



# PARKES SHIRE COUNCIL

*Our Vision:*

*In 2022 the Parkes Shire will be a progressive regional centre,  
embracing a national logistics hub with vibrant communities,  
diverse opportunities, learning and healthy lifestyles.*

## MINUTES

TUESDAY 03 JUNE 2014

Minutes of the Ordinary Meeting of Parkes Shire Council will be held at the Council Administration Centre, 2 Cecile Street, Parkes, commencing at 2.00 pm for the purpose of considering the items included on the Minutes.

**GENERAL MANAGER:** Kent Boyd



## Ordinary Meeting

**Minutes of the Ordinary Meeting held in the Council Chambers, 2 Cecile Street on Tuesday 3 June 2014 at 2.00pm.**

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### PRESENT

Councillor K J Keith, (in the Chair)  
Councillor M J Greenwood  
Councillor B J McCorkell  
Councillor B F Newton  
Councillor P J Smith

Councillor A J Ward  
Councillor R C Haddin  
Councillor K M McGrath  
Councillor L A O'Leary

### IN ATTENDANCE

General Manager - K Boyd  
Acting Director Technology and Corporate Services - A Wyllie  
Acting Director Planning and Environment - M Bicket  
Acting Director Engineering Services - B Howard  
Manager Governance and Corporate Strategy - B Byrnes  
Chief Financial Officer - O Jensen  
Minutes Secretary - J Jones

### MEETING COMMENCEMENT

The Meeting commenced at 2.00pm.

#### 1 PRAYER

The Mayor asked the General Manager to open proceedings with a prayer.

#### 2 APOLOGIES

##### 14 - 248 Resolution

That Councillor George Pratt be granted leave of absence (REASON: ill health).

Moved Councillor Barbara Newton, seconded Councillor Belinda McCorkell

**CARRIED**

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General Manager

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Mayor

### **3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

#### **14 - 249 Resolution**

That the Minutes of the Ordinary Meeting of Parkes Shire Council held on Tuesday 20 May 2014 copies of which have been forwarded to Councillors, be confirmed.

Moved Councillor Ken McGrath, seconded Councillor Alan Ward.

**CARRIED**

### **4 DECLARATIONS OF INTEREST**

Councillor Pat Smith declared an interest in Item 11.5 (REASON Executive member of organisation mentioned in report

### **5 NOTICES OF MOTION/RESCISSION**

### **6 LATE BUSINESS**

In accordance with Council's Code of Meeting Practice 3.7(c) a decision is now required to determine which, if any Late item/s submitted to the meeting will be dealt with at the meeting or deferred for further consideration at a future Ordinary Meeting of Parkes Shire Council.

#### **14 - 250 Resolution**

That Late Item 15.1 be considered at this Council meeting.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

**CARRIED**

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General Manager

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Mayor



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## **7 MAYORAL MINUTES**

### **7.1 Mayoral Minute - Coming Known Events**

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#### **Executive Summary**

A report on the upcoming functions requiring the attendance of the Mayor, Councillors or Senior Staff in relation to community events or civic matters.

#### **Recommendation**

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

### **14 - 251 Resolution**

That the information be received and noted.

Moved Councillor Bob Haddin, seconded Councillor Belinda McCorkell.

**CARRIED**

### **7.2 Mayoral Minute - Functions Attended by Mayor and Councillors**

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#### **Executive Summary**

A report on the functions recently attended by the Mayor, Councillors or Senior Staff in relation to community events or civic matters

#### **Recommendation**

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

### **14 - 252 Resolution**

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Michael Greenwood.

**CARRIED**

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General Manager

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Mayor

## **8 COUNCILLORS' REPORTS**

Nil.

## **9 INWARDS CORRESPONDENCE**

### **9.1 (ICR) - Letters of Appreciation**

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#### **Executive Summary**

During the exercise of its various functions, Council frequently receives letters of appreciation for services rendered or actions taken by Councillors and staff. The most recently received are from Helen Huntley, The Hon Don Page, MP, Tullamore Irish Festival and Colleen Cusack.

#### **Recommendation**

1. That the information be received and noted.

### **14 - 253 Resolution**

That the information be received and noted.

Moved Councillor Alan Ward, seconded Councillor Barbara Newton.

**CARRIED**

### **9.2 (ICR) Association of Mining Related Councils Inc.**

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#### **Executive Summary**

The Association of Mining Related Councils Inc. has released a Media Statement (attached) commenting on the NSW Government's announcement on the expansion of the Resources for the Regions program to include three more mining affected Councils, but continues to express its concern at the restriction of the number of Councils eligible to receive funding under the program.

#### **Recommendation**

1. For the information of Council.

### **14 - 254 Resolution**

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General Manager



Mayor

That the information be received and noted.

Moved Councillor Michael Greenwood, seconded Councillor Belinda McCorkell.

**CARRIED**

### **9.3 (ICR) Tullamore & District Community Consultative Committee - Presidents Report**

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#### **Executive Summary**

The Tullamore and District Community Consultative Committee held their Annual General meeting on the 14 May 2014 with a full Executive being elected. A copy of the Past Presidents Report was also forwarded for Council's information.

#### **Recommendation**

1. That the information be received and noted and the Tullamore & District Community Consultative Committee Executive be congratulated on their election.
2. That Council prepare a letter to acknowledge the outgoing President and welcome the incoming President.

### **14 - 255 Resolution**

That the recommendations be adopted.

Moved Councillor Barbara Newton, seconded Councillor Alan Ward.

**CARRIED**

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General Manager

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Mayor

## 9.4 (ICR) Parkes 2PK Country Music Festival - Request for Assistance

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### Executive Summary

The Parkes 2PK Country Music Festival Committee have advised the 2014 Country Music Festival will be held from Thursday 2nd October and continue until Monday 6th October 2014.

### Recommendation

1. That permission be granted for the use of Cooke Park for the 2014 2PK Parkes Country Music Spectacular on Friday 3 October 2014 subject to:
  - Approval being obtained from Council's Department of Planning & Environment under Section 68, Part D Community Land, of the Local Government Act 1993;
  - That a section 68 application to be submitted to Council to conduct street busking and subject to compliance with Council's street busking policy;
  - That a Section 68 application be submitted to Council for the conduct of entertainment in the park;
  - The erection of all temporary structures (including a stage) is conducted in accordance with State Environmental Planning Policy (Temporary Structures) 2007 to the satisfaction of Council's Department of Planning & Environment;
  - A Risk Assessment and Management Plan being completed to the satisfaction of Council;
  - No pegs or stakes driven into the earth without prior consultation with the Parks and Gardens Supervisor;
  - Possessing sufficient insurance (not less than \$20 million coverage) for the activities proposed and providing proof of same;
  - Leaving the Park in a clean and tidy condition at the conclusion of the event;
  - Meeting all obligations imposed by Council staff in relation to the abovementioned matters;
  - That Council donate \$400.00 towards the Festival Awards Ceremony;
  - That a Council representative attend the awards night on Sunday 5th October 2014 to welcome visitors and to present awards.

## 14 - 256 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

**CARRIED**

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General Manager



Mayor

## 10 GENERAL MANAGER'S REPORT

### 10.1 (GM) Policy Review and Development - Provision of Expenses and Facilities to Mayor and Councillors Policy

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#### Executive Summary

Under the provisions the Local Government Act 1993 Council is required to adopt or amend a policy annually by 30 November, for the Payment of Expenses and Provision of Facilities to Mayors, Deputy Mayors and other Councillors. Mayors and Councillors can only be reimbursed for expenses and provided with facilities in accordance with this policy.

#### Recommendation

1. That Council give public notice of its intention to adopt the Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy and that a period of 28 days be allowed for the making of public submissions.

### 14 - 257 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

**CARRIED**

### 10.2 (GM) Policy Review and Development - Borrowing Policy

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#### Executive Summary

This report relates to the development of Council's Borrowing Policy so that it documents all matters recommended by the New South Wales Office of Local Government (OLG) and best practice in the area of borrowings by Council.

#### Recommendation

1. That the Parkes Shire Council Borrowing Policy be adopted.

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General Manager

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Mayor

## **14 - 258 Resolution**

That the recommendation be adopted.

Moved Councillor Belinda McCorkell, seconded Councillor Bob Haddin.

**CARRIED**

At this stage being 2.29pm The Mayor introduced Emily Mann, newly appointed Elvis Festival Director to the meeting.

## **10.3 (GM) Community Governance Workshops**

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### **Executive Summary**

Council is proposing to hold Governance workshops for community groups and organisations operating in our Shire.

### **Recommendation**

1. For the information of Councillors.

## **14 - 259 Resolution**

That the recommendation be adopted.

Moved Councillor Bob Haddin, seconded Councillor Pat Smith.

**CARRIED**

## **11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT**

### **11.1 (DTCS) Budget Review as at 31 March 2014**

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### **Executive Summary**

The quarterly budget review to 31 March 2014 is submitted for Council's consideration.

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General Manager

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Mayor

## Recommendation

1. That the Budget Review report to 31 March 2014 be adopted and the variations to income and expenditure be voted.

### 14 - 260 Resolution

That the recommendation be adopted.

Moved Councillor Bob Haddin, seconded Councillor Alan Ward.

**CARRIED**

### 11.2 (DTCS) Parkes Sports Council Budget 2014/2015

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## Executive Summary

The April 2014 meeting of Parkes Sports Council endorsed their Budget for 2014/15. The Parkes Sport Council has generally set a 2.3 per cent increase in ground usage fees for the 2014/15 year with adjustments to some associations itemised in the budget features adjusted to reflect the work completed by Sports Council staff and grounds usage. The Sports Council will continue to administer the charging of electricity usage levies through the SMS based lighting control system.

## Recommendation

1. That the information in relation to the Parkes Sports Council budget 2014/15 be received and noted.
2. That the levies to Sporting Associations and other organisations for the Parkes Sports Council budget 2014/15 be endorsed.

### 14 - 261 Resolution

That the recommendations be adopted.

Moved Councillor Michael Greenwood, seconded Councillor Ken McGrath.

**CARRIED**

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General Manager

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Mayor

### 11.3 (DTCS) Alcohol Free Zone - Peak Hill

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#### Executive Summary

Resetting of Alcohol Free Zone existing in the Peak Hill township has been requested by the Peak Hill Community Consultative Committee and the Peak Hill Police. This will require the process for re-establishment of Council's Alcohol Free Zones for Peak Hill to be re visited. This is to include the lane way at the rear of Caswell Street.

#### Recommendation

1. That Council resolve to propose the revised Alcohol Free Zone in Peak Hill for a period of 3 (three) years.
2. That Council publish a notice of the proposal in the Parkes Champion Post and the Peak Hill and District Times inviting representations on the revised proposal within 30 days of the date of publication.
3. That Council send a copy of the revised proposal to the required stakeholders being both the Lachlan Local Area Command and the Peak Hill Police Station, the local indigenous working party and all liquor license holders and secretaries of registered clubs whose premises border on, adjoin or are adjacent to the proposed zone. A period of 30 days is given for representations to be made.

#### 14 - 262 Resolution

1. That Council resolve to propose the revised Alcohol Free Zone in Peak Hill for a period of 3 (three) years.
2. That Council publish a notice of the proposal in the Parkes Champion Post and the Peak Hill and District Times inviting representations on the revised proposal within 30 days of the date of publication.
3. That Council send a copy of the revised proposal to the required stakeholders being both the Lachlan Local Area Command and the Peak Hill Police Station, the local indigenous working party and all liquor license holders and secretaries of registered clubs whose premises border on, adjoin or are adjacent to the proposed zone. A period of 30 days is given for representations to be made.
4. That the revised area be expanded to include the lane ways adjacent to Caswell Street and investigate the land titles of these areas.

Moved Councillor Louise O'Leary, seconded Councillor Pat Smith.

**CARRIED**

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General Manager

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Mayor



At this stage the meeting adjourned at 3.02pm for afternoon tea.

The meeting resumed at 3.28pm.

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General Manager



Mayor

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## 11.4 (DTCS) Rural Doctors Bush Bursary Scheme

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### Executive Summary

At its meeting of 18 February 2014 Council received a letter from the NSW Rural Doctors Network (RDN) inviting participation in the Bush Bursary Scheme for 2014.

Council resolved at that meeting to defer its decision and requested a detailed report from the NSW Rural Doctors Network to assist Council with its final decision.

### Recommendation

1. For the decision of Council.

### 14 - 263 Resolution

1. That Council continue with the Scheme for the upcoming round 2014.
2. That Council explore alternative options for the funding with our local Doctors as part of an options paper for Council to consider the most appropriate use of Council's contribution.

Moved Councillor Michael Greenwood, seconded Councillor Belinda McCorkell.

**CARRIED**

At this stage being 3.38pm Councillor Pat Smith temporarily left the meeting.

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General Manager

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Mayor

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## 11.5 (DTCS) Charitable Fundraising by Community Groups

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### Executive Summary

Two local Committees are seeking Council's support in their fundraising efforts for community related infrastructure.

### Recommendation

1. That Council assist the Memorial Hill Rejuvenation and Lookout Committee and the Parkes United Emergency Services Committee with their Incorporation costs.
2. Funds to be allocated from the Parkes Town Improvement Vote.

### 14 - 264 Resolution

That the recommendation be adopted.

Moved Councillor Bob Haddin, seconded Councillor Alan Ward.

**CARRIED**

Councillor Smith returned to the meeting at 3.39pm.

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General Manager

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Mayor

## 12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

### 12.1 (DPE) Development Application No. DA14029 - Erection of affordable housing dual occupancy (attached) and fence

#### Development Application Information

**Application No:** DA14029

**Applicant:** Mr C Boggs

**Property:** Lot 1 DP 18637, 25 Victoria Street, Parkes

**Proposal:** Erection of affordable housing dual occupancy (attached) and fence

#### Executive Summary

This report recommends that Council approve Development Application No. DA14029 for the erection of affordable housing dual occupancy (attached) and fence upon Lot 1 DP 18637, 25 Victoria Street, Parkes subject to conditions.

The Development Application has been lodged under the provisions of the *State Environmental Planning Policy (Affordable Rental Housing)* 2009, which permits dual occupancy developments on sites with a minimum area of 450 square metres and within 400 metres distance of land within a B2 Local Centre or B4 Mixed Use zone. However, the affordable rental housing component is to be secured for a minimum of 10 years and managed by a registered community housing provider.

The application is presented to Council to determine as an objection to the development proposal was received during the advertising period. The objectors concerns relates to the perceived loss of property value.

#### Recommendation

It is recommended that the application be approved subject to the conditions contained in the report.

## 14 - 265 Resolution

That the recommendation be adopted.

Moved Councillor Pat Smith, seconded Councillor Ken McGrath.

**CARRIED**

For: Cr KJ Keith, Cr AJ Ward, Cr MJ Greenwood, Cr RC Haddin, Cr BJ McCorkell,  
Cr KM McGrath, Cr BF Newton, Cr LA O'Leary, Cr PJ Smith.



General Manager



Mayor

Against: Nil.

Did not vote: Cr GW Pratt (absent from the meeting)

## **12.2 (DPE) Development Application No. DA12020 Dwelling, Lot 44 DP 753998**

**Application No:** DA12020

**Applicant:** Mr P Moss

**Property:** Lot 44 DP 753998, 'Walma' 984 Bogan Road, Parkes

**Proposal:** Dwelling

### **Executive Summary**

Development Application No. DA12020 proposes the erection of a dwelling at Lot 44 DP 753998, 'Walma' 984 Bogan Road, Parkes. A copy of the site and elevation plans of the proposal are attached to this report.

The application is supported by a Statement of Environmental Effects and supplementary documentation. The application was lodged on the 5 April 2012 by Phillip Moss.

The development application has been reported to Council for determination as Council received a submission during the neighbour notification period.

### **Recommendation**

It is recommended that the application be approved subject to the conditions contained in the report.

## **14 - 266 Resolution**

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

**CARRIED**

For: Cr KJ Keith, Cr AJ Ward, Cr MJ Greenwood, Cr RC Haddin, Cr BJ McCorkell,  
Cr KM McGrath, Cr BF Newton, Cr LA O'Leary, Cr PJ Smith.

Against: Nil.

Did not vote: Cr GW Pratt (absent from the meeting)



General Manager



Mayor

## **13 DIRECTOR ENGINEERING SERVICES REPORT**

### **13.1 (DES) Sporting Fields Master Plans**

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#### **Executive Summary**

The final drafts of the Sporting Fields Master Plans have been received by Council. They detail the proposed future developments and long term planning of the sporting precincts, along with ongoing management of the facilities.

#### **Recommendation**

1. That Council endorse the Master Plan be placed on public exhibition for 28 days inviting public comment with results being tabled at a future Council meeting.

### **14 - 267 Resolution**

That the recommendation be adopted.

Moved Councillor Louise O'Leary, seconded Councillor Michael Greenwood.

**CARRIED**

### **13.2 (DES) Rural Fire Service - Parkes District Senior Management Team Meeting**

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#### **Executive Summary**

The Senior Management Team of Parkes Fire District met on 3 April 2014 in Trundle. Minutes of the meeting are attached for Council's information. It is considered the SMT functions very well as a consultative forum between the RFS, brigades, and Council for fire fighting issues in Parkes District.

#### **Recommendation**

1. That the information on the Senior Management Team meeting held 3 April 2014 be noted.

### **14 - 268 Resolution**

That the information be received and noted.

Moved Councillor Bob Haddin, seconded Councillor Barbara Newton.

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General Manager

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Mayor

**CARRIED**

### **13.3 (DES) Land Acquisition - Nash Street, Parkes**

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#### **Executive Summary**

Council has been advised by Crowns Land Division NSW Trade & Investment, that a section of Nash Street has been built on Crown Land, from the northern most boundary of Harrison Ovals to the railway crossing, and continues to the northern boundary of Lot 1 DP 1075297.

Council has been requested to acquire the land under the road.

#### **Recommendation**

1. That Council acquire the land under the already formed Nash Street, and make the necessary application to the Minister and/or Governor.
2. That on acquisition the land be classified as operational.
3. That where required, the seal of Council be applied to facilitate the acquisition.

### **14 - 269 Resolution**

That the recommendations be adopted.

Moved Councillor Ken McGrath, seconded Councillor Belinda McCorkell.

**CARRIED**

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General Manager

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Mayor

## **14            CONSIDERATION OF COMMITTEE MINUTES**

### **14.1    Committee Minutes - Parkes Local Traffic Committee Meeting - 14 May 2014**

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#### **Executive Summary**

The Parkes Local Traffic Committee Meeting was held on 14 May 2014 at 9:00am. The Minutes of the meeting are attached.

#### **Recommendation**

1. That the Minutes of the Parkes Shire Local Traffic Committee Meeting held on 14 May 2014 be adopted.

#### **14 - 270       Resolution**

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Alan Ward.

**CARRIED**

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General Manager

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Mayor



## **15 QUESTIONS AND MATTERS OF URGENCY**

In accordance with Clause 17(4) of Council's Code of Meeting Practice the following business was allowed by the Chairperson.

### **15.1 Q&M Indoor Pool Project**

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#### **Questions and Matters - Council Meeting 03.06.2014**

##### **15.1 (Q & M) Indoor Pool project**

Cr McCorkell has requested a discussion on funds being allocated to get the indoor pool to "project ready status" so the configuration, whole-of-life costs and opportunities identified to seek funding can be clearly understood.

Community Members and specialised community groups have raised the issue of 'moving forward' with an indoor heated pool for the Shire.

The Parkes Pool is a unique community resource in that it is used for a diverse range of reasons (i.e. sport, recreation, exercise, health, social etc) by a large cross-section of our Shire however, access is limited to approximately 6 ½ months a year.

It is imperative that 'we move with the times' and do forward planning to establish an Aquatic Centre that operates all year round which could benefit a large cross section of our community. An Aquatic Centre has the greatest appeal to the largest amount of people as it represents so many different uses for so many user groups within our community.

Modern aquatic complexes are expected to cater for a range of different market sectors. These include learn to swim for children and adults; school programs; remedial, water familiarization and survival programs; club teaching, training, competitions and carnivals; summer holiday programs; recreation activities; personal health/lap swimming activities; rehabilitation and physiotherapy activities; healthy living programs for older residents, and a number of related social activities and events.

There is an increasing provision of diverse non-aquatic areas. Indoor and outdoor venues are providing beach volleyball, picnic lawn areas, dry play facilities and multi-purpose rooms for teaching, group change and indoor activities in poorer weather. The latter spaces are also used for meetings, art shows, workshops, occasional care etc and are supported by existing amenities and services.

Disturbingly, figures compiled by Adelaide University's Public Health Information Development Unit found that Parkes had the 9th highest rate of obesity of any local government area in Australia. Almost a quarter of the adult population is classified as obese, with 23.66 of every 100 adults falling into that category.

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General Manager

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Mayor

About 60 per cent of adults throughout Australia are classified as overweight, and by 2025 it is projected one-third of Australians will develop Type-2 diabetes in their lifetime. About one in four children aged 2-16 are categorised as overweight or obese.

This, in itself, is a tragic statistic for our Shire. As a Council, we need to identify infrastructure projects that can encourage our residents to enjoy a more healthy, active and social lifestyle. Further development of the pool precinct is certainly a big step in this direction. Master Planning can only provide an excellent opportunity to not only identify what needs to take place, including on-going costs, but also allows us to seek valuable grant finding, and if successful, can only assist in these improvements being undertaken sooner rather than later.

Unfortunately, our Shire has limited recreational complexes provided by private investment that appeal to all demographics within our community, so at present, communal venues and activities are limited to Council resources.

Further development of the 'pool precinct' to incorporate an indoor heated pool and other non-aquatic areas can only diversify Council's current resource to appeal to a greater percentage of our residents and be a 'positive' step towards counteracting this sad statistic.

Attached is also a number of letters from user groups in support of an indoor heated pool for our community.

I am asking that Council support getting funds allocated to further plan the future expansion of our pool precinct area so that we can look at a realistic and achievable timeframe for this to occur.

### **Recommendation from General Manager**

1. That Council prepare and cost a consultants brief which scopes the required work, with particular attention on minimising long run operational costs.
2. Further that a report then be prepared for Council's consideration on options to fund the investigation

### **14 - 271 Resolution**

1. That the recommendations be adopted.

Moved Councillor Belinda McCorkell, seconded Councillor Alan Ward.

**CARRIED**



General Manager



Mayor

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General Manager



Mayor

## **16 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS**

The meeting of the Ordinary Council meeting was closed to the public at 4.18pm.

The Mayor asked the Meeting whether it agreed that the items listed by the General Manager appeared to be items which should be discussed in closed session for the reasons given.

The General Manager advised that there were no written representations from the public on the proposed closure of the Council Meeting.

### **14 - 272 Resolution**

That the meeting be closed for consideration of the listed items as they involve: information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, personnel matters concerning particular individuals (other than Councillors) and commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

**CARRIED**

### **16.1 (DES) Use of Parkes Regional Airport**

**Prepared By: Director Engineering Services**

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#### **Executive Summary**

Council have received a request that is outside of its normal airport operations to utilise Parkes Regional Airport from 28 August to Saturday 30 August 2014.

#### **Recommendation**

1. That the application for the use of Parkes Regional Airport from 28 August to Saturday 30 August 2014 ensuring that the applicant adhere to guidelines as directed by Council as per information contained in the Council report be approved.

### **14 - 273 Resolution**

That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Pat Smith.

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General Manager

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Mayor

**CARRIED**

There being no further business the Mayor declared the meeting closed at 4.25pm.

- 1 PRAYER**
- 2 APOLOGIES**
- 3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**
- 4 DECLARATIONS OF INTEREST**
- 5 NOTICES OF MOTION/RESCISSION**
- 6 LATE BUSINESS**

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General Manager

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Mayor

## 7 MAYORAL MINUTES

### 7.1 Mayoral Minute - Coming Known Events

#### Executive Summary

A report on the upcoming functions requiring the attendance of the Mayor, Councillors or Senior Staff in relation to community events or civic matters.

#### Background Information

Nil.

#### Legislative or Policy Implications

Nil.

#### Budget & Financial Aspects

Nil.

#### Recommendation

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

#### Report

Date	Function
Tuesday 3 June 2014	Council Meeting <b>All Councillors and Senior Staff</b>  Meetings prior to Council meeting Senior Staff Committee <b>Mayor KJ Keith, Deputy mayor AJ Ward and Councillor BF Newton</b>
Wednesday 4 June 2014	Kids Teaching Kids Conference - Sustainability Farming sponsored by Central West Local Land Services and Target at Parkes East Public School <b>Councillor RC Haddin</b>
Date	Function
Wednesday	TAFE Western NSW Outstanding Student Awards Ceremony



General Manager



Mayor

4 June 2014	<b>Mayor KJ Keith</b>
Wednesday 4 June 2014	Rural Roads Advisory Group Meeting <b>Deputy Mayor AJ Ward and Councillors KM McGrath and BF Newton</b>
Thursday 05 June 2014	Northparkes Community Consultative Committee <b>Mayor KJ Keith, Councillors MJ Greenwood and BJ McCorkell and General Manager K Boyd</b>
Friday 6 June 2014	Rail Implementation Group - Stakeholders meeting <b>Mayor KJ Keith, General manager K Boyd and Economic &amp; Business Development Manager A Wyllie</b>
Friday 6 June 2014	Skillset Board Meeting <b>Councillor RC Haddin</b>
Friday 6 June 2014	Peak Hill Leisure Arts and Craft 41st Annual Exhibition <b>Mayor KJ Keith and Mrs. Sue Keith</b>
Saturday 7 June 2014	Parkes Picnic Races <b>Mayor KJ Keith and Mrs. Sue Keith</b>
Tuesday 10 June 2014	Lachlan Health Council meeting <b>Mayor KJ Keith</b>
Tuesday 10 June 2014	Parkes Chamber of Commerce meeting <b>Deputy Mayor AJ Ward (Cr McCorkell is alternate)</b>
Tuesday 10 June 2014	Parkes Sports Council Meeting <b>Councillors MJ Greenwood and LA O'Leary</b>
Wednesday 11 June 2014	Lachlan Community Safety Precinct meeting <b>Deputy Mayor AJ Ward and General Manager K Boyd</b>
Wednesday 11 June 2014	Life Education Australia Board Meeting <b>Mayor K Keith</b>

Date	Function
Wednesday 11 June 2014	Tullamore & District Community Consultative Committee meeting <b>Councillor BF Newton (alternate is Cr GW Pratt)</b>
Wednesday 11 June 2014	Elvis Festival Committee meeting <b>Mayor KJ Keith, Deputy Mayor AJ Ward, General Manager Kent Boyd, Director Technology &amp; Corporate Services Les</b>



General Manager



Mayor

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**Finn, Acting Festival Director Katrina Dwyer**

Friday  
13 June 2014

County Mayors Association Meeting  
**Mayor KJ Keith and General Manager K Boyd**

Sunday - Wednesday  
15 - 18 June 2014

National General Assembly - National Convention Centre  
Canberra  
**Mayor KJ Keith and General Manager K Boyd**

Monday  
16 June 2014

Consul General of the United States of America - Meet and  
Greet with Travel South USA Representatives  
**Mayor KJ Keith**

**Attachments**

Nil.

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General Manager

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Mayor



## 7.2 Mayoral Minute - Functions Attended by Mayor and Councillors

### Executive Summary

A report on the functions recently attended by the Mayor, Councillors or Senior Staff in relation to community events or civic matters

### Background Information

Nil.

### Legislative or Policy Implications

Nil.

### Budget & Financial Aspects

Nil.

### Recommendation

1. That the report of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

### Report

Date	Function
Thursday 22 May 2014	Variety - The Children's Charity - 2014 Bash Dinner <b>Mayor KJ Keith and Mrs. Sue Keith</b>
Thursday 22 May 2014	Trundle Community Consultative Committee Meeting <b>Councillor GW Pratt</b>
Friday 23 May 2014	Breakfast with Parkes Public School students and 2014 Variety NSW AHA Bash participants <b>Mayor KJ Keith</b>
Saturday 24 May 2014	Lachlan Regional Transport Association meeting <b>Councillor KM McGrath</b>

Date	Function
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General Manager



Mayor

Tuesday 27 May 2014	Meals on Wheels <b>Councillor PJ Smith</b>
Tuesday 27 May 2014	Parkes Golf Club Annual General meeting <b>Mayor KJ Keith (As Chair)</b>
Wednesday 28 May 2014	Community Roadshow - Bogan Gate and Tullamore <b>Manager Governance and Corporate Planning B Byrnes and Community Engagement Officer J Howard</b>
Wednesday 28 May 2014	Meetings of Centroc Executive <b>Mayor KJ Keith and General Manager K Boyd</b>
Thursday 29 May 2014	Skillset Audit Meeting <b>Councillor RC Haddin</b>
Thursday 29 May 2014	Centroc Board Meeting at Parliament House Macquarie Street Sydney <b>Mayor KJ Keith and General Manager K Boyd</b>
Friday 30 May 2014	Reconciliation Week activity at Bushman's Hill <b>Mayor KJ Keith and Councillor KM McGrath</b>
Saturday 31 May	Celebration of the Forbes Town Feature Lifestyle Magazine, Winter Edition <b>Councillor BJ McCorkell</b>
Sunday 01 June 2014	Plaque Dedication & Tree Planting (Celebration honouring Gerald Carnie and Bill Archer) at Kelly Reserve <b>Mayor KJ Keith</b>
Monday 2 June 2014	IPWEA 2014 NSW Local Roads Congress <b>Mayor KJ Keith and Acting Director Engineering Services B Howard</b>
Monday 2 June 2014	Elvis Revival Committee meeting <b>Mayor KJ Keith, Deputy Mayor AJ Ward</b>

## Attachments

Nil.



General Manager



Mayor

## 8 COUNCILLORS' REPORTS

## 9 INWARDS CORRESPONDENCE

### 9.1 (ICR) - Letters of Appreciation

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#### Executive Summary

During the exercise of its various functions, Council frequently receives letters of appreciation for services rendered or actions taken by Councillors and staff. The most recently received are from Helen Huntley, The Hon Don Page, MP, Tullamore Irish Festival and Colleen Cusack.

#### Background Information

Nil.

#### Legislative or Policy Implications

Nil.

#### Recommendation

1. That the information be received and noted.

#### Attachments

1. Correspondence from Helen Huntley
2. Correspondence from The Hon Don Page MP
3. Correspondence from Tullamore Irish Festival
4. Correspondence from Colleen Cusack

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General Manager

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Mayor

Councillor Ken and Sue McGrath

9-5-2014

Dear Ken and Sue,

Thank you very much for your attendance at our exhibition, also for your appreciation of our efforts, we really enjoy our hobby /pastime, also showing art works adds a little culture to our wonderful community.

Our efforts raised some much needed funds for our chosen charity, Angel Flight, we think perhaps about a thousand dollars, these Pilots are very generous with their time and planes.

Once more thank you very much, yours faithfully Helen Huntly



General Manager



Mayor



PARLIAMENT OF NEW SOUTH WALES  
LEGISLATIVE ASSEMBLY



**DON PAGE, M.P.**  
MEMBER FOR BALLINA

**OFFICE:** Shop 1  
7 Moon Street  
Ballina NSW 2478  
**PHONE:** (02) 6686 7522  
**FACSIMILE:** (02) 6686 7470  
**MAIL:** **PO Box 1018**  
**BALLINA NSW 2478**  
**WEBSITE:** [www.donpage.com.au](http://www.donpage.com.au)

12<sup>th</sup> May 2014

Cr Ken Keith  
Mayor  
Parkes Shire Council  
PO Box 337  
PARKES NSW 2870

Dear Ken,

Thank you for your letter of 28<sup>th</sup> April 2014 recognising my term as Minister for Local Government.

I appreciate your positive comments in regard to my engagement with the local government sector. I believe we have laid the foundations for a much stronger local government sector, which will make it better able to meet the challenges ahead.

Thank you for the wonderful job you have done as Mayor of Parkes Shire Council. Liz and I will always remember our most enjoyable weekend at the Elvis Festival in Parkes last year.

Kind regards

Don Page MP  
Member for Ballina

General Manager

Mayor



22.5.2014

The Mayor  
Parkes Shire Council  
PO Box 337  
Parkes NSW 2870

Dear Mayor Ken Keith, fellow Councillors and Staff,

The Tullamore Irish Festival committee thanks Parkes Shire Council for its support of the recent festival.

We particularly thank Mayor Ken Keith for his consistent support through the years in wearing his Leprechaun/Mayoral apparel while leading the Street Parade. We also thank him for officially opening the 2014 festival (and for the Irish joke).

We acknowledge and appreciate the work of Council staff in preparing Tullamore streets and environs for the festival with street cleaning and mowing, and for the delivery, pick-up and manning of road closure barriers on festival main day. Thank you one and all.

The committee is delighted with the festival numbers of 1300 adults and 350 under 18s. Included were 310 registered caravan/camping visitors. Everyone enjoyed the magnificent weather, the professional entertainment and the happy ambience of a good event. We also know that these numbers translated into healthy trading for local businesses and organizations and primed-up community spirit in Tullamore.

The Tullamore Irish Festival continues to keep Tullamore on the map as a good place to visit over Easter. Lots of visitors want to come back to Tullamore to enjoy another festival, so our thanks go to Parkes Shire Council's interest and input. We are already planning for next Easter so we hope that Council will be keen to support us again in 2015.

Yours sincerely,

Terri Paul.

Tullamore Irish Festival Sponsorship Coordinator

A stylized, handwritten signature in black ink, likely belonging to the General Manager.

General Manager

A handwritten signature in black ink that reads 'Ken Keith'.

Mayor

The General Manager  
Parkes Shire Council

Dear Mr Boyd.

I would like to sincerely thank  
Council, especially Councillor Belenche  
McParker, who took my application  
for Season ticket to Parkes Pool  
to Council. Due to illness.

I sincerely appreciate the gesture  
& will make good use of it  
in 2014/15 Season.

Thank you again for your  
helpfulness.

Sincerely

Colleen Busack

Ref. letter Dated 29th April. Tania Iffland



General Manager



Mayor

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General Manager



Mayor



## **9.2 (ICR) Association of Mining Related Councils Inc.**

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### **Executive Summary**

The Association of Mining Related Councils Inc. has released a Media Statement (attached) commenting on the NSW Government's announcement on the expansion of the Resources for the Regions program to include three more mining affected Councils, but continues to express its concern at the restriction of the number of Councils eligible to receive funding under the program.

### **Background Information**

The Association covers 19% of the State's area and 11.4% of the population.

In 2013, the Association extended its interest to include coal seam gas and exploration and extraction. The organisation is recognised in NSW as the leading advocate for local government in the areas of energy exploration and extraction and is currently consulted by a wide range of public and private agencies and organisations on related issues.

Central Western Councils comprise around 25% of the Association's membership.

### **Legislative or Policy Implications**

Nil.

### **Budget & Financial Aspects**

Nil.

### **Recommendation**

1. For the information of Council.

### **Attachments**

1. Media Statement from Association of Mining Related Councils Inc.

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General Manager

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Mayor

Association of Mining  
Related Councils Inc.



## MEDIA STATEMENT

### AMRC: Resources for Regions expansion not enough

The Association of Mining Related Councils makes comment on the NSW Government's announcement on the expansion of the Resources for Region's Program to include three more mining affected Councils, but continues to express its concern at the restriction of the number of Councils eligible to receive funding under the program.

The Association of Mining Related Councils, which represents 24 councils across NSW that are affected by mining developments, has welcomed the NSW Government's continued commitment to the Resources for Region's program. The inclusion of three more councils under the criteria (including two member councils, Cessnock City and Broken Hill City) indicates the government is recognising that local councils must be supported when and where mining is expanding.

Councillor Col Mitchell, the Association's Chairperson commented:

"It is however disappointing, other member councils in emerging coal and mineral mining areas around the state have not been included under the criteria. On many occasions, the Association has lobbied the NSW Government, including the Deputy Premier, The Honourable Andrew Stoner MP, Minister for Regional Infrastructure and Services (as recently as the Association's February 2014 meeting, where he was present) and his advisors. With supporting examples of cost burdens to local government, we have shown the need to expand the program to include all councils that have pressing physical and social infrastructure needs, where mining companies expanding their operations are paying increased royalties to the State government. The Government receives a large revenue source from royalties paid by regional mining companies and it should be substantially increasing the return of these royalties to affected councils through the Resources for Regions program"

The Association's Chief Executive Officer, Don Tydd explained:

"The Association will be discussing the Government's latest announcement in relation to the Royalties for Region's program at its Executive Committee meeting to be held in Sydney in July 2014. There will no doubt be a recommendation to the next quarterly Association meeting also to be held in Sydney in August 2014, that representations again be made to the NSW government, the Deputy Premier and his advisors that the Resources for Regions program's criteria be amended to include a wider number of mining affected councils and an increased amount of government funding be made available through the program. "

"I have already made contact with the Deputy's Premier's Chief Advisor to get the process under way," Mr Tydd said.

... ..Ends.....

#### **Caption:**

Association of Mining Related Councils Deputy Chair, Cr. Chris Connor, CEO Don Tydd, NSW Deputy Premier, the Hon. Andrew Stoner and AMRC Chair, Cr. Col Mitchell at the Association's February 2014 meeting.

*Member Councils listed below.* For further information on the AMRC, please go to: <http://www.miningrelatedcouncils.asn.au/>.

*For further information, contact AMRC Executive Officer, Don Tydd: 02 6775 3844 or 0418 681 320.*

General Manager

Mayor

## Members

### Association of Mining Related Councils Inc.



Bland Shire Council  
[blandshire.nsw.gov.au](http://blandshire.nsw.gov.au)



Blayney Shire Council  
[blayney.local-e.nsw.gov.au](http://blayney.local-e.nsw.gov.au)



Broken Hill City Council  
[brokenhill.nsw.gov.au](http://brokenhill.nsw.gov.au)



Cabonne Shire Council  
[cabonne.nsw.gov.au](http://cabonne.nsw.gov.au)



Campbelltown City Council  
[campbelltown.nsw.gov.au](http://campbelltown.nsw.gov.au)



Cessnock City Council  
[cessnock.nsw.gov.au](http://cessnock.nsw.gov.au)



Cobar Shire Council  
[cobar.nsw.gov.au](http://cobar.nsw.gov.au)



Gloucester Shire Council  
[gloucester.nsw.gov.au](http://gloucester.nsw.gov.au)



Gunnedah Shire Council  
[infogunnedah.com.au](http://infogunnedah.com.au)



Lachlan Shire Council  
[lachlan.nsw.gov.au](http://lachlan.nsw.gov.au)



Lithgow City Council  
[council.lithgow.com](http://council.lithgow.com)



Liverpool Plains Shire Council  
[lpsc.nsw.gov.au/](http://lpsc.nsw.gov.au/)

For further information, contact AMRC Executive Officer, Don Tydd: 02 6775 3844 or 0418 681 320.

General Manager

Mayor

**Association of Mining  
Related Councils Inc.**



Mid-Western Regional  
Council  
[midwestern.nsw.gov.au](http://midwestern.nsw.gov.au)



Narrabri Shire Council  
[narrabri.local-e.nsw.gov.au](http://narrabri.local-e.nsw.gov.au)



Narromine Shire Council  
[narromine.nsw.gov.au](http://narromine.nsw.gov.au)



Newcastle City Council  
[ncc.nsw.gov.au](http://ncc.nsw.gov.au)



Orange City Council  
[orange.nsw.gov.au](http://orange.nsw.gov.au)



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



Singleton Shire Council  
[singleton.nsw.gov.au](http://singleton.nsw.gov.au)



Upper Hunter Shire Council  
[upperhunter.local-e.nsw.gov.au](http://upperhunter.local-e.nsw.gov.au)



Warrumbungle Shire Council  
[warrumbungle.nsw.gov.au](http://warrumbungle.nsw.gov.au)



Wollondilly Shire Council  
[wollondilly.nsw.gov.au](http://wollondilly.nsw.gov.au)



Wollongong City Council  
[wollongong.nsw.gov.au](http://wollongong.nsw.gov.au)



Wentworth Shire Council  
[wentworth.nsw.gov.au](http://wentworth.nsw.gov.au)

For further information, contact AMRC Executive Officer, Don Tydd: 02 6775 3844 or 0418 681 320.

General Manager

Mayor

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General Manager



Mayor

### 9.3 (ICR) Tullamore & District Community Consultative Committee - Presidents Report

---

#### Executive Summary

The Tullamore and District Community Consultative Committee held their Annual General meeting on the 14 May 2014 with a full Executive being elected. A copy of the Past Presidents Report was also forwarded for Council's information.

#### Background Information

Nil.

#### Legislative or Policy Implications

Nil.

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *3.3.1 Promote, Support and Grow our Communities; Strengthen Council's relationship with smaller townships*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Low*

#### Quadruple Bottom Line



Economic ★★☆☆☆



Environmental ★★☆☆☆



Social ★★★★★



Civic Leadership ★★☆☆☆

#### Budget & Financial Aspects

Nil.

#### Recommendation

1. That the information be received and noted and the Tullamore & District Community Consultative Committee Executive be congratulated on their election.

#### Attachments

1. Correspondence from the Tullamore & District Community Consultative Committee

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General Manager

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Mayor

## *Tullamore & District Community Consultative Committee*

**President:**

Sandy Stanbrook  
6 Haylock Street  
Tullamore NSW 2874  
Phone: Home : 6892 5162  
Work: 6892 5192

**Secretary**

Hazel Allen  
10 Haylock Street  
Tullamore NSW 2874  
Phone: 6892 5343  
Mobile: 0447 471942  
Email: [hazelharry@bigpond.com](mailto:hazelharry@bigpond.com)

15<sup>th</sup> May 2014

The General Manager  
Parkes Shire Council  
P O Box 337  
PARKES NSW 2870

Dear Kent

Annual General Meeting

I wish to advise that the Annual General Meeting of the Tullamore & District Community Consultative Committee was held on Wednesday 14<sup>th</sup> May 2014 and the following executive were elected.

President: Sandy Stanbrook

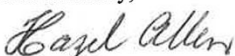
Vice President: Robert Mortimer

Secretary: Hazel Allen

Treasurer: Pam Mortimer.

The past Presidents report is enclosed for your perusal.

Yours faithfully,

  
Hazel Allen  
Secretary



General Manager



Mayor

## Presidents Report

Thank you to the Secretary Hazel & Treasurer Pam for their work throughout the year.

Thank you to the Anzac Committee for organizing the Anzac Day proceedings and continuing progress with the Memorial Gates. Also a thank you to the Red Cross people for the Tea and biscuits.

It's been a quiet year without many major improvements being finished.

We had another successful Australia Day breakfast in the Park. The breakfast food just making the distance.

### ***Completed Tasks***

Wooden Picnic Table in the Park renovated.

Kiosk at Pola Park renovated.

Toilets at Pola Park made serviceable. (Volunteer labour.)

Officially accepted as RV friendly town.

Moved old Park gates to new location facing the main street. The gates were repainted and the sign renewed. Thanks to Bernadette and Greg for organising this work.

A successful workshop to develop a strategic Plan for Tullamore was held. It was the best attended workshop in the shire. The Draft plan is ready to be signed off on.

No Citizen Of the Year. Quota of 3 not reached. (This guideline should be flexible.)

### ***Tasks in progress***

Ramp at Hall

Ramp at Stanbrook's Store

New Picnic table / seats roof etc. In the Park.

Re cycling Bins near Tennis Courts.



General Manager



Mayor



### ***Future Directions***

With the near completion of bitumen on main road 57 north it will complete the link from Hillston to Eumungerie that will bring with it a big lift in traffic through our town. This alone may create new considerations.

We have been holding back on other town progress till the Memorial Gates are finished. This has been to ensure we can complete the work.

As completion is near we will be moving on to work / tasks in our Strategic Plan. The plan is the guideline for future projects.

It is a living document where the order of projects or new projects can be undertaken as time evolves.

Tullamore & District CCC (community consultative committee )

President

Robert Mortimer



General Manager



Mayor

---



General Manager



Mayor

## 9.4 (ICR) Parkes 2PK Country Music Festival - Request for Assistance

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### Executive Summary

The Parkes 2PK Country Music Festival Committee have advised the 2014 Country Music Festival will be held from Thursday 2nd October and continue until Monday 6th October 2014.

### Background Information

The Country Music Spectacular is held annually on the October long weekend and is billed as a celebration of Country Music featuring guest artists, competitions, talent quests and street busking. The Spectacular is a significant contributor to the Shire's annual tourism/economic value.

### Legislative or Policy Implications

Use of Parks Policy and Procedure.

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 4. *Grow and Diversify the Economic Base:*

4.2 *Develop and Support the Tourism Industry in the Shire*

6. *Enhance Recreation and Culture:*

6.3 *Maintain and develop sporting, recreational, and cultural facilities*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Approval of the event would enhance the objectives in the delivery plan to encourage tourism and cultural activities.

Predicted negative / challenge to the Delivery Program: *Minor*

There are no adverse impacts that would result from the event.

### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

There are neutral impacts on the Economic and Environmental aspects of the Quadruple Bottom Line, with positive outcomes in the aspects of Social and Civic Leadership.

---

General Manager

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Mayor

## Budget & Financial Aspects

Council made a contribution of \$400.00 in 2013. Funds of \$400.00 have been allocated from the Section 356 vote of the 2014/15 Operational Budget.

## Recommendation

1. That permission be granted for the use of Cooke Park for the 2014 2PK Parkes Country Music Spectacular on Friday 3 October 2014 subject to:
  - Approval being obtained from Council's Department of Planning & Environment under Section 68, Part D Community Land, of the Local Government Act 1993;
  - That a section 68 application to be submitted to Council to conduct street busking and subject to compliance with Council's street busking policy;
  - That a Section 68 application be submitted to Council for the conduct of entertainment in the park;
  - The erection of all temporary structures (including a stage) is conducted in accordance with State Environmental Planning Policy (Temporary Structures) 2007 to the satisfaction of Council's Department of Planning & Environment;
  - A Risk Assessment and Management Plan being completed to the satisfaction of Council;
  - No pegs or stakes driven into the earth without prior consultation with the Parks and Gardens Supervisor;
  - Possessing sufficient insurance (not less than \$20 million coverage) for the activities proposed and providing proof of same;
  - Leaving the Park in a clean and tidy condition at the conclusion of the event;
  - Meeting all obligations imposed by Council staff in relation to the abovementioned matters;
  - That Council donate \$400.00 towards the Festival Awards Ceremony;
  - That a Council representative attend the awards night on Sunday 5th October 2014 to welcome visitors and to present awards.

## Attachments

1. Correspondence and preliminary program for the 2014 2PK Parkes Country Music Festival scheduled for 2014 October long weekend (2 - 6 October 2014)

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General Manager

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Mayor

## 2PK PARKES COUNTRY MUSIC FESTIVAL

proudly presented by:

**PARKES & DISTRICT COUNTRY MUSIC ASSOC. INC.**

**P O BOX 303 PARKES NSW 2870**

**ABN 53 989 516 427**

**Phone (02) 68621471 or (02) 68623593 Phone/Fax**

**Email: lindy.charlton@bigpond.com**

2<sup>nd</sup> May 2014

The General Manager  
Parkes Shire Council  
PO Box 337  
PARKES NSW 2870

Dear Sir,

### 2014 2PK PARKES COUNTRY MUSIC FESTIVAL

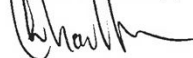
Our Committee is once again working on the organising for this years' Festival, which will commence on Thursday 2nd October and continue on until Monday 6th October.

We would like to request your assistance in several areas over which are listed below:

- The use of Cooke Park on Friday 3rd October between the hours of 9.00 – 4.00pm approx. To stage a Lunchtime Concert and Talent Quest. We would require access to electricity for this event.
- Permission to conduct Street Busking for the duration of the Festival.
- Council give consideration to once again assist with Sponsorship.
- Council accept our invitation for a representative to attend our Awards Night, to welcome all visitors and present trophies to some of the placegetters in our Talent Quest. This will be Sunday the 5<sup>th</sup> October in the Starlight Lounge of the Parkes Services Club. Upon notification of who the representative will be, we will forward passes for the night to your office.

We thank you for your assistance and look forward to hearing back from you.

Yours Sincerely,



Lindy Charlton

RESIDENT



General Manager



Mayor

## **2PK Parkes Country Music Festival – 2<sup>nd</sup> - 6<sup>th</sup> Oct '14**

### **Guest Artists**

**Wayne Ryder Band**

**Justin Standley**

**Melissa Bajric**

**Steve Kelleher**

**Leather & Lace**

**Country Keys & Strings**

**Jim Williams**

**Garry Hemming**

**Charmaine Pout**

### **BUDGET CARAVAN & CAMPING SITES AVAILABLE**

Phone Kay: 02 68 622580 ( Parkes Show Ground )

Proudly Presented By the Parkes & District Country Music Assoc Inc.

## **FESTIVAL EVENTS**

**\* STREET CONCERT: By Parkes & Dist CM Assoc Members**

**\*FAMILY MUSTER: Services Club**

**\*POETS CORNER: Clarinda Street**

**\*WALK-UP TALENT QUEST : Cooke Park**

**\*BUSKING COMPETITION : Clarinda Street**

**\*FESTIVAL COUNTRY CONCERT : Services Club**

**\*2 DAYS OF TALENT QUEST: Services Club**

**\*FOOTPATH CONCERT: Clarinda Street**

**\*FREE ENTERTAINMENT : Services Club**

**\*AUSTRALIAN COUNTRY TALENT SEEKERS QUEST: Services Club**

**\*GOSPEL SERVICE : Services Club Function Room**

**\*GALA PRESENTATIONS AND AWARDS CONCERT: Services Club**

**\*LAST ROUND-UP SAUSAGE SIZZLE BREAKFAST: Services Club**

**ENQUIRIES : Margaret 02 68621471 or Lindy 02 68624128**

Dale 02 6862 3593 or email: [lindy.charlton@bigpond.com](mailto:lindy.charlton@bigpond.com)



General Manager



Mayor

**2PK PARKES COUNTRY MUSIC FESTIVAL. PRELIMINARY PROGRAMME**

**THURSDAY – 2<sup>nd</sup> OCTOBER**

- \* STREET BUSKING : Welcome throughout Festival, Clarinda Street/ CBD
- \* 2.30 – 4.30 pm STREET CONCERT: Parkes & District C.M Assoc.  
7.30pm FAMILY MUSTER: Walk up Artists. Featured Artist : Charmaine Pout. Parkes Services Club Auditorium (Adults \$5.00 children to 16 yrs free)

**FRIDAY – 3<sup>rd</sup> OCTOBER**

- \* 8.00am: POETS CORNER – Walk-up Poets: Hosted By Cill & Snow  
Outside Alexanders Cafe / Clarinda Street / Breakfast available to purchase
- \* STREET BUSKING: Welcome throughout Festival, Clarinda Street / CBD
- \* 11.00am: “WALK-UP TALENT QUEST” Senior & Junior (cash & trophies)  
Cooke Park.(opposite the Services Club ) Guest Performer : Charmaine Pout  
Wet weather venue: Parkes Services Club Function Room
- \* 2.30pm BUSKING COMPETITION : Clarinda Street ( cash Prizes)  
7.30pm FESTIVAL COUNTRY CONCERT: Parkes Service Club Auditorium  
With The Wayne Ryder Band along with :Justin Standley, Melissa Bajric,  
Steve Kelleher, Leather & Lace, Country Keys & Strings, Jim Williams,  
(Adults \$18.00 Child 12-16yrs \$6.00, under 12 years free)

**SATURDAY 4<sup>th</sup> OCTOBER**

- 9.00am CENTRAL WEST COUNTRY MUSIC AWARDS (Talent Quest) -  
Parkes Services Club Auditorium & Function Room  
(Adults \$8.00, Children under 16 years free)
- \* 10.00am ‘FOOTPATH’ CONCERT. Hosted by Garry Hemming  
Walk-up Artists Welcome / outside Alexanders Cafe, Clarinda Street.
- \* 2.30pm FREE ENTERTAINMENT Parkes Services Club, Downstairs  
Lounge. Featuring: Garry Hemming  
7.00pm AUSTRALIAN COUNTRY TALENT SEEKERS QUEST (A.C.T.S)  
Featuring Finalists, The Wayne Ryder Band, Justin Standley, Melissa Bajric  
2013 Winner Jim Williams .Services Club Starlight Lounge.  
(Adults \$15.00 Children 12-16years \$6.00 / under 12 years free)
- \* 8.00pm: FREE ENTERTAINMENT – Downstairs Area Parkes Services Club.  
Featuring: Country Keys and Strings

**SUNDAY 5<sup>th</sup> OCTOBER**

- 9.00am CENTRAL WEST COUNTRY MUSIC AWARDS – Parkes Services  
Club Auditorium & Function Room (Adults \$8.00 children under 16 yrs free)
- \* 11.00am GOSPEL SERVICE – Parkes Services Club . Function Room  
With Justin Standley & Leather and Lace  
7.30pm GALA PRESENTATION OF AWARDS & WINNERS CONCERT  
7.30pm Parkes Services Club Auditorium :Featuring 2013 ACTS winner,  
2014 Award Winners, Wayne Ryder Band , Justin Standley, Steve Kelleher  
(Adults \$12.00 Children 12-16 yrs \$6.00 / under 12 free.)

**MONDAY 6<sup>th</sup> OCTOBER**

9.00AM :LAST ROUND-UP / SAUSAGE SIZZLE BREAKFAST  
Parkes Services Club Auditorium \$3.00 per Person

**WEEKEND PASSES AVAILABLE (Thurs, Fri & Mon excluded) Single Pass \$35.00**

**FAMILY PASS: \$75.00 (2 Adults and “their” children under 16years)**

**Covers entry to all Saturday & Sunday Functions, day and night.**



General Manager



Mayor



**2PK PARKES**  
**COUNTRY**  
**MUSIC**  
**FESTIVAL**  
**2 - 6 OCTOBER 2014**

**GUEST ARTISTS**  
Justin Standley  
Wayne Ryder Band

**Featuring the**  
**Australian Country**  
**Talent Seekers**  
**Quest**

1st 2nd and 3rd Places,  
prizepool totalling \$1,000  
plus trophies, winner also  
receives recording time at  
the Flying Fox Studio in  
Wagga Wagga NSW



**PARKES NSW**

Presented by the Parkes & District  
Country Music Association



General Manager

Mayor





## FESTIVAL EVENTS INCLUDE

- Central West Country Music Award prizemoney and trophies for all sections
- Family Walk-up Muster
- Australian Country Talent Seekers Quest (A.C.T.S.)
- Busking Competition
- Walk-Up Talent Quest
- Poets Breakfast
- Footpath Concerts
- Last Round-up Breakfast
- Walk-up Muster at Parkes Show Ground

## WEEKEND PASSES AVAILABLE Event Enquiries

Lindy Charlton: 02 6862 4128

Marg Thurn: 02 6862 1471 or 0427 016 886

PO Box 303 PARKES NSW 2870



## Accommodation Enquiries

Parkes Visitor Information Centre  
02 6862 6000 [www.visitparkes.com.au](http://www.visitparkes.com.au)

## Caravan Sites Available

Contact 02 6862 2580

Supported by



A handwritten signature in black ink.

General Manager

A handwritten signature in black ink.

Mayor

## 10 GENERAL MANAGER'S REPORT

### 10.1 (GM) Policy Review and Development - Provision of Expenses and Facilities to Mayor and Councillors Policy

#### Executive Summary

Under the provisions the Local Government Act 1993 Council is required to adopt or amend a policy annually by 30 November, for the Payment of Expenses and Provision of Facilities to Mayors, Deputy Mayors and other Councillors. Mayors and Councillors can only be reimbursed for expenses and provided with facilities in accordance with this policy.

#### Background Information

Section 252 of the Local Government Act 1993 prescribes that within 5 months after the end of each year, a Council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, Deputy Mayor and other Councillors in relation to discharging the functions of civic office. The Act also provides that a Council must not pay expenses incurred or to be incurred by, or provide any facilities to, the Mayor, Deputy Mayor or Councillors other than in accordance with the policy under that section. The Council must give public notice of intention to adopt the Policy and must allow 28 days for the making of public submissions.

#### Legislative or Policy Implications

Section 252 to 254 and 731 of the Local Government Act 1993  
Local Government General Regulation 2005  
Parkes Shire Council Code of Conduct  
Parkes Shire Council Gift and Benefits Policy

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *Function 4: Governance*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Very Low*

#### Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

General Manager

Mayor

## Budget & Financial Aspects

The 2014/15 budget contains provision for expenditure incurred in accordance with this Policy.

## Recommendation

1. That Council give public notice of its intention to adopt the Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy and that a period of 28 days be allowed for the making of public submissions.

## Attachments

1. A draft copy of the Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy.

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General Manager

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Mayor



**PARKES SHIRE COUNCIL**

**PAYMENT OF EXPENSES  
AND  
PROVISION OF FACILITIES  
TO MAYOR AND COUNCILLORS**

**POLICY**

**PARKES SHIRE COUNCIL**

A handwritten signature in blue ink, appearing to read 'L. King', is positioned above the General Manager's name.

General Manager

A handwritten signature in blue ink, appearing to read 'Ken Keith', is positioned above the Mayor's name.

Mayor

## PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO MAYOR AND COUNCILLORS POLICY

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### DOCUMENT VERSION CONTROL

Ref No.	Created by	First Adopted	Last Modified	Review Period
Current DW Doc No.	Alan McCormack July 2004	06/07/2004 6/2/2007 OCM 6/11/07 Res No. 07-855 OCM 21/10/08 Res No. 08-640 OCM 17/11/09 Res No. 09-689 OCM 19/07/11 Res No. 11-361 OCM 03/07/12 Res No. 12-264 OCM 02/07/2013 Res No. 13-281 OCM Res No. 14-	19/05/2014	Twelve months



General Manager



Mayor

## PART 1 - INTRODUCTION

This policy is made under the Local Government Act, 1993, including Sections 252 to 254 and 731 and having regard to the Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW October 2009. The Act requires that the Council must adopt a policy concerning the payment of expenses and the provision of facilities to the Mayor and other Councillors.

### Policy

Provision shall be made for the costs associated with carrying out civic duties of the Mayor and Councillors of Parkes Shire Council.

This policy will ensure that there is accountability and transparency in the reimbursement of expenses incurred by Councillors.

The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.

Mayors and Councillors can only be reimbursed for expenses and provided with facilities in accordance with this policy.

### Objectives and Coverage of the Policy

The policy provisions are aimed at being non-discriminating and will be used in an equitable manner to enable the fully participation by all Councillors.

The policy provisions are at a level to encourage members of the community to seek election to Council by ensuring that they would not be financially or otherwise disadvantaged in undertaking the civic duties of a Councillor.

The policy will ensure accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors.

The policy will provide clear details of benefits available to Councillors.

### Responsibility

Payment of expenses shall be the function of the Corporate Services Department.

### Related Documentation

Local Government Act 1993, including Sections 252 to 254 and 731.

Local Government General Regulation 2005.

Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW October 2009

Division of Local Government, Circular to Councils number 07/22 dated 28 May 2007

Division of Local Government, Circular to Councils (Misuse of Council Resources) number 08/24

Division of Local Government, Circular to Councils (Council Decision Making Prior to Ordinary Elections) number 08/37

Parkes Shire Council's Code of Conduct.

Parkes Shire Council's Gifts and Benefits Policy

ICAC Publication - No Excuse for Misuse, Preventing the Misuse of Council Resources.



General Manager



Mayor

## Reporting Requirements

Section 428(4) (b) requires a Council to include in its annual report:

- Council's policy on the provision of facilities for, and the payment of expenses to Councillors.
- Total amount of money expended during the year.

Local Government (General) Regulation 2005 requires that the following information be included in the annual report:

- (a) details (including the purpose) of overseas visits undertaken during the year by councillors, council staff or other persons while representing the council (including visits sponsored by other organisations)
- (a1) details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following
  - (i) the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),
  - (ii) telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes,
  - (iii) the attendance of councillors at conferences and seminars,
  - (iv) the training of councillors and the provision of skill development for councillors,
  - (v) interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
  - (vi) overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
  - (vii) the expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW* prepared by the Director-General from time to time,
  - (viii) expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions,

## Approval Arrangements

Approval for discretionary trips and attendance at conferences will generally be approved by Council.

Where this is not possible approval may be granted by the Mayor and General Manager. Such approval will be reported to the next meeting of Council. If the Mayor requires approval to travel outside of Council meetings approval would be granted by the Deputy Mayor and General Manager.

In case of any disputes, the matter will be reported to the next meeting of Council.



General Manager



Mayor

## PART 2 - PAYMENT OF EXPENSES

### Payment of Expenses

Payment or reimbursement of costs incurred shall be subject to the requirements:

- (a) the travel is on Council business being to and from conference or seminars of the Local Government related organisations;
- (b) only reasonable claims are accepted towards necessary accommodation and out-of-pocket expenses;
- (c) the travel is undertaken with all due expedition, and by the shortest route,
- (d) any time occupied in other than Council business is not included in the calculation of expenses to be paid; and
- (e) the claim is made not later than three (3) months after the expenses were incurred, and upon a voucher form for payment and must be supported by the production of appropriate receipts and taxed invoices.

### Payment in Advance

- The Council will normally pay registration fees, accommodation deposits and airline tickets direct in advance. Where this is not appropriate or possible a cash allowance or cheque equivalent thereto will be paid to the attendee in advance.
- An advance for 'out-of-pocket' expenses may be paid to an attendee upon request subject to a reconciliation statement together with a refund of any unexpended amount being submitted within ten (10) days of the close of the conference, seminar or function. Incidental expenses may not require specific receipts. Where receipts for incidental expenses are not provided Councillors will be required to certify that the expenditure was for the purpose intended.

### Monetary Limits

Monetary limits for 'out-of-pocket' expenses will be paid to a maximum of \$150.00 per day.

### Spouse and Partner Expenses

Council will meet the reasonable costs of Councillors' spouses and partners or an accompanying person for the following:

- (a) Attendance at official Council functions within the Parkes Shire area. Such functions would be those that a Councillor's spouse, partner or accompanying person could be reasonably expected to attend. Expenses to be confined to the ticket, meal and other direct cost of attending the function.
- (b) Attendance at the Local Government and Shires Association annual conference. Costs to be limited to registration and the official conference dinner.

Travel expenses, any additional accommodation expenses and other costs would be the personal responsibility of the individual Councillors.

- (c) Expenses associated with accompanying the Mayor, or a Councillor when they are representing the Mayor when called on to attend an official function outside the Council area, but within the State. Expenses to be confined to the ticket, meal and other direct cost of attending the function.



General Manager



Mayor



## Specific Expenses for Mayors and Councillors

### (a) **Transport - Mayor and Councillors**

Councillors are entitled to claim 'mileage' allowance for use of private vehicles to drive between their place of residence and the Council Chambers, inspections within the area undertaken in compliance with a resolution of Council, meetings which Council has endorsed the Councillor's membership, civic receptions hosted by Council, or meetings or functions approved by the Mayor or General Manager, and return. Mileage rates will be paid at the current rate set by the appropriate Local Government Industrial Award.

### (b) **Conferences and Seminars**

#### **Who May Attend Conferences/Seminars?**

Councillors may be nominated to attend conferences, seminars and similar functions by:-

- The Council, through resolution duly taken;
- The Mayor or General Manager acting under delegated authorities and subject to due budget requirements being adhered to.
- The division of Local Government for seminars training deemed to be compulsory.

This shall not preclude the Mayor from nominating a substitute attendee for functions on those occasions where the Mayor is unable to be in attendance.

#### **What Conferences and Seminars May be Attended?**

The conferences, seminars, workshops, courses and similar to which this policy applies shall generally be confined to:-

- Shires Association Annual Conferences.
- Special 'one-off' Conferences called by the Shires Association on important issues.
- Annual Conferences and Congresses of the major industry associations and professions in Local Government.
- Seminars which further the training and development efforts of the Council, and within the budget framework.
- Annual Conferences and/or other workshops associated with Councils Major infrastructure Assets and within the budget framework.

The General Manager, in consultation with the Mayor, is able to approve attendance by Councillors at seminars and conferences within the region.

- The chairperson of council's Airport Committee is entitled to attend quarterly meetings of the Australian Airports Association, including the National Conference; and
- The Mayor is also entitled to attend seminars and conferences outside the region, subject the matter being reported to Council at the next available Ordinary Meeting.

### **Registration**

The Council will pay all normal registration costs which are charged by organisers, including those relating to official luncheons, dinners and tours which are relevant to the interests of the Council.

The General Manager acting under delegated authorities and subject to budget requirements being adhered to, may nominate an appropriate Staff member or members to attend Conferences and Seminars with Councillors where appropriate.



General Manager



Mayor

**(c) Travel Arrangements**

- All reasonable travel costs will be met by the Council. Where appropriate, travel will be provided by air (economy class). Depending upon the circumstances, it may be more appropriate for travel to be undertaken by car or train. Where trains are used the Council will provide first class travel, including sleeping berths where necessary.
- Travel by motor vehicle may be undertaken by council vehicle (where available) or by private vehicle subject to prior approval by the Mayor and General Manager. Persons using private vehicles will be paid the "mileage" allowance at the current rate set by the appropriate Local Government Industrial Award from time to time, but subject to such cost not exceeding economy class air fares to and from the particular destination.
- Costs of vehicle hire and/or taxi fares which are reasonably incurred while attending conferences will be reimbursed by the Council.
- Reimbursement of expenses associated with attendance at approved conferences will be the lower of a car allowance and economy airfare.
- Councillors (the driver) are personally responsible for all traffic or parking fines incurred while travelling in private or Council vehicles on Council Business.

**(d) Carer Costs**

- Carer costs reimbursement for attendance at Council and Committee, Sub-Committee Meetings, Working Parties and to undertake other Council Business obligations (carer costs include childcare expenses and other carer responsibilities for immediate family members of Councillors).
- Council will reimburse carers expenses to a maximum of \$100.00 to cover a four hour engagement of a baby sitter or carer. An additional hourly rate of \$20.00 per hour will be paid for meetings that go beyond four hours.
- Reimbursement claims under this clause must be supported by receipts.

**(e) Training and Education Expenses**

- Council will meet approved training and education expenses incurred by Councillors, where the expenses relate directly to the Councillors civic duties and responsibilities.
- Expenses will include: course fees, text books and attendance at workshops.

**(f) Insurance - Councillors**

Councillors are to receive the benefits of insurance cover for:

- (a) Personal injury whilst ever on Council business, worldwide covering bodily injury caused by accidental, violent, external and visible means up to the sub-limit set under the relevant insurance policy. Also covering permanent disablement, temporary total disability and temporary partial disability. The cover does not include medical expenses.

- (b) Professional Indemnity.

For matters arising out of Councillors' performance of civic duties or exercise of their functions as Councillors provided the performance or exercise of the relevant civic duty or function is in the opinion of Council bona fide and/or proper. BUT subject to any limitations or conditions set out in the policy of insurance which is, at the direction of Council, taken out.



General Manager



Mayor

(c) Public Liability.

For matters arising out of Councillors' performance of civic duties or exercise of their functions as Councillors. BUT subject to any limitations or conditions set out in the policy of insurance which is, at the direction of Council, taken out.

(d) Councillors and Officers Liability Insurance while on Council Business.

The cover provides indemnity to the Councillors and Officers in circumstances where they cannot be indemnified by Council.

**(g) Legal Assistance for Councillors**

***Instances Where Legal Assistance is Provided***

1. An enquiry, investigation or hearing by any of:
  - The Independent Commission Against Corruption;
  - The Office of the Ombudsman;
  - Department of Local Government and Co-operatives;
  - The Police;
  - The Director of Public Prosecutions; or
  - The Local Government Pecuniary Interest Tribunal,

into the conduct of a Councillor; provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the Tribunal or investigating body makes a finding substantially in favour to the Councillor.

2. Legal proceedings being taken against a Councillor, arising out of or in connection with the Councillor's performance in good faith of his or her civic duties or exercise of his or her functions as a Councillor (with the exception of defamation proceedings), Council shall reimburse such Councillor, after the conclusion of the enquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding, on a solicitor/client basis, PROVIDED THAT:
  - (a) The amount of such reimbursement shall be reduced by the amount of any monies that may be or are recouped by the Councillor on any basis.
  - (b) The Councillor's performance or exercise of the civic duty or function was in the opinion of Council bona fide and/or proper.

***General***

Where proceedings have been foreshadowed or commenced against any of the Mayor and Councillors arising from a public statement or statements made or acts done by any of them, and, in the opinion of Council's appointed solicitor the following 'Three Criteria' are satisfied through the required procedure set out below namely:

- (i) The statement was made or the act was done in relation to discharging the functions of civic office;
- (ii) The Councillor concerned was acting in good faith; and
- (iii) The statement or the act in question was reasonable in the circumstances and not made or done maliciously or frivolously and, in the case of a statement, was not made with knowledge of its falsity or with recklessness as to whether it was true or false,

then Council will indemnify or reimburse the Councillor for:

- (i) All legal expenses properly and reasonably incurred, given the nature of the legal services provided; and



General Manager



Mayor

- (ii) Any other loss, expense, liability or cost incurred (including without limitation any order for the payment of damages, interest and/or costs or any other order for the payment of money made against the Councillor),

in responding to or defending such proceedings **PROVIDED THAT** the amount of such indemnity or reimbursement shall be reduced by the amount of any monies that may be or are recouped by the Councillor on any basis.

**(h) Apparel**

1. Blazers or jackets are available for Councillor purchase on the same basis as staff uniform purchases.
2. Appropriate ties and scarves are available for Councillor and staff purchases.
3. Any apparel purchased under this section is expected to carry the Council Logo.

### **PART 3 - PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS**

#### **Councillors**

The Councillors are to receive the benefit of:

- Provision and use of business cards and name badges. It is noted that Council does not provide secretarial services to Councillors;
- Postage of official correspondence - all mail is to be directed through the Council's own mailing systems;
- Meals/refreshments at Council, Committee, Sub-Committee Meetings and Working Parties, or at any other time deemed appropriate by the Mayor or General Manager whilst on Council business;
- Transport to official functions (if needed) when deputising for the Mayor by hire car or taxi; and
- Councillor Room facilities.
- Technology equipment, the provision of tablet technology (ie, IPAD or similar)
- Under section 252 of the Local Government Act 1993 Council **must not** make provision
  - (a) to pay any Councillor an allowance in the nature of a general expense allowance or
  - (b) to make a motor vehicle owned or leased by the Council available for the exclusive or primary use or disposition of a particular Councillor other than the Mayor.



General Manager



Mayor

## Mayor

In addition to those facilities provided to the Councillors, the Mayor is entitled to receive the benefit of:

- Use of a car for official purposes. In addition, the Mayor may travel by taxi and use a Council charge account.
- Secretarial services associated with the office of Mayor (shared with the General Manager);
- Administrative assistance associated with functions, meetings and the like;
- Office refreshments;
- A facsimile machine at place of residence or business;
- A mobile telephone equipped with smart phone technology
- A computer located in the Mayoral Office; and
- 50% payment of monthly costs for broadband ADSL internet access, in accordance with section 252(2) of the Local Government Act, 1993.
- Technology equipment, the provision of tablet technology (ie, IPAD or similar)
- Lounge Membership of regional passenger service provider operating into the Parkes Airport

The Mayor is entitled to private use of the mayoral vehicle subject to entering into and abiding by the current standard lease back policy available to staff with private use privileges.

## PART 4 - FEES FOR COUNCILLORS AND MAYORS

### Determination

- Pursuant to s.241 of the Local Government Act 1993, the annual fees to be paid to Councillors and Mayors is determined by 'The Local Government Remuneration Tribunal'. In determining the fees the Tribunal considers a number of elements including; recent reforms, Interstate comparisons, workload and the ability to attract suitable candidates to stand for election.

### Fees

- The amounts below identified by the 'the Local Government Remunerations Tribunal' for the financial year of 2014/2015 have been accepted by Council. Council has determined that it accept the maximum fee allocated by the Tribunal for the relevant category for Parkes Council.

COUNCIL CATEGORY	Councillor Annual Fee		Mayor Additional Fee*	
	Minimum	Maximum	Minimum	Maximum
<b>Rural</b>	<b>8,130</b>	<b>10,740</b>	<b>8,640</b>	<b>23,440</b>

*The above fees will be applicable from the 1<sup>st</sup> of July 2014.*

*\*This fee must be paid in addition to the fee paid to the Mayor as a Councillor.*



General Manager



Mayor

## PART 5 - OTHER MATTERS

### Re-Election or Political Donation

- Re-election is considered to be a personal interest. Official Council material such as letterhead, publications, websites as well as Council services and forums must not be used for personal interests.
- Fundraising of political parties, including political fundraising events are considered to be personal interest. Council will not pay expenses or provide facilities to Councillors in relation to supporting and/or attending such activities and events.

### Gifts and Benefits

- In circumstances where it is appropriate for Councillors to give a gift or benefit (eg on a Council business related trip or when receiving visitors), these gifts and benefits should be of token value and in accordance with Parkes Shire Council's Gifts and Benefits policy.

### Return of Facilities and Equipment by Councillors

- Councillors are required to return any equipment or other facilities to the Council after the completion of their term of office, extended leave of absence or at the cessation of their civic duties.

### Status of Policy

This section of the Policy required by the Division of Local Government, department of Premier and Cabinet to provide an update on any amendments to Council's existing policy.

- The Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy has been reviewed in accordance with the requirements of the Local Government Act 1993.
- Updated rates of annual remuneration scale.



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General Manager



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Mayor

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General Manager



Mayor

## 10.2 (GM) Policy Review and Development - Borrowing Policy

### Executive Summary

This report relates to the development of Council's Borrowing Policy so that it documents all matters recommended by the New South Wales Office of Local Government (OLG) and best practice in the area of borrowings by Council.

### Background Information

External loan borrowings are an important source of funding for Council. The objective of this policy is to provide a structured and disciplined approach to the borrowing of monies for the purpose of funding new infrastructure and renewal of existing infrastructure. This policy aims:

- to ensure that all borrowings are in accordance with legislative requirements,
- to minimise the cost of borrowings, and
- to meet industry best practice with regard to the Debt Service Ratio.

### Legislative or Policy Implications

- Local Government Act 1993
- Local Government (General) Regulation 2005 (NSW) (Clause 230)
- Local Government Act 1993 – Ministerial Borrowing Order (Section 624)
- Local Government Circular 09-21 - Revised Borrowing Order (29 May 2009)
- Local Government Circular 07-35 (27 July 2007)

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *8. Maintain and improve the Shires Assets and Infrastructure*

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

Predicted negative / challenge to the Delivery Program: *Minor*

### Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆



Social

★★★★☆



Civic Leadership

★★★★☆

General Manager

Mayor



## Budget & Financial Aspects

This Borrowing Policy provides the framework and budgeting protocol for the determination of Council's future long term financial plans, and operational plans.

## Recommendation

1. That the Parkes Shire Council Borrowing Policy be adopted.

## Report

The use of borrowings to fund infrastructure renewal is considered the best means of enabling intergenerational equity of Council's infrastructure assets, distributing costs between current and future users of that infrastructure. After being debt free from 1998 to 2009, Council has recently been in a position where infrastructure asset renewal required the use of loan funds. It is important that the loan term does not exceed the life of the asset that is being funded and the debt servicing level can be met from existing and future recurrent revenue streams. Council has adopted in previously set Long Term Financial Plans, a prudent position of ensuring that the level of consolidated level of debt across consolidated funds does not exceed 10%. Council's aim is to keep the consolidated debt service ratio at a level below 10% so that it does not impose too much of a burden on future generations to service the debt.

Council debt service ratio (ratio of principal and interest payments divided by estimated recurrent revenue) is estimated to be around 2.9% for the year ended June 30th, 2014. This is estimated to rise to around 6.40% when major borrowings for sewer and water projects are undertaken over the next 3 years. This level is considered to be manageable based upon planned revenue forecasts.

This Borrowing Policy provides the framework and budgeting protocol for the determination of future Council's Long term Financial Plans, and Operational Plans.

## Attachments

1. Parkes Shire Council - Borrowing Policy

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General Manager

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Mayor



**PARKES SHIRE COUNCIL**

**BORROWING**

**POLICY**

A stylized signature in black ink, likely belonging to the General Manager.

General Manager

A stylized signature in black ink, likely belonging to the Mayor.

Mayor

**PARKES SHIRE COUNCIL  
BORROWING POLICY  
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**DOCUMENT VERSION CONTROL**

Ref No.	Created by	First Adopted	Last Modified	Review Period
Borrowing Policy	Owen Jensen on 05/05/2014	OCM: dd/mm/ccyy Res: yy-xxx		May 2015



General Manager



Mayor

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General Manager



Mayor

## INTRODUCTION

This Policy relates to the borrowing of monies for the purpose of funding new infrastructure and renewal of existing infrastructure. This policy applies to all Councillors and Staff of Parkes Shire Council.

## PURPOSE

External loan borrowings are an important source of funding for Council. The objective of this policy is to provide a structured and disciplined approach to the borrowing of monies for the purpose of funding new infrastructure and renewal of existing infrastructure. This policy aims:

- to ensure that all borrowings are in accordance with legislative requirements;
- to minimise the cost of borrowings; and
- to meet industry best practice with regard to the Debt Service Ratio.

## SCOPE

- This policy will apply to all loans of Parkes Shire Council.

## DEFINITIONS

<b>BORROWINGS:</b>	Funds borrowed from external parties.
<b>LTFP:</b>	Long Term Financial Plan
<b>OLG:</b>	New South Wales - Office of Local Government

## RELEVANT LEGISLATION

- Local Government Act 1993
- Local Government (General) Regulation 2005 (NSW) (Clause 230)
- Local Government Act 1993 – Ministerial Borrowing Order (Section 624)
- Local Government Circular 09-21 - Revised Borrowing Order (29 May 2009)
- Local Government Circular 07-35 (27 July 2007)

## POLICY

Borrowings are funds that Council may obtain from external and internal sources, either by overdraft, loan or other means approved by the Minister for Local Government. Council may borrow at any time for any purpose permitted under the Local Government Act 1993. Prior to the borrowing of external funds, Council is required to complete the New South Wales Office of Local Government's (OLG) Annual Proposed Borrowings Return detailing the projects to be funded by such borrowings.



General Manager



Mayor

Within seven days of borrowing funds under a loan contract, Council is to notify the Director General of the borrowings. This notification is to include any further advances made to Council under an existing loan contract, but does not apply to borrowings by way of an overdraft facility.

Any borrowings shall be considered as a mechanism to assist in achieving the goals of Council as set out in the adopted Community Strategic Plan and associated Operational Plan, Delivery Program and Long Term Financial Plan.

## POLICY STATEMENT

Borrowings are an important source of funding for Council and all borrowings must be approved by Council resolution. All borrowings are to be in accordance with legislative requirements. This policy provides guidance and structure to the process.

The following objectives and principles underpin this policy.

- a) Council will not borrow funds for operating expenditure,
- b) The project should be beneficial to the majority of ratepayers,
- c) Council must ensure its ability to meet future repayment obligations,
- d) All borrowings will be considered in line with Council's LTFP,
- e) Councils' goal is to remain below 10% for the Consolidated Debt Service Ratio, a key performance indicator of the OLG.

## POLICY STATEMENT - EXTERNAL LOANS

The following items are to be carefully evaluated when considering proposed borrowings:

- The extent to which borrowing is an appropriate funding source for the capital expenditure in question,
- Whether alternative sources of funding are available,
- Current economic conditions,
- That proposed borrowings are disclosed in the adopted Operational Plan/Delivery Program,
- Potential movements in interest rates and associated impacts on debt servicing costs,
- Capacity of the funding institution,
- Price competitiveness,
- Efficiency in delivery of ongoing service and advice,
- Cross relationship benefits in relation to pricing and delivery of other services from the lending institution,
- Inter-generational equity considerations,
- Current and future funding needs for both capital and operational expenditure.

The term for all new borrowings to be raised shall be matched, where appropriate, to the life of the asset to which it relates; however no new loan term (Post 20 May 2014) shall exceed a period of 20 years.



General Manager



Mayor

Where surplus funds are available, any decision to repay borrowings ahead of schedule shall be made based on the facts available at that time. Any such decision must give due regard to the policy objective of minimising the overall debt servicing cost to Council. The Debt Service Ratio is an indication of the proportion of Council's ordinary revenue that is required to fund Council's loan repayment commitments. The Local Government Management Association (LGMA) Financial Health Check provides the following benchmarks:

- < 15% **GREEN**
- 15% - 20% **AMBER**
- > 20% **RED**

Council's goal is committed to maintaining a Consolidated Debt Service Ratio of less than 10 percent, a key performance indicator of the OLG.

#### *POLICY STATEMENT - INTERNAL LOANS*

Internal loans funded from externally restricted cash are not required to be included on the Office of Local Government's Proposed Borrowings Return. Such loans must have Ministerial approval prior to being entered into, in accordance with section 410(3) of the Local Government Act 1993.

The use of internally restricted cash for purposes other than originally intended is not considered to be an internal loan. The use of internally restricted cash for a purpose that is different from its original purpose means rescission of a previous council resolution.

#### *POLICY STATEMENT - OVERDRAFT FACILITIES*

Council has an overdraft facility with Westpac Banking Corporation. The overdraft facility is to be utilized for short term, unavoidable and essential cash flow only. Use of the overdraft facility is to be minimised by employing careful cash management practices that ensure sufficient cash at bank to satisfy daily expenditure requirements.

### **RESPONSIBILITIES**

Council is responsible for approving all borrowings through resolution. The Chief Financial Officer is responsible for ensuring policies and procedures are followed when borrowing funds. The Mayor and General Manager are responsible for signing all loan documentation with external parties subject to Council approval.

#### *PRUDENT PERSON STANDARD*

All borrowings will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers delegated by the General Manager are to manage Council's borrowings to safeguard the loan register in accordance with the spirit of this Borrowing Policy, and not for speculative purposes.



General Manager



Mayor

## POLICY PROCESS

- 1) Finance staff must prepare an initial Council Report for approval including :
  - i) Loan Purpose,
  - ii) Funding source for repayments,
  - iii) Loan amount, and
  - iv) Term of Loan.
- 2) Council must approve the borrowings.
- 3) Finance staff must obtain a minimum of three quotes and source the best value for money. Borrowings must be within Australia and in Australian currency.
- 4) A second council report must be prepared, detailing the quote comparison to enable Council to Resolve to proceed with the loan drawdown and selecting the successful institution, details will include:
  - i) Interest rate,
  - ii) Term of loan,
  - iii) Repayment intervals,
  - iv) Repayment amounts, and
  - v) applicable fees.
- 5) From Council approval, finance staff will arrange for the loan drawdown.
- 6) The General Manager and the Mayor will authorize the loan documentation.
- 7) Finance staff will manage the loan facility and ensure payments are made in-line with the loan repayment schedule.

## REPORTING

Documentary Evidence must be held for each borrowing and details thereof maintained in a loan register. For audit purposes, certificates must be obtained from the banks confirming the amounts of loans owing by Council at 30th June each year. All borrowings are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis. A six-monthly loan movement report across all funds will be provided to Council. The report will detail the following:

- a) Loan purpose,
- b) Name of the lender,
- c) Loan term years,
- d) Loan amortization years,
- e) Year loan drawn down,
- f) Date of maturity,
- g) Loan interest rate (fixed rate or variable rate),
- h) Original Amount Borrowed,
- i) Principal repaid – current financial year,
- j) Interest repaid – current financial year,
- k) Principal Outstanding as at report date,
- l) Debt Service Ratio.



General Manager



Mayor



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General Manager



Mayor

## **POLICY REVIEW PLAN**

This policy is to be reviewed in consultation with the Chief Financial Officer and Director of Technology and Corporate Services.

## **VARIATION**

Council reserves the right to vary the terms and conditions of this policy, subject to a report to Council.

## **DIRECTOR AUTHORISATION TO IMPLEMENT POLICY**

Director Title: Director Technology and Corporate Services

Signature: \_\_\_\_\_ Date: 20 May 2014



General Manager



Mayor

## 10.3 (GM) Community Governance Workshops

### Executive Summary

Council is proposing to hold Governance workshops for community groups and organisations operating in our Shire.

### Background Information

Council is currently reviewing its donations and sponsorship policy which not only covers the provision of funds to community groups, but also the provision of support which includes leasing of property, in-kind support and sponsorship. As a compliance condition in the policy, groups or organisations will be asked about their governance arrangements.

A component of the Parkes Shire Council's Community Engagement strategy is to assist the community groups throughout our Shire, especially those who receive funds or in-kind support from Council, including leasing of property.

### Legislative or Policy Implications

Parkes Shire Council Community Strategic Plan

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to:

3. *Promote, Support and Grow our Communities*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Low*

### Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆



Social

★★★★☆



Civic Leadership

★★★★★

### Budget & Financial Aspects

There are sufficient funds to conduct these workshops are available in the 2013/014 Community Engagement Vote.

General Manager

Mayor

## Recommendation

1. For the information of Councillors.

## Report

The community committees in the Parkes Shire provide contributions to our community in a wide variety of areas from sporting clubs through to cultural pursuits, dealing with current community issues through to preserving our history. Functional committees are critical to the success of community organisations and making sure constitutions are relevant, managing meetings, financial responsibilities, long term planning and obtaining grants or funds are just some of the areas that many of our community groups have sought advice or assistance, from Council.

A component of the Parkes Shire Council's Community Engagement strategy is to assist the community groups throughout our Shire, especially those who receive funds or in-kind support from Council, including leasing of property. To ensure an even open process for all requests Council is reviewing its donations and sponsorship policy. The policy will not only cover the provision of funds to community groups, but also the provision of support which includes leasing of property, in-kind support and sponsorship. As a compliance condition in the policy, groups or organisations will be asked about their governance arrangements (*this is in line with guidelines used in grant and funding requests submitted to State and Federal agencies*).

As part of Council's commitment to our community groups, we have held discussions with a consultant to provide workshops covering topics which will be of assistance to not only the executive of current Committees, but those in their membership who may want to participate in their organisations running at a more involved level. Topics to be included in the workshops will be the Constitution, Holding Meetings/Minutes, Financial Records/Reporting, Responsibilities to Fair Trading and Tips for Strategic Planning. It is hoped that attendance at the workshops will assist groups not only in their regular operations but also in assisting them with governance compliance obligations and conditions being introduced in regards to obtaining any type of assistance from government or indeed private enterprise offering funds etc to not for profit organisations.

It is proposed to hold these workshops on Thursday 19th June and Saturday 21 June 2014. The workshops which will be free, will run for approximately 3 hours and will be held in the Coventry Room at the Parkes Shire Library and Culture Centre in Bogan Street Parkes. To make these workshops available to as many community groups as possible, workshops will be held during the day, evening and on a Saturday morning.

Letters have been forwarded to the community groups Council already assist, together with an expression of interest for the workshop they would like to attend. Depending on take up, the workshops will also be advertised for other community committees.

## Attachments

Nil.



General Manager



Mayor

## 11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

### 11.1 (DTCS) Budget Review as at 31 March 2014

#### Executive Summary

The quarterly budget review to 31 March 2014 is submitted for Council's consideration.

#### Background Information

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

#### Legislative or Policy Implications

Local Government (General) Regulation 2005 Clause 203

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect all of the Delivery Program Future Direction's.

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

Predicted negative / challenge to the Delivery Program: *Major*

#### Quadruple Bottom Line



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

#### Budget & Financial Aspects

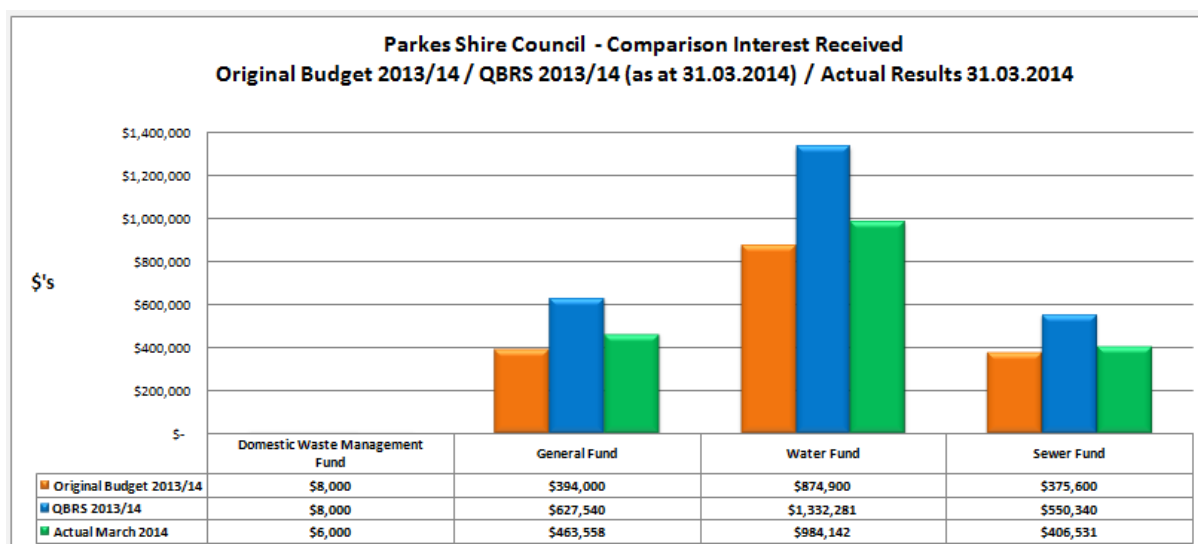
- The Quarterly Budget Review as at 31 March 2014 has forecast a cash surplus of \$11,395 for the year ended 30 June 2014, which represents 0.04% over the total operating revenues for the General Fund. Despite the lower result compared to the original 2013-14 Budget Estimate \$16,482. Council continues to closely monitor operational expenditure and by achieving better than budgeted interest received on

General Manager

Mayor

investments, some additional programs requested by the community have been proposed for Council's consideration within this Quarterly Budget review.

- As mentioned in the December 2013 review, Council has taken the initiative to actively identify efficiencies and productivity gains throughout its operations. A Business Improvement Officer has been appointed to review Workplace health & Safety procedures and also to examine system and procedures as to identify areas which may be streamlined. Across all sectors of Council, staff has been pro-active in reviewing procedures through a range of business tools within the methodology known as Lean. Productivity increases through identifying and improving on any inefficient practices which will lead to operational savings.
- Through detailed analysis of revenue and expenditure to date, and planned work to be conducted over the remainder of the financial year ended 30th June 2014, a list of adjustments to the original budget have been identified and attached in the detailed budget report.
- An adjustment has been made to interest on investments in consideration of the higher than budget average invested funds to date. The average investment forecasted for the 12 months ended 30 June 2014 is \$59,825,130. This is significantly higher as compared to the budgeted average investment portfolio.



A number of new programs have been identified and included within this Quarterly Budget review. As a summary, several of the major items have been included per the following listing:

- Corporate Support – Finance Strategy Plan - \$25k
- Corporate Support – Valuation Fees – Commercial Rentals - \$10k
- Environment Protection – Public Place Recycle Facility (Tullamore) (*Refer Figure 1*) - \$8k

General Manager

Mayor



**Figure 1 – Public Place Recycle Station - Tullamore**

(d) Other Cultural Services – Portable Stage - \$28k

(e) M&D Little Theatre – Drainage Improvement Works (*Refer Figure 2*) - \$14k



**Figure 2 – Site of Drainage Improvement Works – M&D Little Theatre**

General Manager

Mayor



- (f) Sporting Grounds – Renewal of seating – Woodward Oval, Spicer, Cheney, McGlynn, Harrison *Park* (Refer Figure 3) - \$14k



Before & After

**Figure 3 – Continuation of Renewal program – Spectator seating around Parkes Sporting Grounds and Trundle Berryman Oval**

- (g) Sporting Grounds – Berryman Oval seating (Trundle) - \$20k  
(h) Roads - Gap / Hill Street Intersection (100% RMS Funded) - \$74k  
(i) Airport – Fencing - \$20k  
(j) Airport – Aeroclub Disabled Access Compliance- \$30k  
(k) Sewer – Pipe Investigation / Reline - \$337k

Also within the quarterly budget review 2013/14 (as at 31 March 2014) are details of how the projects are progressing which have been funded specifically from the Special Rate Variation (SRV). For your reference, these projects have been highlighted in green.

## Recommendation

1. That the Budget Review report to 31 March 2014 be adopted and the variations to income and expenditure be voted.

General Manager

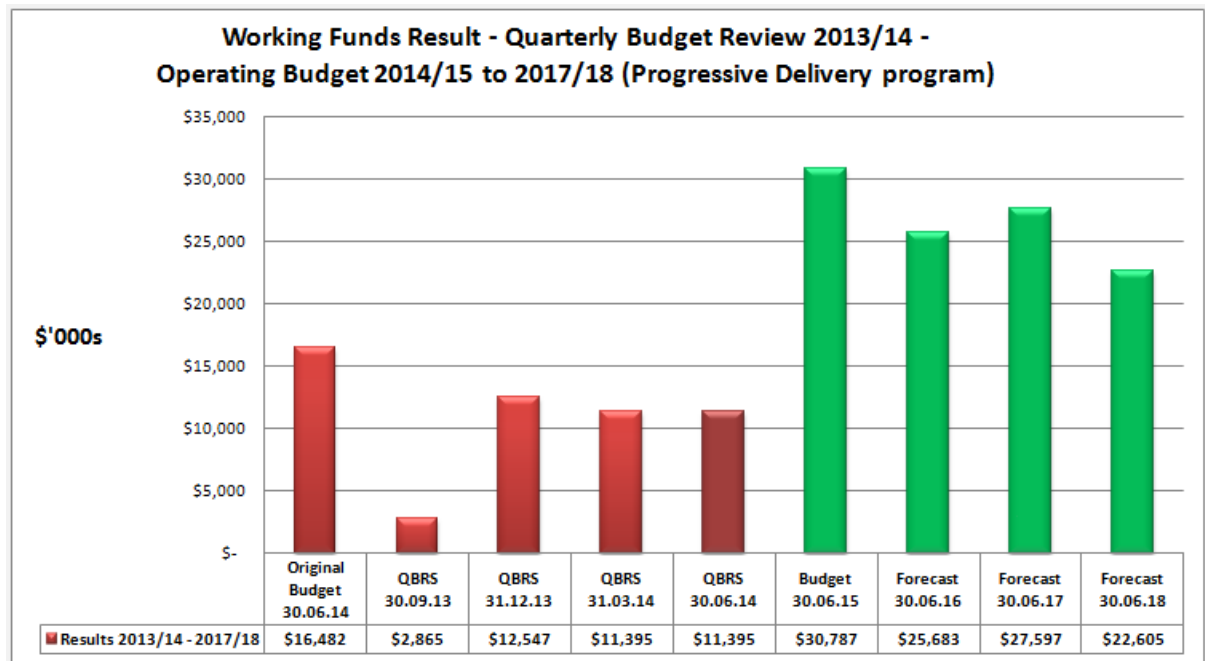
Mayor



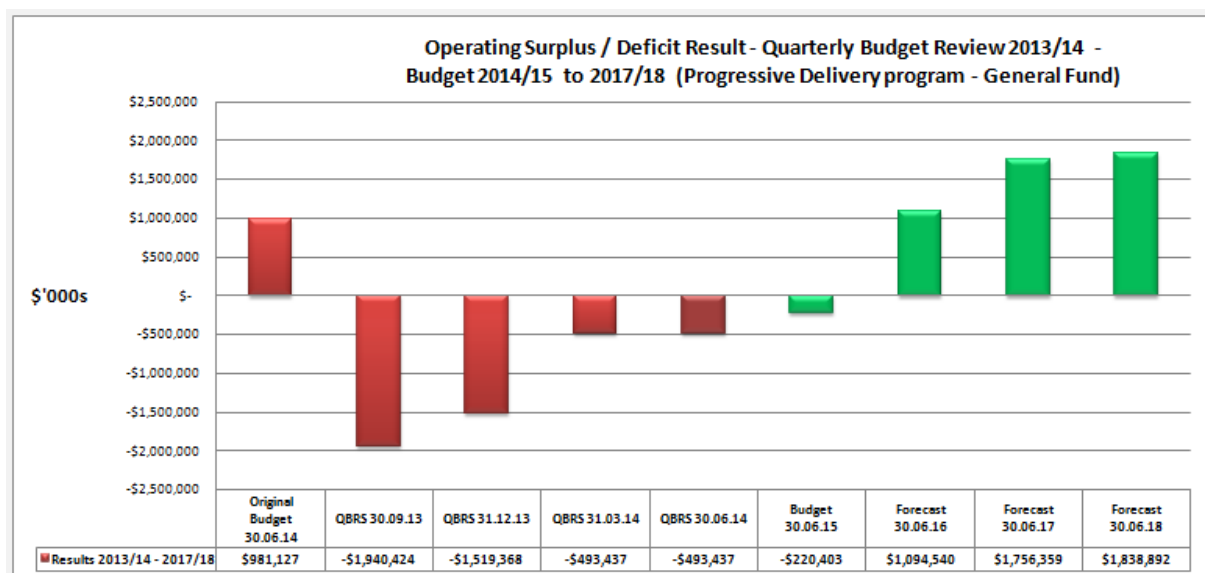
## Report

### General Fund

The General Fund 2013/14 original budgeted surplus of \$16,482 is still forecast to be achieved based on the March 2014 Quarterly Budget Review, which reflects a small working funds surplus of \$11,395 (*Refer comparison results per Figure 4 and Figure 5*).



**Figure 4 – Working Funds Result - Quarterly Budget Review 2013/14 –  
Operating Budget 2014/15 to 2017/18**



General Manager

Mayor

### **Figure 5 – Operating Surplus/Deficit Result - Quarterly Budget Review 2013/14 – Operating Budget 2014/15 to 2017/18**

The detailed Budget Review document outlines in detail the significant variations from the original budget for 2013/14.

Other factors that should be noted when assessing the Budget Review are:

- The General Financial Assistance Grants - General Purpose of \$ 1,776,981 for 2013/14 had been prepaid by the Commonwealth government in 2012/13. This had been recognised as income in 2012/13, and this amount had been internally restricted and reflected in the General Purpose Income Reserve. This amount had been transferred back from the cash reserves to fund the 2013/14 program of works as per the 2013/14 Budget. Within the recently announced 2014/15 Federal Budget, the General Financial Assistance Grants for 2014/15 will not be prepaid this year as compared to the previous two years.
- The General Financial Assistance Grants - Roads Component of \$ 927,437 for 2013/14 has been prepaid by the Commonwealth government in 2012/13. This has been recognised as income in 2012/13, and this amount has been internally restricted and reflected in the Roads Reserve. This amount had been transferred back from the cash reserves to fund the 2013/14 program of works as per the 2013/14 Budget.
- The Responsible Accounting Officer is of the opinion that the General Fund's projected level of available working capital is considered satisfactory for the year ended 30 June 2014, based upon the revised estimates of income and expenditure as per the Quarterly Budget Review Statement for the quarter ended 31 March 2014.

### **Special Rate Variation Progress**

Throughout the quarterly budget review statement, programs which relate to being funded from the Special Rate Variation have been highlighted in green.

### **Water Fund**

- An adjustment has been made to interest on investments in consideration of the higher than budget average invested funds to date. Funds have been returned to reserve where it has been determined that capital works that were planned, will not occur this year.
- Works have commenced on the Lake Endeavour Dam Safety Upgrade project. A claim for financial assistance has been made with the New South Wales Office of Water (NOW) for \$594,607 (being 50% of \$1,189,214 in relation to Investigation & Design). This claim has been audited and was submitted 13 May 2014.

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General Manager

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Mayor



**Figure 6 – Sod turning ceremony for Lake Endeavour Safety Upgrade Project**

- The Responsible Accounting Officer is of the opinion that the Water Fund's projected level of available working capital is considered satisfactory for the year ended 30 June 2014, based upon the revised estimates of income and expenditure as per the Quarterly Budget Review Statement for the quarter ended 31 March 2014.

#### **Sewer Fund**

- Similarly to the Water Fund, an adjustment has been made to forecast interest on investments in consideration of the higher than budget average invested funds to date. Funds have been returned to reserve where it has been determined that capital works that were planned, will not occur this year.
- The Responsible Accounting Officer is of the opinion that the Sewer Fund's projected level of available working capital is considered satisfactory for the year ended 30 June 2014, based upon the revised estimates of income and expenditure as per the Quarterly Budget Review Statement for the quarter ended 31 March 2014.

#### **Statement by Responsible Accounting Officer**

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

It is my opinion that the Quarterly Budget Review Statement for Parkes Shire Council for the quarter ended 31/03/14 indicates that Council's projected financial position will be satisfactory at year-end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

General Manager

Mayor

### **Conclusion**

Council's consolidated level of available working capital is considered satisfactory based on the revised estimates of income and expenditure as at 31 March 2014. Council is continuing to progress through one of the largest capital expenditure program ever undertaken by Parkes Shire Council, and will utilise significant funds which have been set aside in cash reserves to date. Many of the works are renewal in nature, and these will maintain and improve the level of service provided by Council assets. This program will make good inroads to reduce the current infrastructure backlog which relates to council assets in a less than satisfactory condition.

### **Attachments**

1. Detailed Quarterly Budget Report as at 31st March 2014 has been distributed separately.

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General Manager

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Mayor

## 11.2 (DTCS) Parkes Sports Council Budget 2014/2015

### Executive Summary

The April 2014 meeting of Parkes Sports Council endorsed their Budget for 2014/15. The Parkes Sport Council has generally set a 2.3 per cent increase in ground usage fees for the 2014/15 year with adjustments to some associations itemised in the budget features adjusted to reflect the work completed by Sports Council staff and grounds usage. The Sports Council will continue to administer the charging of electricity usage levies through the SMS based lighting control system.

### Background Information

Formed in 1946, the Sports Council is a unique sporting entity in NSW. As a Section 355 Committee of Council, it is responsible for the care, control and maintenance of sporting fields in Parkes and at times around the Shire.

### Legislative or Policy Implications

Nil

### Progressive Delivery Program Implications

The resolution in this report will primarily affect the Delivery Plan Future Direction and Strategic Objective relating to:

- 6. *Enhance Recreation and Culture*
- 6.3 *Maintain and develop sporting, recreational and cultural facilities.*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Minor*

### Quadruple Bottom Line



*Economic* ★★★★★☆



*Environmental* ★★★★★☆



*Social* ★★★★★



*Civic Leadership* ★★★★★

### Budget & Financial Aspects

Parkes Shire Council have provided for \$190,340 for Sporting Grounds maintenance. Of this \$177,498 will be allocated to Council's sporting grounds activity, and the remaining \$12,842 will be paid to Parkes Sports Council for the maintenance materials and supplies.

General Manager

Mayor

## Recommendation

1. That the information in relation to the Parkes Sports Council budget 2014/15 be received and noted.
2. That the levies to Sporting Associations and other organisations for the Parkes Sports Council budget 2014/15 be endorsed.

## Report

The Shire Council's total contribution to the maintenance of sporting grounds for the full 12 months 2014/15 is \$194,310, which represents an increase of 2.30 percent over the previous year. This is represented by a contribution to Trundle Sports Council of \$3,970 to Trundle Sports Council. Historically the balance of \$190,340 would have been managed by the S355 committee of the Parkes Sports Council. As resolved in the council report of 15 April 2014, the staffing for the maintenance of sporting grounds will be transferred from Parkes Sports Council to the Shire Council effective 1 July 2014. This will enhance security for these staff members, and enable opportunities for their training and development. With the staff members whom are responsible for the maintenance of sporting grounds being employees by Parkes Shire Council, the annual subsidy paid to the Parkes Sports Council will be reduced by \$177,948. The subsidy to the Parkes Sports Council for 2014/15 will be \$12,842. The amount of \$55,375 contributed by the affiliated organisations within the budget reflects the self help culture of the sporting associations.

Levies have generally increased by a uniform 2.3 per cent on the previous year in recognition of increased operational costs and the need to provide for future plant replacements. There has been adopted a \$10 p.a. increase in affiliation costs to \$ 270 p.a. Parkes Sports Council will continue to administer the 5 year Northparkes Mine Sporting Grants program.

Council has installed the SMS based lighting control system for the field lighting at Northparkes, Pioneer, Spicer and Woodward ovals to accurately monitor the usage of on-field lighting. Parkes Sports Council will continue to maintain and monitor the SMS based lighting control system. A user based recording system ensures an accurate invoice is able to be generated and bring consistency and equity to the payment of field lighting for all associations.

The invoice based on electricity usage at the respective grounds is as follows:

Spicer Oval - \$ 20 per hour

Pioneer Oval - \$ 20 per hour (2 Poles)  
- \$ 40 per hour (4 poles)

Northparkes Oval - \$ 20 per hour (6 Poles) (Half-Power-Mode)  
- \$ 40 per hour (6 Poles) (Full-Power-Mode)

Woodward Oval - \$20 per hour (This includes electricity usage, service costs, and funds will be retained for bulb replacement)

A total \$15,000 has been set aside for transfer to the Plant Reserve for future plant upgrades and replacements.



General Manager



Mayor

The Draft Parkes Sports Council Budget 2014/15 was submitted at the Sports Council meeting of 15 April, 2014, and following discussion and questions the attached Parkes Sports Council 2014/15 has been adopted.

### **Attachments**

1. Parkes Sports Council Budget 2014/15 (Adopted 15 April, 2014) has been distributed separately.

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General Manager

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Mayor

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## 11.3 (DTCS) Alcohol Free Zone - Peak Hill

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### Executive Summary

Resetting of Alcohol Free Zone existing in the Peak Hill township has been requested by the Peak Hill Community Consultative Committee and the Peak Hill Police. This will require the process for re-establishment of Council's Alcohol Free Zones for Peak Hill to be re visited. This is to include the lane way at the rear of Caswell Street.

### Background Information

Council has established Alcohol Free Zones in Peak Hill since 1995 at the request of the Local Area Command and concerned citizens.

At its meeting of 4 February 2014 Council was informed of the proposed renewal of the Alcohol Free Zone in Peak Hill. A consultative process in accordance with the Ministerial Guidelines on Alcohol Free Zones was followed by way of postal correspondence to key stakeholders as well as advertising within the local Newspaper. No opposing responses or suggestions for changes to Council's proposed Alcohol Free Zones were received and therefore Council approved the renewal of the zone at its meeting of 18 March 2014.

Since the closure of the public comment period and subsequent renewal of the Alcohol Free Zone, Council has received requests from Peak Hill Community Consultative Committee and the Peak Hill Police asking that the Alcohol Free Zone be extend to include the laneway to the rear of Caswell Street.

Alcohol Free Zones are enforced by the Police and any person observed to be drinking in an Alcohol Free Zone must be warned that it is prohibited and given an opportunity to stop drinking. The person who fails to stop drinking after a warning may have the alcohol in their possession confiscated and/or maybe fined.

### Legislative or Policy Implications

Section 644 and Section 646 of the *Local Government Act 1993*  
Ministerial Guidelines on Alcohol Free Zones

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *2. Improve Health and Well Being, Strategic Objective 2.5 Maximise Public Safety*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Predicted negative / challenge to the Delivery Program: *Negligible*

### Quadruple Bottom Line

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General Manager



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Mayor





*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

## Budget & Financial Aspects

Implementation will involve some administrative costs and the cost to update signage

## Recommendation

1. That Council resolve to propose the revised Alcohol Free Zone in Peak Hill for a period of 3 (three) years.
2. That Council publish a notice of the proposal in the Parkes Champion Post and the Peak Hill and District Times inviting representations on the revised proposal within 30 days of the date of publication.
3. That Council send a copy of the revised proposal to the required stakeholders being both the Lachlan Local Area Command and the Peak Hill Police Station, the local indigenous working party and all liquor license holders and secretaries of registered clubs whose premises border on, adjoin or are adjacent to the proposed zone. A period of 30 days is given for representations to be made.

## Report

### Benefits of Alcohol Free Zones

The aims of the alcohol free zones include:

- Reducing the incidence of alcohol related crime and anti-social behaviour in areas bordering on, adjoining or adjacent to licensed premises in Parkes CBD.
- Reducing the amount of related litter in these areas.
- Providing a safe environment for users of local streets, footpaths and public car parks without hindrance from people irresponsibly drinking alcohol.

### Time frame

The Alcohol Free Zones will operate for a period of 3 years once Council resolves to establish them and following a short public notice period.

General Manager

Mayor

### **Enforcement**

Police Officers will be responsible for enforcing the alcohol free zone.

Under Section 642 of the Local Government Act 1993, a police officer may seize any alcohol that is in the immediate possession of a person in an alcohol free zone if:

- The person is drinking the alcohol in the alcohol free zone, or
- The officer has reasonable cause to believe that the person is about to drink, or has recently been drinking in the alcohol free zone.

There is no requirement for the police to first issue a warning.

### **Consultation**

Council required under Section 644A of the Local Government Act 1993 to undertake a public consultation process prior to re-establishing the zone. This process involves:

- That Council publish a notice of the proposal in the Parkes Champion Post inviting representations on the proposal within 30 days of the date of publication.
- Send a copy of the proposal to the both the Lachlan Local Area Command and Peak Hill Police Station, the local indigenous working party and all liquor license holders and secretaries of registered clubs whose premises border on, adjoin or are adjacent to the proposed zone. A period of 30 days is given for representations to be made.

### **Declaration of the Zone**

Under Section 644B of the Local Government Act 1993:

- Once Council receives public comment on this proposal, Council may by resolution, adopt this proposal to re-establish the alcohol free zone for a 3 year period. Council will then inform all interest parties including the Police, liquor licensees and the general community that the proposal has been adopted.
- A notice will be placed in the Parkes Champion Post declaring that the zone has been established and the period is has been established for. The proposal will come into effect 7 days after this notice is published and once all sign posts bordering the zone are in place.

### **Attachments**

1. Map of the revised Alcohol Free Zone as proposed for Peak Hill.

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General Manager

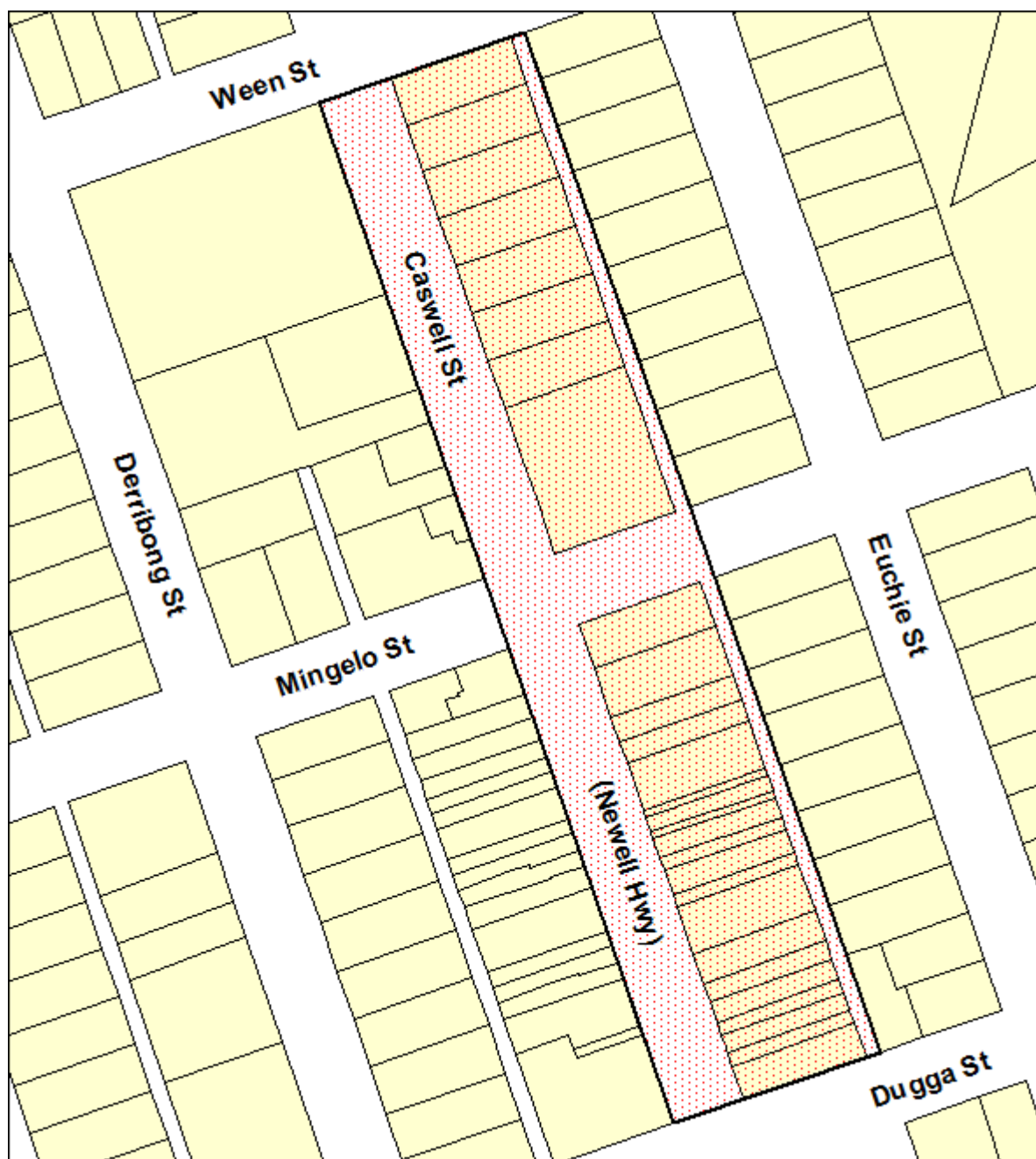
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Mayor

**MAPS OF ALCOHOL FREE ZONE AS PROPOSED FOR  
PEAK HILL:**

Caswell Street (including rear lane), Peak Hill, from Dugga Street to Ween Street.



General Manager

Mayor

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## 11.4 (DTCS) Rural Doctors Bush Bursary Scheme

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### Executive Summary

At its meeting of 18 February 2014 Council received a letter from the NSW Rural Doctors Network (RDN) inviting participation in the Bush Bursary Scheme for 2014.

Council resolved at that meeting to defer its decision and requested a detailed report from the NSW Rural Doctors Network to assist Council with its final decision.

### Background Information

The Bush Bursary Scholarships are offered annually to select 2nd and third year medical students in NSW and are financially supported by the rural Shires of NSW, Country Women's Association and the NSW Rural Doctors Network. In return for receiving funds from the sponsoring organisation the students are required to spend two weeks of 'rural placement' in country NSW during the university holidays in December/January.

### Legislative or Policy Implications

Nil.

### Budget & Financial Aspects

Since 1996 funds have been allocated in Council's Annual Operational Budget to cover the Bush Bursary Scholarship.

### Recommendation

1. For the decision of Council.

### Report

At its meeting of 18 February 2014 Council received a letter from the NSW Rural Doctors Network (RDN) inviting participation in the Bush Bursary Scheme for 2014.

Council resolved at that meeting to defer its decision and requested a detailed report from the NSW Rural Doctors Network to assist Council with its final decision. The NSW Rural Doctors Network (RDN) advised the latest evaluation report was completed in July 2012 and forwarded to Council in March 2013. That report was tabled at Council's meeting of 06 March 2013 and a copy provided to all Councillors. The RDN advises that no further reports have been prepared.

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General Manager

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Mayor

The aim of the program is to: Provide students with the opportunity to experience living in a rural community and gain knowledge of rural lifestyle, health care services and medical practice and to increase the number of graduates who join the rural and remote medical workforce, or who will provide rural/remote locum services and/or outreach throughout their careers, with the long term aim to increase the numbers of medical practitioners involved in rural practice.

Parkes Shire Council has participated in the program since its inception in 1996 through an annual sponsorship. The 2014 sponsorship is \$3,500.00. In total approximately \$51,000 has been supplied by Council in sponsorship.

Council should consider either resolving to continue with the annual sponsorship or investigate funding alternate incentives to encourage health professionals to Parkes. Alternatives may include a Nurse and Doctor Incentive program in addition to the General Practice Scheme currently funded through the GP Cup.

### **Attachments**

Nil.

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General Manager

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Mayor

## 11.5 (DTCS) Charitable Fundraising by Community Groups

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### Executive Summary

Two local Committees are seeking Council's support in their fundraising efforts for community related infrastructure.

### Background Information

Nil.

### Legislative or Policy Implications

Charitable Fundraising Act 1991

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 3. *Promote, Support and Grow our Communities*

Predicted positive effect / opportunity for the Delivery Program: *Good*

The Parkes Shire community will be the eventual beneficiaries of the fundraising efforts of these groups.

Predicted negative / challenge to the Delivery Program: *Low*

### Quadruple Bottom Line



*Economic* ★★☆☆☆



*Environmental* ★★☆☆☆



*Social* ★★★★★



*Civic Leadership* ★★★★★

### Budget & Financial Aspects

There are sufficient funds in the Parkes Town Improvement Vote to cover the associated costs.

### Recommendation

1. That Council assist the Memorial Hill Rejuvenation and Lookout Committee and the Parkes United Emergency Services Committee with their Incorporation costs.
2. Funds to be allocated from the Parkes Town Improvement Vote.

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General Manager

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Mayor

## Report

Two local Committees are seeking Council's support in their fundraising efforts for separate community related infrastructure projects.

The first is the Memorial Hill Rejuvenation and Lookout Committee who are looking at raising funds to restore the War Memorial on Memorial Hill.

The second group is the Parkes United Emergency Services Committee who are seeking to raise funds which will be contributed to Council's CCTV project.

The Charitable Fundraising Act 1991 requires that before an organisation may conduct charitable fundraising activities it is required to hold a licence to fundraise. There are no application fees for this licence.

Licences to fundraise are subject to conditions. A licence to fundraise is obtained by lodging a completed Charitable Fundraising application with Office of Liquor Gaming and Racing Charities Branch. Applications must be accompanied with all supporting material which includes Certificate of Incorporation with the Department of Fair Trading.

Neither of these Committees are Incorporated and they are seeking Council's assistance in obtaining Incorporation.

Current fees for lodging an application is \$46.00 for reservation of the name and \$121.00 for the registration. Part of the incorporation process is the need to hold public liability insurance. Approximate costs for a Certificate of Insurance is \$700.00 per Committee.

Total approximate costs \$900.00 per Committee.

As the projects will in the end benefit the Parkes community it is suggested that the costs be allocated from the Parkes Town Improvement fund.

## Attachments

Nil.

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General Manager

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Mayor

## 12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

### 12.1 (DPE) Development Application No. DA14029 - Erection of affordable housing dual occupancy (attached) and fence

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#### Development Application Information

**Application No:** DA14029

**Applicant:** Mr C Boggs

**Property:** Lot 1 DP 18637, 25 Victoria Street, Parkes

**Proposal:** Erection of affordable housing dual occupancy (attached) and fence

#### Executive Summary

This report recommends that Council approve Development Application No. DA14029 for the erection of affordable housing dual occupancy (attached) and fence upon Lot 1 DP 18637, 25 Victoria Street, Parkes subject to conditions.

The Development Application has been lodged under the provisions of the *State Environmental Planning Policy (Affordable Rental Housing)* 2009, which permits dual occupancy developments on sites with a minimum area of 450 square metres and within 400 metres distance of land within a B2 Local Centre or B4 Mixed Use zone. However, the affordable rental housing component is to be secured for a minimum of 10 years and managed by a registered community housing provider.

The application is presented to Council to determine as an objection to the development proposal was received during the advertising period. The objectors concerns relates to the perceived loss of property value.

#### Background Information

In 2012, Council issued orders for the demolition of a fire damaged asbestos dwelling upon Lot 1 DP 18637, 25 Victoria Street, Parkes. Development Application No. DA14029 proposes to redevelop the land for the erection of affordable housing under *State Environmental Planning Policy (Affordable Rental Housing)* 2009.

#### Legislative, Policy & Management Planning Implications

The proposal can be assessed against Section 79c of the *Environmental Planning and Assessment Act, 1979* and its Regulations, *State Environmental Planning Policy (Affordable Rental Housing)* 2009, *Parkes Local Environmental Plan 2012* and relevant Development Control Plans. These instruments outline the permissibility and development standards for the proposed development within the R1 General Residential Zone.

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## Budget & Financial Aspects

Nil.

## Recommendation

It is recommended that the application be approved subject to the conditions contained in the report.

## Report

### *Details of Proposed Development*

#### *Locality and Site Description*

The site is legally described as Lot 1 DP 18637, being known as 25 Victoria Street, Parkes. The vacant land has an area of 683sqm, is of regular shape with a frontage of 17m and depth of 40.2m, with moderate grass coverage and gradually slopes southwest towards south western corner. There is an existing unsealed layback onto Bogan Street and a water connection point is located adjacent to the north eastern boundary.

Surrounding development is predominately of a residential nature and consists of low density single storey dwelling houses. The site is located one block from land zoned for commercial purposes and is within walking distance of social, recreational and employment opportunities.

The site is located 300m north of the central business district and public transport in Church Street.

### *Proposal*

The proposal involves the erection of a:

- Dual occupancy (attached) with each dwelling comprising: 2 bedrooms, bathroom, wc, open planned kitchen, living and dining room, laundry, single garage and open pergola. Total floor area: 236sqm (118sqm each dwelling). Use of the dual occupancy development for affordable housing under *State Environmental Planning Policy (Affordable Rental Housing)* 2009.
- 1.8m high solid style front and side fence, consisting of masonry and timber slates with a 3m setback.

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## Location Map



## Consultation

The proposed development was advertised and adjacent properties notified for a period of 21 days in accordance with the Council's standard notification procedures. During this period, Council received one submission. A summary of the matters raised is tabled below:

Property	Response	Comment
<p>Lot 4 DP 18637</p> <p>Mr RJ &amp; Mrs JS Ward, 71A Bogan Street, Parkes.</p> <p>(see <b>Attachment 4</b>)</p>	<p>Objection to the proposed development for the following reasons:</p> <ol style="list-style-type: none"> <li>1. Our property was purchased as an investment property and we feel that affordable rental housing will not only decrease the value of our property but also decrease the potential future income from this property.</li> <li>2. We purchased this property in a single occupancy, privately owned housing area to maximise our investment.</li> </ol>	<p>The concern raised relating to the perceived loss of property value as a result of the proposed development is not a relevant planning consideration, or matter that council can consider when determining the development under Section 79C of the <i>Environmental Planning and Assessment Act, 1979</i>.</p> <p>Affordable housing is housing for very low, low and moderate income earning households. These are currently households with an annual income of up to about \$80,000. This includes people who have no place to live, people on low and moderate incomes and key workers who need to live close to their employment.</p> <p>It is noted that the proposal will be constructed to a high standard with materials, finishes and landscaping consistent with other dwellings in the vicinity. To ensure that the development is maintained it is recommended that a condition be applied for the landscaping to be established prior occupation and maintained in perpetuity by the owners and occupiers of the property.</p>

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The application was referred to Roads and Maritime Services as the appropriate road authority for concurrent approval. The agency raised no objections to the proposed development subject to conditions being imposed relating to reinstating kerb and gutter, noise attenuation measures and layback construction (see **Attachment 5**). These matters have been addressed by appropriate conditions.

### ***Engineering Assessment***

The site is connected to Council's reticulated water and sewer systems for a single dwelling. The proponent will be required to pay for the installation of the additional services for the dual occupancy. A separate Application for Urban Water Connection must be lodged with Council.

Section 64 headworks contributions will apply to the proposed development.

### ***Environmental Assessment***

The following matters as listed under Section 79C of the *Environmental Planning and Assessment Act, 1979*, are relevant in considering this application:

#### ***79C Evaluation (1)(a) (i) any environmental planning instrument***

##### ***State Environmental Planning Policy No 55 – Remediation of Land***

Clause 7 (1) (a) of SEPP 55 requires the Consent Authority to consider whether land is contaminated. Council records indicate that the subject site has been used for residential purposes with a known fire damaged asbestos dwelling removed from the site in 2012. An asbestos clearance report dated 25 October 2012 by Enviroscience states that: "damaged visible asbestos contamination had been satisfactorily remediated for the removal of fire damaged asbestos (friable) sheeting and external bonded sheeting." In this regard it is considered that the site poses no risk of contamination and therefore, no further consideration is required under Clause 7 (1) (b) and (c) of SEPP 55 and the land is considered to be suitable for residential development.

##### ***State Environmental Planning Policy - Infrastructure***

Clause 45 of SEPP Infrastructure requires the Consent Authority to consider any development application (or an application for modification of consent) for any development carried out:

- within or immediately adjacent to an easement for electricity purposes (whether or not the electricity infrastructure exists),
- immediately adjacent to an electricity substation, within 5m of an overhead power line,
- includes installation of a swimming pool any part of which is: within 30m of a structure supporting an overhead electricity transmission line and/or within 5m of an overhead electricity power line, or
- placement of power lines underground.

The proposal is not within or immediately adjacent to any of the above infrastructure; as such, the subject application is considered to satisfy the provisions of Clause 45 SEPP Infrastructure.

Clause 101 of SEPP Infrastructure requires the Consent Authority to have regard to the following matters when assessing a proposed development with frontage to a classified road:



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- the impact the proposed development may have on the operation and function of the classified road, and
- the impact of traffic noise and vehicle emissions from the classified road on the proposed development.

The development fronts Bogan Street which is a classified road. The application was referred to Roads and Maritime Services as the appropriate road authority whom raised no objections to the proposed development subject to conditions being imposed relating to reinstating kerb and gutter, noise attenuation measures and layback construction. These matters have been addressed by appropriate conditions.

State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004

The proposed development is a BASIX Affected Development (as defined under the *Environmental Planning and Assessment Regulation 2000*). Accordingly, a BASIX Certificate was submitted with the development application to satisfy the requirements of the policy.

State Environmental Planning Policy (Affordable Rental Housing) 2009

The Affordable Rental Housing SEPP requires the Consent Authority to consider the compatibility of any affordable housing development and the local character of the area. The following is an assessment of the proposed infill development against the relevant clauses and provisions:

*"Affordable housing means housing for very low income households, low income households or moderate income households, being such households as are prescribed by the regulations or as are provided for in an environmental planning instrument. A household is taken to be a very low income household, low income household or moderate income household if the household is eligible to occupy rental accommodation under the National Rental Affordability Scheme."*

Clause 10 Development to which Division Applies

The proposed development satisfies the requirements of this clause as the erection of a dual occupancy (attached), is permitted with consent in the R1 General Residential zone. Additionally, the proposal satisfies subclause 10(3) as the development is located within 400 metres distance of land within a B2 Local Centre zone.

Clause 13 Floor Space Ratio

Subclause 13(2)(a)(i) requires the proposed affordable housing development to have a maximum 0.5:1 floor space ratio. The proposal has a 0.35:1 floor space ratio and therefore complies with the policy.

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Clause 14 Standards that cannot be used to refuse consent

Standard	Required	Proposed	Comment
Site area	450sqm	682.9sqm	Complies
Landscaped area	30% of site area	57% landscaped (387sqm)	Complies
Deep soil zone	15% of site area	18% deep soil zone (126sqm)	Complies
Solar access	70% of dwelling to receive 3hrs solar access between 9am and 3pm on winter solstice (21st June)	3 hours+ provided to private open space and living rooms. It is noted that the cast is approx. 16.7m, 4.2m and 4.6m at 9am, noon and 3pm respectively	Complies
Parking	1 space per dwelling	2 tandem spaces each dwelling	Complies
Dwelling size	70sqm (2 bedroom dwellings)	115sqm total floor area each dwelling	Complies

Clause 15 Design requirements

Clause 15 requires the Consent Authority to take into consideration the provisions of the "Seniors Living Policy: Urban Design Guidelines for Infill Development" Publication for all infill affordable housing developments. Tabled below is an assessment of compliance with the relevant provisions of this policy.

Design Issues	Design Response/Comment
<b>1. Responding to Context</b>  Analysis neighbourhood character  Block and lots  Built environment Trees	<p>Developments fronting Bogan and Victoria Streets are typically single storey residences with pitched roof designs, consistent setbacks and utilise corrugated iron, tile, brick and weatherboard materials. Street tree planting is moderate, with mature trees evenly separated. The majority of plantings being low profile shrubs upon private properties. Generally the proposed development is consistent with development in the locality with the exception of the fence fronting Bogan Street. However, the fence is permissible under the relevant planning controls.</p> <p>Surrounding subdivisions typically comprise regular shaped lots. The general arrangement of the proposed dwellings is in keeping with development in the locality.</p> <p>The design of the proposed development utilises elements that reinforce the established character and is therefore compatible with the built form of the locality.</p>
<b>2. Design/ Impacts</b>  General	<p>Trees and plantings are generally low profile consisting of shrubs along Bogan Street and Victoria Street, located upon private property with only street trees within the verge area. No tree removal is proposed.</p>



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Built form	<p>The design does not adversely impact on adjoining neighbours and complies with relevant planning controls and provisions. The proposal is compatible with the existing and desired streetscape.</p>
Trees, landscaping and deep soil zones	<p>The proposal utilises a hip and valley roof design, building elements, external materials and textures consistent with the established character of the area.</p> <p>Articulation in form of cut outs and large openings on the building facades enhances visual interest in the established streetscape. The rear facade features an unarticulated 29.4m wall length and is considered acceptable on the basis that the wall is adequately screened from public view and adjoining neighbours.</p> <p>There is existing moderate grass coverage. Additional landscaping proposed for the site includes:</p> <ul style="list-style-type: none"> <li>- plantings between driveway and pedestrian access areas.</li> <li>- landscaping strip adjacent all boundary fencing.</li> <li>- hard landscaping treatment for all outdoor living areas and dry courts.</li> <li>- rainwater re-use.</li> </ul>
Parking, garaging and vehicular circulation	<p>The above soft landscaping will assist in softening the visual impact of the proposed masonry and timber slates fence when viewed from the primary and secondary street frontage. Should consent be granted, it is recommended that a condition be applied to ensure semi-pervious material is used for paths and other paved areas and that all landscaping areas are to be established and maintained prior to the issue of any occupation certificate.</p>
Residential amenity	<p>Proposed habitable rooms are appropriately located. Bedrooms are proposed towards the rear of the development separated from living areas, parking areas and the Newell Highway.</p> <p>The dwelling elevations have clearly definable pedestrian and vehicular visible entry points and major openings from habitable rooms fronts the approach to each dwelling providing casual surveillance.</p> <p>An existing layback is made redundant by the development and a new layback is proposed. Should consent be granted, it is recommended that the redundant layback be removed and kerb and gutter and verge area be reinstated in accordance with General Terms of Approval issued by Roads and Maritime Services under Section 138 of the <i>Road Act 1993</i>.</p> <p>No trees have been established or proposed, although sufficient space is provided within the deep soil areas for such plantings. Adequate private open space is provided for each dwelling behind the building line subject to provision of reasonable privacy for proposed dwelling 2. This matter is discussed in the Development Control Plan section of this report.</p>

**Clause 16A Character of local area**

There are two key questions in order to test whether a proposal is compatible with its context:

1. Are the proposal's physical impacts on surrounding development acceptable? The physical impacts include constraints on the development potential of surrounding sites.



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The proposal's compliance with Council's planning controls and standards with the desired character for future development of the locality ensures that the development is appropriate.

2. Is the proposal's appearance in harmony with the buildings around it and the character of the street?

Developments fronting Bogan and Victoria Streets are typically single storey residences with medium pitched roofs, low profile landscaping with limited trees, consistent setbacks and designed utilising corrugated iron, tile, brick and weatherboard materials. The proposed development is consistent with these design elements and will enhance visual interest when viewed from the primary or secondary streets.

Clause 17 Restriction on use

Clause 17(1) requires the Consent Authority to impose a condition that a restriction on user will be registered, against the title of the property to ensure that the development will be used for the purposes of affordable housing for a period of 10 years and managed by a registered community housing provider for this period. This matter will be addressed by an appropriate condition.

Parkes Local Environmental Plan 2012

The proposed dual occupancy (attached) and fence is classified as development permitted with consent within the R1 General Residential zone. The proposal is considered to be consistent with the objectives of the zone.

Clause 5.10 Heritage

The development does not involve a heritage item nor is the development located within the vicinity of any items of environmental heritage adopted by Council.

Clause 6.1 Earthworks

The proposed development involves minor earthworks consisting of fill limited to the proposed building envelope which is considered acceptable. No other soil disturbance is proposed. Should consent be granted, it is recommended that a standard condition be applied to ensure suitable measures are implemented on-site to minimise on and off-site impacts.

Clause 6.7 Essential Services

The development land is adequately serviced for the proposed development. It is noted that overhead electricity, water supply and sewer trunk is available. Should consent be granted, it is recommended that a standard condition be applied to ensure separate approval is obtained for works within the road reserve from the appropriate road authority.

**Section 79C 1(a)(ii) any proposed instrument**

Nil.

**Section 79C 1(a)(iii) any development control plan**

Parkes Urban Area, Development Control Plan 1998

The proposal is consistent with the relevant planning provisions and objectives of this policy.

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General Manager

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Carparking Code, Development Control Plan 1998

The proposal is consistent with the relevant planning provisions and objectives of this policy.

Residential Code, Development Control Plan 1998

Generally, the proposal is consistent with the relevant planning provisions and objectives of this policy. Listed below is an assessment of compliance with the relevant controls:

- Site area: the proposal does not comply with the minimum 800sqm site area requirement for the erection of a dual occupancy on the site. However, under *State Environmental Planning Policy (Affordable Rental Housing) 2009*, this standard is reduced to 450sqm for affordable housing development. Council is advised that the development cannot be refused for noncompliance with the site area standard under the Residential Code DCP.
- Privacy: private open space for proposed dwelling no. 2 will be unduly affected by overlooking from adjoining properties. Suitable privacy screening must be provided to protect the enjoyment of the land for the existing or future owners and occupiers of the property. It is recommended that the southern boundary open style fence be upgraded to solid style fence with a height of 1.8m to provide reasonable privacy.
- Fencing: all properties fronting the Newell Highway and Bogan Street bypass are permitted to erect 1.8m high solid style fencing subject to adequate articulation under the policy. The proposal involves the erection of a 1.8m solid style side and front fence, comprising timber and masonry elements with soft landscaping fronting the Bogan and Victoria streets. In accordance with policy, the fence will maintain a 3m setback from the property boundaries with cut-outs providing suitable articulation.

Development Control Plan, 2013

At the time of writing this report the exhibited Development Control Plan 2013 was not a relevant matter for consideration. The plan came into force on 19 March 2014. It is noted that the proposal is consistent with the plan.

**Section 79C 1(a)(iia) Any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under Section 93F**

Nil.

**Section 79C 1(a)(iv) the regulations**

The relevant sections of the regulations have been considered in the assessment of this application.

**Section 79C 1(b) the likely impacts of development**

Context and Setting

The site is currently vacant land. Developments fronting Bogan and Victoria Streets are typically single storey residences with pitched roofs with consistent setbacks utilising corrugated iron, tile, brick and weatherboard materials. The proposal utilises a hip and valley roof design pitched at 22 degrees and brick, timber and Colorbond roofing materials consistent with established design elements in the locality. It is noted that the proposed development will not have a detrimental impact on the environment in the locality considering the residential character of the proposal.

Access, transport and traffic



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Access to the proposed development is by Bogan Street a classified road. Kerb and gutter is constructed on each street frontage and no footpath is provided. Traffic generation will be minimal being less than 16 movements per day.

#### Soils

The proposal involves soil disturbance limited to the proposed building envelope and private open space areas. Should consent be granted, it is recommended that a condition be applied to ensure suitable measures are implemented on-site to minimise on and off-site impacts for soil disturbance.

#### Noise

Noise during construction will be controlled through appropriate conditions. The proposal will not result in any additional noise above the level of normal residential use.

It is noted that the noise generated from the Newell Highway will be mitigated by the use of masonry construction and bedrooms are appropriately located toward to the rear of the development , separated from living areas, parking areas and the Newell Highway. Further noise mitigation measures such as double glazed windows and solid core doors can assist and will be applied as an advisory notice to inform the applicant.

#### Waste

Moderate waste generation is expected from the development during construction. Should consent be granted, it is recommended that conditions relating to waste management for the storage, treatment and disposal be imposed to maintain reasonable amenity of the locality.

#### Hazards

There are no natural hazards affecting the site that would prevent the proposal.

#### Utilities

The carrying out of the proposed development is likely to increase demand for public amenities and public services. Development contributions will be required as a condition of consent to cater for the increase demand as discussed in the "development contributions" section of this report.

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Site Design and Internal Design

The dwelling elevations have clearly definable pedestrian and vehicular visible entry points. Major openings from habitable rooms fronts the approach to each dwelling providing opportunities for casual surveillance to and from the public street.

Social Impact

The proposed development will not have a detrimental social impact in the locality considering the residential nature of the proposal. It is noted that the proposal will provide housing diversity and choice in an accessible area close to public services and transport.

Economic Impact

The proposed development will not have a detrimental economic impact on the locality considering the nature of the proposed residential landuse in the locality.

Cumulative Impacts

The proposal is not expected to have any negative cumulative impacts.

**Section 79C 1(c) the suitability of the site for development**

There are two key heads of consideration in the assessment of site suitability:

Does the proposal fit in the locality?

The proposal's compliance with Council's Local Environmental Plan and compatibility with existing and desired future development of the locality ensures that the development is appropriate.

Are the site attributes conducive to development?

The site is considered to be suitable for the development as the proposal is likely to have minimal environmental impact.

**Section 79C 1(d) any submissions made in accordance with this Act or the regulations Conclusion**

See discussion on "Consultation" in this report.

**Section 79C 1(e) the public interest**

The proposed development does not present any issues that are contrary to the public interest.

**Development Contributions**

A condition is to be imposed on the development for the payment of headworks charges for the additional demand on Council's reticulated water and sewer systems under Council's Section 64 Development Services Plan. The demand is calculated to be 0.50 sewer ET and 0.20 water ET. These matters have been addressed by appropriate conditions.

**Conclusion**

The development is not considered likely to have a significant and detrimental impact on the natural or built environment and is suitable for the site, having regard to its compatibility with surrounding development and compliance with relevant planning controls.

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General Manager

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Mayor

### **Conditions**

#### **Conditions imposed by Parkes Shire Council**

#### **Approved Plans and Documentation**

1. The development shall be carried out in accordance with the approved plan(s) numbered DA14029 and stamped by Parkes Shire Council and attached to this consent except where amended by any of the following conditions.
2. A copy of the stamped approved plans must be kept onsite for the duration of site works and be made available upon request to either the Principal Certifying Authority or an officer of the Council.

#### **Limitations on Consent**

3. A 1.8 metre high solid style fence must be erected along the southern boundary to provide reasonable privacy for the existing or future owners and occupiers of the dual occupancy. Details demonstrating compliance are to be submitted to the Certifying Authority prior to the issue of the Construction Certificate.
4. The dual occupancy shall be designed and constructed such that road traffic noise from the Newell Highway is mitigated by durable materials in accordance with the Environmental Protection Authority's The Environmental Criteria for Road Traffic Noise 1999. Design strategies to reduce noise impacts may include double glazed windows and solid core doors.
5. The redundant layback providing access to the land from Bogan Street (HW17) shall be removed and kerb and guttering reinstated.
6. A layback in the Bogan Street kerb and gutter shall be provided to allow access to the subject land. The layback shall be positioned in accordance with the submitted plans, be no wider than 6 metres and provided with 0.5 metre splays at the kerb line.
7. The level of the access is to match the level of Bogan Street. The proposed access shall not inhibit existing drainage lines.
8. Access/egress to and from the land shall be left in/left out only.
9. Landscaping in accordance with the approved plans must be:
  - a) established prior to the issue of any Occupation Certificate; and
  - b) maintained in a healthy state, and in perpetuity by the existing or future owners and occupiers of the property.
10. Prior to the issue of any Occupation Certificate, documentary evidence is to be provided that a restriction has been registered against the title of Lot 1 DP18637 in accordance with section 88E of the *Conveyance Act 1919*, indentifying the followings:
  - a) The development is for affordable rental housing pursuant to *State Environmental Planning Policy (Affordable Rental Housing)* 2009 for a period of 10 years from the date of the issue of the occupation certificate.

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- b) The dwellings identified as proposed unit 1 and proposed unit 2 on the approved plans must be used for the purpose of affordable housing pursuant to Clause 6 of *State Environmental Planning Policy (Affordable Rental Housing)* 2009.
- c) The dwellings identified as proposed unit 1 and proposed unit 2 on the approved plans must be managed by a registered community housing provider as defined in the *Housing Act 2001*.

The terms of such restriction are to be prepared to Council's satisfaction, at the applicant's expense and endorsed by Council's Director Planning and Environment prior to lodgement with the Department of Lands. Parkes Shire Council must be nominated as the party to release, vary or modify the Restriction.

11. No activity is to be carried out on site until a Construction Certificate has been issued, other than:
- a) Site investigation for the preparation of the construction, and/or
  - b) Implementation of environmental protection measures, such as erosion control that are required by this consent.

### **Prior to Commencement**

12. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifying Authority, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Council Development and Engineering Standards prior to any building and or subdivision works commencing.

Note 1: No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificates have been obtained.

Note 2: It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable Development and engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.

13. The applicant is to submit to Parkes Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifying Authority'.
14. The development shall comply with the commitments on BASIX Certificate number 529820M dated 19 February 2014 Issued for the development hereby approved. Details demonstrating compliance are to be provided prior to the issue of the Construction Certificate.
15. Prior to the commencement of construction works, an Erosion and Sediment Control Plan (ESCP) shall be prepared in accordance with Soils and Construction Managing Urban Stormwater. Such plan shall be implemented prior to, during and after the construction phase of the development.
16. A Road Opening Occupancy Licence shall be obtained from Roads and Maritime Services prior to any works commencing within 3 metres of the travel lanes of Bogan Street. This can be obtained by contact the Traffic Operations Coordinator on (02)

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6861 1686. Submission of a Traffic Management Plan incorporating a Traffic Control Plan may be required as part of this licence.

### During Construction

17. Clearing of land, demolition, excavation and/or earthworks, building works, and the delivery of building materials shall be carried out between the following hours:
  - a) 7.00 am and 6.00 pm on weekdays,
  - b) 8.00 am and 1.00 pm on Saturdays, and
  - c) No work on Sundays or Public Holidays is permitted.
18. Building and construction materials, plant, equipment and the like must not be stored nor construction work carried out on the road reserve, footpath or roadway, unless associated with a separate approval under the *Road Act 1993*.
19. All loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. No loading or unloading of goods on the public roadway system shall be permitted.
20. All building rubbish and debris, including that which can be wind blown, shall be contained on site in a suitable container for disposal at an approved Parkes Shire Council Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project.
21. Throughout the course of building operations on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out. Toilet facilities are to be provided at a rate of one toilet for every 20 persons or part of 20 persons employed at the site.
22. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.

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General Manager

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## Plumbing and Drainage

23. The Applicant is to obtain all relevant approvals to carry out sewerage work, to carry out stormwater drainage work and to carry out water supply work from Parkes Shire Council prior to commencing works to and comply with any conditions of that permit.
24. All plumbing and drainage work must be carried out by a licensed plumber and drainer in accordance with Australian Standard AS/NZS 3500:2003 and the Plumbing Code of Australia.
25. Convey all stormwater from the proposed development to Parkes Shire Council's stormwater system in accordance with Australian Standard 3500.3 'National Plumbing and Drainage Code – Stormwater Drainage'. Details of the proposed and existing stormwater infrastructure are to be submitted to and approved by Council prior to release of the Construction Certificate.

Note 1: Where stormwater pipes are discharged to kerb and gutter an approved PVC or galvanised steel kerb adaptor (either roll over kerb adaptor or upright kerb adaptor) shall be installed in the kerb.

Note 2: Details of drainage of the open-air car parking area, driveway and rainwater tank overflow are to be submitted as part of a final site drainage plan prior to the release of Construction Certificate.

Note 3: Stormwater discharge to an existing underground pipeline will be via a single connection with an approved drainage pit and all incoming pipes set at matching obverts where possible.

Note 4: Storm water disposal drains shall be connected to all roof gutter down pipes within 14 days of installation of the roof covering and/or the construction of hard standing areas, as may be appropriate, to discharge water in accordance with an approved stormwater management system.

26. The Applicant is required to obtain written evidence from Parkes Shire Council, pursuant to Division 5 of Part 2 of Chapter 6 of the *Water Management Act 2000*, certifying that all charges associated with Section 64 of the *Local Government Act 1993* have been paid in full for both water and sewer. This written evidence is to be issued prior to the release of the subdivision certificate.

Note 1: Water ET's for the development have been calculated to be 0.20

Note 2: Sewer ET's for the development have been calculated to be 0.50

Note 3: \$10,960.00 is the current Section 64 water developer charge per ET set out in Council's published fees and charges for 2013/14. This charge is reviewed each financial year. The current contribution rate is to be confirmed prior to payment.

Note 4: \$3,245.00 is the current Section 64 sewer developer charge per ET set out in Council's published fees and charges for 2013/14. These charges are

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General Manager

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Mayor

reviewed each financial year. The current contribution rate is to be confirmed prior to payment.

27. The Applicant must provide a minimum 20 mm water meter to each new residential unit in accordance with Parkes Shire Council's Residential Code 1998, AUS-SPEC#1/Parkes Shire Council and to the satisfaction of Council's Director Engineering Services. Any future strata subdivisions will require an additional meter for Body Corporate.

Note: Be advised that only council staff are authorised to work on council owned water mains, and an Application for Urban Water Connection should be made to Council to undertake the work.

### **Prior to Occupation**

28. Application for any Occupation Certificate must be submitted to and approved by the Principal Certifying Authority prior to occupation or use of the whole or part of the new building/works.

### **Prescribed Conditions**

29. A development consent for development that involves any building work must be issued subject to the following conditions:
- (a) that the work must be carried out in accordance with the requirements of the Building Code of Australia, in force on the date of the application.
  - (b) in the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried out by the certificate commences.

Note: This condition does not limit any other conditions to which a complying development certificate may be subject, as referred to in section 85A (6) (a) of the Act.

Note: This condition does not apply:

- a) to the extent to which an exemption is in force under clause 187 or 188, subject to the terms of any condition or requirement referred to in clause 187 (6) or 188 (4), of the Environmental Planning and Assessment Regulation 2000, or
- b) to the erection of a temporary building, other than a temporary structure that is used as an entertainment venue.

Note: In this condition, a reference to the Building Code of Australia is a reference to that Code as in force on the date the application for the relevant complying development certificate is made.

30. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- a) showing the name, address and telephone number of the principal certifying authority for the work, and

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General Manager

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Mayor

- b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
- c) stating that unauthorised entry to the site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

31. Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
- (a) in the case of work for which a principal contractor is required to be appointed:
    - (i) the name and licence number of the principal contractor, and
    - (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
  - (b) in the case of work to be done by an owner-builder:
    - (i) the name of the owner-builder, and
    - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.
32. If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under condition 19 above becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.
33. Conditions 3 and 4 do not apply in relation to Crown building work that is certified, in accordance with section 109R of the Act, to comply with the technical provisions of the State's building laws.
34. Where development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:
- (a) protect and support the adjoining premises from possible damage from the excavation, and
  - (b) where necessary, underpin the adjoining premises to prevent any such damage.

Note: This condition does not apply if the person having the benefit of the complying development certificate owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

## Attachments

- 1. Site Plan
- 2. Elevation Plan
- 3. Statement of Environmental Effects
- 4. Objection to proposed development



General Manager



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5. RMS General Terms of Approval
6. Additional information

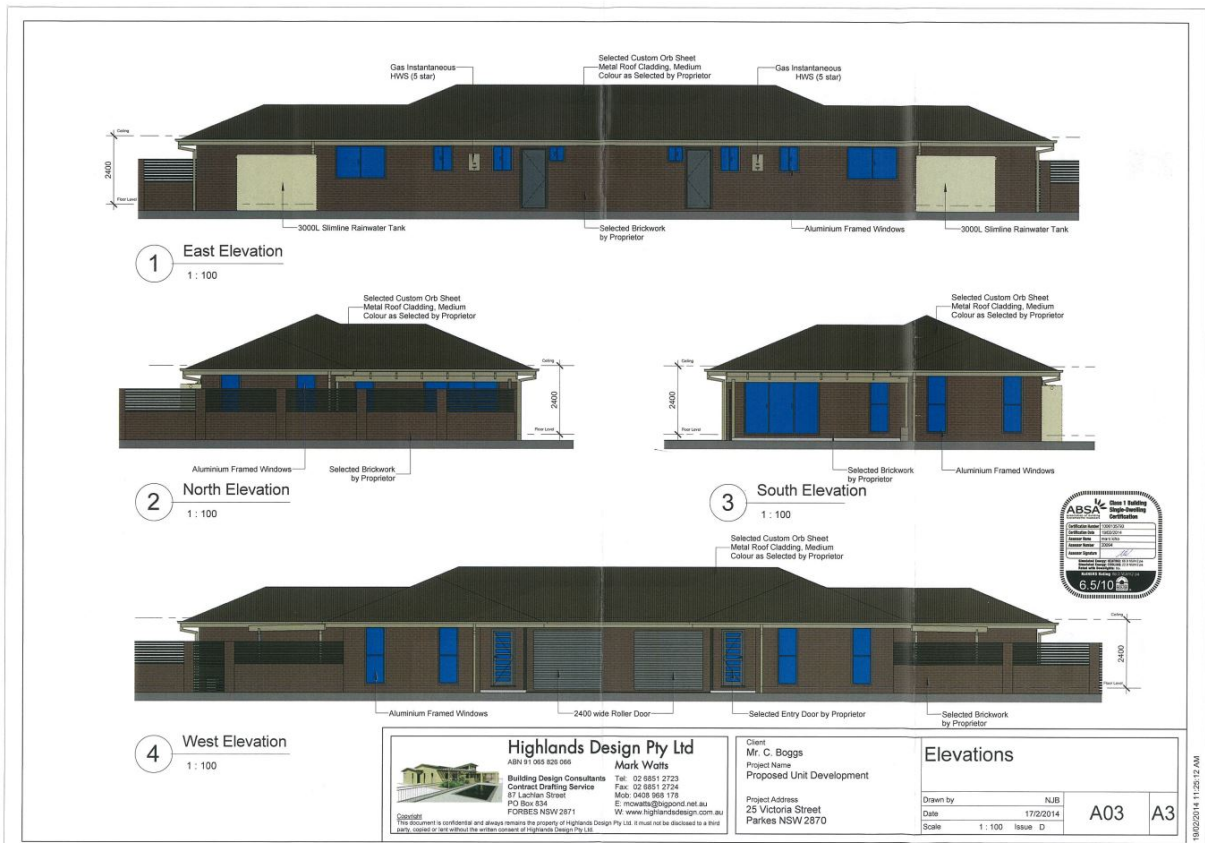
1. Site Plan



  
General Manager

  
Mayor

## 2. Elevations Plan



*[Signature]*  
General Manager

*[Signature: Ken Keith]*  
Mayor

3. Statement of Environmental Effects

**Statement of Environmental Effects.**  
**for Mr. C. Boggs**  
**25 Victoria Street, PARKES, NSW 2870**  
**Proposed Duplex - Affordable Rental Housing**

**Site Details:**

The Site is located at 25 Victoria Street, PARKES.  
Lot 1, DP18637  
Site Area = 683m<sup>2</sup>

**Present and Previous Use of Site:**

Present and previous use is Residential Dwelling - Urban Use

**Present Use of Adjoining Land:**

Adjoining land is Residential Dwelling - Urban use.

**Visual Setting:**

The site is located in the Central Parkes Area.  
The visual setting is typical of an established Residential area

**Existing Dwellings:**

The site is vacant at present. However a Residential Dwelling existed on the site, which was damaged by fire and subsequently demolished.

**Site Contamination:**

After the demolition of the fire damaged building, the site was checked for contamination.  
A copy of the inspection report is already on file with Parkes Shire Council.

**Proposed Building:**

The Proposed building is a Brick & Corrugated Steel Duplex. Each unit is approximately 140m<sup>2</sup> and consists of 2 bedrooms, single bathroom, separate WC, open plan Kitchen, Dining & Living room, single garage and laundry and a open outdoor pergola area. Each unit has private open space, Unit 1 having 115m<sup>2</sup>, Unit 2 having 144m<sup>2</sup>. An outdoor clothes line is provided for each unit, as well as a 3000 Litre rainwater tank.

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### **Compliance with SEPP, LEP, & DCP.**

The Proposed Building is being developed within the guidelines of the Affordable Rental Housing SEPP 2009. This development will comply with the requirements for Infill Development as defined below.

#### **Accessibility**

(b) Outside Sydney Region - The lot is within 400m walking distance of land within a B2 Local Centre.

#### **Floor Space Ratio**

This development has a floor space ratio of 0.345:1, which is less than the 0.5:1 allowed in the SEPP.

#### **Minimum Dwelling Size**

A minimum dwelling size of 70m<sup>2</sup> is required for 2 bedroom dwellings. This development has 140m<sup>2</sup> per 2 bedroom dwelling.

#### **Affordable Housing Management**

A registered Community Housing Provider will be appointed, should this Development Application be approved, prior to the application for a Construction Certificate.

The Certificate of Title for the land will be amended to add the covenant that this development can only be used for Affordable Rental Housing for a period of not less than 10 years from the date of occupancy, and will need to be managed by a Community Housing Provider.

#### **Council Controls**

All other Council Development Policies will be adhered to with this Development

#### **Subdivision**

Subdivision of the land is not being applied for in this application, however it is noted that subdivision is permitted with consent.

#### **Parking Requirements**

This development is provided with 2 car spaces per unit, which exceeds the requirement of 1 space per unit

#### **Site Area**

This development has a site area of 683m<sup>2</sup>, which exceeds the minimum requirement of 450m<sup>2</sup>.

#### **Landscaped Area**

This development has a total landscaped area of 275m<sup>2</sup> or 40% of the total site area of 683m<sup>2</sup>, which exceeds the 30% required.

#### **Solar Access**

The design of the development has the living rooms and open spaces facing either North or West, and will exceed the minimum of 3 hours of sunlight during 9am - 3pm in Winter.

#### **Design Controls**

The requirements of SEPP 65 - Design Quality of Residential Flat Development will be adhered to with this development.

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General Manager

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Mayor

**Deep Soil Zones**

All of the landscaping (40% of the site) will be located in deep soil zones, exceeding the 15% minimum requirement. The landscaping to the rear of the site equates to 145m<sup>2</sup>, or 21% of the site.

**Site Constraints:**

The Site is not affected by flooding and is basically a flat site. The adjoining land is residential and therefore no conflicts.

**Drainage:**

Stormwater drainage will be connected to the existing stormwater system and directed to the street drainage.

Wastewater will be connected to the existing Council sewerage system.

**Waste:**

Household waste will be sent to Shire Waste Depot.

Construction Waste will be collected in on site container/skip and sent to Shire Waste Depot periodically during development.

**Energy Efficiency:**

Refer to BASIX Certificate attached.

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General Manager

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Mayor

4. Objection to proposed development

Rodney & Jodie Ward  
"Wombin"  
GOONUMBLA NSW 2870

25 March 2014

Attention Andrew Raines  
Parkes Shire Council  
PO Box 337  
PARKES NSW 2870

Dear Andrew

**Development Application No: DA14029**  
**Development: Affordable Rental Housing**  
**Property: Lot 1 DP 18637, 25 Victoria Street, Parkes**

We wish to make an objection to the proposed development as mentioned above.

Our property 71a Bogan Street which is directly next door was purchased as an investment property and we feel that affordable rental housing will not only decrease the value of our property but also decrease the potential future income from this property.

We purchased this property in a single occupancy, privately owned housing area to maximize our investment.

We would appreciate you taking our concerns into careful consideration.

Yours faithfully

R J Ward

J S Ward



General Manager



Mayor

5. RMS General Terms of Approval



Transport  
Roads & Maritime  
Services

WST14/00028/02

General Manager  
Parkes Shire Council  
PO Box 337  
PARKES NSW 2870

Dear Sir

**DA14029: Lot 1 DP 18637; 25 Victoria Street, Parkes; Residential Units (x2)**

Thank you for your letter dated 15 April 2014 forwarding additional information in support of development application DA14029 to Roads and Maritime Services.

The documentation has been reviewed. Roads and Maritime will not object to the proposed development and, under Section 138 of Roads Act 1993, grants concurrence to the proposed development subject to the following conditions:

- The residential units shall be designed and constructed such that road traffic noise from the Newell Highway is mitigated by durable materials in accordance with the Environmental Protection Authority's *The Environmental Criteria for Road Traffic Noise 1999*. Design strategies to reduce noise impacts can include double glazed windows and solid core doors.
- A Road Occupancy Licence shall be obtained from Roads and Maritime prior to any works commencing within 3 metres of the travel lanes of Bogan Street. This can be obtained by contacting the Traffic Operations Coordinator on (02) 6861 1686. Submission of a Traffic Management Plan incorporating a Traffic Control Plan may be required as part of this licence.
- The redundant layback providing access to the land from Bogan Street (HW17) shall be removed and restored to kerb and gutter to match existing kerb and gutter.
- A layback in the Bogan Street kerb and gutter shall be provided to allow access to the subject land. The layback shall be positioned in accordance with the submitted plans, be no wider than 6 metres and provided with 0.5 metre splays at the kerb line.
- The level of the access is to match the level of Bogan Street. The proposed access shall not inhibit existing drainage lines.
- Access/egress to/from the land shall be left in/left out only.

Roads and Maritime has previously carried out major upgrades of Bogan Street south of Bushman Street. These works are planned to continue north of Bushman Street with similar construction of central garden medians. Timing for this work has not been confirmed and is subject to the condition of the existing pavement. The applicant and Council should however be aware that upgrades are planned which will:

- Involve the south bound travel lane in Bogan Street being moved closer to the subject land, and
- Physically prohibit right turns in and out of the site.

Roads and Maritime Services

51 - 55 Currajong Street Parkes NSW 2870  
PO Box 334 Parkes NSW 2870  
[www.rms.nsw.gov.au](http://www.rms.nsw.gov.au) | 13 17 82

General Manager

Mayor

Please forward a copy of Council's determination of the development application to Roads and Maritime at the same time it is sent to the applicant. Should you require further information please contact Andrew McIntyre on (02) 6861 1453.

Yours faithfully

Susie Mackay  
Network & Safety Manager  
Western

07/05/14

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General Manager



Mayor



6. Additional

Information

DA14029

4 April 2014

Andrew Raines  
Parkes Shire Council  
2 Cecile Street  
Parkes NSW 2870

Dear Mr Raines

**Development Application No: DA14029**  
**Development: Affordable Rental Housing – Dual Occupancy (attached)**  
**Property: Lot 1 DP 18637, 25 Victoria Street, Parkes**

I make reference to your letter dated 3 April 2014 and the attached letter from Roads and Maritime Services dated the 31 March 2014.

The vacant land as described by RMS is in fact an existing residential block which was cleared of its burnt dwelling to avoid any asbestos contamination. The previous dwelling consisted of the main house and a detached garage. The access to this garage was via a layback off Bogan Street, photo attached. The layback is still in place. The existing layback is thirty five metres from the intersection of Victoria and Bogan Street.

The frontage of the block on Victoria Street is seventeen metres. Victoria Street is nineteen metres wide. The intersection at this frontage has a pedestrian island which extends along Victoria Street for eleven metres, photo attached. Therefore the area available for any vehicle egress from this block is six metres. Vehicles would have to reverse into Victoria Street causing disruption to vehicles entering and exiting the intersection. The risk of harm to pedestrians and other road users is high.

The frontage of the block on Bogan Street is forty metres. Bogan Street is about thirty metres wide in total. Bogan Street has parking available on its Eastern and Western side which is defined by a solid white, painted edge line. This parking area is seven metres wide. Our proposal is that the driveway be located twenty metres south of the intersection of Victoria and Bogan Street. A vehicle reversing from the proposed driveway has uninterrupted views of vehicles and pedestrians on Bogan Street. The proposed plans provide an extra view in the intersection of Victoria Street to allow for driver reaction. The reversing vehicle has seven metres of space on its eastern side before entering the flow of traffic. The average vehicle length is 4.5 metres. This provides other road users, on Bogan Street, plenty of space and therefore no disruption to the flow of traffic. There will be no disruption to the flow of traffic from vehicles exiting the proposed driveway. The risk of harm to pedestrians and other road users is low.

To further ensure that the flow of traffic is not disrupted by vehicles entering or exiting the proposed driveway I suggest that a covenant be put in place stating the following.

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General Manager

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Mayor

1. Vehicles exiting the driveway must only travel in a southerly direction along Bogan Street.
2. Vehicles entering the driveway must only enter from the eastern side of Bogan Street.

Yours faithfully

Colin Boggs



Victoria Street pedestrian island

General Manager

Mayor



Existing layback off Bogan Street

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General Manager

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Mayor



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## 12.2 (DPE) Development Application No. DA12020 Dwelling, Lot 44 DP 753998

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### Development Application Information

**Application No:** DA12020

**Applicant:** Mr P Moss

**Property:** Lot 44 DP 753998, "Walma" 984 Bogan Road, Parkes

**Proposal:** Dwelling

### Executive Summary

Development Application No. DA12020 proposes the erection of a dwelling at :Lot 44 DP 753998, 'Walma' 984 Bogan Road, Parkes. A copy of the site and elevation plans of the proposal are attached to this report.

The application is supported by a Statement of Environmental Effects and supplementary documentation. The application was lodged on the 5 April 2012 by Phillip Moss.

The development application has been reported to Council for determination as Council received a submission during the neighbour notification period.

### Background Information

Nil.

### Legislative, Policy & Management Planning Implications

The proposed development is assessed under the provisions of the Parkes Local Environmental Plan 1990 as this was the planning instrument in force at the time the application was lodged.

### Budget & Financial Aspects

Nil.

### Recommendation

It is recommended that the application be approved subject to the conditions contained in the report.

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General Manager

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Mayor

### ***Details of Proposed Development***

The subject land has a total area of 95.61 hectares and is divided into two portions by McClintocks Lane. The dwelling is proposed to be located on the southern portion of the land, approximately 800 metres south of McClintocks Lane, 150 metres from the southern property boundary, 225 metres from the eastern property boundary and 200 metres from the western property boundary.

The surrounding land to the east, south and west is primarily used for agricultural purposes. The land to the north and north-west is owned and operated by Northparkes Mines. There are a number of dwellings located in the vicinity of the subject land.

An assessment of current road geometry indicates that sight distance for vehicle movements to and from the current access onto McClintock's Lane will not be a safety concern. To ensure adequate access is provided to the site, safely accommodating traffic generated by a dwelling house, the access is to be upgraded to meet the rural access standard.

Ken Keith

Mayor

## ***Environmental Assessment***

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application in accordance with Section 79C(1) of the Environmental Planning and Assessment Act 1979. The following section provides an evaluation of the relevant Section 79C matters for consideration for DA12020:

### **S79(C)(1)(a)(i) Any Environmental Planning Instrument**

#### Parkes Local Environmental Plan 1990

Zoning and permissibility: The subject land is zoned 1(a) Rural under the Parkes Local Environmental Plan (LEP) 1990. The proposed dwelling represents a permissible use in this zone. The objectives of the 1(a) Rural zone are:

- a) to enable the continuation of traditional forms of rural land use and occupation and the development of new or changed forms of agricultural enterprise,
- b) to enable other forms of development which are associated with rural activity, which require an isolated or rural location, or which support tourism objectives, and
- c) to ensure that the type and intensity of development is appropriate in relation to the characteristics of the land, the rural environment, the need to protect agricultural activity from the effects of other development and the costs of providing public services and amenities.

The proposed development is consistent with objective (a) as the proposed dwelling will be used by a member of the family to reside on the rural land whilst being involved in the agricultural production of the land. It is noted that the subject land has been owned by the same family for over 100 years.

The proposed development is also consistent with objective (c) as it is considered appropriate in relation to the characteristics of the land (discussed further below). The proposed dwelling will not be connected to Council's reticulated sewer and water service and therefore will not result in any costs associated with providing public services.

There are special provisions in the Parkes Local Environmental Plan 1990 that are also relevant to the proposed development:

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General Manager

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Mayor

## **Clause 6 - Adoption of Model Provisions**

The Parkes Local Environmental Plan 1990 adopts certain clauses of the Environmental Planning and Assessment Model Provisions 1980, including Clause 30 which states that Council cannot grant consent to the carrying out of development on any land unless water supply and facilities for the disposal of sewage and drainage are available to the land, or arrangements are considered to be practical and can be conditioned to be undertaken in an appropriate manner. The following matters were considered relevant to the Council's consideration of Clause 30:

- The proposed dwelling will be serviced by a rain water tank.
- The applicant has proposed to install an onsite sewerage management system.
- Stormwater from dwelling will be collected in a rainwater tank. Any overflow will be able to be contained on site.

It is assessed that appropriate facilities for water, waste and stormwater will be made available for the development in accordance with Clause 30 of the Environmental Planning and Assessment Model Provisions 1980.

## **Clause 12 - Clearing**

The site of the proposed dwelling does not contain any trees or any other significant vegetation. The applicant does not propose to remove any trees.

## **Clause 14 - Dwelling-houses - Zone No 1 (a)**

Clause 14 of the Parkes Local Environmental Plan 1990 applies to dwelling-houses in the 1(a) Rural Zone. Clause 14(2) of the Parkes Local Environmental Plan 1990 states that:

- (2) Subject to this clause, the council shall not consent to the erection of a dwelling-house on vacant land within Zone No 1 (a) having an area of less than 400 hectares unless the land consists of:
  - (a) an existing holding,

The proposal is consistent with Clause 14(2)(a) as the subject land is an existing holding as it is land that has been held in the same ownership since the appointed day, being 14 December 1990.

A dwelling-house is therefore permissible on the land with development consent from Council.

## **Clause 17 - Building Lines**

Clause 17 of the Parkes Local Environmental Plan 1990 requires Council to have regard to the setback of buildings from the road so that sight distances for drivers are not compromised, distractions are minimised and the need for possible future road alignment is catered for. The proposed dwelling will not have a negative impact in this regard due to the 800 metre setback from McClintocks Lane. The proposed dwelling will not compromise sight distances or create any distraction to motorists travelling on McClintocks Lane.

## State Environmental Planning Policies



General Manager



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The following State Environmental Planning Policies (SEPP) are considered relevant to Council's consideration:

### **State Environmental Planning Policy No. 55 - Remediation of Land**

Under SEPP 55 a consent authority must not consent to the carrying out of any development on land unless:

- (a) it has considered whether the land is contaminated, and
- (b) if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and
- (c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose

There are no known prior land uses on the site that are likely to have resulted in the contamination of the land and therefore no further consideration under this SEPP is necessary.

### **State Environmental Planning Policy No. 44 - Koala Habitat Protection**

The State Environmental Planning Policy No. 44 - Koala Habitat Protection applies to all land in the Parkes Shire that has an area of more than 1 hectare and in which a development application has been made.

Before Council can grant consent, it must satisfy itself whether or not the land is a potential koala habitat. The SEPP defines a potential koala habitat as an area of native vegetation where the trees listed in Schedule 2 (of the SEPP) constitute at least 15% of the total number of trees in the upper or lower strata of the tree component on the property.

The species listed in Schedule 2 of the SEPP include:

<u>Scientific Name</u>	<u>Common Name</u>
Eucalyptus tereticornis	Forest red gum
Eucalyptus microcorys	Tallowwood
Eucalyptus punctata	Grey Gum
Eucalyptus viminalis	Ribbon or manna gum
Eucalyptus camaldulensis	River red gum
Eucalyptus haemastoma	Broad leaved scribbly gum
Eucalyptus signata	Scribbly gum
Eucalyptus albens	White box
Eucalyptus populnea	Bimble box or poplar box
Eucalyptus robusta	Swamp mahogany

It is noted that while there were some species located on the land, they comprise of less than 15% of the total number of trees in the upper or lower strata of the tree component. The dominant tree species on the land is cypress pine and kurrajong.



General Manager



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Accordingly, Council is satisfied that the subject land is not a core koala habitat and therefore is not subject to any further investigations or provide a plan of management in accordance with the requirements of the SEPP.

### **State Environmental Planning Policy (Rural Lands)**

Under the Rural Lands SEPP, a consent authority must take the following matters into consideration when considering whether to grant consent for the erection of a dwelling on rural land:

- (a) the existing uses and approved uses of land in the vicinity of the development,
- (b) whether or not the development is likely to have a significant impact on land uses that, in the opinion of the consent authority, are likely to be preferred and the predominant land uses in the vicinity of the development,
- (c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or (b),
- (d) if the land is not situated within a rural residential zone, whether or not the development is likely to be incompatible with a use on land within an adjoining rural residential zone,
- (e) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c) or (d).

The subject land is located in the 1(a) Rural zone. Land in the vicinity of the development is predominantly used for agricultural purposes. The land to the north, north-west and east of the site is owned by Northparkes Mines, however, the mining operations do not extend into this area (refer to attached document for map of mine ownership and surrounding dwellings).

It is unlikely that the proposed dwelling will have an adverse impact on the agricultural and mining uses surrounding the site. Northparkes Mines have recently carried out environmental assessments carried as part of the Step Change Project (currently under assessment by the Department of Planning and Environment), which confirm that the proposed dwelling is unlikely to be adversely impacted by noise, vibration or traffic as a result of operations carried out at Northparkes Mines.

Due to the topography of the land, the proposed dwelling will be protected from the east and south. The proposed dwelling is setback approximately 800 metres from McClintocks Lane and 2 Kilometres from the northern property boundary, which adjoins Northparkes Mines and therefore is unlikely to be adversely impacted by any farming or mining operations that are carried out on the northern side. The land to the west appears to be used for cropping and it is proposed that the dwelling will be setback 200 metres from the western property boundary. In order to minimise any visual impact or the effect of lighting from Northparkes Mines and potential spray drift from aerial spraying, a condition of consent has been included which requires the proponent to plant a vegetation buffer along the western side of the proposed dwelling.

It is assessed that the proposed dwelling is unlikely to be adversely affected by the adjoining land uses and that the proposed mitigation measures will be sufficient.

### **State Environmental Planning Policy (Mining, Petroleum and Extractive Industries) 2007**



General Manager



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Clause 13 of the SEPP is relevant as it applies to applications for development on land that is in the vicinity of an existing mine, petroleum production facility or extractive industry. The subject land adjoins land that is owned by Northparkes Mines and is located approximately 3 kilometres south of the mining operations.

Clause 13(2) requires that before determining an application, Council must consider:

- (i) the existing uses and approved uses of land in the vicinity of the development, and
- (ii) whether or not the development is likely to have a significant impact on current or future extraction or recovery of minerals, petroleum or extractive materials (including by limiting access to, or impeding assessment of, those resources), and
- (iii) any ways in which the development may be incompatible with any of those existing or approved uses or that current or future extraction or recovery, and
- (b) evaluate and compare the respective public benefits of the development and the uses, extraction and recovery referred to in paragraph (a) (i) and (ii), and
- (c) evaluate any measures proposed by the applicant to avoid or minimise any incompatibility, as referred to in paragraph (a) (iii).

The land to the north, north-west and east is owned by Northparkes Mines, however mining operations do not currently extend into the area and therefore the land is used for agricultural purposes. The land to the west and south is not owned by Northparkes Mines and is used for agricultural purposes.

It is unlikely that the proposed dwelling will have an adverse impact on the on current or future extraction or recovery of minerals as the land is sufficient distance from the current and proposed operations. The proposed development will not limit access or impede assessment of any resources.

The Northparkes Mines Step Change Project is currently under assessment by the NSW Department Planning and Environment. As part of the assessment process, studies were carried out to determine the impact of noise, vibration and traffic on surrounding land and associated dwellings (including the proposed dwelling) as a result of existing operations and proposed operations at Northparkes Mines.

The environmental assessments confirmed that the existing and proposed operations would not have an adverse impact in terms of noise, blasting or traffic on the proposed dwelling. It did note however, that the proposed operations would be visible from the proposed dwelling. A condition of consent is included which requires a vegetation buffer to be planted to screen Northparkes Mines and reduce any impact of lights from the operations during the night.

#### **S79(C)(1)(a)(ii) Any Draft Environmental Planning Instrument**

In the assessment of a development application Council is required to consider the provisions of any draft environmental planning instrument that has been subject of public consultation.

The Parkes Local Environmental Plan 2012 came into force on 7 December 2012. The subject land is zoned RU1 Primary Production under the Plan and the proposed development is permissible in the zone. It is assessed that the application is consistent with



General Manager



Mayor

the zone objectives and there is no justification for the refusal or amendment of the application as a result of the provisions of the draft Parkes Local Environmental Plan 2012.

**S79(C)(1)(a)(iii) Any Development Control Plan**

Rural Development Control Plan 1998

The objectives of the Rural Development Control Plan 1998 are to:

- enable the continuation of traditional forms of rural land use and occupation and the development of new or changed forms of agricultural enterprise.
- enable other forms of development which are associated with rural activity, which require an isolated or rural location, or which support tourism objectives.
- ensure that the type and intensity of development is appropriate in relation to the characteristics of the land, the rural environment, local road conditions, the need to protect agricultural activity from the effects of other development and the costs of providing public services and amenity.
- provide additional details concerning rural development that are contained in the Parkes Local Environmental Plan and to provide guidelines in achieving the objectives of the LEP.
- assist persons intending to lodge development applications or applications for subdivisions with Council by advising them of the types of issues Council is required to consider when dealing with those applications.

It is considered that the proposed development meets the objectives of the Development Control Plan. The proposed dwelling is appropriate in relation to the characteristics of the land and will not have any adverse impacts on the local road conditions. The proposed dwelling will be used by the family that has owned the land for over 100 years and given the proposed location of the dwelling and the topography of the land, it is unlikely to adversely impact on agricultural activity on the adjoining land.

The following sections of the DCP are applicable to the proposal:

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General Manager

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Mayor

### Section 3 Non-Agricultural Development

Section 3 outlines general policies that apply to non-agricultural development in the 1(a) rural zone:

General Policies	Assessment Comment
Non-agricultural development, including dwellings, should not be located on prime agricultural land, unless there are no alternative sites	The location of the proposed dwelling is not considered to be prime agricultural land due to the topography of the land.
Non-agricultural development, particularly dwellings, should be sited and carried out so that it is unlikely to inhibit or give rise to complaints about normal farming practices (eg crop spraying, separation from noxious odours etc)	The site of the proposed dwelling is located over 150 metres from the lot boundaries. It is assessed that there is a sufficient buffer so as to not be adversely impacted by normal farming practices from adjoining properties.
Non-agricultural development should be located and carried out in a manner that minimises the likelihood of added costs to ratepayers of the Shire as a result of the development	The proposed dwelling will utilise existing public roads and will not be connected to Council's reticulated water or sewer network.
Non-agricultural development should be carried out in a way that minimises any adverse effects on adjoining land, particularly by way of: <ul style="list-style-type: none"><li>i. land degradation</li><li>ii. alteration of drainage patterns</li><li>iii. pollution of surface and ground water</li><li>iv. spread of noxious plants and animals</li><li>v. increased fire hazard</li><li>vi. air pollution</li></ul>	The proposed dwelling will be located on a site that is clear of any trees or other significant vegetation. The proposed development will not increase the fire hazard, generate any air pollution or spread noxious plants or animals.

### Section 5.1 Rural Dwellings - General Requirements

Section 5.1 requires Council to have regard to the following matters where relevant:

Matters for Consideration	Assessment Comment
Provision of an adequate water supply	There is no reticulated water supply to the subject land. The proposed dwelling will be serviced by a rain water tank.
Provision of an appropriate waste disposal system	The applicant has proposed to install a new septic system. The applicant is required to lodge a separate Section 68 application prior to installation.
Provision of low voltage electricity supply to the development	The proposed dwelling will be required to be connected to a low voltage electricity supply.
Availability of adequate access, including the suitable location of vehicular access points to a public road reserve	There is an existing access off McClintocks Lane. The access will be required to be upgraded in accordance with Council's Engineering standards.
Extent of any excavation works to be carried out in association with new dwellings or the	The site for the proposed dwelling has a slight fall to the west. Minimal cut and fill will



General Manager



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accesses to those developments	be required as part of the development. There is an existing access to the site which will be required to be upgraded.
Bush fire hazard potential of the land	The subject land is not identified as being bush fire prone land.
Location of new dwellings from public roads, existing land use and residents to avoid possible conflict	The proposed dwelling is setback from McClintocks Lane approximately 800 metres.
External appearance of new dwellings, including quality of building materials, and the affects on the amenity of the area	It is proposed that the new dwelling be weatherboard with a colorbond roof. The external appearance of the proposed dwelling is considered appropriate.

## **Section 5.2 Rural Dwellings - Building Lines**

The proposed development is consistent with the DCP requirement that all new dwellings shall be setback a minimum of 20 metres from the front property boundary facing a public road.

## **Section 6.1 Effluent Disposal**

The applicant has proposed to install a new septic tank. The applicant will be required to obtain a Section 68 approval prior to the installation of the septic system.

## **Section 6.2 Water Supply**

The subject land does not have access to a reticulated water supply. The applicant has proposed to install a rain water tank. A condition of consent will be imposed which requires the applicant to install a 45,000 litre tank for personal use and an additional 20,000 litres reserved for fire fighting purposes.

## **Section 7.1 Road Design**

The proposed dwelling will utilise the existing access off McClintocks Lane. A condition of consent will require the access to be upgraded to Council's Engineering Standard for rural access.

## **Section 7.2 Traffic Generation**

The proposed dwelling will not generate any significant additional traffic.

## **Section 8.1 Bushfire**

The subject land is not identified as being bush fire prone land. A condition of consent will require the applicant to have an additional 20,000 litres of tank water reserved for bushfire fighting purposes.

## **Section 8.2 Flooding**

The subject land is not located in a flood prone area.

## **Section 8.3 Toxic Hazards**



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The applicant does not propose to use or store any toxic materials on the land.

### **Section 9.1 Environmentally Sensitive Land**

The proposed dwelling is not located on land that is considered to be environmentally sensitive land.

### **Section 9.2 Clearing**

There is no trees or other significant vegetation on the site of the proposed dwelling. The applicant does not propose to clear any land as part of this application.

### **Section 10 Advertisements**

The applicant does not propose to erect any outdoor advertising signs as part of this application.

### **S79(C)(1)(a)(iia) Any Planning Agreement**

There is no planning agreement that has been entered into under Section 93F of the Environmental Planning and Assessment Act 1979 by the applicant in relation to the development proposal. Similarly, the applicant has not volunteered to enter into a draft planning agreement for the development proposal.

### **S79(C)(1)(a)(iv) The EP & A Regulations**

Section 79C(1)(a)(iv) of the Act requires the Council to also consider Clauses 92, 93, 94 and 94A of the Environmental Planning and Assessment Regulation. The following provides an assessment of the relevant clauses of the Regulation:

- Clause 92 – The Government Coastal Policy does not apply to the Parkes Shire and therefore Clause 92(1)(a) and (b) are not applicable to this development proposal. The proposal does not involve demolition of a building and therefore the requirements of AS 2601 do not need to be considered in accordance with Clause 92(2).
- Clause 93 – The proposal does not involve the change of a building use for an existing building, or the use of an existing building as a place of public entertainment and therefore the requirement to consider fire safety and structural adequacy of buildings in accordance with Clause 93 is unnecessary.
- Clause 94 – The proposal does not involve the rebuilding, alteration, enlargement or extension of an existing building or place of public entertainment and therefore the requirement to consider the upgrading of buildings into total or partial conformity with the Building Code of Australia is not appropriate on this occasion.
- Clause 94A – The proposal does not involve the erection of a temporary structure and therefore the requirements to consider fire safety and structural adequacy is unnecessary.

There are no relevant prescribed matters relating to the proposed development and the subject land.

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### **S79(C)(1)(b) The likely impacts of the Development**

Section 79(C)(1)(b) requires the Council to consider the likely impacts of the development, including environmental impacts on both the natural and built environments as well as the social and economic impacts in the locality. The following provides an assessment of the likely impacts of the development:

#### Context and Setting

The site in which the proposed dwelling is to be located is cleared of trees and shrubs and is covered by grass. The site is orientated to the west, and has distant views towards Northparkes Mines. The land to the east and south is higher and has dense tree cover.

The site is surrounded by agricultural land to the west and south. The land to the north-west, north and east is owned by Northparkes Mines. Due to the proposed location of the dwelling and its setback from the western boundary and the topography of the land, it is unlikely that it will impact on agricultural activities on the adjoining land. A recent report and associated studies prepared by Northparkes Mines has confirmed that the operations carried out by Northparkes Mine will not have an adverse impact on the proposed dwelling.

#### Access, transport and traffic

The subject land is located on McClintocks Lane which is a gravel road. The vehicular access to the site will be required to be upgraded in accordance with the requirements for rural property access in the Austroads Guide to Road Design (Figure 7.2). A condition of consent has been included in the recommended conditions of consent.

#### Public Domain

The proposed development will not compromise the availability and enjoyment of public recreational opportunities in the locality.

#### Utilities

The subject land is not included within Council's reticulated sewer and water network. A low voltage electricity supply will need to be connected to the site. The proposed dwelling will be serviced by a rain water tank and septic system.

#### Heritage

No items of heritage significance have been identified on or near the site that are likely to be impacted by the proposed dwelling.

#### Other land resources

The proposed development is located on land which has historically been used for agricultural purposes. The site of the proposed dwelling is located at the base of a rocky outcrop and therefore is located in an area which is unlikely to be suitable for cropping.

#### Water

The development will be serviced by a water tank. Any stormwater will be directed to the tank.



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### Soils

The proposed dwelling will require minimal cut and fill. The implications for soil erosion can be addressed through the imposition of conditions of consent requiring soil erosion and sedimentation control during the construction phase of the development. The ongoing use of the development is unlikely to create impacts to the site soils.

### Air & Microclimate

There are no significant air quality or pollution issues arising from existing or proposed activities carried out on the site.

### Flora and Fauna

The applicant has provided information that confirms that the subject land is not a Core Koala Habitat (See SEPP 44 assessment comments above). There are no other known threatened species on the site that will be impacted by the development.

Site inspection revealed that no trees would be removed to facilitate the development. The land has been utilised for agricultural purposes for many years and there is considered minimal possibility for any threatened species to be on site.

### Waste

The dwelling will be serviced by an on-site sewage management system. Construction waste will be disposed of at Councils Waste landfill or other approved waste disposal site.

### Energy

The proposed development is required to be constructed in accordance with the commitments as noted in the BASIX certificate submitted with the application.

### Noise and Vibration

Due to the close proximity of the proposed dwelling from Northparkes Mines, there is potential for the proposed dwelling to be impacted by noise and vibration associated with the operations of the mine.

The document titled 'Northparkes Mines Step Change Project - Response to Submissions' assesses the potential environmental impacts of the project site in relation to the proposed dwelling. A Noise Impact Assessment has been carried out which identifies any noise impacts in relation to the existing operations and the proposed operations (step change project). The Noise Impact Assessment indicates that the proposed dwelling will be located outside of the project specific noise criteria of 35 dB(A), with modelling assuming worst case atmospheric conditions.

A Blasting Impact Assessment was also carried out which confirmed that the proposed dwelling were outside the affected area when assessed with the specified vibration criteria.

The Step Change Project also proposes to relocated the main access to the main from McClintocks Lane. A noise impact assessment was prepared which considered noise

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impacts associated with traffic movements generated along McClintocks Lane and Bogan Road, with a specific assessment of the road traffic noise on the proposed dwelling.

The results indicated the predicted road traffic noise levels from light and heavy vehicles do not exceed the day time and night time road traffic noise criteria outlined in the NSW Road Noise Policy (DECC 2011).

#### Natural Hazards

The site is not bush fire prone in accordance with the map prepared by the NSW Rural Fire Service and certified in accordance with Section 146 of the Environmental Planning and Assessment Act The site is not flood prone.

#### Technological Hazards

The information supplied by the applicant does not provide information in relation to site contamination. Site inspection does not reveal any evidence any contamination or any other land use activities that may give rise to concerns about soil contamination in relation to State Environmental Planning Policy No. 55 - Remediation of land. It does not appear warranted to condition further investigation into site contamination.

#### Safety Security and Crime Prevention

The dwelling does not pose a safety, security or crime prevention risk.

The access will be required to be upgraded to allow for vehicles to safely manoeuvre on and off the road.

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### Social Impact in the Locality

Due to the type and scale of the proposed development, the social impacts of the development are not likely to be significant.

### Economic Impact in the Locality

Due to the type and scale of the proposed development, the economic impacts of the development are not likely to be significant.

### Site Design and Internal Design

The proposed location of the dwelling is considered to be suitable.

### Construction

The construction activities are unlikely to have any significant impacts on the location if conditions of consent are implemented in relation to time of construction and soil erosion and sedimentation. The building will be constructed in accordance with the requirements of the Building Code of Australia.

### Cumulative Impacts

The proposed dwelling will not have any cumulative impacts.

### **S79(C)(1)(c) the suitability of the site for the development**

It is assessed that the site is suitable for the development, with no identified site constraints that would justify the refusal or request for amendment of the proposal.

### **S79(C)(1)(d) Any Submissions Received**

#### Public Consultation

The development application was notified to all adjoining landowners on 10 April 2012 for a period of 10 days. Council received a submission Northparkes Mines dated 19 April 2012 (copy attached) which opposed the development for the following reasons:

- The dwelling would be in close proximity to NPM operations and is likely to be adversely affected by noise, traffic and other operational impacts
- The proponent has recently made representations to NPM regarding traffic noise and other operational matters for a dwelling further from the operation.
- NPM is currently undertaking a \$144 million pre-feasability study for a five-fold expansion in our operations. The land in question adjoins NPM owned land (and project area) on three sides.
- should NPM expand its operations this dwelling would be significantly affected by additional noise, dust, visual amenity impacts and traffic movements.
- one option is for NPM's expansion is the closure of McClintocks Lane (note this option is still being evaluated) meaning this property may not have road access over the medium to long term.

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On 31 May 2012, Council wrote to the applicant regarding the submission and requested that a Statement of Environmental Effects (SEE) be submitted in relation to the proposed development. On 23 August 2013, Council received the SEE from the proponent.

Council re-notified the adjoining land owners and received another submission from Northparkes Mines which stated that the SEE did not deal with the issues noted in the original submission dated 19 April 2012 or address the State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007 (SEPP).

On 7 February 2014, Council wrote to the applicant and requested that they address the SEPP. On 20 March 2014, Council received a response which noted that a document titled 'Response to Submissions' had been prepared for Northparkes Mines in relation to the Step Change Project. The document referenced the 'proposed Moss Dwelling' on the predicted noise, vibration, traffic and visual impact for existing and proposed operations.

Council provided a copy of the Applicant's submission to Northparkes Mines for comment. Confirmation has since been received from Northparkes Mines that there is no objection to the proposed development.

#### Public Authority Consultation

There are no public authority consultation requirements with this development application.

#### **S79(C)(1)(e) The Public Interest**

There are no public interest issues or requirements of concern identified in association with this development.

#### **Conclusion**

The development application proposes the erection of a dwelling at Lot 44 DP 753998, 'Walma' 984 Bogan Road, Parkes. The development application has been lodged by Phillip Moss. The property is owned by GM and PV Moss.

The application was supported by a Statement of Environmental Effects and development plans which provide sufficient information to allow assessment of the proposal.

The proposed development has been assessed to be consistent with the requirements of the Parkes Local Environmental Plan 1990 relating to development in the zone and it will not adversely impact on existing land-use activities of the locality.

Council received one submission from an adjoining land owner during the neighbour notification period, however, the neighbour no longer objects to the proposed development.

Having considered the documentation supplied by the applicant, the findings of site inspections and the comments made from consultation, it is assessed that the impacts of the proposal and the likely environmental interactions between the proposed development and the environment are such that Council should not refuse the development application. Accordingly, a recommendation of conditional approval is listed in the recommendation.

#### **Conditions**



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## Approved Plans and Documentation

1. The development shall be carried out in accordance with the approved plan(s) numbered DA12020 and stamped by Parkes Shire Council and attached to this consent except where amended by any of the following conditions. A current and approved copy of the building approval/consent and stamped plans is to be maintained on site for constructional and reference purposes.

## Limitations on Consent

2. A 40 metre long vegetation buffer shall be provided and maintained between the proposed dwelling and the western property boundary in line with the proposed dwelling-house to minimise dust and spray drift from the adjoining rural property. Prior to the issue of a Construction Certificate, a landscape plan is to be submitted to Council for approval by Director Planning and Environment indicating the location and spacing of the existing and proposed trees and shrubs and a list of tree and shrub species to be planted. The vegetation buffer shall have a minimum width of 30 metres and contain random plantings of a variety of tree and shrub species of differing growth habits, at spacings of 4 to 5 metres. The vegetation buffer shall be established prior to prior to the issue of a final occupation certificate.
3. Any cutting and filling on the site shall be either battered in accordance with the provisions of Section 3.1 of the Building Code of Australia 2013 Volume Two or retained by a retaining wall or structure.

Note: The erection of retaining walls may require the approval and certification of a suitably qualified structural/geotechnical engineer. A retaining wall or structure that does not comply with State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 will require prior consent from Council.

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### **Prior to Commencement**

4. The Applicant is to obtain a Construction Certificate from either Council or an Accredited Certifying Authority, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Council Development and Engineering Standards prior to any building and or subdivision works commencing.

Note 1. No building, engineering or excavation work is to be carried out in relation to this development until the necessary construction certificates have been obtained.

Note 2. It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable Development and engineering standards in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.

5. The applicant is to submit to Parkes Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifying Authority'.
6. Prior to the commencement of construction works, an Erosion and Sediment Control Plan (ESCP) shall be prepared in accordance with Soils and Construction Managing Urban Stormwater. Such plan shall be implemented prior to, during and after the construction phase of the development.

### **During Construction**

7. All loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. No loading or unloading of goods on the public roadway system shall be permitted.

8. Throughout the course of building operations on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out. Toilet facilities are to be provided at a rate of one toilet for every 20 persons or part of 20 persons employed at the site.

9. All building rubbish and debris, including that which can be wind blown, shall be contained on site in a suitable container for disposal at an approved Parkes Shire Council Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project.

Note 1: No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road.

Note 2: The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.

10. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction.

Note: The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.

### **Utility Services**



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11. Provide a minimum water storage supply of 45000 litres, or a larger volume of water supply in accordance with BASIX certificate commitments, for domestic consumption to comply with Parkes Shire Council's Development Standard for the provision of a Rural Domestic Water Supply. An additional 20,000 litres (minimum) must be reserved and accessible for fire fighting purposes fitted with a stop valve and a 65 mm storz fitting.

Note: Information relating to the location and design of water tanks and emergency fire fighting requirements for water tanks and connections can be downloaded from the NSW Rural Fire Service website, [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au).

12. The proponent shall ensure provision of low voltage electricity supply to proposed dwelling in accordance with Essential Energy's Networks Division Customer Connection Policy. Written confirmation that low voltage electricity supply has been provided to the satisfaction of Essential Energy is to be submitted to Council prior to the issue of an occupation certificate..

### **Plumbing and Drainage**

13. All roofed and paved areas shall be drained to discharge to Council stormwater infrastructure so that water from those areas is properly conveyed away from buildings in accordance with the Plumbing Code of Australia.

Storm water disposal drains shall be connected to all roof gutter down pipes within 14 days of installation of the roof covering and/or the construction of hard standing areas, as may be appropriate, to discharge water in accordance with an approved stormwater management system.

### **On site Sewage Management**

14. Prior to the issue of a Construction Certificate, the Applicant is to obtain all relevant approvals to Install and Operate an On-Site Sewage Management System from Parkes Shire Council.

Note: All work shall be carried out by a licensed plumber and drainer and to the requirements of NSW Environment and Health Protection Guidelines and Australian Standard/ New Zealand Standard 1547:2000 On-Site Domestic Wastewater Management.

### **Access**

15. prior to this issue of a Construction Certificate for the dwelling, the Applicant shall upgrade the existing vehicular access to the Lot, from McClintock's Lane, generally in accordance with Figure 7.2 - Rural Property Access of the Austroads Guide to Road Design, Part 4: Intersections and Crossings – General.

Note: The applicant shall submit details of longitudinal and cross sections required at each access, demonstrating no restriction of the table drain, with the application for a Construction Certificate.

### **Prior to Occupation**

16. Prior to the issue of a Final Occupation Certificate a Rural Address Marker, of a type specified by Council is to be clearly displayed in accordance with Council specifications at full cost to the proponent.



General Manager



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17. Prior to the occupation or use of the dwelling-house, an Occupation Certificate must be obtained from the Principal Certifying Authority for the subject development.

**Prescribed conditions under the Environmental Planning and Assessment Regulation 2000**

**Compliance with Building Code of Australia and insurance requirements under the [Home Building Act 1989](#)**

18. Work must be carried out in accordance with the requirements of the *Building Code of Australia*, in force on the date of the application.

Note: In this condition, a reference to the *Building Code of Australia* is a reference to that Code as in force on the date the application for the relevant complying development certificate is made.

19. In the case of residential building work for which the [Home Building Act 1989](#) requires there to be a contract of insurance in force in accordance with Part 6 of that Act, such a contract of insurance must be entered into and be in force before any building work authorised to be carried out by the certificate commences.

Note: This condition does not limit any other conditions to which a complying development certificate may be subject, as referred to in section 85A (6) (a) of the Act.

**Erection of signs**

20. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
- (a) showing the name, address and telephone number of the principal certifying authority for the work, and
  - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - (c) stating that unauthorised entry to the site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Note: Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).

**Notification of [Home Building Act 1989](#) requirements**

21. Residential building work within the meaning of the [Home Building Act 1989](#) must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
- (a) in the case of work for which a principal contractor is required to be appointed:
    - (i) the name and licence number of the principal contractor, and



General Manager



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- (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
  - (b) in the case of work to be done by an owner-builder:
    - (i) the name of the owner-builder, and
    - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.
22. If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under the above condition becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

### **Fulfilment of BASIX commitments**

23. The commitments listed in each relevant BASIX certificate for the development must be fulfilled, for any BASIX affected development, or any BASIX optional development in relation to which a person has made an application for a development application that has been accompanied by a BASIX certificate or BASIX certificates (despite there being no obligation under clause 4A of Schedule 1 for it to be so accompanied).

### **Attachments**

1. Site Plan
2. Elevation Plan
3. Mine ownership and surrounding dwellings
4. Statement of Environmental Effects
5. Submission
6. Letter from Applicant
7. Submission
8. Confirmation of no objection

*All attachments Distributed Separately*

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General Manager

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## 13 DIRECTOR ENGINEERING SERVICES REPORT

### 13.1 (DES) Sporting Fields Master Plans

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#### Executive Summary

The final drafts of the Sporting Fields Master Plans have been received by Council. They detail the proposed future developments and long term planning of the sporting precincts, along with ongoing management of the facilities.

#### Background Information

Parkes Shire Council approved funding of \$50,000 under its Special Rates Variation (SRV) program to undertake master planning processes for a range of sporting fields and ovals within the Parkes Shire Community.

The sporting precincts included in the first round of planning were:

- Cheney and McGlynn Park, Parkes
- Berryman Oval, Trundle
- Lindner Oval, Peak Hill
- Polar Park, Tullamore
- Harrison Oval, Parkes and
- Spicer, Northparkes and Pioneer Ovals, Parkes.

In the brief provided to consultants they were asked to present plans that provided direction for future development and long term planning of the sporting precincts along with ongoing maintenance of the facilities.

#### Legislative or Policy Implications

Nil.

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *6. Enhance Recreation and Culture*  
*6.3 Maintain and develop Sporting, Recreational and Cultural facilities*

Predicted positive effect / opportunity for the Delivery Program: *Excellent*

This project aligns with Council's strategic objective 3.2 Develop strategies to work with and support the townships endeavours. The Indigenous community is one of Council's Social Justice groups.

Predicted negative / challenge to the Delivery Program: *Minor*

This project will have no negative impact to the Delivery Plan.

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General Manager

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### **Quadruple Bottom Line**



*Economic*

★★★★☆



*Social*

★★★★☆



*Environmental*

★★★★☆



*Civic Leadership*

★★★★☆

### **Budget & Financial Aspects**

The creation of the Sporting Fields Master Plans included in the current 13/14 operational budget and will assist with long term planning and ability to source non-standard revenue.

### **Recommendation**

1. That Council endorse the Master Plan be placed on public exhibition for 28 days inviting public comment with results being tabled at a future Council meeting.

### **Report**

Parkes Shire Council approved funding of \$50,000 under its Special Rates Variation (SRV) program to undertake master planning processes for a range of sporting fields and ovals within the Parkes Shire Community.

With a population approximately 14,000 and a participation rate of over 7000, Parkes is a town passionate about its sport and its facility standards. Consequently the development of sporting facilities has a high priority in Councils Capital Improvement Program.

The sporting precincts included in the first round of planning were:

- Cheney and McGlynn Park, Parkes
- Berryman Oval, Trundle
- Lindner Oval, Peak Hill
- Pola Park, Tullamore
- Harrison Oval, Parkes and
- Spicer, Northparkes and Pioneer Ovals, Parkes.

In the brief supplied to consultants, they were asked to present plans that provided direction for future development and long term planning of the sporting precincts along with ongoing maintenance of the facilities.

Throughout the process extensive stakeholder consultation was undertaken with all user groups of the facilities. All of these consultations ran smoothly with great input being received from all participants. Unfortunately due to timing constraints, the consultation process for Pola Park at Tullamore was deferred to the 2014/15 financial year in order to get as much support from user groups as possible.

General Manager

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## Attachments

1. Master plans that are to be on public exhibition will be displayed in Councils Chamber prior to the meeting

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## 13.2 (DES) Rural Fire Service - Parkes District Senior Management Team Meeting

### Executive Summary

The Senior Management Team of Parkes Fire District met on 3 April 2014 in Trundle. Minutes of the meeting are attached for Council's information. It is considered the SMT functions very well as a consultative forum between the RFS, brigades, and Council for fire fighting issues in Parkes District.

### Background Information

The Senior Management Team in Parkes District is made up of the Group and Deputy Group Captains from the six Groups, team members from the Mid Lachlan Valley Team of the NSW Rural Fire Service, and Council representatives. The SMT discuss and resolve issues that affect the operation of brigades in the District. These include financial matters, vehicle allocations, plans for future equipment and stations, training needs, occupational health and safety, and any other issues raised by volunteers.

### Legislative or Policy Implications

Compliance with the Rural Fires Act 1997 and Regulations 2002.

### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 2. *Improve Health and Well Being*

2.5 *Maximise Public Safety*

2.5.12 *Work with the NSW Rural Fire Service in accordance with the Service Agreement to prevent and control bushfires*

Predicted positive effect / opportunity for the Delivery Program: *Good*

The opportunity to meet with RFS staff and Group Captains and Deputies to discuss how bushfire management in Parkes Shire is operating enhances the Delivery Plan pertaining to maximising public safety.

Predicted negative / challenge to the Delivery Program: *Negligible*

There are no negative impacts associated with the SMT meetings.

### Quadruple Bottom Line



Economic ★★★★★☆



Environmental ★★★★★☆



Social ★★★★★★



Civic Leadership ★★★★★★

Provides positive benefits across the quadruple bottom line.

General Manager

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## **Budget & Financial Aspects**

Nil.

## **Recommendation**

1. That the information on the Senior Management Team meeting held 3 April 2014 be noted.

## **Attachments**

1. Minutes from the Parkes District Senior Management Team meeting held 3 April 2014.

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General Manager

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## Parkes Senior Management Team Meeting Minutes



### MEETING DETAILS:

**Meeting date:** 3 April 2014

**Location:** Trundle RSL

**Start:** 1700hrs

**End:** 1900hrs

Participants:	Present:	Apology:
1. Angus Nielsen	X	
2. Ben Howard		X
3. Cr Barbara Newton		X
4. Cr Bob Haddin	X	
5. David Green	X	
6. Frank Berry		X
7. Gabe Manning	X	
8. Gary Langley	X	
9. Geoff Massurit	X	
10. Graeme Hunter	X	
11. Graham Hitchick	X	
12. Graham Mulligan	X	
13. Grant Byrne		X
14. Ken Neville	X	
15. Mathew Aveyard	X	
16. Mike Fratturo	X	
17. Neville Jones		X
18. Peter Cannon	X	
19. Scott Baker		X
20. Scott Bicket		X
21. Terry Job	X	
22. Troy Porter	X	
23. Warrick Parker		X

**Next meeting:** TBA

### 1. Welcome

Ken welcomed everyone to the meeting.

### 2. Apologies

**Motion** - the apologies be accepted by Committee.

**Moved:** Gary Langley

**Seconded:** Graham Mulligan

**Carried**

### 3. Previous Minutes

**Motion** - The minutes of the previous meeting be accepted by Committee.

**Moved:** Peter Cannon

**Seconded:** Terry Job

**Carried**

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#### **4. Business Arising**

The task list was discussed and updated.

- 1) Ongoing.
- 2) Ongoing.
- 3) Ongoing.
- 4) Completed.
- 5) Ongoing.
- 6) Completed. Was not asbestos, was gyprock.
- 7) Ongoing.
- 8) Transgrid are placing hydrants outside.
- 9) Completed. Presentation to be held 9 April 2014.

#### **5. HAZMAT Presentation**

A representative from Fire & Rescue NSW, Adam Dewbury, gave a presentation on HAZMAT incidents and how both agencies work together.

#### **6. 14/15 Estimates**

Tabled for information and approval.

**Motion** - That the 14/15 estimates and financial report be accepted by the committee.

**Moved:** Graeme Hunter

**Seconded:** Cllr Bob Haddin

**Carried**

#### **7. Incident Summary/ Brigade Incident Reporting**

Tabled and discussed for information.

Incident summary report starting from 1 July 2013 up until 20 March 2014. See attached.

Brigade response this fire season was excellent.

#### **8. SMT Forum**

We will be holding the Biennial SMT meeting 18 September 2014.

Is everyone happy to cancel the end of year Parkes SMT meeting and just attend the joint SMT meeting instead? All agreed.

Will be requesting someone from Head Office to attend the meeting to discuss financial arrangements with Councils.

Representatives from National Parks, Forestry, Co2 Company and Local Land Services will also be requested to attend the meeting to help clarify the powers of Captain's and Group Captains with fires on other agencies land.

000, information flow and training update to also be on the agenda for the SMT meeting.

Ken to ask representatives from the Railway companies to attend the meeting.

If anyone has any other ideas of what they would like to be discussed at the meeting please notify someone at the Forbes Fire Control.

MLVT has now started their own Facebook page to help with Community Education and informing the community of what is happening within the area.

#### **9. AGM's/ Start Up Days**

AGM reminder letter and documentation was sent out in the mail recently for the Brigade's information.

Most Brigades held their AGM's last year except a minority which is good.

Brigades and Group Officers need to look at holding their Brigade Start Up Days. These are important for Brigade members to become familiar with the trucks and the equipment.

#### **10. Radio Update**

Distributed radio coverage maps to the Committee to review and for their information.

The new radio upgrade needs to be completed by June 2015.

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**11. Div Comm Exercises – Dates for next year**

Looking at holding Div Comm Exercises later this year looking at 20 August in Forbes and 27 August 2014 in Condobolin and will be held all day. Further information will be distributed via mail closer to the date.

The Bush Fire Bulletin magazine was distributed to everyone at the meeting to review the picture information flow chart.

**12. RFSA Grants**

RFSA Grants are now open. Application forms and catalogues are available at the Forbes Fire Control Centre, if you would like a copy please let Gabe know. Applications close Tuesday 22 April 2014.

**13. Tip Fires**

Have been having many tip fires around the shires. Council may need to look at some strategies such as video surveillance, signs and restriction opening times to help deter people from lighting fires at the tips.

**14. Aircraft Awareness Day**

There will be an aircraft awareness day coming up on the 20<sup>th</sup> & 21<sup>st</sup> June 2014. This will be held over one full day. Starts at 8.30-9am. Please let Troy Porter know if you are interested in attending. Most Group Officers at the meeting stated they were interested in attending.

**15. Group Officer Reports**

**Terry Job**

Need to start looking at crew change over's in fire season with big fires. West Parkes had a complaint about food supply on the fire ground and how to access food when needed. Cookamidgera fire – had some issues with the standpipe and the access keys. The access keys has a lock and unable to use the bolt cutters to access the keys when needed. Clr Bob Haddin to follow up and see if we are able to receive a key for East Parkes 7 tanker. Accessing Heavy Plant can at times be a long delay, would be good to improve this if possible.

**Scott Bicket**

Apology

**Graham Hitchick**

Have a problem with brigade members attending call outs. Needing to recruit more enthusiastic volunteers.

MLVT to look into key safes for Brigade stations.

**Mathew Aveyard**

Nothing to report. Frank Berry is on the mend and sends his apology.

**Clr Bob Haddin**

Steve Barry no longer with Council. Ben Howard filling in at the moment until position is advertised. Ken asked if Bob could please pass onto Parkes Council that the Committee really appreciates Steve Barry's involvement in the Parkes SMT Committee.

**Ben Howard**

Apology

**Gary Langley**

Nothing to report. Have had a pretty quiet fire season in the Tullamore area. Alagala brigade is very happy with the station progress.

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**Graham Hunter**

Just need to be careful with underestimating a fire. Need to take use of resources when they are on scene and available.

**Geoff Massurit**

On many hobby fires the grass has been 2m long. People do not seem to get the message about preparing their property for the fire season. The Cookamidgera fire is a perfect example. Mike stated that he would be investigating the properties around the Cookamidgera area next Spring for fire hazards.

**Graham Mulligan**

Having problems with volunteers not responding to incidents.  
One incident that we attended the Alelectown Cat 7 was empty. Cannot work out where the water went. This was the 2<sup>nd</sup> time it has happened.

**Peter Cannon**

All captains in our area are happy. Ken & MLVT staff do an excellent job, thankyou.

**Neville Jones**

Apology

**Frank Berry**

Apology

**Scott Baker**

Apology

**David Green**

The fire season went fairly well. Trucks should not leave fire scene until stood down.

**16. WH&S/Quarterly Returns**

These forms were distributed to all Group Officers at the meeting to be completed.

**17. General Business**

The 12/13 Annual Report was distributed for information.

Gabe stated it is very important for Brigades to please make sure they fill out there AGM paperwork and mail into the office so all details are updated before the next fire season.

AED's will be serviced throughout this year.

Any HR's that need to be done please contact Mike Fratturo.

Dave Green stated that the heavy plant that turned up at the Gunningbland Rd fire was very useful and we appreciate their attendance at the fire so if Clr Bob Haddin please pass on our thanks.

Cat 6 tanker out the front for everyone to have a look and provide feedback.

Group Leader Course being run at the end of August. Any Group Officers who have not participated in this beforehand is encouraged to attend.

The MLVT Newsletter is going to be sent out in April that will contain a survey in regards to the benefits of the newsletter and whether or not you would like for the newsletter to continue.

If you could all please complete this and return to our office, it would be much appreciated.

West Parkes enquired to see if they are able to hold their own BF course? Ken stated this is fine as long as they are properly assessed.

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General Manager



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There being no further business the meeting was closed at 1922hrs.

**Task List**

<b>TASK</b>	<b>BY WHOM</b>	<b>DATE COMPLETED</b>
1. Discuss station type with Mickibri & Warratah.	Ken Neville	
2. Complete Newel Highway HR.	Graham Mulligan	
3. Investigate options for FTS800 trucks pollution burn issues.	Gus Nielsen	
4. Raise issue at BFMC in regards to railway line slashing & having a tanker on site with them during fire season.	Ken Neville	
5. Discuss fire ground cooperation between RFS and Police with Chris Taylor.	Ken Neville	
6. Organise Div Comm Exercises in August.	Warrick Parker	
7. Council to look at strategies to deter people from lighting fires at the local tips.	Ben Howard	
8. Obtain keys to access the Cookamidgera standpipe to place on East Parkes tanker.	Clr Bob Haddin	
9. Look into key safes for Brigade stations.	Ken Neville	
10. Investigate properties in Cookamidgera in Spring for fire hazards.	Mike Fratturo	
11. Pass onto PSC – appreciation for Steve Barry's input into the SMT for many years and for supplying heavy plant equipment to fires when needed.	Clr Bob Haddin	

Parkes Senior Management Team Meeting Minutes  
3 April 2014



General Manager



Mayor

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General Manager



Mayor

### 13.3 (DES) Land Acquisition - Nash Street, Parkes

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#### Executive Summary

Council has been advised by Crowns Land Division NSW Trade & Investment, that a section of Nash Street has been built on Crown Land, from the northern most boundary of Harrison Ovals to the railway crossing, and continues to the northern boundary of Lot 1 DP 1075297.

Council has been requested to acquire the land under the road.

#### Background Information

Essential Energy made an enquiry to Crown Lands in regards to acquiring an easement for an upgrade to power lines along Nash Street. This resulted in the Department discovering Nash Street sits on Crown Land from the northern most boundary of Harrison Ovals to the railway crossing and continues to the northern boundary of Lot 1 DP 1075297.

The Department has stated to Essential Energy, "no consideration could be given to consent for the works without an application for acquisition being lodged with an undertaking by Council to complete the acquisition within a reasonable time frame."

#### Legislative, Policy & Management Planning Implications

*Land Acquisition (Just Terms Compensation) Act 1991.*

The land may be subject to Aboriginal Land Claims.

#### Budget & Financial Aspects

The cost of the land will be based on a market valuation.

#### Recommendation

1. That Council acquire the land under the already formed Nash Street, and make the necessary application to the Minister and/or Governor.
2. That on acquisition the land be classified as operational.
3. That where required, the seal of Council be applied to facilitate the acquisition.

#### Attachments

1. Map outlining a 20m road corridor under Nash Street, Parkes.
2. Correspondence from Crown Lands Division Trade & Investment.

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General Manager

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Mayor

Sent: Monday, 28 April 2014 3:59 PM  
To: Council  
Subject: Attention: - Nash street Parkes Diagrams  
Attachments: Nash street Parkes Diagrams.pdf

As a result of an enquiry seeking to upgrade power lines along Nash street, Parkes, to the railway level crossing I discovered that Nash street does not legally exist at the position of the proposed works.(see diagrams attached)

Despite Nash street being formed, Nash street legally terminates where it meets the northern most boundary of the sporting ovals, and does not progress to the railway crossing nor continue over it.

In order to designate the land as road, Council will need to acquire and dedicate the land required for road under the Land Acquisition (Just terms compensation) Act.

Whilst the land remains as part of the recreation reserve Trade & Investment, Crown Lands cannot consent to the power line upgrade works until Essential Energy acquire an easement. However if Council acquire the land as road, Trade & Investment, Crown Lands would no longer be involved.

Acquisition (or easement) will take time to complete due to the statutory processes that need to be completed. It is understood that these power line upgrade works will contribute to public safety. Due to the safety aspect, it may be possible for consent to the works to be given subject to finalisation of an acquisition by Council. However no consideration could be given to consent for the works without an application for acquisition being lodged with an undertaking by Council to complete the acquisition within a reasonable time frame.

If you wish to discuss this matter feel free to contact me on the number below. You might also wish to speak to the proponent.

Yours Sincerely

Natural Resource Management Project Officer, Crown Lands Division  
NSW Trade & Investment  
92 Kite St | ORANGE NSW 2800  
PO Box 2185 | DANGAR NSW 2309

W. [www.trade.nsw.gov.au](http://www.trade.nsw.gov.au) | [www.crownland.nsw.gov.au](http://www.crownland.nsw.gov.au)

P Please consider the environment before printing this e-mail

The message is ready to be sent with the following file or link attachments:

Nash street Parkes Diagrams

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

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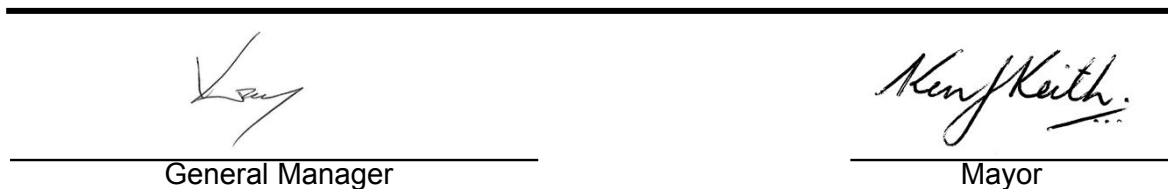
Mayor

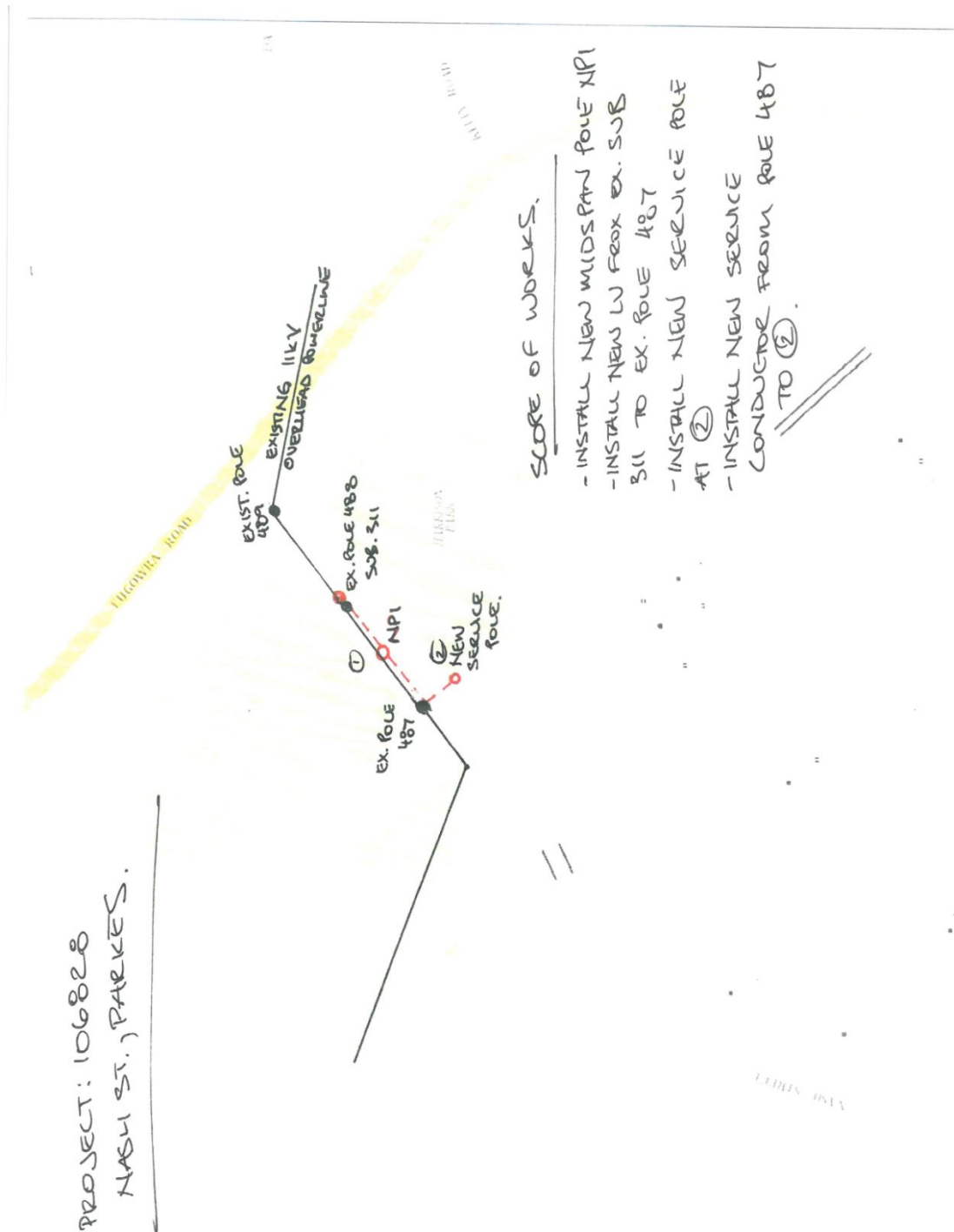


General Manager

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General Manager

  
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Blue area = Crown Land  
Red Section = Road corridor to be acquired



General Manager

Mayor

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General Manager



Mayor

## 14 CONSIDERATION OF COMMITTEE MINUTES

### 14.1 Committee Minutes - Parkes Local Traffic Committee Meeting - 14 May 2014

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#### Executive Summary

The Parkes Local Traffic Committee Meeting was held on 14 May 2014 at 9:00am. The Minutes of the meeting are attached.

#### Background Information

The Parkes Local Traffic Committee meetings are held quarterly and membership consists of a Council Representative, Roads and Maritime Services Representative, NSW Police Representative and a Representative of the Local Member of State Parliament. The Committee is an advisory body only, having no decision making powers. It is, primarily, a technical review committee that is required to advise the Council on traffic related matters referred to it by Council.

#### Legislative or Policy Implications

Under the Road Transport (Safety & Traffic Management) Act 1999, the Roads and Maritime Services (RMS) is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. In order to deal with the large number and range of traffic related matters effectively, the RMS has delegated certain aspects of the control of traffic on local roads to Councils.

The RMS delegation imposes certain conditions on Councils. One of these conditions requires Councils to obtain the advice of the RMS and the Police prior to proceeding with any proposal. This is achieved by Councils establishing a Local Traffic Committee

#### Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 2. *Improve Health and Well Being*

2.5. *Maximise Public Safety*

8. *Maintain and Improve the Shire's Assets and Infrastructure.*

8.2 *Manage Road Assets.*

Predicted positive effect / opportunity for the Delivery Program: *Good*

The Parkes Local Traffic Committee provides a forum for discussion of traffic management and safety issues supporting the Future Directions as per the Delivery Plan.

Predicted negative / challenge to the Delivery Program: *Negligible*

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General Manager

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Mayor

### **Quadruple Bottom Line**



*Economic*

★★★★☆



*Environmental*

★★★★☆



*Social*

★★★★☆



*Civic Leadership*

★★★★☆

The consultations undertaken as part of the Traffic Committee process enhances the Quadruple Bottom Line aspects of Social and Civic Leadership as they relate to public safety and traffic matters.

### **Budget & Financial Aspects**

Signage and road related expenditure.

### **Recommendation**

1. That the Minutes of the Parkes Shire Local Traffic Committee Meeting held on 14 May 2014 be adopted.

### **Attachments**

1. Parkes Shire Local Traffic Committee Meeting Minutes.

General Manager

Mayor



# PARKES TRAFFIC COMMITTEE

## MINUTES

WEDNESDAY 14 MAY 2014

Notice is hereby given that the Traffic Committee of Parkes Shire Council will be held at the Council Administration Centre, 2 Cecile Street, Parkes commencing at 9.00am for the purpose of considering the items included on the Agenda.

**GENERAL MANAGER:** Kent Boyd

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General Manager

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Mayor

**Voting Members of the Committee are invited to attend, namely:**

Cr Ken McGrath (Chairperson - Council Representative)  
Mr David Vant (Roads and Maritime Services Representative)  
Sergeant Dearne Jeffree - NSW Police - Lachlan Area Command (Police Representative)  
Mr Peter McQuie (Nominee of State Member)

**And non voting representatives**

Cr Robert Haddin (substitute Council Representative)

**Council staff:**

Ben Howard, Acting Director Operations  
Melanie Suitor, Road Safety and Injury Prevention Officer  
Nathan Koenig, Manager Design and Traffic  
Liz Thornhill, Engineer's Admin Team Leader

**NOTE:**

Each formal member has one vote, the quorum being one (1) Council representative, one (1) NSW Police Force representative and one (1) Roads and Maritime Services representative.

All enquiries relating to the items appearing on this Minutes are to be directed to Mr Ben Howard, Acting Director Operations on 02 6861 2343.

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General Manager

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Mayor

## Traffic Meeting Minutes

### Order Of Business: Wednesday 14 May 2014

ITEM	SUBJECT	PAGE
	<b>PRESENT</b>	<b>1</b>
	<b>MEETING COMMENCEMENT</b>	<b>1</b>
<b>1</b>	<b>APOLOGIES</b>	<b>1</b>
<b>2</b>	<b>DECLARATION OF PECUNIARY INTERESTS</b>	<b>1</b>
<b>3</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>	<b>1</b>
<b>4</b>	<b>OUTSTANDING BUSINESS</b>	<b>2</b>
4.1	May 2014 - Traffic Committee Outstanding Matters	2
<b>5</b>	<b>COMMITTEE BUSINESS</b>	<b>3</b>
5.1	Road Safety and Injury Prevention Officer Report - February, March and April 2014	3
5.2	Bus Stop - Currajong Street, Parkes	3
5.3	Parkes Picnic Races - June 2014	4
5.4	2014 Parkes Show and Taxi Rank	4
5.5	Road Closure - Baker Street, Parkes	5
5.6	Parkes Elvis Festival 2015 Street Parade Closure and Short Street Road Closure	5
5.7	Elvis Festival 2015 Road Closure in CBD	7
5.8	Victoria Street, Parkes	8
5.9	Southern Ring Road - Stage 1	9
5.10	Emergency Response Issue - Bogan Gate Drainage Infrastructure	9
<b>6</b>	<b>GENERAL BUSINESS</b>	<b>10</b>
6.1	McGees Lane Loading Zone - Change of Regulatory Signage	10
6.2	Henry Parkes Way - Hunts Crossing	10
<b>7</b>	<b>NEXT MEETING</b>	<b>11</b>
<b>8</b>	<b>CLOSE OF MEETING</b>	<b>11</b>



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Parkes Shire Council  
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## PRESENT

Cr Ken McGrath (Chairperson - Council Representative)  
Mr David Vant (Roads and Maritime Services Representative)  
Sergeant Dearne Jeffree - NSW Police - Lachlan Area Command (Police Representative)  
Nathan Koenig, Manager Design and Traffic  
Melanie Suitor, Road Safety and Injury Prevention Officer  
Lisa Ramsay, Engineering Services Admin Support

## MEETING COMMENCEMENT

The Meeting commenced at 9.00am.

### 1 APOLOGIES

#### Committee Recommendation:

That the apologies for non-attendance be accepted and that Mr Peter McQuie (Nominee of State Member), Cr Robert Haddin, and Ben Howard, Acting Director Operations be granted leave of absence from the meeting.

Support Resolution: Unanimous

### 2 DECLARATION OF PECUNIARY INTERESTS

Nil.

### 3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

#### Committee Recommendation:

That the Minutes of the Parkes Traffic Committee held on 12 February 2014, copies of which have been forwarded to Committee Members, be confirmed, with the following amendment to **Item 5.8 Speeding - Birch Road Parkes.**

#### Recommendation:

That the Committee recommend that the local residents be advised of the legal speed limit of 40km/h around school buses displaying flashing lights. The speed limit along Birch Road is 80km/h.

Support Resolution: Unanimous

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Parkes Shire Council  
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## 4 OUTSTANDING BUSINESS

### 4.1 May 2014 - Traffic Committee Outstanding Matters

#### Executive Summary

The following matters are outstanding from previous meetings of the Parkes Traffic Committee.

Date	Item No	Description	Comment
12 February 2009	5.6	Pedestrian Crossing - Gap Street	Funding confirmed. Construction underway.
30 August 2012	5.2	Lachlan / May Street intersection and Laneway beside McDonalds	Transport NSW funding secured. Planning in process.
30 August 2012	5.16	Intersection Bushman and Hill Street, Parkes	Proposed plan referred to RMS for comment.
30 August 2012	5.19	Wide Load application	Letter resent to John Holland Rail for approval of East Street crossing.
11 November 2012	5.10	MR57 and MR354 improvements	Works under revision.
13 February 2013	5.7	Intersection - Grenfell / Bogan Street	Discussed at RMS /PSC 6 monthly liaison meeting. Problem is interface with rail crossing, and potential for blocking the intersection. Other issue - traffic avoiding lights and causing congestion at other intersections.
15 May 2013	5.5	Disabled park in Cecile St	Works Order to be implemented.
14 August 2013	5.5	Parkes Picnic Races - Pedestrian Control	See report in this Agenda.
14 August 2013	5.10	Intersection - Want/East Streets	Concept design for review.
14 August 2013	5.12	London Road, Traffic Issues	Linemarking - vicinity of Ballerdee Lane.
13 November 2013	5.7	Parking - Clarinda Street - Bushman to Victoria Streets	Ready for implementation.
13 November 2013	5.10	Victoria Street safety of children and speeding	See report in this Agenda.
13 November 2013	6.3	Intersection - MR350 and SR70	Complete.
12 February 2014	5.5	Jansen Lane, Metro Plaza	Letter sent to Metro Plaza manager. Shared zones to be reviewed.
12 February 2014	5.7	Lindsay Thomas Road	Install 80km/h signs on Renshaw McGirr Way 100m south of intersection with Lindsay Thomas Road and on Lindsay Thomas Road at exit.
12 February 2014	5.9	Speeding MR350N	Instal speed trailer, monitor resulting effect, investigation of linemarking.
12 February 2014	5.10	Speeding Lachlan Street, Bogan Gate	Installation of speed classifiers.

#### Staff Recommendation

That the information be received and noted.

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Parkes Shire Council  
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**Committee's Recommendation**

That the information be received and noted.

Support Resolution: Unanimous

**5 COMMITTEE BUSINESS**

**5.1 Road Safety and Injury Prevention Officer Report - February, March and April 2014**

**Executive Summary**

The Road Safety & Injury Prevention Officer (RSIPO) has been working on various projects since the February 2014 Parkes Shire Traffic Committee Meeting. Projects and activities undertaken are in the report for the Committee's information.

**Staff Recommendation**

That the information be received and noted.

**Committee's Recommendation**

That the Road Safety and Injury Prevention Officer Report be received and noted.

Support Resolution: Unanimous

**5.2 Bus Stop - Currajong Street, Parkes**

**Executive Summary**

A request has been received from Western Road Liners (Parkes) Pty Ltd for the removal of the unused bus stop in Currajong Street, opposite the Centrelink/Medicare office and doctor's surgery.

**Staff Recommendation**

That the Committee recommend removal of the bus stop signage and install 2 hour rear to kerb parking signs.

**Committee's Recommendation**

That the Committee recommend removal of the bus stop signage in Currajong Street opposite the Centrelink/Medicare office/Doctor Surgery and install 2-hour rear to kerb parking signs.

Support Resolution: Unanimous

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Parkes Shire Council  
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### 5.3 Parkes Picnic Races - June 2014

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#### Executive Summary

A review has been undertaken of the traffic management measures implemented at the annual Parkes Picnic Races, and new traffic control plans drawn for the review of Traffic Committee.

#### Staff Recommendation

That the Committee recommend approval of the traffic control measures to be implemented during the 2014 Parkes Picnic Races.

Further, that the Committee recommend a report be presented to a future meeting, following the event, on the outcomes of the new traffic control measures for improvement in successive events.

#### Committee's Recommendation

That the Committee recommend approval of revised traffic control measures to be implemented during the 2014 Parkes Picnic Races, showing alternative arrangements for parking.

Further, that the Committee recommend a report be presented to a future meeting, on the outcomes of the new traffic control measures, for improvement in successive events.

Support Resolution: Unanimous

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### 5.4 2014 Parkes Show and Taxi Rank

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#### Executive Summary

Correspondence has been received regarding the proposed vehicle parking, and temporary taxi rank (in Mitchell Street) for the duration of the Parkes Show, Monday 25 to Wednesday 27 August 2014.

#### Staff Recommendation

That the Committee raise no objection to the adoption of the nose-in parking for the duration of the show in Victoria and Ward Streets.

#### Committee's Recommendation

That the Committee raise no objection to the adoption of the nose-in parking for the duration of the 2014 Parkes Show, in Victoria and Ward Streets.

Support Resolution: Unanimous

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Parkes Shire Council  
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## **5.5 Road Closure - Baker Street, Parkes**

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### **Executive Summary**

Parkes and District Netball Association have requested to temporarily close Baker Street for their annual sporting event to be held on Sunday 15 June 2014. The Application for road closure and traffic management plan is attached.

### **Staff Recommendation**

That the Committee recommend approval of the closure of Baker Street for the conduct of the sporting event on Sunday 15 June 2014.

### **Committee's Recommendation**

That the Committee recommend approval of the closure of Baker Street, Parkes for the conduct of the sporting event on Sunday 15 June 2014.

Support Resolution: Unanimous

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## **5.6 Parkes Elvis Festival 2015 Street Parade Closure and Short Street Road Closure**

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### **Executive Summary**

Correspondence has been received from the Parkes Elvis Festival organising committee requesting road closures to conduct the annual street parade on Saturday 10 January 2015. It is proposed that marshalling will be conducted in Clarinda Street, McGees Lane and Jansen Lane, between Bushman and Victoria Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark.

It is requested the road closure for Clarinda Street be in place from 6:30am to 12 noon Saturday 10 January, and the road closure for Short Street be in place from 7:00am Thursday 8, to 4:00pm on Sunday 11 January 2015.

### **Staff Recommendation**

That approval be given to conduct the annual Parkes Elvis Festival Street Parade on Saturday 10 January 2014, with the Clarinda Street road closures in place from 6:30am to 12 noon, and Short Street from 7:00am Thursday 8, to 4:00pm on Sunday 11 January 2015. It is proposed that marshalling will be conducted in Clarinda Street, McGees Lane and Jansen Lane, between Bushman and Victoria Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark.

The request is subject to the applicant complying with the following conditions:

- Provide Council with evidence of Current Public Liability Insurance. (Minimum \$20Mil to be provided prior to the event taking place)

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General Manager

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- That the organisers lodge with Council at least six (6) weeks prior to the event, a Schedule 1 form "Notice of Intention to Hold a Public Assembly" and submit to Council a duly completed form A1 "Special Event Transport Management Plan" and associated Traffic Management Plan for approval.
- That the organisers seek approval from the Roads and Maritime Services for the closing of Short Street, Parkes.
- Traffic Management Plan detours be confined to B-Double routes.
- Notify Emergency services of the proposed road closure.
- Allow for emergency vehicle access.
- Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
- The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- Comply with Council Officer's reasonable directives.
- The organiser is to maintain the area in a clean and tidy condition.
- Council reserves the right to cancel the approval at any time.
- Obtain approval for the use of Cooke Park from Council.
- No confectionary or promotional items to be handed out by parade participants.
- Clear zone maintained between parade participants and pedestrians.
- Details of marshalling be given to Council, including consideration of:
  - Pre-registration of all parade participants
  - No articulated vehicles to be in the parade (including semi-trailers, loaders, tractors)
  - Maximum length for any vehicle (in combination or not) is 12.5 m
  - Street closure to be implemented at least 2 hours prior to commencement of the parade to allow all vehicles to exit the street parking.
  - No participants are to be under the influence of alcohol or drugs.
  - Maximum speed of participants is not to exceed 10 km/h.
- Once approved, no changes will be considered unless submitted to Council no later than six (6) weeks prior to the event taking place.

Further, that Council approved containment barriers be installed prior to the parade commencement in Clarinda Street from Bushman Street to Short Street.

#### Committee's Recommendation

That the Committee recommend approval be given to conduct the annual Parkes Elvis Festival Street Parade on Saturday 10 January 2014, with the Clarinda Street road closures in place from 6:30am to 12 noon, and Short Street from 7:00am Thursday 8, to 4:00pm on Sunday 11 January 2015. It is proposed that marshalling will be conducted in Clarinda Street, McGees Lane and Jansen Lane, between Bushman and Victoria Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark.

The request is subject to the applicant complying with the following conditions:

- Provide Council with evidence of Current Public Liability Insurance. (Minimum \$20Mil to be provided prior to the event taking place)
- That the organisers lodge with Council at least six (6) weeks prior to the event, a Schedule 1 form "Notice of Intention to Hold a Public Assembly" and submit to Council a duly completed form A1 "Special Event Transport Management Plan" and associated Traffic Management Plan for approval.
- That the organisers seek approval from the Roads and Maritime Services for the closing of Short Street, Parkes.

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- Traffic Management Plan detours be confined to B-Double routes.
- Notify Emergency services of the proposed road closure.
- Allow for emergency vehicle access.
- Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
- The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- Comply with Council Officer's reasonable directives.
- The organiser is to maintain the area in a clean and tidy condition.
- Council reserves the right to cancel the approval at any time.
- Obtain approval for the use of Cooke Park from Council.
- No confectionary or promotional items to be handed out by parade participants.
- Clear zone maintained between parade participants and pedestrians.
- Details of marshalling be given to Council, including consideration of:
  - Pre-registration of all parade participants
  - No articulated vehicles to be in the parade (including semi-trailers, loaders, tractors)
  - Maximum length for any vehicle (in combination or not) is 12.5 m
  - Street closure to be implemented at least 2 hours prior to commencement of the parade to allow all vehicles to exit the street parking.
  - No participants are to be under the influence of alcohol or drugs.
  - Maximum speed of participants is not to exceed 10 km/h.
- Once approved, no changes will be considered unless submitted to Council no later than six (6) weeks prior to the event taking place.

Further, that Council approved containment barriers be installed prior to the parade commencement in Clarinda Street from Bushman Street to Caledonia Street.

Support Resolution: Unanimous

## 5.7 Elvis Festival 2015 Road Closure in CBD

### Executive Summary

The Committee may be aware of reports considered by the Parkes Shire Local Traffic Committee regarding the safe conduct of the Elvis Festival in previous years.

Parkes Chamber of Commerce has submitted a letter to Council in support of an extension to the annual road closure of Clarinda Street for the Parkes Elvis Festival. Council's Tourism team have subsequently completed a Special Events Traffic Management Plan template and covering letter to help bolster the proposal

The proposal requests the road closure of Clarinda Street, between Bushman Street and Short Street to be in place from 6:00am Friday 9 January to 12:00 midday Sunday 11 January 2015.

Limited detail has been provided at this stage to enable an informed assessment of the Traffic Management Plan.

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### Staff Recommendation

That the Committee recommend approval of the Road closure in principle, to encourage the continued traffic planning and risk management planning, in order to better present the Traffic Management of the event at a future meeting of Traffic Committee.

Further, that the Parkes Chamber of Commerce be informed that all suggestions and letters of support are to be addressed to the Elvis Festival Organising Committee for discussion and recommendation by that body. As the future applicant for the On-Road event and necessary Road Closures, this body will need to provide the justification of all closures to the Parkes Local Traffic Committee for recommendation.

### Committee's Recommendation

That the Committee recommend approval of the Road closure in principle, to encourage the continued traffic planning and risk management planning, in order to better present the Traffic Management of the event at a future meeting of Traffic Committee.

Further, that the Parkes Chamber of Commerce be informed that all suggestions and letters of support are to be addressed to the Elvis Festival Organising Committee for discussion and recommendation by that body. As the future applicant for the On-Road event and necessary Road Closures, this body will need to provide the justification of all closures to the Parkes Local Traffic Committee for recommendation.

Support Resolution: Unanimous

## 5.8 Victoria Street, Parkes

### Executive Summary

At the February 2014 Traffic Committee meeting the Road Safety and Injury Prevention Officer undertook to conduct an education program targeting speeding vehicles in Victoria Street, Parkes. The *Slow down in my street* campaign commenced on 26 March 2014 and is a smaller version of the award winning *Slow down in my town* project. The campaign will run until mid June. Strategies include;

- pre traffic counts (speed survey)
- a letterbox drop to residents - outlining results of the speed surveys, other project strategies including 'slow down in my street' wheelie bin stickers and speeding brochures
- the use of a courtesy speed monitor trailer
- Police enforcement
- regular media coverage
- working with Kids N Traffic and Victoria Street Childcare Centre to address their specific road safety concerns and issues - especially development of a 'pick up and drop off' policy
- follow-up speed surveys and
- a final letterbox drop to residents - which outlines the campaign's results.

The campaign has been attracting a large amount of media interest with stories on both local television stations - WIN News and Prime7, along with regular campaign updates on 2PK/ROK-FM and in the Parkes Champion Post. This is the first time the campaign has been conducted on

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a single street and if successful could be a strategy used in the future when isolated speeding issues are raised.

**Staff Recommendation**

That the information be received and noted.

**Committee's Recommendation**

That the information on Victoria Street, Parkes be received and noted.

Support Resolution: Unanimous

**5.9 Southern Ring Road - Stage 1**

**Executive Summary**

Parkes Shire Council, in cooperation with, and under the approval of the Roads and Maritime Services are undertaking the design and construction of a new roadway and highway grade intersection to be known as the Parkes Southern Ring Road.

**Staff Recommendation**

For the Committee's information.

**Committee's Recommendation**

That the information on the Southern Ring Road - Stage 1 be received and noted.

Support Resolution: Unanimous

**5.10 Emergency Response Issue - Bogan Gate Drainage Infrastructure**

**Executive Summary**

Concern has been raised by the Lachlan Local Area Command regarding impact on urban road infrastructure on the safety of emergency response vehicles passing through Bogan Gate, on the Henry Parkes Way.

**Staff Recommendation**

That the Committee recommend the installation of DIP (W5-9) signs at both approaches to the identified depression on the Henry Parkes Way at Bogan Gate, in accordance with Australian Standard 1742.2.

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#### **Committee's Recommendation**

That the Committee recommend the installation of DIP (W5-9) signs at both approaches to the identified depression on the Henry Parkes Way at Bogan Gate, in accordance with Australian Standard 1742.2.

Further, that Council respond to the Lachlan Local Area Command advising of the action to be taken.

Support Resolution: Unanimous

## **6 GENERAL BUSINESS**

### **6.1 McGees Lane Loading Zone - Change of Regulatory Signage**

A development application for change of use of an existing commercial building has been received at Council, which upon assessment will be conditioned to address their car parking provision.

To create a safe access arrangement, the new access should be from McGee's Lane to the 7 space car park. The existing access would then be closed.

To undertake these works the existing loading zone will be moved 15 metres along the laneway.

#### **Staff Recommendation**

That the Committee recommend approval of the parking signage plan to change the position of the current Loading Zone and allow for a safe off-street car park access.

#### **Committee's Recommendation**

That the Committee raise no objection to the parking signage plan to change the position of the current Loading Zone and allow for safe off-street car park access, subject to DA approval.

Support Resolution: Unanimous

### **6.2 Henry Parkes Way - Hunts Crossing**

A letter has been received from the local bus operator regarding the safety at the bus stop in the above location, to both the school bus and traffic on Henry Parkes Way.

#### **Staff Recommendation**

That the Committee recommend a school bus stop assessment be undertaken at the current location, review alternate locations.

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It is further recommended that Council advise the bus operator of action to be taken, and results of the assessment when known.

**Committee's Recommendation**

That the Committee recommend a school bus stop assessment be undertaken at the current location, review alternate locations.

It is further recommended that Council advise the bus operator of action to be taken, and results of the assessment when known.

Supported: Unanimous

**7 NEXT MEETING**

If there are no objections, the date for the next meeting of the Parkes Local Traffic Committee will be scheduled for **13 August 2014**.

**8 CLOSE OF MEETING**

There being no further business, the meeting closed at 10.46am.

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## **15 QUESTIONS AND MATTERS OF URGENCY**

## **16 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS**

### **16.1 (DES) Use of Parkes Regional Airport**

**Prepared By: Director Engineering Services**

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#### **Reason for Confidentiality**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(ii) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (d) commercial information of a confidential nature that would if disclosed:
  - (ii) confer a commercial advantage on a competitor of the council

#### **Executive Summary**

Council have received a request that is outside of its normal airport operations to utilise Parkes Regional Airport from 28 August to Saturday 30 August 2014.

#### **Background Information**

1st Commando Regiment have previously conducted similar activities at Parkes Regional Airport but not since 1985.

Approval for the use of the airport requires the provision of the following:

- provision of evidence of not less than \$20 Million Public Liability Insurance,
- arrangements being made with RPT Services to avoid conflict,
- compliance with Council's access requirements for Parkes Regional Airport.
- Community Engagement with adjoining land owners is carried out prior to event being staged.

During their operation at Parkes Regional Airport, 1st Commando Regiment advise that they will be conducting land base and parachuting exercises which will consist of paratrooper insertions into farm land in and around the Parkes farming Community.

Whilst in Parkes conducting these activities, the 1st Commando Regiment are also planning on undertaking smaller operations across the village airstrips.

#### **Legislative or Policy Implications**

Nil.

#### **Progressive Delivery Program Implications**

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The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 4. *Grow and Diversify the Economic Base*  
4.4. *Increase visitation and length of stay across the Parkes Shire*  
8.5. *Maintain and operate Parkes Regional Airport*

Predicted positive effect / opportunity for the Delivery Program: *Good*

Provides opportunities for additional promotion of Council facilities for the region.

Predicted negative / challenge to the Delivery Program: *Negligible*

There are no impacts on the Delivery Plan by the proposed activities.

### **Quadruple Bottom Line**



*Economic* ★★★★★



*Environmental* ★★★★★



*Social* ★★★★★



*Civic Leadership* ★★★★★

Council is demonstrating positive Social and Civic Leadership in the Quadruple Bottom Line by encouraging a diverse range of opportunities for the Shire.

### **Budget & Financial Aspects**

Nil.

### **Recommendation**

1. That the application for the use of Parkes Regional Airport from 28 August to Saturday 30 August 2014 ensuring that the applicant adhere to guidelines as directed by Council as per information contained in the Council report be approved.

### **Attachments**

1. Nil

General Manager

Mayor