

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 15 July 2025 at 3:00 PM.



Kent Boyd PSM
GENERAL MANAGER

Governing Body

Composition:	Ten (12) Councillors
Membership:	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, Infrastructure Operations Manager Bayliss, CC Chambers
Quorum:	6 Councillors
Chairperson:	Chairperson, Councillor NC Westcott
Deputy Chairperson:	Deputy Chair, Councillor MA Applebee

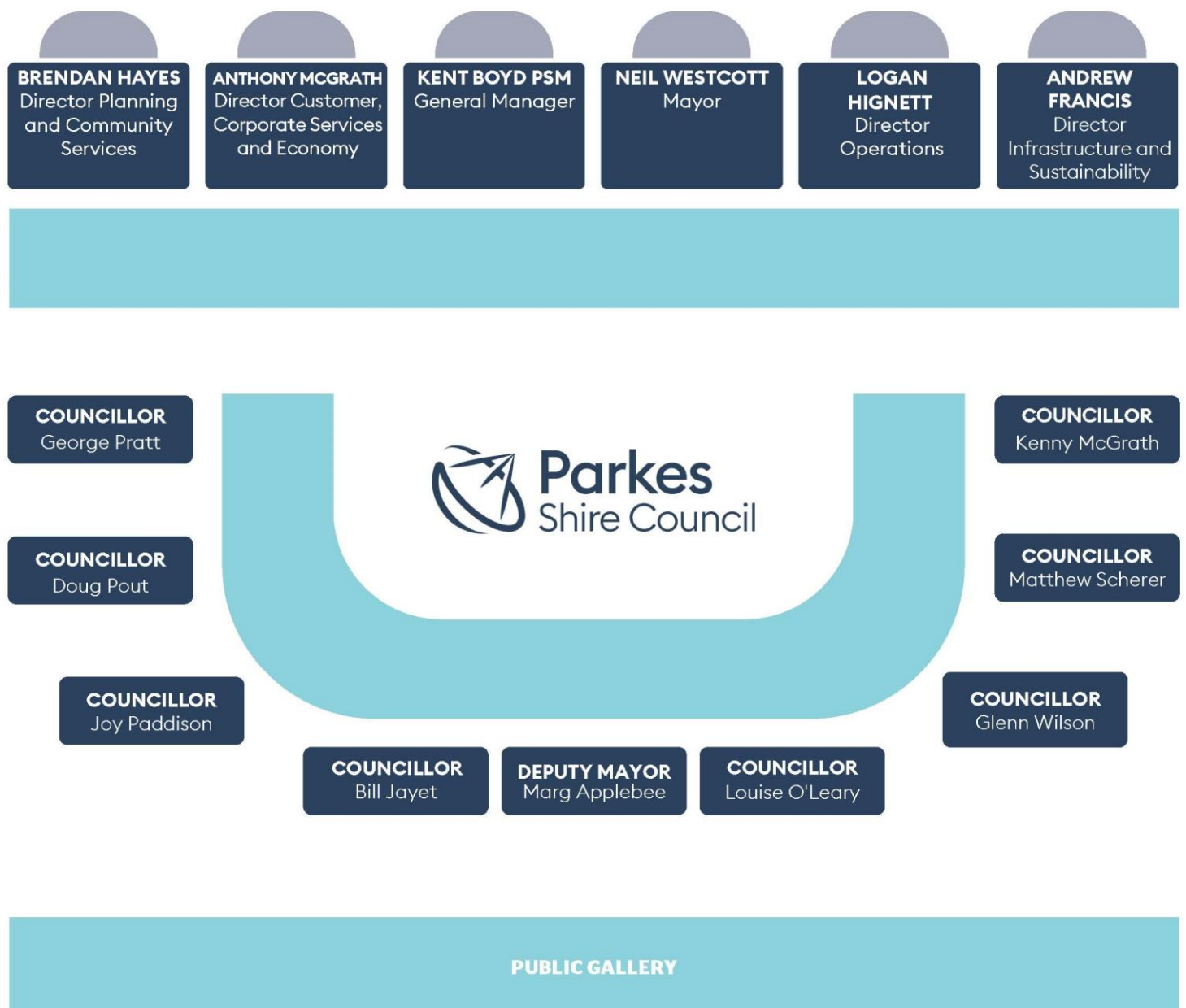
Pursuant to section 223 of the *Local Government Act 1993*, the role of Parkes Shire Council's governing body is:

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

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

Council Chambers

Seating Plan



Guiding Principles

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

Councils should recognise diverse local community needs and interests.

Councils should consider social justice principles.

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

Councils should consider the principles of ecologically sustainable development.

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

Statement of Ethical Obligations

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

Oath or Affirmation of Office

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

Conflicts of Interest

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

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

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

Order of Business

1	OPENING OF MEETING	7
2	ACKNOWLEDGEMENT OF COUNTRY.....	7
3	PRAYER.....	8
4	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE.....	8
5	APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK	8
6	CONFIRMATION OF MINUTES	9
6.1	Minutes of the Ordinary Council Meeting held on 17 June 2025	9
7	DISCLOSURES OF INTERESTS	38
8	LATE BUSINESS	39
9	ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	39
10	MAYORAL MINUTE(S)	40
10.1	Coming Known Events for Mayor and Councillors	40
10.2	Meetings, Functions and Events Attended by Mayor and Councillors.....	42
10.3	Local Government NSW's Cost Shifting Report.....	52
10.4	Opening of the "Heart of Parkes" - Rural Doctor Training Facility	54
10.5	Parkes Shire Council Awarded the 2025 Outstanding Rural and Remote Council for Innovation in Fleet Management	55
11	COUNCILLOR REPORT(S)	58
11.1	Country Mayors Association: Minutes from the Meeting held on 9 May 2025	58
11.2	National General Assembly (NGA) Conference in Canberra	74
12	REPORTS OF COMMITTEES.....	77
12.1	Minutes of the Audit, Risk and Improvement Committee Meeting held on 28 May 2025	77
12.2	Minutes of the Rural Roads Advisory Committee Meeting held on 12 June 2025.....	100
12.3	Minutes of the Economy, Destination and Events Advisory Committee Meeting held on 17 June 2025.....	112
12.4	Minutes of the Floodplain Management Committee Meeting held on 17 June 2025.....	125
12.5	Minutes of the Plant Procurement Advisory Committee Meeting held on 25 June 2025	128
13	REPORTS OF THE GENERAL MANAGER.....	136
13.1	Funds to Lobby for the Return of Mining Royalties to Affected Communities.....	136
13.2	The Welcome Industrial Land Release	139
13.3	Draft Financial Reports as at 30 June 2025.....	143
13.4	Investments and Borrowings Report as at 30 June 2025.....	146
14	REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY	150

14.1	Major Projects and Current Works - Customer, Corporate Services & Economy - June 2025	150
14.2	Customer Services - Update on Implementation of Service Review Actions.....	159
14.3	Parkes Shire Signage Stage One Rollout Locations.....	162
14.4	Endorsement of Town Crier's Attendance at 2025 National Town Crier Championships	168
15	REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY.....	170
15.1	Major Projects and Current Works - Infrastructure and Sustainability	170
15.2	Critical Repair of Water and Sewer Infrastructure - Funding Announced.....	179
16	REPORTS OF THE DIRECTOR OPERATIONS.....	183
16.1	Major Projects and Current Works - Operations	183
17	REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES	200
17.1	Development Application No. DA2024/0095 - Outdoor Recreation Facility (Motorcross Track), 30 Heraghty Road Parkes.....	200
17.2	Planning Proposal - Reclassification of Community to Operational Land - Armstrong Street, Parkes	269
17.3	2025 Cultural Grants Presentation	319
17.4	(DCPS) Quarterly Rangers Report April to June 2025.....	324
17.5	June 2025 Building Statistics Update	333
18	NOTICES OF MOTION/QUESTIONS WITH NOTICE.....	341
18.1	Agreements or Documents Signed Relating to the Parkes Special Activation Precinct (SAP).....	341
18.2	Council Options on Land within the Parkes Special Activation Precinct.....	342
18.3	Engagement of a Probity Officer for Tender Process Oversight	345
19	CONFIDENTIAL MATTERS	347
19.1	General Manager Performance Review for the period 01.07.2024 to 30.06.2025	347
19.2	Design and Construction of Graddle Creek Bridge - PSC2025/001	347
19.3	Rose Street Subdivision Retaining Walls - PSC2025/047	347
19.4	Appointment of Community Representative – Community, Liveability & Access Advisory Committee	347
20	REPORT OF CONFIDENTIAL RESOLUTIONS	349

1 OPENING OF MEETING

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

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

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

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

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

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

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 PRAYER

4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

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

5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

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

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

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

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

6 CONFIRMATION OF MINUTES**6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 17 JUNE 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 - 17 June 2025****RECOMMENDATION**

That Ordinary Council Meeting:

1. Receive and confirm the Minutes of the Ordinary Ordinary Council Meeting Meeting held on Tuesday 17 June 2025 appended at *Annexure A*.

Ordinary Council Meeting

Minutes

Tuesday 17 June 2025



Minutes of the Ordinary Council Meeting
Held on Tuesday, 17 June 2025 at the
Parkes Council Chamber, 2 Cecile Street, Parkes

Present:

Cr Neil Westcott	Councillor (Chairperson)
Cr Marg Applebee	Councillor (Deputy Chair)
Cr William Jayet	Councillor
Cr Ken McGrath	Councillor
Cr Louise O'Leary	Councillor
Cr Joy Paddison	Councillor
Cr 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
Mr Jaco Barnard	Chief Financial Officer
Mr Andrew Francis	Director Infrastructure and Sustainability
Mrs Annalise Teale	Acting Director Planning and Community Services
Mr Logan Hignett	Director Operations
Mrs Veronica Shaw	Manager Governance, Risk and Corporate Performance
Mrs Toni Lennane	Executive and Councillor Support Coordinator (Minute Secretary)

NOTES

Cr Marg Applebee attended via audio-visual link.

The meeting commenced at 3:01 pm and concluded at 5:51 pm.

Order Of Business

1	OPENING OF MEETING	5
2	ACKNOWLEDGEMENT OF COUNTRY.....	5
3	PRAYER.....	5
4	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE.....	5
5	APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK	5
6	CONFIRMATION OF MINUTES	6
	6.1 Minutes of the Ordinary Council Meeting held on 20 May 2025.....	6
7	DISCLOSURES OF INTERESTS	6
8	LATE BUSINESS	6
9	ADOPTION OF MULTIPLE ITEMS OF BUSINESS.....	7
	9.1 Adoption of Multiple Items of Business.....	7
10	MAYORAL MINUTE(S)	8
	10.1 Meetings, Functions and Events Attended by Mayor and Councillors.....	8
	10.2 Coming Known Events for Mayor and Councillors.....	8
	10.3 National Simultaneous Storytime 2025.....	8
	10.4 Central NSW Joint Organisation (CNSWJO) Board Meeting - Orange on 29 May 2025	9
	10.5 Central NSW Joint Organisation - Farewell to Executive Officer Jenny Bennett	9
	10.6 2025 Local Roads Congress - 2 June 2025.....	9
11	COUNCILLOR REPORT(S)	10
	11.1 2025 Local Government NSW Destination and Visitor Economy Conference held on 26 - 28 May 2025.....	10
	11.2 Meals on Wheels Conference - Parkes 28 & 29 May 2025.....	10
12	REPORTS OF COMMITTEES	10
	12.1 Minutes of the Arts Advisory Council Meeting held on 20 May 2025.....	10
	12.2 Minutes of the Airport Development Advisory Committee Meeting held on 20 May 2025	11
	12.3 Minutes of the Wiradjuri Elders Advisory Committee Meeting held on 4 June 2025.....	11
	12.4 Minutes of the Parkes Sports Council Meeting held on 10 June 2025	11
13	REPORTS OF THE GENERAL MANAGER.....	12
	13.1 Making of the Rates and Fixing of Charges 2025-2026	12
	13.2 Adoption of Council Investment & Borrowing Policies.....	15
	13.3 Investments and Borrowings Report as at 31 May 2025.....	15
	13.4 Monthly Financial Reports as at 31 May 2025.....	16
14	REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY	16

14.1	Request for Financial Assistance under Events Financial Assistance Program Round 1 - 2025/2026.....	16
14.2	Request to Use Peak Hill Town Improvement Funds to Support the Peak Hill Country Crafts and Visitor Information Office	16
14.3	Adoption of the Operational Plan and Budget 2025-26.....	17
14.4	Endorsement of the Workforce Management Plan 2025-26	17
14.5	Adoption of the Delivery Program 2025-2029.....	18
14.6	Adoption of the Long-Term Financial Plan 2025-2035.....	18
14.7	Adoption of Council Policies	19
14.8	Adoption of the Strategic Asset Management Plan 2025-2029.....	19
15	REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY.....	19
15.1	Major Projects and Current Works - Infrastructure and Sustainability	19
15.2	Drinking Water Policy Update.....	20
16	REPORTS OF THE DIRECTOR OPERATIONS.....	20
16.1	Major Projects and Current Works - Operations	20
16.2	National Parks & Wildlife Service request for Access Easement through Lake Metcalfe	20
16.3	Classification of Brick Pit Reserve as Operational Land	21
16.4	Renting of 30 Welcome Street Parkes.....	21
17	REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES	21
17.1	2025 Parkes Shire Council Cultural Grants	21
17.2	DA2025/0003 - Motel Accommodation, 10-14 Court Street, Parkes	22
17.3	Re-establishment of Alcohol Free Zones in CBD of Parkes and Peak Hill.....	22
17.4	May 2025 Building Statistics Update	22
18	NOTICES OF MOTION/QUESTIONS WITH NOTICE.....	23
18.1	Brick Pit Water Level and Impact on Cheney Park	23
18.2	Odour Complaint Handling	23
18.3	Notice to Rescind Resolution ECMCC 012/25 relating to PSC2025/002 – Facility Management Parkes Aquatic Facilities.....	23
19	CONFIDENTIAL MATTERS	24
19.1	2025002 - Facility Management Parkes & Villages Aquatic Facilities	26
19.2	Electricity Procurement for Small Market Sites	27
19.3	Rose Street Subdivision - Retainer Wall.....	27
19.4	CNSWJO Supply and Delivery of Bulk Fuel (S1_2025).....	28
20	REPORT OF CONFIDENTIAL RESOLUTIONS	28
21	CONCLUSION OF MEETING.....	28

1 OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of Tuesday 17 June 2025 open and welcomed Councillors, Council Officers and members of the public attending and listening to the meeting.

The Mayor advised attendees that the meeting was being recorded and streamed live on the internet, to enhance the accessibility of Council meetings to the broader Parkes Shire community, and that the recording will be archived and made available on Council's website.

The Mayor asked that attendees ensure that mobile phones and other electronic devices were turned off or in silent mode for the duration of the meeting.

The Mayor further advised that all care would be taken to maintain privacy, however, as a visitor in the public gallery, members of the public should be aware that their presence may be recorded.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following Acknowledgement of Country:

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

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

3 PRAYER

The General Manager read the Prayer:

O God,
Inspire Council to make wise decisions,
Grant Integrity to face the truth,
Courage to make difficult choices,
And compassion for the needs of others,
We pray through Jesus Christ, Our Lord.

AMEN

4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Nil

5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

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

At 3:04 pm, Director Operations Logan Hignett arrived in the meeting.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 20 MAY 2025

RESOLVED OCM 180/25

Moved: Cr Doug Pout

Seconded: Cr William Jayet

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 20 May 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 Marg Applebee disclosed a significant non-pecuniary interest in relation to item 14.1 Request for Financial Assistance under Events Financial Assistance Program Round 1 - 2025/2026 and chose to leave the meeting and not participate in the debate and discussion on the matter, and not vote on the matter. The reason provided was:

"Homegrown Parkes events."

8 LATE BUSINESS

The Mayor advised that the following late items of business had been submitted by Council Officers, and invited a motion to enable the addition of the late items to the meeting agenda.

1. 19.3: *Rose Street Subdivision – Retainer Wall*
2. 19.4: *CNSWJO Supply and Delivery of Bulk Fuel (S1_2025)*

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 181/25

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That:

Open Business:

10.1 – Meetings, Functions and Events attended by Mayor and Councillors.

10.3 – National Simultaneous Storytime 2025.

10.4 – Central NSW Joint Organisation (CNSWJO) Board meeting – Orange on 29 May 2025.

10.6 – 2025 Local Roads Congress – 2 June 2025.

11.1 – 2025 Local Government NSW Destination and Visitor Economy Conference held on 26 – 28 May 2025.

11.2 – Meals on Wheels Conference – Parkes 28 & 29 May 2025.

12.1 – Minutes of the Arts Advisory Council Meeting held on 20 May 2025.

12.2 – Minutes of the Airport Development Advisory Committee Meeting held on 4 June 2025.

12.3 – Minutes of the Wiradjuri Elders Advisory Committee Meeting held on 4 June 2025.

12.4 – Minutes of the Parkes Sports Council Meeting held on 10 June 2025.

13.2 – Adoption of Council Investment & Borrowing Policies.

14.7 – Adoption of Council Policies.

15.2 – Drinking Water Policy Update.

17.3 – Re-establishment of Alcohol Free Zones in CBD of Parkes and Peak Hill.

17.4 – May 2025 Building Statistics Update.

Closed Business:

19.2 – Electricity Procurement for Small Market Sites.

CARRIED

10 MAYORAL MINUTE(S)**10.1 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS****RESOLVED OCM 182/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

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 16 May 2025 through to 13 June 2025.

CARRIED

At 3:09 pm, Cr Ken McGrath arrived in the meeting.

10.2 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS**RESOLVED OCM 183/25**

Moved: Cr Louise O'Leary

Seconded: Cr Doug Pout

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 14 June 2025 to 12 July 2025.

CARRIED**10.3 NATIONAL SIMULTANEOUS STORYTIME 2025****RESOLVED OCM 184/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Accept and note this Mayoral Minute

CARRIED

**10.4 CENTRAL NSW JOINT ORGANISATION (CNSWJO) BOARD MEETING - ORANGE
ON 29 MAY 2025****RESOLVED OCM 185/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

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

CARRIED**10.5 CENTRAL NSW JOINT ORGANISATION - FAREWELL TO EXECUTIVE OFFICER
JENNY BENNETT****RESOLVED OCM 186/25**

Moved: Cr Neil Westcott

Seconded: Cr William Jayet

That Council:

- 1) Note the Mayoral Minute.
- 2) Thank Ms Jenny Bennett for her significant contribution to the Central West including CENTROC and CNSWJO.
- 3) Endorse a letter to Ms Jenny Bennett signed by all Councillors to thank her and wishing her well in retirement.

CARRIED**10.6 2025 LOCAL ROADS CONGRESS - 2 JUNE 2025****RESOLVED OCM 187/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Receive and note the information about the Local Road Congress on 2 June 2025.

CARRIED

11 COUNCILLOR REPORT(S)

11.1 2025 LOCAL GOVERNMENT NSW DESTINATION AND VISITOR ECONOMY CONFERENCE HELD ON 26 - 28 MAY 2025

RESOLVED OCM 188/25

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That:

1. The Councillors note the contents of the report.

CARRIED

11.2 MEALS ON WHEELS CONFERENCE - PARKES 28 & 29 MAY 2025

RESOLVED OCM 189/25

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That:

1. Note the contents of the Councillor Report.

CARRIED

12 REPORTS OF COMMITTEES

12.1 MINUTES OF THE ARTS ADVISORY COUNCIL MEETING HELD ON 20 MAY 2025

RESOLVED OCM 190/25

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Arts Advisory Council Meeting held on Tuesday 20 May 2025 appended at *Annexure A*.

CARRIED

**12.2 MINUTES OF THE AIRPORT DEVELOPMENT ADVISORY COMMITTEE MEETING
HELD ON 20 MAY 2025****RESOLVED OCM 191/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Airport Development Advisory Committee Meeting held on Tuesday 20 May 2025 appended at *Annexure A*.

CARRIED**12.3 MINUTES OF THE WIRADJURI ELDERS ADVISORY COMMITTEE MEETING HELD
ON 4 JUNE 2025****RESOLVED OCM 192/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Wiradjuri Elders Advisory Committee Meeting held on Wednesday 4 June 2025 appended at *Annexure A*.

CARRIED**12.4 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 10 JUNE 2025****RESOLVED OCM 193/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 10 June 2025 appended at *Annexure A*.

CARRIED

13 REPORTS OF THE GENERAL MANAGER

13.1 MAKING OF THE RATES AND FIXING OF CHARGES 2025-2026

RESOLVED OCM 194/25

Moved: Cr William Jayet

Seconded: Cr George Pratt

That Council:

1. In accordance with Chapter 15, Parts 4 and 5 of the *Local Government Act 1993*, make and levy the following rates and annual charges for the 2025-2026 financial year:
 - (a) In relation to the Ordinary Rates, Council applies the increase of 4.0 per cent, inclusive of the rate peg, as determined by the Independent Pricing and Regulatory Tribunal.
 - (b) In relation to Ordinary Rates and pursuant to section 494 of the *Local Government Act 1993*, make and levy the following Ordinary Rates for the year 01 July 2025 to 30 June 2026:

Category and Sub-Category	Minimum Rate	Cents in Dollar (Ad Valorem)
Ordinary - Business Industrial	\$617.00	1.7237910
Ordinary - Business Parkes CBD	\$617.00	7.0659630
Ordinary - Business Rate	\$617.00	1.6545690
Ordinary - Business Villages	\$617.00	2.5419330
Ordinary - Farmland Rate	\$617.00	0.3130440
Ordinary - Mining Copper Producing	\$617.00	3.7617130
Ordinary - Mining Rate	\$617.00	18.5483330
Ordinary - Residential Parkes	\$617.00	1.2271500
Ordinary - Rural Residential Rate	\$617.00	0.6201530
Ordinary - Residential Rate	\$617.00	0.4554600
Ordinary - Special Activation Precinct Developed	\$617.00	2.0290000
Ordinary - Special Activation Precinct Undeveloped	\$617.00	28.9990910

- (c) In relation to waste management charges and pursuant to sections 496 and 501 of the *Local Government Act 1993*, make and levy the following annual charges on all consumers accessing the Parkes Shire waste management services for the year 01 July 2025 to 30 June 2026:

Waste Group	Charge
Domestic Waste Management Service Charge	\$536.00
Domestic Waste Management Service Charge (Vacant Land)	\$101.00
Non-Domestic Waste Management Service Charge	\$538.00
Non-Domestic Waste Management Service Charge (Vacant Land)	\$112.00

In addition to the maximum \$250 pensioner rebate jointly funded by the Council (45%) and the State Government (55%) in respect of general rates and domestic waste charges, in accordance with the Council's Pensioner Rate Rebate and Hardship Policy, Council will provide an additional pensioner rebate of \$105.00 per eligible property from 1 July 2025 for the 2025/26 rating year. This voluntary rebate will be paid pursuant to Section 582 of the Local Government Act, 1993 and only pensioners that received the rebate in 2016/17 will continue to be eligible to do so

- (d) In relation to water supply service charges and pursuant to sections 501, 502 and 552 of the *Local Government Act 1993*, make and levy the following charges on all consumers connected to, or capable of being connected to, the Parkes Shire water supply systems and water supply for the year 01 July 2025 to 30 June 2026:

Water Access Charge Type	Charge
Residential - Standard Charge	\$317.00
Non-Residential - 20mm	\$317.00
Non-Residential - 25mm	\$492.00
Non-Residential - 32mm	\$819.00
Non-Residential - 40mm	\$1,279.00
Non-Residential - 50mm	\$2,000.00
Non-Residential - 80mm	\$5,094.00
Non-Residential - 100mm	\$7,968.00
Non-Residential - Northparkes Mines	\$4,258,800.00
Un-Metered - Strata Title Units	\$317.00
Un-Metered - CBD	\$1,098.00
Un-Metered - Non-Rateable	\$317.00

Water Usage Charge	Rate per kl
Residential Rate (all consumption)	\$2.18
Business Rate (all consumption)	\$2.18
Commercial Rate (all consumption)	\$2.18
Northparkes Mines Rate	\$1.35
Trundle School - Raw Water (all consumption)	\$1.66
Raw Water - Rising Main from Dam (all consumption)	\$1.66
Standpipe Charges	\$5.60

- (e) In relation to sewerage service charges and pursuant to sections 501, 502 and 552 of the *Local Government Act 1993*, make and levy the following annual charge on all consumers connected to, or capable of being connected to, the Parkes Shire sewer systems and sewer charges for the year 01 July 2025 to 30 June 2026:

Sewer Access Charge Type	Charge
Residential - Standard Charge	\$806.00
Non-Residential - 20mm	\$453.00
Non-Residential - 25mm	\$711.00
Non-Residential - 32mm	\$1,158.00
Non-Residential - 40mm	\$1,819.00
Non-Residential - 50mm	\$2,838.00
Non-Residential - 80mm	\$7,261.00
Non-Residential - 100mm	\$11,345.00
Unmetered - Strata Title Units	\$806.00
Unmetered - CBD	\$1,120.00
Unmetered Non-Rateable	\$806.00

Trade Waste Charge Type	Fee Description	Charge
Service Fee - Category 1	Annual Trade Service & Inspection	\$315.00
Service Fee - Category 2	Annual Trade Service & Inspection	\$315.00
Service Fee - Category 3	Annual Trade Service & Inspection	\$1,114.00
Usage Fee - Category 1 & 2	Trade Waste Usage	\$3.02 per kl
Usage Fee - Category 3	Trade Waste Usage	\$22.05 per kl

- (f) In accordance with clauses 125A and 125AA of the Local Government General Regulation 2005 the following annual charges are set for stormwater management services for the 12 months commencing 1 July 2025:

Category	Charge
Residential (Not Vacant)	\$25.00
Residential strata units	\$12.50
Business non-strata properties	
0-1199 sqms	\$25.00
1200-4999 sqms	\$100.00
=> 5000 sqms	\$375.00

2. Pursuant to section 566(3) of the *Local Government Act 1993*, adopts the overdue rates and charges maximum interest rate of 10.5 per cent for the period 01 July 2025 to 30 June 2026 (inclusive) in accordance with the determination made by the Minister for Local Government as published in the *NSW Government Gazette*.

CARRIED

13.2 ADOPTION OF COUNCIL INVESTMENT & BORROWING POLICIES

RESOLVED OCM 195/25

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That:

1. Adopt the Investments and Borrowing policies included as *Annexures A-B* to this report.
2. Publish the adopted policies on Council's Website and intranet.

CARRIED

13.3 INVESTMENTS AND BORROWINGS REPORT AS AT 31 MAY 2025

RESOLVED OCM 196/25

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That:

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

CARRIED

13.4 MONTHLY FINANCIAL REPORTS AS AT 31 MAY 2025**RESOLVED OCM 197/25**

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

That Council:

1. Receive and note the year-to-date financial reports for the period up to 31 May 2025.

CARRIED

At 3:23 pm, Director Operations Logan Hignett left the meeting.

At 3:24 pm, Director Operations Logan Hignett returned to the meeting.

14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY**14.1 REQUEST FOR FINANCIAL ASSISTANCE UNDER EVENTS FINANCIAL ASSISTANCE PROGRAM ROUND 1 - 2025/2026****RESOLVED OCM 198/25**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

1. Receive and note the internal assessment of applications for EFAP Round 1 2025/2026, appended at *Annexure A* and *B*.
2. Endorse the provision of up to \$57,500 in financial and in-kind assistance to support the delivery of the events proposed by the successful applicants of EFAP Round 1 – 2025/2026 as outlined in the report.

CARRIED**14.2 REQUEST TO USE PEAK HILL TOWN IMPROVEMENT FUNDS TO SUPPORT THE PEAK HILL COUNTRY CRAFTS AND VISITOR INFORMATION OFFICE****RESOLVED OCM 199/25**

Moved: Cr Louise O'Leary

Seconded: Cr Joy Paddison

That Council:

1. Approve the allocation of up to \$10,000 from the Peak Hill Town Improvement Fund Reserve to support the Peak Hill Country Crafts and Tourist Information Office.

CARRIED

14.3 ADOPTION OF THE OPERATIONAL PLAN AND BUDGET 2025-26**RESOLVED OCM 200/25**

Moved: Cr Doug Pout

Seconded: Cr William Jayet

That Council:

1. Note the draft Operational Plan and Budget 2025-26 was placed on public exhibition for 28-days between 7 May to 3 June 2025.
2. Receive and consider the five (5) submissions received in relation to the draft Operational Plan and Budget 2025-26, attached at *Annexure B-E*, and request the General Manager respond to the external submissions received as recommended in this report.
3. Adopt the Operational Plan and Budget 2025-26 attached at Annexure A, pursuant to section 405 of the *Local Government Act 1993*, including the 2025-26 Statement of Revenue Policy incorporating the annual Budget and Schedule of Fees and Charges and the recommended amendments provided in this report.
4. Approve expenditure and vote funds as detailed in the Operational Plan and Budget 2025-26, pursuant to clause 211(2) of the *Local Government General Regulation 2021*.
5. Publish the Operational Plan and Budget 2025-26 on Council's website.

CARRIED**14.4 ENDORSEMENT OF THE WORKFORCE MANAGEMENT PLAN 2025-26****RESOLVED OCM 201/25**

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

That Council:

1. Endorse the Workforce Management Plan 2025-26 attached at *Annexure A*, pursuant to section 403 of the *Local Government Act 1993* and 3.11 of the Integrated Planning and Reporting Guidelines, including the recommended amendments provided in this report.
2. Publish the Workforce Management Plan 2025-26 on Council's website.

CARRIED

14.5 ADOPTION OF THE DELIVERY PROGRAM 2025-2029**RESOLVED OCM 202/25**

Moved: Cr George Pratt

Seconded: Cr William Jayet

That Council:

1. Note the draft Delivery Program 2025-2029 was placed on public exhibition for 28-days between 7 May to 3 June 2025.
2. Receive and consider the five (5) submissions received in relation to the draft Delivery Program 2025-2029, attached at *Annexure B-E*, and request the General Manager respond to the external submissions received as recommended in this report.
3. Adopt the Delivery Program 2025-2029 attached at *Annexure A*, pursuant to section 404 of the *Local Government Act 1993*, including the recommended amendments provided in this report.
4. Publish the Delivery Program 2025-2029 on Council's website.

CARRIED**14.6 ADOPTION OF THE LONG-TERM FINANCIAL PLAN 2025-2035****RESOLVED OCM 203/25**

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

That Council:

1. Note the Long-Term Financial Plan 2025-2035 was placed on public exhibition for 28-days between 7 May to 3 June 2025.
2. Receive and consider the four (4) submissions received in relation to the draft Long-Term Financial Plan 2025-2035, attached at *Annexure B-D*, and request the General Manager respond to the external submissions received as recommended in this report.
3. Adopt the Long-Term Financial Plan 2025-2035 attached at *Annexure A*, pursuant to section 403 of the *Local Government Act 1993* and 3.3 of the Integrated Planning and Reporting Guidelines, including the recommended amendments provided in this report.
4. Publish the Long-Term Financial Plan 2025-2035 on Council's website.

CARRIED

14.7 ADOPTION OF COUNCIL POLICIES**RESOLVED OCM 204/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Adopt the Council policy – Records and Information Management included as *Annexure A* to this report.
2. Publish the adopted policy on Council's Website and intranet.

CARRIED**14.8 ADOPTION OF THE STRATEGIC ASSET MANAGEMENT PLAN 2025-2029****RESOLVED OCM 205/25**

Moved: Cr William Jayet

Seconded: Cr George Pratt

That Council:

1. Adopt the Strategic Asset Management Plan 2025-2029 attached at *Annexure A*, pursuant to section 403 of the *Local Government Act 1993* and 3.15 of the Integrated Planning and Reporting Guidelines.
2. Publish the Strategic Asset Management Plan 2025-2029 on Council's website.

CARRIED

At 3:39 pm, Director Operations Logan Hignett left the meeting.

15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY**15.1 MAJOR PROJECTS AND CURRENT WORKS - INFRASTRUCTURE AND SUSTAINABILITY****RESOLVED OCM 206/25**

Moved: Cr William Jayet

Seconded: Cr Doug Pout

That Council:

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

CARRIED

At 3:41 pm, Chief Financial Officer Jaco Barnard left the meeting.

At 3:42 pm, Director Operations Logan Hignett arrived in the meeting.

At 3:43 pm, Cr Glenn Wilson left the meeting.

At 3:44 pm, Cr Glenn Wilson returned to the meeting.

15.2 DRINKING WATER POLICY UPDATE

RESOLVED OCM 207/25

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That:

1. Council endorse the updated Drinking Water Policy.

CARRIED

16 REPORTS OF THE DIRECTOR OPERATIONS

16.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS

RESOLVED OCM 208/25

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

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

CARRIED

At 3:50 pm, Chief Financial Officer Jaco Barnard returned to the meeting.

16.2 NATIONAL PARKS & WILDLIFE SERVICE REQUEST FOR ACCESS EASEMENT THROUGH LAKE METCALFE

RESOLVED OCM 209/25

Moved: Cr Ken McGrath

Seconded: Cr Joy Paddison

That:

1. Council agree to National Parks & Wildlife Service acquiring an easement over Lot 1921 DP 1158720 for access purposes.
2. All costs associated with the transaction be borne by National Parks and Wildlife Service.
3. That the seal of Council be affixed to all necessary documentation.

CARRIED

16.3 CLASSIFICATION OF BRICK PIT RESERVE AS OPERATIONAL LAND**RESOLVED OCM 210/25**

Moved: Cr William Jayet

Seconded: Cr Ken McGrath

That:

1. An application be made to the Minister for classifying the Brick Pit Reserve No 1041392 as Operational.

CARRIED**16.4 RENTING OF 30 WELCOME STREET PARKES****RESOLVED OCM 211/25**

Moved: Cr Ken McGrath

Seconded: Cr William Jayet

That:

1. Endorse the leasing of the Council-owned premises at 30 Welcome Street, Parkes to Australian Unity, commencing 1 July 2025, for an initial term of three (3) years with two (2) further options of three (3) years each.

CARRIED

At 4:05 pm, Cr George Pratt left the meeting.

At 4:07 pm, Cr George Pratt returned to the meeting.

17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES**17.1 2025 PARKES SHIRE COUNCIL CULTURAL GRANTS****RESOLVED OCM 212/25**

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

That:

1. Council approves the following allocation of the PSC Cultural Grants recommended by the Community, Liveability and Access Committee:
 - Parkes Community Arts receive \$6,000.00 to extend the 'Who is Parkes' photographic art trail project.
 - Peak Hill Pastoral Agricultural and Pastoral Association Inc receive \$4,000.00 for the delivery of 'Crafting Connections', Creative Workshops for the Peak Hill show.

CARRIED

17.2 DA2025/0003 - MOTEL ACCOMMODATION, 10-14 COURT STREET, PARKES**RESOLVED OCM 213/25**

Moved: Cr Doug Pout

Seconded: Cr William Jayet

That:

1. Council approve DA2025/0003 subject to the conditions of consent in this report.

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

Against: Nil

CARRIED 10/0**17.3 RE-ESTABLISHMENT OF ALCOHOL FREE ZONES IN CBD OF PARKES AND PEAK HILL****RESOLVED OCM 214/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. That Council endorses the proposal to re-establish Alcohol Free Zones in Parkes and Peak Hill Central Business Districts (CBDs) for a period of 4 (four) years.

CARRIED**17.4 MAY 2025 BUILDING STATISTICS UPDATE****RESOLVED OCM 215/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That:

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

CARRIED

18 NOTICES OF MOTION/QUESTIONS WITH NOTICE**18.1 BRICK PIT WATER LEVEL AND IMPACT ON CHENEY PARK****RESOLVED OCM 216/25**

Moved: Cr Louise O'Leary

Seconded: Cr William Jayet

That Council:

1. Receive and note the information submitted by Cr Louise O'Leary, as detailed in this report.
2. Urgently review the Cheney Park complex drainage system to identify if there are any issues.
3. Urgently review the pumping of water from the Parkes Brick Pit to reduce the pressure on the underground aquifer.
4. Monitor the level of the Brick Pit to identify the optimum water level to reduce impact on the underground aquifer.

CARRIED**18.2 ODOUR COMPLAINT HANDLING****RESOLVED OCM 217/25**

Moved: Cr Ken McGrath

Seconded: Cr Glenn Wilson

That Council:

1. Receive and note the response to the Question with Notice submitted by Cr Kenny McGrath, as detailed in this report.

CARRIED**18.3 NOTICE TO RESCIND RESOLUTION ECMCC 012/25 RELATING TO PSC2025/002 – FACILITY MANAGEMENT PARKES AQUATIC FACILITIES.****RESOLVED OCM 218/25**

Moved: Cr Neil Westcott

Seconded: Cr Doug Pout

That Council:

1. Rescind resolution **[ECMCC 012/25]** from the Extraordinary Council meeting held on 3 June 2025 relating to contract PSC2025/002 – Facility Management Parkes Aquatic Facilities.

CARRIED

19 CONFIDENTIAL MATTERS

RESOLVED OCM 219/25

Moved: Cr Doug Pout

Seconded: Cr Ken McGrath

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 2025002 - FACILITY MANAGEMENT PARKES & VILLAGES AQUATIC FACILITIES

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

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

19.2 ELECTRICITY PROCUREMENT FOR SMALL MARKET SITES

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

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

19.3 ROSE STREET SUBDIVISION - RETAINER WALL

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

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

19.4 CNSWJO SUPPLY AND DELIVERY OF BULK FUEL (S1_2025)

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

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

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

CARRIED

At 4:31 pm, the Meeting went into Closed Session and the Mayor adjourned the meeting for a short break.

At 4:45 pm, the Meeting resumed into Confidential section.

19.1 2025002 - FACILITY MANAGEMENT PARKES & VILLAGES AQUATIC FACILITIES**MOTION**

Moved with the proposed Amended Motion: Cr Doug Pout
Seconded with the proposed Amended Motion: Cr Glenn Wilson

That:

1. For the consideration of Council.

AMENDED MOTION**RESOLVED OCM 220/25**

Moved: Cr Doug Pout
Seconded: Cr Glenn Wilson

1. For the consideration of Council.
2. That Council, under Clause 178, sub-clause one, paragraph (a) of the Local Government (General) Regulation 2005, award the “Facility Management – Parkes & Villages Aquatic Facilities” contract to Fitmann Pty Ltd for a fixed sum of \$3,221,589, for a term of three (3) years, with an option to review and potentially extend for a further two (2) years.

Under Clause 178, subclause one, paragraph (a) of the *Local Government (General) Regulation 2005*, Council is permitted to accept the tender that, having regard to all the circumstances, appears to it to be the most advantageous.

The justification for departure from the Tender Committee recommendation includes, but is not limited to:

- a) **Financial Risk** – Council’s financial exposure is limited to monthly arrears; the financial capacity of the preferred proponent has been conservatively assessed.
- b) **Local Investment** – The proponent is a local business owner with strong community ties and a reputation at stake, offering likely higher personal investment than a remote corporate entity.
- c) **Unique Delivery Model** – The owner will directly manage the facility, ensuring accountability and commitment not guaranteed under a corporate staffing model.
- d) **Service Capability** – While the business itself has not held a prior aquatic contract, the personnel involved bring extensive and relevant pool management expertise.

ADOPTED BY MAJORITY - CARRIED

19.2 ELECTRICITY PROCUREMENT FOR SMALL MARKET SITES**RESOLVED OCM 221/25**

Moved: Cr George Pratt

Seconded: Cr Doug Pout

That Council:

1. Receive and note the report

CARRIED**19.3 ROSE STREET SUBDIVISION - RETAINER WALL****RESOLVED OCM 222/25**

Moved: Cr Louise O'Leary

Seconded: Cr Doug Pout

That:

1. Council approve the use of Section 171 of the Local Government Regulation 2021 to shorten the tender period for the procurement of the retaining wall system for the Rose Street Subdivision.
2. Delegate authority to the General Manager and Director Operations to proceed with the procurement process for the retaining wall system in line with the shortened tender period and the requirements outlined in the report.

CARRIED

At 5:39 pm, Director Planning and Community Services Annalise Teale left the meeting.

At 5:41 pm, Director Planning and Community Services Annalise Teale returned to the meeting.

19.4 CNSWJO SUPPLY AND DELIVERY OF BULK FUEL (S1_2025)**RESOLVED OCM 223/25**

Moved: Cr Doug Pout

Seconded: Cr Joy Paddison

That:

1. Council accept and sign a contract with the following organisations for the supply and delivery of bulk fuel:
 - (a) Castlyn Pty Ltd. T/A Inland Petroleum;
 - (b) Ocwen Energy Pty Ltd T/As Lowes Petroleum Service; and
 - (c) Petro National Pty Ltd T/A Oilsplus; and
2. Council advise the Central NSW Joint Organisation of its decision.

CARRIED

At 5:47 pm, the Council in Closed Session returned to Open Session.

RESOLVED OCM 224/25

Moved: Cr Doug Pout

Seconded: Cr William Jayet

That Ordinary Council Meeting:

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

CARRIED**20 REPORT OF CONFIDENTIAL RESOLUTIONS**

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

21 CONCLUSION OF MEETING

The meeting concluded at 5:51 pm.

This is the final page of the minutes comprising 28 pages numbered 1 to 28 of the Ordinary Council Meeting held on Tuesday, 17 June 2025 and confirmed on Tuesday, 15 July 2025.

**MAYOR**

7 DISCLOSURES OF INTERESTS

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

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

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

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

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

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

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

10 MAYORAL MINUTE(S)

10.1 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS

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

Goal: Our Local Government is open, accountable and representative.

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

Author: **Cr Neil Westcott**

Annexures: **Nil**

MOTION

That Council:

- Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 12 July 2025 to 16 August 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 12 July 2025 through to 16 August 2025:

Table 1: Known upcoming Meetings, Functions and Events for Mayor and Councillors	
Date	Function
Monday 14 July	Parkes Shire Australia Day AGM and Committee Meeting, Parkes Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Louise O'Leary
Tuesday 15 July	Economy, Destination and Events Advisory Committee Meeting, Parkes Deputy Mayor Marg Applebee, Cr Bill Jayet, Cr Doug Pout and Cr Glenn Wilson Visit to Bogan Gate All Councillors and Directors Ordinary Council meeting, Council Chambers All Councillors and Directors
Wednesday 16 July	Meals on Wheels (MOW) Christmas in July Luncheon, Parkes Cr Doug Pout

Wednesday 23 July	Audit, Risk and Improvement Committee Meeting, Committee Room Deputy Mayor Marg Applebee and Cr Joy Paddison
Thursday 24 July	Trundle Community Consultative Committee Meeting Cr Joy Paddison
Monday 28 July	Peak Hill Community Consultative Committee Meeting, AIF Hall Cr Louise O'Leary
Wednesday – Thursday 30 – 31 July	Central NSW Joint Organisation (CNSWJO) Board Meeting and Federal Visit, Canberra Parliament House Mayor Neil Westcott and Kent Boyd General Manager
Monday 4 August	Central NSW Integrated Transport Group (CNSW-ITG) Meeting Mayor Neil Westcott
Tuesday 5 August	Arts Advisory Committee Meeting, Committee Room Mayor Neil Westcott, Cr Bill Jayet, Cr Doug Pout, Cr Joy Paddison and Cr Louise O'Leary Community, Liveability and Access Advisory Committee Meeting, Committee Room Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet, Cr Doug Pout, Cr George Pratt and Cr Louise O'Leary Councillor Workshop, Council Chambers All Councillors and Directors
Thursday 7 August	Country Mayors Association (CMA) Biodiversity Offsets, Sydney Mayor Neil Westcott
Friday 8 August	Country Mayors Association (CMA) Crime, Law and Order, Sydney Mayor Neil Westcott
Monday 11 August	Bogan Gate Community Consultative Committee Meeting Cr George Pratt
Wednesday 13 August	Floodplain Committee Meeting, Committee Room Deputy Mayor Marg Applebee, Cr George Pratt and Cr Glenn Wilson Tullamore Community Consultative Committee Meeting Cr George Pratt



Cr Neil Westcott
MAYOR

10.2 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

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

Goal: Our Local Government is open, accountable and representative.

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

Author: **Cr Neil Westcott**

Annexures: **Nil**

MOTION

That Council:

- Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 13 June 2025 through to 11 July 2025.

REPORT

Table 1: lists the Meetings, functions and events attended by the Mayor and Councillors during the period 13 June 2025 through to 11 July 2025:

Table 1: Meetings, Functions and Events attended by Mayor and Councillors	
Date	Function
Friday 13 June	Central West Recovery and Resilience Package, Community Leaders Forum, Microsoft Teams Mayor Neil Westcott Apology: General Manager Kent Boyd
Monday 16 June	Bogan Gate Community Consultative Committee Meeting, Memorial Hall Apology: Cr George Pratt
Tuesday 17 June	Floodplain Committee Meeting, Committee Room Deputy Mayor Marg Applebee, Cr George Pratt and Cr Glenn Wilson Economy, Destination and Events Advisory Committee Meeting, Cooke Park Pavillion Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Doug Pout, Cr Bill Jayet, Cr Glenn Wilson and Cr Louise O'Leary Apology: Cr Joy Paddison

	<p>Tidy Town Awards Afternoon Tea to present awards to recipients, Committee Room</p> <p>Mayor Neil Westcott, Cr Bill Jayet, Cr Louise O’Leary, Cr Doug Pout, Cr Joy Paddison and Award recipients Geoff Anderson and Deb Jones</p> <p>Ordinary Council Meeting, Council Chambers</p> <p>All Councillors and Directors</p>
<p>Wednesday 18 June</p>	<p>CUC Centre Official Opening, Court Street</p> <p>Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet, Cr Joy Paddison and Kent Boyd General Manager</p> <p>Apology: Cr Louise O’Leary</p> <p>Visit by Jamie Chaffey, Committee Room</p> <p>Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Joy Paddison, Cr Doug Pout, Cr Glenn Wilson, Cr Kenny McGrath, Cr Bill Jayet and Cr George Pratt</p> <p>Apology: Cr Louise O’Leary</p> <p>Quorn Solar Hybrid Visit, Back Trundle Road</p> <p>Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Kenny McGrath, Cr Glenn Wilson and Cr Bill Jayet</p>
<p>Thursday 19 June</p>	<p>The Parkes District Liaison Committee, Committee Room</p> <p>Cr George Pratt</p>
<p>Friday 20 June</p>	<p>Meeting with the Mayor to discuss Energy from Waste and the role of the EPA, Alectown</p> <p>Mayor Neil Westcott and Kate Bailey</p> <p>Trundle Children’s Centre Special Readers Week, Library</p> <p>Deputy Mayor Marg Applebee</p> <p>Apology: Cr Joy Paddison</p>
<p>Sunday 22 June</p>	<p>Arts OutWest AGM, Condobolin</p> <p>Cr Bill Jayet</p>
<p>Monday – Friday 23 – 27 June</p>	<p>National General Assembly (NGA) Conference, Canberra</p> <p>Deputy Mayor Marg Applebee, Cr Bill Jayet and Kent Boyd General Manager</p>
<p>Monday 23 June</p>	<p>Peak Hill Community Consultative Committee Meeting, AIF Hall</p> <p>Cr Louise O’Leary</p>
<p>Wednesday 25 June</p>	<p>Woolworths Celebrations for Store upgrade, Parkes</p> <p>Mayor Neil Westcott</p>

	<p>Plant Procurement Meeting, Council Chambers Mayor Neil Westcott, Cr Kenny McGrath and Cr George Pratt Apology: Cr Glenn Wilson</p> <p>NAIDOC Ceremony Assembly, Parkes Public School Mayor Neil Westcott and Cr Joy Paddison Apology: Cr Louise O’Leary</p>
Thursday 26 June	<p>Official Opening of Salvation Store, Parkes Mayor Neil Westcott</p> <p>Trundle Community Consultive Committee Meeting, Memorial Hall Cr Joy Paddison</p> <p>2025 Awards for Local Government, Canberra Deputy Mayor Marg Applebee and Michael O’Shannessy Manager Fleet and Depot</p>
Saturday 28 June	<p>Waste 2 Art Exhibition, Parkes Library Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet and Cr Louise O’Leary Apology: Cr Doug Pout</p> <p>Rotary Changeover Dinner, Railway Hotel Parkes Cr Ken McGrath and Cr Glenn Wilson Apology: Mayor Neil Westcott and Deputy Mayor Marg Applebee</p>
Tuesday 1 July	<p>Media Event – officially invited by Minister Saffin’s office via Mr Phil Donato MP Mayor Neil Westcott, Deputy Mayor Marg Applebee and Kent Boyd General Manager</p> <p>Heart of Parkes Grand Opening – Evolution Mining officially invited Mayor Neil Westcott, Deputy Mayor Marg Applebee and Kent Boyd General Manager</p> <p>Northparkes Operations Meeting and Luncheon Mayor Neil Westcott, Deputy Mayor Marg Applebee and Kent Boyd General Manager were invited to attend a meeting and luncheon introducing the new General Manager Mr Thomas Lethbridge of Northparkes Operations in Parkes and saying farewell to the retiring General Manager, Mr Rob Cunningham. Local Member Phil Donato also in attendance.</p> <p>Councillor Workshop, Council Chambers All Councillors and Directors</p>

Wednesday 2 July	<p>Central New South Wales Joint Organisation (CNSWJO) Meeting for Mayors, Microsoft Teams</p> <p>Mayor Neil Westcott</p> <p>Central New South Wales Joint Organisation (CNSWJO) Meeting for Deputy Mayors, Microsoft Teams</p> <p>Deputy Mayor Marg Applebee</p>
Friday 4 July	<p>Term 2 Recognition Assembly, Parkes High School</p> <p>Cr Joy Paddison and Cr Doug Pout</p>
Tuesday 8 July	<p>Notice of Public Hearing - Planning Proposal - Reclassification of Community to Operational Land - Armstrong Street, Parkes, Cooke Park Pavillion</p> <p>Acting Director of Planning Annalise Teale, Cr Bill Jayet</p>
Wednesday 9 July	<p>Tullamore Community Consultative Committee Meeting, Bowling Club</p> <p>Cr George Pratt</p>



Mayor Neil Westcott had the privilege to cut ribbon at the Official CUC Opening with Mr Phil Donato MP, Mayor Phyllis Miller, Mr Jamie Chaffey MP, Tracie Robertson and Jacob Cass.



Cr Bill Jayet, Deputy Mayor Marg Applebee, Mayor Neil Westcott and Cr Joy Paddison pictured with valuable Community Members.



Deputy Mayor Marg Applebee enjoying her time reading to the children at Trundles Childrens Centre Speacial Readers Week.



Mayor Neil Westcott pictured with Shona, Donna and Maryanne who were acknoweldge for their 127 years combined working at Woolworth Parkes. They also celebrated the new Parkes store upgrades.



Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Bill Jayet pictured with the talented Waste 2 Art participants.



Mayor Neil Westcott and Cr Joy Paddison had the privilege to participate in the NAIDOC Celebrations at Parkes Public School.



Mayor Neil Westcott enjoyed his morning at the Official Opening of the Salvation Store in Parkes.



Mayor Neil Westcott, Deputy Mayor Marg Applebee pictured with Mr Phillip Donato MP and Janelle Saffin at the Media Event for the NSW State Government budget announcement for Parkes.



Mayor Neil Westcott and Deputy Mayor Marg Applebee pictured with Mr Rob Cunningham as he officially retires. They welcomed Thomas Lethbridge as the new General Manager and wished him all the best. They all enjoyed a delicious luncheon together to celebrate.

Deputy Mayor Marg Applebee and Cr Bill Jayet had a blast at the NGA Conference and even got a picture with Paul West from Grow it Local.



Mayor Neil Westcott and Deputy Mayor attended the Heart of Parkes Official Opening.



Pictured Councillor Kenny McGrath at the Rotary Dinner. He enjoyed his evening and even brought in a memory from his daughter who had an early association with Rotary, being an Exchange student. The evening was a great success and enjoyed by all who attended.



Cr Louise O'Leary, Cr Bill Jayet, Mayor Neil Westcott, Cr Doug Pout, Cr George Pratt and Cr Joy Paddison pictured with award recipients Geoff Anderson (Wiradjuri Language Group) and Deb Jones at the Tidy Town Awards Afternoon Tea held by Council to celebrate and acknowledge these amazing awards.



Cr Neil Westcott

MAYOR

10.3 LOCAL GOVERNMENT NSW'S COST SHIFTING REPORT**IP&R Linkage:** **Pillar:** Leadership**Goal:** Strong relationships**Strategy:** Work in partnership with other Councils, regional organisations and State and Federal Governments.**Author:** **Cr Neil Westcott****Annexures:** **Nil**

MOTION

That Council:

1. Note the findings of the LGNSW Cost Shifting report for the 2023/2024 financial year; and
2. Place a copy of the cost shifting report on Council's website so that our communities can access it; and
3. Council writes to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently address these costs through a combination of regulatory reform and appropriate funding.
4. Write to the President of LGNSW, Mayor Phyllis Miller OAM, acknowledging the strong advocacy undertaken on behalf of the Local Government industry.

REPORT

Councillors,

The pressure on councils to maintain services of appropriate standard that meet the needs of our communities has reached unprecedented levels.

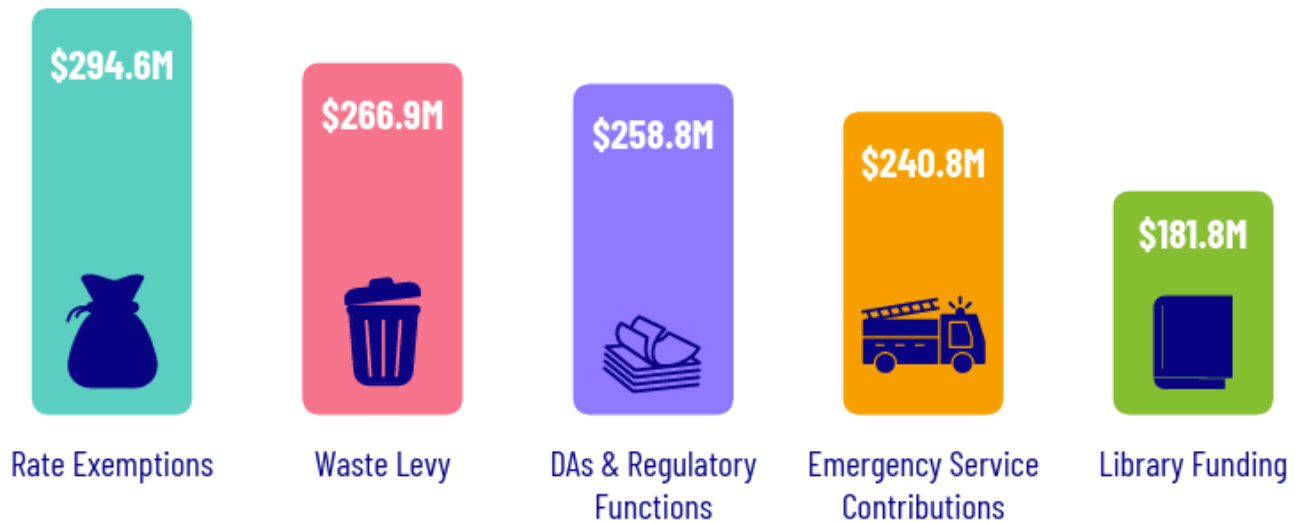
The unrelenting growth of cost shifting to councils, coupled with rate pegging and insufficient state and federal funding, is increasingly eroding the possibility of financially sustainable local government and risking the capacity of councils to deliver the essential infrastructure and services required by their communities.

The latest research commissioned by Local Government NSW (LGNSW) shows that the increase in cost shifting has continued unabated by various State and Federal Government policies.

The cost shifting report, produced by independent consultants Morrison Low for the 2023/2024 financial year, reveals that \$1.5 billion of expense has been imposed on councils. This is an increase of approximately \$140 million (10 per cent) since the last report for the 2021/22 financial year, when the total cost shift was estimated at \$1.36 billion.

On average, this also now represents an inflated cost of \$497.40 for each ratepayer, an increase of \$36.72 from 2021/22. For rural ratepayers the average \$550! It is unfair to our communities that such a large portion of their rates are being diverted away from local priorities.

The top 5 cost shifts onto NSW Councils are shown on the following graph:



(The full report is available online at www.lgnsw.org.au/costshifting)

With councils having to fund this ongoing subsidy primarily for the State Government each and every year, it means our communities get less or go without. They go without safer roads. They go without parks. And they go without important community services that only councils provide, while their communities are effectively paying hidden taxes to other levels of government.

Councillors, our communities deserve better. The decades-long practice of cost shifting is continuing to undermine the financial sustainability of the local government sector. This must stop. The November 2024 report of the parliamentary inquiry into the ability of councils to fund infrastructure and services called for the NSW Government to identify opportunities to reduce cost shifting to local government. This call must be heard and acted upon.

It is essential to councils and communities that the NSW Government urgently seek to address cost shifting through a combination of regulatory reform and appropriate funding.

As a result, I move the following:

1. That Council note the findings of the LGNSW Cost Shifting report for the 2023/2024 financial year; and
2. That a copy be placed on Council's website so that our communities can access it; and
3. That Council write to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address cost shifting through a combination of regulatory reform and appropriate funding.



Cr Neil Westcott

MAYOR

10.4 OPENING OF THE "HEART OF PARKES" - RURAL DOCTOR TRAINING FACILITY**IP&R Linkage:** **Pillar:** Community**Goal:** Our community is safe, active and healthy.**Strategy:** Advocate for improved medical, health and wellbeing, allied services, programs, and initiatives in Parkes Shire.**Author:** **Cr Neil Westcott****Annexures:** **Nil**

MOTION

That Council:

1. Congratulate Northparkes Mines, Evolution Mining and Charles Sturt University for continuing the Rural Doctors Program in Parkes by developing a new purpose-built training facility

REPORT

Northparkes Mines and Evolution Mining has partnered with Charles Sturt University's School of Rural Medicine to provide a training space for the Central West Clinical School where students are studying to become doctors.

On 1 July 2025 the vision of the "Heart of Parkes" became a reality when Evolution officially opened a new, transformed premises at 24-28 Currajong Street that houses the new Northparkes town office and soon, it's purpose-built training facility, and the Rural Doctors Program, which has been running in town for three years now.

The Charles Sturt University program helps students to remain living and studying in the bush and aims to address the shortage of doctors in regional areas, but until now hasn't had a facility to fully operate out of.

This space for this program will have 11 Central West medical students based out of the facility from the day it opens. The program will provide more access to medical services through clinician lead clinics with student involvement for things like health checks, childhood vaccinations and more.

It is a significant step forward for Parkes and all those involved.

Mayor Neil Westcott, Deputy Mayor Marg Applebee and I were invited to the official opening of the "Heart of Parkes" where we were able to meet the students who are attending this facility under the Rural Doctors Program and heard from each of them, which was very informative to all who attended the opening.

Parkes is fortunate to have such a program being run at a facility within the Parkes Shire, especially that local students can attend and hopefully some of these doctors will remain in Parkes following their studies and there is the potential and plans to grow the facility in the future for medical services for the region.

**Cr Neil Westcott**

MAYOR

10.5 PARKES SHIRE COUNCIL AWARDED THE 2025 OUTSTANDING RURAL AND REMOTE COUNCIL FOR INNOVATION IN FLEET MANAGEMENT**IP&R Linkage:** **Pillar:** Leadership**Goal:** Our Local Government is contemporary, effective and efficient.**Strategy:** Provide organisational culture that delivers excellent customer service and continuous improvement.**Author:** **Cr Neil Westcott****Annexures:** **Nil**

MOTION

That Council:

1. Receive and note the information about the national award for innovation in fleet management
2. Congratulate Council's Fleet and Depot Manager Mr Michael O'Shannessy and his team on their outstanding achievement.

REPORT

Parkes Shire Council has been named the Outstanding Rural and Remote Council at the 2025 National Awards for Local Government, in recognition of its innovative approach to fleet optimisation and asset management.

The Award, presented at the Australian Local Government Association National General Assembly Dinner in Canberra on Thursday 26 June 2025, acknowledges Parkes Shire Council's "Fleet Optimisation and Innovation - A Smarter Approach to Asset Management" project. This is the first time this award category has been included in the national program.

Parkes Shire Council was selected from a competitive field of 54 projects submitted for the Outstanding Rural and Remote Council category. Honourable mentions were awarded to the Shire of York (WA) and Wentworth Shire Council (NSW).

Michael O'Shannessy, Council's Fleet and Depot Manager, said the Award reflects several years of commitment to transforming fleet operations to better serve the organisation and community.

"We're incredibly proud to be recognised on a national stage. This project has reshaped how we manage and maintain Council's fleet - improving safety, efficiency, and transparency."

"By building our own system in-house, we've not only saved costs but also created a smart, scalable solution tailored to our needs and future growth."

Michael O'Shannessy accepted the Award on behalf of Council and at the Ceremony and below is his speech:

"Firstly, I would like to thank Minister McBain for attending and presenting this award this evening. I also wish to acknowledge and extend my appreciation to the Australian Local Government Association for hosting tonight's awards, and what a truly magnificent setting we are privileged to be in."

"I am deeply honoured to accept this award on behalf of Parkes Shire Council. This recognition is a testament to the incredible work and dedication of our entire team."

"I would like to express my sincere gratitude to our General Manager, Kent Boyd, our Director, Logan Hignett, and our elected Councillors. Your continued support, trust, and encouragement are what empower us to strive for excellence every day.

"At Parkes Shire Council, our strong commitment to personal and professional development has fostered a culture that embraces innovation, collaboration, and continuous improvement. We are proud to lead the way in challenging the status quo—particularly in the fields of fleet and asset management—where our strategic decision-making and progressive mindset have delivered real, tangible benefits to our organisation and, most importantly, to our community.

"This award reflects the shared vision and hard work of many, and it is for all these reasons that I am immensely proud to be part of Parkes Shire Council.

Thank you."

Parkes Shire Council developed its own advanced fleet management system using Technology One, integrating real-time data, predictive maintenance strategies, and GPS telematics. The system provides full oversight of Council's \$18 million fleet and is designed to ensure cost-effective lifecycle management of all fleet assets, from heavy plant to small equipment.

The innovation has resulted in a shift from reactive to scheduled maintenance, improved asset availability, reduced emissions, and enhanced worker safety. Notably, Council avoided the cost of third-party software by building the system in-house, redirecting savings into further safety improvements.

Independent auditors have also recognised the significance of the transformation. Paul Quealey, Partner at Lambourne Partners, said:

"We [Lambourne Partners] were engaged to do the internal audit for the Plant and Fleet Management at Parkes, which identified that the systems implemented over the last three to four years are one of the superior Councils in terms of the offerings with their work health safety management, scheduled maintenance, forward projections and use of technology."

"I think Parkes is at the forefront in terms of regional Councils across NSW, and probably even far and more advanced than a lot of metropolitan and Sydney based Councils as well."

"Parkes is driving improvements that are adding real value to the Council and driving, through technology, advances in risk technology when it comes to staff, machinery, and risk management around Work Health and Safety."

"The work that the team has done over the last three or four years should be commended. It was a pleasure to come in and see exactly how they do things and the outcomes they're driving, not only for the community but for the Council as a whole."

Federal Minister for Regional Development and Local Government, Kristy McBain MP, congratulated this year's award recipients:

"This year saw the most submissions ever received in the history of these awards, showcasing the hard work of local governments in delivering targeted, quality services to their communities – even in the face of adversity like natural disasters.

"I'd like to congratulate the category winners, and all the applicants, for this year's local government awards.

"Your projects and the enormous efforts behind them are having real and positive impacts for communities, bringing them together and elevating local amenity."

The 2025 awards attracted more than 160 entries from Councils across Australia, with only 11 category winners selected by an independent panel.

Parkes Shire Council's fleet innovation has also set a new benchmark for small and regional Councils, offering a scalable and strategic model for managing complex asset portfolios in remote locations.

Michael has been having discussions with some other Councils after asking for assistance with their fleet and depot management, such as Weddin Shire and Edward River Council. They have also set up Technology One group where they hold sessions about every six weeks for collaborating and assisting with what Parkes are doing in the fleet space. There is about 25 Councils involved with some very large Councils in the group such as Parramatta, Blacktown, Bay of swan (WA) and recently Hume council in Melbourne has asked to tag in on the sessions.



Cr Neil Westcott

MAYOR



Pictured at the Awards are Mr Michael O'Shannessy (Parkes Shire Council's Fleet and Depot Manager). Kristy McBain (Federal Minister for Regional Development and Local Government) and Deputy Mayor Marg Applebee.

11 COUNCILLOR REPORT(S)**11.1 COUNTRY MAYORS ASSOCIATION: MINUTES FROM THE MEETING HELD ON 9 MAY 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:** **Kent Boyd PSM, General Manager****Annexures:** **A. Country Mayors Association Minutes - 9 May 2025** [↓](#)**RECOMMENDATION**

That:

1. Receive and note the Minutes from the Country Mayors Association (CMA) meeting held on 9 May 2025.

ISSUES AND COMMENTARY

I attended the Country Mayors Association on behalf of Mayor Neil Westcott, at a meeting in Sydney on 9 May 2025, which was strongly supported by Departments including Parliamentary Ministers and with representatives of Country NSW Councils and associated organisations in attendance. The Agenda Theme was: Health.

The meeting was held in the Theatre at Parliament House, Sydney and the agenda was full of guest presenters, these included:

- * NSW Minister for Regional Health, the Hon. Ryan Park MP.
- * NSW Shadow Minister for Regional Health, Mr Gurmeh Singh MP
- * Dr Richard Colbran, CEO, NSW Rural Doctors Network.
- * Mr Mario Barone, President, Pharmacy Guild of Australia NSW Branch.
- * Mrs Christine Corby, AM, CEO, Walgett Aboriginal Medical Service.
- * Mrs Jill Ludford PSM, Chief Executive - Murrumbidgee Local Health District (talking on Local Health Advisory Councils).

A copy of the Minutes are attached.

Cr Marg Applebee

DEPUTY MAYOR



The Country Mayors Association of NEW SOUTH WALES Inc

Chairman: Mayor Rick Firman OAM
C/- Temora Shire Council,
PO Box 262, Temora NSW 2666
Contact: 0429 204 060
Email: admin@nswcountrymayors.com.au
ABN: 92 803 490 533

MINUTES

A General Meeting of the Country Mayors Association of NSW Inc, was held on Friday **9 May 2025**, in the Theatre, Parliament House, Macquarie Street, SYDNEY commencing from 8:20am.

THEME: Health

1. 8:20am A warm welcome from CMA Chairman and Temora Shire Mayor Rick Firman OAM and a brief address by ALGA President, Mayor Matt Burnett

Mayor Burnett emphasised that the 1% campaign continues. He expressed concern that new Government's majority might make things difficult.

The Inquiry into Financial Sustainability is very important and we look forward to that be handed down.

The 2025 National General Assembly of Local Government (NGA) – incorporating the Regional Cooperation and Development Forum – will be held in Canberra from 24-27 June. We do want your motions. To lodge a motion contact alga@alga.asn.au or call (02) 6122 9400. \$200mil disaster ready fund was a win from the Federal Government.

I think our Governments know we need more money.

A token of appreciation was presented to Mayor Burnett by Mayor Firman.

2. 8:30am Presentation – NSW Minister for Regional Health, the Hon. Ryan Park MP

It is a privilege to have this portfolio and I acknowledge the work of those (like Bronnie Taylor) who have made good progress before me.

Maternity Services are an important challenge. I believe women should try to give birth as close to home as possible. It takes a support network to raise a child. We need to keep birthing services close to where people live, which is a big challenge where we have a sparse regional State. That challenge is a concern in places such as Gunnedah and Tamworth.

Midwifery care networks are expanding in places like Glen Innes. We have increased incentives for midwives to \$20,000.

This is a priority of mine for rural and regional health.

Page 1 of 15

Staffing is an ongoing challenge. Ratios in ED's (1:3) will be established.

2,500 nurses are now receiving the \$20,000 attraction incentive and retention incentive are also being received.

I am also aware of the housing shortage. I learned about that from mayors. We've increased the budget for housing to \$200mil. We hope to house around 500 workers.

Pressure on ED's is real. A lot more category 2 and 3 patients (category 1 is life and death). The primary care and GP access is not as good as when we were children and that is contributing to the severity of conditions in Eds. People are not accessing Primary Care regularly.

Regional infrastructure benefits from the Country Mayors, thank you for your advocacy. We are building facilities, including ambulance stations across the regions.

The Minister concluded with: Thank you for this opportunity to engage with you.

Q: CGRC Mayor Abb McCalister: Thank you very much for listening and not closing the Pathology Department in Cootamundra.

A: Steph Cooke and the Councils got the message through.

Q: Yass Valley Council Mayor Jasmin Jones: I gave birth on the Barton Highway. Birthing on country is particularly important for our Aboriginal communities. On mental health, our Police Force needs professional support in dealing with people with mental health issues. Something we learned from our zoom with the Police Minister.

Q: Mayor of Kempsey Shire Council Kinne Ring: The Kempsey Hospital should be returned to level 3 on weekends and limited during. It is the 5th most disadvantaged in the State.

A: It must be safe and I will look into it.

Q: Kyogle Council Mayor Danielle Mulholland: What staffing strategies do you have in mind? Post disaster, kids have signs of PTSD.

A: I am happy to see what we can do about the PTSD and I will talk to the Mental Health Minister about that.

We are working to deliver 80 more GPs to rural NSW.

Q: Narrabri Shire Mayor Darrell Tiemens: Thanks you for you attention on Wee Waa and Narrabri hospitals. Demarcation disputes hurt our communities.

A: The LHDs and PHNs and AMSs and their inter-relationships frustrate me. If you are getting the bureaucratic run around, I want to hear about. I don't want rural and regional communities to waste time on the merry-go-round, we will do what we can to bring those people together to work it out.

Q: Lachlan Shire Mayor John Medcalf: Virtual Care – it has a place but it should not replace people on the ground.

A: Covid exacerbated this. I have said it is to be an enhancement or when we are struggling but it should not be a replacement or cost cutting measure.

Q: Lithgow City Council Mayor Cassandra Coleman: We are at the edge of the Penrith based health service. We need silos to be broken down.

A: I couldn't agree more. I don't know what the Federal Health Department does. I am happy to work with Lithgow.

Q: Byron Shire Mayor Sarah Ndiaye: Post Cyclone Alfred I encountered a nurse living in a van. Council would like to discuss this (the housing issue) with you further.

Q: Gwydir Shire Mayor Tiff Galvin: I started nursing as EEN. We need that paid training. Bullying in hospitals is a problem.

A: Bullying is a bigger problem in rural and remote areas because they are smaller and you cannot get away. We are certainly working on it.

Q: Ballina Shire Mayor Sharon Cadwallader: Our population is growing fast. It took me an hour in an ambulance to get to Lismore Hospital. We need some progress for Ballina.

A: It is a priority. The North Coast is also challenged for staffing and housing.

A token of appreciation was presented to Minister Park by Mayor Firman.

3. 9:00am Presentation – NSW Shadow Minister for Regional Health, Mr. Gurmesh Singh MP

I wish we could see more of the bipartisanship we have in health.

Regional health can be much more challenging than metropolitan health. The challenges seem worse post-Covid.

When we created a special portfolio for Regional Health, it was because of the differences in the regions and between the regions and the major cities.

Rostering for ambulance staff has been part of the problem and we are working closely with unions and stakeholders to hold Ambulance NSW to account on their staffing approach.

Paramedic care is more important in the regions than in the city. We are holding the Government to account on ICPs and ECPs.

Maternity was also a focal point for Mr. Singh. We know how important it is to be able to say “I was born here”, and services have declined to what they were 40 years ago. The problems are global but we need to keep working on them. It’s one thing to provide incentives but their partners need a job, need a life. So, we need to make regional locations good places to live. Our job is to work on the imbalances in health services between the city and the regions. Little Wings is a private charity that does an amazing job and we need Government support for this.

A token of appreciation was presented to Mr. Singh by CMA Deputy Chairman Mayor Russell Fitzpatrick.

4. 9:30am Presentation – Mr. Luke Sloane, Deputy Secretary NSW Regional Health Division

Mr. Sloan said that remote consultations are an advancement we see today that is a positive for rural patients.

He offered to engage directly with regional communities.

The lack of Midwives is a major problem and I am open to the idea of training on the job.

IPTAS is increasingly being accessed and that is an important equity measure.

The Health Inquiry recommendations have been delivered and they have not, we are working on them. They have been taken very seriously and we have been focused on regional equity.

The Select Committee on Remote, Rural and Regional Health has been monitoring equity / access improvements in regional NSW and the implementation of the Inquiry recommendations. The oversight is important.

Aboriginal health organisations are being supported.

I am a nurse by background, so I do understand what our health personnel go through.

The MPS Strategy mentioned.

Q. Bland Shire Mayor Brian Monaghan: What can we do about urgent cases, like a heart attack in our towns?

A. We do have plans for the districts. We have a clinician and clinical staff advisory system to help improve service provision. We know we need services for what towns need. Leeton, Lismore, Wee Waa, Quirindi and another are current case studies, informing us. We are continuing to work on retrieval services.

Hospital at home programs are being rolled out.

Q. Mayor of Yass Valley Jasmin Jones: What can we do to restore the cutback maternity units.

A. We need to focus on how we keep mothers and babies safe. Where we see birth rates below 50, it cannot be supported. Every year a minimum amount of births is needed for registration to be continued. We have to get the workforce back.

A token of appreciation was presented to Mr. Sloane by Mayor Firman.

5. 10:00am Presentation – Ms. Kath Hetherington, GM – Service Delivery, NSW Rural Doctors Network and Community Solutions Manager Ms. Katie McDonell

Ms. Kath Hetherington

It is a privilege to be here.

We value our MoU. We see Councils as the key stakeholder for community health concerns in country NSW.

Enabling access to health services in country towns is complex and each circumstance is unique.

This year, we are aiming at recruiting over 200 doctors to country NSW.

Ms Hetherington finished on a call for action – 1st July their contract changes to just have 'rural' as a priority. We need dedicated funding to recruit doctors for rural areas and we need your advocacy.

Ms. Katie McDonell

I'm your key point of contact. Council participation in our programs includes bush bursaries and cadetships, plus collaborative care.

We are always working on how we can engage with and support Councils, as well as better understanding of the health sector. It's a complex space and we can help understand it. We can help you to have the data to communicate with and advocate for your communities.

The data they use was illustrated in a slideshow presentation which was made available to members.

A token of appreciation was presented to the RDN representatives by CMA Executive Board Member, Mayor John Medcalf.

6. 10:30am Morning Tea

7. 11:00am Presentation – Mrs. Clare Beech, Executive Director – Clinical Capability, Safety and Quality, NSW Ambulance

Mrs. Beech described how NSW Ambulance plans for its resourcing and servicing of regional communities.

She said that the Ambo of 30 years ago would not compare to the paramedic of today. Advanced paramedics must have adequate exposure to the level of work they are qualified for, just like how you would not get brain surgery at your local MPS.

We know communities have concerns about access to emergency response ambulances and we do work with communities and volunteers to fill gaps. As demand increases, increased services can be justified.

Q. Deputy Mayor of Forbes Shire, Cr. Chris Roylance advised that Mayor Miller is stable at St. Vincent's Hospital. He said that Ambos are among our local heroes. What do you do about rehabilitation for the emotional toll? I have an ambo mate who is in a bad place, so he is off work.

A. The trauma that is experienced by first responders is real and has an accumulative impact. We are working hard on the issue and how we can better support our people. We have a range of programs in place. When you know you have a psychological injury, coming back to work might not be appropriate and we want to work on alternative pathways. Success will be where we are able to work on prevention. It's a big, complex issue.

Q. Warren Shire Mayor Greg Whitely: The 000 directions in the bush. Is there a way we could advertise the emergency location app?

A. You're right. Geolocation challenges could be improved with promotion of the app. We rely on the caller's information, so it's a could suggestion.

Q. Lachlan Shire Mayor John Medcalf: Tottenham has three Ambos renting and one owning a home. Is it a hub?

A. We are starting to see a bit of a FIFO or DIDO approach in our workforce. We do not have a hub and spoke model at present. I understand accommodation is a challenge, so in your case they are likely addressing the challenge together.

Q. Mayor of Inverell Shire Mayor Kate Dight: What relationships do you have with your counterparts over the border?

A: At an operational level, a 000 call is routed to the literal closest available responders. So, it is relatively simple. We have MoU's with QLD, Vic and ACT.

A token of appreciation was presented to Mrs. Beech by CMA Executive Board Member, Mayor Sharon Cadwallader (who advised Mrs. Beech that her recent ambulance ride from Ballina to Lismore took an hour, for 32km).

8. 11:15am Presentation – Mrs. Christine Corby AM, CEO, Walgett Aboriginal Medical Service

Mrs. Corby explained that they are all Aboriginal Walgett locals. Gomeroi country. The lack of maternity services was highlighted. "We give birth 3 hours down the road in Dubbo."

We have MoU's with Councils and also value the interagency meetings we have, so we can work together and understand who is doing what in the health sector in our communities.

She outlined how their AMS plays a vital role in the mental health of the community, even helping to make significant dates from ANZAC Day to Christmas special for the community.

They have an innovative garden / seed project, which now has 100 beds and a lot of health benefits. It is good for education about healthier diets.

Culturally, Christine referred to Charles Perkins. Promoting the Aboriginal stories and cultural heritage is important to her and the AMS. Doctor retention is often as big a challenge as recruitment but the Walgett AMS got lucky; "I had two doctors and by chance, they married farmers."

"Health partners and relationships are so important," Mrs. Corby concluded.

A token of appreciation was presented to the Walgett Aboriginal Medical Service representatives by CMA Executive Board Member, Mayor Josh Black.

9. 11:30am Presentation – Mr. Mario Barone, President, Pharmacy Guild of Australia NSW Branch

Mr. Daniel Kicuroski - NSW Branch Director (CEO) - Pharmacy Guild of Australia - NSW Branch

Mr. Kicuroski highlighted that there is a lot of overlapping between the Guild and CMA. The potential for more people to be treated and screened at pharmacies could reduce the demands on the health system. There are 350 localities with a pharmacy in Australia, where there is no other health service.

People are waiting way too long for a GP appointment. I saw a doctor in Sydney yesterday with an hour's notice but the majority of regional residents wait three weeks or more.

Urinary tract infection is now widely treated in community pharmacies, with over 20,000 women treated, nationally. Contraception and the shingles vaccine are also among the services provided in pharmacies.

By 2026, acute chronic conditions treatment will be trialed outside of Sydney, Wollongong and Newcastle. Eg. Antibiotics for an ear infection.

Mr. Mario Barone

Vaccination hesitancy is a huge issue. Increasing Pharmacy scope of practice can increase vaccinations levels.

You have to be a pharmacist to open a pharmacy. We put patients ahead of profits. You can only own a maximum of five pharmacies.

We got bipartisan support for patient access to affordable medications, namely the reduced co-payments.

A token of appreciation was presented to the Pharmacy Guild representatives by Mayor Firman.

Mayor Firman then presented a CMA pin to new member, Mayor of Balranald Shire Council Louie Zaffina.

12:00pm General Meeting

10. Attendance [134 in total]

Max Eastcott	GM	Gwydir Shire Council
Cr. Tiffany Galvin	Mayor	Gwydir Shire Council
Cr. Carol Oataway	Mayor	Hay Shire Council
David Webb	GM	Hay Shire Council
Cr. Rick Firman OAM	Chairman/Mayor	CMA/Temora Shire Council
Melissa Boxall	Secretary/GM	CMA/Temora Shire Council
Cr. Adam Roberts	Mayor	Port Macquarie Hastings Council
Cr. Steve Krieg	Mayor	Lismore City Council
Cr. John Medcalf		
OAM	Mayor	Lachlan Shire Council
Cr. Hugh Packard	Deputy Mayor	Snowy Valleys Council
Cr. Julia Ham	Mayor	Snowy Valleys Council
Cr. Ashley Hall	Mayor	Edward River Council
Jack Bond	CEO	Edward River Council
Cr. Cheryl Cook	Mayor	Federation Council
Cr. Kinne Ring	Mayor	Kempsey Shire Council
Michael Jackson	Acting GM	Kempsey Shire Council
Cr. Cassandra Coleman	Mayor	Lithgow City Council
Cr. Nina Dillon	Mayor	Goulburn Mulwaree Council
Marina Hollands	Acting CEO	Goulburn Mulwaree Council
Gary Woodman	GM	Warren Shire Council
Cr. Greg Whiteley	Mayor	Warren Shire Council
Cr. Russell Fitzpatrick	Mayor	Bega Valley Shire Council
Anthony McMahon	CEO	Bega Valley Shire Council
Cr. John Harvie	Mayor	Murray River Council
Stacy Williams	CEO	Murray River Council
Sarah Ryan	Director	Murray River Council
Cr. Brian Ingram	Mayor	Hilltops Council
Anthony O'Reilly	GM	Hilltops Council
Cr. Jesse Fitzpatrick	Mayor	Wingecaribee Shire Council
Lisa Miscamble	GM	Wingecaribee Shire Council
Cr. Ray Smith	Mayor	Clarence Valley Council
Cr. Colleen Fuller	Mayor	Gunnedah Shire Council
Cr. Kate McGrath	Deputy Mayor	Gunnedah Shire Council
Eric Groth	GM	Gunnedah Shire Council
Cr. Jarrod Marsden	Mayor	Cobar Shire Council
Peter Vlatko	GM	Cobar Shire Council
Cr. Darrell Tiemen	Mayor	Narrabri Shire Council
Eloise Chaplain	GM	Narrabri Shire Council

Cr. Matthew Norris	Assistant Deputy Mayor	Shoalhaven City Council
Cr. George Weston	Mayor	Leeton Shire Council
Jackie Kruger	GM	Leeton Shire Council
Cr. Adam Shultz	Mayor	Lake Macquarie City Council
Cr. Margot Davis	Mayor	Glen Innes Severn Council
Bernard Smith	GM	Glen Innes Severn Council
Megan Mulrooney	CEO	REROC
Cr. Jasmin Jones	Mayor	Yass Valley Council
Cr. Ewen Jones	Mayor	Narromine Shire Council
Cr Kate Dight	Mayor	Inverell Shire Council
Cr Wendy Wilks	Councillor	Inverell Shire Council
Brett McInnes	GM	Inverell Shire Council
Cr. Kathryn Rindfleish	Mayor	Warrumbungle Shire Council
Lindsay Mason	GM	Warrumbungle Shire Council
Cr. Sharon Cadwallader	Mayor	Ballina Shire Council
Cr. Melissa Matters	Deputy Mayor	Kiama Municipal Council
Jane Stroud	CEO	Kiama Municipal Council
Cr. Paul Culhane	Mayor	Upper Lachlan Shire Council
Alex Waldron	CEO	Upper Lachlan Shire Council
Kathy Hetherington	GM– Service Delivery	RDN
Katie McDonnell	Community Solutions Manager	RDN
Cr. Eric Noakes	Mayor	Walcha Council
Cr. Susannah Pearse	Mayor	Moree Plains Shire Council
Natalia Cowley	Interim GM	Moree Plains Shire Council
Cr. Robert Bell	Mayor	Uralla Shire Council
Toni Averay	GM	Uralla Shire Council
Cr. Bruce Reynolds	Mayor	Blayney Shire Council
Mark Dicker	GM	Blayney Shire Council
Cr. Josh Black	Mayor	Dubbo Regional Council
Murray Wood	GM	Dubbo Regional Council
Cr. Ruth McRae	Mayor	Murrumbidgee Council
John Scarce	GM	Murrumbidgee Council
Cr. Bronwyn Petrie	Mayor	Tenterfield Shire Council
Cr. Mareeta Grundy	Councillor	Queanbeyan-Palerang Regional Council
Rebecca Ryan	GM	Queanbeyan-Palerang Regional Council
Cr. Lachlan Ford	Mayor	Bourke Shire Council
Leonie Brown	GM	Bourke Shire Council
David Reynolds	CEO	LGNSW
Cr. Leah Anderson	Mayor	Port Stephens Council
Cr. Danielle Mulholland	Mayor	Kyogle Council
Cr. Kieran Somerville	Councillor	Kyogle Council
Kate Barker	Acting CEO	CNSWJO
Meredith Macpherson	Regional Resilience Program Manager	CNSWJO
George Cowan	GM	Narrandera Shire Council
Cr. Neville Kschenka	Mayor	Narrandera Shire Council

Gavin Rhodes	GM	Lockhart Shire Council
Cr. Peter Sharp	Mayor	Lockhart Shire Council
Cr. Claire Pontin	Mayor	MidCoast Council
Greg Hill	GM	Central Darling Shire Council
Cr. Paul Smith	Mayor	Cowra Council
Paul Devery	GM	Cowra Council
Cr. Sarah Ndiaye	Mayor	Byron Shire Council
Mark Arnold	GM	Byron Shire Council
Cr. Abb McAlister	Mayor	Cootamundra-Gundagai Regional Council
Roger Bailey	Interim General Manager	Cootamundra-Gundagai Regional Council
Cr. Marg Applebee	Deputy Mayor	Parkes Shire Council
Cr. Louie Zaffina	Mayor	Balranald Shire Council
Peter Bascomb	GM	Balranald Shire Council
Cr. Matt Burnett	President	ALGA
Cr. Sue George	Deputy Mayor	Singleton Council
James Roncon	GM	Armidale Regional Council
Justin Fitzpatrick-Barr	GM	Singleton Council
Mary Purse	Chairperson	Walgett Aboriginal Medical Service
Christine Corby AM	CEO	Walgett Aboriginal Medical Service
Nik Seemann	Project Manager	Walgett Aboriginal Medical Service
Jenny Trindall	Jenny Trindall	Walgett Aboriginal Medical Service
Stephen Dunshea	CEO	Snowy Monaro Regional Council
Cr. Chris Hanna	Mayor	Snowy Monaro Regional Council
Cr. Robert Taylor	Mayor	Bathurst Regional Council
Cr. Paul Best	Mayor	Weddin Shire Council
Noreen Vu	GM	Weddin Shire Council
Cr. Brian Monaghan	Mayor	Bland Shire Council
Grant Baker	GM	Bland Shire Council
Richard Jane	AGM	Forbes Shire Council
Cr. Chris Roylance	Deputy Mayor	Forbes Shire Council
Cr. Steve Allan	Mayor	Bellingen Shire Council
Mark Griffioen	GM	Bellingen Shire Council
Cr. Kevin Beatty	Mayor	Cabonne Shire Council
Brad Byrnes	GM	Cabonne Shire Council
Cr. Digby Rayward	Mayor	Dungog Shire Council
Cr. Alexandria Carruthers	Deputy Mayor	Dungog Shire Council
Gareth Curtis	GM	Dungog Shire Council
Adrian Butler	GM	Federation Council
Ross Gurney	GM	Lithgow City Council
Cr. Des Kennedy	Mayor	Mid-Western Regional Council
Brad Cam	GM	Mid-Western Regional Council
Cr. Katie Graham	Deputy Mayor	Oberon Council
Mathew Webb	Acting GM	Oberon Council
Cr. Tony Mileto	Mayor	Orange City Council
David Waddell	CEO	Orange City Council
Jonathan Malota	Policy Advisor	NRMA

Jennifer Hickey		OLG
Sharne Colefax		OLG
Jodie Healy		OLG
Yvonne Lingua	EO	Riverina and Murray JO
David Kirby	GM	Brewarrina Shire Council

11. Apologies

	Acting General	
Eber Butron	Manager	Lismore City Council
Cr. Daniel Linklater	Mayor	Wentworth Shire Council
Ken Ross	GM	Wentworth Shire Council
Cr. Tania Brown	Lord Mayor	Wollongong City Council
Jane Redden	GM	Narromine Shire Council
Cr. Dallas Tout	Mayor	Wagga Wagga City Council
Cr. Nikki Williams	Mayor	Coffs Harbour City Council
Cr. Sue Moore	Mayor	Singleton Council
Adrian Panuccio	GM	MidCoast Council
Cr. Neil Westcott	Mayor	Parkes Shire Council
Cr. Sam Coupland	Mayor	Armidale Regional Council
Cr. Russell Webb	Mayor	Tamworth Regional Council
Cr. Ken Cudmore	Mayor	Liverpool Plains Shire Council
Cr. Julia Cornwell		
McKean	Mayor	Berrigan Shire Council
Cr. Jim Hickey	Deputy Mayor	Broken Hill City Council
Jay Nankivell	GM	Broken Hill City Council
		Queanbeyan-Palerang Regional Council
Cr. Kenrick Winchester	Mayor	
Cr. Bob Callow	Mayor	June Shire Council
James Davis	GM	June Shire Council
Cr. Jasen Ramien	Mayor	Walgett Shire Council
Andrew Brown	GM	Walgett Shire Council
Cr. Daniel Keady	Mayor	Coonamble Shire Council
Paul Gallagher	GM	Coonamble Shire Council
Cr. Kevin Mack	Mayor	Albury City Council
Frank Zaknich	GM	Albury City Council
Cr. Doug Batten	Mayor	Gilgandra Shire Council
David Neeves	GM	Gilgandra Shire Council
Cr. Maurice Collison	Mayor	Upper Hunter Shire Council
Cr. Matt Gould	Mayor	Wollondilly Shire Council
Cr. Phyllis Miller	President	LGNSW (and Forbes Shire Mayor)
Greg Tory	GM	Lachlan Shire Council
Cr. Patricia White	Mayor	Shoalhaven City Council
James Ruprai	GM	Shoalhaven City Council

Recommendation: That the apologies be accepted and noted. Mayor Medcalf (Lachlan Shire Council) moved and Mayor Danielle Mulholland (Kyogle Council) seconded the motion. Carried unanimously.

12. Adoption of Minutes of Previous Meeting, 28 March 2025 (Copy Attached)

Recommendation: That the 28 March Minutes be accepted as a true record.
Mayor Sharon Cadwallader (Ballina Shire Council) moved, Mayor Jasmin Jones (Yass Valley Council) seconded. Carried unanimously.

13. Matters Arising from Minutes

14. Correspondence

Outward	Inward
<ul style="list-style-type: none"> Assistant Minister for Immigration, Senator the Hon. Matt Thistlethwaite MP – Supporting RDA Riverina’s campaign against the NSW Government DAMA and supporting the Orana DAMA expansion. Shadow Federal Local Government Minister, The Hon Darren Chester – online meeting with CMA Executive Chief Engineer – Institute of Public Works, Engineers Australia, Mr. Joshua Devitt – Invitation to the June meeting Chief Executive Officer – NSW Reconstruction Authority, Mr. Mal Lanyon APM – Invitation to the June meeting National Rural Health Commissioner, Professor Jenny May AM – Invitation to the May meeting Shadow Regional Health Minister Mr. Gurmish Singh MP – Invitation to the May meeting <p>FAGs letters</p> <ul style="list-style-type: none"> Leader of the Australian Greens, Mr. Adam Bandt MP Leader of the National Party, the Hon. David Littleproud MP Leader of the Opposition, the 	<ul style="list-style-type: none"> NSW Regional Health Minister, the Hon. Ryan Park MP, in response to CMA correspondence and meetings regarding health cuts. Murrumbidgee Local Health District Chief Executive, Jill Ludford PSM apologising regarding 9 May. Communique: Regional Health Ministerial Advisory Panel Parliamentary Secretary to the Premier, Mrs Julie Finn MP – responding to CMA letters concerning Fire Ants and Local Government financial Sustainability. Luke Sloane, Deputy Secretary, Rural and Regional Health – MPS Strategy feedback request

Page 11 of 15

<p>Hon. Peter Dutton MP</p> <ul style="list-style-type: none">• Prime Minister, the Hon. Anthony Albanese MP• Senator Pauline Hanson• Senator David Pocock• Ms Zali Steggall OAM, MP• Ms Allegra Spender MP• Ms Kylea Tink MP• Dr Sophie Scamps MP	
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Recommendation: That the correspondence we be received and noted. Mayor Sharon Cadwallader (Ballina Shire Council) moved, Mayor Mulholland (Kyogle Council) seconded. Carried unanimously.

Media Releases

[NSW Country Mayors welcome Coalition funding pledge](#)

[Country Mayors Call Out Failure to Address Funding Shortfalls](#)

[NSW Country Mayors and Police connect](#)

15. Reports (attached)

Update from ALGA President Mayor Matt Burnett

Recommendation: That the Report be received and noted.

Mayor Cheryl Cook (Federation Council) moved. Mayor Colleen Fuller (Gunnedah Shire Council) seconded. Carried unanimously.

Update from President of LGNSW – Mayor Phyllis Miller OAM

Recommendation: That the Report be received and noted.

Mayor Mathew Hatcher (Eurobodalla Shire Council) moved. Mayor Dight (Inverell Shire Council) seconded. Carried unanimously.

Update from CMA Chairman Mayor Rick Firman OAM

Former CMA Chairman Jamie Chaffey was congratulated.

Premier Minns met yesterday with myself and Ms Boxall.

re: Premier's Rural & Regional Advisory Council... The Premier agreed to an initial two-year term, then to be reviewed. It is expected CMA will occupy at least one of the chairs, on what could be up to 11 members. The final terms of reference are being worked on by the Premier. This is a significant win for CMA as well as rural, regional and remote NSW.

The Treasurer also advised that he has been working hard on the RFS issue.

Recommendation: That the Report be received and noted.

Mayor Steve Allan (Bellingen Shire Council) moved. Mayor Brian Monaghan (Bland Shire Council) seconded. Carried unanimously.

Policy Advisor's Report – Mrs. Julie Briggs

Recommendation: that the Report be received and noted

Recommendations contained in the Policy Advisor's Report.

That the CMA adopt the response to NSW Roads Act 1993 Issues Paper.

Mayor George Weston (Leeton Shire Council) moved. Mayor Monaghan (Bland Shire Council) seconded. Carried unanimously.

That the CMA Executive explore an advocacy campaign promoting a greater investment in Local Government through an increase in Financial Assistance Grants

Mayor Medcalf (Lachlan Shire Council) moved. Mayor Cadwallader (Ballina Shire Council) seconded. Carried unanimously.

Recommendation: That the Policy Advisor's Report be received and noted.

Mayor Mulholland (Kyogle Council) moved. Mayor Colleen Fuller (Gunnedah Shire Council) seconded. Carried unanimously.

Financial Report (CMA) – CMA Secretary Ms. Melissa Boxall

Mayor Cass Coleman (Lithgow City Council) moved. Mayor Steve Allan (Bellingen Shire Council) seconded. Carried unanimously.

16. Business with notice

Nil

17. Urgent business without notice

CMA Chairman and Bega Valley Mayor Fitzpatrick proposed a motion of support for the Rural Doctors Network - That the Country Mayors association reaffirms its support for funding of the Rural Doctors Network NSW to continue to focus on Rural Services within their agreements with DoHAC and not reduce the impact to rural, regional and remote NSW through the extension of their obligations to metropolitan areas.

Mayor Jones (Yass Valley Council) moved. Mayor Medcalf (Lachlan Shire Council) seconded. Carried unanimously.

Ms Boxall read the motion - The Executive Board recommends to members:

1. The establishment of the Executive Officer's position for a period of two years, commencing 1 December 2025
2. That the Executive Board be given delegation to undertake an expression of interest (EOI) process to be undertaken from 1 July 2025 and that the outcome of this process be reported to the AGM in November 2025

Mayor Mulholland (Kyogle Council) moved. Mayor Cadwallader (Ballina Shire Council) seconded. Carried unanimously.

18. Presentation [5 mins] - Dr Amanda Cohn Greens MLC, Chair of the Legislative Council Health committee, former Doctor and Deputy Mayor

Three key points where Local Government plays a key role in health.

Attracting health care workers. We need to consider the lives of the individuals, their partners, children etc.

Planning – you can shape the quality of lives in your communities,

Advocacy – your roles as mayors in advocating to Senate committee members and others cannot be understated. Please don't feel disempowered. My door is always open to hear from you and your health challenges.

19. Excelling CMA Members Segment – Health Theme

Bellingen Shire Council presentation. [10mins]

Talked about Bellingen and Dorrigo hospital. Dorrigo ward has been closed for three years. Lack of housing prevented the reopening of ward. The cost of housing post-Covid has sky-rocketed. Homes for Health – For essential workers across the Bellingen Shire.

The community was ready to protest but I sought to bring them together to focus on solutions. Billeting training nurses.

120 people attended a community meeting, over 70 put their hands up to offer accommodation.

We partnered with the Local Health District. The Welcome Experience has been vital to this initiative working. The program has already expanded to include pharmacists and ambos.

Hartley House will reopen and that we placed nurses into accommodation, we feel helped. It's a great story of what can be achieved and what Local Government can do when you work with the community.

A presentation was supplied and distributed.

Leeton Shire Council presentation. [10mins]

Spoke on Collaborative Care

We can be without a doctor for up to two weeks. Telehealth is meant to augment, not replace face to face service.

We had FIFO ambos. A heart attack patient waited 50mins, yet he was 2mins away. Had his neighbours known it was going to take that long – they would have taken him to hospital themselves. There was a drop in confidence in the health and ambulance service.

Being a migrant and refugee friendly Shire, we have been very supportive of them. We have a highly experienced doctor from Iran who is struggling to navigate the registration system.

We proposed having top paramedics manning our ED when there were no doctors. It was described as not clinically safe. There has not been a willingness to think outside the box to make solutions happen. Our Deputy Mayor met with Minister Ryan Park and they enlisted us into the Collaborative Care program. It is changing community health services (through co-design approaches) with the RDN. We will be identifying needs and solutions, from consultation and collaboration. A working group has been set up. A local project officer employed until 2026. We will collaborate with service providers to help deliver better health care for the Leeton Shire. Ongoing advocacy will be important and support for migrant doctors. Rural hospitals cannot just be a bed for convalescence. Our ambulance services have to do more than take us to a larger centre.

The Chairman thanked all for attending and with no further business, declared the meeting closed at 1:30pm.

The next meeting will be held in Orange on 11/12 June 2025.

11.2 NATIONAL GENERAL ASSEMBLY (NGA) CONFERENCE IN CANBERRA**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:** **Kent Boyd PSM, General Manager****Annexures:** **Nil**

RECOMMENDATION

That:

1. Council receive and note the information about the National General Assembly of Local Government in Canberra.

ISSUES AND COMMENTARY

From 24 – 27 June 2025, Councillor Bill Jayet, General Manager Kent Boyd and I, were among more than 1,300 Local Government leaders from across Australia that gathered in Canberra for the 31st National General Assembly of Local Government (NGA).

We were welcomed to country for the National General Assembly by Ngunnawal woman and Co-Chair of ACT Reconciliation Council, Selina Walker.

Her Excellency the Honourable Ms Sam Mostyn AC, Governor-General of Australia, formally opened the Assembly and spoke about the role of community leadership and local engagement in building national resilience and unity, including the importance of teaching our younger generation the importance of civic governance.

We heard from a range of Federal Ministers across the Assembly including: The Honourable Kristy McBain MP, Senator the Hon Katy Gallagher, The Honourable Julian Hill MP, The Honourable Josh Wilson MP, The Honourable Darren Chester MP, Dr Anne Webster MP and the Honourable Kevin Hogan MP.

There was broad acknowledgement from Ministers that Councils play a critical role in supporting their communities and that the role has expanded significantly, as has the financial pressure Councils face. That is why Local Government is calling for urgent action to ensure the financial sustainability of Councils.

Delegates heard from Mark Bouris AM and Dr Merriden Varrall who unpacked global economic forces shaping Australia's local economies, including trends in trade, security, and investment.

Jason Clarke, world leading consultant on issues of leadership and innovation, closed Day 1 of the NGA with an energising and practical presentation on how councils can take bold ideas and translate them into tangible, community-focused change.

Day 2 of the NGA featured the launch of ALGA's exciting new research "Adapting Together: Local Government Leadership in a Changing Climate". The report finds that Australia's Councils are expected to spend more than \$2 billion over the next five years to future-proof their communities from the changing climate, resulting in up to \$4.7 billion in avoided costs to communities.

ALGA President Mayor Matt Burnett noted "Climate-resilient infrastructure is expensive and takes time to build, so we need sustainable funding from the Federal Government to implement long-term planning and adaptation now and into the future". That is why "We are asking the Government for a

new \$400 million climate adaptation fund, distributed to all Australia's Councils each year, to deliver ongoing and sustainable place-based climate solutions" Mayor Burnett said.

Councils considered the way AI is shaping the future with presentations from Stephen Scheeler, founder of The Digital CEO and co-founder and CEO of Omniscient, and Tim Golsby-Smith, co-founder and CEO of myLot.

The 2025 NGA saw the return of concurrent listening sessions providing an interactive platform for delegates to engage directly with federal agencies and sector experts on key policy issues. The listening sessions included:

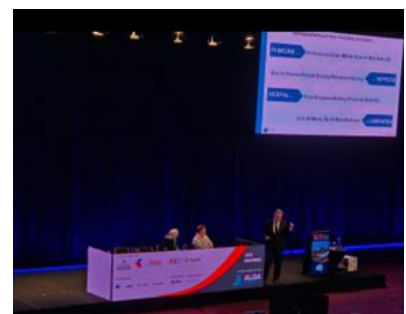
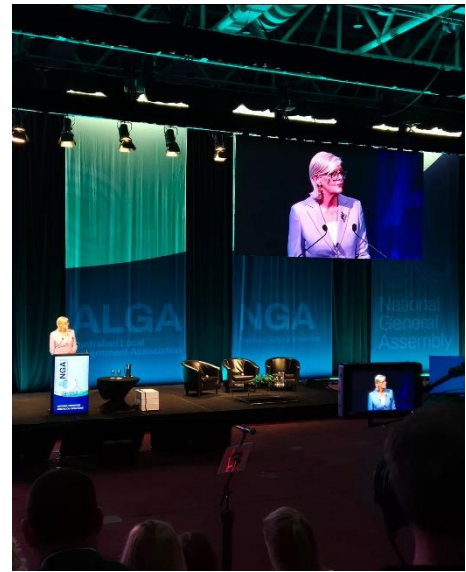
- Housing and community infrastructure – where the discussion covered a range of challenges from housing affordability, the prohibitive cost of housing infrastructure, ideas around housing and homelessness.
- Emergency management capacity and capability – where attendees shared examples of what has worked in their communities and highlighted remaining challenges. This included the need for long-term funding certainty and better integration of local knowledge in disaster preparedness and recovery frameworks.
- Local Government jobs and skills – where attendees highlighted key issues attracting workers to the regions, promoting council careers to young values-led workers, better access to local training, cost-shifting concerns, migrant workforce support, and housing shortages as a major staffing barrier.

Safer roads - discussed infrastructure funding and general maintenance, speed management, driver behaviour, and the broader questions of regional vs urban specific problems.

Almost 190 Motions were debated across a range of policy areas including financial sustainability, roads, disaster resilience, health, housing, and climate. Motions passed by the NGA will be referred to relevant Ministers for response and used by the ALGA Board to inform national policy positions.

Deputy Mayor Marg Applebee

COUNCILLOR



12 REPORTS OF COMMITTEES**12.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 28 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:** **Veronica Shaw, Manager Governance, Risk and Corporate Performance****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Audit, Risk and Improvement Committee Meeting Minutes - 28 May 2025**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Audit, Risk and Improvement Committee Meeting held on Wednesday 28 May 2025 appended at *Annexure A*.
-

Audit, Risk and Improvement Committee Meeting

Minutes

Wednesday 28 May 2025



Minutes of the Audit, Risk and Improvement Committee Meeting**Held on Wednesday, 28 May 2025 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Committee Members Present:**

Mr Stephen Horne	Chairperson
Mr Tony Harb	Member
Dr Meredith Caelli	Member
Cr Marg Applebee	Councillor (non-voting)

Council Officers in Attendance:

Mr Kent Boyd PSM	General Manager
Mr Anthony McGrath	Director Customer, Corporate Services and Economy
Mr Andrew Francis	Director Infrastructure and Sustainability
Mr Logan Hignett	Director Operations
Mr Jaco Barnard	Chief Financial Officer
Mr Luke Nash	Executive Manager Finance
Mrs Bianca Hinton	Manager Customer and Information Services
Mrs Charlene Kaden	Human Resources Specialist
Mrs Kylie Trueber	Risk and Emergency Management Coordinator
Mrs Veronica Shaw	Manager Governance, Risk and Corporate Performance

Guests

Cassie Malone	Audit Office (<i>External Auditor</i>)
Desmond Quach	Audit Office (<i>External Auditor</i>)
Paul Quealey	Lambourne Partners (<i>Internal Auditor</i>)

NOTES

Committee member, Tony Harb attended via audio-visual link.

The meeting commenced at 9:00am at Parkes Shire Council in the Committee Room with a 23 minute in-camera session with the Committee and the General Manager to discuss item 8.1.

The Committee then had a 17 minute in-camera session with External Auditor Cassie Malone and Desmond Quach from the Audit Office.

The Director Customer, Corporate Services and Economy, Director Infrastructure and Sustainability, Director Operations, Manager Governance, Risk and Corporate Performance, The Chief Operating Officer, Executive Manager Finance, External Auditor, Internal Auditor and Risk and Emergency Management Coordinator attended the meeting from 9:47am.

The meeting commenced at 9:47am and concluded at 12:39pm.

Order Of Business

1	OPENING OF MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY.....	4
3	APOLOGIES	4
4	CONFIRMATION OF MINUTES	4
4.1	Minutes of the Audit, Risk and Improvement Committee Meeting held on 26 February 2025.....	4
5	DISCLOSURES OF INTERESTS	6
6	LATE BUSINESS	6
7	OFFICERS' REPORTS.....	6
7.1	External Audit - Progress Report on the Implementation of External Audit Program Actions.....	6
7.2	Internal Audit - Program Review with Internal Auditor.....	7
7.3	Internal Audit - Sundry Income and Cash Handling - Final Report.....	8
7.4	Internal Audit - Progress Report on the Implementation of Internal Audit Program Actions.....	9
7.5	Improvement - Integrated Planning and Reporting (IP&R) Update	10
7.6	Improvement - Workforce Management Strategy - Overview	10
7.7	Risk Management - Corporate Performance Dashboard - Human Resources.....	12
7.8	Risk Management - Risk Appetite Statement	13
7.9	Risk Management - Legislative Compliance Framework	14
7.10	Risk Management - Parkes Elvis Festival 2026.....	14
7.11	Risk Management - Major Projects and Current Works Report - Operations and Infrastructure	15
7.12	Risk Management - Probity and Integrity - Parkes Shire Aquatic Facilities Tender	17
7.13	Risk Management - Civic Risk Mutual 2025 Member, Risk and Claim forum.....	17
7.14	Risk Management - Area Updates.....	17
7.15	Review - Review of Annual Meeting Plan	18
7.16	Review - Committee Terms of Reference.....	18
L.1	Quarterly Budget Review as at 31 March 2025	19
8	CONFIDENTIAL MATTERS	20
9	REPORT OF CONFIDENTIAL RESOLUTIONS	20
8.1	Risk Management - General Managers Update.....	20
8.2	Risk Management - Cyber Security Implementation and Incident Report	21
8.3	Improvement - Information Management, Records and Privacy	21
10	CONCLUSION OF MEETING.....	21

1 OPENING OF MEETING

The Chairperson declared the Audit, Risk and Improvement Committee Meeting of Wednesday, 28 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.

3 APOLOGIES

Councillor Joy Paddison, the alternate non-voting councillor member was an apology for the meeting.

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 26 FEBRUARY 2025

RECOMMENDATION

That the Committee receive and confirm the Minutes of the meeting held on Wednesday 26 February 2025 appended at *Annexure A*.

The Chair noted that the motion above section 9 appeared to be incorrect as it referred to Council, not the Committee and that the time seemed incorrect.

The Manager Governance, Risk and Corporate Performance noted that the confidential section took place at the beginning of the meeting in February due to staff availability and that the times were correct but that they would amend the name.

Meredith requested 7.2 Discussions – reword phrasing from General Manager around replacement costs.

The following updates on outstanding actions from previous meetings was made available at the meeting:

Actions from meeting	Responsible Department	Date	Update
External audit matters under action: add due dates of when each item is likely to happen.	CFO	September 2024	Ongoing
ARIC be kept informed of management's response to the childcare service review.	AMGRCP	September 2024	Ongoing
Add an item on deciding 2025 meeting dates to the next agenda.	BSO	September 2024	Completed
Keep the Committee updated in relation to the financial statements audit (and arrange an out of session meeting if needed).	CFO	September 2024	Completed
All remaining internal action items to be moved to TechOne and then reviewed by the internal auditor for closing off if no longer relevant based on new audits that have been completed. The items which are written off are to be reported to the Committee outside of session.	MGRCP	November 2024	Completed
Council to add reviews of incidents and audit action items into their risk register every 3-6 months.	MGRCP	November 2024	Ongoing
Contact Port Macquarie Council to discuss their risk journey and learnings.	DCCSE	November 2024	Yet to start
Provide a report on financial delegation systems outside of session.	CFO	November 2024	Yet to start
Provide formal report on review of position descriptions, appraisals and performance management in view of increasing productivity.	DCCSE and HR	November 2024	Reported as Workforce Management Plan in May
Add financial concerns and rising staff costs to risk register, including controls such as productivity measures and performance management.	MGRCP	November 2024	Ongoing
Council to contact Meredith offline about how to conduct a skills matrix. Council to perform a skills matrix across each unit to see what the internal resilience is.	DCCSE	November 2024	Completed
Note in the current workplan that the next plan will be developed by ARIC in 2025 in response to the CSP.	MGRCP	November 2024	Planned for April and May
Report cyber security strategy in May.	DCCSE	February 2025	Completed
Major projects report from infrastructure and operations to have a more in-depth break down of where money is coming from, committed or awaiting funding with commentary beneath each project.	DO and DISF	February 2025	Planned for May
Council to complete Fraud and Corruption Health Check ps://www.audit.nsw.gov.au/our-work/reports/fraud-	DCCSE	February 2025	Will look at aligning this with PID

control-improvement-kit-meeting-your-fraud-control-obligations			Awareness week in August
The next Climate Risk report will include where the flood studies are at and confirm that flooding is in the asset management plans, risk registers etc.	DISF	February 2025	Scheduled for July ARIC
Council to ensure Risk Appetite statement is communicated to Councillors and incorporated in reporting.	DCCSE	February 2025	Completed, reported in May

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.

Stephen declared his non-pecuniary interest in matters relating to probity officer Daemoni Bishop mentioned in item 7.12 (Risk Management – Probity and Integrity – Parkes Shire Aquatic Facilities Tender) due to a previous working relationship.

This disclosure was noted and accepted as not requiring any specific actions.

6 LATE BUSINESS

The Chairperson advised that the following late items of business had been submitted by Council Officers, and invited a motion to enable the addition of the late items to the meeting agenda.

2. L.1 Quarterly Budget Review as at 31 March 2025

7 OFFICERS' REPORTS

7.1 EXTERNAL AUDIT - PROGRESS REPORT ON THE IMPLEMENTATION OF EXTERNAL AUDIT PROGRAM ACTIONS

RECOMMENDATION

That the Audit, Risk and Improvement Committee:

3. 1. Receive and note the update provided on the implementation of consolidated External Audit actions.

Discussion

The Committee discussed the following:

- The Committee Chair asked if Council had anything to note on how the audit process was going.
- The Chief Financial Officer noted the process was going well and had no particular comments.
- Council noted there were still several policies they were developing and updating in response to outstanding external audit action items.
- The Committee noted to utilise OLG policies where possible and go more in depth with a procedure.

- The Committee Chair noted that organisations typically write everything into one document but that it is better to keep a policy really brief and leave the procedure out.
- The Committee asked if we Council are confident that they will meet the due date of June 2025 for several of the policy updates.
- Council noted that they are still aiming for this due date and aiming to improve updating the whole policy system moving forward.
- The Committee commented on the inclusion of the Contract Management Policy and noted that this space is becoming increasingly important.
- The Committee also noted that third-party risk is an important aspect to include as part of that Contract Management process.
- The Committee reinforced the importance of policies noting it mitigates the risk of losing organisation knowledge during employee turnover and helps you become more resilient to change.
- The Committee noted that they had no comments for the attached Contract Management Policy.

7.2 INTERNAL AUDIT - PROGRAM REVIEW WITH INTERNAL AUDITOR

RECOMMENDATION

That the Audit, Risk and Improvement Committee:

4. 1. Receive and note the update provided on the Internal Audit Program.

Discussion

The Committee discussed the following:

- The Internal Auditor spoke to the report noting that the Environmental Management Framework Audit was progressing well.
- The Internal Auditor noted their suggested planned audit activity for the 2025/26 financial year noting the removal of business continuity assessment, and the suggestion to include ranger services due to the changes to legislative requirements and an audit on Building Maintenance and one on Privacy Management.
- The Chair noted no arguments against each of these recommended areas commenting that they are all important areas to audit, particularly ranger services.
- The Chair also noted that operational audits were good to see included as Council does a wide range of activities and that corporate audits should not be the only focus.
- The Chair advised for the Ranger Services Audit to scope a little broader so that it does not just focus on integration of the new legislative requirements but also the key issues in this area, such as performance.
- The Chair was also pleased to see Privacy Management included as an audit, noting that the Auditor-General has stated that this is an area which “keeps him awake at night” as privacy data and its protection is so difficult.
- The Committee advised Council to ensure that they include where their privacy data is shared in their asset management register, including where it is shared externally noting that this is a step several councils have taken.
- The external auditor noted for the committee’s knowledge that some recent breaches of supplier information in the council space in the last few months has been through fraudulent requests to change customer data.

- The Committee noted to utilise the internal audits conducted as an opportunity for process improvement, not just recommendations.
- The General Manager noted some current difficulties within the ranger personnel including some injuries and difficulty in recruitment for the auditing team to note when they proceed to that audit.
- The Chair noted that the focus would be more on processes than difficulties that might exist in the team but noted the importance of providing this information for the Internal Auditor to be aware of before the audit.
- The Committee noted the potential risk of corrupt conduct in the ranger space to be noted for the audit.
- The General Manager noted that a current issue arising from legislative changes is the need to hold animals longer causing issues around space and that Council may need a larger pound and stronger rehoming processes to accommodate the legislation.
- The Chair noted that payroll has emerged again as a huge issue due to outsourcing to third parties and award complications which would be a good fall back option.
- The Chair asked how frequently council completes payroll.
- The Chief Financial Officer noted that payroll is weekly and quite time consuming.

7.3 INTERNAL AUDIT - SUNDRY INCOME AND CASH HANDLING - FINAL REPORT

RECOMMENDATION

That the Audit Risk and Improvement Committee:

1. Receive and note the final Sundry Income and Cash Handling Internal Audit Report attached at *Annexure A*.

Discussion

The Committee discussed the following:

- The Internal Auditor spoke to the final Sundry Income and Cash Handling Internal Audit Report noting satisfactory controls and robust procedures at a number of sites and good reconciliation and recognition by finance team.
- The Internal Auditor noted there were four recommended actions for Council to complete that were of low and very low risk. These included:
 - Service level agreements between departments to ensure consistency across registers maintained by departments and finance to reduce conflict of data.
 - Tracking of vehicles coming in or going out and no boom gate to make sure collecting all the fees.
 - Records of weighing performed at waste facility be maintained and provided to Finance Department to enable third party remittance/payment.
 - Library systems were archaic, particularly the rural centres which is reasonable. The main library could look to increase a formal point of sales system to be reconciled and recognised at the end of the day.
- The Committee asked Council if it still has lots of locations that still use cash.
- The Executive Manager Finance answered that about four sites still use cash with a decline in usage across the board and significant use of EFTPOS.
- The Committee also asked if Council charges surcharges for their EFTPOS usage.

- The Executive Manager Finance confirmed that Council does not charge fees for EFTPOS usage.
- The Committee noted that cameras and boom gates should be used to reduce risks to the waste facility, noting that dumping of asbestos is also an issue with environmental pollution a high risk in comparison to the lower risk of loss of income.
- The Chair noted that it was important to review not only what we are doing but also the way it is being done.
- The Chair emphasised the importance of making observations that identify risks and their levels and providing suggestions for improvements.
- The Chair stressed the most important part of the audit process is management's response and agreed actions.
- The Chair also spoke about audits being a catalyst for management to make changes.

7.4 INTERNAL AUDIT - PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AUDIT PROGRAM ACTIONS

RECOMMENDATION

That the Committee:

6. 1. Receive and note the update provided on the implementation of consolidated Internal Audit Program agreed actions.

Discussion

The Committee discussed the following:

- The Internal Auditor noted the significant resource strain in the local government sector with outstanding audit action items a common result across Councils.
- The Committee noted the importance of management being up-front with the internal auditor about resource constraints and being sensible with the time frames when discussing action items with the internal auditor at the end of the audit.
- The Committee also noted the importance of keeping severity in mind to prioritise completing higher risk action items and that the Committee will continue to follow these up if they pass their deadlines.
- The Committee noted that if Council believe an item is not a priority or not required, to bring it to the Committee to discuss how the risks are being alternatively managed.
- The Committee noted it was good to see that Council has no outstanding high risk audit actions remaining.
- The Committee recommended to have risk and audit working closer together with discussions around remaining audit actions with managers when engaging them around risk management and testing their controls.
- The Chair explained that the Committee emphasises risk management because it is interconnected with all aspects of the organisation. Although it takes time and effort, it eventually leads to staff recognising its benefits and actively seeking it out.
- The Chair reminded the Committee that they will need to sign off on attestations shortly and that it was good to see signs that risk management is coming together.

7.5 IMPROVEMENT - INTEGRATED PLANNING AND REPORTING (IP&R) UPDATE**RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

7. 1. Note the progress on the 2025 Integrated Planning and Reporting program.

Discussion

The Committee discussed the following:

- The Director Customer, Corporate Services and Economy spoke to the report on how we are tracking with our Integrated, Planning and Reporting (IP&R) obligations under the Act.
- The Director Customer, Corporate Services and Economy updated the Committee that the last few documents requiring adoption are on track to be delivered in June with three major documents currently on public exhibition.
- The Director Customer, Corporate Services and Economy also noted that Council have been running community drop-in sessions during our exhibition periods this year to encourage feedback and get that out into the community for comment.
- The Director Customer, Corporate Services and Economy noted that lots of Council's communication has been high jacked by waste to energy opposition skewing some of the feedback but generally submissions have been positive.
- The Director Customer, Corporate Services and Economy also noted that consultant Ben Lawson visited Council this week to discuss the Strategic Service Management Plan related to our IP&R suite of documents and our Strategic Asset Management Plan. This will result in a plan for our service areas which will result in each area of core business having their own plan linked to the Operational Plan and Delivery Program which will be the first time we have done this.
- The Chair commented that they were curious why IP&R was a requirement for ARICs noting that this is something councils generally do very well.
- The Committee noted that a key issue in this space would be the documents not connecting together.
- Council noted that this is something we take into consideration and are thinking about to continue improving in.
- Council noted the hard decisions around funding and the number of unfunded proposed future works.
- The Chair noted that the Committee received links to all public exhibition documents out of session.
- The Chair acknowledged the cost and amount of work that goes into governance
- The Chair also commented that IP&R doesn't necessarily lead to the community being more informed which can be a bit frustrating for councils.

7.6 IMPROVEMENT - WORKFORCE MANAGEMENT STRATEGY - OVERVIEW**RECOMMENDATION**

That:

8. 1. The Committee receive and note the information provided on Workforce Management Strategy including a presentation delivered by Charlene Kaden, Human Resources Specialist.

Discussion

The Committee discussed the following:

- The Human Resources Specialist joined the meeting at 10:48am and spoke through the presentation on Council's Workforce Management Strategy for the next 4 years. Key points from the presentation included:
 - Getting the right people, right skills and right positions
 - The challenges of recruitment and retention
 - 241 full time equivalent staff with 53% of staff in operations and service delivery
 - Looking at on boarding and professional development and training to reduce new starter turn over which is at 23%
 - Looking at developing our younger staff in response to an aging workforce of 50.2% over 45
 - Trying to embrace our flexibility and have more shared roles
 - Noting an increase in young professionals and an increase in gender diversity
 - Reviewing employee wellbeing through our health and wellbeing program.
 - Action plan for attracting staff and reviewing policies and procedures for selecting
 - Retraining staff in LEAN
- The Chair asked if working from home (WFH) is a big issue or taken up much in Parkes as home is not far away.
- The Human Resource Specialist replied that there is uptake, particularly from some remote workers as it opens that flexibility up.
- The General Manager emphasised the importance of flexibility, especially for people with families.
- The Committee noted that job share could be an option to explore to ensure a physical presence while offering flexibility to staff.
- The General Manager noted that affected managers were managing their staff's flexible working arrangements and working from home well.
- The Chair noted the advantage of flexible working arrangements to allow older people with knowledge to work in a way that suits their current circumstances.
- The Human Resource Specialist noted that it was important to offer flexible working arrangements and working from home as it goes toward being an employer of choice and Council's promotes that as a point of difference to other councils.
- The Committee asked if Council provides mentoring to their staff.
- The Human Resource Specialist noted that mentoring was not formally in place but that it is happening with acting higher staff.
- The Chair noted that the knowledge management piece is becoming more important to ensure information is not lost between staff change.
- The Committee asked if Councils appraisal includes questions on where the staff think they will be in future or how they see themselves and the organisation in 12 months.

- The Committee noted that helping staff achieve their goals or using coaching to help them get to somewhere they aspire to can be quite rewarding for staff.
- Committee asked if Council shared a pool of casuals with neighbouring councils.
- The Human Resources Specialist noted that this was not the case but that it could be considered.
- The Chair noted that council collaboration will need to be explored more as things get tight.
- The Chief Financial Officer did note a particular financial staff member that several councils share for their specialist knowledge.
- The Committee noted their concern around Safe Work reducing psychosocial safety assistance making them harder to claim, increase burden of proof and provide less support.
- The Committee noted that money should instead be invested in this system not taken away as it was an important aspect of health and safety.
- The Human Resources Specialist noted that this is something the NSWJO are concerned about and have asked for further information about.
- The Committee asked if council provides training for mental health first aiders.
- The Human Resources Specialist confirmed that all managers receive mental health first aid training and refresher training.
- The Committee asked if there has been much uptake of mental health first aid from staff.
- The Human Resources Specialist noted that this has not been captured due to concerns around confidentiality but that a lot of staff requiring assistance come to HR directly and that there has been good uptake with the Employee Assistance Program (EAP) as well.
- The Committee raised the concern of how duress in a team can be monitored if Council don't know what the uptake is like and recommended Council consider how this data can be captured.
- The Director Customer, Corporate Services and Economy noted the importance of balancing the privacy of individuals and addressing issues. He did comment that exit interviews highlighted some issues but that they were usually too late.
- The Committee stressed the importance of needing a warning or a near miss indicator to highlight the risk and suggested the option of requiring first aiders to report how many conversations they have had and in what area those staff were from, similar to reports received from EAP.
- The Committee did note the potential difficulty of identifying psychosocial concerns in an aging workforce as the staff may not be as forthcoming about mental health concerns.
- The Committee stressed the importance of investing and heading off issues with staff as soon as possible as they are a considerable investment.

The Chief Financial Officer left the meeting at 11:10am.

7.7 RISK MANAGEMENT - CORPORATE PERFORMANCE DASHBOARD - HUMAN RESOURCES**RECOMMENDATION**

That the Committee:

9. 1. Receive and note the information provided on Human Resources statistics.

Discussion

The Committee discussed the following:

- The Chair thanked Council for the dashboard noting it was a helpful for managers to see what was going on.
- The Human Resources Specialist noted that Council were looking at processes to get leave under 8 weeks.
- The Committee noted the significant risk to Council of a high leave balance and questioned some of the numbers within the dashboard that they asked Council to follow up.
- The Chair noted that dashboards were an important part of regular management system and helped identify issues and raise questions.
- The Chief Financial Officer noted the importance of picking relevant KPIs.
- The Chair noted that the whole point of dashboarding is monitoring KPIs.
- The Committee also noted the importance of aligning some of the workforce strategies to the dashboards.

The General Manager and Human Resources Manager left the meeting at 11:24am.

7.8 RISK MANAGEMENT - RISK APPETITE STATEMENT**RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

10. 1. Note the Council's updated Risk Appetite Statement
11. 2. Note progress against the Enterprise Risk Management Plan and Roadmap 2023 and updates in relation to its review.

Discussion

The Committee discussed the following:

- The Committee noted some concern around Risk Appetite commenting that 'no appetite' indicates that council in practice would not be able to run and that instead the appetite might be to minimise or avoid.
- The Risk and Emergency Management Coordinator thanked the committee for their guidance and noted the risk appetite will be reviewed and corrected based on this.
- The Chair noted how hard Risk Management is for councils noting that it is OK if it takes time and that the conversations along the way are what is important.
- The Committee advised Council to note in the risk statements if Council are within or outside their risk appetite or how we are mitigating it.

- The Chair noted that council cannot mature without a risk appetite and that it is not absolute but relative and really important.
- The Committee noted that risk appetite is how much risk Council wants to take and that when Council make a decision the acceptable risk level is often very different to the risk appetite.
- The Committee also noted that 11 categories of risk appetite is a large number and that council should look to align their risk appetite to their risk consequence elements.
- The Committee discussed that if 11 categories works for council that that is OK and that they might find overtime while going through their risk assessment process that they may integrate overtime.
- The Committee noted that reputation is quite a downstream risk connected more around elected representatives and trust across the services.
- The Committee also recommended Council to consider essential and non-essential services noting that the library and sewer may not be treated the same way.
- The Risk and Emergency Management Coordinator noted that they had not yet seen a consequence table and would follow up with Council.
- The Committee suggested for the Risk and Emergency Management Coordinator to circulate the risk management framework in whatever shape it is in now with the Committee out of session.

7.9 RISK MANAGEMENT - LEGISLATIVE COMPLIANCE FRAMEWORK

RECOMMENDATION

That the Committee:

1. Note the updates to the Legislative Compliance Framework attached at Annexure A and B.

Discussion

The Committee discussed the following:

- The Chair noted the importance of updating Legislative Compliance Frameworks and the depth of a Legislative Compliance Register which can be used to help Council to know what to focus on.
- The Committee did comment on the length of the register and the need for a way to focus on what was important.
- Council noted that many of the legislative requirements were managed by business as usual (BAU).
- The Committee discussed the importance of managing is not to over engineer.
- The Committee also noted that the register is difficult to engage with and that it needs to be activated so people know who owns the obligations and how Council makes sure they are Compliant or that actions are not occurring.
- The Committee asked if Council has explored utilising systems like Reliansys to manage their Legislative Compliance.
- Council noted that they previously utilised Reliansys for compliance but that it was not managed effectively or being used.
- The Committee noted that Council would benefit from people reporting into the system and suggested they could explore TechOne as a solution.
- The Chair recommended trying to automate as much of the process as possible.

- The Chair noted the framework was a work in progress but good stuff.

7.10 RISK MANAGEMENT - PARKES ELVIS FESTIVAL 2026**RECOMMENDATION**

That:

12. 1. Receive and note the information provided in the report and at the meeting.

Discussion

The Committee discussed the following:

- The Director Customer, Corporate Services and Economy noted that the Events team were working on everything we need a better handle on and that there had been a lot of work on governance and reporting.
- The Director Customer, Corporate Services and Economy noted a focus on actual budget and portfolio holder engagement had already seen improvements.
- The Director Customer, Corporate Services and Economy noted the fact that Council can't deliver what they did last year on the same budget requiring some discussions around reduction in delivery.
- Council also noted that they have applied for more grant funding than previously in response to being announced a state significant event and are hopeful that they will be successful.
- The Chair noted the importance of the event as a major draw card for the whole region.
- The Chair did note the double edged side of the increased visibility of a State Significant Event noting the importance of governing it, the obligations and the need to assess feasibility and costs.
- The Director Customer, Corporate Services and Economy noted the consistent concern of costs due to the uncertainty of ticket sales but that there is more confidence this year.
- The Committee noted that it is great to see the Events team considering risks in relation to their events but cautioned Council to ensure different areas of Council are utilising the same risk management framework.
- The Committee also noted the importance when assessing risk to differentiate inherent or residual risk in the Risk rating (and only residual is relevant) and to note whether it was in or outside Council's appetite.
- The Committee noted that one of the risks provided by the Events team was 'critical' and that if this is the case that Council would be required to consider if they would stop the whole event.
- The Committee noted that all the language and thinking around risk needs to align.
- In relation to funding, the Committee asked what Council needs to do to get the risk down to medium and noted that this is where Council's consequence table comes in.
- The Committee reiterated that the risk assessment is good but not going anywhere and that it is just one example of the thinking that is needed across council.
- The Committee noted that they expect the risk team to challenge Council staff coming up with their own risk ratings and to help bring consistency.
- The Committee noted that the consequence table should be provided with risk assessments and should be appended for Council in their Agendas as well.

7.11 RISK MANAGEMENT - MAJOR PROJECTS AND CURRENT WORKS REPORT - OPERATIONS AND INFRASTRUCTURE**RECOMMENDATION**

That the Audit Risk and Improvement Committee:

13. 1. Receive and note the information provided in the report and at the meeting.

Discussion

The Committee discussed the following:

- The Director Infrastructure and Sustainability provided the following updates on major projects and current works:
 - Pipeline duplication - report all in red as still awaiting outcome of funding. Since the election Council have had contact but to progress application Council will look at budget efficiencies, reallocated budget in response and reduce the budget. Council could rescope to purchase much smaller pumps but modelling shows that the best value for money would be to put in what we are currently proposing.
 - We can proceed wholesale with pump station construction as funding deed with federal gov will expire in 18 months.
 - BBRF is completed and deed is being closed out with only a few more items to work through. Council are working with a new local provider for solar as there was difficulty with the previous provider with a potential risk of a payment claim.
 - Acuna Road Wetlands has received a \$1 million grant with contractors hired but no work progressed yet.
- The Director Operations provided the following updates on major projects and current works:
 - Rose St subdivision redevelopment of old hospital site has gone through council and DA endorsed. Project is going to tender for bulk earthworks including a retaining wall system in Sydney for 2.4 m high walls. Also looking at transferring fill from main street to save on costs. Project is on track for December.
 - Gradle Creek Bridge tender is on open market and closes this week with 8 tenders received so far. Council will be delivering the road approaches and are looking to complete those concurrently so road approaches can come up with the bridge.
 - MR350 freight link is coming to a close, finishing last project of 7. Trundle is set to be sealed at the end of this month. This project is on budget with just some internal overheads left to charge for project management then close out with grants. The Chair noted that it was good to see such a large project come in on time and on budget.
 - Bogan Rd upgrade main portion 4km seal extension has been postponed currently due to other commitments with capital works.
 - SES shed went through Council and has completed a competitive tender process which has been issued to the successful tenderer. Contract clarification is underway. Council will be monitoring the tight schedule which only has month's variation. SES have been part of the whole tender process and are happy with the tenderer and the outcomes they will get.

- Main street CBD flooding project is currently all red with relocation and works at croaker basin. Spoil from this is intended to go to the Rose St subdivision and currently taking out a tender for bulk earthworks. Looking to keep this project timely. Augmentation in main street will require advice from flood modelling so we don't impact down street. Concrete crews are on standby to begin as soon as flood modelling is.
- The General Manager stressed during discussion of the large grant funded projects the current absence of such large grants.

The Director of Infrastructure and Sustainability and the Director of Operations left the meeting at 10:10am.

7.12 RISK MANAGEMENT - PROBITY AND INTEGRITY - PARKES SHIRE AQUATIC FACILITIES TENDER

RECOMMENDATION

That the Audit, Risk and Improvement Committee:

14. 1. Receive and note that information in relation to Council's hiring of a probity officer for the Parkes Shire Aquatic Facilities tender process.

Discussion

The Committee discussed the following:

- The Committee Chair commented that it was a good idea and good practice to include a probity officer during potentially tricky tenders and should be built into your procurement process.

7.13 RISK MANAGEMENT - CIVIC RISK MUTUAL 2025 MEMBER, RISK AND CLAIM FORUM

RECOMMENDATION

That the Committee:

15. 1. Note the information presented at the Civic Risk Mutual 2025 Member, Risk and Claim Forum.

Discussion

The Committee discussed the following:

- The Committee thanked Council for this important line of sight to what is going on in the insurance industry and noted the information provided.

7.14 RISK MANAGEMENT - AREA UPDATES**RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

16. 1. Receive and note the planned schedule for area updates and the planned presentation for reporting attached at *Annexure A*.

Discussion

The Committee discussed the following:

- The Director Customer, Corporate Services and Economy noted the development of a report to provide an opportunity to provide deep dives for the Committee on different areas of Council and information on the risks involved and how that is being managed.
- The Director Customer, Corporate Services and Economy also noted that there might be opportunity to link it with what Council are doing with Ben Lawson in relation to the Strategic Service Management Plan.
- The Risk and Emergency Management Coordinator noted that they are using a dam risk assessment tool.
- The Committee recommended the tool be applied to Council's local context and for the findings to be reported back to the Committee.
- The Risk and Emergency Management Coordinator noted that they will reach out to the Committee for guidance.
- The Committee suggested that Council touch base with Singleton or Narrabri Council about the sorts of risk reports they produce which might be useful for the team.
- The Committee noted that they are happy to connect us with more risk professionals.
- The Chair noted that these updates will not be long conversations but were important to get the owner of the risk in the room and part of the conversation.

7.15 REVIEW - REVIEW OF ANNUAL MEETING PLAN**RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

17. 1. Review the ARIC meeting plan 2025-2026.

Discussion

The Committee discussed the following:

- The Chair noted that a 4-year ARIC Strategic Plan will be developed soon utilising Council's recently developed IP&R documents.
- The Chair noted that the annual meeting plan reported may undergo amendments but will roughly remain the same.

7.16 REVIEW - COMMITTEE TERMS OF REFERENCE**RECOMMENDATION**

That the Committee:

18. 1. Review and adopt the ARIC Terms of Reference.

Discussion

The Committee discussed the following:

- The Manager Governance, Risk and Corporate Performance noted that the Terms of Reference were reviewed at the November ARIC meeting but that this review remained in order to add information about a Committee member's confidentiality responsibilities after appointment as per the guidelines.
- The Director Customer, Corporate Services and Economy asked if the Committee would approve of the removal of financial implications from ARIC reports due to their irrelevance.
- The Committee noted that the financial risks could be discussed within risk implications.
- The Committee noted that they would appreciate more guidance on risk from the OLG and what reports should or should not involve.

L.1 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2025**RECOMMENDATION**

That Council:

19. 1. Receive and note the budget review report to 31 March 2025

Discussion

The Committee discussed the following:

- The Chief Financial Officer spoke to the report noting a predicted loss of 6.3 million impacted by a road grant that was received last year but used this year and significant depreciation.
- The Chief Financial Officer also noted the overspend on the Abba and Elvis festivals and the Harrowvale loan.
- The Chief Financial Officer noted that the general fund will be greatly impacted if the Financial Assistance Grants (FAGS) are not received on time or at all this year and noted Transport for NSW payments are often received late as well.
- The Committee noted that the absence of the FAGS would show up the vulnerability of Councils.
- The Chief Financial Officer noted a focus on ensuring Council remains cashflow positive with closing out grants and funding a focus to get the money before year end.
- The Chair noted that the Auditor-General will release a list of insolvent councils to make it political and draw attention to it.
- The Committee noted that there seems to be pressure mounting on government to improve the financial position of Councils but that the response to the Inquiry has been disappointing so far.

- The Chair asked if the external auditors raised red flags with financial position and asked about route cause.
- The Chief Financial Officer noted that the primary concern of the external auditors this year were the Regional Growth NSW Development Corporation (RGDC) asset transfers not the financial results.
- The Committee asked how 2025/2026 was looking.
- The Chief Financial Officer noted a consolidated loss next year of 3 million with a loss of 4 million in the general fund mostly driven by depreciation.
- The Chief Financial Officer noted that we usually underspend on capital and thinks that we will be cashflow positive in 2025/2026.
- The Committee encouraged Council to challenge asset managers around capitalisation.
- The Chief Financial Officer noted that there has been a focus by the Financial team to work with the Director Operations on what we can capitalise up to now and roster to projects to ensure we capitalise what we should capitalise.
- The Chief Financial Officer noted that this made realistic changes to budgets we were overspending in.
- The Chief Financial Officer noted that the Finance team will meet with the Director of Operations in the new financial year to sequence the capital projects and bring government projects forward or move them out a year and prioritise projects that we can get the funding in for noting that weather does affect this.
- The Chief Financial Officer also noted that a session was held with councillors of a list of services they could cut but they didn't identify anything.

8 CONFIDENTIAL MATTERS

RECOMMENDATION

That Audit, Risk and Improvement Committee:

20. 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*:

8.1 RISK MANAGEMENT - GENERAL MANAGERS UPDATE

8.2 RISK MANAGEMENT - CYBER SECURITY IMPLEMENTATION AND INCIDENT REPORT

8.3 IMPROVEMENT - INFORMATION MANAGEMENT, RECORDS AND PRIVACY

At 12:19, the Meeting went into Closed Session.

MOTION

That the Audit, Risk and Improvement Committee:

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

At 12:29, the Committee in Closed Session returned to Open Session.

9 REPORT OF CONFIDENTIAL RESOLUTIONS**8.1 RISK MANAGEMENT - GENERAL MANAGERS UPDATE****RECOMMENDATION**

That the Committee:

22. 1. Received and note the General Manager's Update report.
-

8.2 RISK MANAGEMENT - CYBER SECURITY IMPLEMENTATION AND INCIDENT REPORT**RECOMMENDATION**

That the Audit Risk and Improvement Committee:

23. 1. Receive and note the information provided in the report and at the meeting.
-

8.3 IMPROVEMENT - INFORMATION MANAGEMENT, RECORDS AND PRIVACY**RECOMMENDATION**

That the Audit Risk and Improvement Committee:

24. 1. Receive and note the information provided in the report and at the meeting
-

10 CONCLUSION OF MEETING

The meeting concluded at 12:39.

Actions from meeting	Responsible Department
Amend minutes from February to clarify when the confidential section took place and to update the phrasing from Council to Committee.	DCCSE
Clarify the General Manager's comment in section 7.2 to make it more understandable.	DCCSE
Check with the Information Management team if the average leave is correct on their dashboard.	DCCSE
Risk and Emergency Management Coordinator to circulate the risk management framework in whatever shape it is in now with the Committee out of session.	DCCSE
are the annual meeting excel spreadsheet with the Committee.	DCCSE

The Committee noted that the next meeting will be held online on Wednesday 23 July.

This is the final page of the minutes comprising 22 pages numbered 1 to 22 of the Audit, Risk and Improvement Committee Meeting held on Wednesday, 28 May 2025 and confirmed on Wednesday, 23 July 2025.

Mr Stephen Horne
CHAIRPERSON

12.2 MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE MEETING HELD ON 12 JUNE 2025**IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Sue McGrath, Business Support Coordinator****Authoriser:** **Logan Hignett, Director Operations****Annexures:** **A. Rural Roads Advisory Committee Meeting Minutes - 12 June 2025**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Rural Roads Advisory Committee Meeting held on Thursday 12 June 2025 appended at *Annexure A*.
-

Rural Roads Advisory Committee

Minutes

Thursday 12 June 2025



Minutes of the Rural Roads Advisory Committee
Held on Thursday, 12 June 2025 at the
Tullamore Bowling Club, 2 Haylock Street , Tullamore

Present:

Mayor Neil Westcott	Chair
Cr Louise O'Leary	Councillor
Cr Ken McGrath	Councillor
Cr Glenn Wilson	Councillor
Mr Ron Umbers	
Ms Rhonda Horsburgh	
Mr Paul Stanbrook	
Mr Gavin Tom	
Mr Gary Langley	
Mr Robert Mortimer	
Mr Graeme Hunter	

Council Officers in Attendance:

Logan Hignett – Director Operations

NOTES

The meeting commenced at 6:00pm and concluded at 7:20pm.

Order Of Business

1	OPENING OF MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY.....	4
3	APOLOGIES	4
4	CONFIRMATION OF MINUTES	4
	4.1 Minutes of the Rural Roads Advisory Committee held on 6 March 2025	4
5	DISCLOSURES OF INTERESTS	4
6	LATE BUSINESS	4
7	OFFICERS' REPORTS.....	5
	7.1 2024/2025 Roads Program Update	5
	7.2 Safer Local Roads and Infrastructure Program (SLRIP)	5
	7.3 Committee Customer Request - Update.....	5
8	GENERAL BUSINESS	6
	8.1 RRAG - Thank you	6
	8.2 CR Louise O'Leary (Peak Hill).....	6
	8.3 Rhonda Horsburgh (Tullamore).....	6
	8.4 Cr Glenn Wilson	7
	8.5 Graeme Hunter (Parkes)	7
	8.6 Robert Mortimer (Tullamore)	7
	8.7 Paul Stanbrook (Tullamore).....	8
	8.8 Gavin Tom (Parkes)	8
	8.9 Cr Ken McGrath	9
	8.10 Garry Langley (Tullamore)	9
	8.11 Mayor Neil Westcott	10
	8.12 Ron Umbers (Bogan Gate).....	10
9	REPORT OF CONFIDENTIAL RESOLUTIONS	11
10	CONCLUSION OF MEETING.....	11

1 OPENING OF MEETING

The Chairperson declared the Rural Roads Advisory Committee of Thursday, 12 June 2025 open and welcomed Council Officials in attendance.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson read the following Acknowledgement of Country:

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

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

3 APOLOGIES

Robert Watt, Andrew Field

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE HELD ON 6 MARCH 2025

RESOLVED RRA 007/25

Moved: Mr Gary Langley
Seconded: Mr Ron Umbers

That the Committee receive and confirm the Minutes of the meeting held on Thursday 6 March 2025.

CARRIED

5 DISCLOSURES OF INTERESTS

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

Nil interests were disclosed.

6 LATE BUSINESS

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

7 OFFICERS' REPORTS

7.1 2024/2025 ROADS PROGRAM UPDATE

RESOLVED RRA 008/25

That:

1. The information and verbal update from Council be noted by the Roads Committee

CARRIED

7.2 SAFER LOCAL ROADS AND INFRASTRUCTURE PROGRAM (SLRIP)

RESOLVED RRA 009/25

That:

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

CARRIED

7.3 COMMITTEE CUSTOMER REQUEST - UPDATE

RESOLVED RRA 010/25

That:

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

CARRIED

8 GENERAL BUSINESS**8.1 RRAG - THANK YOU****Cr Louise O'Leary**

Thanked Council for the works undertaken the Bogan Weir and on Golf Club Road.

Ron Umbers

Thanked Council for the upgrades delivered to Bogan Gate under the MR350 HSVP program.

Thanked Council for some fill works that was completed at a vacant block between the Hall and the Bogan Gate Pub.

Paul Stanbrook

Thanked Councils Parks and Gardens team for the works around in cleaning up the suckers and spaying along the road side along Rosedale and Gobondery Lane.

8.2 CR LOUISE O'LEARY (PEAK HILL)**DISCUSSION**

- (a) Peak Hill Preschool in Dugga Street – Footpath from Ween Street to Frazer Avenue

COUNCIL RESPONSE

- (a) Funding to be provided by the Peak Hill Community Consultative Committee, with Council to initiate the development of a priority projects list for the Peak Hill CCC. - RD2025/1378

8.3 RHONDA HORSBURGH (TULLAMORE)**DISCUSSION**

- (a) Burra Road – North of Yethera Silos road needs to be graded due to corrugation
- (b) Burra Road – Culvert needs replacing

COUNCIL RESPONSE

- (a) RD2025/1358
- (b) RD2025/1359

8.4 CR GLENN WILSON**DISCUSSION**

- (a) Tullamore Dam - UGL

COUNCIL RESPONSE

- (a) Discussion regarding the need to further collaboration, meeting is scheduled for the 26 June with Julian Richards – CEO of UGL - RD2025/1379

8.5 GRAEME HUNTER (PARKES)**DISCUSSION**

- (a) Condobolin Road - 4km east of Bogan Gate the road is sinking and is in need of repair
- (b) Between the intersection of Ward, Victoria and Phillips Street there are cracks forming in the road and needs sealing.

COUNCIL RESPONSE

- (a) RD2025/1360
- (b) RD2025/1361

8.6 ROBERT MORTIMER (TULLAMORE)**DISCUSSION**

- (a) Raised concern with the number of suckers in table drains growing across the Shire

COUNCIL RESPONSE

- (a) Council to develop a program to address the suckers growing across the Shire - RD2025/1362

8.7 PAUL STANBROOK (TULLAMORE)**DISCUSSION**

- (a) Rosedale Lane – 2 x causeways have damage creating an edge drop on the sides

COUNCIL RESPONSE

- (a) RD2025/1363

8.8 GAVIN TOM (PARKES)**DISCUSSION**

- (a) Pipeclay Road – needs grading
- (b) Pipeclay Road – at crooked creek eastern end flood sign missing, to be repaired / reinstalled
- (c) Road at the back of Mugincoble Silos (unformed road) – request for the road to be graded when Council is next in the area.
- (d) Intersection of Birthday Lane / Back Yamma – Guide posts have been damaged and knocked over if they could be replaced

COUNCIL RESPONSE

- (a) RD2025/1364
- (b) RD2025/1365
- (c) RD2025/1366
- (d) RD2025/1367

8.9 CR KEN MCGRATH**DISCUSSION**

- (a) Adavale Lane – Causeway needs and inspection / repair.
- (b) Taweni Lane – incorrect location of a causeway

COUNCIL RESPONSE

- (a) RD2025/1368
- (b) Council to get clarification on the location of the Causeway on Taweni Road - DR2025/0332

8.10 GARRY LANGLEY (TULLAMORE)**DISCUSSION**

- (a) Wattlebank Lane – can this be added to the grading schedule
- (b) Wattlebank Lane at Bullock Creek – look into concrete extensions of the causeways
- (c) Concerns that there has been no road grading or maintenance in the area for 12 months
- (d) SR161 Blue Letter Box Lane – the road is back to clay and needs resheeting

COUNCIL RESPONSE

- (a) RD2025/1369
- (b) RD2025/1370
- (c) Director Operations to investigate and report back to RRAG. RD2025/1380
- (d) RD2025/1371

8.11 MAYOR NEIL WESTCOTT**DISCUSSION**

- (a) Burrill Creek Road – Road needs grading
- (b) Dwyers Road - Road needs grading
- (c) Kadina Road – Road needs grading
- (d) Mickibri Road – Road needs grading
- (e) Alectown West Road – Road needs grading
- (f) Mamre Road - Road needs grading

COUNCIL RESPONSE

- (a) RD2025/1372
- (b) RD2025/1373
- (c) RD2025/1374
- (d) RD2025/1375
- (e) RD2025/1376
- (f) RD2025/1377

8.12 RON UMBERS (BOGAN GATE)**DISCUSSION**

- (a) Memorial Lane – entry to the Bogan Gate cemetery, can this road be sealed

COUNCIL RESPONSE

- (a) Council to investigate options if it can be considered for sealing - RD2025/1381

9 REPORT OF CONFIDENTIAL RESOLUTIONS

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

10 CONCLUSION OF MEETING

The meeting concluded at 7:20pm.

This is the final page of the minutes comprising 11 pages numbered 1 to 11 of the Rural Roads Advisory Committee held on Thursday, 12 June 2025.

Neil Westcott

CHAIRPERSON

12.3 MINUTES OF THE ECONOMY, DESTINATION AND EVENTS ADVISORY COMMITTEE MEETING HELD ON 17 JUNE 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:** **Hamish Ritchie, Economic Development Specialist****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **A. Economy, Destination and Events Advisory Committee Meeting Minutes - 17 June 2025**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Economy, Destination and Events Advisory Committee Meeting held on Tuesday 17 June 2025 appended at *Annexure A*.
-

Economy, Destination and Events Advisory Committee

Minutes

Tuesday 17 June 2025



Minutes of the Economy, Destination and Events Advisory Committee**Held on Tuesday, 17 June 2025 at the****Cooke Park Pavillion, Parkes****Present:**

Cr Neil Westcott	Mayor
Cr Marg Applebee	Deputy Mayor
Cr William Jayet	Councillor
Cr Doug Pout	Councillor
Cr Glenn Wilson	Councillor
Mr Andrew Rice	Chair
Ms Kristy Berry	
Mr Peter Giles	
Mr Andrew Hall	
Ms Kelly Hendry	
Mr Steve Lindsay	
Mr Greg Nash	
Ms Tracie Robertson	
Mrs Marty Sammut-Paul	

Council Officers in Attendance:

Mr Kent Boyd	General Manager
Ms Carolina Cruz	Events and Festivals Specialist
Ms Lisa Moon	Tourism and Visitor Services Coordinator
Mr Brendan Shipley	Festivals Producer
Mr Hamish Ritchie	Economic Development Specialist
Ms Veronica Shaw	Manager Governance, Risk and Corporate Performance
Ms Bronte Thompson	Business Services Officer Trainee

Guests:

Cr Louise O'Leary	Councillor
Mr Matt Armstrong	NBN Co.
Brendan Maher	Transport for NSW
Representatives of Parkes Energy Recovery	

NOTES

Cr Marg Applebee and Ms Carolina Cruz attended via audio-visual link.
The meeting commenced at 10:00am and concluded at 12:28pm.

Order Of Business

1	OPENING OF MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY.....	4
3	APOLOGIES	4
4	CONFIRMATION OF MINUTES	4
4.1	Minutes of the Economy, Destination and Events Advisory Committee held on 1 April 2025.....	4
5	DISCLOSURES OF INTERESTS	4
6	LATE BUSINESS	5
7	OFFICERS' REPORTS.....	5
7.1	NBN Co Parkes Shire Upgrades	5
7.2	Newell Highway Bypass Update.....	6
7.3	Local Economy Update	7
7.4	Community Improvement District Grant Funding Application.....	7
7.5	Local Tourism Update	7
7.6	Parkes Elvis Festival 2026: Project update.....	7
7.7	Local Events	8
7.8	Energy from Waste	8
8	CONFIDENTIAL MATTERS	9
9	REPORT OF CONFIDENTIAL RESOLUTIONS	10
8.1	Committee Member Contact Information	11

1 OPENING OF MEETING

The Chairperson will declare the meeting open.

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

The Chair described their intention for this to be a less formal meeting and a forward thinking Committee.

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 APOLOGIES

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

Cr Joy Paddison, Ms Treen Swift and Ms Carrie Olsen were apologies for the meeting.

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE ECONOMY, DESTINATION AND EVENTS ADVISORY COMMITTEE HELD ON 1 APRIL 2025

RECOMMENDATION

That the Committee receive and confirm the Minutes of the meeting held on Tuesday 1 April 2025 appended at *Annexure A*.

The Committee noted two deferred items from the last meeting still requiring actions:

- *Economic tracking*
- *Signage strategy to be circulated outside of session*

The Economic Development Specialist confirmed that the first action was included in this months reports and the second action will be completed shortly.

5 DISCLOSURES OF INTERESTS

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

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

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

Nil disclosures were made.

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

6 LATE BUSINESS

7 OFFICERS' REPORTS

7.1 NBN CO PARKES SHIRE UPGRADES

RECOMMENDATION

That:

1. Note the upcoming presentation from NBN Co on planned infrastructure upgrades within Parkes Shire. This is for information purposes only, with no decision or formal agreement sought.
2. That Committee members be invited to provide feedback on external presentation formats to support continuous improvement in meeting planning and stakeholder engagement.

Discussion

Matt Armstrong from NBN Co. presented a slideshow on Network upgrades and planned community engagement across the Shire.

Highlights included:

- The increase in data usage due to AI.
- NBN is upgrading fibre and upgrading the speeds of their websites.
- Parkes is right in the centre of the Fibre upgrades taken place.
- Coming to Peak Hill for Fibre updates in the new financial year.
- NBN products suit a range of business segments – Home/Micro, Business, Enterprise and non-premises IoT.

Kent Boyd asked about the future of Starlink and what is the difference.

Matt Armstrong commented that Star Link service is good technology but compared to fibre we are going to 2G where they are going to 1G in the near future and that it is really about the price and user requirements which makes it different.

The Chair commented on what is the next step to inform committee, time frames and dates.

Matt Armstrong replied there will be a range of engagement, stands set up in the main street, will advertise everywhere including our town villages and a range of direct face to face engagement.

7.2 NEWELL HIGHWAY BYPASS UPDATE**RECOMMENDATION**

That:

1. The Committee note the information provided regarding the Newell Highway Bypass and Council's request for further updates from Transport for NSW. This is for informational purposes only, with no decision or formal agreement sought.

Discussion

Brendan Maher from Transport for NSW presented an update on the Newell Bypass including progress and signage.

Highlights included:

- Halo sculpture is coming on the roundabout.
- The quicker the roads are open the better, North and South bound.
- There have been challenges arise since opening the bypass and changes are to be made including effective signage.
- London Road is to be open in July.
- Acknowledgement of complaints and issues regarding the houses near the bypass and awareness that they are not used to the sound. There are resources to help support those with these issues.
- A test will be undertaken to determine future requirements regarding noise.
- The Victoria Bridge has taken longer than expected but there has been a lot of engagement for the Wiradjuri Artwork done by local artists.
- The Halo urban design feature final colouring and fabrication is underway currently, it will be a Council Asset, TfNSW has maintained features to improve access and safety for Council staff and is expected to be done June 2025.
- When the handover occurs it will be advertised via VMS signage, letters, website updates, media release, social media and many more.
- Information on large signs including massive bypass information signs and totems to designate the SAP.

Mayor Neil Westcott stated that he noticed there was soil being placed around the Halo and asked what is being planted.

Brendan Maher replied that the top soil is underway and they plan on planting over 1,000 plants.

Cr Glenn Wilson asked details about several of the speed limits on the bypass and the possibility of increasing the speed limit for Hartigan Avenue from 50kms.

Brendan Maher replied that the speed limits are going to increase along the bypass but that the conditions will need to be reviewed. The 50km speed limit at Hartigan Avenue will also be reviewed but is unable to comment on any exact increases.

7.3 LOCAL ECONOMY UPDATE**RECOMMENDATION**

That:

1. Note the information presented in this report. This is for informational purposes only, with no decision or formal agreement sought.
2. Provide feedback on what economic information, indicators, or trends would be most useful to include in future Local Economy Updates.

Discussion

Committee noted this item did not require discussion.

7.4 COMMUNITY IMPROVEMENT DISTRICT GRANT FUNDING APPLICATION**RECOMMENDATION**

That:

1. Provide advice on effective approaches for engaging local businesses in the Community Improvement District Pilot Program, including suggestions for building early interest, participation, and buy-in.

Discussion

Not discussed due to time constraints.

7.5 LOCAL TOURISM UPDATE**RECOMMENDATION**

That the Committee:

1. Note the information contained within the report. This is for information purposes only, with no decision or formal agreement sought.
2. Provide feedback on any additional data, insights, or tourism initiatives that would be valuable to include in future updates.

Discussion

Committee noted this item did not require discussion.

7.6 PARKES ELVIS FESTIVAL 2026: PROJECT UPDATE**RECOMMENDATION**

That:

1. The committee note the information contained within this report. This is for information purposes only, with no decision or formal agreement sought.

Discussion

Not discussed due to time constraints.

7.7 LOCAL EVENTS**RECOMMENDATION**

That:

1. The committee note the information within this report. This is for information purposes only, with no decision of formal agreement sought.

Discussion

Committee noted this item did not require discussion.

7.8 ENERGY FROM WASTE**RECOMMENDATION**

That:

1. Note the information contained in this report regarding the Energy from Waste proposal and Council's current role in the assessment process. This is for information purposes only, with no decision or formal agreement sought.

Discussion

Representatives from Parkes Energy Recovery provided a short presentation and question and answer session to the Committee.

Parkes Energy from Recovery noted the following:

- The facility won't be seen, smelt or heard.
- There will be ongoing engagement and sessions going ahead in the near future.
- They will be providing comparison to other countries but will focus more on the particular conditions in Parkes, such as weather etc.
- They noted that this time next year they will be completing an application to the NSW Government.
- From now until their application 30 different studies will be undertaken by them and by independent assessors, including cultural heritage, flora and fauna studies, human health, water, economic studies and many more.

The Committee noted that several of the questions and comments they have are for the Environmental Protection Authority (EPA) and request that they visit the community to discuss issues and directly answer questions that the community is concerned about.

The Committee also noted the absence of the Regional Growth Development Corporation NSW (RGDC) from community engagement who are responsible for running the Special Activation Precinct (SAP) program which includes this development.

Mayor Neil Westcott agreed with the Committee's comments and the need for the EPA and RGDC to address concerns.

Member from the Committee questioned that if the technology was so new that whether it would be untested.

Councillor Wilson also questioned whether it was the most advanced technology.

Parkes Energy Recovery replied that the technology is always incrementally improving and that the technology is based on a facility in Dubai but that the facility in Parkes will be built in a way that allows for updates over its 40 year lifetime.

A discussion around how the Committee can engage and wanting more information on the Secretaries Environmental Assessment Requirements (SEARS) process also took place with the Council offering to send through examples and commentary to help explain the process.

The Committee asked if the community can have input into the EIS that the Parkes Energy Recovery organisation needs to submit to the EPA.

Parkes Energy Recovery noted that community engagement is part of their submission but that input on what is included and what is written is the responsibility of Parkes Energy Recovery.

The General Manager noted that Council are representing the community and are trying to get the minister to come and talk to our community to explain what they are doing.

Committee members commented on the number of councillors, community members and even schools that have already come out strongly against the project and that it will be hard to reverse their beliefs and that communication and engagement so far has been terrible, particularly in the lack of counter commentary to comments online.

The Committee also noted the negative and aggressive commentary against the project online and the fear of people to speak out with any different view to the online commentary.

The Committee also noted the negative backlash Parkes Shire Council are receiving toward anything they do especially on their social Media Posts even for very positive projects which is sad to see.

8 CONFIDENTIAL MATTERS

RECOMMENDATION

That Economy, Destination and Events Advisory Committee:

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

8.1 COMMITTEE MEMBER CONTACT INFORMATION

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

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

BACKGROUND, ISSUES AND COMMENTARY

In accordance with section 10A(2) of the *Local Government Act 1993*, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
- (b) Personal hardship of any resident or ratepayer.
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of a person who supplied it: or
 - (ii) Confer a commercial advantage on a competitor of Council;
 - (iii) Reveal a trade secret.
- (e) Information that would, if disclosed, prejudice the maintenance of law.
- (f) Matters affecting the security of Council, Councillors, Council staff and Council property.
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.

It is my opinion that the business listed in the recommendation is of a kind referred to in section 10A(2) of the *Local Government Act 1993* and, under the provisions of the Act and the *Local Government (General) Regulation 2021*, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.10 of Council's Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

Meeting did not go into Closed Session due to time constraints.

9 REPORT OF CONFIDENTIAL RESOLUTIONS

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

8.1 COMMITTEE MEMBER CONTACT INFORMATION

RECOMMENDATION

That:

1. Committee members review the attached confidential contact list and advise Council of any inaccuracies.
2. Committee members notify Council of any future changes to their contact details to ensure records remain current and accurate.

CONCLUSION OF MEETING

The following general business was discussed:

- The Committee noted that items 7.3, 7.5 and 7.7 which relate general updates did not need to be discussed and discussed potential ways they might manage this moving forward, including potentially adopting as multiple items at the beginning of the meeting and discussing it if a Committee member requests to.
- The Committee also asked how they can capture their questions and get answers.
- The Committee asked what the response rate was for business surveys which the Economic Development Specialist noted is dependant on the type of survey and will follow up.
- The Committee wants to know what Council is looking for their input on.
- The Committee want to look toward the future.
- The Committee wants to know what information Council needs to get projects, for example grants.
- The Committee also discussed dates and times and whether 1.5 hours and quarterly is enough time to be effective.
- The Committee noted there was a lot of content in the agenda and that they don't want to be sitting and listening but want to be heard, to be helping inform decisions and drive direction.
- The Chair noted that he would like to challenge the group to keep the same time and schedule and look at ways to instead make the Committee more efficient, such as having bulk information items that are not discussed in the meeting.
- The Councillors and Council were asked by the Committee to reflect on what support they want from the Committee and to communicate this back.
- The Committee briefly discussed meeting sooner to talk about meeting logistics, such as agenda planning, and what to do in relation to EPA and SEARS.
- The Committee reminded Councillors that their primary role attending these meetings is to listen to the Committee which was briefly discussed.
- Councillor O'Leary asked the Committee to remember the villages and to include sporting events in event updates. Councillor O'Leary also noted the uptick in tourism in Peak Hill since the bypass opened.

The meeting concluded at 12.28.

Actions from meeting	Responsible Department
Signage strategy to be circulated outside of session	EDS
Councillors and Council to reflect on what support they want from the Committee and provide this information to the Committee	EDS
Information on rates of responses to business surveys to be followed up out of session	EDS
Council to provide comparable SEARS and commentary to be featured at next meeting.	EDS
Explore tentative 15 July meeting to feature meeting logistics and SEARS	EDS
Let the Committee know how they can provide ideas and questions for the Committee meeting.	EDS
Organise some sort of adoption of multiple items for information items in the agenda	EDS

The Committee noted that the next meeting is confirmed for 16th September 2025 but have asked Council to explore an Extraordinary meeting to be held on 15th July 2025.

This is the final page of the minutes comprising 12 pages numbered 1 to 12 of the Economy, Destination and Events Advisory Committee Meeting held on Tuesday, 17 June 2025 and confirmed on Tuesday, 15 July 2025.

**12.4 MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE MEETING HELD ON
17 JUNE 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:** **Taylah Burt, Business Support Officer****Authoriser:** **Andrew Francis, Director Infrastructure and Sustainability****Annexures:** **A. Floodplain Management Committee Meeting Minutes - 17 June 2025**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Floodplain Management Committee Meeting held on Tuesday 17 June 2025 appended at *Annexure A*.
-

Minutes of the Floodplain Committee Meeting



Date	Tuesday, 17 June 2025
Time	9:00 AM - 10:30 AM
Location	Committee Room
Present	Cr Marg Applebee, Cr George Pratt, Cr Glenn Wilson, Kylie Trueber, Andrew Francis, Taylah Burt, Kathryn Read, Joshua Stanbury, James Buchanan, Tanvir Ahmed
Absent	
Note Taker	Taylah Burt

Agenda

1 - Acknowledgement of Country

Participated: Cr George Pratt

Council respectfully acknowledges the traditional owners, the Wiradjuri people, as the custodians of this land. We pay respect to all Aboriginal community Elders, past and present, who have resided in the area and have been an integral part of the history of the region.

Meeting start time: **9.05am**

2 - Apologies

Participated: Cr George Pratt

- Deepak Jagan
- Craig Ronan
- Peter Kelly
- Clive Hawken

3 - Confirmation of Minutes

Participated: Cr George Pratt

The minutes from the previous meeting were confirmed
Cr Marg Applebee – Moved
Cr George Pratt - Second

4 - Business Arising

Participated: Cr George Pratt

5 - Declarations of Interest

Participated: Cr Marg Applebee

A declaration was made by James regarding his role with the NSW Reconstruction Authority. He clarified that his views in this meeting represent his personal or community perspective, not that of the authority.

Cr George Pratt – Moved
Cr Marg Applebee - Second



6 - Items of Business

6.1 - Cookamidgera Flood Risk Management Study and Plan

- A tabled report was presented for the committee's information.
- The study identified four flood planning constraint categories, each with specific development controls.
- Both structural and non-structural mitigation measures were proposed.
- Council has applied for funding to complete a feasibility study on the proposed measures.
- The committee agreed to defer adopting the Cookamidgera Flood Risk Management Plan.
- This deferral allows time to review and include Clive Hawken's feedback on additional earthworks and culvert changes in the draft plan.

6.2 - Bogan Gate and Gunningbland Flood Risk Management Study and Plan

- Ten flood mitigation measures were proposed, including:
 - Planning updates
 - Improved emergency response
 - Community awareness initiatives
 - Structural works (e.g. road elevation and drainage upgrades)
- Feasibility studies for structural measures will be done in collaboration with Transport NSW and ARTC.
- The committee endorsed the Bogan Gate Flood Risk Management Plan.
- The plan includes administrative updates from SES and other stakeholders.
- It will go to public exhibition after council ratification.

6.3 - Trundle Flood Study Update and Options Feasibility Study.

- Flood modelling is complete, awaiting survey data to finalise.
- Voluntary house raising is considered for 18 properties in high-risk flood areas.

6.4 - Parkes Urban Flood Study Update

- Committee reviewed the updated flood study report.
- Initial hydraulic modelling completed.
 - Three options for defining flood function areas presented. Option 3 identified as most suitable:
 - Provides good connectivity between floodways.
 - Offers best clarity on flood effects
- Committee recommended proceeding with Option 3.
- Internal meeting to be held this week to review flood function options, finalise the flood planning area, and adopt 0.5m freeboard for mainstream flooding and 0.3m freeboard for overland flooding
- Provide draft report by next committee meeting
- Finalise report within 6–8 weeks

6.5 - Parkes East Catchment Flood Study

- Modelling of the November 2022 flood event showed differences between community observations and model results.
- Community consultation will take place in mid-August, alongside the Parkes Township study. .

7 - General Business

8 - Next Meeting Date

The next meeting date was confirmed for **Wednesday 13 August 2025 at 3:00 PM.**

Meeting end time: **10.29am**

12.5 MINUTES OF THE PLANT PROCUREMENT ADVISORY COMMITTEE MEETING HELD ON 25 JUNE 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. Plant Procurement Advisory Committee Meeting Minutes - 25 June 2025**

RECOMMENDATION

That Council:

1. Receive and confirm the Minutes of the Plant Procurement Advisory Committee Meeting held on Wednesday 25 June 2025 appended at *Annexure A*.
-

Plant Procurement Advisory Committee

Minutes

Wednesday 25 June 2025



Minutes of the Plant Procurement Advisory Committee**Held on Wednesday, 25 June 2025 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Present:**

Cr Neil Westcott	Chairperson
Cr Ken McGrath	Councillor
Cr George Pratt	Councillor

Council Officers in Attendance:

Logan Hignett	Director Operations
Jaco Barnard	Chief Financial Officer
Michael O'Shannessy	Fleet and Depot Manager
Kaitlyn Leigo	Fleet and Depot Support Officer

NOTES

The meeting commenced at 9:12am and concluded at 10:08am.

Order Of Business

1	OPENING OF MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY.....	4
3	APOLOGIES	4
4	DISCLOSURES OF INTERESTS	4
5	LATE BUSINESS	4
6	CONFIDENTIAL MATTERS	4
7.1	Purchase of Roller.....	6
7.2	Purchase of Kia EV5	6
7.3	Purchase of Quad Axle Trailer	6
8	REPORT OF CONFIDENTIAL RESOLUTIONS	7
9	CONCLUSION OF MEETING.....	7

1 OPENING OF MEETING

The Chairperson declared the Plant Procurement Advisory Committee of Wednesday, 25 June 2025 open and welcomed Council Officials in attendance.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chairperson read the following Acknowledgement of Country:

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

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

3 APOLOGIES

Cr Glenn Wilson

4 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.

5 LATE BUSINESS

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

6 CONFIDENTIAL MATTERS

RECOMMENDATION

That Plant Procurement Advisory Committee:

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

6.1 PURCHASE OF ROLLER

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

6.2 PURCHASE OF KIA EV5

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

6.3 PURCHASE OF QUAD AXLE TRAILER

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

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

BACKGROUND, ISSUES AND COMMENTARY

In accordance with section 10A(2) of the *Local Government Act 1993*, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
 - (b) Personal hardship of any resident or ratepayer.
 - (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
 - (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of a person who supplied it: or
 - (ii) Confer a commercial advantage on a competitor of Council;
 - (iii) Reveal a trade secret.
 - (e) Information that would, if disclosed, prejudice the maintenance of law.
 - (f) Matters affecting the security of Council, Councillors, Council staff and Council property.
 - (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
 - (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
 - (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.
-

It is my opinion that the business listed in the recommendation is of a kind referred to in section 10A(2) of the *Local Government Act 1993* and, under the provisions of the Act and the *Local Government (General) Regulation 2021*, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.10 of Council's Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

At 9:12am, the Meeting went into Closed Session.

7.1 PURCHASE OF ROLLER

RECOMMENDATION

That Council:

1. Award the tender to Westrac Dubbo to supply a Caterpillar CS19 Smooth Drum Vibrating Roller for the purchase price of **\$225,849.02** excluding GST under the LGP NPN4.19 contract.

7.2 PURCHASE OF KIA EV5

RECOMMENDATION

That Council:

1. Award the tender to Parkes Ford to supply a Kia EV5 for the purchase price of **\$52,257.00** excluding GST under the BuyNSW SCM0653M contract.

7.3 PURCHASE OF QUAD AXLE TRAILER

RECOMMENDATION

That Council:

1. Award the tender to Stonestar to supply a Quad Axle Trailer for the purchase price of **\$150,000.00** excluding GST.

At 10:08am, the Council in Closed Session returned to Open Session.

MOTION

That the Plant Procurement Advisory Committee:

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

8 REPORT OF CONFIDENTIAL RESOLUTIONS

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

9 CONCLUSION OF MEETING

The meeting concluded at 10:08am.

This is the final page of the minutes comprising 7 pages numbered 1 to 7 of the Plant Procurement Advisory Committee held on Wednesday, 25 June 2025 and confirmed on Tuesday, 15 July 2025.

Cr Neil Westcott
CHAIRPERSON

13 REPORTS OF THE GENERAL MANAGER**13.1 FUNDS TO LOBBY FOR THE RETURN OF MINING ROYALTIES TO AFFECTED COMMUNITIES****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:** Kent Boyd PSM, General Manager**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** Nil

RECOMMENDATION

That:

1. \$15,000 be allocated from the existing budget to support advocacy efforts aimed at securing the return of a portion of mining royalties to the communities that host, or are affected by, mining operations.

BACKGROUND

The mining and resources industry is a key contributor to New South Wales, generating approximately \$22 billion each year and providing employment for around 40,000 people. In the 2023–24 fiscal period, the state government received \$3.2 billion in royalties from coal and metallic mineral production, highlighting the sector's financial significance.

Prior to 2023 the NSW Government supported a funding program known as Royalties for Regions (R4R), which return \$50m-\$75m back to the mining affected communities. Parkes Council became eligible to compete for R4R funding in 2016.

Unfortunately, with the election of the new state government the R4R program was stopped.

ISSUES AND COMMENTARY

The R4R funds have been absolutely crucial to provide some of the basic infrastructure needed to support the fluctuations in workforce and to provide expected amenities. The projects funded under R4R are listed below.

Year	Amount	Project
2022	50,000	Carrington Hotel Peak Hill Business Case
	50,000	Spicer Caravan Park Business Case
	2,684,244	Main Street Flooding Mitigation Stage 1
	1,000,000	Rose Street Residential Development
	100,000	Green Spaces Masterplan
	150,000	Entertainment Centre Business Case
	2022 TOTAL	4,034,244

Year	Amount	Project
2021	50,000	Pioneer Oval business case
	2,230,000	Turf 1 redevelopment
2021 TOTAL	2,280,000	
2020	50,000	Newell Highway business case
	1,628,081	Spicer Oval Amenities
2020 TOTAL	1,678,081	
2019 TOTAL	1,355,450	Family Daycare
2018 TOTAL	0	Two submissions unsuccessful
2017 TOTAL	0	Two submissions unsuccessful
2016 TOTAL	900,000	MR350 road upgrades
TOTAL 16 - 23	\$10,247,775	

Parkes Shire currently has one (1) active mine, however that mine has the largest impact on the GRP of the shire, larger than the combined agriculture impact.

As the host of a large mine the regions experience inevitable impacts which include;

- Voids and mounds left in the countryside, leaving that land unproductive.
- Passenger vehicles coming and going to/from the mine from all points of the shire.
- Freight of all descriptions coming and going from the mine.
- Economic boom and bust with the fortunes of the mine.
- Accommodation boom and bust with projects at the mine.
- Workers expecting the town to have good amenities.
- Significant economic downturn as the mines close

Substantial royalties are paid to government from the local mine but now no return to the host community. R4R was one small but incredibly important remedy for these very real issues. The Royalties collected by the NSW Government amount to many billions of dollars. The Government was returning a small portion of that \$50m-\$75m to the affected communities.

The councils impacted by the deletion of this grant program are working collectively to seek some form of reinstatement.

It is anticipated that the various approaches will be championed by the Mining and Energy Related Councils (MERC), of which council is a member. As these campaigns develop, we will keep council informed.

We anticipate an upper-bound cost of \$15,000 will be required to be involved with the various campaigns. Given the potential returns, this is considered a small investment.

LEGISLATIVE AND POLICY CONTEXT

Nil

FINANCIAL IMPLICATIONS

Total cost is upper-bound at \$15,000. The previous R4R program yielded \$10,247,775 from 2016 - 2023.

RISK IMPLICATIONS

The \$15,000 is at risk if the various campaigns are unsuccessful.

COMMUNITY CONSULTATION

This is operational expenditure, where no community consultation is required.

13.2 THE WELCOME INDUSTRIAL LAND RELEASE

IP&R Linkage: **Pillar:** Economy

Goal: Our Shire is an attractive destination to live, work, visit and invest.

Strategy: Promote opportunities for industry expansion, industry diversification and new investment via the Parkes Special Activation Precinct, Parkes Airport Business Park and Parkes Industrial Estate.

Author: **Kent Boyd PSM, General Manager**

Authoriser: **Kent Boyd PSM, General Manager**

Annexures: **Nil**

RECOMMENDATION

That:

1. Council receive and note the report.
2. Council call Expressions of Interest for “The Welcome” industrial land release.

BACKGROUND

Council may recall an Expressions of interest (EOI) release early 2024 for the Council owned industrial land north of the Welcome railway crossing, as set out in Figure 1 below. The due diligence period and arrangements with the selected proponent has since lapsed, no agreement now exists.

Council has however received other approaches recently. Applicants are referred to the Special Activation Precinct initially, particularly where a rail interface is required. As there appears to be interest in the land it is proposed to again go to market and call for EOI.

The objective of the EOI is to accelerate industrial land development (that is faster than Council can deliver) and therefore generate the associated economic benefit to Parkes and the region.

ISSUES AND COMMENTARY

The following assessment criteria is included in the EOI document.

Criteria	Weighted Score
Purchase Price per square metre	40%
Proposed Development of the site, including extent and nature of the development and contribution to the local & regional economy.	20%
Demonstrated Intention, Capability and Capacity to establish the development including capital value, timeframes and financial capacity.	20%
Contribution to the Parkes ethos including the SAP aspirations, contribution to Parkes as a National Transport Node, contribution to developing jobs of the future (for example automation, robotics, artificial intelligence)	20%



Figure 1: The Welcome - Industrial Land Release configuration

It is proposed to hold back 10-20 hectares, as shown in Figure 2 below, to accommodate further development of smaller lot industrial by council (ie smaller subdivision is within Council means). As indicated in figure 2, approximately 70 lots could be provided ranging from 2000sqm to 8000sqm.

Any EOI received will be assessed and presented to a future council meeting for Council to determine if the offer represents value for the Parkes community.

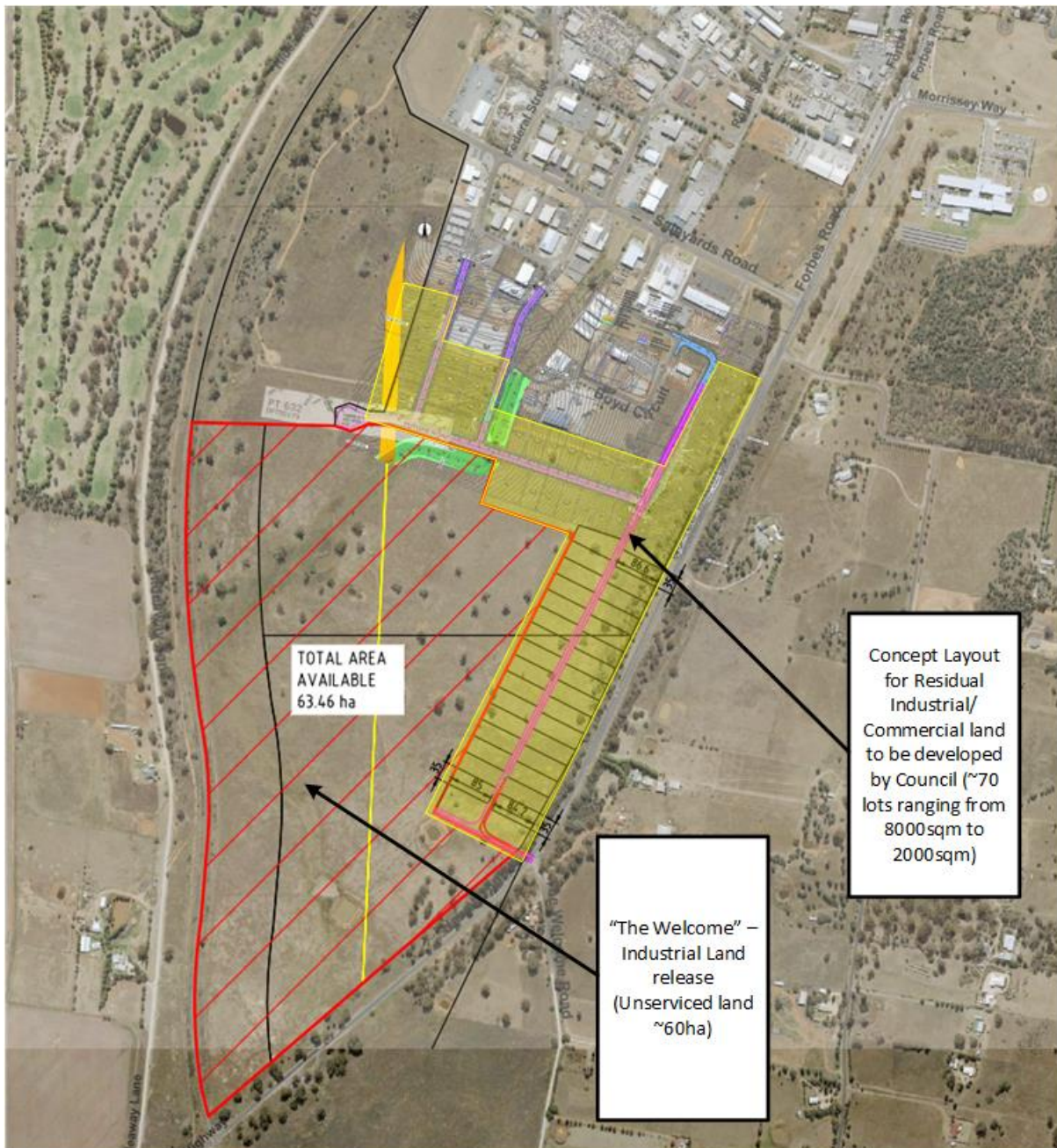


Figure 2: The Welcome - Industrial Land Release - Showing approximate area of Land retained for Council to develop as Industrial/Commercial, ~70 lots ranging from 2000 sqm to 8000 sqm.

LEGISLATIVE AND POLICY CONTEXT

An expression of interest is an appropriate way to sell land, providing any potential bidder access to the process.

FINANCIAL IMPLICATIONS

Council will be the final arbiter on the financial aspects, which will be included in the EOI submissions.

RISK IMPLICATIONS

There is only minor risks associated with the EOI process. Risks will be more fully explored when/if EOI submissions are received. A minimum area of 15ha has been set in the EOI.

COMMUNITY CONSULTATION

Commercial land sales are not normally subject to formal community consultation, however this report serves to provide the details publicly of Councils intent to sell the land.

13.3 DRAFT FINANCIAL REPORTS AS AT 30 JUNE 2025**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:** **Luke Nash, Executive Manager Finance****Authoriser:** **Jaco Barnard, Chief Financial Officer****Annexures:** **A. Annexure A - Full Year vs. Budget.** [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the draft income statement for the 2024/25 financial year.
-

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 \$5m at year-end. The general fund reflected a loss of \$7.5m, the water fund reflected a profit of \$1.7m while the sewer fund reflected a profit of \$704k. The full year income was \$5.4m more than budgeted, while the cash expenses were \$9m more than budgeted. Depreciation was \$1.5m more than budgeted.

The consolidated net operating loss was \$5.2m more than budgeted.

Annexure A provides more detailed commentary into the financial performance of the organisation for the 2024/25 financial year compared to the adopted budget.

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 June 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.

Draft PSC Income Statement 2024/2025
June 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	30,391	30,249	142	19,422	19,534	(112)	6,335	6,563	(228)	4,634	4,152	482	Rates (-\$442k), Waste (+\$330k), Water Access Charge (-\$228k), Sewer Access Charge (+\$482k).
User charges and fees	15,497	12,157	3,340	7,839	5,791	2,048	6,779	5,858	921	879	508	371	RMCC (+\$1.6m), Planning (-\$85k), Waste (+\$390k), Events (-\$129k), Airport (+\$121k) Family Day Care (+\$164k). NPM Usage (+\$104k), Residential water usage (+\$778k), Sewer (+\$371k).
Interest and investment revenue	2,152	1,080	1,072	1,669	938	731	341	86	255	142	57	85	Higher cash balance due to prepaid grants. 5.3% Annualised return.
Other revenues	1,915	1,168	747	1,815	1,032	783	78	92	(14)	22	44	(22)	Workers Comp (+\$184k), Recycle (-\$55k), Planning (+\$41k), Rent Received (+\$181k), Airport (+\$47k), Pools (+\$74k), Legal Fees (+\$192k).
Grants and contributions provided for opex	13,887	13,770	117	13,834	13,770	64	53	0	53	0	0	0	Family DC (+\$91k), R2R (+\$882k), FAGS (-\$2m), Storm Damage (+\$264k), DRP (+\$250k), Drought Resilience (+\$40k), Flood (+\$132k), Regional Housing (+\$186k) Strong CC (+\$327k).
Income	63,843	58,425	5,418	44,580	41,065	3,514	13,586	12,599	987	5,677	4,761	916	
Employee Cost	21,900	19,074	(2,826)	18,874	16,204	(2,669)	1,621	1,634	13	1,405	1,236	(169)	Events & EcDev (-\$451k), Training (+\$140k), W&S (-\$1.6m), GM (-\$151k), SF (-\$169k).
Materials & Consumables	4,924	3,686	(1,239)	4,244	3,079	(1,165)	490	407	(83)	191	199	9	Roads Maintenance (-\$1m).
External Services	14,216	12,627	(1,589)	12,885	11,362	(1,522)	836	904	68	495	360	(135)	Road maintenance (-\$2.4m), Corporate Services (+\$648k), Waste (-\$254k), Planning (+\$179k), WF (+\$68k) SF (-\$135k).
Water, Electricity & Statutory	3,195	3,565	370	1,160	1,385	225	1,864	2,005	141	171	175	4	
IT & Communications	437	295	(142)	425	295	(130)	0	0	0	8	0	(8)	Mobile and Internet Cost (-\$117k)
Insurance	935	887	(48)	935	887	(48)	0	0	0	0	0	0	
Administration	3,947	3,267	(680)	3,473	2,945	(528)	443	307	(136)	31	16	(15)	Timing of Licence & Rego (-\$26k), Software (-\$472k)
Travel & Entertainment	323	276	(47)	302	245	(57)	19	26	7	1	5	3	
Financials	448	339	(108)	442	339	(103)	6	0	(6)	0	0	0	
Internal Charges	(664)	(2,752)	(2,087)	(3,070)	(5,192)	(2,123)	1,580	1,666	86	826	775	(51)	Under capitalisation of internal plant due to storm damage work.
Interest Paid	826	644	(182)	538	351	(187)	172	177	5	116	116	0	Harrowvale Loan.
Cost of Assets Sold	735	0	(735)	697	0	(697)	31	0	(31)	7	0	(7)	
Sale Proceeds of Assets	(2,237)	(2,100)	137	(2,157)	(2,100)	57	(31)	0	31	(49)	0	49	Industrial Land (+\$685k) Rose Street (-\$1.5m) and Sale of plant and equipment(+\$297k).
Expenses	48,984	39,808	(9,176)	38,747	29,801	(8,946)	7,031	7,126	95	3,202	2,882	(320)	
Cash profit for the year	14,859	18,617	(3,758)	5,833	11,265	(5,432)	6,555	5,473	1,082	2,475	1,879	596	
Depreciation	19,878	18,352	(1,526)	13,306	12,199	(1,108)	4,800	4,631	(169)	1,772	1,522	(249)	Due to indexation of assets.
Net Operation result as at June	(5,019)	265	(5,284)	(7,473)	(934)	(6,539)	1,755	842	913	704	357	347	

13.4 INVESTMENTS AND BORROWINGS REPORT AS AT 30 JUNE 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. Investment Register - 30 June 2025 [↓](#)
B. Loans Register - 30 June 2025 [↓](#)

RECOMMENDATION

That Council:

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

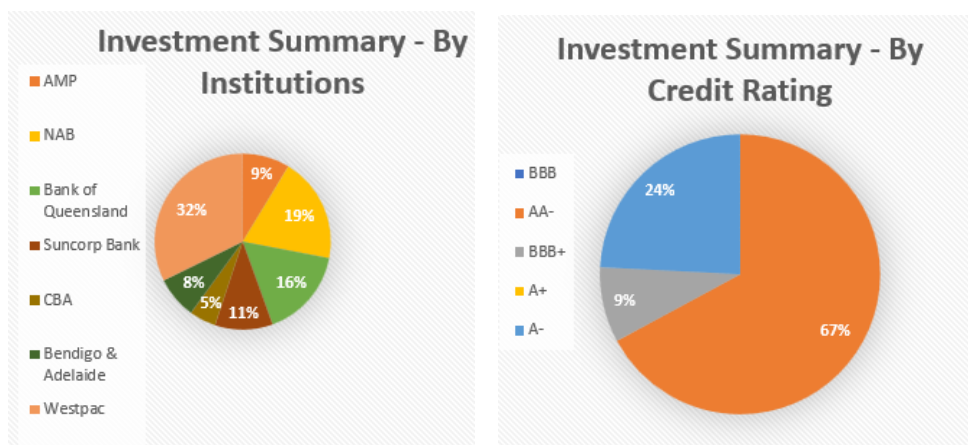
BACKGROUND

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 June 2025 stands at \$51,760,913 and the principal outstanding on council's borrowings at \$20,035,339. Council's investments increased by \$5.48 million during June following receipt of several significant government grant payments, including a 50% advance payment of the 2025-26 Financial Assistance Grant.

On 30 June 2025, Council's investment portfolio continues to yield 5.03 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 June, 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 June 2025.

Parkes Shire Council Investment Register as at 30 June 2025						
ADI/Issuer	Rating	Investment Type	Principal	Yield	Settlement Date	Maturity Date
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
AMP	BBB+	Term Deposit	1,000,000	4.50	15/05/2025	15/10/2025
Bank of Queensland	A-	Term Deposit	1,500,000	4.64	17/04/2025	17/10/2025
NAB	AA-	Term Deposit	1,500,000	4.25	29/05/2025	29/10/2025
NAB	AA-	Term Deposit	1,000,000	4.30	30/05/2025	30/10/2025
Bank of Queensland	A-	Term Deposit	2,000,000	4.44	15/05/2025	17/11/2025
Suncorp Bank	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 Bank	AA-	Term Deposit	1,000,000	4.58	29/04/2025	28/11/2025
Bank of Queensland	A-	Term Deposit	1,500,000	4.29	29/05/2025	28/11/2025
Bank of Queensland	A-	Term Deposit	1,500,000	4.34	19/05/2025	19/01/2026
Suncorp Bank	AA-	Term Deposit	1,500,000	4.41	19/06/2025	19/01/2026
NAB	AA-	Term Deposit	1,000,000	4.30	15/05/2025	16/02/2026
NAB	AA-	Term Deposit	1,000,000	4.30	19/05/2025	19/02/2026
Suncorp Bank	AA-	Term Deposit	1,500,000	4.41	19/06/2025	19/02/2025
Suncorp Bank	AA-	Term Deposit	500,000	4.41	19/06/2025	19/02/2026
NAB	AA-	Term Deposit	3,000,000	4.10	30/06/2025	29/05/2026
CBA	AA-	Floating Rate Note (Fixed)	1,015,825	4.20	18/08/2022	18/08/2025
Bank of Queensland	A-	Floating Rate Note	2,021,840	4.99	21/04/2022	29/10/2025
CBA	AA-	Floating Rate Note	1,520,430	4.74	11/01/2022	14/01/2027
Westpac	AA-	Cash at Call - Main	902,818	At Call		
Westpac	AA-	Cash at Call - Maxi	15,800,000	At Call		
Total			51,760,913			

Investment Balances by Type			
Term Deposit	30,500,000		
Floating Rate Note	4,558,095	35,058,095	Investments
Cash at Call - Main	902,818		
Cash at Call - Maxi	15,800,000	16,702,818	Cash
Total Balance - 30/06/2025	51,760,913		

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 June 2025							
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Outstanding as 30 June 2025
General Fund							
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	389,612.65
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	3,889,046.28
Total General Fund						\$ 12,670,000	10,534,116.09
Sewer Fund							
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	4,000,000.00
Total Sewer Fund						\$ 4,000,000	4,000,000.00
Water Fund							
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	5,501,222.80
Total Water Fund						\$ 8,500,000	5,501,222.80
Total All Funds						\$ 25,170,000	20,035,338.89

14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY**14.1 MAJOR PROJECTS AND CURRENT WORKS - CUSTOMER, CORPORATE SERVICES & ECONOMY - JUNE 2025****IP&R Linkage:** Pillar: Leadership**Goal:** Our Local Government is open, accountable and representative.**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.**Author:** Anthony McGrath, Director Customer, Corporate Services and Economy**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** A. Major Projects Update Report - CCSE - June 2025 [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the status report of Major Projects within Parkes Shire Council's Customer, Corporate Services and Economy Directorate.
-

BACKGROUND

A monthly status report of Major Projects within Parkes Shire Council's Customer, Corporate Services and Economy 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 Customer, Corporate Services and Economy Directorate. The report outlines work that has been carried out over the past month, together with work to be done in the next month, and is provided for the information of Councillors.

The Directorate Major Projects and Current Works Report is appended at *Annexure A*.

Projects listed include:

1. Parkes Elvis Festival (PEF) 2026
2. The Community Improvement District (CID) Pilot Program
3. CiA Live Corporate Software System Upgrade.
4. Fresh Start Program – New Cadets, Apprentices and Trainees

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 Operational Budget and indicated in the report.

RISK IMPLICATIONS

The Project risk status is indicated by the RAG (Red, Amber, Green) indicators as shown against each project in the report.

COMMUNITY CONSULTATION

Each project may have its own requirements for community consultation or notification in relation to the delivery of the project works.

Customer Corporate Services and Economy
Major Projects & Current Works - June 2025


Parkes Elvis Festival (PEF) 2026					
	Budget	This month	Total to date	Commitments	Estimated total when works complete
Expenses	\$1,352,544	22,281.82	22,281.82	48,981.80	\$1,352,544
Income	\$852,782*	0.00	0.00	0.00	\$1,087,782
* Original 2025/2026 income budget of 852,782 projecting a budgeted loss of \$499,000. However, the estimated total income has been increased to reflect a possible increase in sponsorship.					
Project Status (RAG - Report):	Critical (Red) / At Risk (Amber) / On Track (Green)				
	Scope	Budget	Schedule	Resources	Risks
Benefits					
Project Details					
<p>The Parkes Elvis Festival 2026 is a major cultural celebration that honours Elvis Presley's legacy while delivering substantial economic and community benefits to the region. Drawing thousands of visitors annually, the festival boosts local tourism and business activity through a diverse program of performances, competitions, workshops, and community events. Its success relies on strong stakeholder engagement, including sponsors, local businesses, artists, and government bodies, alongside a strategic marketing plan aimed at maximizing audience reach through digital and media channels.</p> <p>Operational excellence is central to the festival's delivery, encompassing logistics, venue management, licensing, and risk mitigation. Coordinated event execution ensures smooth scheduling and staffing, while post-event evaluation provides insights for future improvements. Key outcomes include a vibrant and inclusive program, secured partnerships, effective marketing, and a comprehensive post-event report. The festival not only enhances regional tourism and economic growth but also strengthens cultural identity and community spirit. A wide network of stakeholders—from volunteers, council staff and attendees—plays a vital role in shaping the festival's enduring success.</p>					
Task Completed					
<ul style="list-style-type: none"> Strategic Theme Selected: "Love Me Tender" confirmed as the official 2026 Festival theme, guiding program, brand, and marketing development. Stakeholder Debriefs Completed: Post-PEF 2025 debriefs held with major sponsors, delivery partners, and internal teams to inform planning and improvements. Project Governance Activated Internal Improvement Actions Underway: High-priority recommendations from the Elvis Festival Review are being integrated into delivery planning Festival Program Framework Initiated: Over 20 artist and performances currently in the pipeline Stakeholder Engagement Initiated: Portfolio Holders, NSW Trainlink, venue managers Detailed budget and financial plan developed DNSW Event Investment Proposal Submitted Sponsorship and Partnership Strategy PEF 2026 developed Develop a marketing and promotion strategy Procurement workflow PEF Website live on 1 July 2025 					
Tasks forecast to be completed (next steps: 1 month)					
<ul style="list-style-type: none"> Create a Sponsorship and Funding Prospectus Risk management and safety planning Volunteer Program Strategy Submit permit and licence applications 					
Current Works					
<p>The team has been working hard to ensure that plans and programming is well advanced. The ETA headline acts have been secured to perform at the Parkes Leagues Club and an additional significant Australian artist has been engaged to be recognised at the Wall of Fame ceremony, followed by an exclusive signature concert afterwards.</p>					

Customer Corporate Services and Economy
Major Projects & Current Works - June 2025



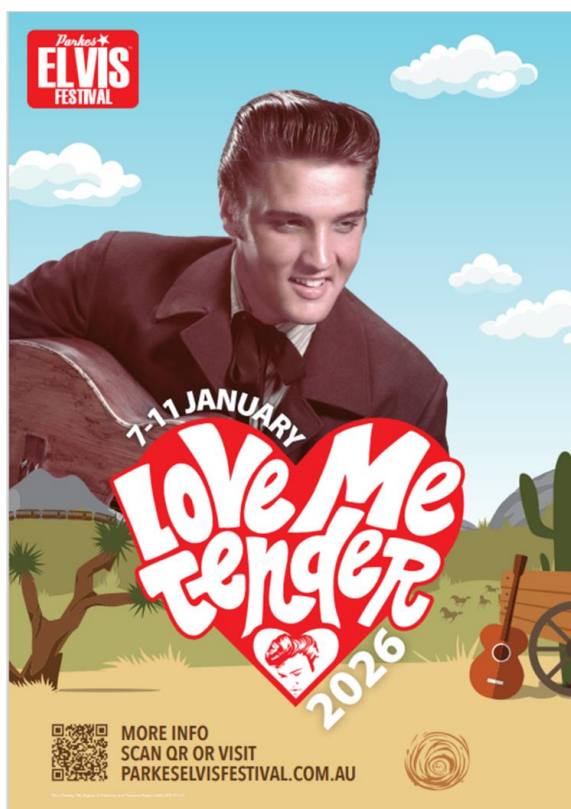
Key festival pieces including advanced production, lighting, audio, sets and stage crew have all been secured. The programming for the Cooke Park Main Stage, Memphis Stage, The Little Theatre and Parkes Leagues Club is well advanced into the planning stages.

Council managed temporary caravan parking areas are now on sale. The Parkes Showground has already been sold out and the Spicer site is also well booked. Other venues, such as bowling clubs and the Bushman's Motor Inn, have already begun their event ticket sales.

PEF website is now live with registrations for our competitions, market stalls and street parade open for the community. The PEF train activation is due to come online in the coming months and other activations including Miss Pricilla Dinner, Poets Breakfast and Renewal of Vows are also well advanced into the planning stages.

Additional areas of activation being considered include a new "family fun zone" in Cooke Park, extended trading hours of the Memphis stage into the evening and the reactivation of Church Street to potentially include market stalls and additional food and drink offerings for the festival goers

Progress Photos



Customer Corporate Services and Economy
Major Projects & Current Works - June 2025


The Community Improvement District (CID) Pilot Program						
Due Date	Approved Budget	Expenditure this Month		Total Expenditure to Date	Outstanding Commitments	Estimated Total when Works Complete
	360,000	0		0	0	360,000
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)				
		Scope	Budget	Schedule	Resources	Risks
Project Details						
<p>The Parkes Community Improvement District (CID) Pilot Program is a NSW Government–funded initiative aimed at testing business-led, place-based revitalisation in the Parkes CBD. Parkes Shire Council is one of a limited number of participants across NSW, with \$360,000 in funding to deliver a comprehensive two-year pilot exploring governance, engagement, planning, branding, and activation.</p>						
Scope and Deliverables						
<p>The program delivers a blend of non-physical and physical interventions:</p> <ul style="list-style-type: none">Non-Physical Interventions include the development of a CBD Vibrancy Strategy (via an external consultant), creation of a governance model, a suite of training and development workshops for local businesses, and accessible branding assets that businesses can adopt and adapt.Physical Interventions include temporary lighting installation, delivery of a place-based community event, and both temporary and permanent street closure facilities to support safe, welcoming activations.						
Key Benefits						
<p>The CID Pilot Program will:</p> <ul style="list-style-type: none">Trial a locally tailored governance framework to test how regional CIDs might operate.Support inclusive community engagement and co-design of a long-term vision for the CBD.Activate the town centre through events and placemaking, reinforcing it as a social and economic hub.Encourage local business participation through training and branding tools.Build the foundations for future investment by testing collaborative planning and revitalisation models.						
Task Completed						
<ul style="list-style-type: none">Agreement executed by the Recipient and provided to the AgencyAn agreed draft Project Plan (Annexure A) including a list of anticipate expenditures budget.Release of RFQ for Strategic Place Plan for Parkes CBD Vibrancy Strategy (non-physical intervention stream).						
Tasks forecast to be completed (next steps: 1 month)						
<ul style="list-style-type: none">Evaluation of RFQ Place Plan submissions and awarding of contractInitial project kick-off with selected consultantDevelopment of business engagement strategy and outreach materialsPlanning of initial stakeholder workshops and engagement activitiesInternal coordination around CID governance approach						

Customer Corporate Services and Economy
Major Projects & Current Works - June 2025**Current Works**

The project remains on schedule against the approved milestones. The RFQ for the Strategic Planning component was released within the expected timeframe, enabling progression toward the second milestone (Co-Design Outcome). While internal planning for business engagement and event development has been delayed slightly due to competing priorities, these tasks are not expected to impact the formal milestone deadlines. No extension of time has been requested or required at this stage.

Progress Photos

There are no photos available currently.

Customer Corporate Services and Economy
Major Projects & Current Works - June 2025


CiA Live - Corporate Software System Upgrade						
Due Date	Approved Budget	Expenditure this Month		Total Expenditure to Date	Outstanding Commitments	Estimated Total when Works Complete
	52,000	0		0	0	52,000
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)				
		Scope	Budget	Schedule	Resources	Risks
Project Details						
Technology One has introduced an upgrade program, called CiA Live, to move all its existing customers from the older Ci system interface to the newer CiAnywhere browser-based system interface. Technology One is putting most of its R & D effort into the CiA product and sees no future in developing two interfaces. Moving to the CiAnywhere system has provided end users a more user-friendly experience of TechnologyOne products with enhanced performance, a simplified interface, and capability to streamline business processes.						
Budget is based on fixed price contract over 5 years, payable annually. Adjustments may be made to the budget for workforce costs once scoping has been completed.						
The first part of the project included the upgrade of the Financial based systems and has been completed. The next phase is to upgrade the property and rating systems then followed by the planning and regulatory systems.						
Task Completed						
<ul style="list-style-type: none">Financial SystemsStage 2A of the Property Systems (including customer requests and management)						
Tasks forecast to be completed (next steps: 1 month)						
<ul style="list-style-type: none">Stage 2B for the rest of the property systems is on hold until Technology One has the resources and software ready to proceed.						
Current Works						
The project is currently on hold. The schedule will be determined once a kick off meeting has been scheduled after the early adopters have completed their Stage 2B transition.						
Progress Photos						
There are no photos available currently.						

Customer Corporate Services and Economy
Major Projects & Current Works - June 2025


Fresh Start Program – New Cadets, Apprentices and Trainees (CATs)							
Due Date	Approved Budget	Expenditure this Month	Total Expenditure to Date	Outstanding Commitments	Estimated Total when Works Complete		
31 July 2026	73,903.60	0	24,403.20	0	It depends on the number of CATs		
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)					
		Scope	Budget	Schedule	Resources	Risks	Benefits
Project Details							
The Fresh Start Program (the Program) funding is part of a commitment from the NSW government that was negotiated by the Unions to increase the NSW local government workforce by 15%. Under the Program, \$252.2 million is being invested over six years to provide direct support to local councils across the state in wage support for 1,300 new apprentices, trainees and cadets.							
There are four rounds of funding:							
<ul style="list-style-type: none">1 - January 2025 to 8 November 20242 - July 2025 to 31 March 20253 - January 2026 to 31 July 20254 - January 2027 to 31 July 2026							
Task Completed							
<ul style="list-style-type: none">Round 1 SubmissionCouncil received provisional approval for 8 positions:<ul style="list-style-type: none">Apprentice PlumberApprentice ElectricianSmall Plant ApprenticeParks and Gardens ApprenticeWork Health and Safety TraineeConcrete TraineeCadet PlannerCivil Engineer CadetRound 1 progress report completed by 30/3/2025Round 2 funding submission completed by 31/03/2025Council received approval for 3 positions:<ul style="list-style-type: none">Finance TraineeWorks Coordinator TraineeHeavy Vehicle Mechanic ApprenticeRound 1 progress report 2 completed 30/04/2025							
Tasks forecast to be completed (next steps: 1 month)							
<ul style="list-style-type: none">Recruitment for the following Round 2 positions<ul style="list-style-type: none">Finance TraineeWorks Coordinator TraineeHeavy Vehicle Mechanic ApprenticeThe following Round 1 roles have been rolled into Round 2 because Council was unable to recruit for those roles. This rolls are also being recruited again.<ul style="list-style-type: none">Cadet PlannerCivil Engineer Cadet							

Customer Corporate Services and Economy
Major Projects & Current Works - June 2025**Current Works**

Recruitment tasks and funding body reports are the primary area of work at the moment.

Budget is an estimate based on wages for the current financial year for successfully recruited roles. Total Expenditure to date is wages, superannuation and training costs. Nil income has been received because the roles must be recruited and a training contract submitted. Funding submission for Round 1 was completed on 30/04/2025. Income is expected before the end of the financial year.

Progress Photos

There are no photos available currently.

14.2 CUSTOMER SERVICES - UPDATE ON IMPLEMENTATION OF SERVICE REVIEW ACTIONS**IP&R Linkage:** Pillar: Leadership**Goal:** Our Local Government is contemporary, effective and efficient.**Strategy:** Provide organisational culture that delivers excellent customer service and continuous improvement.**Author:** Anthony McGrath, Director Customer, Corporate Services and Economy**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** Nil

RECOMMENDATION

That Council:

1. Receive and note the progress and changes being introduced in relation to the implementation of the actions from the Customer Services Service Review.

BACKGROUND

A service review of the Customer Service function of Council was carried out in February 2023. The report listed many actions around five key priorities and initiatives, including consolidation of customer service operations and streamline workflows to deliver better outcomes for our customers.

Some of the changes that have already been implemented include:

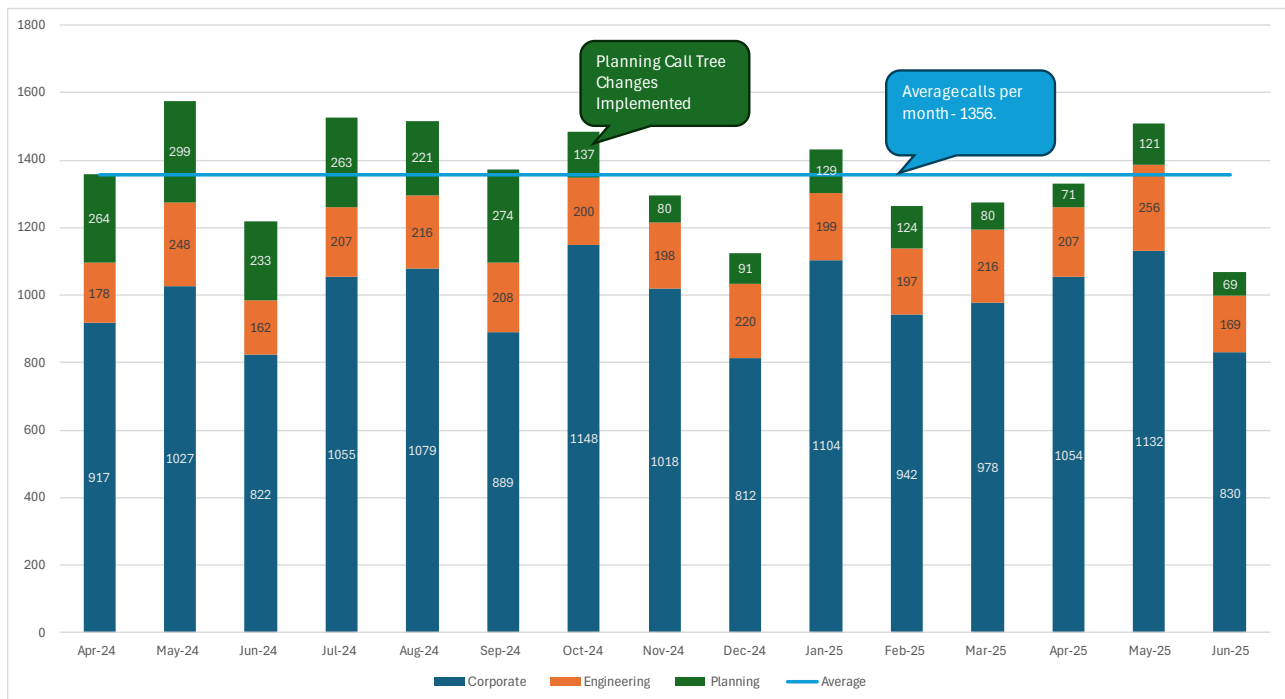
1. Establishment of a Customer Service function with a Co-ordinator and three staff through redeployment, realignment of existing roles and recruitment of vacant positions.
2. Development of a new customer service charter and training for all staff.
3. Modification to the call handling process for calls to Council's main number (0268612333) to redirect many of the planning calls to the Customer Service team.
4. Change in opening times for the customer service counters to 9am.
5. Closure of the Planning Counter to redirect all customers to a single customer service counter.

ISSUES AND COMMENTARY**Call Handling**

Council currently receives an average of 1356 calls per month to its main number. If you consider that there are 250 working days in a year, then the customer service staff are handling an average of 70 calls per day. Staff also receive calls direct to their internal number or work mobile. Other calls direct to the Planning or Engineering teams can also be made. These data are not reflected in these statistics.

An analysis of the call data since the changes to the handling of planning and building calls have resulted in a two-thirds reduction to the Planning Team, from an average of 259 per month down to an average of 95. This means that 63% of planning or building enquiries by customers are being handled by the person taking the call. The remaining calls that are now being diverted to planning are associated with booking inspections, cemetery plot reservations and other more complex

enquiries. The following graph shows the call statistics for calls to Council main office number where the blue line is the average calls for the period.



The next major initiative is for calls currently being diverted to the Engineering Services staff to be handled by the Customer service team in the first instance. This will start from 1 August 2025. It is anticipated that on average around 200 additional calls per month will be answered by the Customer Service Officers, thus freeing up engineering support staff. There will, however, be some internal transfers still required for more complex issues.

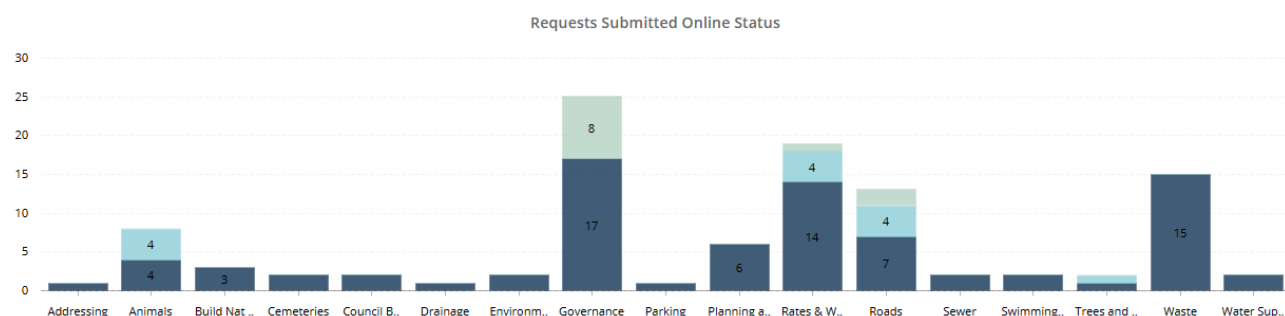
Internal Office Changes

The closure and removal of the Planning counter will now allow for more internal office accommodation to be freed up. The internal training room will also be converted to office space and existing office furniture, currently in storage, can be reused to minimise costs. The old CUC space, next to the Library will now be converted into a meeting and training room for council's teams to use. This space is also perfect to be used by emergency services as the Local Emergency Operations Centre (LEOC). In future, the room could be hired out to community groups and other organisations as an alternative to the Cooke Park Pavilion.

Customer Request Management

The use of the Customer Request system by our customers is increasing. Council staff are currently receiving almost 1,300 request per month. For the past twelve months, this represents a 10% increase on the previous year. Currently 70% of our requests are being closed within 10 days.

The use of the web site to submit online requests is also increasing with over 100 requests received in the last quarter. The following graph shows the online request volume by type.



The higher volume of requests corresponds to the increase in customer inquiries regarding events such as elections and bulky waste collection. Also, Rates & Water consistently receive a high volume of customer requests.

LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for council associated with this report.

FINANCIAL IMPLICATIONS

There are minimal financial implications for council, as existing furniture is to be used. There are some costs associated with the transfer of meeting room IT equipment, removal of the old planning counter and some replacement carpet squares. These costs will be absorbed into the existing maintenance budgets.

RISK IMPLICATIONS

There is a positive civic opportunity for Council to offer another community meeting or training space to the community. In addition, the changes in office accommodation arrangements for existing staff can be achieved without incurring any major cost.

COMMUNITY CONSULTATION

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

14.3 PARKES SHIRE SIGNAGE STAGE ONE ROLLOUT LOCATIONS**IP&R Linkage:** **Pillar:** Economy**Goal:** Our economy is supported by well-planned and safe transport infrastructure**Strategy:** Ensure road network supporting assets such as signs, posts, lighting and guardrails are adequately maintained.**Author:** **Hamish Ritchie, Economic Development Specialist****Authoriser:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Annexures:** **Nil**

RECOMMENDATION

That Council:

1. Endorses the proposed locations for Stage 1 signage rollout as outlined in this report.
 2. Note that installation works are scheduled for completion by December 2025 in accordance with funding requirements.
-

BACKGROUND

At its Ordinary Meeting held on 18 February 2025, Council adopted the Parkes Shire Signage Style Guide and resolved that the specific locations for Stage 1 rollout be brought back for further consideration.

As outlined in the project scope, Stage 1 of the rollout is funded under the NSW Government's Stronger Country Communities Fund (Round 5), with \$100,000 allocated for signage planning and implementation.

Stage 1 aims to deliver strategically placed signs to demonstrate the new signage identity, complement existing infrastructure improvements (such as the Parkes Bypass), and pilot installation logistics for future rollouts.

ISSUES AND COMMENTARY

Following Council's adoption of the Parkes Shire Signage Style Guide, staff have progressed planning for the Stage 1 rollout. In line with the requirements of the funding agreement, this first phase will deliver eight entry signs across the Shire using the available grant and co-contribution budget.

Stage 1 has been designed to provide broad visual impact while testing implementation processes in a range of environments. Entry points to Parkes township and key villages have been prioritised for their ability to shape first impressions, support place branding, and strengthen the visual identity of the Shire.

The eight proposed sites for installation under Stage 1 are:

- East Shire Entry – Henry Parkes Way, near the Cabonne Shire boundary
- West Shire Entry – Henry Parkes Way, near the Forbes Shire boundary
- Parkes Western Entry – Henry Parkes Way, approximately 70m east of the roundabout
- Parkes Northern Entry – Henry Parkes Way, near Bogan Road

- Bogan Gate Western Entry – Henry Parkes Way, Bogan Gate
- Bogan Gate Eastern Entry – Henry Parkes Way, Bogan Gate
- Peak Hill Northern Entry – Newell Highway, Peak Hill
- Peak Hill Southern Entry – Newell Highway, Peak Hill

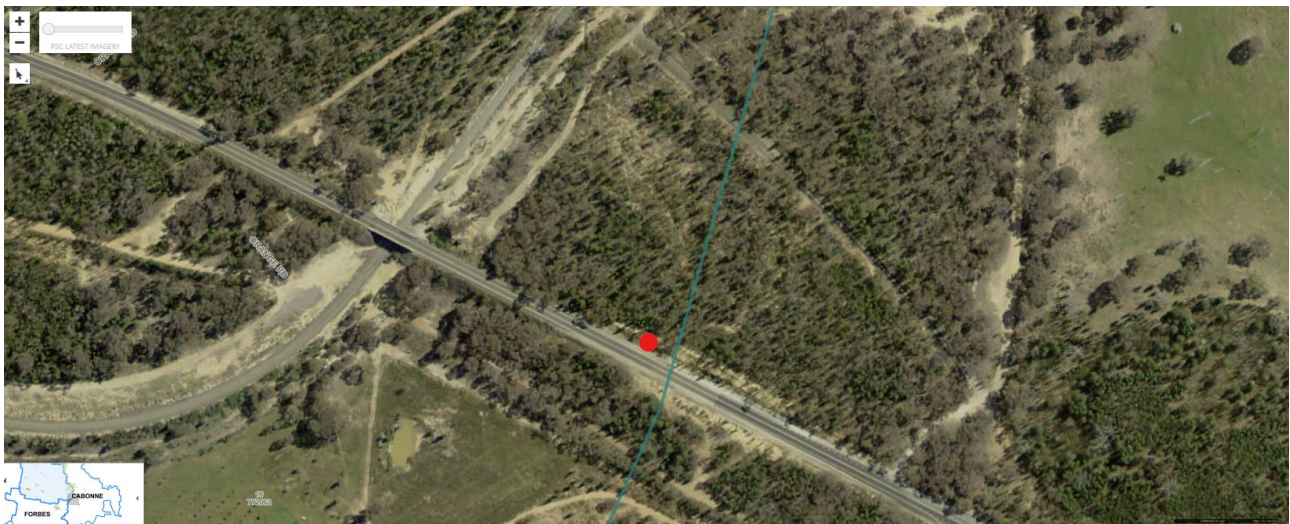
Final positioning at each site remains subject to site-specific considerations, including detailed costing, geographic constraints, and road safety sightlines. These factors will guide the procurement and delivery process to ensure effective placement and value for money.

Selection Criteria Used:

- Alignment with the signage hierarchy defined in the Style Guide
- Visibility to both local and visitor audiences
- Opportunities for public engagement and photographic visibility
- Geographic distribution across township and village locations
- Installation suitability (e.g. access, services, environmental constraints)
- Primary entry routes along major highways
- Sites where existing signage is missing or absent
- Sites where signage currently exists but is outdated or in poor condition

As part of this rollout, Council may also remove existing signage in areas where new signs are being installed. In some cases, this may involve signage directly replaced by the new infrastructure, while in others it may involve removing signage that is no longer fit for purpose. These decisions will be made based on relevance, condition, and the goal of reducing signage clutter while enhancing visual consistency across the Shire.

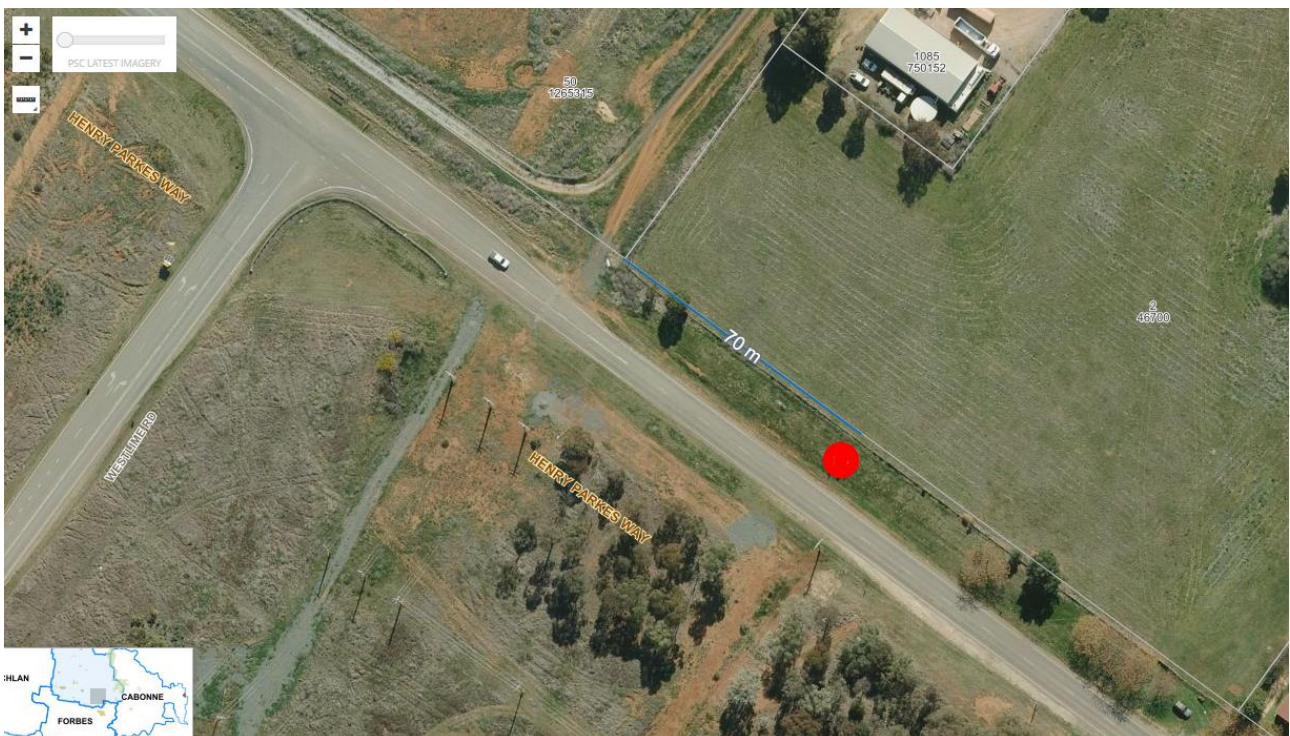
East Shire Entry



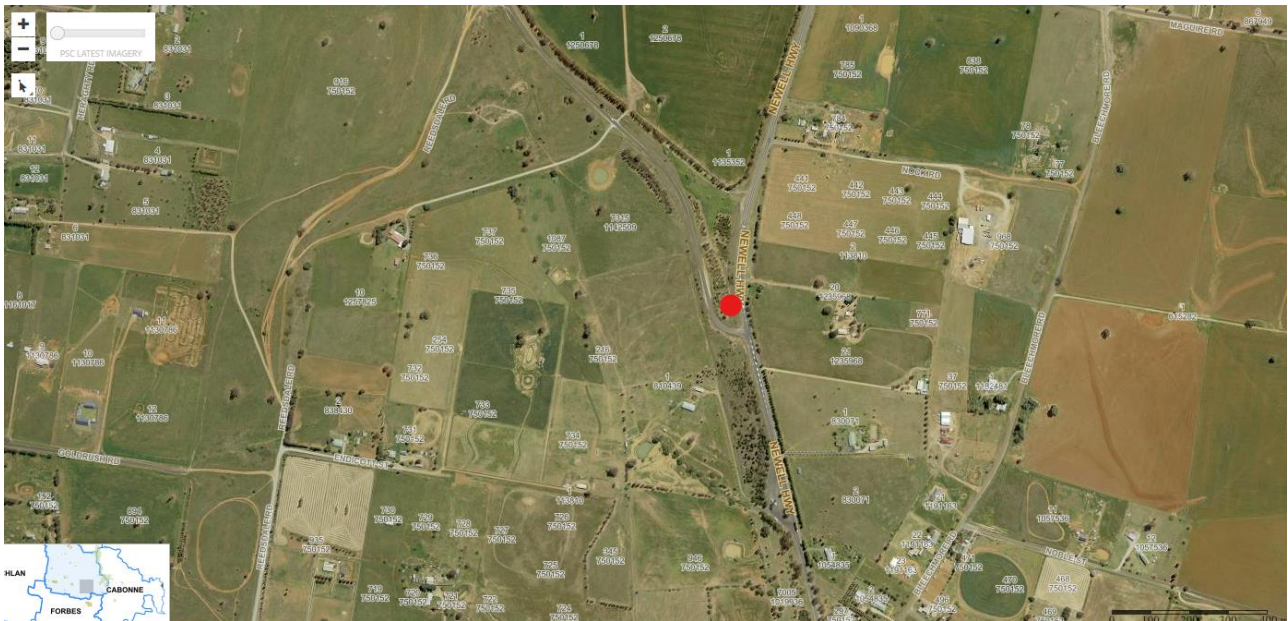
West Shire Entry



Parkes Western Entry



Parkes Northern Entry



Bogan Gate Entries



Peak Hill Entries



Entry Sign Reference Material



LEGISLATIVE AND POLICY CONTEXT

There are no additional legislative implications arising from this report. All installation activities will follow Council's Signage Manual, procurement and asset management protocols.

FINANCIAL IMPLICATIONS

This project is funded through a \$100,000 grant under the NSW Government's Stronger Country Communities Fund. Council has committed a \$15,000 co-contribution to support the project delivery. There is \$75,000 remaining for the installation of signage.

In addition to this, further funding will be allocated from the Road Maintenance Council Contracts (RMCC) budget to supplement the installation of Stage 1 signage where required. No additional costs beyond these identified funding sources are forecast for Stage 1 implementation

RISK IMPLICATIONS

Site preparation and installation works will be subject to standard WHS and procurement risk protocols. Selection of low-complexity sites mitigates risk of cost/time overruns.

COMMUNITY CONSULTATION

Public exhibition of the Signage Style Guide occurred from 22 August to 30 October 2024, with feedback supporting the need for consistency and improved town entry points.

A communications plan will accompany Stage 1 implementation, including social media, signage explainer videos, and local business newsletters to familiarise the public with the design and locations.

14.4 ENDORSEMENT OF TOWN CRIER'S ATTENDANCE AT 2025 NATIONAL TOWN CRIER CHAMPIONSHIPS**IP&R Linkage:** **Pillar:** Economy**Goal:** Our Shire is an attractive destination to live, work, visit and invest.**Strategy:** Support our visitor economy through promotion of our Shire, supporting and delivering local events, and enabling the continuation of the iconic Elvis Festival.**Author:** **Anthony McGrath, Director Customer, Corporate Services and Economy****Authoriser:** **Kent Boyd PSM, General Manager****Annexures:** **Nil**

RECOMMENDATION

That Council:

1. Endorse the attendance of Parkes Shire Council's Town Crier, Mr Tim Keith, at the Australian Town Crier Championships in Canberra, ACT from 9 to 12 October 2025.
 2. Reimburse travel and accommodation costs, estimated to be \$657, to Mr Keith upon presentation of receipts.
 3. Endorse the presentation of an appropriate gift by the Town Crier at the Championships up to the value of \$80.
-

BACKGROUND

Since 1996, and as a service to the community, Mr Tim Keith has carried out the duties of Parkes Town Crier, enhancing Parkes Shire Council's already considerable civic profile at numerous civic and community events.

Mr Keith's performances are undertaken in his own time, at his own expense and with no personal financial dividend. His welcome to visitors and guests to the Parkes Shire are colourful, popular and well received.

Council has actively supported its local Town Crier and the Ancient and Honourable Guild of Australian Town Criers in the past. Council has hosted the National Championships three times, which not only raised the profile of the Parkes Shire and our community but provided an economic bonus for businesses within the Shire.

ISSUES AND COMMENTARY

Mr Keith has been invited to attend the Australian Town Crier Championships in Canberra from 9 to 12 October 2025. Approximate cost for travel (fuel each way) and accommodation is \$657.00.

It is customary for an exchange of gifts between the Mayor and participants at a reception prior to the competition.

LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for Council associated with this report.

FINANCIAL IMPLICATIONS

Cost of reimbursing fuel and accommodation to facilitate Mr Keith's attendance is approximately \$657. Funds are available in the 2025/2026 Budget. The costs of any gifts to the value of \$80 will be allocated from the Civic Budget.

RISK IMPLICATIONS

There is a positive civic opportunity to have Parkes Shire Council represented at the National Town Crier's Championships and an opportunity to support Mr Keith in recognition of his ongoing volunteer service to Parkes Shire.

COMMUNITY CONSULTATION

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

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 June 2025 [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Infrastructure and Sustainability Major Projects and Current Works Report for June 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 - June 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	
30/06/25	\$13,859,370	\$163,664	\$13,689,319	\$58,562	\$13,781,516	
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)				
		Scope	Budget	Schedule	Resources	Risks
ARIC Summary; \$13,689,319.71 Cost to Date, \$13,781,516.84 EAC, \$6,000,000 BBRF (received) and \$7,781,516.84 PSC Funded (Water Fund).						
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">• Lachlan River Pump Station Augmentation• Eugowra Road Solar & Battery Systems• Raw Water Storage Lagoon (RWSL)• Lachlan Aquifer Bore (Bore 9 - Shovel Ready)• New Lachlan River Pre-treatment Plant LRPTP (Shovel Ready)						
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">• Completed.						
Eugowra Road Solar & Battery Systems						
<ul style="list-style-type: none">• Contruction of the Solar and Battery Systems is completed.• Commissioning with SunGrow is ongoing.						
Raw Water Storage Lagoon (RWSL)						
<ul style="list-style-type: none">• Civil / Environmental / SMP works have been completed.• RWSL has been cleaned and commissioned.						
Tasks forecast to be completed (next steps: 1 month)						
<ul style="list-style-type: none">• Solar and battery systems commissioning to be completed.• Asset handover / project close-out activities are being progressed with Council operations and asset staff.						

Infrastructure & Sustainability
Major Projects & Current Works - June 2025



Progress Photos



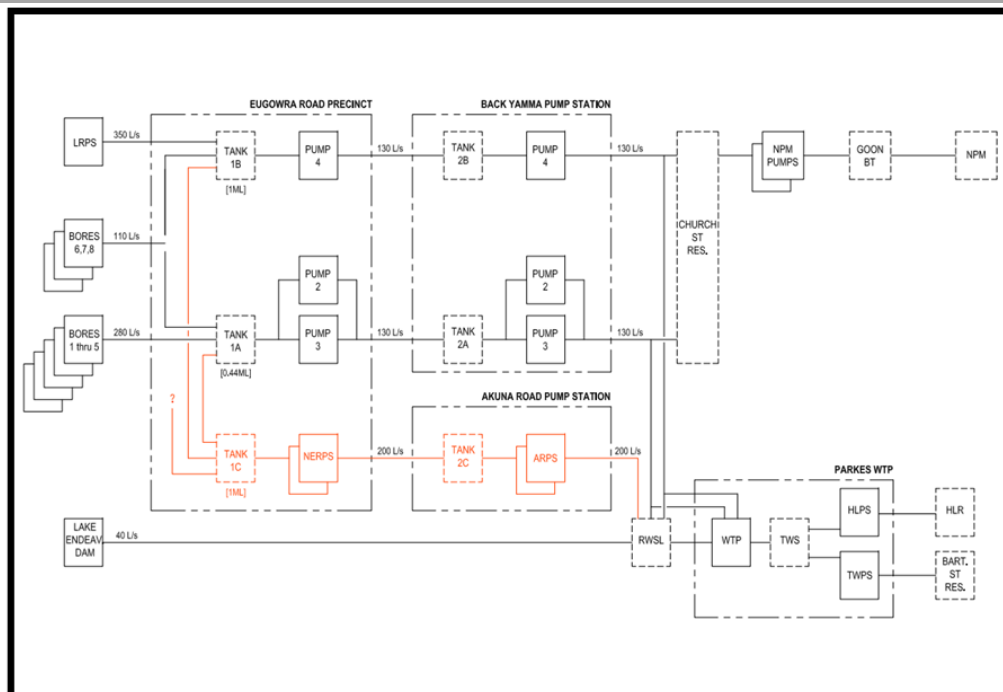
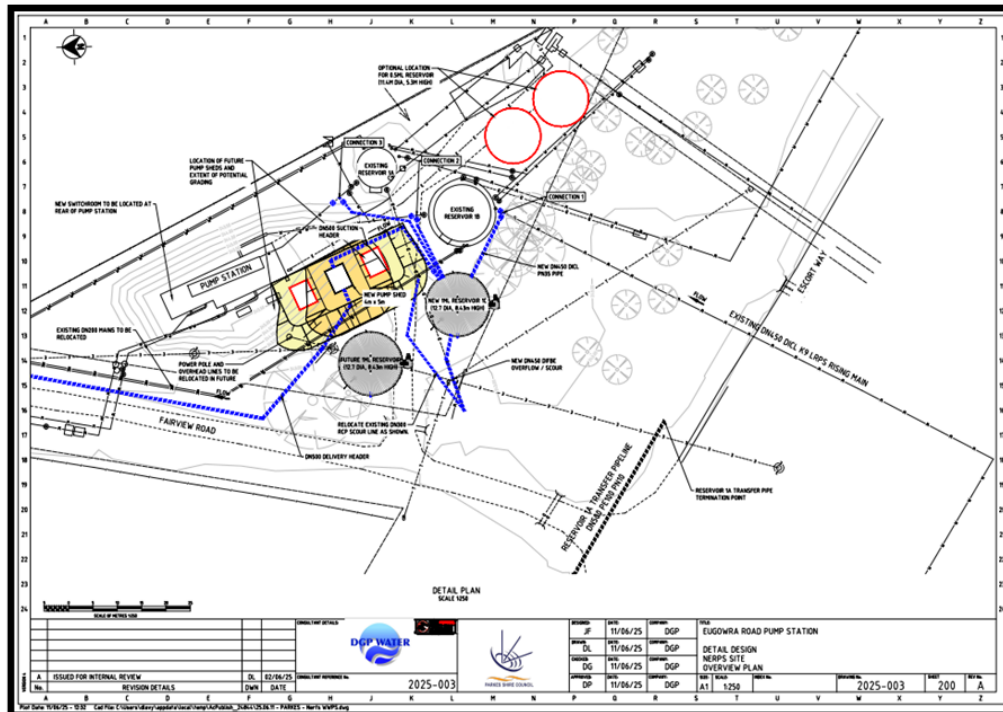
Infrastructure & Sustainability
Major Projects & Current Works - June 2025


Regional Recovery Project (RRP-002) - 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	\$103,611	\$810,601	\$47,416	\$14,870,593	
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)				
		Budget	Resources	Schedule	Risks	Scope
ARIC Update; \$810,601.16 Cost to Date, \$14,870,592.58 EAC, \$5,000,000 RRP Funded (\$1M RRP Funded to Date), \$9,870,592.58 PSC Funded (\$7.5M Water Fund / \$2,370,592.58 NPM Early Access Fees).						
Project Details						
The Project Implementation Phase of Parkes Shire Council's, Parkes Water Security Program Package 2A - Regional Recovery Partnership is progressing, the scope of works includes:						
<ul style="list-style-type: none">New Eugowra Road Pump Station (NERPS)Akuna Road Pump Station (ARPS)Akuna Road Solar System (ARPS-PV)						
Task Completed						
<ul style="list-style-type: none">Concept designs completed.Preliminary environmental assessments completed.No NWG funding is now required for the RRP project.Gap analysis completed on the GHD Detail Designs to be able to progress the project.Action Plan developed to uplift the current Detail Design to IFT / IFC.DGP Water has been engaged to uplift the current designs to IFT / IFC.Roadmaps have been refreshed for the Environmental & Planning Approvals and Access / Construction Easement Acquisitions.Capital Intensity process completed, including a Level 3 budget estimate review, Minimum Via Capital Cost (MVCC) process, and CAPEX planning.						
Tasks forecast to be completed (next steps: 1-3 months)						
<ul style="list-style-type: none">Continued Value Engineering required to coordinate scope with budget.Design review to ensure a fit for purpose solution is developed.Progressing Early Contractor Involvement (ECI) / Request for Information (RFI) process to better understand market status.Finalise Detail Design packages.Complete Minor Works Review of Environmental Factors (MW REFs) based on updated designs and funding arrangements.Prepare Tender Packages.Complete Activity 7 Milestone actions.PSC Funding arrangements to be confirmed, refer above.Continued Stakeholder / Landowner engagement.RRP reporting to funding body is ongoing.Complete the RRP Deed variation process.Project Control Group meeting with Stakeholders due in July 2025.						

Infrastructure & Sustainability
Major Projects & Current Works - June 2025



Progress Photos



Infrastructure & Sustainability
Major Projects & Current Works - June 2025



Safe & Secure - Water Security Project							
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete		
15/12/27	\$39,170,000	\$45,488	\$2,513,635	\$83,749	\$61,266,245 (Revised budget to be approved, awaiting NWG)		
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)					
		Scope	Budget	Schedule	Resources	Risks	Benefits
ARIC Update; \$2,513,635.03 Cost to Date, \$61,266,245.46 EAC, \$22,900,000 SSWP Funded (\$2.75M SSWP Funded to Date), \$18,366,245.46 PSC Funded (\$3.4M Water Fund NPM Early Access Fees / \$15M TCorp Borrowings), seeking \$20,000,000 from NGW.							
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">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.Pending decision regarding the capacity of the infrastructure, 200L/s vs 400L/s, decision following determination of the NWG funding application.Solar System - ON HOLD pending funding confirmation.							
Task Completed							
<ul style="list-style-type: none">Survey has been completed from the LRP to the RWSL.Progressing an Early Contractor Involvement (ECI) / Request for Information (RFI) process to better understand market status.Letters sent to Landowners providing project update.Specific communication with residents and landowners to address any specific enquiries and interests.Responses to NWG RFIs have been completed.Gap analysis completed on the GHD Detail Designs to be able to progress the project.Action Plan developed to uplift the current Detail Design to IFT / IFC.DGP Water has been engaged to uplift the current designs to IFT / IFC.Roadmaps have been refreshed for the Environmental & Planning Approvals and Access / Construction Easement Acquisitions.Capital Intensity completed, including a Level 3 budget estimate review, Minimum Via Capital Cost (MVCC) process, and CAPEX planning.							
Tasks forecast to be completed (next steps: 1-3 months)							
<ul style="list-style-type: none">Value Engineering required to coordinate scope with budget.Design review to ensure a fit for purpose solution is developed.Meeting with material suppliers to review material options & construct-ability methodologies.ECI RFI to be progressed to assess market conditions.Updating Review of Environmental Factors (REFs) based on updated designs and funding arrangements.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.Continued stakeholder/ landowner engagement.ProgressedCommunity engagement with Parkes Consultation Manager.Decision regarding capacity of infrastructure required (200L/s v's 400L/s).							

Infrastructure & Sustainability
Major Projects & Current Works - June 2025



- Project Control Group meeting with Stakeholders due in July 2025.
- SSWP reporting is ongoing.
- PSC Funding arrangements to be confirmed, refer above, including TCorp borrowing.

Progress Photos

Nil

Infrastructure & Sustainability
Major Projects & Current Works - June 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	\$4,355	\$4,355	\$59,545	\$1,948,497	
Project Status (RAG - Report):		Critical (Red) / At Risk (Amber) / On Track (Green)				
		Scope	Budget	Schedule	Resources	Risks
Project Details						
<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">• Construction and installation of two double-story bird-hides• Construction and installation of a 250m meandering aquatic boardwalk incorporating two large viewing platforms.• Habitat creation including revegetation and nesting box installation• Design and installation of interpretive signage around the wetlands• Commissioning and installation of sculptural artwork.						
Tasks Completed						
<ul style="list-style-type: none">• Place tubestock order for 2025.• Engage consultant to design aquatic boardwalk.• Release RFQ for project management (specifically for boardwalk and birdhides construction)• Project manager engaged• Stakes and guards ordered for 2025/2026 revegetation activities• Contractor engaged for 2025 revegetation activities• Prelim revegetation works undertaken• Contractor engaged for next box supply and installation• Quote sought for hollow augmentation activities• Quote sought for revegetation activities						
Tasks forecast to be completed						
<ul style="list-style-type: none">• Risk assessment Workshop for boardwalk• Place tubestock order for 2026• Develop tender documentation for design/fabrication/installation of aquatic boardwalk• Develop tender documentation for design/fabrication/installation of bird hides• Develop RFQ for artwork						
Progress Photos						
Nil						

15.2 CRITICAL REPAIR OF WATER AND SEWER INFRASTRUCTURE - FUNDING ANNOUNCED**IP&R Linkage:** **Pillar:** Environment**Goal:** Our built environment is functional, sustainable and meets the needs of our growing community.**Strategy:** Improve our existing stormwater management systems with measures to reduce the impact of intense rainfall events.**Author:** **Toni Lennane, Executive and Councillor Support Coordinator****Authoriser:** **Andrew Francis, Director Infrastructure and Sustainability****Annexures:** **Nil**

RECOMMENDATION

That Council:

1. Formally write and thank The Hon. Janelle Saffin, MP, (Minister for Recovery) and Mr Philip Donato, MP (Member for Orange), for their considerable assistance in the \$22.9 million being committed by the NSW Government to rebuild and reconfigure the Lake Endeavour pipeline and the Beargamil Dam Wall repair.

BACKGROUND

In the catastrophic flooding of November 2022 over 8km of water pipeline downstream of Lake Endeavour was scoured from the ground and destroyed, severing the Lake Endeavour water supply. Significant damage also occurred to the Beargamil Dam Wall.

The Lake Endeavour supply gravitates to Parkes and as such is critical to the water supply system. If there is a failure on the Lachlan system, this supply is vital. The damage sustained during the 2022 flood event highlighted vulnerabilities in our water network. Reconfiguring the Lake Endeavour pipeline to a more flood-resilient location will significantly reduce operational risks and enhance our ability to provide a safe, secure water supply to the Parkes community and surrounding region.

ISSUES AND COMMENTARY

On 1 July 2025 Parkes Shire Council welcomed the major funding announcement of \$22.9 million committed by the NSW Government to rebuild and reconfigure the Lake Endeavour water pipeline, reinstating long-term water security for the region.

The investment is part of the NSW Government's \$27 million funding package in the 2025-26 NSW Budget to support the recovery and resilience of vital water and sewer infrastructure across the Central West following the devastating 2022 flood events.

The rebuild will help protect the water supply system that services approximately 12,000 residents across Parkes, Peak Hill, and surrounding rural properties, as well as delivering raw water from the dams to rural residences between the dams and Parkes. The system also supports key economic drivers such as agriculture and local industry.

The funding was the result of persistent advocacy and a strong collaborative effort between Council, the NSW Government, and local stakeholders.

We are incredibly pleased to see this commitment from the NSW Government. The Lake Endeavour pipeline is a vital part of Parkes' water supply network - its failure during future floods could have devastating consequences for our community.

This project is about protecting our water security, supporting economic growth, and ensuring Parkes remains resilient in the face of climate change and future natural disasters.

Lake Endeavour plays a critical role in maintaining water supply during periods of drought, poor water quality, or low flows in the Lachlan River. The new pipeline will be designed with improved alignment and construction standards to better withstand flood conditions and reduce future maintenance and risk.

This investment demonstrates the importance of long-term infrastructure planning, advocacy and the broader impact of the funding.

It's not only about repairing damage but building back smarter, ensuring our infrastructure is future proofed for the challenges ahead. We thank the NSW Government for recognising this need and backing our community.

The funding forms part of the NSW Government's broader investment in disaster recovery and climate resilience across regional NSW, responding to the impact of the 2022 flood events and ensuring regional communities are not left behind.

Mayor Neil Westcott expressed sincere gratitude for the advocacy efforts of Minister for Recovery Janelle Saffin, Member for Orange Phil Donato, and Member for Barwon Roy Butler in securing this vital support. He also extended his appreciation to the NSW Reconstruction Authority for its ongoing commitment to building more resilient regional communities.

"This is a great example of what can be achieved when all levels of government work together to back regional communities. We thank the NSW Government for this investment and look forward to delivering this critical project for the people of Parkes Shire."

LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for Council associated with this report.

FINANCIAL IMPLICATIONS

Parkes Shire Council will receive \$22.9 million in State Government funding to reconfigure and rebuild the Lake Endeavour pipeline.

RISK IMPLICATIONS

Reconfiguring the Lake Endeavour pipeline to a more flood-resilient location will significantly reduce operational risks and enhance our ability to provide a safe, secure water supply to the Parkes community and surrounding region.

COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report. Consultation with any effected landowners will be required once the project begins



Inspection of damaged pipeline, near Lake Endeavour LtoR: Mr Graeme Bayliss, PSC Infrastructure Operations Manager, Mr Mal Lanyon APM (Chief Executive Officer of the NSW Reconstruction Authority), The Hon. Janelle Saffin, MP (Minister for Small Business, Minister for Recovery, and Minister for the North Coast), Mr Philip Donato, MP (Member for Orange), Cr Neil Westcott, (Mayor, Parkes Shire Council), Cr Marg Applebee, (Deputy Mayor, Parkes Shire Council).



Minister Saffin announcing funding LtoR: Cr Andrew Rawson (Chair, Central Tablelands Water Board), Cr Kevin Beatty, (Mayor, Cabonne Shire Council), The Hon. Janelle Saffin, MP (Minister for Small Business, Minister for Recovery, and Minister for the North Coast), Mr Philip Donato, MP (Member for Orange), Cr Neil Westcott, (Mayor, Parkes Shire Council), Councillor Megan Mortimer (Deputy Mayor, Lachlan Shire Council), The Hon. Stephen Lawrence, MLC.

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: Kristine Thacker, Business Support Officer

Authoriser: Logan Hignett, Director Operations

Annexures: A. Major Projects and Current Works - June 2025 [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for June 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 - JUNE 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	\$194,829.95	\$14,736,212.93	\$52,310.58	\$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 – June 2025



Task Completed

Project 1 - Project complete (on track) – Completion report and photos to be submitted

Project 2 - Project complete (on track)

Project 3 – Completed (on track) Completion report and photos to be submitted –

Project 4 - Completed (on track) Completion report and photos to be submitted

Project 5 - Completed (on Track) Completion report and photos to be submitted –

Project 6 - Completed (on track)

Project 7 - Completed (on track)

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

Project 1 - Project complete (on track) – Completion report and photos to be submitted

Project 3 – Completed (on track) Completion report and photos to be submitted –

Project 4 - Completed (on track) Completion report and photos to be submitted

Project 5 - Completed (on Track) Completion report and photos to be submitted –

Progress Photos

Project 1



Operations
Major Project & Current Works – June 2025



Project 2



Project 3



Operations
Major Project & Current Works – June 2025



Project 4



Project 5



Operations
Major Project & Current Works – June 2025



Project 6



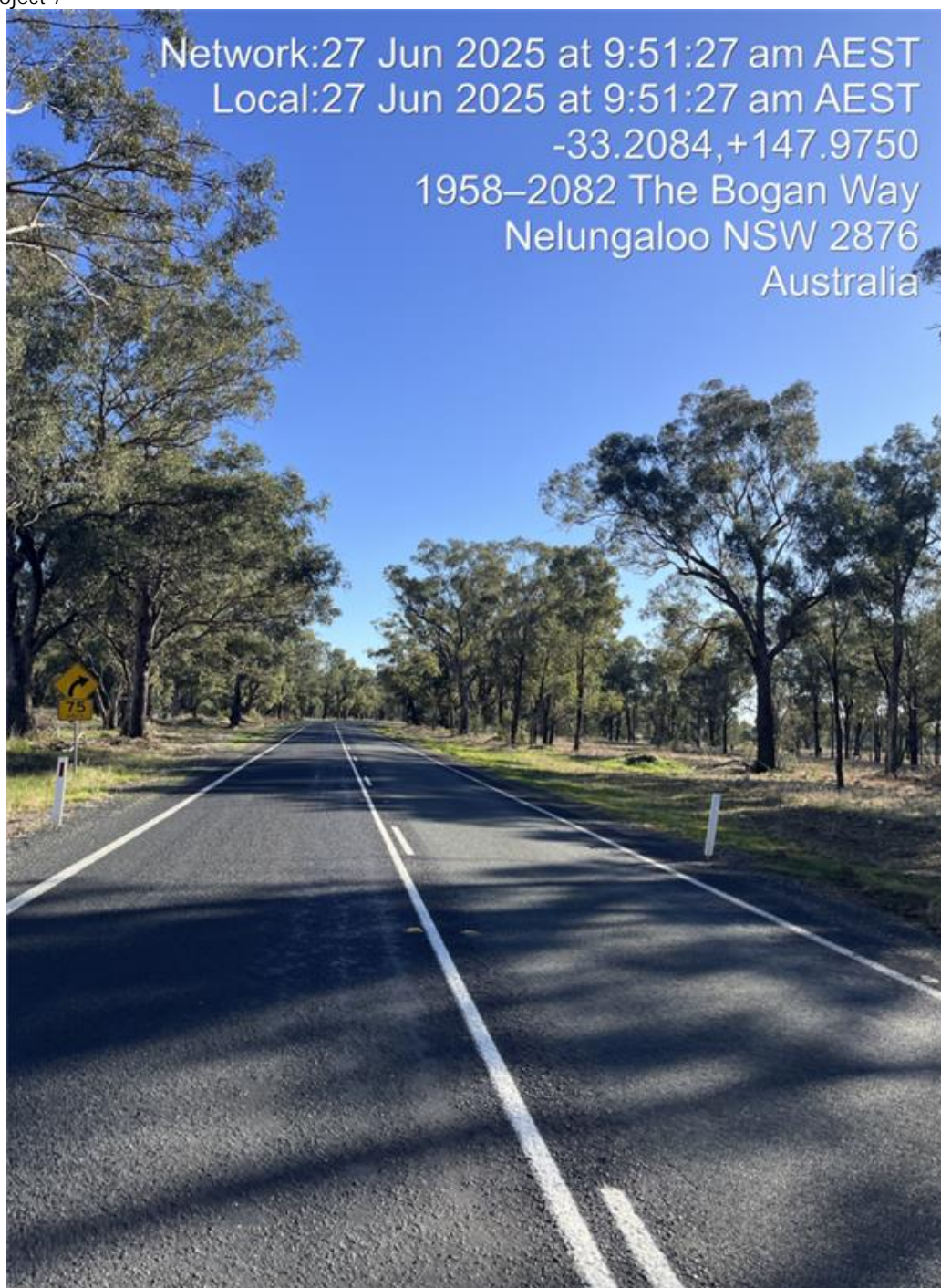
Project 6



Operations
Major Project & Current Works – June 2025



Project 7





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	\$6,574	\$864,884	\$7,234	\$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.

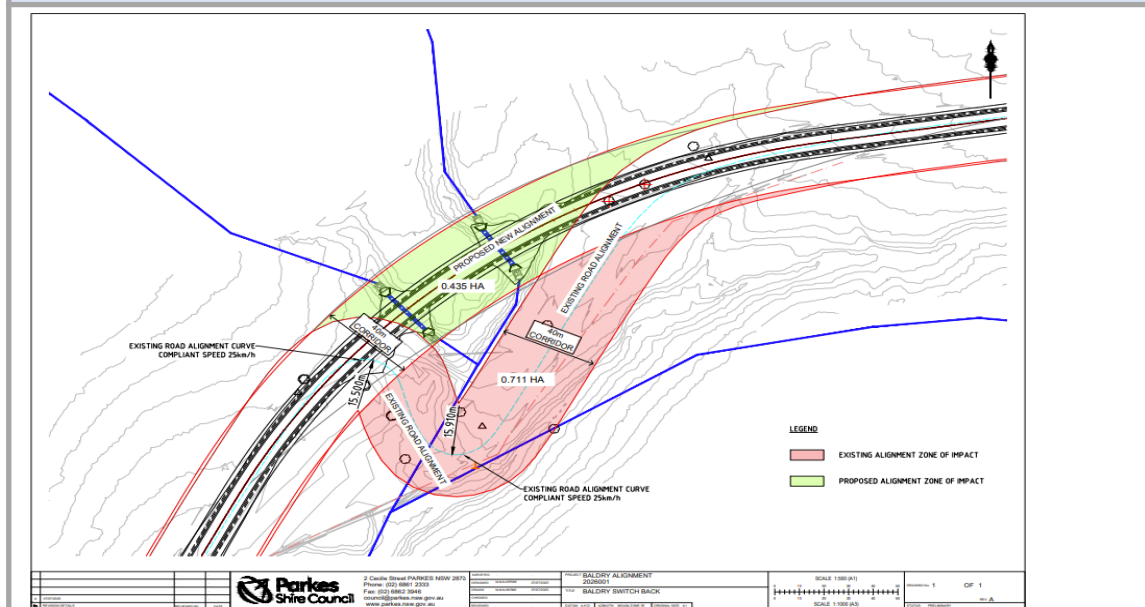
Task Completed

- Stage 1 of the Peak Hill–Baldry Road project has been successfully completed.
- A 3D model and drone footage has been developed to support the resubmission for additional funding to construct a bridge at the proposed switchback location.
- Design drawings have been prepared to illustrate the proposed road alignment encroachment through the switchback area, to assist ongoing discussions with National Parks.

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

- Council will be seeking feedback and intends to re-engage with the funding body to request a variation, supported by a video illustration highlighting the bridge requirements for the proposed switchback, aimed at improving road safety.
- The commencement of construction for Baldry Stage 2 has been delayed due to adjustments within the Capital Works Program. Works are now expected to commence by the end of September, subject to operational priorities.
- Discussions are ongoing with National Parks regarding the potential land acquisition required for the switchback alignment.

Progress Photos



Operations
Major Project & Current Works – June 2025



Operations
Major Project & Current Works – June 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	\$14,400.80	\$150,669.96	\$298,047.43	\$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.

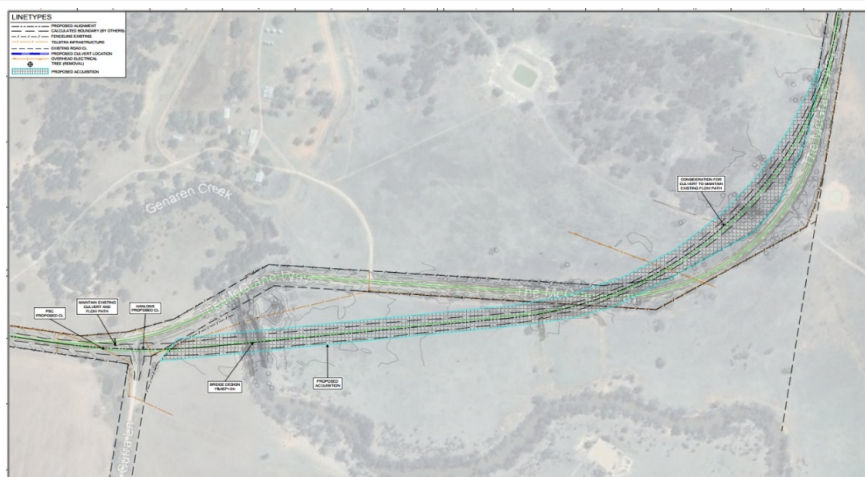
Task Completed (last month)

- Land acquisition process underway
- Design for approaches complete.
- REF Complete
- Flood Study Complete
- Geotechnical consultant engaged - boreholes for piles, footings
- Fencing Contractor engaged
- Geotechnical investigations completed.
- Tenders closed and under assessment

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

- Install new boundary fence for new alignment
- Execution of contract and engagement of contractor

Progress Photos



[illegible]

Operations
Major Project & Current Works – June 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	\$435.64	\$318,815.61	\$221,584.84	\$4,810,530

Description of the Project

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

Task Completed

- Obtain CC June 2025
- Complete contract negotiations and execute the contract
- Successful contractor Joss Group commences site establishment 30 June 2025

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

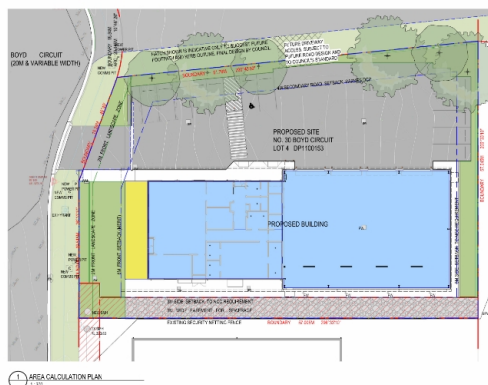
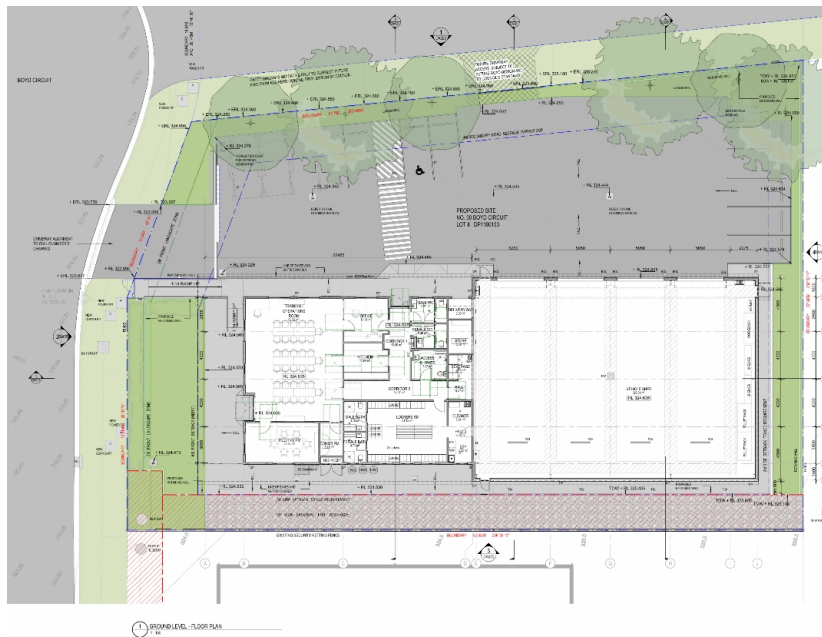
- Bulk Earthworks – July 2025
- Commence structural works – August – September 2025

Progress Photos

Development Application design below



Operations
Major Project & Current Works – June 2025



FLOOR AREA CALCULATIONS			
SITE AREA		(m ²)	2,052
LEVELS		PROPOSED BUILDING GROSS FLOOR AREA (m ²)	
		OFFICE	VEHICLE SHED
GROUND FLOOR		200	267
TOTAL GROSS FLOOR AREA	(m ²)	660	
PROPOSED FOR		8,325.1	
PAVEMENT AREA	(m ²)	1,716.0	
HEAVY DUTY DRIVEWAY AREA	(m ²)	722.0	
PATIO AREA	(m ²)	45.0	
LANDSCAPE AREA		PROPOSED	
WITHIN 20M FENCE SETBACK AREA	(m ²)	90	
OTHER SITE LANDSCAPE AREA	(m ²)	243	
TOTAL SITE LANDSCAPE AREA	(m ²)	333	
PARKING		PROPOSED	
Carparking	No.	52	
Motorcycle Parking	No.	1	
DDA Parking	No.	1	

a. Class 1, 5, 6 or 8 building – 1 Accommodation space every 200 car spaces or just that

AREA - HATCH LEGEND	
	GROSS FLOOR AREA (GFA)
	LANDSCAPE AREA
	PATIO AREA

DEVELOPMENT APPLICATION

Operations
Major Project & Current Works – June 2025


Roads for Region - Round 9 – Croaker Park					
Due Date	Original Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete
Dec 2025	\$2,684,244	\$49,028.23	\$878,839.26	\$83,773.79	\$2,684,244
Description of the Project					
<p>This project involves the implementation of key flood mitigation measures aimed at reducing the impact of overland flow within the Parkes Central Business District (CBD), particularly along Main Street. The scope of works includes the following components:</p> <p>Detention Basin Construction – "Croaker Basin":</p> <ul style="list-style-type: none"> Construction of a new detention basin designed to capture and temporarily store stormwater runoff from the surrounding catchment. Integration of the basin with surrounding drainage systems to improve stormwater management capacity. <p>Surface Drainage Works:</p> <ul style="list-style-type: none"> Construction of surface flow paths to intercept and direct overland flow into Croaker Basin. Works will extend to the entry points of North Parkes Oval and Pioneer Oval. Reprofiling and reshaping of the access road to Spicer Oval to support redirection of overland flow toward the basin. <p>Stormwater Diversion Roadworks – Victoria Street:</p> <ul style="list-style-type: none"> Roadworks along Victoria Street to redirect stormwater away from the Parkes CBD. Stormwater will be diverted eastward toward Bogan Street, reducing pressure on existing drainage within the CBD. Surface drainage improvements at the intersection of Victoria Street and Currajong Street. Additional drainage works at the intersection of Victoria Street and Clarinda Street to support the overall flood mitigation strategy. <p>These combined works aim to reduce flooding risk, improve public safety, and increase the resilience of Parkes CBD to future storm events.</p>					
Task Completed					
<ul style="list-style-type: none"> Identified that the original AC pipe are removed Service relocations within the basin footprint completed. Design modifications implemented to avoid further utility relocations where possible. Virgin Excavated Natural Material (VENM) testing conducted and results received. Sewer and water infrastructure successfully relocated to accommodate construction. Tender for Bulk Earthworks package released to market with site visit completed 					
Tasks forecast to be completed (next steps: 1-3 months)					
<ul style="list-style-type: none"> Tender Report to Council in August Council meeting Final plans for the intersection works Surfaces works at Croaker done by PSC Service relocation in the intersections scheduled for middle August 					

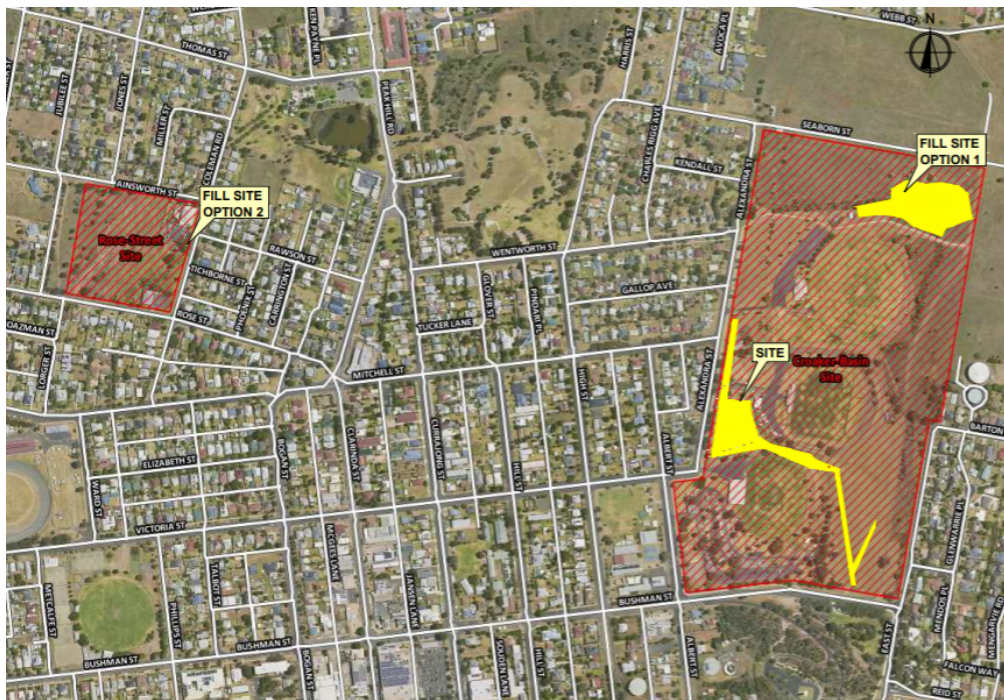
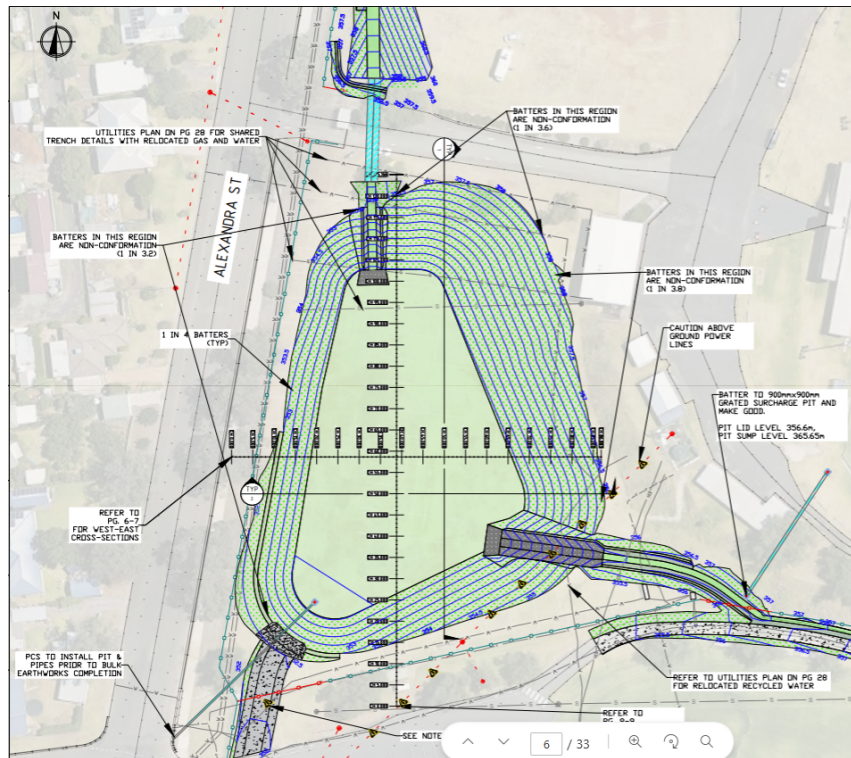
Operations
Major Project & Current Works – June 2025



Progress Photos



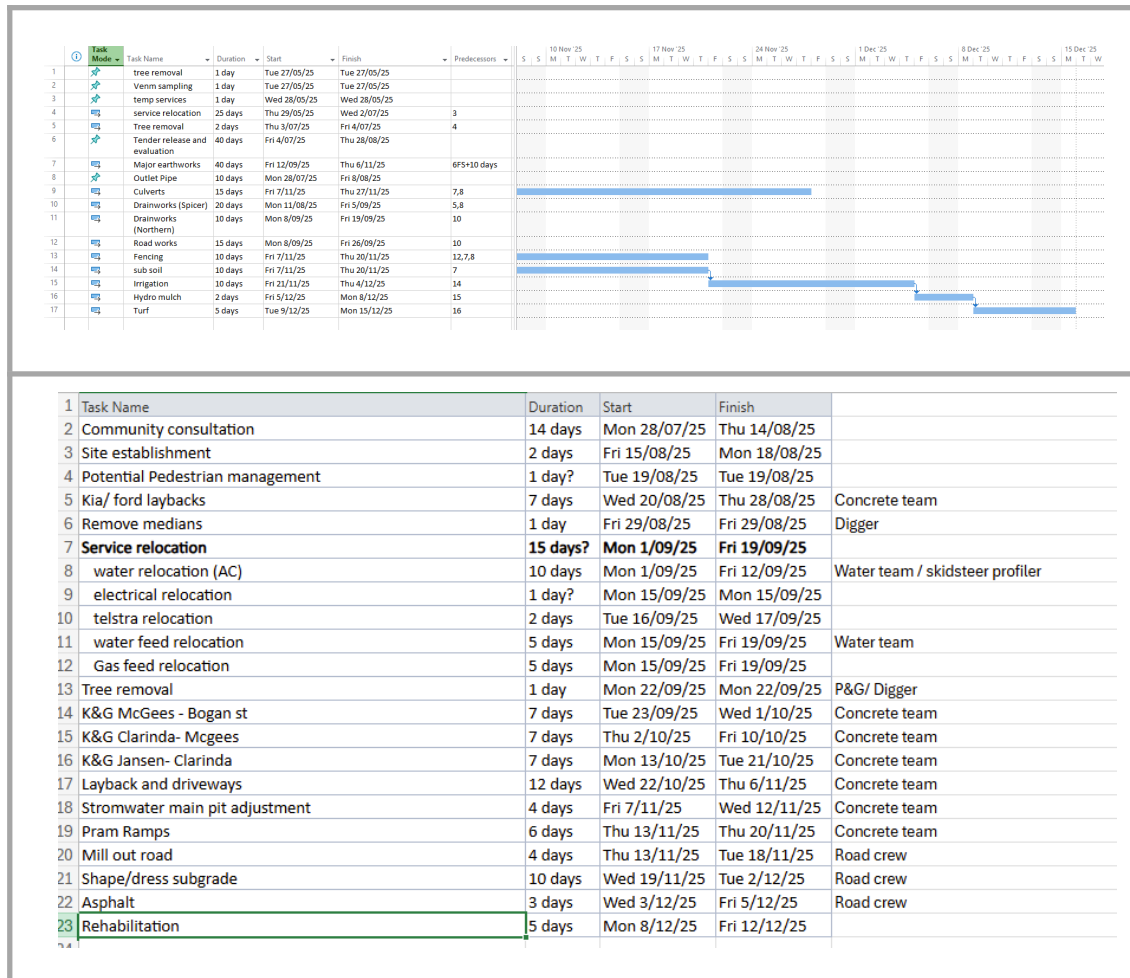
Operations
Major Project & Current Works – June 2025





Operations

Major Project & Current Works – June 2025



17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES**17.1 DEVELOPMENT APPLICATION NO. DA2024/0095 - OUTDOOR RECREATION FACILITY (MOTORCROSS TRACK), 30 HERAGHTY ROAD PARKES****IP&R Linkage:** Pillar: Environment**Goal:** Our built environment is functional, sustainable and meets the needs of our growing community.**Strategy:** Manage our built environment in line with the Local Environmental Plan (LEP) and relevant legislation.**Author:** Annalise Teale, Acting Director Planning and Community Services**Authoriser:** Kent Boyd PSM, General Manager**Annexures:**
A. Exhibition 1 - Submissions Received - DA2024_0095 - 30 Heraghty Road, Parkes [↓](#)
B. Exhibition 2 - Submissions Received - DA2024_0095 - 30 Heraghty Road, Parkes [↓](#)
C. Amended Plans (SoEE, Landscaping & NoiseReport) - DA2024_0095 - 30 Hergahty Raod, Parkes [↓](#)
D. Assessment Report - DA2024-0095 - 30 Heraghty Road [↓](#)

RECOMMENDATION

That:

1. Council approve DA2024/0095 subject to the conditions contained in the report.
-

SUMMARY**Applicant:** ACB Consultants
Owner: K & M Littlewood
Proposal: Outdoor Recreation Facility (Motorcross Track)
Location: Lot 56 DP833141, 30 Heraghty Road, Parkes**BACKGROUND**

On 9 October 2024, Council received a customer request (complaint) regarding a motorcross track that had recently been constructed at 10 Heraghty Road, Parkes. In response, Development Application DA2024/0095 was lodged on 20 November 2024, seeking approval for a Recreational Facility (Outdoor) – Motorcross Track.

The subject site comprises an area of approximately 4 hectares and is zoned R5 Large Lot Residential under the applicable Local Environmental Plan. The site is predominantly surrounded by existing residential development to the north, south, and west, with the nearest residential receptor located approximately 330 metres to the north-west.

ISSUES AND COMMENTARY

The development application seeks development consent for the following:

- Retrospective approval for the unauthorised works associated with the construction and use of the motorbike track.

- Utilisation of the track for non-commercial use, exclusively for the owners of the land, immediate family and close acquaintances.
- Proposed hours / days of use –
 - Monday to Friday (school days): 4pm to 6pm
 - Monday to Friday (school holidays): 10am to 6pm
 - Saturday, Sunday and public holidays: 11am to 6pm
 *with max hours per session
- Number of riders limited to a maximum of 4-6 at any given time
- Proposed landscaping to northern and eastern (front boundary)

The proposed development was publicly advertised and adjoining landowners notified between 20 November 2024 and 4 December 2024, in accordance with the Parkes Shire Community Participation Plan 2022. During the notification period, three (3) submissions were received by Council, all of which objected to the proposed development.

The submissions raised the following concerns:

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

In May 2025, Council requested additional information, including a Landscape Report and a Noise Impact Assessment, to support the assessment of the application.

Following the submission of this additional information, the development application was re-notified and publicly exhibited in June 2025. During this period, two (2) submissions were received. The issues raised in these submissions are outlined and discussed below.

Submissions Received – June 2025 Notification Period:

Name	Objection Points / Arguments
G Peterson	<ul style="list-style-type: none"> • Inconsistent with R5 Large Lot Residential zone • Loss of rural amenity • Conflict with surrounding land uses • Prohibited land use • Unauthorised use • Request Council refuse DA • Noise impact • Visual impact • Dust impact • Time-limited approval
P and P Martin	<ul style="list-style-type: none"> • Statement of Environmental Effects - inconsistencies • Landscaping Report – does not address concerns previously raised • Noise Impact Assessment – inadequate to address noise impact concerns <p>Objections:</p> <ul style="list-style-type: none"> • Reliance of existing vegetation on the site and neighbouring properties • The Noise Impact Assessment is not sufficient for Council to determine the application. • Recommendation of the Noise Impact Assessment regarding riding times (and ages of riders) is not sufficient for Council to determine the application. • The application does not meet the requirements of the R5 Large Lot Residential Zone. • Council should refuse the application because of insufficient information and/or inability of the applicant to put forward conditions that can be assessed. • Concerns regarding who is permitted to use the motorbike track. • Lack of confidence that Conditions of Consent will be complied with.

The development assessment report attached to this report provides an assessment response to the issues raised.

LEGISLATIVE AND POLICY CONTEXT

The application has been assessed in accordance with the Environmental Planning and Assessment Act 1979 and the Parkes Local Environmental Plan 2012.

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

RECOMMENDED CONDITIONS OF CONSENT*Approved Plans and Supporting Documentation*

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 stamped approved site plan, prepared by SGB Designs, Revision A, Drawing Numbers A100 to A103 (inclusive), dated 14 November 2024.
 2. The stamped approved Statement of Environmental Effects prepared by ACB Consultants.
 3. The stamped approved Noise Impact Assessment prepared by Acoustik Pty Ltd.
 4. The stamped approved Landscaping Report prepared by Macrocarpa Landscapes.

In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.

Reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.

Time Limit to Approval

2. The period the track can be used is limited to 2 years from the date of compliance with all relevant conditions required prior to commencement and confirmed by Parkes Shire Council.

NOTE: Provided the track is operated satisfactorily for that period, a consent that is not time limited could be granted by Council by way of a modification of this consent under section 4.55 of the *Environmental Planning and Assessment Act 1979*. Assessment of any proposed modification will be subject to further assessment including notification and/or exhibition.

Reason: To ensure the track is operating in a satisfactory manner in accordance with the conditions of consent

Obtaining a Building Information Certificate

3. A Building Information Certificate is to be obtained from Parkes Shire Council for the earthworks that were undertaken without prior consent. Details of the fill material are to be provided with the application incorporating confirmation that the fill material is free from any contaminants. A Building Information Certificate is to be issued prior to the commencement of use or operation.

Reason: To regularise work that has been carried out unlawfully.

Landscaping Provisions

4. An amended Landscaping Plan is to be prepared to show the following:
 - Cupressus Leighton Green to be planted along the entire extent of the southern boundary, within the confines of Lot 56 DP833141.
 - Cupressus Leighton Green to be planted along the eastern boundary within the confines of Lot 56 DP833141.
 - Cupressus Leighton Green to be continued for the entire extent of the northern boundary within the confines of Lot 56 DP833141.

Reason: To ensure all works associated with the proposed development are conducted within the confines of the property

Implementation of Landscape Plan

5. Landscaping is to be installed in accordance with the amended Landscaping Plan and to the satisfaction of Parkes Shire Council prior to the operation of the motorbike track.

Reason: To maintain the scenic quality of the locality.

Landscaping

6. Landscaping is to be maintained in a health state and in perpetuity whilst the in accordance with the approved landscaping plan and shall be maintained in a healthy state, and in perpetuity by the existing or future owners and occupiers of the property, while the use as a motorbike track is active.

Reason: To limit potential noise and amenity impacts.

Erosion and sediment control – Containment of Stormwater Runoff

7. The applicant must ensure that all runoff from the motorbike track is directed to the on-site detention/sediment basin. No sediment-laden water or soil material is to be discharged or conveyed to Council's drainage system, including the table drain at the site frontage. The erosion and sediment control measures must be designed, installed, and maintained in accordance with the requirements of the *NSW Landcom "Blue Book" – Managing Urban Stormwater: Soils and Construction* and must remain effective for the duration of the works and during operation of the track.

Details of the sediment and erosion control measures are to be provided to Council prior to the commencement of use.

Reason: To eliminate erosion and sediment impacts from the development.

Operating Hours

8. The ongoing use and operation of the motorbike track is limited to a cumulative total of six (6) hours per week, within the following hours:

Mondays - Fridays (inclusive)	4.00pm to 6:00pm
School Holidays	10:00am to 6:00pm
Saturday	11:00am to 6:00pm
Sundays	No use permitted
Public Holidays	No use permitted

When the motorbike track is in operation, motorcycles are not to be ridden elsewhere on the subject land (30 Heraghty Road, Parkes).

Reason: To limit noise impacts and protect the amenity of neighbouring residents.

Numbers of Motorcycles Permitted

9. A maximum of six motorcycles are permitted to use the motocross track (simultaneously). A maximum of one (1) motorcycle with an engine capacity of 450cc may utilise the motorbike track within the designated operating hours.

Reason: To limit potential noise impacts and to consistent with the levels specified within the Noise Impact Assessment.

Monitoring of the activity

10. A logbook which must be made available to Council Officers is to be recorded which details the following:

1. Date the track is in operation
2. The time the track is in operation
3. The number of riders using the motocross track during each session
4. The engine capacity of all motorcycles using the motocross track during each session
5. Details of any dust suppression activities carried out to control dust impacts
6. Any complaints received from neighbouring properties or members of the public.

Reason: To ensure that the activities undertaken on the motorbike track are consistent with the session times stipulated by this Development Consent.

Restriction on Use

11. The motorbike track is to be used for private use only. There are to be no organised or publicised events or commercial or non-profit activity, such as a training facility.

Reason: To limit the scale of the use of the motorbike track, to a use that is ancillary to the primary use as a Large Lot Residential property.

Noise Control Limits

12. Noise levels during operation of the motorbike track are to be in accordance with the Noise Impact Assessment prepared by Acoustik Pty Ltd dated 22 May 2025. Noise levels must not exceed the noise trigger levels specified within the report when recorded from surrounding properties.

Reason: To limit potential noise impacts on surrounding properties.

Dust Management

13. The operation of the track is to be managed and maintained to reduce dust creation and emission causing nuisance to neighbouring residents.

Reason: To limit potential noise impacts on surrounding properties.

CONCLUSION

The attached Development Assessment Report provides an assessment of the proposed development in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979, including consideration of the likely impacts on the surrounding area and the effectiveness of proposed mitigation measures.

Following a comprehensive assessment of the application and consideration of issues raised in submissions, the development is considered satisfactory and is recommended for approval, subject to the attached conditions of consent.

To: [Council](#)
Cc:
Subject: Submission regarding Development Application No DA2024/0095 - Attention Grahame Fry
Date: Monday, 25 November 2024 3:08:18 PM
Attachments: [OperatingPlanDA20240095.pdf](#)

Hi Grahame,

Thank you for your letter 20/11/24 Reference DA2024/0095.

Whilst it would be our preference not to have a private motorbike track adjoining our property, we are sympathetic and understand the reasons behind this development. The Littlewoods are a lovely young family and we would like to reach an amicable solution.

However, there is no doubt that this development has devalued all properties in the immediate vicinity, is not visually appealing and raises environmental concerns.

Unfortunately, we doubt whether the dust suppression measures, as per item 3.1 Environmental Consideration, are realistic and achievable. Dust from the track will impact the approach to our home and easily spread to surrounding areas, affecting not only our property but also others in the area.

We operate a high quality and highly rated Airbnb facility on our property (STRA-3388-2). Our guests will be impacted by noise and possibly dust particularly at times when the wind direction is from the Northeast, East or Southeast. The noise generated by the motorbike track could deter guests from choosing our Airbnb. We have invested considerable time and resources into creating a serene atmosphere and the proposed development threatens to undermine these efforts. The noise will impact us and our neighbours on a day to day basis.

Nevertheless, we are realistic and providing acceptable designated operational hours can be implemented, we will support the application.

Limiting track operation to specific hours, particularly avoiding early mornings and late evenings, would help mitigate some of the potential

disruptions. To that end, we have attached an operation plan which was put forward for a similar development in Narromine. This plan includes detailed suggestions on how to minimize the impact on neighbouring properties and we believe it could serve as a useful reference for this project. All times would be the same whether during AEDT or AEST. We would also like consideration given to no use on weekends and public holidays.

We hope that the council will consider our concerns and take appropriate measures to ensure that the development proceeds in a manner that is fair and considerate to all affected parties.

Thank you for your consideration.

Best regards,

NARROMINE SHIRE COUNCIL ORDINARY MEETING 13 SEPTEMBER 2023
MINUTES

**3. DEVELOPMENT CONSENT CONDITIONS DEVELOPMENT APPLICATION 2022/58
PROPOSED RECREATION FACILITY (OUTDOOR) – MOTORBIKE TRACK AT 151 OLD
BACKWATER ROAD, NARROMINE (Cont'd)**

4. The use and operation of the track are an ancillary use to the residential occupation of the land. The use of the track is to reflect this ancillary nature, and users are limited to residents, family, and the resident's guests. There is to be no organised or publicised events, commercial or non profit activity, such as a training facility.

Condition Reason:

To limit the scale of use and ensure is ancillary to residential occupation of the land.

5. The ongoing use and operation of the track is limited to **four (4) sessions per week of a maximum 2 hours each session**, but no more than a cumulative **total of 6 hours of sessions per week**.

a. Within the above constraints, riding is to be undertaken only during the following hours:

	From	To	Limit to Hours
Monday	3pm	6pm	Max. 2hrs per session
Tuesday	3pm	6pm	Max. 2hrs per session
Wednesday	3pm	6pm	Max. 2hrs per session
Thursday	3pm	6pm	Max. 2hrs per session
Friday	3pm	6pm	Max. 2hrs per session
Saturday	10am	5pm	Max. 2hrs per session
Public Holidays	10am	5pm	Max. 2hrs per session
School Holidays (Mon to Fri)	10am	6pm	Max. 2hrs per session

Condition Reason:

To limit noise impacts.

6. A maximum of three (3) motorcycles are to operate on the track at any one time.

Condition Reason:

To limit noise impacts.

7. When the track is in operation, motorcycles are not to be ridden elsewhere on the subject site.

Condition Reason:

To limit noise impacts.

04 December 2024

Grahame Fry
Land Use Planning Specialist
Parkes Shire Council

Hi Grahame, thank you for your letter 20/11/24 Reference DA2024/0095 regarding the motorcross track at 30 Heraghty Rd Parkes.

We would have no problem with our neighbours having a few small jumps for their kids to ride on, but our preference would be to not have a professionally built motorcross track adjoining our property. Some of the concerns are as follows –

- 6 motorbikes using the facility at once. The noise from these high-powered bikes travels along way. Trees may screen the track but do not provide adequate noise mitigation.
- Sediment and erosion control – during the recent rainfall events stormwater runoff has travelled from the track into the table drain and across the front of our property. There is no sediment basin or silt fence in use to collect/control runoff.
- The site plan is misleading along the southern boundary. The trees do not extend to the SE corner of the block or across the front of the property and any future tree planting will take years to provide effective screening.
- Zone R5 – Large Lot Residential states - To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality. Not sure this includes a professionally built motorcross track.
- The track will devalue our property and affect future plans of potentially selling our front 10-acre block.

In conclusion, if extra steps were taken to screen the track (trees across the front (eastern side) and gap at the front of the southern border), limit the operational times and the number of riders and control the silt run off we would not object to the proposal. We hope the council will consider our concerns and take appropriate steps to preserve the current peaceful environment.

Kind Regards,

Parkes Shire Council

PO Box 337

PARKES NSW 2870

Attention: Grahame Fry, Planning and Community Services

RESPONSE TO DEVELOPMENT APPLICATION NO. DA2024/0095

We have received Council's letter dated 20 November, 2024 seeking submissions regarding the Development Application received from Matthew and Kirralea Littlewood on land located at 30 Heraghty Road, Parkes. The subject of the Development Application is for a now existing motorcross track.

The Development Application takes the form of a document prepared by ACB Consultants, and titled Statement of Environmental (sic) Effects ("the application"). The application refers to Annexure A, which has not been annexed to the document provided to us.

There are no reports accompanying the application explaining the environmental effect and impact, nor sustaining any conclusions.

The issues we identify as being important are:

1. Dust Suppression;
2. Noise Management;
3. Maintenance Procedures;
4. Safety;
5. Use (only as a personal track).

It is unfortunate that reports have not been obtained to outline the impact of dust, noise and safety, among other things. A report outlining the use of landscaping to minimise the effects of those impacts is necessary to properly assess outcomes is essential. What evidence is available to say that the measures of planting of trees will minimise the effects of noise and dust by use of the track? Are the current plantings suitable for that purpose? Should there be low, mid and tall growth plantings to alleviate impacts?

Similarly, what operating conditions are to be placed on the track? It is imperative that the track be used as a personal track, in that it is not to be used for any other purpose. If it is to be approved this must become part of the Development Consent.

The application suggests that the track should be approved with "standard conditions". There does not appear to be any standard conditions for a motorcross track within Council's publicly available resources.

We are being asked, in effect, to propose conditions to meet the impact (that we have no evidence of extent) of the existence and operation of this track.

We acknowledge receiving a letter from Matt and Kirralea, after the track had been constructed and after dialogue had begun between them and us. We believe similar dialogue had commenced with other neighbours. We presume that this letter is the Annexure A, but cannot, in the absence of a copy of that letter, confirm.

In the circumstances, we ask that Council seek more information so that we can properly assess the impact of any approval on the neighbouring properties.

Should any further information be required please contact us.

Objection to D/A 2024/0095**Recreational Facility Outdoor – Motocross Track****Property: Lot 56 DP 833141, 30 Heraghty Rd, Parkes NSW 2870**

We again write to formally lodge our objection to Development Application 2024/0095 for the proposed Recreational Facility Outdoor – Motocross Track at Lot 56 DP 833141, 30 Heraghty Road, Parkes.

We do this with a great deal of personal conflict. Our family has been part of this neighbourhood for 19 years and has always found our current neighbours to be respectful and considerate of those around them. While we acknowledge that the applicants intend to use the facility for the enjoyment of their young family, we do not believe this proposal is in the broader interests of the surrounding residents or the established rural character of the neighbourhood.

The installation of a motocross track will certainly lead to the devaluation of neighbouring properties due to increased noise levels, dust, and potential disruptions to the local environment and lifestyle. The R5 zoning is intended for peaceful rural residential living, and a motocross track contradicts this, making properties less attractive to buyers seeking tranquillity.

Inconsistency with R5 Large Lot Residential Zoning Objectives

We believe the proposed development does not comply with the objectives of the R5 Large Lot Residential zoning, which aims:

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

We believe the Motocross Track will adversely affect the amenity of the rural setting due to noise and visual impacts.

Loss of rural amenity

The noise, visual disruption, and dust from motocross activity are incompatible with the peaceful rural-residential environment intended under R5 zoning.

Conflict with surrounding land uses

The use of the site as a motocross track is likely to cause conflict with neighbouring landholders whose expectations are for quiet, low-density residential use. This proposal is not in harmony with surrounding land uses.

It may also set an unwanted precedent for similar high-impact developments in the area, threatening the long-term rural amenity of the neighbourhood.

Prohibited Use under Zoning

Additionally, we view a motocross track of this scale as a major recreational facility which is prohibited within the zoning guidelines.

Ref: [Parkes Local Environmental Plan 2012 - NSW Legislation](#)

Broader Concerns about Unauthorised Use

We would also like to express our concerned on what appears to be a growing trend of motocross tracks being established in the shire without development approval. It was noted during the on-site meeting on 3 June 2025 with Parkes Shire Councillors and Council Officers (Anthony McGrath, Annalise Teale, Scott Brakenridge) that other similar tracks exist without DA approvals.

This raises broader concerns about:

- Unauthorised developments
- Lack of enforcement of zoning regulations, and
- Fairness to residents who comply with planning requirements

We are concerned that this also reflects a pattern of developers proceeding without approval and seeking retrospective validation – an approach that undermines community trust in planning processes.

The fact that the track was constructed by Protraxx—a professional motocross and supercross builder with experience on council-regulated projects—suggests there was an awareness of planning obligations. It is reasonable to expect that the applicant should have been advised to seek formal development consent before any work commenced.

Request for Refusal

We respectfully request that the Development Application be refused on the basis that it is inconsistent with the objectives and permissible uses under Zone R5, and that it poses unacceptable impacts to local amenity.

Should Council determine that the application is permissible within the R5 zoning, we request that the following conditions be imposed to minimise adverse impacts:

Noise Impact

The noise report indicates operations are marginally within acceptable levels. Noise issues are not just about loudness as measured in decibels; they are about the loss of rural amenity and the stress caused by long-term exposure to disruptive noise. Unlike steady background sounds, motocross bikes produce sudden, sharp bursts that intrude into neighbouring homes, disrupting the peaceful environment expected in an R5 Large Lot Residential zone.

Additionally, as riders grow older and transition to larger, more powerful bikes, noise levels will increase beyond current estimates, exacerbating the impact on surrounding properties.

To minimise noise impact, we request the following operating conditions be considered as enforceable.

	From	To	Limit to Hours
Monday to Friday	4pm	6pm	One session up to 2 hours
Monday to Friday School Holidays	10am	6pm	One session up to 2 hours
Saturday & Sunday	10am	6pm	One session up to 2 hours
No riding on Public Holidays - These times would be for both AEST and AEDT.			

Limit to 3 riders at any time to reduce cumulative noise and improve safety.

Limited to family-only use to reduce the likelihood of unauthorised or high-risk riding, ensuring safety standards are maintained. This restriction also prevents large gatherings that could amplify disturbances, helping to preserve the rural amenity. By keeping the track strictly private, it avoids becoming an unofficial commercial or public facility, which could lead to increased noise, dust, and broader community impact.

As per the ACB Consultants May 2025 proposal, riding should not occur when nearby properties host Airbnb guests or during special social events.

Visual Impact

The track's appearance will affect the rural landscape with increased weed distribution, native vegetation damage, changes to the area from diversion of water and general erosion.

The submitted landscaping plan includes the planting of Cupressus 'Leighton Green' to provide visual screening and dust suppression. This plan is inaccurate on the southern boundary as the existing trees are located on the neighbouring property at 42 Heraghty Road, not on the applicant's land. Screening must be provided on the applicant's property, not reliant on neighbouring vegetation. Trees should be set back from boundaries to allow for maintenance and not interfere with the neighbours existing plantings.

Dust Impacts

The applicant proposes to use a mobile water pod and jetter for dust suppression, and to avoid riding during high winds or extreme heat. These measures are noted but must be included as conditions of consent.

Time-Limited Approval

Given the high-impact nature of this proposal, we recommend that Council consider a time-limited approval of no more than two years, with a requirement for renewal based on a review of community feedback and compliance with operating conditions.

We thank Parkes Shire Council for the opportunity to provide input on this application and urge you to give due consideration to the amenity, health, and wellbeing of all residents. Protecting the integrity of the R5 zoning and maintaining trust in the planning system is essential for the future of our semi-rural communities.

Yours sincerely,

Greg & Jill Peterson

12th June 2025

Peter and Patricia Martin

PARKES NSW 2870

12 June, 2025

Parkes Shire Council

PO Box 337

PARKES NSW 2870

Attention: Grahame Fry, Planning and Community Services

RESPONSE TO AMENDED DEVELOPMENT APPLICATION NO. DA2024/0095

We have received Council's letter dated 29 May, 2025 seeking submissions regarding the Amended Development Application received from ACB Consultants on behalf of Matthew and Kirralea Littlewood. The subject of the Development Application is for retrospective approval for a now existing motorcross track. This being on land located at 30 Heraghty Road, Parkes.

The Amended Development Application takes the form of an amended document prepared by ACB Consultants, and still titled Statement of Environmentla (sic) Effects. The amended application annexes reports from Acoustik Pty Ltd and a Landscaping Report prepared by Kate Nixon of Macrocarpa Landscapes. The application refers to a Plan Set dated 14 November, 2024 by SGB Designs. No such Plan Set is annexed, albeit a Site Plan is within the Statement of Environmentla (sic) Effects.

We have a number of complaints with the contents of the documents, specifically incorrect or inaccurate pieces of information. The following are examples only and is not an exhaustive list.

Statement of Environmantla (sic) Effects:

- Descriptions of "established and matured evergreen and native trees". However, the vast majority of those trees are located on neighbouring properties. The plantings on the northern boundary are not mature trees.
- The age and number of motocross riders who will use the track. This description varies throughout the document.

Landscaping Report

- This report does not refer to the instructions from the proponents, nor the nominated concerns of Council.
- The error with the description of the established trees is repeated. Which creates the impression that the writer of the report has not attended the site to properly determine the actual type of, nor the effect and location of, the existing plants.
- The description of the suitability of Cupressus “Leighton Green” is of a mature specimen. The plantings are juvenile plants.
- The report does not contain any requirement for the upkeep and maintenance of the areas to be landscaped.

Noise Impact Assessment

- The data report focuses on irrelevant information, in that the riders of the motocross bikes will be children. That is a question of point in time. It does not assist us as neighbours, nor the Council, to assess the suitability of the noise.
- The Noise Contour Map at Appendix A of this report does not account for the contour of the surrounding land, where the location of the motocross track is at the base of a bowl.

OBJECTIONS:

(Noting that it is incumbent on the applicants to make their case that the constructed motocross track meets Parkes Shire Council zoning regulations.)

1. The reliance by the applicants on existing plants on the boundaries does not meet the criteria for landscaping. For example, if any of the plants on neighbouring properties are to be replaced, are the applicants responsible for that replacement? From our point of view, and we believe the Council’s point of view, the plantings required should all be located on the applicants’ land. Any landscaping plan should reflect this, as well as providing the definition of plant types, which should cover all levels of foliage (lower, middle and high). The report does not provide the means by which the landscaping is reviewed and maintained into the future. It is not the responsibility of Council to create a landscape plan for the future. The report is insufficient to meet Council’s requirements.
2. The Noise Assessment Report is not sufficient for the Council to approve the Application. We ask all of the Councillors to read that report and be able to explain the impact of this development on the neighbouring properties. If that cannot be done, then Council should reject the application.
3. The Noise Report recommends approval on the basis that “The noise levels generated by the bike riding activity will not be a persistent activity throughout the whole day as riders are school aged children and would not generally ride for

extended periods. Riding is expected to occur on afternoons after school and on occasional weekends.” Emphasis added. The description of ‘school aged children’ is a point in time. The instructions to the report writer must have been that the motocross track would be used on occasional weekends. This instruction does not meet with the requested time limitation within the letter to Council, now incorporated into the Statement of Environmentla (sic) Effects. Therefore the Noise Report is insufficient to allow approval.

4. The application does not meet the requirements within the Local Environment Plan. Large Lot Residential zoning (RU5). We see that Council is being encouraged to approve such a development, on the basis that it has already been constructed. Council should not be pressured into approving inappropriate developments.
5. The proposed conditions, within the Statement of Environmentla (sic) Effects, as to operating hours are not feasible and should be rejected. Those operating hours are untenable. To have a source of offensive noise operating every day of the year is ridiculous, and discloses a disregard for the neighbouring occupants. Those neighbours are entitled to have unfettered enjoyment of their land. It should be noted that the amended Statement of Environmentla (sic) Effects (dated 23 May, 2025) does not provide any change of the suggested hours of operation as were contained in the letter from ACB Consultants dated 11 December, 2024.
6. The applicants have now made three separate submissions to Council, and Council is being asked to create conditions of consent. In this regard we say that enough is enough. Council should reject the application on the basis of insufficient information and/or inability of the applicants to put forward conditions that can be measured and assessed.
7. We have serious concerns with the loose description of the riders who would be allowed to use the track. Any suggestion that “family and friends” use the track is far too broad, and allows the landholders to use the track indiscriminately.
8. The applicants have used the track, with a motocross bike being ridden on separate days. This observed activity was not on the day that the sound testing was performed. We have no confidence that any conditions that are imposed would be complied with.

We ask that Parkes Shire Council take these objections into consideration, as we have no right of appeal. Should Council allow this development it is our lives and our neighbourhood that will be permanently impacted.

Should any further information be required please contact us.

Yours faithfully

Peter and Patricia Martin

STATEMENT OF ENVIRONMENTAL EFFECTS



PROPOSAL: Use of unauthorised Earthworks for the purpose of a recreational Motorbike Track (Private)

ADDRESS: 30 Heraghty Road, Parkes NSW 56/-/DP833141

DATE: Version 2: 23rd of May 2025 – Original: 8th of November 2024

CLIENTS: Kirralea and Mathew Littlewood (Owners)



Aerial Image: Daniel Ryan (Photographer/Neighbour) – 10-10-2024

Prepared by:

Alex Baass

ACB Consulting

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTLA EFFECTS



CONTENTS

1. BACKGROUND

- 1.1 Introduction
- 1.2 Applicant and Owner

2. SUBJECT LAND

- 2.1 Site Description
- 2.2 General Site Description

3. PROPOSAL

- 3.1 Environmental Considerations

4. PLANNING CONSIDERATIONS

5. CONCLUSION

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



1. BACKGROUND

1.1 INTRODUCTION

***V2. For the purpose of external consultants providing an Acoustic Report and Landscape Suitability Report as an RFI from Parkes Shire Council to support the Development Application.**

This Statement of Environmental Effects (SOEE) has been prepared by ACB Consulting on behalf of the landowners, Kirralea and Mathew Littlewood, to accompany a Development Application submitted to Parkes Shire Council. The application seeks retrospective development consent for the continued use of a private motorbike track situated on the subject property, legally described as Lot 56/-/DP833141, located at 30 Heraghty Road, Parkes NSW.

The motorbike track has been developed and utilised exclusively for non-commercial, private recreational purposes by the owners and their immediate family and close acquaintances. It is not accessible to the general public, nor has it been used, promoted, or intended for any commercial, competitive, or income-generating activities. The track serves as a means of personal skill development and leisure in a controlled and familiar environment.

This application is submitted to regularise the unauthorised development, which was constructed without prior approval due to the landowners' unawareness of the statutory requirement for development consent under the Environmental Planning and Assessment Act 1979 (EP&A Act). The nature and scale of the works undertaken do not satisfy the criteria for Exempt or Complying Development under State Environmental Planning Policy (Exempt and Complying Development Codes) 2008, and therefore necessitate formal assessment through the development application process.

It is noted that the motorbike track represents an extension of the established use of the land for private outdoor recreation, a use that has been ongoing for a period exceeding eight years. During this time, the activity has remained low-impact, occasional, and wholly confined to the private property boundaries.

This SOEE has been prepared in accordance with the requirements of Schedule 1 of the Environmental Planning and Assessment Regulation 2021 and provides a comprehensive assessment of the proposed development having regard to the applicable environmental planning instruments, development controls, and site-specific considerations.

Specifically, this document aims to:

- Seek retrospective approval for the unauthorised works associated with the construction and use of the motorbike track;
- Secure development consent for the continued use of the land for private recreational purposes;
- Describe the physical, environmental, and planning context of the site and its surrounds;

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



- Detail the nature, scale, and operational parameters of the existing development;
- Assess the proposal against the relevant provisions of the Parkes Local Environmental Plan 2012, applicable State Environmental Planning Policies, and any relevant Council Development Control Plans;
- Address potential environmental, amenity, and land use impacts arising from the continued use of the motorbike track; and
- Provide reasoned conclusions and recommendations to assist Council in its assessment and determination of the application.

In summary, the development seeks to formalise an established, low-impact recreational land use in a manner that is consistent with the rural-residential character of the locality and presents minimal environmental or amenity concerns. The proposal is considered to be a reasonable and appropriate use of the land and is submitted for Council's favourable consideration.

1.2 APPLICANT AND OWNER

Applicant/Owner/s: Applicant Alex Baass of ACB Consultants acting for owners Kirralea and Mathew Littlewood

2. SUBJECT LAND

30 Heraghty Road, Parkes NSW 56/-/DP833141

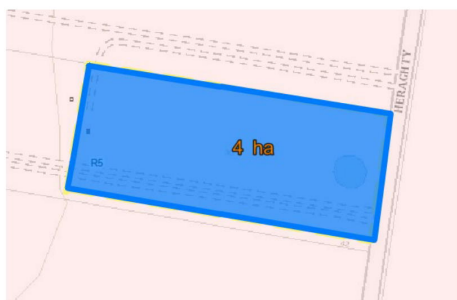
2.1 SITE DESCRIPTION

The subject land is identified as 30 Heraghty Road, Parkes NSW. The existing motorbike track is located on the front section of the property.

2.2 GENERAL SITE DESCRIPTION

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



Aerial Image: Spatial – 10-10-2024

Size:

The area of the land is approximately 4 hectares.

Existing Development:

The site contains an existing dwelling, a shed (dilapidated due to fire damage in April 2025), and the motorbike track.

Topography:

The subject land has a gradual fall to the East.

Waterways:

There are no waterways on the property a small manmade dam is located to the East/West portion of the property.

Vegetation:

The subject land was free of vegetation, only consisting of some natural grasses. The Dwelling consists of an established and prominent garden with well maintained lawn. The property boundaries have established and matured evergreen and native trees. The clients have installed 75 evergreen pines to the Northern property boundary and 45 evergreen pines to the front property boundary.

3. PROPOSAL

3.1 Supporting Documents:

1. Tom Harper Acoustic Report; Ref: 2503.04.Report.0; 22-05-2025

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



2. Kate Nixon Macrocarpa Landscape Report 27th of March 2025
3. SGB Designs – Rev A – 14th of November 2024 Plan Set

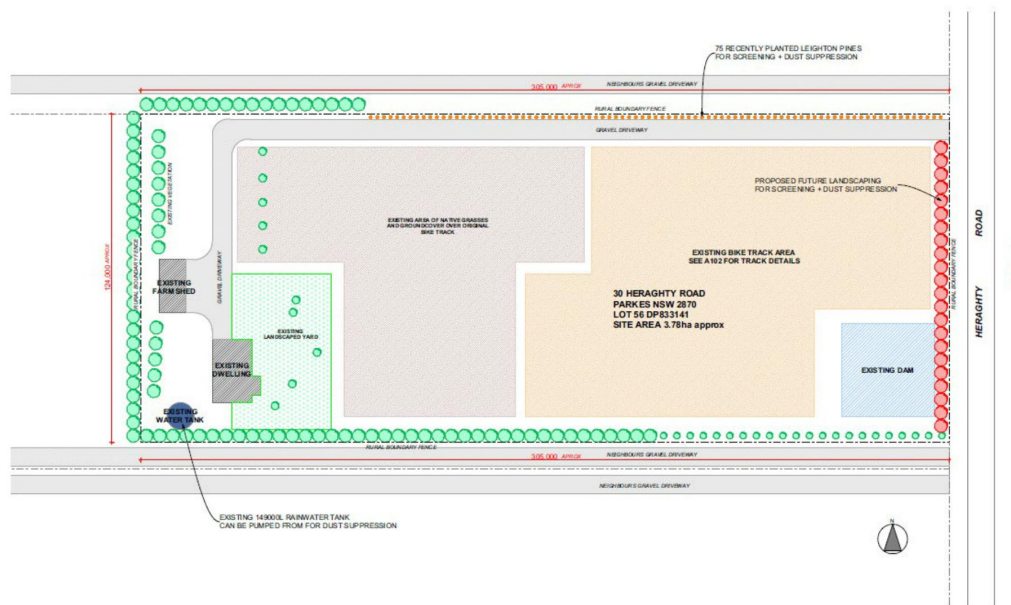
The proposal seeks approval for the continued use of a private motorbike track on the property at 30 Heraghty Road, Parkes.

The dimensions of the track are approximately 3.78m². The track was constructed by a professional track-building company, ensuring no soil was imported or exported from the site during its development.

This motorbike track is a small, private facility intended solely for recreational and training purposes. It is not open to the public and does not allow for commercial use or spectators.

Utilisation of the track will be as follows:

The track is primarily intended for use by children and occasional adult. All motorbikes will be well maintained and compliant with the standards set by Motocross Australia.



Site Plan – SGB Designs

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



3.1 Environmental Considerations

Dust Suppression:

To minimise dust emissions from the motorbike track, usage will be restricted during adverse weather conditions, such as extreme heat or high winds. Track operations will primarily occur when soil moisture levels are sufficient to prevent dust generation. The presence of mature trees will aid in trapping dust particles, with plans to plant additional trees to enhance this effect further. A dedicated watering system will be implemented to ensure regular irrigation of the track, maintaining moisture and minimising dust during dry periods.

Designated Operating Hours:

The operation of the track will be limited to specific hours to minimise disruptions. We welcome suggestions from Parkes Council and input from the neighbours regarding their preferred times, within reasonable flexibility. Our proposed operating hours are as follows:

Monday to Friday (School Days): 4 PM - 6 PM

Monday to Friday (School Holidays): 10 AM - 6 PM

Saturday, Sunday, and Public Holidays: 11 AM - 6 PM

*With max hours per session.

Noise Management:

Noise levels generated by the motorbike track will be consistent with existing private use of the property. The number of motorbikes using the track will be limited to a maximum of 4-6 at any given time, which will significantly reduce noise pollution compared to larger public facilities. Strategic landscaping and natural screening has been installed to buffer noise, minimising disturbances to neighboring properties. To be considerate of adjacent landowners, designated operational hours can be established, including specific time restrictions to prevent excessive noise during early morning and late evening hours if required.

Acoustic Test 22nd of May 2025 – Tom Harper

(See attached document 22-05-2025 - Littlewood -30 Heraghty Road - Acoustic MotorCross Report_r0s - Tom Harper

5 Conclusion (Report Extract)

Acoustik was engaged by “ACB Consultants” to provide an acoustic report on the motocross training track located on the property at 30 Heraghty Road, Parkes.

The noise level emissions from the motor bike riding activity are predicted and they do not exceed the noise trigger levels nominated by the NSW EPA Noise Policy for Industry.

The noise levels generated by the bike riding activity will not be a persistent activity throughout the

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



whole day as riders are school aged children and would not generally ride for extended periods. Riding is expected to occur on afternoons after school and on occasional weekends.

Maintenance Procedures:

The motorbike track will not undergo significant modifications; instead, it will be regularly maintained to ensure safety and aesthetic preservation. Maintenance activities will include routine inspections, surface repairs, and upkeep of surrounding landscaping. This proactive maintenance approach will enhance the track's durability and ensure that it remains in harmony with the surrounding environment.

Landscaping Initiatives:

The property features an abundance of established native and evergreen trees along its boundaries, which play a vital role in sustaining local biodiversity and minimising visual impact. The owners have enhanced the landscape by planting 75 evergreen pines along the northern boundary with 45 planted to the Eastern boundary, contributing to ecological health and visual screening. There is potential for additional tree planting along the front boundary to reinforce natural buffer zones and provide further habitat for local wildlife.

Landscape Suitability Report; Macrocarpa 27th of March 2025 *(See Attached document 27-03-2025 - Littlewood - 30 Heraghty Road - Parkes - Landscape Report - Macrocarpa Landscaping)*

Extract: The following landscape report has been developed to demonstrate the suitability of existing and proposed landscaping at 30 Heraghty Road, Parkes, in order to address issues raised following the installation of a motorbike track. Macrocarpa Landscapes has been engaged by ACB Consultants to investigate that the tree plantings on all property boundaries are suitable to mitigate visual impacts from residential receivers and dust impacts on the locality.

Site Description

As per documentation provided by ACB Consultants

Property Size: 4ha

Existing Development: Existing dwelling, shed and motorbike track

Topography: Gradual fall to the East

Waterways: No waterways, small constructed dam

Vegetation: Established garden and lawn around dwelling, boundaries have established and matured evergreen and native

trees. Clients have installed an additional 75 evergreen pines on northern boundary and 45 evergreen pines to the Eastern boundary.

Services and Utilities:

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



Existing utilities on the site, including water, electricity, and sewage services, will not be adversely affected by the proposed motorbike track. No substantial extensions or modifications to these services will be required, as all essential utilities are already connected and available for the established dwelling. This ensures that the recreational use of the land will proceed without imposing additional demands on local infrastructure or resources.

Soil Management:

Erosion Control: Measures will be implemented to prevent soil erosion, especially during heavy rainfall. This includes contouring the slopes of the track and maintaining vegetation cover where feasible, with regular monitoring to address any vulnerable areas promptly.

Wildlife Protection:

Habitat Preservation: Care will be taken to preserve existing wildlife habitats.

Water Management:

Runoff and Drainage Control: The design will ensure stormwater is directed away from sensitive areas and minimises soil erosion.

Community Engagement:

Stakeholder Involvement: Engaging with neighbors and the community has been prioritised, as outlined in Appendix A. A neighborhood letter was distributed to residents within the Heraghty Road vicinity initiating open dialogue about the track's use and addressing concerns to foster a positive rapport.

- **Feedback Mechanisms:** The letter provided multiple channels for residents to voice their concerns or suggestions regarding the track's operation, encouraging transparency and responsiveness to community needs.

A Letter to the submissions on the 11th of December 2024.

Grahame Fry
Land Use Planning Specialist
Parkes Shire Council
PO Box 337
Parkes NSW 2870

Dear Grahame,

Re: Response to Development Application No: DA2024/0095 - Recreational Facility (Outdoor) - Motorcross Track

I am writing on behalf of Kirralea and Mathew Littlewood in response to the concerns raised by the adjoining landowners regarding the Development Application for the motorcross track at 30 Heraghty Road, Parkes. We appreciate the opportunity to address these issues and to propose measures that will help mitigate any potential impacts on the neighboring properties.

1. Dust Suppression Measures:

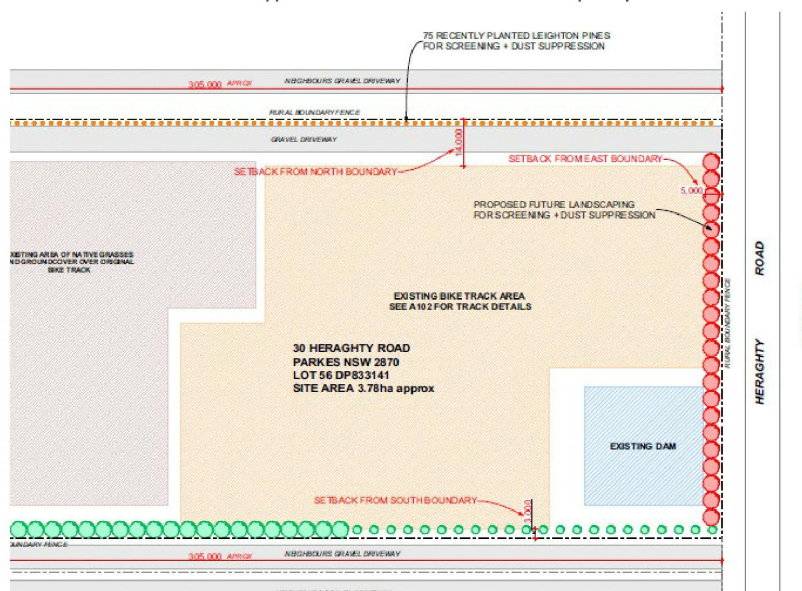
DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



We acknowledge the concerns raised about dust produced from the motorcross track. To address this, we propose the implementation of dust suppression methods. These will include the use of a mobile water pod and jetter to water the track, the establishment of vegetation buffers around the site, and the installation of landscaping screening to all boundaries where non-existent. The landscaping installed to the Northern Boundary is a fast growing evergreen pine that assists to help trap dust and improve air quality as proven beneficial in other similar developments and as frequently utilised where rural land use conflict exists. The Northern Boundary as shown below has the new screening installed, and the front boundary shows proposed (awaiting suitable plantation period).

It's crucial to remember that the children's safety is the utmost priority for the Littlewoods and if dusty conditions were to occur in a circumstance that it can not be suppressed there will be no ride as vision is priority.



2. Noise Management:

We understand that noise from the motorcycles is a significant concern. To manage this, we propose the following:

Designated Operating Hours: The operation of the track will be limited to specific hours to minimise disruptions. We welcome suggestions from Parkes Council and input from the neighbours regarding their preferred times, within reasonable flexibility. Our proposed operating hours are as follows:

Monday to Friday (School Days): 4 PM - 6 PM

Monday to Friday (School Holidays): 10 AM - 6 PM

Saturday, Sunday, and Public Holidays: 11 AM - 6 PM

***With max hours per session.**

This proposal aligns with how the Littlewoods have previously utilised the track, taking into account the need to minimise disturbance to neighbours. Typically, children ride for approximately 30 minutes at a time, with occasional exceptions for longer periods. With this in mind, the Littlewoods strongly encourage open dialogue with neighbours to ensure everyone's needs and preferences are considered., e.g. if there were Airbnb guests arriving, or a celebration etc a simple message to request a no ride period would be more than acceptable and the Littlewoods would be happy to accommodate this.

- **Maximum Riders:** We are willing to limit the number of motorcycles on the track to a maximum of 5 at any one time to reduce noise levels, this is not a consistent noise and is varied given the type of track installed, it is unlikely that 5 riders will utilise the track continuously at one time aside from this but the opportunity for the family to ride will be there should this be a suitable limit to riders.

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



- **Sound Barriers:** Additional tree planting along the front boundary will be implemented to create a natural sound barrier, recent installation of over 75 pine trees to the Northern boundary occurred.

3. Maintenance Procedures:

Regular maintenance of the track will be conducted to ensure that it remains in good condition, minimises erosion, and mitigates sediment runoff. Regular inspections will be scheduled to ensure this upkeep occurs and will not impact adjoining properties or impact the aesthetic of the area. A sediment control plan will also be developed to address any runoff issues. The Littlewoods pride themselves on a pristine property and will continue to do so.

4. Safety Measures:

To ensure safety on the track, we will enforce strict rules regarding the use of motorcycles. All users will be briefed on safety practices, and they will maintain a clear protocol for any accidents or injuries that may occur. The utilisation of this track is key for developing the skill set the children require to compete and race in surrounding towns, without this utilisation the children can not train or develop and improve the essential skill set that is required in a high risk sport that they have devoted 6 years in.

5. Personal Use Only:

We understand the concerns regarding the track potentially being utilised for commercial purposes. Therefore, we are committed to ensuring that this facility will be used solely as a personal track for the property owners and their guests, with no organised events or public access allowed at any point. This is identified through the Statement of Environmental Effects. A keep off property sign and restricted access to property will be installed.

Conclusion:

The Littlewoods value the feedback from neighbouring property owners and understand the importance of fostering open communication and collaboration. They are dedicated to adjusting plans to address these concerns. With the proposed modifications and adherence to the outlined measures, the Littlewoods believe they can minimise the impact of the motorcross track on the surrounding community, while still allowing the family to enjoy their property.

To facilitate a harmonious relationship, the Littlewoods encourage neighbours to express any concerns during the track's use or before special occasions, as well as for Airbnb guests, so they can request designated ride-free times. They are committed to maintaining a positive relationship with their neighbours and are willing to accommodate requests for no-ride periods whenever possible. Should any issues arise regarding noise or dust, they are eager to address them promptly. The Littlewoods genuinely want to ensure they do not disturb their neighbours' peace while managing their property in a way that keeps all parties satisfied with the outcome.

Thank you for your attention to this matter. Please do not hesitate to reach out if you require any further information or if there are additional concerns to address. We look forward to your guidance on moving forward with this application.

Best regards,
Alex Baass
ACB Consultants
739 Newell Highway
Forbes NSW 2871

Fire Safety and Management:

Fire Risk Assessment: Motorbikes will not be utilised in areas with long native grass, and the track will be maintained to reduce bushfire risks. Use will be suspended during dry and hot seasons to further minimise fire hazards.

Conclusion:

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



The proposed motorbike track has been meticulously designed to integrate with the surrounding environment while adhering to best practices for minimising environmental impact. Each element of the proposal, from dust control and noise management to proactive landscaping and maintenance, has been carefully considered to preserve local ecosystems, safeguard the amenity of neighboring properties, and ensure the long-term sustainability of the site.

By incorporating these comprehensive environmental considerations, this proposal aims to comply with local regulatory requirements while promoting sustainable practices that protect and enhance the surrounding environment. Through proactive measures, community engagement, and ongoing monitoring, the development seeks to minimise negative impacts while providing a responsible recreational facility for personal use.

4. PLANNING CONSIDERATIONS

Pursuant to Section 4.15 (formerly Section 79C) of the Environmental Planning and Assessment Act 1979, the following matters must be considered when assessing a development application:

4.15 Evaluation:

In determining a development application, a consent authority must consider the following pertinent matters:

1. The provisions of any environmental planning instruments applicable to the subject land.
2. The likely environmental impacts of the development on both the natural and built environments and on the social and economic context of the locality.
3. The suitability of the site for the proposed development.
4. Any submissions made in accordance with the Act or the regulations.
5. The public interest.

Assessment:

(a)(i) Environmental Planning Instruments

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



LOCAL ENVIRONMENTAL PLANS

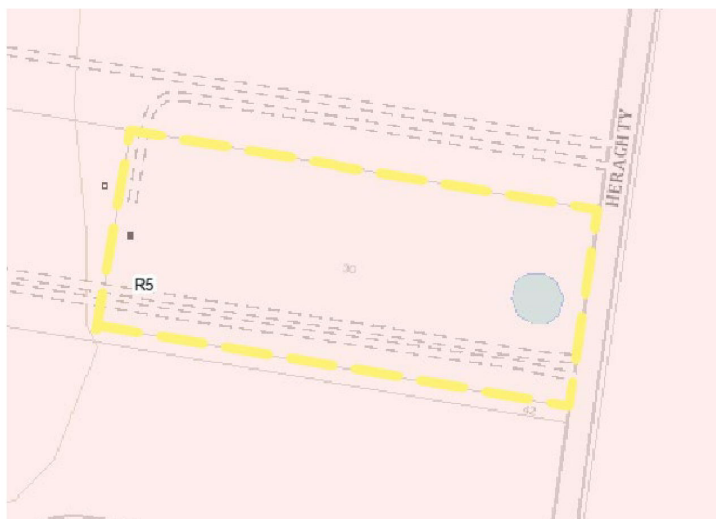
The applicable LEP is the Parkes Shire Council 2013.

(a)(i) Environmental Planning Instruments

LAND ZONE:

The subject land is Zoned as R5 Large Lot Residential.

Objectives of Zone R5:



Spatial Mapping – 30 Heraghty Road, 8-11-2024

- To facilitate residential housing in a rural environment while protecting and minimising impacts on environmentally sensitive areas and maintaining scenic quality.
- To ensure that large residential lots do not impede the orderly development of urban areas in the future.
- To prevent unreasonable increases in the demand for public services and facilities resulting from development in the area.
- To minimise conflicts between land uses within this zone and with adjacent zones.

The definition as defined in the Parkes LEP:

recreation facility (outdoor) means a building or place (other than a recreation area) used predominantly for outdoor recreation, whether or not operated for the purposes of gain, including a golf course, golf driving range, mini-golf centre, tennis court, paint-ball centre, lawn bowling green, outdoor swimming pool, equestrian centre, skate board ramp, go-kart track, rifle range, water-ski centre or any other building or place of a like character used for outdoor recreation (including any ancillary buildings), but does not include an entertainment facility or a recreation facility (major).

Comments:

The proposed development aligns with the definition of an outdoor recreation facility, which is permissible within this zone under the appropriate conditions. An assessment against the objectives of the R5 zone indicates that the track would be compatible with the preservation of environmental

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



qualities. Furthermore, additional considerations to landscaping, dust suppression and limitation of use are factored in.

Parkes DCP PART C5:

PART C.5.2 EARTHWORKS, RETAINING WALLS, STRUCTURAL SUPPORT AND DRAINAGE

Objective

To ensure earthworks associated with large lot dwellings or alterations and additions to existing dwellings does not negatively impact on the surrounding streetscape or adjoining properties.

Compliance with DCP PART C.5.2 - Earthworks

The earthworks associated with the motorbike track have been designed and implemented in accordance with the objectives and standards outlined in PART C.5.2 of the Parkes Development Control Plan (DCP). Specific compliance measures include:

1. **Protection Against Erosion:**
Earthworks have been adequately protected from soil erosion and sedimentation through the use of sediment control and site compaction, ensuring no negative impact on surrounding properties or streetscapes.
2. **Height and Depth Limitations:**
The earthworks involved in the construction of the track do not exceed the maximum height or depth of 3 metres from the existing ground level, maintaining compliance with DCP standards.
3. **Use of Approved Fill:**
No imported fill, all works are cut and fill from natural earth.
4. **Structural Integrity:**
The earthworks have been compacted and rolled to adhere to relevant structural soundness.
5. **Drainage Provisions:**
Excavation areas have been equipped with appropriate drainage solutions to direct water away from buildings and neighbouring properties, maintaining a distance of more than 3 metres, thereby preventing adverse effects on the adjacent properties.

DEVELOPMENT . COMPLIANCE . PLANNING . MANAGEMENT . ENVIRONMENT

STATEMENT OF ENVIRONMENTAL EFFECTS



By adhering to these guidelines and ensuring appropriate measures are in place, the proposed motorbike track demonstrates full compliance with the objectives of the R5 zone and the earthworks standards outlined in the Parkes DCP, with no anticipated negative impact on the surrounding environment or community.

5. CONCLUSION

This report includes an analysis of the existing environment, the proposed development details, and consideration of applicable statutory requirements.

Based on the investigations conducted, it can be concluded:

- Impacts on surrounding developments will not be significantly altered.
- The topography of the site can accommodate the proposed use.
- No additional traffic generation is anticipated.
- Required utilities and services will not need upgrades.
- The proposal complies with the objectives and provisions of the relevant planning documents of the Council.

The proposal is deemed acceptable under Section 4.15 of the Environmental Planning and Assessment Act 1979, with expected minor potential impacts. It is recommended that the Development Application be approved subject to standard conditions.

Alex Baass
ACB Consulting
E: alex@acbconsulting.com.au
P: 0457 571 052

DISCLAIMER:

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LANDSCAPING REPORT

Mat and Kirralea Littlewood
30 Heraghty Road, Parkes

Prepared by Kate Nixon
27 th March 2025

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LANDSCAPING REPORT

Mat and Kirralea Littlewood 30 Heraghty Road, Parkes

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The following landscape report has been developed to demonstrate the suitability of existing and proposed landscaping at 30 Heraghty Road, Parkes, in order to address issues raised following the installation of a motorbike track. Macrocarpa Landscapes has been engaged by ACB Consultants to investigate that the tree plantings on all property boundaries are suitable to mitigate visual impacts from residential receivers and dust impacts on the locality.

Site Description

As per documentation provided by ACB Consultants

Property Size: 4ha

Existing Development: Existing dwelling, shed and motorbike track

Topography: Gradual fall to the East

Waterways: No waterways, small constructed dam

Vegetation: Established garden and lawn around dwelling, boundaries have established and matured evergreen and native trees. Clients have installed an additional 75 evergreen pines on northern boundary

Species Selection

The species selected for boundary screening enhancement is *Cupressus leylandii* 'Leighton Green'. This is a fast-growing, tall and dense plant that has been used successfully in many applications in the region. It is an ideal selection for a quick vegetation screening solution given its fast growth of up to a meter per year post planting and dense habit. As a result, it is well equipt to act as a windbreak and stop excessive dust from impacting neighbouring properties. It has a high tolerance for air pollution and so growth and vitality will not be effected by dust or emissions from use of the motorbike track. Its dense habit is ideal for noise reduction. The dense, fine foliage of these trees acts as a physical barrier to absorb and deflect sound waves and will be more than sufficient for noise reduction when the motorbike track is in use. The mature height of this species is 20m and spread is up to 10m. Plant spacing can be tighter than this mature spread in order to quickly create a dense barrier. A single line of these trees is sufficient in addressing the issues of dust, noise and visual impact that have been raised during this Development Application process. This species is suitable to the climatic conditions experienced in Parkes, as it is frost tolerant, drought hardy and will establish quickly.



Left: Growth habit of Cupressus leylandii 'Leighton Green' in screening application.

Right: Dense, fine foliage for noise reduction and dust control.

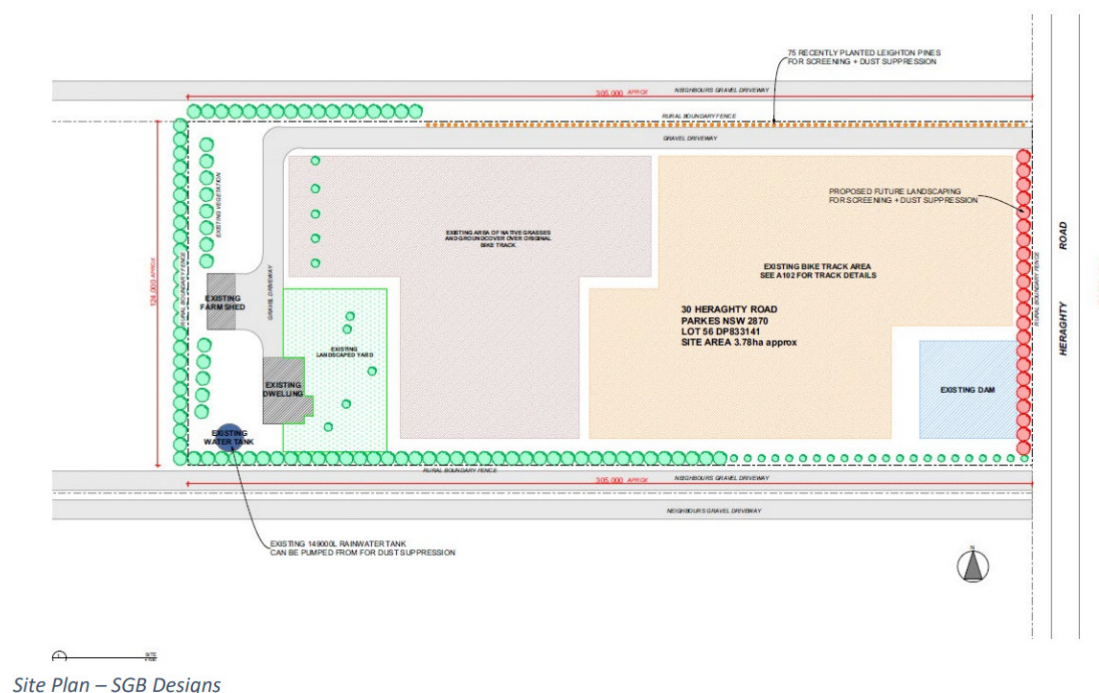
LANDSCAPING REPORT

MACROCARPA
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Mat and Kirralea Littlewood 30 Heraghty Road, Parkes

Landscaping Suitability

The property has established tree lines of native and evergreen species. The selected species for new and additional screening is Cupressus 'Leighton Green', selected for their quick growth and screening benefits to quickly address the issues raised. Additional screening to the front of the property is proposed by the clients utilising the same species. This will create a uniform and attractive vegetation screen that will also mitigate any external impacts from use of the motorbike track. The site plan developed by SGB Designs (Image below) shows existing and proposed plantings and Macrocarpa Landscapes strongly supports that these plantings are completely sufficient to satisfy the concerns presented by Parkes Shire Council.



Future Actions

Proposed plantings should continue as planned once weather conditions are suitable. Autumn planting will allow plants best opportunity to thrive. Watering of plants should be consistent throughout the establishment period (3 months) and mulch should be applied around the base of each tree to help with moisture retention and reduce competition from weeds.

For further information or to discuss this report further, please contact

Kate Nixon
Macrocarpa Landscapes
0429 957 142
kate@macrocarpalandscapes.com.au



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BACKGROUND

Macrocarpa Landscapes was born out of a love of native plants and wanting to share their beauty with the wider community. So much of how we live is entwined in nature, so why not do what we can to support our local ecosystems better?

Macrocarpa Landscapes specialises in designing, constructing, and maintaining sustainable outdoor spaces that celebrate Australian native flora and promote biodiversity. Our services encompass every stage of landscaping, from initial consultation and custom garden design to project management and ongoing garden care. With a commitment to ecological principles and enhancing local ecosystems, we create functional, aesthetically pleasing landscapes that thrive in Australia's unique climate.

In addition to landscaping, we offer comprehensive environmental consultation services to support sustainable land use and biodiversity conservation. Our expert team provides tailored advice on native plant selection, soil health, water management, and habitat restoration, ensuring every project aligns with best practices in environmental stewardship. Whether it's a small backyard or a large-scale development, we empower clients to make informed decisions that benefit both the environment and the community.

Owner and Lead Designer, Kate Nixon, has completed studies in Environmental Science and Horticulture and is passionate about communicating their ecological importance and aesthetic qualities. Works Manager, Luke Hoey, provides expertise in landscape construction and maintenance.



Kate Nixon
Owner and Lead Designer



Luke Hoey
Works Manager

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Acous 

27 May 2025

Noise Impact Assessment
30 Heraghty Road - Motocross Training


ACB Consultants

Document Control

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		Engineer:	Tom Harper
Phone			
Contacts:			
Email:		ABN:	72677313638

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Tom Harper
Acoustic Consultant - Acoustik

Table of Contents

1	Introduction	3
1.1	References.....	4
1.2	Glossary.....	4
2	Environmental Noise Levels	5
2.1	Instrumentation.....	5
3	Project Noise Triggers	6
3.1	Environmental Noise Triggers	6
4	Prediction and Analysis.....	7
4.1	Noise Data.....	7
4.1.1	Modelling Assumptions	7
4.2	Weather Noise-Enhancement	8
4.3	Predicted Noise Levels.....	8
4.3.1	Parkes By-Pass.....	8
4.4	Assessment.....	8
5	Conclusion	9
A.	Appendix A – iNoise Contour Mapping.....	10

1 Introduction

Acoustik was engaged to provide a development application acoustic report for a motorcross training track located on a residential lot at 30 Heraghty Road, Parkes.

The motor bike track was constructed to provide training for the children of the property owners and is only used by the family and friends. The purpose of the track is to allow the family members to train motorcross riding in a safe environment so that riding in motorcross competitions is safer.

Noise emissions due to motorcross training on the track was modelled to predict noise levels at the closest residential noise receivers. There are three residences located to the West and Northwest of the motorcross track. Hours of rider training are generally limited to the afternoon after school and for one to two hours of riding on weekends.

This development application is being made due to complaints that the Motocross track generates excessive noise levels that could affect nearby residences.

The proposed site, relevant surrounds and noise receivers is shown in Figure 1.



Figure 1: Proposed Site with affected resident locations

A list of identified residential noise receivers is noted in the Table 1 below.

Table 1: Summary of noise receiver locations relative to site

Type	Location	Notes
Res 1	42 Heraghty Road, Parkes	This residence is directly to the west of the track. (~ 450 m from track) We understand that the residence is a short term rental (STR) property (denoted by red circle) with another residence located directly to the south of the STR residence
Res 2	28 Heraghty Road, Parkes	This residence is the closest to the track at ~ 370 m to the centre of the motocross track.
Res 3	61 Deep Lead Road, Parkes	This residence is ~ 400 m to the centre of the motocross track.

The recent opening of the Parkes By-Pass Road has diverted the Newell Highway to the west of Parkes and this major arterial road is now close to the subject property under assessment and will increase ambient background levels at the proponent's property at 30 Heraghty Road and at the listed affected residences. The route of the Parkes By-Pass relative to the area of the study is included in Figure 2 below.

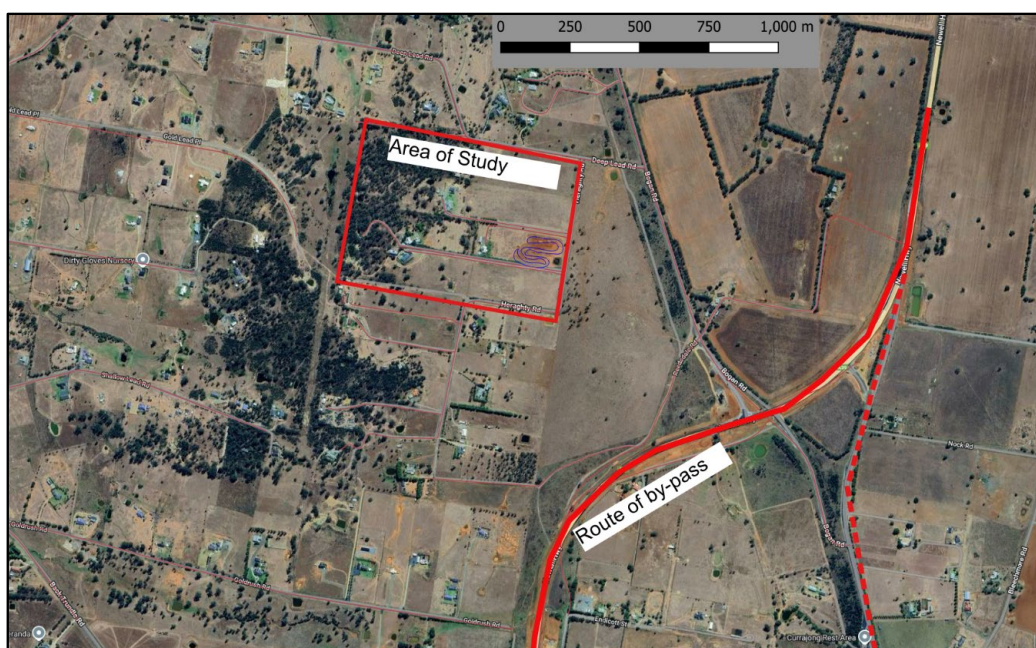


Figure 2: Area of study in relation to Parkes By-Pass

1.1 References

The following reference material was consulted while preparing this report:

- NSW EPA Noise Policy for Industry, 2017 (NPI)
- iNoise V2024, DGMR Software and user manuals

1.2 Glossary

A short list of acoustic terminology is included below:

L_{Aeq}: is the Sound Pressure Level (SPL) in decibels (dB), equivalent to the total sound energy over a measurement period (or the energy average). The A signifies that an A-Weighting applied to the spectrum to simulate human hearing response

L_{Amax}: is the maximum noise level exceeded during the measurement period.

L_{A1}: is the noise level exceeded for 1% of the measurement period, calculated by Statistical Analysis, it is considered to represent the loudest or close to the loudest noise level during the measurement

L_{A10}: is the noise level exceeded for 10% of the measurement period, calculated by Statistical Analysis.

L_{A90}: is the noise level exceeded for 90% of the measurement period, calculated by Statistical Analysis, it is considered to represent the background noise level or the noise that is present for most of the time

L_{Ceq}: dBC or C-weighting: C-weighting is an adjustment made to sound-level measurements which takes account of low-frequency components of noise within the audibility range

2 Environmental Noise Levels

Environmental noise logging was conducted at location 1 as noted in Figure 1 above.

The location is generally representative of the acoustic environment for the surrounding residences to the North of the logger location.

Noise Logging Results have been analysed to exclude periods where wind or rain has adversely affected results. Where wind speeds continually exceeded 5 m/s or rain is detected the acoustic data is analysed to determine if results are affected, affected results are marked "Invalid". Summaries of the logging results are presented in Table 2 below.

Table 2: SVAN SV977D Noise Logger Sn:99043 –30 Heraghty Road - Motocross L1

	Day 7am – 6pm	
	L _{A90}	L _{Aeq}
Thursday, 10 April 2025	Invalid	Invalid
Friday, 11 April 2025	26.7	43.3
Saturday, 12 April 2025	Invalid	Invalid
Sunday, 13 April 2025	26.7	44.6
Monday, 14 April 2025	27.1	50.2
Tuesday, 15 April 2025	31.2	47.0
Wednesday, 16 April 2025	29.9	52.1
Thursday, 17 April 2025	29.3	48.8
Friday, 18 April 2025	26.4	49.0
Saturday, 19 April 2025	30.0	47.6
Sunday, 20 April 2025	28.9	45.3
Monday, 21 April 2025	29.2	46.4
RBL/Ambient	29*(35)	48

Note*: The day RBL will be set at 35 dBA the default minimum value for daytime

The above logging only analyses the daytime results as riding is only occurring during the daytime hours.

2.1 Instrumentation

Instrumentation listed in Table 3 was used during this acoustic study.

Table 3: Instrumentation List

Instrument	Make and model	Serial No	Type/Class
Field Calibrator	Larson Davis CAL250	5542	Class 1
Sound Level Meter	LD 831	3983	Class 1
SVAN Noise Logger	SV 977D	99043	Class 1 - Hired

Instrumentation was field calibrated before and after measurements and has NATA certified calibration within one year of validity; no significant calibration drift was noted during the measurements.

3 Project Noise Triggers

The NPI sets out project noise trigger levels and where noise levels exceed the trigger levels reasonable and feasible noise mitigation measures, and any residual noise impact are balanced against the economic and social benefits provided by the Activity.

3.1 Environmental Noise Triggers

Trigger levels are not intended to be treated as a mandatory requirement; if noise levels exceed the trigger a noise management response is required that includes all reasonable and feasible mitigation measures and an assessment of the impact of any residual noise that continue to exceed trigger levels. The final level of acceptable noise is determined by the appropriate regulatory authority balancing the noise impact against other social and economic benefits.

The NPI employs two measures to control noise so that residential acoustic amenity is protected. The first is the intrusive noise trigger (L_{A90} background + 5dB) and the second is the amenity level based on the type of area.

The residential areas surrounding the site are all residences located on large lot rural properties the dominant environment noise will be from natural sources such as wind and insects.

The amenity level is designed to halt the increase of background levels due to continuing development and to control noise where background noise levels are already high. The Project Amenity noise level is equal to the relevant Recommended Amenity Noise Level (re Table 2.2 of NPI) minus 5 dB plus 3 dB to convert amenity period levels 15 min assessment.

The project noise trigger levels are detailed in Table 4.

Table 4: Project Trigger Levels – Residences near Site – Rural

Area	Intrusive Level $L_{A90} + 5$ dB	Recommended Amenity Rural Residential	Project Amenity Noise Suburban Residential	Noise Trigger
Day 0700 – 1800	40	50	48	40
Holiday Accommodation	5 dB above relevant amenity level			53

Note: The trigger level for hotels based on the amenity level only (re Table 2.2 of NPI)

4 Prediction and Analysis

iNoise computer modelling emissions predicted in this report based on the following assumptions or exclusions as noted:

- The main source of noise from the site will be the motor bikes riding the Motocross training track
- The land around the training track is mostly open areas of rural land with limited hard surfaces for local roads
- Generally motor bikes will be ridden by the children of the owner and limited number of friends. The track is not open to public use

4.1 Noise Data

Motor bike noise levels were measured on the Friday, 4 April 2025. Weather conditions during the measurements were a clear sky without cloud with wind speeds of 2 to 3 m/s

Measurements were made of four individual motor bikes at 7 m from the centre of the track. The bikes were travelling at track speed consistent with the ability and aged of the rider.

A measurement of all 4 bikes being ridden was made at location 1 as noted in Figure 1 above. This location was chosen as it is ~ 180 m from the centre of the training track and the noise was clearly audible, so it was used to calibrate the model to a situation where multiple riders were using the training circuit with all the bikes available at the property.

The measured noise levels for a bike pass-by are listed in Table 5. Weather conditions during the measurement were overcast with no significant wind velocity.

Table 5: Inputs for modelling – Motor bike pass-by sound pressure levels

Noise source	Octave Centre Frequencies								A
	63	125	250	500	1k	2k	4k	8k	
50 cc Motor bike @ 7 m	60	67	76	68	62	52	52	52	65
65 cc Motor bike @ 7 m	50	49	60	66	67	61	57	56	67
125 cc Motor bike @ 7 m	63	72	76	66	60	55	55	53	65
450 cc Motor bike @ 7 m	71	74	79	73	70	63	63	62	72
Location 1 – All Bikes Active	48	53	55	43	32	31	30	25	42
Location 2 – All Bikes Active	--	--	--	--	--	--	--	--	32

Note (Location 1): The measurement at location 1 has been adjusted for background noise

Note (Location 2): The measurement at location 2 is based on observation of the meter's instantaneous levels as bird noise and other environmental noise levels obscured the bike noise levels. The measurement at location 2 was conducted at 28 Heraghty Road, Parkes to the west of the residence and inline with the residence at 42 Heraghty Road, Parkes.

The 50 cc and 65 cc bikes are the smallest bikes and ridden by the youngest children. Measurements of the pass by noise level of the 125 cc and 450 cc bikes were recorded when ridden by the Matthew Littlewood the adult owner of the site. This was to ensure that the speed of the larger bikes was ridden at a pace consistent with an experienced rider.

4.1.1 Modelling Assumptions

- The number of riders on the track at any one time is limited to family members and local friends 4 to 6 riders
- The modelling assumes that a combination of riders but will be generally school aged children riding for up to 2 hours in an afternoon with breaks for resting

4.2 Weather Noise-Enhancement

The NPI requires that an assessment of weather noise-enhancement be considered. This assessment is being conducted for daytime operations only. Meteorological settings in the modelling program were set to assume Noise-enhancing meteorological conditions.

- Daytime/evening: stability categories A–D with light winds (up to 3 m/s at 10 m above ground Level)

4.3 Predicted Noise Levels

The predicted site generated noise levels for the daytime period are presented in Table 6 below.

The predicted noise levels use the 450 cc bike as a basis for the modelling with the overall results adjusted based on the measurements made at location 1 with an additional 1 dB added to account for 6 riders using the training track.

We note that the 450 cc bike is generally ridden by an adult rider and at 72 dBA during pass-by measurements is 5 dB louder than the smaller capacity bikes.

The assessment is based around a riding pattern of three 30 minute sessions spread over a 2 hour period. Based on discussions with the proponents this riding pattern would be the maximum amount of training for one day. Noise Contour maps in Appendix A.

Table 6: Predictor $L_{Aeq,15min}$ Predicted Noise Levels

Description	Predicted	Notes
L_{Aeq} Predictions	40	Noise Trigger Level
Res 1 - 42 Heraghty Road, Parkes	35	Below trigger level – Possible Holiday Accommodation
Res 2 - 28 Heraghty Road, Parkes	38	Below trigger level
Res 3 - 61 Deep Lead Road, Parkes	37	Below trigger level

4.3.1 Parkes By-Pass

The opening of the Parkes By-Pass is a major arterial road that has recently opened to traffic. The opening occurred after noise measurements for this study were completed.

Acoustik have reviewed the “Operational Traffic Noise Assessment Report”¹. The report (Ref: 80018100-EN-REP-006 [E] OTNAR_FINAL.docx) was prepared by Cardno Qld Pty Ltd for Transport for NSW and issued in November 2020.

The area of study is not directly assessed in the traffic report but properties adjacent to 30 Heraghty Road are included in the noise contour plots and increases in noise levels due to the opening of the by-pass are expected.

Acoustik expect that the by-pass could add 1 to 2 dB to the ambient noise levels experienced by residences addressed in this report.

4.4 Assessment

The predicted noise levels in Table 6 above do not exceed the trigger level at any of the residences assessed as noise receptors.

We note that the predicted noise levels are conservative and in practice actual noise levels will be 1 to 2 dB lower as the model includes weather noise-enhancement corrections and the inclusion of the 450 cc motor bike which would rarely ridden by the school aged children. The likelihood of the alignment of an adult rider on the track and weather conditions that increase noise levels are rare. The purpose of the track is for children’s training so to improve safety when riding in competition events.

The general ambient noise level is ~ 48 dBA during the day and the bike riding activity is just audible under these ambient conditions as noted by the author when listening to noise levels at location 2.

We note that the noise trigger for the residence 1 could be higher than the normal trigger of 40 dBA if it is being used as holiday accommodation.

¹ Report downloaded, <https://www.transport.nsw.gov.au/projects/current-projects/parkes-bypass>

5 Conclusion

Acoustik was engaged by “ACB Consultants” to provide an acoustic report on the motocross training track located on the property at 30 Heraghty Road, Parkes.

The noise level emissions from the motor bike riding activity are predicted and they do not exceed the noise trigger levels nominated by the NSW EPA Noise Policy for Industry.

The noise levels generated by the bike riding activity will not be a persistent activity throughout the whole day as riders are school aged children and would not generally ride for extended periods. Riding is expected to occur on afternoons after school and on occasional weekends.

Noise Impact Assessment - 30 Heraghty Road - Motocross Training

Page 10 of 10

A. Appendix A - iNoise Contour Mapping

The enclosed contour map(s) for noise predictions from the site are included below.

Tom Harper - Acoustik Pty Ltd



DEVELOPMENT ASSESSMENT REPORT
Environmental Planning & Assessment Act 1979**Application Details:**

Development Application No: DA2024/0095
Description of Development: Recreation Facility (Outdoor) – Motorbike Track
BCA Class: N/A
Applicant: ACB Consultants
Landowner(s): K E Littlewood, M J Littlewood
Landowners consent provided: ☒ Yes ☐ No (All Landowners must give consent to the proposed development)

Property Description:

Legal Description: Lot 56 DP 833141, 30 Heraghty Road, Parkes
Existing Improvements: Dwelling-house, ancillary structures, driveway
Current land-use: R5 Large Lot Residential

Description of Development

The development application seeks development consent for the following:

- Retrospective approval for the unauthorised works associated with the construction and use of the motorbike track.
- Utilisation of the track for non-commercial use, exclusively for the owners of the land, immediate family and close acquaintances.
- Proposed hours / days of use –
 - Monday to Friday (school days): 4pm to 6pm
 - Monday to Friday (school holidays): 10am to 6pm
 - Saturday, Sunday and public holidays: 11am to 6pm
 - *with max hours per session
- Number of riders limited to a maximum of 4-6 at any given time
- Proposed landscaping to northern and eastern (front boundary)

Locality and Site Context Map:



Image 1: Location of subject land identified in red (Lot 56 DP833141)

Site Inspection:

Parkes Shire Council's Land Use Planning Specialist (Grahame Fry) undertook a site inspection. The following points were noted and supported by the images below:

- The subject land supports a dwelling-house, ancillary structures, and driveway.
- The subject land has a consistent natural slope, downhill to the eastern boundary from @380m - @369m AHD. The natural slope has been modified by earthworks to construct jumps and similar features of a motorbike track.
- There are no overhead powerlines within proximity of the development.
- New landscaping / screening vegetation is located on the northern boundary. Existing, established vegetation is located on the southern boundary on adjoining landholders land.
- Access is directly available from Heraghty Road which is a sealed road. There is no kerb/gutter infrastructure.

The following images show the site conditions.



View of the site of the motorbike track, looking west from Heraghty Road.



The northern extent of the subject land, showing driveways of 30 and 28 Heraghty Road, and landscape / screening planting.



The southern extent of the subject land, showing driveway to 42 Heraghty Road and landscape / screening planting located on the adjoining land.

Internal Referral Advice:

The proposed development has been referred to Council's Projects & Development Engineer (Nathan McWilliam) who has provided the following comments:

Roads and Footpaths:

There is no nexus between the access and the private recreational motorbike track. Therefore, the proponent is not required to upgrade the access to a sealed standard.

Traffic Generation and Assessment:

The proposal does not generate traffic, as the recreational motorbike is intended for private use.

Stormwater Management:

The earthworks on the site appear to manage runoff internally, ensuring that any water is retained on site. There is potential for erosion to occur at the frontage and within the site if measures are not implemented to mitigate sediment and erosion impacts from the motorbike track.

Assessor response: A condition of consent has been imposed on the consent addressing this concern.

Easement(s):

There are no easements applying to the land. No easements are proposed or required.

Section 1.17 Biodiversity Conservation Act 2016 / Fisheries Management Act 1994

Biodiversity:

Is the land identified on the Biodiversity Values Map?

☐ Yes

☒ No

☐ 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)?

☐ Yes

☒ No

☐ 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)?

☐ Yes ☒ No ☐ N/A

Is the development proposed on land identified as an area of outstanding biodiversity value?

☐ Yes ☒ No ☐ N/A

Comments: The subject property is not identified as being on the Biodiversity Values Map. The subject land is a large lot residential allotment that has been cleared of all significant vegetation.

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?

☐ Yes ☒ No ☐ N/A

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 land is not within proximity of any watercourses. No adverse impacts are assessed.

Section 4.14 Consultation and development consent—certain bush fire prone land

The subject land is not bushfire prone land.

Contributions:

The proposed development is not valued at over \$200,000.00. A levy will not be applied to this proposal in accordance with the Parkes Shire Section 94A Contributions Plan 2016.

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 the land. The site is zoned R5 Large Lot Residential under the Parkes Local Environmental Plan 2012. The Land Use Table for the R5 Large Lot Residential zone permits the establishment of Recreation Facilities (Outdoor) with consent of Council.

Recreation Facility (Outdoor) is defined in the Parkes Local Environmental Plan 2012 as follows:

“recreation facility (outdoor) means a building or place (other than a recreation area) used predominantly for outdoor recreation, whether or not operated for the purposes of gain, including a golf course, golf driving range, mini-golf centre, tennis court, paint-ball centre, lawn bowling green, outdoor swimming pool, equestrian centre, skate board ramp, go-kart track, rifle range, water-ski centre or any other building or place of a like character used for outdoor recreation (including any ancillary buildings), but does not include an entertainment facility or a recreation facility (major).”

The proposal meets the above definition. The proposal is for an outdoor motorbike track to be used by the owners of the property, immediate family and close acquaintances. The proposal will be restricted in the number of riders (via conditions

of consent) and will not be used for large-scale or commercial purposes which may otherwise define the use of the land as a recreation facility (major).

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. An assessment against the objectives of the R5 Large Lot Residential zone is undertaken below:

- **To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.**

The proposed recreation facility (outdoor) will be ancillary to an existing dwelling-house located upon the land. The number of riders using the track will be restricted to a maximum of six (6) at any one time and will not be used for commercial purposes. The land is not identified as being in an environmentally sensitive area, nor is the allotment identified on the Terrestrial Biodiversity Land Map. The proposal includes mitigation measures to better maintain the scenic quality of the existing area in line with the objectives of the zone, including the provision of landscaping around the property to assist in preserving the scenic quality and natural features of the landscape.

- **To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.**

The proposal will not hinder the proper and orderly development of the area.

- **To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.**

The proposal will not unreasonably alter the demand for public services or public facilities.

- **To minimise conflict between land uses within this zone and land uses within adjoining zones.**

A variety of residential, agricultural and recreational land uses are permissible with development consent in the R5 Large Lot Residential land zone. The proposed motorbike track has the potential to cause land use conflict associated with impacts on the amenity from noise, dust and scenic quality. During neighbour notification and public exhibition, concerns have been raised by residents in the vicinity of the site, including the suitability of the site for the proposed development, dust, noise and scenic quality.

The applicant has proposed measures to reduce or mitigate land use conflict, including:

- Proposed days / hours of use:
 - Monday to Friday (school days): 4pm to 6pm
 - Monday to Friday (school holidays): 10am to 6pm
 - Saturday, Sunday and public holidays: 11am to 6pm

*with max hours per session
- Maximum of 4-6 riders at any time.
- Landscaping on the northern and eastern boundary to visually conceal motor bike track and reduce dust

Conditions of consent have been imposed to ensure that the potential for land use conflict is mitigated or appropriately controlled.

The following provisions of the Parkes Local Environmental Plan 2012 have been especially considered in the assessment of the proposal:

- **Clause 6.1 Earthworks –**
The objective of this clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land. This Clause requires Council to consider the following matters:
 - (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.

The earthworks have been undertaken prior to obtaining appropriate approval from Council. It is assessed that stormwater runoff is not adversely impacting neighbouring properties and is directed to the table drain in Heraghty Road, however further controls are required to appropriately manage sediment and erosion from the track.

A Construction Certificate would have been required to undertake the earthworks. Given that the earthworks have been undertaken prior to development consent and a construction certificate, the applicant will be required to obtain a Building Information Certificate prior to the lawful use of the motorbike track to address compliance with the National Construction Code and other construction considerations.

- **Clause 6.7 Essential Services** - Clause 6.7 requires that development consent must not be granted to development unless the consent authority is satisfied that any of the services that are essential for the development are available or that adequate arrangements have been made to make them available when required. The development has access to water to ensure adequate dust control. Vehicular access is available to provide accessibility for emergency services vehicle, if required.

State Environmental Planning Policies

The following State Environmental Planning Instruments (SEPPs) apply to the Parkes Local Government Area:

- SEPP (Biodiversity and Conservation) 2021
- SEPP (Exempt and Complying Development Codes) 2008
- SEPP (Housing) 2021
- SEPP (Industry and Employment) 2021
- SEPP (Planning Systems) 2021
- SEPP (Precincts - Regional) 2021
- SEPP (Primary Production) 2021
- SEPP (Resilience and Hazards) 2021
- SEPP (Resources and Energy) 2021
- SEPP (Sustainable Buildings) 2022
- SEPP (Transport and Infrastructure) 2021

The following SEPPs are specifically relevant to the assessment of the proposed development:

- **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.

Chapter 4 of the SEPP requires Council to consider the whether the land, the subject of the application retains potential and subsequently core koala habitat.

A site inspection revealed that there are not enough feed trees in the area as listed in Schedule 3 of the SEPP, to be considered a core habitat for koalas. There were no signs of the presence of Koalas in the immediate area and is therefore considered unnecessary to proceed further with a SEPP assessment.

- **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. Investigation of past use, Council's Contaminated Sites Register and a site inspection does not reveal any evidence of contamination, however Council has not been able to confirm that the fill material is clean fill and free from contamination. Confirmation of the fill material being free from contaminants will be required to be submitted with the Building Information Certificate application, required prior to the lawful use of the 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 relevant parts of the proposal are not located within the minimum separation distances prescribed, 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.

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. There are no specific DCP controls relating to a Recreation Facility (Outdoor). The proposed development has been assessed against the relevant controls of Part C - Residential Development as follows:

Clause	Comment
C.5.2 - Earthworks	Complies. The subject land has a consistent natural slope, downhill to the eastern boundary from @380m - @369m AHD. The natural slope has been modified by earthworks to construct jumps and similar features of the motorbike track. There is potential for erosion to occur and must be addressed by utilising suitable sediment and erosion controls. The earthworks which have been undertaken do not exceed the maximum allowable height/depth of 3 metres as stipulated in the DCP.
C.5.3 - Streetscape	Complies. The proposed development has direct frontage to Heraghty Road. There is landscaping proposed for the Heraghty Road frontage which will provide screening between the proposed development and the street frontage. There are no buildings proposed which will impact upon the streetscape.
C.5.4 - Setbacks	Not Applicable. No buildings are proposed.
C.5.5 - Driveways, Access and Car Parking	Complies. No changes to the approved existing driveway, access or car parking arrangements are required.
C.5.6 - Stormwater Management	Complies. All onsite groundwater/stormwater flow is directed away from buildings and neighbouring properties by more than 3 metres.
C.5.7 - Utilities	Complies. The site is not connected to Council's reticulated water system and reticulated sewerage system. Other utilities requiring services (power, communications, waste management) are easily provided to the property if required.

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.

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	Not 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 zoned R5 Large Lot Residential under the *Parkes Local Environmental Plan 2012* and comprises a total area of 4 hectares. The surrounding locality is characterised by a semi-rural setting, with adjoining and nearby properties generally developed with single-storey detached dwellings and associated ancillary structures such as sheds, garages, and outbuildings. The area exhibits typical features of large lot residential development, including generous setbacks, open space, and a low-density built form, contributing to a rural residential character and amenity.
- **Land Use Conflict** - The proposed development has the potential to generate land use conflict with surrounding residential properties, primarily due to potential noise, visual, and dust impacts associated with the operation of a motorbike track. However, it is considered that these impacts can be appropriately minimised and managed through the implementation of conditions of consent. Conditions of consent have been included to control the hours and frequency of operation, landscaping for visual screening, dust suppression and erosion control measures.

Subject to these mitigation measures, the proposal is considered capable of operating in a manner that maintains an appropriate level of amenity for surrounding residents.

- **Access and Traffic** - The property is accessed from Heraghty Road. No changes to the existing approved access are required to accommodate this proposal. Being confined to private use, the development will not generate any additional traffic above or beyond the capabilities of the local road network. No adverse impacts have been assessed.
- **Public Domain** - The proposed development will not compromise the availability and enjoyment of public recreational opportunities in the locality. It is assessed that minimal impact will result on the existing public domain.
- **Utilities** - The site is connected to Council's reticulated water system and reticulated sewerage system. The proposed development does not require any additional connections to reticulated services. No adverse impacts are assessed.
- **Heritage** - 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 are assessed.
- **Other land resources** - The development will not have detrimental effects on conserving and using valuable land resources and water supply catchments.

- **Bushfire** - The site has not been 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. Stormwater runoff from the proposed development will be captured and stored in an existing on-site dam. Erosion and sediment control measures will need to be implemented. The site will maintain its impervious nature, meaning pre-development and post-development discharge will remain consistent.
- **Soils** - The subject land has a consistent natural slope, downhill to the eastern boundary from @380m - @369m AHD. The natural slope has been modified by earthworks to construct jumps and similar features of the motorbike track. The development will have minor impacts to the flow of surface stormwater; however, given the Large Lot Residential zone, it is not anticipated that this will create any adverse impacts on the adjoining properties. No adverse impacts are assessed.
- **Air & Microclimate** – The operation of a motorbike track has the potential to generate dust, particularly during dry weather conditions and periods of high activity. Dust can be generated from unsealed track surfaces, rider movement, and vehicle access areas, potentially impacting air quality and residential amenity on surrounding properties.

To mitigate potential dust impacts, a number of **dust control measures** will be implemented and enforced via conditions of consent, including:

- **Water suppression** (e.g. sprinklers) A dedicated watering system will be implemented to ensure regular irrigation of the track, maintaining moisture and minimising dust
- **Limiting hours and frequency of use** to reduce cumulative dust generation.
- **Vegetation buffers** or landscaping along property boundaries to act as windbreaks and dust barriers.
- **Ongoing maintenance** of the track and access routes to minimise erosion and loose material.

With these measures in place, it is considered that dust emissions can be effectively managed to ensure the development complies with the *Protection of the Environment Operations Act 1997*.

- **Noise and Vibration** –

The proposed development involves the operation of a motorbike track, which has the potential to generate noise emissions from engine activity and rider movements. To assess the likely acoustic impacts of the development, a Noise Impact Assessment was prepared by Acoustik Pty Ltd on behalf of the applicant. This report was commissioned in response to concerns raised by adjoining property owners and has been reviewed as part of this assessment.

The Noise Impact Assessment included baseline noise monitoring at three locations in close proximity to the proposed motorbike track. It modelled noise emissions from a range of motorcycle engine sizes (50cc to 450cc) under typical use scenarios, including up to six bikes operating simultaneously. The results concluded that predicted noise levels were below the relevant noise trigger levels outlined in the NSW EPA Noise Policy for Industry, and therefore meet the acceptable thresholds for residential receptors.

Under the *Protection of the Environment Operations Act 1997*, "offensive noise" is defined with consideration of factors such as loudness, character, timing, frequency, and number of people affected. These are addressed as follows:

Consideration for Offensive Noise	Comment
Its loudness	The Noise Impact Assessment has concluded that the noise levels are below the trigger levels nominated by the NSW EPA Noise Policy for Industry.
Its character	Given the zoning and size of the allotment, recreational activities such as motorbike riding, is not unexpected or atypical. Conditions of consent have been imposed to limit the frequency of use on site. The noise generated from the proposed development will not be a persistent activity.
Its time and duration	Restrictions will be imposed on the hours and frequency of use and be limited to a maximum of 6 hours per week, with maximum 2 hour session between the hours: <ul style="list-style-type: none"> • Monday to Friday (School Days): 4pm – 6pm • Monday to Friday (School Holidays): 10am – 6pm • Saturday: 11am – 6pm

	<ul style="list-style-type: none"> No use permitted on Sundays or Public Holidays <p>It is assessed that the limited hours of operation will significantly reduce any potential for offensive noise.</p>
Whether it's typical for the area	The land is zoned R5 Large Lot Residential under the <i>Parkes Local Environmental Plan 2012</i> . Given the zoning and size of the allotment, recreational activities such as motorbike riding, are not unexpected or atypical.
How often it occurs	<p>Restrictions will be imposed on the hours and frequency of use and be limited to a maximum of 6 hours per week, with maximum 2 hour session between the hours:</p> <ul style="list-style-type: none"> Monday to Friday (School Days): 4pm – 6pm Monday to Friday (School Holidays): 10am – 6pm Saturdays: 11am – 6pm No use permitted on Sundays and Public Holidays. <p>It is assessed that the limited hours and frequency of operation will significantly reduce any potential for offensive noise.</p>
How many people it affects	The allotment is zoned R5 Large Lot Residential with large setbacks between dwellings and property boundaries. There are four surrounding properties within close proximity which may be impacted; however, given the results of the Noise Impact Assessment, it has been determined that the noise levels are satisfactory at these affected properties.

Based on the findings of the noise assessment, the proposed development is not expected to result in offensive noise under the *Protection of the Environment Operations Act 1997*, nor is it likely to cause unreasonable acoustic impacts on adjoining residential properties. Subject to the recommended operational limits and mitigation measures being implemented, the proposal is considered to be acceptable in terms of noise impact.

- Flora and Fauna** – The subject allotment has been largely cleared for Large Lot residential purposes and supports a dwelling and ancillary structures. The site is not identified on the Terrestrial Biodiversity Land Map. A site inspection did not reveal any significant vegetation onsite. No vegetation has been or is required to be removed as part of the proposed development. No adverse impacts are assessed.
- Natural Hazards** - The site is not identified as bushfire prone or flood prone land. No adverse impacts are assessed.
- Technological Hazards** – The information supplied by the applicant does not indicate any past land contamination. A visual inspection of the allotment and review of Council's potentially contaminated lands register does not reveal any contamination. No adverse impacts are assessed.
- Safety Security and Crime Prevention** – No commercial use will be permitted and therefore does not pose a community or public safety risk. Private use will be undertaken at their own risk.
- Social Impact in the Locality** – Given the intermittent nature of the development and private use, it is not expected to pose any adverse social impacts. Provided that the development operates in accordance with the conditions of consent, including restrictions on hours of use, frequency, and environmental management measures, it is unlikely to generate adverse social impacts on the surrounding community.
- Economic Impact in the Locality** – Due to the type and scale of the proposed development, the economic impacts of the development are not significant. The use will be confined to private purposes and is not a commercial enterprise. No adverse impacts are assessed.
- Site Design and Internal Design** – The proposal is consistent with the Parkes Local Environmental Plan 2012 and the Parkes Shire Development Control Plan 2021. The size and scale of the motorbike track are appropriate for the subject lot. The development on the site will not detrimentally affect the adjoining land. Alterations to the motorbike track may be necessary to accommodate landscaping wholly within the property boundary.
- Cumulative Impacts** – The proposal is consistent with the Parkes Local Environmental Plan 2012 and the Parkes Shire Development Control Plan 2021. The proposal is adjoined by Large Lot residential allotments of a similar size, shape, and density. It is assessed that the cumulative impacts of the proposed development are not such that the application should be refused.

S4.15(1)(c) the suitability of the site for the development

The subject site is considered suitable for the proposed development. With an area of 4 hectares and zoning of R5 Large Lot Residential under the *Parkes Local Environmental Plan 2012*, the land is capable of accommodating the proposed use as a private motorbike track, which is permissible with development consent.

The Noise Impact Assessment, prepared following the initial public exhibition period, confirms that the proposal can operate within acceptable noise thresholds when managed in accordance with recommended mitigation measures. Offensive noise associated with the use of the track can be managed through the imposition of conditions of consent to control its time and duration and the number of times it occurs in a week.

S4.15(1)(d) any submissions made in accordance with this Act or the regulations

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

The submissions received and issues raised are as follows:

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

Following consideration of the submissions, it was considered that a Noise Impact Assessment and a Landscaping Plan was required to support the assessment of the proposal.

Upon submission of the additional information, the proposed development was publicly exhibited and notified from 29 May 2025 and 12 June 2025, in accordance with the *Parkes Shire Community Participation Plan 2022*. Council received two (2) submissions, both presenting objections to the proposed development.

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

Name	Address	Objection Points / Arguments
G & J Peterson	[REDACTED] Parkes	<ul style="list-style-type: none"> Inconsistent with R5 Large Lot Residential Zoning Objectives Potential devaluation of neighbouring properties Conflict with surrounding land uses Prohibited Use under the R5 zoning Broader concerns about unauthorised use <p>Request for refusal</p> <p>If the application is approved, particular consideration including conditions of consent should be imposed regarding the following:</p> <ul style="list-style-type: none"> Noise Impact

		<ul style="list-style-type: none"> – Amenity of the existing Airbnb – no riding during guest stays or special events – Visual Impact and landscaping provisions – Dust Impacts – Time-limited approval to enable consideration of community feedback and/or compliance action
P and P Martin	<div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> Road, Parkes	<ul style="list-style-type: none"> • Statement of Environmental Effects - inconsistencies • Landscaping Report – does not address concerns previously raised • Noise Impact Assessment – inadequate to address noise impact concerns <p>Objections:</p> <ul style="list-style-type: none"> – Reliance of existing vegetation on the site and neighbouring properties – The Noise Impact Assessment is not sufficient for Council to determine the application. – Recommendation of the Noise Impact Assessment regarding riding times (and ages of riders) is not sufficient for Council to determine the application. – The application does not meet the requirements of the R5 Large Lot Residential Zone. – Council should refuse the application because of insufficient information and/or inability of the applicant to put forward conditions that can be assessed. – Concerns regarding who is permitted to use the motorbike track. – Lack of confidence that Conditions of Consent will be complied with.

Assessment Response to Issues Raised:

1. Up to 6 motorcycles using the facility at once

The findings of the Noise Assessment Report are that the predicted noise levels whilst 6 bikes are in operation, do not exceed the trigger level (40) specified by the NPI. The Noise Impact Assessment Report is based on use by 4-6 riders. Noise modelling uses operation of three 30 minute sessions over a 2 hour period and has incorporated various size motorbikes ranging from 50cc to 450cc. The report notes that a 450cc motorbike is generally ridden by an adult. Therefore, a condition of consent has been placed on the consent which restricts use to a maximum of one 450cc bike at any given time. The remaining motorbikes ranging from 50cc to 125cc are generally ridden by children. The noise levels are determined by the type of motorbike rather than the age of a rider which provides a more accurate noise level.

2. Visual amenity

Visual amenity of the motorbike track can be addressed through adequate landscaping to provide visually screening of the track. Whilst it may take some time for the landscaping to become established, a condition of consent will be included to ensure it is maintained and cared for during establishment and in perpetuity.

3. Dust suppression

A dedicated watering system will be implemented to ensure regular irrigation of the track, maintaining moisture and minimising dust. Dust must not cause nuisance to adjoining properties during operation.

4. Maintenance procedures

Whilst no specific maintenance procedures have been proposed or addressed within the application, maintenance will include the wetting of the track for dust measures. Any other maintenance considerations are not anticipated to create any adverse impacts on adjoining properties.

5. Safety

No commercial use will be permitted and therefore does not pose a community or public safety risk. Use of the proposed motorbike track will be wholly within the confines of the subject site. Private use will be undertaken at their own risk.

6. Use (only as a personal track)

A condition of consent will be imposed which restricts the number of riders to six and prohibits the use of the track for commercial purposes.

7. Inconsistent with R5 Zone objectives

The objectives of the R5 Large Lot Residential zone are as follows:

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

The proposed development is consistent with the zone objectives with the imposition of conditions of consent. Assessment of the proposal has also been undertaken under section 4.15(1)(a)(i) earlier in this report.

The development proposal:

- Is not located in an environmentally sensitive location.
- Scenic quality of the area will be maintained through the planting of vegetation screening.
- The development will not hinder the proper and orderly development of the area.
- The development will not unreasonably increase the demand for public services or public facilities.
- Land use conflict, such as impacts on amenity through noise, dust, visual impact and erosion can be managed the imposition of conditions of consent.

8. Potential devaluation of neighbouring properties

The value of land (loss) is not a planning consideration under the *Environmental Planning and Assessment Act 1979*. The value of a property is subject to a multitude of determining factors including the age of the asset and associated improvements, development within proximity of the site, local factors such as population trends, employment opportunities, regional growth and economic prosperity. Furthermore, there are a significant number of factors with respect to macroeconomics which can impact on the value of an asset such as supply and demand. It is assessed it cannot be determined that the proposed development, when considering in the multitude of factors which determine the value of a property, will adversely impact on the value of adjoining allotments.

9. Conflict with surrounding land uses

The proposed development has the potential to generate land use conflict with surrounding residential properties, primarily due to potential noise, visual, and dust impacts associated with the operation of a motorbike track. However, it is considered that these impacts can be appropriately minimised and managed through the implementation of conditions of consent. Conditions of consent have been included to control the hours and frequency of operation, landscaping for visual screening, dust suppression and erosion control measures.

Subject to these mitigation measures, the proposal is considered capable of operating in a manner that maintains an appropriate level of amenity for surrounding residents.

10. Prohibited Use under the R5 zoning

The proposal is defined as a *Recreation Facility (Outdoor)* by the Dictionary of *Parkes Local Environmental Plan 2012*. That Land Use Table for R5 Large Lot Residential permits *Recreation Facility (Outdoor)* with consent.

11. Broader concerns about unauthorised use

The submission raises a concern about a general increase in unauthorised developments in Parkes Shire Council, including other motorbike tracks. Appropriate compliance action against any unauthorised works can be taken when brought to the knowledge of Council.

12. Reliance of existing vegetation on the site and neighbouring properties

The submissions state that the Landscape Report submitted with the development application incorrectly depicts the site conditions by showing landscaping on the subject land. A site inspection has confirmed that the landscaping is likely located on the adjoining property to the south. A condition of consent has been included which requires the applicant to provide landscaping wholly within the property boundary to provide adequate screening and dust control of the motorbike track. A condition of consent has also been imposed requiring the landscaping to be maintained by the owners or occupiers of the premises for the life of the motorcross track.

13. The Noise Impact Assessment is not sufficient for Council to determine the application.

The Noise Impact Assessment has been prepared by Acoustik Pty Ltd. The report confirms that environmental noise logging was carried out over a 12 day period between the 10 April 2025 and 21 April 2025 between the hours of 7am - 6pm to determine the background noise levels. The instruments used to undertake the noise logging have been NATA certified for calibration.

Further testing was carried out on the 4 April 2025 with bikes ranging from 50cc to 450cc in operation to record the output of noise levels. The NSW EPA *Noise Policy for Industry (NPI)* sets out appropriate trigger levels for noise. The findings of the Noise Assessment Report are that the predicted noise levels whilst 6 bikes are in operation, do not exceed the trigger level (40) specified by the NPI. It was also found that the noise levels generated by the operation of the motorbike track will not be persistent throughout the whole day as the riders are generally school aged children who do not generally ride for extended periods.

14. Recommendation of the Noise Impact Assessment regarding riding times (and ages of riders) is not sufficient for Council to determine the application.

The Noise Impact Assessment Report is based on use by 4-6 riders being family members and local friends. Noise modelling uses operation of three 30 minute sessions over a 2 hour period and has incorporated various size motorbikes ranging from 50cc to 450cc. The report notes that a 450cc motorbike is generally ridden by an adult. Therefore, a condition of consent has been placed on the consent which restricts use to a maximum of one 450cc bike at any given time. The remaining motorbikes ranging from 50cc to 125cc are generally ridden by children. The noise levels are determined by the type of motorbike rather than the age of a rider which provides a more accurate noise level.

15. The application does not meet the requirements of the R5 Large Lot Residential Zone.

The proposal is defined as a *Recreation Facility (Outdoor)* by the Dictionary of *Parkes Local Environmental Plan 2012*. The land use table for R5 Large Lot Residential permits *Recreation Facility (Outdoor)* as being permissible with consent. It is considered that the Development Application has addressed the objectives and provisions of *Parkes Local Environmental Plan 2012*. Subject to conditions of consent, the proposed development is consistent with the zone objectives.

16. Council should refuse the application because of insufficient information and/or inability of the applicant to put forward conditions that can be assessed.

The applicant has provided a suite of documentation/information to accompany the Development Application. This documentation clarifies that the applicant is seeking development consent for the following:

- Retrospective approval for the unauthorised works associated with the construction and use of the motorbike track.
- Utilisation of the track for non-commercial use, exclusively for the owners of the land, immediate family and close acquaintances.
- Proposed hours / days of use –
 - Monday to Friday (school days): 4pm to 6pm
 - Monday to Friday (school holidays): 10am to 6pm
 - Saturday, Sunday and public holidays: 11am to 6pm
 - *with max hours per session
- Number of riders limited to a maximum of 4-6 at any given time
- Proposed landscaping to northern and eastern (front boundary)

Additionally, the application has provided the following documentation/reports:

- Site Plan
- Locality Plan
- Track Detail Plan
- Statement of Environmental Effects
- Landscaping Report; and
- Noise Impact Assessment Report

The submitted documentation is considered suitable to enable Council to undertake assessment of the proposed development.

17. Concerns regarding who is permitted to use the motocross track.

The Development Application clearly states that the use of the motorbike track will be for private use only. There are to be no organised or publicised events or commercial or non-profit activity, such as a training facility. A condition of consent has been imposed prohibiting the use of the motorbike track for commercial purposes.

18. Lack of confidence that Conditions of Consent will be complied with.

Compliance action may be initiated if the applicant fails to comply with any of the conditions of consent.

S4.15(1)(e) the public interest

The public interest has been considered in the consideration of submissions received during the two public exhibition periods and appropriate conditions of consent applied. The proposed development is not assessed to be against the public interest.

No commercial use will be permitted and therefore does not pose a community or public safety risk. Private use will be undertaken at their own risk.

Assessment Conclusion / Recommendation

Consent be granted subject to condition(s) detailed in Annexure 'A' *attached*.

Annexure A

Conditions:

Approved Plans and Supporting Documentation

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 stamped approved site plan, prepared by SGB Designs, Revision A, Drawing Numbers A100 to A103 (inclusive), dated 14 November 2024.
 2. The stamped approved Statement of Environmental Effects prepared by ACB Consultants.
 3. The stamped approved Noise Impact Assessment prepared by Acoustik Pty Ltd.
 4. The stamped approved Landscaping Report prepared by Macrocarpa Landscapes.

In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.

Reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.

Time Limit to Approval

2. The period the track can be used is limited to 2 years from the date of compliance with all relevant conditions required prior to commencement and confirmed by Parkes Shire Council.

NOTE: Provided the track is operated satisfactorily for that period, a consent that is not time limited could be granted by Council by way of a modification of this consent under section 4.55 of the *Environmental Planning and Assessment Act 1979*. Assessment of any proposed modification will be subject to further assessment including notification and/or exhibition.

Reason: To ensure the track is operating in a satisfactory manner in accordance with the conditions of consent

Obtaining a Building Information Certificate

3. A Building Information Certificate is to be obtained from Parkes Shire Council for the earthworks that were undertaken without prior consent. Details of the fill material are to be provided with the application incorporating confirmation that the fill material is free from any contaminants. A Building Information Certificate is to be issued prior to the commencement of use or operation.

Reason: To regularise work that has been carried out unlawfully.

Landscaping Provisions

4. An amended Landscaping Plan is to be prepared to show the following:
 - a) Cupressus Leighton Green to be planted along the entire extent of the southern boundary, within the confines of Lot 56 DP833141.
 - b) Cupressus Leighton Green to be planted along the eastern boundary within the confines of Lot 56 DP833141.
 - c) Cupressus Leighton Green to be continued for the entire extent of the northern boundary within the confines of Lot 56 DP833141.

Reason: To ensure all works associated with the proposed development are conducted within the confines of the property

Implementation of Landscape Plan

5. Landscaping is to be installed in accordance with the amended Landscaping Plan and to the satisfaction of Parkes Shire Council prior to the operation of the motorbike track.

Reason: To maintain the scenic quality of the locality.

Landscaping

6. Landscaping is to be maintained in a health state and in perpetuity whilst the in accordance with the approved landscaping plan and shall be maintained in a healthy state, and in perpetuity by the existing or future owners and occupiers of the property, while the use as a motorbike track is active.

Reason: To limit potential noise and amenity impacts.

Erosion and sediment control – Containment of Stormwater Runoff

7. The applicant must ensure that all runoff from the motorbike track is directed to the on-site detention/sediment basin. No sediment-laden water or soil material is to be discharged or conveyed to Council's drainage system, including the table drain at the site frontage. The erosion and sediment control measures must be designed, installed, and maintained in accordance with the requirements of the NSW Landcom "Blue Book" – *Managing Urban Stormwater: Soils and Construction* and must remain effective for the duration of the works and during operation of the track.

Details of the sediment and erosion control measures are to be provided to Council prior to the commencement of use.

Reason: To eliminate erosion and sediment impacts from the development.

Operating Hours

8. The ongoing use and operation of the motorbike track is limited to a cumulative total of six (6) hours per week, within the following hours:

Mondays - Fridays (inclusive)	4.00pm to 6:00pm
School Holidays	10:00am to 6:00pm
Saturday	11:00am to 6:00pm
Sundays	No use permitted

Public Holidays

No use permitted

When the motorbike track is in operation, motorcycles are not to be ridden elsewhere on the subject land (30 Heraghty Road, Parkes).

Reason: To limit noise impacts and protect the amenity of neighbouring residents.

Numbers of Motorcycles Permitted

9. A maximum of six motorcycles are permitted to use the motocross track (simultaneously). A maximum of one (1) motorcycle with an engine capacity of 450cc may utilise the motorbike track within the designated operating hours.

Reason: To limit potential noise impacts and to consistent with the levels specified within the Noise Impact Assessment.

Monitoring of the activity

10. A logbook which must be made available to Council Officers is to be recorded which details the following:
1. Date the track is in operation
 2. The time the track is in operation
 3. The number of riders using the motocross track during each session
 4. The engine capacity of all motorcycles using the motocross track during each session
 5. Details of any dust suppression activities carried out to control dust impacts
 6. Any complaints received from neighbouring properties or members of the public.

Reason: To ensure that the activities undertaken on the motorbike track are consistent with the session times stipulated by this Development Consent.

Restriction on Use

11. The motorbike track is to be used for private use only. There are to be no organised or publicised events or commercial or non-profit activity, such as a training facility.

Reason: To limit the scale of the use of the motorbike track, to a use that is ancillary to the primary use as a Large Lot Residential property.

Noise Control Limits

12. Noise levels during operation of the motorbike track are to be in accordance with the Noise Impact Assessment prepared by Acoustik Pty Ltd dated 22 May 2025. Noise levels must not exceed the noise trigger levels specified within the report when recorded from surrounding properties.

Reason: To limit potential noise impacts on surrounding properties.

Dust Management

13. The operation of the track is to be managed and maintained to reduce dust creation and emission causing nuisance to neighbouring residents.

Reason: To limit potential noise impacts on surrounding properties.

17.2 PLANNING PROPOSAL - RECLASSIFICATION OF COMMUNITY TO OPERATIONAL LAND - ARMSTRONG STREET, PARKES**IP&R Linkage:** Pillar: Community**Goal:** Our community is liveable, growing and connected.**Strategy:** Strengthen active transport routes, including cycleways, footpaths and walking tracks, to improve linkages between areas of high activity and new residential growth.**Author:** Annalise Teale, Acting Director Planning and Community Services**Authoriser:** Kent Boyd PSM, General Manager**Annexures:**
A. Planning Proposal PP2025/0001 - Parkes Early Childhood Centre Land Reclassification - Armstrong Street, Parkes [↓](#)
B. Gateway Determination - PP2025/0001 - Reclassification of Armstrong Street [↓](#)
C. Submission - Planning Proposal 2025/0001 [↓](#)
D. AE Fox Park - Public Hearing Report [↓](#)

RECOMMENDATION

That:

1. Council acknowledges the submissions received during public exhibition and during the Public Hearing and proceed to finalise the amendment to the Parkes Local Environmental Plan 2012 to reclassify Lot 1 DP119739 from Community to Operational Land.
-

BACKGROUND

Council has been in negotiations with the Parkes Early Childhood Centre (PECC), regarding the possible ownership transfer of the PECC building from Council to the PECC management body. The PECC building is built over a number of land parcels, with different ownership arrangements including Crown Land, freehold land and community land.

Part of Council's resolution at its meeting on 24 January 2023 included, that Council:

1. *Proceed with the acquisition and consolidation of the land generally occupied by the Parkes Early Childhood Centre.*

In order to facilitate the consolidation and acquisition of the land, Council will need to commence the process to reclassify the Community Land to Operational Land under the *Local Government Act 1993*. This is the only way in which the land which is currently Community Land can be subdivided, consolidated with the PECC holding or sold in the future.

ISSUES AND COMMENTARY

The submission of a Planning Proposal to the Department of Planning, Industry and Environment (DPIE) is the only way in which land can be reclassified from Community Land to Operational Land and is the first step in an administrative process to enable to consolidation and acquisition of the land in which PECC is located.

The reclassification of the AE Fox Park from Community Land to Operational Land will allow Council to undertake a future subdivision of the AE Fox Park and the land in which PECC is located.

The residual portion of AE Fox Park, which includes the car park and playground area will continue to be owned by Parkes Shire Council once the subdivision of land has been carried out.

In March 2025 a Gateway Determination was issued which required Council to make amendments to the Planning Proposal, including further information in the Planning Proposal regarding the impact on the existing car park behind the Parkes Early Childhood Centre.

The Gateway Determination also set out the requirements for public exhibition and a Public Hearing.

LEGISLATIVE AND POLICY CONTEXT

All public land owned by Council must be classified as either 'Community' or 'Operational' land. Operational land has no special restrictions other than those that may apply to any piece of land. The classification of operational land is used for Council facilities including Council offices, sewage treatment plans, water treatment plants, depots, impound yards, pounds and the like.

Community land is different. Classification as community land reflects the importance of the land to the community because of its use (such as Natural Area, Sportsgrounds, Parks or General Community Use) or special features. It is land intended for public access and use, or where other restrictions apply to the land creating some obligation to maintain public access (such as a trust deed). Community land cannot be sold, or cannot be leased, licenced or any other estate granted over the land for more than 21 years and must have a plan of management prepared for it. The classification of community land is used for council's parks, community centres, sports fields, swimming pools and recreation centres and the like.

The submission of a Planning Proposal to the Department of Planning, Industry and Environment (DPIE) for a Gateway Determination is an administrative and legislated process, and the only way in which land can be reclassified from Community Land to Operational Land.

In March 2025 a Gateway Determination was issued which required Council to make amendments to the Planning Proposal, place it on public exhibition, and hold a Public Hearing.

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with the submission of a Planning Proposal to the NSW Department of Planning, Industry and Environment.

RISK IMPLICATIONS

The submission of a Planning Proposal is an administrative, legislated process to formally change the classification of land. There are no foreseeable risks to Council by proceeding with the lodgement of the Planning Proposal to Department of Planning, Industry and Environment (DPIE).

COMMUNITY CONSULTATION

Community consultation was carried out in accordance with the requirements set out in the Gateway Determination, which included a public exhibition period and a Public Hearing.

The Planning Proposal was publicly exhibited for 28 working days from 23 April 2025 to 3 June 2025. During the exhibition period, the relevant plans were available in Council's administration office, on Council's website and publicly available on the NSW Planning Portal website. One (1) submission was received during the exhibition period (attached) which objected to the Planning Proposal. This submission raised concerns regarding the following:

- Land to remain as community land so that it can be reserved for use as the future heated indoor swimming pool site.
- Retaining the land as Community Land will ensure that the land will not be sold off and will be retained for community use

- The area of the allotment which PECC is located on is only small and should be excised from this community land
- A masterplan needs to be developed for the whole swimming pool precinct.

In response to the submission received, Council advised that the purpose of the reclassification of the land is to facilitate the consolidation of land for Parkes Early Childhood Centre (PECC) and there was no further intention to sell or develop the remainder of the site. Given that the land is one allotment, Council is unable to reclassify part of the allotment from community land to operational land. The PECC site is also under multiple ownership including Council owned land. The reclassification of land will allow for the existing preschool encroachment on to Lot 1 DP 119739 (currently community land) to be sold to the preschool. Further, if a future indoor swimming pool was to be developed on the land by a private developer, it would need to be classified operational land.

A Public Hearing was held on the 8th of July 2025 in accordance with the conditions of the Gateway Determination. Council provided 21 days notice of the Public Hearing, as per the requirements of the *Environmental Planning and Assessment Act 1979* and appointed an Independent Chair, Eliza Noakes of Acre Town Planning. Two community members attended the hearing. The matters raised by the attendees were matters of clarification regarding the reclassification process, and future development of the land including the following points:

- Clarification required regarding the acquisition process for the council and crown land
- The reclassification of land opens the land to a variety of uses by Council which creates uncertainty for surrounding landowners such as the Parkes Bowling and Sports Club
- Demographics should be considered when making Council decisions
- Concern that the proposal may result in the future closure of the current playground on the subject site
- Concerns for potential increases to the vehicle movements

In response to the comments raised in the Public Hearing, there are no current proposed works on the site. The proposal is for the reclassification of land from community to operational and will not increase vehicle movements or generate additional traffic. Additionally, any further development of the land will be subject to Council's typical assessment process and relevant community consultation requirements. Where a Development Application is required for any future works on Council land, the Development Application will be notified to adjoining landowners and required to be publicly exhibited for 28 days in accordance with the *Environmental Planning and Assessment Act 1979* and the *Parkes Shire Community Participation Plan 2022*. The reclassification of the land is the only way in which consolidation of the PECC site can occur as the site is located across multiple allotments and is currently classified as community land.

Both attendees of the Public Hearing noted a general support for PECC being able to purchase the part of the land they currently lease. Neither participant noted a position of opposition or support for the planning proposal.

A copy of the Public Hearing Report, prepared by Acre Town Planning is attached. The Report recommends that the Planning Proposal proceed as proposed.



PARKES SHIRE COUNCIL

Planning Proposal

Reclassification of Public Land from Community to Operational

Lot 1 DP 119739 encompassing:

- **Parkes Early Childhood Centre (part)**
- **AE Fox Park**
- **Carparking**

September, 2024



PARKES SHIRE COUNCIL

Table of Contents

Introduction.....	3
Part 1 – Objectives and Intended Outcomes	5
Part 2 – Explanation of Provisions.....	8
Part 3 – Justification	9
<i>Section A – Need for Planning Proposal</i>	<i>9</i>
<i>Section B – Relationship to Strategic Planning Framework.....</i>	<i>10</i>
<i>Section C – Environmental, Social and Economic Impacts.....</i>	<i>12</i>
<i>Section D – State and Commonwealth Interests</i>	<i>14</i>
Part 4 – Mapping.....	14
Part 5 – Community Consultation	14
Part 6 – Project Timeline.....	15
Part 7 – Appendices.....	15
<i>Appendix 7.1 Land details.....</i>	<i>15</i>
<i>Appendix 7.2: LEP Practice Note PN 16-001 Classification and reclassification of public land through a LEP – Matters to be addressed</i>	<i>18</i>
<i>Appendix 7.3: Explanation of Provisions Schedule 4 Classification & Reclassification of Public Land</i>	<i>23</i>
<i>Appendix 7.4: Consistency with Council’s local strategy and strategic plan.....</i>	<i>24</i>
<i>Appendix 7.5: Consistency with State Environmental Planning Policies and Policies.....</i>	<i>28</i>

Introduction

This Planning Proposal recommends an amendment to Parkes Local Environmental Plan (LEP 2012) to change the classification of a parcel of council owned land from community land to operational land.

The site is Lot 1 DP 119739 and identified in the diagram below:



The site encompasses:

- AE Fox Park
- Carparking
- Parkes Early Childhood Centre (part)

This planning proposal recommends the parcel of land be reclassified to operational land. This document sets out the justification for and explains the intended effects of the recommended amendment.

The preparation of a Planning Proposal is the first step in NSW Planning and Environment's Gateway Process, the process for making or amending local environment plans. It has a number of steps, set out in table 1, that require this document to be revised as it progresses through the Gateway Process. This document is currently at Step 1: Planning Proposal.

No.	Step	Explanation
1	Planning Proposal	Council prepares a document explaining the effect of and justification for making or amending a local environmental plan.
2	Gateway Determination	The NSW Department of Planning, determines whether a Planning Proposal should proceed.
3	Community Consultation	The Planning Proposal is publicly exhibited.
4	Assessment	Council considers any submissions it receives in response to the public exhibition, changing the Planning Proposal as necessary.
5	Drafting	Parliamentary Counsels Office prepares a draft local environmental plan.
6	Decision	The minister (or delegate plan making authority) approves the local environmental plan, making it law.

All planning proposals reclassifying public land must address matters outlined in NSW Planning and Environmental LEP practice Note 16-001 *Classification and reclassification of public land through a local environmental plan*.

The *Local Government Act 1993* requires all public land (any land vested in, or under the control of Council, except for roads, Crown Land or a common) to be classified as one of two categories: *Community or Operational*. Community Land is generally open to the public and includes reserves and sports grounds. Operational Land is generally land held as a temporary asset or used by council to carry out its functions (work depots and garages) or to provide car parking. Community Land cannot be sold and cannot be leased or licensed for more than 21 years. No restrictions apply to Operational Land. The reclassification of the Land does not commit Council to the sale or development of the land, nor does it remove the land from Council's ownership or prevent the current use of the Land from continuing. Such considerations will be subject to separate processes and decisions.

The subject site was granted to Council as fee simple on the 21st August, 1957. Detailed property information is provided in Appendix 7.1. The remainder of this document is split into the following parts:

Part	
1	The objective and intended outcomes of the proposal
2	An explanation of the provisions to be included in the Parkes LEP 2012
3	Justification for the objectives and intended outcomes
4	Mapping
5	Details of the Community Consultation
6	Projected Timeline

Part 1 – Objectives and Intended Outcomes

Council has been progressing a review process of all Council owned premises to ensure rental arrangements meet its public authority obligations of fairness, equity and competitive neutrality. As part of this process some of the long-term tenants have been given the option to purchase the subject premises instead of moving to market rentals.

Council negotiations have progressed with the Parkes Early Childhood Centre (PECC), regarding the possible ownership transfer of the PECC building from Council to the management body. The PECC is situated in Dalton Street, it is built over a number of land parcels and those land parcels have a number of different ownership arrangements (see figure below).



Image: Total of land parcels encompassing the Parkes Early Childhood Centre.

The land parcels are

- Lot 854 DP 750152 (crown land to be acquired)
- Lot A and B DP355268
- Lot 1 DP 965802
- Lot 1 DP 823391
- Lot A DP 398903
- Part of Lot 1 DP 119739 (Community land – subject to this Planning Proposal and owned by Council).



Image: Lot 1 DP 119739 is Community land and is subject to this Planning Proposal. Highlighted blue area indicative area to be acquired by the PECC.

PECC and Council have agreed on general terms as follows:

1. To transfer the facilities at an upper-bound price.
2. That any lease fees paid from the date of the agreement, less rates and water levy, be netted-off the purchase price.
3. That Council proceed with best endeavours to acquire and consolidate the land into a single parcel (if this is not possible the agreement lapses, and status quo is maintained, and lease continues).
4. If after three (3) years the land has not been consolidated and transferred, PECC reserves the right to withdraw from this agreement.
5. That during the term of this agreement, lease payments be capped plus rates & water levy.
6. If acquisition costs make the acquisition cost untenable for Council, Council reserves the right to withdraw from the agreement.

At its meeting on the 24th January, 2023 Council considered Report 17.1 Parkes Early Childhood Centre and resolved that Council:

- 1. Proceed with the acquisition and consolidation of the land generally occupied by the Parkes Early Childhood Centre.*
- 2. Offer to transfer the Parkes Early Childhood Centre facilities to the Parkes Early Childhood Centre Management Entity subject to the successful land consolidation, in accordance with the provisions generally outlined in this report.*
- 3. Subject to the concurrence of the Parkes Early Childhood Centre Management entity, that an agreement be entered between the parties outlining the proposed sale arrangements, generally in accordance with this report.*

Note: the above Council resolution above has been amended to exclude the financial details.

This Planning Proposal specifically related to Lot 1 DP 119739 which encompasses:

- AE Fox Park
- Car park
- Parkes Early Childhood Centre (part)

Detailed property information is provided in Appendix 7.1

The reclassification of this site will allow the transfer of part of the land to the Parkes Early Childhood Centre in accordance with Councils resolution. It is noted that the balance of the site encompassing AE Fox Park and the car park will be retained by Council for their current purposes. Any future changes will be subject to Councils planning processes and approvals.

Part 2 – Explanation of Provisions

Classification and reclassification of public land through an LEP is subject to both the local plan-making process in the EP&A Act and the public land management requirements of the LG Act.

A planning proposal to classify or reclassify public land, will need to be prepared in accordance with Practice Note 16-001 Classification and reclassification of public land through a LEP.

Appendix 7.2 details how this planning proposal aligns with LEP Practice Note PN 16-001 Classification and reclassification of public land through a LEP – Matters to be addressed.

Reclassification through an LEP is the mechanism with which council can remove any public reserve status applying to land, as well as any interests affecting all or part of public land (LG Act s.30). While a reclassification proposal to remove the public reserve status of land and/or discharge interests may not necessarily result in the immediate sale or disposal of the land, the community should be aware the public land in question is no longer protected under the LG Act from potential future sale once it has been reclassified to operational

Clause 5.2—Classification and reclassification of public land in Standard Instrument LEPs enables councils to classify or reclassify public land as operational land or community land in accordance with the LG Act. The land to be reclassified or classified is described in Schedule 4 of the LEP.

This Planning Proposal recommends that Parkes LEP 2012 is amended by adding the Land to *Schedule 4 Classification and reclassification of public land*. Specifically, the Land is proposed to be inserted into *Part 2 Land classified, or reclassified, as operational land – no interests changed*.

Appendix 7.3: Explanation of Provisions Schedule 4 Classification & Reclassification of Public Land

Part 3 – Justification

This part of the Planning Proposal is split into the following sections:

Section	Title
A	Need for the Planning Proposal
B	Consistency with Strategic Planning Framework
C	Environmental, Social and Economic Impacts
D	State and Commonwealth Interest

Table: Sections in Part 3 of the Planning Proposal

Section A – Need for Planning Proposal

Q1. Is the planning proposal a result of any strategic study or report?

Yes.

The Planning Proposal is a result a strategic review process by Council for all Council owned premises to ensure rental arrangements meet its public authority obligations of fairness, equity and competitive neutrality.

As part of this process some of the long-term tenants were given the option to purchase the subject premises instead of moving to market rentals. This strategic approach has led to Council and the Parkes Early Childhood Centre mutually agreeing to the acquisition of the current centre to the managing entity for a substantially discounted rate, recognising the long-term occupation, the improvements the tenants have made and the community fundraising that contributed to the facility.

The acquisition encompasses a number of land parcels including part of Lot 1 DP 119739 which encompasses:

- AE Fox Park
- Car park
- Parkes Early Childhood Centre (part)

The reclassification of this site will allow the transfer of part of the land to the Parkes Early Childhood Centre in accordance with Councils resolution. It is noted that the balance of the site encompassing AE Fox Park and the car park will be retained by Council for their current purposes. Any future changes to the site will be subject to Councils planning approval and governance processes.

Q2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

Yes.

The Planning Proposal is the only way to achieve the intended outcomes and objectives.

The reclassification of the Land from Community to Operational is considered to be the best means of achieving the objectives and intended outcomes. Community land cannot be sold. No such restrictions apply to Operational Land.

Section B – Relationship to Strategic Planning Framework

Q3. Is the planning proposal consistent with the objectives and actions of the applicable regional or sub-regional strategy or district plan or strategy (including any exhibited draft plans or strategies)?

Yes. This Planning Proposal is consistent with regional and sub-regional plans and draft plans.

Central West and Orana Regional Plan 2041, NSW Department of Planning and Environment

“The Central West and Orana Regional Plan 2041 aims to facilitate growth in a sustainable way by adapting to future challenges posed by changes in climate, housing markets and the economy.”

Specifically, the planning proposal takes into account and is consistent with:

Strategy 6.1: Undertake public space needs analyses and develop public space strategies by:

- exploring new public space opportunities and green infrastructure
- using community feedback to identify the quantity, quality and type of public space and green infrastructure required
- considering the needs of future and changing populations
- identifying opportunities to prioritise new and improved quality public space to areas of most need

Strategy 6.2: Strategic planning and local plans should consider opportunities to demonstrate how the quantity of, and access to, high quality and diverse existing public space is maintained, embellished and improved.

Strategy 7.1 Design communities that provide interactive public and open spaces to enhance a sense of place and social cohesion to enable communities to withstand and adapt to climate change and respond to natural hazard events.

Strategy 7.3: Strategic planning and local plans should encourage energy efficient building design and practices that respond to the natural environment.

Q4. Is the planning proposal consistent with a Council’s local strategy or other local strategic plan?

Yes.

The Planning Proposal is consistent with the following key strategies and plans:

Parkes Shire Community Strategic Play – Parkes Shire 2035+

Demonstrated consistency with the financial objectives inclusive of:

- 3.1.3 Effectively manage our public lands, reserves and cemeteries
- 3.2.1 Manage our built environment in line with the Local Environmental Plan (LEP) and relevant legislation
- 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
- 4.2.3 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 Parkes Shire Council's services are sustainable
- 4.3.3 Ensure compliance with statutory requirements and ensure Parkes Shire Council's operations are supported by good corporate governance and effective risk management

Parkes Shire Council Delivery Plan – 2022/23 to 2024/25

Demonstrated consistency with the financial objectives inclusive of:

- Pursue continuous improvement in the management of its assets and infrastructure,
- Exploring options to vary current service levels as part of an ongoing conversation with the community about their priorities.
- Better understand the costs of service delivery and options to vary services, to inform community engagement about priorities.

Parkes LEP, 2012

This Planning Proposal does not seek to change the planning controls set by these documents and the Parkes LEP, 2012. The reclassification does not seek to change the objectives of the relevant zone affecting the sites. Any development will need to consider the objectives of the relevant zone as part of a separate development application process.

All outcomes and goals of these plans have been considered. Detailed summary is provided in Appendix 7.4

Q5. Is the planning proposal consistent with applicable State Environmental Planning Policies?

Yes.

The previous 45 State Environmental Planning Policies have been consolidated into 11 policies to make the system simpler. The Planning Proposal is considered to be

consistent with the relevant state Environmental Planning Policies or not applicable. The NSW Government publishes State Environmental Planning Policies (SEPPs) for matters of State or regional planning significance.

Appendix 7.5 examines the consistency of this Planning Proposal with the 11 policies (SEPPs).

Q6. Is the planning consistent with applicable Ministerial Directions?

Yes.

The Planning Proposal has considered to be consistent with all Local Planning Directions. The reclassification of this site will allow the transfer of part of the land to the Parkes Early Childhood Centre in accordance with Councils resolution. It is noted that the balance of the site encompassing AE Fox Park and the car park will be retained by Council for their current purposes. Any future changes to the site will be subject to Councils planning approval and governance processes.

Section C – Environmental, Social and Economic Impacts

Q7. Is there any like hood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

This Planning Proposal will not affect any critical habitat or threatened species, populations or ecological communities, or their habitats. There is no vegetation at present.

In addition, this Planning Proposal does not recommend changing the application or intent of the provisions in LEP 2012 that require new development to identify and manage its environmental impacts, such as the preservation of trees and vegetation and the management of stormwater. These provisions will continue to apply to the land.

Q8. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

No.

This Planning Proposal seeks to reclassify the land. The reclassification will not have any environmental effects, however it will enable the land to be acquired for the purposes of the Parkes Early Childhood Centre. Any future impacts will be managed through the development application consent process.

Q9. Has the planning proposal adequately addressed any social and economic effects?

Yes.

The Planning Proposal is a result a strategic review process by Council for all Council owned premises to ensure rental arrangements meet its public authority obligations of fairness, equity and competitive neutrality.

As part of this process some of the long-term tenants were given the option to purchase the subject premises instead of moving to market rentals. This strategic approach has led to Council and the Parkes Early Childhood Centre mutually agreeing to the acquisition of the current centre to the managing entity for a substantially discounted rate, recognising the long-term occupation, the improvements the tenants have made and the community fundraising that contributed to the facility.

The acquisition encompasses a number of land parcels including part of Lot 1 DP 119739 which encompasses:

- AE Fox Park
- Car park
- Parkes Early Childhood Centre (part)

The purpose of the planning proposal is to reclassify the subject site from community to operational land with the intention of transferring the north-eastern portion of the allotment to Parkes Early Childhood Centre. This reclassification of land and intended transfer of the part lot to Parkes Early Childhood Centre does not impact the ability for the community or Parkes Early Childhood Centre from utilising the public car park. The proposal does not include the intention of repurposing or removing the existing public car park. The reclassification of the car park from community to operational land is a result of the allotment containing part of the Parkes Early Childhood Centre building. The residual allotment which includes the public car park, assuming the transfer of land, will retain its current function and usage. Any future changes to the site will be subject to Councils planning approval and governance processes

Nevertheless, the reclassification of the land enables the potential for the redevelopment of the car park despite not being the main intention of the planning proposal and hence should be considered under this proposal. It is noted that any future changes to the site will be subject to Council's planning processes and approvals. Under current planning controls, assuming the transfer of approximately 700m² to PECC and demolition of AE Fox Park, the residual lot would have a maximum yield of 12 allotments. This would result in the net loss of approximately 70 car parking spaces. The carpark is currently underutilised with excess car parking spaces provided compared to its average usage, allowing for the redevelopment for a new higher and best use of the land. Additionally, Armstrong Street is of a suitable width to support on-street parking without inhibiting the flow of traffic and may be integrated into a more effective drop-off and pick-up schedule for PECC. There are also a variety of formal and informal public car parks within 300 metres of the subject site including 27-29 Dalton Street, 2 Cecile Street, 38-42 Welcome Street and 14-22 Dalton Street, which have capacity to support the increased parking stationary for the broader community.

It is considered that the planning proposal facilitates an improved social and economic outcome for the residents of Parkes and its specific special interest groups.

Section D – State and Commonwealth Interests

Q10. Is there adequate public infrastructure for the planning proposal?

This Planning Proposal will not generate a need for additional public infrastructure as it does not seek the rezoning of the land for additional uses. Any subsequent proposal to develop or use the Land will need to address the suitability of current infrastructure, proposed funding and delivering solutions to overcome any identified shortfall and can be addressed at development application stage.

Q11. What are the views of state and Commonwealth public authorities consulted in accordance with the gateway determination?

No consultation with State or Commonwealth agencies has been carried out to date. Council will consult with any public agencies and the community as directed by the Gateway Determination.

Note that due to the local nature of the planning proposal no views are anticipated.

Part 4 – Mapping

This Planning Proposal does not recommend any changes to the maps in LEP 2012. Parkes LEP 2012 maps can be viewed online on the NSW legislation website: www.legislation.nsw.gov.au

Part 5 – Community Consultation

This Planning Proposal will be publicly exhibited for 28 working days in accordance with the Department's Practice Note regarding *classification and reclassification of public land through a LEP and Best Practice Guideline for LEP's and Council Land*. Exhibition venues will include Council's administration centre and library. The exhibition will also be available on Council's website.

An independently chaired public hearing will also be arranged for the Planning Proposal. This will take place approximately three weeks after the close of the public exhibition. Notice of the public hearing will be given in local papers and on Council's website. Notification letters will also be sent to any person or organisation who makes a submission in response to the public exhibition.

Part 6 – Project Timeline

No	Action	Dates
1	Gateway Determination	January, 2025
2	Public Exhibition	April, 2025
3	Public Hearing	June, 2025
4	Consideration of Community feedback	July, 2025
5	Resubmission to NSW Planning & Environment	August, 2025
6	Anticipated publication of amendment to Parkes LEP 2012/ reclassification	October / November, 2025

Table 1: Project Timeline

Part 7 – Appendices

Appendix 7.1 Land details



NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH

FOLIO: 1/119739

SEARCH DATE	TIME	EDITION NO	DATE
30/8/2021	3:30 PM	-	-

VOL 7343 FOL 76 IS THE CURRENT CERTIFICATE OF TITLE

LAND

LOT 1 IN DEPOSITED PLAN 119739
AT PARKES
LOCAL GOVERNMENT AREA PARKES
PARISH OF CURRAJONG COUNTY OF ASHBURNHAM
TITLE DIAGRAM DP119739

FIRST SCHEDULE

THE COUNCIL OF THE SHIRE OF PARKES

SECOND SCHEDULE (1 NOTIFICATION)

1 RESERVATIONS AND CONDITIONS IN THE CROWN GRANT(S)

NOTATIONS

UNREGISTERED DEALINGS: NIL

*** END OF SEARCH ***

Taniai

PRINTED ON 30/8/2021

* Any entries preceded by an asterisk do not appear on the current edition of the Certificate of Title. Warning: the information appearing under notations has not been formally recorded in the Register. InfoTrack an approved NSW Information Broker hereby certifies that the information contained in this document has been provided electronically by the Registrar General in accordance with Section 96B(2) of the Real Property Act 1900.

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New South Wales.

[CERTIFICATE OF TITLE.]

REGISTER BOOK.
7343 Fol. 76

Vol. 7343 Fol. 76

ID Issued on Order No. 0653252

THE COUNCIL OF THE MUNICIPALITY OF PARKES is now the proprietor of an Estate in Fee Simple,
subject nevertheless to the reservations and conditions, if any, contained in the Grant hereinafter referred to, and also subject to such encumbrances,
liens, and interests as are notified hereon, in That piece of land
in the Municipality of Parkes Parish of Currajong, and County of Ashburnham
shown in the plan hereon and therein edged red being part of Portion 423 granted on 17th September 1883 by Crown Grant
Volume 681 Folio 51.

In witness whereof I have hereunto signed my name and affixed my Seal, this Twentv-first day of August, 19 57.

Signed in the presence of *J. W. Moss*

J. H. Wells
Registrar-General

Persons are cautioned against altering or adding to this Certificate or any notification thereon.

St. Armstrong

424 867 855 854 728

264 ft

140 ft

124 ft 7 1/2 in

423

140 ft

Plan in G. 683251

Lane 20 ft wide

974

40

124 ft 7 1/2 in

Area: 1 ac. 1 rd. 20 1/4 per

Scale: 80 feet to one inch.

Appendix 7.2: LEP Practice Note PN 16-001 Classification and reclassification of public land through a LEP – Matters to be addressed

NSW Government's Framework – LEP Practice Note

NSW Planning and Environment has published LEP Practice Note 16-001: Classification and reclassification of public land through a local environmental plan. This practice note provides guidance on matters to be addressed in Planning Proposals to classify or reclassify public land. The table below addresses these matters and identifies where matters are addressed in this Planning Proposal.

No	Information	Where Addressed
1	The current and proposed classification of the land	Introduction Part 1: Objectives and Intended Outcomes
2	Whether the land is a 'public reserve'	The subject lot is not 'public reserve'.
3	The Strategic and site merits of the reclassification and evidence to support this	Introduction Part 1: Objectives and Intended Outcomes Part 3 Justification Section A
4	Whether the planning proposal is the result of a strategic study or report	Part 3 Justification Section A
5	Whether the planning proposal is consistent with council's community plan or other local strategic plan	Part 3 Justification Section B
6	A summary of council's interests in the land including: - How and when the land was first acquired - If council does not own the land, the owner's consent; - The nature of any trusts etc.	Part 1: Objectives and Intended Outcomes Appendix 1 Council is the owner of the subject lot.
7	Whether an interest in land is proposed to be discharged, and if so, an explanation of the reasons why	There are no interests in the subject site.
8	The effect of the reclassification (particular interests will be discharged)	Introduction Part 1: Objectives and Intended Outcomes Part 3 Justification Section A

		<p>The reclassification will facilitate the future part sale of the site to allow the current operator (Parkes Early Childhood Centre) to acquire the area. The Planning Proposal is a result a strategic review process by Council for all Council owned premises to ensure rental arrangements meet its public authority obligations of fairness, equity and competitive neutrality.</p> <p>As part of this process some of the long-term tenants were given the option to purchase the subject premises instead of moving to market rentals. This strategic approach has led to Council and the Parkes Early Childhood Centre mutually agreeing to the acquisition of the current centre to the managing entity.</p>
9	Evidence of relevant interests or lack thereof applying to the land (e.g. Electronic title searches, notice in Gov. Gazette, trust documents)	<p>Appendix 1: Land Details.</p> <p>Note that Council was granted the site fee simple on the 21st August, 1957.</p>
10	Current uses(s) or the land, and whether uses are authorized or unauthorised	<p>Introduction</p> <p>Part 1: Objectives and Intended Outcomes</p> <p>The current authorised uses at all sites are for:</p> <ul style="list-style-type: none"> - Parkes Early Childhood Centre (part) - AE Fox Park - Car parking
11	Current or proposed lease or agreements applying to the land, together with their duration, terms and controls	<p>Introduction</p> <p>Part 1: Objectives and Intended Outcomes</p> <p>Part 3 Justification Section A</p> <p>Part of the site is leased to the Parkes Early Childhood Centre.</p> <p>The reclassification will facilitate the future part sale of the site to allow the current operator (Parkes Early Childhood Centre) to acquire the area. The Planning Proposal</p>

		<p>is a result a strategic review process by Council for all Council owned premises to ensure rental arrangements meet its public authority obligations of fairness, equity and competitive neutrality.</p> <p>As part of this process some of the long-term tenants were given the option to purchase the subject premises instead of moving to market rentals. This strategic approach has led to Council and the Parkes Early Childhood Centre mutually agreeing to the acquisition of the current centre to the managing entity.</p>
12	<p>Current of proposed business dealings (e.g. Agreement for the sale or lease of the land, the basic details of any such agreement and if relevant, when council intends to realise its asset, either immediately after reclassification or at a later time).</p>	<p>Introduction</p> <p>Part 1: Objectives and Intended Outcomes</p> <p>Part 3 Justification Section A</p> <p>Parkes Early Childhood Centre and Council have agreed on general terms as follows:</p> <ul style="list-style-type: none"> - To transfer the facilities at an upper-bound price. - That any lease fees paid from the date of the agreement, less rates and water levy, be netted-off the purchase price. - That Council proceed with best endeavours to acquire and consolidate the land into a single parcel (if this is not possible the agreement lapses, and status quo is maintained, and lease continues). - If after three (3) years the land has not been consolidated and transferred, PECC reserves the right to withdraw from this agreement. - That during the term of this agreement, lease payments be capped plus rates & water levy. - If acquisition costs make the acquisition cost untenable for Council, Council reserves the right to withdraw from the agreement. <p>At its meeting on the 24th January, 2023 Council considered Report 17.1 Parkes</p>

		<p>Early Childhood Centre and resolved that Council:</p> <ol style="list-style-type: none"> <i>1. Proceed with the acquisition and consolidation of the land generally occupied by the Parkes Early Childhood Centre.</i> <i>2. Offer to transfer the Parkes Early Childhood Centre facilities to the Parkes Early Childhood Centre Management Entity subject to the successful land consolidation, in accordance with the provisions generally outlined in this report.</i> <i>3. Subject to the concurrence of the Parkes Early Childhood Centre Management entity, that an agreement be entered between the parties outlining the proposed sale arrangements, generally in accordance with this report.</i> <p>The completion of the sale is dependent on the reclassification. Council intends to realise this asset within approximately 12 months of the reclassification occurring.</p>
13	Any rezoning associated with the reclassification	No rezoning is proposed with this Planning Proposal.
14	How council may or will benefit financially, and how these funds will be used	<p>Introduction</p> <p>Part 1: Objectives and Intended Outcomes</p> <p>Part 3 Justification Section A</p> <p>Council will realise a financial benefit for the sale of part of the site to the Parkes Early Childhood Centre.</p>
15	How council will ensure funds remain available to fund proposed open space sites or improvements referred to in justifying the reclassification, if relevant	<p>The Planning Proposal is a result a strategic review process by Council for all Council owned premises to ensure rental arrangements meet its public authority obligations of fairness, equity and competitive neutrality.</p> <p>This Planning Proposal does not commit funds to proposed open space sites or</p>

		improvements however aligns with Councils strategic framework and focus on sustainable service delivery for the local community.
16	A land reclassification (part lots) Map in accordance with any standard technical requirements for spatial datasets and maps, if land to be reclassified does not apply to the whole lot	No applicable. The land to be classified applies to the whole lot.
17	Preliminary comments by a relevant government agency, including an agency that dedicated the land to council, if applicable	Not applicable.

Appendix 7.3: Explanation of Provisions Schedule 4 Classification & Reclassification of Public Land

Part 2 Land classified, or reclassified, as operational land – no interests changed

Column 1	Column 2	Column 3
Locality	Description	Any Trust etc. not discharged
Dalton Street, Parkes	Lot 1 DP 119739	Nil

Appendix 7.4: Consistency with Council's local strategy and strategic plan

Parkes Shire Community Strategic Play – Parkes Shire 2035+

Theme	Strategy	Consistent
COMMUNITY We live in a safe, inclusive and growing community that provides a great quality of life for people of all ages and abilities.	1.1 Our community is safe, active and healthy.	Yes. Specifically, the Planning Proposal is consistent with 1.1.2 Advocate for improved medical, health and allied services, programs, and initiatives in Parkes Shire
	1.2 Our community is liveable, growing and connected	Yes. Specifically, the Planning Proposal is consistent with 1.2.1 Provide vibrant and welcoming town centres, streetscapes, public spaces and meeting places
	1.3 Our community is creative, proud and has a strong sense of belonging	Yes. Specifically, the Planning Proposal is consistent with 1.3.3 Encourage, support and recognise volunteerism and community participation
	1.4 Our community is inclusive and accessible for people with a disability	Yes. Specifically, the Planning Proposal is consistent with 1.4.2 Improve access to buildings, spaces, places, and activities for people with disability
ECONOMY We have a diverse, thriving economy which supports traditional and new industries, accommodates continued population growth, and provides quality employment, education and training opportunities.	2.1 Our Shire is an attractive destination to live, work, visit and invest	Yes. Specifically, the Planning Proposal is consistent with 2.1.3 Support local agriculture, tourism, and retail sectors by promoting diversification, value-adding and capacity building

	2.2 Our economy leverages smart technology, data and innovation to solve complex problems	Not applicable
	2.3 Our economy is supported by well-planned and safe transport infrastructure	Not applicable
	2.4 Our economy provides diverse employment pathways and education and training opportunities	Yes. Specifically, the Planning Proposal is consistent with 2.4.1 Provide quality preschool, family day care, out of hours care and school holiday care through Central West Childcare Services
ENVIRONMENT We value our natural and built environments and effectively plan for a growing community.	3.1 Our natural environment is preserved and enhanced for current and future generations	Yes. Specifically, the Planning Proposal is consistent with 3.1.3 Effectively manage our public lands, reserves and cemeteries
	3.2 Our built environment is functional, sustainable and meets the needs of our growing community	Yes. Specifically, the Planning Proposal is consistent with 3.2.1 Manage our built environment in line with the Local Environmental Plan (LEP) and relevant legislation
	3.3 Our community reduces, reuses and recycles waste	Not applicable
	3.4 Our utilities well planned and efficiently managed	Not applicable
LEADERSHIP We enjoy open, accountable and responsible local government that involves our community in decision making and responsibly manages our public resources	4.1 Our local government is open, accountable, and representative	Yes. Specifically the Planning Proposal is consistent with: 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
	4.2 Our local government is sustainable and plans for the future	Yes. Specifically the Planning Proposal is consistent with: 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 Parkes Shire Council's services are sustainable
	4.3 Our local government is contemporary, effective, and efficient	Yes. Specifically, the Planning Proposal is consistent with 4.3.3 Ensure compliance with statutory requirements and ensure Parkes Shire Council's operations are supported by good corporate governance and effective risk management

Parkes Shire Council Delivery Plan – 2022/23 to 2024/25

Specifically, the Planning Proposal is consistent with the following objectives and actions:

Ref	Objective	Specific action
Financial Objective 2	Responsible and sustainable infrastructure investment	Pursue continuous improvement in the management of its assets and infrastructure,

Financial Objective 3	Responsible and sustainable spending	Exploring options to vary current service levels as part of an ongoing conversation with the community about their priorities.
Financial Objective 4	Integrated long- term planning	Better understand the costs of service delivery and options to vary services, to inform community engagement about priorities.
Pg 29	Improving our service delivery	Costs for providing and maintaining infrastructure have been increasing considerably faster than generated income, and in some cases, this has been exacerbated by externally imposed constraints and revenue restrictions. Given these increasing pressures, it is appropriate for Council to continuously review the services it provides to ensure they are relevant to our community and financially sustainable in the long-term
35	Council and corporate	We will comply with the statutory requirements of public land and buildings including planning for renewals and/or upgrades and environmental management of council land
45	Planning, certificate and compliance	We will develop Strategic land use plans, enabling the Parkes Shire to meet growth and demand for housing, jobs and services.

Appendix 7.5: Consistency with State Environmental Planning Policies and Policies.

The previous 45 State Environmental Planning Policies have been consolidated into 11 policies to make the system simpler. The Planning Proposal is consistent with applicable State Environmental Planning Policies (SEPPs)/ Planning Policies and are addressed in the following table.

Consistency with applicable State Environmental Planning Policies

SEPP	Comments
Planning Systems	<p>The planning systems SEPP:</p> <ul style="list-style-type: none"> identifies state or regionally significant development, state-significant infrastructure, and critical state-significant infrastructure provides for consideration of development delivery plans by local Aboriginal land councils in planning assessment allows the planning secretary to elect to be the concurrence authority for certain development that requires concurrence under nominated state environmental planning policies. <p>The planning proposal is consistent with the SEPP. The Planning Proposal does not recommend the amendment of existing provisions relating to development standards.</p>
Biodiversity and Conservation	<p>This SEPP contains:</p> <ul style="list-style-type: none"> 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 Murray River

	<ul style="list-style-type: none"> 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. <p>The planning proposal is consistent with the SEPP. The Planning Proposal does not affect the application of this SEPP.</p>
Resilience and Hazards	<p>This SEPP contains planning provisions:</p> <ul style="list-style-type: none"> for land use planning within the coastal zone, consistent with the <i>Coastal Management Act 2016</i> to manage hazardous and offensive development which provide a state-wide planning framework for the remediation of contaminated land and to minimise the risk of harm. <p>The planning proposal is consistent with the SEPP. The Planning Proposal does not affect the application of this SEPP.</p>
Transport and Infrastructure	<p>This SEPP contains planning provisions:</p> <ul style="list-style-type: none"> for infrastructure in NSW, such as hospitals, roads, railways, emergency services, water supply and electricity delivery for child-care centres, schools, TAFEs and universities

	<ul style="list-style-type: none"> 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. <p>The planning proposal is consistent with the SEPP. The Planning Proposal does not affect the application of this SEPP.</p>
Industry and Employment	<p>This SEPP contains planning provisions:</p> <ul style="list-style-type: none"> applying to employment land in western Sydney for advertising and signage in NSW. <p>The planning proposal is consistent with the SEPP. The Planning Proposal does not affect the application of this SEPP.</p>
Resources and Energy	<p>This SEPP contains planning provisions:</p> <ul style="list-style-type: none"> for the assessment and development of mining, petroleum production and extractive material resource proposals in NSW which aim to facilitate the development of extractive resources near the population of the Sydney Metropolitan Area by identifying land which contains extractive material of regional significance. <p>The planning proposal is consistent with the SEPP. The Planning Proposal does not affect the application of this SEPP.</p>
Primary Production	<p>This SEPP contains planning provisions:</p> <ul style="list-style-type: none"> to manage primary production and rural development including supporting sustainable agriculture

	<ul style="list-style-type: none"> for the protection of prime agricultural land of state and regional significance as well as regionally significant mining and extractive resources. <p>The planning proposal is consistent with the SEPP. The Planning Proposal does not affect the application of this SEPP.</p>
Precincts – Eastern Harbour City	<p>This SEPP contains provisions for precinct planning, a form of strategic planning applied to a specified geographic area. The precincts are located in the Eastern Harbour City. This city is based on the strategic planning vision of the 'three cities' regions identified in the Greater Sydney Region Plan – A Metropolis of Three Cities.</p> <p>The planning proposal is consistent with the SEPP. The Planning Proposal is outside of the specified precinct and is not applicable.</p>
Precincts – Central River City	<p>This SEPP contains provisions for precinct planning, a form of strategic planning applied to a specified geographic area. The precincts are located in the Central River City. This city is based on the strategic planning vision of the 'three cities' regions identified in the Greater Sydney Region Plan – A Metropolis of Three Cities</p> <p>The planning proposal is consistent with the SEPP. The Planning Proposal is outside of the specified precinct and is not applicable.</p>
Precincts – Western Parkland City	<p>This SEPP contains provisions for precinct planning, a form of strategic planning applied to a specified geographic area. The precincts are located in the Western Parkland City. This city is based on the strategic planning vision of the 'three cities' regions identified in the Greater Sydney Region Plan – A Metropolis of Three Cities.</p> <p>The planning proposal is consistent with the SEPP. The Planning Proposal is outside of the specified precinct and is not applicable.</p>

Precincts – Regional NSW	<p>This SEPP contains provisions for precinct planning, a form of strategic planning applied to a specified geographic area. The precincts are located in regional NSW outside the Greater Sydney Region Plan.</p> <p>The planning proposal is consistent with the SEPP. The Planning Proposal is outside of the specified precinct and is not applicable.</p>
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Department of Planning, Housing and Infrastructure

Gateway Determination

Planning proposal (Department Ref: PP-2024-2598): Reclassification of land legally described as Lot 1 DP119739 from 'community' land to 'operational' land.

I, Acting Director, Southern Western and Macarthur region at the Department of Planning, Housing and Infrastructure, as delegate of the Minister for Planning and Public Spaces, have determined under section 3.34(2) of the *Environmental Planning and Assessment Act 1979* (the Act) that an amendment to the *Parkes Local Environmental Plan 2012* to reclassify land legally described as Lot 1 DP 119739 from 'community' land to 'operational' land should proceed subject to the following conditions:

Gateway Conditions

1. Prior to Public Exhibition, the planning proposal is to be amended as follows:
 - (a) Reflect amendment to *Schedule 4 Part 1 Land classified, or reclassified, as operational land – no interests changed*, and delete reference to amendment of *Schedule 4 Part 2 Land classified, or reclassified, as operational land – interests changed*.
 - (b) Provide information to support the rationalisation of approximately 3800m² of public car parking land. The further information is to detail the net impact to the community and the Parkes Early Childhood Centre as a result of the reclassification.
 - (c) Provide information on how many dwellings can be provided under the existing residential controls.
 - (d) Amend the timeline to reflect the timelines included in this determination.
2. Public Exhibition is required under section 3.34(2)(c) and clause 4 of Schedule 1 to the Act as follows:
 - (a) the planning proposal is categorised as standard and must be made publicly available for community consultation for a minimum of 28 working days, in accordance with the *Local Environmental Plan Making Guideline* (Department of Planning, Housing and Infrastructure, August 2023 and the Departments Practice Note PN 16-001; and
 - (b) the Planning Proposal Authority must comply with the notice requirements for Public Exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in *Local Environmental Plan Making Guideline* (Department of Planning, Housing and Infrastructure, August 2023).

No consultation is required with public authorities or government agencies under section 3.34(2)(d) of the Act
3. A public hearing is required to be held in accordance with Section 29 of the *Local Government Act 1993* and the Department's Practice Note PN 16-001.
4. Given the nature of the proposal, Council is authorised to be the Local Plan Making Authority.

5. The timeframe for the LEP to be completed is on or before Friday 7 December 2025.

Dated 10 March 2025



Chantelle Chow
Acting Director, Southern Western and
Macarthur Region
Local Planning and Council Support
Department of Planning, Housing and
Infrastructure

Delegate of the Minister for Planning and
Public Spaces

PP-2024-2598 (IRF25/402)

From: "Geoff Dunford" [REDACTED]
To: Council <Council@parkes.nsw.gov.au>
Date: 5/31/2025 4:36:20 AM
Subject: Planning Proposal 2025/0001 - Against

I am against the proposal to classify the land in Armstrong Steet, from Community land to Operational land.

The land must remain as Community land so that it can be reserved for use as the future Heated Indoor Swimming Pool site.

Retaining the land as Community land means that this parcel of land cannot be sold off, and is retained for future Community use.

Only the small part of land under the PreSchool building should be excised from this Community land.

A Masterplan needs to be developed for the whole swimming pool precinct.

Geoff Dunford
[REDACTED]

Sent from [Outlook for Android](#)



Public Hearing Report

AE Fox Park, Armstrong Street, Parkes (Lot 1 on DP119739)

Planning Proposal – Reclassification of land



July 2025

**Prepared for Parkes
Shire Council**

This report was prepared by



Eliza Noakes MPIA

0447 314 359

Acre Town Planning
PO Box 11, Barham NSW 2732

admin@acretp.com.au

www.acretp.com.au

ABN: 7266 492 1367

Issue	Date	Prepared by	Checked by
Draft	9/07/2025	EN	KO
V1	9/07/2025	EN	EN

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Contents

Introduction	3
Background.....	4
Site Description	5
The proposal.....	8
Public Exhibition Period	8
The Public Hearing.....	9
Conclusion and recommendation.....	10

acre

Introduction

The purpose of this report is to provide a record of the public hearing undertaken in association with the planning proposal to change the classification of Lot 1 DP 119739, Armstrong Street, Parkes from *Community Land* to *Operational Land*.

The subject land encompasses the following uses:

- Part of Parkes Early Childhood Centre
- AE Fox Park
- Carparking

This report has been prepared in accordance with 47G of the *Local Government Act 1993*, by Eliza Noakes MPlA, Acre Town Planning, who was the independent chair of the public hearing.

acre

Background

Parkes Shire Council is the owner of Lot 1 DP 119739, Armstrong Street, Parkes which is currently classified as Community Land under the *Local Government Act 1993*.

The Local Government Act 1993 requires all public land (any land vested in, or under the control of Council, except for roads, Crown Land or a common) to be classified as one of two categories: Community or Operational. Community Land is generally open to the public and includes reserves and sports grounds. Operational Land is generally land held as a temporary asset or used by council to carry out its functions (work depots and garages) or to provide car parking. Community Land cannot be sold and cannot be leased or licensed for more than 21 years. No restrictions apply to Operational Land.

The subject land is classified Community Land that is leased to Parkes Early Childhood Centre (PECC). Council has resolved to offer the portion of the site that includes part of the childcare centre building, and PECCs outdoor play area for purchase to PECC. As the land is currently community land, it must be reclassified to operational land to allow its sale. It is noted that the balance of the site encompassing AE Fox Park and the car park will be retained by Council for their current purposes. Any future changes to these uses would be subject to Councils planning processes and approvals.

In March 2025, Council was granted a Gateway Determination from the Department of Planning, Housing and Environment to progress to public exhibition for the reclassification of the land to Operational to support the sale of part of the land to PECC. In accordance with the *Local Government Act 1993*, a public hearing must be held to support an application to reclassify community land.

The proposed reclassification of the Land does not commit Council to the sale or development of the land, nor does it remove the land from Council's ownership or prevent the current use of the Land from continuing. Such considerations will be subject to separate processes and decisions.



Site Description

The Site is identified at figures 1-3 below. Table 2 provides a summary of the key attributes of the site and surrounding locality.

TABLE 2: SITE ATTRIBUTES

SITE AREA	5590.71m ²
LAND USE ZONE	R1 General Residential
SITE DIMENSIONS	The land is an irregularly shaped block with frontage to Armstrong Street of 88m.
CURRENT USE AND IMPROVEMENTS	Part of Parkes Early Childhood Centre located in the north-east of the site (this portion of the land is currently leased to PECC) Playground and associated public park Carparking
SURROUNDING LAND USES AND ZONING	The land is bounded by R1 General Residential development to the north and west. To the East and South is RE2 Private Recreation land, currently operated by Parkes Bowling and Sports Club. Uses include a mix of commercial, community and residential development. This includes a medical centre (Kerin Health), Parkes Early Childhood Centre, and residential development largely made up of single dwelling houses on block sizes averaging 800sqm.

acre

Figure1 – The Site. In red is approximate boundary of PECCs lease agreement.



acre

Figure 2 – Site Context



acre

The proposal

It is proposed to reclassify Lot 1 DP 119739 from community land to operational land in accordance with the *Local Government Act 1993*. To make this change, Council is required to amend the *Parkes Local Environmental Plan 2012*.

As a result of the reclassification of the land, it is proposed that the land currently leased to Parkes Early Childhood Centre (PECC) be offered for sale to PECC. There is no proposal for any other change to the current use or operation of the land. Should this be proposed in the future, it would be subject to Councils normal planning and assessment processes, including community consultation if required.

Public Exhibition Period

The proposal was publicly exhibited by Council for a period of 28 days between 23 April 2025 – 3 June 2025, inclusive. During the public exhibition period, one (1) written submission was received by Parkes Shire Council which is not subject to consideration in this report.



The Public Hearing

A public hearing was held by Parkes Shire Council on Tuesday 8 July 2025, 5:30pm at the Cook Park Pavilion. Council gave notice of the public hearing on their website and social media channels.

Eliza Noakes, Acre Town Planning, was appointed as the independent chair.

Three (3) staff members from Council were present to observe the proceedings, give a detailed overview of the proposal and to assist with the administration of the hearing. These staff members were:

- Annalise Teale, Acting Director Planning & Community Services
- Scott Brakenridge, Acting Executive Manager Planning & Certification
- Georgia Smith, Administration Officer

The public hearing was conducted under the following format:

- Welcome and overview of the proposal, by Annalise Teale and Scott Brakenridge
- Overview of process and procedures of the public hearing, by Eliza Noakes
- Invitation for attendees to speak to the proposal.
- Overview of the next steps

Speaker 1: Wilbur Harris – Chairperson of Parkes Bowling and Sports Club

Mr Harris sought clarification regarding the acquisition process for the Council land and Crown Land respectively. Mr Harris noted that the proposal opens the land for a variety of uses by Council, including sale, which creates some uncertainty for the Parkes Bowling and Sports Club when making decisions on future growth and development of the Club.

Mr Harris provided general support for PECC purchasing the land they currently lease. However, he did not specifically note a position of opposition or support for the proposal.

Speaker 2: Beverly Grange – Resident - 26 Armstrong Street, Parkes

Mrs Grange noted that she supports PECC being able to own the portion of the land subject to the lease arrangement. Mrs Grange then stated that she is concerned that the proposal may result in the closure of the playground into the future as it is well utilised. She stated that she would be concerned about any development that increases vehicular movements to Armstrong Street which she noted is busy and lacks parking, especially during drop off and pick up time for the childcare.

Mrs Grange requested that all demographics are considered when making Council decisions.

Mrs Grange did not note a position of either opposition or support for the proposal.

Upon conclusion of speakers, the meeting was closed at 6:07pm.

acre

Conclusion and recommendation

In summary, the matters raised by the attendees were matters of clarification regarding the reclassification process, and future development of the land. All speakers noted general support for PECC being able to purchase the part of the land they currently lease.

Noting that any future development or change of use of the land would be subject to Councils typical development assessment process, including community consultation as required by their Community Participation Plan, the Public Hearing did not reveal any reason why the reclassification of land should not proceed.

It is my recommendation that the Planning Proposal proceed as proposed, to reclassify Lot 1 DP 119739, Armstrong Street, Parkes from Community Land to Operational Land.



Eliza Noakes MPIA

Independent Chair

Acre Town Planning

17.3 2025 CULTURAL GRANTS PRESENTATION**IP&R Linkage:** **Pillar:** Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Build a rich local culture through access to cultural activities and events.**Author:** **Kerryn Jones, Culture, Education and Library Services Manager****Authoriser:** **Annalise Teale, Acting Director Planning and Community Services****Annexures:**
A. Mayor Neil Westcott presenting Deb Jones from the Parkes Community Arts with a 2025 Cultural Grant [↓](#)
B. Mayor Neil Westcott presenting Benjamin Stanford of the Peak Hill P&HA with a 2025 Cultural Grant [↓](#)
C. CR Bill Jayet, Benjamin Stanford, Deputy Mayor Marg Applebee, Stephanie Williams, Deb Jones and Mayor Neil Westcott at the presentation ceremony [↓](#)

RECOMMENDATION

That:

1. Council note this report.
-

BACKGROUND

The Council's Annual Cultural Grants Program aims to nurture local skills, talents and abilities across the Parkes Shire. Through these grants we support community groups in their endeavours to bring creative and innovative activities that make our lives all the much richer.

Over the past 8 years through this program Council has provided almost \$95,000 to more than 30 local groups and not for profit organisations, supporting musical, cultural and artistic endeavours throughout the shire.

ISSUES AND COMMENTARY

On Tuesday 1 July 2025 the successful applicants for the Parkes Shire Council 2025 Cultural Grants attended an official presentation ceremony in the Council Chambers.

The successful applicants are:

1. **Parkes Community Arts Inc – represented by Deb Jones - Grant of \$6,000**

Last year Parkes Community Arts installed 11 large scale images in Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore titled Who Is Parkes, creating a photographic trail for residents and visitors to the shire that showcased everyday people who make up our community.

With this grant Parkes Community Arts will extend this very popular and successful initiative, adding additional images to the photographic trail and redesigning the trail brochure.

The project takes art out into the streets and provides a unifying experience for the community of which residents could feel proud of who we are. It also gives visitors coming to the shire an added

experience and a reason to come off the bypass and visit the small villages and township of Parkes.

2. Peak Hill Pastoral Agricultural & Horticultural Association Inc – represented by Benjamin Stanford and Stephanie Williams – Grant of \$4,000

This grant will support the Crafting Connections Creative Workshops.

As part of the 2025 Peak Hill Show, the Pastoral Agricultural and Horticultural Association will deliver a series of hands-on creative workshops in flower arranging, macrame, cheese making and Viking knit jewellery. The workshops will be delivered by experienced practitioners and open to all ages, with a particular focus on community connection, skill development, and cultural engagement.

Participants will be encouraged to display their creations at the Peak Hill Show, which is a great platform for showcasing local talent, creativity and connection. We'll all look forward to seeing what is created and displayed as a result of this grant at the show.

Mayor Neil Westcott, assisted by Deputy Mayor Marg Applebee, presented the representatives of both groups with a certificate and commended them on their projects which will add to the cultural richness across the Parkes Shire. Deb Jones and Benjamin Stanford thanked the Parkes Shire Council for their support in making these cultural events and activities happen.

The successful applicants were photographed with Mayor Neil Westcott, Deputy Mayor Marg Applebee and CR Bill Jayet. All attended an afternoon tea following the official ceremony.

LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for Council associated with this report.

FINANCIAL IMPLICATIONS

The Cultural Grant funds are an annual allocation.

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.







17.4 (DCPS) QUARTERLY RANGERS REPORT APRIL TO JUNE 2025**IP&R Linkage:** **Pillar:** Community**Goal:** Our community is safe, active and healthy.**Strategy:** Provide and support effective regulatory, compliance and enforcement services.**Author:** **Georgia Smith, Administration Officer****Authoriser:** **Annalise Teale, Acting Director Planning and Community Services****Annexures:** **Nil**

RECOMMENDATION

That:

1. The report be noted.
-

BACKGROUND

Council responsibilities carried out by Ranger staff have been discharged effectively during the quarter. An overview of the activities carried out by the Rangers is provided for Council's information.

ISSUES AND COMMENTARY

There has been a notable rise in the number of animals impounded, particularly dogs and roaming livestock (including sheep). The increase in animal intake has placed pressure on available pound capacity and staff time, especially in managing unclaimed animals and organising veterinary care or rehoming. Extended holding times due to delays in reclaim or surrender also contribute to resource strain.

LEGISLATIVE AND POLICY CONTEXT

Ranger activities are undertaken in accordance with a range of legislative frameworks and Council adopted policies. These provide the legal authority for enforcement actions, compliance monitoring, and community education initiatives. Key legislation includes: Companions Animals Act, 1998, Local Government Act, 1993 and Public Spaces (Unattended Property) Act 2021.

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Ranger services play a critical role in protecting public safety, maintaining amenity, and ensuring compliance with legislative requirements. The following risks should be considered in relation to this report: Public Safety, Environmental, Operational and Workforce, and Legal and Compliance.

COMMUNITY CONSULTATION**Companion Animals Act**

The table provides a breakdown of the companion animal impounding activities over the quarter, noting that some animals seized in this quarter may be released in the following quarter.

DOGS								
	Parkes	Peak Hill	Tullamore	Trundle	Bogan Gate	Alectown	Cookamidgera	TOTAL
Seized	43	15				1		59
Dumped at Pound								
Surrendered by owner								
Released to owner	12	15				1		28
Euthanised	8							8
Sold								
Released for rehoming	17	15						32
Died at Pound								
Stolen/escaped	1							1
Holding pending Court								
Still in Pound	5							5

CATS								
	Parkes	Peak Hill	Tullamore	Trundle	Bogan Gate	Alectown	Cookamidgera	TOTAL
Seized	3							3
Dumped at Pound	34							34
Surrendered by owner								
Released to owner	3							3
Euthanised	5							5
Sold								
Released for rehoming	28							28
Died at Pound								
Stolen/escaped	1							1
Holding pending Court								
Still in Pound								

The table provides a breakdown of the large animal impounding activities over the quarter.

Impounding Act

Area Impounded								
	Parkes	Peak Hill	Tullamore	Trundle	Bogan Gate	Alectown	Cookamidgera	Disposal Method
Cattle								
Sheep					522			Sold
Horses	2							Tendered
Trolleys	7							Metal Waste

Shire Patrols Program

Small towns are regularly patrolled including both scheduled patrols and response to complaint actions.

The table provides a breakdown of small town patrols during the quarter.

Small Towns Patrolled								
	Yarrabandai	Peak Hill	Tullamore	Trundle	Bogan Gate	Alectown	Cookamidgera	Gunningbland
Number of Patrols	-	18	4	10	14	7	2	13
Approx. kms travelled	-	2088	800	1660	1344	406	104	845

Parking

Parking patrols focussing on safety issue such as no stopping and school zones have been conducted during the period.

The table provides an overview of the patrols and Penalty Infringement Notices issued during the quarter.

Parking Patrol Parkes	
Full Day Patrols CBD & Disabled	
Random Number of Patrols CBD & Disabled	14
Number of Patrols School Zones	20
Number of Penalty Infringement Notices Issued	
Number of Court Appeals	

Overgrown Untidy Block Program

The table provides an overview of the complaints received during the quarter.

Overgrown/Untidy Blocks Program								
	Parkes	Peak Hill	Tullamore	Trundle	Bogan Gate	Alectown	Cookamidgera	Gunningbland
Number of Complaints Received	6							
Number of Patrols and Monitoring of blocks (including previous complaints)	18							
Number of Blocks Mown during quarter	2							

Attachments

Nil.

Parkes Sports Council

In response to concerns raised by Parkes Sports Council, Council's rangers have been undertaking additional patrols, supported by a social media campaign to discourage dogs on sporting ovals.

At the latest Parkes Sports Council meeting held 10 June 2025 it was resolved that:

- The feasibility and requirements for closing certain sporting fields to dogs be investigated. This includes Harrison-Parker-stone, Cheney & Woodward Fields in Parkes and potentially Peak Hill Sporting Field, Lindner Oval, for inclusion in a proposed ban on dogs at these sites. A proposed solution is to be taken to the Parkes Sports Council for consideration.
- A staged approach to the implementation of the plan is recommended. This would include:
 1. Development and adoption of the plan.
 2. Community education and warnings issued for violations of existing bylaws.
 3. Introduction of fines following an initial education period.
 4. Ongoing review in consultation with sporting groups.
- Feedback be provided to Ranger Services that a staged approach should be used when implementing any proposed changes related to the exclusion of dogs from sporting fields.

Responsible Dog Ownership Promotion

Council Rangers have recently installed signage to remind residents of their obligation to clean up after their dogs while using parks and sporting fields. Signage has been installed at the following locations:

- Cooke Park
- Keast Park
- Pioneer Oval
- Harrison Park
- Woodward Oval
- Cheney Park
- Memorial Hill
- Bushman's Dam off leash area
- Bushman Street off Leash Area

Rangers have also increased and will continue to monitor these areas to enforce compliance with the Companion Animals Act.



Figure 1: Spicer Oval



Figure 2: Kelly Reserve Dog park



Figure 3: Keast Park



Figure 4: Harrison Park



Figure 5: McGlynn Park

17.5 JUNE 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**

RECOMMENDATION

That:

1. Receive and note the June 2025 Building Statistics Report.
-

BACKGROUND

The Building Statistics Report is furnished to Council on a monthly basis and provides a snapshot of development activity in the Shire during that period.

ISSUES AND COMMENTARY

During the month of June 2025 there were eight (8) Development Applications received totalling \$2,733,291.80 and nine (9) consents were issued. There were two (2) Council Complying Development Certificate received totalling \$433,150.00. One (1) Council Certifier consent was issued.

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

Table 1: Development Applications				
Development Category	June 2025		June 2024	
	No.	Estimated Value	No.	Estimated Value
Commercial	2	\$1,784,200.00	2	\$2,147,494.61
Community Facilities				
Industrial				
Infrastructure				
Tourist Development				
Single Dwelling-house			1	\$726,000.00
Residential Alterations and Additions inc. ancillary / outbuildings	4	\$321,261.80	4	\$99,608.75
Residential Other				
Multi-Residential	1	\$600,000.00		
Seniors Living				
Subdivision only	1	\$27,830.00	1	\$63,250.00
Secondary Dwelling				
Other inc. demolition, earthworks, advertising structure				
Mixed Development				
Totals	8	\$2,733,291.80	8	\$1,710,982.75
FYTD Totals	90	\$21,722,944.42	116	\$36,540,725.15

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

Table 2: Development Consents

Application No.	Address	Description
DA2025/0025	39 Forbes Road, PARKES	Alterations & Additions to Dwelling
DA2025/0029	25 Glenhaven Avenue, PARKES	Alterations or Additions - Patio Cover
DA2025/0023	24-28 Currajong Street, PARKES	Change of Use - (Office Premises and Medical Centre) and Alterations & Additions and Consolidation of Lots
DA2025/0003	10 Court Street, PARKES	Erection of a New Structure - Motel Accommodation
DA2025/0026	26 Goldrush Road, PARKES	Erection of a New Structure - Shed
DA2025/0033	316 Nash Street, PARKES	Erection of a New Structure - Shed & Rainwater Tank
DA2025/0014	5 Hill Street, PARKES	Erection of a New Structure - Shed and Driveway
DA2025/0027	80 Corcoran Road, PARKES	Swimming Pool & Child Resistant Barrier
DA2025/0024	54 Corcoran Road, PARKES	Swimming Pool & Child Restraint Barrier

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

Table 3: Complying Development Certificates

Development Category	June 2025		June 2024	
	No.	Estimated Value	No.	Estimated Value
Commercial	-	-	-	-
Community Facilities	-	-	-	-
Industrial	1	\$117,670.00	-	-
Infrastructure	-	-	-	-
Tourist Development	-	-	-	-
Single Dwelling-house	-	-	-	-
Residential Alterations and Additions inc. ancillary / outbuildings	1	\$315,480.00	-	-
Residential Other	-	-	-	-
Multi-Residential	-	-	-	-
Seniors Living	-	-	-	-
Subdivision only	-	-	-	-
Secondary Dwelling	-	-	-	-
Other inc. demolition, earthworks, advertising structure	-	-	-	-
Totals	2	\$433,150.00	0	\$0.00
FYTD Totals	13	\$2,785,974.96	31	\$21,893,361.45

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

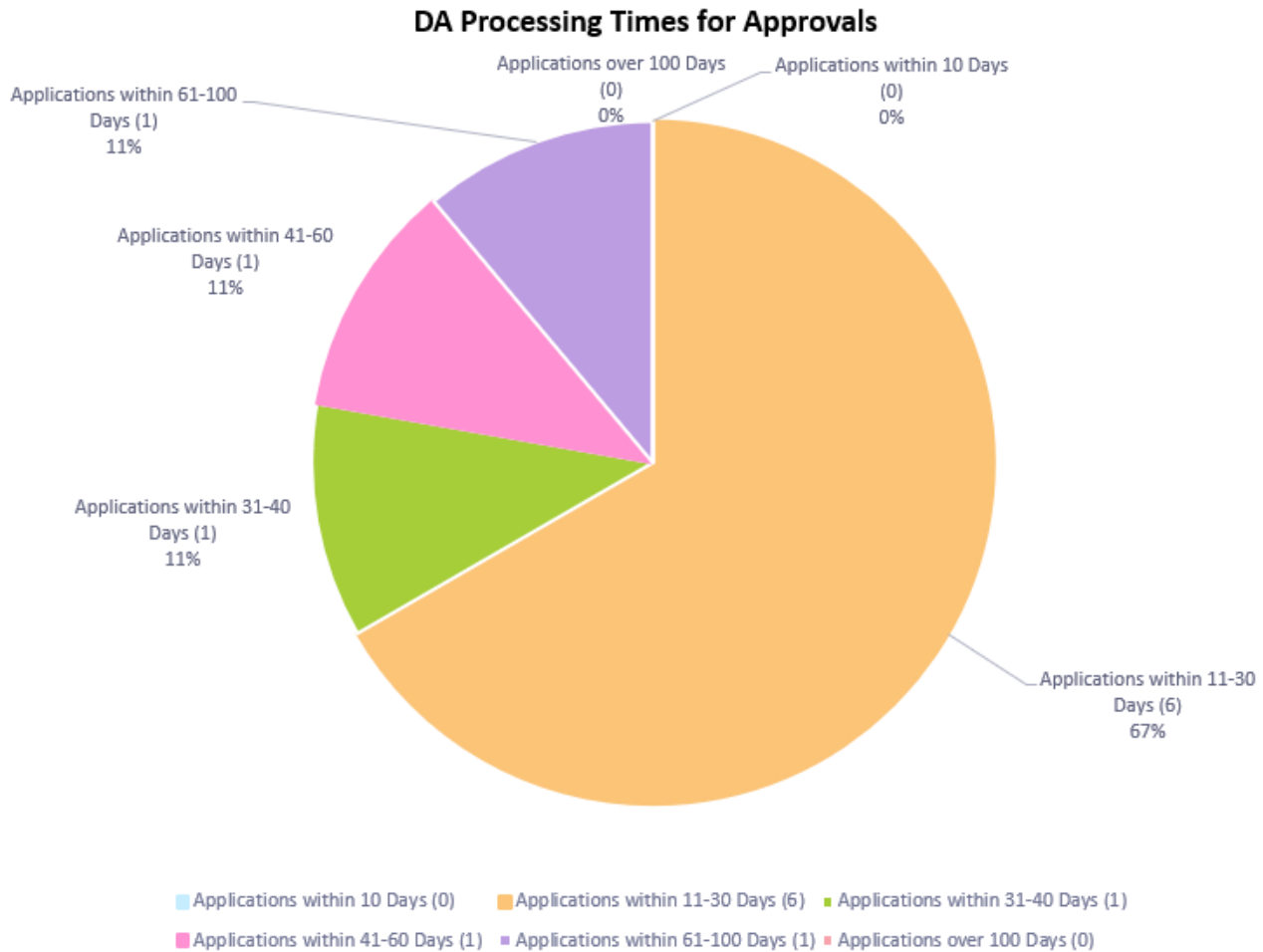
Table 4: Complying Development Certificates

Application No.	Address	Description	Certifying Authority
CDC2025/0009	School, 243 Back Trundle Road, PARKES	Alterations & Additions - School (Administration & Staff Facilities)	Council

DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 1 June 2025 to 30 June 2025. It should be noted that a total nine (9) Development Applications have been approved with an average of 31.11 days.

The average timeframe in which the internal referrals to the Technical Services and/or Infrastructure Departments were completed was 20.49 days.



Activation Precinct Certificate Determinations

There was one (1) new Activation Precinct Certificate determination.

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 June 2025 there were eight (8) Development Applications received totalling \$2,733,291.80 and nine (9) consents were issued. There were two (2) Council Complying Development Certificate received totalling \$433,150.00. One (1) Council Certifier consent was issued.

Development Activity Report

June 2025

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



LODGED

8

Development Applications

21

Complying Development Certificates



DETERMINED

9

Development Applications

1

Complying Development Certificates

0

Private Certifier Complying Development Certificates



**AVERAGE
DEVELOPMENT
APPLICATION
PROCESSING TIME
THIS MONTH
31.11**

Approved Development Applications



**VALUE OF APPLICATIONS RECEIVED
\$3,809,777.91**

Parkes Special Activation Precinct
Activation Precinct Certificate Determinations as at 30 June 2025
APPENDIX B

APC No.	Date Lodged	Date Issued	Legal Land Description	Applicant	Development Description	Issuing Authority
APC33	9/06/2022	1/07/2022	Lot 1 DP 1246949	RGDC	Tree Removal	Department of Planning
APC37	30/06/2022	1/08/2022	Lot 55 DP 1001012	E3Sixty c/o Esther Hughes	Change of Use (Resource Recovery Facility)	Regional Growth NSW Development Corporation
APC43	1/08/2022	30/08/2022	Lot 1 DP 1251595	Pet Care Distributors c/o Michael Carter	Alterations and additions to industrial activity	Regional Growth NSW Development Corporation
APC44	8/08/2022	30/08/2022	Lot 1 DP 1063136	Midway c/o Michael Carter	Alterations and additions to an industrial activity	Regional Growth NSW Development Corporation
APC45	19/09/2022	13/12/2022	Part Lot 36 and Lot 37 DP 1266343, Lot 7332 DP 1147355 and Lot 7328 DP 1147447	Stevens Group	Subdivision of four lots into three Torrens title lots, including the construction and dedication of a public road.	Regional Growth NSW Development Corporation
APC55	17/11/2022	5/12/2022	Lot 55 DP 1001012	E3Sixty	Modification to APC 37	Regional Growth NSW Development Corporation
APC 57	9/12/2022	14/12/2022	Lot 55 DP 1001012	E3Sixty	Concrete Slab	Regional Growth NSW Development Corporation
APC 50	11/11/2022	15/12/2022	Lot 573 DP 750179	SKM Planning	Bulk Earthworks	Regional Growth NSW Development Corporation

18 NOTICES OF MOTION/QUESTIONS WITH NOTICE**18.1 AGREEMENTS OR DOCUMENTS SIGNED RELATING TO THE PARKES SPECIAL ACTIVATION PRECINCT (SAP)**

Author: Glenn Wilson, Cr
Authoriser: Kent Boyd PSM, General Manager
Annexures: Nil

RECOMMENDATION

That Council:

1. Receive and note the response to the Question with Notice submitted by Cr Glenn Wilson, as detailed in this report.

QUESTION

The following Question with Notice was received from Councillor Glenn Wilson.

Are there any past or present Agreements or Documents signed or agreed to by Parkes Shire Council or the General Manager or any Mayor of Parkes Shire Council with the State New South Wales Government (or any NSW Government Minister) or any subsidiary including the Regional Growth NSW Development Corporation (RGDC) in any relationship with the Parkes Special Activation Precinct including any Energy From Waste plant/s, or any other waste recycling facilities or plants being placed on the Parkes Special Activation Precinct.

RESPONSE:**Comment from General Manager:**

There are no Agreements by Parkes Shire Council or the General Manager or any Mayor of Parkes Shire Council on behalf of Parkes Shire Council with the New South Wales State Government in relation to Energy from Waste plant/s, or any other waste recycling facilities or plants being placed on the Parkes Special Activation Precinct, other than agreement to manage the waste water and recycled water.

18.2 COUNCIL OPTIONS ON LAND WITHIN THE PARKES SPECIAL ACTIVATION PRECINCT**Author:** Glenn Wilson, Cr**Authoriser:** Kent Boyd PSM, General Manager**Annexures:** A. Map of Land at the Parkes SAP and Gateway Precincts that Council has had Dealings in. [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the response to the Question with Notice submitted by Cr Glenn Wilson, as detailed in this report.
-

QUESTION

The following Question with Notice was received from Councillor Glenn Wilson.

Has Council ever obtained an option or held an option on any property that is now property within the Parkes Special Activation Precinct or part of the land owned or held by Pacific National in their Freight/Logistics Terminal and rail line inside or alongside the Parkes Special Activation Precinct.

If confirmed, to supply details of any such options on property as described above.

RESPONSE:

The General Manager has provided the following response.

The scope of this question is too expansive to reasonably answer. If the scope of inquiry is defined, or refined, then more meaningful research can be completed.

Council has been involved with land that is now within the boundary of the Special Activation Precinct for well over 30 years. If Council wants to research every option agreement, it will take very considerable resources and cost. It is also likely that early agreements would not be available as they would be well outside the file retention period, and in fact extend back to the previous Parkes Municipal Council.

To assist, some indicative information is provided as a map in Annexure A. The annexure shows the reference area numbers listed below. The map is indicative and may not capture all land dealings.

Area 1 – Known as Goobang Junction. This was to be the extent of the “crossroads of the nation” originally. Council owned most of this land at one point. Companies such as FCL, Transtank and Buckwheat established. It was also to be the "Chadwick Wool Centre", Austop and the Wool store established under that strategy, (there was to be spinner and wool dumper also).

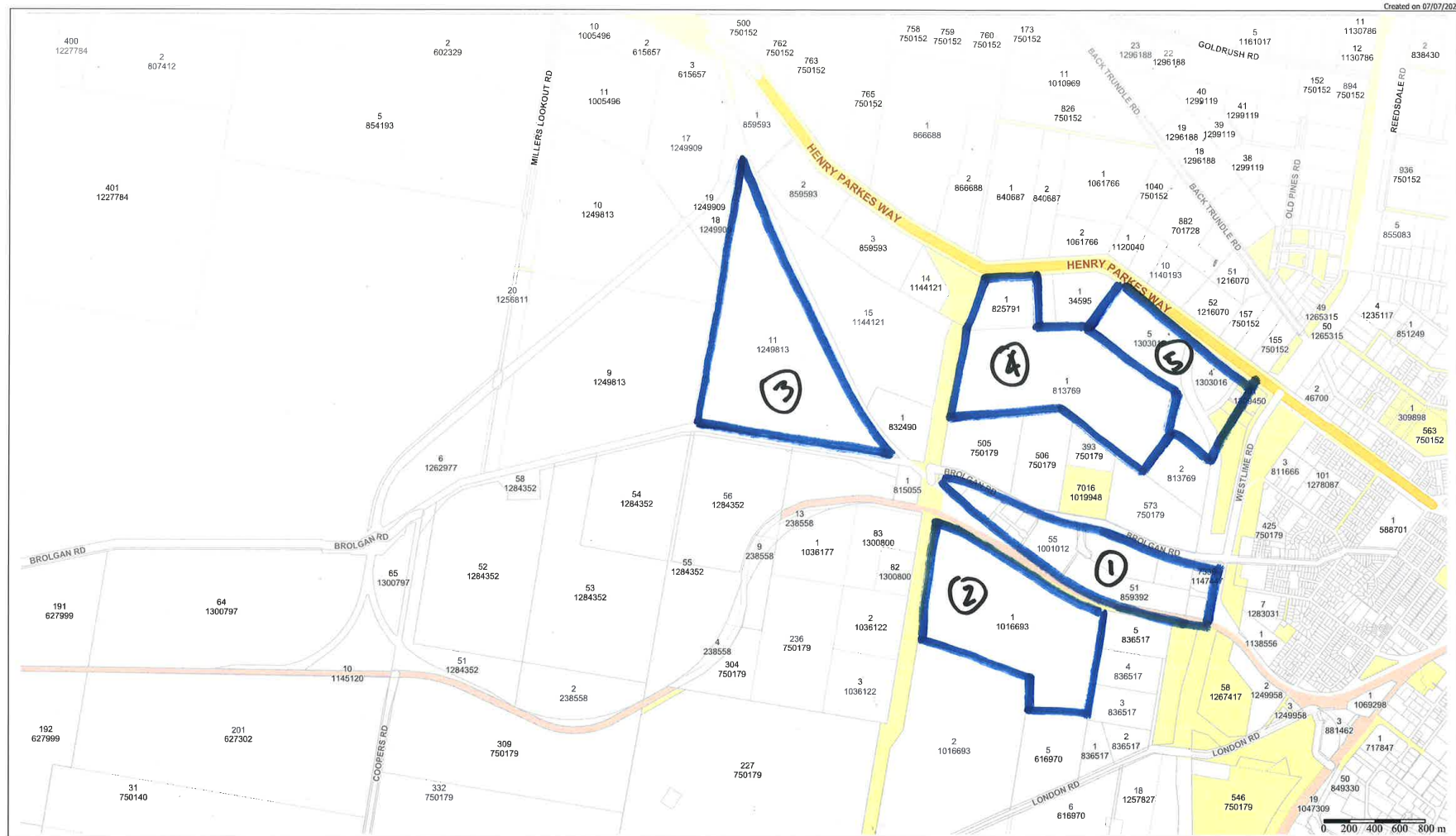
Additional, land has since been sold to a local transport company. Options could have been used in this area.

Area 2 – Council owns this land; however, it is outside but alongside the SAP footprint. It may or may not have been purchased using options.

Area 3 – This land was the catalyst for the "National Logistics Hub" strategy in the 2000 study, ~90ha of council owned land. Council owned the land and proposed it for a rail siding (and rezoning). During the process Terminals Australia and SCT became involved, and as a consequence approximately 600ha were rezoned, which is now the National Logistics HUB occupied by SCT Logistics and Pacific National. It is probable that the 90ha's of Council land was sold to Terminals Australia under a put/call option arrangement, but over 20 years ago.

Area 4 – Council purchased this land for the future expansion of the Parkes Landfill. It may have been purchased using options, however more likely a direct purchase.

Area 5 – This land was purchased outright for future industrial purposes, adjacent to the bypass. The acquisition was catalysed by the proposed bypass, bypassing "The Welcome" industrial land, which was to accommodate the future industrial land requirements of Parkes.



Parkes Shire Council
PO Box 337
2 Cecil Street
PARKES NSW 2870
Telephone: 02 6861 2333
Fax: 02 6862 3946
Email: council@parkes.nsw.gov.au

Important Notice!

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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Projection: GDA2020 / MGA zone 55

Date: 07/07/2025

Drawn By: Kent Boyd

Map Scale: 1:25000 at A3

18.3 ENGAGEMENT OF A PROBITY OFFICER FOR TENDER PROCESS OVERSIGHT

Author: Glenn Wilson, Cr
Authoriser: Kent Boyd PSM, General Manager
Annexures: Nil

RECOMMENDATION

That Council:

1. Receive and note the response to the Question with Notice submitted by Cr Glenn Wilson, as detailed in this report.
-

QUESTION

The following Question with Notice was received from Councillor Glenn Wilson.

Please advise the full cost to Council of engaging the firm Procure Group in the complete process for the Contract for the Facility Management of Parkes Shire Council Aquatic Facilities which resulted in the Contract PSC2025/002 and then awarded to the successful tenderer.

RESPONSE:**Comment from the General Manager**

The quotation estimate was \$13,934 excluding GST. To date we have been invoiced \$12,601.60.

Procure is included on the NSW Government Performance and Management Services (P&MS) pre-qualification scheme (SCM0005) for the provision of the required probity services. As per the Business Advisory Services (BAS) Commercial Framework, government agencies may directly engage Procure for contracts with an estimated value of up to \$250,000 ex. GST. Hourly rates for this engagement are in accordance with the prequalification scheme rates and well below the cap placed on probity advisory services under the BAS Framework.

The role of the probity advisor is to professionally support councils in aligning their processes with the 'probity fundamentals' outlined in the NSW Independent Commission Against Corruption (ICAC) publication, Probity and Probity Advising.

These probity fundamentals are:

- Obtaining value for money
- Maintaining impartiality
- Managing conflicts of interest
- Maintaining accountability and transparency
- Maintaining confidentiality

Additionally, Probity Officers are engaged to safeguard councils from allegations of impropriety. Considering previous concerns raised during the Aquatic Facilities contract, two of which were referred to ICAC (with no adverse findings), the appointment of probity oversight was deemed necessary. The Audit, Risk and Improvement Committee are also aware and supportive of the use of a probity officer for this proce

19 CONFIDENTIAL MATTERS

RECOMMENDATION

That Ordinary Council Meeting:

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

**19.1 GENERAL MANAGER PERFORMANCE REVIEW FOR THE PERIOD
01.07.2024 TO 30.06.2025**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

**19.2 DESIGN AND CONSTRUCTION OF GRADDLE CREEK BRIDGE -
PSC2025/001**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

19.3 ROSE STREET SUBDIVISION RETAINING WALLS - PSC2025/047

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

**19.4 APPOINTMENT OF COMMUNITY REPRESENTATIVE – COMMUNITY,
LIVEABILITY & ACCESS ADVISORY COMMITTEE**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

2. Exclude the media and public from the meeting on the basis that the business to be considered is classified as confidential, pursuant to 10A(1), 10(2) and 10A(3) of the *Local Government Act 1993*.
-

-
3. Withhold reports and correspondence relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act 1993*.
 4. Make public resolutions made by the Council in Closed Session after the conclusion of the Closed Session, and record such resolutions in the minutes of the Council meeting.

BACKGROUND, ISSUES AND COMMENTARY

In accordance with section 10A(2) of the *Local Government Act 1993*, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
- (b) Personal hardship of any resident or ratepayer.
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of a person who supplied it: or
 - (ii) Confer a commercial advantage on a competitor of Council;
 - (iii) Reveal a trade secret.
- (e) Information that would, if disclosed, prejudice the maintenance of law.
- (f) Matters affecting the security of Council, Councillors, Council staff and Council property.
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.

It is my opinion that the business listed in the recommendation is of a kind referred to in section 10A(2) of the *Local Government Act 1993* and, under the provisions of the Act and the *Local Government (General) Regulation 2021*, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.10 of Council's Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

20 REPORT OF CONFIDENTIAL RESOLUTIONS

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