

### **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 16 September 2025 at 3:00 PM.

*\** 

**Andrew Francis** 

**ACTING GENERAL MANAGER** 

### **Governing Body**

Composition: Ten (10) Councillors

Membership: Councillor WP Jayet, Councillor KM McGrath, Councillor LA

O'Leary, Councillor J Paddison, Councillor DJA Pout, Councillor GW

Pratt, Councillor MK Scherer, Councillor GS Wilson

**Quorum:** 6 Councillors

Chairperson: Chairperson, Councillor NC Westcott

Deputy Chairperson: Deputy Chair, Councillor MA Applebee

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

To direct and control the affairs of Parkes Shire Council in accordance with the *Local Government Act 1993*, in consultation with the General Manager.

To provide effective civic leadership to the local community.

To ensure as far as practicable the financial sustainability of the Council.

To ensure as far as practicable that the Council acts in accordance with the principles set out in Chapter 3 of the *Local Government Act 1993* and other strategic plans, programs, strategies and policies of the Council.

To determine and adopt a rating and revenue policy and Operational Plans that support the optimal allocation of the Council's resources to implement the strategic plans (including the Community Strategic Plan) of the Council and for the benefit of the local area.

To keep under review the performance of the Council, including service delivery.

To make decisions necessary for the proper exercise of the Council's regulatory functions.

To determine the process for appointment of the General Manager by the Council and to monitor the General Manager's performance.

To determine the senior staff positions within the organisation structure of the Council, following consultation with the General Manager.

To consult regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities.

To be responsible for ensuring that the Council acts honestly, efficiently and appropriately.

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



### **Council Chambers**

### Seating Plan



ANTHONY MCGRATH Director Customer, Corporate Services and Economy

KENT BOYD PSM General Manager NEIL WESTCOTT Mayor LOGAN HIGNETT Director Operations ANDREW
FRANCIS
Director
Infrastructure and
Sustainability



**PUBLIC GALLERY** 



#### **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.



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#### 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 devised 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.

#### 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 19 AUGUST 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 Council Meeting Minutes - 19 August 2025

#### **RECOMMENDATION**

That Ordinary Council Meeting:

1. Receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 19 August 2025 appended at *Annexure A*.



## **Ordinary Council Meeting**

Minutes

Tuesday 19 August 2025



### Minutes of the Ordinary Council Meeting Held on Tuesday, 19 August 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 Councillor Cr George Pratt Cr Matthew Scherer Councillor Cr Glenn Wilson Councillor

#### **Council Officers in Attendance:**

Mr Kent Boyd PSM General Manager

Mr Jaco Barnard Chief Financial Officer

Mr Andrew Francis Director Infrastructure and Sustainability

Mr Logan Hignett Director Operations

Mr Anthony McGrath Director Customer, Corporate Services and Economy

Mrs Annalise Teale Director Planning and Community Services

Mrs Veronica Shaw Manager Governance, Risk and Corporate Performance

Mrs Toni Lennane Executive and Councillor Support Coordinator

Miss Bronte Thompson Business Services Trainee

#### **NOTES**

The meeting commenced at 3:07 pm and concluded at 5:33 pm.



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#### 1 OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of Tuesday 19 August 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

Nil



#### 6 CONFIRMATION OF MINUTES

#### 6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 15 JULY 2025

#### **RESOLVED OCM 264/25**

Moved: Cr Marg Applebee Seconded: Cr George Pratt

That Ordinary Council Meeting receive and confirm the Minutes of the Ordinary Council Meeting

held on Tuesday 15 July 2025 appended at Annexure A.

**CARRIED** 

#### 7 DISCLOSURES OF INTERESTS

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

Nil interests were disclosed.

#### 8 LATE BUSINESS

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

- 1. 19.3 The Welcome Industrial Estate Expression of Interest including Addendum.
- 2. 19.4 PSC2025/020 Design and Construction of two pedestrian bridges PAC Park.
- 3. 19.5 PSC2025/002 Facility Management Parkes Aquatic Facilities Request for Variation V003 Start up Services

#### 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 265/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

- 10.1 Meetings, Functions and Events Attended by Mayor and Councillors.
- 11.1 Keep Australia Beautiful State Tidy Towns Conference 2025.
- 11.2 Local Government Week Celebrations 4 August 2025.



- 12.1 Minutes of the Economy, Destination and Events Advisory Committee Meeting held on 15 July 2025.
- 12.2 Minutes of the Community, Liveability and Access Advisory Committee Meeting held on 5 August 2025.
- 12.3 Minutes of the Arts Advisory Council Meeting held on 5 August 2025.
- 12.6 Minutes of the Floodplain Management Committee Meeting held on 14 August 2025.
- 14.2 Request to Use Trundle Town Improvement Fund Reserve for an Hydration Station and Tennis Courts Power Upgrade.
- 14.3. Request to Use Peak Hill Town Improvement Funds to continue Advertising Signage for Another 12 months.
- 14.5 Operational Plan Q3-Q4 Progress 2024/25 1 January to 30 June 2025.
- 14.6 Adoption of Council Policy Enterprise Risk Management.
- 14.7 Adoption of Council Policy Conflict of Interest for Council-Related Development.
- 17.2 July 2025 Building Statistics Update.

.CARRIED

#### 10 MAYORAL MINUTE(S)

### 10.1 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

#### **RESOLVED OCM 266/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

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 11 July 2025 through to 15 August 2025.

**CARRIED** 

#### 10.2 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS

#### **RESOLVED OCM 267/25**

Moved: Cr Doug Pout Seconded: Cr Marg Applebee

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 15 August 2025 to 12 September 2025:



#### 11 COUNCILLOR REPORT(S)

#### 11.1 KEEP AUSTRALIA BEAUTIFUL STATE TIDY TOWNS CONFERENCE 2025

#### **RESOLVED OCM 268/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That:

1. Note the contents of the report by Deputy Mayor Marg Applebee for the Keep Australia Beautiful State Tidy Downs Conference that she attended on behalf of Council in Sydney on 30 & 31 July 2025.

**CARRIED** 

#### 11.2 LOCAL GOVERNMENT WEEK CELEBRATIONS - 4 AUGUST 2025

#### **RESOLVED OCM 269/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

1. Note the information in the report about Council's Local Government Week Celebrations on 4 August 2025 by Cr Doug Pout.

**CARRIED** 

#### 12 REPORTS OF COMMITTEES

### 12.1 MINUTES OF THE ECONOMY, DESTINATION AND EVENTS ADVISORY COMMITTEE MEETING HELD ON 15 JULY 2025

#### **RESOLVED OCM 270/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

1. Receive and confirm the Minutes of the Economy, Destination and Events Advisory Committee Meeting held on Tuesday 15 July 2025 appended at *Annexure A*.



### 12.2 MINUTES OF THE COMMUNITY, LIVEABILITY AND ACCESS ADVISORY COMMITTEE MEETING HELD ON 5 AUGUST 2025

#### **RESOLVED OCM 271/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

1. Receive and confirm the Minutes of the Community, Liveability and Access Advisory Committee Meeting held on Tuesday 5 August 2025 appended at *Annexure A*.

**CARRIED** 

### 12.3 MINUTES OF THE ARTS ADVISORY COUNCIL MEETING HELD ON 5 AUGUST 2025

#### **RESOLVED OCM 272/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

1. Receive and confirm the Minutes of the Arts Advisory Council Meeting held on Tuesday 5 August 2025 appended at *Annexure A*.

**CARRIED** 

At 3:18 pm, Cr George Pratt left the meeting.

### 12.4 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON 6 AUGUST 2025

#### **RESOLVED OCM 273/25**

Moved: Cr Glenn Wilson Seconded: Cr George Pratt

That Council:

1. Receive and confirm the Minutes of the Local Traffic Committee Meeting held on Wednesday 6 August 2025 appended at *Annexure A*.



At 3:23 pm, Cr George Pratt rejoined the meeting.

### 12.5 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 12 AUGUST 2025

#### **RESOLVED OCM 274/25**

Moved: Cr Louise O'Leary Seconded: Cr Doug Pout

That Council:

- 1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 12 August 2025 appended at *Annexure A*.
- 2. Confirm the appointment of Mr Michael Greenwood PSM as the Community Representative on the Sports Grants Selection Committee.
- 3. Adopt the Parkes Sports Council Annual Report for 2024-2025 and approve its posting on to the Council's web site.

**CARRIED** 

### 12.6 MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE MEETING HELD ON 14 AUGUST 2025

#### **RESOLVED OCM 275/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

1. Receive and confirm the Minutes of the Floodplain Management Committee Meeting held on Thursday 14 August 2025 appended at *Annexure A*.

**CARRIED** 

#### 13 REPORTS OF THE GENERAL MANAGER

### 13.1 APPOINTMENT ANNOUNCEMENT - DIRECTOR PLANNING AND COMMUNITY SERVICES

#### **RESOLVED OCM 276/25**

Moved: Cr Ken McGrath Seconded: Cr Marg Applebee

That Council:

- 1. Receive and note the report.
- 2. Congratulate Annalise Teale on her appointment as the Director Planning and Community Services.



At 3:28 pm, Cr Louise O'Leary left the meeting.

At 3:31 pm, Cr Louise O'Leary rejoined the meeting.

#### 13.2 DRAFT ANNUAL FINANCIAL STATEMENTS - YEAR ENDED 30 JUNE 2025

#### **RESOLVED OCM 277/25**

Moved: Cr Marg Applebee Seconded: Cr William Jayet

#### That Council:

- In accordance with the requirements of the Local Government Act 1993 (as amended) and the Local Government Code of Accounting Practice and Financial Reporting, resolve to refer the accounts for audit.
- 2. Recognise the advance payments of the 2025/26 Financial Assistance Grants (general purpose and local roads components) and the receipt of funds from NSW State Emergency Services (New Parkes SES Unit) as internally allocated cash as at 30 June 2025.

**CARRIED** 

At 3:32 pm, Cr Doug Pout left the meeting.

#### 13.3 INVESTMENTS AND BORROWINGS REPORT AS AT 31 JULY 2025

#### **RESOLVED OCM 278/25**

Moved: Cr Marg Applebee Seconded: Cr William Jayet

That Council:

Receive and note the Statement of Investments and Borrowings as on 31 July 2025

**CARRIED** 

At 3:34 pm, Cr Doug Pout rejoined the meeting.

### 14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY

14.1 MAJOR PROJECTS AND CURRENT WORKS - CUSTOMER, CORPORATE SERVICES & ECONOMY - JUNE 2025.

#### **RESOLVED OCM 279/25**

Moved: Cr George Pratt Seconded: Cr Marg Applebee

That Council:

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



### 14.2 REQUEST TO USE TRUNDLE TOWN IMPROVEMENT FUND RESERVE FOR AN HYDRATION STATION AND TENNIS COURTS POWER UPDGRADE

#### **RESOLVED OCM 280/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council approve the allocation of up to \$40,000 from the Trundle Town Improvement Fund Reserve for the following items:

- 1. Installation of a Hydration Station at the Community Hub.
- 2. Berryman Oval Tennis Courts upgrade to power supply for a future lighting installation.

.CARRIED

### 14.3 REQUEST TO USE PEAK HILL TOWN IMPROVEMENT FUNDS TO CONTINUE ADVERTISING SIGNAGE FOR ANOTHER 12 MONTHS

#### **RESOLVED OCM 281/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

1. Approve the allocation of up to \$10,750 from the Peak Hill Town Improvement Fund Reserve to support the cost of highway advertising signage for 12 months.

**CARRIED** 

### 14.4 COMMUNITY FINANCIAL ASSISTANCE PROGRAM EVALUATION PANEL - 2025-2026 ROUND ONE

#### **RESOLVED OCM 282/25**

Moved: Cr Marg Applebee Seconded: Cr William Jayet

That Council

1. Endorse the recommendations of the Evaluation Panel for Sec.356 donations under Round 1 of the Community Financial Assistance Program 2025/2026 totalling \$5,199.00 in General Grants and waived rates and charges.



### 14.5 OPERATIONAL PLAN Q3-Q4 PROGRESS - 2024/25 - 1 JANUARY TO 30 JUNE 2025

#### **RESOLVED OCM 283/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

1. Endorse the 2024/25 Operational Plan Progress Report (1 January to 30 June 2025), appended at *Annexure A*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.

**CARRIED** 

#### 14.6 ADOPTION OF COUNCIL POLICY - ENTERPRISE RISK MANAGEMENT

#### **RESOLVED OCM 284/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

- 1. Adopt the updated Enterprise Risk Management Policy included as *Annexure A* to this report.
- 2. Adopt the updated Enterprise Risk Management Statement included as *Annexure B* to this report.
- 3. Adopt the updated Risk Appetite Statement included as *Annexure C* to this report.
- 4. Publish the adopted Enterprise Risk Management Policy on Council's Website and intranet.

.CARRIED

#### 14.7 ADOPTION OF COUNCIL POLICY - CONFLICT OF INTEREST FOR COUNCIL-RELATED DEVELOPMENT

#### **RESOLVED OCM 285/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That Council:

- 1. Adopt the Conflict of Interest for Council-Related Development policy included as *Annexure A* to this report.
- 2. Publish the adopted policy on Council's Website and intranet.



#### 14.8 ADOPTION OF COUNCIL POLICY - SOCIAL MEDIA

#### **MOTION**

Moved with amendment: Cr Joy Paddison Seconded with amendment: Cr Ken McGrath

#### That Council:

- 1. Adopt the updated Social Media Policy included as *Annexure A* to this report.
- 2. Publish the adopted Social Media Policy on Council's Website and intranet.
- 3. Add the newly developed House Rules to all social media channels operated by Parkes Shire Council.
- 4. Approve the disabling of Parkes Shire Council operated social media channel comments outside of business hours as per the House Rules.
- 5. Approve the disabling of comments from the live streaming of Council meetings.

#### **AMENDMENT TO 14.8**

#### **RESOLVED OCM 286/25**

Moved with the addition of Item 6: Cr Joy Paddison Seconded with the addition of Item 6: Cr Ken McGrath

#### That Council:

- 1. Adopt the updated Social Media Policy included as *Annexure A* to this report.
- 2. Publish the adopted Social Media Policy on Council's Website and intranet.
- 3. Add the newly developed House Rules to all social media channels operated by Parkes Shire Council.
- 4. Approve the disabling of Parkes Shire Council operated social media channel comments outside of business hours as per the House Rules.
- 5. Approve the disabling of comments from the live streaming of Council meetings.
- 6. Page 216 change wording of "Source of truth" to "reliable and accurate information".



#### 15 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND SUSTAINABILITY

### 15.1 MAJOR PROJECTS AND CURRENT WORKS - INFRASTRUCTURE AND SUSTAINABILITY

#### **RESOLVED OCM 287/25**

Moved: Cr William Jayet Seconded: Cr George Pratt

That Council:

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

**CARRIED** 

#### 15.2 PROPOSED AMENDMENT TO FEES & CHARGES 2025-26

#### **RESOLVED OCM 288/25**

Moved: Cr William Jayet Seconded: Cr Doug Pout

That:

- 1. Council endorses the change to the charge for Fire Damaged House containing asbestos to be a charge by tonnage rather than volume.
- 2. Council engages with the community prior to implementing the changes to the existing charges.

**CARRIED** 

#### 16 REPORTS OF THE DIRECTOR OPERATIONS

#### 16.1 MAJOR PROJECTS AND CURRENT WORKS - OPERATIONS

#### **RESOLVED OCM 289/25**

Moved: Cr Doug Pout Seconded: Cr William Jayet

That Council:

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



#### 16.2 LOCAL TRAFFIC COMMITTEE - NEW DELEGATION

#### **RESOLVED OCM 290/25**

Moved: Cr Ken McGrath Seconded: Cr Marg Applebee

That:

- 1. Council receive and note the information within the report.
- 2. Council continue to operate the Local Traffic Committee (LTC) in its existing format for a trial period of six (6) months, adopting the updated naming conventions required by Transport for NSW, and convening meetings on an "as needs" basis rather than at fixed quarterly intervals.
- 3. Council officers monitor the implementation of the new 2025 Authorisation and Delegation Instrument across the local government sector, consult with relevant stakeholders, and report back to Council at the conclusion of the trial period with recommendations for any permanent changes to the existing process'.
- 4. That the Local Traffic Forum (LTF) meet on an "as needs" basis rather than a fixed quarterly schedule, with meetings convened only when there are substantive matters requiring consideration.

**CARRIED** 

At 4:25 pm, the Mayor called for a break until the storm passed to assist with sound quality. At 4:40 pm, the Mayor re-opened the meeting.



#### 17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES

17.1 PLANNING PROPOSAL TO AMEND PARKES LEP 2012 SCHEDULE 1
ADDITIONAL PERMITTED USES: LOT 2 DP1064474 (3577 HENRY PARKES WAY,
BOGAN GATE) POST-EXHIBITION

#### **RESOLVED OCM 291/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That:

- Council endorse Planning Proposal PP-2024-1667 (3577 Henry Parkes Way, Bogan Gate)

   Post Exhibition.
- Council delegate to the General Manager the authority issued by the NSW Department of Planning, Housing and Infrastructure to exercise the functions of the Minister under Section 3.36 of the Environmental Planning and Assessment Act 1979 for the purposes of finalising Planning Proposal PP-2024-1667 (3577 Henry Parkes Way, Bogan Gate) – Post Exhibition.
- 3. Continue to consult with the NSW Department of Planning, Housing and Infrastructure on the terms of the amendment to *Parkes Local Environmental Plan 2012*, to ensure its consistency with the objectives, outcomes and provisions of Planning Proposal PP-2024-1667 (3577 Henry Parkes Way, Bogan Gate) Post Exhibition.
- 4. Inform parties who made a submission to the Public Exhibition of Planning Proposal PP-2024-1667 (3577 Henry Parkes Way, Bogan Gate), the proponent and landowners of the subject land (and their consultant), of Council's resolutions.

<u>In Favour:</u> Crs Neil Westcott, Marg Applebee, William Jayet, Doug Pout and George Pratt

Against: Crs Ken McGrath, Louise O'Leary, Joy Paddison, Matthew Scherer and Glenn

Wilson

The vote being EQUAL the Chair exercised his Casting Vote in favour of the Motion.

EQUAL 5/5

#### 17.2 JULY 2025 BUILDING STATISTICS UPDATE

#### **RESOLVED OCM 292/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

That:

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

**CARRIED** 

At 4:51 pm, Cr George Pratt left the meeting.



#### 18 QUESTIONS WITH NOTICE

#### 18.1 USE OF SNAP SEND SOLVE

#### **RESOLVED OCM 293/25**

Moved: Cr Neil Westcott Seconded: Cr Matthew Scherer

That Council:

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

**CARRIED** 

#### 18.2 NAMING OF UNNAMED WALKWAYS AND WALKING TRACKS

#### **RESOLVED OCM 294/25**

Moved: Cr Neil Westcott Seconded: Cr Ken McGrath

That Council:

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

**CARRIED** 

At 4:53 pm, the Council in Open Session go into Closed Session.

#### 19 CONFIDENTIAL MATTERS

#### **RESOLVED OCM 295/25**

Moved: Cr Marg Applebee Seconded: Cr Joy Paddison That Ordinary Council Meeting:

 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 PSC2025/016 - CONSTRUCTION OF CROAKER BASIN

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 PSC2025/054 - DESIGN AND CONSTRUCTION OF LED FIELD LIGHTING CHENEY PARK

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 THE WELCOME INDUSTRIAL ESTATE - EXPRESSION OF INTERESTS

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 PSC2025/020 - DESIGN AND CONSTRUCTION OF TWO PEDESTRIAN BRIDGES PAC PARK

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.

### 19.5 PSC2025/002 – FACILITY MANAGEMENT PARKES AQUATIC FACILITIES REQUEST FOR VARIATION – V003 STARTUP SERVICES

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.



At 5:30 pm, the Council in Closed Session returned to Open Session.

#### **MOTION**

That Ordinary Council Meeting:

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

#### 19.1 PSC2025/016 - CONSTRUCTION OF CROAKER BASIN

#### **RESOLVED OCM 296/25**

Moved: Cr Louise O'Leary Seconded: Cr Marg Applebee

That:

1. Council award the contract for the Construction of Croaker Basin – PSC2025/016 to Force Enterprises Pty Ltd, for the lump sum of \$385,940.45 Excl GST.

In Favour: Crs Neil Westcott, Marg Applebee, William Jayet, Louise O'Leary and Doug Pout

Against: Crs Ken McGrath, Joy Paddison, Matthew Scherer and Glenn Wilson

CARRIED 5/4

At 5:09 pm, Director Infrastructure and Sustainability Andrew Francis left the meeting.

### 19.2 PSC2025/054 - DESIGN AND CONSTRUCTION OF LED FIELD LIGHTING CHENEY PARK

#### **RESOLVED OCM 297/25**

Moved: Cr Doug Pout Seconded: Cr Marg Applebee

That:

That Council award the contract Design & Construction of LED Field Lighting Cheney Park
 PSC2025/054 to Rees Sports Lighting for the lump sum of \$207,180.00



#### 19.3 THE WELCOME INDUSTRIAL ESTATE - EXPRESSION OF INTERESTS

#### **RESOLVED OCM 298/25**

Moved: Cr Louise O'Leary Seconded: Cr Marg Applebee

#### That:

- That the Mayor and General Manager be delegated to negotiate agreements with the two

   (2) preferred proponents, generally in accordance with their Expression of Interest submissions and as proposed in this report.
- 2. That Council agrees for the two (2) proponents to progress immediately to due diligence.
- 3. That the final agreements be referred to Council for ratification.

**CARRIED** 

### 19.4 PSC2025/020 - DESIGN AND CONSTRUCTION OF TWO PEDESTRIAN BRIDGES PAC PARK

#### **RESOLVED OCM 299/25**

Moved: Cr William Jayet Seconded: Cr Marg Applebee

#### That Council:

- 1. Award Contract PSC2025/020 Design and Construction of Two Pedestrian Bridges at PAC Park, Parkes, to Xinc Engineering Pty Ltd for the lump sum of \$282,000.00 (ex GST).
- 2. Authorise the General Manager and Director Operations, to execute the Contract and any variations within the approved project budget.



### 19.5 PSC2025/002 - FACILITY MANAGEMENT PARKES AQUATIC FACILITIES REQUEST FOR VARIATION - V003 STARTUP SERVICES

#### **RESOLVED OCM 300/25**

Moved Motion by: Cr Ken McGrath Seconded Motion: Cr Matthew Scherer

For the Decision of Council.

1. To agree to the Contract Variation by Fitmann Pty Ltd to pay the sum of \$24,320.00 plus GST to be paid to them for the startup and recommissioning activities.

<u>In Favour:</u> Crs Ken McGrath, Matthew Scherer and Glenn Wilson

Against: Crs Neil Westcott, Marg Applebee, William Jayet, Louise O'Leary, Joy Paddison

and Doug Pout

**LOST 3/6** 

THAT THE MOTION BY CR MCGRATH AND SECONDED BY CR SCHERER HAS BEEN LOST. THEREFORE THE VARIATION TO THE CONTRACT WILL NOT BE PAID.

#### 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 5:33 pm.

This is the final page of the minutes comprising 22 pages numbered 1 to 22 of the Ordinary Council Meeting held on Tuesday, 19 August 2025 and confirmed on Tuesday, 16 September 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	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.	
	The Councillor must not be present at, or in sight of, the meeting:	
	(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	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.	
Significant Non- Pecuniary Conflicts of Interest	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.	
Less than Significant Non- Pecuniary Interests	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.	

#### 8 LATE BUSINESS

#### 9 ADOPTION OF MULTIPLE ITEMS OF BUSINESS

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



#### 10 MAYORAL MINUTE(S)

#### 10.1 COUNTRY MAYOR ASSOCIATION: MINUTES FROM THE MEETING 8 AUGUST 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: Cr Neil Westcott

Annexures: A. Country Mayor Association Meeting Minutes 8 August 2025 &

#### **MOTION**

That Council:

1. Receive and note the report on the Country Mayors Association Meeting held on 8 August 2025.

#### **REPORT**

I attended the Country Mayors Association, at a meeting in Sydney on 8 August 2025, which was strongly supported by Departments including Parliamentarian Ministers and with representatives of Country NSW Councils and associated organisations in attendance. The Agenda Theme was Crime, Law and Order.

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

- \* NSW Police Minister, the Hon. Mrs Yasmin Catley MP.
- \* Acting Deputy Commissioner Brett Greentree, acting as Deputy Commissioner NSWPF Regional NSW Field Operations.
- \* Chief Magistrate of NSW, His Honour Judge Michael Allen.
- \* Excelling CMA Members Segment on Crime, Law and Order Theme included:
  - \* Council presentation Mr Nick Mamouzelos, Warrumbungle Shire Council Investigator.
  - \* Council presentation Mr Greg McDonald, General Manager Upper Hunter Shire Council.
- \* Presentation the Hon. Paul Toole MP, Shadow Police Minister.
- \* Presentation NSW Treasurer, the Hon. Daniel Mookhey MLC.
- Presentation Mr Barry Irvin, Chairman of Bega Cheese.

A copy of the Minutes is attached for the information of Council.

**Cr Neil Westcott** 

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MAYOR

Item 10.1 Page 35





# 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 8 August 2025,** in the Theatrette, Parliament House, Macquarie Street, SYDNEY commencing from 8:20am.

THEME: Crime, Law and Order

A warm welcome from CMA Chairman and Temora Shire Mayor Rick Firman OAM;

- Mayor Firman reflected on an exclusive workshop with NSW Environment Minister
  the Hon Penny Sharpe MP and her advisors, plus over 100 CMA members took
  place in the Theatrette NSW Parliament House, 2-5pm Thursday 7 August, 2025.
  The topics of Biodiversity Conservation Offsets and Waste were broken up by a CMA
  catered afternoon tea, which was much needed, due to the intensity of the workshop.
  Biodiversity offsets as barriers to housing developments and FOGO costs were key
  concerns discussed. Mayor Firman thanked Deputy Chairman (Mayor Russell Fitzpatrick
   Bega Valley Shire) for serving as MC for the session.
- Mayor Firman reflected on the evening of Thursday 7 August 2025, a dinner with Former PM, the Hon Tony Abbott AC which saw 85 Board, Members and MPs enjoy a first-class venue, cuisine, service and camaraderie. The CMA catered a special dessert and shouted a drink. Mr Abbott donated his time for the CMA and it was a topical, engaging talk, warmly received by those in attendance.
- 1. Presentation NSW Police Minister, the Hon. Mrs Yasmin Catley MP
- Reducing Community Crime is about partnership State and Local Government working together in partnership with First Nations people and the broader community to improve safety in the community and address local challenges.
- The best way to reduce crime is to make sure it is not committed in the first place
- There has been a Youth Command developed they work with PCYC to support young people.
- The Community Safety Report will be addressed by November 2025.
- 'Operation Soteria' is making significant impacts to date. This strategic initiative by NSW Police focusing on aggravated break, enter and steal offences, stealing motor vehicles and 'post and boast' offences where social media has been used to gain notoriety. It also involves a focus on improving police response to victims of sexual assault.
- Positive results so far 189 charged and 137 of those charged were juveniles.

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Item 10.1 - Annexure A Page 36



- There is an emphasis on diversion to keep young people out of the justice system -Youth Engagement Officers work in this space - hold Youth Action Meetings in key locations.
- The Minister said she is aware that they need more officers on the ground Recruitment strategy has been successful with 4600 recruit applications over last 18months.
   Improved workforce benefits include a once in a generation pay rise, and the move to flexible working hours (FTE model) and opportunity to job share.
- New Initiative "Be a cop in your hometown' is seeing positive results
- Members questions, brought up changes in Bail legislation, AV bail hearings seem to be missing the regional context, and additional police needed in holiday hot spots.

#### A token of appreciation was presented to Minister Catley MP by Mayor Firman.

### 2. Presentation – Acting Deputy Commissioner Brett Greentree, acting as Deputy Commissioner - NSWPF Regional NSW Field Operations.

- The 'perception' of crime, is sometimes as difficult to address as the actual crime.
- Sees Community safety as a joint venture everyone knows who the criminals are in regional areas.
- Operation Soteria is working across North and Western NSW.
  - So far they have addressed 340 break and enters
  - 137 juveniles were charged with 34% of them already charged or on bail at the time.
  - 'Boast and Post' 92 have been charged
- Trends in regional crime Robbery is down by 8%, Steal from Motor vehicle down 11%, Break and enter is down 4%, Sexual assault and drug related crime is stable, with increase in MV theft up 3.3%, DV related crime up 4%, breach of bail up 12.3% (result of targeted operations).
- Thanked Local Government for the work that they do in the Emergency management space in partnership.
- Re: Crime perception it is important to communicate with community to instil confidence
   there is a big role for the media everyone needs to spread the good word and highly publicise positive outcomes.
- Members noted concerns about little to no police presence in some regional areas.
   Advised to report into the district office more reports highlight the need and allows them to access other resources to ensure that coverage will come from other areas.
- Hoping that the 'Doli Incapax' review will bring about change and some tangible outcomes

## A token of appreciation was presented to Acting Deputy Commissioner Brett Greentree by Mayor Firman.

#### 3. Presentation – Chief Magistrate of NSW, His Honour Judge Michael Allen

- A compelling presentation allowing a glimpse into the career and work of the Chief magistrate of NSW, who has an extensive background living and working in regional NSW.
- He stated that NSW is unique we have an independent judiciary which makes us very lucky.
- Expressed the fact that the Courts do not make the Law, that Parliament makes the Law and the Courts enforce the Laws.
- Local Court has 48 magistrates servicing 109 courts across NSW Country service policy to be implemented no more FIFO suggested that magistrates need to have a min. 2 years in the bush to urge that they feel and understand these communities.

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- Dealing with 45000 bail applications annually.
- DV is the scourge of the nation that needs to be dealt with there are 80000 matters annually. The voice that HASNT been heard is that of the complainant/victim. There is a pilot program
- Bail is a concern for a lot of people Magistrates don't make decisions up they rely on information from Police. If there is concern that a mistake has been made - there is an inbuilt appeal system available. Less than 0.5% are appealed by the Police.

A token of appreciation was presented to Chief Magistrate of NSW, His Honour Judge Michael Allen by Mayor Sharon Cadwallader.

#### 4. Acknowledgements by Mayor Rick Firman OAM, CMA NSW Chairman

- Acknowledgement and Congratulations to Mayor Abb McAlister and his team for the successful de-merger announcement. Mayor McAlister thanked all Mayors in CMA for their support over this time.
- The CMA Chairman (Mayor Firman) acknowledged Mr. George Cowan, General Manager Leeton Shire Council for 50 years of service to Local Government. Mr. Cowan will retire in September 2025.
- 5. Excelling CMA Members Segment Crime, Law and Order Theme

#### Mr Nick Mamouzelos, Warrumbungle Shire Council Investigator

Detailed presentation on the recent investigation into Illegal Tobacco trade in Warrumbungle Shire, something that is affecting most LGAs.

#### Mr Greg McDonald, General Manager – Upper Hunter Shire Council

Excellent initiative being delivered to new young drivers involving police, emergency services, heavy vehicle providers and numerous support services to provide a practical educational opportunity for new drivers to understand the reality of being on the road and the brutal reality of accidents and why they can occur.

A token of appreciation was presented to Mr Mamouzelos and Mr McDonald by Mayor Josh Black.

**Morning Tea** was attended by a broad cross-section of Parliamentarians, from Government, Opposition (including Leader, the Hon Mark Speakman MP), Greens and Independents.

#### 6. Presentation - The Hon. Paul Toole MP - NSW Shadow Police Minister

- Stated there are less Police 'boots on the ground' from when they were in Government
- 86% of stations are closed at nighttime, and some haven't opened in 12 months.
- Stated that there is a reduction in attested classes dropped from 5 to 4.
- Re the parliamentary enquiry for youth crime there has been an interim report provided with 19 recommendations this has been driven by the CMA.
- Where has the funding gone to support Youth programs? E.g. Regional Youth Funding, SCCF
- Bail Laws are being debated in Parliament this week Many police are frustrated
- Looking to introduce a Bill for 14-18 year olds
  - They want to introduce a curfew
  - Electronic Monitoring
  - o Introduce Victim impact statements

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### A token of appreciation was presented to Shadow Police Minister the Hon Paul Toole MP by Mayor Sue Moore.

#### 7. Presentation -The Hon. Daniel Mookhey MLC - NSW Treasurer

- Re: Disaster Affected Communities issues with under insurance / no insurance. Natural Disaster funding is driving up premiums.
- Treasurer will seek input / feedback from councils to find a better way to fund emergency services.
- The Treasurer has met with Auditor General about the Red Fleet he will have a position soon and advised that there will be cause for optimism for the CMA members.
- Workers Compensation the scheme is NOT sustainable. There will be a minimum 36% increase in premiums in the absence of a reform.
- · Members asked questions about:
  - o Equitable remuneration for Councillors,
  - The need for NSW Government to support the restoration of FAGS to 1% of GDP from Federal Government,
  - The Southern NSW drought desperate need for reclassification of drought as disaster - immediate need for freight and fodder assistance - it has been stated by Regional agriculture professionals that this is the worst drought ever experienced.
  - Councils dealing with an extraordinary amount of renewable energy impacts (in a non-REZ zone) What can be done to support councils with dealing with this?
  - What is the appetite of the Government for a combined Emergency Services sector - bringing all under one Department?
- The Treasurer advised that he was the current Chair of the Board of Treasurer's, who are meeting this week.
- GST needs change, NSW is being short changed, in a significant way

### A token of appreciation was presented to Treasurer Mookhey MLC by Mayor Phyllis Miller.

#### 8. Mr. Barry Irvin AM - Chairman of Bega Cheese

Presentation about the growth and development of Bega Cheese Company - and their ability to 'buy back' some Aussie brands e.g. Vegemite, Dare Iced Coffee, Farners Union Yoghurt Their involvement in a significant whole of Community approach to developing a full Circular Economy in Bega Valley.

The Bega Circular Valley video:

Australia's National Centre for Circular Discovery - Bega Circular Valley

And the website: Home - Bega Circular Valley

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

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#### **General Business**;

#### 9. Attendance

Cr. Claire Pontin MidCoast Council Mayor Cr. R Firman OAM CMA Chairman / Mayor Temora Shire Council Melissa Boxall CMA Secretary / GM Temora Shire Council Cr. Greg Whiteley Mayor Warren Shire Council **Gary Woodman** GM Warren Shire Council Cr. Kevin Beatty Mayor Cabonne Shire Council **Brad Byrnes** Cabonne Shire Council GM Cr. Kinne Ring Mayor Kempsey Shire Council Andrew Meddle CEO Kempsey Shire Council John Scarce GM Murrumbidgee Council Cr R McRae OAM Murrumbidgee Council Mayor Cr. Susannah Pearse Mayor Moree Plains Shire Council Natalia Cowley GM Moree Plains Shire Council Tenterfield Shire Council Cr. Bronwyn Petrie Mayor Cr. Sharon Cadwallader Mayor Ballina Shire Council Cr. Margot Davis Mayor Glen Innes Severn Council **Bernard Smith** GM Glen Innes Severn Council Cr. Colleen Fuller Gunnedah Shire Council Mayor GM Gunnedah Shire Council Eric Groth Cr. Sarah Ndiaye Mayor Byron Shire Council GM Mark Arnold Byron Shire Council Cr. Daniel Linklater Mayor Wentworth Shire Council Ken Ross GM Wentworth Shire Council Cr. John Harvie Mayor Murray River Council Stacy Williams CEO Murray River Council

Cr. Kenrick Winchester Mayor Queanbeyan-Palerang Regional Council
Ruth Ormella Acting GM Queanbeyan-Palerang Regional Council

Cr. Steve Krieg Mayor Lismore City Council
Eber Butron Acting GM Lismore City Council
Cr. Bruce Reynolds Mayor Blayney Shire Council
Mark Dicker GM Blayney Shire Council
Toni Averay GM Uralla Shire Council

Kathryn Rindfleish Mayor Warrumbungle Shire Council Lindsay Mason GM Warrumbungle Shire Council

Cr. Brian Ingram Mayor Hilltops Council Anthony O'Reilly GM Hilltops Council **Deputy Mayor** Cr. Sally Davis **Bourke Shire Council** Leonie Brown GM **Bourke Shire Council** Cr. Ewen Jones Mayor Narromine Shire Council Narromine Shire Council Jane Redden GM

**Director Community and** 

Phil JohnstonEconomic DevelopmentNarromine Shire CouncilCr. Craig DaviesCouncillorNarromine Shire CouncilCr. Nikki WilliamsMayorCoffs Harbour City Council

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Cr. John Burley Deputy Mayor Kyogle Council
Cr. Danielle Mulholland Mayor Kyogle Council

Cr. Josh Black Mayor **Dubbo Regional Council** Laura Black GM Clarence Valley Council Cr. Ray Smith Mayor Clarence Valley Council Cr. Tiffany Galvin Mayor Gwydir Shire Council Leeah Daley **Acting GM** Gwydir Shire Council Cr. Patricia White Mayor Shoalhaven City Council

Cr. Andrew McKibbin Mayor Oberon Council Gary Wallace GM Oberon Council

Paul Bennett GM Tamworth Regional Council

Cr. Kevin Mack Mayor Albury City Council Cr. Doug Batten Mayor Gilgandra Shire Council **David Neeves** GM Gilgandra Shire Council Cr. Ash Walker **Deputy Mayor** Gilgandra Shire Council Adam Shultz Mayor Lake Macquarie City Council Wingecarribee Shire Council Lisa Miscamble Mayor Cr. Jesse Fitzpatrick Mayor Wingecarribee Shire Council **Greg Tory** GM Lachlan Shire Council Cr. Maurice Collison Upper Hunter Shire Council Mayor Greg McDonald GM Upper Hunter Shire Council Cr. D McCann OAM Mayor Coolamon Shire Council T Donoghue PSM GM Coolamon Shire Council Cr. James Angel **Acting Mayor** Nambucca Valley Council

Bede Spannagle GM Nambucca Valley Council
Cr. Nina Dillon Mayor Goulburn Mulwaree Council
Marina Hollands Acting Chief Executive Officer Goulburn Mulwaree Council

Cr. Michael Kidd Deputy Mayor Leeton Shire Council

Megan Mulrooney CEO REROC

Shaun Elwood Director of People and Places Lithgow City Council Cr. Cassandra Coleman Mayor Lithgow City Council Paul Smith Mayor Cowra Council **Paul Devery** GM Cowra Council Cr. Kellie Crossley **Acting Mayor Edward River Council** Jack Bond CEO **Edward River Council** Cr. Neil Westcott Mayor Parkes Shire Council

Cootamundra-Gundagai Regional

Cr. Abb McAlister Mayor Council

Cootamundra-Gundagai Regional

Roger Bailey Interim GM Council

Cr. Sue Moore Mayor Singleton Council Justin Fitzpatrick-Barr GM Singleton Council Cr. Tony Mileto Mayor Orange City Council **Barry Omundson** Interim CEO Orange City Council Cr. Jasmine Jones Mayor Yass Valley Council Gayleen Burley CEO Yass Valley Council Cr. Glen Neill Mayor **Bogan Shire Council Derek Francis** GM **Bogan Shire Council** 

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Cr. Ken Cudmore Mayor Liverpool Plains Shire Council
Cian Middleton GM Liverpool Plains Shire Council

Cr. Eric Noakes Mayor Walcha Council

Cr. Tommy StantonMayorBrewarrina Shire CouncilDavid KirbyGMBrewarrina Shire CouncilJane StroudCEOKiama Municipal CouncilCr. Melinda LawtonCouncillorKiama Municipal Council

Council Engagement Manager |
Cameron Templeton Riverina & Far South West OLG

Council Engagement Manager

Katrina Annis-Brown Central West and Far West OLG

Cr. Jim Hickey Deputy Mayor Broken Hill City Council
Jay Nankivell GM Broken Hill City Council

Councillor/LGNSW Board

Cr. Penny Pedersen member City of Ryde Council
Cr. Leah Anderson Mayor Port Stephens Council
Cr. Daniel Keady Mayor Coonamble Shire Council

**Director Infrastructure Kerrie** 

Kerrie MurphyMurphyCoonamble Shire CouncilNick MamouzelosInvestigatorWarrumbungle Shire CouncilCr. Paul CulhaneMayorUpper Lachlan Shire CouncilMs Alex WaldronCEOUpper Lachlan Shire Council

Cr. Paul Best Weddin Shire Council Mayor Luke Sheehan GM Weddin Shire Council Cr. Darrell Tiemens Mayor Narrabri Shire Council George Cowan GM Narrandera Shire Council Cr. Sam Coupland Mayor Armidale Regional Council Cr. P Miller OAM Mayor Forbes Shire Council Richard Jane Forbes Shire Council Acting GM Cr. Matt Gould Mayor Wollondilly Shire Council

Manager Shire Planning and

Stephen Gardiner Head of Advocacy Wollondilly Shire Council Cr. Robert Taylor Mayor Bathurst Regional Council Mayor Bega Valley Shire Council Cr. Russell Fitzpatrick CEO Bega Valley Shire Council **Anthony McMahon** Bellingen Shire Council Cr. Steve Allan Mayor Mark Griffioen GM Bellingen Shire Council Cr. Cheryl Cook Mayor Federation Council GM Inverell Shire Council **Brett McInnes** Cr. Peter Sharp Mayor Lockhart Shire Council

Cr. Adam Roberts Mayor Port Macquarie Hastings Council

Lockhart Shire Council

NRI

Ms Linda Scott Chairman NSW Grants Commission

#### 12. Apologies

Jonathan Malota

**Gavin Rhodes** 

Mr Adrian ButlerGMFederation CouncilMr Murray WoodCEODubbo Regional Council

GM

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Cr. Doug Curran	Mayor	<b>Griffith City Council</b>
Mr Brett Stonestreet	GM	<b>Griffith City Council</b>
Mr Frank Zaknich	GM	<b>Albury City Council</b>
Cr. George Weston	Mayor	Leeton Shire Council
Ms Jackie Kruger	GM	Leeton Shire Council
		Wagga Wagga City

Cr. Dallas Tout Council Mayor Bland Shire Council Cr. Brian Monaghan Mayor Bland Shire Council Mr Grant Baker GM Cr. N Kschenka OAM Narrandera Shire Council Mayor Cr. Lea Parker Mayor Greater Hume Council Mr Colin Kane Acting GM Greater Hume Council Cr. Robert Bell Mayor **Uralla Shire Council** Cr. Kate Dight Mayor Inverell Shire Council Cr. Greg Kachel Councillor Inverell Shire Council Cr. John Medcalf OAM Mayor Lachlan Shire Council

Tamworth Regional

**NSW Government** 

Cr. Russell Webb Mayor Council
Mrs Julie Briggs Policy Advisor CMA
Mr. Gary Fry Secretariat CMA

Cr. Sam Coupland Mayor Armidale Regional

Council

The Hon Jenny Roads and Transport

Aitchison MP Minister

Mayor Fitzpatrick (Bega Valley Shire Council) moved that the apologies be accepted. Mayor Cadwallader (Ballina Shire Council) seconded. CARRIED. Unanimous.

#### 13. Adoption of Minutes from 9 May 2025.

Mayor Allen (Bellingen Shire Council) moved. Mayor Ring (Kempsey Shire) seconded. CARRIED. Unanimous.

#### 14. Nil

#### 15. Correspondence

Mayor Ingram (Hilltop Council) moved. Mayor Roberts (Port Macquarie Hastings) seconded. CARRIED. Unanimous.

#### 16. Media releases

Mayor Cadwallader (Ballina Shire) moved. Mayor Winchester (Queanbeyan–Palerang Regional Council) seconded. CARRIED. Unanimous.

#### 17. Reports

**ALGA** - Mayor Miller (LGNSW President/Forbes Shire) moved. Mayor Allen (Bellingen Shire) seconded. CARRIED. Unanimous.

**LGNSW** - Mayor Miller (LGNSW President/Forbes Shire) moved. Mayor Ndiaye (Byron Shire) seconded. CARRIED. Unanimous.

**CMA Chairman** - Mayor Coleman (Lithgow City Council) moved. Mayor Miller (LGNSW President/Forbes Shire) seconded. CARRIED. Unanimous.

Policy Advisor Report - Received & noted and adopt recommendations - Mayor Allen

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(Bellingen Shire) moved. Mayor Whitely (Warren Shire) seconded. CARRIED. Unanimous. CMA Financial report - Mayor Jones (Yass Valley) moved. Mayor Cadwallader (Ballina Shire) seconded. CARRIED. Unanimous.

#### 18. Business with Notice - CMA Survey

- Mayor Fitzpatrick (Bega Valley Shire) moved. Mayor Miller (LGNSW President / Forbes Shire) seconded that the CMA consider the survey results at its November meeting. CARRIED. Unanimous.
- **19. Urgent Business -** The CMA Chairman asked Members if the Board should consider having the business meeting of CMA on Thursday afternoon, and the Friday morning for Guest speakers. Members agreed overwhelmingly for the Board to consider this action, to spend more time on policy setting/advocacy and lobbying.

The Chairman thanked all for attending and with no further business, declared the meeting closed at 12:48pm.

The next meeting will be held in the Theatrette, NSW Parliament House on 14 November 2025, followed by the AGM.

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#### 10.2 CNSWJO BOARD MEETING HELD IN PARKES ON 31 JULY 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: Cr Neil Westcott

Annexures: A. CNSWJO Board Meeting Report 4

B. CNSWJO Quarterly Newsletter J.

#### **MOTION**

That Council:

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

#### **REPORT**

The General Manager Kent Boyd and I attended the Central New South Wales Joint Organisation (CNSWJO) Board meeting which was held at Cooke Park Pavilion in Parkes on 31 July 2025.

See attached the Minutes from this meeting along with the Quarterly Newsletter for your information.

**Cr Neil Westcott** 

**MAYOR** 



Report from the Mayor/Deputy Mayor/General Manager attending the Central NSW Joint Organisation Board meeting on 31 July 2025 in Parkes

#### Recommendations

That Council note the report from the Mayor/Deputy Mayor/General Manager on the Central NSW Joint Organisation (CNSWJO) Board meeting on 31 July 2025 held in Parkes.

Please find following, advice from the recent meeting of the Central NSW Joint Organisation Board held in Parkes on 31 July 2025.

Delegates were welcomed to Parkes by Parkes Shire Council Mayor, Cr Neil Westcott. Speakers to the Board meeting were Mr Simon Bourke, General Manager – Advocacy and New Zealand Australasian Railway Association, Ms Julia Andrews – Director of Regional Government Relations, Charles Sturt University, and Ms Kate Barker – Interim Executive Officer, CNSWJO who provided a presentation on the draft Strategic Plan and Statement of Strategic Regional Priorities 2025-2029.

More detail on reports to the meeting are below where the agenda can be found on the <u>CNSWJO</u> website.



Image: The CNSWJO Board and regional peak agencies at the meeting in Parkes on 31 July 2025

Advocacy



Updates on advocacy in relation to the regional prosperity, health, transport, water and energy portfolios were provided.

Mayors have advised that they would like the CNSWJO to develop a Regional Community Benefit Sharing Framework to support member councils to have informed and timely discussions with developers on renewable developments. A number of councils in the Central NSW region have been identified for future renewable energy developments including Bathurst, Lithgow, Oberon, Orange and Cabonne which have State forests earmarked for significant wind farm developments. As such, the Board approved CNSWJO to develop a regional framework.

In light of the recent postponement of the Federal Parliament visit, input was sought from the Board on alternate and additional options for engaging with Ministers.

#### Submissions seeking endorsement were:

- Net Zero Commission 2025 Consultation,
- NSW Health Draft MPS Strategy,
- AEMO Proposed Type 9 Metering Approach Under Flexible Trading Arrangements 2025,
- IPART Draft WAMC Pricing, and
- <u>Joint Standing Committee on Road Safety Inquiry into the interventions to reduce road trauma in regional NSW caused by speeding, fatigue, drink and drug driving.</u>

#### Media releases issued in the past quarter were:

- Media Release MoU with Skillset
- JONZA Round 3 funding media release
- CNSWJO urges member councils to encourage community feedback on Transport Plan
- No relief in sight from the Federal Budget for cash strapped councils
- Federal Government's aspirations for regional communities needs to just add water
- Nuclear or not nuclear is the wrong question
- Central NSW Councils take action on disaster preparedness with \$743k in funding
- Collaborating for a better workforce
- Central NSW receives Grant to support councils working together towards Net Zero

#### Strategic Plan and Statement of Strategic Regional Priorities (SSRP) 2025-2029 Report

Delegates to the Board meeting were provided an update on the progress of the development of the <u>Strategic Plan and Statement of Strategic Regional Priorities (SSRP) 2025-2029</u>. Under the Local Government Act, Joint Organisations are required to renew their SSRP with each new term of the Board.

Over the past 10 months, the review of the Strategic Plan and SSRP has been underway with various opportunities for engagement with members and key stakeholders. This engagement has led to the refinement of the 7 key priorities of the Board, including:

- Priority One: Leveraging our reputation and strength in collaboration
- Priority Two: Regional Prosperity through better connected infrastructure and services
- Priority Three: Improved and fit-for-purpose infrastructure and services in health and ageing
- Priority Four: Telecommunications
- Priority Five: Regional Transport Planning and Infrastructure Prioritisation
- Priority Six: Regional Water Security and Productive Water
- Priority Seven: Climate Change Adaptation and Mitigation



Under each of these priorities is a series of subpriorities which then inform the Action Plan.

The Strategic Plan and SSRP are informed by the 11 member councils' Community Strategic Plans (CSPs), the Local Strategic Planning Statements (LSPSs) and the CNSWJO Social and Environmental Scan.

The Board agreed to place the <u>Draft Strategic Plan and SSRP 2025-2029</u> on exhibition for 30 days. Feedback is sought until **Friday 5 September 2025**, and details can be found on the CNSWJO website.

A further requirement of the SSRP review process is to adopt an organisational structure in line with the SSRP. A report will be provided to the November meeting with organisational structure advice.

CNSWJO staff have also conducted a <u>Community Strategic Plan Environmental Scan</u> which pulls together the priorities from all member councils to identify commonalities and ensure all major aspects are incorporated into the SSRP.

#### Central NSW Joint Organisation STRATEGIC PLAN 2025-2029



#### Operational support for councils- highlights

CNSWJO provides a substantial program of operational support to members through 18 regional operational teams of council staff. The CNSWJO continues to deliver a significant return on investment each year.

#### Regional Procurement and Contract Management

Delegates to the Board meeting noted the ongoing growth of the Regional Procurement and Contract Management Program with its associated cost savings to member councils. There are currently 20+ regional contracts available for use by members, with a further 10 under development. Details of the available contracts can be found here- <a href="www.centraljo.nsw.gov.au/contracts-register">www.centraljo.nsw.gov.au/contracts-register</a>.

#### Regional Resilience Program Report

An update was provided on:

- the commencement of the Regional Resilience Group including governance arrangement,
- an update on the Integrated Preparedness project funded through Disaster Ready Fund Round 2,
   and
- NSW Reconstruction Authority (NSWRA) Community Consequences of Infrastructure Assessment pilot and Regional Disaster Adaptation Plan update.

The Regional Resilience Group has been established and has met twice. It includes representatives from all 11 member councils and NSWRA and also functions as the Project Control Group for the Integrated Preparedness Project funded through the Disaster Ready Fund Round 2.

NSWRA has also advised that the DAP Guidelines have been approved by the Minister, and have been released since the meeting of the Board. It is expected that the Regional DAP development for Central West will begin later this year.



#### **Regional Prosperity**

Delegates to the Board meeting were provided an update on activity in the areas of:

- Skills shortages
- Housing shortages
- Tourism marketing
- Planning
- Collaborations with Skillset, Regional Development Australia Central West and the Regional Australia Institute
- Future Jobs and Investment Authority.

A review of tourism marketing is underway by the Central NSW Joint Organisation (CNSWJO) Tourism Marketing Sub-committee and a report on this will be provided in due course.

#### Collaboration with Skillset

The Memorandum of Understanding (MoU) with Skillset was signed on 11 June. A follow up meeting was held between CNSWJO staff and the Executive of Skillset on 4 July to discuss opportunities to work together to grow the regions' workforce, address critical skills shortages and to support essential workers who have recently moved to the area with navigating housing, schooling and other services.



Chair of the CNSWJO and Mayor of Cabonne, Cr Kevin Beatty and the Chair of Skillset, Mr David Cooke

#### Transport

Updates were provided to the Board on the following:

- CNSWJO Transport Technical Committee, including the Regional Freight Strategy project plan,
- IPWEA Local Roads Congress held in early June at NSW Parliament House, and
- Master Access Deed negotiations.

The CNSWJO Transport Technical Committee (TTC) has continued to progress priority projects identified earlier this year, with the Regional Freight Strategy confirmed as the priority.

#### Water

Delegates to the Board meeting were provided an update on:

- Regional Water Loss Management and Efficiency Hub Project
- University of Sydney Major Industry Project Placement Scheme
- Water Quality- Per-and polyfluoroalkyl substances (PFAS)
- Transitioning Local Water Utility Strategic Planning to Integrated Planning and Reporting
- Regional Water Strategies Macquarie-Castlereagh progress on actions
- 2025-2026 NSW State Budget for secure water.

Of note is the granting by NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW) of an additional \$400k for the CNSWJO's work in water loss management (WLM) and water efficiency. This is a variation to funding of \$500k previously provided to implement the WLM program codesigned in phase 1 within member councils operations and to extend the program into the Western Councils and the Riverina and Murray Joint Organisation (RAMJO) regions. This variation extends the grant funded program until 30 June 2027. In total the region has been successful in securing \$1.8M for this program since 2022.

A Regional Water Loss Management Group meets monthly to support the implementation of the Local Steps to Success and Regional Support Program recommended in the Final Report from phase 1. Supporting the embedment of WLM practices within business-as-usual operations, this group is also working on water efficiency initiatives in partnership with member councils and the DCCEEW Water



Efficiency team utilising tools developed for state-wide application. The CNSWJO Water Utilities Alliance is leading the state in this work with growing interest from other Local Water Utilities in the approach being taken.

Good news for the region in the 2025-26 NSW State Budget was commitment of \$27M for repair and restoration of water and sewer infrastructure for Parkes, Lachlan, Cabonne and Central Tablelands Water damaged by severe weather and flooding in 2022.

The \$7.8M noted in the 2025-2026 Budget for the Belubula Water Security project is the existing funding committed for the business case due to be completed in 2026. Aside from these investments funding for water infrastructure is constrained in the state budget.

#### Energy

CNSWJO has been successful in receiving \$243k in funding under JONZA Round 3 and an additional \$200k as a variation to JONZA Round 3, funded by the NSW EPA. Both are 18-month programs until December 2026.

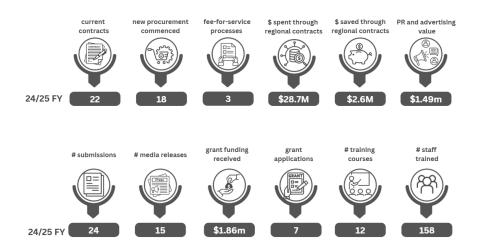
#### JONZA Round 3 will focus on:

- Distributed Energy Resources (on site solar and battery)
- Energy security, capacity and affordability
- Emissions reduction, particularly around landfill
- Fleet transition
- Data and cost savings
- Collaboration
- Advocacy

Member councils participating in the aggregated procurement process for the supply of electricity for small market sites have recently signed a 4.75 year contract with AGL. This contract was procured when there was a dip in the volatile electricity market, and sees Councils save 15.6% when compared to the alternate contract that they would have otherwise been purchasing from. This will save councils an estimated \$204k in FY26.

#### Value to Council

Value is consistently measured and reported to the Board. The following graphic shows the value across 12 quantitative metrics:





80% of CNSWJO resources are dedicated to providing its operational support program. For the 2023/2024 year this program delivered an average return on investments of 9.3:1 for every dollar members spent on JO membership fees. The indicative ROI for 2024/2025 is 6.38:1. This value is made up of grant income, monies saved through the CNSWJO procurement program and public relations value from its tourism marketing. The main reason for the reduction in ROI from 2023/2024 to 2024/2025 is that the comparative large sites electricity contract concluded on 31 December 2024 and therefore savings for the latter 6 months of the financial year could not be calculated.

The work that CNSWJO does in writing submissions, media, supporting projects and project teams, developing collateral and providing opportunities for members in various forums to represent their views, is not included in the above ROI figure. However, this value is reported quarterly to the Board. Please go to the CNSWJO website to review past <u>Board agendas</u> or to review last year's <u>Annual Statement</u>.

#### Attachments

1. Draft Minutes of the CNSWJO Board meeting 31 July 2025



#### Draft Minutes of the CNSWJO Board Meeting on 31 July held in Parkes

#### Voting delegates

Cr R Taylor	Bathurst Regional Council	Cr S Ring	Lithgow City Council	
Cr B Reynolds	Blayney Shire Council	Cr K Graham	Oberon Council	
Cr K Beatty	Cabonne Council	Cr T Mileto	Orange City Council	
Cr P Smith	Cowra Shire Council	Cr Neil Westcott	Parkes Shire Council	
Cr P Miller, OAM	Forbes Shire Council	Cr P Best	P Best Weddin Shire Council	
Cr J Medcalf, OAM	Lachlan Shire Council			

Associate Member delegates and others attending

	- 0		
Mr D Sherley	Bathurst Regional Council	Cr A Rawson	Central Tablelands Water
Mr M Dicker	Blayney Shire Council	Cr B Fry	CTWA
Mr B Byrnes	Cabonne Council	Mr M Jones	CTWA
Mr P Devery	Cowra Shire Council	Ms R Fagan	RDACW
Cr Chris Roylance	Forbes Shire Council	Mr J Gordon	RDACW
Mr G Tory	Lachlan Shire Council	Ms K Annis-Brown	NSW OLG
Mr R Gurney	Lithgow City Council	Ms G Collins	NSW Premier's Dept
Mr G Wallace	Oberon Council	Ms K Barker	CNSWJO
Mr D Waddell	Orange City Council	Ms M Macpherson	CNSWJO
Mr K Boyd PSM	Parkes Shire Council	Ms J Webber	CNSWJO
Mr L Sheehan	Weddin Shire Council	Ms C Griffin	CNSWJO

<sup>\*</sup>Acting General Manager

- 1. Meeting opened at 10.00 am, Chaired by Cr K Beatty
- 2. Acknowledgement of Country and Welcome to Parkes from Cr Neil Westcott

#### 3. Apologies

Cr C Coleman, Cr A McKibbin, Mr S Loane, Mr R Jane, Mr C Harris

#### RESOLUTION 25/07 - 3

Moved: Cr Phyllis Miller Seconded: Cr Steve Ring

That the apologies for the Central NSW Joint Organisation Board meeting 31 July 2025 listed above be

accepted.

CARRIED

#### 4. Conflicts of Interest

#### RESOLUTION 25/07 - 4

Moved: Cr Bruce Reynolds Seconded: Cr Steve Ring

No conflicts of interest were declared.

CARRIED

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<sup>\*</sup>Voting members in **bold** 



#### 5. Speakers

 Mr Simon Bourke, General Manager – Advocacy and New Zealand Australasian Railway Association

General overview of the ARA and strategic priorities and key activities

• Ms Julia Andrews, Director of Regional Government Relations
CSU Update and challenging disparities facing regional universities

Ms Kate Barker – Interim Executive Officer, CNSWJO

Presentation on the draft Strategic Plan and Statement of Strategic Regional Priorities 2025-2029.

The Board provided verbal feedback in relation to the draft SSRP.

The Board resolved to move item 8c forward.

Moved: Cr Tony Mileto Seconded: Cr Robert Taylor

#### 8c Strategic Plan and Statement of Strategic Regional Priorities (SSRP) 2025-2029 Report

#### RESOLUTION 25/07 - 8c

Moved: Cr Phyllis Miller Seconded: Cr Robert Taylor

That the Board note the Strategic Plan and Statement of Strategic Regional Priorities (SSRP) Report and

- 1. adopt the draft Strategic Plan and Statement of Strategic Regional Priorities (SSRP) and place on exhibition for a period of 30 days,
- 2. provide a copy of the draft Strategic Plan and SSRP to all Councillors and key stakeholders seeking feedback during the exhibition period,
- 3. note the opportunities for engagement to date and in the future in relation to the development of the SSRP,
- 4. adopt the CNSWJO Communications and Engagement Plan,
- 5. adopt the CNSWJO Community Strategic Plan (CSP) Environmental Scan,
- 6. receive a report to the November meeting regarding the JO organisational structure in line with the SSRP,
- 7. note the substantive and interim organisational structures,
- 8. note the review and update of the individual and regional 'Placemats' will take place over the coming months through the IP&R Group and other key stakeholders,
- 9. include a new action in the Action Plan within the SSRP before it is placed on exhibition for 7.2.1 c) being 'Advocate to recognise snow and drought as a primary hazard in the State Disaster Mitigation Plan (SDMP) and funding frameworks', and
- 10. GMAC review the risk matrix and provide a report to the next Board meeting.

CARRIED

#### 6. Minutes

#### 6a Confirmation of the Minutes of the CNSWJO Board Meeting dated 29 May 2025 held in Orange

**RESOLUTION 25/07 – 6a** Moved: Cr John Medcalf Seconded: Cr Steve Ring

That the Minutes of the CNSWJO Board Meeting held 29 May 2025 held in Orange were accepted.

CARRIED

#### 6b Noting the Minutes of the CNSWJO GMAC Meeting held on 24 July 2025 in Orange

RESOLUTION 25/07 - 6b

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Moved: Cr John Medcalf Seconded: Cr Steve Ring

With the July meeting of GMAC being held on the same day that the Board agenda and business papers are due to be provided to the Board, the minutes from the July GMAC meeting will be provided to the Board for noting at the November Board meeting, along with the October GMAC meeting minutes.

CARRIED

#### 7. Business Arising from the Minutes- Matters in Progress

#### RESOLUTION 25/07 - 7

Moved: Cr Phyllis Miller Seconded: Cr Paul Best

That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested.

CARRIED

Cr Miller noted that she is a Board member of LGP.

#### 8a Financial Report

#### RESOLUTION 25/07 - 8a

Moved: Cr John Medcalf Seconded: Cr Robert Taylor

That the Board note the Financial Report and updated budget for 2025/2026.

**CARRIED** 

#### 8b Advocacy Report

#### RESOLUTION 25/05 - 8b

Moved: Cr John Medcalf Seconded: Cr Robert Taylor

That the Board note the Advocacy Report and

- 1. endorse the future structure of the Opt-In Advocacy Mayors Subcommittee to be:
  - a. the Subcommittee remains opt-in,
  - b. meetings to be informal with no formal reporting or decision making,
  - c. notes will be provided rather than minutes,
  - d. Mayors can raise emerging issues and provide input into the reports to the next Board meeting,
  - e. the Opt-In Advocacy Mayors Subcommittee should meet once per quarter between meetings of the Board (i.e. 6 weeks either side) rather than monthly, and
  - f. Chairs of Central Tablelands Water and Central Tablelands Weeds Authority be invited,
- 2. confirm the role of the Portfolio Mayor Groups is to support CNSWJO staff to review advocacy plans and provide ad hoc advice and guidance around submissions and other emerging issues as needed, to be reviewed once a new Executive Officer is appointed,
- 3. endorse Cr Tony Mileto as a Portfolio Mayor for the regional water priority,
- 4. provide advice on alternate and additional ways to engage with Ministers at both the State and Federal level,
- 5. write to Mr Phil Donato MP and Mr Roy Butler MP requesting them to host the upcoming State Parliament House visit on 13 November 2025,
- 6. note the final report from the Select Committee on Remote, Rural and Regional Health The implementation of recommendations relating to cross-jurisdictional health reform and government consultation with remote, rural and regional communities and that the Portfolio

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Mayors work with CNSWJO staff to update the Health Advocacy Plan to incorporate the Select Committee's relevant findings and recommendations,

- 7. endorse the following modifications to wording in the Water Advocacy Plan in relation to the Belubula Water Security Project:
  - a. 3. A multi-source approach that considers Triple Bottom Line (TBL) principles is needed to better manage critical town water for business as usual and in an emergency. This includes:
     3.1 Finalisation of the business case for the Belubula Water Security Project, including raising the Lake Rowlands Dam wall and supported by a 10-kilometre bi-directional pipeline between Lake Rowlands and Carcoar Dam, and
  - b. Leverage the region's water security work to develop regional **town** water supply **infrastructure** in partnership with the NSW and Federal Governments,
- 8. approve the development of a Regional Community Benefit Sharing Framework for member councils, including leveraging the JO Chairs' Forum where possible for this work,
- 9. endorse the following submissions:
  - a. Net Zero Commission 2025 Consultation,
  - b. NSW Health Draft MPS Strategy,
  - c. AEMO Proposed Type 9 Metering Approach Under Flexible Trading Arrangements 2025,
  - d. IPART Draft WAMC Pricing, and
  - e. Joint Standing Committee on Road Safety Inquiry into the interventions to reduce road trauma in regional NSW caused by speeding, fatigue, drink and drug driving.

CARRIED

#### 8d Procurement Report

#### RESOLUTION 25/07 - 8d

Moved: Cr Paul Best Seconded: Cr Phyllis Miller

That the Board note the Regional Procurement and Contracts Report and

- 1. approve the updates to the procurement plan, and
- 2. approve the Modern Slavery Annual Report for the CNSWJO.

CARRIED

#### 8e Regional Resilience Program Report

#### RESOLUTION 25/07 - 8e

Moved: Cr Bruce Reynolds Seconded: Cr Tony Mileto

That the Board note the Regional Resilience Program Report and

- 1. endorse the Regional Resilience Group Terms of Reference and Plan on a Page, and
- 2. include risk #62 into the risk management plan: third-party handling of sensitive infrastructure data in externally led projects.

CARRIED

#### 8f Regional Prosperity Report

#### RESOLUTION 25/07 - 8f

Moved: Cr Bruce Reynolds Seconded: Cr Robert Taylor

That the Board note the Regional Prosperity Report and that a report will be provided on tourism marketing to GMAC and the Board in due course.

CARRIED

#### 8g Regional Transport Report

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#### RESOLUTION 25/07 - 8g

Moved: Cr Phyllis Miller Seconded: Cr Paul Smith

That the Board note the Regional Transport Report and endorse the Regional Freight Strategy Project

Plan.

**CARRIED** 

#### 8h Regional Water Report

#### RESOLUTION 25/07 - 8h

Moved: Cr Phyllis Miller Seconded: Cr Paul Smith

That the Board note the Regional Water Report and

- note that NSW Department of Climate Change, Energy, the Environment-Water has granted \$400K (ex GST) for a variation to phase two of the Regional Water Loss Management and Water Efficiency Hub project; and
- 2. note the agreement executed with the Riverina and Murray Joint Organisation for the rollout of the Regional Water Loss Management and Water Efficiency Hub project in their region in line with the NSW Department of Climate Change, Energy, the Environment-Water approved project plan.

CARRIED

#### 8i Regional Energy Report

#### RESOLUTION 25/07 - 8i

Moved: Cr Bruce Reynolds Seconded: Cr John Medcalf

That the Board note the Regional Energy Report and

- 1. endorse the JONZA Round 2 End of Term Report,
- 2. note the successful JONZA Round 3 application, providing \$253k over an 18-month program to December 2026 funded through the NSW DCCEEW,
- 3. note the successful JONZA Round 3 variation application, providing \$200k over an 18-month program to December 2026 to provide landfill emissions abatement support to member councils and the JONZA network broadly, funded through the EPA,
- 4. note the 15.6% savings on energy prices achieved through the aggregated electricity procurement process, equating to approx. \$204k for FY26 across member councils,
- note the average increase of 6.97% on Essential Energy's network charges across member councils based on FY25 consumption, equating to an estimated additional cost of \$415k in FY26, and
- 6. endorse a regional application under the DCCEEW Grid Enhancing Technologies grant.

CARRIED

### 8k Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025

#### RESOLUTION 25/07 - 8k

Moved: Cr Robert Taylor Seconded: Cr Steve Ring

That the Board note the Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025.

CARRIED

#### 9a RDA Central West Update

Page 11



The Board noted the RDA Central West Update Report.

#### 9b NSW Premier's Department Update

The Board noted the NSW Premier's Department Update Report.

#### 9c OLG Update Report

The Board noted the OLG Update Report.

#### 10 Resolve into Confidential Committee of the Whole

#### **RESOLUTION 25/05 – 10**

Moved: Cr John Medcalf Seconded: Cr Robert Taylor

That the Board

- 1. resolve into closed session to consider business identified,
- 2. pursuant to section 10A (2)(f) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A (2)(f) as outlined above, and
- 3. correspondence and reports relevant to the subject business be withheld from access.

**CARRIED** 

#### 10a Regional Cyber Security Program Report- Confidential

#### RESOLUTION 25/05 - 10a

Moved: Cr Steve Ring Seconded: Cr Robert Taylor

That the Board note the Regional Cyber Security Program Report and:

- 1. note that a presentation on the regional cyber security strategy and implementation of the regional cyber security program will be delivered by the regional CISO at the July GMAC, and
- 2. that the Board will receive a presentation from the Regional CISO on the regional cyber security program, including brief cyber security training, at the November Board meeting.

CARRIED

#### 11. Late Reports

Nil.

#### 12. General Business

- Lithgow sought advice from members as to whether there is interest in lodging a joint motion to the LGNSW annual conference regarding extending the timeframe for consultation on Environmental Impact Statements. Anyone interested is suggested to contact Cr Steve Ring.
- **Weddin** sought support from the Board in writing to The Hon Dr Jim Chalmers in relation to bank closures, noting that smaller banks are closing in addition to the larger ones.
- Cr Reynolds raised a matter arising from the decision in relation to the ARIC as reported in the Finance Report to the May Board meeting. Ms Kate Barker advised that there is a meeting on 6 August in Sydney with Hunter JO to discuss the next steps in the shared ARIC arrangement and once more details are known, a report would be provided to the Board.
- The Chair thanked Mr David Waddell and Mr Greg Tory for their input and wished them well into the future.

#### 13. Speakers to the next meeting

Page 12



#### **Future meetings**

- Ms Kate Lorimer Ward Local Land Services
- Mr Ian Smith NSW Department of Primary Industries and Regional Development
- Mr Ashley Albury- EnergyCo
- Ms Kristanne Anderson NSW Department of Climate Change, Energy, the Environment and Water re regional water strategies
- Ms Kate McMullen Homes NSW
- Western Region Academy of Sport (WRAS)
- Biosecurity Commissioner
- Regional Australia Institute

#### 14. Dates for the next meeting

- GMAC 30 October 2025 in Orange
- Board 12 + 13 November in Sydney- visit to State Parliament

#### Meeting closed at 1.07 pm

Page 7 is the last page of the Central NSW Joint Organisation Board meeting minutes of meeting of 31 July 2025 held in Parkes.





# CENTRAL NSW JOINT ORGANISATION

**QUARTERLY NEWSLETTER** 

**EDITION 4, AUGUST 2025** 

The CNSWJO has been working with the Board, General Managers, state agency partners and other key stakeholders over the past 10 months to refine the JO's Statement of Strategic Regional Priorities (SSRP). Much like Councils are required to have a Community Strategic Plan, JOs are required to develop an SSRP to align with each 4 year term of Council.

The 7 key priorities agreed in the draft plan are found on the following page. To view the full version of the Strategic Plan and SSRP, please head to www.centraljo.nsw.gov.au/publications



### Welcome Kayla!

Kayla is our Project Officer - Landfill Emissions, a role linked to the EPA-funded Landfill Emissions
Abatement Knowledge Sharing (LEAKS) Program. The Program seeks to equip local councils and landfill operators across regional NSW with the knowledge and tools to reduce landfill gas emissions.

Kayla has a varied background in town planning, housing policy, local government, and waste education.



Central NSW Joint Organisation STRATEGIC PLAN 2025-2029



### We want to hear from you!

We are currently seeking feedback on our Strategic Plan and Statement of Strategic Regional Priorities for 2025-2029.

To view the Plan, please visit the CNSWJO website www.centraljo.nsw.gov.au and click on 'News and Publications'.

Feedback is to be emailed to kate.barker@centraljo.nsw.gov.au by no later than Friday 5 September 2025.



Statement of Strategic Regional Priorities

### Our key strategic initiatives

1	Priority One: Leveraging our reputation and strength in collaboration	1.1	Drive efficiencies and effectiveness saving councils money in the context of enduring council financial sustainability	
		1.2	Build capacity and networks across our councils and the Joint Organisation network	
		1.3	Work with local government and regional peak agencies	
		1.4	Engage with State and Federal Governments to get better advocacy outcomes for the region	
2	Priority Two: Regional Prosperity through better connected infrastructure and services	2.1	Progress initiatives for sustainable population growth in the context of locational preference factors	
		2.2	Optimise land use and regional development planning and implementation	
		2.3	Advocate for and progress initiatives on skills shortages	
		2.4	Advocate for and seek housing initiatives that support economic growth, social inclusion, affordability and resilience	
		2.5	Prioritise infrastructure through the CNSWJO Matrix	
		2.6	Leverage the region's endowments and opportunities	
			2.6.1 Activation precincts including Parkes SAP	
			2.6.2 Pattern of settlement, liveability, proximity to capital cities and ports – this region is a solution for growth outside Sydney	
			2.6.3 Agriculture focussing on value-add	
			2.6.4 Renewable energy generation with community benefit-sharing to manage cumulative infrastructure impacts	
			2.6.5 Mining	
			2.6.6 Visitor economy	
		2.7	Advocate on biosecurity issues as requested	
3	Priority Three: Improved and fit-for-purpose infrastructure and services in health and ageing	3.1	Address the need for more palliative care in the region	
		3.2	Address the mental health challenge	
		3.3	Identify pathways through the challenging health frameworks to deliver better outcomes for regional communities	
4	Priority Four: Telecommunications	4.1	Work with RDA to improve telecommunications in the region	
	Priority Five: Regional Transport	1000000000		
5	Priority Five: Regional Transport	5.1	Progress multi-modal transport connectivity planning and implementation including road, rai and air solutions for passengers and freight	
5	Regional Transport Planning and			
5	Regional Transport	5.2	and air solutions for passengers and freight	
	Regional Transport Planning and Infrastructure	5.2 5.3	and air solutions for passengers and freight Seek optimal road funding framework including for natural disasters	
5 6	Regional Transport Planning and Infrastructure Prioritisation	5.2 5.3 6.1	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional	5.2 5.3 6.1 6.2	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and	5.2 5.3 6.1 6.2 6.3	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and	5.2 5.3 6.1 6.2 6.3 6.4	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water  Leverage the region's leadership in water utilities	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and Productive Water	5.2 5.3 6.1 6.2 6.3 6.4	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water  Leverage the region's leadership in water utilities  Advocate for town water for critical human need and productive use in all frameworks	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and Productive Water  Priority Seven: Climate Change Adaptation and	5.2 5.3 6.1 6.2 6.3 6.4	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water  Leverage the region's leadership in water utilities  Advocate for town water for critical human need and productive use in all frameworks  Transition to a sustainable, secure, just and affordable energy future	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and Productive Water  Priority Seven: Climate Change	5.2 5.3 6.1 6.2 6.3 6.4	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water  Leverage the region's leadership in water utilities  Advocate for town water for critical human need and productive use in all frameworks  Transition to a sustainable, secure, just and affordable energy future  7.1.1 Energy efficiency and emissions reduction	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and Productive Water  Priority Seven: Climate Change Adaptation and	5.2 5.3 6.1 6.2 6.3 6.4	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water  Leverage the region's leadership in water utilities  Advocate for town water for critical human need and productive use in all frameworks  Transition to a sustainable, secure, just and affordable energy future  7.1.1 Energy efficiency and emissions reduction  7.1.2 Energy security and capacity, including Distributed Energy Resources	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and Productive Water  Priority Seven: Climate Change Adaptation and	5.2 5.3 6.1 6.2 6.3 6.4 7.1	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water  Leverage the region's leadership in water utilities  Advocate for town water for critical human need and productive use in all frameworks  Transition to a sustainable, secure, just and affordable energy future  7.1.1 Energy efficiency and emissions reduction  7.1.2 Energy security and capacity, including Distributed Energy Resources  7.1.3 Circular economy and waste	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and Productive Water  Priority Seven: Climate Change Adaptation and	5.2 5.3 6.1 6.2 6.3 6.4 7.1	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development  Progress the work on productive water  Leverage the region's leadership in water utilities  Advocate for town water for critical human need and productive use in all frameworks  Transition to a sustainable, secure, just and affordable energy future  7.1.1 Energy efficiency and emissions reduction  7.1.2 Energy security and capacity, including Distributed Energy Resources  7.1.3 Circular economy and waste  7.1.4 Environment and biodiversity	
	Regional Transport Planning and Infrastructure Prioritisation  Priority Six: Regional Water Security and Productive Water  Priority Seven: Climate Change Adaptation and	5.2 5.3 6.1 6.2 6.3 6.4 7.1	and air solutions for passengers and freight  Seek optimal road funding framework including for natural disasters  Support the provision of high quality, efficient and safer road and rail networks  Support initiatives in regional water network planning and best practice skills development Progress the work on productive water  Leverage the region's leadership in water utilities  Advocate for town water for critical human need and productive use in all frameworks  Transition to a sustainable, secure, just and affordable energy future  7.1.1 Energy efficiency and emissions reduction  7.1.2 Energy security and capacity, including Distributed Energy Resources  7.1.3 Circular economy and waste  7.1.4 Environment and biodiversity  Adapting to a changing climate	



#### JOINT ORGANISATION CHAIRS' FORUM

The JO Chairs' Forum is held on a quarterly basis with the most recent meeting on 7 August at NSW Parliament House. This meeting is attended by the JO Chair (Cr Kevin Beatty as the Chair of CNSWJO) and the Executive Officer from each Joint Organisation.

Key items on the Forum's agenda for the recent meeting included:

- Potential for a state-wide coordinated policy development and advocacy around community benefit-sharing for large-scale energy developments
- Progress of the Joint Organisation Net Zero Acceleration Program
- Regional Disaster Adaptation Planning initiatives being rolled out by JO's through the Australian and NSW Government's Disaster Ready Fund
- Advocacy updates from Local Government NSW, the Australian Local Government Association and Country Mayors Association.

State-wide collaboration with our JO partners strengthens our collective priorities and boosts our ability to engage effectively with the NSW Government.



#### PROJECT SPOTLIGHT - EVACUATION CENTRE ASSESSMENTS

CNSWJO has engaged C2 Operations to assess evacuation centres across the region, undertaking 34 on-site assessments and 17 desktop assessments.

The project aims to identify what is needed to make these centres better prepared for increasingly frequent and intense disasters, including planning for self-sufficiency in energy, water, communications, and other essential amenities.



Each LGA will receive an individual report, along with a regional report to guide future planning and position councils to be grant-ready for funding applications to implement infrastructure recommendations. The project is scheduled for completion by the beginning of October.



This project has received funding from the Australian Government under the Disaster Ready Fund.

Shane Fitzsimmons, former head of Resilience NSW and Commissioner of the NSW Rural Fire Service, is subcontracted to C2 Operations and has visited parts of the region to participate in on-site assessments.





As per the Office of the NSW Anti-slavery Commissioners Guidance on Reasonable reporting on modern slavery due to the unique position they hold within procurement and service delivery.

to support their reporting obligations.





The CNSWJO has recently been awarded another round of funding under the Joint Organisation Net Zero Accelerator (JONZA) Program. This third round will be an 18-month program, which will focus on:

• distributed energy resources

• energy security, capacity and afforability

• progressing the regional emissions reduction plan, particularly around landfill emissions

• progressing the fleet transition strategy.

- progressing the fleet transition strategy supporting councils with improving data nurturing collaborations

- applying for grants and awards

The 2025 University of Sydney Major Industry Project Placement Scheme (MIPPS) student is currently finalising his thesis which seeks to address concerns identified by the region that the value of town water and its productive use is undervalued in strategic water planning frameworks, including the Murray Darling Basin Plan.



A report detailing the findings from this analysis, including recommendations for next steps, will be provided to the November Board meeting.

Opportunities for a 2026 project to continue the valuable partnership with the University





The Regional Cyber Security Program is not fully operational and entering its third quarter of delivery. Following the appointment of the regional CISO in February 2025, the Program has delivered structured uplift across member councils through coordinated governance, cyber maturity assessments, incident response, cost savings and shared resource development.



Member councils participating in the aggregated procurement process for the supply of electricity for small market sites have recently signed a 4.75 year contract with AGL. This contract was procured when there was a dip in the volatile electricity market, and sees Councils save 15.6% on energy rates when compared to the alternate contract that they would have otherwise been purchasing from. This will save Councils an estimated \$204k in FY26.





The Transport Technical Committee has continued to progress priority projects identified earlier this year, with the Regional Freight Strategy confirmed as the priority. The project plan, now endorsed by the TTC, outlines key focus areas and deliverables and will be provided to the Board in July for



The Regional Water Loss Management (WLM Group meets monthly to support the implementation of the Local Steps to Succes and Regional Support Program activities outlined in the WLM final report.

As the group progresses through the Knowledge Hub, finalising installations from phase one and discussing additional work in water efficiency, they are building on the step initiated during phase one and working towards embedding WLM into business as usual.



Congratulations to the 19 staff from 4 council Humanely to Destroy Animals' training cours The training incorporates both theoretical an practical elements which are designed to produce a well-rounded, balanced and safe

Item 10.2 - Annexure B



#### Did you know that the CNSWJO supports member councils with destination marketing?

From July 2024 to June 2025 the destination public relations (PR) achieved an advertising value of over \$373k and a PR editorial value of \$1.12m.

The return on investment (ROI) for members for the tourism program is outstanding. For every \$1 invested in the program through tourism program membership fees in 2023/24, \$16 was returned in value, and in 2024/25, \$12 was returned in value.

The annual PR report for 2024-2025 is available here.

### Regional ROI





2024/25 12:1

This campaign saw:

- over 153 articles published in a variety of media including print newspapers, magazines, digital, blogs, TV and radio,
- a media release program featuring 10 stories with pre-prepared content on Central NSW news and travel ideas.
- media visits hosted on 2-4 day familiarisations in Central NSW featuring a variety of accommodation, tours and attractions, and
- organised media partnerships with Caravan World and Explore Travel in Australian Community Media featuring Bathurst, Cowra, Weddin and Forbes.

A few recent examples include:

The "Hit the road to Amazing Forbes" a full page combined sponsored content and advertisement on Forbes includes its major attractions Gum Swamp, Sculpture down the Lachlan, the historic town centre and buildings, the food trail, where to stay, and events such as Frost and Fire and Grazing down the Lachlan in September.

The reach for this promotion was 311,398 people duplicated in the Explore lift out inserted into 14+ newspapers in NSW i.e. Illawarra Mercury, Western Advocate, Central Western Daily, Newcastle Herald and more.

The "Winter Wanders" feature on 50 enticing winter holiday options in Australia features Bathurst and Wilga Station with a hero image of the accommodation and Bathurst country landscape, and Orange Region for its wineries, retail therapy, boutiques and Sona accommodation in the village of Molong.





#### MOU WITH SKILLSET

A Memorandum of Understanding (MOU) with Skillset was signed on 11 June. Both organisations will collaboratively discuss opportunities to work together to grow the regions' workforce, address critical skills shortages and to support essential workers who have recently moved to the area with navigating housing, schooling and other services.



Chair of the CNSWJO and Mayor of Cabonne, Cr Kevin Beatty and the Chair of Skillset, Mr David Cooke

#### WATER QUALITY WORKSHOP

Water quality staff and operators from Bathurst, Cabonne, Cowra, Forbes, Lachlan, Orange, Parkes and Weddin Councils met on 31 July 2025 in Orange.

While operators were making the most of a sunny day touring Orange's water and sewer sites, water quality staff attended a workshop aimed at addressing opportunities for improvement from recent Drinking Water Management Systems Readiness Reviews undertaken across the region.

A big thank you to Orange City Council staff who supported the organisation and facilitation of this event and to all attendees for making the time to travel and attend the workshop.





#### CYBER CENTRAL - BYTE SIZE

A message from the regional Chief Information Security Officer (CISO):

One of the core algorithms powering today's AI was first described in a 1970 master's thesis. Back then, computers lacked the power to make it useful. Today, with modern computing and data, that maths underpins tools that draft reports, analyse plans, and answers complex questions in seconds.

For councils, that opens exciting possibilities. Imagine AI which triages development applications, predicts road maintenance needs, optimises waste collection and traffic signals, or answers ratepayer questions around the clock while staff focus on higher value work. But the same technology can also propagate errors at scale, introduce bias, erode critical thinking, or even propel threat actors with phishing and deepfakes, leak secrets to nation states or sensitive information into training sets.

That's why we've piloted an AI governance framework at Parkes to be rolled out regionally. Defining approved and prohibited uses, setting data protection standards, and training staff to question and own AI outputs. Our goal is to unlock smarter services and stronger trust, leading the next chapter of council innovation rather than following it.



#### **OUR REGION**





#### YOUR REGIONAL GROUPS AND TEAMS

Ably led by General Managers' Advisory Committee (GMAC), value is delivered primarily by the various operational teams across the region. These include:

- General Managers' Advisory Committee
- Water Utilities' Alliance
- Transport Technical Committee
- Tourism Managers' Group
- Planners' Group
- Human Resources Managers' Group
- WHS/Risk Management Group
- Training, Learning and Development Group
- Net Zero Group

- Regional IT Group
- Building Surveyor/Skills Shortages Group
- Building Surveyors Networking Group
- Fleet Managers Group
- IP&R Group
- Regional Resilience Group
- Regional Procurement Working Group
- Water Loss Management Group
- Information Security Steering Committee

#### **ADVOCACY**

Looking for recent submissions from the JO? Please go to

www.centraljo.nsw.gov.au/submissions

There has been a significant amount of submission work being undertaken by the CNSWJO team in energy, regional development, transport and water.

Please feel welcome to ask for support for submissions if Council has directed you to respond.

#### **PROCUREMENT**

Did you know that CNSWJO facilitates many regional contracts for member councils, such as bulk fuel, bitumen, linemarking, pipe relining, dam surveillance, electricity, Employee Assistance Program, and so many more. Go to the <u>CNSWJO website</u> to find out more.

If you know of a procurement activity that would benefit from a regional approach, please reach out to the team!

In 2024/2025, CNSWJO regional contracts saved member councils over \$2.5m!

If you'd like to know more about anything in this newsletter, please reach out to the relevant program manager or email admin@centraljo.nsw.gov.au <a href="https://www.centraljo.nsw.gov.au">www.centraljo.nsw.gov.au</a>



#### 10.3 OFFICAL OPENING OF THE NORTH-SOUTH ROAD LINK (MR350)

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: Cr Neil Westcott

Annexures: Nil

#### **MOTION**

That Council:

1. Receive and note the report on the official opening of the Parkes Shire North-South Link (MR350) project.

#### **REPORT**

A series of major upgrades to The Bogan Way are complete, transforming more than 25 kilometres of this vital regional freight route and significantly improving safety and access across the Parkes Shire.

Seven projects made up the \$15.7 million Parkes Shire North South Link (MR350) Project.

This included three projects funded by more than \$4.5 million from the Australian Government under the Safer Local Roads and Infrastructure Program, and over \$9 million from the New South Wales Government over the past four years.

The Bogan Way is a regional road link that provides a vital north-south road train route through the Narromine, Parkes and Forbes shires in central west NSW.

It supports transport operators connecting producers to grain silos and the Central West Livestock Exchange, and is a vital haulage and residential access route.

The completed works enable higher productivity vehicles, including AB Triples, to safely use the route, thanks to upgrades that addressed pavement rehabilitation, widening, realignment, culvert replacement, and the installation of wire rope barriers.

The seven projects along The Bogan Way include:

- The Bogan Way and McGrane Way Intersection North of Tullamore realigned and widened the intersection at The Bogan Way and McGrane Way, and completed major pavement reconstruction, widened two culverts, and installed a traffic island and lighting.
- Southern Tullamore Widening 14.1 km of Road Pavement widened 14.1 kilometres of narrow seal, correcting poor pavement conditions through rehabilitation and the installation of compliant road batter slopes, and installed five culverts.
- The Bogan Way at the Entrance to Trundle widened a narrow road formation and completed pavement corrections, enhancing road reliability and safety.
- The Bogan Way from the Railway Crossing to Botfield Road upgraded road shoulder works, widening the road pavement to allow for a more cohesive connection between the road and the railway crossing – 9 kilometres north of Bogan Gate.



- The Bogan Way at Bogan Gate Township corrected poor road pavement conditions, and completed shaping and drainage works.
- The Bogan Way South of Parkes between Nelungaloo Road to Monumea Gap Road included intersection upgrades for both Nelungaloo Road and Monumea Gap Road intersection to improve safety.
- The Bogan Way South of Parkes, North of Crooked Creek Bridge upgraded three kilometres of road network, widening the road pavement and addressing the stormwater issues in the localised area.

# Quotes attributable to Federal Minister for Infrastructure, Transport, Regional Development and Local Government Catherine King:

"The Bogan Way is a vital freight corridor for regional NSW, and completing these upgrades means safer, more reliable travel for the heavy vehicles that keep the local economies moving."

"The Australian Government is proud to partner with the NSW Government and Parkes Shire Council to deliver practical, targeted upgrades that will make a real difference to the region."

# Quotes attributable to NSW Minister for Roads & Minister for Regional Transport Jenny Aitchison:

"By improving key freight routes like The Bogan Way we're helping local industries move goods more efficiently, reducing travel times and making journeys safer for everyone.

"The NSW Government's Fixing Country Roads Program is about investing where it matters most

 strengthening regional supply chains, supporting local economies and making sure our communities stay connected.

"These upgrades are a great example of what can be achieved when all levels of government work together to deliver for regional NSW."

#### **Quotes attributable to Parkes Mayor Neil Westcott:**

"The funding enabled the council to deliver works that would otherwise have taken years to complete.

"Grant funding was instrumental in delivering these significant upgrades to such a vital freight link that services not just our shire, but the wider region and the state.

"The council is fortunate to have the staff and expertise to deliver projects of this scale in-house, supporting our community while dramatically improving safety at several locations."

#### **Quotes attributable to Parkes Shire Council Director of Operations Logan Hignett:**

"This project has not only delivered a safer and more productive freight route, but it has also been a significant step forward in how we approach road construction across the shire.

"By introducing machine guidance technology, we upskilled our teams and delivered more precise outcomes, improving efficiency and reducing material wastage.

"The partnership between the council and private contractors throughout the seven upgrades was



a standout, working collaboratively allowed us to deliver works more efficiently.

"Just as importantly, community feedback played a key role in shaping the design at each location, particularly around drainage and flood resilience.

"Local knowledge was critical to getting those solutions right, which was an important lesson when delivering capital works of this magnitude."



The Bogan Way and McGrane Way Intersection North of Tullamore



Southern Tullamore - Widening 14.1 km of Road Pavement





The Bogan Way at the Entrance to Trundle



The Bogan Way from the Railway Crossing to Botfield Road





The Bogan Way at Bogan Gate Township



The Bogan Way South of Parkes between Nelungaloo Road to Monumea Gap Road





The Bogan Way South of Parkes, North of Crooked Creek Bridge



This photo truly captures a special moment from the day. A heartfelt thank you to my fellow Councillors, dedicated Council staff, the wonderful children from Trundle School, and everyone who took part in making this photo so memorable.

**Cr Neil Westcott** 

**MAYOR** 



#### 10.4 VALE BARONESS GARDNER

**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: Cr Neil Westcott

Annexures: A. Documents accompanying portrait of Baroness Gardner of Parkes

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#### **MOTION**

That Council:

- 1. Note the information in the report.
- 2. The Mayor to write a letter of thanks to The Hon. Sarah Joiner thanking her for the donation of the Portrait of her mum, Baroness Trixi Gardner (AM) so that we can display it in Parkes.

#### REPORT

Baroness Trixi Gardner who was born on 17 July 1927 in Parkes as Rachel Trixie Anne McGirr. Baroness Gardner was the second youngest of eight children born to Greg and Rachel McGirr. After two years in Parkes, the family moved to Cammeray, Sydney, but it's not every day that you come across a baroness in a regional area like Parkes. It adds a touch of nobleness and charisma to our community of Parkes.

Baroness Gardner trained as a dentist at the University of Sydney and went on to become a Conservative member of the House of Lords, in which she served for over 40 years. She was appointed member of the Order of Australia (AM) in 2003. In 2019 she published her autobiography, The Long Table, detailing her life "from the Australian Outback to the House of Lords" and a copy is held in the Parkes Shire Library. Baroness Gardner died on 14 April 2024 and a motion was presented to Parkes Shire Council of her achievements and passing in May 2024.

In July 2025, The Honorable Sarah Joiner, eldest daughter of Baroness Gardner, contacted Parkes Shire Council with an offer to donate a portrait of her mother.

In her correspondence Sarah noted that Baroness Gardner was "very keen to have the portrait sent to Parkes in order that the Shire Council might find somewhere to hang it" in the town where she was born. She also noted that her mother "was so proud of her Parkes connections and always told the story of how she was able to get permission to have her title from Australia", and that "it was quite a fight with the powers that be at the time". As a result of this 'fight' her full title was Baroness Gardner of Parkes.

The portrait is an excellent framed copy of the original which hangs in the Marsden Room at the Royal Free Hospital in London NW3. The portrait was commissioned in 1997 during her time as Chairman of the Royal Free Hospital NHS Trust and undertaken by artist Susan Ryder.

The generous gift from Baroness Gardner's daughters is accompanied by provenance documents and photographs of her sitting for the painting of the portrait.

The portrait was received at Parkes Shire Council on 4 September 2025 and will be accessioned into the PSC Art Collection and displayed publicly.





Donated portrait of Baroness Gardner of Parkes

**Cr Neil Westcott** 

MAYOR





The Baroness Gardner of Parkes

# 4 CAROLINE PLACE LONDON W2 4AW

Kerryn Jones
Manager, Culture Education and Library Services
Parkes Shire Council
Wiradjuri Country
2 Cecile Street
PARKES
NSW 2870
AUSTRALIA



Dear Kerryn

#### Gift of Portrait of Baroness Gardner of Parkes

I am enclosing the portrait of Baroness Gardner of Parkes, my mother, which she gave to the Parkes Shire Council.

My sisters and I are delighted that the Parkes Shire Council is happy to accept this gift and that her portrait will hang in the town where she was born.

We send very best wishes to you.

Yours sincerely



The Hon Sarah Joiner

SLI/SLI



This portrait is a COPY not the original.

The original hangs in the Marsden Room at the Royal Free Hospital in London NW3.

From:

Sarah Joiner

London W2 4AW

To:

Kerryn Jones
Manager, Culture Education and Library Services
Parkes Shire Council
Wiradjuri Country
2 Cecile Street
PARKES
NSW 2870
AUSTRALIA





## **Baroness Gardner of Parkes AM portrait**

From

Date Mon 28/07/2025 17:41

To council@parkes.nsw.gov.au <council@parkes.nsw.gov.au>

#### Dear Mayor

I do hope you and your family are well. I am Trixie Gardner's eldest daughter. As you will know, Mum died in April 2024 and we have been working through her papers and effects since then. There is a portrait of Mum with her House of Lords coat of arms that she was very keen to have sent to Parkes in order that the Shire Council might find some corner to hang it. It is an excellent copy of an original that was painted during her time as Chairman of the Royal Free Hospital NHS Trust. As a copy, it means it does not need to be kept in any special conditions which can be onerous - this portrait can be hung anywhere.

We are very happy to cover the costs of sending it to Parkes but wanted to give you advance warning of its arrival.

We very much hope that the Council will be able to find a home for it. Mum was so proud of her Parkes connections and always told the story of how she was able to get permission to have her title from Australia. It was quite a fight with the powers that be at the time!

Thank you and very best wishes.

SLJ





# Outlook

#### **Baroness Gardner of Parkes AM Portrait**

From Kerryn Jones < Kerryn. Jones @parkes.nsw.gov.au> Date Mon 11/08/2025 03:31

Good afternoon Sarah,

Your email has been forwarded onto me as the Manager of Culture, Education & Library Services. I have responsibility for the Council Art Collection and the Local History Collections.

What a generous offer that we would be very grateful to accept and to display the portrait of your mother at Parkes Shire Council.

We are also very proud of her connections to Parkes and her place in our local history books!

When you post it, please address it c/o myself and to: 2 Cecile Street Parkes NSW 2870

Kind regards Kerryn

#### Kerryn Jones

Cultural, Education & Library Services Manager

Parkes Shire Council | Wiradjuri Country 2 Cecile Street (PO Box 337), Parkes NSW 2870 P 02 6861 2338 | M 0428 709 467 kerryn.jones@parkes.nsw.gov.au www.parkes.nsw.gov.au





ROYAL FREE HOSPITAL POND STREET LONDON NW3 2QG

TELEPHONE 0171 794 0500 FAX 0171 830 2961

MTE/pas

10th November 1997

Baroness Gardner of Parkes

THE TRUST

CHAIRMAN BARONESS GARDNER

CHIEF EXECUTIVE M T ELSE

REPLY TO EXTENSION

c/o Mrs S Joiner
LONDON

Dear Baroness,

NW8 8JG

I hope that you have had a wonderful time - we received your postcard and it certainly seems that way.

I have spoken to John Carrier and we at the Royal Free would very much like the opportunity to mark your successful time here. In particular we would like, in the first instance, to give the wider organisation a chance to thank you by acknowledging your contribution at the reception planned after the Board meeting, [Wednesday 3rd December 1997]. It has also become tradition here that past Chairmen should be permanently recognised for their achievements by having a portrait painted and then displayed in the Marsden Room. We would be pleased to present this formally at a dinner with the senior staff with whom you have been in most contact over the years, sometime in the New Year.

I hope that these general arrangements meet with your approval and, of course, I would be pleased to discuss these further on your return if you would like to call me.

Kind regards.

Yours sincerely,

M T Else
Chief Executive



ROYAL FREE HOSPITAL POND STREET LONDON NW3 2015

TELEPHONE 0171 794 0500 FAX 0171 830 2961



CHAIRMAN JOHN CARRIER

CHIEF EXECUTIVE M T ELSE

REPLY TO EXTENSION

# FACSIMILE TRANSMISSION

TO:

BARONESS GARDNER

FAX NO.:

FROM:

MAUREEN

Date:

11 December 1997

No. of Pages: 1

(If you have any queries please telephone

Dear Baroness Gardner

Nicola has asked me to send contact details of Susan Ryder, the artist who will be painting your portrait, as she feels it would be best for you to speak to her direct in order to arrange dates for sittings. Susan Ryder has indicated that March would be convenient for sittings and that she would probably need three sessions at your home.

Her home details are:



Tel:

However, she will be in Scotland from Monday, 15th December until the beginning of February. You can telephone her there on

Best wishes.



TOTAL P.01















## 10.5 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS

IP&R Linkage: Pillar: Leadership

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

Strategy: Advocate and provide strong representation for our community at

the regional, state, and federal levels.

Author: Cr Neil Westcott

Annexures: Nil

#### **MOTION**

That Council:

1. Note the known upcoming meetings, functions and events for the Mayor and Councillors for the period 12 September 2025 to 17 October 2025:

#### **REPORT**

*Table1.* 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 September 2025 through to 17 October 2025:

Table 1: Known upcoming Meetings, Functions and Events for Mayor and Councillors	
Date	Function
Sunday 14 September	Royal Far West High Tea, Trundle
	Deputy Mayor Marg Applebee, Cr Louise O'Leary and Cr Joy Paddison
Tuesday 16 September	Economy, Destination and Events Advisory Committee Meeting, Cooke Park Pavilion
	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet, CR Doug Pout, Cr Joy Paddison and Cr Glenn Wilson
	Ordinary Council Meeting, Council Chambers
	All Councillors & Directors
Wednesday	Meals on Wheels Info Session, Forbes
17 September	Deputy Mayor Marg Applebee and Cr Doug Pout
	Apology: Mayor Neil Westcott
	NSW Showcase Kids in Space, Services Club
	Mayor Neil Westcott



	Drop-In Session – Community Consultation Pakes East Flood Study and Parkes Town Flood and Drainage Study, Cooke Park Pavillion	
	An invitation sent to all Councillors and Directors	
Thursday	Welcome to the Parkes Shire Event, Cooke Park Pavilion	
18 September	An invitation sent to all Councillors and Directors	
Friday	Official Elvis Launch for 2026, Cooke Park Pavilion	
19 September	An invitation sent to all Councillors and Directors	
Saturday	Parkes NAIDOC Family Fun Day, Bushman's Hill Reserve	
20 September	Mayor Neil Westcott	
Monday	Peak Hill Consultative Committee Meeting, AIF Hall	
22 September	Cr Louise O'Leary	
Tuesday	Quorn Park Solar Farm – NAIDOC Day Event	
23 September	An invitation sent to all Councillors	
Wednesday	Audit, Risk and Improvement Committee, Committee Room	
24 September	Deputy Mayor Marg Applebee and Cr Joy Paddison	
Thursday	Parkes High School Term 3 Recognition Assembly	
25 September	Cr Kenny McGrath and Cr Matthew Scherer	
	Trundle Community Consultative Committee Meeting	
	Deputy Mayor Marg Applebee	
	Apology: Cr Joy Paddison	
Friday	Parkes High School Year 12 Assembly	
26 September	Cr George Pratt	
Monday	National Police Remembrance Day Service, Forbes	
29 September	An invitation sent to all Councillors	
Tuesday	Councillor Workshop, Council Chambers	
7 October	All Councillors and Directors	
Wednesday	Tullamore Community Consultative Committee Meeting, Bowling	
8 October	Club	
	Cr George Pratt	
Monday	Bogan Gate Community Consultative Committee Meeting, Memorial Hall	
13 October	Cr George Pratt	
Tuesday	Northparkes CCC Meeting	
14 October	Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Doug Pout	



**Cr Neil Westcott** 

MAYOR



# 10.6 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

IP&R Linkage: Pillar: Leadership

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

Strategy: Advocate and provide strong representation for our community at

the regional, state, and federal levels.

Author: Cr Neil Westcott

Annexures: Nil

#### **MOTION**

That Council:

1. Note the report on the Meetings functions and events attended in an official capacity, by the Mayor and Councillors during the period 15 August 2025 through to 12 September 2025.

## **REPORT**

Table 1: lists the Meetings, functions and events attended by the Mayor and Councillors during the period 15 August 2025 through to 12 September 2025:

Table 1: Meetings, Functions and Events attended by Mayor and Councillors	
Date	Function
Saturday	Parkes Show Dinner, Coachmen Hotel Parkes
16 August	Mayor Neil Wesctott and Mrs Alison Westcott
Sunday	National Tree Planting Day, Parkes
17 August	Deputy Mayor Marg Applebee and Cr Bill Jayet
Monday	Mock Car Crash, Parkes PCYC
18 August	Deputy Mayor Marg Applebee
	Apologies: Mayor Neil Westcott, Cr Doug Pout, Cr Louise O'Leary, Cr Kenny McGrath, Cr Joy Paddison, Cr Bill Jayet and General Manager Kent Boyd.
	Vietnam Veterans Day, Vietnam Memorial ANZAC Drive, Parkes
	Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr George Pratt
Tuesday	Meals on Wheels Luncheon Presentation, Council Chambers
19 August	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Doug Pout, Cr Bill Jayet, Cr Joy Paddison, Cr George Pratt, Cr Glenn Wilson and Cr Matthew Scherer
	Apologies: Cr Kenny McGrath and Cr Louise O'Leary
	Citizenship Ceremony, Council Chambers



	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Doug Pout, Cr Bill Jayet, Cr Joy Paddison, Cr Louise O'Leary and Cr George Pratt
	Ordinary Council Meeting, Council Chambers
	All Councillors & Directors
	Pavilion Preview at Peak Hill Showground
	Cr Louise O'Leary
	Apologies: All other Councillors are due to other commitments.
Wednesday	Peak Hill Show
20 August	Mayor Neil Westcott, Cr Bill Jayet and Cr Louise O'Leary
Friday	Paint the Town REaD, Cooke Park
22 August	Mayor Neil Westcott and Cr Bill Jayet
	Apologies: Deputy Mayor Marg Applebee, Cr Doug Pout, Cr Joy Paddison, Cr Louise O'Leary and Cr Matthew Scherer
Monday	Official Opening of the MR350, Trundle Main Street
25 August	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Bill Jayet and Cr Joy Paddison
	Apologies: Cr Doug Pout, Cr Louise O'Leary and Cr Matthew Scherer
	Peak Hill Community Consultative Committee Meeting, AIF Hall
	Cr Louise O'Leary
Monday – Wednesday	Annual Parkes Show, Showground
25 – 27 August	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Joy Paddison and Cr Bill Jayet
	Staff that also assisted at the Parkes Shire Council tent.
Tuesday	Parkes Show Presidents Luncheon and Junior Judging, Showground
26 August	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Mr Luke Clyne, Cr Joy Paddison and Mr Garry Paddison
	Parkes Show Official Opening, Showground
	Mayor Neil Westcott
Thursday	Meals on Wheels Monthly Board Meeting
28 August	Cr Doug Pout attended via Teams
	Trundle Community Consultative Committee Meeting



	Cr Joy Paddison
Friday	Tour of Parkes Christian School and Assembly
29 August	Mayor Neil Westcott
Saturday	Questacon, Coventry Room Parkes
30 August	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Doug Pout, Cr Joy Paddison, Cr Bill Jayet and Acting General Manager Andrew Francis.
	Apology: Cr Louise O'Leary
	Frontline Ball, Parkes Leagues Club
	Mayor Neil Westcott, Mrs Alison Westcott, Deputy Mayor Marg Applebee and Mr Luke Clyne
Tuesday	Councillor Workshop, Council Chambers
2 September	All Councillors & Directors
	Apologies: Cr Kenny McGrath and Cr Louise O'Leary
Saturday	Trundle Bush Tucker Day
6 September	Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Bill Jayet
	Invited Councillors, staff and the general public
	Catholic Debutante Ball, Parkes Leagues Club
	Mayor Neil Westcott and Mrs Alison Westcott
Monday	Parkes Shire Australia Day Meeting, Committee Room
8 September	Mayor Neil Westcott, Deputy Mayor Marg Applebee, Cr Louise O'Leary, Cr Doug Pout and Cr Joy Paddison
Tuesday	Newell Highway Taskforce Meeting, Parkes
9 September	Cr Kenny McGrath
Wednesday	Events Financial Assistance Program Round 1, Cooke Park Pavilion
10 September	Mayor Neil Westcott, Deputy Mayor Marg Applebee and Cr Bill Jayet
	Apology: Cr Joy Paddison, Cr Doug Pout and Cr Louise O'Leary
	Exergy Sustainable Aviation Fuel Meeting
	Mayor Neil Westscott, Deputy Mayor Marg Applebee and Acting General Manager Andrew Francis
	Tullamore Community Consultative Committee Meeting, Bowling Club
	Cr George Pratt



Thursday	Southern Cross Village Visit and Interaction, Parkes
11 September	Cr George Pratt







Mayor Neil Westcott, Deputy Mayor Marg Applebee and councillors Bill Jayet and Joy Paddison pictured at the Official Opening of the MR350 with Mr Phil Donato MP, Mrs Holly Davies and Director Operations Logan Hignett.





Mayor Neil Westcott pictured with Council Staff Jack Byrnes, Ben Coultas and Marisa Malherbe.





Mayor Neil Westcott, Deputy Mayor Marg Applebee and Councillors Bill Jayet, Doug Pout and Joy Paddison enjoyed their morning at the Official Opening of Questacon. A big Congratulations to our Creative Learning Coordinator, Sharon Degeling and Staff at the Parkes Library for bringing this event to our Parkes Shire. We hope you all have as much fun as we did.





Mayor Neil Westcott and Deputy Mayor Marg Applebee enjoyed their time at the Parkes Show





Councillors Bill Jayet and Louise O'Leary had a fun day out at the Peak Hill Show.



Mayor Neil Westcott was all dressed up with his guitar for Paint the Town REaD Day. It was a beautiful day filled with smiles all around the room.







Mayor Neil Westcott and Councillor George Pratt enjoyed a meaningful morning at the Vietnam Veterans Day celebration. It was a truly special occasion.







Mayor Neil Westcott and Deputy Mayor Marg Applebee at the recent Citizenship Ceremony. It was such a special ceremony shared with family and friends. A big congratulations to our New Citizens.

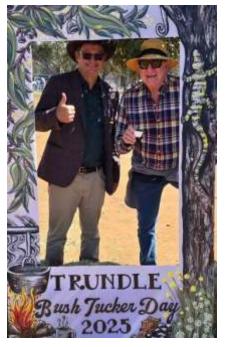




Deputy Mayor Marg Applebee and Mr Luke Clyne are looking fabulous at the Frontline Ball.







Mayor Neil Westcott, Deputy Mayor Marg Applebee and Councillor Bill Jayet had an amazing time at the Trundle Bush Tucker Day, enjoying all the delicious campfire cooking.



Mayor Neil Westcott, Councillor Bill Jayet, Miss Rachael Westcott and Mrs Alison Westcott were enjoying the sun at the Trundle Bush Tucker Day.











Mayor Neil Westcott, Councillors George Pratt, Bill Jayet, Joy Paddison, Matthew Scherer and Glenn Wilson are pictured enjoying their Meals provided by Meals on Wheels whilst they made a presentation. The Meals were delicious, and we are so lucky to have this service within our Shire and would like to acknowledge all their volunteers for their hard work over the years.

**Cr Neil Westcott** 

**MAYOR** 



# 11 COUNCILLOR REPORT(S)

# 11.1 NEWELL HIGHWAY TASKFORCE MEETING (NHTF) IN SYDNEY ON 9 SEPTEMBER 2025

Author: Ken McGrath, Councillor

Authoriser: Andrew Francis, Acting General Manager

Annexures: Nil

#### RECOMMENDATION

That Council:

1. Receive and note the information about the Newell Highway Taskforce (NHTF) meeting that was attended by Cr McGrath via teams on 9 September 2025 at Parliament House in Sydney.

#### **ISSUES AND COMMENTARY**

The latest Newell Highway Taskforce (NHTF) meeting was held at Parliament House in Sydney on 9 September 2025 and which I attended via Teams.

The meeting began with The Hon. Jenny Aitchison discussing matters regarding what is happening along the Newell and the Inland Rail. There was a long discussion regarding dual lane carriage way from West Wyalong to Forbes.

Minister Aitchison also spoke about the changes to the Local Traffic Committee meetings and the way we should all be going.

A long presentation from Holly Davies, the Director, Region Community Partner at Transport for NSW (TfNSW). This presentation was about the overtaking lanes and more work along the Newell.

John Morris, Coordinator, Regional NSW High Productivity Road Transport Alliance from Dubbo also talked about the ring-road around Dubbo and the new bridge and how it is coming along.

I spoke about our Bypass and what effect it's having on our town – as it is not hurting the town in any way. I also thanked the Government Departments for funding and the Contractors.

I also talked to the meeting about the work that our Council has done in the preparation for the project.

The next meeting is expected to be held in Canberra.

Kenny McGrath

# COUNCILLOR

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## 12 REPORTS OF COMMITTEES

12.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 23 JULY 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 - 23 July

2025

#### RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee Meeting held on Wednesday 23 July 2025 appended at *Annexure A*.

Item 12.1 Page 95



# **Audit, Risk and Improvement Committee Meeting**

**Minutes** 

Wednesday 23 July 2025



# Minutes of the Audit, Risk and Improvement Committee Meeting

## Held on Wednesday, 23 July 2025 at the

## Parkes Council Chamber, 2 Cecile Street, Parkes

#### Present:

Mr Stephen Horne Councillor (Chairperson)

Mr Tony Harb Member
Dr Meredith Caelli Member

Councillor Marg Applebee Councillor Non-Voting Member

Councillor Joy Paddison Councillor Non-Voting Member (alternate)

#### **Council Officers in Attendance:**

Mr Kent Boyd PSM General Manager

Mr Patrick Williams Acting 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

Ms Bianca Hinton Manager Customer and Information Services

Ms Kylie Trueber Risk and Emergency Management Coordinator

Ms Veronica Shaw Manager Governance, Risk and Corporate Performance

#### Guests

Cassie Malone Audit Office (External Auditor)

Desmond Quach Audit Office (External Auditor)

Paul Quealey Lambourne Partners (Internal Auditor)

Jordan Welden-Iley CNSWJO Chief Information Security Officer (CISO)

#### **NOTES**

Cr Marg Applebee and Joy Paddison attended via audio-visual link.

The meeting commenced at 9:00am in-camera with an 18 minute in-camera session with the Committee and the General Manager to discuss item 8.2.

The Committee at 9:18am then had a 16 minute in-camera session with Internal Auditor Paul Quealey from Lambourne Partners.

The Acting Director Customer, Corporate Services and Economy, Director Infrastructure and Sustainability, Director Operations, Manager Governance, Risk and Corporate Performance, General Manager, Executive Manager Finance, External Auditor, Internal Auditor and Risk and Emergency Management Coordinator attended the meeting from 9:39am.

The meeting commenced at 9:39am and concluded at 1:03pm.





# **Order Of Business**

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3	APOLOGIES				
4	CONF	CONFIRMATION OF MINUTES			
	4.1	Minutes of the Audit, Risk and Improvement Committee Meeting held on 28 May 2025	4		
5	DISCLOSURES OF INTERESTS				
6	LATE BUSINESS				
7	OFFICERS' REPORTS		5		
	7.1	External Audit - Interim Management Letter 2025	5		
	7.2	External Audit - Progress Report on the Implementation of External Audit Program Actions	5		
	7.3	Internal Audit - Environmental Managament Framework - Final Report	5		
	7.4	Internal Audit - Progress Report on the Implementation of Internal Audit Program Actions	5		
	7.5	Review - Internal Audit Charter	5		
	7.6	Review of Council's Enterprise Risk Management Charter	6		
	7.7	Review - Progress Toward OLG Guidelines	6		
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	7.10	Draft Financial Reports as at 30 June 2025	6		
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8	CONFIDENTIAL MATTERS				
9	REPO	RT OF CONFIDENTIAL RESOLUTIONS	9		
	8.1	Risk Management - Information Management, Records and Privacy	9		
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#### 1 OPENING OF MEETING

The Chairperson declared the Audit, Risk and Improvement Committee Meeting of Wednesday, 23 July 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

Director Customer, Corporate Services and Economy, Anthony McGrath

#### 4 CONFIRMATION OF MINUTES

# 4.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 28 MAY 2025

#### RECOMMENDATION

That the Committee receive and confirm the Minutes of the meeting held on Wednesday 28 May 2025 appended at *Annexure A.* 

#### Discussion

The Committee requested the following amendments:

- Section 7.10 remove '4' in corporate
- Section 7.11 clarify a retaining wall system 'from a company' in Sydney
- Section 7.11 amend down street to downstream
- Section 7.14 add who the risk assessment tool is by and how this will be integrated into Council.
- Section L.1 reword to remove roster.
- The Manager Governance, Risk and Corporate Performance advised that draft minutes are provided to the Committee prior to each Council meeting and requested any amendments be submitted at that time to ensure Council receives the most up-to-date version.

#### 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.



Meredith Caelli advised she has been appointed to the Aged Care Quality Assurance Committee.

Stephen Horne advised he has been appointed as Chair of the Audit, Risk and Improvement Committee at Sydney Council.

Tony Hard advised he has been appointed as Chair of the Audit, Risk and Improvement Committee at Tenterfield Council.

#### 6 LATE BUSINESS

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

#### 7 OFFICERS' REPORTS

#### 7.1 EXTERNAL AUDIT - INTERIM MANAGEMENT LETTER 2025

#### RECOMMENDATION

That the Audit, Risk and Improvement Committee:

1. Receive and note the Interim Management Letter from the External Auditor attached at *Annexure A*.

#### Discussion

- The External Auditor spoke to the interim letter noting the matters not completed are raised in other reports.
- The External Auditor noted several moderate matters raised during the audit which were improvements for council.
- The External Auditor noted the asset revaluations were submitted in advance of year end and encouraged that to continue as it improves efficiencies and timeliness.
- The External Auditor thanked Council's Finance team for their efforts as it helped them raise issues early.
- The External Auditor noted that the quality review of documentation could improve but noted that it was Council's first time engaging early which was a learning curve for both Council and the Audit Office.
- The External Auditor also highlighted reviewing contractual agreements entered into, particularly in relation to the Special Activation Precinct (SAP).
- The External Auditors noted that at the previous audit they spoke about where Council
  was up to with the asset transfer and the need to put something more formal in place for
  future asset transfers.
- The External Auditor also acknowledged some difficulties in communications on both parts and that they want something more formalised for further transfers as the project continues.
- The Chair acknowledged that out of session they had quite a lot of exchange with the External Auditors in relation to the whys and wherefores around the SAP project.
- The Committee commented the SAP project as not something they or the Audit Office have crossed before and noted it as an intergovernmental puzzle piece.
- The Committee noted that the Regional Growth Development Committee (RGDC) does what they require, whether that is at the right time or right detail for what Council has been required to do which has raised questions on all sides.
- The Committee acknowledged that Council has due diligence obligations but need the right information to meet their obligations.



- The Committee acknowledged that the Audit Office has been useful in relation to the internal workings of a state government entity and that the effort that the finance team spent on the transfers with RGDC.
- The Committee thanked all involved for the energy they have spent on this.
- The Chief Financial Officer noted that Finance are still working on sewer assets coming across and that Finance have already prepared photos of pipes on the ground for this.
- The Chief Financial Officer noted that they will not issue a 307 until they have all the information Council requires.
- The Chief Financial Officer also noted that the sewer transfer is not predicted to take place until October which will allow for time next year end to do what Council needs to so don't think we will have the same issues next financial year.
- The Committee noted the audit actions remaining from last year and reiterated that they
  do not like to see prior year matters remain and urged Council to address the fraud and
  corruption actions sooner rather than later, particularly in light of ICAC recent
  investigations, such as Wyvern and Landon.
- The Acting Director Customer, Corporate Services and Economy noted that the fraud and corruption matters outstanding from last year's audit were in hand and staff were working on moving them forward.
- The External Auditor acknowledged the amount of effort Council management did in relation to the asset transfers to get the attention it needs and thanked the Chief Financial Officer and Executive Manager Finance.

# 7.2 EXTERNAL AUDIT - PROGRESS REPORT ON THE IMPLEMENTATION OF EXTERNAL AUDIT PROGRAM ACTIONS

#### RECOMMENDATION

That the Audit, Risk and Improvement Committee:

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

#### **Discussion**

The Committee did not discuss this item further as it was raised in item 7.1.

The Committee thanked the External Auditor for their time.

# 7.3 INTERNAL AUDIT - ENVIRONMENTAL MANAGEMENT FRAMEWORK - FINAL REPORT

## **RECOMMENDATION**

That the Audit Risk and Improvement Committee:

1. Receive and note the final Environmental Management Framework Internal Audit Report attached at *Annexure A*.

#### **Discussion**

The Committee discussed the following:

 The Internal Auditor spoke to the Environmental Management Framework Final Audit Report noting that there were positive business controls in place, including pesticide



notification plan, EPA licenses met, and a good level of knowledge of environmental requirements.

- The Internal Auditor noted the following areas for improvement:
  - Semi-regular sound monitoring checks at the waste management facility. The auditor did note that an alternative action could be requesting the removal of noise monitoring from the licence as EPA has completed audits and hasn't raised it previously.
  - Pesticide chemical storage and labelling.
  - Notification of spraying activities be performed in accordance with legislation and Council's own notification plan and provide staff with refresher training.
  - Ensure staff complete and submit spray sheets for all spray activities. These
    details include wind, temperature etc. There was no evidence of spraying
    documentation completed for recent activity.
  - State government underground petroleum storage sites(UPSS) compliance moved to Council. Council doesn't have a framework or structure or awareness of UPSS across shire. Council should begin a review for compliance of UPSS.
  - Onsite Sewerage management Systems (OSMS) regular maintenance register identifying OSMSs. Oversight and compliance aspect needed. OSMSs near water systems should be prioritised to manage risk.
  - Training and awareness of the environmental risks for workers completing construction and maintenance works and how to mitigate risks through anticipated environmental management.
  - o The Committee noted the positive review and outcome of the audit.
  - The Committee noted that there was a scope limitation relation to trade waste and asked the Internal Auditor if this could be followed up in a separate area?
  - The Internal Auditor noted that this would be followed up.
  - The Manager Governance Risk and Corporate Performance noted that senior management had recently noted several clashes in the timing of different audits and asked if there could be more awareness of when the audits are happening.
  - The Internal Auditor will work with Council staff to communicate the audit schedule.
  - The Committee asked Council if pesticides were included in the recent WHS
  - The Acting Director Customer, Corporate Services and Economy noted that there was a chemical audit in the WHS schedule as well and said there were a number of similar findings there as well which were rectified and being followed up.
  - The Chair thanked the Internal Auditor for their work.

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

## RECOMMENDATION

That the Committee:

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

#### **Discussion**

The Committee discussed the following:

# RECOMMENDATION



#### That the Committee:

- 1. Receive and note the update provided on the implementation of consolidated Internal Audit Program agreed actions.
  - The Committee noted that Council are reaching a point of maturity where the number of audits and recommendations have started to build.
  - The Committee noted that there needs to be a shift from getting an internal audit function working and broadening the approach to improving internal capability to mature.
  - The Committee noted that due to the improved visibility of the audit reporting in TechOne that there were early signs that recommendations take some time to clear.
  - The Chair noted that they would discuss the issue out of session with the General Manager and Director Customer, Corporate Services and Economy.
  - The Committee thanked Council for the report and the good visibility it provides.
  - The Committee asked Council to include persons responsible in the report.
  - The Committee asked that Council check that the last 3 actions are captured in TechOne.
  - The Committee also recommended that the waiting to be assigned metric be removed from the dashboard but agreed that it remain when Council explained that this was important to note if items were not assigned.

#### 7.5 REVIEW - INTERNAL AUDIT CHARTER

#### RECOMMENDATION

That the Committee:

1. Endorse the updated Internal Audit Charter

#### **Discussion**

- The Committee mentioned it is good practice to review the Internal Audit Charter.
- The Committee noted that the wording at section 2: Purpose of Internal Audit could be improved by the updated International Standards for the Professional Practice of Internal Auditing which was released in January 2025.
- The Risk and Emergency Management Coordinator noted they updated Council's charter using the Office of Local Government NSW (OLG) Model Internal Audit Charter. Updates included new definitions, updating the internal audit and Council details and details like the new International Standards for the Professional Practice of Internal Auditing which have not been captured in the attached version due to track changes.
- The Risk and Emergency Management Coordinator noted that they would send the version to the Committee outside of session for their review.
- The Committee noted a difference between the Internal Audit reports received having the audit in accordance with the related assurance standards, not necessarily the International Standards for the Professional Practice of Internal Auditing.
- The Chair noted that the Internal Auditor reports will need to change to be under the International Standards for the Professional Practice of Internal Auditing and would discuss this with the Internal Auditor.
- The Chair noted that they will provide current language around the International Standards for the Professional Practice of Internal Auditing to the Risk and Emergency Management Coordinator and thanked them for completing it.



#### 7.6 REVIEW OF COUNCIL'S ENTERPRISE RISK MANAGEMENT CHARTER

#### RECOMMENDATION

That:

 ARIC review and provide feedback on the updated Parkes Shire Council Enterprise Risk Management Charter

#### **Discussion**

The Committee discussed the following:

- The Chair noted that this was another important piece and showed that Council was maturing their risk management with an important document to set the scene for what Council's risk management will look like.
- The Risk and Emergency Management Coordinator spoke to report noting the charter was completed in 2019 and that this review focused on making the charter more modern, adding more enterprise risk, regulatory obligations and expected outcomes.
- The Committee noted that they had not previously heard of an enterprise risk
  management charter and that the structure was normally a policy utilising the model risk
  management policy at Appendix four of the OLG guidelines.
- The Committee suggested Council utilise the model policy rather than this charter so that it adds clarity and guidance around responsibilities and risk appetite.
- The Committee noted they liked it is a page but mentioned it is usually 2-3 pages with a change to context in the beginning of the policy.
- The Risk and Emergency Management Coordinator noted that Council are developing and Risk Management Policy and that it will be coming to the Committee next.
- The Committee reiterated that they had not previously seen a charter and noted risk appetite statements and risk management plan/strategy documents that should say this is what we will do and how we do it and who will do it.
- The Chair recommended Council consult the toolkits and standards of the NSW treasury TPP 20-08.

#### 7.7 REVIEW - PROGRESS TOWARD OLG GUIDELINES

#### **RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

1. Note the progress undertaken to implement the guidelines for Risk Management and Internal Audit for Local Government in NSW up to July 2025.

#### **Discussion**

- The Committee reminded Council that many of these guidelines are not mandatory.
- The Committee also discussed the attestation noting that most of the items in the template attestation that has been provided are not mandatory.
- The Committee noted that they have taken approach to say guidelines are a good goal to move toward but have practical issues Council's need to consider.
- The Committee noted that Council's progress toward the mandatory guidelines seems
  pretty good with some items not relevant yet or just about to be ticked off, including the
  strategic workplan that will be discussed in a report today.
- The Committee noted that they had no material issues here that are a concern.



- The Committee requested Council report the draft attestation to ARICs next meeting in September or provide out of session if timings do not align.
- The Committee noted that the attached progress toward OLG guidelines document will be important for the General Manager to use when signing the attestation.

# 7.8 PERFORMANCE AND REVIEW - CHAIR'S REPORT ON COMMITTEE PERFORMANCE - 2024-25

#### RECOMMENDATION

That the Audit, Risk and Improvement Committee:

1. Receive and note the Audit, Risk and Improvement Committee 2024-25 Annual Report, appended at *Annexure A*.

#### Discussion

The Committee discussed the following:

- The Chair spoke to the annual report noting this year's version has been developed using the format from previous years.
- The Chair also advised that once the Committee's Strategic Workplan has been completed that future Annual Reports will reflect the Workplan.
- The Chair asked the Committee to email comments on the Annual Report to the Manager Governance, Risk and Corporate Performance.
- The Manager Governance, Risk and Corporate Performance asked the Committee if they preferred the Annual Reports to be published on Council's Website.
- The Committee noted that publishing the Annual Report on its website is up to Council but would reflect good governance and transparency.

#### 7.9 PERFORMANCE AND REVIEW - STRATEGIC WORKPLAN UPDATE

#### **RECOMMENDATION**

That the Audit, Risk and Improvement Committee:

1. Note the progress toward the Audit, Risk and Improvement Committees Strategic Workplan, including KPIs.

#### **Discussion**

- The Chair spoke to the report noting that the development of the ARIC Strategic Workplan for the next four years was underway with a draft expected for the Committee in September.
- The Manager Governance, Risk and Corporate Performance asked the Committee if there was a minimum number of internal audits required under the guidelines and if we could make recommendations for fewer in times of high demand such as the postelection year.
- The Committee noted that there is no minimum number of internal audits required under the guidelines but that this is dictated by the risks Council is facing.



• The Committee noted that the Strategic Workplan will allow for the Committee to view all the other forms of assurances such as service reviews, WHS audits, CRIP reports etc more broadly.

#### 7.10 DRAFT FINANCIAL REPORTS AS AT 30 JUNE 2025

#### RECOMMENDATION

That the Audit, Risk and Improvement Committee:

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

#### **Discussion**

- The Chief Financial Officer spoke to the report noting that several changes to the report have occurred since the end of the financial year.
- The Chief Financial spoke through the report noting the following:
  - o Processing the last week of salaries is not captured yet.
  - o The sewer fund reserves are good which is important for a loan due to be paid.
  - The water fund is good with good readings in quarter three and four.
  - There is a looming pipeline duplication project which will have a huge effect on the 10-year plan for water which is travelling well at the moment with reserves increasing.
  - The general fund is where all the issues are with a predicted \$8 million loss not including depreciation for July.
  - o Month end journals and pays, biggest difference was depreciation.
  - A large impact on the result was Council received lots of storm damage money last year which was used this year.
  - Another huge impact was only 50% of the Financial Assistance Grants (FAGs) was received, which is a \$2 million variance.
- The Chair thanked the Chief Financial Officer for explaining and walking everyone through the financials.
- The Committee noted that employment costs were well over 10% and advised Council to look at reasons in terms of areas and variations and why they weren't budgeted.
- The Chief Financial Officer noted that much of this was accounted for by lots of the storm works as when Council originally budgeted, lots of those staff were budgeted to do capital works so with the storm works their salaries went to operational instead of capital which explains some of the overrun.
- The Chief Financial Officer also noted that when Council did the original budget that Council were over ambitious about how much would be capitalised which was addressed in new budget.
- The Chief Financial Officer further noted that \$1.5 million was corrected this year to be kept in operational.
- Another impact the Chief Financial Officer noted was due to some staff redundancy packages being bigger than normal which was also included in employee costs.
- The Chief Financial Officer also noted that the events and economic development teams
  had quite an overspend during the Elvis festival which Council are addressing with a
  concerted effort to keep to budget and communication of what that looks like.
- The Chief Financial noted that 20 positions will be cut in the 2025/26 budget as well.
- The Chief Financial Officer noted that like with salaries, there was an overrun with equipment being used for operational instead of the planned capital works.
- The Chair noted the Committees appreciation of the helpful clearing up of some of the ideas before the year-end financial statements.



- The Chief Financial Officer thanked the Executive Manager Finance and their team for getting through their journals quickly.
- The Chief Financial Officer noted that the financials were available 6 days after month end and noted they were getting reporting out very quickly allowing for early visuals with only minimal later changes.

# 7.11 INVESTMENTS AND BORROWINGS REPORT AS AT 30 JUNE 2025

#### RECOMMENDATION

That the Audit, Risk and Improvement Committee:

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

#### **Discussion**

The Committee discussed the following:

- The Executive Manager Finance spoke to the report noting it is provided to council
  monthly and that the current report shows Council's investments stand just over \$51.7
  million with the principal outstanding on Council's borrowings at just over \$20 million.
- The Executive Manager Finance noted that Council's portfolio yielded a strong return of just over 5% with a good amount of interest revenue.
- The Executive Manager Finance also noted a strong diversification across the investment register in grade and make up with no exposure to unrated AVIs.
- The Executive Manager Finance also confirmed for the Committee that Council recently received their annual Statement of Independence confirming no conflicts of interest.

#### 7.12 RISK MANAGEMENT - SERVICE OVERVIEWS - TRANSPORT

#### RECOMMENDATION

That the Audit, Risk and Improvement Committee:

1. Receive and note the update in relation to the schedule for service updates and the presentation from Transport attached at *Annexure A*.

# **Discussion**

- The Director Infrastructure and Sustainability and Operations presented to the Committee about Council's new service delivery approach with a focus on Transport.
- The Director Infrastructure and Sustainability introduced the Committee to the Strategic Asset Management Plan matrix with a risk assessment of each area passed on the potential risk to delivery of each of those service areas.
- The Director Infrastructure and Sustainability noted that each of the 12 areas would be addressed each month of the year with a service delivery presentation to council each month and to ARIC.
- The Director Infrastructure and Sustainability briefly talked about ARIC as a major communication tool to raise concerns with council around risks.
- The Director Infrastructure and Sustainability noted that the key things to focus on at the high level in Transport were the key goals of creating a safe, smooth, accessible and efficient network.



- The Director of Operations then presented the focus area of Transport in more detail to the committee highlighting the following:
  - They noted they wanted the presentation to get across to Council why Council do business and how they intend to do it such as inspections, planning, and maintenance.
  - They noted that for the public, freight industry, food basket, that continuity of service in Transport is extremely important.
  - o Increasing costs of doing business and no additional funding.
  - Premature failure of sealed roads due to lack of maintenance with a focus on capital projects incurring risks.
  - Grants are drying up and returning to base load funding which is not how business is currently organised.
  - Trip hazard mitigation.
  - Emphasised importance to changing approach to maintenance based on asset condition.
  - Formal maintenance management system, relies on defects, log defects and prioritise based on severity, target investment.
  - o Redivert from wider roads to reseal to get roads to condition 3 so they don't fail.
  - Upscaling internally including grading our roads.
  - o Curbs and footpath backlog, focusing on high pedestrian areas and schools.
- The Director Operations then demonstrated underfunding, showing that if we continue the same way the roads funding will disappear noting that Council can't wait for money that is consistently not available.
- The Director Operations then showed what the money could fund with a goal to reducing Council's backlog and maintain everything at a suitable condition that will prevent premature deterioration.
- The Director Operations showed how Council is looking to restructure capital works funding moving forward in each area. For example, footpaths will focus on those that need immediate repair based on condition but lots of money will be required in 10 years. Council will take this plan to the Councillors if they want to redivert funds to another project so that Council can provide the substance behind their planning.
- The Committee complimented the advanced thinking and noted it as a really good asset for councillors to understand the consequences of moving certain projects forward or back and the multiplier effect.
- The Committee noted that the review reveals difficult decisions and problems to resolve which is exactly what service reviews are about and what they are meant to do.
- The Committee noted that the review gave the committee great confidence of how Council plans to govern and progress things.
- The Committee asked the Council delegate what the sense was in Council and if this type of review is it going to help inform Council decision making?
- Councillor Applebee noted that there were different levels of understanding amongst Councillors of the impact of their requests and the process involved and noted that this information was good for Councillors' understanding.
- Councillor Applebee noted that they think it is important for Council to understand why
  certain things haven't been fixed and to let members of the public know where the
  priorities are and that this should help things moving forward.
- Councillor Paddison noted that the presentation was very helpful to get an overall picture of how operations works and the systems and processes.
- The Committee asked the Director Operations about the impact of climate change and the Special Activation Precinct (SAP) and if the review considered the impact of high frequency of transport and potentially large environmental events.
- The Director Operations responded that the life of these assets might not be as long as they could have been and Council has already been looking at design changes that limit the impact of climate change and higher traffic.



- The Director Operations also commented that this review doesn't quite go to that detail
  as it this first review was more of a look at our current situation and financial
  sustainability and where to move forward to.
- The Director Operations did note that due to climate change impacts council is looking at 1 in 20 year flood event culverts now to divert run off but did note that we have less money than historically to deliver what we are historically used to let alone upgrading it.
- The Committee commented that there seems to be an expectation that rate payers cover this cost.
- The Committee noted from the governance perspective that there is always uncertainty in management decisions so it is good to hear Council's thinking around decisions and that you have a reference point for when you make decisions now and noted this as a great exercise.
- The Committee also noted political cycles and the impact of their short term perspectives on asset management long term.
- The Committee noted that this review is needed so Council know what to react to and how to respond and noted their appreciation for the remarkable effort of this review.

#### 7.13 RISK MANAGEMENT - MAJOR PROJECTS AND CURRENT WORKS REPORT

#### RECOMMENDATION

That the Audit Risk and Improvement Committee:

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

# **Discussion**

The Committee discussed the following:

- The Chair thanked the Directors for their report and asked for commentary on projects with exceptions.
- The Director Infrastructure and Sustainability provided the following updates on major projects:
  - Lachlan Pipeline Duplication Project at design phase with minimum expenditure.
     Awaiting confirmation of grant funding.
  - Lachlan River Water Supply Duplication Project BBRF is being closed out with capitalisation of assets. This will be the last report on this project.
  - Elevating Parkes Wetlands tender documentation has begun.
- The Director Operations provided the following updates on major projects:
  - Rose Street Housing about to reward tender for retaining wall system. Some concerns around potential shortfall in budget.
  - Graddle Creek Bridge Project progressing well with tenders for the design and construction of the bridge received and within budget. Council will also facilitate road works for the project.
  - MR350 minor project reports to be finalised.
  - Bogan Road Upgrade on hold due to other project allocations but on time.
  - NSW SES Facility project has progress to breaking ground last week. This project is on schedule and within budget.
  - Main Street Flooding Mitigation Project is out to tender and may need to go to market due to staff unavailability.
- The Chair noted the Main Street Flooding is of concern and that it is good to see Council talk about mitigations.



 The Director Operations also noted that Council are starting early discussions with the funding body to be honest and up front about timeframes as the project is due in December but looks like February completion.

# 7.14 RISK MANAGEMENT - CYBER SECURITY IMPLEMENTATION AND INCIDENT REPORT

#### RECOMMENDATION

That the Audit Risk and Improvement Committee:

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

#### **Discussion**

The Committee discussed the following:

- The Chief Information Security Officer (CISO) for CNSWJO joined the meeting, introduced himself and spoke to the report and their presentation, noting the following:
  - The CISO was appointed by all 11 member councils of the CNSWJO to address concerns for Councils raised by the NSW audit report around the level of cyber security in Local Government.
  - The governance, risk management and incident response in the cyber security space, namely the framework of essential 8.
  - The CISO is the first step in aligning the member councils with the essential 8 by providing leadership and governance with the roll out of a full security program centrally and also support at the member council level.
  - As part of the guidelines cyber security, should be a standing agenda item on ARIC, including cyber security risks, threats and the program.
  - In 6 months the CISO and member councils have achieved a lot together and are at a transitional point where maturity and communication has been established.
  - Regional level cyber security strategy and roadmap will have executive briefings this week with a formal and final version due to be released shortly after.
  - Councils have been supported in quick wins, such as draft Al governance frameworks for Parkes and cyber security navigation and incident response plans and registers for other councils.
  - Establishing Information and Security steering committee for oversight direction and support on decisions.
  - o Transitioning from initial set up and assessing into strategy and operational uplift.
  - First step is to close out strategy and roadmap to implement a holistic cyber security program for all member councils.
  - Measuring maturity across 3 layers: Foundational requirements, high level.
     Detailed requirements, over 100 requirements/control objectives. Layer 3 essential 8, layer 4 regional cyber program.
  - Govern and Identify; Detect, respond and recover; Protect, Parkes Shire Council
    are about half way, at beginning stages for govern, identify and detect, with an
    push for risk management uplift.
  - Council needs to move to 3 at least in essential 8.
  - Ransomware incidents, maturity level for regional cyber security program rolled out. Good back up in Parkes which should give ARIC and managers level risk oversight that if there was serious concern that we should at least be able to operate from a back-up or restore.
  - Regional cyber security program is a program, there is overlap with ISO 27001 but the controls are different as it is a program, an operational body of work, trying to build the function, work in various layers. Mappable back to the control frameworks, including ISO and best practice governance.



- Providing Al advice to support innovation while doing it in a way that protects business and the data is protected.
- o Incident response and resilience (ransomware tests and frameworks around engaging, signals and federal policy, do not engage and do not pay).
- Next steps include improved ARIC oversight, third party risk management and an Al focus.
- The Committee mentioned concern around the different levels of maturity across the member councils and asked how much time and effort is dedicated to each Council?
- The CISO noted three tiers of maturity levels across the member councils currently and noted that this will likely be the case for at least one and a half years. The current goal is to bring the region up to same level within 3 years noting that some smaller member councils can still reach the same level as the larger councils just on a different scale. The CISO noted they are committed to spreading their time evenly across the member councils with a risk needs approach.
- The Committee asked if the goal was an essential 8 maturity level of 1.
- The CISO noted they are aiming for a maturity level 2 due to funding and risk.
- The Committee asked if reports around current situation or plan or what management need to do are being communicated monthly or annually for Parkes and if there has been good engagement from the team.
- The CISO noted that the IT team have been excellent to work with noting they have the right level of knowledge, thinking and strategic knowledge.
- The CISI noted the full loop in of council is the difficulty and that rather than sitting siloed in IT that there needs to be a holistic approach from management as a whole.
- The CISO noted that they can do final maturity report for the next audit, risk and improvement committee at a high level.
- The CISO noted that going forward they will establish regional and Parkes Shire Council level security dashboard for a management tool with key risk indicators etc so that the risks and actions to take are more visible.
- The Committee noted their enthusiasm for this approach.
- The Committee noted that there was concern around some councils becoming demoralised by a low score in one of the essential 8 preventing them from moving on as a whole and noted the importance of viewing each area separately.
- The Committee, in relation to Ransomware attacks with requests for money noted that ICAC regards any payment to a threat as illegal/corrupt which the integrity framework is strict about with Councils advised to speak to OLG about attacks.
- The Committee thanked the CISO for opening up the conversation noting that the presentation was helpful and raised millions of questions.
- The Committee encouraged council to work closely with the CISO as they are the most important person in Council's cyber security program.
- The Committee noted that importance and improved confidence of having a CISO in a small council and mentioned they appreciated the speed of progress as well.
- The Manager Customer and Information Services spoke to the report noting recent cyber security related incidents, including one open as notified cyber security NSW but no actions have come back from that.
- The Manager Customer and Information Services noted that they are always looking for any advice and that the cyber security strategy has recently been endorsed by all levels of council and reviewed by the CISO. They also noted that Council will update their policies and strategies as advice comes from the CISO.
- The Manager Customer and Information Services noted the essential 8 status as it stands noting that some requirements for licensing, identified products we would like but need to report to executive and get it up and across and on the table.
- The Manager Customer and Information Services in particular noted the issue of current licensing of M365 as Council only on business premium which means council cannot apply policies as this license does not get macros. Licensing would allow Council to alter their environment to be more strongly protected.



- The Committee noted the report was a realistic assessment which was good to see and noted it was good council was thinking about it and progressing.
- The Committee also strongly suggested council roleplay its play books and test the crisis team's readiness, including IT and the CISO as if you can't manage the residual risks down this could still result in a catastrophic event.
- The Committee noted in the Strategic ICT Plan that SMART goals on page 245 would be good to have to reflect things like how much you want done by when, such as the cost of ICT user per person by certain timeframes to translate it back to Council to capture return on investment.
- The Committee noted that the strategy was really good work and that they do not see it at many other councils.
- The Committee noted it would be good to include critical infrastructure such as sewer and water in future cyber security discussions.

# 8 CONFIDENTIAL MATTERS

#### RECOMMENDATION

That Audit, Risk and Improvement Committee:

- 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 RISK MANAGEMENT INFORMATION MANAGEMENT, RECORDS AND PRIVACY
  - 8.2 RISK MANAGEMENT GENERAL MANAGERS UPDATE

At 12:40pm, the Meeting went into Closed Session.

#### **MOTION**

That the Audit, Risk and Improvement Committee:

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

At 1:03pm, the Meeting in Closed Session returned to Open Session.

# 9 REPORT OF CONFIDENTIAL RESOLUTIONS

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



# 8.1 RISK MANAGEMENT - INFORMATION MANAGEMENT, RECORDS AND PRIVACY

#### RECOMMENDATION

That the Audit Risk and Improvement Committee:

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

# 8.2 RISK MANAGEMENT - GENERAL MANAGERS UPDATE

#### RECOMMENDATION

That the Audit, Risk and Improvement Committee:

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

# 10 CONCLUSION OF MEETING

The meeting concluded at 1:03pm.

Actions from meeting	Responsible Department
The Chair will discuss outstanding internal audit actions out of session with the General Manager and Director Customer, Corporate Services and Economy.	DCCSE
Council to include persons responsible in the internal and external audit reports.	DCCSE
Council to check that the last 3 actions in the internal audit report are captured in TechOne.	DCCSE
The Risk and Emergency Management Coordinator will send the updated Internal Audit Charter to the Committee outside of session for their review.	DCCSE
The Chair will discuss with the Internal Auditor that internal audit reports will need to be under the International Standards for the Professional Practice of Internal Auditing moving forward.	ARIC
The Chair will provide current language around the International Standards for the Professional Practice of Internal Auditing to the Risk and Emergency Management Coordinator.	ARIC
Council to report the draft attestation to ARICs next meeting in September or provide out of session if timings do not align.	ARIC

The Committee noted that the next meeting will be held online on Wednesday 24 September and that November will also be online.

The Committee also confirmed that a Draft Financial Statement meeting would take place on 6<sup>th</sup> August and that the regular Chair would be absent and that a Chair would be chosen on the day of the meeting.



This is the final page of the minutes comprising 19 pages numbered 1 to 19 of the Audit, Risk and Improvement Committee Meeting held on Wednesday, 23 July 2025 and confirmed on Wednesday, 24 September 2025.

Mr Stephen Horne

**CHAIRPERSON** 



# 12.2 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 9 SEPTEMBER 2025

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

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

Strategy: Provide open and transparent decision-making and undertake the

civic duties of Council with professionalism and integrity.

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

Authoriser: Andrew Francis, Acting General Manager

Annexures: A. Minutes of the Parkes Sports Council held on 9 September 2025 4

# **RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Parkes Sports Council Meeting held on Tuesday 9 September 2025 appended at *Annexure A*.

Item 12.2 Page 116



# 9 Sept 2025 - Sports Council Minutes

Tuesday, 9 September 2025 6:00 PM

#### Welcome

Al Gersbach welcomed all to the meeting.

#### Attendance

Al Gersbach (Chair), Luke Nash (Finances), Anthony McGrath (Secretary), Cr Ken Keith, Gordon Pritchard (Horse Racing), Wayne Osbourne (Soccer)

#### Online

Cr Louise O'Leary (Councillor Representative, Andrew Daley (Hockey), Cody Reynolds (Touch), Jay Kross (Squash)

#### Guests

Geoff Finn (Sports Fields Supervisor, Parkes Shire Council)

#### Apologies

Michael Greenwood (Senior League), Doug Moore (Little Athletics), Gail Richardson (Community Representative), Cr Doug Pout, Linda Snyman (Dragon Boating), Greg Morrissey (Mr Cricket), Wilbur Harris (Netball)

#### **Confirmation of Previous Minutes**

The previous minutes were distributed with the agenda, moved by A McGrath seconded by Ken Keith that they are a true and correct record. Carried

# **General Meeting**

# **Notable Sporting Performances or Events**

# Parkes Hockey

- Minor and Major Premiers in the Central West Premier Hockey League
- Emmy Searl selected for the Australian U21 side

# Rugby

• Parkes Boars Women's runner up in CWRU competition

# Junior League

• Boys U14 won the Lachlan Junior League, U16s were runners up.

# Touch

- · Cody, Chris and Lachlan Reynolds in State elite referee squad
- Cody in national referee squad (top twenty)

### Squash

- Henry Max and Lachley Jones in state team
- · Henry and Max in CHS side
- · Henry in national junior talent squad (AIS)

#### **Review of Outstanding Actions**

13/8/2019	1	Sports Legends Board at Parkes Leagues Club to be reviewed and alternatives considered.	Alan Macdon ald
14/10/2020	2	Dedication ceremony for the Cheney family	Luke



		trophy to be conducted before the first Grinsted Cup match this season	Nash
12/03/2024	3	Investigate switchboard upgrade at SDF. Also lights out on Miriah Williams filed (SW)	Geoff
11/3/2025	4	Groups to be advised when the masterplans will go out on public exhibition	Anthony
<del>11/3/2025</del>	5	Irrigation at Lindner Oval may require some upgrade work. Estimates to be obtained for Louise to take to the Peak Hill CCC for possible funding from their Town Improvement Reserve.	Geoff
8/04/2025	6	Investigate relocation of the Park Run sign to the start of the park run track adjacent to the storage shed on the path.	Tim
<del>10/6/2026</del>	7	There is a watering system cover exposed on O'Leary's eval in Peak Hill. Council advised that the field is not safe to use, despite it being used in the past. Can the lid be made safe with an artificial turf cover or the service be moved off the playing surface.	Geoff
10/6/2026	8	SMS lighting system at Lindner Oval is not working consistently	Anthony

#### **Discussion / Action Taken**

Update provided on the outstanding tasks as follows:

- 3, Electrician reviewing lighting switchboard this Friday. Other lights will be done after season is finished
- 4, Masterplans will go out for comment very soon
- 5, Flow test was redone and a quote has been received. Geoff will send quote on to Louise.
- 7, Lid on irrigation on O'Leary's has been lowered.

# Correspondence

The following items of correspondence was received or sent

- 1. Advice of meeting and minutes sent out to groups.
- 2. Advice of the next round of sports grants sent out to groups
- 3. Request from Sarah at Good Sports to present at the next meeting.

#### Action

- 1,2 For information.
- 3, for General Business

#### **Grants Received**

Nil

#### **Sports Projects Update (Geoff Finn)**

Geoff was provided the following update for the meeting.

- Cheney park lighting upgrade will start this week with power supply work.
- Cheney Park carpet has been laid inside the amenities and is ready for use.
- · Long jump pit work, and another training shot put ring planned at Northparkes
- Concrete path at Croquet courts to toilets
- Soil testing and maintenance works on fields starting soon.
- Ground pearl is a problem on some fields e.g. McGlynn, Harrison, and Northparkes.
   Spraying program starting soon.
- Some water holding on Cheney. Remediation work was done and will be checked after next rain.
- Top dressing eastern end of Parker Stone planned after soccer season close.
- · Cricket wicket work has commenced at Woodward Oval.
- Croaker detention works have started. Fill will be used to level out an area to the west
  of the discus nets
- Upgrade of the tennis court at Trundle has started.
- · Quote received for Lindner oval irrigation, Geoff will send on to Louise.

Louise asked about what work was going on at the tennis courts at Peak Hill. Geoff didn't know.



Louise asked about the level of the water at the Brick Pit and any impact on the ground water level at Cheney Park. Geoff hasn't noticed only to say that there hasn't been much rain lately. Geoff stated that there was only one pump at the pit which can either be deployed to fill water trucks or pump the water out. Changing the pump over has its own issues.

#### **Around the Grounds**

#### **Dragon Boating**

- Only update from PDBC is our season has started, road is wonderful at the moment –
  hopefully it will be maintained during our season, the water level is up and the water is
  crystal clear!
- Waiting to hear on the outcome of a grant to dredge the boat launch area making it easier to launch boats.

#### Netball

- · Rep season completed and presentations held.
- In recess, starting their summer comp in October.

#### Soccer

- · Grand finals this weekend for competitive age groups
- · Irrigation requires fixing, Geoff will schedule
- Would like to plan for an upgrade program for the surface
- Happy to work with the team to develop a program over several seasons. Wayne and Geoff to discuss.

#### Jockey Club

- Sand track was upgraded
- · New scarifier was ordered to maintain the sand track
- NSW Jockey's association has new requirements for jockey's rooms. The club needs to upgrade their facilities with help
- · Have a race meeting starting at 2pm on the Friday of the Elvis Festival
- · Irrigation pump under repair
- Looking for help from the Sports Field team to mow the track. Tim in discussion with Gordon

#### Golf

- New format for championships this weekend with 170 starters.
- Rain will help set the course up nicely for the event.

#### Squash

- · High school gala day with 80 starters
- · New CEO for squash coming to the event
- · Parkes High in the state finals at Albury
- · 2nd doubles tournament in October.

# Touch

- Comp starts 15 October
- Thanks for the carpets and work in the club house.
- Would like to see the water drainage issues fixed (see update from Geoff above).
- Geoff advised that some top dressing of the remnant trenches near SDF will happen soon.

#### Hockey

- First time ever for Premier League finals, thanks to sports council for helping prepare.
   Event was livestreamed.
- · Junior finals this weekend, Senior finals next weekend
- · Indoor hockey next in Orange and Goulbourn
- · High school in state finals in girls and boys
- CHS Boys hockey in May 2026

# Financial Report - Operational and Capital Works Projects

Luke delivered the financial report and moved for it to be received and noted. Seconded by Ken Keith. Carried.



	Sporting Grounds - Operational Revenue										
	Budget	Actual	% Budget Received								
Sports Council -Levies/Usage Charges	\$51,731	\$0	0%	Invoices will be	issued on 11/9.	/2025 fo					
Sports Council - SMS Lighting	\$16,210	\$0	0%	mironees will be	33000 011 11, 3,	, 2023 , 0					
	\$67,941	\$0	0%								
	Sporting Grou	ınds - Opera	tional Exper	nditure							
	Budget	Actual	Committed	A+C	% Spent	Buc Rema					
Sporting Grounds Operating	\$293,701	\$34,850	\$4,174	\$39,024	13%	\$254					
	\$293,701	\$34,850	\$4,174	\$39,024	13%	\$254					
	Sporting G	rounds - Cap	ital Expendi	ture							
Capital Expenditure Projects	Budget	Actual	Committed	A+C	% Spent	Buc Rema					
Berryman Oval - Trundle (Flood Repairs) - Carpark, Tennis Courts & Pool Pump Shed (NSW Govt)	\$636,300	\$5,109	\$167,478	\$172,587	27%	\$4					
Cheney Park - Lighting Upgarde (ClubsGrant \$210.5k & PMJRL \$75k)	\$285,580	\$7,778	\$0	\$7,778	3%	\$2					
	\$921,880	\$12,886	\$167,478	\$180,365	20%	\$741					

# **General Business**

#### **Masters Games**

Louise stated that Planning by November for March - we need to upload information onto the website etc and promote. The Australian Masters Games is in October 2025 and it would be a great opportunity to advertise.

#### **Good Sports**

Sarah from Good Sports would like to attend the next meeting. The meeting participants agreed to allow Sarah to speak at the next meeting.

#### **Magpies attacking Sports Participants**

Luke reported issues with Magpies at Northparkes Oval possibly because of the removal of some trees at Spicer and Pioneer. Issue has already been report to council.

#### **Dogs on Sports Field**

Wayne reported that there are still issues at Harrison Park. Alan requested that an update be provided to the next meeting. Ken advised that there had been some issues with dogs at the showground.

# **Next Meeting**

14 October 2025 at 6pm.

# **Meeting Actions**

9/8/2025 1 Request report on the activities of the rangers in relation to dogs on sports fields.	Anthony

# Attachments

Nil



# 13 REPORTS OF THE GENERAL MANAGER

#### 13.1 MONTHLY FINANCIAL REPORTS AS AT 31 AUGUST 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. Director's Report August 2025

That Council:

RECOMMENDATION

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

#### **BACKGROUND**

The NSW Local Government Act section 8B establishes principles of sound financial management as follows:

- a) Council spending should be responsible and sustainable, aligning general revenue and expenses.
- b) Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.
- c) Councils should have effective financial and asset management, including sound policies and processes for the following:
  - (i) performance management and reporting,
  - (ii) asset maintenance and enhancement,
  - (iii) funding decisions,
  - (iv) risk management practices.
- d) Councils should have regard to achieving intergenerational equity, including ensuring the following:
  - 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 a favourable consolidated net operating result of \$15.3m at the end of August. The general fund reflected a profit of \$16.9m, the water fund reflected a loss of \$712k while the sewer fund reflected a loss of \$790k. The year-to-date income was \$3m more than budgeted, while the cash expenses were \$124 less than budgeted. The depreciation was forecasted as the revaluation of roads assets needs to finalised and audited before the current year's depreciation can be determined.

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**Annexure A** provides more detailed commentary into the financial performance of the organisation for the period ending 31 August 2025 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 31 August 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.

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# PSC Income Statement 2025/2026 August Year to Date

		nsolidated Budget \ \$'000	Variance \$'000	Ge Act \$'000	neral Fund Budget \ \$'000	/ariance \$'000		ater Fund Budget \$'000	Variance \$'000	Act \$'000	ewer Fund Budget \$'000	Variance \$'000	Financial Commentary
Rates and annual charges	21,424	21,371	53	20,745	20,661	84	679	710	(31)	0	0	0	Domestic Waste (+\$60k).
User charges and fees	1,779	898	881	1,213	447	766	563	444	119	3	7	(4)	Waste (+\$391k) Asbestos and Inland rail, RMCC (+\$220k),FDCare (+\$122k).
Interest and investment revenue	641	181	460	512	92	420	108	60	48	22	30	(8)	Higher cash balance due to grants and increase in interest rates.
Other revenues	590	279	311	589	269	321	0	7	(7)	0	4	(4)	Elvis (+\$311k)
Grants and contributions provided for opex	2,504	1,179	1,325	2,504	1,179	1,325	0	0	0	0	0	0	Fresh Start (+\$115k), FDCare (\$51k), FAGs (+\$1103k).
Income	26,938	23,908	3,030	25,563	22,646	2,916	1,350	1,221	130	25	40	(16)	
Employee Cost	4,012	3,440	(572)	3,442	2,930	(512)	301	275	(26)	269	235	(34)	Corp Services (-\$56k), Works & Services (-\$397k)
Materials & Consumables	310	644	335	228	489	262	56	83	27	26	72	46	Road maintenance (+\$60k), Fleet & Depot (+\$130k), WF (+\$27k) SF (+\$46k)
External Services	2,009	2,171	162	1,790	1,816	26	191	205	14	28	149	122	Road maintenance (-\$174k) Events (+\$106k), Waste (-\$186k) FDCare (-\$177k)
Water, Electricity & Statutory	712	583	(128)	354	180	(174)	358	364	6	0	40	40	Rates (-\$319k).
IT & Communications	10	52	42	8	51	43	0	1	1	2	0	(2)	
Insurance	844	901	56	844	901	56	0	0	0	0	0	0	
Administration	539	562	23	439	491	52	80	65	(14)	20	5	(15)	
Travel & Entertainment	9	43	33	7	39	33	2	3	1	1	1	(0)	
Financials	50	87	37	50	87	37	0	0	0	0	0	0	
Internal Charges	(451)	(353)	98	(868)	(783)	85	259	284	26	158	145	(13)	Capital equipment usage higher than planned.
Interest Paid	134	133	(1)	87	87	(1)	27	27	0	19	19	0	
Cost of Assets Sold	0	120	120	0	120	120	0	0	0	0	0	0	No Assets sold
Sale Proceeds of Assets	0	(81)	(81)	0	(81)	(81)	0	0	0	0	0	0	
Expenses	8,179	8,303	124	6,382	6,329	(53)	1,274	1,308	34	523	666	143	
Cash profit for the year	18,759	15,604	3,155	19,181	16,318	2,863	76	(87)	163	(498)	(626)	128	
Depreciation	3,402	3,402	(0)	2,321	2,321	0	788	788	0	292	292	0	Budgeted number. Waiting for completion of audit.
Net Operation result as at August	15,357	12,203	3,154	16,860	13,997	2,864	(712)	(875)	164	(790)	(918)	128	

Item 13.1 - Annexure A



# 13.2 INVESTMENTS AND BORROWINGS REPORT AS AT 31 AUGUST 2025

IP&R Linkage: Pillar: Leadership

**Goal:** Our Local Government is sustainable and plans for the future.

**Strategy:** Operate in a financially sustainable and responsible manner.

Author: Luke Nash, Executive Manager Finance

Authoriser: Jaco Barnard, Chief Financial Officer

Annexures: A. PSC - Investment Register - 31 August 2025 U

B. PSC - Loans Register - 31 August 2025 J

#### **RECOMMENDATION**

That Council:

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

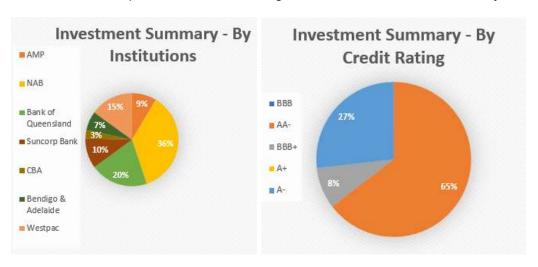
#### **BACKGROUND**

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 31 August 2025 stands at \$52,387,542 and the principal outstanding on council's borrowings at \$19,747,856. Council's investments increased by \$3.80 million in August, driven by cash inflows from the first quarter rates instalments and the receipt of financial assistance grants.

On 31 August 2025, Council's investment portfolio continues to yield 4.91 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.



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# 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 August, 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 31 August 2025.

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Parkes Shire Council Investment Register as at 31 August 2025											
ADI/Issuer	Rating	Investment Type	Principal	Yield	Settlement Date	Maturity Date					
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					
NAB	AA-	Term Deposit	500,000	4.15	22/07/2025	19/12/2025					
AMP	BBB+	Term Deposit	2,000,000	4.25	15/07/2025	15/01/2026					
Bendigo & Adelaide	A-	Term Deposit	1,500,000	4.19	17/07/2025	19/01/2026					
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	2,000,000	4.10	21/08/2025	21/01/2026					
NAB	AA-	Term Deposit	1,000,000	4.30	15/05/2025	16/02/2026					
NAB	AA- Term Deposit	AA- Term Deposit	Term Deposit	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					
Bank of Queensland	A-	Term Deposit	2,000,000	4.14	28/08/2025	27/02/2026					
NAB	AA-	Term Deposit	2,000,000	4.20	21/07/2025	27/02/2026					
NAB	AA-	Term Deposit	2,500,000	4.10	21/08/2025	23/03/2026					
NAB	AA-	Term Deposit	2,000,000	4.05	28/08/2025	28/05/2026					
NAB	AA-	Term Deposit	3,000,000	4.10	30/06/2025	29/05/2026					
Bendigo & Adelaide	A-	Term Deposit	2,000,000	3.89	29/08/2025	29/06/2026					
NAB	AA-	Term Deposit	1,000,000	4.10	21/08/2025	21/08/2026					
Bank of Queensland	A-	Floating Rate Note	2,011,740	4.99	21/04/2022	29/10/2025					
CBA	AA-	Floating Rate Note	1,514,865	4.74	11/01/2022	14/01/2027					
Westpac	AA-	Cash at Call - Main	3,660,932		At Call	, , , , , , , , , , , , , , , , , , , ,					
Westpac	AA-	Cash at Call - Maxi	4,200,005		At Call						
otal		•	52,387,542								

restment Balances by Type			
Term Deposit	41,000,000		
Floating Rate Note	3,526,605	44,526,605	Investments
Cash at Call - Main	3,660,932		'
Cash at Call - Maxi	4,200,005	7,860,937	Cash
Total Balance - 31/07/2025	52,387,542		

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 31 August 2025										
Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$		Principal Outstanding as 31 August 2025			
NAB	1	20	2030	8.21%	\$	2,000,000	759,613.17			
NAB	3	20	2030	8.21%	\$	500,000	189,903.29			
NAB	4	20	2030	8.01%	\$	950,000	389,612.65			
TCorp	10	10	2026	3.485%	\$	2,220,000	2,220,000.00			
TCorp	11	10	2028	3.670%	\$	3,000,000	3,000,000.00			
TCorp	12	10	2044	5.730%	\$	4,000,000	3,889,046.28			
					\$	12,670,000	10,448,175.39			
TCorp	7	10	2026	2.90	\$	4,000,000	4,000,000.00			
					\$	4,000,000	4,000,000.00			
TCorp	9	20	2036	3.045	\$	8,500,000	5,299,680.24			
					\$	8,500,000	5,299,680.24			
					ć	2E 170 000	19,747,855.63			
	NAB NAB NAB TCorp TCorp TCorp	Lender System Loan No.  NAB 1 NAB 3 NAB 4 TCorp 10 TCorp 11 TCorp 12  TCorp 7	Lender         System Loan No.         Loan Term Years           NAB         1         20           NAB         3         20           TCorp         10         10           TCorp         11         10           TCorp         12         10	Lender         System Loan No.         Loan Term Years         Date of Maturity           NAB         1         20         2030           NAB         3         20         2030           TCorp         10         10         2026           TCorp         11         10         2028           TCorp         12         10         2044	Lender   System   Loan   Term   Years   Date of   Maturity   Rate	Lender   System   Loan   Term   Years   Date of   Maturity   Rate   Original	Lender   System   Loan   Term   Years   Date of   Maturity   Maturity   Rate   Criginal Amount   Borrowed \$   NAB			



# 14 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY

14.1 MAJOR PROJECTS AND CURRENT WORKS - CUSTOMER, CORPORATE SERVICES & ECONOMY - SEPTEMBER 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: Anthony McGrath, Director Customer, Corporate Services and Economy

Annexures: A. Major Projects - Director Customer Corporate Services and

**Economy** J

#### 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. Fresh Start Program New Cadets, Apprentices and Trainees
- 4. CiA Live Corporate Software System Upgrade.

# **LEGISLATIVE AND POLICY CONTEXT**

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

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# **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.

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Parkes Elvis Festival (PEF) 2026												
	Budget	This month	Total to date	Pipeline / Commitments	Estimated total when works complete							
Income	\$1,093,457*	0.00	0.00	430,000	\$1,093,457							
Expenses	\$1,352,544	1,177.29	30,922.46	440,365.17	\$1,352,544							
Nett	(259,087)	1,177.29	30,922.46		(259,087)							

<sup>\*</sup> Original 2025/2026 income budget of 852,782 projecting a budgeted loss of \$499,000. Current projected loss is estimated at \$259,087.

Project Status		Critical (	Red) / At Risk	(Amber) / On	Track (Green)	)
(RAG - Report):	Scope	Budget	Schedule	Resources	Risks	Benefits

#### **Project Details**

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.

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.

#### Task Completed

- 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
- Created a Sponsorship and Funding Prospectus

#### Tasks forecast to be completed (next steps: 1 month)

- · Risk management and safety planning
- Volunteer Program Strategy
- Submit permit and licence applications
- Programming finalised

#### **Current Works**





The PEF train activation has now come online and tickets are for sale. An announcement of the Wall of Fame artist and signature concert on Wednesday night of the festival will be made soon.

The official launch date was moved to Friday 19 September to accommodate potential attendance by NSW Ministers. At this time an announcement will be made regarding the key festival components including the feature artists and other new activations.

Resourcing has improved, largely due to the expanded responsibilities taken on by Tiffany Steel, former Festival Director for PEF 2023. While Tiffany has been engaged in a volunteer capacity for some time, she is now playing a more active leadership role across several critical work areas, bringing valuable continuity and operational expertise to the team.

This increase in support has helped offset some of the ongoing pressures caused by limited staffing and competing priorities. While the core team remains lean, the additional capacity provided through Tiffany's involvement is helping to stabilise delivery and reduce risk across multiple program streams.

# Progress Photos - Elvis Festival Web Site



Risks



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



**Benefits** 

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						
ı	31 July 2026	360,000	5,000	5,000	3,988.18	360,000						

Critical (Red) / At Risk (Amber) / On Track (Green) **Project Status** (RAG - Report): Scope **Budget** Schedule Resources

**Project Details** 

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.

#### Scope and Deliverables

The program delivers a blend of non-physical and physical interventions:

- Non-Physical Deliverables 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 Deliverables 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**

The CID Pilot Program will:

- 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

- Agreement executed by the Recipient and provided to the Agency
- An 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).
- Comms Plan Created (relative to upcoming deliverables)
- Milestone 1 data compiled
- Parkes: Small Business Edition's bookings confirmed.
- Evaluation of RFQ completed
- Strategic Planner engaged for CBD Vibrancy Strategy

# Tasks forecast to be completed (next steps 1-3 months)

- CBD Strategic Plan including engagement activities
- Redesign of business engagement committee due to low interest



# **Customer Corporate Services and Economy**

Major Projects & Current Works - September 2025



- Organisation of Parkes: Small Business Edition's facilitators
- · Delivery of Parkes: Small Business Edition
- RFQ for Branding activity to go out.

#### **Current Works**

Additional activities are being conducted by our contracted individuals leading to payments larger than the specified amount. These have been taken into consideration and will be budgeted as per an Economic Development activity. Having it take place at the same time by our external contractors was more beneficial. Additional costs do not exceed \$2,000 on an \$80,000 grant component. These activities will attempt to be costed to other grant components. Staff capacity is a concern in relation to engagement events. EOI requested through management/director for supporting staff for engagement activities has been sent out.









Parkes Shire Council

September 2 at 9:49 AM · 🚱

🐪 CBD Transformation Underway! 🐪

Parkes Shire Council is thrilled to launch the Revitalising the Heart of Parkes project - bringing fresh energy to our town centre with \$360,000 from the NSW Government's Community Improvement District Pilot Program.

The project will deliver a new CBD vibrancy and branding strategy, business workshops, a signature activation event, and a temporary lighting installation at Cooke Park. With the bypass now operational, we're committed to creating a more walkable, engaging and economically resilient CBD.

Community support for the project has been strong, with backing from the Parkes Chamber of Commerce, local business owners, and property stakeholders. This momentum follows extensive community consultation, ensuring the project aligns with local aspirations.

Read the full media release https://bit.ly/46ixcuQ



**Community News** 







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	27,403.20	0	It depends on the number of CATs

Project Status	Critical (Red) / At Risk (Amber) / On Track (Green)					
(RAG - Report):	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:

- 1 January 2025 to 8 November 2024
- 2 July 2025 to 31 March 2025
- 3 January 2026 to 31 July 2025
- 4 January 2027 to 31 July 2026

### Task Completed

- Round 1 Submission
- Council received provisional approval for 8 positions:
  - o Apprentice Plumber
  - Apprentice Electrician
  - o Small Plant Apprentice
  - o Parks and Gardens Apprentice
  - Work Health and Safety Trainee
  - o Concrete Trainee
  - o Cadet Planner
  - o Civil Engineer Cadet
- Round 1 progress report completed by 30/3/2025
- Round 2 funding submission completed by 31/03/2025
- · Council received approval for 3 positions:
  - o Finance Trainee
  - Works Coordinator Trainee
  - Heavy Vehicle Mechanic Apprentice
- Round 1 progress report 2 completed 30/04/2025
- Round 3 funding submission submitted on 31 July 2027 for:
  - o 7 Civil Construction Apprentices Cert 3 (Plant Operator)
- Finance Trainee has now been appointed from Round 2
- Invoices sent in for grant payment for roles that have been recruited.

#### Tasks forecast to be completed (next steps: 1 month)

- Recruitment continues for the following Round 2 positions
  - o Works Coordinator Trainee
  - o Heavy Vehicle Mechanic Apprentice





- The following Round 1 role have been rolled into Round 2 because Council was unable to recruit for those roles. These rolls are also being recruited again.
  - o Cadet Planner
  - o Civil Engineer Cadet

#### **Current Works**

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

So far, Council has received approval for 11 new trainees, apprentices and cadets. To date 6 roles have been appointed, 4 are still being actively recruited while the Apprentice Electrician role has been placed on hold until council can re-recruit an electrician to supervise their work.

A grant funding application for up to 7 Civil Construction Apprentices for Round 3 has been submitted, however no response has been received from the funding body.

#### **Progress Photos**

There are no photos available currently.





CiA Live - Corporate Software System Upgrade - Stage 2B Property					
Due Date	Approved Budget	Expenditure this Month	Total Expenditure to Date	Outstanding Commitments	Estimated Total when Works Complete
30 June 2027	52,000	0	0	0	52,000

Project Status
(RAG - Report):

Critical (Red) / At Risk (Amber) / On Track (Green)

Scope Budget Schedule Resources Risks Benefits

#### **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

- Financial Systems
- Stage 2A of the Property Systems (including customer requests and management)

#### Tasks forecast to be completed (next steps: 1 month)

 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 until November 2025. 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.



# 14.2 REQUEST TO USE BOGAN GATE TOWN IMPROVEMENT RESERVE TO SUPPORT A GRANT FOR A TOILET BLOCK IN BURRAWANG PARK

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

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

Strategy: Provide open and transparent decision-making and undertake the

civic duties of Council with professionalism and integrity.

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

Authoriser: Andrew Francis, Acting General Manager

Annexures: A. Letter from Bogan Gate Community Memorial Hall Inc. Requesting

TIF to Support a Grant for a Toilet Block. U

#### RECOMMENDATION

That Council:

1. Approve the allocation of up to \$10,000 from the Bogan Gate Town Improvement Fund Reserve to support a grant to install a toilet block in Burrawang Park.

#### **BACKGROUND**

Parkes Shire Council ("Council") is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Allocations, however, the final decision concerning the expenditure of the funds remains with Council.

#### **ISSUES AND COMMENTARY**

Council has received an email request from the Bogan Gate Community Memorial Hall Inc. requesting that Council allocate funds from the Bogan Gate Town Improvement Fund ("TIF") Reserve to support a grant application under the Club Grants program to install a public toilet block in Burrawang Park.

In her letter to Council, included as *Annexure A*, Secretary Shelly Nutley stated that the funds would be set aside in the TIF to support the grant application.

This project was not specifically listed in the Operational Plan and Budget for completion this financial year, however the project is listed as possible future works (unfunded) in the Operational Plan

# **LEGISLATIVE AND POLICY CONTEXT**

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

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

#### FINANCIAL IMPLICATIONS

The Trundle TIF had an uncommitted balance of \$46,146.83 at the end of August 2025 and can support the setting aside of up to \$10,000 towards the grant application.

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# **RISK IMPLICATIONS**

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

# **COMMUNITY CONSULTATION**

The Bogan Gate Community Memorial Hall Inc. Committee is recognised by Council as the peak consultative body for the Bogan Gate community and surrounding areas. The Committee has met and agreed to formally request the allocation of funding from the Bogan Gate TIF.

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# BOGAN GATE

BOGAN GATE COMMUNITY CONSULTATIVE COMMITTEE ABN 48 616 873 901
Bogan Gate Community Memorial Hall Inc | Corner of Hutton & Lachlan Street, Bogan Gate NSW 2876

25 August 2025

Parkes Shire Council

2 Cecile Street

**Parkes** 

NSW 2870

Attn: Mr A McGrath

**Dear Anthony** 

# **Bogan Gate Town Improvement Fund**

When the fire extinguishers were replaced in Bogan Gate Hall during 2020 Bogan Gate Town Improvement Fund paid for these replacements.

During the recent inspection from MJK Fire it was noted that the fire extinguishers and hose reel need replacing as they are all out of date and we have received a quote for \$904.20.

Please could consideration be given for this funding to come from Bogan Gate's Town Improvement Fund.

Should you require any further information please do not hesitate to contact me.

We look forward to hearing from you in the near future.

Yours sincerely

Scutley

**Shelley Nutley** 

Secretary

Bogan Gate Community Memorial Hall/Community Consultative Committee



# BOGAN GATE

BOGAN GATE COMMUNITY CONSULTATIVE COMMITTEE

ABN 48 616 873 901
Bogan Gate Community Memorial Hall Inc | Corner of Hutton & Lachlan Street, Bogan Gate NSW 2876

15 August 2025

Parkes Shire Council

2 Cecile Street

**Parkes** 

NSW 2870

Attn: Mr A McGrath

Dear Anthony

# **Bogan Gate Town Improvement Fund**

At the recent Bogan Gate Hall/Community Consultative Committee meeting on 11 August 2025, discussion was had regarding Bogan Gate's application for installing a toilet block in Burrawang Park. Parkes Shire Grants Officer, Maggi Barnard advised CCC president Ron Umbers, a co-contribution would be beneficial when applying to Club Grants for funding.

A motion was carried at the meeting to request Parkes Shire Council consider allowing Bogan Gate CCC to use \$20,000 from the Town Improvement Fund as a co-contribution for a toilet block for Burrawang Park when applying for a club grant during the November 2025 round.

We look forward to hearing from you in the near future.

Yours sincerely

Surfley

**Shelley Nutley** 

Secretary

Bogan Gate Community Memorial Hall/Community Consultative Committee



# 14.3 REQUEST FOR FINANCIAL ASSISTANCE - BOGAN GATE TOWN IMPROVEMENT RESERVE - PURCHASE FIRE EQUIPMENT FOR THE BOGAN GATE HALL

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

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

Strategy: Provide open and transparent decision-making and undertake the

civic duties of Council with professionalism and integrity.

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

Authoriser: Andrew Francis, Acting General Manager

Annexures: A. Letter - Bogan Gate Memorial Hall Inc. requesting Town

Improvement Funds to Purchase Replacement Fire Equipment. U

#### RECOMMENDATION

That Council:

- 1. Receive and note the letter from the Bogan Gate Community Memorial Hall Inc. Committee appended as Annexure A.
- 2. Provide public notice of its intention to provide up to \$1,000 in financial assistance to the Committee for the purchase of replacement fire extinguishers.
- 3. Approve the allocation of up to \$1,000 from the Bogan Gate Town Improvement Fund Reserve to the Bogan Gate Memorial Hall Inc. Committee to purchase replacement fire equipment for the Bogan Gate Hall.

#### **BACKGROUND**

Parkes Shire Council ("Council") is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Allocations, however, the final decision concerning the expenditure of the funds remains with Council.

#### **ISSUES AND COMMENTARY**

Council has received an email request from the Bogan Gate Community Memorial Hall Inc. ("the Committee") requesting that Council allocate funds from the Bogan Gate Town Improvement Fund ("TIF") Reserve to provide financial support for the Committee to purchase replacement fire extinguishers and hose reel for the Hall.

In her letter to Council, included as *Annexure A*, Secretary Shelly Nutley stated that during the recent inspection, it was noted that the fire extinguishers and hose reel needed replacing.

There are two key issues associated with this report:

- 1. The project involves providing funds to a third party to install facilities that will not be on council land and will not become council assets.
- 2. Council must vote to move funds from its town improvement reserves to this project as it was not included in the 2025-26 Operational Budget.

Council currently assists the Committee with its Property Insurance by including the Hall under its buildings policy.

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

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Criteria	Assessment	Comment
Budget Compliance: Ensure the request falls within Council's budget.	Complies	There are sufficient TI funds available.
Community Accessibility: Verify that the facility, activity or event is open to the Parkes Shire community.	Complies	The Hall is available for use by the community
Participation Costs: Assess whether the costs for patrons to use a facility, attend or participate are reasonable.	Complies	There are minimal hire charges to use the Hall.
Local Government Area: Confirm that the activity or event takes place within the Parkes Shire Local Government Area.	Complies	Located in Bogan Gate
Period: Ensure that the activity or event occurs, or the funds are spent, within 12 months of notification of approval.	Complies	Planned for 2025.
Community Benefit: Evaluate how any excess proceeds or project outcome will benefit the Parkes Shire community, particularly if proceeds are for charity.	Partially Complies	The use of TI funds generally benefits the Committee who are responsible for the maintenance of the Hall. The benefit to the Community is a safe and compliant venue for use.
Request-Outcome Alignment: Assess how the requested amount compares with the stated outcomes of the activity or event.	Partially Complies	Financial investment by Council will see the Committee meet their compliance obligations.
Strategic Goal Alignment: Determine how the objectives or outcomes align with one or more of Council's strategic goals.	Complies	Council Goal: Provide vibrant and welcoming town centres, streetscapes, public spaces and meeting places.
Public Liability Insurance: Verify that public liability insurance is required and current for the activity or event.	N/A	Council current funds the Property Insurance for the Hall. Compliant fire equipment is required to maintain full coverage.

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

# **LEGISLATIVE AND POLICY CONTEXT**

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

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

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

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received, prior to providing the assistance requested. (See the Office of Local Government for more information relating to section 356).

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

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

#### FINANCIAL IMPLICATIONS

The Trundle TIF had an uncommitted balance of \$46,146.83 at the end of August 2025 and can support the use of up to \$1,000 towards the purchase of fire equipment.

#### **RISK IMPLICATIONS**

The provision of a fire equipment represents a positive civic opportunity to help the Committee to meet its compliance obligations for the Hall.

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

# **COMMUNITY CONSULTATION**

The Bogan Gate Community Memorial Hall Inc. Committee is recognised by Council as the peak consultative body for the Bogan Gate community and surrounding areas. The Committee has met and agreed to formally request the allocation of funding from the Bogan Gate TIF.

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Secretary

# BOGAN GATE

BOGAN GATE COMMUNITY CONSULTATIVE COMMITTEE ABN 48 616 873 901
Bogan Gate Community Memorial Hall Inc | Corner of Hutton & Lachlan Street, Bogan Gate NSW 2876

25 August 2025
Parkes Shire Council
2 Cecile Street
Parkes
NSW 2870
Attn: Mr A McGrath
Dear Anthony
Bogan Gate Town Improvement Fund
When the fire extinguishers were replaced in Bogan Gate Hall during 2020 Bogan Gate Town Improvement Fund paid for these replacements.
During the recent inspection from it was noted that the fire extinguishers and hose reel need replacing as they are all out of date and we have received a quote for \$904.20.
Please could consideration be given for this funding to come from Bogan Gate's Town Improvement Fund.
Should you require any further information please do not hesitate to contact me.
We look forward to hearing from you in the near future.
Yours sincerely
Shelley Nutley

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Bogan Gate Community Memorial Hall/Community Consultative Committee



### 14.4 REQUEST TO USE PEAK HILL TOWN IMPROVEMENT FUNDS TO INSTALL ADDITIONAL CCTV CAMERAS IN THE CBD

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

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

Strategy: Provide open and transparent decision-making and undertake the

civic duties of Council with professionalism and integrity.

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

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

Annexures: Nil

#### RECOMMENDATION

That Council:

1. Approve the allocation of up to \$11,000 from the Peak Hill Town Improvement Fund Reserve to supply and install three additional CCTV cameras in the Peak Hill CBD.

#### **BACKGROUND**

Parkes Shire Council ("Council") is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Fund ("TIF") Allocations, however, the final decision concerning the expenditure of the funds remains with Council.

Council has installed a CCTV system in and around the Carrington building in the Peak Hill CBD. That system can support additional cameras, which can be installed to provide additional coverage.

#### **ISSUES AND COMMENTARY**

Council has received an email request from the Peak Hill CCC for Council to provide up to \$11,000 from the Peak Hill TIF to cover the cost of installing up to three additional CCTV cameras along the main street towards within 100m of the Carrington building.

#### LEGISLATIVE AND POLICY CONTEXT

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

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

#### FINANCIAL IMPLICATIONS

The Peak Hill TIF had an uncommitted balance of \$222,594 at the end of August 2025 and can support the allocation of up to \$11,000 for additional CCTV coverage.

#### **RISK IMPLICATIONS**

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



#### **COMMUNITY CONSULTATION**

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



#### 14.5 SELECTION OF SHIRE FLAG WITH NEW BRANDING

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

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

**Strategy:** Advocate and provide strong representation for our community at

the regional, state, and federal levels.

Author: Toni Lennane, Executive and Councillor Support Coordinator

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

Annexures: A. Corporate Flag Suggestions 4

#### **RECOMMENDATION**

That Council:

1. Adopt option three (3) as the preferred new flag from the list of four options provided in Annexure A.

#### **BACKGROUND**

Council's Corporate flag is appearing all around the Parkes Shire and has not been updated since shire council branding was updated in 2022. A picture of the current flag is below as a reference.



#### **ISSUES AND COMMENTARY**

A set of proposed flag designs have been produced for the consideration of Council. The design references the branding guidelines and features the new shire logo, colours and font sizing.

The preferred option is Option 3, which shows the new logo in the background of the flag, and the logo and writing in the centre.

Once Council agrees on an option, new flags will be ordered in time for use at upcoming civic ceremonies and to replace the existing flags outside the Library and inside the Council Chambers. We currently fly the Australian, Shire and Aboriginal flags.

Please see attached *Annexure A* which shows four (4) samples of new Corporate flag suggestions with the new Parkes Shire Council branding.

#### LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for Council associated with this report. There is a Flag Protocol for flying flags, which has been developed by the Australian National Flag



Association, to advise how the Australia flag should be flown. Council has traditionally flown the Australian, Aboriginal and Shire flags and does not usually fly any other flags, unless there is a specific civic reason to do so, such as for a visit by a State or International delegation.

#### **FINANCIAL IMPLICATIONS**

The cost of procuring new flags is included in the current civic budget.

#### **RISK IMPLICATIONS**

There is a positive civic opportunity to update the shire flag using the new branding guideline, which would provide a flag that the whole shire can relate to.

#### **COMMUNITY CONSULTATION**

There are no community consultation requirements associated with this report.



















### 14.6 APPLICATION FOR PUBLIC HOLIDAYS FOR PARKES SHIRE DISTRICT SHOWS - 2026 AND 2027

**IP&R Linkage:** Pillar: Community

Goal: Our community is creative, proud and has a strong sense of belonging.

Strategy: Encourage, support and recognise community participation

including volunteers.

Author: Veronica Shaw, Manager Governance, Risk and Corporate Performance

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

Annexures: A. Trundle Show - Surveys U

B. Peak Hill Show - Surveys C. Parkes Show - Surveys

#### RECOMMENDATION

That Council:

 Make application to the NSW Premier's Department of Industrial Relations for the gazettal of public holidays and half holidays for the Shows in the Parkes District for 2026 and 2027 as requested by the various PA&H Associations with the respective times and boundaries defined as follows:

#### **Trundle**

Public Holiday from 9.00am - 5.00pm Wednesday 12 August 2026 and Wednesday 11 August 2027 to be declared for Suburb of Trundle along with neighbouring Suburb of Bogan Gate and Suburb Bruie Plains. As per boundaries detailed on the Parkes Shire Council website.

#### Peak Hill

Public Holiday from 9.00am - 5.00pm Wednesday 19 August 2026 and Wednesday 18 August 2027 to be declared for Suburb of Peak Hill. As per boundaries detailed on the Parkes Shire Council website.

#### **Parkes**

Public Holiday from 12.00pm noon - 5.00pm Tuesday 1<sup>st</sup> September 2026 and Tuesday 31<sup>st</sup> August 2027 to be declared for Parkes Suburb, Suburb Tichborne, Suburb Nelungaloo, Suburb Gunningbland, Suburb Cooks Myall, Suburb Goonumbla, Suburb Alectown: along with neighbouring part Suburb Mandagery and part Suburb Cookamidgera within the Parkes Local Government Area. As per boundaries detailed on the Parkes Shire Council website.

#### **BACKGROUND**

In June 2025, correspondence was received from the NSW Premier's Department outlining the administrative process and guidelines for local Councils to apply to the Minister of Industrial Relations for the declaration of any local public holidays and local event days for 2026 and 2027 under the *Public Holidays Act 2010*.

Councils are invited to submit dates to be observed as public holidays and half holidays within their respective Council area. All local holidays in New South Wales for the forthcoming calendar year are then considered and appointed by the Minister in the one Government Gazette notice. This notice is published in the Government Gazette in December. Confirmation advice of the Minister's approval is forwarded to Council in advance of the Gazette publication date.



Historically, Council has sought the advice of local Pastoral, Agricultural and Horticultural (PA&H) Associations for days to be gazetted as local public holidays for their respective show days.

Council has previously applied on behalf of the respective PA&H Associations, for a full day (9.00am - 5.00pm) public holiday for the second day of the Peak Hill Show and second day of the Trundle Show, and a half day (12 noon to 5.00pm) public holiday for the second day of the Parkes Show. As Councillors are aware the annual Tullamore Show is also on the District Show circuit and is traditionally held on a Saturday.

#### **ISSUES AND COMMENTARY**

The PA&H Associations in the Parkes Shire Council area have advised of their proposed show dates and holidays requested for 2026 and 2027, as shown in the table below:

	2026	2027	Public Holiday requested for
Trundle	Tuesday 11 August	Tuesday 10 August	Full day 9.00am - 5.00pm
	Wednesday 12 August	Wednesday 11 August	Wednesday 12 August 2026
			Full Day 9.00am - 5.00pm
			Wednesday 11 August 2027
Peak Hill	Tuesday 18 August	Tuesday 17 August	Full day 9.00am - 5.00pm
	Wednesday 19 August	Wednesday 18 August	Wednesday 19 August 2026
			Full Day 9.00am - 5.00pm
			Wednesday 18 August 2027
Parkes	Monday 31 August	Monday 30th August	1/2 day 12 noon - 5.00pm
	Tuesday 1 September	Tuesday 31 August	Tuesday 1 September 2026
	Wednesday 2 September	Wednesday 1 September	2020
			1/2 day 12 noon - 5.00pm
			Tuesday 31 August 2027

#### **LEGISLATIVE AND POLICY CONTEXT**

The provision and gazettal of public holidays is legislated by <u>NSW Government Public Holidays Act</u> <u>2010</u>

#### FINANCIAL IMPLICATIONS

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



#### **RISK IMPLICATIONS**

There are no risks foreseen in remaining with the status quo for public holidays proposed on behalf of Shire Show Associations for 2026 and 2027.

#### **COMMUNITY CONSULTATION**

To seek wide public comment on the issue, public notices and flyers were placed at the Council Chambers, in the local media, Council's website and Facebook platforms inviting submissions or comment on the granting of a public holiday for the Shire's Show days. Comments were also sought from the Parkes, Peak Hill and Trundle PA&H Associations. Individual emails were also forwarded to all local bank branches and local schools inviting their submissions or comments. A survey seeking comments was also available at Council's stand at the respective 2025 Shows.

Ten (10) responses were received at the Trundle Show which all supported the proposed public holiday dates for Trundle for 2026 and 2027. Responses are attached at *Annexure A*.

#### Comments included:

- For "Definitely for a small community it is important."
- For "Has happened for years and still should."
- For "Having a public holiday may encourage more people to attend. Makes it more of a community event."
- For "Yes, good idea. Love the Show."
- For -"Current day doesn't allow school kids day off. We need kids off from school. Maybe a pupil free day."

Fourteen (14) responses were received at the Peak Hill Show which all supported the proposed public holiday dates for Peak Hill for 2026 and 2027. Responses are attached at *Annexure B*.

#### Comments included:

- For "Small communities reply on their show for a community event. Good for mental health and bringing people together."
- For "Full-day community event."
- For "2 days pls"
- For "More the better. Community well-being."
- For "Own-day, not competing community connections."
- For "Happy to enjoy the day off."
- For "Community"
- For "Enjoy seeing everyone out and about."

Five (5) responses were received at the Parkes Show with four (4) in support of and one (1) against the proposed public holiday dates for Parkes for 2026 and 2027. Responses are attached at *Annexure C*.

#### Comments included:

- Against "As a business owner, families are turning up later anyway. Due to \$\$"
- For "Main Show brings all ages they will be future competitors and admirers don't miss out! Full day holiday."
- For "Hell yeah!"



Other comments received throughout the public exhibition period are included below for the information of Council.

#### **Comments Supporting the Show Holidays**

Parkes P.A. &H. Association

"Dear Parkes Shire Council,

Thank you for putting out a community feedback for the Parkes Show public holidays 2026 and 2027.

At their most recent meeting, the committee of the Parkes P. A. & H. Association agreed that it is beneficial to continue the amazing asset of having a Tuesday half day public holiday for our Show each year. A tradition that has been apart of the Parkes Show for well over thirty years.

The Parkes Show is a community event held each year, and there is no other similar event to what we offer in the town of Parkes. It is lovely to see the support of the community year after year. The excitement on the children's faces when they see their entries on display, the hard work put in by the many Stewards that volunteer behind the scenes, and the amazing support from local businesses sponsoring. This all makes the Parkes Show an asset to the town of Parkes. Seeing that the half day holiday remains ensures that people have the opportunity to enjoy the Parkes Show to its fullest capacity. We promote and encourage excellence in pastoral, agricultural, horticultural and industrial activities through exhibition and competition.

The committee looks forward to seeing this tradition continue.

Kind Regards

Cynara Jones

President

Parkes P. A. & H. Association"

Resident

"Leave the day its on."

**Guy Taylor** 

Parkes Christian School

"Hi.

We have been invited to give feedback on the show holidays. We enjoy them here at the school, but they should be full days. Half days seem a bit pointless.

Thanks,

Greg Ballantyne

Curriculum and Planning Coordinator"





Parkes Shire Council is seeking feedback on the upcoming 2026 and 2027 Public Holiday Show dates, which will be provided to the New South Wales Premier and Cabinet.

The proposed dates for Trundle are:

Wednesday 12th August 2026 & Wednesday 11th August 2027

Parkes Shire Council appreciates the feedback from our community. If you would like to provide feedback on the upcoming Public Holiday dates for 2026 and 2027, please do so by writing your points for and against down below.

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Thank you for providing your feedback and enjoy your time at the Trundle Show





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	For	☐ Against
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# Peak Hill Show 2026 and 2027 Public Holiday Dates

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Thank you for providing your feedback and enjoy your time at the Peak Hill Show



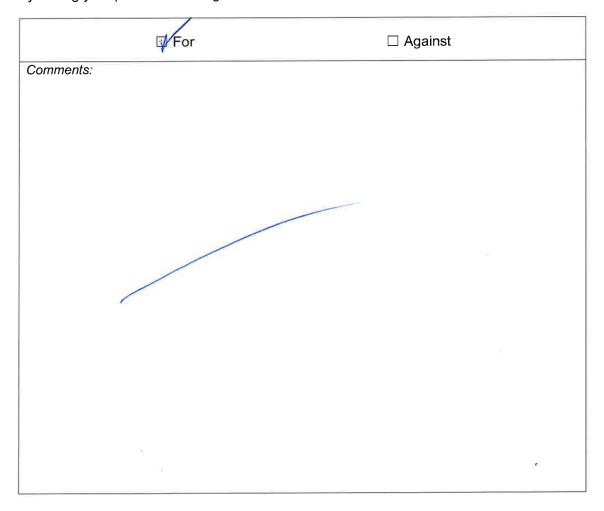


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	···

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	For	□ Against
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Thank you for providing your feedback and enjoy your time at the Parkes Show



# 14.7 AUDIT, RISK AND IMPROVEMENT COMMITTEE ANNUAL REPORT 2024-25

IP&R Linkage: Pillar: Leadership

**Goal:** Our Local Government is contemporary, effective and effecient. **Strategy:** Ensure compliance with statutory requirements and ensure Council's operations are supported by good corporate governance and

effective risk management.

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 Annual Report 2024-25 U

# **RECOMMENDATION**

That Council:

1. Endorse the Audit, Risk and Improvement Committee Annual Report 2024-25 appended at *Annexure A* and approve its posting to the Council's website.

### **BACKGROUND**

The Audit, Risk and Improvement Committee (ARIC) is an advisory committee that was established under section 428A of the Local Government Act 1993 and promotes good corporate governance and provides independent assurance and assistance to the General Manager and elected Council on:

- Compliance,
- Risk management,
- Fraud control.
- Financial management,
- Governance,
- Implementation of the Integrated Planning and Reporting (IP&R) framework,
- Service reviews,
- Collection of performance management data by Council, and
- Any other matters prescribed by legislation.

The ARIC meets at least four times each year.

Membership of the ARIC comprises three Independent Voting Members and two Non-Voting Councillor Delegates. The members are:

- Mr Stephen Horne (Independent Prequalified Voting Chair),
- Dr Meredith Caelli (Independent Voting Member),
- Mr Tony Harb (Independent Voting Member),
- Cr Marg Applebee (Councillor Delegate), and
- Cr Joy Paddison (Alternate Councillor Delegate).

#### **ISSUES AND COMMENTARY**

This Annual Report appended at *Annexure A* documents the operation and activities of Parkes Shire Council's Audit, Risk and Improvement Committee (ARIC) from 1 July 2024 to 30 June 2025.

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#### LEGISLATIVE AND POLICY CONTEXT

Section 428A of the Local Government Act 1993

Risk Management and Internal Audit Guidelines for local government in NSW (draft) - Office of Local Government (December 2022)

# FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

#### **RISK IMPLICATIONS**

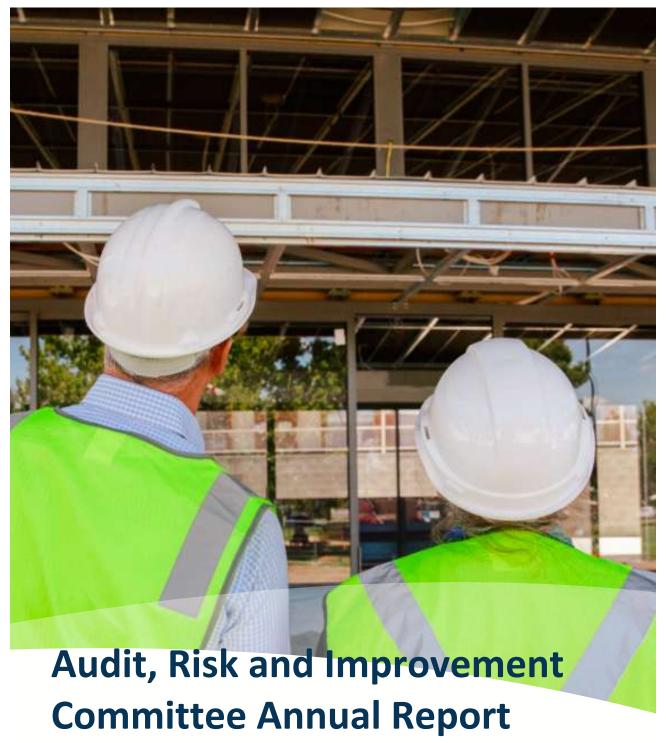
During the financial year, the ARIC was mindful of a number of specific key underlying risk factors for Council including staff vacancy rates and market challenges to attract staff, the direct impact of climatic conditions (drought, flood, fire) on Council, the importance of technology to support innovation and improvement, and the accompanying challenges of growing cyber risks and the significant profile and reputational dependence on major events for the Parkes Shire. These risk factors were considered when the ARIC provided advice on the items in the ARIC Workplan so that the risks could be raised resulting in adequate mitigation.

### **COMMUNITY CONSULTATION**

A copy of the ARIC Annual Report will be made available for public viewing on Council's website promoting transparency by allowing the community to see how Council manages risk, governance, and audit matters, reinforcing public confidence in its operations.

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2024-25

parkes.nsw.gov.au







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



02 6861 2333



council@parkes.nsw.gov.au



# **Controlled Document Information**

Document History	
Date	Details / Comments
14 July 2025	Provided to the Audit, Risk and Improvement Committee Independent Chair for review and feedback.
15 July 2025	Audit, Risk and Improvement Committee Independent Chair returned without feedback.





# Audit, Risk and Improvement Committee Annual Report Contents

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# 1. Acknowledgement of Country

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

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

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

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



Parkes Shire Council - Audit, Risk and Improvement Committee Annual Report 2023-2024 Page 4 of 17





# 2. About the Audit, Risk and Improvement Annual Report

This Annual Report documents the operation and activities of Parkes Shire Council's Audit, Risk and Improvement Committee (ARIC) during the period 01 July 2024 to 30 June 2025. This annual assessment is required by the *Local Government Act 1993* and the prescribed *Guidelines for Risk Management and Internal Audit for Local Government NSW*.

## 3. Audit, risk and Improvement Committee

Council's current ARIC commenced from 1 June 2022. It was established in line with the draft *Risk Management and Internal Audit Guideline for Local Councils in NSW*, published by the Office of Local Government in August 2021, which include model Terms of Reference for Audit, Risk and Improvement Committees that clearly outline the objective, authority, composition, role, responsibilities and administrative arrangements of the Committee and its members.

After the 2024 NSW Local Government Elections, the newly elected Council, at its Ordinary Council Meeting in November 2024, appointed a Non-voting Councillor Member and alternate to the Committee [OCM 346/24].

At its Meeting in November 2024, ARIC reviewed and updated the Terms of Reference as required following the election.

#### 3.1. Independent Chair

Following a selection process, Mr. Stephen Horne was appointed as the independent Chair for a four (4) year term commencing 1 June 2022 and concluding 30 May 2026 [Res 22-147].

#### 3.2. Independent Members

Following a selection proces, Council appointed two (2) independent members to the ARIC in 2022 [Res 22-147]:

- Mr. Tony Harb, four (4) year term from 1 June 2022 to 30 May 2026.
- Dr Meredith Caelli, three (3) year term from 1 June 2022 to 30 May 2025.

Following an assessment of performance in 2025, Council reappointed Dr Meredith Caelli for a second and final term [EMCC 013/25]:

• Dr Meredith Caelli, three (3) year term from 1 June 2025 to 30 May 2028

### 3.3. Non-Voting Councillor Member

Council appointed Cr Marg Applebee as a non-voting member (Council delegate) of the committee and Cr Joy Paddison as the alternate representative.





#### 3.4. Member Profiles

**Stephen Horne (Chair)** 



Serving as a non-executive director since 2015, Stephen has developed a portfolio of audit committee experience spanning the Commonwealth, NSWG, NSW Local Government and Victorian Local Government sectors.

Stephen has served on 23 different audit & risk committees since 2016, and has trained over 300 people in best practices for ARCs since 2018. Stephen previously served for 38 years in the NSW public sector, including roles of NSW Assistant Auditor-General (Performance Audit) and Chief Executive of the Internal Audit Bureau (IAB).

Stephen is a qualified Company Director (GAICD), Governance Professional (FGIA, FCG, CGP), certified internal auditor (PFIIA, CIA, CGAP), is certified in risk management assurance (CRMA), and has a business degree and postgraduate qualifications in management, management communications and fraud control.

Tony Harb (Independent Member)



Tony Harb is an accountant and risk management professional with over 30 years' experience in internal and external audit, enterprise risk management, financial control, corporate change and strategic management.

Tony is a Charted Accountant and the founding Director of InConsult, a risk management and internal auditing firm.

Prior to establishing InConsult, Tony Harb held senior roles in the private sector, including at Ernst & Young, Allianz and Combrook. Mr Harb has considerable experience working in the local government sector, and currently serves on the Audit, Risk and Improvement Committees of several councils. He also holds a Bachelor of Accounting and Master of Business Administration.

Meredith Caelli (Independent Member)



Dr Meredith Caelli is a seasoned governance and risk professional with a breadth of knowledge from over 25 years of experience in the NSW Public Sector. This has included work as the Disaster Coordinator for NSW Health Pathology and six years as Manager Audit and Risk. She holds a Graduate Certificate in Business Administration and Graduate Certificate in Internal Auditing, as well as a Doctor of Philosophy in Community Medicine and Clinical Epidemiology.

Prior to joining NSW Health in 2002, Dr Caelli was a lecturer in public health at the University of New South Wales and later, an Infection Control specialist with the Royal Newcastle Hospital. Dr Caelli currently serves on the Audit, Risk and Improvement Committee of one other council. She holds a Graduate Certificate in Business Administration and Graduate Certificate in Internal Auditing, as well as a Doctor of Philosophy in Community Medicine and Clinical Epidemiology.

Parkes Shire Council - Audit, Risk and Improvement Committee Annual Report 2023-2024 Page 6 of 17





**Cr Marg Applebee Non-voting Council delegate** 



**Alternate non-voting Council** delegate



Councillor Marg Applebee was elected for her second term as Deputy Mayor at the Special Council Meeting held on 8 October 2024. Cr Applebee has served as Councillor since the 2021 elections and was an alternate non-voting Council delegate in her previous term.

After moving to Parkes in 1989 as a high school student, where she completed her secondary education and went on to study at Parkes TAFE, Marg has since completed studies in project management, event management and governance.

Cr Applebee has been fortunate to work in areas that she has had a passion for, including working with people with disabilities and the environment. She has served as a director on several boards over the past 15 years and is currently a Director for Currajong Disability Services.

Marg is also the Local Landcare Coordinator for Central West Lachlan Landcare (CWLL), overseeing regional and local projects.



Cr Paddison moved to Parkes in 1981 to marry her husband, local man Garry Paddison. They have three adult children - Lisa, married to Craig O'Shannessy (grandparents to their children Milla and Finn) - along with Andrew and Megan.

A former owner of local business Ozfarm Services, Cr Paddison also holds qualifications in finance and business administration, NSW Government OHS, Business Leadership Mastery and Women in Business programs.

She is also a published children's book author, a registered civil celebrant, a Parkes M & D Society member, and a volunteer palliative care support worker.





### 3.5. Audit, Risk and Improvement Committee Roles and Responsibility

The Audit, Risk and Improvement Committee (ARIC) is an advisory committee that was established under section 428A of the Local Government Act 1993 that promotes good corporate governance and provides independent assurance and assistance to the General Manager and elected Council on:

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# 4. Committee Report Card

Committee Charter	Compliance	
Committee	5 meetings were attended in the 2024-2025.	
meetings	A quorum was maintained at every meeting.	
	An invitation to attend meetings was extended to the General Manager and all managers who were subject to an audit review or required to present to the Committee.	
	An invitation for attendance and items was also extended to the Internal and External Auditor before each meeting.	
Composition	3 Independent Voting Members	
	1 Non-Voting Councillor Delegate (plus an alternate)	
Skills and experience	Committee members are diverse with strong local government, public and commercial experience.	
Functional separation	ARIC has no executive powers but forms a key part of the governance for Council's Service Review Program and Strategic Assurance and Internal Audit Plan.	
Sufficient time allocated to tasks	The meeting agenda allowed appropriate time to discuss compliance, risk management, fraud control, financial management, governance, implementation of the IP&R framework, service reviews, collection of performance management data by Council, and any other matters prescribed by legislation.	
	Adequate time to review agendas and other materials was also provided.	
Consultation	The Chair invited Directors and Managers to address audit reports. The General Manager, Director Customer, Corporate Services and Economy, Chief Financial Officer and Manager Governance, Risk ar Corporate Performance attended meetings as advisors.	
Probity	ARIC members provided a written annual declaration of any real or potential conflicts of interest. Conflicts are also examined at the commencement of each ARIC meeting, both for ARIC Members and attendees.	





<b>Committee Charter</b>	Compliance	
Risk management	The continuing development of the Enterprise Risk Management (ERM) framework, including planning, implementation, policy and procedures, were reported to the Committee over various milestones.	
	This included the appointment of a Risk and Emergency Management Coordinator.	
Control framework	Controls and policies and procedures were effectively reviewed through audit reports and briefings.	
External accountability	The Committee provided input and feedback on the financial statements and control issues identified by the external auditor.	
Compliance	Compliance with legislative requirements was considered (where relevant) in every audit included in the 3-year Strategic Assurance and Internal Plan.	
Internal audit	The strategic assurance and Internal Audit Plan was delivered with 4 audits completed throughout the year.	
External audit	Financial statements were reviewed for compliance with local government regulatory requirements and resolution of audit findings.	
	In the 2024-2025 year the Draft Financial Statements were not reviewed by the Committee before they were submitted to the audit office with a process put in place for the 2025-2026 year.	
Service delivery	Service reviews provided independent insight into Council's Service Review Program.	
	This year's service review focussed on Council's core function of Childcare Services and identified several areas of improvement.	





# 5. Committee Induction

A Committee induction was held in July 2022 which was attended by the Chair, independent members, and Councillor delegates. The induction included a review of:

- The Parkes Shire
- Our Community
- About Council
- What we manage
- Our Councillors
- Committee Introductions, Role and Responsibilities
- Organisation and Workforce
- Audit, Risk and Improvement
- General Housekeeping Roles
- Code of Conduct Briefing (delivered by Sinc Solutions)

The Committee designed a report in May 2025 to receive briefings from throughout Council's core functions from 2025-2026 to increase the Committees ongoing understanding of the risks and controls throughout Council on an ongoing basis.





# 6. Internal Audit

Clause 6.4(e) of the Audit, Risk and Improvement Committee Charter provides that the Audit, Risk and Improvement Committee is responsible for reviewing Council's internal audit coverage and Internal Audit Plan and considering the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved Internal Audit Plan. The Office of Local Government's Guidelines recommend councils develop a rolling 4-year plan of Internal Audit coverage, and review that plan annually to ensure it aligns with the organisation's risk profile.

Council had an existing contract with Lambourne Partners to provide internal audit services for a three-year period from 2023-24 to 2025-2026, commencing 1 February 2023 and concluding 30 June 2026. Lambourne Partners provided the Committee with a program review at the May meeting which included proposed audits for 2025-26 for the Committees consideration which would be in accordance with the strategic internal audit plan.

A total of five (5) internal audits were undertaken in 2024-25, including:

Internal Audit	Scope	Status
Contractors Volunteers and Working with Children	Operational review of the management of contractors and volunteers across Council. This included considering compliance requirements with Working with Children (including Council employees), confidentiality and work health and safety requirements.	Completed
Staff Attraction and Retention	Assessment of the Council's framework for the attraction and retention of staff. The scope considered, but was not limited to remuneration packages offered, employee benefits, training and development and alignment of Council with key industry bodies and educational institutions, to increase the opportunities for identifying potential future employees.	Completed
Plant and Fleet Management	A review of Council's management of machinery utilisation to assess its effectiveness and efficiency. This included a focus on accuracy in the capturing and recording of plant utilisation time, information available to Council, such as GPS data, charge-out rates and planning for the replacement of Plant and Fleet.	Completed
Sundry Income and Cash Handling	Review of Council's sundry income and cash handlining process focusing on receipt and recognition of income sources, reconciliation and secure handling of cash takings and management reporting and monitoring of income sources.  The audit also considered misappropriation of cash based income and failure to recognise all revenue from sundry sources.	
Environmental Management Framework	Assessment of Council's current environmental management framework across multiple departments to ensure it meets requirements.	Progressing

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### 7. Committee Areas of Focus and Priorities

The ARIC's scope reflects the revised requirements for ARICs developed by the Office of Local Government (OLG). The community likely is unaware that the role and scope of an ARIC in the NSW local government sector is the broadest for such committees in any sector, public or private, anywhere in the world. The ARIC's role and responsibilities are set out in its Charter, available on Council's website.

The ARIC is mindful that the OLG requirements include that from July 2024 Council will be required to provide formal attestations regarding adequacy of arrangements for:

- ARIC operations
- · risk management, and
- Internal audit.

With this is mind, the ARIC Charter was the first and primary determinant of the focus and working of the ARIC. To enable the ARIC to meet its Charter responsibilities, a Strategic Workplan was then developed covering the term of the Council. This was the Committees first task upon formation.

In developing our forward Workplan and focus, the ARIC was mindful of a number of specific key underlying risk factors for Council such, including:

- the criticality of access to water.
- the criticality of regional development initiatives to drive business and residential growth.
- the direct impact of climatic conditions (drought, flood, fire) on Council responsibilities, priorities and finances.
- a significant financial dependence on external sources of funding (such as grants).
- staff vacancy rates and market challenges to attract staff.
- the importance of technology to support innovation and improvement, and the accompanying challenges of growing cyber risks.
- a significant profile and reputational dependence on major events (such as the Elvis and ABBA festivals).

During this third year of operation, the ARIC's focus has been to:

- continue to support maturation of risk management across Council to support the systematic management of the risk vectors outlined above.
- provide guidance on financial management and financial sustainability.
- further explore cyber risk capabilities and vulnerabilities.
- generate momentum in the internal and audit program agreed actions.
- work closely with Council to examine contract management and human resource management.
- undertake a gap analysis against the OLG requirements which become mandatory from 1 July to ensure that all mandatory elements are compliance, and other suggested areas of best practice are examined and adopted as appropriate.
- oversee the completion of Council's post election year compliance requirements including updates to the Delegations register and review of several key Integrated Planning and Reporting Documents
- begin production of the next Strategic Plan for the Committee.

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# 8. Meetings Held During 2024-25

Five (5) ARIC meetings were held throughout the 2024-25 financial year and were attended by:

- Committee members
- Non-voting Councillor delegate
- Internal Auditor
- External Auditor

Attendance per Meeting (1 July 2022 - 30 June 2023)				
24 July 2024	25 September 2024	27 November 2024	26 February 2025	28 May 2025
Chair				
Stephen Horne	Stephen Horne	Stephen Horne	Stephen Horne	Stephen Horne
Independent Me	mbers			
Tony Harb	Tony Harb	Tony Harb	Tony Harb	Tony Harb
Dr Meredith Caelli	Dr Meredith Caelli	Dr Meredith Caelli	Dr Meredith Caelli	Dr Meredith Caelli
Councillor Delega	ates			
Cr Jacob Cass Cr Marg	Cr Marg Applebee	Cr Marg Applebee	Cr Joy Paddison	Cr Marg Applebee
Applebee		Cr Joy Paddison		
Other Key Attend	dees			
Lambourne Partners	Lambourne Partners	Lambourne Partners	Lambourne Partners	Lambourne Partners
Paladin	Arlo Families at	Audit Office	Audit Office	Audit Office
	Work			





# 9. Audit, Risk and Improvement Committee Reports Review

Mooting	eting Number of Role and Responsibility		
Meeting Date	Reports	Role and Responsibility	
	перогез		
24 July 2024	11	Draft Enterprise Risk Management Plan Policies	
		Gap Analysis - Guidelines for Risk Management and	
		Internal Audit for Local Government in NSW	
		Program Review with Internal Auditor	
		Internal Audit - Progress Report	
		Monthly Financials as at 30 June 2024	
		Investments & Borrowings Report as at 30 June 2024	
		Adopted Operational Plan and Budget 2024-25	
		Major Projects Update	
		Chair's Report on Committee Performance	
		Cyber Risk Incidents	
25		General Managers Update	
25	16	External Audit - Progress Report	
September		Internal Audit - Progress Report	
2024		Work Health Safety Management System - ISO45001	
		Program Review with Internal Auditor Contractors, Volunteer Management and Working with	
		Children Audit Final Report Staff Attraction and Retention Audit Final Report	
		Audited Financial Statements for the year ended 30 June	
		2024	
		Investments & Borrowings Report as at 31 August 2024	
		Major Projects Update	
		Integrated Planning and Reporting Program Update	
		2023-2024 Operational Plan Progress Report	
		Service Review - Childcare DRAFT	
		Corporate Performance Dashboard - Human Resources	
		Draft Public Interest Disclosures Policy	
		Cyber Security Policy, Framework and Incident Response	
		Plan	
		General Managers Update	
27	15	External Audit - Progress Report	
November		Internal Audit - Progress Report	
2024		Program Review with Internal Auditor	
		External Auditor - Presentation	
		Review Risk Management Framework	
		Major Projects Update	
		Insurance Portfolio Review	
		Delegations Register Review	
		Monthly Financial Reports as at 31 October 2024	
		Quarterly Budget Review as at 30 September 2024	
		Investments & Borrowings Report as at 31 October 2024	
		Committee Dates for 2025 and Terms of Reference	
		Draft Annual Report and State of the Shire Report	
		General Managers Update	
		Cyber Security Assurance and Incident report	

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Meeting Date	Number of Reports	Role and Responsibility			
26 February 2025	21	External Audit - Progress Report Internal Audit - Progress Report Plant and Fleet Management Audit Final Report Program Review with Internal Auditor Final Management Letter 2024 from External Auditor Work Health Safety Management System Accreditation External Audit - Engagement Plan for 2024/2025 Major Projects Update Business Continuity Plan Update Enterprise Risk Management Plan and Roadmap Climate Controls - Floodplain Management Policy Register Review Fraud and Corruption Control Plan Monthly Financial Reports as at 31 January 2025 - 17 Quarterly Budget Review as at 31 December 2024 Investments & Borrowings Report as at 31 January 2025 2024-2025 Operational Plan Progress Report Progress Toward OLG Guidelines General Managers Update Cyber Security Implementation and Incident Report			
28 May 2025	20	Information, Records and Privacy Management  External Audit - Progress Report Internal Audit - Progress Report Program Review with Internal Auditor Sundry Income and Cash Handling Audit Final Report Integrated Planning and Reporting (IP&R) Update Workforce Management Strategy - Overview Corporate Performance Dashboard - Human Resources Risk Appetite Statement Legislative Compliance Framework Parkes Elvis Festival 2026 Major Projects Update Probity and Integrity Parkes Aquatic Facilities Tender Civic Risk Mutual 2025 Member, Risk and Claim forum Area Updates Review of Annual Meeting Plan Review of Committee Terms of Reference Quarterly Budget Review as at 31 March 2025 General Managers Update Cyber Security Implementation and Incident Report Information Management, Records and Privacy			





# 10. Contact Information

For further information regarding the Audit, Risk and Improvement Committee 2024-25 Annual Report, please contact:

Manager Governance, Risk and Corporate Performance 2 Cecile Street, PARKES NSW 2870 PO Box 337, PARKES NSW 2870 P: (02) 6861 2333

E: council@parkes.nsw.gov.au



#### 14.8 ADOPTION OF EXTERNAL COMMITTEE DELEGATES

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: Toni Lennane, Executive and Councillor Support Coordinator

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

Annexures: A. Draft\_Committee Framework\_External Committees &

# **RECOMMENDATION**

That Council:

1. Adopt the External Committee Council delegates and amendments at *Annexure A*.

Communicate the External Committee changes to relevant parties.

#### **BACKGROUND**

The Local Government Act 1993 ("the Act") provides that Parkes Shire Council ("Council") may establish committees to inform its strategy-setting and decision-making processes and provide a mechanism for community involvement in the provision of Council facilities and services. Council traditionally reviews its committee framework, including the appointment of Councillors to its committees, at its Ordinary Meeting each September but was delayed this year to accommodate the newly elected Council. This report recommends that Council adopt the proposed committee framework, appended at *Annexure 1*, and resolve to appoint Councillor members for the coming 12-month period.

As noted above, the Act provides that Council may establish committees to support its decision-making processes and involve community members in the management of Council facilities and provision of Council services. Committees operated by Council can broadly be grouped into the four (4) following categories:

Committee	Purpose
Standing	Established under Clause 20.3 of the Model Code of Meeting Practice, comprising the Mayor and Councillors, for a specific purpose. Such committees are comprised entirely of Councillors.
Statutory	Established to achieve compliance with Council's legislative obligations under an Act of Parliament (e.g., Audit, Risk and Improvement Committee; Local Traffic Committee). Such committees may comprise Councillors, as well as community representatives and other stakeholders, depending on the applicable legislation.
Advisory	Established to provide specialist advice to Council with respect to opportunities and challenges pertaining to a certain issue or oversee the implementation of a strategy or major plan of Council. Such committees may include community representatives, Councillors and/or members of Council staff.
Section 355	Established under section 355 of the Act to exercise a function of the Council (e.g., management of a Council facility or service). Such committees may

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include community representatives, Councillors and/or members of Council staff.

Parkes Shire Council's Code of Meeting Practice provides that Council may appoint or elect Committees as it considers necessary with Council reviewing all appointments annually in September.

Council must specify the functions of each of its committees when the Committee is appointed or elected but may from time to time amend those functions.

Committees are an important part of community engagement and in executing a Councillors' responsibility.

### **ISSUES AND COMMENTARY**

At the Councillor Meeting on 26 November 2024 the Committee Framework for the first term of the new Councillors was adopted [OCM 346/24]. This Committee Framework is now being revised as a few Councillors have had to step down from Committee meetings due to unforeseen circumstances, which leaves vacant positions to be filled.

To facilitate this, we are just checking if there are any Councillors that wish to be involved in the Committees that have vacancies.

The following external committees have vacancies for a Councillor to participate:

- Trundle Community Consultative Committee
- Arts OutWest
- Australia Day Committee
- Central West Lachlan Landcare
- Northparkes Mine Community Consultative Committee
- Western Regional Joint Planning Panel alternate

### LEGISLATIVE AND POLICY CONTEXT

Local Government Act 1993, Section 355

The Committee Framework Policy

#### FINANCIAL IMPLICATIONS

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

#### **RISK IMPLICATIONS**

Endorsement of the Committee Structure and appointment of Councillor Committee members, as recommended, ensures compliance with legislative requirements under section 355 of the Act.

#### **COMMUNITY CONSULTATION**

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

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# Representatives or Delegates to External Organisations or Committee

The following organisations or committees arrange meetings outside the Council Committee framework. These committees have requested that Council provide a representative or delegate to attend their meetings. The Councillor represents the Council at the committee meeting and may report back to the next Council meeting about any relevant matters discussed at the meeting, as needed. See also <a href="Council Policy - Committee Framework">Council Policy - Committee Framework</a>.

Councillor Representative or Delegate to External Organisation or Committee					
	ORGANISATION	REPRESENTATIVES	STRATEGIC OBJECTIVE	FREQUENCY	
1.	Alectown Community Inc.	Mayor Neil Westcott (Cr Louise O'Leary as Alternate)	4.1.1	Meets as required	
2.	Arts OutWest	Vacant Position (formerly Cr Bill Jayet)	1.3		
3.	Australian Airports Association	Mayor Neil Westcott and Director Operations	2.1.1	Meets as required	
4.	Australia Day Committee  Award Assessment Committee (Confidential)	Parkes - Mayor Neil Westcott and Deputy Mayor Marg Applebee (Deputy Chair) and Vacant Position (formerly Cr Joy Paddison) Peak Hill - Cr Louise O'Leary Whole of Council	1.3.3	Meets as required	
5.	Bogan Gate Memorial Hall and Community Consultative Committee	Cr George Pratt (Deputy Mayor Marg Applebee as Alternate)	4.1.1	Meets second Monday of each month	
6.	Central NSW Joint Organisation  Sub-Committees:  Regional Prosperity through better infrastructure and services  Advocate for better infrastructure and services in health and Aging  Transition to a sustainable, secure and affordable energy future	Mayor Neil Westcott and General Manager (Deputy Mayor Marg Applebee as Alternate)	4.1.3	Quarterly	
7.	Central West Lachlan Landcare	Vacant Position (formerly Cr Joy Paddison) (Mayor Neil Westcott as Alternate)	3.1	Meets as required	
8.	Central West Zone Public Libraries	Cr Bill Jayet	1.3.1		



Councillor Representative or Delegate to External Organisation or Committee					
			STRATEGIC		
ORGANISATION		REPRESENTATIVES	OBJECTIVE	FREQUENCY	
9.	Community Safety Precinct Committee	Mayor Neil Westcott and General Manager	1.1.3	Quarterly	
		(Deputy Mayor Marg Applebee as Alternate)			
10.	Country Mayor's Association	Mayor Neil Westcott and General Manager	4.1.3	Meets bi-monthly	
		(Deputy Mayor Marg Applebee as Alternate)		,	
11.	Country Universities Centre	Mayor Neil Westcott (but no Council representative is required)	2.4.2	Monthly	
12.	District Liaison Committee	Cr George Pratt and Director Operations, Chief Financial Officer and Executive Manager Finance	1.1.3	Twice a year	
		(Cr Glenn Wilson as Alternate)			
13.	Liquor Accord	Director Planning and Community Services	1.1.3	Quarterly	
		Annalise Teale (formerly Brendan Hayes), Melanie Suitor and Cr Doug Pout	1.1.0	quarterly	
		(Cr Kenny McGrath as Alternate)			
14.	Meals On Wheels Committee	Cr Doug Pout		Meets on the fourth	
			1.1.2	Tuesday of each month	
15.	Mid Lachlan Valley Bushfire Management Committee	Cr George Pratt and Director Operations	3.1	Twice a year	
		(Cr Glenn Wilson as Alternate)		May & October	
16.	Mining Related Councils	Kent Boyd (General Manager role)	2.1.1	Quarterly	
17.	Newell Highway Taskforce	Cr Ken McGrath		,	
		(Crs George Pratt and Glenn Wilson as Alternates)	2.3.1	Quarterly	
18.	Northparkes Mine Community Consultative Committee	Mayor Neil Westcott, Cr Doug Pout (and formerly Cr Bill Jayet)	2.1.1	Meets as required	
		(Cr Glenn Wilson as Alternate)			
19.	Parkes Chamber of Commerce	Mayor Neil Westcott	4.1.1	Monthly	
		(Crs Glenn Wilson and Doug Pout as Alternates)		Mortany	
20.	Parkes Community Arts Inc	Cr Bill Jayet	1.3	Meets as required	
21.	Parkes/Forbes/Lachlan Road Safety Steering Committee	Cr George Pratt		One meeting per year in	
		(Cr Kenny McGrath as Alternate)	1.1.3	each Shire	
22.	Peak Hill Community Consultative Committee	Cr Louise O'Leary		Meets on the fourth	
		(Mayor Neil Westcott as Alternate)		Monday of each Month	
			4.1.1		



	Councillor Representative or Delegate to External Organisation or Committee				
ORGANISATION		REPRESENTATIVES	STRATEGIC OBJECTIVE	FREQUENCY	
23.	Sunrise Energy Metals Community Consultative Committee	Mayor Neil Westcott and Cr Bill Jayet	2.1.1	Meets as required	
24.	Transport NSW Regional Consultative Committee	Mayor Neil Westcott and Director Operations	2.3.1	Meets on the fourth Thursday of each month	
25.	Trundle Community Consultative Committee	Vacant Position (formerly Cr Joy Paddison)  (Deputy Mayor Marg Applebee and Cr Louise O'Leary as Alternates)	4.1.1	Meets on the second Wednesday of each month	
26.	Tullamore and District Community Consultative Committee	Cr George Pratt (Deputy Mayor Marg Applebee and Cr Louise O'Leary as Alternates)	4.1.1	Meets as required	
27.	Western Regional Joint Planning Panel	Mayor Neil Westcott and Cr Marg Applebee (Cr Bill Jayet and Cr Louise O'Leary as Alternates)	1.2.2	Meets as required	



# 14.9 PECUNIARY INTEREST RETURNS FOR COUNCILLORS AND DESIGNATED PERSONS FOR THE PERIOD 01 JULY 2024 TO 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: Veronica Shaw, Manager Governance, Risk and Corporate Performance

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

Annexures: Nil

#### RECOMMENDATION

That Council:

- 1. Formally note the annual tabling of the Disclosure of Pecuniary Interest Returns by Councillors, Senior Staff and designated persons.
- 2. The information be de-identified as per *Public Interest Disclosures Act 2022* (PID Act) and placed on Councils Website as per Government Information (Public Access) Act 2009 and Government Information (Public Access) Regulation 2018.

#### **BACKGROUND**

Part 4 of the Model Code of conduct for Local Councils in NSW (2018) (Model Code) requires all Councillors, Senior Staff and designated persons of Parkes Shire Council ("Council") to complete a written return of pecuniary interests by 30 September each year, and submit to Council's General Manager, who must then table such returns at an Ordinary Meeting of the Council.

The General Manager is required to keep a Register of Pecuniary Interest Returns and to table the returns at the first Council meeting after the last day of lodgement of returns.

#### ISSUES AND COMMENTARY

As detailed in Tables 1, 2 and 3, below, all Councillors, Senior Staff and designated persons duly completed and lodged their returns within the prescribed period:

Table A: Senior Staff				
Position	Incumbent	Pecuniary Interest Form	Executive Position	Related Party Form
Director Customer, Corporate Services and Economy	Anthony McGrath	٧	٧	٧
Director Infrastructure and Major Projects	Andrew Francis	٧	٧	٧
Director Operations	Logan Hignett	٧	٧	٧
Director Planning and Community Services	Annalise Teale	٧	٧	٧
General Manager	Kent Boyd	٧	٧	٧

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Table B: Councillors				
Position	Incumbent	Pecuniary Interest Form	Executive Position	Related Party Form
Councillor (Mayor)	Cr NC Westcott	٧	٧	٧
Councillor (Deputy Mayor)	Cr ME Applebee	٧	٧	٧
Councillor	Cr WP Jayet	٧	N/A	N/A
Councillor	Cr KM McGrath	٧	N/A	N/A
Councillor	Cr LA O'Leary	٧	٧	٧
Councillor	Cr J Paddison	٧	٧	٧
Councillor	Cr DJA Pout	٧	٧	٧
Councillor	Cr GW Pratt	٧	N/A	N/A
Councillor	Cr MK Scherer	٧	٧	٧
Councillor	Cr GS Wilson	٧	N/A	N/A

Table C: Members of Coul Committee				
Position	Executive Position	Related Party Form		
Chair	Stephen Horne	٧	N/A	N/A
Independent Member	Tony Harb	٧	N/A	N/A
Independent Member	Dr Meredith Caelli	٧	N/A	N/A

# LEGISLATIVE AND POLICY CONTEXT

As detailed, Councillors, Senior Staff and those staff and Committee members occupying positions that have been formally identified as designated persons are legally required under the Code to complete an annual written return of pecuniary interests and to disclose certain pecuniary interests to the General Manager.

The Register of Pecuniary Interest Returns is categorised as open access information for the purposes of the <u>Government Information (Public Access) Act 2009</u> and <u>Government Information (Public Access) Regulation 2018</u> and is available for inspection from Council's website at www.parkes.nsw.gov.au and in person at Council's Administration and Customer Service Centre at 2 Cecile Street, Parkes.

Consistent with the Office of Local Government's Circular 19/21 – Release of IPC Guideline 1 Returns of Interests, and the <u>Public Interest Disclosures Act 2022 (PID Act)</u> signatures and residential addresses of all Councillors, Senior Staff and designated persons will be redacted prior to publication.

## FINANCIAL IMPLICATIONS

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

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#### **RISK IMPLICATIONS**

Not collecting pecuniary interest returns exposes Council to compliance risks under the Model Code of Conduct and the Government Information (Public Access) Act 2009. It may also result in a lack of transparency around potential conflicts of interest, undermining the integrity of Council's decision-making processes.

From a public perception standpoint, failure to publish this information could damage community trust and raise concerns about accountability. Transparency in this area is essential to demonstrate that Council officials are acting in the public interest.

The adoption of this report and the publication of the Register on Council's website will ensure compliance with Council's Code of Conduct, the GIPA Act 2009, and the GIPA Regulation 2018. It also aligns with privacy protections under Circular 19/21 and the Public Interest Disclosures Act 2022, ensuring that sensitive personal information is appropriately redacted.

# **COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this Report. However, The Register of Pecuniary Interest Returns is categorised as open access information and de-identified forms will be placed on to Council's web site.

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### 14.10 ADOPTION OF COUNCIL POLICIES

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

**Goal:** Our Local Government is contemporary, effective and effecient. **Strategy:** Ensure compliance with statutory requirements and ensure

Council's operations are supported by good corporate governance and

effective risk management.

Author: Veronica Shaw, Business Support Officer

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

Annexures: A. Council Policy - Code of Conduct Administrative Procedures

(under separate cover) <u>⇒</u>

B. Council Policy - Government Information Public Access (GIPA)

(under separate cover) ⇒

C. Council Policy - Internal Audit Charter (under separate cover) ⇒

#### RECOMMENDATION

That Council:

1. Adopt the policies included as Annexure A-C to this report.

2. Publish the adopted policy on Council's Website and intranet.

#### **BACKGROUND**

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

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

- Council Policy Code of Conduct Administrative Procedures
- Council Policy Government Information Public Access (GIPA) (Annexure A)
- Council Policy Internal Audit Charter

### **ISSUES AND COMMENTARY**

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

# Code of Conduct Administrative Procedures

The Office of Local Government (OLG) is currently finalising a new Model Code of Conduct and associated Procedures. While the release date has not yet been confirmed, councils are advised to readopt their existing Codes of Conduct to ensure ongoing compliance with clause 440 of the Local Government (General) Regulation 2021.

Adopting the current Code will maintain our compliance obligations. Once the new Model Code and Procedures are released, we will review the changes and bring forward any necessary updates to our policies and procedures for Council's consideration and adoption.

Parkes Shire Council's existing Code of Conduct Policy was reviewed and adopted at the Ordinary Council Meeting in November 2024. The Code of Conduct and this Code of Conduct Procedures

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were developed utilising the Model Code of Conduct and Procedures created by the Office of Local Government (OLG) and prescribed under the Local Government Act. Relevant changes reflecting the culture or Parkes Shire Council have been included.

The updated version of Parkes Shire Council's Code of Conduct Procedures appended at *Annexure A* has undergone the following amendments:

- Converted to new Council Policy template
- Edits throughout to reflect the new Public Interest Disclosure Act 2022

# Government Information Public Access (GIPA) (Annexure B)

The original Government Information Public Access (GIPA) policy was developed in 2020 with a major review undertaken this year with the following amendments:

- Duplicated content that was in the agency information guide was removed
- Clearer roles and responsibilities were added
- Addition of right to information officers
- Updated delegations centred around the GIPA Act

## Internal Audit Charter (Annexure C)

The Internal Audit Charter has been updated to reflect best practice and align with the Model Internal Audit Charter for Local Government. It establishes a clear and contemporary framework for delivering internal audit services, reinforcing principles of independence, accountability, and risk-based assurance.

This revision ensures compliance with current legislative and policy requirements, including the Local Government Act 1993, the Internal Audit and Risk Management Policy for the General Government Sector (TPP20-08) issued by NSW Treasury, and the Guidelines for Risk Management and Internal Audit for Local Government from the Office of Local Government. These documents set minimum standards for internal audit functions, including independence, planning, and the role of Audit and Risk Committees.

By aligning with these frameworks, the Charter strengthens Council's commitment to good governance, continuous improvement, and effective risk management.

# **LEGISLATIVE AND POLICY CONTEXT**

The key legislation and regulation for all council policies is the <u>Local Government Act 1993 No 30</u> and <u>Local Government (General) Regulation 2021.</u>

Additional legislation considerations include:

Government Information (Public Access) Act 2009 No 52

Guidelines for Risk Management and Internal Audit 2023

Health Records and Information Privacy Act 2002

Online Safety Act 2021

Privacy Act 1988

Privacy and Personal Information Protection Act 1998

State Records Act 1998

Tendering Guidelines for NSW Local Government 2009

Work Health and Safety Act 2011

Work Health and Safety regulation 2017

## FINANCIAL IMPLICATIONS

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

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### **RISK IMPLICATIONS**

Adoption and adherence to the attached policies ensures Council is compliant with a wide range of Acts and Regulations.

Failure to adopt and adhere to these policies could result in disruption to business, risk to staff and community safety, degradation of the public view of council and breaches of the legislation could incur fines or disciplinary action.

The policies have been updated to ensure they abide by the relevant legislation and regulations.

# **COMMUNITY CONSULTATION**

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

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## 14.11 DRAFT CODE OF MEETING PRACTICE - 2025 UPDATE

IP&R Linkage: Pillar: Leadership

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

Strategy: Provide open and transparent decision-making and undertake the

civic duties of Council with professionalism and integrity.

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

Authoriser: Andrew Francis, Acting General Manager

Annexures: A. Circular - Model Code of Meeting Practice and FAQ - OLG - 29

August 2025 (under separate cover) ⇒

B. Draft Code of Meeting Practice - 2025 Update with Edits. (under

separate cover) ⇒

## **RECOMMENDATION**

That Council:

- 1. Receive and note the circular from the Office of Local Government about the new Model Code of Meeting Practice and the associated FAQ, included as *Annexure A*.
- 2. Endorse the draft Code of Meeting Practice (*Annexure B*) for placement on public exhibition for 28 days to seek feedback from the public for 42 days after the initial placement on public exhibition.
- 3. Receive a future report to consider any feedback before adopting the updated Code of Meeting Practice.

### **BACKGROUND**

At the meeting held on October, Council considered the Office of Local Government ("OLG") discussion paper on the proposed changes to the Model Code of Meeting Practice ("the Model Code"), which stated that effective local government comes when councillors are visibly in control of their councils. How councillors act and how appropriately and transparently decisions are made at meetings is critical in demonstrating to the community that their elected representatives understand the consequences of their decisions and then make the best possible decisions they can for their community.

The OLG has now released the Model Code for review, consultation and adoption by councils. A copy of the OLG circular and FAQ are included as *Annexure A*.

## **ISSUES AND COMMENTARY**

Improving the meeting practices of councils required changes to the Act and Regulations.

The table below outlines the key changes and provides commentary on those changes. Councillors are encouraged to read the draft Code of Meeting Practice ("draft Code"), which has been marked up with the changes and included as *Annexure B*. A summary of the key changes is listed in the table below.

Meeting Practice - Key Changes	5	Comment
The mayor can call an <b>extraord</b> without the need to obtain an action of the from a councillor.		If not the mayor, then two councillor signatures are required to call an extraordinary meeting.



Meeting Practice - Key Changes	Comment
Council can resolve to deal with <b>urgent business</b> even though no notice has been given.	Urgent business is business that cannot wait until the next scheduled meeting. The draft code states that the resolution must state why it is urgent.
Pre-meeting <b>briefing sessions</b> that deal with an item on the agenda or will be on the agenda are prohibited.	Councillors can request additional information, provided it is also available to the public and there is no discussion until the meeting.
Public forums must be available and livestreamed.	Public forums are included in the current code and allowed before a council meeting. A set of rules is included at Appendix 1 in the draft code.
Ability to attend by <b>Audio-Visual link</b> must be available to Councillors, however, is restricted to where Councillors are unable to attend because of ill health, medical or unforeseen caring responsibilities.	The current code allows attendance by Audio-visual link. The draft code restricts the reasons.
A <b>leave of absence</b> must be requested in writing stating the reason for the absence.	Councillors resolve whether to accept the request but must be reasonable.
Councils must <b>livestream</b> their meetings and provide a recording of each meeting on the website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.	Current practise includes livestreaming of meetings to Facebook. The new code requires a copy of each meeting recording to be placed on the website. Additional guidance will be issued by the OLG.
The mayor can put up a <b>mayoral minute</b> on any topic, without identifying a source of funding, without notice, and without needing a seconder.	The current code restricted mayoral minutes by excluding routine or non-urgent matters. The current code also restricted recommendations that would require the expenditure of funds.
Code includes <b>standards</b> of dress, modes of address, standing when addressing the meeting and when the mayor enters the room.	A standard of dress has been included at 5.2. The requirement to stand when addressing a meeting may cause problems with the broadcasting and recording of sound at the meeting. Mayor may consider waving the requirement to stand whenever they enter the room.
Rules of debate are simplified by removing the <b>foreshadowing</b> requirements. New amendments can be put forward where the previous amendment is lost, if they are not substantially the same as the previous. Amendments cannot be an unrelated or a contradiction to the motion.	Chair has control of the meeting flow and can rule whether a new amendment is a contradiction or a new motion is repetitious or obstructive.
In addition, another motion can be put if the original motion is lost or lapsed.	
Council can choose to <b>record the votes</b> of councillors in <i>all decisions</i> . Councillors who abstain from a vote are in effect voting no.	The draft Code has been updated to record <i>all</i> voting in all decisions. Resolutions will show either unanimous or list councillors who voted for and those who voted against.



Meeting Practice - Key Changes	Comment
Council cannot rule on <b>planning matters</b> without first considering an officer's report. If council votes against the officer's recommendation, the reasons must be included in the resolution.	New provision included in the draft code.
Council may choose to resolve <b>multiple items</b> of business on the agenda by way of a single resolution.	This was included in the current code and is current practice. Council must also resolve to alter the order of business.
Council may choose to implement its own rules around how <b>representations</b> from members of the public can be heard on whether any part of a meeting is to be closed to the public.	The draft code removed the section on the rules about how representations will be heard. The OLG will be issuing best practice rules for how representations are to be handled.
The General Manager must publish <b>confidential business</b> papers on the website once the information is no longer considered confidential. The General must consult with the Council and any other affected persons before publishing the information.	This is in response to an ICAC recommendation. The practicalities of implementing this change will need to be worked though.
Council can choose whether to authorise the Chair of any council meeting to exercise the <b>power of expulsion</b> . There is an alternate provision to prevent the Chair from expelling councillors. In this case, councillors can only be expelled by resolution of the council.	The current code allows the chair to expel a councillor or any other person from a meeting.
The definition of "acts of disorder" has been changed under the regulation and the new code. Failure to remedy the issue can result in further expulsion until compliance.	The draft code lists the acts of disorder at section 15.10.
A member of the <b>public</b> must remain silent (unless invited to speak by the chair), must not bring flags, signs or protest symbols and must not disrupt the meeting.	The draft code lists these requirements at section 15.20. Failure to comply can result in expulsion from the meeting.
Failure to comply with a <b>direction to leave</b> a meeting is now an <b>offence</b> under section 660 of the Act carrying a maximum penalty of \$2,100.	The draft code notes the inclusion of a new offence with a penalty for both councillors and members of the public.
Council can choose whether to allow a motion to rescind a resolution at the same meeting with appropriately signed notice.	This was included in the current code.
Council can choose to limit the time a notice of motion to alter or <b>rescind</b> a resolution relating to a <b>development application</b> . The draft code says it must be received by the General Manager within 1 day after the meeting it was adopted.	This is included in the current code as 2 days. If this is left out, then the general provisions (up to 3 months) would apply.
Council can choose whether to allow a resolution to correct an error in the same meeting.	This was included in the current code.
Council can choose to nominate a time limit for its meetings.	This was included in the current code as 8PM. The draft code has been changed to 7PM.



The Code allows council to resolve to change or set the following items at any time:

- 1. The frequency, date, time and place for all meetings (with at least 3 days' notice).
- 2. The standard meeting agenda (listed at section 8)
- 3. The time limit for meetings (currently 8pm)
- 4. The rules for public forums or representations on closed meeting items.
- 5. The voting method for the election of Mayor and Deputy Mayor

The draft code with changes must be adopted on or before 31 December 2025 and be in use from 1 January 2026.

### LEGISLATIVE AND POLICY CONTEXT

The Code facilitates the effective, open and orderly conduct of meetings of the Parkes Shire Council ("Council"). It ensures clarity of process and seeks to align with Council meeting procedures with community expectations of open and transparent government, whilst complying with legislative requirements. The Code has been prepared in accordance with the Local Government Act 1993 ("the Act") and the Local Government (General) Regulation 2021 ("the Regulation") and incorporates all mandatory provisions of the Model Code of Meeting Practice for Local Councils in NSW 2025 ("the Model Code").

Parkes Shire Council has previously adopted a Code of Meeting Practice based on the old model code as developed by the OLG, which will remain in effect until replaced by the new Code.

Council is required to publicly exhibit the draft Code and receive comments for 42 days before a final report considers the feedback before Council adopts the new Code. The new Code must come into effect from 1 January 2026.

### FINANCIAL IMPLICATIONS

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

### **RISK IMPLICATIONS**

The adoption of the Model Code of Meeting Practice (2025) supports Council's commitment to good governance, transparency, and compliance with legislative obligations under the *Local Government Act 1993* and *Local Government (General) Regulation 2021*. The Code helps control the following key risks:

## **Legislative and Compliance Risk**

- Ensures meetings are conducted in accordance with statutory requirements.
- Reduces exposure to procedural challenges or breaches of the Act.

## **Transparency and Accountability Risk**

- Mandates livestreaming and recording of meetings (effective 1 January 2026).
- Enhances public access to decision-making processes, promoting trust.

## **Conduct and Behavioural Risk**

- Establishes clear expectations for councillor conduct during meetings.
- · Minimises disruptions, disorderly behaviour, and conflicts of interest.

## **Reputational Risk**

- Promotes ethical and professional standards in public forums.
- Reduces the likelihood of reputational damage due to poor meeting practices.



## **Operational Risk**

- Provides consistent procedures for agenda setting, debate, voting, and public participation.
- Improves meeting efficiency and decision-making clarity.

## **Risk of Inconsistent Practices**

- Aligns Council's practices with statewide standards while allowing local customisation.
- Reduces confusion and ensures fairness across councils.

## **COMMUNITY CONSULTATION**

Council is required to publicly exhibit the draft Code for 28 days and must receive comments for up to 42 days after the start of the public exhibition period.



## 14.12 DELEGATIONS REGISTER REVIEW

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

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

Strategy: Provide open and transparent decision-making and undertake the

civic duties of Council with professionalism and integrity.

Author: Veronica Shaw, Manager Governance, Risk and Corporate Performance

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

Annexures: Nil

### RECOMMENDATION

That Council:

- 1. Adopt the updated Delegations Register in accordance with Section 380 of the Local Government Act 1993 (NSW).
- 2. Publish the adopted delegations on Council's Website and intranet and update them as required.

#### **BACKGROUND**

Under the Local Government Act, councils are required to maintain a delegations register to ensure lawful and efficient governance. Specifically, the Act mandates that councils must review their delegations during the first 12 months of each term of the council. This ensures that all delegations are current and reflect any changes in council operations or personnel.

The Office of Local Government (OLG) emphasises the importance of maintaining accurate and up-to-date registers to ensure that all delegated authorities are properly documented and legally compliant. Regular updates help prevent any misuse of power and ensure that council decisions are made by appropriately authorized individuals.

This register records the delegation of powers and functions from Council to various officers and committees, as stipulated by the Act. By clearly defining who has the authority to make decisions on specific matters, the delegations register helps to uphold transparency and accountability within the council.

## **ISSUES AND COMMENTARY**

In November 2025, Council began a comprehensive review of the delegations register which is hosted on the RelianSys Delegations System starting with a review of the names and titles of staff which is reported to Council's Audit, Risk and Improvement Committee. After this process was completed, Council consulted different departments to check the relevance and accuracy of the delegations throughout Council.

The updated Council Delegations Register is available via the following link:

https://www.parkes.nsw.gov.au/files/assets/public/v/1/council/policies-and-codes/delegations/delegations-register.pdf

This adoption supports good governance by maintaining clarity around decision-making authority, reducing legal and operational risks, and ensuring transparency and accountability across Council functions.



As part of good governance, the Delegations Register is treated as a living document that is regularly updated to reflect legislative changes, organisational restructuring, and staffing movements, ensuring it remains current and effective.

## LEGISLATIVE AND POLICY CONTEXT

Section 378 of the Local Government Act requires councils to maintain a register of delegations, which includes details of the delegations made by the council to the general manager and by the general manager to other staff.

### FINANCIAL IMPLICATIONS

There are no financial implications for the Council to consider with respect to this report.

#### **RISK IMPLICATIONS**

The absence of a delegations register can expose a Council to serious legal risks. Without a documented framework, councils may inadvertently breach legislative requirements, which can result in penalties and erode public trust. Operational challenges also arise when staff are unclear about their authority to act, leading to delays, confusion, and inefficiencies in service delivery and decision-making.

Financial oversight becomes more difficult without clearly defined delegations, increasing the likelihood of errors or misuse of funds. This lack of structure can compromise the integrity of financial management and accountability. Furthermore, when delegations are not transparent or properly monitored, it creates an environment where unethical behaviour and corruption can take root.

Maintaining a comprehensive delegations register helps mitigate these risks by promoting clarity, accountability, and compliance across all levels of council operations.

## **COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report. However, Council's delegations register will be made available on Council's website.



## 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: Graeme Bayliss, Acting Director Infrastructure and Sustainability

Annexures: A. Major Projects - August 2025 J.

### RECOMMENDATION

That Council:

1. Receive and note the Infrastructure and Sustainability Major Projects and Current Works Report for August 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.





ı	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		
ı	31/12/2026	\$9,063,012	\$40,356.34	\$963,495.70	\$142,656.63	\$14,870,593		

Project Status (RAG - Report):

Critical (Red) / At Risk (Amber) / On Track (Green)

Budget Resources Schedule Risks Scope Benefits

ARIC Update; \$963,495.70 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:

- New Eugowra Road Pump Station (NERPS)
- Akuna Road Pump Station (ARPS)
- Akuna Road Solar System (ARPS-PV)

#### Task Completed

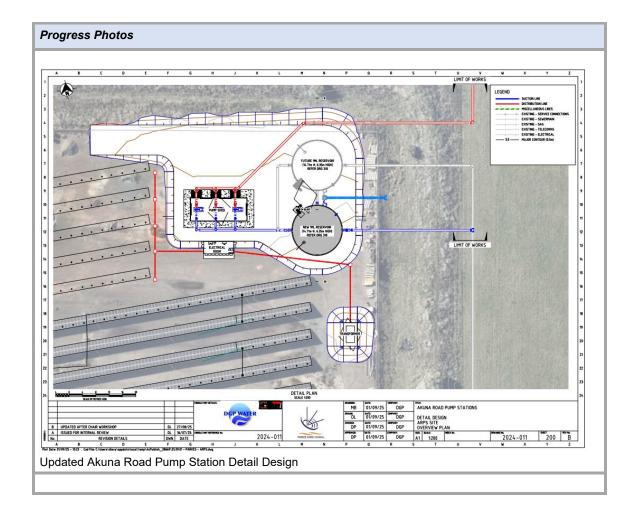
- · Concept designs completed.
- · Preliminary environmental assessments completed.
- · No NWG funding is now required for the RRP project.
- Gap analysis completed on the GHD Detail Designs to be able to progress the project.
- Action Plan developed to uplift the current Detail Design to IFT / IFC.
- 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.
- Project Control Group meeting with Stakeholders due in August 2025.

#### Tasks forecast to be completed (next steps: 1-3 months)

- · Continued Value Engineering required to coordinate scope with budget.
- Design review to ensure a fit for purpose solution is developed.
- 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.

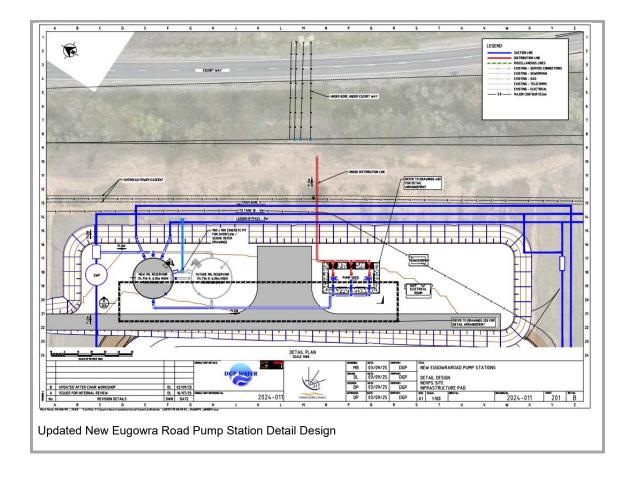
















Safe & Secure - Water Security Project								
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete			
15/12/27	\$39,170,000	\$51,508.69	\$2,609,230.66	\$111,702	\$61,266,245 (Revised budget to be approved, awaiting NWG)			

Project Status	Critical (Red) / At Risk (Amber) / On Track (Green)								
(RAG - Report):	Scope	Budget	Schedule	Resources	Risks	Benefits			

ARIC Update; \$2,609,230.66 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 NWG.

#### **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:

- 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

- 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)

- 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.
- Progressed Community engagement with Parkes Consultation Manager.
- Decision regarding capacity of infrastructure required (200L/s v's 400L/s).
- Project Control Group meeting with Stakeholders due in July 2025.
- · SSWP reporting is ongoing.

### **Progress Photos**





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	\$1,887,476	\$19,401.50	\$37,288.26	\$53,535.77	\$1,887,476		

Project Status<br/>(RAG - Report):Critical (Red) / At Risk (Amber) / On Track (Green)ScopeBudgetScheduleResourcesRisksBenefits

## **Project Details**

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.

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. Key deliverables:

- · Construction and installation of two double-story bird-hides
- Construction and installation of an 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

- Place tubestock order for 2025
- Engage consultant to design aquatic boardwalk (concept design)
- 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
- Preliminary works for 2025 revegetation works undertaken
- Contractor engaged for nest box supply and installation
- Quote sought for hollow augmentation activities
- · Quote sought and received for 2025 revegetation activities
- Risk Assessment Workshop for boardwalk
- 2025 revegetation works commenced
- Place tubestock order for 2026

#### Tasks forecast to be completed

- Finalise concept designs of boardwalk/birdhide for tender docs
- Finalise survey and drawing of boardwalk/birdhide footprint for tender docs
- 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 PROPOSED FEES AND CHARGES - GARBAGE AND DEPOT TIPPING CHARGES

**IP&R Linkage:** Pillar: Community

**Goal:** Our community is safe, active and healthy.

**Strategy:** Enhance recreation and culture, provide sport, recreation and play space facilities that encourage participation, connection and support for

healthy and wellbeing lifestyles.

Author: Sharyn Ware, Waste Management Coordinator

Authoriser: Graeme Bayliss, Acting Director Infrastructure and Sustainability

Annexures: A. Proposed Fees & Charges - Garbage & Depot Tipping Charges &

#### RECOMMENDATION

That Council:

 Adopt the proposed amendments to the 2025/26 Fees and Charges for the revised tipping charges.

2. Amend the 2025/26 Operational Plan accordingly, and update councils website.

## **BACKGROUND**

Section 405 of the Local Government Act 1993 ("the Act") requires Council to develop and adopt an Operational Plan prior to the commencement of each financial year.

Under the Integrated Planning and Reporting Guidelines prescribed under section 23A of the Act, Council's Operational Plan must include the Schedule of Fees and Charges for the financial year.

Council's 2025/26 Operational Plan and Budget, incorporating the Schedule of Fees and Charges for the current financial year, was adopted by Council at its Ordinary Meeting held 17 June 2025 [RES OCM 200/25].

At Council Ordinary Meeting held on 19 August 2025 it was resolved **[OCM 288/55]** to engage with the community prior to implementing the changes to the existing charges.

## **ISSUES AND COMMENTARY**

Council updated the fees and charges to go on public exhibition from the 28 August to the 10 September 2025. The following comments were received from the public.

## Fees & Charges - Garbage & Depot Tipping Charges

Total Submission is 0.

The basis for calculating the fee for the delivery of Fire Damaged House containing Asbestos fees and charges were changed from 80m3 to a maximum 90 tonne.

## LEGISLATIVE AND POLICY CONTEXT

Section 377 of the Act provides that Council cannot delegate specific functions, including the making of charges and fixing of fees, to the General Manager. Such decisions must be made by a resolution of Council's governing body.

## **FINANCIAL IMPLICATIONS**

As noted above, Council's Operational Plan includes the organisation's Schedule of Fees and Charges and spans the financial year.



## **RISK IMPLICATIONS**

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

## **COMMUNITY CONSULTATION**

The proposed amendment to Councils fees and charges went out for public exhibition from 28 August to the 10 September 2025, and there were no submissions received



## 3. Current Garbage and Depot Tipping Charges

Waste Type Description	Fee Description	GST		Mobile Garbage Bin 240 Litre (half rate charge for half load – min charge half load)	Car Boot up to 0.5m³ (half rate charged for half	Bogie Axle trailer/ute to level – up to 1.5m³ (half rate can be charged for half load)	Skip bin up to 3m³ (note: acceptable waste skip by volume not weight at Peak Hill Only)	Trucks & skip bins per tonne (note: skip bin quantities of waste not accepted at Peak Hill)	Per item
Fire Damaged House containing Asbestos - Mixed demolition waste containing asbestos produced by single fire damaged house (up to Maximum of 80m3 after which amount normal asbestos waste rates apply) where due to nature of demolition required asbestos cannot be removed prior to demolition. Disposal and transport regulation under Protection of Environment Operations Act must be adhered to in transport and delivery to facility	Fee to cover the cost of service	Υ	Fees per individual house						\$6,615.00

## 3. Proposed Garbage and Depot Tipping Charges

Waste Type Description	Fee Description	GST	Mobile G Bin 240 (half r charge f Ioad – charge Ioad	Litre Car Boot up to or half charged for half half	level – up to f 1m³ (half rate	Bogie Axle trailer/ute to level – up to 1.5m³ (half rate can be charged for half load)	Skip bin up to 3m³ (note: acceptable waste skip by volume not weight at Peak Hill Only)	Trucks & skip bins per ;tonne (note: skip bin quantities of waste not accepted at Peak Hill)	Per item
Fire Damaged House containing Asbestos - Mixed demolition waste containing asbestos produced by single fire damaged house (up to Maximum of 90 tonne after which amount normal asbestos waste rates apply) where due to nature of demolition required asbestos cannot be removed prior to demolition. Disposal and transport regulation under Protection of Environment Operations Act must be adhered to in transport and delivery to facility	Fee to cover the cost of service	Υ	Fees per individual house						\$6,615.00



## 15.3 TIDY TOWNS 2025 - SPONSORSHIP UPDATE

IP&R Linkage: Pillar: Community

Goal: Our community is creative, proud and has a strong sense of belonging.

Strategy: Support and deliver events, festivals and local celebrations that

support community connectivity, citizenship and pride.

Author: Michael Chambers, Environmental and Sustainability Coordinator

Authoriser: Andrew Francis, Acting General Manager

Annexures: Nil

### RECOMMENDATION

That Council:

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

## **BACKGROUND**

As host of the 2025 NSW Tidy Towns Awards, Council committed to provide sponsorship to Keep Australia Beautiful NSW and assist in securing additional sponsorship through Council suppliers/local businesses.

Council initiated this process by sending introductory emails to numerous suppliers. These emails explained Parkes' recent award win and Councils role as host of the 2025 ceremony, while also mentioning the opportunity for suppliers to support the event through sponsorship.

Subsequently, Keep Australia Beautiful issued formal partnership and sponsorship requests to these suppliers.

### **ISSUES AND COMMENTARY**

In total, 32 suppliers and businesses were contacted. Council targeted entities that had been awarded contracts totalling more than \$400,000 in the 18 months preceding January 2025. Large-scale local businesses, including Evolution Mining, Fulton Hogan, and Georgiou, were also approached.

Out of these businesses/suppliers, the following have committed sponsorship funding:

Sponsor	Notes	Amount
Rollers Australia	Specialists in heavy fleet hire - compaction equipment, water trucks, tractors and mobile site amenities solutions for all road and civil projects. Recently awarded hire of plant contract in 2024	\$8,000
Total Groundworx	Local business specialising in general construction/maintenance and revegetation. Worked on the Wetlands project and Lake Endeavour Activation project.	\$5,000
Central West Lachlan Landcare	Not for profit providing support to communities in the Parkes and Forbes Shires. Contributed to Parkes' overall win, winning in their respective categories with Homegrown Parkes and Schools Eco Day.	\$5,000



Sponsor	Notes	Amount
Westlime Pty Ltd	Local business - producer/supplier of high purity limestone for road construction.	\$2,500
Moduplay Group Pty Ltd	Manufacturer of outdoor recreation products. Principal contractor/supplier working on the Splash Park (one of Council's winning projects).	\$1,500
Steve Magill Earthmoving	Local business – excavation and earthmoving services	\$1,000
TOTAL		\$23,000

In addition, Nangar Gems provided an engraving service free of charge (to add 'Parkes' to the Tidy Towns trophy).

## LEGISLATIVE AND POLICY CONTEXT

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

## **FINANCIAL IMPLICATIONS**

At the 17 December 2024 Ordinary Council Meeting, Council resolved to commit a budget of up to \$15,000 to host the Tidy Towns event in October 2025. An additional \$5,000 was committed to design, manufacture and install appropriate signage/banners highlighting Parkes's status as the NSW Tidy Towns 2024 winner.

\$10,000 cash was given to Keep Australia Beautiful NSW as sponsorship towards the October 2025 event, with \$5,000 in-kind committed as additional sponsorship contribution (staff hours, venue hire, incidentals etc.).

Inclusive of the \$10,000 cash contribution, banners/signage, and in-kind costs, Council's total Tidy Towns budget is on track to be ~\$17,000.

### **RISK IMPLICATIONS**

There is a financial risk that the staging of the Tidy Towns awards ceremony may have exceeded the budget, however this has been mitigated through a successful sponsorship campaign.

## **COMMUNITY CONSULTATION**

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



## 15.4 WASTE EDUCATION UPDATE

**IP&R Linkage:** Pillar: Environment

Goal: Our community reduces, reuses and recycles waste

Strategy: Partner with stakeholders and the Community on campaigns and

events.

Author: Sharyn Ware, Waste Management Coordinator

Authoriser: Andrew Francis, Acting General Manager

Annexures: Nil

## RECOMMENDATION

That:

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

### **BACKGROUND**

Commitment to waste and resource recovery education is regularly occurring throughout Council. Best outcomes are achieved by a range of delivery methods to reach maximum residents.

## **ISSUES AND COMMENTARY**

Waste education is provided by Envirocom as part of the Netwaste Contract between the Councils and JR Richards. Various initiatives and events including bin audits, waste facility audits, surveys, pop up information displays, workshops, information fact sheets and flyers eg. Bin Collection Calendars, and in-school education are carried out annually.

Some recent education initiatives and results are highlighted for your interest.

- Self-Haul Survey Parkes Waste Facility (Envirocom) very favourable responses for Parkes Waste Facility, weighbridge staff and facilities available. Agreed very clean, good directional signage and helpful information from the weighbridge. Low numbers on a very hot day at the Facility so limited participation. Efficient separation of waste streams was found for all residents and business with some re-direction to the CRC and explanation of what items could be recycled here.
- School Waste Education (Waste/Envirocom/Netwaste) Envirocom offers a wide range of
  waste topics which support the NSW School Curriculum from Early Childhood to year 6.
   Whilst Parkes childcare centres, Parkes East School and Middleton School take up this free
  opportunity annually, other schools have not benefited.

A "Priority Pass" was sought by Council to close this gap and benefits were highlighted to all Shire schools by the Netwaste Education Officer (particularly at the townships). Three Parkes Public Kindy classes enjoyed their first lessons and teacher feedback was very favourable. They plan to extend these classes into other stages in the future. Small children are the perfect change agents - acting as a conduit to educating the broader community through sharing information and commitments with their families and other peers. KW from Parkes Public School is shown with Kayla Clancy, Envirocom Educator, and Sharyn Ware, Waste Management Coordinator.





- CRC Survey Parkes Waste Facility (Envirocom) 133 residents participated. 85% indicated recycling was important to them, and 73% were aware of our CRC, with only 55% having visited. Paint, batteries and oils were the highest drop offs. Whilst survey results were positive, more education is required about the benefits of our CRC. This will be a focus of our attendance at Trundle Show.
- Plastic Free July/The Great Unwaste (Waste/Makerspace) Fixed display to engage the community and spark behaviour change at home for going plastic free or choosing change with the Great Unwaste to reduce food waste in your home, work and play.

A competition for the "best idea" to "unwaste" with a \$50 Gift Voucher from IGA and Great Unwaste merch as a prize to reward. Display is erected at the entrance to Waste for Art to achieve maximum exposure. Brad is also there — a draw card for all — showing how he recycles goods that can be recycled - but can't go in the kerbside yellow bin eg. Blister packs, coffee cups and lids, textas, pens, sunglasses.

As a win for Council, our exhibit success will be featured in the National Great Unwaste webinar under "NSW Council's in Action".

These recycling options are available to all interested residents and will also be highlighted at local shows. A separate 'push' in schools will be undertaken by the Netwaste Education Officer to continue this plastic free promotion in the classroom and school yard. Council has contributed \$500 in our commitment to Plastic Free July.





• Beeswax Wrap Workshop (Waste/Makerspace) - to coincide with Plastic Free July, Envirocom provided a workshop for an alternative to soft plastics for lunch and fridge wrap. The Workshop was well-received and attendees were very pleased with both their Beeswax Wraps, the education/hints provided and friends made. There was a lot of discussion regarding how people were reducing their waste.

This Workshop was funded from our Envirocom Budget for 25/26.





- Trundle Show (Waste/Envirocom) the Waste Management Coordinator and Envirocom attended Trundle Show as part of our Council tent to discuss waste issues, improvements and suggestions with the local community. Giveaways will be available to spark conversation. Envirocom's presence at Parkes Show in 2024 was well received and is initiated as an alternative to pop up displays in the shopping areas to gain interest and extend knowledge of our farming communities.
- Scrap Together Grant (Waste/Netwaste) successful as part of the Netwaste Group of Councils, \$120,000 has been secured by an EPA grant to run Food and Organics (FOGO) education, investigation and improvement. The Netwaste Education Officer will coordinate our approach and campaign activities and will be valuable in increasing the amount of "FO" in our green bins.
- The Garage Sale Trail will again be held on 8/9 and 15/16 November 2025. Parkes Shire Council's 2024 success was featured on the National Council Onboarding webinar with Sharyn providing a Q&A for interested Councils across Australia.

## **LEGISLATIVE AND POLICY CONTEXT**

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

## **FINANCIAL IMPLICATIONS**

Utilising funding from Netwaste and Envirocom. The allocated budget for all 6 participating Netwaste Councils in 2024/25 was \$244,900.

### **RISK IMPLICATIONS**

Nil

## **COMMUNITY CONSULTATION**

Opportunities above were advertised throughout the community.



16.1

#### 16 REPORTS OF THE DIRECTOR OPERATIONS

Operations

Major Project & Current Works - August 2025





#### IP&R Peak Hill Baldry Road - Stage 2 **Estimated** Total Original **Expenditure** Outstanding total when **Expenditure to Due Date Budget** Commitments this month works date complete initigațiveeș October 2026 \$7,760,000 \$39,270 \$939,262 \$30,383

## Auth Description of the Project

Auth prises joject involve gaten Hignetty Director Operations ed pavement with bitumen sealing and improvements of longitudinal and cross drainage upgrades and other road safety related issues for approx.

Anne xulies: the next sage of Majori Projects & Levingna Works navegusting 1245. provide access for Higher Productivity Vehicles

#### Task Completed REC

Stage 2 has progressed with survey verification of the detailed design.

That Council: Council Rectary whather syntching organism and impropried is classiand with National Baks Report for Augus • 2023 Trans warte around a haron culture have been completed to allow for preloading of the helping to minimise future settlement.

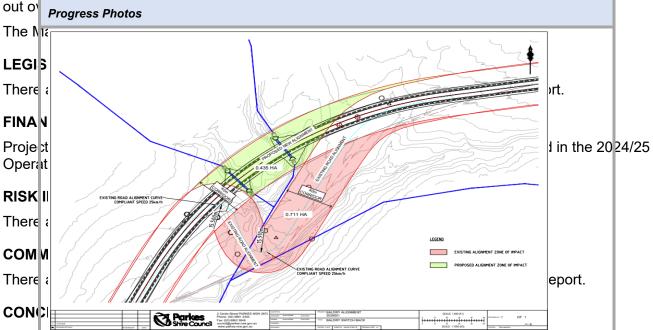
## Tasks forecast to be completed (next steps: 1-3 months)

Council is awaiting feedback from the funding body regarding the requested variation to construct a A monthly startuge reprotes of it has port Priorie atsauro i Outer event Works with him Ranke so Shine & double is the Countries of the Countr 

The start of construction for Baldry Stage 2 has been delayed due to adjustments within the Capital

ISSU ES AND CONTRETA TYCKY are now anticipated to commence by the end of September, subject to operational priorities.

This report presents accumulate to in the autraerst regarding projecten within the ursardeese Shides being managed or un lertakewith 664 in the formula of the first of the



The Major Projects and Current vvorks 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.















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	\$16,170	\$211,416	\$230,103	\$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 1420m 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.

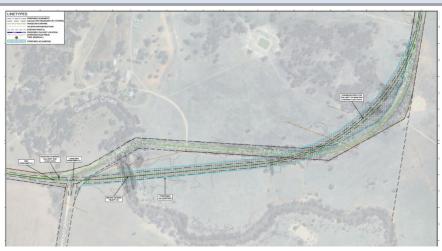
## Task Completed (last month)

- Contract for Bridge Design and Construction awarded to Dearnu Pty Ltd
- · Contract signed by contractor
- · Concept footing design provided and accepted
- Install new boundary fence for new alignment partial to stockproof paddocks

## Tasks forecast to be completed (next steps: 1-3 months)

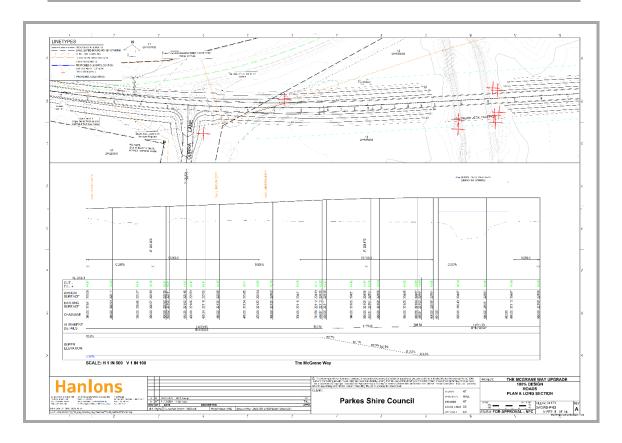
- · Sign contract and return executed copy to contractor
- Tree removal in preparation for construction of approaches.
- Construct construction access along western approach to bridge
- Receive draft proposed bridge design
- Approval of proposed bridge design
- Commencement of bridge construction
- Finalisation of land acquisition

## **Progress Photos**













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	\$134,036	\$470,334	\$3,363,011	\$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

Bulk earthworks

## Tasks forecast to be completed (next steps: 1-3 months)

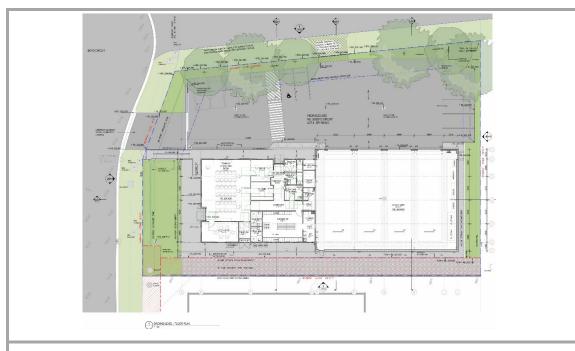
- Structure footings, slab and framework
- Off site fabrication of structural steel and light weight frames/trusses
- · Off site fabrication of main switchboard
- · Off site fabrication of windows and doors
- Install inground services

## **Progress Photos**





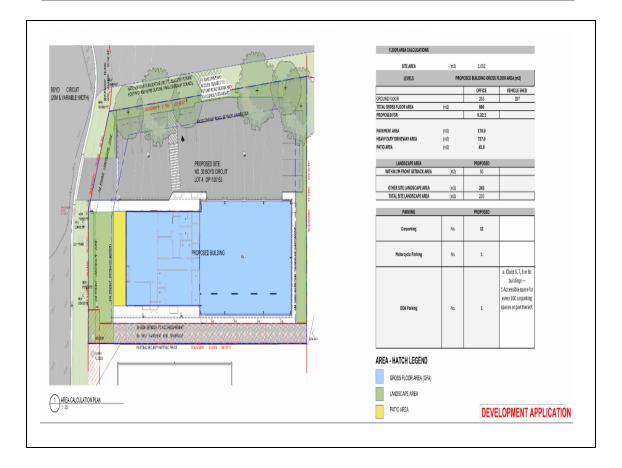
















Croaker Park Detention Basin							
Due Date	Original Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete		
Dec 2025	\$1,744,759 (Funded through R4R)	\$87,184	\$925,095	\$28,798	\$1,900,000		

### Description of the Project

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:

#### Detention Basin Construction - "Croaker Basin":

- 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.

#### **Surface Drainage Works:**

- 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.

These combined works aim to reduce flooding risk, improve public safety, and increase the resilience of Parkes CBD to future storm events.

## Task Completed

- Bulk earthwork has begun, stripping and stockpiling of topsoil underway
- Virgin Excavated Natural Material (VENM) testing has been completed, and results have been received.
- Drainage bund above Spicer oval has been constructed, hydromulch to follow

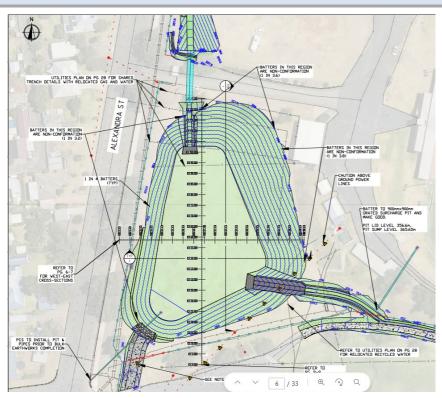
## Tasks forecast to be completed (next steps: 1-3 months)

- Bulk earthworks expect to be complete by late October
- Surface works at Croaker, to be undertaken by PSC, are planned to begin in mid-October.
- Extension of North Parkes oval discuss area to be extended as part of bulk earthworks schedule
- 8000m2 of material to be transported to Rose St development site and placed as a stockpile and used for fill within the Rose Street development





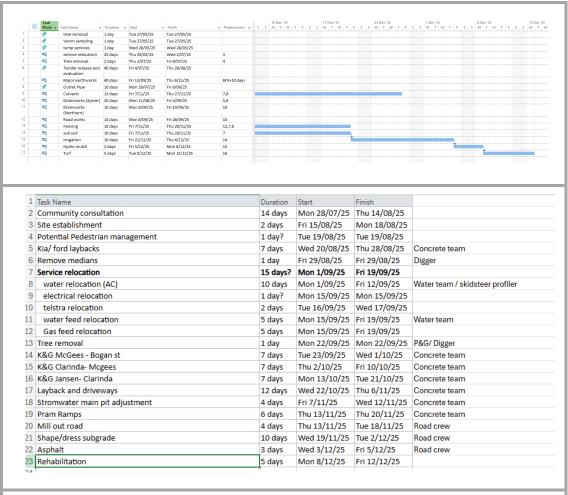
## **Progress Photos**

















Victoria & Clarinda Street Intersection Upgrade							
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete		
1/12/25	\$939,485 (Funded through R4R)	\$73,317	\$139,213	\$66,510	\$1,265,000		

## Description of the Project

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.

#### Stormwater Diversion Roadworks – Victoria Street:

- 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.

These combined works aim to reduce flooding risk, improve public safety, and increase the resilience of Parkes CBD to future storm events.

#### Task Completed (last month)

- · Lowering, replacement and relocation of services within the intersection has been completed
- 250m of kerb and gutter has been completed on the north side of Victoria Street
- Driveway levels has been altered to allow for stormwater overland flow paths to stay within the road corridor, preventing flooding in private property.

#### Tasks forecast to be completed (next steps: 1-3 months)

- Road surface works at the intersection of Victoria and Clarinda Intersection, reducing the crown of the road to allow for stormwater to be restricted to the road corridor.
- Kerb and gutter works to be completed on the southern side of Victoria Street
- Verge shaping to restrict stormwater overland flow to remain in the road corridor, reducing the impact to private property





## **Progress Photos**









E	Enabling Infrastructure for New Housing Development - Stage 1 Rose Street Parkes								
	Due Date	Approved Budget	Expenditure This Month	Total Expenditure To Date	Outstanding Commitments	Estimated Total When Works Complete			
	Dec 2025	\$1,500,000	\$75,677	\$287,829	\$268,326	\$1,500,000			

#### Description Of The Project

#### Stage 1 Current Project (Lots 12-15 and 26-30)

Deliver 9 lots on the with the existing infrastructure in the area along the frontages of rose street and Ainsworth street

- Obtain da mod for stage 1 of the subdivision (lots 12-15 and 26-30)
- Complete detailed design and obtain subdivision works certificate
- Construct the OSD for the full subdivision if funding permits
- Upgrade any sewer or potable water to services for the all the lots
- Construct other utilities required e.g. power, lighting, NBN and inter-allotment drainage for stage 1
- Construct other retaining walls/ swales in future stages to direct flows to the OSD
- Construct footpaths and landscaping in accordance with urban design plan

# Stage 2 - Future Works (Lots 1-11 and 16-21)

- Construct the new roads and infrastructure
- Construct remaining utilities to service the lots e.g. power, lighting, sewer, water, NBN and interallotment drainage
- Construct remaining retaining walls for stage 2
- Earthworks for remaining lots
- Footpaths and landscaping

#### Task Completed (Last Month)

- · RFT retaining walls
- RFT electrical
- Site establishment

#### Tasks Forecast To Be Completed (Next Steps: 1-3 Months)

- Cast all retaining wall components on site
- Finalise design plans and obtain SWC for stage 1
- Release construction tenders (civil) to open market
- Assess electrical tenders and engage contractor
- Obtain approval for electrical design from ee
- Refine draft construction program
- · Assess tenders and select contractor
- Commence civil works











Bogan Road Upgrade – Remote Roads Pilot Program										
Due Date	Approved Budget	Expenditure this month	Total Expenditure to date	Outstanding Commitments	Estimated total when works complete					
Dec 2025	\$3,986,000	\$133,956	\$3,012,298	\$364,581	\$3,986,000					

#### Description of the Project

Extension of seal for approximately 4kms including horizontal and vertical alignment improvements, upgrade of 3 causeways to improve freight efficiency and HML access and resheet 16kms unsealed road to improve drainage, horizontal and vertical alignment and pavement profile.

# Task Completed (last month)

- Resheeting of approximately 12km has been completed
- Completion of two of the three culvert/causeways completed
- Seal of approximately 4km has been completed
- 3 cell culvert and causeway build

#### Tasks forecast to be completed (next steps: 1-3 months)

- Causeway to be built over 3 cell culverts
- · Resheeting of remainder 4km
- Table drain surface works

# **Progress Photos**













# 16.2 PROPOSED - FEES AND CHARGES FOR PARKES AQUATIC CENTRE AND ISSUING OF COUNCIL KEYS

**IP&R Linkage:** Pillar: Community

**Goal:** Our community is safe, active and healthy.

**Strategy:** Enhance recreation and culture, provide sport, recreation and play space facilities that encourage participation, connection and support for

healthy and wellbeing lifestyles.

Author: Sue McGrath, Business Support Coordinator

Authoriser: Logan Hignett, Director Operations

Annexures: A. 2025-26 Proposed Fees & Charges for Parkes Aquatic Centre &

Council Keys J

#### **RECOMMENDATION**

That:

1. Council adopt the proposed amendments to the 2025/26 Fees and Charges for the Parkes Aquatic Centre, and Council keys and fobs.

**2.** Amend the 2025/26 Operational Plan accordingly.

#### **BACKGROUND**

Section 405 of the *Local Government Act 1993* ("the Act") requires Council to adopt an Operational Plan each financial year. The Operational Plan must include the Schedule of Fees and Charges.

Council adopted its 2025/26 Operational Plan and Budget, including the Schedule of Fees and Charges, at its Ordinary Meeting on 17 June 2025 [RES OCM 200/25].

At the Extraordinary Council Meeting held 5 August 2025, Council considered a variation to simplify the fees and charges for the Aquatic Centre by reducing and consolidating entry categories. This was supported in principle, subject to public exhibition in accordance with the Act. The inclusion of fees for Council keys and fobs was also proposed to formalise existing arrangements and ensure transparency.

# **ISSUES AND COMMENTARY**

Council went out for public consultation from the 28 August to the 10 September 2025, proposing to amend the fees and charges for the Parkes Aquatic Centre, Council Keys and the operating hours for the Peak Hill Memorial Pool.

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Council has received for following comments:

# Fees & Charges - Parkes Aquatic Centre

Total Submission is 2

Support	Against	Comments
	1	Did not read the Current fees and charges Submission based on current charges
1		Supported the changes to the fee's and charges.

# Fees & Charges - Council Keys

Total Submission is 0

# LEGISLATIVE AND POLICY CONTEXT

Section 377 of the Act provides that Council cannot delegate specific functions, including the making of charges and fixing of fees, to the General Manager. Such decisions must be made by a resolution of Council's governing body.

#### **FINANCIAL IMPLICATIONS**

As noted above, Council's Operational Plan includes the organisation's Schedule of Fees and Charges and spans the 2025-26 financial year.

#### **RISK IMPLICATIONS**

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

# **COMMUNITY CONSULTATION**

The proposed amendment to Councils fees and charges went out for public exhibition from 28 August to the 10 September 2025.

It is recommended that Council formally resolve to amend its 2025/26 Operational Plan to reflect the revised Fees and Charges for Parkes Swimming Pool and the addition of Council keys and fobs.

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# 4. Current - Operations and Infrastructure Fees and Charges

Fee name	Fee Description	GST	2025-26 Fee
Admissions			
Adults - 18 years+	Charges applied to users of the swimming pool facility	Y	\$7.50
Child - 3 to 17 Years	Charges applied to users of the swimming pool facility	Y	\$5.00
Child -under 3 years	Charges applied to users of the swimming pool facility	Υ	No charge
Child - School based activities incl Learn to Swim	Charges applied to users of the swimming pool facility	Υ	\$3.50
Concession - Concession Card Holder excludes Senior Card	Charges applied to users of the swimming pool facility	Υ	\$5.00
Family Admission Ticket	Charges applied to users of the swimming pool facility	Υ	\$20.00
Family Season Ticket	Charges applied to users of the swimming pool facility	Y	\$280.00
Adult Season Ticket	Charges applied to users of the swimming pool facility	Υ	\$140.00
Child Season Ticket - 3 to 17 Years	Charges applied to users of the swimming pool facility	Υ	\$90.00
Concession Season Ticket - Concession Card Holder excludes Senior Card	Charges applied to users of the swimming pool facility	Y	\$90.00
Books of 10 Admission Tickets – Parkes Swimming Pool	Charges applied to users of the swimming pool facility	Y	\$50.00
Books of 20 Admission Tickets – Parkes Swimming Pool	Charges applied to users of the swimming pool facility	Υ	\$95.00
Spectator	Charges applied to users of the swimming pool facility	Υ	\$2.20
Reduced Season Tickets from 1 January			
Family	Charges applied to users of the swimming pool facility		\$175.00
Adults 18 years+	Charges applied to users of the swimming pool facility		\$100.00
Child 5to 17Years	Charges applied to users of the swimming pool facility		\$65.00
Concession Card Excludes Senior Card	Charges applied to users of the swimming pool facility		\$65.00



Fee name	Fee Description	GST	2025-26 Fee
Parkes Elvis Festival Unlimited Pool Access Pass			
Per person	Charges applied to users of the swimming pool facility - Allow for unlimited access during the festival	Y	\$25.00
Swimming Pool Lane Hire			
Exclusive Use Per lane per hour	Charge is applied for the exclusive use for the purpose of private lessons	Y	\$22.00
Parkes Swimming Club	No fee is charged for use of Parkes Pool	NA	No charge
Pool Hire Full Day (6hrs)	Charge is applied for the exclusive use of the Pool	Y	\$500.00
Pool Hire Half Day (3hrs)	Charge is applied for the exclusive use of the Pool	Υ	\$250.00
Swimming Lessons			
Learn to Swim Program, per lesson - includes entry for one parent and the student	Fee to cover cost of service	Υ	\$18.00



# 4. Proposed - Operations and Infrastructure Fees and Charges

Fee name	Fee Description	GST	2025-26 Fee
Admissions			
Adults - 18 years+	Charges applied to users of the swimming pool facility	Y	\$4.50
Child - 5 to 17 Years	Charges applied to users of the swimming pool facility	Υ	\$2.50
Single Child - under 5 years must be accompanied by a paying adult	Charges applied to users of the swimming pool facility	Υ	No charge
Child - School based activities incl Learn to Swim	Charges applied to users of the swimming pool facility	Υ	\$3.50
Concession – Concession/Senior Card Holders	Charges applied to users of the swimming pool facility	Υ	\$2.50
Spectator – entry without swimming access	Charges applied to users of the swimming pool facility	Y	\$2.00
Family Admission Ticket	Charges applied to users of the swimming pool facility	Υ	\$12.00
Family Season Ticket	Charges applied to users of the swimming pool facility	Υ	\$420.00
Adult Season Ticket – 18 years	Charges applied to users of the swimming pool facility	Y	\$260.00
Child Season Ticket - 5 to 17 Years	Charges applied to users of the swimming pool facility	Υ	\$140.00
Concession/Senior Season Ticket – Concession Card Holders	Charges applied to users of the swimming pool facility	Y	\$115.00
Couple Season Ticket – for 2 adults	Charges applied to users of the swimming pool facility	Υ	\$390.00



# **5. Corporate Services Fee and Charges**

# Council Keys

Fee name	Fee description	GST	2025-26 Fee
Hire of General Council Buildings Ke	eys/Fobs		
Key Hire	Fee to cover costs of Lost/Stolen/Damaged Keys	Υ	\$23.50
Fob and Key Hire	Fee to cover costs of Lost/Stolen/Damaged Keys/Fob	Υ	\$47.00
Fob Hire	Fee to cover costs of Lost/Stolen/Damaged Fob	Y	\$23.50



# 16.3 OPERATING HOURS - PEAK HILL MEMORIAL POOL

IP&R Linkage: Pillar: Community

**Goal:** Our community is safe, active and healthy.

**Strategy:** Enhance recreation and culture, provide sport, recreation and play space facilities that encourage participation, connection and support for

healthy and wellbeing lifestyles.

Author: Sue McGrath, Business Support Coordinator

Authoriser: Logan Hignett, Director Operations

Annexures: A. Peak Hill Memorial Pool - Proposed Operating Hours &

#### RECOMMENDATION

That:

1. Council, having considered the submissions received, resolve to retain the current operating hours for Peak Hill Memorial Pool for the 2025/2026 season.

# **BACKGROUND**

At Councils Extraordinary Council Meeting held on 5 August 2025 the following was tabled:

Variation No.	Proposed Variation	Summary	Officer Recommendation
2	Amend Peak Hill Pool Operating Hours	Align Peak Hill pool hours with Trundle: a) Wed-Fri: 1:00pm-7:00pm b) Sat-Sun: 11:00am-7:00pm c) Closed: Christmas Day & Good Friday	Support conditional on community consultation – changes may impact service accessibility and require public input.

# **ISSUES AND COMMENTARY**

Council went out for public consultation from the 28 August to the 10 September 2025, proposing to amend the operating hours for the Peak Hill Memorial Pool.

# Operating Hours - Peak Hill Memorial Pool

Total Submission is 12

Submissions	Support	Against	Comments
12	0	12	Community comments attached to the report

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Below is a summary of the community comments for the operating hours to the Peak Hill Memorial Pool

# 1. Limited Local Facilities and Equity with Parkes

- (a) Residents emphasised that Peak Hill has very few recreational outlets for children, youth, and families. The swimming pool is considered a vital facility, particularly in summer.
- (b) Concerns were raised that Parkes has received significant recreational upgrades in recent years (e.g., water parks, playgrounds), whereas Peak Hill has not.
- (c) Many community members believe Peak Hill pool should have operating hours equal to or better than Parkes pool, given both communities are within the same Shire and contribute rates.
- (d) Some residents noted the Peak Hill pool also opens later in the season than Parkes, which they feel is inequitable given Peak Hill's hotter climate.

# 2. Reduced Accessibility for Working Families and Community Groups

- (a) The proposed earlier closing time of 6:00pm would prevent many working residents from using the pool after work.
- (b) Later hours (until 7:00pm) are valued for:
  - (i) family swimming,
  - (ii) birthday parties and BBQs,
  - (iii) after-work exercise, and
  - (iv) general social activities.
- (c) Several residents stressed that late afternoons are the hottest part of the day, when families are most likely to attend.

# 3. Loss of Important Community Programs

- (a) Aqua aerobics and water fitness sessions, particularly on **Monday evenings at 6:00pm**, attract strong participation (20+ attendees).
- (b) Peak Hill Community Health has coordinated Aqua Fitness classes for 18 years and has recently secured grant funding to expand programs, including men's-only and high-intensity classes. These rely on later evening times to maximise participation.
- (c) Lap swimming, learn-to-swim classes, school programs, and squad training also require flexible hours, including mornings.
- (d) Residents noted that cancelling Monday access would directly undermine these established and successful programs.

# 4. Health, Safety, and Wellbeing Concerns

- (a) The pool is described as a safe and positive environment, particularly for children and teenagers.
- (b) Reduced hours may push children to swim at the local weir or river, raising significant safety risks.
- (c) The facility provides important mental health and social benefits, serving as a hub for residents of all ages. For some, the pool is described as a "haven" away from unsafe or isolating home environments.

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# 5. Community and Visitor Needs

- (a) Residents and local business owners noted that visitors frequently enquire about pool access, with limited and inconsistent hours deterring travellers from staying in town.
- (b) Suggestions were made to adopt models from neighbouring councils (e.g., Cabonne Council), which allow supervised and unsupervised access to extend pool availability while managing staffing hours.
- (c) Several residents argued that operating hours could be structured more flexibly to maintain access outside of school and work times, without increasing staffing costs.

# 6. Preference for Extended, Not Reduced, Access

- (a) Strong opposition was expressed to the proposal, with many residents calling for:
  - (i) the pool to be open seven days per week,
  - (ii) retention of later evening hours (until 7:00pm),
  - (iii) and the addition of morning sessions.
- (b) Some suggested reinstating entry fees or season passes if financial sustainability is an issue.
- (c) Several noted that 38 total operating hours could be achieved with more balanced distribution across the week, rather than concentrating only on Wednesday to Sunday.

#### LEGISLATIVE AND POLICY CONTEXT

Nil.

#### 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**

The proposed amendments to operating hours at the Peak Hill Memorial Pool went out for public consultation from 28 August to the 10 September 2025.

It is recommended that Council formally resolve to retain existing operating hours at the Peak Hill Memorial Pool, as stated below;

Monday 2.00pm - 7.00pm

Wednesday 11.00am - 7.00pm

Friday 11.00am – 6.00pm

Saturday & Sunday 10.00am – 7.00pm.

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Mon, 8 Sep 2025 17:49:03 +1000

To:

"Council" <Council@parkes.nsw.gov.au>

Subject:

Feedback on proposed changes to the operating hours of the Peak Hill

Memorial Pool

Categories: For ECM

Dear Parkes Shire,

On your FB page I note in the first sentence for 'Have Your Say' that council is seeking feedback on the changes to the operating hours of the Peak Hill Memorial Pool.

When I calculated the operating hours for Option 1 and Option 2 the hours for both Options are 38 hours, exactly the same.

It seems the Options are around the days the pool will be open and closed ie Option 2 with the change being the pool will be opened from Wednesday through to Sunday and closed on Monday

and Tuesday.

One of our local residents who has a young family suggested an Option 3 where the pool could be

opened every day for the same amount of hours. Please check comments when

share your facebook post. idea seemed popular generating conversation around his idea on the

FB page.

I suggest our Peak Hill community should have the same equity along with all towns in the Shire where the pool

is open everyday. Our pool is well supported by families, individuals, the schools, swimming lessons in the school's Term 4 and

holidays, the aerobics group - with over 20 participants each session, and visitors to our town in summer.

I would also like to know why our pool opens a month later than the Parkes pool, given Peak Hill's temperature is

often higher on average than Parkes as is the rainfall due to Peak Hill being further west.

For the past couple of years the pool was closed for an extra month due to maintenance issues and

this was upsetting for our community and we felt let down by the Parkes Shire Council. I hope this doesn't again



this year and the pool is operating on the publicised date.

Thank you for continuing the free entry to the pool, given that we have a low socio-economic population, and there

is very little to do in Peak Hill, for our youth, residents and families during summer.

Thank you also for allowing the residents of Peak Hill to have their say on the proposed changes.

Kind Regards



From:
Sent: Tue, 9 Sep 2025 09:47:05 +1000

To: "Council" <Council@parkes.nsw.gov.au>

Subject: Public Exhibition - Peak Hill Memorial Pool Opening Times

Categories: For ECM

Both my husband and I are regular users of the Peak Hill pool through regular lap swimming and aqua aerobics classes. We would like to support Peak Hill pool hours to remain at the current days and times.

One of the biggest users of the pool is the Monday night aqua aerobic group. As a community group, it would be one of the most successful physical activity groups in Peak Hill, built up over a number of years. The time slot of 6pm Monday allows people to come after work, from out of town rural properties as well as mine workers from Tomingley. The Saturday class commencing at 10am is also suitable to participants as it allows them to exercise before being involved in other weekend family activities.

The set days of opening through the week, Monday, Wednesday and Friday are firmly set with Peak Hill residents, enabling those who regularly swim to have on and off days.

We hope that the new management will consider the needs and wishes of the community they are going to serve and will promote the pool as a place of healthy activity.





Tue, 9 Sep 2025 15:29:12 +1000

To: "Council" <Council@parkes.nsw.gov.au>

Subject: Public Exhibition - Peak Hill Memorial Pool Opening Times

Categories: For ECM

To whom it may concern

I wish to give my opinion on the operation hours of the Peak Hill pool.

I personally would hope they remain the same hours as has been the case for many years.

As a regular to use the pool, I go to aqua fitness on a Monday afternoon, swim laps on Wednesday mornings and do aqua again on Saturday mornings. This gives me a balance to my fitness throughout the week. The local swimming club, schools and learn to swim programs would also find this balance and use of the pool beneficial, rather than changing the hours to be the last three days of the week and weekend.

I have noticed that our summer weather is also suitable to have the pool open on various days, ie after a wet weekend the pool does not open until Wednesday it is a long break to have. Pool shut because of storms then closed for two days, makes you realise how beneficial a staggered week of opening would be.

Yours sincerely

Peak Hill

Sent from my iPhone



Sat, 6 Sep 2025 16:41:55 +1000

To:

"Council" <Council@parkes.nsw.gov.au>

Subject:

Feedback on Proposed Peak Hill Pool Opening Hours

Categories:

For ECM

#### To whom it may concern

I wish to provide feedback regarding the proposed changes to the Peak Hill Memorial Pool opening hours.

I do not support the proposed times, as they would significantly disadvantage business owners, working residents, and volunteers in our community. The pool is a valuable facility, but under the proposed hours it would be largely inaccessible outside of standard business hours. This means that the very people who contribute most to our community through work and volunteering will struggle to make use of the pool.

Currently, aqua aerobics classes are held at 6–7pm on Monday evenings and 10–11am on Saturday mornings. The proposed timetable would make the Monday evening class unworkable, or force it to start at 5pm—an unrealistic time for many working residents. This would result in reduced participation and limit the health and social benefits these classes provide.

As a local tourism business owner, I also receive consistent enquiries from travellers about the pool. Visitors are often surprised at the restricted and inconsistent opening hours. The proposed times would make this worse and restrict opportunities for travellers who would happily pay to use the facility. This not only affects the pool but also the broader economic benefit for Peak Hill, as visitors seek facilities when deciding where to stop and stay.

I encourage Council to consider more flexible solutions, such as Cabonne Council's model of offering unsupervised swim passes. Their approach provides supervised hours during summer, while giving 10-visit or season pass holders (who complete a safety induction) unsupervised access from 6am to 7pm, seven days a week. This initiative has proven successful and award-winning, while extending community access to the facility.

If staffing resources are limited to 38 hours per week, I suggest the following hours as a better balance for both residents and visitors:

• Monday - Friday: 2pm - 7pm

• **Saturday: 12pm – 7pm** 

• Sunday: 12pm – 6pm (Total: 38 hours)



This spread of hours provides fairer access outside work and school times, maintains weekend usability, and keeps the facility attractive for both locals and travellers.

I appreciate the opportunity to provide feedback and strongly encourage Council to reconsider the proposal in light of community needs.

Kind regards



Fri, 5 Sep 2025 19:09:04 +1000

To:

"Council" <Council@parkes.nsw.gov.au>

**Subject:** OpenCities Enquiry

Categories: For ECM

Please leave times as last year as this suits me better than new ones



Mon, 1 Sep 2025 17:03:08 +1000

To:

"Council" <Council@parkes.nsw.gov.au>

Subject:

Public Exhibition - Peak Hill Memorial Pool Opening Times

Categories: For ECM

I wish to provide feed back for peak hill memorial pool opening and closing times. I think it is important for the community of peak hill to keep the existing/current operating times and days. We have aqua aerobics currently on a Monday night 6 -7 pm to fit in with working hours and can get upto 20 ladies each Monday night. To close the pool on a Monday would have an impact on this event all summer Thankyou

Get Outlook for Android



Mon, 1 Sep 2025 12:57:02 +1000

To:

"Council" <Council@parkes.nsw.gov.au>

Cc: Subject:

Peak Hill Pool operational hours

Categories: For ECM

#### **Peak Hill Memorial Pool Opening Times**

Submissions closing on 11 September 2025, 05:00 PM

Notice is hereby given that Council is seeking feedback on proposed changes to the operating hours of the Peak Hill Memorial Pool.

Current hours for Peak Hill Memorial Pool

Monday 2.00pm – 7.00pm

Wednesday 11.00am – 7.00pm

Friday 11.00am – 6.00pm

Saturday & Sunday 10.00am – 7.00pm

Proposed hours for Peak Hill Memorial Pool

Wednesday to Friday 11.20am – 6.00pm

Saturday & Sunday: 10.00am – 7.00pm

#### Good afternoon,

I write to recommend that the current pool operating hours remain in place for the upcoming 2025/2026 season.

Peak Hill Community Health have coordinated Aqua Fitness classes at the Peak Hill pool for the past 18 years and find that most attendance is on Monday evening at 6.00pm to 7.00pm. Recently we have received grant funding to increase Aqua Fitness classes which will be targeted at a Men's only classes and a High Intensity classes.

To encourage participation, the 7.00pm closing time during the week allows more flexibility.



I believe that the Peak Hill Community would like to see the pool open 7 days a week and would be happy to discuss options



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Sun, 31 Aug 2025 09:01:38 +1000

To: "Council" <Council@parkes.nsw.gov.au>

Subject: Public Exhibition - Peak Hill Memorial Pool Opening Times

Categories: For ECM

To whom it may concern,

I strongly oppose the changes to the Peak Hill Memorial Swimming Pool opening times.

As an educator in the area, it is essential for our community to have a free facility like this open as much as possible. Cutting the two days and the hours would have an exceptionally negative impact on health, welfare and mental health of residents in the community. It is a haven for people who's home life may be dangerous or uncomfortable.

As someone who attends Aqua aerobics at the pool, this would not be possible on a Monday if the pool is closed. This program has so many benefits to young and old (mostly old) who have no other opportunities to meet with one another for exercise and social connection.

I implore you to keep the current hours and not adopt the proposed times. I do not want to imagine the negative implications of these changes if made.

Regards

Sent from my iPhone



Fri, 29 Aug 2025 10:22:50 +1000

To: "Council" <Council@parkes.nsw.gov.au>

Subject: Public Exhibition - Peak Hill Memorial Pool Opening Times

Categories: For ECM

 $\rm Hi$ , I am a life long resident of Peak Hill, the purposed hours of opening is not an issue, though I do not agree with closing earlier. As you can understand the late afternoon is the hottest part of the day were we live, families leave it to later to spend some time cooling down, to have a birthday party or BBQ at the pool.

I'd also like to know why our pool has to close 2 days a week when we are under Parkes Shire? Parkes pool business days & times are a big difference.

As you also would know there is not much else for children to do in Peak Hill, especially during holidays / weekend periods except swim, we would like to know they are swimming in town in clear water, not at the weir 5 kilometres out of town in the river.

Thanks for listening to my opinion .

Sent from my iPhone



Fri, 29 Aug 2025 08:01:54 +1000

To:

"Council" <Council@parkes.nsw.gov.au>

Subject:

Public Exhibition - Peak Hill Memorial Pool Opening Times

Categories:

For ECM

Dear General Manager,

I am writing to provide feedback on the proposed changes to the operating hours of the Peak Hill Memorial Pool.

While I appreciate the effort to optimise operations, I respectfully request that Council consider extending the pool's opening hours to seven days per week, with access available both in the mornings and through to the evening (e.g., until 7:00pm).

The currently proposed weekday hours (Wednesday to Friday, 11:20am–6:00pm) significantly limit pool access for working individuals with families. Maintaining later closing times is crucial for those who cannot attend during the middle of the day.

Additionally, introducing morning access would open opportunities for vital community services such as:

Learn-to-swim programs

School-based and community swimming lessons

Squad training

Adult lap swimming and aquatic fitness

These services not only promote health and wellbeing but also build water safety skills across all age groups—particularly important in rural communities like ours.

I believe a more inclusive and flexible timetable, ideally spanning Monday to Sunday with morning and evening access, would better meet the needs of our working and growing community.

Thank you for considering this submission.

Kind regards,



Mon, 1 Sep 2025 13:15:30 +1000

To: "Council" < Council@parkes.nsw.gov.au>
Subject: Peak Hill Memorial Pool opening hours

Categories: For ECM

#### Good afternoon,

I have seen the proposed hours for the coming season of the Peak Hill Memorial Pool and do not support them at all. During summer the pool becomes a hub that people use for exercise, play and socialising. The hours you are suggesting to not allow for some of these activities.

Currently water aerobics is held on Monday evenings at 6pm as well as Saturday mornings. While Saturday is fine if you change the hours then Monday will be unavailable. For someone like myself that works, the 6pm time slot is perfect.

Closing the pool at 6pm during summer is shortsighted- not only does the pool get used for birthday get together, family bbq's etc people who work during the day like to be able to unwind and enjoy the water, having that extra time after 6pm allows this to happen.

It has always been a bug bear that our pool is not open 7 days a week and changing these hours just exacerbates this! Is the pool going to be open 7 days a week during the holidays? It is much safer to have our local children able to go to the pool than head to the weir on hot days!

Perhaps it is time to go back to having an entrance fee and season passes if dollars are an issue. Are we also going back to a pool run by the council or a contractor?

Thanking you

Sent from my iPhone



Fri, 29 Aug 2025 14:53:45 +1000

To: "Council" < Council@parkes.nsw.gov.au>
Subject: Peak Hill Swimming pool opening times

**Attachments:** IMG\_20250829\_145304.jpg

Categories: For ECM



# Public Exhibition - Peak Hill Memorial Pool Opening Times

Peakhill is a very small community and there is nothing here for the children to do on any given day and most kids can't wait for it to open in the summer season Parkes has got numerous thing done there in the last few years upgrading of Parks building water parks etc peakhill does not get any of these things yes we got a small park/gym built but that's it Isn't Peakhill under the Parkes Shire?? Why is it that peakhill has to make these changes

I think that peakhill pool should have the same rules/conditions as Parkes pool seeing as we go under the same council Peakhill community pays rates etc just like everybody else

I think the pool should be open every day of the week but taking One day out either Tuesday or Thursday as these days when it is shut are usually the days that are the hottest

I think as a peakhill resident that has lived here all my life that this is unfair and should be reconsidered carefully



# 16.4 PARKES SHIRE NHVR CONDITIONS

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

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

Strategy: Support local agriculture, tourism, and retail sectors by promoting

diversification, value-adding and capacity building.

Author: Ben Coultas, Senior Design Engineer

Authoriser: Logan Hignett, Director Operations

Annexures: A. NHVR - Vehicle Class U

#### **RECOMMENDATION**

#### That Council:

- 1. Conduct Community Consultation with Bus companies/operators and residents of the shire proposing the removal of the condition "No access 7:30–9:00 am and 3:00–4:30 pm on school days." for Class 2 Vehicles on all roads, noting that the 80km/hour speed limit would remain in place.
- 2. Receive a future report on the results of the consultation before considering whether to change the condition.

#### **BACKGROUND**

Parkes Shire Council has received a request to review conditions that restrict the operation of heavy vehicle combinations during school operating hours. The request seeks to allow industry operations during these times while maintaining appropriate speed limits on these roads.

As part of managing the road network, Council works closely with the National Heavy Vehicle Regulator (NHVR) and Transport for NSW (TfNSW) to provide safe and regulated access for heavy vehicle combinations, which are categorised as **General Access, Class 1, Class 2, and Class 3**.

General Access vehicles are limited to a maximum length of 19 m and a maximum width of 2.5 m.

- Cars, utes, vans
- Service vehicles (e.g. garbage trucks, street sweepers)
- Rigid trucks (delivery vehicles, concrete agitators)
- Prime mover + semi-trailer (standard 19 m)

# Class 1 vehicles are those exceeding 19 metres in length or 2.5 metres in width

- Oversize-Overmass (OSOM) loads: e.g., bridge beams, wind turbine blades, transformers.
- Special Purpose Vehicles (SPVs): e.g., mobile cranes, drilling rigs, concrete pumps.
- Agricultural Machines: e.g., harvesters, tractors towing equipment.

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# Class 2 are those exceeding 19 metres in length but under 2.5 metres in width

- B-doubles (up to 25 m general access, up to 26–30 m under permit or notice).
- Road trains (Type I ~36.5 m, Type II up to 53.5 m, larger under permit).
- Performance Based Standards (PBS) vehicles assessed for safety and productivity under PBS scheme.
- Other combinations authorised by notice/permit (e.g., AB-triples).

# Class 3 is for all other combinations that fall outside General Access, Class 1 and Class 2.

See Attachment A for table from the NHVR

These approvals are granted under either a gazettal or a permit. A permit allows a specific heavy vehicle, such as an oversize/overmass (OSOM) or PBS vehicle, to operate on roads outside standard mass, dimension, or access limits. In contrast, a gazetted road or notice provides preapproved access for vehicles, such as B-doubles or road trains, that meet the conditions specified in legislation or NHVR notices.

#### **ISSUES AND COMMENTARY**

Parkes Shire Council has historically applied the following condition on new permits and gazettals:

"No access 7:30 - 9:00 am and 3:00 - 4:30 pm on school days."

This condition applies to any **Class 1**, **Class 2**, **and Class 3** heavy vehicle proposing to operate on specific shire roads, including but not limited:

Bogan Road (SR76) The Bogan Way (MR350)
Alagala Road (SR128) Middle Trundle Road (SR83)

This condition is also used in conjunction with the following conditions

"A maximum speed limit of 80km/h on route."

The restriction was originally implemented in response to concerns and complaints from bus operators regarding the safety of students, vehicle operators, and parents during school operating hours.

This condition is currently used by any other Council in NSW on specific roads that are currently gazetted for B-double 26m gazettal:

Dubbo Shire Council (one road)

"No travel permitted 7:30 – 9:00am and 3:30-5:00pm on school days"

Cabonne Shire Council (multiple roads)

"No travel permitted 8:00 – 9:30am and 2:30-4:00pm on school days"

Forbes Shire Council (one road)

"No travel permitted 7:30-8:15am and 4:00-4:45pm on school days."

Hilltops Shire Council (one road)

"No travel permitted 6:45 – 8:15am and 3:15-5:30pm on school days"

Inverall Shire Council (multiple roads)

"No travel permitted 7:30 – 9:30am and 3:30-5pm on school days"

Outside the above most other councils don't place any conditions of school bus times or operation other than the limit in speed of 80km/h.

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#### LEGISLATIVE AND POLICY CONTEXT

Under the Heavy Vehicle National Law (HVNL), local councils, including Parkes Shire Council, have specific legislative responsibilities regarding heavy vehicle access on local roads. Section 157 of the HVNL requires that the National Heavy Vehicle Regulator (NHVR) obtain consent from road managers—such as local councils—before issuing a permit for restricted access vehicles (RAVs) to operate on their roads.

This provision empowers local governments to ensure safety for all road users, protect and efficiently manage access to important council infrastructure, such as roads and bridges, and preserve and manage public amenities.

In practice, this means that Parkes Shire Council is responsible for assessing NHVR permit applications for heavy vehicles on local roads. The Council provides recommendations and local conditions based on the current conditions of the roads to determine if they can meet the minimum requirements for the proposed vehicle, ensuring road safety and protecting infrastructure. While the NHVR issues the permit, Council's input is a key part of ensuring safe and compliant heavy vehicle operations on Shire roads.

#### FINANCIAL IMPLICATIONS

There are no direct financial impactions with the removal/adjustment of the condition. The impaction will be the cost in staff hours to adjust the conditions on the mapping system and adjust already approved permits.

#### **RISK IMPLICATIONS**

With the removal or adjustment of the current condition, there may be an increase in the number of **Class 1, Class 2, and Class 3** vehicles using these roads during school operating hours. However, industry operators could already use **General Access vehicles**, such as 19 m semi-trailers, to transport loads during these times, which presents a similar level of risk due to the additional vehicle movements required.

Class 1 vehicles may exceed 8 m in width, provided they comply with other applicable requirements for road access, such as the use of pilot vehicles or police escorts.

# **COMMUNITY CONSULTATION**

No formal community consultation has been undertaken regarding the proposed change to the condition. Industry operators have requested its removal, noting that contractors not locally based are impacted and that the condition is not widely known, which can result in unintentional non-compliance. Other councils apply similar conditions, including a speed limit of **80 km/h** and caution around buses.

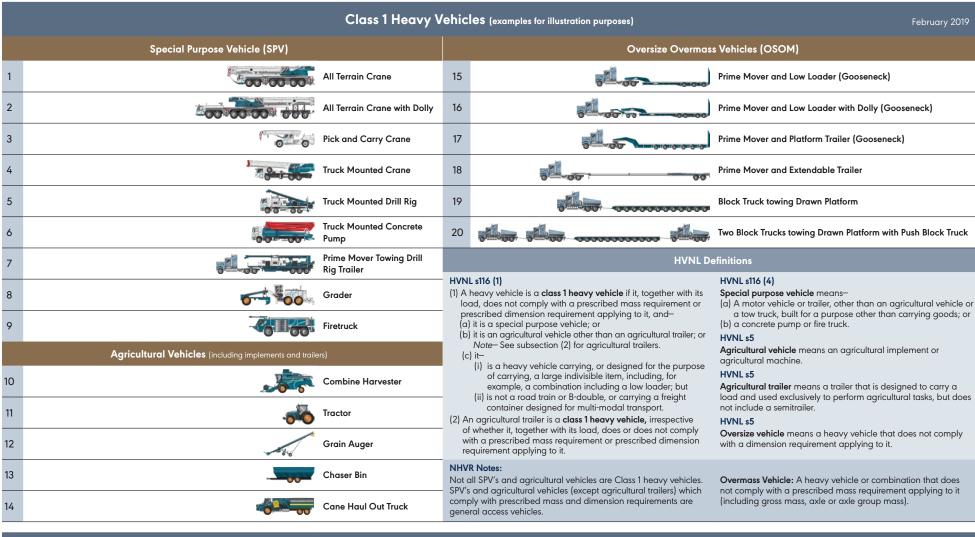
Community consultation is proposed to engage bus operators and local residents for feedback on the recommendation.

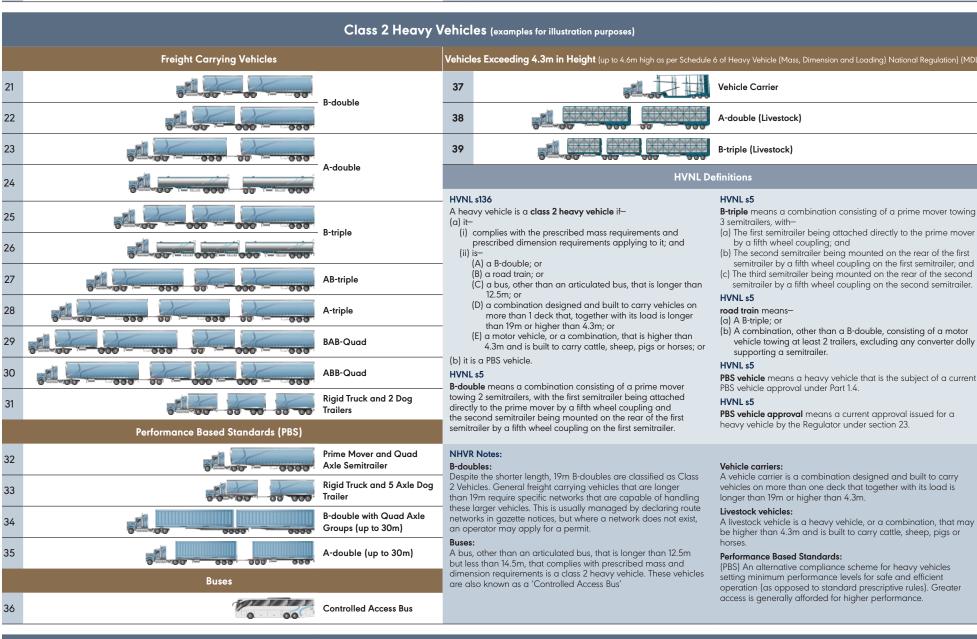
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Disclaimer: The Heavy Vehicle National Law (HVNL) provides for three classes of heavy vehicle as a means of managing access for different types of heavy vehicles. This chart shows some of the most common heavy vehicle combinations that are part of each vehicle class as defined in the Heavy Vehicle National Law (HVNL). It is not a comprehensive representation of the entire Australian heavy vehicle fleet. Other heavy vehicle configurations are used which are not represented. This fact sheet illustrates some common examples from the three different classes of heavy vehicles and is provided for guidance only. Definitions listed within the chart can be found under relevant sections in the Heavy Vehicle National Law (HVNL). For further information, contact the NHVR at 13 NHVR (13 64 87) or info@nhvr.gov.au/contact-us





#### Class 3 Heavy Vehicles (examples for illustration purposes) **NHVR Notes: Rigid Truck and Dog HVNL** Definitions 40 (over 42.5 tonnes GCM) A truck and dog trailer combination whose dimensions and mass do not exceed prescribed mass and dimension requirements is a general HVNL s116 (3) Prime Mover and Semitrailer access vehicle. If its mass or dimension limits exceed prescribed 41 (3) A heavy vehicle is a class 3 heavy vehicle if requirements, this combination is classified as a Class 3 vehicle. towing Converter Dolly (a) it, together with its load, does not comply with a prescribed Examples of Class 3 vehicles include: **B-double towing Converter** • A truck and dog trailer combination consisting of a rigid truck mass requirement or prescribed dimension requirement 42 Dolly applying to it; and with 3 or 4 axles towing a dog trailer with 3 or 4 axles weighing more than 42.5t is an example of a class 3 heavy vehicle. (b) it is not a class 1 heavy vehicle. Underhook/Underlift • Other examples might include a B-double or road train 43 **Tow Truck** transporting a load wider than 2.5m.



# 17 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES

#### 17.1 AUGUST 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: Cordelia Moon, Development-Certificates Coordinator

Authoriser: Annalise Teale, Director Planning and Community Services

Annexures: Nil

#### RECOMMENDATION

That Council:

1. Receive and note the August 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 August 2025 there were eight (8) Development Applications received totalling \$781,410.88 and seven (7) consents were issued. There was one (1) Private Certifier Complying Development Certificate received totalling \$3,398,000.00. One (1) Private Certifier consent was issued.

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



Table 1: Development Applications						
Development Category		August 2025		August 2024		
Development Category	No.	Estimated Value	No.	Estimated Value		
Commercial	2	\$19,990.00	-	-		
Community Facilities	-	-	-	-		
Industrial	-	-	-	-		
Infrastructure	-	-	-	-		
Tourist Development	-	-	-	-		
Single Dwelling-house	-	-	2	\$888,794.00		
Residential Alterations and Additions inc. ancillary / outbuildings	6	\$761,420.88	7	\$1,058,236.00		
Residential Other	-	-	-	-		
Multi-Residential	-	-	-	-		
Seniors Living	-	-	-	-		
Subdivision only	-	-	2	\$23,000.00		
Secondary Dwelling	-	-	-	-		
Other inc. demolition, earthworks, advertising structure	-	-	-	-		
Mixed Development	-	-	-	-		
Totals	8	<b>\$</b> 781,410.88	11	\$1,970,030.00		
FYTD Totals	19	\$1,999,964.88	22	\$3,177,362.49		

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



Table 2: Development Conser	Table 2: Development Consents						
Application No.	Address	Description					
DA2024/0095	46 Deep Lead Road, PARKES	Erection of a new Structure - Shed and Rainwater Tanks					
DA2025/0021	5 Gobondery Street, TRUNDLE	Erection of a New Structure - Shed					
DA2025/0028	298-302 Clarinda Street, PARKES	Alterations to Commercial Premises - Internal Fit Out					
DA2025/0030	52-58 Coronation Avenue, PARKES	Swimming Pool & Child Restraint Barrier					
DA2025/0031	20 Cecile Street, PARKES	Alterations or Additions to Existing Dwelling					
DA2025/0032	36 Boyd Circuit, PARKES	Change of Use - Indoor Recreation Facility (Gym)					
DA2025/0034	66 Jones Street, PARKES	Erection of a New Structure - Shed and Swimming Pool					

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



Table 3: Complying Development Certificates						
Development Category		August 2025		August 2024		
Development Category	No.	Estimated Value	No.	Estim	ated Value	
Commercial	-	-	1		45,232.00	
Community Facilities	1	\$3,398,000.00	-		-	
Industrial	-	-	-		-	
Infrastructure	-	-	-		-	
Tourist Development	-	-	-		-	
Single Dwelling-house	-	-	-		-	
Residential Alterations and Additions inc. ancillary / outbuildings		-	1		\$18,127.27	
Residential Other			-		-	
Multi-Residential	-	-	-		-	
Seniors Living	-	-	-		-	
Subdivision only	-	-	-		-	
Secondary Dwelling	-	-	-		-	
Other inc. demolition, earthworks, advertising structure	-	-	-		-	
Totals	1	\$3,398,000.00	2	2	\$63,359.27	
FYTD Totals	4	\$4,729,701.00	2	2	\$63,359.27	

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

Table 4: Complying Development Certificates			
Application No.	Address	Description	Certifying Authority
CDC2025/0015	55 <u>Westlime</u> Road, PARKES	Commercial Premises - McDonald's Restaurant	Private

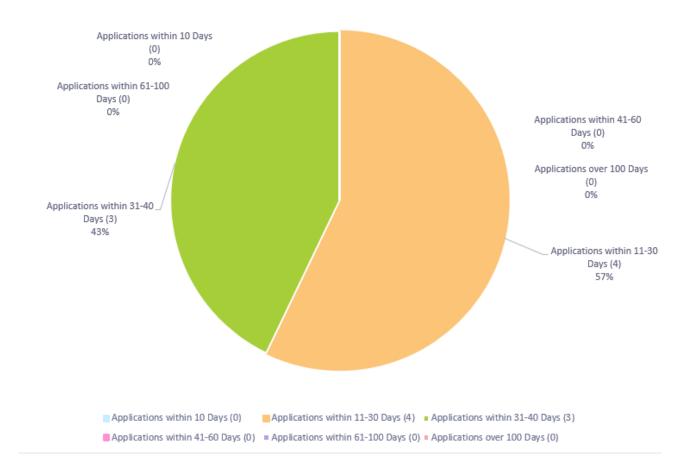
# **DA Processing Times for Approvals**

The information shown in the pie chart below is Development Application approvals issued for the period 1 August 2025 to 31 August 2025. It should be noted that a total seven (7) Development Applications have been approved with an average of 27.10 days.

The average timeframe in which the internal referrals to the Technical Services and/or Infrastructure Departments were completed was 20.42 days.



# DA Processing Times for Approvals



# **Activation Precinct Certificate Determinations**

There were no new Activation Precinct Certificate determinations.

#### LEGISLATIVE AND POLICY CONTEXT

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

#### FINANCIAL IMPLICATIONS

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

# **RISK IMPLICATIONS**

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

#### **COMMUNITY CONSULTATION**

Where a Development Application or Modification Development Application is required to be publicly exhibited, the application was made available for inspection at the Parkes Shire Council Administration Centre commencing from the date on which the public notice was placed in the local newspaper. The application was also included on the Parkes Shire Council website.

For Development Applications requiring neighbour notification, written notification of the proposed development was provided to the owner(s) of land immediately adjoining or adjacent to the subject



land (as shown on Council's Property and Rating System at the time of notification) including land that is separated from the subject land by watercourse, road, pathway, driveway, railway or similar thoroughfare.

Where more than one person is listed as the owner, written notification to one of the owners, is taken to be a notice to all of the registered owners.

# **CONCLUSION**

During the month of August 2025 there were eight (8) Development Applications received totalling \$781,410.88 and seven (7) consents were issued. There was one (1) Private Certifier Complying Development Certificate received totalling \$3,398,000.00. One (1) Private Certifier consent was issued.





# **Development Activity Report**

August 2025

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



# LODGED

B Developmen Applications

Complying
Development
Certificates



# DETERMINED

- 7 Applications
- Omplying

  Development
- Private Certifie

  Complying
  Development





# 18 NOTICES OF MOTION/QUESTIONS WITH NOTICE

Nil

#### RECOMMENDATION

That Ordinary Council Meeting:

 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 PURCHASE OF GROUND WATER ACCESS LICENCE

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 WESTERN SEWER AUGMENTATION STAGE 2 - PSC2025028

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.

#### **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.