

# Extraordinary Council Meeting

## Business Paper

Notice is hereby given that an Extraordinary Council Meeting of Parkes Shire Council will be held in the Parkes Council Chamber, 2 Cecile Street, Parkes, on Tuesday 2 May 2023 at 4:30pm.



Kent Boyd PSM  
**GENERAL MANAGER**



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## Governing Body

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|                            |                                                                                                                                                      |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Composition:</b>        | Ten (5) Councillors                                                                                                                                  |
| <b>Membership:</b>         | Councillor J Cass, Councillor W Jayet, Councillor KM McGrath,<br>Director Customer, Corporate Services and Economy Middleton,<br>Councillor G Wilson |
| <b>Quorum:</b>             | 6 Councillors                                                                                                                                        |
| <b>Chairperson:</b>        |                                                                                                                                                      |
| <b>Deputy Chairperson:</b> |                                                                                                                                                      |

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

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

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

# Council Chambers

## Seating Plan



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

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

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### Conflicts of Interest

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

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

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

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## Order of Business

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## 1 OPENING OF MEETING

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

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

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

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

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

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

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

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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The Mayor will invite a Councillor to deliver an Acknowledgement of Country:

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

Alternatively, the Councillor may deliver the following Acknowledgement of Country in Wiradjuri language, which has been provided by Mr Geoff Anderson, a Wiradjuri Elder resident of the Parkes Shire:

| Wiradjuri language                                                                           | English translation                                                                         |
|----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| Badhu yinganha yindyamarra-gu Wiradjuri mayiny bu Wiradjuri manhang                          | <i>I give respect to Wiradjuri people and Wiradjuri soil.</i>                               |
| Badhu gulbarra ngali Yama Wiradjuri ngurambang bu ngali garrariwibarra gu marambir Niiringal | <i>I understand we are on Wiradjuri country and can work together to a better tomorrow.</i> |
| Mandaang guwu                                                                                | <i>Thank you.</i>                                                                           |

### **3 PRAYER**

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

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

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

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

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

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

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

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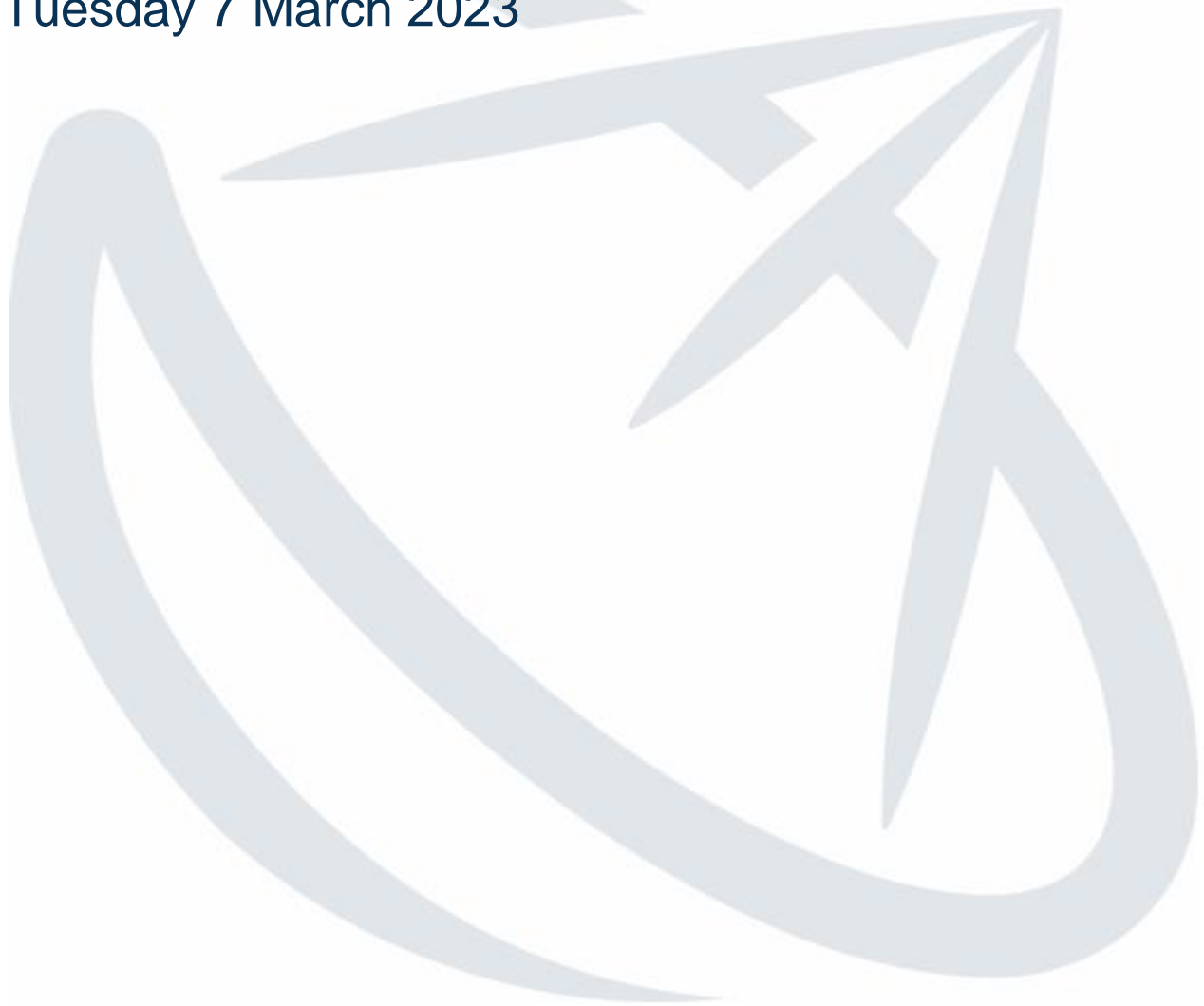
**6 CONFIRMATION OF MINUTES****6.1 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 7 MARCH 2023****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Annexures:** **A. Extraordinary Council Meeting Minutes - 7 March 2023****RECOMMENDATION**

That the receive and confirm the Minutes of the meeting held on Tuesday 7 March 2023 appended at *Annexure A*.

# Extraordinary Council Meeting

## Minutes

Tuesday 7 March 2023



**Minutes of the Extraordinary Council Meeting****Held on Tuesday, 7 March 2023 at the****Parkes Council Chamber, 2 Cecile Street, Parkes****Present:**

|                  |                                 |
|------------------|---------------------------------|
| Cr Ken Keith OAM | Councillor (Chairperson)        |
| Cr Neil Westcott | Councillor (Deputy Chairperson) |
| Cr Marg Applebee | Councillor                      |
| Cr Jacob Cass    | Councillor                      |
| Cr Bill Jayet    | Councillor                      |
| Cr William Jayet | Councillor                      |
| Cr George Pratt  | Councillor                      |
| Cr Glenn Wilson  | Councillor                      |

**Council Officers in Attendance:**

|                    |                                                   |
|--------------------|---------------------------------------------------|
| Mr Jaco Barnard    | Chief Financial Officer                           |
| Mr Kent Boyd PSM   | General Manager                                   |
| Mr Andrew Francis  | Director Infrastructure and Strategic Futures     |
| Mr Brendan Hayes   | Director Planning and Community Services          |
| Mr Lohan Hignett   | (Acting) Director Operations                      |
| Mr Anthony McGrath | Executive Manager Corporate Services              |
| Mr Cian Middleton  | Director Customer, Corporate Services and Economy |

**NOTES**

The meeting commenced at 4.30pm and concluded at 4.50pm.

## Order Of Business

|           |                                                                                                                    |          |
|-----------|--------------------------------------------------------------------------------------------------------------------|----------|
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| <b>7</b>  | <b>DISCLOSURES OF INTERESTS .....</b>                                                                              | <b>2</b> |
| <b>8</b>  | <b>LATE BUSINESS .....</b>                                                                                         | <b>2</b> |
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|           | 9.2 Sale of Industrial Land - Saleyards Road Parkes .....                                                          | 4        |
| <b>11</b> | <b>CONCLUSION OF MEETING.....</b>                                                                                  | <b>4</b> |

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## 1 OPENING OF MEETING

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The Mayor declared the Extraordinary Council Meeting of Tuesday 7 March 2023 open and welcomed Councillors, Council Officers and members of the public attending and listening to the meeting.

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

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

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

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## 2 ACKNOWLEDGEMENT OF COUNTRY

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

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

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## 3 PRAYER

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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

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## 4. APOLOGY

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### RESOLVED ECMCC 001/23

Moved: Cr Marg Applebee

Seconded: Cr Jacob Cass

That the apology submitted by Councillors Ken McGrath and Daniel Weber be received and leave of absence be granted.

**CARRIED**

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#### **4 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK**

Nil

#### **5 CONFIRMATION OF MINUTES**

Nil

#### **6 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.

#### **7 LATE BUSINESS**

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

#### **8 CONFIDENTIAL MATTERS**

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##### **RESOLVED ECMCC 002/23**

Moved: Cr Marg Applebee

Seconded: Cr Jacob Cass

That Extraordinary Council Meeting:

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

##### **9.1 CRITICAL DROUGHT RELIEF PROJECT BORE 2 SWITCHBOARD SWITCHROOM ANCILLARY ELECTRICAL WORKS - PSC2022145**

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.

##### **9.2 SALE OF INDUSTRIAL LAND - SALEYARDS ROAD PARKES**

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

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

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

### **BACKGROUND, ISSUES AND COMMENTARY**

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

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

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

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

**CARRIED**

At 4.32pm, the Meeting went into Closed Session.

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**MOTION**

That the Extraordinary Council Meeting:

1. Resume in Open Session and note the Chairperson's report on Confidential Resolutions.
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At 4.48pm, the Council in Closed Session returned to Open Session.

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**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.

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|                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------|
| <b>9.1 CRITICAL DROUGHT RELIEF PROJECT BORE 2 SWITCHBOARD SWITCHROOM<br/>ANCILLARY ELECTRICAL WORKS - PSC2022145</b> |
|----------------------------------------------------------------------------------------------------------------------|

**RESOLVED ECMCC 003/23**

Moved: Cr Glenn Wilson

Seconded: Cr Bill Jayet

That Council:

1. Council endorses the Tender Evaluation Report and endorses that 360 Engineering be nominated as the Preferred Tenderers for the Critical Drought Relief Project Bore 2 Switchboard Switchroom Ancillary Electrical Works.
2. Council endorses executing the Contract following the finalisation of the Contract with the Preferred Tenderer.

**CARRIED**

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**9.2 SALE OF INDUSTRIAL LAND - SALEYARDS ROAD PARKES****RESOLVED ECMCC 004/23**

Moved: Cr Neil Westcott

Seconded: Cr George Pratt

That Council:

1. Endorse the sale arrangements for the subject land at the southwest end of Saleyard Road Parkes to 101 Saleyard Road Pty Ltd, as outlined in this report.
2. Endorse and authorise the Mayor and General Manager to affix the Council Seal to all documentation necessary to give effect to the sale and this resolution, pursuant to clause 400 of the *Local Government (General) Regulation 2021*.

**CARRIED****10 CONCLUSION OF MEETING**

The meeting concluded at 4.50pm.

This is the final page of the minutes comprising pages numbered 1 to 5 of the Extraordinary Council Meeting held on Tuesday, 7 March 2023.



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**Cr Ken Keith OAM**

MAYOR

## 7 DISCLOSURES OF INTERESTS

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

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

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

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

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

**8      LATE BUSINESS**

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

### 9.1 PUBLIC EXHIBITION OF DRAFT OPERATIONAL PLAN 2023-24

**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:** Mikaela Cass, Acting Executive Manager Corporate Services

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

**Annexures:** A. Draft 2023-24 Operational Plan and Budget (under separate cover)



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### RECOMMENDATION

That Council:

1. Endorse the placement of the draft Operational Plan 2023-24, appended at *Annexure 1*, on public exhibition for the statutory 28-day period and receive submissions from 2 May 2023 to 30 May 2023.
  2. Receive a further report regarding the adoption of the draft Operational Plan 2023-24, including any submissions received, following conclusion of the public exhibition period.
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### BACKGROUND

Under the Integrated Planning and Reporting ("IP&R") provisions of the *Local Government Act 1993* ("the Act"), Council is required to develop and adopt an Operational Plan prior to the commencement of each financial year, detailing the activities and actions to be undertaken by Council during that year to achieve the Delivery Program commitments.

Council's Operational Plan must directly address the activities outlined in the Delivery Program and identify the services, projects, programs and events that the organisation will undertake in the financial year towards addressing these.

Council's Operational Plan must be prepared in accordance with the various requirements outlined in the IP&R Guidelines ("the Guidelines") prescribed under section 23A of the Act. The Guidelines can be accessed from the Office of Local Government's website.

### ISSUES AND COMMENTARY

The draft Operational Plan 2023-24 ("the draft Operational Plan") is appended at *Annexure A* and has been prepared to ensure compliance with the requirements set out in the Guidelines.

Consistent with the legislative requirements, the draft Operational Plan comprises the proposed:

1. Operational Plan,
2. Budget, and
3. Statement of Revenue Policy ("Revenue Policy").

Commentary on each component is detailed below:

## Draft Operational Plan 2023-24

The draft Operational Plan details the services, projects, programs, and events that Council is proposing to undertake in 2023-24, in order to deliver on the various objectives outlined in the Delivery Program, which are in turn aligned with the four strategic outcomes in Council's Community Strategic Plan.

Each action programmed for delivery has a clear measure and target and has been assigned to a Council Officer for delivery. Progress on delivering each action will be reported to Council and the Parkes Shire community via quarterly progress reports.

Council is proposing to undertake 368 actions in 2023-24. Highlights include:

- Activation of Lake Endeavour under the NSW Government's Places to Swim program, which will include an inland beach, floating pontoon, power connection, waterless toilets, and compacting disposal bins.
- Major investment in Kelly Reserve that will see a public water play space and interactive signage installed that tells the story of the Lachlan catchment, including a provision for Wiradjuri language and culture to be celebrated.
- Continuation of the Lachlan River pipeline duplication and water security projects which will see the construction of pump stations and river water pre-treatment works.
- Upgrades for our rural communities under the NSW Government's Stronger Country Communities Fund, including at Burrawang Park in Bogan Gate, Berryman Park in Trundle, Memorial Park in Tullamore as well as upgrades to the Tullamore and Peak Hill pool facilities.
- Delivery of an ambitious Events and Festivals Program, comprising the 2023 Trundle ABBA Festival and 2024 Parkes Elvis Festival along with three *Sounds of Summer* live musical events at the Cooke Park Pavilion.
- Delivery of a rich arts and crafts program including exhibitions in the Coventry Room, activation of cultural spaces and inclusive activities and workshops in the MarraMarra Makerspace.
- Development of a new Liveability Strategy and Economic Development Strategy to inform our efforts to grow both our community and economy.
- Finalising the Parkes Shire Signage and Wayfinding Strategy & Style Guide and implementing Stage 1 of signage works.
- Renovating Council's Customer Service Centre at 2 Cecile Street, Parkes to provide a more positive customer experience to those accessing our services and information in person.

The draft Operational Plan is currently being professionally designed. As such, the version of the document provided to Council for endorsement will be styled differently to what is appended to this report.

## Budget and Statement of Revenue Policy

Together, the Budget and Revenue Policy outline Council's expected income and expenditure for the 2023-24 year, including Council's proposed Schedule of Fees and Charges. In 2023-24, Council is expected to generate \$64.2 million in operational revenue, receive \$55.9 million in capital grants and contributions, invest \$81.7 million into capital works and return an operating surplus of \$2.5 million from continuing operations.

### Revenue

Rating revenue has been projected to increase by 3.7 per cent, consistent with the Independent Pricing and Regulatory Tribunal ("IPART") determination for 2023-24, leading to a projected total rates revenue of \$15.7 million.

Generally, user fees and charges have been set to increase by 4 per cent, although there are exceptions where individual fees have been assessed and will increase at a different rate, whilst

others are prescribed by the NSW Government with Council having no discretion in the determination of those fees.

Interest on overdue rates, charges and deferred debts is budgeted at \$0.1 million, while interest on investment revenue is budgeted at \$0.67 million.

An optimistic approach has been taken with budgeting for grants and contributions revenue. The Financial Assistance Grant, provided by the Federal Government, is budgeted using an assumption of an increase of 3.5 per cent and a 75 per cent advance payment in line with the previous year.

### Costs

As of 31 March 2023, Council's budgeted organisation structure comprises 244 full-time equivalent ("FTE") roles, with a vacancy rate of 5 per cent. In 2023-24, Council's organisation structure will comprise 257 full-time equivalent staff, with the increase largely due to the large volume of grant-funded capital works planned and underway.

In 2023-24, employee-related costs, including salaries, entitlements, insurances, taxes, travel and training costs, are projected to increase by 4 per cent and estimated to be \$24.5 million, out of which it is expected that \$5.7 million will be capitalised.

As at 31 March 2023, the Local Government Remuneration Tribunal ("LGRT") has not yet issued its Annual Determination effective from 01 July 2023. However, the draft Operational Plan assumes a 4 per cent increase in the annual fees paid to the Mayor and Councillors. This will be reviewed prior to the preparation of the final Operational Plan, once the LGRT Annual Determination has been issued.

Under section 356 of the Act, Council can provide financial assistance to others, including charitable, community and sporting organisations and private individuals. In 2023-4, Council is proposing to provide \$18,700 in financial assistance, including grants, sponsorships, fee waivers and in-kind support.

Council currently has a loan portfolio comprising of eight loans, totalling \$17.6 million. Council is not proposing to enter into any new loans or borrowings in 2023-24.

Estimated Depreciation and Amortisation Costs, Materials and External Services, Other Expenses for 2023-24 have all increased from the previous year. In contrast, estimated Borrowing Costs have decreased from the previous year.

### Public Exhibition

Consistent with the requirements outlined in the Guidelines, the draft Operational Plan must be publicly exhibit for at least 28 days, and any submissions received during the exhibition period received during that period must be considered by Council prior to adoption of the draft Operational Plan.

During this period, Council must ensure that a map showing those parts of the Parkes Shire local government area to which the various rates will apply (including each category and sub-category) is available from its website at [www.parkes.nsw.gov.au](http://www.parkes.nsw.gov.au), and available for inspection at its Customer Service Centre.

## **LEGISLATIVE AND POLICY CONTEXT**

[Local Government Act 1993, Section 405 - Operational Plan](#)

[Integrated Planning and Reporting Guidelines for Local Government in NSW \(Office of Local Government, September 2021\)](#)

## **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

**RISK IMPLICATIONS**

Public exhibition of the draft Operational Plan, as recommended, ensures Council complies with its legislative requirements under section 405 of the Act.

**COMMUNITY CONSULTATION**

Consistent with the requirements outlined in the Guidelines, the draft Operational Plan must be publicly exhibit for at least 28 days, and any submissions received during the exhibition period received during that period must be considered by Council prior to adoption of the draft Operational Plan.

**CONCLUSION**

This report recommends that the draft Operational Plan be placed on public exhibition for the statutory 28-day period and receive submissions from 2 May 2023 to 30 May 2023, followed by a further report regarding the adoption of the draft Operational Plan, including any submissions received, be tabled at the Ordinary Council Meeting scheduled for 20 June 2023.

**10 REPORT OF CONFIDENTIAL RESOLUTIONS**

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

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