACE BETWEEN IT AND THE KERB INLET. MAINTAIN THE OPENING WITH SPACER BLOCKS.
5. FORM A SEAL WITH THE KERB TO PREVENT SEDIMENT BYPASSING THE FILTER.
6. SANDBAGS FILLED WITH GRAVEL CAN SUBSTITUTE FOR THE MESH OR GEOTEXTILE PROVIDING THEY ARE PLACED SO THAT THEY FIRMLY ABUT EACH OTHER AND SEDIMENT-LADEN WATERS CANNOT PASS BETWEEN.

**MESH AND GRAVEL INLET FILTER SD 6-11**

**CONSTRUCTION NOTES**

1. STRIP THE TOPSOIL, LEVEL THE SITE AND COMPACT THE SUBGRADE
2. COVER THE AREA WITH NEEDLE-PUNCHED GEOTEXTILE.
3. CONSTRUCT A 200-MM THICK PAD OVER THE GEOTEXTILE USING ROAD BASE OR 30-MM AGGREGATE.
4. ENSURE THE STRUCTURE IS AT LEAST 15 METRES LONG OR TO BUILDING ALIGNMENT AND AT LEAST 3 METRES WIDE
5. WHERE A SEDIMENT FENCE JOINS ONTO THE STABILISED ACCESS, CONSTRUCT A HUMP IN THE STABILISED ACCESS TO DIVERT WATER TO THE SEDIMENT FENCE.

**STABILISED SITE ACCESS SD 6-14**

**CONSTRUCTION NOTES**

1. A CORRECTLY DESIGNED AND INSTALLED SHAKER PAD WILL ASSIST IN PREVENTING SEDIMENT TRANSFER FROM SITE. ANY STABILISED ACCESS POINT (SAP) CAN BE DESIGNED WITH A SHAKER PAD (COMPULSORY IN TYPE II SAPS).
2. SHAKER PADS CAN BE DESIGNED AND CONSTRUCTED TO ENABLE RE-USE ON FUTURE PROJECTS.
3. THE SHAKER PAD:
  - MUST BE DESIGNED AND CERTIFIED BY A PRACTISING STRUCTURAL ENGINEER. THE CERTIFIED DESIGN SHOULD BE SUBMITTED WITH THE RELEVANT APPLICATION.
  - CAN BE CONSTRUCTED FROM ANY SUITABLE MATERIAL.
  - MUST BE LOCATED ON A SUITABLY PREPARED AND COMPACTED SUB-GRADE/BASE MATERIAL.
  - MUST BE SITUATED SUCH THAT THE RUNGS OF THE SHAKER PAD ARE LEVEL WITH THE ADJOINING NATURAL SURFACE.
  - MUST BE A MINIMUM OF 3.5m IN LENGTH.
  - MUST BE A MINIMUM OF 3.5m IN WIDTH.
  - MUST HAVE CLEAR SPACING BETWEEN RUNGS OF 200 - 250mm.
  - RUNGS MUST HAVE A MAXIMUM WIDTH (BEARING AREA) OF 75mm.
  - MUST HAVE A MINIMUM CLEAR DEPTH OF 300mm IE FORM THE TOP OF THE RUNG TO THE FINISHED SUB-GRADE/BASE LEVEL.
4. THE SHAKER PAD MUST BE PROVIDED WITH SUITABLE BARRIERS AT THE SIDES TO ENSURE THAT ALL TYRES OF VEHICLES LEAVING THE SITE TRAVERSE THE DEVICE.

**SHAKER PAD (CATTLE GRID)**

**SEDIMENT FENCE CONSTRUCTION NOTES:**

1. CONSTRUCT ALL SEDIMENT CONTROL FENCES ALONG THE CONTOUR WHERE POSSIBLE.
2. WHERE SEDIMENT CONTROL FENCES ARE NOT CONSTRUCTED ALONG THE CONTOUR INCORPORATE RETURN PANELS AT REGULAR INTERVALS NOT EXCEEDING 20M.
3. ALL STAR PICKETS SHALL INCORPORATE APPROVED SAFETY CAPS.
4. DID A 150MM DEEP TRENCH ALONG THE UPSLOPE LINE OF THE FENCE FOR THE BOTTOM OF THE FABRIC TO BE ENTRENCHED.
5. GEOTEXTILE TO UPSLOPE SIDE OF POSTS WITH WIRE TIES OR AS RECOMMENDED BY GEOTEXTILE MANUFACTURER. JOIN SECTIONS OF FABRIC AT A SUPPORT POST WITH A 150MM OVERLAP.
6. WHERE APPROVED BY THE SUPERINTENDENT DUMP ROCK MAY BE USED TO ANCHOR THE GEOTEXTILE IN LIEU OF A TRENCH.

**NOTES**

1. ALL WORK SHALL BE GENERALLY CARRIED OUT IN ACCORDANCE WITH:
  - 1.1. LOCAL AUTHORITY REQUIREMENTS,
  - 1.2. EPA - POLLUTION CONTROL MANUAL FOR URBAN STORMWATER, AND
  - 1.3. LANDCOM NSW - MANAGING URBAN STORMWATER: SOILS AND CONSTRUCTION (THE "BLUE BOOK")
2. EROSION AND SEDIMENT CONTROL DRAWINGS AND NOTES ARE PROVIDED FOR THE WHOLE OF THE EXTENT OF WORKS. STAGING THESE WORKS MAY REQUIRE THE DESIGN TO BE MODIFIED AND VARIATION TO THESE DETAILS MAY REQUIRE APPROVAL BY RELEVANT AUTHORITIES.
3. ALL EROSION AND SEDIMENT CONTROL DEVICES TO BE MAINTAINED TO THE SATISFACTION OF THE SUPERINTENDENT AND THE LOCAL AUTHORITY.
4. ALL VEHICLES SHALL ONLY ENTER AND EXIT THE SITE VIA THE NOMINATED TEMPORARY CONSTRUCTION ACCESS.
5. ALL EXISTING VEHICLES SHALL BE CLEANED AND INSPECTED BEFORE EXITING.
6. ATTEMPT TO BE MADE TO MINIMISE THE AREA OF SITE BEING DISTURBED AT ANY ONE TIME.
7. FOLLOWING CONSTRUCTION OF STORMWATER PITS, PREVENT SITE RUNOFF ENTERING THE PITS UNLESS SILT FENCES ARE ERECTED AROUND PITS.
8. ALL STOCKPILES OF MATERIALS TO BE PROTECTED FROM SCOUR AND EROSION. STOCKPILES OF LOOSE MATERIALS SHOULD BE AVOIDED NEAR ANY DRAINAGE PITS, ROADWAYS AND NEAR IN WATERCOURSES.
9. CONTRACTOR TO ENSURE ALL NOMINATED DEVICES TO BE REINSTALLED FOLLOWING CLOSURE OF WORKING DAY, MODIFIED AS REQUIRED TO SUIT THE BEST SITE CONDITIONS AT THE TIME.
10. WATER FROM UPSTREAM OF THE SITE TO BE CONTROLLED SUCH THAT IT DOES NOT ENTER THE DISTURBED SITE.
11. MAINTAIN ALL STORMWATER PIPES AND PITS CLEAR OF DEBRIS AND SEDIMENT.
12. STORMWATER SYSTEM AND ALL DEVICES TO BE INSPECTED AND CLEANED OUT AS REQUIRED AFTER EACH STORM EVENT.
13. WATER QUALITY TESTING MUST BE UNDERTAKEN BY SUITABLY QUALIFIED ENVIRONMENTAL CONSULTANT PRIOR TO ANY DISCHARGE OF SITE STORMWATER, GROUNDWATER AND SEEPAGE WATER.
- 13.1. ENVIRONMENTAL CONSULTANT TO OUTLINE PROPOSED AND ONGOING MONITORING MEASURES THAT WILL BE MONITORING THE QUALITY OF WATER DISCHARGED FROM THE SITE.
- 13.2. ALL REMEDIAL MEASURES AS NOMINATED BY ENVIRONMENTAL CONSULTANT TO BE APPLIED BY CONTRACTOR.
- 13.3. TESTING AND REPORTING TO BE IN COMPLIANCE WITH ALL RELATIVE AUSTRALIAN STANDARDS AND GUIDELINES.

**STABILISED ACCESS POINT-TYPE 2**

THE TYPE II SAP DESIGN IS MORE DEFINED IN THAT IT REQUIRES AN AREA OF BALLAST WITHIN THE SITE COMBINED WITH A SHAKER PAD, ADJACENT THE SHAKER PAD AND IN THE PUBLIC WAY IS A TEMPORARY (CONCRETE) VEHICULAR CROSSING. (SEE DIAGRAM)

**CONSTRUCTION NOTES**

1. GUIDE POST TO ACT AS BARRIERS TO DIRECT ALL VEHICLES PASSOVER THE ACCESS POINT.
2. TO DRAINAGE STRUCTURE
3. PIT DISPOSAL POINT
4. GATE
5. AGRICULTURAL PIPE
6. BALLAST - 75 TO 100mm Ø
7. GROUND SURFACE
8. 3000mm SHAKER PAD
9. 400mm MINIMUM
10. 200mm THICK DRIVEWAY
11. FORMER KERB AND GUTTER BROKEN OUT
12. PROPERTY BOUNDARY HOARDING
13. COMPACTED D.G.B. 20 WHERE REQUIRED

IN BOTH TYPE I AND TYPE II SAPS, THE TEMPORARY VEHICULAR CROSSING MUST:

- CONNECT TO AN EXISTING GUTTER LAYBACK (WHERE THE KERB AND GUTTER EXIST). IF A GUTTER LAYBACK DOES NOT EXIST THEN THE CONNECTION MUST BE MADE TO THE GUTTER BY REMOVING THE ADJACENT KERB SECTION ONLY.
- CONNECT TO A DISH CROSSING (WHERE KERB AND GUTTER DOES NOT EXIST). IF A DISH CROSSING DOES NOT EXIST, THEN IT MUST BE CONSTRUCTED IN ACCORDANCE WITH DETAILS CONTAINED IN COUNCIL'S ISSUED FOOTPATH CROSSING LEVELS.

IT SHOULD BE NOTED THAT THESE TYPES OF SAPS ARE CONSIDERED TO BE APPLICABLE FOR THE MAJORITY OF ACTIVITIES HOWEVER SOME SITES MAY REQUIRE SPECIAL CONSIDERATION.

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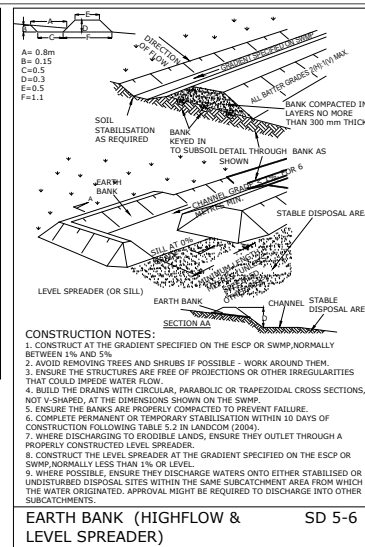
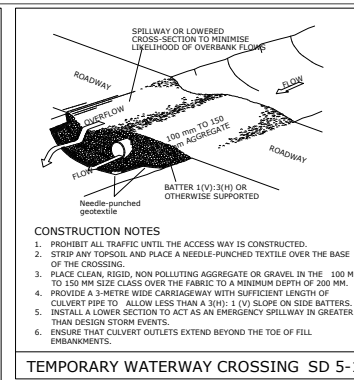
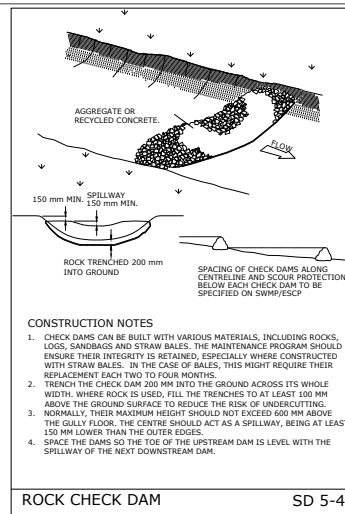
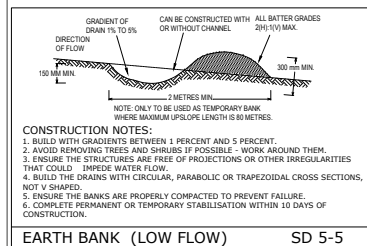
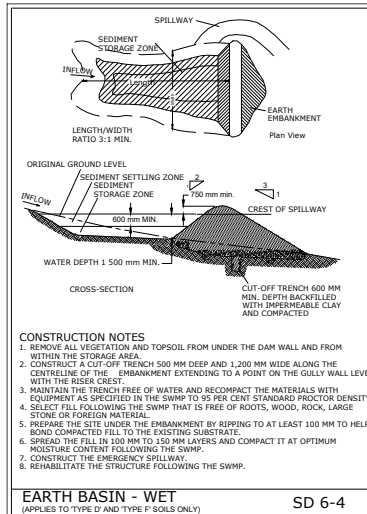
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**PARKES SHIRE COUNCIL**

OLD PARKES HOSPITAL SUBDIVISION  
18 COLEMAN ROAD, PARKES NSW 2870  
SOIL & WATER MANAGEMENT NOTES & DETAILS  
SHEET 1 OF 2

FILENAME: 241348\_DW\_C0151\_ESD.DWG PROJECT NUMBER: 241348 DRAWING NUMBER: C0151 REVISION: B



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A	DA ISSUE	12.02.25	NS	MD
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				NICHOLAS STEPHENS

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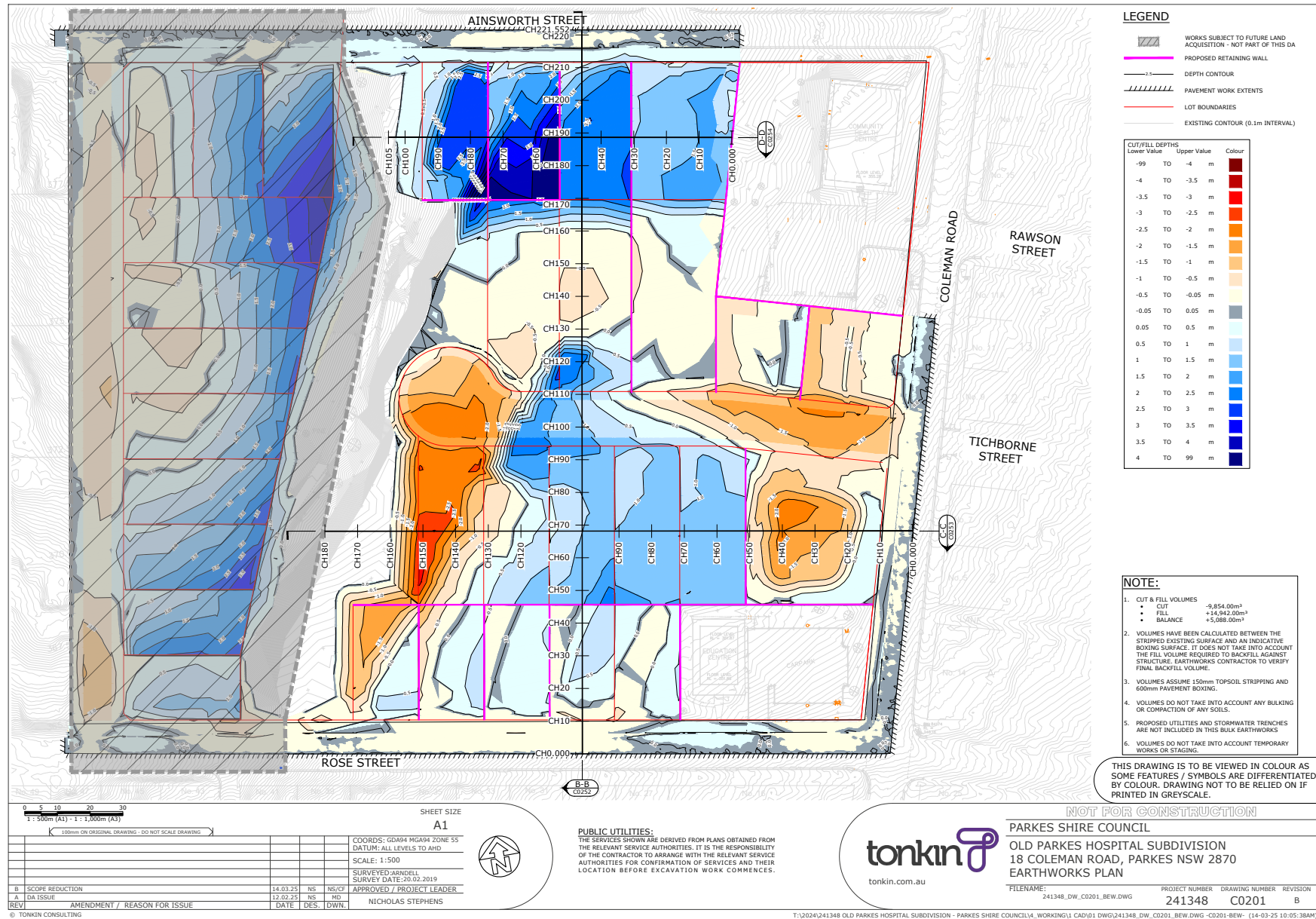
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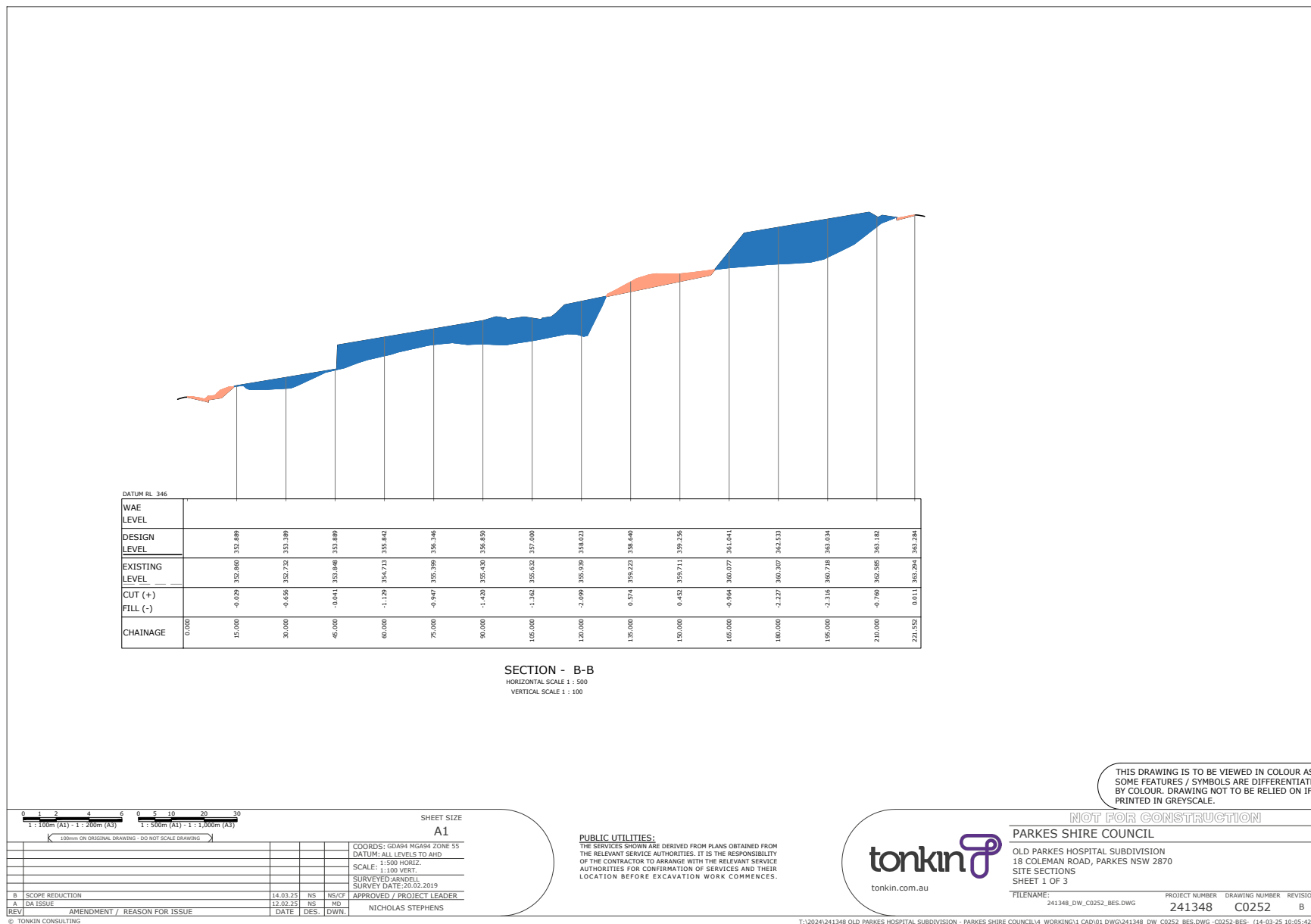
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OLD PARKES HOSPITAL SUBDIVISION 18 COLEMAN ROAD, PARKES NSW 2870 SOIL & WATER MANAGEMENT NOTES & DETAILS SHEET 2 OF 2			
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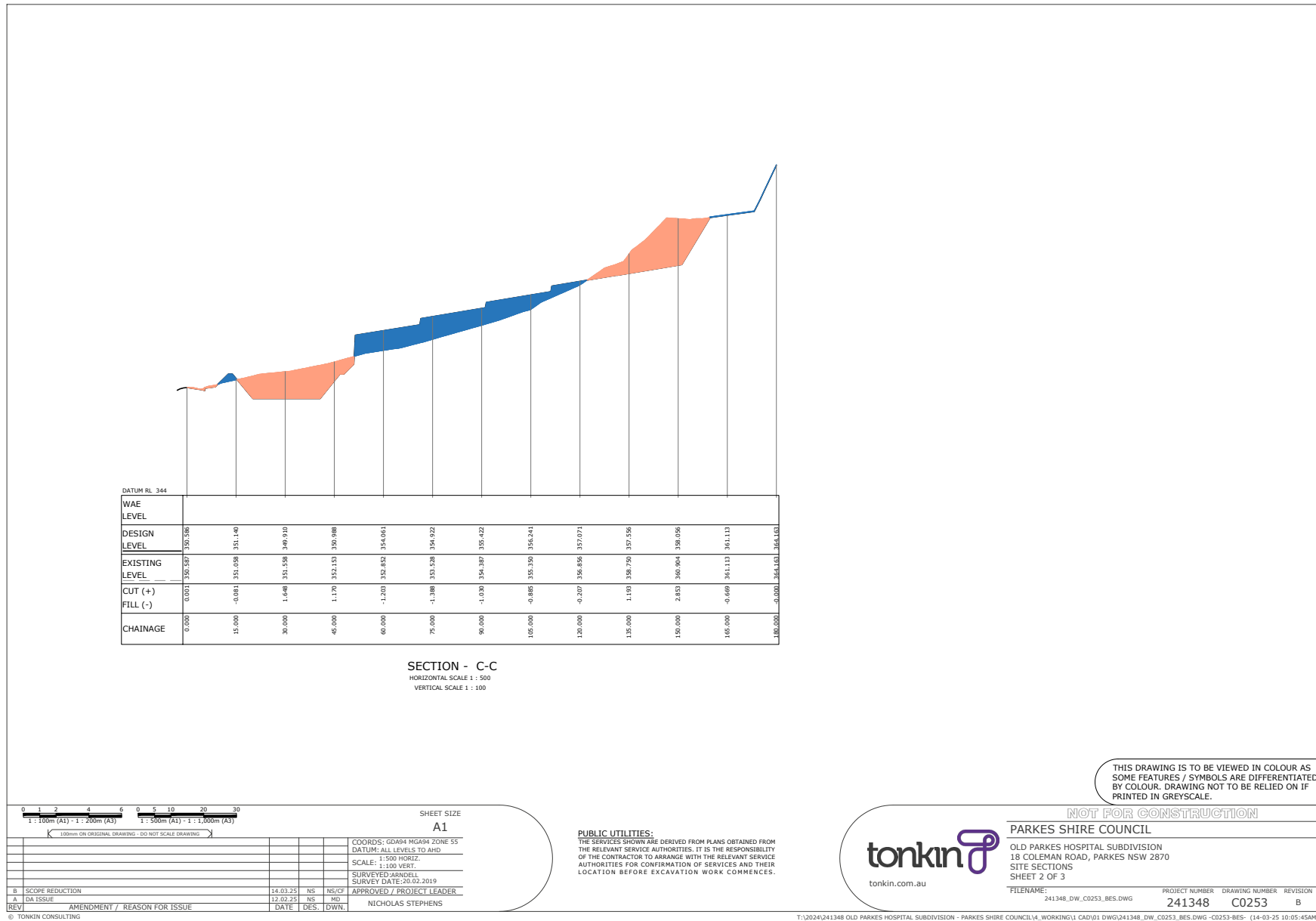
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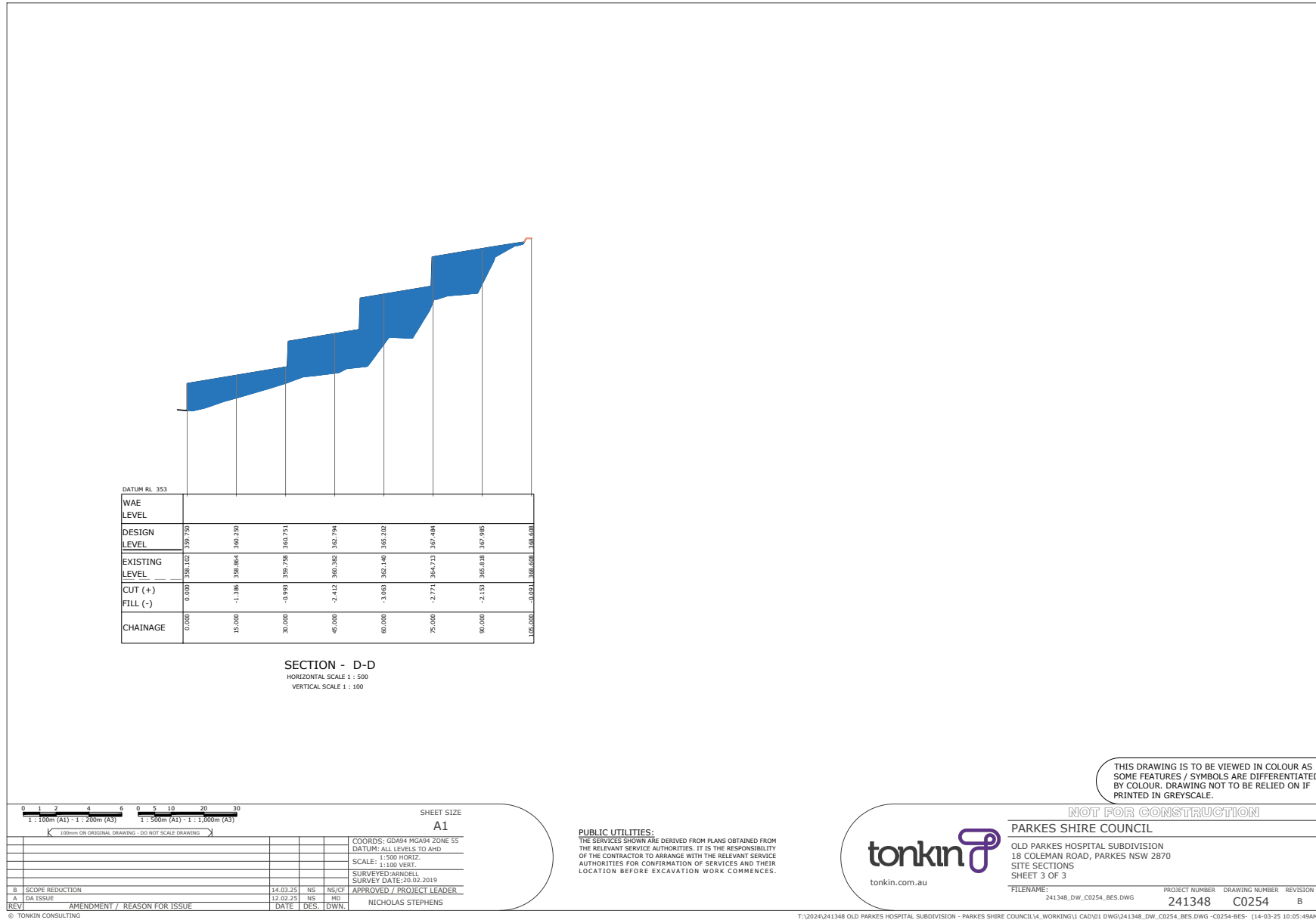
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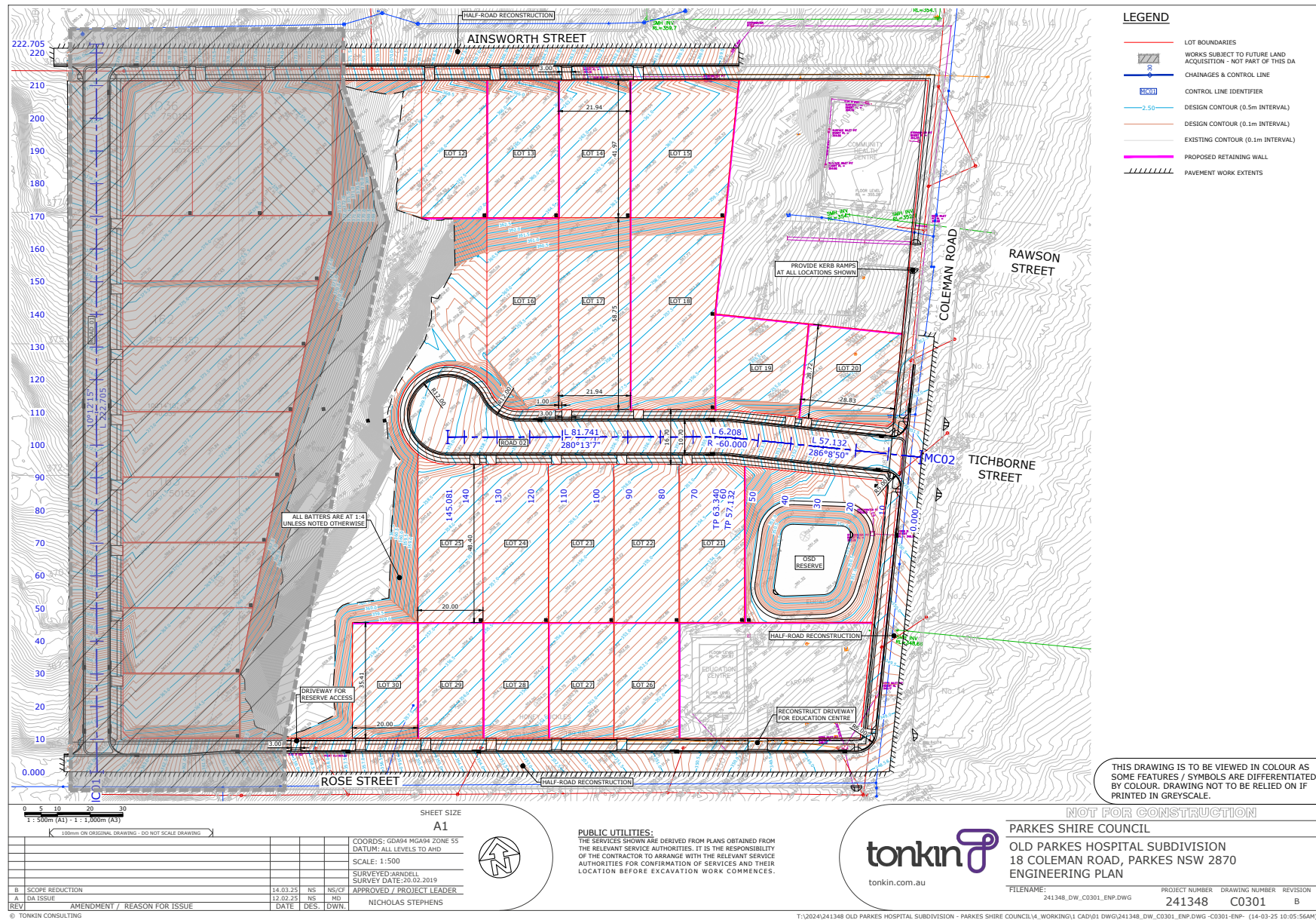


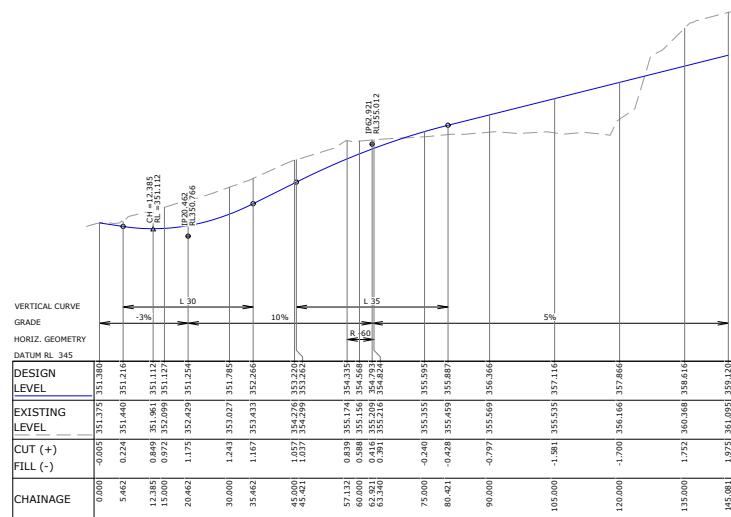












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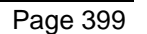
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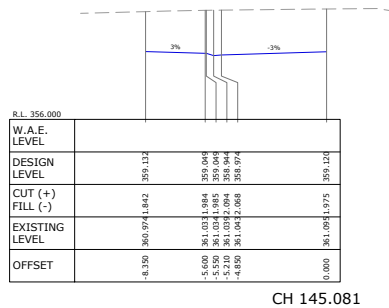


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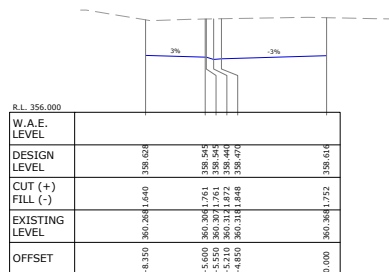
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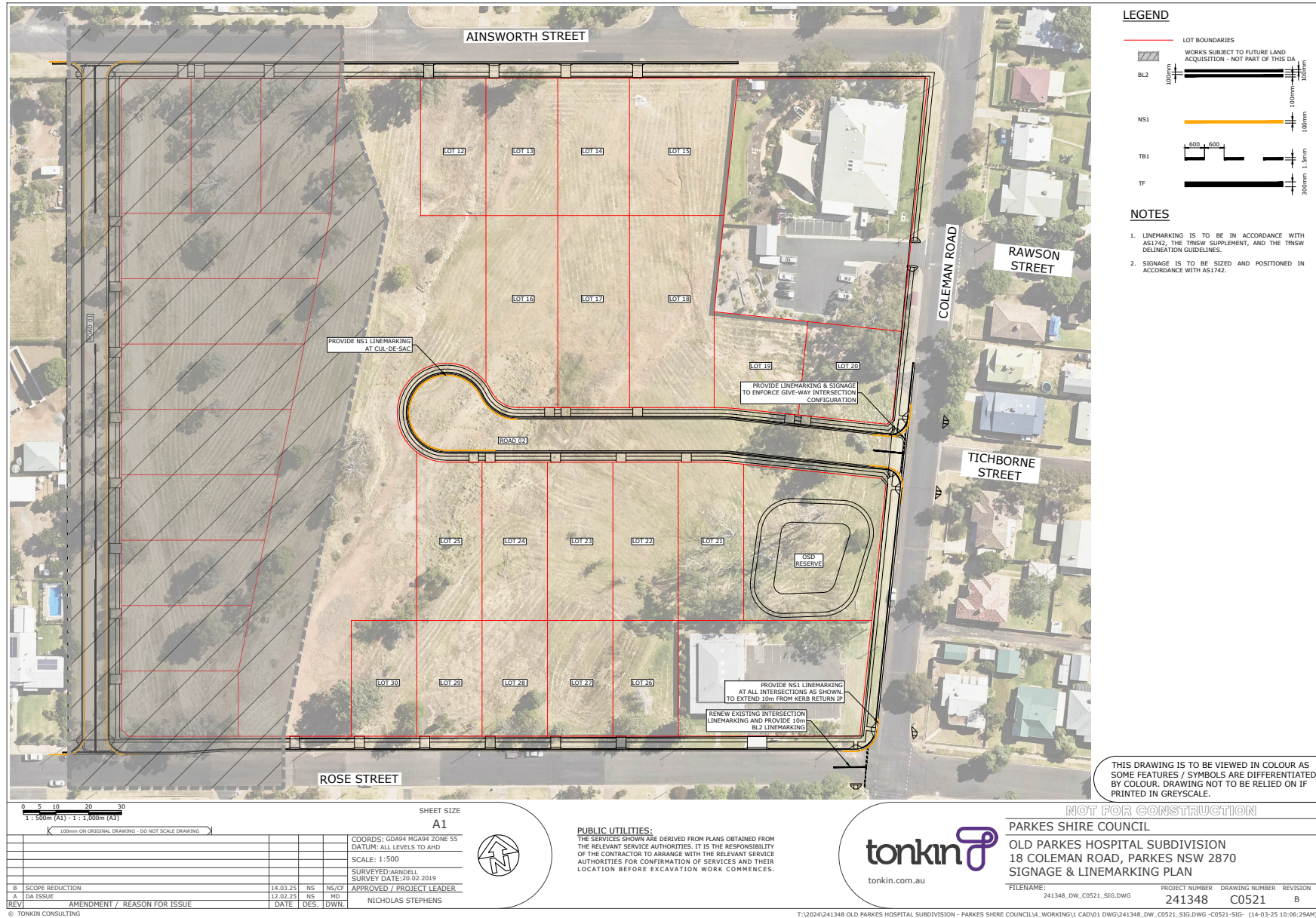
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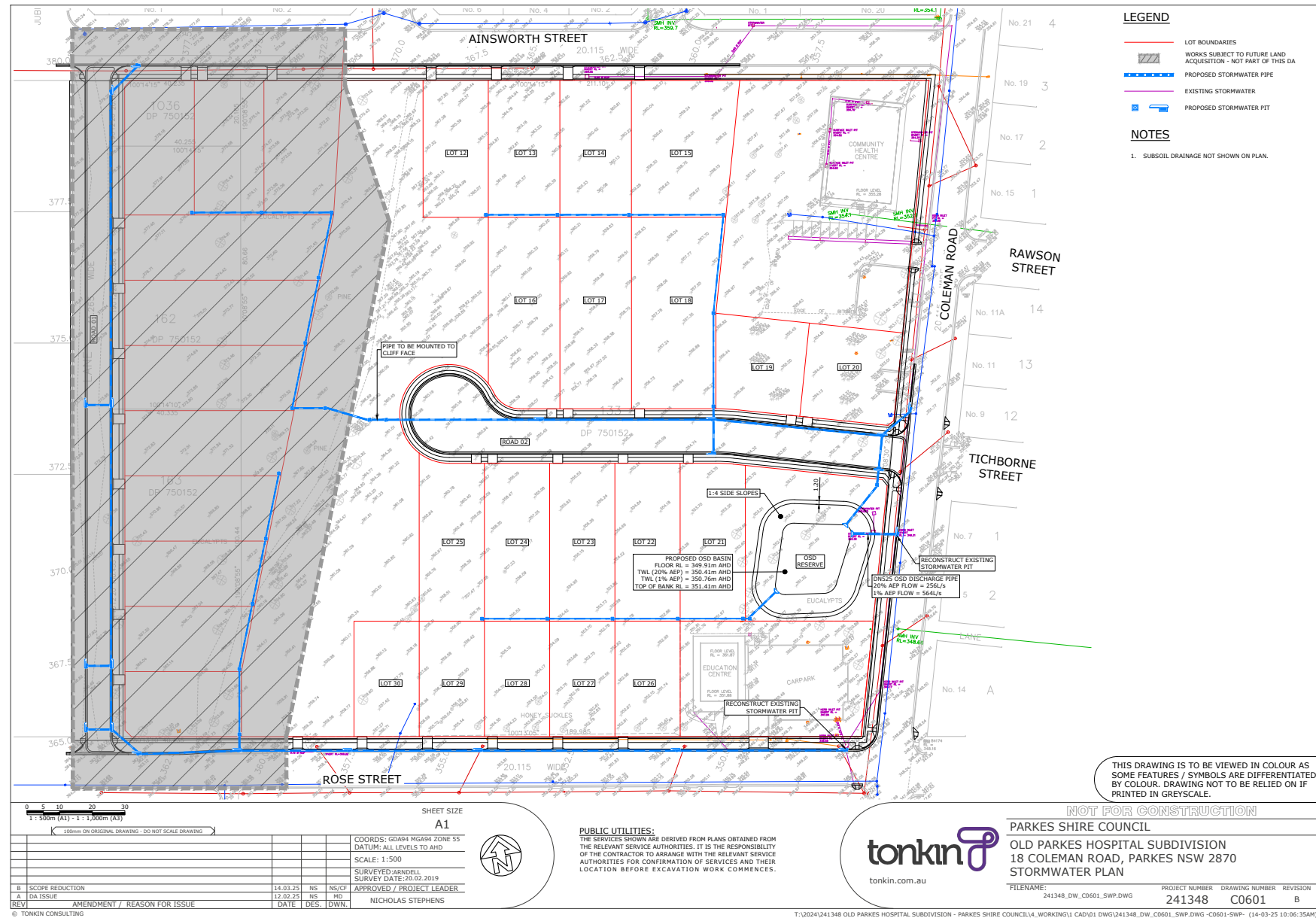
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18 COLEMAN ROAD, PARKES NSW 2870  
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SHEET 2 OF 2

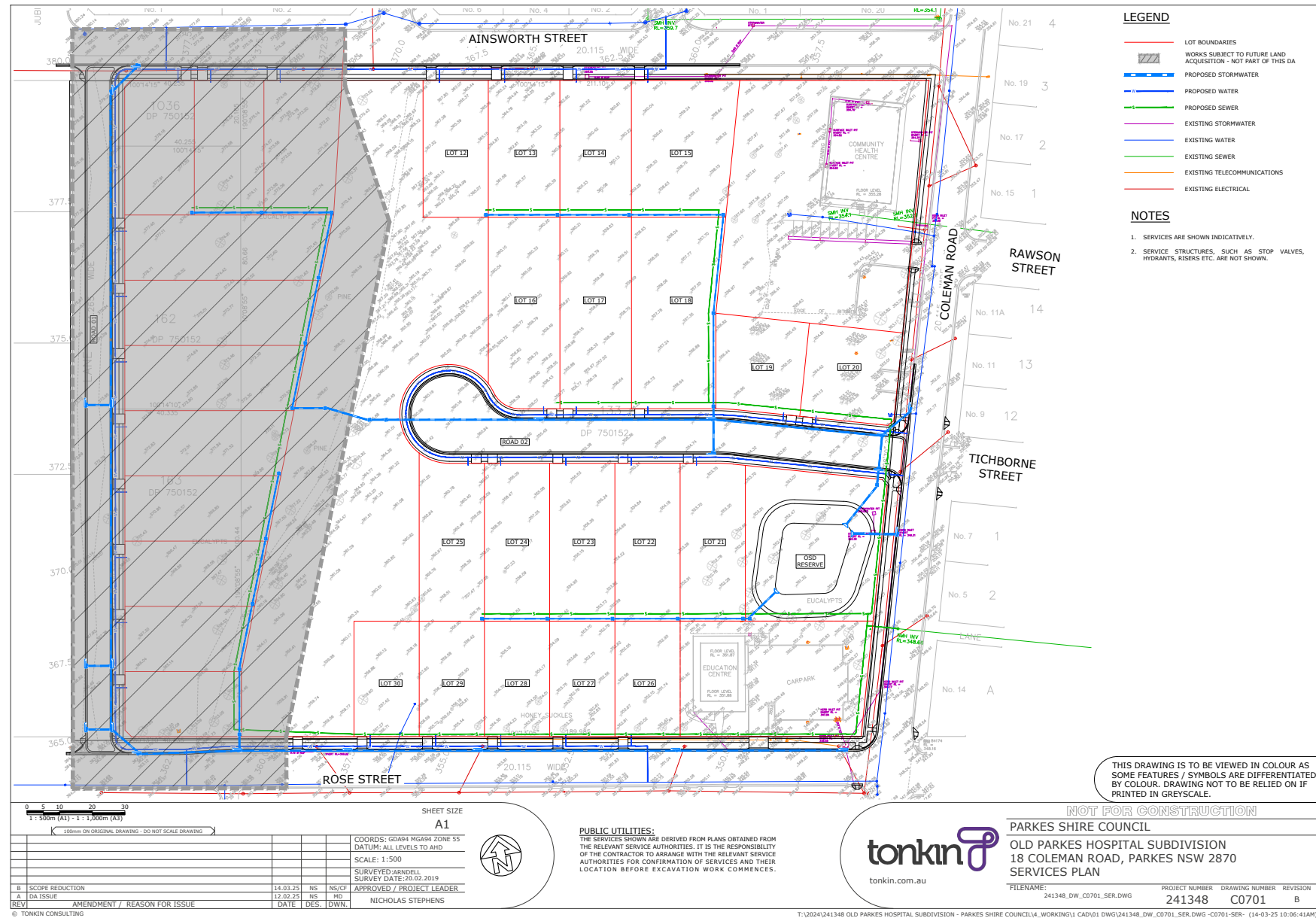
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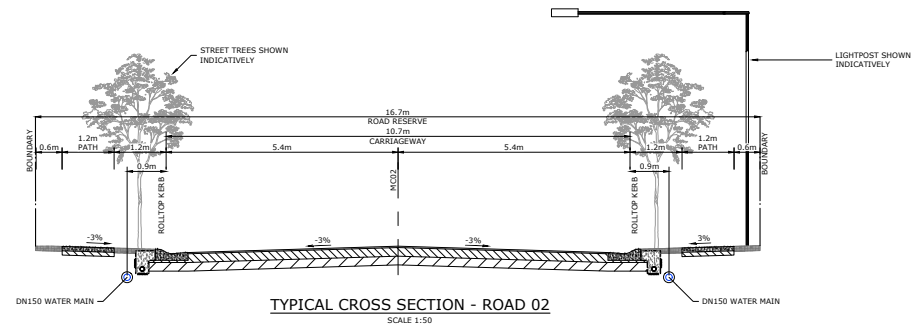






**NOTES:**

1. THESE SECTIONS ARE FOR ILLUSTRATIVE PURPOSES ONLY.
2. SERVICES ARE SHOWN INDICATIVELY AND NON-EXHAUSTIVELY. ELECTRICAL, DATA, AND GAS SERVICES ARE NOT SHOWN.



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**18 COLEMAN ROAD, PARKES NSW 2870**  
**TYPICAL SECTIONS**

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## **Old Parkes Hospital Subdivision**

### Statement of Environmental Effects

**Parkes Shire Council**

24 March 2025

Ref: 241348R02[C]



## Document History and Status

Rev	Description	Author	Reviewed	Approved	Date
A	Initial Issue	NS	JK	NS	04/03/2025
B	Scope Reduction	NS	-	NS	17/03/2025
C	Design History Added	NS	-	NS	24/03/2025

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241348R02[C] Old Parkes Hospital Subdivision | Statement of Environmental Effects

2



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**Client: Parkes Shire Council**  
**Ref: 241348R02[C]**

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## Appendices

Appendix A – Drawings

Appendix B – Design Basis Report





## 1 Introduction

This Statement of Environmental Effects (SEE) document has been prepared by Tonkin Consulting (Tonkin) to accompany a development application (DA) for the former Parkes Hospital site at 18 Coleman Road, Parkes NSW 2870 (Lot 133, DP750152) (the site).

A full site analysis into alternative re-use for the old Parkes Hospital site was conducted by the Parkes Shire Council. It concluded that apart from the old Community Health building and Education centre (both of which could be reused) that the rest of the buildings should be demolished. The analysis ascertained that the highest and best use for the site would be to redevelop it for residential housing and some mixed-use businesses.

This report has been prepared to enable the Parkes Shire Council to assess the proposed subdivision of the site for residential development and the associated environmental effects. This document details the considerations that require assessment in the following planning guidelines and standards:

- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2021
- State Environmental Planning Policy (Exempt and Complying Codes) 2008
- State Environmental Planning Policy (Transport and Infrastructure) 2021
- State Environmental Planning Policy (Biodiversity and Conservation) 2021
- State Environmental Planning Policy (Resilience and Hazards) 2021
- State Environmental Planning Policy (Industry and Employment) 2021
- Parkes Local Environmental Plan 2012 (updated in 2023)
- Parkes Shire Development Control Plan 2021
- Parkes Shire Council Stormwater Drainage Design Guidelines 2010
- NSW Development Construction Specification C211 Control of Erosion and Sedimentation 2000
- NSW Development Design Specification D7 Erosion Control and Stormwater Management 2000.

This version of the SEE is intended to supplement the documents and drawings originally prepared as part of the supporting package for DA2023/0070. A discussion of the design changes that have been implemented since that date are presented in **Section 6**.



## 1.1 Supporting Plans and Information

In addition to this SEE, the following information supports the DA:

**Table 1** - Supporting plans and documents

Document	Author	Revision / Date	Reference
Drawings	Tonkin	Revision B	241348DW
Design Basis Report	Tonkin	Revision D	241348R01

In addition to the above, the following documents have provided input to this SEE but are not included as Appendices:

**Table 2** - Referenced documentation

Document	Author	Revision / Date	Reference
Geotechnical Investigation for Old Parks Hospital Subdivision	Keighran Geotechnics	April 2019	Report No. 19013/GK/11
Report on Site Investigation (Contamination)	Douglas Partners	August 2015	Project 84868.00
Data Gap and Sampling Analysis and Quality Plan	Environmental Earth Sciences	November 2017 Version 2	117068_SQAP_v2
Validation Report	Environmental Earth Sciences	5 August 2019 Version 3	117068
Additional Validation report	Environmental Earth Sciences	4 June 2020	-
Site Audit Report	GHD	June 2020	2126513



## 2 Existing Site

### 2.1 Site Description

The site is located at 18 Coleman Road, Parkes NSW 2870 and was previously known as the Parkes Hospital before demolition in 2016 after the NSW government invested in the construction of a new hospital. The approximately 3.40 ha site is bound by Coleman Road to the east, Rose Street to the south, Ainsworth Street to the north and an vacant land to the west.

The former hospital site includes the former Community Health Centre in the north-east corner of the site. The former health centre was repurposed as a Family Day Care Centre and Community Facility. In the south-east corner of the site is the former Health Education Centre, now the Parkes Shire Community Centre.

The land to the immediate north, east, south and west of the site is utilised for residential purposes and is zoned as general residential, with existing development primarily to the north, south and east. Peak Hill Road (Newell Highway) is approximately 300 m east of the site. Land use further north and east of the site is predominantly residential. Further south, the land is utilised for a combination of residential and public recreation and further west is large residential allotments.

Other nearby receptors include:

- Kelly Reserve and nearest waterbody – ~300 m north-east
- Parkes Showground – ~400 m south
- Bushmans Hill Reserve – ~500 m east north-east
- Parkes CBD and main shopping area – within ~1 km walking distance.

The locality of the site is displayed in **Figure 1** overleaf.

The site topography rises from the southeast at the corner of Coleman Road and Rose Street over 25m to the northwest corner of the site. There is a rise of approximately 10% measured diagonally across the site. Demolition of the old hospital has left the site mostly clear of vegetation.



**Figure 1 - Current site** (Source: MetroMap 28/02/2024)





## 2.2 Previous Land Use

Prior to its current vacancy, the site was home to the Parkes Hospital and associated facilities, as shown in **Figure 2** below. The former hospital was demolished in 2016 after the NSW government invested in the construction of a new hospital. The former Community Health Centre and Health Education Centre buildings in the north-east and south-east corners of the site respectively were not demolished and have since been repurposed.



**Figure 2** - Previous site use (Source: Six Maps)





## 3 Proposed Development

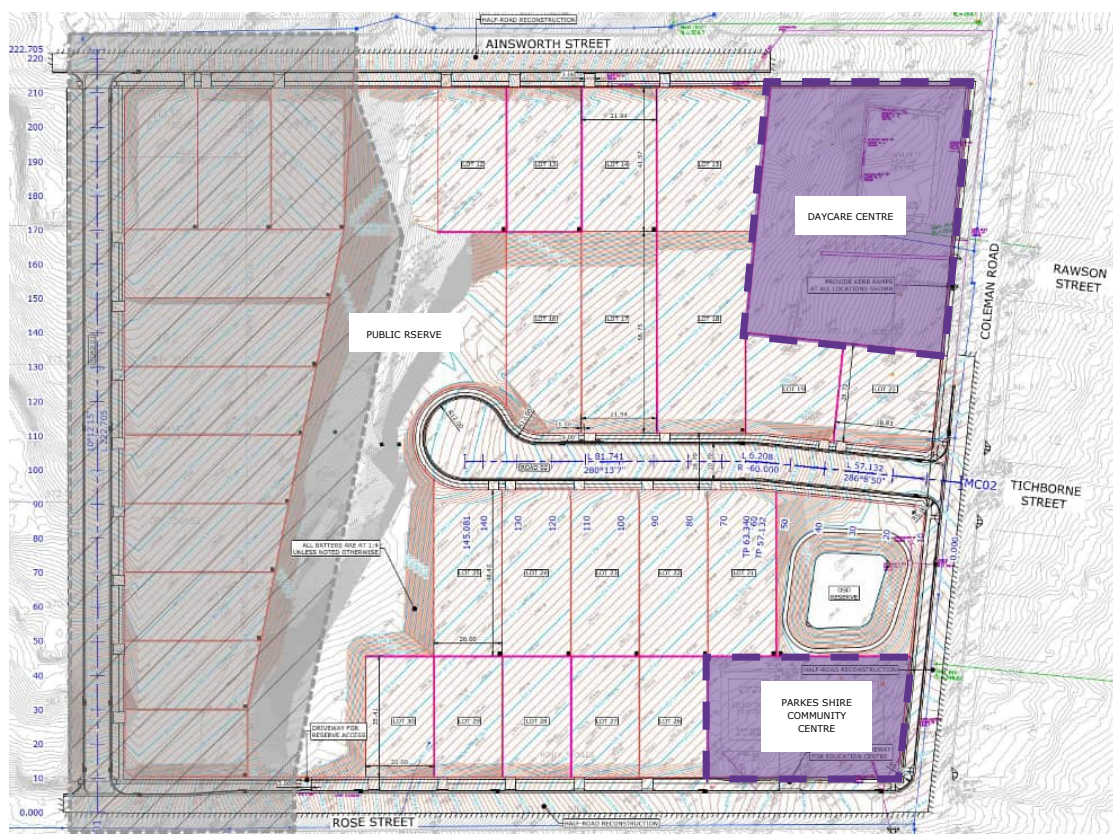
### 3.1 Summary of Development

This proposal is seeking approval for the following development:

- A residential subdivision including 19 residential lots ranging in size from approximately 708 m<sup>2</sup> to 1,565 m<sup>2</sup>.
- The extension of Tichborne Street into the site, to provide access.
- The construction of associated infrastructure, including potable water, sewerage, electricity, stormwater drainage, on-site detention and telecommunications infrastructure located within, and adjacent to, the development site.
- The creation of a residual public space at the western portion of the site.

The Parkes Shire Community Centre and Day Care Centre will remain in the south-east and north-west corners of the site respectively.

The proposed subdivision layout is shown in **Figure 3** below while the DA design drawings are included here as **Appendix A**.



**Figure 3 - Subdivision layout (greyed-out area does not form part of this submission)**



## 3.2 Proposed Use

The applicable definition in the *Parkes Local Environmental Plan 2012* is **Residential Accommodation**.

**Residential accommodation** means a building or place used predominantly as a place of residence, and includes any of the following—

- (a) attached dwellings
- (b) boarding houses
- (baa) co-living housing
- (c) dual occupancies
- (d) dwelling houses
- (e) group homes
- (f) hostels
- (g) multi dwelling housing
- (h) residential flat buildings
- (i) rural workers' dwellings
- (j) secondary dwellings
- (k) semi-detached dwellings
- (l) seniors housing
- (m) shop top housing.

but does not include tourist and visitor accommodation or caravan parks.

### 3.2.1 Zone Objectives

The objectives of Zone R1 General Residential are

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.
- To provide attractive, affordable, well located and market-responsive residential land.
- To ensure that any non-residential land uses permitted within the zone are compatible with the amenity of the area.
- To ensure that housing densities are broadly concentrated in locations accessible to public transport, employment, services and facilities.

The proposed subdivision is clearly consistent with the defined objectives as defined in the *Parkes Local Environmental Plan 2012*.



### 3.3 Development Details

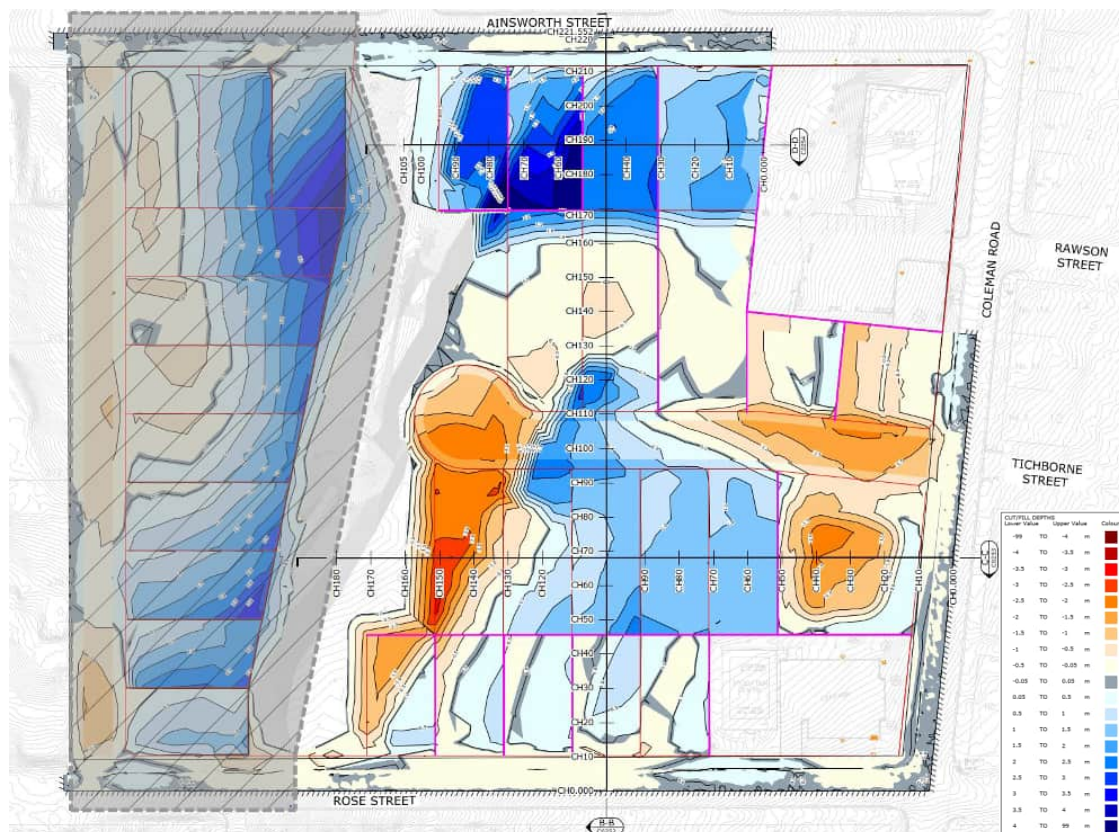
#### 3.3.1 Access and Traffic

Public road access to the new subdivision will be provided as per **Figure 3**, with a newly extended road within the subdivision. Five lots will front Rose Street, four will front Ainsworth Street, and the remaining 10 will front the extended Tichborne Street. Each new lot will have a driveway for vehicular access to enable off street parking.

#### 3.3.2 Earthworks

The existing land surface grades from the northwest corner of the site to the south-east corner of the site with a fall of approximately 30 m. Earthworks proposed as part of the development will include re-grading the site and construction of numerous retaining walls to create the residential allotments. Retaining walls will preserve existing natural surface levels at the interfaces with the day care centre in the north-east corner and the community centre in the south-east corner. The bulk earthworks will indicatively involve 9,854 m<sup>3</sup> of cut and 14,942 m<sup>3</sup> of fill across the site.

The proposed earthworks plan is shown in **Figure 4** below and on sheet C0201 in the design drawings (Appendix A). Proposed design cross sections across the site are shown on sheet C0251 – C0254 (Appendix A).



**Figure 4 - Subdivision earthworks plan**





### 3.3.3 Stormwater Drainage

The stormwater system will comprise a minor and major stormwater system. The stormwater drainage system has been designed in accordance with the relevant local, state, and national design guidelines and Australian Standards, including Parkes Shire Council's Stormwater Drainage Design Guidelines.

Following detention at an on-site detention basin (OSD), stormwater will be discharged to Council's existing stormwater drainage system.

The proposed stormwater layout is shown in **Figure 5** below and on sheet C0601 in the design drawings, provided in Appendix A.



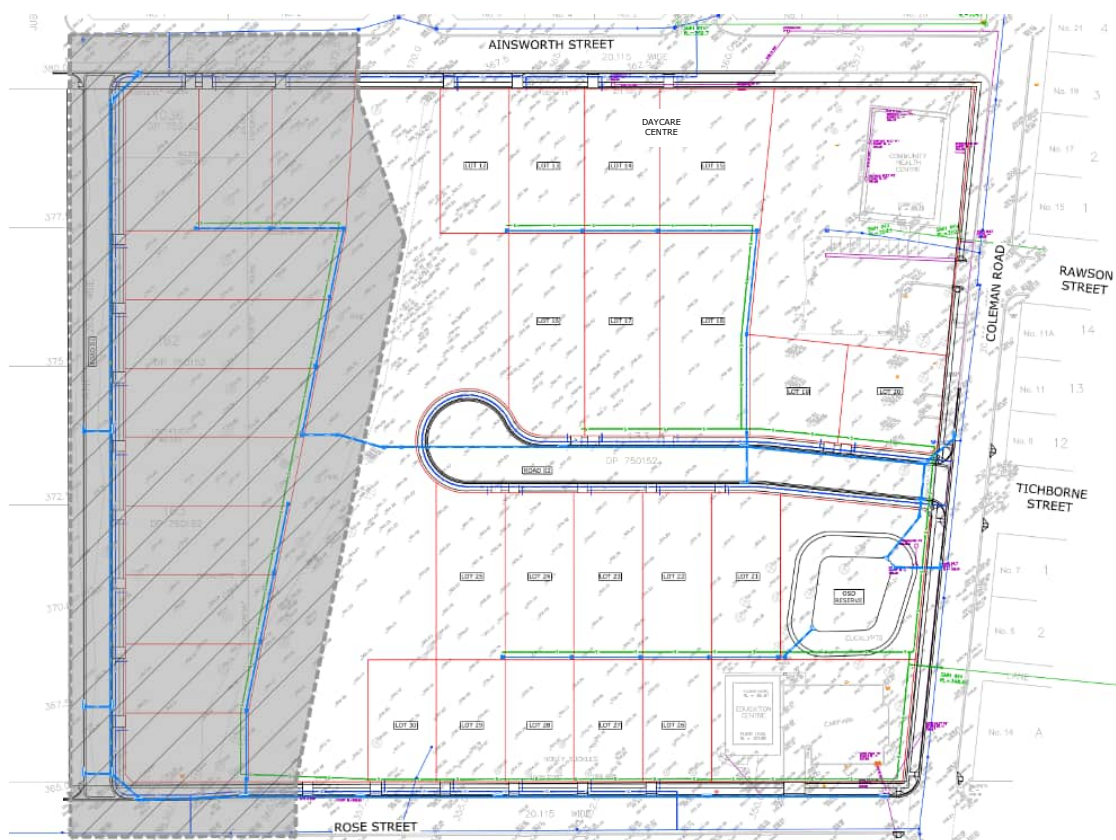
**Figure 5 - Stormwater management plan**



### 3.3.4 Essential Services

The subdivision will include sewerage, potable water, stormwater, electrical and telecommunication infrastructure that will connect to existing, adjacent services within Coleman Road, Ainsworth Street and Rose Street.

The proposed services plan is shown on **Figure 66** below and on sheet C0701 in the design drawings, provided in Appendix A.



**Figure 6 - Site services plan**

#### Sewerage

New sewer mains will be constructed within all the new lots. These will discharge to the existing infrastructure within Coleman Road. Sewer manholes and maintenance shafts will be provided in accordance with relevant standards.





### Water Supply

New watermains will be provided within the subdivision roads to service the new lots. These will connect to existing mains within Rose Street, Coleman Road, and Ainsworth Street. It is understood that these existing mains are likely asbestos cement, so it is likely that localised sections of the existing mains will need to be replaced at the point of connection.

### Electricity Supply

Electricity is to be supplied by Essential Energy. Further details of the proposed electrical supply will be developed during detailed design by others.

### Telecommunications

Telecommunications design will be undertaken by others once development approval is received.

### Gas

No reticulated gas within the development is proposed.

### 3.3.5 Ecologically Sustainable Design

A 3kL rainwater tank is proposed within each allotment. These can be used for landscape irrigation and plumbed to each dwelling for toilet flushing. The estimated reuse demand for each allotment is 0.5kL/day.

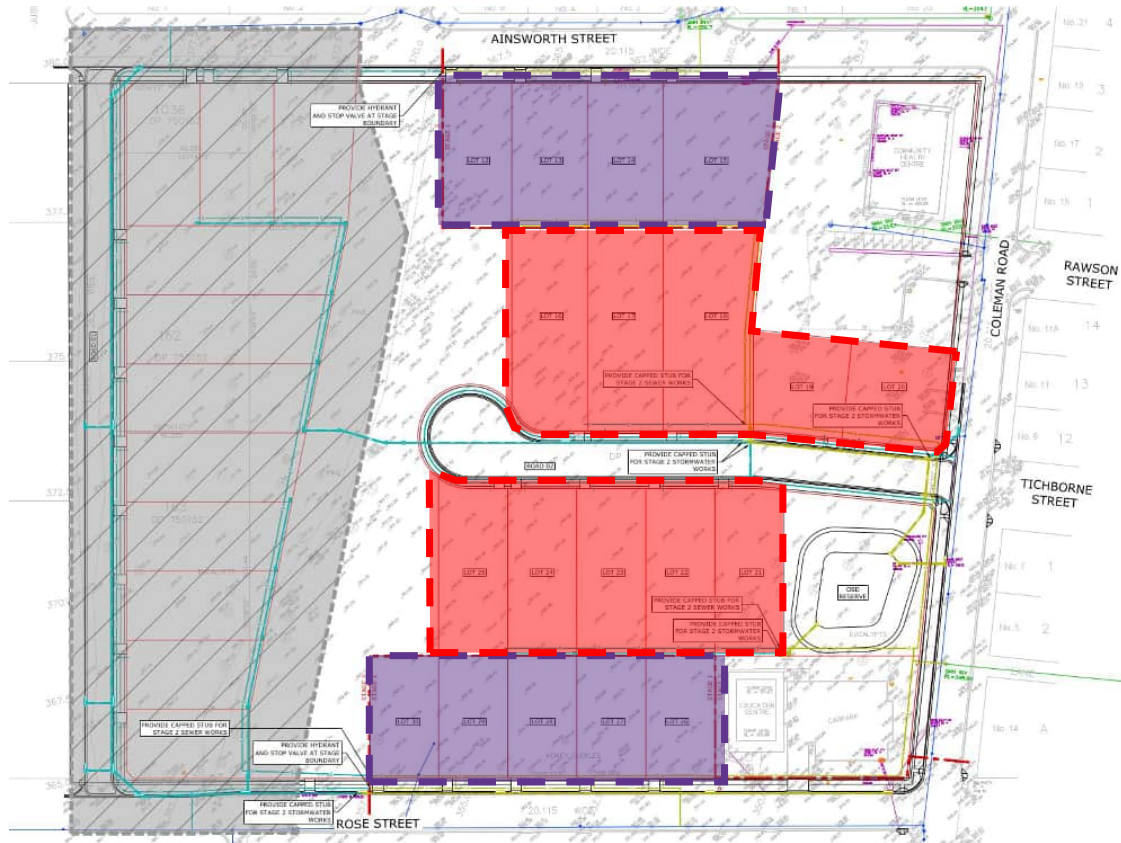
The OSD basin will also limit the rate of stormwater discharge from the site, minimising negative impacts on receiving waterways.

Additionally, approximately 8,000 m<sup>2</sup> of land will be retained as public space at the western portion of the site.

### 3.3.6 Staging

The site will be developed in two stages of nine and ten lots respectively.

The proposed services plan is shown on **Figure 67** overleaf and on sheet C0005 in the design drawings (Appendix A).



**Figure 7 - Site staging plan.** Stage 1 and Stage 2 lots are hatched in purple and red respectively.



## 4 Compliance with Planning Controls

This section analyses the legislation, environmental planning instruments, and other Council planning policies that apply to the subject site and the proposal.

### 4.1 Environmental Planning and Assessment Act 1979

The EP&A Act establishes the statutory framework for planning and environmental assessment in New South Wales. The Act allows for development to occur as exempt, with consent and without consent. For development 'permitted with consent', Section 4.2 (1) states that "if an environmental planning instrument provides that specified development may not be carried out except with development consent, a person must not carry the development out on land to which the provision applies unless —

- (a) such a consent has been obtained and is in force, and
- (b) the development is carried out in accordance with the consent and the instrument.

Environmental impact assessment is required under Division 5.1. Section 5.5 defines the duty of the determining authority to take into account all matters affecting or likely to affect the environment. Section 5.10 allows for the Regulations to make provisions for the factors to be taken into account when consideration is given to the likely impact of an activity.

### 4.2 Environmental Planning and Assessment Regulation 2021

The *Environmental Planning and Assessment Regulation 2021* (EP&A Regulation) details the assessment processes and environmental information that must accompany development applications. It sets out the requirements for determining development, and what causes development to occur as exempt, with consent or without consent. Development can also be deemed designated development, which is where development is considered to have significant environmental impacts.

Section 170 allows for the Planning Secretary to issue guidelines about the review of environmental factors with Section 171 defining the environmental factors to be taken into account. This SEE is based on the guidance provided by Parkes Shire Council in "User Guide: Statement of Environmental Effects" (Parkes Shire Council 2016).

### 4.3 State Environmental Planning Policy (Transport and Infrastructure) 2021

The *State Environmental Planning Policy (Transport and Infrastructure) 2021* (Transport and Infrastructure SEPP) contains planning provisions:

- for infrastructure in NSW, such as hospitals, roads, railways, emergency services, water supply and electricity delivery
- for child-care centres, schools, TAFEs, and Universities
- planning controls and reserves land for the protection of three corridors (North South Rail Line, South West Rail Link extension and Western Sydney Freight Line)
- the land use planning and assessment framework for appropriate development at Port Kembla, Port Botany and Port of Newcastle.

'Chapter 2 – Infrastructure' contains planning rules and controls from the Infrastructure SEPP for infrastructure in NSW, such as for hospitals, roads, railways, emergency services, water supply and electricity delivery. Except as otherwise provided by the Chapter, Chapter 2 applies to the state.



Division 17 (Roads and traffic), Section 2.109 (1) of the Transport and Infrastructure SEPP states that 'Development for the purpose of a road or road infrastructure facilities may be carried out by or on behalf of a public authority without consent on any land. However, such development may be carried out without consent on land reserved under the National Parks and Wildlife Act 1974 only if the development—

- (a) is authorised by or under the National Parks and Wildlife Act 1974, or
- (b) is, or is the subject of, an existing interest within the meaning of section 39 of that Act, or
- (c) is on land to which that Act applies over which an easement has been granted and is not contrary to the terms or nature of the easement.'

#### **4.4 State Environmental Planning Policy (Biodiversity and Conservation) 2021**

The *State Environmental Planning Policy (Biodiversity and Conservation) 2021* (Biodiversity and Conservation SEPP) contains:

- planning rules and controls for the clearing of native vegetation in NSW on land zoned for urban and environmental purposes that is not linked to a development application
- the land use planning and assessment framework for koala habitat
- provisions which establish a consistent and co-ordinated approach to environmental planning and assessment along the River Murray
- provisions seeking to protect and preserve bushland within public open space zones and reservations
- provisions which aim to prohibit canal estate development
- provisions to support the water quality objectives for the Sydney drinking water catchment
- provisions to protect the environment of the Hawkesbury-Nepean River system
- provisions to manage and improve environmental outcomes for Sydney Harbour and its tributaries
- provisions to manage and promote integrated catchment management policies along the Georges River and its tributaries
- provisions which seek to protect, conserve, and manage the World Heritage listed Willandra Lakes property.

'Chapter 2 – Vegetation in non-rural areas' contains planning rules and controls from the Vegetation SEPP relating to the clearing of native vegetation in NSW on land zoned for urban and environmental purposes that is not linked to a development application. Section 2.3 (1a) states 'this chapter applies to the following areas of the State (the non-rural areas of the State) – (a) land in the following local government areas - Bayside, City of Blacktown, Burwood, Camden, City of Campbelltown, Canterbury-Bankstown, Canada Bay, Cumberland, City of Fairfield, Georges River, City of Hawkesbury, Hornsby, Hunter's Hill, Georges River, Inner West, Ku-ring-gai, Lane Cove, City of Liverpool, Mosman, Newcastle, North Sydney, Northern Beaches, City of Parramatta, City of Penrith, City of Randwick, Rockdale, City of Ryde, Strathfield, Sutherland Shire, City of Sydney, The Hills Shire, Waverley, City of Willoughby, Woollahra.

The Parkes Shire Council is not included in this list, and therefore this Chapter does not apply.

##### **4.4.1 State Environmental Planning Policy (Koala Habitat Protection) 2020**

'Chapter 3 – Koala habitat protection 2020' contains provisions from the Koala SEPP 2020 and, as an interim measure, applies in the NSW core rural zones of RU1, RU2 and RU3, except within the Greater Sydney and Central Coast areas.



The *State Environmental Planning Policy (Koala Habitat Protection) 2020* (Koala SEPP) provides the framework for conservation and management of natural vegetation areas that provide habitat for koalas to ensure permanent free-living populations over the present range. The policy applies to land use zones of RU1, RU2, and RU3 within the Parkes Shire Council area. The *State Environmental Planning Policy (Koala Habitat Protection) 2020* (Koala SEPP) still applies in the short term until the Koala SEPP 2020 is repealed. Once repealed, the *State Environmental Planning Policy (Koala Habitat Protection) 2021* (Koala SEPP) will apply to all land use zones within the Parkes Shire Council area.

#### **4.4.2 State Environmental Planning Policy (Koala Habitat Protection) 2021**

'Chapter 4 – Koala habitat protection 2021' contains the land-use planning and assessment framework from the Koala SEPP 2021 for koala habitat and applies to all zones except RU1, RU2 and RU3 in the short term – it will apply to all zones once the Koala SEPP 2020 is repealed.

The *State Environmental Planning Policy (Koala Habitat Protection) 2021* (Koala SEPP) provides the framework for conservation and management of natural vegetation areas that provide habitat for koalas to ensure permanent free-living populations over the present range. The policy applies to all land use zones within the Parkes Shire Council area except for RU1, RU2, and RU3.

As the site was previously a hospital with minimal vegetation and has since undergone demolition and remediation, the land is not considered potential or core koala habitat. Due to the substantial nature of the earthworks required it is likely that all remaining vegetation will require clearance within the development footprint.

This development application complies with the Koala SEPP 2020 and 2021.

#### **4.5 State Environmental Planning Policy (Resilience and Hazards) 2021**

The *State Environmental Planning Policy (Resilience and Hazards) 2021* (Resilience and Hazards SEPP) contains planning provisions:

- for land use planning within the coastal zone, in a manner consistent with the objects of the Coastal Management Act 2016
- to manage hazardous and offensive development
- which provides a state-wide planning framework for the remediation of contaminated land and to minimise the risk of harm.

'Chapter 4 – Remediation of land' provides for a Statewide planning approach to the remediation of contaminated land and aims to promote the remediation of contaminated land for the purpose of reducing risk of harm to human health or any other aspect of the environment.

The site was previously used as a hospital and community health care centre. A full site history and contamination assessment is provided in **Section 5** of this report and demonstrates that there has been sufficient investigation and that this land is suitable for residential development.

This development application complies with the Resilience and Hazards SEPP.





## 4.6 State Environmental Planning Policy (Industry and Employment) 2021

The *State Environmental Planning Policy (Industry and Employment) 2021* (Industry and Employment SEPP) contains planning provisions:

- applying to employment land in western Sydney
- for advertising and signage in NSW.

'Chapter 3 – Advertising and signage' aims to ensure that signage is compatible with the surrounding character, provides suitable and effective communication and is of high quality and design.

Signage as part of the residential development can be established on site to comply with the Industry and Employment SEPP.

## 4.7 Parkes Local Environmental Plan 2012

The Parkes Local Environmental Plan 2012 (LEP) (updated in 2023) is the current LEP applicable to the site. A review of the Parkes Local Environmental Plan (2012) identified several provisions to be considered. The relevant sections are addressed below:

**Table 3 - Parkes LEP provisions**

Control	Requirement	Comment
Part 2 – Land Use Zone	Land use zones under the Plan.	The site and neighbouring properties are within an R1 General Residential zone.
Part 2 – Zone objectives	<p>The objectives of Zone R1 General Residential are</p> <ul style="list-style-type: none"> <li>• To provide for the housing needs of the community.</li> <li>• To provide for a variety of housing types and densities.</li> <li>• To enable other land uses that provide facilities or services to meet the day to day needs of residents.</li> <li>• To provide attractive, affordable, well located and market-responsive residential land.</li> <li>• To ensure that any non-residential land uses permitted within the zone are compatible with the amenity of the area.</li> <li>• To ensure that housing densities are broadly concentrated in locations accessible to public transport, employment, services and facilities.</li> </ul>	<p>The proposed subdivision is clearly consistent with the defined objectives.</p> <p><b>Complies.</b></p>



Control	Requirement	Comment
Part 2 – Land Use Permissibility	Land to which this Plan applies may be subdivided, but only with development consent.	<b>Complies</b> (upon receiving Development Application approval).
4.1 Minimum subdivision lot size	<p>The objectives of this clause are as follows—</p> <ul style="list-style-type: none"> <li>(a) to maintain farm sizes that will protect the productive capacity of agricultural land,</li> <li>(b) to ensure that rural residential development does not prejudice future urban development or agricultural production,</li> <li>(c) to ensure that subdivision has a minimal impact on the natural and environmental values of the area,</li> <li>(d) to prevent the fragmentation of natural areas,</li> <li>(e) to ensure that lots to be created, and any subsequent developments on such lots, do not have the effect of creating a demand for the uneconomic provision of services by the Council,</li> <li>(f) to ensure that new subdivisions reflect characteristic lot sizes and patterns in the surrounding locality,</li> <li>(g) to ensure that lot sizes and dimensions are able to accommodate development that is consistent with relevant development controls.</li> </ul>	<p>The Minimum Lot Size for subdivision on the Lot Size Map is 600m<sup>2</sup>.</p> <p>The residential subdivision will include approximately 19 residential lots ranging in size from approximately 708 m<sup>2</sup> to 1,565 m<sup>2</sup></p> <p><b>Complies.</b></p>
5.10 Heritage conservation	There are no heritage items or conservations areas on the Site on the LEP Heritage Map. The nearest location is the Parkes Showgrounds, approximately 500 m south.	<p>There is no impact on any heritage item/s near the site.</p> <p><b>Not applicable.</b></p>



Control	Requirement	Comment
6.1 Earthworks	This clause seeks to ensure that earthworks will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.	Substantial earthworks are associated with this development and outlined in <b>Figure 4</b> and on sheet C0201 included within Appendix A. A Soil & Water Management Plan is included in the DA Design Drawing set.  There should be minimal impacts on neighbouring uses or the environment based on mitigation measures implemented.  <b>Complies.</b>
6.2 Terrestrial biodiversity	This clause seeks to maintain terrestrial biodiversity and applies to land identified as 'biodiversity' on the Terrestrial Biodiversity Map.	A review of the Terrestrial Biodiversity Map did not identify any "Biodiversity" within or near the site boundary. Terrestrial biodiversity therefore is not an aspect of concern related to the proposed development.  <b>Not applicable.</b>
6.3 Groundwater vulnerability	This clause applies to land identified as 'vulnerable' on the Groundwater Vulnerability Map.	A review of the Groundwater Vulnerability Map did not identify any land classified as "Vulnerable" within or near the site boundary. Groundwater vulnerability is therefore not an aspect of concern related to the proposed development.  <b>Not applicable.</b>
6.4 Riparian lands and watercourses	This clause applies to land identified as 'watercourse' or within 40 m of a 'watercourse' on the Watercourse Map.	A review of the Watercourse Map did not identify any land classified as "Watercourse" within or near the site boundary. Riparian lands and watercourses are therefore not an aspect of concern related to the proposed development.  <b>Not applicable.</b>
6.5 Wetlands	This clause applies to land identified as 'wetland' on the Wetlands Map.	A review of the Wetlands Vulnerability Map did not identify any land classified as "Wetland" within or near the site boundary. Wetlands are therefore not an aspect of concern related to the proposed development.  <b>Not applicable.</b>



Control	Requirement	Comment
6.7 Essential Services	This clause seeks to ensure that development has access to essential services including water, electricity, sewage disposal, stormwater drainage, and road access.	The proposed services plan is shown on <b>Figure 6</b> on sheet C0701. <b>Complies.</b>



## 4.8 Parkes Shire Development Control Plan 2021

The Parkes Shire Development Control Plan 2021 (DCP) is the current DCP applicable to the site. A review of the Parkes Shire Development Control Plan 2021 identified several provisions to be considered. Refer to the Parkes Shire Development Control Plan 2021 for details on the standards. The relevant sections are addressed below:

**Table 4 - Parkes DCP provisions**

Control	Objective	Comment
Part B.2.2 Earthworks, retaining walls, structural support and site drainage	To ensure earthworks associated with residential subdivisions does not negatively impact on the surrounding streetscape, adjoining properties or public assets.	Refer to <b>Section 5.1.1</b> <b>Complies.</b>
Part B.2.3 Lot Design	To ensure residential subdivision design provides housing choice and is practical, efficient and consistent with the dominant street patterns in the surrounding neighbourhood.	A review of the Lot Size Map identified surrounding properties on all sides of the site to be of the same minimum lot size classification of 600 m <sup>2</sup> with a minimum frontage of 18 m. Details of lot sizes and the road location are provided in <b>Figure 3</b> . Most lots are rectangular in shape with some being of slightly irregular; none of which are battle axe shaped. The road network is simple with only one cul-de-sac necessitated by the existing escarpment. All new allotments will directly front new and existing roads. <b>Complies.</b>
Part B.2.4 Road Design	To ensure residential subdivisions are provided with roads and vehicle accesses that are safe and efficient and engineered to minimum design standards.	Details of the subdivision road design are provided in the Design Basis Report ( <b>Appendix B</b> ) which considers the requirements of the Development Control Plan and all relevant standards, including: <ul style="list-style-type: none"> <li>• NSW Development Design Specification D1 – Geometric Road Design (Urban and Rural) (2001)</li> <li>• NSW Development Design Specification D2 – Pavement Design (2000)</li> <li>• Relevant Australian Standards</li> <li>• Austroads Guide to Road Design</li> <li>• Parkes Shire Council Development Control Plan 2013.</li> </ul> <b>Complies.</b>





Control	Objective	Comment
Part B.2.5 Stormwater Design and Management	To ensure stormwater from residential subdivisions is properly drained to a legal point of discharge without causing adverse impacts on public drainage infrastructure, downslope properties or the quality of receiving waters.	<p>Details of site stormwater design and management are provided in <b>Figure 5</b> and the Design Basis Report (<b>Appendix B</b>).</p> <p>Designs utilise major and minor event philosophy as well as following all relevant standards and guidelines including the following:</p> <ul style="list-style-type: none"> <li>• Australian Rainfall and Runoff guidelines (2016)</li> <li>• AS 3500.3 – Plumbing and Drainage – Stormwater Drainage</li> <li>• Parkes Shire Council – Development Control Plan 2013 – Part 6.0 Subdivision</li> <li>• Parkes Shire Council – Stormwater Drainage Design Guidelines, June 2010.</li> </ul> <p><b>Complies.</b></p>
Part B.2.6 Public Open Space	To ensure subdivisions (where required) provide accessible, safe, functional and attractive open space that meets the needs of existing and future residents.	<p>A residual public space will be created in the western portion of the site, which will be activated by others as part of a separate project in the future.</p> <p><b>Complies.</b></p>
Part B.2.7 Landscape Design and Management	To ensure public reserves in residential subdivisions are properly landscaped and maintained for a reasonable period of establishment time so as to improve the function and appearance of these spaces.	<p>Landscaping will be provided by others and will be aligned with the standards outlined in the DCP.</p> <p><b>Complies.</b></p>
Part B.2.8 Naming of New Roads	To enable the legislative process required for the naming of public roads in NSW.	<p>Road name suggestions can be considered in the future.</p> <p><b>Complies.</b></p>
Part B.2.9 Utilities	To ensure residential lots are provided with essential services and infrastructure that are engineered to minimum design standards.	<p>Refer to <b>Section 3.3.4</b></p> <p><b>Complies.</b></p>



## 5 Site Suitability and Impacts

The following section is based upon a desktop assessment and review of previous investigations undertaken. It provides an indication of the site's suitability through discussion of relevant impacts to:

- The natural environment
- The built environment
- Social and economic considerations.

### 5.1 Natural Environment

#### 5.1.1 Earthworks and Drainage

##### Site Levels and Earthworks

The site is on elevated land to the north-west of the Parkes CBD. The existing land surface grades from approximately EL 374.2 mAHD in the northwest corner of the site adjacent Ainsworth Street to approximately EL 349.5 mAHD at the southeast corner of the site (adjacent corner of Coleman Road and Rose Street), a fall of approximately 25 m diagonally across the site.

Earthworks proposed as part of the development will include re-grading the site and construction of a number of retaining walls to create the residential allotments. Retaining walls will preserve existing natural surface levels at the interfaces with the day care centre in the north-east corner and the community centre in the south-east corner. All retaining walls will be constructed within the boundaries of the site.

The proposed earthworks plan is shown in **Figure 4** and on sheet C0201. Proposed design cross sections across the site are shown on sheets C0251-C0254 in Appendix 1.

Bulk earthworks will indicatively involve 9,854 m<sup>3</sup> of cut and 14,942 m<sup>3</sup> of fill across the site. Importation of some fill material will be required to make up the balance.

Impacts due to earthworks may include erosion due to wind and/or water. These are likely to be temporary in nature, whilst the site remains disturbed. Refer to **Section 5.4** for details of management of earthworks and drainage throughout construction.

##### Geology and Soils

A geotechnical investigation was undertaken in 2019 (Keighran Geotechnics 2019<sup>1</sup>) to determine subsurface conditions and provide recommendations for the subdivision development of the Old Parkes Hospital.

The subsurface conditions encountered were summarised as follows:

- **TOPSOIL:** clayey sand and gravelly clay, brown, dry to moist and stiff. Encountered in typically less disturbed areas of the site from the surface to depths ranging from 0.15 to 0.4 m.
- **FILL:** gravelly clay, medium plasticity, yellow brown, moist and well compacted. Encountered in selected boreholes typically in north-east quadrant of the site to depths of 0.5 to 0.7 m. It is understood that compaction of the fill materials was controlled.
- **RESIDUAL:** sandy clay, medium plasticity, yellow brown and orange brown, generally moist and stiff to very stiff. Encountered below the topsoil or surface to depths ranging from 0.5 to 2.6 m.

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<sup>1</sup> Keighran Geotechnics 2019 Geotechnical Investigation for Old Parks Hospital Subdivision. Report No. 19013/GK/11. Prepared for Parkes Shire Council, April 2019.



- **BEDROCK:** siltstone (very fine grained Sandstone), moderately weathered to slightly weathered with depth yellow brown to grey in colour, dry and low to medium strength. Encountered from the surface in two boreholes (TP 3 and TP 7 – central area of site) and to depths ranging from 0.15 to greater than 3.0 m in the remaining test pits. It is understood that shallow rock exists within the area of the proposed stormwater detention basin.

The residual soils that will be encountered during excavation are generally shallow (between 0.4 and 2.2 m thick) in a dry to moist and stiff to very stiff condition to the commencement of weathered bedrock. The bedrock is considered to be fractured low to medium strength siltstone to a depth about 2.2 m and as such are readily excavated using a medium to large excavator equipped with tiger teeth or a ripper tooth, medium size dozers fitted with rippers. There may be need for limited use of hydraulic hammers in the vicinity of TP 3 and TP 7 for foundation excavations in the medium to high strength siltstone if encountered. Care will be required to assess the effect of any vibrations on adjoining structures before hydraulic hammers are used.

### Surface Water and Drainage

There are no watercourses within proximity to the site that will be affected by alterations to current drainage patterns and the land is not known to be subject to flooding or overland flows. The drainage patterns within the site area are unnatural and have been previously impacted by the construction and demolition of infrastructure on site although are broadly consistent with the regional topography. The closest waterbody is Bushmans Dam, approximately 300 m to the north-east of the site.

The proposed management of surface water is discussed in more detail in the Design Basis Report within **Appendix B** and involves development of a pit and pipe drainage system to manage minor flows and management of major flows via defined overland flow paths. Construction of the subdivision will also result in a change to the site's overall impervious area which will require management of post-development flows to pre-development levels for events up to and including the 1% AEP event. This will be achieved through construction of an on-site stormwater detention basin adjacent to Coleman Road as shown on **Figure 5**. Outflow from the detention basin will discharge into the Coleman Road stormwater drainage system.

Drainage has been designed in accordance with Council's Stormwater Drainage Design Guidelines. Key features of the design include:

- A minor drainage system collecting runoff from roads and roofs. This includes a pit and pipe drainage system designed for a 5% AEP storm event.
- Overland flow paths to accommodate flows in excess of the 5% AEP storm event, up to a 1% AEP storm event.
- A detention basin located adjacent Coleman Road to limit post-development flows to levels no greater than those for the existing development site for events up to and including the 1% AEP storm event.
- Onsite retention through provision of rainwater tanks within each allotment to reduce runoff volume during minor events.

The proposed stormwater drainage plan is shown in **Figure 5** and on sheet C0601 (Appendix A).

Refer to **Section 5.4** for details of management of earthworks and drainage throughout construction.



### 5.1.2 Site Contamination

A series of environmental investigations have been conducted for the site including a Detailed Site Investigation (DSI; Douglas Partners 2015<sup>2</sup>), a Data Gap and Sampling Analysis and Quality Plan (Environmental Earth Sciences (EES) 2017<sup>3</sup>), a Validation Report (EES 2019<sup>4</sup>) and an additional Validation Report (EES 2020<sup>5</sup>).

The original DSI by Douglas Partners was undertaken to assess the general soil contamination levels resulting from past and present activities within the site and the suitability for redevelopment of the site. It included historical analysis of the old hospital site (lot 133). On the basis of the 2015 investigations, soils were considered suitable for redevelopment for a number of potential landuses and that redevelopment for low density residential use was not limited by site contamination. The report concluded that the presence of asbestos within the site could not be ruled out due to previous landuse, but none was encountered during the DSI.

During subsequent demolition within the site unexpected contamination finds were made and a series of additional investigations, remediation and site clearance and preparation of validation reports was undertaken. An auditor was also engaged to prepare a Site Audit Report (SAR; GHD 2020<sup>6</sup>) and site audit statement to be prepared under the *Contaminated Land Management Act 1997*. The non-statutory audit was conducted to determine whether the validation report prepared by Environmental Earth Sciences, and other relevant documentation, demonstrated that the site is suitable from a contamination perspective for use as low-density residential.

Based on the outcomes of the validation program (EES 2019<sup>4</sup>), EES concluded that *"Based on the findings of the validation works and the site clearance provided by Envirowest Consulting the site should be considered suitable for the proposed residential development of the site."* Further to this, the Additional Validation Report (EES 2020<sup>5</sup>) concluded that *"the further sampling and subsequent remedial works resulted in the sampling areas of V3, V12, V16 and V20 to be asbestos free and therefore suitable for residential development."*

The auditor considered that the most sensitive land use associated with the development was consistent with the National Environment Protection (Assessment of Site Contamination) Measure (2013) definition of *"Residential with garden/accessible soil (home-grown produce <10% fruit and vegetable intake; (no poultry), including childcare centres, preschools and primary schools"*. This is also consistent with the site zoning which is residential.

Based on the information reviewed as part of this audit, the site has been deemed suitable for the proposed residential landuse as described above.

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<sup>2</sup> Douglas Partners Pty Ltd, 'Report on Site Investigation (Contamination), Old Parkes Hospital Coleman Street, Parkes' 3 August 2015, 84868.00.DRAFT

<sup>3</sup> Environmental Earth Sciences, 'Data Gap and Sampling Analysis and Quality Plan, Former Parkes Hospital Site, Parkes, NSW', November 2017, 117068\_SAMP\_v2

<sup>4</sup> Environmental Earth Sciences, 'Validation Former Parkes Hospital, Coleman Street, Parkes, NSW', 5 August 2019, 117068. Version 3

<sup>5</sup> Environmental Earth Sciences, 'Additional Validation sampling V3, V12, V16 and V20 of the former Parkes Hospital Coleman Street, Parkes, NSW', 4 June 2020

<sup>6</sup> GHD 2020 Former Parkes Hospital, 18 Coleman Street, Parkes, NSW – Site Audit Report. Prepared for Parkes Shire Council, June 2020.



### 5.1.3 Significant Trees and Vegetation

The site is relatively clear of vegetation except for scattered trees that were retained as part of the hospital demolition. It is understood that the hospital demolition resulted in the removal of a number of significant trees for safety and practicality purposes.

No information is available on vegetation remaining within the site and whether any significant trees or native vegetation is present. The tree removal map shown in the design drawing sheet C0101 (attached in Appendix A) has been prepared based on trees observed during the engineering survey. It is estimated that 55 trees would need to be removed as part of the works.

Where possible, trees will be retained, however, due to the substantial nature of earthworks required it is likely that most of the vegetation within the development footprint will require clearance. Trees will be retained within the public reserve that runs centrally, from the northern to southern end of the site.

Council approval will be required prior to vegetation clearance on site. The land does not include or comprise any critical habitat and is within an urban area with limited opportunities for vegetation to act as ecological corridors.

Appendix 1 of Council's Development Control Plan provides a list of landscaping species that are suitable for the local climate and require minimal watering. Landscaping will be provided by others.

### 5.1.4 Noise and Air Quality

A significant consideration in a residential zone is acoustic privacy for neighbouring residents. The ultimate future use of the site is residential allotments, consistent with neighbouring areas, which are not expected to affect noise and air quality post-construction.

Construction includes extensive excavation, earthworks, and stockpiling, and associated vehicle movements. These activities have the potential to generate airborne dust, noise, vibration, and impact on local air quality. All impacts associated with odour, dust and air pollution are expected to be minor if managed appropriately and will only persist throughout construction phase of the project.

The Contractor will be required to prepare a Construction Environmental Management Plan (CEMP) which details potential environmental impacts, management, and mitigation measures.

### 5.1.5 Other Site Constraints

The site is not known or believed to be affected by the following:

- Flooding: The site is not understood to be flood affected land.
- Bushfire: The site is not identified as bushfire prone<sup>7</sup>.
- Groundwater: groundwater underlying the site is understood to be relatively deep (> 20 m)<sup>6</sup> and is not expected to be impacted by the development.
- Acid sulfate soils: the region is not considered at risk of acid sulfate soils.

## 5.2 Built Environment

### 5.2.1 Site Boundaries

The proposed development will remain within the former hospital site boundaries. The existing day care facility and community centre will also remain unchanged in form; however Council may choose to create new lot titles.

<sup>7</sup> NSW Rural Fire Service search accessed on 20 April 2023 <https://www.rfs.nsw.gov.au/plan-and-prepare/building-in-a-bush-fire-area/planning-for-bush-fire-protection/bush-fire-prone-land/check-bfpl>





### 5.2.2 Surrounding Development and Visual Setting

The site and neighbouring properties are within an R1 General Residential zone, with a minimum lot size of 600 m<sup>2</sup>. The proposed development comprises 19 new residential allotments with lot size ranging from 708 m<sup>2</sup> to 1,565 m<sup>2</sup>, which is compatible with the zoning and adjoining developed areas.

The development site was formerly the Parkes Hospital, and therefore the surrounding residential area was exposed to an alternative built environment. This indicates that the impact of the new built environment should be negligible as it was previously occupied by health care premises. The construction of this subdivision, and the potential houses to follow, will result in an improved aesthetic, more consistent with adjacent areas.

### 5.2.3 Aboriginal and Non-Aboriginal Heritage

The traditional landowners of the Parkes region are the Wiradjuri people, who have lived in these lands for more than 40,000 years. A search of the NSW heritage database<sup>8</sup> did not identify any Aboriginal listed sites within the vicinity of the development site.

A search of the NSW Heritage Database<sup>8</sup> did not identify any listed heritage sites within or immediately adjacent to the site. The closest heritage area is the showground pavilion, approximately 300 m south of the site.

A search of the National Heritage Database<sup>9</sup> returned no results.

### 5.2.4 Access, Traffic and Transportation

#### Access and Parking

Access to the site was previously via a number of entrances to the hospital and associated facilities along Coleman Road, Rose Street and Ainsworth Street. This ceased when the hospital closed in 2016.

Public road access to the new subdivision will be provided as shown in **Figure 3**, with access via Coleman Road, Rose Street, and Ainsworth Street. Each new allotment will have a driveway for vehicular access to enable off street parking.

#### Traffic

As the adjoining roads are local roads only, the new intersections will be simple, give-way sign controlled intersections, with priority given to through movements along the existing streets.

The proposed design will result in a relatively minor alteration to the local traffic conditions. The magnitude and type of development (19 residential allotments) is not expected to be a major traffic generator as the site will become a residential area. As such, a traffic impact assessment has not been prepared.

<sup>8</sup> NSW Government (2022), *State Heritage Inventory*, NSW Government, [https://www.hms.heritage.nsw.gov.au/App/Item/SearchHeritageItems?\\_ga=2.165972984.714120821.1658117920-344545924.1656901875](https://www.hms.heritage.nsw.gov.au/App/Item/SearchHeritageItems?_ga=2.165972984.714120821.1658117920-344545924.1656901875) accessed 20 April 2023

<sup>9</sup> Department of Climate Change, Energy, the Environment and Water website accessed on 20 April 2023 <http://www.environment.gov.au/cgi-bin/ahdb/search.pl>



### Public Transport

A public bus service, Route 553 is adjacent to the proposed subdivision, travelling along Coleman Road and Ainsworth Street. Bus stops at Coleman Road (opposite Rawson Street) and Jubilee Street (at Ainsworth Street) will provide transport for residents as an alternative to private vehicle use.

### 5.2.5 Utilities

The proposed subdivision will be full services as discussed in **Section 3.3.4**.

All electrical, water, sewer and telecommunications infrastructure will connect into existing assets adjacent to the development site. Further investigations will be undertaken as part of the detailed design process, however, it is not expected that the new residential allotments will place additional demand on existing assets.

## 5.3 Socio-economic

The ever growing presence of land redevelopment and subdivision construction minimises the potential social impact to the community as they are likely to be accepting and encouraging of this construction. The construction of a subdivision provides an economic opportunity for the region. The land redevelopment and subdivision development provides a volume of work for local contractors that have completed similar construction. In addition to this, the construction of houses and potential residences for locals provides economic benefits to the community.

## 5.4 Site Management During Construction

The site must be managed throughout construction to ensure public safety and to minimise inconvenience. This will include management of public safety, site security, soil erosion and drainage and traffic, as well as general construction issues including noise, dust and waste management.

A temporary site fence will be placed around the entire perimeter of the site to prevent public access during construction. Vehicle access to the site throughout construction will be via Ainsworth Street only. The site fencing will be placed within the site boundary to minimise impact on public assets such as footpaths and on pedestrian movements.

In addition to site fencing, temporary silt fencing will be placed around the southern and eastern boundaries of the site (including around existing buildings) to manage wind and water-borne soil movement. These may be standalone silt fences or integrated with the site fencing.

Additional soil erosion and drainage control measures are shown on sheet C0101 which includes:

- Geotextile sediment traps at proposed stormwater grated pit locations
- Mesh and gravel inlet filters or sandbags around stormwater side entry pits.

A vehicle shaker grid will be provided at the construction access point to prevent soil being carted off site by construction traffic.

The layout of all site management infrastructure is displayed in **Figure 8** overleaf and on sheet C0101.

The Contractor will be required to prepare a CEMP addressing environmental impacts, management, and mitigation measures.



**Figure 8 - Subdivision site management plan**



## 6 Design History

This document and its companion drawings are intended to supplement those originally prepared for DA2023/0070. Since the preparation of those drawings, numerous design changes have been implemented. This section is intended to summarise and explain those changes.

The primary motivation has been to develop a lot layout that is more responsive to the challenging, steep topography of the site. The overriding intent is to reduce the very significant earthworks volumes and heights & extents of retaining walls required.

The proposed east-west road within the subdivision now terminates at the foot of the site's central escarpment. This enables the new road and lots to more closely follow existing levels, eliminating the previously required 7m high walls. Most new retaining walls are 0.5-1m high, with none taller than 2.5m. This has significant constructability benefits whilst significantly reducing overshadowing of any new lots. The land surrounding the escarpment will now be dedicated as public land.

The proposed OSD facilities have also been adjusted to include batters instead of retaining walls. This improves access for maintenance purposes and enhances egress.

The stormwater and general utilities layouts have otherwise been adjusted to reflect the new layout, with provisions now being made for the works to be staged.

As a consequence, the volume of cut material has reduced from 39,758m<sup>3</sup> to 9,854m<sup>3</sup>, fill from 48,916m<sup>3</sup> to 14,942m<sup>3</sup>, resulting in a change in the balance from 9,158m<sup>3</sup> to 5,088m<sup>3</sup>. This also means a reduction in the total volume of material handled from 88,674m<sup>3</sup> to 24,796m<sup>3</sup>.

The changes to layout and exclusion of the escarpment portion of the site from development results in a reduction of the proposed lot count from 32 to 19.

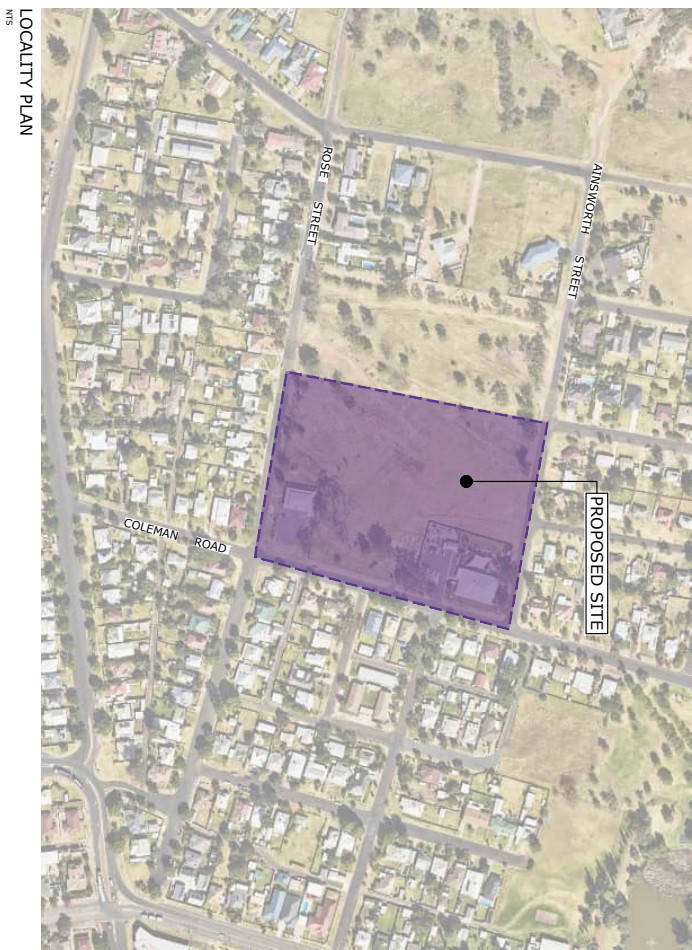


## **Appendix A – DA Design Drawings**



**PARKES SHIRE COUNCIL  
OLD PARKES HOSPITAL SUBDIVISION  
18 COLEMAN ROAD, PARKES NSW 2870**

Sheet List Table	
Sheet Number	Sheet Title
C0001	CORR SHEET TO DRAWING SCHEDULE
C0010	LOT ACROSS PLAN
C0011	SOIL & WATER MANAGEMENT PLAN
C0151	SOIL & WATER MANAGEMENT NOTES & DETAILS - SHEET 1 OF 2
C0152	SOIL & WATER MANAGEMENT NOTES & DETAILS - SHEET 2 OF 2
C0201	FERTHROWNS PLAN
C0252	SIT SECTIONS - SHEET 1 OF 3
C0253	SIT SECTIONS - SHEET 2 OF 3
C0254	SIT SECTIONS - SHEET 3 OF 3
C0301	ENGINEERING PLAN
C0322	CONJUNCTIONAL SECTION
C0343	GROSS SECTIONS - SHEET 1 OF 2
C0344	GROSS SECTIONS - SHEET 2 OF 2
C0621	STORAGE & LUNDBAKING PLAN
C0601	STORMWATER PLAN
C0651	SERVICES PLAN
C0651	TYPICAL SECTIONS

LOCALITY PLAN  
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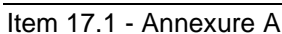
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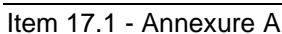
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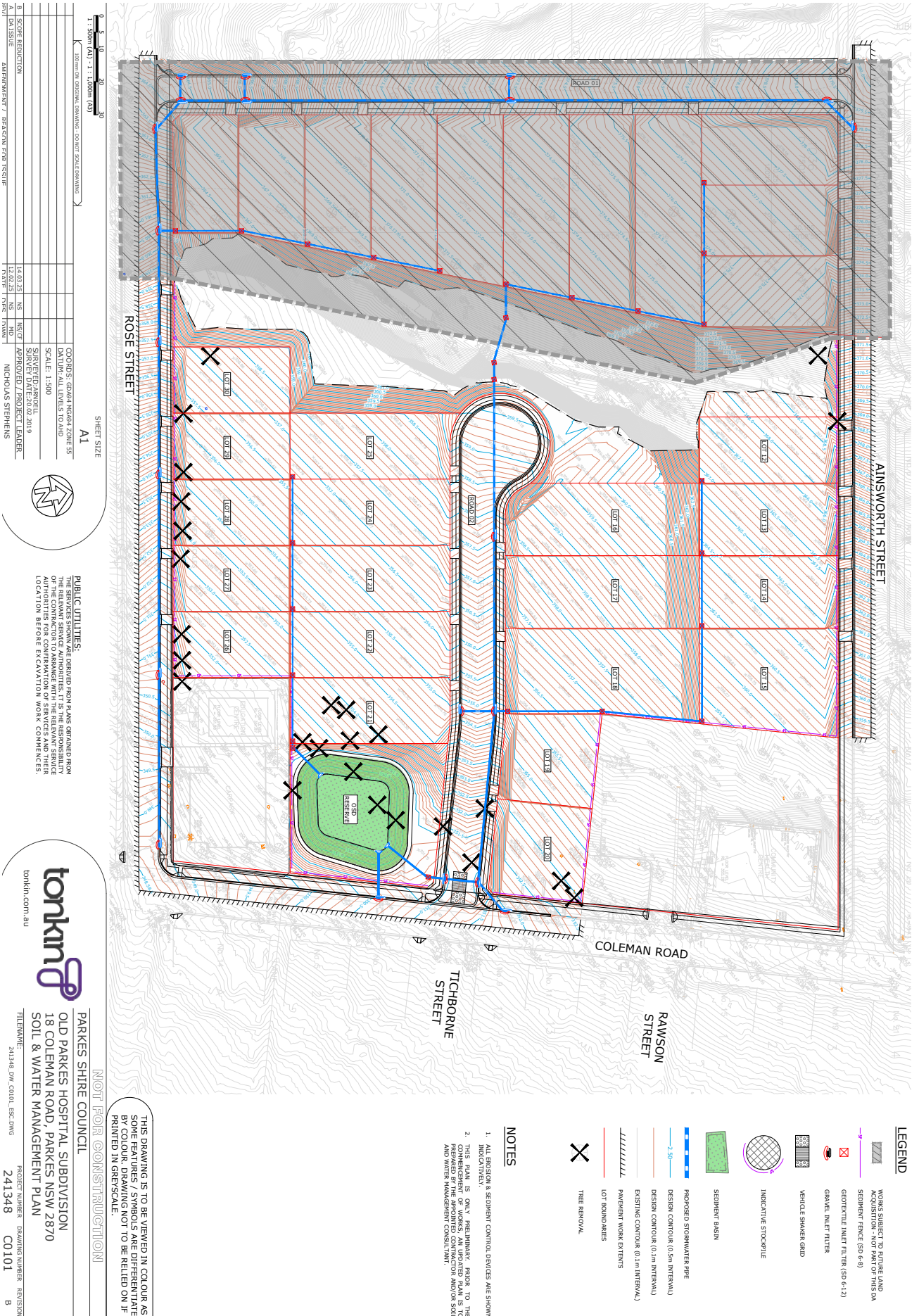
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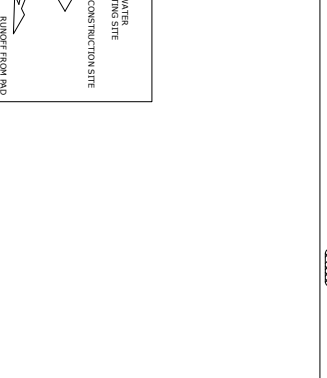
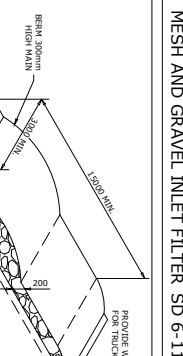
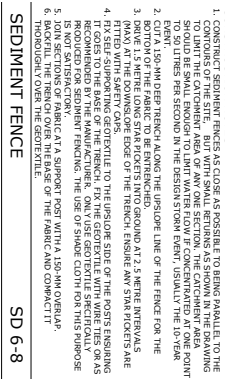
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**PARKES SHIRE COUNCIL**

**OLD PARKES HOSPITAL SUBDIVISION**  
**18 COLEMAN ROAD, PARKES NSW 2870**  
**SOIL & WATER MANAGEMENT NOTES & DETAILS**  
**SHEET 1 OF 2**

**TITLEBLOCK:**

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241348, DW, C0151, LEO.DWG

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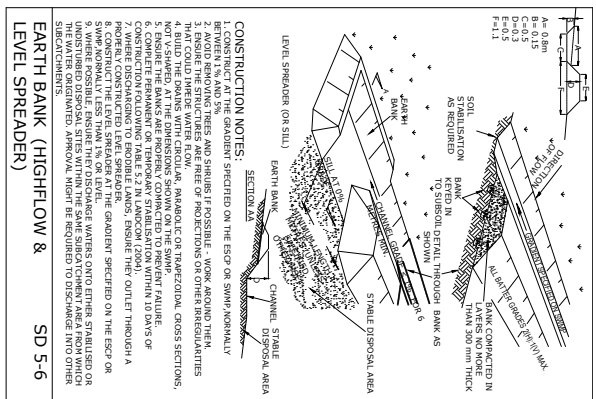
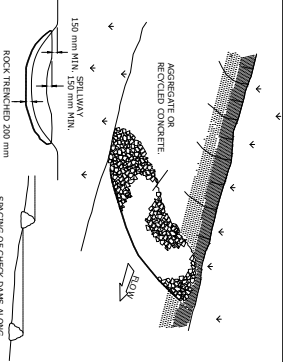
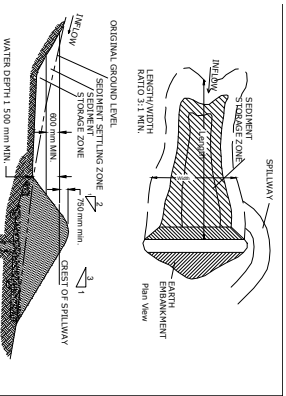
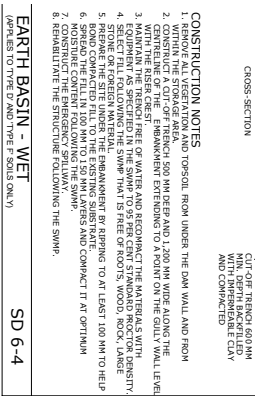
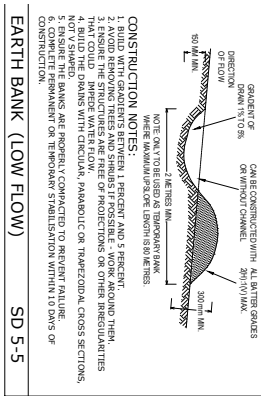
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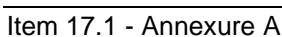
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PROJECT TYPE	SOIL STABILISATION & EROSION MANAGEMENT NOTES & DETAILS				
SHEET	2 OF 2				







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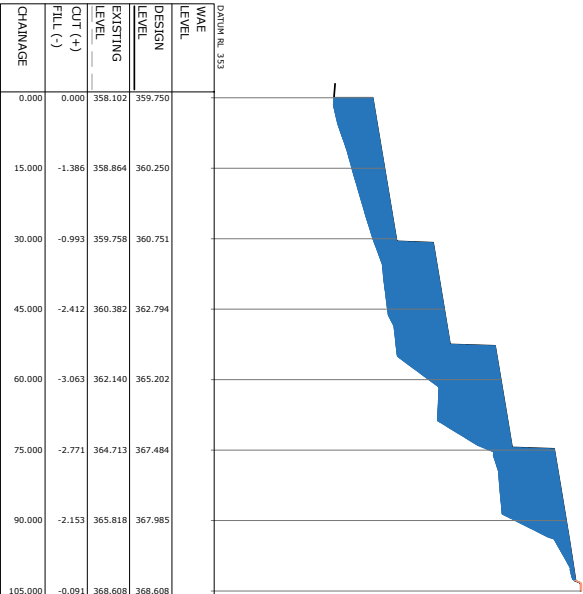
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OLD PARKES HOSPITAL SUBDIVISION  
18 COLEMAN ROAD, PARKES NSW 2870  
SITE SECTIONS  
SHEET 2 OF 3

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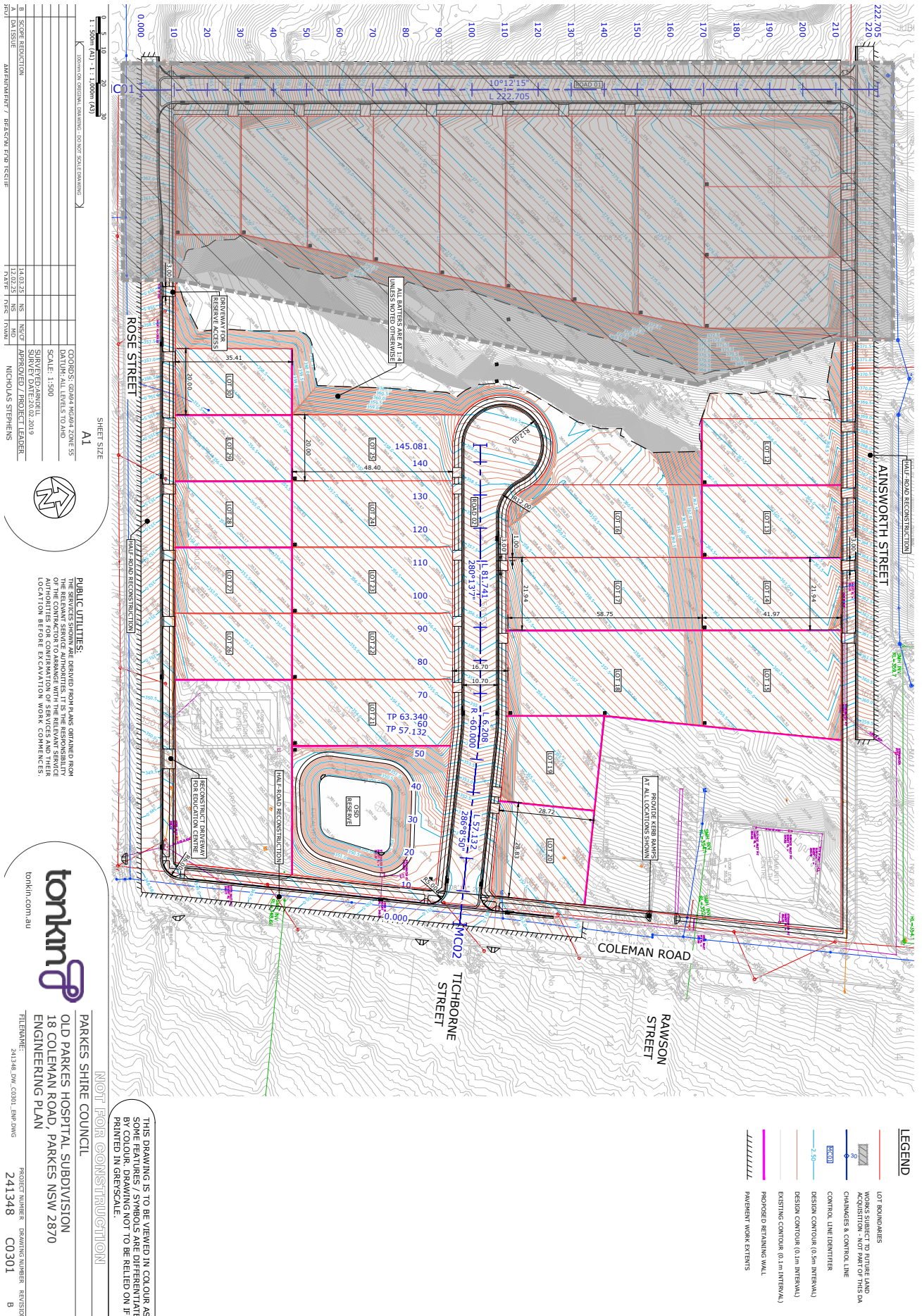
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18 COLEMAN ROAD, PARKES NSW 2870  
SHEET 3 OF 3

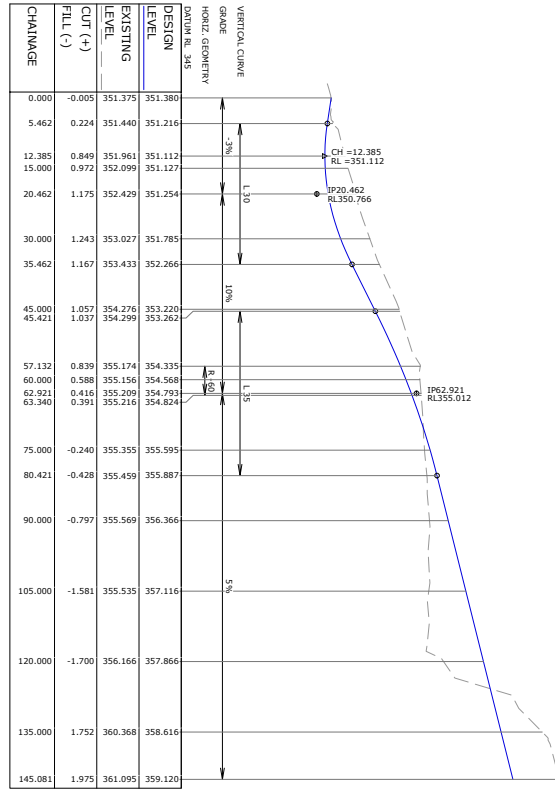
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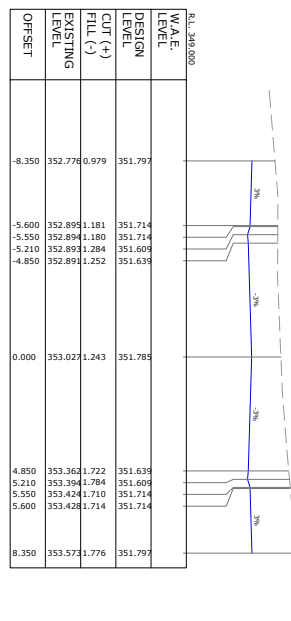
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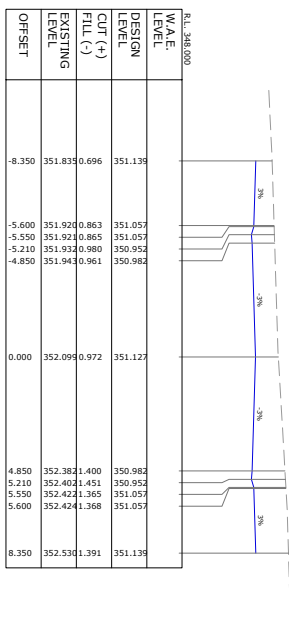
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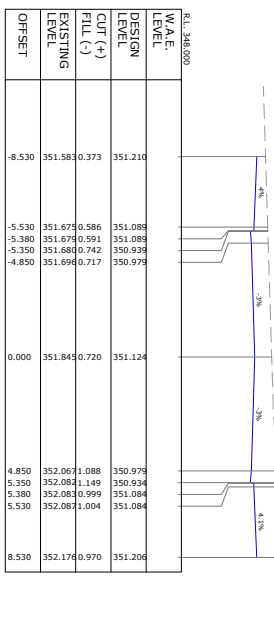
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SCALE: 1:100				
SURVEYED: ANTHONY				
SIGNED: DATE: 20/02/2019				
APPROVED / PROJECT LEADER				
NICHOLAS STEPHENS				
DRAWN: DATE: 11/01/2025				
CHECKED: DATE: 11/01/2025				
AMENDMENT / REASON FOR ISSUE				



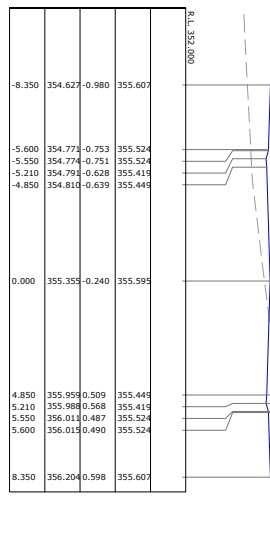
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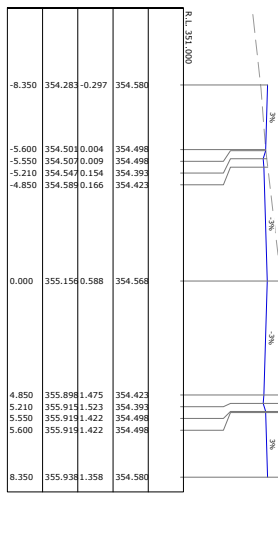
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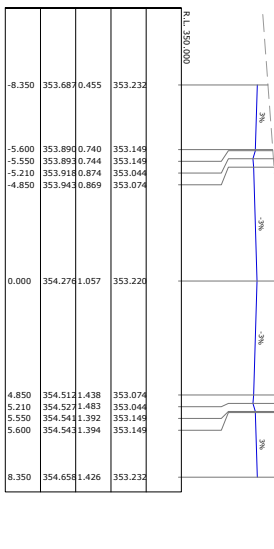
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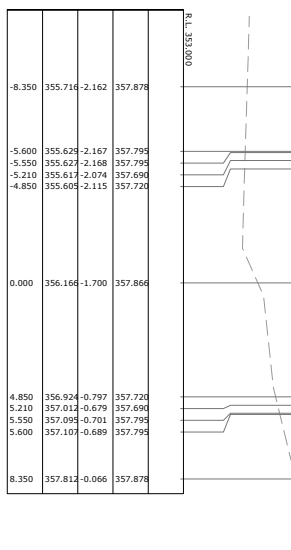
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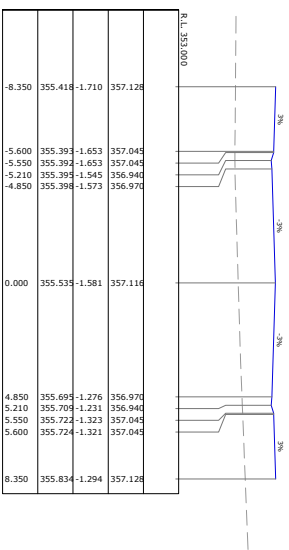
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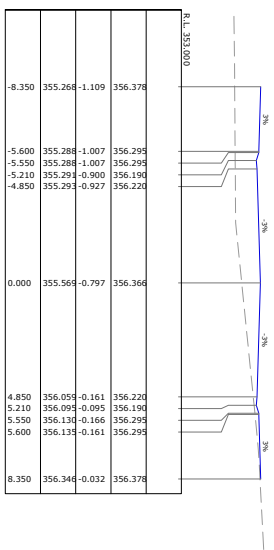
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CH 120



CH 105



CH 90

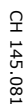
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**PARKES SHIRE COUNCIL**  
OLD PARKES HOSPITAL SUBDIVISION  
18 COLLIER ROAD, PARKES NSW 2870  
CROSS SECTIONS  
SHEET 1 OF 2

**PROJECT NUMBER:** DRAWING NUMBER: REVISION:  
241348 DW 0043 PWDWG  
241348 C0343 B

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W.A.E. LEVEL	DESIGN LEVEL	CUT (+) FILL (-)	EXISTING LEVEL	OFFSET
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	359.049	1.984	361.032	-5.600
	359.043	1.985	361.034	-5.550
	358.044	0.094	361.038	-5.210
	358.974	2.068	361.042	-4.850
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W.A.E. LEVEL	DESIGN LEVEL	CUT (+) FILL (-)	EXISTING LEVEL	OFFSET
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	358.446	1.872	360.312	-5.210
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A1

A1

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SURVEY DATE: 20.02.2019

AMFMENT / DRAGON FOR ISSUE		NICHOLAS STEPHENS	
REF		DATE	REC
B	SCOPE REDUCTION	14.03.25	NS
A	DA ISSUE	12.02.25	NS

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FILENAME: 241348\_DW\_C0344\_EPX.DWG

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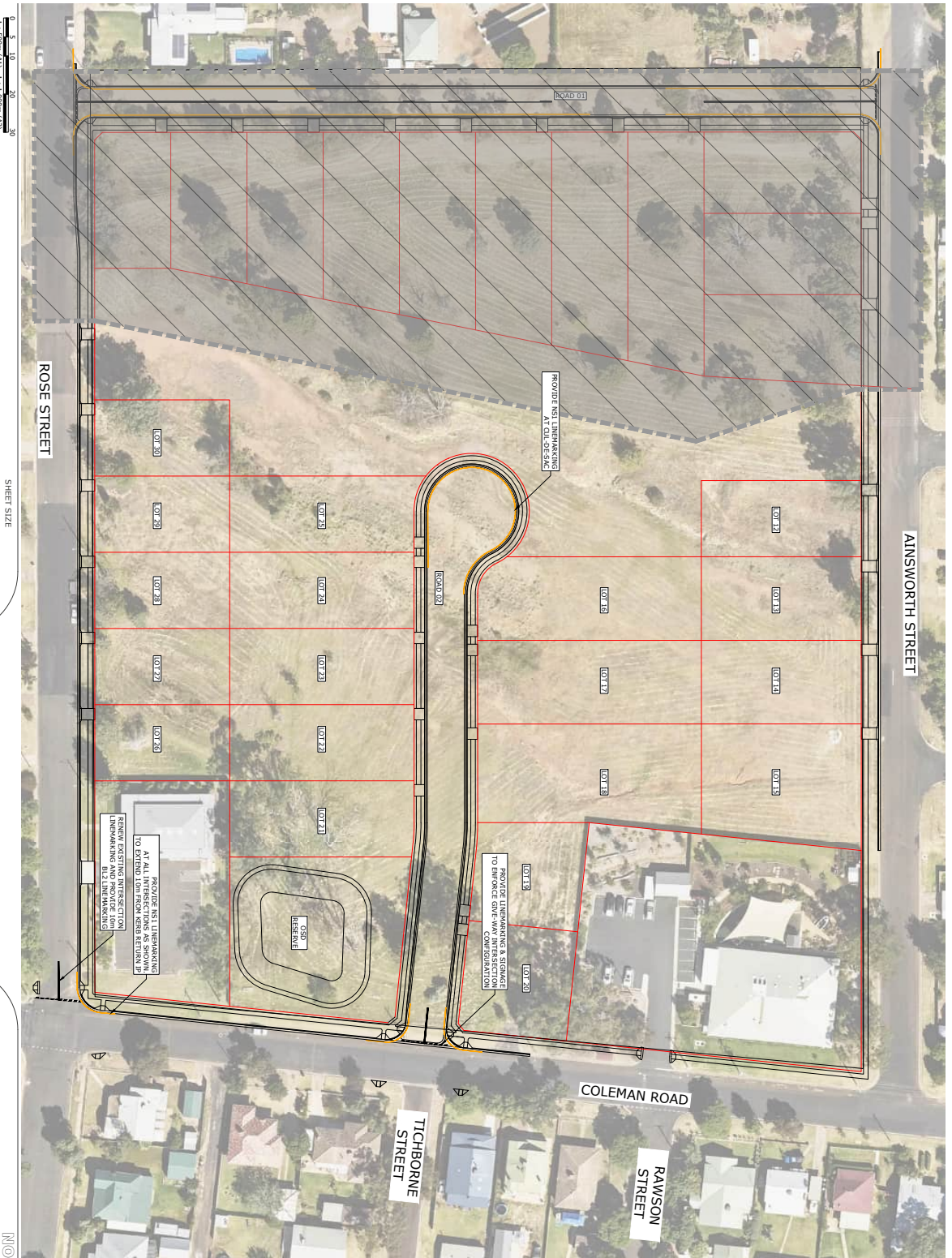


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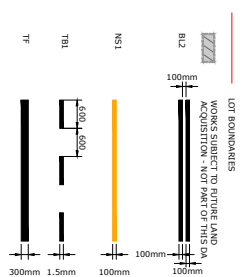
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OLD PARKES HOSPITAL SUBDIVISION  
18 COLEMAN ROAD, PARKES NSW 2870  
SIGNAGE & LINE MARKING PLAN

PROJECT NUMBER: 241348  
DRAWING NUMBER: C0521  
REVISION: B



# LEGEND



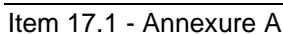
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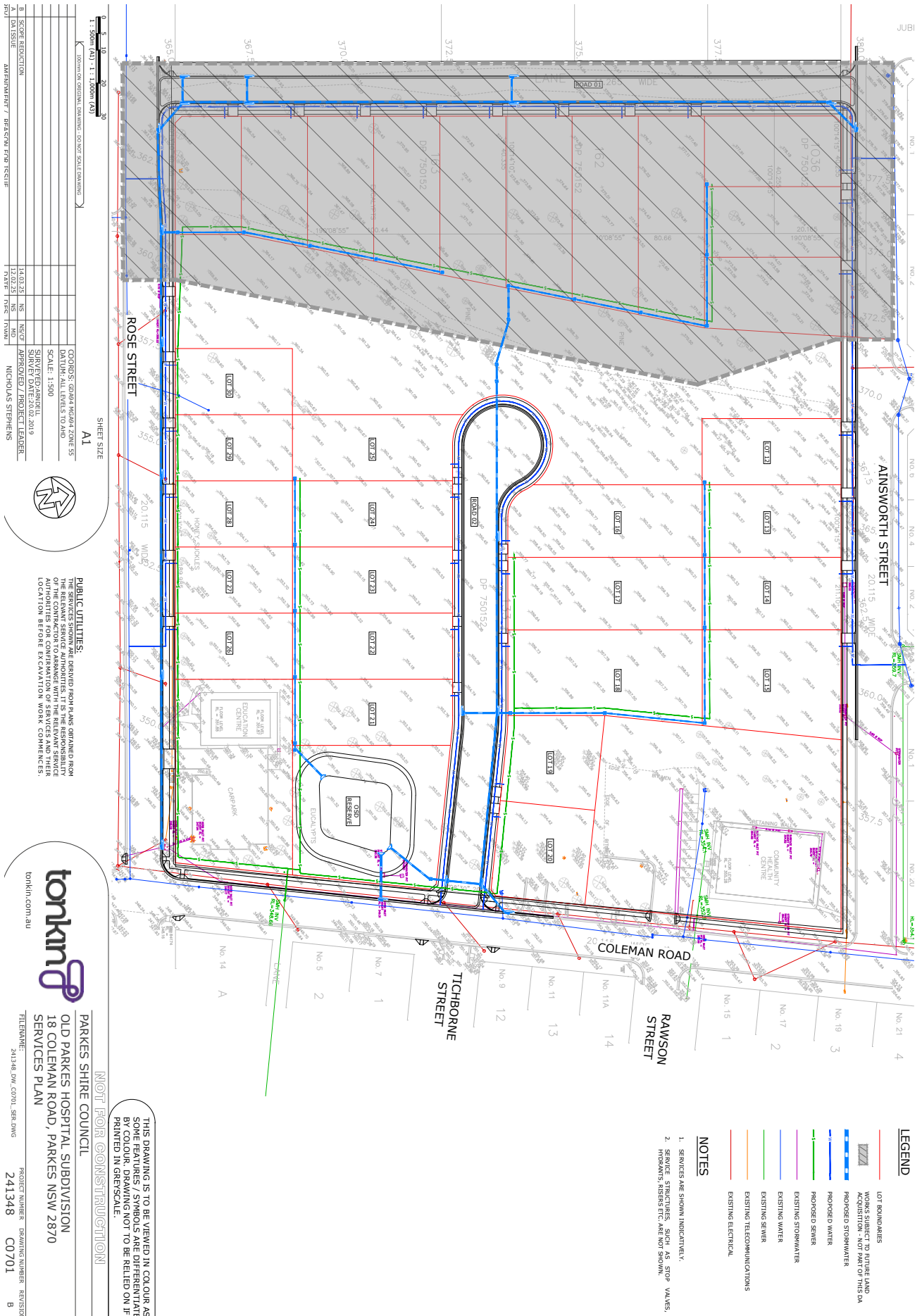
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2. SIGNAGE IS TO BE SIZED AND POSITIONED IN ACCORDANCE WITH AS1742.

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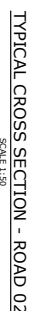
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PROJECT NUMBER	DRAWING NUMBER	REVISION
241348	C0851	B



## **Appendix B – Design Basis Report**

## Old Parkes Hospital Subdivision

### Design Basis Report

**Parkes Shire Council**

17 March 2025

Ref: 241348R01[D]





## Document History and Status

Rev	Description	Author	Reviewed	Approved	Date
A	Initial Issue	NS	-	NS	30/09/2024
B	Final Early Concept	NS	-	NS	20/10/2024
C	DA Issue	NS	-	NS	04/03/2025
D	Scope Reduction	NS	-	NS	17/03/2025

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241348R01[D] – Old Parkes Hospital Subdivision | Design Basis Report

2



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**Project: Old Parkes Hospital Subdivision | Design Basis Report**  
**Client: Parkes Shire Council**  
**Ref: 241348R01[D]**

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Appendix E – Finalised Layout Sketches

Appendix F – DA Design Drawings

Appendix G – Scope Reduced DA Design Drawings



## 1 Introduction

### 1.1 Project Background

In late 2015, the new Parkes Hospital was opened and the old Parkes Hospital was decommissioned and subsequently demolished. To improve the supply of new and affordable housing, Parkes Shire Council (Council) then opted to re-develop the old hospital site (the site) into a residential subdivision.

Tonkin Consulting Pty. Ltd. (Tonkin) was subsequently engaged in 2018 to develop the civil design for this sub-division, culminating in detailed design commencing in late-2023. However, by mid-2024, it had become apparent that the lot layout was unworkable in the context of the site's challenging topography. It was therefore decided that a bottom-up re-design would occur, starting with a new lot layout.

Tonkin was engaged to undertake these re-design works, with the first versions of the new lot layouts now ready for consideration by Council.

This is a special version of the design basis report prepared to accompany the revised statement of environmental effects (SEE) with a cutdown scope. It is noted that this documents the entire original scope of works. This is included for information only. Nothing referenced in this document takes priority over what is shown in the SEE.

### 1.2 Site Overview

The site, in the north-west of Parkes, comprises Lots 133,162, & 163 DP750152, and Lot 1036 DP750152. It is bound on the north, east, and southern sides by Ainsworth Street, Coleman Street, and Rose Street respectively while on the western side it is bound by a row of existing dwellings fronting Farrer Street. Lot 133 DP750152 includes the existing Central West Family Day Care (the day care) and Rose Street Community Centre (the community centre) which do not form part of the proposed works. An unformed laneway runs along the western edge of the site, connecting Rose Street to Ainsworth Street.

The site is generally steep, falling from 379.5m AHD in the north-west to 349.0m AHD in the south-east, for an approximate average grade of 10%. There is a centrally located flat portion with a steep rock-cut escarpment along its western edge, coinciding with the footprint of the former hospital. Whilst the hospital has since been comprehensively demolished, some supporting infrastructure, such as vehicle crossings, remain on the surrounding streets. The site is zoned R1, for general residential.

An aerial overview of the site is presented overleaf as **Figure 1.1**.

### 1.3 Project Objectives and Benefits

The intended project outcomes include, but are not limited to:

- Improved availability of housing in Parkes.
- Enhanced stormwater management through the provision of an on-site detention (OSD) basin.

### 1.4 Purpose of this Document

This report documents the informational base and design methodology of the proposed Old Parkes Hospital subdivision. It also documents the currently proposed design and archives the previously proposed options to demonstrate the development of the design.



**Figure 1 - Aerial Overview of the subject site**





## 1.5 Reference Material & Design Standards

The following documents will form the informational base for Tonkin's design work:

### Australian Standards

- *AS 1428.1:2021 – Design for Access & Mobility – General Requirements for Access – New Building Work* - Standards Australia [18<sup>th</sup> June 2021]
- *AS1742.2:2022 – Manual of Uniform Traffic Control Devices – Part 2: Traffic Control Devices for General Use* – Standards Australia [26<sup>th</sup> August 2022]
- *AS1742.11:2016 – Manual of Uniform Traffic Control Devices – Part 11: Parking Controls* – Standards Australia [24<sup>th</sup> October 2016]
- *AS/NZS 3500.3:2021 Plumbing and Drainage - Part 3: Stormwater Drainage* – Standards Australia [28<sup>th</sup> May 2021]

### Council Standards/References

- *Development Control Plan* – Parkes Shire Council [2021]
- *Design Minimum Standards for Subdivision and Development* – Parkes Shire Council\*
- *Urban Area Stormwater Management Plan* – Parkes Shire Council\*

### Other Standards/References

- *Guide to Road Design – Part 3: Geometric Design* – Austroads [02/2021]
- *Guide to Road Design – Part 4: Intersections and Crossings* – Austroads [05/2023]
- *Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections* – Austroads [05/2023]
- *Guide to Road Design – Part 6A: Paths for Walking and Cycling* - Austroads [02/2021]

\* This standard is understood to be currently unavailable pending an update.



## 2 Design Methodology & Basis

### 2.1 Limit of Works

The limit of works is formed on the north, east, and southern sides by Ainsworth Street, Coleman Street, and Rose Street respectively. The western limit of works is formed by the row of existing dwellings fronting Farrer Street. The subject site excludes the existing day car and community centre.

Some kerb replacement and kerb ramp works will occur within the existing surrounding streets. There will also be works associated with connecting into existing utilities within these existing streets.

### 2.2 Road Profile

Road 01 (the formalised laneway) will consist of a 16m wide road reserve. This incorporates an 8m carriageway with 4m verges either side. The carriageway will be delineated by kerb & gutter. The profile will be a 3% crown, except where the profile rotates to tie into Rose Street and Ainsworth Street.

Road 02 (the de facto extension of Tichborne Street) will consist of a 16.7m wide road reserve. This incorporates a 10.7m carriageway with 3m verges either side. The carriageway will be delineated by roll top kerbing. The profile will be a 3% crown. Road 02 terminates in a cul-de-sac that has been sized to accommodate a turning medium rigid vehicle (MRV).

### 2.3 Parking

All proposed residential lots will include a driveway and, where there is kerb and gutter, layback kerbing. On-street parking will be possible where sight distance permits. The rolltop kerb proposed as part of Road 02 is intended to assist in on-street parking.

### 2.4 Pavement Design

The pavement design has not yet been considered, but a nominal 600mm boxing depth has been assumed for the purposes of calculating earthworks volumes.

### 2.5 Traffic Control

#### 2.5.1 Signage

Regulatory signage will be based on the requirements outlined in AS1742 and the corresponding TfNSW supplements. All new intersections with existing roads will be give-way sign controlled, with priority being given to the existing through movement.

No-stopping signs will also be provided to accompany the proposed no-stopping linemarking extents. It is likely that some additional warning signage will be required as part of the steep Road 02.

The proposed signage has not yet been designed in detail.

#### 2.5.2 Linemarking

Linemarking has been based on the requirements of AS1742, the corresponding TfNSW supplements, and the *Delineation Guidelines*.

Give-way linemarking will be provided at the new intersections, along with corresponding centrelines. Within Road 01, this centreline will extend along the road and permit overtaking only as sight distances permit. No stopping linemarking will be provided throughout, as required by sight distances.

The existing linemarking at the intersection of Rose Street and Coleman Road will be renewed.



## 2.6 Utilities

Indicative layouts for potable water and sewer utilities have been prepared as part of the DA design. Sewer will run within the lots before discharging to an existing sewer main within Tichborne Street. The sewerage has not yet been sized and the exact details of maintenance holes, maintenance shafts etc. will occur at detailed design.

The potable water mains will run within the proposed verges and will likely consist of a DN150 PVC main. Property connections will consist of DN32 HDPE mains. The main within Road 02 will loop around the cul-de-sac to prevent the formation of a dead end and subsequent water ageing. The new mains will connect to the existing mains on the surrounding streets. The position of hydrants, stop valves etc. have not yet been considered.

The design of telecommunication and electrical utilities have not yet been considered, although the suggested typical road profiles nominate a location for light posts. This will be considered in detail by others.

## 2.7 Vegetation

There are scattered existing trees throughout the site, largely concentrated around the fringes of the site (i.e. the portion of the site not previously occupied by the former hospital). Whilst a detailed search has not been undertaken, it is currently understood that there is no endangered or critical flora present within the site or its immediate surrounds. The majority of vegetation within the site will be cleared as part of the proposed works, except for areas within the proposed central reserve unaffected by the proposed earthworks.

## 2.8 Stormwater

New stormwater pit and pipe infrastructure will be provided throughout the proposed development, including drainage within both the proposed roads and within the lots as inter-allotment drainage. Although not yet considered in detail, the intent is to provide kerb inlet pits to minimise gutter flows and velocity depth products, whilst also minimising the quantity of gutter flow entering intersections or passing kerb ramps. Dish gutters will be provided where the new roads intersect with existing roads to assist trapped low points in freely draining. The upper portion of the site will drain to the lower courtesy of a stormwater pipe fixed to the escarpment face. This has not yet been designed in detail.

The majority of the site will discharge to a new on-site detention basin adjacent to Coleman Road. This will attenuate post-development flows to a pre-development level for both the 20% and 1% AEP events. Flows from this basin will discharge to existing stormwater drainage infrastructure within Coleman Road.

No water sensitive urban design (WSUD) measures are currently proposed as part of this development, other than the OSD basin.

## 2.9 Swept Paths & Vehicular Clearances

The proposed road geometry, including the cul-de-sac, has been assessed with both a passenger car and an MRV as the design and check vehicles, respectively.

## 2.10 Property Access

Each proposed residential lot will be provided with a dedicated driveway. It is understood that some existing properties on Farrer Street have vehicle access points on the existing unformed laneway. It is proposed that these accesses be retained and formalised.



## 2.11 Lot Grading & Retaining Walls

The lot levels have been informed by two primary criteria:

1. A maximum lot grade of 5% in any direction.
2. A maximum batter of 1:4 at the front of the lot or between lots.
3. A desirable maximum retaining wall height of 0.5m.
4. An absolute maximum retaining wall height of 2.5m.

## 2.12 Staging

The proposed works will be delivered in two stages, with lots 12-15 and 26-30 forming part of Stage 1. The remainder will be developed as part of Stage 2. The proposed stormwater and utility infrastructure will also be staged in line with this.

## 2.13 Summary

A table summarising the key properties of the DA design is presented below as **Table 1** below:

**Table 1** – Summary of key design properties

Criteria	Finalised Option
Lot Yield	30
Lot Yield (% of total area)	67
Road Reserves (% of total area)	15
Open Space (% of total area)	18
Maximum Wall Height (m)	2.5
Cut Volume (m <sup>3</sup> )	12,346
Fill Volume (m <sup>3</sup> )	26,952
Cut/Fill Balance (m <sup>3</sup> )	14,606
Easements Required?	Yes



### 3 Design Departures

There are currently no major or very significant departures from the design standards in the prepared DA design drawings. It is however noted that:

- The verge grades within Road 01 are as high as 1:3 to eliminate the need for retaining structures against existing residential lots, whilst minimising road longitudinal fall. There is no path of travel proposed within this verge.





## 4 Next Steps

The next step will be for Council to confirm their approval of the DA design drawings and the design basis presented in this document. Tonkin will then proceed with the design and documentation required to achieve a subdivision works certificate (SWC).

## MODIFICATION ASSESSMENT REPORT

### *Environmental Planning & Assessment Act 1979*

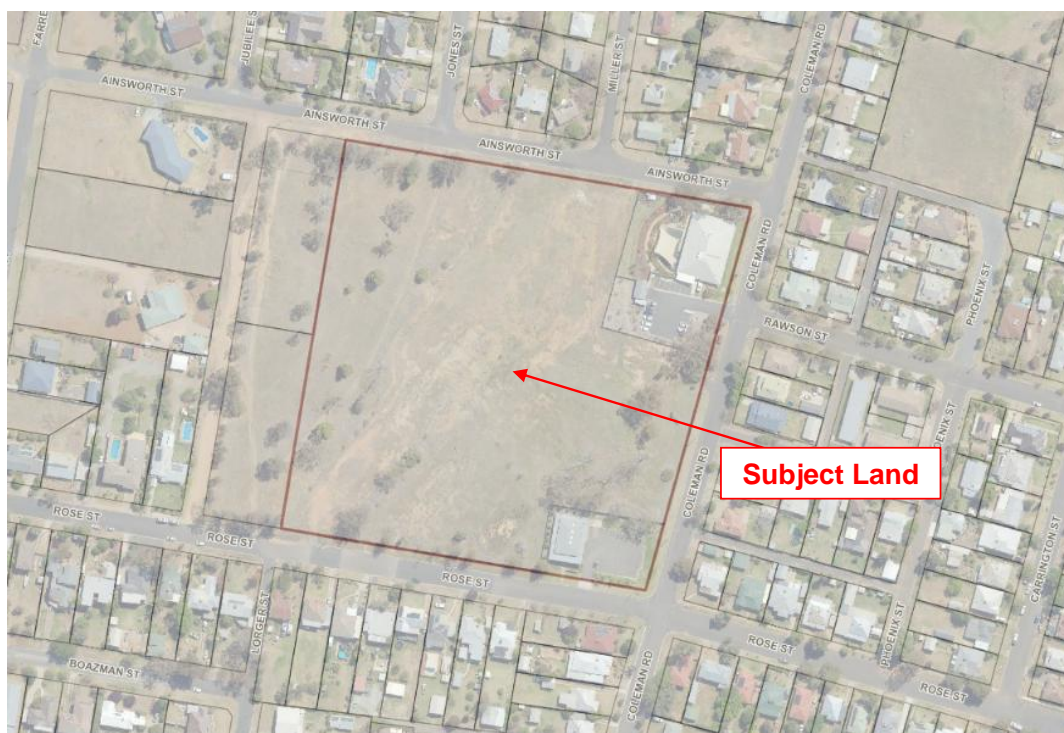
#### Application Details:

Modification Application No: ModDA2025/0005  
Development Application No: DA2023/0070  
Approval Date: 19 September 2023  
Description of Development: S4.55(2) Modification of Development Consent DA2023/0070: Reduction of proposed new lots from 32 (existing) to 19.  
Applicant: Parkes Shire Council  
Landowner(s): Parkes Shire Council  
Landowners consent provided: ☒ Yes ☐ No (All Landowners must give consent to the proposed development)

#### Property Description:

Legal Description: Lot 133 DP 750152, 18 Coleman Road, Parkes  
Existing Improvements: Vacant land (former site of Parkes District Hospital)  
Current land-use: R1 General Residential

#### Locality and Site Context Map:



---

**Site Location:**

Has the subject land been correctly identified on DA Plans and SEE?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Is the land freehold title with all owners consent?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Is the site vacant of buildings?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Are there other buildings / structures located on the subject land?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Has the proposed building location been confirmed on the subject land?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Do the provided plans, specifications and supporting documents accurately depict the site conditions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

**Comments:** The subject land is vacant.

---

**Internal Referral Advice:**

Has an Internal Engineering (Technical and Design) Referral been received?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Has an Internal Engineering (Infrastructure) Referral been received?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Has an Internal Building Referral been received?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Has an Internal Heritage Advice Referral been received?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A

**Comments:** This proposed modification was referred to Nathan McWilliam (Development and Projects Engineer) and Deepak Dhakal (Water Asset Engineer) who have provided the following advice and recommended a Condition of Consent.

**Development and Projects Engineer:**
Roads and Footpaths:

Proposal is for modification of the Existing consent DA2023/0070.

Half road construction is proposed for the Rose Street, Coleman Road and Ainsworth Street frontages, which is of benefit to the development and the existing streetscape at large.

It is recommended that the condition for roads and access be amended to remove the requirement for a layback to be provided to each lot at SWC stage as this limits the flexibility for the future owner to select where they wish to construct their driveway. As a result, it is recommended that condition 28 of DA2023/0070 be augmented to remove this requirement and allow greater flexibility to the future owners.

Traffic Generation and Assessment:

The consent DA2023/0070 has been approved for a total of 32 lots, whereas this modification pertains to 19 lots. An assessment of traffic generation has already been conducted, concluding that the anticipated traffic can be adequately accommodated by the existing local road network.

Given that the proposed lot layout presents a reduced impact compared to the previously approved configuration, no further evaluation of traffic impacts is necessary for this modification. The road reserve width is wider, as is the road casement width, which can accommodate vehicular movements as well as the on-street parking that is likely to occur. It is recommended that the cul-de-sac turning head be widened to 12.5m radius, with the turning head surfaced with asphalt.

Stormwater:

Stormwater design achieves the highest proportion of lots (14 lots) able to drain to onsite detention, with the remaining being provisioned with subsurface stormwater infrastructure at the frontage of the remaining 5 lots. The design is limited due to the placement of the existing community building on the lowest corner of the allotment.

Given that the subdivision will consist of two stages, the lots located to the west are positioned at a higher elevation compared to the lots in stage 1, which are situated to the east and have been excavated. This elevation difference may result in overland flow originating from the section of the existing lot designated for no development, as well as from the

proposed future stage, potentially causing nuisance flows. It is advisable to implement mitigation measures within the drainage design and erosion and sediment control plans to ensure that lots 25, 29, and 30 are not adversely affected.

This modification does not require augmenting the existing infrastructure conditions for stormwater.

**Water Assets Engineer:**

Reticulated Water:

The alignment has been provided but the details are not shown in the current design plan.

Reticulated Sewerage:

The alignment has been provided but the details are not shown in the current design plan. As per the current alignment easement is required for sewer.

**Easement(s):**

Are there any easements applying to the subject land?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Is the proposed development clear of easements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Are there any proposed easements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Are easements required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

**Comments:** Easements have been located appropriately for the supply of essential infrastructure. This proposed modification does not increase/reduce the requirements for those easements within the overall proposed subdivision.

**Consolidation of Lots:**

Is there more than one lot owned by the landowner in same holding?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Is there a need to consolidate lots?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A

**Comments:** Not applicable. The proposed modification is to amend the design of a subdivision.

**Section 1.17 Biodiversity Conservation Act 2016 / Fisheries Management Act 1994**

**Biodiversity:**

Is the land identified on the Biodiversity Values Map?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Does the development include clearing/disturbance of vegetation above the relevant threshold? (as identified in 7.2 of the Biodiversity Conservation Regulation 2017)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Is the development otherwise likely to affect threatened species? (as identified in Clause 7.1 and 7.2 of the Biodiversity Conservation Regulation 2017)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Is the development proposed on land identified as an area of outstanding biodiversity value?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A

**Comments:** The subject site is not identified on the Biodiversity Land Values Map. The site is located within an urban area of the Parkes Township and no clearing of significant vegetation is proposed as part of the development. The site is vacant land and does not contain any threatened species.

**Fisheries:**

Is the proposed development or activity likely to have an adverse effect on the life cycle of a threatened species such that a viable local population of the species is likely to be placed at risk of extinction?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
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Is the proposed development or activity likely to have an adverse effect on the life cycle of the species that constitutes the endangered population such that a viable local population of the species is likely to be placed at risk of extinction?

☐ Yes ☒ No ☐ N/A

In relation to a threatened species, population or ecological community will the proposed development lead to the removal or fragmentation of a habitat and does the habitat have an important role in the ongoing survival of the species?

☐ Yes ☒ No ☐ N/A

Is the proposed development or activity likely to have an adverse effect on any critical habitat (either directly or indirectly)?

☐ Yes ☒ No ☐ N/A

**Comments:** The subject site is not located within proximity of a watercourse. It is assessed the proposed modified development will not have any adverse impacts on any threatened species, endangered population or ecological community.

#### Section 4.13 Consultation and development consent—certain bush fire prone land

Is the site identified on the Bushfire Prone Land Map?

☐ Yes ☒ No ☐ N/A

Does the development comply with "Planning for Bushfire Protection" or a certificate provided by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment stating that the development conforms to the relevant specifications and requirement?

☐ Yes ☐ No ☒ N/A

If no, has consultation been done Commissioner for Rural Fire Service?

☐ Yes ☐ No ☒ N/A

**Comments:** Not relevant to the proposal.

#### Contributions:

Does the Section 7.11 Contributions Plan apply?

☐ Yes ☒ No

- Are Section 7.11 Contributions payable?

☐ Yes ☒ No

Does the Section 7.12 Contributions Plan apply?

☒ Yes ☐ No

- Are Section 7.12 Contributions payable?

☐ Yes ☒ No

Were Section 7.11 Contributions paid on the land under previous applications?

☐ Yes ☒ No

Does the Developer Services Plan apply?

☒ Yes ☐ No ☒ N/A

- Are Water Contributions payable?

☒ Yes ☐ No

- Are Sewer Contributions payable?

☒ Yes ☐ No

**Comments:** The proposed development is subject to Section 64 water and sewerage headworks charges. Conditions of consent will be imposed to ensure the contributions are paid upon the release of the relevant construction certificate.

#### Section 4.55 Evaluation Matters:

Section 4.55(2) Other modifications ☒ Yes ☐ No

A consent authority may, on application being made by the applicant or any other person entitled to act on a consent granted by the consent authority and subject to and in accordance with the regulations, modify the consent if:

(a) the development to which the consent as modified relates is substantially the same development as the development for which consent was originally granted.

##### Comment:

The original application was for subdivision, creating 32 new residential lots on two existing lots (Lots 133 and 163 DP 750152). The modified proposal is for a reduction to 19 new residential lots (on Lot 133 DP 750152), due to prevailing physical environment (topographic) constraints. The new lots described by the modified proposal are of similar size to those approved under Development Consent DA2023/0070 and are located on the same allotment (the former Parkes

Parkes Shire Council



District Hospital). There are no additional land uses proposed by this modification proposal, it remains solely for subdivision of land, earthworks and retaining walls.

(b) it has consulted with the relevant Minister, public authority or approval body (within the meaning of Division 4.8) in respect of a condition imposed as a requirement of a concurrence to the consent or in accordance with the general terms of an approval proposed to be granted by the approval body and that Minister, authority or body has not, within 21 days after being consulted, objected to the modification of that consent.

Comment:

Referral of the original Development Application or the proposed modification to any relevant Minister, public authority or approval body (within the meaning of Division 4.8) is not required.

(c) it has notified the application in accordance with—

(i) the regulations, if the regulations so require, or

(ii) a development control plan, if the consent authority is a council that has made a development control plan that requires the notification or advertising of applications for modification of a development consent:

Comment:

The development application was placed on Public Exhibition between 3 April 2025 to 1 May 2025, in accordance with the Parkes Shire Community Participation Plan 2022.

(d) it has considered any submissions made concerning the proposed modification within the period prescribed by the regulations or provided by the development control plan, as the case may be.

Comment:

There were no submissions made to the proposed modification to Development Consent DA2023/0070 (ModDA2015/0005 - this application) during the Public Exhibition period.

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## Section 4.15(1) Assessment

### S4.15(1)(a)(i) The provisions of any environmental planning instrument

#### Local Environmental Plans

The Parkes Local Environmental Plan 2012 applies to all land within the Parkes Local Government Area. The site of the proposed development is zoned R1 General Residential under the Parkes Local Environmental Plan 2012. Clause 2.6 of the Parkes Local Environmental Plan 2012 permits Subdivision of land with consent of Council.

Clause 2.3(2) of Parkes Local Environmental Plan 2012 provides that the Council shall have regard to the objectives for development in a zone when determining a development application in respect of land within the zone. The objectives of the R1 General Residential zone are:

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.
- To provide attractive, affordable, well located and market-responsive residential land.
- To ensure that any non-residential land uses permitted within the zone are compatible with the amenity of the area.
- To ensure that housing densities are broadly concentrated in location accessible to public transport, employment, services and facilities.

The development is consistent with the objectives of the R1 General Residential zone. The proposed development will provide 19 new residential lots with the potential for the construction of residential accommodation developments. The proposed subdivision layout takes into consideration the existing landform and is designed to maximise solar access, maintain drainage changes, limit environmental disturbance, and enable the subdivision of adjoining land with suitable connectivity. The proposed bulk earthworks and associated retaining walls will create appropriately graded allotments draining water to a legal discharge point that are attractive, affordable and will be located within the Parkes urban area.

The following provisions of the Parkes Local Environmental Plan 2012 have been especially considered in the assessment of the proposal:

- **Clause 2.6 Subdivision - Consent Requirements** - The applicant is seeking consent for a modification to an approved subdivision in accordance with this clause.

- **Clause 4.1 Minimum subdivision lot size** - The objectives of Clause 4.1 are:

- (a) *to maintain farm sizes that will protect the productive capacity of agricultural land,*
- (b) *to ensure that rural residential development does not prejudice future urban development or agricultural production,*
- (c) *to ensure that subdivision has a minimal impact on the natural and environmental values of the area,*
- (d) *to prevent the fragmentation of natural areas,*
- (e) *to ensure that lots to be created, and any subsequent developments on such lots, do not have the effect of creating a demand for the uneconomic provision of services by the Council,*
- (f) *to ensure that new subdivisions reflect characteristic lot sizes and patterns in the surrounding locality,*
- (g) *to ensure that lot sizes and dimensions are able to accommodate development that is consistent with relevant development controls.*

The proposed development will not have a significant impact on the natural and environmental values of the area, will not result in the uneconomic provision of services by Council and the proposed subdivision pattern reflects the lot sizes and patterns in the surrounding locality allowing future development to comply with local and state controls.

Clause 4.1(3) states that the size of any lot resulting from a subdivision of land to which this clause applies is not to be less than the minimum size shown on the Lot Size Map in relation to that land. The Lot Size Map for the subject land notes that the minimum lot size for the subject land is 600m<sup>2</sup>. All lots in the proposed development are greater in area than the prescribed 600m<sup>2</sup>.

- **Clause 6.1 Earthworks**

Clause 6.1(2)(b) states that development consent is required for earthworks that are ancillary to development for which development consent is required. It is considered that the earthworks are ancillary to the proposed subdivision.

Clause 6.1(3) states that before granting consent for development involving ancillary earthworks, the following matters must be considered:

- (a) *the likely disruption of, or any detrimental effect on, drainage patterns and soil stability in the locality of the development,*
- (b) *the effect of the development on the likely future use or redevelopment of the land,*
- (c) *the quality of the fill or the soil to be excavated, or both,*
- (d) *the effect of the development on the existing and likely amenity of adjoining properties,*
- (e) *the source of any fill material and the destination of any excavated material,*
- (f) *the likelihood of disturbing relics,*
- (g) *the proximity to, and potential for adverse impacts on, any waterway, drinking water catchment or environmentally sensitive area,*
- (h) *any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development*

Substantial earthworks are associated with this proposed subdivision, the details of which are described in the Statement of Environmental Effects. The proposed earthworks include regrading the site and constructing a number of retaining walls to create the residential allotments. Retaining walls will preserve existing natural surface levels at the interfaces with the day care centre in the north-east corner, the community centre in the south-east corner, and the open space in the north-west corner of the site. All retaining walls will be constructed within the boundaries of the site.

Bulk earthworks are indicated to be approximately 9854m<sup>3</sup> of cut, and 14942m<sup>3</sup> of fill across the site. The deficit of fill is required to be imported. Impacts due to earthworks may include erosion due to wind and/or water, which are likely to be temporary in nature while the site is disturbed prior to development/improvement. Conditions of Consent to mitigate these impacts will be imposed.

- **Clause 6.7 Essential Services** - This clause requires Council to consider servicing of the land. The proposed development will be required to connect to all essential services.

- (a) Water: Connection to Council's reticulated water system is available via extension of the reticulated main in Coleman Road, Rose Street and Ainsworth Street. Conditions of consent will require all lots to be connected to Council's reticulated system.
- (b) Electricity: Low voltage power will be provided to each allotment. Conditions of consent will be imposed.

- (c) Sewerage: Connection to Council's reticulated sewerage system is available via extension of the reticulated main located in Ainsworth Street Coleman Road and Rose Street. Conditions of consent will require all lots to be connected to Council's reticulated sewerage system.
- (d) Stormwater: Stormwater will be conveyed through a piped (micro) and overland flow (macro) drainage system, conveying stormwater to a proposed stormwater detention basin located north-east of the Parkes Shire Community Centre.
- (e) Access: Suitable vehicular access is available from Ainsworth Street, Coleman Road and Rose Street. New public roads will be constructed to provide access to the proposed lots positioned centrally on the existing site.

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### State Environmental Planning Policies

The following State Environmental Planning Instruments (SEPPs) apply to the Parkes Local Government Area:

- SEPP (Biodiversity and Conservation) 2021
- SEPP (Building Sustainability Index: BASIX) 2004
- SEPP (Exempt and Complying Development Codes) 2008
- SEPP (Housing) 2021
- SEPP (Industry and Employment) 2021
- SEPP 65 - Design Quality of Residential Apartment Development
- SEPP (Planning Systems) 2021
- SEPP (Precincts - Regional) 2021
- SEPP (Primary Production) 2021
- SEPP (Resilience and Hazards) 2021
- SEPP (Resources and Energy) 2021
- SEPP (Transport and Infrastructure) 2021

The following SEPPs are relevant to this application to modify development consent:

- **SEPP (Biodiversity and Conservation) 2021** – Clause 2.6 of the Biodiversity and Conservation SEPP requires any person clearing vegetation in a non-rural area to obtain permit granted by the Council under Part 2.2 of the SEPP. The Parkes Shire Development Control Plan 2021 does not prescribe any vegetation to which Part 2.2 applies and therefore a permit under Part 2.2 is not required. In accordance with Chapter 4 Koala Habitat Protection 2021 the subject land is not identified as a core koala habitat given it is highly modified and does not contain the necessary quantity of feed tree species detailed in Schedule 3.
- **SEPP (Resilience and Hazards) 2021** - Clause 4.6 of SEPP Resilience and Hazards requires that a consent authority must consider the contamination potential of the land, and if the land is contaminated, it is satisfied that the land is suitable for the development in its contaminated state, or that appropriate arrangements have been made to remediate the site prior to the development being carried out. The site was previously used as a hospital and community health care centre. A full site history and contamination assessment was provided in the Statement of Environmental Effects which demonstrates that there has been sufficient investigation of the site, and concludes that the subject land is suitable for residential development.
- **SEPP (Transport and Infrastructure) 2021** - Clause 2.48 of SEPP Transport and Infrastructure requires a Consent Authority to consider any development application (or an application for modification of consent) for any development carried out:
  - within or immediately adjacent to an easement for electricity purposes (whether or not the electricity infrastructure exists),
  - immediately adjacent to an electricity substation,
  - within 5m of an overhead power line,
  - includes installation of a swimming pool any part of which is: within 30m of a structure supporting an overhead electricity transmission line and/or within 5m of an overhead electricity power line, or
  - placement of power lines underground.

The proposal is not within or immediately adjacent to any of the above infrastructure; as such, the subject application is considered to satisfy the provisions of Clause 2.48 SEPP Transport and Infrastructure.

Clause 2.122 outlines the requirements for development classified traffic generating development in accordance with Schedule 3 of the SEPP. The proposed development does not meet the allotment quantities to be classified traffic generating development and no further assessment against Clause 2.122 is required.

#### S4.15(1)(a)(ii) The provisions of any proposed environmental planning instrument

There are no draft LEPs or draft SEPPs that apply to the subject land.

#### S4.15(1)(a)(iii) The provisions of any development control plan

The Parkes Shire Development Control Plan 2021 applies to this Modification application. The proposed development has been assessed against the relevant controls of Part B.2 - Residential Subdivision Controls as follows:

Clause	Comment
<i>B.2.2 - Earthworks</i>	<p>Substantial earthworks are associated with this proposed subdivision, the details of which are described in the Statement of Environmental Effects. The proposed earthworks include regrading the site and constructing a number of retaining walls to create the residential allotments. Retaining walls will preserve existing natural surface levels at the interfaces with the day care centre in the north-east corner, the community centre in the south-east corner, and the open space in the north-west corner of the site. All retaining walls will be constructed within the boundaries of the site.</p> <p>Bulk earthworks are indicated to be approximately 9,800m<sup>3</sup> of cut, and 14,900m<sup>3</sup> of fill across the site. The deficit of fill is required to be imported. Impacts due to earthworks may include erosion due to wind and/or water, which are likely to be temporary in nature while the site is disturbed prior to development/improvement. Conditions of Consent to mitigate these impacts have been applied to Development Consent DA2023/0070. The proposed earthworks comply with the requirements of this part of the DCP.</p>
<i>B.2.3 - Lot Design</i>	Complies. All lot sizes comply with the Parkes LEP 2012 Minimum Lot Size standard of 600m <sup>2</sup> and minimum frontage of 18 metres. There are no "battle-axe" shaped lots to be proposed. The road access is logical and simple, with two turning/access points from Coleman Road and Ainsworth Street. All new allotments will front the existing roads (external to the site), or the proposed new road within the site.
<i>B.2.4 - Road Design</i>	<p>Complies. Details of the Road Design parameters for the proposed subdivision are described in the Statement of Environmental Effects (Appendix C). The proposed road design is compliant with the design requirements of Part B.2.4 and all relevant standards including those specified in:</p> <ul style="list-style-type: none"> <li>• NSW Development Specification D1 - Geometric Road Design (Urban and Rural) 2001</li> <li>• NSW Development Specification D2 - Pavement Design (2000)</li> <li>• Relevant Australian Standards</li> <li>• Austroads Guide to Road Design</li> </ul>
<i>B.2.5 - Stormwater Management</i>	<p>Complies. Details of Stormwater Management for the proposed subdivision are described in the Statement of Environmental Effects (Appendix B). The proposed stormwater management design is compliant with the design requirements of Part B.2.5 and all relevant standards including those specified in:</p> <ul style="list-style-type: none"> <li>• Australian Rainfall and Runoff guidelines (2016)</li> <li>• AS 3500.3 - Plumbing and Drainage - Stormwater Drainage</li> <li>• Parkes Shire Council - Stormwater Drainage Design Guidelines (June 2010)</li> </ul>
<i>B.2.6 - Public Open Space</i>	Does not apply. There are no public open spaces included (or to be zoned/allocated) as part of this proposed subdivision.
<i>B.2.7 - Landscape Design</i>	Can comply. Landscaping will be provided in future development applications which are to be in compliance with the controls outlined in Part B.2.7 of the DCP.
<i>B.2.8 - Naming of new roads</i>	Can comply. Road names can be suggested/considered in the future.
<i>B.2.9 - Utilities</i>	Complies. All allotments can be connected to reticulated water supply and sewerage infrastructure, stormwater infrastructure, electricity and telecommunications that will connect to existing services located in Coleman Road, Rose Street and Ainsworth Street.

#### S4.15(1)(a)(iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4

There are no planning agreements relating to the site. The applicant has not requested Council to enter into any form of planning agreement.

Parkes Shire Council

#### S4.15(a)(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph

Division 1 of Part 4 of the Environmental Planning and Assessment Regulation 2021 specifies additional matters that must be taken into consideration by a consent authority in determining a development application. Consideration of these matters is included below:

Clause	Comment	Compliance	
Clause 61(1) - Building Demolition	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 61(2) - Subdivision Order	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 61(3) - Dark Sky Planning Guideline	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 61(4) - Low rise housing diversity design guide.	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clauses 62 - Change of Use Fire Safety and Structural Capacity Considerations	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 63 - Temporary Structures	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clauses 64 - Fire Safety Upgrades	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 65 - Conservation Plan Opera House	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 66 - Contributions Plan (Sydney)	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 66A - Council-related Development Applications	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 67 - Modification or surrender of existing use	Not relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Clause 68 - Modification or surrender of development consent	Relevant to the proposal.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

#### S4.15(1)(b) the likely impact on the natural and built environment(s) and the likely social and/or economic impact on the locality.

- Context and Setting** – The subject site is a Large Lot Residential allotment. The subdivision will be located upon an R1 General Residential site, with detached dwelling-houses, dual occupancies, secondary dwellings and ancillary outbuildings expected to be located on the adjacent allotments as the R1 precinct develops. The proposed modification is consistent with the development in the area and is not expected to create significant impacts on the context and setting of the area.
- Land Use Conflict** – The initial approval DA2023/0070 is for the subdivision of land, which will be located upon an R1 General Residential site. with detached dwelling-houses, dual occupancies, secondary dwellings and ancillary outbuildings expected to be located on the new allotments as the R1 precinct develops and is not located on a land use zone boundary. The proposed modification to Development Consent DA2023/0070 will not detrimentally affect adjoining land and is unlikely to lead to land use conflict.
- Access and Traffic** – The proposed modification will not generate any adverse impacts to traffic and access within the residential precinct, or the existing road network. Therefore, none have been identified in relation to Development Consent DA2023/0070 and this proposed modification.
- Public Domain** – The proposed development will not compromise the availability and enjoyment of any public recreational opportunities in the locality. It is assessed that minimal impact will result on the existing public domain. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.



- **Utilities** – All new allotments in the subject land are proposed to be connected to Council's reticulated water system and reticulated sewerage system, which have the capacity to connect those services. Electricity and communications services can be connected to each allotment as they are developed. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.
- **Heritage** – The subject site is not listed in the Parkes Local Environmental Plan 2012 as containing any items of Local or State significance. The initial site inspection did not identify any sites, items, or places of heritage significance. The information supplied by the applicant did not identify any heritage sites, items, or places. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/00270.
- **Other land resources** – The development will not have detrimental effects of conserving and using valuable land resources and water supply catchments.
- **Bushfire** – The site is not identified on the bushfire prone land map. No adverse impacts are assessed.
- **Surface Water and Groundwater** – The site is not identified on the groundwater vulnerable land map. This proposal does not pose a risk of contamination, or any other adverse impacts upon groundwater dependent eco-systems or water quality. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.
- **Soils** – Substantial earthworks are associated with this proposed subdivision, the details of which are described in the Statement of Environmental Effects. The proposed earthworks include regrading the site and constructing a number of retaining walls to create the residential allotments. Retaining walls will preserve existing natural surface levels at the interfaces with the day care centre in the north-east corner, the community centre in the south-east corner, and the open space in the north-west corner of the site. All retaining walls will be constructed within the boundaries of the site. The land is not included in Council's Groundwater Vulnerability Mapping.

Bulk earthworks are indicated to be approximately 9,800m<sup>3</sup> of cut, and 14,900m<sup>3</sup> of fill across the site. The deficit of fill is required to be imported. Impacts due to earthworks may include erosion due to wind and/or water, which are likely to be temporary in nature while the site is disturbed prior to development/improvement. Conditions of Consent to mitigate these impacts have been applied to Development Consent DA2023/0070.

- **Air & Microclimate** – No adverse impacts have been assessed.
- **Noise and Vibration** – Noise and vibration issues have been addressed by the parent consent, Development Approval DA2023/0070 and appropriate conditions of consent have been applied. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.
- **Flora and Fauna** – Flora and Fauna issues have been addressed by the parent consent, Development Approval DA2023/0070. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.
- **Waste** - Waste generation and management issues have been addressed by the parent consent, Development Approval DA2023/0070. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.
- **Natural Hazards** – The site is not flood prone nor is it identified on the Bushfire Prone Land Map. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.
- **Technological Hazards** – The subject land is the site of the former Parkes District Hospital. Assessment of the initial application DA2023/0070 included addressing of potential land contamination/remediation. No adverse impacts have been assessed concerning the proposed modification to Development Consent DA2023/0070.
- **Safety Security and Crime Prevention** – The proposal does not pose a safety security or crime prevention risk. The modified subdivision has been designed with consideration of the Crime Prevention through Environmental Design (CPTED) principles to reduce any potential crime opportunities. The subdivision configuration and proposed road layout enables a high level of passive surveillance eliminating any secluded areas.
- **Social Impact in the Locality** – The proposed development will have positive social outcomes with the creation of 32 additional residential housing allotments. No adverse impacts are assessed.
- **Economic Impact in the Locality** – The proposed subdivision (modification to Development Consent 2023/0070) will provide an increase of 19 new residential lots (reduced from 32), located close to the Parkes CBD, transport links and

services. The development will result in investment and growth providing residential allotments in an attractive area of Parkes. No adverse impacts are assessed.

- **Site Design and Internal Design** – The proposed modification to Development Consent 2023/0070 is consistent with the Parkes Local Environmental Plan 2012 and Parkes Development Control Plan 2021. The proposed modified allotment configuration is consistent with Council's requirements. The development on the site will not detrimentally affect adjoining land.
- **Cumulative Impacts** – The proposed modification to Development Consent 2023/0070 is consistent with the Parkes Local Environmental Plan 2012 and the Parkes Shire Development Control Plan 2021. Nearby developed allotments are of a similar size and configuration. It is assessed that the cumulative impacts of the proposed development are not such that the application should be refused.

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#### **S4.15(1)(c) the suitability of the site for the development**

The suitability of the site for development is a two-part test:

##### *1. Does the proposal fit in the locality?*

The subject land is zoned R1 General Residential. The subject land previously contained the Parkes Hospital and associated health services buildings. The hospital has been demolished, however the former health services buildings have been converted to a child care facility and community centre. The proposed development is consistent with the objectives of the zone and adjoining allotments within the locality predominantly contain single storey dwelling-houses and ancillary outbuildings. The site has been vacant since the demolition of the hospital, with the exception of the child care facility and community centre. The development is not beyond the capabilities of the reticulated network and will not require the uneconomic extension of reticulated services. It is assessed the development is consistent with the locality.

##### *2. Are the site attributes conducive to development?*

The subject allotment is clear of mature significant vegetation. The development is not within proximity of a watercourse or any other environmental sensitive feature. The subject site has aspect to the south-east, and attractive views to the east of Parkes from which future developments can benefit. The site is conducive to the development with all appropriate measures implemented.

The proposed development will be in character for the surrounding residential area and will not lead to cumulative impacts on the environment, neighbouring land-uses, cultural or heritage.

The site has the capacity to support the overall proposal for subdivision without creating adverse impacts on the site and adjoining land. The proposed modification will not compromise the any other Conditions of Consent listed under parent consent DA2023/0070. The proposed modification will not lead to cumulative impacts on the environment, neighbouring land-uses, and cultural or heritage items.

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#### **S4.15(1)(d) any submissions made in accordance with this Act or the regulations**

The proposed modified development was notified to neighbouring landowners and advertised in accordance with the *Parkes Shire Community Participation Plan 2022* from 3 April to 1 May 2025. No comments were received as a result of the notification/advertising of the development.

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#### **S4.15(1)(e) the public interest**

The proposal is assessed to pose no significant impacts on the public interest.

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#### **Assessment Conclusion / Recommendation**

Consent be granted subject to condition(s) detailed in Annexure 'A' *attached*.



13 May 2025

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**Assessment Officer**Grahame Fry  
Land Use Planning Specialist

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**Date**

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**Reviewing Officer**Scott Brakenridge  
Executive Manager Planning & Certification

14 May 2025

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**Date**

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**Annexure 'A'****Schedule of proposed additional or amended conditions of development consent:**

The modification Development Consent No: DA2023/0070 granted on 19 September 2023 has been determined in the following manner:

**Approved Plans and Documents:**

Replace Condition No. 1 with:

1. Development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.
  1. The approved stamped plan(s) prepared by Tonkin, Job No. 241348 (Sheets C0001, C00050, C0101, C0151, C0152, C0201, C0252, C0253, C0254, C0301, C0322, C0344, C0343, C0521, C0601, C0721, and C0851), Revision B, dated 14 March 2025.
  2. The approved stamped plan(s) prepared by Tonkin, Job No. 241348 (Sheets C0010), Revision A, dated 14 March 2025.
  3. The approved stamped Statement of Environmental Effects, prepared by Tonkin, Reference No. 241348R02[C], dated 24 March 2025.

In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.

**Landscaping and Urban Design Plan**

Replace Condition No.7 as follows:

7. Prior to the issue of a Subdivision Works Certificate a Landscaping and Urban Design Plan must be submitted to and approved by Council's Director Planning and Community Services and must detail the following:
  - Retaining walls: The proposed materials, construction methodology and appearance for exposed faces.
  - Fencing: The style, materials, height, position within front and secondary street setbacks and heights of fencing on shared boundary retaining walls.
  - Street trees: The species type, planting maturity and location of new street trees.
  - On-site detention basin: The design, vegetation plantings, any hard landscaping features, basin gradient, size and community safety measures of the final basin design.
  - Primary frontage: Each corner allotment is to be dedicated a primary and secondary street frontage.

- Driveway locations: Driveway locations are to be identified for each allotment, compliant with AS2890.1 and in accordance with best practice principals for dwelling design / solar orientation.
- Building Envelopes: Nominated building envelopes are to be demonstrated for a corner allotment (proposed Lot 20).
- Positive Covenants: Each of the above urban design elements are to be detailed in a positive covenant under Section 88E of the Conveyancing Act 1919 and are to be submitted with the Subdivision Certificate. The Landscaping and Urban Design Plan must detail the indicative wording to be imposed on the covenant.

### **Road Construction and Design Requirements**

Replace Condition No. 11 with:

11. The Applicant shall submit to Parkes Shire Council a detailed road design of the road network to service the proposed development. The design shall include all construction drawings and calculations to enable construction of the road and vehicle access to each lot in accordance with AUSPEC#1/Parkes Shire Council and Austroads Guide to Road Design Part 4 - Intersections and crossings and Part 4a – Unsignalised and signalised intersections. The detailed design shall be approved by the Director of Works and Services prior to the issue of a Subdivision Works Certificate. In particular, the road design shall detail the following:
  - a) Standard barrier kerb and gutter along all new roads and the extending around kerb returns to meet existing.
  - b) Requisite road shoulder construction and two coat bitumen seal to the edge of the existing sealed road carriageway and new kerb and gutter.
  - c) Pavement construction, rollover kerb, bitumen spray seal details of proposed road.
  - d) Street lighting as per AS/NZS 1158: 2010 Lighting for roads and public spaces.
  - e) Street tree planting (minimum 100 litre pots) at a rate of one tree per lot as per AUSPEC#1/Parkes Shire Council.

### **During subdivision works:**

Delete Condition No. 28

Delete Condition No. 34

### **Provide Temporary Turning Head**

Replace Condition No. 35 with the following:

35. During works a temporary turning head shall be provided at the end of any partially completed roads where allotments are released in stages. The temporary turning head shall be a minimum diameter of twenty-five (25) metres and be of an all-weather standard constructed to the approved pavement design.

### **Provide Easement Over Utilities**

Replace Condition No. 39 with the following:

39. The final survey plan shall show easements over all utility services. Easements for reticulated water supply, reticulated sewerage and stormwater management systems shall be created in accordance with Section 88B of the Conveyancing Act and shall be in favour of Parkes Shire Council.

*Reason: To ensure that the final survey plan for the development includes easements over utility services, specifically for water, sewer and stormwater, in favour of Parkes Shire Council.*

### **Section 64 Developer Charges**

Replace Condition No. 44 with the following:

44. Prior to the issue of a Subdivision Works Certificate evidence of an approved Section 307 Water Management Act 2000 Application for water supply and sewerage management system works from Parkes Shire Council is to be provided to the Certifier.

Note: The applicant is advised that the development may be subject to developer charges pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000. These fees will be confirmed with the issue of a

Section 306 Certificate and will be required to be paid in full prior to the issue of a subdivision certificate in accordance with Section 64 of the Local Government Act 1993.

The current Section 64 developer charges per ET set out in Council's published fees and charges for 2024/25 are:

- Water = \$14,605.50
- Sewer = \$5,715.00

This charge is reviewed each financial year. The current contribution rate is to be confirmed prior to payment.

*Reason: To implement Section 64 developer charges under the Local Government Act 1993.*



**NOTICE OF DETERMINATION OF A DEVELOPMENT APPLICATION**

<b>Application number</b>	DA2023/0070 PAN-340584
<b>Applicant</b>	Tania Iffland 2 Cecile Street
<b>Description of development</b>	Subdivision (2 Lots to 32 Lots), Earthworks and Retaining Walls
<b>Property</b>	18 COLEMAN ROAD PARKES 2870 133/-/DP750152 163/-/DP750152
<b>Determination</b>	Approved Consent Authority - Council
<b>Date of determination</b>	19/09/23
<b>Date from which the consent operates</b>	19/09/23
<b>Date on which the consent lapses</b>	19/09/28

Under section 4.18(1) of the EP&A Act, notice is given that the above development application has been determined by the granting of consent using the power in section 4.16(1)(a) of the EP&A Act, subject to the conditions specified in this notice.

**Reasons for approval**

Application has been assessed against and complies with Section 4.15 of the Environmental Planning and Assessment Act 1979, Parkes Local Environmental Plan 2012 and the Parkes Shire Development Control Plan 2021.

**Right of appeal / review of determination**

If you are dissatisfied with this determination:

**Request a review**

You may request a review of the consent authority's decision under section 8.3(1) of the EP&A Act. The application must be made to the consent authority within 6 months from the date that you received the original determination notice provided that an appeal under section 8.7 of the EP&A Act has not been disposed of by the Court.

**Rights to appeal**

You have a right under section 8.7 of the EP&A Act to appeal to the Court within 6 months after the date on which the determination appealed against is notified or registered on the NSW planning portal.

The Dictionary at the end of this consent defines words and expressions for the purposes of this determination.

Grahame Fry  
Senior Development Planner  
Person on behalf of the consent authority

## Terms and Reasons for Conditions

Under section 88(1)(c) of the EP&A Regulation, the consent authority must provide the terms of all conditions and reasons for imposing the conditions other than the conditions prescribed under section 4.17(11) of the EP&A Act. The terms of the conditions and reasons are set out below.

### General Conditions

1	<b>Approved Plans and Supporting Documentation</b>
	Development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.  <ol style="list-style-type: none"> <li>1. The approved stamped plan(s) prepared by Tonkin, Job No. 20181607 (Sheets 001, 010, 101, 111, 210, 220, 221, 601-603 and 701) Revision A, dated 13 January 2023.</li> <li>2. The approved stamped plan(s) prepared by Tonkin, Job No. 20181607 (Sheets 401) Revision B, dated 8 March 2023.</li> <li>3. The approved stamped plan(s) prepared by Tonkin, Job No. 20181607 (Sheets 201, 211 and 301) Revision C, dated 8 March 2023.</li> <li>4. The approved stamped Statement of Environmental Effects, prepared by Tonkin, Reference No. 20181607R001, dated 5 May 2023.</li> </ol> <p>In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.</p>
	<b>Condition reason:</b> To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.
2	<b>Obtaining a Subdivision Works Certificate</b>
	Prior to the commencement of any works a Subdivision Works Certificate is to be obtained. A Subdivision Works Certificate may be issued either by Parkes Shire Council or a Principal Certifier.  <b>Condition reason:</b> Meet obligations under the EP&A Act to assess for approval, inspect and certify subdivision work.
3	<b>Obtaining a Subdivision Certificate</b>
	The Applicant is to obtain from Parkes Shire Council a Subdivision Certificate prior to its lodgement with Land and Property Information Services NSW. The final survey plan is to be submitted to Parkes Shire Council along with the application for the Subdivision Certificate.  <b>Condition reason:</b> To confirm the final survey after subdivision work has been completed
4	<b>Compliance with Building Code of Australia and insurance requirements under Home Building Act 1989</b>
	<ol style="list-style-type: none"> <li>1. It is a condition of a development consent for development that involves building work that the work must be carried out in accordance with the requirements of the Building Code of Australia.</li> </ol> <p>It is a condition of a development consent for development that involves residential building work for which a contract of insurance is required under the Home Building Act</p>

	<p>be carried out by the consent commences.</p> <p>3. It is a condition of a development consent for a temporary structure used as an entertainment venue that the temporary structure must comply with Part B1 and NSW Part H102 in Volume 1 of the Building Code of Australia.</p> <p>4. In subsection (1), a reference to the Building Code of Australia is a reference to the Building Code of Australia as in force on the day on which the application for the construction certificate was made.</p> <p>5. In subsection (3), a reference to the Building Code of Australia is a reference to the Building Code of Australia as in force on the day on which the application for development consent was made.</p> <p>6. This section does not apply—</p> <ol style="list-style-type: none"> <li>to the extent to which an exemption from a provision of the Building Code of Australia or a fire safety standard is in force under the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, or</li> <li>to the erection of a temporary building, other than a temporary structure to which subsection (3) applies.</li> </ol>
	<p><b>Condition reason:</b> Prescribed condition under section 69 of the Environmental Planning and Assessment Regulation 2021.</p>
5	<p><b>Erection of signs</b></p> <p>1. This section applies to a development consent for development involving building work, subdivision work or demolition work.</p> <p>2. It is a condition of the development consent that a sign must be erected in a prominent position on a site on which building work, subdivision work or demolition work is being carried out—</p> <ol style="list-style-type: none"> <li>showing the name, address and telephone number of the principal certifier for the work, and</li> <li>showing the name of the principal contractor, if any, for the building work and a telephone number on which the principal contractor may be contacted outside working hours, and</li> <li>stating that unauthorised entry to the work site is prohibited.</li> </ol> <p>3. The sign must be—</p> <ol style="list-style-type: none"> <li>maintained while the building work, subdivision work or demolition work is being carried out, and</li> <li>removed when the work has been completed.</li> </ol> <p>4. This section does not apply in relation to—</p> <ol style="list-style-type: none"> <li>building work, subdivision work or demolition work carried out inside an existing building, if the work does not affect the external walls of the building, or</li> <li>Crown building work certified to comply with the Building Code of Australia under the Act, Part 6.</li> </ol>
	<p><b>Condition reason:</b> Prescribed condition under section 70 of the Environmental Planning and Assessment Regulation 2021.</p>
6	<p><b>Shoring and adequacy of adjoining property</b></p> <p>This section applies to a development consent for development that involves excavation that extends below the level of the base of the footings of a building,</p>

	<p>corridor.</p> <p>2. It is a condition of the development consent that the person having the benefit of the development consent must, at the person's own expense—</p> <ol style="list-style-type: none"> <li>protect and support the building, structure or work on adjoining land from possible damage from the excavation, and</li> <li>if necessary, underpin the building, structure or work on adjoining land to prevent damage from the excavation.</li> </ol> <p>3. This section does not apply if—</p> <ol style="list-style-type: none"> <li>the person having the benefit of the development consent owns the adjoining land, or</li> <li>the owner of the adjoining land gives written consent to the condition not applying.</li> </ol>
	<p><b>Condition reason:</b> Prescribed condition under section 74 of the Environmental Planning and Assessment Regulation 2021.</p>

## Subdivision Work

### Before issue of a subdivision works certificate

7	<p><b>Landscaping and Urban Design Plan</b></p> <p>Prior to the issue of a Subdivision Works Certificate a Landscaping and Urban Design Plan must be submitted to and approved by Council's Director Planning and Community Services and must detail the following:</p> <ul style="list-style-type: none"> <li>Retaining walls: The proposed materials, construction methodology and appearance for exposed faces.</li> <li>Fencing: The style, materials, height, position within front and secondary street setbacks and heights of fencing on shared boundary retaining walls.</li> <li>Street trees: The species type, planting maturity and location of new street trees.</li> <li>On-site detention basin: The design, vegetation plantings, any hard landscaping features, basin gradient, size and community safety measures of the final basin design.</li> <li>Primary frontage: Each corner allotment is to be dedicated a primary and secondary street frontage.</li> <li>Driveway locations: Driveway locations are to be identified for each allotment, compliant with AS2890.1 and in accordance with best practice principals for dwelling design / solar orientation.</li> <li>Building Envelopes: Nominated building envelopes are to be demonstrated for each corner allotment, being Lots 22, 23, 27 and 31 and proposed Lot 26.</li> <li>Positive Covenants: Each of the above urban design elements are to be detailed in a positive covenant under Section 88E of the Conveyancing Act 1919 and are to be submitted with the Subdivision Certificate. The Landscaping and Urban Design Plan must detail the indicative wording to be imposed on the covenant.</li> </ul> <p><b>Condition reason:</b> To clarify and protect the natural and built form of the site</p>
8	<p><b>Shared boundary survey</b></p> <p>Prior to the issue of a Subdivision Works Certificate full engineering details by a suitably</p>



	<p>approved by Council's Director Planning and Community Services. The shared boundary retaining walls are to be concentrically loaded, reinforced concrete or masonry with a textured finish on the exposed orientation of the wall.</p> <p><b>Condition reason:</b> To ensure proposed retaining walls are sited and positioned in the approved location.</p>
9	<p><b>Erosion and sediment control plan</b></p> <p>Before the issue of a Subdivision Works Certificate, an erosion and sediment control plan must be prepared by a suitably qualified person in accordance with the following documents and provided to Parkes Shire Council's Director Planning and Community Services::</p> <ol style="list-style-type: none"> <li>1. Council's relevant development control plan,</li> <li>2. the guidelines set out in 'Managing Urban Stormwater: Soils and Construction' prepared by Landcom (the Blue Book) (as amended from time to time), and</li> <li>3. the 'Do it Right On-Site, Soil and Water Management for the Construction Industry' (Southern Sydney Regional Organisation of Councils and the Natural Heritage Trust) (as amended from time to time).</li> </ol> <p><b>Condition reason:</b> To ensure no substance other than rainwater enters the stormwater system and waterways.</p>
10	<p><b>Obtaining a Section 305 Certificate</b></p> <p>Prior to the issue of a Subdivision Works Certificate evidence of an approved Section 305 Water Management Act 2000 Application for water supply and sewerage management system works from Parkes Shire Council is to be provided to the Certifier.</p> <p><b>Condition reason:</b> Meet obligations under the Water Management Act for water and sewerage works.</p>
11	<p><b>Road Construction and Design Requirements</b></p> <p>Prior to the issue of a Subdivision Works Certificate detailed engineering design plans of the road, access crossovers and road verges, including details of any kerb and gutter, footpath, street lights, table drain or stormwater control measures within the road reserve are to be submitted to and approved by Council or a Principal Certifier. Engineering design plans are to be prepared in accordance with the requirements of the Austroads Guide to Road Design, Parkes Shire Council AUS-SPEC #1 Development Specification Series - Design and Construction.</p> <p><b>Condition reason:</b> To safeguard the quality, safety, functionality, and environmental sustainability of road infrastructure within the development.</p>
12	<p><b>Submit detailed design of Sewerage infrastructure</b></p> <p>Prior to the Issue of a Subdivision Works Certificate a detailed design of the extension/augmentation of the sewerage network to service the proposed development shall be submitted to and approved by Council's Director Operations. The design shall include all construction drawings and calculations to enable construction of the sewerage network in accordance with AUSPEC#1/Parkes Shire Council and WSA-02 Sewerage Code of Australia.</p> <p><b>Condition reason:</b> To allow council to manage Sewerage infrastructure effectively.</p>
13	<p><b>Submit detailed design of Water Infrastructure</b></p> <p>Prior to the Issue of a Subdivision Works Certificate a detailed design of the extension/augmentation of the reticulated water supply network to service the development shall be submitted to and approved by Council's Director Operations. The design shall include</p>

	supply network in accordance with AUSPEC#1/Parkes Shire Council and WSA-03 Water Code of Australia.
	<b>Condition reason:</b> To allow council to manage water infrastructure effectively.
14	<b>Submit detailed stormwater design for subdivision</b> <p>Prior to the Issue of Subdivision Works Certificate, a detailed stormwater engineering design shall be prepared for the Subdivision in accordance with the following;</p> <ol style="list-style-type: none"> <li>1. Parkes Shire Council Stormwater Drainage Guidelines 2010.</li> <li>2. Parkes Shire Council Development Control Plan 2021.</li> <li>3. Parkes Shire Council AUS-SPEC #1 Development Specification Series - Design and Construction.</li> <li>4. Parkes Shire Council Engineering Design Minimum Standards for Subdivision and Development 2021.</li> </ol> <p>The detailed stormwater engineering design is to be submitted to and approved by Council or a Principal Certifier.</p> <p>Note: The stormwater drainage design is to ensure that post development flows do not exceed pre-development flows. Subdivisions are to be designed to accommodate all stormwater in the 20% AEP via underground drainage infrastructure, with stormwater between the 20% AEP and 1% AEP to be managed via roads and drainage reserves.</p> <p><b>Condition reason:</b> To enable council to manage risks associated with stormwater drainage and flooding risk.</p>

### Before subdivision work commences

15	<b>Notice of Commencement &amp; Principal Certifier Appointment</b> <p>The applicant is to submit to Parkes Shire Council, at least two (2) days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifier'.</p> <p><b>Condition reason:</b> To ensure compliance with the Environmental Planning and Assessment Act 1979</p>
16	<b>Section 138 Approval</b> <p>Prior to any work commencing within a public road reserve, the Applicant shall submit an Application under Section 138 of the Roads Act 1993 to carry out road works, including detailed engineering design drawings of intended works, sediment control plans, environmental management plans, work method statements and traffic control plans.</p> <p><b>Condition reason:</b> To ensure works undertaken within the road reserve are in accordance with Council's engineering standard.</p>
17	<b>Erosion and sediment controls in place</b> <p>Before any site work commences, Parkes Shire Council's Director Planning and Community Services, must be satisfied the erosion and sediment controls in the erosion and sediment control plan are in place. These controls must remain in place until any bare earth has been restabilised in accordance with the NSW Department of Housing manual 'Managing Urban Stormwater: Soils and Construction Certificate' (the Blue Book) (as amended from time to time).</p>

stormwater systems and waterways.

### During subdivision work

18	<b>Noise and Pollution Requirements</b> No nuisance or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any polluted discharge whatsoever. <b>Condition reason:</b> To preserve the amenity of nearby premises
19	<b>Hours of work</b> Site work must only be carried out between the following times – <ul style="list-style-type: none"> <li>• For earthworks and construction work between 7.00 am and 6.00 pm on weekdays and 8.00 am and 1.00 pm on Saturdays.</li> <li>• No work on Sundays or Public Holidays is permitted.</li> </ul> Site work is not to be carried out outside of these times except where there is an emergency, or for urgent work directed by a police officer or a public authority. <b>Condition reason:</b> To protect the amenity of the surrounding area.
20	<b>Disposal of Waste</b> All building rubbish, demolition material and debris shall be disposed at an approved Parkes Shire Council Waste Facility. <b>Condition reason:</b> To ensure environmentally safe disposal of rubbish and debris
21	<b>Provision of Toilets</b> Throughout the course of building operations on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out. Toilet facilities are to be provided at a rate of one toilet for every 20 persons or part of 20 persons employed at the site. <b>Condition reason:</b> To provide adequate sanitary facilities during the construction phase
22	<b>Work to be Within Property Confines</b> All loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. No loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out on the nature strip, footpath or public roadway system. <b>Condition reason:</b> To ensure building work is conducted within the confines of the property
23	<b>Rubbish &amp; Debris</b> All building rubbish and debris, including that which can be wind blown, shall be contained on site in a suitable container for disposal at an approved Parkes Shire Council Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project. <ul style="list-style-type: none"> <li>• No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road.</li> </ul> The waste container shall be regularly cleaned to ensure proper containment of the

	<p><b>Condition reason:</b> To ensure that the building site and adjoining public places are maintained in a clean and tidy condition so as not to interfere with the amenity of the area</p>
24	<p><b>Soil management</b></p> <p>While site work is being carried out, Parkes Shire Council's Director of Planning and Community Services must be satisfied all soil removed from or imported to the site is managed in accordance with the following requirements:</p> <p>All excavated material removed from the site must be classified in accordance with the EPA's Waste Classification Guidelines before it is disposed of at an approved waste management facility and the classification and the volume of material removed must be:</p> <ol style="list-style-type: none"> <li>1. Reported to Parkes Shire Council's Director Planning and Community Services.</li> <li>2. All fill material imported to the site must be: <ol style="list-style-type: none"> <li>a. Virgin Excavated Natural Material as defined in Schedule 1 of the Protection of the Environment Operations Act 1997; or</li> <li>b. A material identified as being subject to a resource recovery exemption by the NSW EPA; or</li> <li>c. A combination of Virgin Excavated Natural Material as defined in Schedule 1 of the Protection of the Environment Operations Act 1997 and a material identified as being subject to a resource recovery exemption by the NSW EPA.</li> </ol> </li> </ol> <p><b>Condition reason:</b> To ensure soil removed from the site is appropriately disposed of and soil imported to the site is not contaminated and is safe for future occupants.</p>
25	<p><b>Landscape and Urban Design Plan to be Followed - Retaining Walls</b></p> <p>Shared boundary retaining walls are to be constructed in accordance with the approved design requirements under the Landscaping and Urban Design Plan. The position of shared boundary retaining walls are to be set-out by a registered surveyor prior to their erection.</p> <p><b>Condition reason:</b> To ensure the requirements in the approved Landscaping and Urban Design Plan are met</p>
26	<p><b>Blasting of Ground Surface</b></p> <p>No blasting of the ground surface, in-situ rock or the like is permitted during subdivision works.</p> <p><b>Condition reason:</b> To protect the amenity of the area</p>
27	<p><b>Landscaping and Urban Design Plan to be Followed - Boundary Fencing</b></p> <p>During works boundary fencing is to be erected on shared boundary walls in accordance with the Landscaping and Urban Design Plan.</p> <p><b>Condition reason:</b> To ensure the requirements in the approved Landscaping and Urban Design Plan are met</p>
28	<p><b>Vehicle Laybacks and Crossovers</b></p> <p>During works vehicle laybacks and crossovers for proposed Lots 24 - 26 are to be located in the north-west corner of the allotment.</p> <p><b>Condition reason:</b> To confirm and clarify the location of vehicle laybacks and crossovers</p>
29	<p><b>Provide Connection to Council Reticulated Sewerage Network</b></p> <p>During work each allotment is to be connected to Council's reticulated sewerage system, including the installation of an individual property junction in accordance with the detailed design plans and requirements of the Section 305 Application issued for the relevant stage of the subdivision.</p>

	Parkes Shire Council's reticulated sewerage system in a regulated and coordinated manner.
30	<b>Provide Connection to Council Reticulated Water Network</b> During work each allotment is to be connected to Council's reticulated water main system, including the installation of an individual water service in accordance with the detailed design plans and requirements of the Section 305 Application issued for the relevant stage of the subdivision. <b>Condition reason:</b> To ensure that the approved lots within the development are connected to Parkes Shire Council's reticulated water system in a regulated and coordinated manner.
31	<b>Inspection Test Plan Requirements</b> During Works all test results, material certificates, non-conformance reports and signed off Hold/Witness Points as required by the Inspection and Test Plan (ITP) shall be submitted for the review of Council to verify the Quality of the completed product. <b>Condition reason:</b> To ensure that the completed product or construction works associated with the development meet the required quality standards.
32	<b>Provide Stormwater Management Infrastructure</b> During works all stormwater infrastructure, including drainage basins, kerb and gutter, lintels, kerb inlet pits, stormwater mains, interallotment drainage pits and pipes are to be installed in accordance with the stamped approved plans under the Subdivision Works Certificate. Note: Where the subdivision is staged all relevant components of the stormwater management system are to be provided to ensure stormwater is conveyed to the legal discharge point. <b>Condition reason:</b> Ensure stormwater infrastructure is installed during works.
33	<b>Road construction</b> During works proposed Road (Road Reserve 16m Wide) is to be constructed to a full width in accordance with the stamped approved plans under the Subdivision Works Certificate.  Note: Where the subdivision is staged the road is to be constructed to the furthest most boundary of the relevant stage. <b>Condition reason:</b> Provide new roads in accordance with Council's minimum engineering standards
34	<b>Urban Vehicle Access</b> During works an urban property layback and crossover shall be constructed in accordance with Council's standard urban access engineering design and the supporting Section 138 Roads Act 1993 Approval, at the nominated location on the stamped approved plans. <b>Condition reason:</b> To safeguard the quality, safety and functionality of vehicle entrances to the development.
35	<b>Provide Temporary Turning Head</b> During works a temporary turning head shall be provided at the end of any partially completed roads where allotments are released in stages. The temporary turning head shall be a minimum diameter of twenty six (26) metres and be of an all-weather standard constructed to the approved pavement design. <b>Condition reason:</b> To ensure the provision of a safe and efficient turning area for vehicles within the proposed development.

### Before issue of a subdivision certificate



36	<p><b>Repair of infrastructure</b></p> <p>Before the issue of a Subdivision Certificate (for the applicable stage):</p> <ol style="list-style-type: none"> <li>1. any public infrastructure damaged as a result of the carrying out of work approved under this consent (including damage caused by, but not limited to, delivery vehicles, waste collection, contractors, sub-contractors, concreting vehicles) must be fully repaired to the written satisfaction of Council, and at no cost to Council; or</li> <li>2. if the works in (a) are not carried out to Council's satisfaction, Council may carry out the works required and the costs of any such works must be paid as directed by Council and in the first instance will be paid using the security deposit required to be paid under this consent.</li> </ol> <p><b>Condition reason:</b> To ensure any damage to public infrastructure is rectified.</p>
37	<p><b>Works-as-executed plans and any other documentary evidence</b></p> <p>Before the issue of the relevant subdivision certificate, works-as-executed plans, any compliance certificates and any other evidence confirming the following completed works must be submitted to the satisfaction of the principal certifier:</p> <ol style="list-style-type: none"> <li>1. All reticulated sewerage management systems;</li> <li>2. All reticulated water supply systems;</li> <li>3. All stormwater drainage systems;</li> <li>4. All road and kerb and gutter works</li> </ol> <p><b>Condition reason:</b> To confirm the location of works once constructed that will become Council assets.</p>
38	<p><b>Utilities and services</b></p> <p>Before the issue of the relevant Subdivision Certificate, the applicant must submit the following written evidence of service provider requirements to the certifier:</p> <ol style="list-style-type: none"> <li>1. a notice of arrangement from Essential Energy demonstrating that satisfactory arrangements can be made for the installation and supply of electricity to each allotment.</li> <li>2. a notice of arrangement from the telecommunications authority demonstrating that satisfactory arrangements can be made for the installation and supply of telecommunications to each allotment.</li> </ol> <p><b>Condition reason:</b> To ensure relevant utility and service providers' requirements are provided to the certifier.</p>
39	<p><b>Provide Easements over Utilities</b></p> <p>The final survey plan shall show easements over all utility services. Easements for reticulated water supply and reticulated sewerage management systems shall be created in accordance with Section 88B of the Conveyancing Act and shall be in favour of Parkes Shire Council.</p> <p><b>Condition reason:</b> To ensure that the final survey plan for the development includes easements over utility services, specifically for sewer, in favor of Parkes Shire Council.</p>
40	<p><b>Final Survey Plan</b></p> <p>The final survey plan and supporting documentation under Division 4 of Part 6 of the Conveyance Act 1919 is to be provided demonstrating any easements or restrictions for the following purposes:</p> <ul style="list-style-type: none"> <li>• Provision of reticulated water or sewerage services.</li> </ul>

	<ul style="list-style-type: none"> <li>• Building Envelopes.</li> <li>• Urban Design standards as detailed in the Landscaping and Urban Design Plan.</li> </ul>
	<b>Condition reason:</b> To ensure that all the relevant information and requirements are included on the final survey plan
41	<b>Final Survey Plan - Splayed Corners</b> The final survey plan shall show splayed corners on those allotments adjoining an intersection or corner for traffic safety reasons. <b>Condition reason:</b> To ensure public safety is maintained
42	<b>Final Survey Plan - New Roads</b> The final survey plan shall show the dedication of any new roads servicing the subdivision as public roads. <b>Condition reason:</b> To ensure the final survey plan includes the new roads created as a result of the approved subdivision
43	<b>Naming of New Roads</b> Prior to the issue of a Subdivision Certificate, evidence is to be provided of the Approval of road names for the subdivision must be made under separate application to Parkes Shire Council in accordance with the Council's list of chosen street names. Note: The required application for road naming must be lodged and determined by Parkes Shire Council prior to the issue of the Subdivision Certificate. Note: All fees and charges associated with the lodgement of the application to name a road shall be borne by the developer. <b>Condition reason:</b> To ensure the new roadways are appropriately named
44	<b>Section 64 Developer Charges</b> Prior to the issue of a Subdivision Certificate a Certificate of Compliance in accordance with Section 307 of the Water Management Act 2000 is to be obtained from Parkes Shire Council, certifying that all works, fees and charges, required in connection with the provision of the reticulated water supply to the subdivision have been undertaken and complied with in full. Note: \$13,910 is the current Section 64 water developer charge per ET set out in Council's published fees and charges for 2023/24. This charge is reviewed each financial year. The current contribution rate is to be confirmed prior to payment. The subdivision has been calculated as having 5 ETs. <b>Condition reason:</b> To implement Section 64 developer charges under the Local Government Act 1993
45	<b>Issue Reticulated Sewerage Compliance Certificate</b> Prior to the issue of a Subdivision Certificate a Certificate of Compliance in accordance with Section 307 of the Water Management Act 2000 is to be obtained from Parkes Shire Council, certifying that all works, fees and charges, required in connection with the provision of the reticulated sewer system to the subdivision have been undertaken and complied with in full. <b>Condition reason:</b> To ensure that all necessary works, fees, and charges related to the provision of sewerage to the subdivision are completed and compliant with the requirements set by Parkes Shire Council.

	<p>Prior to the issue of a Subdivision Certificate a Certificate of Compliance in accordance with Section 307 of the Water Management Act 2000 is to be obtained from Parkes Shire Council, certifying that all contributions and charges, required in connection with the provision of the reticulated water supply and sewerage management system to the subdivision have been undertaken and complied with in full.</p> <p><b>Condition reason:</b> To ensure that all necessary works, fees, and charges related to the provision of sewerage and water to the subdivision are completed and compliant with the requirements set by Parkes Shire Council.</p>
47	<p><b>Compliance Certificate Stormwater</b></p> <p>Prior to the issue of a Subdivision Certificate a Compliance Certificate issued by a Principal Certifier or Parkes Shire Council, certifying that all works, fees and charges required in connection with the provision of the stormwater management system to the subdivision have been undertaken and complied with in full is to be submitted. Council will not issue the Subdivision Certificate until written evidence has been issued by a Principal Certifier or Council, verifying that all works have been satisfactorily completed.</p> <p><b>Condition reason:</b> To ensure that all necessary works, fees, and charges associated with the provision of stormwater management to the subdivision are completed and in compliance with the requirements set by Parkes Shire Council.</p>
48	<p><b>Street Name Signs</b></p> <p>Prior to the release of a Subdivision Certificate street name signs are to be installed to the satisfaction of Council's Director Operations.</p> <p><b>Condition reason:</b> To promote consistency, clarity, and proper identification of roads within the development.</p>
49	<p><b>Street Trees</b></p> <p>Prior to the issue of a Subdivision Certificate, a street tree is to be planted for each allotment in accordance with the Parkes Shire Council Street Tree Policy 2023 and the Landscaping and Urban Design Plan.</p> <p><b>Condition reason:</b> To ensure compliance with Parkes Shire Council policy.</p>
50	<p><b>Issue Roads and Access Compliance Certificate</b></p> <p>Prior to the issue of a Subdivision Certificate a Compliance Certificate issued by a Principal Certifier or Parkes Shire Council, certifying that all works, fees and charges required in connection with the provision of roads and access to the subdivision have been undertaken and complied with in full is to be submitted. Council will not issue the Subdivision Certificate until written evidence has been issued by a Principal Certifier or Council, verifying that all works have been satisfactorily completed.</p> <p><b>Condition reason:</b> To ensure that all necessary works, fees, and charges associated with the provision of roads and access to the subdivision are completed and in compliance with the requirements set by Parkes Shire Council.</p>

### Ongoing use for subdivision work

No additional conditions have been applied to this stage of development.

### General advisory notes

This consent contains the conditions imposed by the consent authority which are to be complied with

obligations which may relate to the carrying out of the development under the EP&A Act, EP&A Regulation and other legislation. Some of these additional obligations are set out in the [Conditions of development consent: advisory notes](#). The consent should be read together with the *Conditions of development consent: advisory notes* to ensure the development is carried out lawfully.

The approved development must be carried out in accordance with the conditions of this consent. It is an offence under the EP&A Act to carry out development that is not in accordance with this consent. Building work or subdivision work must not be carried out until a construction certificate or subdivision works certificate, respectively, has been issued and a principal certifier has been appointed.

A document referred to in this consent is taken to be a reference to the version of that document which applies at the date the consent is issued, unless otherwise stated in the conditions of this consent.

### Dictionary

The following terms have the following meanings for the purpose of this determination (except where the context clearly indicates otherwise):

**Approved plans and documents** means the plans and documents endorsed by the consent authority, a copy of which is included in this notice of determination.

**AS** means Australian Standard published by Standards Australia International Limited and means the current standard which applies at the time the consent is issued.

**Certifier** means a council or a person that is registered to carry out certification work under the *Building and Development Certifiers Act 2018*.

**Construction certificate** means a certificate to the effect that building work completed in accordance with specified plans and specifications or standards will comply with the requirements of the EP&A Regulation and *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*.

**Council** means PARKES SHIRE COUNCIL.

**Court** means the Land and Environment Court of NSW.

**EPA** means the NSW Environment Protection Authority.

**EP&A Act** means the *Environmental Planning and Assessment Act 1979*.

**EP&A Regulation** means the *Environmental Planning and Assessment Regulation 2021*.

**Independent Planning Commission** means Independent Planning Commission of New South Wales constituted by section 2.7 of the EP&A Act.

**Occupation certificate** means a certificate that authorises the occupation and use of a new building or a change of building use for an existing building in accordance with this consent.

**Principal certifier** means the certifier appointed as the principal certifier for building work or subdivision work under section 6.6(1) or 6.12(1) of the EP&A Act respectively.

**Site work** means any work that is physically carried out on the land to which the development the subject of this development consent is to be carried out, including but not limited to building work, subdivision work, demolition work, clearing of vegetation or remediation work.

**Stormwater drainage system** means all works and facilities relating to:



- the reuse of stormwater,
- the detention of stormwater,
- the controlled release of stormwater, and
- connections to easements and public stormwater systems.

**Strata certificate** means a certificate in the approved form issued under Part 4 of the *Strata Schemes Development Act 2015* that authorises the registration of a strata plan, strata plan of subdivision or notice of conversion.

**Subdivision certificate** means a certificate that authorises the registration of a plan of subdivision under Part 23 of the *Conveyancing Act 1919*.

**Subdivision work certificate** means a certificate to the effect that subdivision work completed in accordance with specified plans and specifications will comply with the requirements of the EP&A Regulation.

**Sydney district or regional planning panel** means Western Regional Planning Panel.

**17.2 APRIL 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:** **Annalise Teale, Acting Director Planning and Community Services****Annexures:** **Nil**

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**RECOMMENDATION**

That:

1. Receive and note the April 2025 Building Statistics Report.
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**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 April 2025 there were two (2) Development Applications received totalling \$454,100.00 and four (4) consents were issued. There were (2) Council Complying Development Certificates received totalling \$220,703.64. One (1) Council Certifier consent was issued.

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

**Table 1: Development Applications**

Development Category	April 2025		April 2024	
	No.	Estimated Value	No.	Estimated Value
Commercial	1	\$11,000.00	1	\$0.00
Community Facilities				
Industrial				
Infrastructure				
Tourist Development				
Single Dwelling-house				
Residential Alterations and Additions inc. ancillary / outbuildings			9	\$391,355.60
Residential Other				
Multi-Residential				
Seniors Living				
Subdivision only				
Secondary Dwelling	1	\$443,100.00	1	\$103,400.00
Other inc. demolition, earthworks, advertising structure				
Mixed Development				
<b>Totals</b>	<b>2</b>	<b>\$454,100.00</b>	<b>11</b>	<b>\$494,755.60</b>
<b>FYTD Totals</b>	<b>74</b>	<b>\$18,013,534.81</b>	<b>91</b>	<b>\$38,150,190.40</b>

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

**Table 2: Development Consents**

Application No.	Address	Description
DA2024/0102	Adavale Lane, Bruie Plains	Subdivision (1 Lot into 2 Lots)
DA2025/0013	61-77 Brolgan Road, Parkes	Alterations or Additions to Existing Building - <u>Depot</u> (Training Room and Awning)
DA2025/0017	6 Pine Road, Parkes	Erection of a New Structure - Patio, Deck and Pool Pump Shed
DA2025/0018	3 Captain Wilson Avenue, Parkes	Erection of a New Structure - Carport

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

**Table 3: Complying Development Certificates**

Development Category	April 2025		April 2024	
	No.	Estimated Value	No.	Estimated Value
Commercial				
Community Facilities			1	\$10,770,000.00
Industrial				
Infrastructure				
Tourist Development				
Single Dwelling-house				
Residential Alterations and Additions inc. ancillary / outbuildings	2	\$220,703.64	1	\$137,918.18
Residential Other				
Multi-Residential				
Seniors Living				
Subdivision only				
Secondary Dwelling				
Other inc. demolition, earthworks, advertising structure				
<b>Totals</b>	<b>2</b>	<b>\$220,703.64</b>	<b>2</b>	<b>\$10,907,918.18</b>
<b>FYTD Totals</b>	<b>10</b>	<b>\$1,622,834.961</b>	<b>24</b>	<b>\$21,702,521.18</b>

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

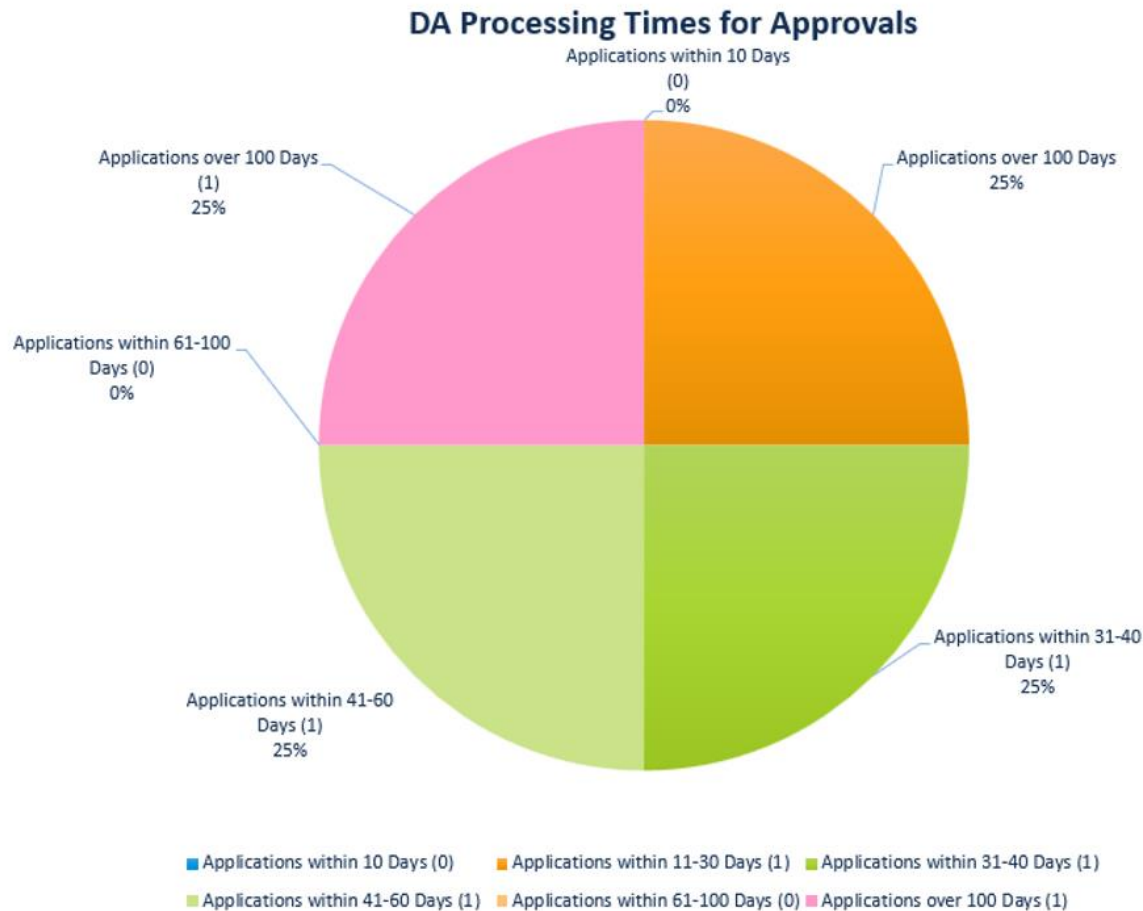
**Table 4: Complying Development Certificates**

Application No.	Address	Description	Certifying Authority
CDC2025/0007	25A Goldrush Road, Parkes	Swimming Pool & Child Restraint Barrier	Council

### DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 1 April 2025 to 30 April 2025. It should be noted that a total four (4) Development Applications have been approved with an average of 53.66 days.

The average timeframe in which the internal referrals to the Technical Services and/or Infrastructure Departments were completed was 34.56 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 April 2025 there were two (2) Development Applications received totalling \$454,100.00 and four (4) consents were issued. There were (2) Council Complying Development Certificates received totalling \$220,703.64. One (1) Council Certifier consent was issued.

# Development Activity Report

April 2025

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



## LODGED

2

Development Applications

2

Complying Development Certificates



## DETERMINED

4

Development Applications

1

Complying Development Certificates

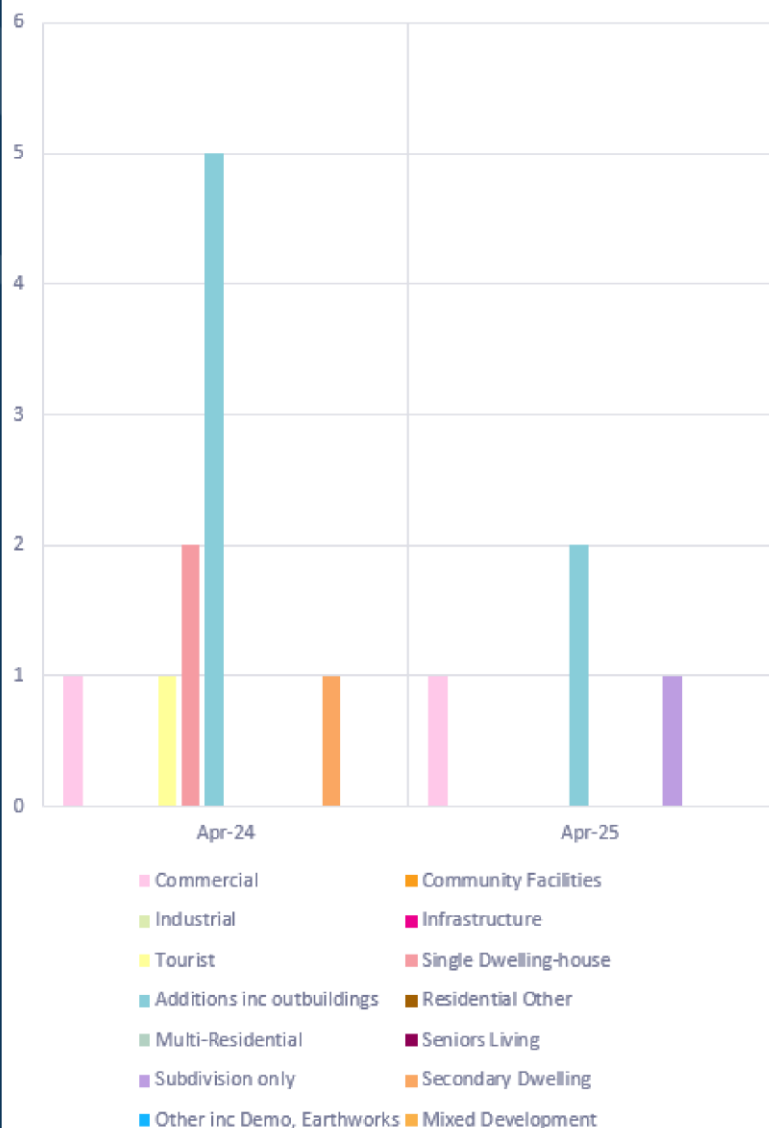
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Private Certifier Complying Development Certificates



**AVERAGE  
DEVELOPMENT  
APPLICATION  
PROCESSING TIME  
THIS MONTH  
53.66**

## Approved Development Applications



**VALUE OF APPLICATIONS RECEIVED  
\$2,133,072.64**



**18      NOTICES OF MOTION/QUESTIONS WITH NOTICE**

Nil

**19 CONFIDENTIAL MATTERS**

Nil



**20      REPORT OF CONFIDENTIAL RESOLUTIONS**

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

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