



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 4 MARCH 2014

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

GENERAL MANAGER: Kent Boyd

Ordinary Meeting

Minutes of the Ordinary Meeting held in the Council Chambers, 2 Cecile Street on Tuesday 4 March 2014 at 2.00pm.

PRESENT

Councillor K J Keith, (in the Chair)
Councillor M J Greenwood
Councillor B J McCorkell
Councillor B F Newton
Councillor G W Pratt

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

IN ATTENDANCE

General Manager - K Boyd
Director Technology and Corporate Services - L Finn
Director Planning and Environment - S Campbell
Director Engineering Services - S Barry
Manager Governance and Corporate Strategy - B Byrnes
Minutes Secretary - C Thompson

MEETING COMMENCEMENT

The Meeting commenced at 2.05pm.

1 PRAYER

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

2 APOLOGIES

Nil

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

14 - 85 Resolution

That the Minutes of the Ordinary Meeting of Parkes Shire Council held on Tuesday 4 March 2014 copies of which have been forwarded to Councillors, be confirmed.

Moved Councillor George Pratt, seconded Councillor Alan Ward.

CARRIED



General Manager



Mayor

4 DECLARATIONS OF INTEREST

Councillor Ken McGrath declared an interest in Item 16.1 (REASON: Executive member of organisation mentioned in the report)

5 NOTICES OF MOTION/RESCISSION

Nil

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 - 86 Resolution

That Late Item/s 7.3 be considered at this Council meeting.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

CARRIED

7 MAYORAL MINUTES

7.1 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.

Recommendation

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

14 - 87 Resolution

That the information be received and noted.

Moved Councillor Belinda McCorkell, seconded Councillor Michael Greenwood.

CARRIED



General Manager



Mayor

7.2 Mayoral Minute - Coming Known Events for Mayor and Councillors

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 on upcoming events and functions for the Mayor, Councillors and Senior Staff be received and noted.

14 - 88 Resolution

1. That the information be received and noted.
2. That Councillor Pat Smith be granted leave for the 18 March 2014 and 1 April 2014 Council Meetings.

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

CARRIED

7.3 Mayoral Minute - Additional Funding Announced for Parkes Hospital Redevelopment

Executive Summary

Local State Member Troy Grant MP announced yesterday on behalf of Health Minister Jillian Skinner of an additional \$45.9 million for the proposed Parkes and Forbes Hospital redevelopment.

Recommendation

1. That the information be received and noted.
2. That a letter of thanks be forwarded to the Minister and Local Member for honouring their election pledges in regards to the hospital redevelopment and for their commitment of additional funds to the project which will result in improvements in health outcomes for rural and regional communities now and into the future.

14 - 89 Resolution

That the recommendations be adopted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

CARRIED



General Manager



Mayor

8 COUNCILLORS' REPORTS

8.1 Councillors Report - NSW Association of Mining Related Councils Meeting held 27 February 2014

Executive Summary

Councillor Michael Greenwood represented Council at the quarterly meeting of this important organisation in Sydney on Thursday 27 February 2014. Meeting outcomes are outlined in the report.

Recommendation

1. That the information be received and noted.

14 - 90 Resolution

That the information be received and noted.

Moved Councillor Michael Greenwood, seconded Councillor George Pratt.

CARRIED



General Manager



Mayor

9 INWARDS CORRESPONDENCE

9.1 (ICR) - Request for Assistance - Frazer Court Hostel

Executive Summary

Due to an update in legislation Frazer Court Hostel is required to install Fire Sprinklers throughout their establishment. The Committee has written to Council requesting financial assistance towards this major project by way of a reduction on their Complying Development Certificate fees.

Recommendation

1. For the consideration of Council

14 - 91 Resolution

1. That Council make a contribution equivalent to the certificate fees from the Peak Hill Town Improvement Vote.
2. That Council write to the Peak Hill Community Consultative Committee seeking their views on additional allocation of funds to the project from the Peak Hill Town Improvement Vote.
3. That Council approach Federal Member John Cobb and Local State Member for Dubbo Troy Grant seeking advice on other possible funding opportunities given that the modifications are a regulatory impost for the not for profit organisation.

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

CARRIED



General Manager



Mayor

10 GENERAL MANAGER'S REPORT

10.1 (GM) NSW Community Cabinet Visit - Central West

Executive Summary

An invitation has been received for Council representatives to attend a NSW Community Cabinet Visit to the Central West on Monday 10 March 2014.

Recommendation

1. That the information be received and noted.
2. That registration to attend the Forum for the General Manager, Economic Business and Development Manager and any interested Councillor be undertaken.

14 - 92 Resolution

That the recommendations be adopted.

Moved Councillor Bob Haddin, seconded Councillor George Pratt.

CARRIED



General Manager



Mayor

10.2 (GM) Call for Motion - Australian Local Government Association 2014 National General Assembly

Executive Summary

The Australian Local Government Association (ALGA) is calling for motions from Councils for discussion at the National General Assembly scheduled to be held in Canberra 15 - 18 June 2014.

The theme for the 2014 National General Assembly is 'Getting Down to Business'.. This theme reflects current issues being debated nationally and priority issues facing local government and the challenges of meeting our communities' needs.

Recommendation

1. That the Mayor and General Manager be authorised to attend the 2014 Australian Local Government Association National General Assembly.
2. That motions be considered for submittal to the 2014 National General Assembly.

14 - 93 Resolution

That the recommendations be adopted.

Moved Councillor Barbara Newton, seconded Councillor Pat Smith.

CARRIED



General Manager



Mayor

10.3 (GM) Six Monthly Report to 31 December 2013 - Delivery Program 2013/2014

Executive Summary

A requirement of the Integrated Planning and Reporting provisions of the Local Government Act, requires that the General Manager report on the progress of the current Delivery Program on a six monthly basis.

For the six month reporting period Council has carried out a full review of the Operational Plan/Delivery Program and has provided a detailed report on the progress of the Operational Plan from July to December 2013. Whilst this is a detailed report Council has also prepared a higher level executive summary of Councils activities over the period to gauge progress towards the Future Directions of the Community Strategic Plan (CSP). This summary highlights the activities for each strategic objective developed to deliver the goals set in the CSP during the six month reporting period.

Recommendation

1. That the information be received and noted.

14 - 94 Resolution

1. That the information be received and noted.
2. That Council's Marketing Taskforce examine ways to disseminate the information that was provided in the Executive Summary

Moved Councillor Michael Greenwood, seconded Councillor Barbara Newton.

CARRIED

11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

Nil



General Manager



Mayor

12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

12.1 (DPE) Plan Making Delegations

Executive Summary

Council has received a letter from the NSW Department of Planning and Infrastructure advising that in October 2012, the Hon Brad Hazzard MP, Minister for Planning and Infrastructure had delegated his functions under section 59 of the Environmental Planning and Assessment Act 1979, for the making of Local Environmental Plans in respect to local matters where council receives an authorisation following the gateway determination.

In order to accept these delegations, Council must write to the Department advising that they are accepting the delegation and to nominate the officers or employees who will be granted the proposed delegation.

It should be noted that the Department of Planning and Infrastructure did not send a letter to Council in 2012 in relation to this matter.

Recommendation

1. That Council accept the delegations from the Minister under Section 59 of the Environmental Planning and Assessment Act 1979, for the making of Local Environmental Plans.
2. In accordance with Section 381 of the Local Government Act 1993, Council approve to sub-delegate the function to the General Manager of Parkes Shire Council.

14 - 95 Resolution

That the recommendations be adopted.

Moved Councillor Ken McGrath, seconded Councillor Alan Ward.

CARRIED



General Manager



Mayor

12.2 (DPE) Draft Development Control Plan

Executive Summary

At the Ordinary Council Meeting on the 15 October 2013, Council were presented a copy of the draft development control plan and their endorsement was sought to publicly exhibit the document. A resolution was made that Council endorse the Parkes Development Control Plan for public exhibition and a workshop be held at the conclusion of the public exhibition period to consider any comments received and suggested amendments included, where merited.

The Draft Parkes Shire Council Development Control Plan was publicly exhibited between Monday, 21 October 2013 and Monday, 18 November 2013. Council received two (2) submissions in relation to the draft development control plan, of which the contents have been considered in this report.

Recommendation

1. That Council adopt the Parkes Shire Council Draft Development Control Plan, including those amendments to the plan as outlined in this report.

14 - 96 Resolution

That the recommendation be adopted.

Moved Councillor Bob Haddin, seconded Councillor George Pratt.

CARRIED



General Manager



Mayor

13 DIRECTOR ENGINEERING SERVICES REPORT

13.1 (DES) Resignation of Manager Assets - Mr Clint Fitzsummons

Executive Summary

It is with regret that I advise that Council has received the resignation of Mr Clint Fitzsummons, Council's Manager Assets, following 21 years of service. Clint has contributed significantly to Parkes Shire Council's design services and asset management arrangements during his employment with Council. Clint has most recently established the backbone of asset management systems that will guide Council's future in setting effective maintenance and upgrade programs.

Recommendation

1. That the information on the resignation of the Mr Clint Fitzsummons be noted.

14 - 97 Resolution

That the information be received and noted.

Moved Councillor Belinda McCorkell, seconded Councillor Alan Ward

CARRIED

At this stage of the Meeting, The Mayor Ken Keith and the Director of Engineering Services Steve Barry made a presentation to Mr Clint Fitzsummons Council's Manager Assets for his contribution to Parkes Shire Council over the past 21 years and wished him and his family all the best on their move to Nambucca Shire where Clint will take up a position with Nambucca Shire Council.

Also at this stage of the meeting The Mayor Ken Keith and the Director of Engineering Services Steve Barry made a presentation to Mr Tony Burke on his 40 years of service to Parkes Shire Council.

Tony Burke, Clint & Karen Fitzsummons joined the Mayor and Councillors for afternoon tea.

The meeting was adjourned at 3.04pm for afternoon tea.

The meeting resumed at 3.41pm.



General Manager



Mayor

13.2 (DES) Western NSW Roads Plan - Completion

Executive Summary

The Hon Kevin Humphries MP Minister for Western New South Wales has signed off The Western NSW Road Plan that creates a portfolio of roads that should be upgraded to create strategic links, enhance safety, and support productivity including mining, agriculture, freight and tourism. The project was a CENTROC coordinated program.

Projects included from Parkes Shire Council are:

- The Bogan Way Widening (Freight Productivity - Priority 2 - with safety a key point)
- Western Ring Road Parkes (Strategic Connections - Urban arterial)
- Southern Ring Road Parkes (Strategic Connections - Urban arterial)
- Renshaw McGirr Way Widening (Freight Productivity - Priority 2).

The Plan is for councils to use to provide leverage in pursuing additional funding for regionally significant strategic road projects and as an information resource. Minister Humphries will continue to champion the Plan.

Recommendation

1. That the information be noted.

14 - 98 Resolution

That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Bob Haddin.

CARRIED



General Manager



Mayor

13.3 (DES) Road Safety and Injury Prevention Officer Report - November and December 2013 and January 2014

Executive Summary

The attached reports outline the monthly activities and programs of the Lachlan, Parkes, Forbes Road Safety and Injury Prevention Officer (RSIPO) for the months of November and December 2013, and January 2014.

Recommendation

The information be received and noted.

14 - 99 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

CARRIED

14 CONSIDERATION OF COMMITTEE MINUTES

14.1 Committee Minutes - Memorial Hill and Lookout Rejuvenation Committee Meeting Held 3 March 2014

Executive Summary

A meeting of the Memorial Hill and Lookout Rejuvenation Committee was held on Monday 3 March 2014. Minutes of the meeting will be circulated at the Council meeting for information.

Recommendation

1. That the Minutes of the Memorial Hill and Lookout Rejuvenation Committee held 3 March 2014 be adopted.

14 - 100 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

CARRIED



General Manager



Mayor

15 QUESTIONS AND MATTERS OF URGENCY

Nil

16 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

The meeting of the Ordinary Council meeting was closed to the public at 3.51pm.

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 - 101 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 Pat Smith, seconded Councillor Ken McGrath

CARRIED

Councillor Ken McGrath left the meeting temporarily at 3.51pm



General Manager



Mayor

16.1 (GM) Elvis Festival

Prepared By: General Manager

Executive Summary

A proposal has been prepared for a new model to deliver the Parkes Elvis Festival. The proposal will be considered by Elvis Revival Inc at their monthly meeting on 3 March 2014.

Recommendation

1. That the information be received and noted.

14 - 102 Resolution

1. That the proposal as presented be approved in-principle
2. That Council acknowledge the significant achievements of Parkes Elvis Revival Inc. (ERI)
3. That Council exchange letters with ERI to formalise agreed arrangements including financials
4. That Council agree in-principle to the employment of a Festival Director and recruitment commence as soon as practicable
5. That a report be prepared for the next meeting of Council to establish the necessary Committee framework
6. That the Chamber of Commerce be formally invited to participate as outlined in the proposal

Moved Councillor Alan Ward, seconded Councillor Pat Smith.

CARRIED

Councillor Ken McGrath rejoined the meeting at 4.25pm



General Manager



Mayor

16.2 (DTCS) Sale of Council Property - 35-39 Matthews Street Parkes

Prepared By: Director Technology and Corporate Service

Executive Summary

Council has received an offer for the purchase of land in the industrial estate.

Recommendation

1. That Council continue negotiations to sell 35-39 Matthews Street (Chaff Mill) for the amount nominated in the report.
2. That the General Manager be authorised to complete the sale on favourable terms and that the necessary documents be completed under Seal of Council.

14 - 103 Resolution

That the recommendations be adopted.

Moved Councillor Belinda McCorkell, seconded Councillor George Pratt.

CARRIED

16.3 (DES) Request for Contribution to Works - Cudal Lime Products

Prepared By: Director Engineering Services

Executive Summary

Council received a request from Cudal Lime Products for further assistance in meeting the cost of road upgrades required as part of the development of a quarry on Wyatts Lane.

At its meeting held on 18 February 2014 Council resolved that Council defer its decision until the next meeting pending further investigations such as traffic and costings for the materials.

Recommendation

1. That Cudal Lime Products be advised that Council's cannot accede to the request for a greater contribution.

14 - 104 Resolution

That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

CARRIED



General Manager



Mayor

16.4 Committee Meeting Minutes - Economic Development Committee - Airport Sub Committee Meeting held 18 February 2014

Prepared By: Director Technology and Corporate Service

Executive Summary

Please find attached the meeting minutes of the Economic Development Committee - Airport Sub Committee for the meeting held on the 18 February 2014.

Recommendation

1. That the Minutes of the Economic Development Committee - Airport Sub Committee meeting held on 18 February 2014 be received and noted.

14 - 105 Resolution

That the recommendation be adopted.

Moved Councillor George Pratt, seconded Councillor Barbara Newton.

CARRIED

16.5 Committee Minutes - Economic Development Committee Meeting held 18 February 2014

Prepared By: Director Technology and Corporate Service

Executive Summary

Please find attached the meeting minutes of the Economic Development Committee held on the 5 November 2013

Recommendation

1. That the Minutes of the Economic Development Committee meeting held on the 18 February 2014 be received and noted.

14 - 106 Resolution

That the recommendation be adopted.

Moved Councillor Michael Greenwood, seconded Councillor Ken McGrath.

CARRIED



General Manager



Mayor

16.6 Loan Borrowings - Parkes Regional Airport Redevelopment

Prepared By: Director of Technology and Corporate Service

Executive Summary

The redevelopment of the Parkes Regional Airport includes Runway Lighting System replacement, terminal refurbishment and expansion, infrastructure and technology improvements, car park expansion and new entrance. The project will provide considerable economic, social and community benefits.

As outlined in the capital expenditure review considered by Council on 19 February 2013 and as per the RDAF Round 4 application for the redevelopment of the Parkes Regional Airport, the decision requires a commitment to loan borrowings to part fund the project.

Recommendation

1. That Council authorise the Mayor and General Manager to source loan funds of \$1,000,000 for the Parkes Regional Airport Redevelopment and execute the documentation under seal as required.

14 - 107 Resolution

That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

CARRIED

There being no further business the Mayor declared the meeting closed at 5.05pm.



General Manager



Mayor

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



General Manager



Mayor

7 MAYORAL MINUTES

7.1 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
Wednesday 19 February 2014	Aastro Dish Motel Official Opening Mayor Ken Keith, General Manager Kent Boyd and Director Planning and Environment Steven Campbell
Friday 21 February 2014	Unveiling of Sir Russell Drysdale Monument Councillor GW Pratt
Friday 21 February 2014	Skillset Board Meeting Cr RC Haddin



General Manager



Mayor

Date	Function
Saturday 22 February 204	Local Government Touch Football Carnival Deputy Mayor AJ Ward and Councillor MJ Greenwood
Monday 24 February 2014	Peak Hill Advancement Association Meeting Cr LA O'Leary
Monday 24 February 2014	Elvis Restructure Meeting Mayor KJ Keith, Deputy Mayor AJ Ward, Councillor BJ McCorkell, General Manager K Boyd
Tuesday 25 February 2014	Meals on Wheels Councillor PJ Smith
Wednesday 26 February 2014	Parkes State Emergency Services Information Night Deputy Mayor AJ Ward
Thursday 27 February 2014	Centroc Board Meeting Mayor KJ Keith and General Manager K Boyd
Thursday 27 February 2014	Meeting of Association of Mining Related Councils Councillor MJ Greenwood
Thursday 27 February 2014	Trundle Community Consultative Committee Meeting Councillor GW Pratt
Friday 28 February 2014	Parkes Agriculture Field Day Mayor KJ Keith
Monday 3 March 2014	Elvis Revival Committee meeting Mayor KJ Keith, Deputy Mayor AJ Ward

Attachments

Nil.



General Manager



Mayor

7.2 Mayoral Minute - Coming Known Events for Mayor and Councillors

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 on upcoming events and functions for the Mayor, Councillors and Senior Staff be received and noted.

Report

Date	Function
Wednesday 5 March 2014	Combined Newell Highway Task Force and Newell Highway Promotions Committee meeting at Parliament House Macquarie Street Sydney Mayor KJ Keith
Thursday - Friday 6 - 7 March 2014	Inland Rail Symposium Mayor KJ Keith, General Manager K Boyd and Economic Business and Development Manager A Wyllie
Friday 7 March 2014	Life Education Australia Board Meeting Format Teleconference Mayor K Keith
Monday 10 March 2014	NSW Community Cabinet visit - Central West Mayor KJ Keith and General Manager K Boyd



General Manager



Mayor

Date	Function
Monday - Wednesday 10 - 12 March 2014	LGNSW 2014 Tourism Conference Councillor MJ Greenwood, Director Technology and Corporate Service Finn and Tourism Manager K Dwyer
Tuesday 11 March 2014	Parkes Chamber of Commerce meeting Deputy Mayor AJ Ward (Cr McCorkell is alternate)
Wednesday 12 March 2014	Tullamore & District Community Consultative Committee meeting Councillor BF Newton (alternate is Cr GW Pratt)
Friday 14 March 2014	Local Member for Dubbo Troy Grant MP visiting Parkes Early Childhood Centre to present Community Grants funding cheque to the PECC Management Committee Councillor P Smith
Sunday 16 March 2014	Mayor's Swim Relay for Western Care Lodge Parkes Aquatic Centre 10am - 5pm Mayor KJ Keith
Monday 17 March 2014	Launch of Seniors Week 2014 Mayor KJ Keith

Attachments

Nil.



General Manager



Mayor

7.3 Mayoral Minute - Additional Funding Announced for Parkes Hospital Redevelopment

Executive Summary

Local State Member Troy Grant MP announced yesterday on behalf of Health Minister Jillian Skinner of an additional \$45.9 million for the proposed Parkes and Forbes Hospital redevelopment.

Background Information

Nil.

Legislative or Policy Implications

Nil.

Budget & Financial Aspects

Nil.

Report

On Monday 03 March 2014 Local Member Troy Grant MP announced an additional \$45.9 million for the proposed Parkes and Forbes Hospital redevelopment. The additional \$30 million in funding for the proposed Parkes hospital will ensure the facility will be completed to the highest of standards

Total funding allocated for the Parkes Hospital is now \$72.5 million.

The announcement on behalf of Minister for Health Jillian Skinner, was wonderful news to the Parkes Shire Councillors, health services representatives and members of the community in attendance at the proposed hospital site on the Newell Highway.

Onsite work on the proposed Parkes hospital should commence around the middle of the year.

Recommendation

1. That the information be received and noted.
2. That a letter of thanks be forwarded to the Minister and Local Member for honouring their election pledges in regards to the hospital redevelopment and for their commitment of additional funds to the project which will result in improvements in health outcomes for rural and regional communities now and into the future.

Attachments

1. Media Release - Jillian Skinner MP Minister for Health
2. Media Release - Mayor Ken Keith, Parkes Shire Council



General Manager



Mayor



Jillian Skinner MP

Minister for Health

Minister for Medical Research

MEDIA RELEASE

Monday, 3 March 2014

MORE FUNDING FOR PARKES AND FORBES HOSPITAL DEVELOPMENTS

Health Minister Jillian Skinner and Member for Dubbo Troy Grant today announced an additional \$45.9 million for Parkes and Forbes Hospitals, increasing the total budget for the Lachlan Health Service project to \$113.4 million.

"The NSW Liberals & Nationals committed \$67.5 million toward the redevelopments of the two hospitals in 2011. Today I'm proud to announce we are increasing funding to \$72.5 million for Parkes Hospital and \$40.9 million for Forbes Hospital," Mrs Skinner said.

"Planning for the project is now complete and the scope of works necessary for each site has been mapped out.

"This funding boost will ensure we are able to deliver this vital project for the communities of Parkes and Forbes.

"Just last year I spent time at Parkes and Forbes hospitals and visited the site of the new Parkes Hospital. The excitement surrounding the projects was palpable.

"These hospitals are at the very heart of their communities and it has been essential that we get the planning right for the future of health care in this region.

"I have no doubt these redevelopments will provide enhanced health services and improved collaboration between the Parkes and Forbes hospitals to ensure better health outcomes for their communities, now and into the future."

Mr Grant welcomed the announcement saying it clearly demonstrates the NSW Government is getting on with the job of delivering better health services for regional and rural communities.

"This is a remarkable announcement and one which heralds a new era of health care for Parkes and Forbes," Mr Grant said.

"For 16 years Labor neglected our health system and ever since the community has harboured doubt about whether these projects will get off the ground.

"The NSW Liberal & Nationals Government is committed to this project and steadfast in its pledge to ensure rural and regional communities have better access to quality health care, closer to home.

A stylized signature in black ink.

General Manager

A stylized signature in black ink.

Mayor

"It's with great pride as the Member for Dubbo that I can welcome this announcement and share in the excitement of our community to see these projects grow from the ground."

Mrs Skinner said more milestones are being reached on the Parkes and Forbes projects.

"A State Significant Development Application (SSDA) has been submitted to the Department of Planning & Infrastructure for the new Parkes Hospital," Mrs Skinner said.

"From mid-March, the plans will be on public exhibition on the Department of Planning and Infrastructure website at <http://www.planning.nsw.gov.au>.

"And Health Infrastructure has advised they have awarded the early works contract to Zauner Construction for the first phase of the refurbishment of Forbes Hospital. This is a significant step in preparing the site for main works construction."

The redevelopment of the Parkes Hospital on a new site will include:

- Emergency Department;
- Inpatient ward;
- Birthing suites for maternity services;
- Ambulatory Care treatment area, including chemotherapy and dental facilities;
- Advanced operating suite and day-only surgical services; and
- Non clinical support services, including pharmacy, pathology and medical imaging.

The refurbishment of the Forbes Hospital will include:

- Emergency Department;
- Inpatient ward;
- Birthing suites for maternity services;
- Upgrade of Ambulatory Care treatment area, including expanded renal and dental facilities;
- Clinical Support Services, including Medical Records and Medical Imaging; and
- Refurbishment of the heritage building for office spaces.

The project is on track to begin construction in 2014 and is scheduled for completion in late 2016.

MEDIA:

**Liz Hannan – 0427 232 671
Dubbo Electorate Office - 6882 3577**



General Manager



Mayor



PARKES SHIRE COUNCIL

M E D I A R E L E A S E

New Parkes Hospital received a funding boost!

Mayor Cr Ken Keith said he was, "extremely pleased and very excited that the Health Minister Jillian Skinner and Member for Dubbo Troy Grant today announced an additional \$45.9 million funding for the Parkes and Forbes Hospitals. This increases the total budget for the Lachlan Health Service project to \$113.4 million and increases the spend on the Parkes hospital from \$42.5 million to \$72.5 million."

Cr Keith said, "I am delighted about the announcement, the community has asked and rightly expects to have new modern health care facilities that deliver high quality health care similar to that of our city cousins. The current health professionals in Parkes do a wonderful job but having the new hospital will mean that we can expand our services and hopefully attract more specialists, GP's and medical practitioners. This will certainly mean better health outcomes for the people of the region. Having high education standards and modern health care facilities are essential to attract families as well as business and industry to the Parkes region".

The Mayor went on to say, "I would like to extend our sincere thanks to our hard working local MP, the Hon Troy Grant for his commitment to this important regional project and to Minister Jillian Skinner for extending funds available for the Parkes hospital project which will truly benefit our whole community. I would also like to thank the Lachlan Health Council for advocating for the Parkes and Forbes hospitals".

"The development of the hospital site is progressing well with an application for State Significant Development being submitted to the Department of Planning and Infrastructure." explained Cr Keith.

The new Parkes Hospital which will be located on the south side of Parkes adjacent to the Newell highway will include:

- Emergency Department;
- Inpatient ward;
- Birthing suites for maternity services;
- Ambulatory Care treatment area, including chemotherapy and dental facilities;
- Advanced operating suite and day only surgical service and
- Non clinical support services, including pharmacy, pathology and medical imaging.

End of Release

Precis or Summary:	New Parkes Hospital received a funding boost!		
Authorised By:	Kent Boyd General Manager	Contact: Anna Wyllie 0409 739 001	For Immediate distribution
Distribution:	Local Media		

General Manager

Mayor

8 COUNCILLORS' REPORTS

8.1 Councillors Report - NSW Association of Mining Related Councils Meeting held 27 February 2014

Executive Summary

Councillor Michael Greenwood represented Council at the quarterly meeting of this important organisation in Sydney on Thursday 27 February 2014. Meeting outcomes are outlined in the report.

Background Information

The Association of Mining Related Councils Incorporated currently represents 22 local government authorities in NSW where mining is taking place. 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.

Currently there are a further four NSW Councils considering membership of the organisation. Mid Western Regional Council was readmitted to the group at the meeting in Sydney and several others (including Dubbo) are pending. Central Western Councils comprise around 25% of the Association's membership.

Legislative or Policy Implications

Nil.

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 4.1 Support Mining Operations and Development*

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

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

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

General Manager

Mayor

Budget & Financial Aspects

Council currently contributes \$7630 (including GST) as its affiliation to the organisation.

Transport costs for attendance at meeting.

Recommendation

1. That the information be received and noted.

Report

The well attended meeting in Sydney was addressed by The Hon. Andrew Stoner MP Deputy Premier Minister for Trade and Investment and Minister for Regional Infrastructure and Services, and The Hon. Anthony Roberts MP Minister for Mining and Energy reflecting increased government recognition of the developing profile and relevance of the Association.

Once again the focus was placed squarely on the Resources for Regions program and the manner in which Local Government bodies will be able to access funding under the program, currently sitting at \$160M for the Coalitions four year term.

The Deputy Premier was anxious to reflect his Government's increased commitment to roads, health and water security, apart from the Resources for Regions program reflecting Government recognition of the need to fund a substantial backlog of infrastructure projects around the State.

He emphasised that an independent assessment panel had been created to analyse projects including members of Infrastructure NSW, Trade & Investment, NSW Farmers and the Association itself.

As the program was being rolled out, the funding criteria was being constantly reviewed. It would be hoped that Councils like Parkes would be in a position to access the program for the 2014/2015 financial year.

Under the Chairmanship of Cr Col Mitchell, the Association has worked diligently over the past 18 months to finalise its Strategic Plan and to address areas of increasing concern for its affiliated councils. It would appear that ongoing affiliation with the group is well warranted, given the profile of mining within the Parkes Shire economic landscape.

The other key issue among northern Councils in particular is their concern at the current process adopted by the State Planning System for the preparation of Voluntary Planning Agreements (VPAs) between Councils and Mining and Energy companies.

An additional concern is the implied changes emanating from within the Department of Planning & Infrastructure without appropriate stakeholder consultation.

The Namoi Councils comprise six Local Government Areas (LGAs) comprising Gunnedah, Liverpool Plains, Narrabri, Uralla and Walcha Shires and Tamworth Regional Councils. The issue is a work in progress between the Association and NSW Planning.



General Manager



Mayor

Bland Shire Council will host the next meeting of the Association scheduled for Friday 9 May 2014.

Attachments

Nil.



General Manager



Mayor

9 INWARDS CORRESPONDENCE

9.1 (ICR) - Request for Assistance - Frazer Court Hostel

Executive Summary

Due to an update in legislation Frazer Court Hostel is required to install Fire Sprinklers throughout their establishment. The Committee has written to Council requesting financial assistance towards this major project by way of a reduction on their Complying Development Certificate fees.

Background Information

Frazer Court Hostel is an aged care facility in Peak Hill which was built in 1984 by the Frazer Court Committee Inc. with funds raised by community fundraising. Each year Frazer Court Committee Inc. apply for a rates reduction for the Doctors Residence in Peak Hill. Each year a contribution has been granted equating to \$647 (2013/2014).

Legislative or Policy Implications

Section 356 Local Government Act 1993

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*

Predicted positive effect / opportunity for the Delivery Program: *Status Quo*

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

Quadruple Bottom Line



Economic ★★☆☆☆



Environmental ★★☆☆☆



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

The Section 356 is fully expended.
Complying Development Fees paid equal \$1,257.00.

Recommendation

1. For the consideration of Council

General Manager

Mayor

Report

Frazer Court Committee Inc. have addressed Council to request financial assistance for the installation of Fire Sprinklers throughout their Hostel, a project they must complete to comply with new legislation. The project cost is \$127,805.00 and Council fees of \$1,257.00.

Attachments

1. Correspondence from Frazer Court Committee Inc



General Manager



Mayor

Frazer Court Committee Inc

Frazer Ave

Peak Hill 2869

26/1/14

Mr S Campbell

Parkes Shire Council

PO Box 337

Parkes 2870

Dear Mr Campbell,

I refer to our request last November for a reduction of the quoted fees for the Complying Development Certificate in connection with the mandatory Fire Sprinkler installation.

Our Committee understands that the fees are fixed, however, we are wondering if Council would see fit to make a donation towards the fee.

Frazer Court operates a 10 room Aged Hostel & 16 Selfcare units in Peak Hill. The Hostel has been in operation for 22 years and has provided much needed care for the residents of our town. The Hostel has been a financial success to date, however the constant pressure from increasing government regulation is starting to create financial instability and concern for us all.

The legislation that all hostels install Fire Sprinklers is a great financial burden. The cost so far [without council fees etc] is \$127805.00. We would therefore be very grateful for any consideration which council may make.

Yours Sincerely,

Kay Lindsay

Hon. Secretary



General Manager



Mayor

10 GENERAL MANAGER'S REPORT

10.1 (GM) NSW Community Cabinet Visit - Central West

Executive Summary

An invitation has been received for Council representatives to attend a NSW Community Cabinet Visit to the Central West on Monday 10 March 2014.

Background Information

The NSW Government conducts a number of cabinet meetings in country locations to better engage with the community.

Legislative or Policy Implications

Nil.

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*

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

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

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Nil.

Recommendation

1. That the information be received and noted.
2. That registration to attend the Forum for the General Manager, Economic Business and Development Manager and any interested Councillor be undertaken.

General Manager

Mayor

Report

Advice has been received from Premier Barry O'Farrell Premier NSW and Andrew Stoner MP Deputy Premier of a NSW Community Cabinet Visit to the Central West on Monday 10 March 2014.

Members of the NSW Cabinet Ministers will be holding a public forum from 12.00 noon - 1.30pm at Lithgow to discuss key issues and priorities with the local community.

Parkes Shire Council representatives have been invited to attend and express views and opinions on how to strengthen the local area and address some of the challenges faced.

Registration to attend the Forum is required in advance due to limited capacity at the venue. The Mayor and Deputy Mayor will be unavailable to attend. General Manager Kent Boyd and Economic Business and Development Manager Anna Wyllie will be attending on behalf of Council.

Any interested Councillors wishing to attend should advise the General Manager so registration can be completed.

Attachments

Nil.



General Manager



Mayor

10.2 (GM) Call for Motion - Australian Local Government Association 2014 National General Assembly

Executive Summary

The Australian Local Government Association (ALGA) is calling for motions from Councils for discussion at the National General Assembly scheduled to be held in Canberra 15 - 18 June 2014.

The theme for the 2014 National General Assembly is 'Getting Down to Business'.. This theme reflects current issues being debated nationally and priority issues facing local government and the challenges of meeting our communities' needs.

Background Information

Traditionally the ALGA National General Assembly attracts over 800 Mayors, Councillors and senior officers from Councils around Australia and provides the opportunity to contribute to the development of national local government policy. The Mayor and General Manager have attended the Assembly in past years.

A discussion paper (attached) has been prepared to assist Councils develop motions. The issues discussed in this paper aim to assist Councils to develop motions for the 2014 National General Assembly.

It is anticipated that motions for the 2014 National General Assembly will propose credible ideas and policy initiatives which will strengthen local government's capacity to respond to social, economic and environmental changes facing Australia today and in the future.

Motions are requested no later than 17 April 2014.

Legislative or Policy Implications

Nil.

Budget & Financial Aspects

Registration, transport and accommodation costs.

Recommendation

1. That the Mayor and General Manager be authorised to attend the 2014 Australian Local Government Association National General Assembly.
2. That motions be considered for submittal to the 2014 National General Assembly.



General Manager



Mayor

Attachments

1. Call for Motions discussion paper

**National General Assembly of Local
Government
15 - 18 June 2014**

Call for Motions

**'Getting Down to Business'
Discussion Paper**



General Manager



Mayor

Purpose

The National General Assembly of Local Government is an important opportunity for you and your council to influence the national policy agenda.

Your council is invited to submit notices of motion/s that can be debated on the floor of the National General Assembly (NGA) that can assist councils nationally to meet the needs of local communities across the country.

To assist you and your council to identify motions that address the theme of the NGA the ALGA Secretariat has prepared this short discussion paper. You are encouraged to read all of the sections of the Paper, but are not expected to respond to every question contained in them. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, motions must follow the following principles:

1. Be relevant to the work of local government nationally;
2. Complement or build on the policy objectives of your state and territory local government association; and
3. proposes a clear action and outcome.

The Process

Motions should be lodged electronically using the online form available on the National General Assembly Website at: www.alga.asn.au. All motions require among other things: a contact officer; a clear national objective; a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received by ALGA no later than Friday 17 April 2014, electronically in the prescribed format.

All motion submitted will be reviewed by the National General Assembly Committee as well as by State and Territory Local Government Associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

For more information, please contact the 2014 Director National Events, Josh Thompson, on (02) 6122 9400.



General Manager



Mayor

Preamble

The 2014 NGA is being held against a backdrop of several key developments. Each of them could profoundly redefine the operation of Australia's system of government. These include

- the establishment, by the Commonwealth Government, of a National Commission of Audit;
- a promise within two years of coming to office to develop a White Paper on the Reform of the Federation;
- a commitment by all jurisdictions including the Australian Local Government Association (ALGA) through the Council of Australian Government's (COAG), to reduce duplication between governments; and
- a promise to develop a White Paper on Taxation within two years of coming to office.

Each of these are significant undertakings in their own right, but taken together, they could substantially help reshape the operation of the Australia federated system of government.

It is imperative that local government is an active participant in these processes and that we take every opportunity to influence the outcomes of these White Paper processes. The 2014 NGA is a great opportunity to commence this discussion.

The theme of the 2014 National General Assembly is 'Getting Down to Business'. It is a theme that invites NGA delegates, councils and interested stakeholders to reflect on the roles and responsibilities of local government, its funding and relative place in the Federation. It's a theme that enables local government to define for itself:

- what business local government is in;
- the resources we need to do it; and
- what we should expect from the Commonwealth and what we should expect from state and territory governments. In short how local government should fit in the Federation.

It's a theme that enable your council to engage with other councils from across the country to inform the national debate, and ALGA, on the issues contained in these important national processes, in particular the Government's White papers.

National Fiscal Settings

On 14 September 2013 the Federal Coalition was elected to Government. In coming to office the Government foreshadowed a deterioration in the federal budget position since the 2013 Pre-Election Economic and Fiscal Outlook (PEFO) and the need for a review of the current split of roles and responsibilities between levels of government. In December 2013 the Government's budget position was confirmed with the release of the 2013 - 14 Mid-Year Economic and Fiscal Outlook (MYEFO) which reported budget deficits totalling \$123 billion across the forward estimates. Further it suggests that '... Without policy change and taking no remedial action, deficits would be projected in each and every year to 2023-24'.

While the Commonwealth expressed concern about the sustainability of its budget position, in particular revenues, state, territories and local government have similar concerns. State and territory governments regularly report financial constraints and the limitation of, and distribution of, the Goods and Services Tax (GST), the inadequate intergovernmental



General Manager



Mayor

financial transfers to meet growing demand for their services and conditions placed upon national reforms, such as school and hospital funding.

Further, local government itself, that has well documented financial sustainability challenges included in a number of independent reports including the PricewaterhouseCoopers, National Financial Sustainability Study of Local Government commissioned by ALGA in 2006. The latter report highlighting the financial challenges councils face in particular in meeting the infrastructure backlog and underspend.

As a consequence, coupled with Australia's highly centralised taxation collection system, all state and territory governments and local government have sought changes to intergovernmental financial transfers from the Commonwealth, as well as options for increasing own source revenues.

QUESTIONS?

Are there things that the could be done to assist local government to expand own-source revenues?

Are there specific initiatives the Commonwealth can implement that improve the financial sustainability of local government?

Are there things that the Commonwealth could do to assist local government nationally to improve its efficiency and effectiveness?

The Commonwealth National Commission of Audit

In addressing the Commonwealth's challenges, the Government foreshadowed the establishment of a National Commission of Audit which would in broad terms, examine the details of what the Commonwealth Government does and whether it could be done better and more cost effectively.

The National Commission of Audit was established in October 2013 and required to complete its work in two Phases. The report on the first Phase being due to the Prime Minister, Treasurer and Minister for Finance by the end of January 2014.¹¹ This Phase was among other matters to "... assess the current split of roles and responsibilities between and within the Commonwealth government and State and Territory governments, including areas of duplication. In relation to activities performed by the Commonwealth, the Commission is asked to identify:

- whether there remains a compelling case for the activity to continue to be undertaken; and if so,
- whether there is a strong case for continued direct involvement of government, or whether the activity could be undertaken more efficiently by the private sector, the not-for-profit sector, the States, or local government.

¹¹ This Report is not available publicly.



General Manager



Mayor

This second dot point is particular relevant for the NGA with the direct reference to local government but it does not address the resourcing issues involved if the Commonwealth decided to transfer a specific role or a responsibility to the other potential service providers.

A full copy of the National Commission of Audit Terms of Reference is included as Attachment 1.

At the time of writing it is expected that the Commission will have completed or almost completed its Phase 1 Report to the Government. Unfortunately, the Commission's Phase 1 Report will not be a public document and therefore we cannot provide any specific information on the outcomes of the Commissions' deliberations. The Phase 2 Report focuses on the internal managerial matters and Commonwealth controls of its own financial expenditure. Both Phase 1 and 2 will presumably be directly relevant to the Federal Budget which will be brought down in May 2014 prior to the NGA.

The Budget therefore will be the first opportunity for the Government to flag to the Australian people how it proposes to address financial sustainability challenges in the short to medium term. However, more importantly for the longer term, the Government has committed to develop a White Paper on the Reform of the Federation and a separate White Paper on Taxation. The Government has set itself 2 years to complete these tasks and has indicated that it will take the outcome of these important processes to the next election.

The 1996 National Commission of Audit

As previously mentioned, the current Commission of Audit reports are not public documents and therefore this paper cannot provide insight into the Audit's content. However, for illustrative purposes it may be instructive to highlight the approach taken by the National Commission of Audit conducted for the Government led by the Prime Minister the Hon. John Howard Government in 1996. In particular, to highlight the findings of this Commission in relation to local government and regional development matters. The 1996 commission's report was essentially based on a strict interpretation of constitutional authority of the Commonwealth and its responsibilities. In doing so, it should be noted that the 1996 Audit Commission Report was an independent report and was not Government policy. Indeed several aspects of the 1996 Report were considered by the Government and rejected, including the view that the Commonwealth did not have a role in regional development.

The 1996 National Commission of Audit was asked to examine a wide range of matters which are substantially similar to of the current Audit. That Commission was Chaired by Professor Bob Officer and in relation to regional development, urban management and local government found: '... Current (1996) arrangements for regional development and urban management involve overlap with State and local government responsibilities. **There is no clear rationale or constitutional basis for Commonwealth involvement.** Further, whatever the objectives behind Commonwealth involvement in these areas, they are not being achieved under current arrangements.'

The Commission recommended that these programs (the Regional Development Program, Better Cities Program and Urban Flood Mitigation Program) be abolished, and while there were changes made, the Commonwealth Government continued to be involved in regional development and subsequently introduced a number of initiatives including the Sustainable Regions Program in 2001.



General Manager



Mayor

In relation to local government financial assistance grants, the 1996 Commission recommended that these payments be integrated into revised State payments. This was also rejected, albeit that the FAGs were to be including in the original Good and Services Tax proposal, but were subsequently excluded in the final negotiated agreement between the Howard Government and the Democrats to pass the legislation. The system of FAGs continued and the current Government has given an undertaking to maintain the current system of FAGs and other direct funding to local government such as Roads to Recovery (R2R) and the new Bridge Renewal Program.

The 1996 Commission of Audit highlights a particular view of how the Federation and the Commonwealth should work. It took the view that the Commonwealth should only deal with national matters and the states and local government should deal with everything else. It also took the view that local government is a state responsibility and while accepting the legitimacy of providing FAGs, implied they should be integrated into revised state payments. While the continued recognition of the need for FAGs by the Commonwealth is welcome, it begs the question as to what support, in particular through untied grants, should local governments expect from state and territory governments?

QUESTIONS?

In thinking about the 1996 Commission of Audit are there any specific proposals your council has on Commonwealth - local government relations.

Should state and territory Governments do more to support councils including through providing direct untied funding to local government? If so what relationship would this have to Commonwealth provided FAGs?

Are the specific state and territory services that are Commonwealth or state responsibilities, that councils undertake that should be undertaken by the private sector or other levels of government on equity grounds? e.g. market failure?

Note: it should be noted that the NGA should deal with national issues and that motions related to specific state matters must be addressed through state and territory local government associations. NGA Motions should focus on funding for the system of local government in Australia, and therefore apply to all states and territories.

Regulation Reform

Over recent decades governments at all levels have acknowledge the importance microeconomic reform, including regulatory reform. The purpose of regulatory reform is to enhance Australia's productivity and competitiveness, raising potential growth rates, living standards, and better enable Australia to deal with difficult international economic circumstances.

At the December 2013 COAG meeting, first ministers, including the President of ALGA agreed unnecessary regulation is holding back Australia's economic prosperity and development. Cutting excessive red tape and improving the efficiency and effectiveness of regulation are important parts of the productivity story.



General Manager



Mayor

By way of example, the COAG Communiqué highlights the following: In '... running a cafe that serves alcohol and provides outdoor dining illustrates Australia's current problems with regulation. For example, it can require the operator to navigate around 21 local, 29 State and 25 Commonwealth regulations, or sets of regulations — 75 hoops to jump through. All governments acknowledged this is not good enough, and that collective action is needed to remove the excessive burden currently placed on small business'.

In coming to office the Government has set itself a target of reducing the red tape which impacts on business, individuals and the community by at least \$1 billion per year, and that this would complement existing State deregulation activity. COAG agreed to work together on reducing red tape in four areas — manufacturing, higher education, early childhood and 'end-to-end' regulation of small businesses, with each State to target specific small business sectors.

In July 2012 the Productivity Commission Reported on its study 'Performance Benchmarking of Australian Business Regulation, Role of Local Government as Regulator'. The report notes that local laws, quasi-regulatory instruments, rules, as well as delays, information requirements, restrictions on approvals, fees and penalties can be imposed costs on business and/or be anti-competitive. However, it suggests that 'implementing and enforcing state and territory laws, rather than local laws, dominates local governments' regulatory work.

In regard to support from states to local governments it identifies the following gaps:

- insufficient consideration of local governments' capacity to administer and enforce regulation before a new regulatory role is delegated to them ;
- limited guidance and training on how to administer and enforce regulations; and
- no clear indication and ranking of state regulatory priorities.

QUESTIONS?

Are there areas of unnecessary areas of unnecessary regulation that impose costs on manufacturing, business and residents that can be reformed?

What support do councils need to implement and enforce regulation, often on behalf of states and territory government?

Are there areas of regulation which local government are involved that could be streamlined and how?

What Business is Local Government in?

Local government is a pragmatic and hands-on level of government. It's focus is the provision of selected services, infrastructure, planning and coordination at the local level. In short local government is the level of government that responds to local needs, challenges and opportunities. The roles and responsibilities of local government are assigned to it through respective state and territory legislation and in all jurisdictions the relevant Local Government Acts are broadly consistent with the power of general competence, in general



General Manager



Mayor

terms the legislation require local government to provide for the good governance of the 'district'. In practise however, local governments roles and responsibilities are broadly confined to property services and specific policy choices to meet local community needs. They are sometime specified by statute, e.g. environmental health, constrained by access to resources, community expectations, the capacity to pay, and roles and function of the private sector and other levels of government. In simple terms councils cannot be held responsible for everything that occurs at the local level.

States and territory governments, for example, are responsible for a range of services and infrastructure at the local, regional and state level, including schools, hospitals and policing. Increasingly, over time, the Commonwealth has assumed policy, planning and funding responsibility for a range of activities including income and welfare support and selected national infrastructure such as the Auslink road network, major projects identified through Infrastructure Australia and the National Broadband Network, which have profound impacts on local communities.

While this complex stratification, and mix of roles, responsibilities and services, including those provided by the private sector contributed significantly to Australia having one of the highest standards of living in the world, it begs the question of whether there should be greater clarity in the roles and responsibilities of governments, and who should do what in the Federation. Indeed, the current system is frequently criticised as perpetuating duplication, inefficiency, cost and blame shifting between levels of government and policy and service delivery gaps. Moreover, all levels of governments face financial sustainability challenges which significantly impact on their capacity to deliver government services and infrastructure.

Examination of ABS General Government Expenses (2011 - 12) shows that local government spends around \$30.5 billion. Almost half of total local government expenditure i.e. 46 per cent is on 'Transport and Communications (primarily local roads) and 22 per cent of on 'Housing and Community Amenity, which includes waste services and in some states water and sewerage. The next highest area of expenditure is on General Public Services (which includes legislative and executive affairs and government superannuation benefits) at 18 per cent. This is followed by Recreation and Culture spending, which includes public halls and civic centres, swimming pools and beaches, national parks and wildlife, cultural institutions, etc, which is at 15 per cent.

While national averages are informative, broadly indicating the areas of local government activity state difference is also interesting. For example while the national average of spending on Transport and Communications is 24 percent, expenditure ranges from 34 per cent of total local government expenditure in Queensland and 28 per cent in Tasmania, down to 9 per cent in the Northern Territory.

Expenditure on Housing and Community Amenity nationally is 22 per cent but in NSW councils spend around 27 per cent of total expenditure in this area while in Western Australia it is 16 per cent.

Expenditure on Recreation and Culture nationally is 15 per cent of total expenditure but in Western Australia's local government expenditure it runs as high as 24 per cent and in South Australia around 22 per cent.

While this variation reflect different responsibilities, policy choices and priorities in respective states and territories, it makes defining the role of local government difficult in the



General Manager



Mayor

context of a review of the roles and responsibilities of each level of government. It is also sometimes criticised as causing duplication and inefficiency.

QUESTIONS?

What should the core business of local government be?

How should the Commonwealth support that role?

Are the specific services including state and territory or / and Commonwealth responsibilities, that councils undertake that should be undertaken by the private sector or other levels of government on equity grounds? e.g. market failure?

Are there services that local government is providing that could be provided by the private sector?

Regulation Reduction

The Coalition will streamline COAG meeting agendas and focus on concrete outcomes that will contribute to a Coalition government meeting the annual \$1 billion red and green tape reduction target.

We intend to make deregulation and red tape reduction a standing agenda item at COAG meetings.

Within two years of a change of government, working with the states, the Coalition will produce a White Paper on Reform of the Federation, and the responsibilities of different governments, to ensure that, as far as possible, the states are sovereign in their own sphere. The objective will be to reduce and end, as far as possible, the waste, duplication and second guessing between different levels of government that has resulted, for instance, in the Commonwealth employing 6,000 health bureaucrats even though it doesn't run a single hospital.



General Manager



Mayor

National Commission of Audit Terms of Reference

CONTEXT

- It is almost 20 years since there has been a thorough review of the scope, efficiency and functions of the Commonwealth government. During this time the size of the Commonwealth government has expanded significantly, as has the remit of some of its activities.

- It is also essential that the Commonwealth government live within its means and begin to pay down debt.

- It is therefore timely that there should be another full-scale review of the activities of the Commonwealth government to:

- ensure taxpayers are receiving value-for-money from each dollar spent;
- eliminate wasteful spending;
- identify areas of unnecessary duplication between the activities of the Commonwealth and other levels of government;
- identify areas or programs where Commonwealth involvement is inappropriate, no longer needed, or blurs lines of accountability; and
- improve the overall efficiency and effectiveness with which government services and policy advice are delivered.

- Accordingly, the Commission of Audit ('the Commission') has a broad remit to examine the scope for efficiency and productivity improvements across all areas of Commonwealth expenditure, and to make recommendations to achieve savings sufficient to deliver a surplus of 1 per cent of GDP prior to 2023-24.

- In carrying out its work, the Commission may wish to invite submissions, consult key stakeholders and seek information from persons or bodies, where this will assist its deliberations.

- The Commission should also be guided in its work by the principles that:

- government should have respect for taxpayers in the care with which it spends every dollar of revenue;
- government should do for people what they cannot do, or cannot do efficiently, for themselves, but no more; and
- government should live within its means.

SCOPE

Phase 1

Scope of government

- The Commission is asked to assess the current split of roles and responsibilities between and within the Commonwealth government and State and Territory governments, including areas of duplication.



General Manager



Mayor

- In relation to activities performed by the Commonwealth, the Commission is asked to identify:
 - whether there remains a compelling case for the activity to continue to be undertaken; and
 - if so, whether there is a strong case for continued direct involvement of government, or whether the activity could be undertaken more efficiently by the private sector, the not-for-profit sector, the States, or local government.
- The Commission may consider and comment upon the current architecture of Commonwealth-State relations. The Commission's views on this issue will help to inform the Government's forthcoming White Paper on the Reform of the Federation.

Efficiency and effectiveness of government expenditure

- The Commission is asked to report on efficiencies and savings to improve the effectiveness of, and value-for-money from, all Commonwealth expenditure across the forward estimates and in the medium term, including:
 - options for greater efficiencies in the Australian Government, such as:
 - : increasing contestability of services;
 - : adoption of new technologies in service delivery and within government;
 - : consolidation of agencies and boards;
 - : rationalising the service delivery footprint to ensure better, more productive and efficient services for stakeholders;
 - : flattening organisational structures and streamlining lines of responsibility and accountability;
 - : consolidating government support functions into a single agency; and
 - : privatisation of Commonwealth assets.
 - potential improvements to productivity, service quality, and value for money across the public sector, including better delivery of services to the regions; and
 - anything that is reasonably necessary or desirable to improve the efficiency and effectiveness of government generally.
- The Commission is asked to review and report on:
 - options to manage expenditure growth, including through reviewing existing policy settings, programs and discretionary spending (such as grants);
 - savings and appropriate price signals – such as the use of co-payments, user-charging or incentive payments – where such signals will help to ensure optimal targeting of programs and expenditure (including to those most in need), while addressing the rising cost of social and other spending;
 - mechanisms that allow for the periodic evaluation of the effectiveness of all areas of expenditure in meeting their announced objectives; and



General Manager



Mayor

- other savings or matters that the Commission considers should be brought to the Government's attention.

State of the Commonwealth's finances and medium-term risks to the integrity of the budget position

- The Commission is asked to assess the financial position of the Commonwealth, including the state of the balance sheet, including all assets and liabilities, and Commonwealth risk expenditures.
- The Commission is asked to review and report on the long-term sustainability of the budget position, identifying key policy areas where trends in expenses and revenue pose risks to the structural integrity of the budget.
- Where possible, the Commission should identify options to address any such budget risks in the medium to long term, including by introducing appropriate incentives to encourage self-provision of services by individuals over time.

Adequacy of existing budget controls and disciplines

- The Commission is asked to assess the adequacy of current budgetary practices and rules (including specified timeframes and targets) in promoting efficient and effective government, disciplined expenditure, long-term fiscal sustainability and budget transparency.

Phase 2

Commonwealth infrastructure

- The Commission is asked to review and report on the extent, condition and adequacy of Commonwealth sector infrastructure and, if found to be deficient, factors that may have contributed to the current situation and possible remedies.

Public sector performance and accountability

- The Commission is asked to:
 - identify options for continuous assessment of programs, agencies and performance;
 - identify options for strengthening Commonwealth budgeting arrangements by:
 - : increasing independent and credible scrutiny;
 - : examining the role of the Parliamentary Budget Office, the Australian National Audit Office and the Intergenerational Report; and
 - : reviewing the way risk expenditures are accounted for.
 - report on a methodology for developing and implementing financial performance targets for Commonwealth departments and agencies (having regard to international experience and Australian best-practice, including by government business enterprises);
 - review and report on the effectiveness of existing performance metrics and options for greater transparency and accountability through improved public reporting;
 - identify options for a clearer delineation of responsibilities for policy and service delivery; and



General Manager



Mayor

– identify other savings or matters that the Commission considers should be brought to the Government's attention.

Reporting

• The Commission will report to the Prime Minister, Treasurer and Minister for Finance with:
– the first phase due by the end of January 2014; and

– the second phase due by no later than the end of March 2014.

GENERAL GOVERNMENT EXPENSES BY PURPOSE, Local

	NSW 2011– 12 \$m	Vic 2011– 12 \$m	Qld 2011– 12 \$m	SA 2011– 12 \$m	WA 2011– 12 \$m	Tas 2011– 12 \$m	NT 2011– 12 \$m	ACT 2011– 12 \$m	Total 2011– 12 \$m
General public services	1 680	1 044	1 953	130	400	111	144	–	1044
Public order and safety	311	169	124	33	117	7	19	–	779
Education	72	79	7	–	4	–	5	–	166
Health	81	120	50	50	57	10	5	–	374
Social security and welfare	361	884	69	115	142	30	25	–	1 626
Housing and community amenities	2 590	1 433	1 681	434	498	136	99	–	6 872
Recreation and culture	1 321	1 184	837	392	727	104	57	–	4 622
Fuel and energy	–	–	10	13	–	–	1	–	25
Agriculture, forestry and fishing	–	3	15	12	1	–	–	–	31
Mining, manufacturing and construction	214	–	91	35	32	–	–	–	373
Transport and communications	1 871	1 266	2 740	416	783	182	41	–	7 297
Other economic affairs	313	356	187	58	111	30	38	–	1 093
Public debt transactions	227	52	277	40	32	4	1	–	633
Other	546	209	135	93	188	23	22	–	1 215
Total	9 588	6 796	8 176	1 821	3 092	639	457	–	30 569

– nil or rounded to zero (including null cells)

Cat 5512.0 Government Finance Strategic, Australia 2011 - 12



General Manager



Mayor

10.3 (GM) Six Monthly Report to 31 December 2013 - Delivery Program 2013/2014

Executive Summary

A requirement of the Integrated Planning and Reporting provisions of the Local Government Act, requires that the General Manager report on the progress of the current Delivery Program on a six monthly basis.

For the six month reporting period Council has carried out a full review of the Operational Plan/Delivery Program and has provided a detailed report on the progress of the Operational Plan from July to December 2013. Whilst this is a detailed report Council has also prepared a higher level executive summary of Councils activities over the period to gauge progress towards the Future Directions of the Community Strategic Plan (CSP). This summary highlights the activities for each strategic objective developed to deliver the goals set in the CSP during the six month reporting period.

Background Information

On June 21 2011, Council adopted its Delivery Program under the Integrated Planning and Reporting (IPR) provisions. As a Group 1 Council, there is a minimum requirement for six monthly progress reports by the Division of Local Government. These reports must outline Council's accomplishments with regards to the objectives set in the Delivery Program and measured in the Operational Plan. Council will provide progress reports to Council on a six monthly basis.

Legislative or Policy Implications

Section 404 (5) Local Government Act 1993

Progressive Delivery Program Implications

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

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 financial consequences of the tasks performed or planned within the scope of this review form part of the quarterly budget review that is also submitted to the 18 February 2014 Council Meeting.

Recommendation

1. That the information be received and noted.

Report

The review process is an important feature of Council's strategic approach to the IPR process and enables the regular monitoring of Council's activities to evaluate performance against the objectives for the quarter are on target or otherwise identified for corrective action.

In completing the review for areas under their control, Directors included the following highlights for each Future Direction for the six months ending 31 December 2013:

FUTURE DIRECTION ONE

Develop Education and Lifelong Learning Opportunities

- Story time, Rhyme time and Pyjamarama programs held on a frequent basis in the library with high level support from the Community
- REaDTEMBER literacy programs successfully held and embraced by the Community
- Ongoing arrangement with local schools and agencies to support Work Experience Programs. Also support Work Placement from University Cadets during summer semester break
- 4 School Based Trainees (SBAT's) were appointed
- Council currently sitting at 5.8% of Traineeships/Apprenticeships/Cadetships in the workplace
- Professional Development Program being rolled out through CPEM Consulting

FUTURE DIRECTION TWO

Improve Health and Wellbeing

- Hospital development is a standing item on GP Workforce Group and at local member meetings
- Mayor participation in Health Council, Health Infrastructure regularly meet with Council on Parkes Hospital Program
- Council participated in the Bush Bursary Scheme
- GP Cup was held successfully in October
- Skin cancer and quit smoking programs have been promoted amongst Council Staff. Walking Challenge was held and involved over 40 staff members
- Council staff regularly attend Interagency meetings and assist Neighbourhood Centre facilitating the meetings



General Manager



Mayor

- Phase one CCTV rollout has been completed, phase two (taxi safety) project has commenced the implementation stage, phase three is in the planning process
- Additional rangers services activities carried out and local patrols have targeted additional complaints. Village patrols increased

FUTURE DIRECTION THREE

Promote, Support and Grow our Communities

- Bogan Gate and Tullamore Community Plans have been developed by staff in consultation with the Communities and are in draft form. Peak Hill and Trundle Communities to be consulted in the next period
- Over the last six months Council has been successful in securing a grant of \$1.5 million from Regional Development Australia for the redevelopment of the airport
- Council has continued to lobby Government and especially the Federal Government about the importance of having fast and reliable internet services
- Council was represented at the Regional and Country Living expo at Homebush
- A Council Meeting was held in the village of Trundle
- Council's Heritage Advisor visits Parkes every month
- Parkes Shire Council's Aboriginal Project Officer and Council's Community Engagement Officer provide ongoing support and regular attendance at Working Party meetings. Key projects being Bushmans Hill development, youth development and employment strategies eg. Northparkes Mines Scholarship

FUTURE DIRECTION FOUR

Grow Diversify the Economic Base

- Council continues to have regular meetings and consultations with Northparkes Mines especially during the sale process
- Elvis Rockin Rhino to be installed at the HPC as a new attraction for Parkes
- Revamp of King's Castle completed prior to 2014 festival
- Accommodation providers in the area get together bimonthly
- Successful RV application for Tullamore , applications for Parkes, Peak Hill and Trundle are due to lack of low cost parking area. Free RV Parking concept develop for PAC Park in Parkes, need to conduct community consultation and report to Council for approval.
- HPC Master Plan presented to HPC Management Committee at the December Meeting, findings to be considered and to be reported back by March 2014
- Supported the launch/opening of new motel Aastro Dish
- Improvements made to Peak Hill Main Street
- Events held in the Shire during the reporting period were, Bush Tucker Day, Country Music Festival, Peak Hill Gravity Gold Rush Parkes Car Enthusiasts Weekend, Trundle ABBA Festival, AO Tennis Blitz and the Peak Hill Luge event
- The Mayor and Economic Development Manager attended the Farm Business Growers update and met with agricultural representatives
- NBN wireless tower has been identified for Bogan Gate, Trundle, Tullamore and North and South of Parkes
- Twitter account was created, so far the Economic Development Twitter account has 118 followers, following 246 and has sent out 188 tweets
- Council has identified that there is a need for additional Industrial Land and is in the process of rezoning the land south of the Industrial Estate



General Manager



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FUTURE DIRECTION FIVE

Develop Parkes National Logistics Hub

- Survey investigation and design of Western and Southern Ring roads in progress
- Airport Master Plan developed and adopted by Council
- Consultant secured for the Airport terminal project
- Airport Runway lighting and Car parking in progress

FUTURE DIRECTION SIX

Enhance Recreation and Culture

- Council Pools are operating within Department of Health Guidelines, all staff trained for water quality
- Audit undertaken by Royal Life Saving Society who advised Parkes Shire Pools will receive 5 star ratings
- Grant application submitted and successful for Bushman's Hill Precinct
- Successful Cricket NSW grant for Cricket Nets
- Cheney Park masterplan review commenced with usergroup consultation completed
- Spicer/Northparkes and Pioneer Oval masterplan brief completed

FUTURE DIRECTION SEVEN

Care for the Environment In a Changing Climate

- Grant received via collaboration with the Central West CMA Water Quality and Salinity Alliance for implementation works identified in the Roadside Vegetation Management plan
- E21 software utilised to monitor the electricity usage across all Council sites, solar installations are monitoring regularly to check for any issues as well as ongoing production figures
- Progressed the Parkes Council 'Sustainable Living Subdivision' as a demonstration project
- Regular property weed inspections are conducted and summary presented to Council on a quarterly basis
- Long term Stormwater capital works plan developed and incorporated into Long Term Financial Plan
- Dam safety inspections conducted on a weekly basis
- Lake Endeavour safety upgrade progressed to tender phase
- Catchment control measures identified during drinking water management system workshop
- Council has engaged Public Works for review of new treatment plant options

FUTURE DIRECTION EIGHT

Maintain and Improve the Shire Assets

- Works completed and an opening was held for the Middle Trundle Road project to facilitate road-train access
- Additional footpaths programs have been adopted for trundle and commenced, still liaising with Peak Hill
- Assetic software being implemented to assist asset program development
- Sewer Asset Plan completed and adopted by Council
- Southern Ring Road Stage 1 scheduled for construction first half 2014
- Funding from NSW Government offered for new STP upgrade, concept designed and completed



General Manager



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- Stormwater Management Plan (Village) - Bogan Gate investigations completed and Tullamore review commenced
 - Caravan Park Management operating in terms of the lease
 - During the last six months Council has sold one industrial block, leased one and has a land/shed package on the market
 - Transport Security Plan updated and submitted December 2013
 - Completion of the \$5 million in flood damage repairs
 - Completion of R2R projects on Numalla Road, Brolgan Road, Back Peak Hill Road, Warregal Road, Yarrabandai Road. Last one remaining in current R2R program is Terowie Bridge.
 - SRV projects completed for Pool blankets at smaller pools, and drainage near Forbes Road
 - Water and sewer services provided to the new hospital site
 - Completed the final 2km upgrade of Bogan Road between Goonumbla and the Northparkes Lane in conjunction with Northparkes Mine
 - Bogan Gate public toilet operational
 - New water standpipe at Cookamidgera
 - New front fence at the Parkes pool
 - Assisted Aldi to open on time through timely completion of required engineering works on Henry Parkes Way

Attachments

1. A full six monthly review of the Operational Plan and the Executive Summary of the Operational Plan has been provided with the Business Paper.



General Manager



Mayor



A handwritten signature in black ink, appearing to be 'L. Gray'.

General Manager

A handwritten signature in black ink, appearing to be 'Ken Keith'.

Mayor

Future Direction

1 DEVELOP LIFELONG LEARNING OPPORTUNITIES

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OUR COMMUNITIES - PAGE 66
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- 7 CARE FOR THE ENVIRONMENT IN A CHANGING
CLIMATE - PAGE 144
- 8 MAINTAIN & IMPROVE THE SHIRES' ASSETS &
INFRASTRUCTURE - PAGE 160




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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.1.1 Partner with Charles Sturt University (CSU) to provide a University Study Centre	*Study Centre Co-ordinator position funded by MOU with CSU and Western TAFE. Council commitment in 2013/2014 is \$59,400 (Activity 19)	Les Finn	Low 
Task	Measurements	Actioning Officer	Activity Reported
1.1.1.1 Facilitate advancement of Parkes University Study Centre in consultation with TAFE and CSU	* Reviewed as part of quarterly meetings with sponsors * Evidence of the Strategic Plan being implemented	Shellie Buckle	Position redesigned following the exit of the position holder now under CSU employment. Position description not finalised by CSU as at 31 December 2013
1.1.1.2 Parkes University Study Centre's Strategic Plan is reviewed annually	* Plan reviewed and updated	Shellie Buckle	Strategic Plan in abeyance pending new position requirements

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.1.2 Provide Support and funding for the Jack Scoble Scholarship to support students undertaking full time university studies	*Study Centre Coordinator involvement - 3 days annually, advertising costs and assessment costs. Estimated at \$444 (Activity 19)	Les Finn	Low 
Task	Measurements	Actioning Officer	Activity Reported
1.1.2.1 Review the criteria and process for the scholarship	* Reviewed in consultation with Scholarships Committee	Shellie Buckle	Criteria and process reviewed
1.1.2.2 Advertise, interview and award scholarship	* Suitable pool of applicants received * Scholarship awarded to most suitable applicant	Shellie Buckle	To be reported next period
1.1.2.3 Funds distributed as part of Council presentation	* Presentation to Council is received and adopted	Shellie Buckle	To be reported next period

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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.2.1 Utilise TAFE as service provide for staff	*Carried out annually utilising normal staffing hours	Les Finn	Low
Task	Measurements	Actioning Officer	Activity Reported
1.2.1.1 Monitor and assist training of staff involved in the program	* Evidence of staff activities being monitored	Rhonda Milgate	Cert III Tourism - E Spedding Cert IV IT (Networking) - B Muller Cert IV Business - L Thornhill Cert II Business - E Miller SBAT Cert II LG (Operational Works) J Sloane SBAT Cert IV Library & Information Services - S Ward
1.2.1.2 Attend meetings as necessary	* Meetings attended	Rhonda Milgate	HR representation at all meetings scheduled

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.3.1 Council will provide a Family Day Care Service	* FDC operates with a \$823,878 budget for 2013/14. This is affected by Federal Government funding allocations. (Activity 15)	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
1.3.1.1 Family Day Care complies with 'Education and Care Services National Regulations and Act 2011' and other relevant regulatory bodies	* Compliance with all audits	Ann-Marie Winter	Compliant as at 29/01/2014. Assessment and Rating visit due Feb 2014
1.3.1.2 Family Day Care complies with the Federal Government National Quality Framework, incorporating the 'Early Years Learning Framework', national standards and elements, audits and spot checks	* Compliance with audits and spot checks on safety, hygiene, wellbeing and education	Ann-Marie Winter	Compliant as at 29/01/2014. Assessment and Rating due Feb 2014.
1.3.1.3 Family Day Care strategic plan is reviewed and updated annually	* Strategic plan reviewed and report made to Council	Ann-Marie Winter	Strategic plan completed and implemented. Quality Improvement Plan has been created to maintain compliance.


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.3.2 Promote and support the importance of early literacy skills	* The Library operates on a budget of \$808,853 for 2013/2014, support of literacy is affected by this budget (Activity 29)	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
1.3.2.1 Provide a range of activities to support early literacy	* Early childhood literacy sessions (story time, rhyme time) held during school terms. * Literacy based activities held during school holidays.	Shellie Buckle	Storytime, rhymetime and pyjamarama programs held on frequent basis with high level support from Community
1.3.2.2 Participate and support "Let's Read National Literacy Campaign"	* Participate, where possible, in events/activities stipulated in campaign.	Shellie Buckle	National Reading Day, Writers group authorised (monthly meetings) successfully held under Literacy banner
1.3.2.3 Hold a special "literacy month"	* Literacy month held (REaDTEMBER).	Shellie Buckle	REaDTEMBER literacy programs successfully held and embraced by the Community

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.3.3 Provide support to Parkes Early Childhood Centre through a minimum cost accommodation arrangement	* Council supports the Parkes Early Childhood Centre (PECC) through a peppercorn lease as well as assisting in some building maintenance, rates and insurance costs, \$23,000 budgeted for 2012/2014 (Activity 19)	Les Finn	Very Low 
Task	Measurements	Actioning Officer	Activity Reported
1.3.3.1 Lease arrangements with PECC	* Lease agreement in place and functioning to satisfaction of all parties.	Peter McFarlane	Currently in the process of reviewing
1.3.3.2 Maintenance of PECC funding	* Regular meetings between PECC and Council addressing needs of Stakeholders.	Howard Orr	Meetings conducted as necessary.


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.5.1 Provide Lifelong Learning Opportunities for the Community through Parkes Shire Library	* \$15,916 is budgeted in 2013/2014 for exhibitions, special projects and workshops (Activity 29)	Les Finn	Low 
Task	Measurements	Actioning Officer	Activity Reported
1.5.1.1 Provide training programs	* Online computer training system provided to community for free	Shellie Buckle	No programs during the period under review
1.5.1.2 Provide family and local history resources	* Family History Workshops * Local family history research services provided	Shellie Buckle	Service provided, workshops held at Parkes and Library Branches. Plans in place to expand service.
1.5.1.3 Provide community access to the Internet	* At least eight computers are available for public Internet access * Wifi access is available at all libraries	Shellie Buckle	Minimum requirement not met due to one PC in disrepair Wifi access requirement met

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.5.2 Support vocational education programs	* HR support and programming - 4 weeks per year, SBATS Mentoring program 100 days over 2 year period resourced in normal working hours	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
1.5.2.1 Actively support School and University Work Experience and Work Placement Programs	* 90% of requests for work placement completed.	Rhonda Milgate	Ongoing arrangement with local schools and agencies to support Work Experience Programs. Also support Work Placement from University Cadets during summer semester break. Council's Training & HR Support Officer coordinates programs.
1.5.2.2 Support Educational Career days	* Number of events attended	Rhonda Milgate	25 July 2013 - Future Goals Planning for Year 10 - representatives from PSC attended (C Bradley & Lisa Conti Phillips) 19 Aug 2013 - 'The Way Ahead' Information Night for yr 12 - reps from PSC attended (R Milgate, N Koenig, L Nash, E Spedding) 9 Oct 2013 - Careers in LG for Women - Tour of Council Worksites (R Milgate, G Bayliss & K Mann presented) 26 Nov 2013 - 'Try a Trade' Skillset Roadshow - reps from PSC attended (C Bradley, J Hutchings, J Morrison, SBATS)
1.5.2.3 Support Parkes University Study Centre initiatives	* Number of initiatives supported	Rhonda Milgate	Study Centre Coordinator resigned in September 2013. Up to this point the study centre supported 2 of Council's employees to achieve a Graduate Certificate in Management (Professional Practice)
1.5.2.4 Develop and delivery School based Traineeships program	* 100% completion rate	Rhonda Milgate	Program commenced in 2013 where 4 School Based Trainees (SBATs) were appointed through Skillset (Parks & Gardens, Water, Finance and Design). A further two have been appointed in 2014 (Automotive and Business) with TAFE as the RTO.

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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.5.3 Actively promote lifelong learning in Council Staff Training and Professional Development Policies and Programs	*Budgeted at \$200,356 for 2013/2014. Outlined as part of Councils Corporate Training Plan (see Workforce Plan(Activity 1))	Les Finn	Low 
Task	Measurements	Actioning Officer	Activity Reported
1.5.3.1 Improve leadership skills for Managers, Supervisors and Team Leaders	* Number of staff undergoing courses incorporating leadership skills	Rhonda Milgate	Professional Development Program for Managers rolling out through CPEM Consulting (Darryl Krook). Next session scheduled for March 2014.
1.5.3.2 Ensure Individual and Corporate Training Plans developed	* Number of plans completed	Rhonda Milgate	With the introduction of the new Annual Appraisal Review Form which has changed from a competency based to an objectives and values based review, Section F is a 'My Objectives Plan' for the year which incorporated Training/Personal Development needs required to assist in meeting the objectives or goals for the year.
1.5.3.3 Review Training and Development Policy and Program	* Completion, then yearly review	Rhonda Milgate	Under Review
1.5.3.4 Commit to succession planning initiatives for critical positions	* Number of critical plans in place	Rhonda Milgate	Still to complete formalisation of Succession Plans with each Manager. Using Org Charts with an additional layer for Succession Plan training

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
1.5.4 Provide ongoing commitment to Traineeships/Apprenticeships and Cadetships	* \$459,485 budgeted in 2013/2014 for Wages for Traineeships/Apprenticeships and Cadetships and mentoring programs (Activity 1)	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
1.5.4.1 Develop Policy, Programs and allocate resources to initiative	* Progressively increase percentage of Traineeships/Apprenticeships and Cadetships to 6% of workforce	Rhonda Milgate	Currently sitting at 5.8% of Traineeships/Apprenticeships/Cadetships in the workplace

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Future Direction

2 IMPROVE HEALTH AND WELL BEING

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Parkes Shire Council
Operational Plan Progress Report
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.1.1 Advocate for the development of a new hospital facility	* This is an advocacy role and there are no costs apportioned.	Steven Campbell	High 
Task	Measurements	Actioning Officer	Activity Reported
2.1.1.1 Monitor progress on new Parkes Hospital Project	* Place on agenda for Parkes GP Workforce Group * Articles in local press * Evidence of updates from State Local Member * Communication with Project Team	Steven Campbell	Hospital development is a standing item on GP Workforce Group at local member meetings.
2.1.1.2 Participate in Project development for the new Parkes Hospital	* Council represented at local planning meeting * Participate in community consultation relating to Hospital Planning	Steven Campbell	Mayor participation in Health Council, Health Infrastructure regularly meet with Council

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.1.2 Work with and support the Parkes General Practitioners Working Group	* Council sponsors the GP Cup which raises funds annually to pay recruitment costs for GP's and incentives for GP's and other health professionals.	Steven Campbell	Medium 
Task	Measurements	Actioning Officer	Activity Reported
2.1.2.1 Jointly facilitate meetings of the Parkes GP Working Group	* Meetings held bi monthly * Council allocated actions followed up * Receptions held for new and visiting GP's * Bush Bursary Scheme supported	Steven Campbell	Meetings attended, actions followed up. No receptions held in the period under review Participated in Bush Bursary Scheme
2.1.2.2 Support provided to GP Cup event	* Events Officer coordinates the running of the event * Council sponsors event including the provision of teams * Council presence at trophy presentation	Steven Campbell	GP Cup successfully held in October and supported by Council in all measures
2.1.2.3 Review and Implement a Policy for Recruitment and Retention of Health Professionals	* Policy adopted by Council * Policy implemented * Applications for incentive payments processed * Payments made	Steven Campbell	Policy in place and being implemented

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General Manager

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Parkes Shire Council
Operational Plan Progress Report
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.1.3 Plan and undertake maintenance of medical facilities in Peak Hill, Tullamore and accommodation for Medical Registrars at Parkes	Annual budget is \$27, 132 + \$35,000 Capital improvements to Peak Hill. Rent received for Health Centres is fully allocated to maintaining those facilities. Capital improvements are funded by Council as required. (Activity 4)	Steven Campbell	Very Low
Task	Measurements	Actioning Officer	Activity Reported
2.1.3.1 Prepare and Implement Asset Management Plans	* Asset Management Plans for facilities prepared * Implementation of Asset Management Plans	Steven Campbell	Not yet in place for Council owned Buildings
2.1.3.2 Provide and manage subsidised accommodation for GP registrars	* Leases issued to tenants * Incoming and vacating inspections carried out * Requests for maintenance dealt with	Steven Campbell	Registrars units fully occupied for period

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Parkes Shire Council
Operational Plan Progress Report
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.2.1 Support and encourage programs that promote health and wellbeing	* No cost apportioned support provided to State Government initiatives * Council contributes \$3,500 annually to Local Health Service to support delivery of Immunisation Program (Activity 11)	Steven Campbell	Medium
Task	Measurements	Actioning Officer	Activity Reported
2.2.1.1 Collaborate with NSW Health in the promotion of Public Health initiatives	* Evidence of collaboration with NSW Health * Initiatives supported	Steven Campbell	Collaboration maintained on programs with NSW Health
2.2.1.2 Sponsor the delivery of Immunisation Program	* Funding Paid * Report received on program annually	Steven Campbell	Support immunisations program maintained
2.2.1.3 Provide information to staff on healthy lifestyles	* Information distributed by internal email, staff newsletter, toolbox talks and noticeboards.	Sharon Ross	Information distributed by internal email, staff newsletter, toolbox talks and noticeboards.
2.2.1.4 Facilitate programs aimed at improving health and wellbeing of staff	* Annual fitness challenge held * Gym membership encouraged * Quit smoking programs offered * Health and Wellbeing Calendar * Skin Cancer Checks undertaken	Steven Campbell	Promoting skin cancer and quit smoking programs. Health and Well Being calendar being followed. Walking Challenge involved over 40 staff culminating in 21,095kms, this year saw Council's weed section as the winners of the Challenge.


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.1 Continued support to the role and functions of a Road Safety and Injury Officer and implementation of the Road Safety Strategic Plan	* Road Safety position reviewed annually, funding is external external funding sources are always at delivery risk to this initiative. * Financially, Council commits \$23,849 to this position as well as providing a vehicle and accommodating the officer with admin support (Activity 9)	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
2.5.1.1 Participate in Lachlan, Forbes, Parkes Combined Road Safety Steering Committee	* Number of Meetings attended * Councillor Nominated to represent Council * Meetings hosted and chaired when in Parkes	Melanie Sutor	Meeting hosted in Parkes, October 2013.
2.5.1.2 Assist in the development and delivery of the Annual Road Safety Action Plan	* Annual Plan Developed	Melanie Sutor	Task on schedule. Gravel project postponed until next reporting period.

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Parkes Shire Council
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.10 Work with the NSW Rural Fire Service in accordance with the Service Agreement to prevent and control bushfires	The Service Agreement with NSWRFSS delegates the majority of Council's obligations under Rural Fires Act to the RFS. Council must contribute 11.7 % of the funding required \$285,000. (Activity 5).	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
2.5.10.1 Attend Rural Fire Service meetings	* Attendance at the Mid Lachlan Valley Bush Fire Management Committee meetings * Attendance at the Senior Management Team meetings	Steve Barry	Meetings attended by Director Engineering Services and Cr Bob Haddin
2.5.10.2 Operation and review of the Rural Fire Service Agreement	* Agreement reviewed twice a year through the Liaison Committee * Funds allocated to support RFS under the agreement	Steve Barry	Meetings held and attended by Director Engineering Services and Cr Bob Haddin


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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.2 Maintain community safety through the management and reduction of public nuisances	* Budget is \$201,122 Costs apportioned to Health Administration and Animal Control (Activity 6)	Steven Campbell	Medium 
Task	Measurements	Actioning Officer	Activity Reported
2.5.2.1 Monitor and enforce requirements under various Acts and Regulations	* Complaints investigated and regulations enforced * Incidents recorded in CAIRS and followed up	Howard Orr	Cairs complaints monitored and investigated. Action instigated as necessary. Standard letters and advice to complainants developed.
2.5.2.2 Develop policies and procedures for enforcement	* Draft Enforcement Policy * Policy adopted and reviewed	Howard Orr	Ongoing. Enforcement policies formats and inclusions reviewed. Plan for format of policy being developed.

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Parkes Shire Council
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.3 Continue to support and participate in the Parkes Interagency to contribute to partnerships in community wellbeing initiatives	* Council contributes \$2000 annually to the Administration of Interagency (Activity 18)	Steven Campbell	Very Low 
Task	Measurements	Actioning Officer	Activity Reported
2.5.3.1 Maintain sponsorship to Parkes Neighbourhood Centre for administration of the Interagency	* Funding in budget * Evidence of Partnership * Report annually on the Interagency	Steven Campbell	Annual amount included in budget and paid in July 2013
2.5.3.2 Provide report on Council activities to the Interagency and Youth Interagency meetings	* Council represented at Interagency meetings * Report provided each meeting on Council initiatives	Steven Campbell	Council staff regularly attend Interagency meetings and assist with Neighbourhood Centre with facilitating the meeting. The Youth Interagency meeting has ceased operation due to a lack of attendance of key stakeholders over a period of time. Youth Issues are now dealt with part of the Interagency meeting.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.4 Work with the NSW Police to implement "Safer by Design" protocols	The net annual cost of town planning operations is \$187,462 (Activity 21)	Steven Campbell	Low
Task	Measurements	Actioning Officer	Activity Reported
2.5.4.1 Maintain protocol with NSW Police Service	<ul style="list-style-type: none"> * Review as required to ensure that emerging issues are captured by protocol. * Relevant applications referred to Police Service for comment * Police comments integrated into determinations 	Annalise Cummings	Applications are referred to NSW Police as required and comments considered as part of consents
2.5.4.2 Provide administrative support to the Parkes Shire Liquor Accord	<ul style="list-style-type: none"> * Review as required to ensure that emerging issues are captured by protocol. * Relevant applications referred to Police Service for comment * Police comments integrated into determinations 	Cheryl Vandervine	Liquor Accord meetings held quarterly. Agenda & minutes mailed to members. Minutes taken at each meeting which are used for follow up of issues arising and distribution of relevant documents
2.5.4.3 New development assessment staff undertake Safer by Design training	<ul style="list-style-type: none"> * Staff trained * Staff kept abreast of emerging issues 	Annalise Cummings	Trainee Town Planner to attend Safer Design training in 2014
2.5.4.4 Investigate feasibility of roll out of CCTV in Parkes CBD	<ul style="list-style-type: none"> * Report to Council 	Brad Byrnes	Phase one CCTV rollout has been completed. Phase two (taxi safety) project has commenced implementation phase. Phase three is in planning phase

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.5 Inspect and enforce health standards through the Food Regulation Partnership with the NSW Food Authority	The net annual cost of Health Administration and inspection services is \$446,747 (Activity 10)	Steven Campbell	Low
Task	Measurements	Actioning Officer	Activity Reported
2.5.5.1 Fulfil Council's performance requirements as a Category B Council under the Food Regulation Partnership	<ul style="list-style-type: none"> * All high and medium risk premises inspected at least once per year. * Annual Report furnished to the NSW Food Authority. * Support training requirements for Food Safety supervisors. * Participate where possible in Food Safety campaigns/surveys. * Investigate food poisoning incidents in accordance with protocols. * Participate in Scores on Doors. 	Howard Orr	Inspections carried out previous quarter, 2014 inspections to be carried out next quarter. Investigations & support have been carried out as required.


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.6 Provide Animal Management Services across the Shire	* The cost to Council of Animal Management Services is \$147,177 (Activity 6)	Steven Campbell	Medium 
Task	Measurements	Actioning Officer	Activity Reported
2.5.6.1 Operate Animal Shelter Facility	* Animal Shelter operating in accordance with guidelines. * Community accessing facility. * Annual report furnished to the Department of Local Government on time. * Impounding records up to date. * Ranger Activity Report made to Council monthly.	Howard Orr	Shelter operating to guidelines, reporting to Dept Local Govt & Council carried out as required.
2.5.6.2 Develop and maintain off leash area	* Area sign posted and fenced. * Dog owners using facility. * Funding opportunities identified to provide amenities.	Howard Orr	Off leash area operational, amenities to be provided as required and budgeted. Site for west parkes area to be additional leash free area considered.
2.5.6.3 Enforce Companion Animal and Impounding Legislations	* Number of animals impounded. * Infringement notices issued. * Information distributed to owners of Companion Animals.	Howard Orr	Companion Animals Act enforced. Operation of NSW Companion Animals register ongoing. Action taken in relation to straying dogs and stock under impounding act. Dog attacks investigated and action taken in all cases including assessment of declaration of dangerous dogs and fines as appropriate. Process improvements made including review and modification of standard templates and letters.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.6.P - (Augmented Program) Provide Animal Management Services across the Shire	* The cost to Council for enhanced management of Animal Services is \$200,122 (Activity 6) (Additional \$60,000 split with overgrown blocks) for Companion Animal Management sought through SRV Application	Steven Campbell	Medium 
Task	Measurements	Actioning Officer	Activity Reported
2.5.6.1.P - Operate Animal Shelter Facility	* Animal Shelter operating in accordance with guidelines * Community accessing the facility * Annual Report furnished to the Department of Local Government on time * Impounding records up to date * Ranger Activity Report made to Council monthly * Collaborative Animal Relationship program * Report submitted to IPART regarding utilisation of funding from Special Rate Variation	Howard Orr	Ongoing. Reporting carried out on target. all records up to date. Agreement received from RSPCA for review and consideration by Council.
2.5.6.2.P - Develop and Maintain off leash area	* Area sign posted and fenced * Dog owners using facility * Funding opportunities identified to provide amenities * Report submitted to IPART regarding utilisation of funding from Special Rate Variation	Howard Orr	On going. Area at animal shelter fenced for multi purpose use.
2.5.6.3.P - Enforce Companion Animal and Impounding Legislations	* Number of animals impounded * Increased infringement notices issued * Increased information distributed to owners of Companion Animal * Evidence of support for programs to encourage responsible animal ownership * Data shows Shire wide approach to Companion Animal Ownership * Report submitted to IPART regarding utilisation of funding from Special Rate Variation	Howard Orr	Ongoing. Additional ranger services activities carried out. Village patrols increased.

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2.5.6.4.P - Develop and Implement Companion
Animals Management Plan

* Additional funding investigated
* Companion Animals Management Plan adopted by
Council
* Implementation of plan

Howard Orr

Ongoing. Ranger Services draft under development.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.7 Providing and maintaining Cemeteries for Shire Communities	* Costs to Council is \$153,721 (Activity 27)	Steven Campbell	Low
Task	Measurements	Actioning Officer	Activity Reported
2.5.7.1 Maintain Cemetery Records in accordance with adopted procedures	* Cemetery records up to date * Right of burials and burial permits issued * Approvals given for monumental work in General Cemeteries	Howard Orr	Rights of burials, burial permits, work approved when required.
2.5.7.2 Cemetery Management Plan developed	* Draft Cemetery Management Plan adopted * Consultation conducted * Policy adopted	Howard Orr	Still to be finalised awaiting funding
2.5.7.3 Long Term Financial Plan for Cemeteries implemented	* All scheduled works completed * Works within budget	Howard Orr	Works relating to the columbarium wall and landscaping programmed to be completed.
2.5.7.4 Maintain Cemeteries within available funding levels	* Customer complaints * Budgetary compliance	Ben Howard	Maintenance works carried out in accordance with budget

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.8 Inspect and enforce health standards through enforcement of the Local Government Act and Public Health Act	* The net annual cost of Health Administration and Inspection Services is \$393,802. (Activity 10)	Steven Campbell	Medium
Task	Measurements	Actioning Officer	Activity Reported
2.5.8.1 Investigate complaints and enforce Local Government Act and Public Health Act	* Complaints investigated * Orders and directions issued * Registers maintained of regulated premises * CAIRS followed up	Howard Orr	Additional Ranger patrols have targeted additional complaints, overgrown blocks are being addressed. Registers have been developed for regulated premises as required.
2.5.8.2 Determine applications under Section 68 of the Local Government Act	* Applications determined * Premises and conditions monitored as required	Michelle Bicket	As required the following were issued; Septic Tank Approvals, Plumbing and Drainage Approvals, Section 68 Roads & Community Land Approvals to operate Caravan Park, Amusements Devices at the Parkes & Village Shows, (where fully documented) & associated complaints dealt with.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.8.P - (Augmented Program) Inspect and enforce health standards through enforcement of the Local Government Act and Public Health Act	The net annual cost of Health Administration Inspection Services and the regulation of overgrown properties is approximately \$415,000. per annum (Activity 10) Additional program funding enforcement on overgrown blocks - \$60,000 funded from SRC	Steven Campbell	Low
Task	Measurements	Actioning Officer	Activity Reported
2.5.8.1.P - Investigate complaints and enforce Local Government Act and Public Health Act with an emphasis on overgrown and untidy property	* Increased number of complaints investigated * Increased number of orders and directions issued * Registers maintained of regulated premises * CAIRS followed up * Strategy developed and implemented to deal with overgrown/untidy properties * Report submitted to IPART regarding utilisation of funding from Special Rate Variation	Howard Orr	Additional Ranger patrols have targeted additional complaints, overgrown blocks are being addressed. Registers have been developed for regulated premises as required. Program ongoing with some success from initial contact. Review of legal advice on format of notices and orders to be conducted to draft orders on properties non-compliant. Cair tasks in relation to overgrown/untidy blocks received and investigated. Inspections responding to complaints conducted. Letters sent in relation to complaints. Follow up inspections carried out. Further action on non-compliance and significant untidy blocks to be planned.
2.5.8.2.P - Determine applications under Section 68 of the Local Government Act	* Increased number of applications determined * Premises and conditions monitored as required * Report submitted to IPART regarding utilisation of funding from Special Rate Variation	Michelle Bicket	As required the following were issued; Septic Tank Approvals, Plumbing and Drainage Approvals, Section 68 Roads & Community Land Approvals to operate Caravan Park, Amusements Devices at the Parkes & Village Shows, (where fully documented) & associated complaints dealt with.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
2.5.9 Provide support for Emergency Management in Parkes Shire in accordance with the S.E.R.M Act	Under the State Emergency and Rescue Management Act, Council has an obligation to provide a support role which is significant and a specialist has been employed to meet Council's obligations. Council must contribute 11.7% of the operating costs of the State Emergency Service, NSW Rural Fire Service and the NSW Fire Brigade (\$287,779 for 10/11). Limited grants may be accessed for some aspects such as disaster mitigation.	Steve Barry	Very Low
Task	Measurements	Actioning Officer	Activity Reported
2.5.9.1 Provide Executive Support to the Local Emergency Operations Controller and the Local Emergency Management Committee	* Manager Natural Resources organises and attends meetings * DISPLAN reviewed * Exercises conducted with support of Council	Andrew Francis	Meetings organised and attended. Reviews undertaken.
2.5.9.2 Support the operations of the SES	* Plant and Equipment funded * Provide accommodation and support for SES Units	Steve Barry	Plant and equipment now under SES control. Accommodation still provided and contribution provided as per legislation.

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Future Direction

3 PROMOTE, SUPPORT AND GROW OUR COMMUNITIES

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General Manager

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Mayor




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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.1.1 Community Strategic plans to be developed for townships and regularly reviewed	* DTCS and MGCS collectively 5 days annually * Costs associated with incorporating and planning to be assigned to Town Improvement (TI) Funds	Les Finn	High 
Task	Measurements	Actioning Officer	Activity Reported
3.1.1.1 Continue to assist with Community Plans including "A Town Like Trundle" plans	* Evidence of projects being supported	Brad Byrnes	Bogan Gate and Tullamore Community Plans have been developed in consultation with the Communities in draft form. Plans require final review by the Communities and adoption. Peak Hill and Trundle Communities to be consulted in the next period.
3.1.1.2 Continue endeavours to access funding under the NSW Industry and Investment funding for the Enterprising Regions Fund	* The NSW Industry and Investment is approached * Funding applications submitted	Brad Byrnes	Nil activity for this period

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.1.2 Financially assist with annual incorporation costs	* DTCS and MGCS collectively 5 days annually * Costs associated with Incorporation and planning to be assigned to TI Funds * One off minor allocation to TI Funds to Cover Costs	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
3.1.2.1 Budget allocation to include minor consideration to cover ongoing incorporations	* Budget allocation	Brad Byrnes	Council continues to work with Community Groups to increase levels of Governance and training has been planned for the next period. Nil funding has yet been required.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.2.1 Liaise with relevant Government Agencies to provide appropriate levels of resources and assistance to Shire Communities	* DTCS and EDM to advocate through correspondence and letters of support to relevant agencies. 2 days annually * EDM to develop service maps and identify gaps - Lobby Government 4 days annually	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
3.2.1.1 Identify and assist in securing external funding	* Funding achieved * Successful Grant Applications	Anna Wylie	Over the last 6 months Council has been successful in securing a grant of \$1.5 million from Regional Development Australia for the redevelopment of the Parkes Regional Airport.
3.2.1.2 Develop a service map of all Government Services in the Shires Communities	* Service maps completed and reviewed	Anna Wylie	This has not been achieved over the last 6 months.
3.2.1.3 Use service map to identify gaps and lobby Government for services	* Evidence of Government lobbied	Anna Wylie	Council has continued to lobby State and Federal Government regarding decentralisation. Relocation submissions have been developed for Government Departments which Council believes have a natural fit to regional NSW.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.2.2 Liaise with Parkes and Forbes Enterprise Centres and local Chambers of Commerce to promote business links and opportunities	* EDM to liaise with Chambers in the Shire - 3 days annually * EDM to investigate/develop industry body - 3 days annually	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
3.2.2.1 Regularly attend meetings and provide information and advice	* Meetings being attended * Evidence of consultation	Anna Wylie	Attended a meeting in Bogan Gate.
3.2.2.2 Investigate the viability of setting up an Industry Body	* Investigation complete	Anna Wylie	Council helped facilitate a meeting with Industry Stakeholders including Industry bodies to look at the strategic direction of the Chamber of Commerce. It was a well attended meeting with some very tangible outcomes such as a more inclusive Chamber.
3.2.2.3 If investigation concludes that it is viable to set up an Industry Body, set it up	* Industry Body set up * Evidence of regular meetings attended	Anna Wylie	This investigation will result from further meetings with the Chamber of Commerce if it is deemed viable.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.2.3 Facilitate opportunities for advancement of technology	* Liaise with Communities - DTCS, EDM and ISM collectively - 5 days per annum * Liaise with NBN with regards to roll out - DTSC, EDM and ISM Collectively - 5 days per annum	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
3.2.3.1 Regularly interact and provide information about technology advancement within our communities	* Evidence of interaction	Anna Wylie	Council has continued to lobby Government and especially the Federal Government about the importance of having fast and reliable internet services. Access to the NBN was one of Council's priorities during the Federal Election Campaign. Council has continued to lobby the Minister for Communications as well as the Shadow Ministers.
3.2.3.2 Liaise with Communities regarding the NBN roll out	* Evidence of regular meetings	Anna Wylie	Council has continued to lobby Government and especially the Federal Government about the importance of having fast and reliable internet services. Access to the NBN was one of Council's priorities during the Federal Election Campaign. Council has continued to lobby the Minister for Communications as well as the Shadow Ministers on behalf of the community to ensure that this vital service is provided to the community.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.2.4 Promote relocating to the Parkes Shire	* EDM and Tourism Manager core function costs * Take advantage of opportunities to leverage exposure as they arise - Country Expos, mass media, web page etc. Budgets exist for this purpose	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
3.2.4.1 Participate in events that aim to attract industry and population to the Shire	* Evidence of increase in people/business	Anna Wylie	During August Council attended and presented at the Regional and Country Living expo at Homebush.
3.2.4.2 Prepare and distribute a range of information packages that describe the benefits of the Shire	* Material professionally produced, which includes a suite of marketing material aimed at specific sections of the market. * Implement recommendations of the Economic Development Plan	Anna Wylie	Over the past 6 months the EMD in conjunction with the Tourism Manager and the Marketing Taskforce have embarked on a "Branding" exercise for the Parkes Shire. Currently we are in the process of writing a brief to hire a consultant to help with the Brand exercise. Once this is complete more marketing material will be produced.
3.2.4.3 Explore affordable incentives for Economic, Industrial and Residential Development	* Investigation completed and report given to Council	Anna Wylie	Whilst Council has not introduced incentives for Economic, Industrial and Residential Development we have promoted government ones that are available. Council has also revalued the cost of its industrial land so that it is more reflected of the market price.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.3.1 Regular consultation with Community Consultative Committees and Stakeholders	<ul style="list-style-type: none"> * Councillors attend meetings, travel and administration costs involved. Actioning reports to Council describing Community needs * Directors costs dealing with matters raised * TI Funds provided for in budget for agreed prioritised projects 	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
3.3.1.1 Increased use of local media with regard to Shire townships	* Increased editorial and content in local media outlets	Anna Wylie	All Media Releases are sent to all local media outlets within the Central West
3.3.1.2 Ensure that townships are aware of the IPR process, including how priorities are set	Consultations and workshops held	Brad Byrnes	Awareness has been raised through the Community towns planning project with a number of workshops conducted with Bogan Gate and Tullamore last period other Villages and towns targeted next period.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.3.2 Councils meetings rotated amongst Shire Townships	* Executive Secretary to arrange administration and travel costs as allowed for in Administration budget. Advertising costs and liaison with community groups. Core costs for Administration and meeting expenses	Les Finn	Very Low
Task	Measurements	Actioning Officer	Activity Reported
3.3.2.1 Hold 2 meetings annually in Shire Townships on rotation and include inspections and public forum on the agenda	* Meeting held in a Township twice a year	Brad Byrnes	In the reporting period a meeting was held in Trundle, next reporting period planned meeting in Bogan Gate


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.4.1 Fulfill Councils obligation under the E P&A Act 1979	* The cost of Town Planning Operations is \$281,162 (Activity 21)	Steven Campbell	Medium 
Task	Measurements	Actioning Officer	Activity Reported
3.4.1.1 Assess applications for development	* All applications assessed and determined in accordance with NSW Department of Planning timeframes * Report to Council monthly on DA/CC/CDC processing times * Hold at least one forum with builders and developers each year * Prelodgement service maintained	Annalise Cummings	Pre-lodgement meetings are held regularly with proponents. DA's are assessed within required timeframes.
3.4.1.2 Assess certificates	* All applications assessed and determined in accordance with NSW Department of Planning timeframes	Annalise Cummings	149 certificates are processed weekly, 735A/1212P Certificates processed within suitable timeframes after receipt.
3.4.1.3 Undertake mandatory Critical Stage Inspections	* All inspections carried out in a timely manner * Inspection reports completed and copies issued for all inspections * Occupation/Interim Occupation Certificates issued following satisfactory final inspection	Michelle Bicket	Building Certification carried out as targeted.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.4.2 Review and implement Councils Planning Instruments	* Funds have been set aside for development of a single DCP and review of Section 94 plan	Steven Campbell	Low 
Task	Measurements	Actioning Officer	Activity Reported
3.4.2.1 Review Development Control Plans	* Development Control Plans reviewed in compliance with new format	Annalise Cummings	Councillor workshop to be held 4 March 2014, before final adoption
3.4.2.2 Review Policies	* Policies reviewed as necessary	Annalise Cummings	New policies are currently being prepared and existing policies are under review.


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.4.3 Encourage the Conservation and Management of Heritage through the Parkes Shire Heritage Study	* Funding is jointly provided by Council and by the NSW Heritage Office * Cost to Council is \$23,866 and forms part of the Henry Parkes Centre Budget (Activity 30)	Steven Campbell	Medium 
Task	Measurements	Actioning Officer	Activity Reported
3.4.3.1 Facilitate Parkes Shire Heritage Committee	* Parkes Shire Heritage Committee meets at least 4 times per year and otherwise as required	Annalise Cummings	The Parkes Shire Heritage Committee has met to discuss the Local Heritage Fund applications. The next meeting will be scheduled soon.
3.4.3.2 Continue Heritage Advisory Service	* Heritage Advisory Service provided on request * Examples of promotion of the service * Coordinate appointments for the Heritage Advisor	Annalise Cummings	Council's Heritage Advisor visits Parkes every month and appointments are arranged for proponents to discuss heritage related projects.
3.4.3.3 Administer Local Heritage Fund	* Annual Grants Program for Local Heritage Fund administered * Grants from previous year acquitted	Annalise Cummings	Approximately three Local Heritage Fund projects have been finalised this year. Regular contact is made with the successful applicants to ensure that the projects are on track for completion in May 2014.
3.4.3.4 Record interactive history of Bogan River Wiradjuri, pre and post settlement	* Interactive history recorded * Annual progress report to Council	Annalise Cummings	Ongoing.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.5.1 Advocate and Facilitate equitable service provisions for women, older people (over 65 years), aboriginals, people with disabilities, people from culturally and linguistically diverse backgrounds	* Council provides financial and intellectual support to Parkes Neighbourhood Centre which houses many of the Shires Community Services * Council sponsors ongoing interagency meetings * Budget is \$25,120 (Activity 31)	Les Finn	High 
Task	Measurements	Actioning Officer	Activity Reported
3.5.1.1 Work with Social Justice Groups within the Community in collaboration with the Parkes Neighbourhood Centre	* Evidence of assistance and support provided to the Neighbourhood Centre on a regular basis	Brad Byrnes	Council regularly engaged with Community Groups, primarily via the Parkes Neighbourhood Centre. Council regularly attends Inter Agency Meetings, Seniors Week was carried out as was NAIDOC in the reporting period.
3.5.1.2 Support and assist the Aboriginal Working Parties in Parkes and Peak Hill in objectives of their respective Action Plans	* Actions supported * Attendance at Working Party meetings	Brad Byrnes	Parkes Shire Council's Aboriginal Project Officer and Council's Community Engagement Officer provide ongoing support and regular attendance at Working Party meetings. Providing support and assistance to current plans in place. Key Projects being Bushmans Hill development, youth development and employment strategies eg. Northparkes Mines Scholarship Program


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.5.2 Support Youth Initiatives and collaborate with other Youth Groups and Support Agencies	* Council supports Youth Initiatives and collaborates with other Youth Groups * Budget allocation is \$13,607 (Activity 16)	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
3.5.2.1 Participate in and support Youth Week programs	* Matching Grant * Providing staff support to Youth Week events	Brad Byrnes	Youth Week activities are planned for next reporting period with a specific committee to be reconvened to Coordinate the week.
3.5.2.2 Increase input by Youth into the initiatives undertaken by Local Government	* Number of initiatives where Youth input is sought * Evidence of working with partner stakeholders on youth based initiatives	Brad Byrnes	Number of School Based trainees have been appointed to Council. Council is in constant touch with local schools. Presentation given to Parkes High School leadership group. No structured approach has yet been developed due to difficulties with potential stress on School curriculum time pressures.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
3.5.3.P - (NEW PROGRAM) Provide support for a Parkes Shire Aboriginal Project Officer to assist the Shires Indigenous Community to achieve enhanced and equitable access to opportunities	* A 3 year funding partnership is being negotiated with Northparkes Mines for this position. Councils contribution under the Progressive Delivery Program, subject to SRV is \$40,000 (Activity 18)	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
3.5.3.1.P - Provide financial and strategic support with funding partners to the Aboriginal Project Officer auspiced through the Parkes Neighbourhood Centre	* Funding provided * APO Workplan actions assisted * Steering Committee meetings attended * Report submitted to IPART regarding utilisation of funding from Special Rate Variation	Brad Byrnes	Position funded for the next three years in partnership with Northparkes Mine. Position auspiced by the Parkes Neighbourhood Centre, position reports regularly to Council on progress and strategic direction.

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Future Direction

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.1.1 Maintain and enhance working relationships with Northparkes Mines and other mining operations	* Mayor, GM and EDM regularly commit time to meetings and consultation with Mines Officials on a range of issues * Council contributes resources to a number of Community initiatives and programs in partnership with Northparkes Mines	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
4.1.1.1 Council participates in the Northparkes Mines Community Consultative Committee	* Number of meetings attended * Communication of meeting outcomes presented to Council	Anna Wylie	Council has continued to have regular meetings and consultations with Northparkes Mine especially during the sales process.
4.1.1.2 Explore opportunities to partner with mining operations for the benefit of the Community	* Number of projects supported * Evidence of ventures being collaborated	Anna Wylie	Council has continued to partner with Northparkes Mine for the funding of the Grants officer, Aboriginal Project Officer and for community events such as the GP cup. Council will continue to explore ways that it can partner with NPM to deliver benefits to the Community.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.1.2 Actively support endeavours to advance the longevity and expansion of mining within the Parkes Shire	* Mayor, GM and EDM regularly commit time to meetings and consultation with Mines and devote time within their duties to support this action	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
4.1.2.1 Provide assistance in major State Planning Approvals if appropriate	* Evidence of support supplied by Council in processes	Anna Wylie	Over the last 6 months there has been no requests for assistance
4.1.2.2 Actively lobby all levels of Government for support for mining activities if appropriate	* Evidence of representations made to levels of Government	Anna Wylie	Over the last 6 months there has been no call for lobbying Government regarding mining activity within the Parkes Shire.
4.1.2.3 When seeking to address skill shortages mining should be included in representation to Government	* Participation in regional promotions and events * Support shown for employee groups and training providers such as TAFE in the Parkes Shire	Anna Wylie	A submission was made to the NSW Standing Committee into Skills Shortages in NSW. The submission included examples of skill shortages that have been created due to mining and also examples of the difficulty of training young people especially when employees have to travel vast distances to attend TAFE. Cr Bob Haddin, HR Manager Rhonda Milgate and DTCS travelled to Dubbo to give evidence at the inquiry.


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.1.3 Explore benefits in attracting additional mineral resource ventures benefiting the Parkes Shire	* This is carried out as part of the role and functions of the EDM and Senior Executive Staff * Link to time allocation of Economic Development Plan	Les Finn	High 
Task	Measurements	Actioning Officer	Activity Reported
4.1.3.1 Liaise with mining companies undertaking explorations	* Evidence of consultation or meetings held * Implement recommendations of the Parkes Shire Economic Development Plan in accordance with available measures	Anna Wylie	During the last 6 months no liaisons have taken place however, Council is aware of several companies undertaking exploration work in and round the Shire, this includes the opening of the Alkane Tomingley Gold mine which has recently opened.
4.1.3.2 Develop marketing material promoting Parkes as a Mining Hub - which includes a Business Case	* Marketing material developed, placed on website	Anna Wylie	Quotes have been received to start to develop Business Cases.
4.1.3.3 Promote Parkes as a Mining Hub for Regional Operations - which includes a Business Case	* Evidence of media promotion and Mayoral advocacy * Attend trade shows and conferences including Asia Pacific International Mining Exhibition and Mining NSW Conference (at least 3 years) implement recommendations of the Parkes Shire Economic Development Plan	Anna Wylie	The Asia Pacific International Mining Exhibition was attended by the Deputy Mayor and the EDM
4.1.3.4 Actively approach Industries/Businesses which support and add value to the mining sector	* Implement recommendations of the Parkes Shire Economic Development Plan	Anna Wylie	From Economic data it is obvious that mining industry providers are under represented in the Parkes Economy compared to the amount of GRP that mining produces. Over the last 6 months the EDM has attended industry functions such as the Asia Pacific Mining expo in Sydney to talk to suppliers.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.2.1 To provide the resources and structure needed to effectively support and grow the Shires Tourism Sector	* Council had budgeted \$614,634 including provision for a Tourism Trainee position (Activity 47)	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
4.2.1.1 To maintain Councils marketing and promotional standards over the period of the Delivery Program	* Review the financial commitment by Council to the marketing and promotional budget	Katrina Dwyer	Level maintained plus additional marketing initiatives funded from Tourism Reserves: Rhino Trail \$9,000; Brand Parkes \$8,000; Travel Oz TV \$5,000; Destination Management Plan \$60,000. Participation in the Marketing Taskforce and implemented activities. Development of Brand Parkes proposal for Council. Participation in promoting Parkes Shire at the 2013 Country & Regional Living Expo in Sydney. Successful award submission for Council at the 2013 NSW Inland Tourism Awards and NSW Tourism Awards recognising significant contributions to tourism development in NSW
4.2.1.2 Encourage Tourism Operators and the Business Community to become more involved in the marketing and promotion of the Shire by identifying opportunities for Industry participation in market development and marketing and promotion	* Evidence of increased marketing participation from the business sector * Evidence of material produced	Katrina Dwyer	Over \$8,000 in advertising revenue secured from tourism related organisations for the 2014-15 Visitor Guide, due for launch at the end of the month. HPC participation in Wild Rhino promotion through special entry offer on the app and encouraging engagement with visitors through facebook. The Dish and HPC featuring in Travel Oz production highlighting the Newell Highway as a tourist route, to be launched at Parliament House May. Parkes Golf Club featuring in PGA magazine as one of the top courses on the Newell. Distribution of quarterly tourism newsletter to stakeholders (September and December)
4.2.1.3 Explore opportunities for the Tourism Unit to generate additional revenue that can be applied to marketing and promotion	* Evidence of new merchandise sought * Evidence of increased merchandise sales through the visitors information * Evidence of co-operative marketing with the industry/business community * Evidence of grant funds being attained	Katrina Dwyer	Consolidation of outdated merchandise lines, introduction of a more vibrant line of Parkes branded products (travel mugs, key rings, magnets and t-shirts); proposal to HPC Management Committee to contribute to a marketing fund to provide more \$\$ for promotions - decision pending.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.2.2 To diversify the attraction base of the Shire, providing more things for visitors to "see and do" in the area	* This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops * Funds put aside for development of marketing material from existing budget	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
4.2.2.1 To attract, foster and support the development of external tourist attractions throughout the Shire	* Evidence of cooperation, communication and marketing by Council for attractions * Evidence of meetings with stakeholders and potential investors - 6 meetings annually	Katrina Dwyer	Elvis Rockin Rhino to be installed at the HPC as a new attraction for Parkes and cooperative campaign with Taronga Zoo encouraging visitation from Sydney markets. Henry Parkes Experience in Moat Cottage under development. Peak Hill Open Cut Experience visitor experience strategy/development underway
4.2.2.2 Successfully utilise the resources/tourism opportunities that the Henry Parkes Centre provides	* Evidence of system structures in place to coordinate and manage the effective operation of the Henry Parkes Centre * Evidence of HPC being promoted as a tourist attraction	Katrina Dwyer	Attraction of group visitation, field trip for corporate events such as LG NSW Events Network, events conducted on-site including HPC Open Day and community familiarisation, HPC marketed as a hub for car rallies with a number of events on site, participation in cooperative marketing campaigns with special entry offers including the While You're Here Campaign travel deals and Wild Rhino Trail. TV promotion/footage with Trave Oz. Photoshoot and inclusion of Motor Museum in Australian Classic Car Magazine. New promotional signage installed at Kelly Reserve, DA being completed for Forbes Road Billboard/sign. Meetings and functions held on site to showcase facilities.
4.2.2.3 Facilitate the operation/expansion and management of the Kings Castle "Elvis" attraction	* Continued staffing of the facility, maximisation of visitation to the attraction * Ongoing cooperation with the attraction owner	Katrina Dwyer	Revamp of King's Castle completed prior to the 2014 Festival, a new audio interactive experience that was directly promoted to festival attendees
4.2.2.4 Package and promote activities available in the Shire to special interest groups	* Evidence of package developed and distributed to targeted special interest groups - visitation by special interest groups	Katrina Dwyer	Promotion of attractions to the many visiting car clubs and special interest groups. Particularly March and April will see 6 major car rallies converge on Parkes and experience the HPC and the Dish. Tourism Unit is working on developing day trip itineraries for the groups.

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4.2.2.5 Explore initiatives to further develop the attractions and infrastructure available at the Henry Parkes Centre and continue to seek funding to roll out initiatives for the HPC Stage 3 Masterplan	* Evidence of funding sought and initiatives being implemented	Katrina Dwyer	HPC Master Plan presented to HPC Management Committee at the December Meeting, stakeholders to consider findings and provide comment by the March meeting. Still need to meet with NPM and investigate funding options. TIRF application completed for Moat Cottage fit out - unsuccessful, however Budgeted funds will allow fit out of Henry Parkes Experience.
4.2.2.6 Hold bi-annual meetings/workshops with Tourism Stakeholders to establish networking opportunities and explore new opportunities	* Bi-annual meetings held	Katrina Dwyer	Accommodation provider meetings held bi-monthly with good representation from the industry. Quarterly tourism newsletter distributed.
4.2.2.7 Develop and promote Recreation Vehicle and self contained travelling throughout the Shire	* Evidence of the development of RV and self contained traveller market * Promotion as an RV/large touring vehicle friendly Shire	Katrina Dwyer	Successful application for Tullamore with the CMCA, applications pending for Parkes, Peak Hill and Trundle due to lack of low cost parking areas. Free RV Parking concept developed for PAC Park in Parkes, need to conduct community consultation and report to Council for approval. This will then satisfy Parkes' requirements to be recognised as an RV Friendly Town. Trundle & Peak Hill are still unable to meet this criteria, but TM is working with community reps in these locations to identify potential low cost parking.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.2.2.P - To diversify the attraction base of the Shire, providing more things for visitors to "see and do" in the area	* \$50,000 is allocated in the budget for a Progressive Parkes Shire to improve and diversify the Moat Cottage at the Henry Parkes Centre next year. A further \$100,000 is allocated. Refer (Activity 30)	Les Finn	Medium

Task	Measurements	Actioning Officer	Activity Reported
4.2.2.1.P - Implemented initiatives to further develop the attractions and infrastructure available at the Henry Parkes Centre and continue to seek funding to roll out initiative for the HPC Stage 3 Masterplan	* Moat Cottage Improvements initiated * Report on works carried out utilising SRV to IPART	Katrina Dwyer	Moat Concept Plan presented to stakeholders, approved and Convergence Design instructed to provide council with a cost schedule and project timeline. Mining Interp Centre proposal presented to Council and HPC Management Committee, awaiting comments and funding commitments from stakeholders. Elvis Rockin Rhino installed at the HPC offering a new attraction for visitors.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.2.3 To improve the Tourist Infrastructure available within the Shire	* Advocacy and facilitative roles carried out within staff normal hours and existing tourism budget (Activity 47)	Les Finn	Medium

Task	Measurements	Actioning Officer	Activity Reported
4.2.3.1 To foster and support the improvement and development of tourist accommodation throughout the Shire	* Evidence of co-operation, communication and marketing by Council of accommodation throughout the Shire * Maximisation of accommodation resources for special events throughout the Shire	Katrina Dwyer	Supporting the launch/opening of new motel Aastro Dish, attending open day and promotion through VIC resources. Coordination of bi-monthly accommodation operator meetings, next one in December. Maintaining availability listings for major events including Elvis, promotion of Home Hosting and Tent City, facilitating Croker Oval parking area with Spicer Caravan Park. Investigating/developing Free RV Parking to support this growing market who travel through Parkes to find free camping spots.
4.2.3.2 To ensure that comprehensive, up to date Visitor Information is available in each town, village and gateways such as the airport/train station within the Shire	* Parkes and Peak Hill Visitor Information Centres to maintain their accredited status * Development of Satellite Information Points in Bogan Gate, Trundle and Tullamore * Maintain Information Boards throughout Parkes * Maintain and supply information leaflets for each town, village, airport and train station	Katrina Dwyer	Assisted Peak Hill VIC complete the re-accreditation application. Assisting in updating information signs with the accredited 'I' symbol. Civic information boards maintained. Brochures and information distributed to satellite information points throughout the Shire, Airport etc
4.2.3.3 Further lobby for the footpath to be extended from Webb Street to the Henry Parkes Centre along the Newell Highway to allow for pedestrian access to site	* Evidence of Business Case developed and lobbied * Evidence of funding identified and sought	Katrina Dwyer	Project highlighted in footpath proposal for SRV footpath funding, liaising with Design Manager

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4.2.4 To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore with the villages becoming attractions for the Shire	* Estimated costs for Open Cut Experience, Shire events and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted \$35,137 (Activity 47)	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
4.2.4.1 Continue to improve the presentation of each town and village	* Improvements made to visually enhance each town and village within the Shire	Ben Howard, Nathan Koenig	Improvements made to Peak Hill Main Street Continue to work with community groups to identify future programs
4.2.4.2 Market and promote the retail centres as shopping and service destinations	* Tourism Unit cooperation and communication with Business Groups in each town and village * Evidence of advocacy for Christmas promotions held in Parkes and Peak Hill	Katrina Dwyer	Assisting Peak Hill BATA with gravity gold rush promotion of christmas promotions in Parkes, Trundle and Peak Hill. Assisting Chamber of Commerce with Business Awards event. facilitating events and road closures to take place in CBD for events (Tennis Blitz and upcoming major car events - encouraging visitors to attend and shop in the CBD. Participatoin and promotion of shopping / dining etc in the 2014/15 visitor guide. Assisting in the development of the bi-monthly Parkes Upmarkets.
4.2.4.3 Support events with a tourism focus	* New events attracted to the Shire * Maintenance and promotion of existing events throughout the Shire * Evidence of increased number of visitors to events and investment into the Community during events * Cooperation and communication with the Business Community to capitalise on and actively support events	Katrina Dwyer	LG Events Network Meeting - 40 delegates from across NSW; significant support for A0 Blitz event. significant resources channelled into media management of the 2014 Parkes Elvis Festival and provision of visitor information services. Assistance provided to major shire events including Trundle Bush Tucker Day, Country Music Festival, Peak Hill Gravity Gold Rush, Parkes Car Enthusiasts Weekend, Trundle ABBA Festival and Tullamore Irish Festival.
4.2.4.4 Promote touring throughout the Shire	* Tourism loops and drives developed and promoted * Visitor Information Centres actively promoting day tripping and touring	Katrina Dwyer	Development of history trail for Parkes, day trips and touring routes highlighted in new Visitors Guide being developed. Promotion of cooperative regional trails including the CNSW Discovery Trails, Gold Trails and Modern Mining Trail

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4.2.4.5 Continue to market Parkes Shire through the production and distribution of the Parkes Visitors Guide and support Parkes Shire's presence in the Newell Highway Touring Guide	* Visitors Guide is kept up to date including electronic, web based or app based information * Evidence of Parkes featuring in the Newell Highway Touring Guide	Katrina Dwyer	2014-15 Visitor Guide nearing completion. Launch expected before the end of February. Parkes and Peak Hill prominently featured in current Newell Highway brochure, website and app. Participation in Newell Highway PR campaigns - Travel Oz, PGA Touring Magazine, Wall Street Journal and Travel NZ
4.2.4.6 Work with Central NSW Tourism and CENTROC to further enhance the tourism profile, tourism infrastructure and tourism marketing of the Central NSW Region	* Evidence of meetings attended * Parkes as a tourism destination being mentioned within the media	Katrina Dwyer	Attended CNSWT meetings, participating in regional conferencing teleconference, participating in While You're Here campaign. Attending DNSW media workshop.
4.2.4.7 Ensure that Parkes Shire continues to have a strong online/digital presence	* Evidence of social media policy * Evidence of media monitoring that shows a strong online presence	Katrina Dwyer	Actively using Facebook and Twitter for Parkes Shire Tourism, successful Post #1 in Parkes campaign increased likes and reach of Facebook, almost to 500 Likes. Facilitated family visit by Travel Tart Social Blogger resulting in exposure through social media. Continuous media monitoring. Inclusion in Newell Hwy iPad app and website. maintaining Henry Parkes Centre and Council webpages.

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4.2.4.P - (AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore with the villages becoming attractions for the Shire	<ul style="list-style-type: none"> * At a cost to Council of \$10,000 per annum (Activity 47) * Other village events approx \$5,000 per annum (Activity 47) * Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote will be doubled to \$60,000 (Activity 36) 	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
4.2.4.1.P - Continue to improve the presentation of each town and village	<ul style="list-style-type: none"> * Evidence that increase funding has increased potential for following measures: <ul style="list-style-type: none"> - Improvements made to visually enhance each town and village within the Shire - Report submitted to IPART regarding utilisation of funding from Special Rate Variation 	Ben Howard, Nathan Koenig	Continue to work with community groups to identify future programs but no SRV allocation for 2013/14
4.2.4.2.P - Support events with a tourism focus	<ul style="list-style-type: none"> * Evidence that increase funding has increased potential for following measures: <ul style="list-style-type: none"> * New events attracted to the Shire * Maintenance and promotion of existing events throughout the Shire * Evidence of increased number of visitors to events and investment into the Community during events * Cooperation and communication with the Business Community to capitalise on and actively support events * Report submitted to IPART regarding utilisation of funding from Special Rate Variation 	Katrina Dwyer	Assisting major events continuously including Elvis, Tullamore Irish Festival, Trundle Bush Tucker Day, Local Government Touch and Parkes Picnic Races. New car club events attracted to Parkes Shire with many scheduled around Easter school holidays

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.2.5 To diversify the market base of the Shire, with a focus on events (including sporting and cultural events) and to develop the domestic touring market in conjunction with Tourism NSW and the Newell Highway Promotions Committee	<ul style="list-style-type: none"> * Events Development Officer to diversify the market base of the Shire with a focus on sporting and cultural events. Figure estimated at \$87,745 indicated proportion allocated to Events Role from Tourism Budget 	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
4.2.5.1 Grow events and sporting markets	<ul style="list-style-type: none"> * Evidence of an increase in events with a tourism focus * Evidence of cooperation and communication with event stakeholders * An events calendar developed and distributed 	Katrina Dwyer	AO Tennis Blitz attracting widespread media attention, major car club rallies secured for 2014 - Mercedes, Classic Outback Car Trial, Sydney to London Historic Car Trial, Big Ride for Parkinsons. 2014/15 events calendar being compiled, mail out occurs in June 2014, continued communication with event organisers throughout the Shire to secure dates and offer assistance
4.2.5.2 Promotion of Parkes as a destination to hold business/industry events, conferences and exhibitions	<ul style="list-style-type: none"> * Attraction of small to medium size conferences and meetings * Cohesion with Shire Business Groups in the attraction and promotion of business based events and exhibitions * Maintain communication and cooperation with Business Events NSW 	Katrina Dwyer	Distribution of Events and Conference Planning Kit to potential event organisers. Conference/business events held including LG Events Network Meeting - 40 delegates from across NSW; assisted in conduct of the Parkes Shire Business Awards.
4.2.5.3 Foster, support and promote major existing events	<ul style="list-style-type: none"> * Major existing events supported, including Tullamore Irish Festival, Trundle Bush Tucker Day, Peak Hill Spit and Spud, June Long Weekend activities and the Local Government Touch Football Carnival 	Katrina Dwyer	Events Development Officer directly supporting and advising committees
4.2.5.4 Foster support and promote the Parkes Elvis Festival	<ul style="list-style-type: none"> * Evidence of support over festival, including visitor numbers * Evidence of promotion throughout the year * Positive and professional media coverage obtained 	Katrina Dwyer	TM is Media Manager for the Festival, successful attraction of high profile journalists to experience the festival - DNSW, Wall Street Journal

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4.2.5.5 Target the Regional Group Tour market and develop the Domestic Touring Market in conjunction with Tourism NSW and Central NSW Tourism

* Maintain communication with Central NSW Tourism Katrina Dwyer and Tourism NSW
* Participation of Parkes Shire in regional cooperative projects and promotions
* Participation of Parkes Shire at Consumer Shows

Current member of CNSWT, participation in the While You're Here Campaign, Launch in VIC. participation and promotion of the CNSW Discovery Trails

4.2.5.6 Capitalise on Newell Highway traffic

* Maintain a leading role in the Newell Highway Promotions Committee Katrina Dwyer
* Significant coverage of Parkes Shire within Newell Highway marketing materials
* Participation of Parkes Shire at Consumer Shows

TM is Vice Chair (South), actively participating in marketing campaigns, Travel Oz, Travel Tart, Elvis Festival Media (Wall St Journal and Travel Oz). Travel Oz feature to be launched at Parliament House 5 March 2014

4.2.5.7 Work interdepartmentally with other Council units to ensure that events held across the Shire are well executed and managed, and seek support for non-tourism specific events

* Regular interdepartment communication/meetings held prior/during the event Katrina Dwyer
* Evidence of a debrief meeting, post event

Numerous tourism events coordinated with assistance from Council departments including road closures, market stalls, temporary structures, use of Council land etc, events have included Tennis AO Blitz, Elvis Festival, Christmas promotions, Picnic Races, Car Club Rallies, HPC Open Day, Parkes Upmarkets, Australia Day etc. 2014 Elvis Festival pre and post event briefings held, assistance at public community forum provided, regular planning meetings held for other events.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.3.1 Remain conversant with agricultural innovations and opportunities	* This is carried out as part of the role and functions of the EDM and Senior Executive Staff - 7 days annually	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
4.3.1.1 Encourage/attend and support Agricultural Forums	* Number of forums encouraged/attended and supported	Anna Wylie	The Mayor and the EDM attended the Farm Business Growers update and met with Agricultural Representatives
4.3.1.2 Monitor Industry information channels for innovative ideas and investment opportunities	* Relevant information passed onto stakeholders	Anna Wylie	Regular meetings have been held with Agricultural representatives to learn and promote new techniques. EDM also subscribes to agricultural industry newsletters.


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.3.2 Ensure continued involvement with Agricultural based representative bodies	* Council has staff provide representation on a number of regional groups within their roles and functions - 4 days annually	Les Finn	Low 
Task	Measurements	Actioning Officer	Activity Reported
4.3.2.1 Support and collaborate with NSW Farmers Federation and other Agricultural Representative bodies	* Evidence of support and advocacy	Anna Wylie	In formal discussions have been held at industry functions - however more work in this area needs to be done.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.3.3 Explore and promote opportunities for agricultural "Value Adding Industries"	* This is carried out as part of the role and functions of the EDM and Senior Executive Staff - 5 days annually	Les Finn	High 
Task	Measurements	Actioning Officer	Activity Reported
4.3.3.1 Identify potential industries suited to the Parkes Shire	* Number and types of industries identified * Implement recommendations of the Parkes Shire Economic Development Plan within available resources	Anna Wylie	The EDM has been targeting potential investors in Agricultural value add, industrial development and solar energy.
4.3.3.2 Develop marketing material aimed at value add industries which also highlights the "good news" stories in agriculture	* Marketing material developed and kept up to date	Anna Wylie	At this stage the marketing material still needs to be developed. However Council has been working with an agricultural value add company looking to set up in Parkes.
4.3.3.3 Identify potential locations and sites for industries to be established	* Evidence of this type of functional consideration in planned land uses for the Parkes Shire	Anna Wylie	Over the last 6 months Council has been very proactive in identifying potential sites for investors. Council have employed consultants to investigate further transport links and identify potential industrial sites. Council has also employed consultants to create a submission to rezone the industrial land south of the current Industrial Estate, this should be submit to Council early in 2014.
4.3.3.4 Examine benefits of niche market opportunities	* Evidence of markets being identified * Implement the recommendations of the Economic Development Plan within available resources	Anna Wylie	Council is currently exploring some niche opportunities in agricultural value add.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.4.1 Promote availability of existing and seek access to newer/emerging key communications infrastructure/technology	<ul style="list-style-type: none"> * Reliant on external providers support as they possess details of their infrastructure * Requires expertise from IT and Engineering staff and is principally funded from existing Engineering and IT salaries 	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
4.4.1.1 Identify and promote infrastructure, particularly unique communications (redundancy in optical fibre for example)	<ul style="list-style-type: none"> * Documentation of existing infrastructure and identification of unique/beneficial infrastructure 	Anthony McGrath	Wireless links have been established between Parkes Council Administration building and the Henry Parkes Centre and the Depot. Additional future links include out to the Parkes Airport. NBN Wireless tower sites have been identified for Bogan Gate, Trundle, Tullamore and north and south of Parkes.
4.4.1.2 Identify emerging technologies and seek implementation in Shire	<ul style="list-style-type: none"> * Investigation of new technologies * Lobbying for implementation of new technologies 	Anthony McGrath	NBN Wireless tower have been identified for Bogan Gate, Trundle, Tullamore and North and South of Parkes.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.4.2 Promote and continue relationships with communities and special interest groups	<ul style="list-style-type: none"> * All Directors, The GM and Councillors work with the Consultative Committees * Councillors routinely attend Consultative Committee meetings and staff assist as requires * Funded from existing staff salaries and Councillor disbursements * Projects arising are addressed with existing maintenance votes where appropriate or Town Improvement budgets 	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
4.4.2.1 Support initiatives of Community Consultative Committees to introduce key new technology into their communities	<ul style="list-style-type: none"> * Documentation of existing infrastructure and identification of unique/beneficial infrastructure 	Les Finn	Strategic planning meetings have been held with Tullamore and Bogan Gate - Technology at this stage has not been prioritised by the communities. However will continue to monitor and advocate to Government the need for technology in regional areas. Additionally was made to Telstra black spot phone inquiry.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.4.3.Lobbying for equitable access to communication and technology for our entire Shire	<ul style="list-style-type: none"> * Mayor, GM and Directors actively seek to remedy inequities * Assistance is sought from Local Federal (and State) members on Government related issues * Council Staff support lobbying activities as required * Funded predominately from existing staff salaries and Councillor disbursements 	Les Finn	Very High
Task	Measurements	Actioning Officer	Activity Reported
4.4.3.1 Lobbying for mobile telephone coverage in Tullamore area	* Liaison with major mobile phone service providers. Evidence of representations to Government for mobile telephone coverage in Tullamore area	Anthony McGrath	Telstra has now commissioned the tower

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.5.1 Promote relocation to the Parkes Shire	<ul style="list-style-type: none"> * Mayor, GM, EDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action 	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
4.5.1.1 Circulate appropriate information via web/social media and other channels promoting the regions benefits	<ul style="list-style-type: none"> * Council website current * Implement recommendations of Economic Development Plan 	Anna Wylie	Twitter account created so far the Economic Development Twitter account has 118 followers, following 246 and has sent out 188 tweets
4.5.1.2 Develop marketing material aimed at businesses/industry/people wanting to relocate to Parkes	<ul style="list-style-type: none"> * Marketing material is developed * Implement recommendations of Economic Development Plan 	Anna Wylie	Economic Development Flyer has been created. quotes have been sourced to create a business case for relocating to Parkes.


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.5.2 Attract professional and Government Services to the Parkes Shire	* Mayor, GM, EDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action	Les Finn	High 
Task	Measurements	Actioning Officer	Activity Reported
4.5.2.1 Have regular meetings with established businesses and Government Agencies to help assist with the retention/development and expansion of businesses	* Evidence of meetings - 100 per year (average of 2 per week) as per recommendations of Economic Development Plan	Anna Wylie	Meetings have been held with organisations such as the BEC and the Chamber of Commerce.
4.5.2.2 Market benefits of living in Parkes Shire to professional associations and Government Agencies	* Evidence of Marketing being carried out	Anna Wylie	Several "Relocate Parkes" flyers have been created for various government industries including RMS and RFS however, we are yet to see an industry relocate.
4.5.2.3 Use current market information to develop a business case about "Why relocate to Parkes?"	* Evidence of research carried out	Anna Wylie	Marketing Material has been produced.
4.5.2.4 Actively lobby Government to continue the trend of decentralisation regionalisation of Government Departments with a natural fit to regional areas	* Submissions/lobbying to Government Ministers/Local Members	Anna Wylie	Decentralisation cases produced and presented to relevant Ministers.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
4.6.1 Explore and promote opportunities for the retention of industry, retail and Government Services	* GM, DTCS, DPE, DES and Senior Planner regularly commit time to meetings and consultation to support this action	Les Finn	Very High 
Task	Measurements	Actioning Officer	Activity Reported
4.6.1.1 Facilitate the provision of infrastructure, services and residential land to attract residents and achieve population growth	* Masterplan created	Anna Wylie	Council has identified that there is a need for additional Industrial Land and is in the process of rezoning the land south of the Industrial Estate.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.1.1 Continually liaise with key stakeholders to develop and promote the PNL HUB project	<ul style="list-style-type: none"> * GM, Mayor and EDM actively identify and engage with stakeholders * Funded predominately from existing staff salaries and Councillor disbursements 	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
5.1.1.1 Actively engage with key industry to identify potential obstacles and opportunities	* Meetings held and communications made	Anna Wylie	Over the last 6 months EDM has met with Transport and Logistics Industry leaders including Linfox, SCT, Australian Logistic Council and has attended the Heavy Vehicle Breakfast as well as ARA conference. This has created opportunities to discuss issues that are creating obstacles for the Transport and logistics industry, which has flow on effects to mining and agriculture. Council has taken these issues on board and has lobbied the appropriate Government Ministers and Departments.
5.1.1.2 Advocate to Government the merit and potential of the PNL Hub	* Meetings to be held with local members and relevant ministers	Anna Wylie	Over the last 6 months Council has held meetings with key Federal and State Government Ministers to discuss the importance of the PNL Hub including the Hon Warren Truss, MP Deputy Prime Minister and the NSW Minister for Roads Hon Duncan Gay MLC.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.1.2 Implement and refine the Parkes Shire Marketing Strategy for the PNL HUB	<ul style="list-style-type: none"> * Economic Development Manager actively seeks funding for marketing activities * State Government grants have been helpful in developing marketing materials * Web pages are updated by IT staff * Funded predominately from existing staff salaries and minor budgetary considerations 	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
5.1.2.1 Review and update promotional information both print and web based	* Information is up to date and available on web	Anna Wylie	We are currently reviewing web information
5.1.2.2 Actively target potential investors/businesses	* Implement recommendations of the Economic Development Plan	Anna Wylie	Council has actively been working with investors who have been interested in things such as solar power, transport and logistics and Agriculture value add. The EDM has also attended industry events and visited potential investor for the Hub.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.1.3 Plan and provide further infrastructure for the operation of the Logistic Hub	<ul style="list-style-type: none"> * Engineering, Planning staff and EDM cooperate to identify, scope and cost necessary infrastructure in advance of it being required. State and Federal Governments have assisted with provision of funds for infrastructure provision as has Council and the private sector. 	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
5.1.3.1 Review adequacies of Infrastructure	* Infrastructure does not limit the development of the PNL HUB, Infrastructure gaps identified	Anna Wylie	Over the last 6 months Council has had rail consultants review the infrastructure at the Hub to ensure its strategic use for Inland Rail. Council has also reviewed the Industrial Estate and the Airport Infrastructure to ensure its long term profitability hence why Council is in the process of redeveloping the Airport and the rezoning the Industrial Estate.
5.1.3.2 Actively seek funding for infrastructure gaps	* Required infrastructure gaps scoped to facilitate funding requests	Anna Wylie	Council has received funding for a \$3million redevelopment of the Airport through a Regional Australia Development Grant of \$1.5 million. Council has put together scoping documents to encourage Government to look at projects such as our Southern Ring road which was unsuccessful in receiving funding through RDAF and the Western Heavy vehicle bypass.


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
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.2.1 Continue to update the Transport Strategic Plan and associated strategies	* Engineering staff are the developers of the Strategic Plan. Funding is a major limiting factor * No significant funding is currently available for necessary road infrastructure	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
5.2.1.1 Survey investigation and design of route	* Degree of completion of design works	Nathan Koenig	Western and Southern Ring Roads in progress
5.2.1.2 Investigation of land acquisitions	* Extent of acquisition determined * Acquisition constraints identified	Nathan Koenig	Western ring road acquisition requests with Crown Lands
5.2.1.3 Environmental Impact analysis	* Impacts are assessed before any work decisions are made * Critical impacts identified early and strategy to mitigate or eliminate	Nathan Koenig	Southern Ring Road stage 1 nearing completion

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.2.2 Engage with stakeholders on the Ring Road Project	* The Ring Road is currently unfunded, but a high priority. Cautioned by the fact that there is no current mechanism to deliver the work, engagement with stakeholders is based on increments of work that require stakeholder input. * Engineering staff activities are funded predominately from existing salaries	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
5.2.2.1 Advocate and promote the ringroad project with key stakeholders	* Evidence of engagement with key stakeholders on the project	Steve Barry	Currently liaising with Lands Department for resumption of road corridor for Western Ring Road Southern Ring Road Stage 1, liaison being undertaken with RMS, local landholders and hospital development

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.3.1 Be an active supporter and advocate of the Inland Rail Project connecting Melbourne to Brisbane through Parkes and Inland NSW	* Councils GM and Director of Engineering Services monitor all developments with the Inland Rail Project * GM is a member of the Great Australian Rail Trunk Group and collectively provide proactive advocacy for the Inland Rail Project	Kent Boyd	Medium
Task	Measurements	Actioning Officer	Activity Reported
5.3.1.1 Communicate with Great Australian Trunk Rail Group GATR	* Actively communicate with the GATR	Kent Boyd	The General Manager and Economic Development Manager have met regularly with the GATR group. Including joint presentations to industry and government about the advantages of the GATR Inland Rail system.
5.3.1.2 Advocate the synergies of the Inland Rail with the Parkes National Logistics Hub	* Promotion material developed and distributed	Anna Wylie	During the last 6 months Council has been working hard to advocate for the Inland Rail including citing at as one of Council's key election priorities during the last Federal election. Council has attended several events to promote the Inland Rail including a workshop in Moree and the ARA conference in Sydney. The now Deputy Prime Minister Hon Warren Truss MP even visited Parkes as part of his election campaign to discuss the Inland Rail. Council is also lobbying for a heavy vehicle bypass to link the Newell High way to the PNL Hub.

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5.3.1.3 Coordinate regular meetings/communications with councils/local MPs both State and Federal/Ministers and stakeholders along the Inland Rail	* Meetings held every 6 months/letters of support received/communications/media releases sent out	Kent Boyd	During the last 6 months Council has met various councils/local MPs both State and Federal/Ministers and stakeholders along the Inland Rail. Correspondence has included writing to all Councils along the Inland Rail route about joining MBIRA. As well as writing to all candidates during the Federal Election along the Inland Rail route to ask them to publicly come out and support the Inland Rail. Council also met with our local Federal member the Hon John Cobb MP, Deputy Prime Minister Hon Warren Truss MP, NSW Minister for Roads and various Government departments. The GM and EDM also travelled to Moree for an Inland Rail Stakeholders meeting which included Business, Industry and Government. Council has also been working closely with Moree Plains Council to help organise an Inland Rail Symposium.
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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.4.1 Develop a Strategic Master Plan for the Airport	* Funds have been set aside for external consultants to develop the plan. There is provision of \$50,000 for Economic Strategic Plan	Les Finn	Low 
Task	Measurements	Actioning Officer	Activity Reported
5.4.1.1 Engage consultants to develop an Airport Master Plan which should include opportunities at the airport, suitably zoned, subdivided and serviced land	* Master Plan developed	Les Finn	Master Plan developed and adopted by Council
5.4.1.2 Use Master Plan to attract potential investors	* As per recommendations of the Economic Development Plan	Anna Wylie	The Master Plan has been completed for the Airport. Council is in the process of strategically think about how the master plan is executed in stages. Council has also started to advertise the airport in industry specific magazines.
5.4.1.3 Send out EOI for architects to design expansion/upgrading airport terminal	* Architects engaged and designs complete	Anna Wylie	Council is currently working with Rehbein to develop a spec for architects to design the airport this should be complete by the middle of next year. It was delayed due to the delay in securing the RDAF funding.
5.4.1.4 Project manage the upgrade of Parkes Regional Airport and terminal; this includes identifying funding sources	* Funding identified and upgrade complete	Les Finn	In the period of reporting RDAF funding confirmed and Consultant secured for terminal project management

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.4.2 Ensure that Parkes Regional Airport remains commercially viable	* Requires new market research to be completed In-house delivery most likely means of production	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
5.4.2.1 Frequent liaison with REX airlines to assist in marketing and promotion initiatives to ensure adequate passenger numbers	* Evidence of meetings and correspondence. Increased passenger numbers	Anna Wylie	Over the last 6 months there has been a down turn in the number of aviation passengers flying. Council has continued to liase with REX.
5.4.2.2 Ensure that the airport is seen as a gateway to the Parkes Shire and suitable promotional/tourism information is available	* Marketing material available at airport	Anna Wylie	Marketing material is made available by Tourism at the airport. The promotion of Parkes and the Region will be a key driver in the development of the new terminal.
5.4.2.3 Ensure the Airport is to a satisfactory standard to promote increased use	* Compliance with CASA regulations and standards for type of craft	Sharon Ross	Grounds maintained to the satisfaction of CASA


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.4.3 Increase the number of passengers throughout the airport	* Airport is currently a cost centre and is not self funding. Any activity to increase income would assist to maintain the facility	Les Finn	High 
Task	Measurements	Actioning Officer	Activity Reported
5.4.3.1 Frequent liaison with REX airlines to assist in marketing and promotion	* Evidence of meetings and correspondence * Increase in passenger numbers	Anna Wylie	Council has developed an ad for the airport which promotes the services that are offered. The ad includes a photo of a REX SAAB, which we contacted REX to seek approval to use the images thus giving their presence in parkes exposure.
5.4.3.2 Ensure the Airport is to satisfactory standard to promote increased use	* Compliance with CASA regulations and standards for type of craft	Sharon Ross	CASA Audit undertaken and suggested improvements undertaken to ensure compliance.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.5.1 Continue to canvas the Roads and Maritime Services for improvements of the Henry Parkes Way	* The Henry Parkes Way is a state road and therefore not funded by Council. Works are completed by Council on a contract basis. Improvements are reliant on external funding	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
5.5.1.1 Road deficiencies identified	* Strategic level review of road deficiencies	Steve Barry	No deficiencies identified since completion of bridge over Boree Creek
5.5.1.2 Submissions to RMS and Government to address deficiencies, including Higher Mass Limit (HML) vehicle access from Parkes to Orange	* Submissions made	Steve Barry	No deficiencies requiring submissions arose


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
5.5.2 Continue to work the groups advocating improved road access to Sydney and monitor advocacy groups	* Council participates in the Bells Line Expressway Group (BLEG) and CENTROC programs which advocate improved access. Numerous meetings involved annually for Mayor and senior staff	Kent Boyd	Medium 
Task	Measurements	Actioning Officer	Activity Reported
5.5.2.1 Support the Bells Line Expressway Group (BLEG)	* Evidence of support provided to BLEG	Anna Wylie	The Mayor continues to support the BLEG. The BLEG was identified as one of the priorities for the Council in the lead up to the September Federal Election.
5.5.2.2 Support CENTROC in endeavours to improve access to Sydney	* Evidence of support provided	Anna Wylie	Council continues to support access to Sydney be it road, rail or air. Access to capital cities has been bought up in several submissions including the NSW Ports, Roads and Freight submission as being socially and economically important for Parkes.

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Future Direction

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- 2 IMPROVE HEALTH AND WELL BEING - PAGE 45
- 3 PROMOTE, SUPPORT AND GROW OUR COMMUNITIES - PAGE 66
- 4 GROW AND DIVERSIFY THE ECONOMIC BASE - PAGE 82
- 5 DEVELOP PARKES AS A NATIONAL LOGISTICS HUB - PAGE 108
- 6 ENHANCE RECREATION & CULTURE - PAGE 121
- 7 CARE FOR THE ENVIRONMENT IN A CHANGING CLIMATE - PAGE 144
- 8 MAINTAIN & IMPROVE THE SHIRES ASSETS & INFRASTRUCTURE - PAGE 160



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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.1.1 Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	<ul style="list-style-type: none"> * Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A \$2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) * The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing 	Steve Barry	Very High
Task	Measurements	Actioning Officer	Activity Reported
6.1.1.1 Develop a program of future works to suit varying funding scenarios	<ul style="list-style-type: none"> * Pool Planning Sub Committee meetings are held to review strategy and develop priorities * Possible avenues for funding are listed and explored 	Steve Barry	No meetings held
6.1.1.2 Provision is made in budget to address components of the strategy as funding levels allow	<ul style="list-style-type: none"> * Components included in budget 	Sharon Ross	Budget planning in progress. Meetings scheduled with Management Accountant.
6.1.1.3 Applications are prepared and submitted for funding under Government programs as they arise	<ul style="list-style-type: none"> * Applications are submitted on time * Success of applications 	Sharon Ross	Applications prepared and submitted for Department of Sport and Rec grant for playground

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.1.1.P (Augmented Program) Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	<ul style="list-style-type: none"> * The Shire pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staff. \$125 000 has been budgeted for the first year. The Delivery Program for a Progressive Parkes Shire will enable works at the smaller town pools to be undertaken within the strategy. (Activity 33) 	Steve Barry	Low
Task	Measurements	Actioning Officer	Activity Reported
6.1.1.1.P Implement program of works in accordance with the Shire Pools Strategy	<ul style="list-style-type: none"> * Relevant projects completed at Shire pools * Report regarding expenditure of SRV funds submitted to IPART 	Steve Barry	13/14 projects completed


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.2.1 Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	* The 2013/2014 budget only allocates fund to this program under current funding model, no further funding has been identified. The Infrastructure Plan for kerb and guttering, footpaths and roads, a component of which is used for PAMP installation. Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis. (Activity 39)	Steve Barry	Very High 
Task	Measurements	Actioning Officer	Activity Reported
6.2.1.1 Develop an Annual Implementation Plan of priority pedestrian/cycling projects	* PAMP is used to identify remaining priority projects * Projects compliant with RMS traffic facility and pedestrian/cycleway funding guidelines are identified and considered in preparation of the plan to maximise funding potential * Plan is developed annually and reported to Council for approval	Nathan Koenig	Provided a list of priority projects to RMS for funding
6.2.1.2 Implement the Annual Pedestrian/Cycling Projects Plan	* Degree of implementation	Ben Howard	Projects submitted and awaiting approval

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.2.1.P (Augmented Program) Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	* Funding for this augmented program will be sourced from the footpath budget * Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis. (Activity 39) * Under the Delivery Program for a progressive Parkes Shire additional work can be undertaken in this year with \$130,617 allocated for footpaths	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
6.2.1.1.P Develop an Annual Implementation Plan of priority Pedestrian/Cycling projects	* PAMP is used to identify remaining priority projects * Projects compliant with RMS traffic facility and pedestrian/cycleway funding guidelines are identified and considered in preparation of the the plan to maximise funding potential * Plan is developed annually and report to Council for approval	Nathan Koenig	No funding available 2013/14
6.2.1.2.P Implement the Annual Pedestrian/Cycling Projects Plan	* Increased degree of implementation	Ben Howard	No SRV allocation


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.2.2 Liaise with the Parkes Access Committee to identify and address priority access issues	* Councils Manager Design and Traffic participates on the Parkes Access Committee to identify and address priority access issues	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
6.2.2.1 Participate in the Parkes Access Committee	* Access Committee meetings attendance	Nathan Koenig	Meetings attended
6.2.2.2 Implement the Annual Pedestrian/Cycling Projects Plan	* Degree of Implementation	Ben Howard	Projects submitted and awaiting approval

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.2.3 Ensure new facilities have compliant pedestrian access	* Councils Manager Design and Traffic reviews development applications and Council projects to ensure the street side access is compliant with access standards	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
6.2.3.1 Review adequacy of street-side access for new developments	* Street-side access issues are assessed as a routine component of DA assessment * Development consent included conditions for access where nexus to development is established * Access inadequacies are not identified after operation of new facilities	Nathan Koenig	Assessments carried out considering access requirements
6.2.3.2 Review adequacy of streetscape access for Council projects	* Design plans are checked against standard for access * Access inadequacies are not identified after construction of new facilities	Nathan Koenig	Access Committee consulted
6.2.3.3 Priority streetscape access issues identified by the Access Committee are assessed and included in implementation programs where assessed priority warrants	* Streetscape access issues identified are assessed and included in future works programs where warranted	Nathan Koenig	Identified projects assessed for feasibility Scoped for future funding


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.3.1 Maintain and operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	* The net cost to Council of operating and maintaining the Council pools is estimated to be \$623,667 in 2013/14. (Activity 33) This equates to approximately \$82 per rate assessment	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
6.3.1.1 Ensure compliance with pool operation health guidelines	* Audit reports * Customer complaints	Sharon Ross	Pools operated within Dept of Health Guidelines. All staff trained for water quality.
6.3.1.2 Work towards meeting the Royal Life Saving Society Guidelines for Safe Pool Operations	* Audit reports * Deviations from the Guidelines * Customer complaints	Sharon Ross	Audits undertaken by RLSSA with excellent results
6.3.1.3 Comply with the Department of Local Government Practice No.15 - Water Safety	* Audit reports * Deviations from Practice Note * Customer complaints	Sharon Ross	Audit undertaken by Royal Life Saving Society who advised Parkes Shire Pools will receive 5 star ratings. All staff have the current training standards.
6.3.1.4 Maintain facilities to a satisfactory standard	* Regular reports from Pool Supervisors for maintenance requirements * Audit reports * Customer complaints	Sharon Ross	Maintenance inspections undertaken regularly

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.3.2 Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	* Expenses for 2013/2014 are estimated at \$1,522,096 and Capital Works at \$45,345 (Activity 35)	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
6.3.2.1 Maintain parks and gardens within available funding levels	* Customer complaints * Budgetary compliance * Audit reports	Ben Howard	Works carried out within budget
6.3.2.2 Develop a Parks and Gardens Management Plan incorporating achievable service levels	* Management plan process	Ben Howard	In progress
6.3.2.3 Develop a Street Tree Management Plan incorporating a replacement program	* Management plan process	Ben Howard	In Draft, to be adopted by Council early 2014
6.3.2.4 Manage playgrounds to maximise compliance with Australian Standards	* Customer complaints * Audit reports	Ben Howard	Works carried out within budget Replacement program developed
6.3.2.5 Seek additional funding for identified beautification and recreation projects	* Applications are prepared and submitted for funding under Government programs as they arise * Success of application	Ben Howard	Grant application submitted and successful for Bushman's Hill Precinct


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.3.3 In conjunction with the Shires Sports Council, maintain and develop sporting fields to meet the need of the Shires strong sporting base	* Sports Council expenses for 2013/2014 are \$212,886 * Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding. (Activity 34)	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
6.3.3.1 Support the operation of the Sports Councils through financial and resource allocation	* Applications are prepared and submitted for funding under Government programs as they arise * Success of applications	Ben Howard	Continual financial support
6.3.3.2 Seek additional funding for sporting field development projects	* Applications are prepared and submitted for funding under Government programs as they arise	Ben Howard	Unsuccessful applications submitted for Northparkes oval seating and RDAF application for Hockey (T2) Successful Cricket NSW grant for Cricket Nets
6.3.3.3 Representations are made through the Local, State and Federal Members of Parliament for assistance to obtain funding	* Details of representation made are recorded including outcomes	Steve Barry	As the opportunities arise

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.3.3.P (Augmented Program) In conjunction with the Shires Sports Council, maintain and develop sporting fields to meet the need of the Shires strong sporting base	* Additional funding is provided in the augmented program for master planning to commence, total budget \$239,847 for 2013/2014 (Activity 34)	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
6.3.3.1.P Develop Master Plans	* Master Plans completed	Ben Howard	In progress Community consultation for smaller towns scheduled Request for fee proposal advertised for Spicer, Northparkes and Pioneer Ovals
6.3.3.2.P Implement Master Plans	* Works identified in Master Plan program implemented	Ben Howard	Awaiting outcomes from community consultation


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.3.4 Continue to develop and progress towards the establishment of the "TurfZ" Project with the Parkes Hockey Association	* Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will depend on access to grant funding as no funds are budgeted over the period of the Operational Plan specifically	Steve Barry	Very High 
Task	Measurements	Actioning Officer	Activity Reported
6.3.4.1 Identifying existing funding, potential funding and funding gaps	* Funding sources are clearly identified * Funding gaps are clearly identified	Ben Howard	Unsuccessful RDAF application for Hockey (T2)

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.3.5 Continue to develop and progress towards the establishment of a Community Garden Project	* Council is providing in principle support to this action and working with the "Friends of the Garden" on the project. No funding has been allocated by Council and further development will be dependent on access to grant funding as no funds are budgeted over the period of the Operational Plan specifically for this project.	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
6.3.5.1 Consult with gardening groups, local Aboriginal groups and other interested parties to develop a Community Garden Plan	* Meetings held	Ben Howard	Meetings held however, no support from Garden Clubs. Therefore no further action required at this time
6.3.5.2 Make representations to the Department of Lands in relation to the use of Crown land or Council managed Crown land for the purpose	* Requirements for agreed locations in accordance with Crown Land Master Plan	Ben Howard, Clint Fitzsummons	Report submitted October 2014.
6.3.5.3 Prepare estimates for further budget considerations of projects	* Capital expenditure analysis carried out	Ben Howard	N/A
6.3.5.4 Scope infrastructure requirements for possible development in agreed locations	* Suitable grants located	Ben Howard	N/A

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.3.6 Support cultural facilities and groups	* Funding of \$20,000 is allocated to engage a consultant to prepare a cultural facilities Master Plan for Parkes. Total budget for 2013/2014 is \$309,818 (Activity 36) No funding for the building of new cultural facilities has been allocated. Once priorities for additional cultural facilities are decided Council will commence allocating funding. Any projects are dependent of access to grant funding.	Les Finn	Medium
Task	Measurements	Actioning Officer	Activity Reported
6.3.6.1 Support music development within the Shire	* Provide financial support for the Parkes Shire Concert Band Musical Director through the Mitchell Conservatorium	Shellie Buckle	Financial support provided however Musical Director position now ceased
6.3.6.2 Co-ordinate information sharing and event promotion	* Cultural newsletter distributed to cultural groups * Social media options for supporting cultural groups investigated and implemented	Shellie Buckle	Cultural newsletter distributed including Social Media avenue, draft Cultural Plan Community consultations held
6.3.6.3 Maintain relationship with Arts OutWest	* Memorandum of Understanding 2013-2016 agreed upon	Shellie Buckle	Reporting not required during this period
6.3.6.4 Support Parkes Shire Cultural Committee	* Meetings held as required	Shellie Buckle	Meetings held
6.3.6.5 Investigate cultural facility need	* Consultants engaged * Cultural facilities Master Plan produced and adopted by Council	Shellie Buckle	Consultation engaged, draft Cultural Plan Community consultations held

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6.3.6.6 Investigate the possibility of developing a mining history exhibition	* Investigation carried out * Recommendations made	Katrina Dwyer	Commissioned the feasibility study of a Mining Interpretive Centre within the Henry Parkes Centre complex. Suggested extension to the North West side of the building to incorporate an interactive mining exhibition which would increase the tourism offering of the site. The plan has been presented to the HPC Management Committee and to Council, awaiting feedback and decision to source funding and investment
6.3.6.7 Provide accommodation support for key groups in the Shire	* Parkes Musical & Dramatic Society accommodated * Parkes Shire Concert Band accommodated	Steven Campbell	Building Improvements & Maintenance/Repairs carried out where required. Support provided where required.
6.3.6.8 Support local art and craft exhibitions	* Provide support as requested to local art and craft exhibitions	Shellie Buckle	Support given as required
6.3.6.9 Sponsor and administer Parkes Shire Cultural Grants	* Grants program offered * Grants allocated to appropriate applicants	Shellie Buckle	In the period under review, funds utilised for consultancy for draft Cultural Plan instead of Grants program

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.4.1 Ensure the Library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	* \$81,100 is budgeted for the purchase of Library collection resources. (Activity 29)	Les Finn	Low
Task	Measurements	Actioning Officer	Activity Reported
6.4.1.1 Increase the usage of the Library	* Library usage increases by 1% annually	Shellie Buckle	At the six month mark indicative target not reached
6.4.1.2 Provide a range of activities and workshops	* Activities for children and youth are held in the school holidays * A program for adults/Seniors/people with a disability/Culturally diverse people is held once per month * A housebound service is provided in conjunction with the Parkes Neighbourhood Centre * Hold events for Seniors Week, Youth Week, Library Week, Book Week and History Week * Early childhood literacy programs held during school term	Shellie Buckle	Range of activities and workshops successfully held during the reporting period
6.4.1.3 Collect material suited to the needs of the community	* Collections are weeded as required * The Collection Development Policy is reviewed every 2 years (due 2013) * Collection acquisition budget increases by a minimum of 4% per year * Stock turnover by collection code is assessed	Shellie Buckle	Policy updated and adopted
6.4.1.4 Provide quality customer service that meets customer needs	* Library Customer Survey carried out every three years (due 2016)	Shellie Buckle	Reporting not required for this period
6.4.1.5 Inspire and nurture the joy of reading for people of all ages and backgrounds	* Participate in literacy related activities and programs * Provide a "Request for Purchase" service * Provide early childhood literacy sessions * Facilitate author visits to the Shire	Shellie Buckle	Activities and programs held Customer request system in place Activities held for childhood literacy

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.4.2 Capitalise on new technologies to provide enhanced services and access to information	* \$10,500 is budgeted to support existing technology replacements and maintenance. Additional funding will be required to enhance technological services (Activity 29)	Les Finn	High
Task	Measurements	Actioning Officer	Activity Reported
6.4.2.1 Actively manage Parkes Shire Library's web presence	* Maintain Library section on www.parkes.nsw.gov.au * Maintain Parkes Library co-authored blog www.dog-eared.me * New social networking opportunities are assessed and implemented if suitable	Shellie Buckle	Web presences maintained including blog
6.4.2.2 Actively participate in usage of and development of the Library Management System (LMS)	* LMS updates are installed within three months release * Library staff attend LMS User Group Annual Meeting * Where funding allows implement new LMS features	Shellie Buckle, Anthony McGrath	User groups attended and LMS updates installed as necessary


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.4.3 Provide opportunities for all to experience cultural experiences	* No funding is budgeted to provide exhibitions, special projects and workshops. The budget relies on funding from Netwaste, Elvis Festival sponsors and the provision of travelling exhibitions from other institutions	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
6.4.3.1 Provide a range of travelling and local exhibitions and displays	* Co-ordinate and host Waste to Art local exhibition and competition * Co-ordinate and host an exhibition/activity for the Parkes Elvis Festival * Host at least one travelling exhibition per year * Host at least one other local exhibition/display per year	Shelie Buckle	One travelling exhibition held in the period - "Train Spotting" Exhibition from the Powerhouse Museum.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
6.4.4 Seek to comply with State Library NSW baseline service requirements	*The Library Service budget is \$80,853. Any modifications or enhancements to ensure compliance will require additional funding. (Activity 29)	Les Finn	Medium 
Task	Measurements	Actioning Officer	Activity Reported
6.4.4.1 Report to Council on options required to meet baselines via Library committee and implement changes where necessary	* A review comparing Parkes Shire Library against Library Council of NSW standards and guidelines is prepared and adopted	Shelie Buckle	Library Services review adopted in 2012 implemented in period under review relating to employment of Library Officer for Local History and other services

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.1.1 Parkes Shire Council develops a planned approach to reduce its operational environmental impact	* Estimated costs of environmental support budgeted at \$12,648. (Activity 26)	Steve Barry	Medium
Task	Measurements	Actioning Officer	Activity Reported
7.1.1.1 Implement Environmental Management Plan for Council works	* Internal consultation ongoing * Works included in PIMP	Andrew Francis	Project initiated in PIMP Literature review currently underway to assess the level of EMP maturity from neighboring Councils and other authorities to provide a basis for developing a PSC EMP.
7.1.1.2 Develop standard erosion and sediment control plans and systems	* Plan completion 2013/2014 * Internal and external contacts advised of standards (ie Builders) * Plans comply with relevant guidelines	Andrew Francis	Literature review underway to collate technical requirements for S&E control, including mainly the provisions from the "Blue Book".
7.1.1.3 Integrate environmentally sustainable development practices into construction plans	* Policy developed * Breaches of environmental standards * Infringement notices * Education material made available to developers and builders	Andrew Francis	Literature review underway of similar practices adopted by other Councils, including NSW Government regulatory requirements.
7.1.1.4 Seek a grant for environmental initiatives	* Success of application	Andrew Francis	Grant received via collaboration with the Central West CMA Water Quality and Salinity Alliance for implementation of works identified in the Roadside Vegetation Management plan. Grant application made for NSW EnviroTrust grant for rehabilitation works in PAC Park.
7.1.1.5 To develop a new State of Environmental Report based on IP&R objectives	* Report completed	Andrew Francis	Report completed Nov 2013

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.1.2 Actively participate in environmental improvement programs	* Estimated costs of environmental support budgeted at \$12,648. (Activity 26)	Steve Barry	Medium
Task	Measurements	Actioning Officer	Activity Reported
7.1.2.1 Actively participate in CENTROC's Sustainability Forum	* Meetings attended * Programs initiated	Andrew Francis	CENTROC Program no longer exists
7.1.2.2 Participate in CENTROC's Sustainable Procurement Programs	* Comparison of CENTROC procurement contracts with existing arrangements * Participate where outcomes are beneficial	Andrew Francis	A number of Council procurement activities have been undertaken with a sustainable focus
7.1.2.3 Integrate NetWaste/CENTROC programs into the PSC environmental education program	* Continue implementation of NetWaste RE-SAP Plan * Degree and use of programs	Andrew Francis	Outcomes from Re-SAP currently being investigated NetWaste staff involved in PSC Library activities
7.1.2.4 Integrate LCMA/PSC Natural Resource Delivery Plan for funding opportunities	* Measure against Delivery Program outcomes	Andrew Francis	Engaged with Central West Local Land Services in place of LCMA to review and update the combined NRM Delivery Plan for 2014-16
7.1.2.5 Continue partnerships with CWCMA and LCMA for environmental improvement programs	* Attend CWCMA and LCMA Local Government Reference Forums * Where beneficial participate in programs * Seek grant funding for Environmental initiatives in partnership with CMA's	Andrew Francis	Engineering Sustainability Officer represents Council at the Forums, currently engaged in Roadside Vegetation project with the group
7.1.2.6 Support Parkes and Districts LandCare Enviro Hub	* Council representative to attend LandCare Enviro Hub * Support LandCare initiatives through procurement of small items such as tube stock and advertising	Andrew Francis	PSC interacts on a regular basis via the Engineering Sustainability Officer, including meetings and on ground works. Planting activities supported for National Tree day as well as through contributions from City of Canada Bay project funds.


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.2.1 Investigate opportunities for the use of renewable/alternative energy sources	* Currently budget items for sustainability initiatives or investigations is \$2,000. (Activity 26) Also this year the water fund is investigating renewable energy alternatives as part of the PSC Distributed Energy Plan \$100,00. (Activity 50)	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
7.2.1.1 Continue to monitor Parkes Shire Council energy usage	* High energy consumption areas identified * Monitor high energy consumption sites	Andrew Francis	E21 software utilised to monitor the usage across all Council sites, solar installations are monitoring regularly to check for any issues as well as on-going production figures.
7.2.1.2 Continue to determine energy consumption areas that could be converted to renewable energy under the PSC Distributed Energy Plan	* Areas identified * Installations completed	Andrew Francis	E21 software utilised to monitor consumption across all Council's sites. No further sites identified in this period.
7.2.1.3 Parkes Shire Council will be an advocate for sustainable energy choices and work with CENTROC on community awareness strategies	* Number of initiatives identified * Evidence of raised community awareness of energy choices	Andrew Francis	Parkes Solar Communities project helped to raise the level of awareness of energy consumption and alternatives, resources from the Central West CMA are utilised on an ongoing basis for the engagement local business.
7.2.1.4 Through the Savewater Alliance Council will educate the community regarding carbon emission reduction	* Number of website hits * Customer Feedback Survey on website	Andrew Francis	Minimal number of website hits, probably due to difficulty in finding the link on the current website.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.2.2 Actively encourage subdivisions to be sustainable built environments	* Estimated capital cost for site works and subdivisions for sale to progress towards sustainable housing for 2013/2014 \$125,000. (Activity 48)	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
7.2.2.1 Actively encourage subdivisions to develop sustainable built environments	* Progress towards sustainable housing	Andrew Francis	Progressed to the Parkes 'Sustainable Living Subdivision' as an example to other developers


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.3.1 Manage the operation of Council's Waste Landfill Depots	* Council proposes to spend \$1,120,000 in 2013/2014 for the upgrade of landfill facilities. (Activity 23)	Steven Campbell	Low 
Task	Measurements	Actioning Officer	Activity Reported
7.3.1.1 Develop a Waste Management Strategy for the Shire	* Waste Management Strategy adopted	Steven Campbell	Currently being finalised.
7.3.1.2 Prepare a Master Plan and upgrade Parkes Waste Landfill to encourage diversion of waste	* Master Plan adopted * Project delivery plan finalised for Parkes Waste Depot * Tenders called and awarded * Contract agreement signed	Steven Campbell	Awaiting finalisation of application for additional funding through EPA.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.3.2 Continue involvement with NetWaste to improve the delivery and planning of waste/resource management	* Regional programs to improve delivery and planning of waste/resource management for 2013/2014 \$15,000 (Activity 22 & 23)	Steven Campbell	Low 
Task	Measurements	Actioning Officer	Activity Reported
7.3.2.1 Implement NetWaste Regional and Sub-Regional Strategies	* Evidence of adoption of Regional Strategies initiatives	Steven Campbell	Council has been actively involved in regional initiatives as established.


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.3.3 Manage contracts for Waste and Recycling collection services	* Council participates in a Regional Domestic Waste and Recycling contract with four other Councils	Steven Campbell	Low 
Task	Measurements	Actioning Officer	Activity Reported
7.3.3.1 Participate on the Regional Domestic Waste and Recycling Contract Management Committee	* Evidence of Regional Strategies Initiatives	Steven Campbell	DPE Actively supportive in committee.
7.3.3.2 Undertake education programs in Waste/Resource Management	* Tonnes recovered * Contamination minimised below 10% * Evidence of diversion	Steven Campbell	Council supportive of education programmes and participates where applicable.
7.3.3.3 Collaborate with partner Councils on new specification for Joint Waste, Recycling and Organics Collection Service	* Cross Council Committee meets quarterly * Specification developed and endorsed * Consultant engaged * Tenders called and contractor engaged	Steven Campbell	DPE represented Council at quarterly meetings with support provided where required.
7.3.3.4 Collaborate in the implementation of the Sustainability Action Plan	* Evidence of Action Plan being implemented * Attend meetings of Sustainability Reference Group	Steven Campbell	No meetings of reference groups for this period

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.4.1 Controls noxious/environmental weeds in accordance with its regulatory obligations	* Staff currently, budget components exist and must match DPI grants. 2013/2014 budget \$230,582	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
7.4.1.1 Conduct regular inspections of private and public land in relation to weeds	* Number of inspections conducted * Compliance with access and inspection legislation	Andrew Francis	Regular property inspections are conducted and summary presented to Council on a quarterly basis
7.4.1.2 Seek funding under the National WONS program and other funding opportunities	* WONS within the Parkes area identified * Other funding opportunities sought * Funding applications are lodged	Andrew Francis	Potential WONS funding sites identified however no funding available for those particular WONS currently
7.4.1.3 Conduct Council's Annual Weed Control Program	* Infestations are identified * Private landholders are made aware of their control obligations * Infestations are controlled * Infestations are mapped in Weed Mapper	Andrew Francis	All known infestations mapped within Council's Weed Mapper program. Educational material distributed to landholders via Parkes and other Townships agricultural shows


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.4.2 Controls vermin and pests in accordance with its regulatory obligations	* Estimated costs to control vermin and pests in accordance with Council's regulatory obligations 2013/2014 \$10,812. (Activity 6)	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
7.4.2.1 Respond to information regarding pest species in areas on Council land	* Occurrence of pests on Council land is mapped * Complaints regarding pests on Council land are responded to	Andrew Francis	Most enquiries referred to appropriate Government Agencies and online resources
7.4.2.2 Require land holders to minimise the opportunity for vermin to habituate	* Clean up notices issued where vermin habitat is identified * Notices are enforced	Michelle Bicket	Measurements achieved no problems encountered

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.4.3 Undertake works provided to limit the impact of erosion and gross pollutants	* Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants 2013/2014 budget \$291,045. (Activity 25)	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
7.4.3.1 Develop standard water quality management systems for Council's works	* Principles of site water management are incorporated into works * RMS requirements are met for RMS projects * OEH requirements are met for Council projects	Andrew Francis	'Bluebook' requirements incorporated into Council works as well as RMS projects
7.4.3.2 Work with the Soil Conservation Service to determine areas of improvement	* Liaise on soil conservation issues * Issues identified * Works identified are incorporated into subsequent budgets	Andrew Francis	Long term Stormwater capital works plan developed and incorporated into Long Term Financial Plan
7.4.3.3 Manage Council's obligations under the Protection of the Environment Operations Act, 1997	* Monitor environmental pollution * Environmental incidents managed * All CAIRS followed up	Andrew Francis	Ongoing monitoring of Environmental incidents conducted between Planning & Environment and Engineering staff


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
7.4.4 Ensure proposed and existing developments comply with environmental regulations	* Estimated net cost of town planning operations includes income from fees and costs recovered from regulatory action 2013/2014 \$183,905. (Activity 21)	Steven Campbell	Low 
Task	Measurements	Actioning Officer	Activity Reported
7.4.4.1 Manage Council's obligations under the Protection of the Environment Operations Act, 1997	* Monitor environmental pollution * Environmental incidents managed * All CAIRS followed up	Howard Orr	Ongoing. Cairns tasks investigated.

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Future Direction

8 MAINTAIN & IMPROVE THE SHIRES ASSETS & INFRASTRUCTURE

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- 3 PROMOTE, SUPPORT AND GROW
OUR COMMUNITIES - PAGE 66
- 4 GROW AND DIVERSIFY THE ECONOMIC BASE - PAGE 82
- 5 DEVELOP PARKES AS A NATIONAL LOGISTICS HUB - PAGE 108
- 6 ENHANCE RECREATION & CULTURE - PAGE 121
- 7 CARE FOR THE ENVIRONMENT IN A CHANGING
CLIMATE - PAGE 144
- 8 MAINTAIN & IMPROVE THE SHIRES ASSETS &
INFRASTRUCTURE - PAGE 160



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General Manager

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Mayor



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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.1.1 Ensure the security of Parkes Shire water sources to meet the needs of the community	* 2013/2014 budget \$8,000,000. Upgrade of Lake Endeavour Dam wall and raw water transfer infrastructure will require significant funds with some grant funding available. Most work will require outsourcing. (Activity 50)	Steve Barry	Low
Task	Measurements	Actioning Officer	Activity Reported
8.1.1.1 Manage the Shire water supply dams to maximise safety and water availability	* Conduct regular Dam Safety inspections * Implement Lake Endeavour wall upgrade * Monitor catchment conditions	Andrew Francis	Dam safety inspections conducted on a weekly basis. Lake Endeavour safety upgrade progressed to tender phase. Catchment control measures identified during drinking water management system workshop
8.1.1.2 Manage the array of water supply bores on the Lachlan River to provide a secure supply of water to the Shire	* Pump downtime * Aquifer levels monitored * Monitor aquifer water quality * Maintain and pursue bore licences and comply with conditions	Andrew Francis	Measurements achieved
8.1.1.3 Provide a secure supply of water to the Shire through the Lachlan River intake	* Pump downtime * Investigate river pump upgrade * Maintain river licence and comply with conditions * Manage water allocation * Monitor river water quality	Andrew Francis	Measurements achieved no problems encountered
8.1.1.4 Utilise treated effluent and harvested stormwater to reduce demand on the Shire's potable water supply	* Brick Pit pump downtime * Conduct regular brick pit inspections * Monitor Brick Pit water quality * Investigate stormwater harvesting options including grant opportunities * Investigate recycled water ring main * Manage Golf Club pipeline and pumps * Manage volume of effluent used for irrigation	Andrew Francis	Measurements achieved no problems encountered. Some investigation of recycled ring main undertaken for feasibility.

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.1.2 Provide an adequate raw water transfer system	* \$525k for raw water transfer pump. (Activity 50)	Steve Barry	Low
Task	Measurements	Actioning Officer	Activity Reported
8.1.2.1 Maintain Trunk Mains to effectively deliver raw water	* Trunk Main leakage is monitored * Response times for repairs * Trunk mains are able to deliver annual water needs	Andrew Francis	Measurements achieved no problems encountered. Response times for repairs in line with level of service adopted in strategic business plan
8.1.2.2 Manage Pumps, Pump Stations and Balance Tanks to maximise energy efficiency while maintaining supply	* Energy efficiency is monitored * Preventative maintenance prevents failure * Meet mine demand requirements * Pumps are able meet peak demand	Andrew Francis	Measurements achieved no problems encountered
8.1.2.3 Maintain the SCADA/Telemetry Network to allow for efficient management of the water system	* SCADA/Telemetry systems operate efficiently * SCADA/Telemetry systems are updated to ensure efficiency	Andrew Francis	Measurements achieved no problems encountered


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.1.3 Provide treated water to meet Australian Drinking Water Guidelines	* No capital budget for the 2013/2014 year. Tasks carried out in normal staffing resources. (activity 50)	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
8.1.3.1 Maintain current Filtration Plant while investigating options for expansion to meet current water demand	* Quality of treated water * Review of existing infrastructure undertaken and options to upgrade explored * Preventative maintenance prevents plant failure	Andrew Francis	Measurements achieved no problems encountered. Engaged Public Works for review of new treatment plant options
8.1.3.2 Conduct frequent testing of water samples to meet ADWG	* Testing completed as required by NSW Health	Andrew Francis	Measurements achieved no problems encountered
8.1.3.3 Implement and review Drinking Water Quality Plan in line with legislation	* Consultation undertaken * Plan review completed	Andrew Francis	Drinking water management system workshop held with key staff and Councillors draft plan completed

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.1.4 Deliver potable water to Shire customers	* Estimated capital expenditure for new reservoir for 2013/2014 \$1,700,000. (Activity 50)	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
8.1.4.1 Maintain the reticulated pipe network to provide level of service including renewals and expansion as required	* Computer modelling used to determine network expansion required * Network is able service new development areas * Network leakage is monitored	Andrew Francis	Measurements achieved no problems encountered
8.1.4.2 Maintain service reservoirs to meet service demand and provide minimum service pressure	* Preventative maintenance program for reservoirs developed * Reservoirs are cleaned every 4 years	Andrew Francis	Measurements achieved no problems encountered. Two reservoirs completed this reporting period.
8.1.4.3 Manage pumps to provide continuity of service and provide adequate pressure during times of high demands	* Pressure in the reticulated network is above 120kPa * Number of complaints/service level	Andrew Francis	Measurements achieved no problems encountered. Number of complaints below adopted service level
8.1.4.4 Maintain customer service connections including meters	* Leakage is monitored * Services are replaced as required	Andrew Francis	Measurements achieved no problems encountered

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.1.5 Ensure that the Shire's Water Management Policies and Procedures achieve Best Practice including Demand Management, Strategic Business Planning and Drought Management	* Estimated expenditure for Demand Management and community education 2013/2014 \$20,000.. (Activity 50)	Steve Barry	Low
Task	Measurements	Actioning Officer	Activity Reported
8.1.5.1 Conduct water loss investigations including leak detection	* Progress with investigations * Leaks detected * Leakage trials conducted * Water saved * Funding delivered	Andrew Francis	Measurements achieved no problems encountered. Ongoing leakage monitoring program implemented for Parkes CBD as a trial project
8.1.5.2 Update the Developer Services Policy and Financial Plan in relation to water services	* Consultation done * Plan updated as required	Andrew Francis	Financial Plan was updated as part of strategic business plan update and adopted by Council
8.1.5.3 Update the Strategic Business Plan for Water and Sewer	* Consultation done * Policy updated as required	Andrew Francis	Strategic Business Plan updated and adopted by Council
8.1.5.4 Investigate recommendations from the IWCM Plan	* Develop strategy to implement IWCM * Seek additional expertise to assist with implementation * Degree of implementation of the IWCM	Andrew Francis	Progressed new STP, WTP and ring main
8.1.5.5 Review Best Practice Compliance	* Review undertaken * Compliance gaps identified * Action plan developed to address gaps	Andrew Francis	Best Practice Compliance reviewed and one gap identified in relation to water pricing
8.1.5.6 Water Asset Plan updated	* Consultation * Service Level * Conditional Assessment * Plan reviewed * Information updated	Andrew Francis	Plan updated and adopted by Council

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.1 Manage Local Road Network to agreed service levels	* Local Road Network to agreed service levels are provided from several funding sources including Financial Assistance Grants, Roads to Recovery & Internal Rates & Revenue. 2013/2014 budget \$4,525,410. (Activity 39) which fails to make impact on Council's backlog of works as per Transport Asset Management Plan Section 5,7 and Appendix "B" Asset Management Strategy Section 3	Steve Barry	Very High
Task	Measurements	Actioning Officer	Activity Reported
8.2.1.1 Sealed Roads are provided to meet the needs of road users within financial constraints	* Asset inspections carried out on a regular basis * Asset management data updated * Construction program set and completed * Reseal program set and completed * Customer complaints * Response timeframes	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Reseal program in progress. Complaints and response carried out as resources allow
8.2.1.2 Unsealed Roads are provided to meet the needs of road users within financial constraints	* Asset inspections carried out on a regular basis * Asset management data updated * Gravel resheeting program set and completed * Customer complaints * Length of road maintained (eg. graded, patched, table drains) for each classification * Response times	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Re sheeting program in progress. Complaints and response carried out as resources allow. Substantial works carried out in conjunction with flood damage repairs

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.1.P (Augmented Programs) Manage Local Road Network to agreed service levels	* Local Road Network to agreed service levels are provided from several funding sources including Financial Assistance Grants, Roads to Recovery & Internal Rates & Revenue (Activity 39). The Delivery Program for a Progressive Parkes Shire will provide an additional \$200,00 towards Resealing Programs, Pavement Rehabilitation Program, Unsealed Maintenance Program and Resheeting Program in 2013/2014 to address Council's backlog of works as per Transport Asset Management Plan Section 5.7 and Appendix "B" Asset Management Strategy Section 3	Steve Barry	High
Task	Measurements	Actioning Officer	Activity Reported
8.2.1.1.P Sealed Roads are provided to meet the needs of road users within financial constraints	* Asset inspections carried out on a regular basis * Asset management data updated * Augmented Construction program set and completed * Augmented Reseal program set and completed * Customer complaints * Response time frames * Report to IPART on expenditure on projects subject to SRV	Ben Howard, Clint Fitzsummons	Works completed - Middle Trundle RAV approved
8.2.1.2.P Unsealed Roads are provided to meet the needs of road users within financial constraints	* Asset inspections carried out on a regular basis * Asset management data updated * Augmented Gravel resheeting program set and completed * Customer complaints * Length of road maintained (eg. graded, patched, table drains) for each classification * Response times * Report to IPART on expenditure on projects subject to SRV	Ben Howard, Clint Fitzsummons	No budget allocation provided in 2013/14 program

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.2 Manage Regional Road Network to agreed service levels	* Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant (\$1,120,000) and Repair Program (\$100,000). Funding levels are consistent over the budget period depending success of grant applications. (Activity 39)	Steve Barry	Medium
Task	Measurements	Actioning Officer	Activity Reported
8.2.2.1 Sealed Roads are provided to meet the needs of road users within financial constraints	* Asset inspections carried out on a regular basis * Asset management data updated * Construction program set and completed * Customer complaints kept to a minimum * Response timeframes	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Repair program and construction program adopted Complaints and response carried out as resources allow
8.2.2.2 Unsealed Roads are provided to meet the needs of road users within financial constraints	* Asset inspections carried out on a regular basis * Asset management data updated * Gravel resheeting program set and completed * Customer complaints * Length of road maintained (eg. graded, patched, table drains) for each classification * Response times	Ben Howard, Clint Fitzsummons	Maintenance works carried out Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Re Sheet program adopted
8.2.2.3 Bridges and Major Culverts are provided to meet the needs of road users within financial constraints	* Asset inspections carried out on a regular basis * Asset management data updated * Replacement program set and completed * Customer complaints * Response times	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Complaints and response times appropriate

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.3 Ensure Ancillary Road facilities are serviceable and in line with current standards	*Estimated expenditure at \$601,615 will ensure ancillary road facilities are serviceable and in line with current standards. Includes footpath maintenance and estimated capital costs of \$30,617 for renewal of footpaths funded from specific cash reserves. (Activity 41 and 45)	Steve Barry	Very High
Task	Measurements	Actioning Officer	Activity Reported
8.2.3.1 Parking areas are provided to meet the needs of the community within financial constraints	* Asset Inspections carried out on a regular basis * Asset management data updated * Construction of new parking areas * Customer complaints kept to a minimum * Response times	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Complaints and response times appropriate
8.2.3.2 Bus facilities are provided to meet the needs of users within financial constraints	* Asset Inspections carried out on a regular basis * Asset management data updated * Customer complaints kept to a minimum * Response times	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Complaints and response times appropriate
8.2.3.3 Traffic facilities are provided to meet the needs of road users and enhance road safety within financial constraints	* Asset Inspections carried out on a regular basis * Asset management data updated * Customer complaints kept to a minimum * Response times	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects. Complaints and response times appropriate
8.2.3.4 Footpaths and cycle ways are provided to meet the needs of pedestrians within financial constraints	* Asset Inspections carried out on a regular basis * Asset management data updated * Construction program completed * Customer complaints kept to a minimum * Response times	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects and renewals undertaken Complaints and response times appropriate
8.2.3.5 Kerb and gutter is provided to meet the needs of road users within financial constraints	* Asset Inspections carried out on a regular basis * Asset management data updated * Construction program completed * Customer complaints kept to a minimum * Response times	Ben Howard, Clint Fitzsummons	Inspections carried out regularly and asset data updated. Maintenance works orders issued as required for defects and renewals undertaken Complaints and response times appropriate

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8.2.3.6 Street lighting is provided to meet the needs of road users within financial constraints	* Compliance with Australian standards is maximised as funding permits * Customer complaints kept to a minimum	Ben Howard, Clint Fitzsummons	Street lighting still provided in accordance with budgetary constraints
8.2.3.7 Street cleaning is undertaken to meet the needs of road users and pedestrians within financial constraints	* Street cleaning program is achieved * Customer complaints kept to a minimum	Ben Howard, Clint Fitzsummons	Works carried out in accordance with program


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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.3.P (Augmented Program) Ensure Ancillary Road facilities are serviceable and in line with current standards	*Estimated expenditure will ensure ancillary road facilities are serviceable and in line with current standards. The Delivery Program for a Progressive Parkes Shire will provide an additional \$100,000 for new footpaths for Peak Hill, Trundle, Tullanore, Parkes Main Street, School precincts and Aged Care Precincts rolled out in 2013/2014 (Activity 41)	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
8.2.3.1.P Provide additional footpaths in accordance with augmented program	* Asset Inspections carried out on a regular basis * Asset management data updated * Augmented Construction program completed * Customer complaints kept to a minimum * Response times	Ben Howard, Clint Fitzsummons	Programs adopted for Trundle and commenced Still liaising with Peak Hill
8.2.3.2.P Kerb and gutter is provided as part of the augmented program	* Asset Inspections carried out on a regular basis * Asset management data updated * Augmented Construction program completed * Customer complaints kept to a minimum * Response times	Ben Howard, Clint Fitzsummons	No SRV allocation for 2013/14
8.2.3.3.P Increased street cleaning is undertaken to meet the needs of road users, pedestrians and CBD businesses	* Augmented street cleaning program is achieved * Customer complaints kept to a minimum	Ben Howard, Clint Fitzsummons	No SRV allocation for 2013/14

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Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.4 Source road making materials in an environmentally responsible manner	* Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
8.2.4.1 Ensure compliance with legislation pertaining to operation of gravel pits	* Asset Inspections carried out on a regular basis * Breaches of legislation * Performance reports * Environmental protection undertaken * Comply with Pit Management Plan	Ben Howard	Compliance met with Department Primary Industries Council's Pit Management plan updated
8.2.4.2 Manage contractors engaged in the processing of road making materials to ensure legislative compliance	* Breaches of legislation * Performance reports	Ben Howard	Quarterly reports submitted to DPI Contractor managed in accordance with tender
8.2.4.3 Road making material stocks are maintained at a level to ensure timely supply for works	* Stockpile levels monitored on a regular basis * Works Program is linked to road making material supply needs	Ben Howard	Pit Management in line with Construction and Maintenance Program ensuring material available
8.2.4.4 Closed gravel pits are rehabilitated	* Pits are rehabilitated in accordance with Council's Pit Management Plan	Ben Howard	No Pits rehabilitated or closed within time frame
8.2.4.5 Additional road making supplies are sought to ensure future needs are met	* New sources are identified and Development Applications lodged	Ben Howard	No new sources identified however, investigations continuing into reopening of closed pits Gravel Supply Tender developed for additional supplies

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General Manager

Mayor



Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.5 Implement the Parkes Shire Council Transport Asset Management Plan	* Funding to cover staff resources for asset inspection and management comes predominantly from existing road allocations and Engineer's salaries. Information required to be collected and processed requires significant staff resources	Steve Barry	Medium
Task	Measurements	Actioning Officer	Activity Reported
8.2.5.1 Data for the Asset Management Plan is collected in a timely manner	* Quantity of information recorded in the database increases	Ben Howard, Clint Fitzsummons	Data collection increasing
8.2.5.2 Data for the Asset Management Plan is maintained up to date	* Quality of information allows assessment of maintenance needs	Ben Howard, Clint Fitzsummons	Data maintained
8.2.5.3 Programs are developed in accordance with Transport Asset Management Plan principles	* Works programs are developed utilising data and principles from the Plan	Ben Howard, Clint Fitzsummons	Assetic software being implemented to assist program development

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.6 Seek additional grant funding for construction and maintenance of roads associated facilities	* Council relies on funding from the Australian and NSW Government to accomplish additional works that are not possible under current funding levels	Steve Barry	Medium
Task	Measurements	Actioning Officer	Activity Reported
8.2.6.1 Applications are prepared and submitted for funding under the NSW Government's REPAIR Program on a yearly basis	* Applications are submitted on time * Success of applications	Ben Howard, Clint Fitzsummons	Applications submitted and previous applications successful
8.2.6.2 Applications are prepared and submitted for funding under the NSW Government program as they arise	* Applications are submitted on time * Success of applications	Ben Howard, Clint Fitzsummons	No programs available
8.2.6.3 Representations are made through the local State and Federal Members of Parliament for assistance to obtain additional funding for significant projects	* Details of representations made are recorded including outcomes	Steve Barry	As the opportunities arise
8.2.6.4 Projects are identified, scoped and designed to a "job ready" state for when funding opportunities arise	* A suite of suitable projects are identified and documentation prepared	Ben Howard, Clint Fitzsummons, Nathan Koenig	Projects identified in readiness of funding availability

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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.2.7 Plan for future transport and road infrastructure to service future needs	* Council relies on funding from the Australian and NSW Government. Planning needs to take place to ensure Council is in the best position to support grant applications and/or submissions for available funding.	Steve Barry	Medium
Task	Measurements	Actioning Officer	Activity Reported
8.2.7.1 Road network and supporting facilities are analysed to identify opportunities for development	* Projects identified for further investigation	Steve Barry	Monitoring opportunities
8.2.7.2 Projects are scoped and designed to a "job ready" state for when funding opportunities arise	* Projects identified for further investigation	Nathan Koenig	Emphasis placed on Southern and Western Ring Roads. Southern Ring Road Stage 1 scheduled for construction first half of 2014.

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.3.1 Provide an effective and safe Sewage Collection Network for Parkes Shire	* Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2013/2014. This will need to increase to service new developments but will be funded from increased developer contributions. (Activity 51)	Steve Barry	Low
Task	Measurements	Actioning Officer	Activity Reported
8.3.1.1 Maintain the network of collection mains and manholes	* Number of overflows * Annual replacement program implemented * Identify and reduce inflow and infiltration	Andrew Francis	Measurements achieved no problems encountered
8.3.1.2 Provide a level of service for connections including attending to chokes and overflows	* Number of overflows * Service complaints received * Problem sewer mains identified and remedial works undertaken	Andrew Francis	Measurements achieved no problems encountered
8.3.1.3 Monitor and maintain pump stations to provide efficient conveyance of sewage	* Degree of station downtime * Number of overflows annually	Andrew Francis, Clint Fitzsummons	Measurements achieved no problems encountered
8.3.1.4 Sewer Asset Plan development	* Progress of Plan Development implementation and review * Continue CCTV investigation * Continue smoke test of network	Andrew Francis, Clint Fitzsummons	Sewer Asset Plan completed and adopted by Council


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.3.2 Ensure Sewerage Treatment Plants are able to meet needs of the Parkes Shire	* Completion of new Parkes Sewage treatment facility estimated at \$18.5M. In 2013/2014 \$5,500,00 is budgeted for works (Activity 51)	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
8.3.2.1 Manage treatment plants to effectively treat raw sewage	* Quality of treated effluent * Occasions of plant failure	Andrew Francis	Treated effluent meets licence requirements No plant failures
8.3.2.2 Ensure the Parkes Sewage Treatment Plant operates within licence requirements	* Number of licence breaches	Andrew Francis	No licence breaches
8.3.2.3 Progress new STP upgrade	* Consultation * Degree of progress * Funding sources identified	Andrew Francis	Funding from NSW Government offered, concept design completed. Project team engaged

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.3.3 Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse	* \$6.8M budgeted to construct combined effluent reuse and stormwater harvesting ring to service open space areas. This project is contingent upon a successful application for \$3.4M In grant funding. \$4,200,000 is budgeted for 2013/2014	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
8.3.3.1 Investigate reuse options for the Shire's effluent	* Degree of completion of investigations	Andrew Francis	Options investigated as part of the new STP
8.3.3.2 Provide effluent to the Parkes and Peak Hill Golf Courses	* Develop servicing agreement * Compliance with agreement	Andrew Francis	No action during the reporting period
8.3.3.3 Dispose of excess effluent to receiving waters in an environmentally responsible manner	* Effluent does not cause environmental harm * Breaches of licence conditions	Andrew Francis	No breaches of Licence conditions
8.3.3.4 Investigate recommendations from the IWCM Plan	* Develop strategy to implement IWCM * Seek additional expertise to assist with implementation * Degree of implementation of the IWCM	Andrew Francis	Consultants engaged to progress recycle ring main investigations


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.4.1 Facilitate the implementation of Parkes Stormwater Management Plan	* Stormwater levy introduced to fund required stormwater works, 2013/2014 budget \$291,045. Will require dedicated drainage crew to construct and maintain increasing infrastructure. (Activity 25)	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
8.4.1.1 Update existing Stormwater Management Plan	* Degree of Completion	Andrew Francis	No action this reporting period
8.4.1.2 Develop and implement Stormwater Management Plan works and procedures	* Degree of implementation of the annual Stormwater Management Program	Andrew Francis	No action this reporting period

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.4.2.P (New program) Development of Village Stormwater Management Plans	* Stormwater levy introduced to fund required stormwater works will require dedicated drainage crew to construct and maintain increasing infrastructure. The Delivery Program for Progressive Parkes Shire will provide \$100,000 in additional funding in 2013/2014 towards the program to develop Stormwater Management Plans in Tullamroe, Peak Hill, Bogan Gate and Cookmidgera to improve drainage maintenance program and network capacity enhancements	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
8.4.2.1.P Develop Stormwater Management Plan (Village)	* Degree of Completion	Andrew Francis	Bogan Gate investigations completed, Tullamroe review commenced
8.4.2.2.P Implement SWMP for Villages	* Degree of implementation of the annual Stormwater Management Program	Andrew Francis	Bogan Gate investigation completed, Bogan Gate commenced
8.4.2.3.P Provide additional maintenance capabilities	* number of complaints received reduced	Andrew Francis, Clint Fitzsummons	Measurements achieved no problems encountered
8.4.2.4.P Investigate further stormwater mitigation measures	* Stormwater model used to identify mitigates for stormwater problems	Andrew Francis, Nathan Koenig	Priority list assembled, costed and implemented within 2013/14 budget


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.4.3 Manage the collection and removal of stormwater to minimise damage throughout the Shire	* Majority of investigations to be outsourced	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
8.4.3.1 Source funding for stormwater harvesting opportunities	* Grant submissions lodged	Andrew Francis	No available grants during this reporting period

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.4.3. P (Augmented Program) Provide enhanced drainage maintenance and enhancement works	* Requires dedicated drainage crew as per action 8.4.1. The delivery Program for a Progressive Parkes Shire will provide additional funding for drainage maintenance and enhancement in 2013/2014 this is \$50,000. (activity 25)	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
8.4.3.1.P Implement augmented drainage maintenance and enhancement program	*Benchmarks of projects met	Andrew Francis	Parkes component complete

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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.4.4 Apply the principles of Water Sensitive Urban Design to stormwater management	* MUSIC (Model for Urban Stormwater Investigation and Conceptualisation) licence value is \$1,200 per year. It is designed to simulate urban stormwater systems and model water quality changes and design pollutant collection mechanisms) Joining the Central West Water Quality and Salinity Alliance will give access to resources for WSUD implementation at minimal cost (Activity 25)	Steve Barry	Low
Task	Measurements	Actioning Officer	Activity Reported
8.4.4.1 Develop a WSUD policy in relation to development and Council works	* Consultation * Policy developed in line with guidelines from CW CMA	Andrew Francis, Nathan Koenig	In progress
8.4.4.2 Investigate the use of stormwater quality modelling	* Progress with investigations	Andrew Francis	Currently still utilising MUSIC software for stormwater quality assessment

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.5.1 Ensure the Airport facilities and operations are in accordance with legislative and safety standards	* Estimated operational costs are consistent from year to year to enable compliance with legislative and safety standards for 2013/2014 Budget is \$651,834. (Activity 42)	Steve Barry	Medium
Task	Measurements	Actioning Officer	Activity Reported
8.5.1.1 Ensure Compliance with the Civil Aviation Safety Authority Requirements for a certified aerodrome	* Consultation * Policy developed in line with guidelines from CW CMA	Sharon Ross	Airport run in accordance with MOS 139
8.5.1.2 Ensure the security of the airport is commensurate with current risk levels	* Audit reports * Breaches recorded * Variations from the Transport Security Plan	Sharon Ross	Transport Security Plan updated and submitted Dec 2013


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.5.2 Maintain the grounds and services to a standard befitting the gateway to Parkes Shire and the region	* Funding is consistent from year to year to enable satisfactory maintenance of existing facilities in 2013/2014 Budget is \$651,834. (Activity 42)	Steve Barry	Medium 
Task	Measurements	Actioning Officer	Activity Reported
8.5.2.1 Grounds are presented as welcoming for users within budgetary constraints	* Audit reports * Customer Complaints	Sharon Ross	Ground regularly maintained
8.5.2.2 The terminal building is presented to provide a suitable waiting area for airline passengers	* Customer Complaints	Sharon Ross	Terminal Building maintained to suitable standard
8.5.2.3 Programmed works are undertaken in accordance with the long term plan and Asset Management Plan (AMP)	* Completion of programmed works * Implementation of AMP	Sharon Ross	Runway Lighting and Carparking in progress Long Term Plan works delayed pending Airport development

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.5.3.P (New Project) Provide enhanced Airport Facilities	* The Delivery Program for Progressive Parkes Shire provides \$310,000 towards the \$3,035,000 project in conjunction with grant/loan funding to enable enhanced facilities at the Airport. In 2013/2014 budgeted funds are \$700,000 for runway lighting. (Activity 42)	Steve Barry	Low 
Task	Measurements	Actioning Officer	Activity Reported
8.5.3.1.P Upgrade carried out of runway lighting	* Project implemented * Runway lights installed	Sharon Ross	Runway Lighting and Carparking in progress


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.5.4 Seek opportunities to optimise the development of the Airport to support the future needs of the region	* Insufficient funding is available for development of facilities at the Airport. Grant funding or loan opportunities will be necessary to meet the financial requirements of facilities upgrading. Future development funded loans is contingent upon sufficient revenue being available to service the debt. (Activity 42)	Steve Barry	High 
Task	Measurements	Actioning Officer	Activity Reported
8.5.4.1 Representations are made through the local state and federal members of Parliament for assistance to obtain funding	*Details of representations made are recorded including outcomes	Steve Barry	As the opportunities arise
8.5.4.2 Business opportunities are explored for enhancement of the airport facility	*Details of representations made are recorded including outcomes	Steve Barry, Les Finn, Anna Wyllie, Sharon Ross	Council is currently in negotiations with a business looking to expand at the airport. As part of the redevelopment of the airport Council is strategically thinking about the ability to open up more industrial land and hanger space. We are currently ensuring that the services are in the correct spot to future proof the development of the airport.

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.6.1 Effective maintenance of Council owned buildings	* \$144,922 budgeted 2013/2014 for maintenance works. Refer (Building and Asset Management Plan Section 5&7)	Steven Campbell	Medium 
Task	Measurements	Actioning Officer	Activity Reported
8.6.1.1 Ensure buildings are cleaned in a timely manner to meet expectations	* Buildings are cleaned and serviced in accordance with agreed frequency * Cleaning contracts are current	Michelle Bicket	Targets met, Contracts are current, any issues raised have been addressed.
8.6.1.2 Asset Management Plans developed for buildings and implemented	* Works/Improvements completed as identified in Asset Management Plan	Michelle Bicket	Building Projects, as identified in the Budget, have commenced or are at various planning stages with a view for works to be completed this financial year.
8.6.1.3 Utilise CAIRS for building maintenance requests	* Requests listed in CAIRS * Tasks to be reviewed monthly	Michelle Bicket	CAIRS Tasks forwarded to Building Maintenance Officer or dealt with by Planning and Environment Secretary. Some backlog with Maintenance officer on reduced hours and unable to carry out tasks, having to rely on contractors to carry out works.


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.6.1.P (Augmented Program) Effective maintenance of Council owned buildings	* In 2013/2014 and additional \$14,000 is to be utilised for maintenance works at the Trundle Library	Steven Campbell	Low 
Task	Measurements	Actioning Officer	Activity Reported
8.6.1.1.P Trundle Library Maintenance Works	* Buildings are cleaned and serviced in accordance with agreed frequency * Clearing contracts are current	Steven Campbell	Quote Accepted from R Barnes and Programmed for next quarter

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.6.2 Manage the acquisition and sale of Council's buildings and properties	* Council draws upon assistance from contracted solicitors/agents for this purpose with fees incurred to Council case by case. The majority of the work is carried out by staff within their salaries functions.	Les Finn	Very Low 
Task	Measurements	Actioning Officer	Activity Reported
8.6.2.1 Acquisitions and sales occur as opportunities and resourcing permit	* Acquisitions and sales carried out	Les Finn	During the last 6 months Council has sold one Industrial Block, Leased one and has a land shed package on the market.


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General Manager

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Parkes Shire Council
Operational Plan Progress Report
July - December 2013

Action	Resourcing Implications	Director Oversight	Initial Risk Challenge
8.6.4 Manage and maintain Spicer Caravan Park	* The level of funding is contingent on available revenue streams. Budget for 2013/2014 is \$260,793. (Activity 46)	Steven Campbell	Low 
Task	Measurements	Actioning Officer	Activity Reported
8.6.4.1 Supervise Management Lease	* Manager fulfilling lease responsibilities	Michelle Bicket	Caravan Park Management operating in terms of the lease.
8.6.4.2 Asset Management Plan implemented	* Works/improvements completed as identified in the Asset Management Plan	Michelle Bicket	BBQ Shelter Complete and other minor improvements

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General Manager

Mayor

PARKES SHIRE COUNCIL
Operational Plan
Progress Report
July - December 2013

EXECUTIVE SUMMARY



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General Manager

A handwritten signature in black ink, appearing to be 'Ken Keith'.

Mayor

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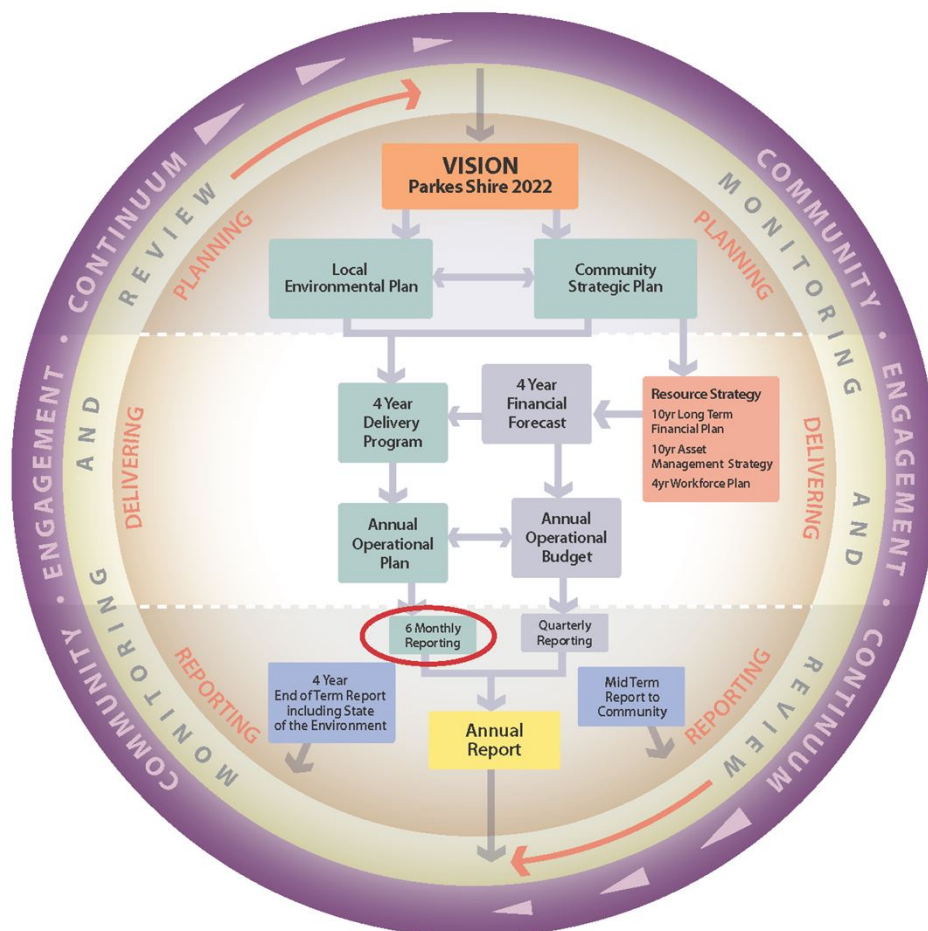


General Manager



Mayor

Parkes Shire Integrated Planning and Reporting Framework



General Manager

Mayor

Parkes Shire Council 10 year Community Plan

VISION

In 2022 Parkes Shire will be:

"A progressive regional centre, embracing a national logistics hub, with vibrant communities, diverse opportunities, learning and healthy lifestyles"

Vibrant communities

Diverse opportunities

Learning, healthy lifestyles

Progressive Regional Centre:
National Logistics Hub

OUR VALUES

The following **C.O.R.E.** values will guide our future choices and how we work together.

We will be:

- C**aring and friendly
- O**pen to new ideas
- R**espectful, acting with integrity and tolerance
- E**ngaging and willing to work together

FUTURE DIRECTIONS

As a community we will work together on the following future directions that will help us reach our 2020 destination

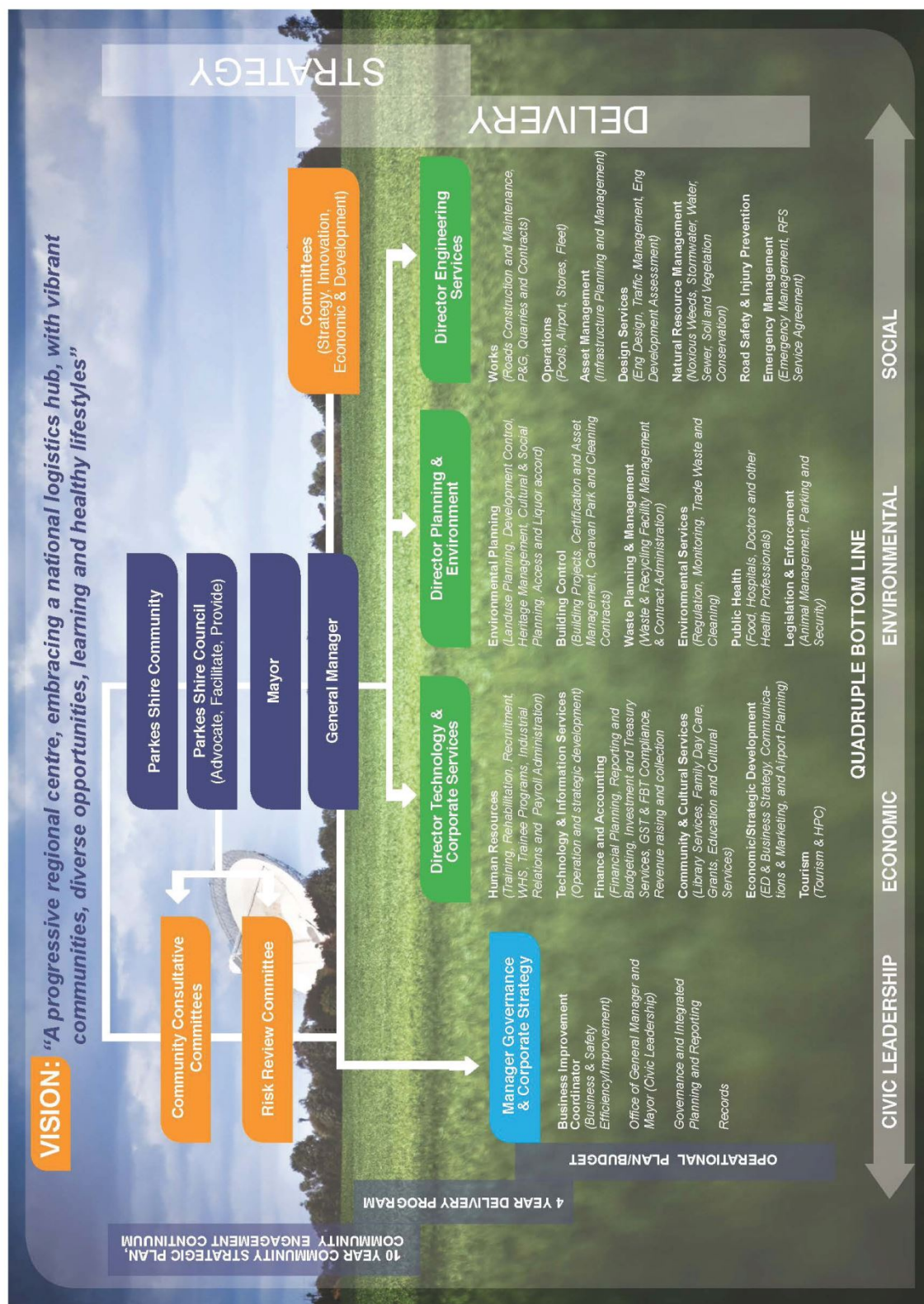
- Develop education and lifelong learning opportunities
- Improve health and wellbeing
- Promote, support and grow our communities
- Grow and diversify the economic base
- Develop Parkes as a national logistics hub
- Enhance recreation and culture
- Care for the natural and built environment in a changing climate
- Maintain and improve the Shire's assets and infrastructure



General Manager



Mayor



Parkes Shire Council Operational Plan Progress Report (July - December 2013) - Executive Summary

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General Manager

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Mayor

Risk Management

ENTERPRISE RISK MANAGEMENT

Parkes Shire Council is committed to the implementation of Enterprise Risk Management (ERM). ERM is defined as "an organisation-wide approach to developing techniques that assist to have the culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects or threats".

Council recognises that risks are an integral part of normal everyday life that is unavoidable. Taking control of informed risks is part of good business practice and allows for risks to be identified, analysed, evaluated and treated. The requirement to adopt a broad-brush risk management approach is likely to be mandated by the Division of Local Government in the near future.

Council is adopting a proactive approach in committing resources and energy to implementing Enterprise Risk Management.

The ultimate objective of Parkes Shire Council's Risk Management Plan is to embed the principles of risk management in all aspects of Council's operations. It is recognised this is a long-term goal, and will require a phased implementation to ensure that risk management is effective and sustained across all of Council's operations.

Council's Strategic Objectives as outlined in the 10 Year Community Plan and the 4 Year Delivery Program, have undergone a risk assessment identifying the threats, termed as challenges, posed to their successful implementation. This assessment has been carried out considering Parkes Shire Council's risk appetite across a number of parameters

in line with the quadruple bottom line. These are found in the risk tables adopted in Council's Risk Management Manual. It is acknowledged that the factors determining the level of risk are not static and therefore, the levels of risk will continue to be monitored and evaluated as required and in line with the International Risk Management Standard ISO 31000.

RISK ASSESSMENT OF ACTIONS

Extreme	High	Moderate	Low	Insignificant
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The "challenge" levels reflect those found in Parkes Shire Council's adopted Risk Management Program. Actions found in the plan are also included in the Risk Registers maintained by Council and these will continue to be monitored and remain changeable.

NB: It is important to note that the assessment is made on the action itself and not the broader Future Direction or Strategic Objective, meaning the assessment examines the challenges posed to Council implementing the actions themselves in the current environment with resourcing available.

MEASURING RESULTS

We will measure achievement of the Delivery Program through Council's Operational Plan. Reporting will be completed on a minimum six monthly basis.



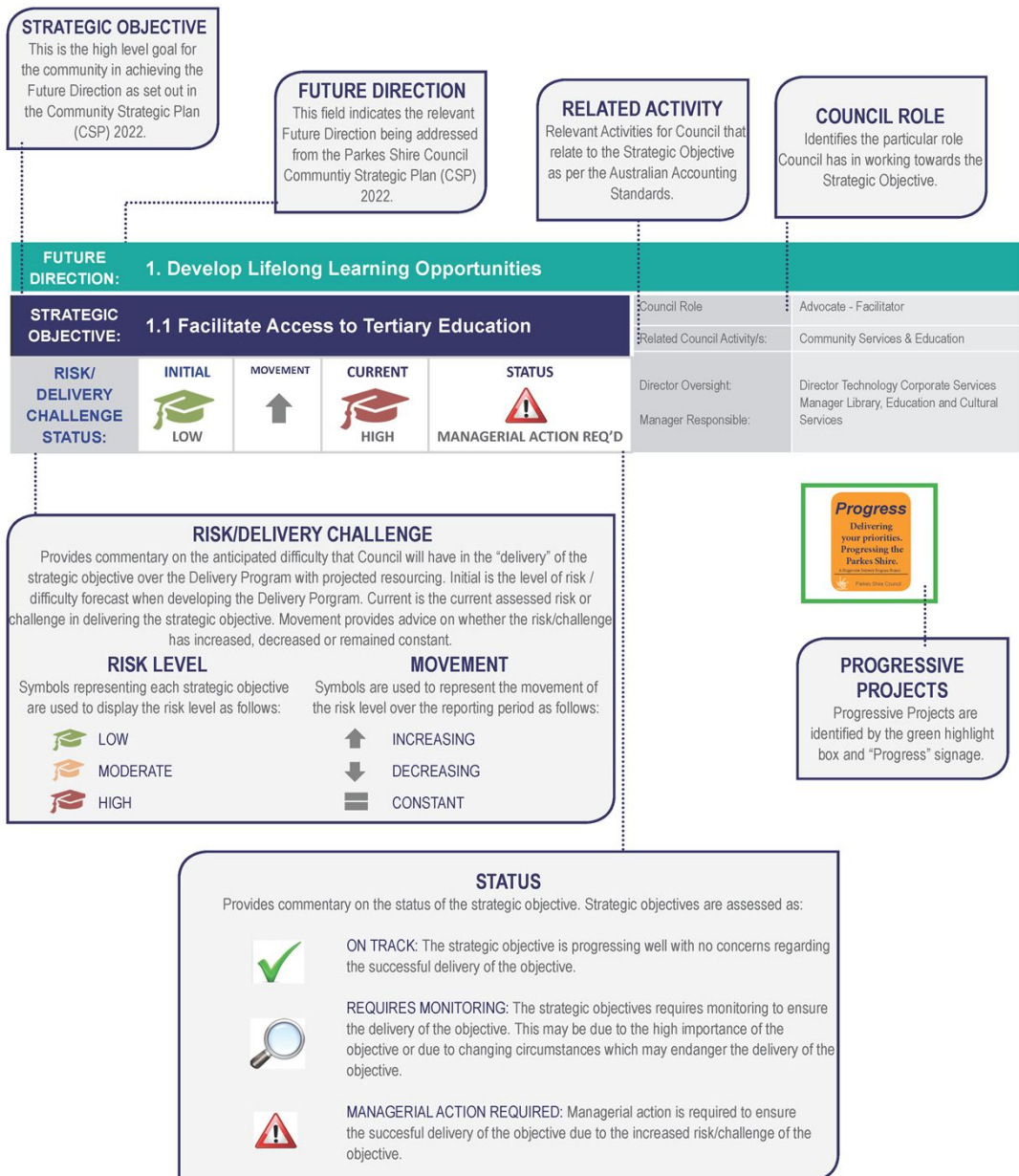
General Manager



Mayor

Report

Format Explained



General Manager

Mayor

The information...

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General Manager



Mayor

FUTURE DIRECTION: 1. Develop Lifelong Learning Opportunities				
STRATEGIC OBJECTIVE: 1.1 Facilitate Access to Tertiary Education				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL  LOW	MOVEMENT 	CURRENT  HIGH	STATUS  MANAGERIAL ACTION REQ'D
Council Role:		Advocate - Facilitator		
Related Council Activity/s:		Community Services & Education		
Director Oversight:		Director Technology Corporate Services		
Manager Responsible:		Manager Library, Education and Cultural Services		



Parkes Study Centre Coordinator position has been redesigned following the resignation of the incumbent. The position description is yet to be finalised for the role.

Annual review of the Parkes Study Centre Strategic Plan is on hold pending completion of position description and position recruitment.

Jack Scoble Scholarship criteria and process reviewed.

◀ Former Study Centre Coordinator Lisa Conti-Phillips, Mayor Ken Keith and Kate Baxter (TAFEWestern) in front of the Parkes Study Centre sign located at the Parkes TAFEWestern Campus.

FUTURE DIRECTION: 1. Develop Lifelong Learning Opportunities				
STRATEGIC OBJECTIVE: 1.2 Support and promote TAFE				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL  LOW	MOVEMENT 	CURRENT  LOW	STATUS  ON TRACK
Council Role:		Advocate - Facilitator		
Related Council Activity/s:		Community Services & Education		
Director Oversight:		Director Technology Corporate Services		
Manager Responsible:		Manager Human Resources		



▲ Cr Ken Keith congratulates Trainees Elise Spedding and Ben Muller and Cadet Joel Cowling. (L-R) Ben Howard (Manager Works), Ben Muller (IT Trainee), Joel Cowling (Engineering Cadet), Mayor Ken Keith, Elise Spedding (Tourism Trainee), Kelly Hendry (Tourism Manager) and Brad Byrnes (Manager Governance and Corporate Strategy).

Parkes Shire Council continues to utilise TAFE for staff training. Council staff were enrolled in the following TAFE courses during the reporting period:

- Certificate III Tourism
- Certificate IV IT (Networking)
- Certificate IV Business
- Certificate II Business
- Certificate II Local Government (Operational Works)
- Certificate IV Library & Information Services

General Manager

Mayor

FUTURE DIRECTION: 1. Develop Lifelong Learning Opportunities						
STRATEGIC OBJECTIVE: 1.3 Promote and support early childhood care and education					Council Role	Advocate - Facilitator
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Technology Corporate Services Manager Library, Education and Cultural Services
	 MODERATE		 MODERATE	 ON TRACK	Manager Responsible:	

Family Day Care received compliance certification with the Education and Care Services National Regulations and Act 2011 and Federal Government National Quality Framework incorporating the "Early Years Learning Framework".

Family Day Care Strategic Plan completed and implemented including quality improvement plan.

Parkes Shire Library held regular Story-Time, Rhyme-Time and Pyjama-Rama sessions with high attendance numbers.

National Reading Day celebrated and Writers Group supported.

REaDTEMBER literacy programs successfully held and embraced by the community.

Parkes Early Childhood Centre (PECC) lease agreement in place and meetings conducted as necessary between Council and PECC.



Local youngsters enjoy the Pyjama-Rama sessions at the Parkes Library which are well attended and supported by the community.

FUTURE DIRECTION: 1. Develop Lifelong Learning Opportunities						
STRATEGIC OBJECTIVE: 1.5 Provide lifelong learning opportunities					Council Role	Advocate - Facilitator
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Technology Corporate Services Manager Library, Education and Cultural Services, Manager Human Resources
	 MODERATE		 MODERATE	 REQUIRES MONITORING	Manager Responsible:	

No computer training provided at Libraries during period. Family and local history services and workshops held at Parkes Library and local branches.

Wifi access provided at all libraries. Seven computers were available for public internet access. Target of 8 computers not met due to one PC in disrepair.

Work experience opportunities provided to local school and university students during reporting period.

Career days supported during period include: "Try a Trade" Roadshow, Local Government Careers for Women and "Way Ahead" Information Night.

Six school based trainees are currently employed by Parkes Shire Council. Council trainees are 5.8% of the workforce (target 6%).

Internal Council Professional Development opportunities for managers implemented through CPEM consulting.

Succession planning is still to be completed. Council's Training and Development Plan is under review.






Pictured at the launch of the first SBAT program is Terry Job-Parkes High School, Kent Boyd-General Manager Parkes Shire Council, Emma Curtis- Skilset Field Officer, Kieran Duncan-Careers Advisor Parkes High School, Jason Lowe-Trainee Cert II Horticulture, Jordan Sloane-Trainee in Cert II Operational Works, Ella Miller-Trainee Cert II in Business, Campbell Earsman-Cert II in Water Operations and Mayor Ken Keith.



General Manager



Mayor

FUTURE DIRECTION: 2. Improve Health and Wellbeing						
STRATEGIC OBJECTIVE: 2.1 Encourage the provision of medical facilities and services					Council Role	Advocate - Facilitator
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Planning Environment
	 HIGH		 HIGH		Manager Responsible:	N/A
	REQUIRES MONITORING					

Parkes Hospital development is currently in the design phase.




General Practitioners (GP) Working Group supported by Council and GP Cup held in October 2013.

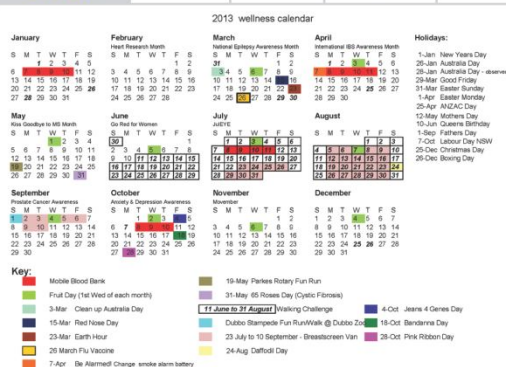
Council was represented at Health Council meetings. NSW Health Infrastructure regularly meet with Council.

Council participated in the Bush Bursary Scheme.



GP Cup Teams assemble for the start of the 2013 GP Cup.

FUTURE DIRECTION: 2. Improve Health and Wellbeing						
STRATEGIC OBJECTIVE: 2.2 Promote and develop health education and encourage people to take personal responsibility for their health				Council Role	Advocate - Facilitator	
				Related Council Activity/s:	Community Services & Education	
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Planning Environment
	 MODERATE		 MODERATE		 ON TRACK	Manager Responsible:



Internal Health and Wellness Program delivered to Council Staff including:

- Skin cancer checks
- Quit smoking programs
- Health and Wellness Calendar
- Walking Challenge





Parkes Shire Council 2013 Wellness Calendar.



General Manager



Mayor

FUTURE DIRECTION: 2. Improve Health and Wellbeing						
STRATEGIC OBJECTIVE: 2.5 Maximise Public Safety					Council Role	Advocate - Facilitator - Provider
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Engineering Services, Director Planning Environment Various
					Manager Responsible:	
	HIGH		HIGH	REQUIRES MONITORING		

Road Safety Officer and Road Safety Strategic Plan implemented and on schedule.

Rural Fire Service Agreement in place and meetings attended by Staff and Councillor representatives.

Parkes Neighbourhood Centre and Parkes Interagency Meetings attended and supported by Parkes Shire Council.


Closed Circuit Television (CCTV) installed in various locations and plans to extend CCTV coverage underway.

Animal management services carried out across the Shire. Further action on non-compliance and significant untidy blocks to be planned.





Progress
Delivering your priorities. Progressing the Parkes Shire.

Additional off-leash area project is ongoing.

Additional ranger patrols have targeted complaints.



^ CCTV camera installed in Cooke Park


FUTURE DIRECTION: 3. Promote , Support and Grow our Communities						
STRATEGIC OBJECTIVE: 3.1 Develop and implement individual township plans					Council Role	Facilitator - Provider
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Technology Corporate Services
					Manager Responsible:	Manager Governance and Corporate Strategy
	MODERATE		MODERATE	ON TRACK		

Community Strategic Plans developed for Tullamore and Bogan Gate. Plans are in draft format and are awaiting ratification from the respective Community Consultative Committees. Plans are expected to be adopted the next reporting period (1st half 2014).

Plans were developed following strategic priority workshops held with each community.

Peak Hill and Trundle Strategic Planning will commence in 2014.

Council continues to work with Community Groups to increase levels of Governance. Training has been planned for the next reporting period (1st half 2014).



^ Strategic Planning session held in Bogan Gate prioritising projects for inclusion in the Bogan Gate Strategic Plan.



General Manager



Mayor

FUTURE DIRECTION: 3. Promote , Support and Grow our Communities						
STRATEGIC OBJECTIVE: 3.2 Develop strategies to work with and support the township endeavours					Council Role	Facilitator - Provider
RISK/ DELIVERY CHALLENGE STATUS:					Related Council Activity/s:	Community Services & Education
					Director Oversight:	Director Technology Corporate Services Manager Business and Economic Development
					Manager Responsible:	

Successful in securing \$1.5 Million Regional Development Australia Fund (RDAF) grant for Parkes Regional Airport.

Relocation submissions sent to Government Departments and major employers encouraging decentralisation and relocation to Parkes.

Government Services map still to be developed.

Council supported Parkes Chamber of Commerce through strategic planning exercises with the view to create a strategic plan for the Chamber of Commerce.

Continued lobbying of Government in relation to National Broadband Network (NBN) rollout and technology advancement within the Parkes Shire Community.

Council attended the Regional and Country Living expo in August 2013 to encourage relocation to the Parkes Shire.

Branding exercise underway for the Parkes Shire to increase population and visitation.

Industrial Land in the Parkes Shire has been re-valued.



< Recreational Vehicle (RV) site at Tullamore Showground.

FUTURE DIRECTION: 3. Promote , Support and Grow our Communities						
STRATEGIC OBJECTIVE: 3.3 Strengthen Council's relationship with the smaller townships					Council Role	Facilitator - Provider
RISK/ DELIVERY CHALLENGE STATUS:					Related Council Activity/s:	Community Services & Education
					Director Oversight:	Director Technology Corporate Services Manager Governance and Corporate Strategy, Manager Business and Economic Development
					Manager Responsible:	



^ Strategic planning session conducted at Tullamore to develop the Tullamore Strategic Plan.

All Council media releases are distributed to the Shire's township media channels including regional media in the Central West.

Awareness of Council's Integrated Planning and Reporting (IPR) Framework raised during Strategic Planning sessions with Bogan Gate and Tullamore. Peak Hill and Trundle will be targeted in the next reporting period.

Council meetings are rotated throughout the Shire's townships, during this reporting period a Council meeting was held in Trundle. Bogan Gate will host a Council meeting in the next reporting period.

General Manager

Mayor

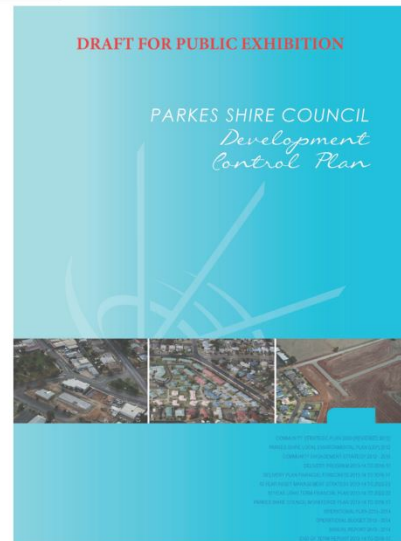
FUTURE DIRECTION: 3. Promote , Support and Grow our Communities						
STRATEGIC OBJECTIVE: 3.4 Utilise an integrated planning framework to guide the development of our communities.					Council Role	Facilitator - Provider
RISK/ DELIVERY CHALLENGE STATUS:					Related Council Activity/s:	Housing and Community Amenities
					Director Oversight:	Director Planning Environment
					Manager Responsible:	Manager Planning and Development

Development Applications (DAs) assessed within required timeframes.

Development Control Plan (DCP) workshop with Councillors booked for next reporting period, adoption of DCP to follow workshop.

Planning and development policies are under review.

Heritage studies continue to be implemented utilising Heritage Advisor and applications for Local Heritage Funds.



> Parkes Shire Council's Development Control Plan.

FUTURE DIRECTION: 3. Promote , Support and Grow our Communities						
STRATEGIC OBJECTIVE: 3.5 Provide equitable access to community services					Council Role	Advocate - Facilitator - Provider
RISK/ DELIVERY CHALLENGE STATUS:					Related Council Activity/s:	Community Services and Education
					Director Oversight:	Director Technology Corporate Services
					Manager Responsible:	Manager Governance and Corporate Strategy

Council consulted with Social Justice Groups through the Parkes Neighbourhood Centre, Elders Advisory Committee, Aboriginal Project Officer and Youth Committee.

Youth Week programs due to begin the next reporting period. Youth support given to Parkes High School Women in Local Government Careers Tour.

No structured approach to Youth Engagement has been developed due to difficulties faced with Youth Forums due to stress on school curriculums. A Youth Strategy will be developed during the next reporting period for Councils consideration.



▲ Kent Boyd (General Manager), Cr Alan Ward, Amanda Corcoran (Aboriginal Project Officer) and Brad Byrnes (Manager Governance and Corporate Strategy)



Aboriginal Project Officer continues to meet role performance requirements and build capacity within the Parkes Shire for Aboriginal people. The Aboriginal Officer provides quarterly reports to Council.

General Manager

Mayor

FUTURE DIRECTION: 4. Grow and Diversify the Economic Base				
STRATEGIC OBJECTIVE: 4.1 Support mining operations and development				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS
				
	MODERATE		MODERATE	ON TRACK



^A AIMEX Mining Exhibition.

Council attends regular consultations with Northparkes Mines and enjoys a healthy relationship with the Northparkes operation.

Council continues to partner with Northparkes Mines for the Grants Officer and Aboriginal Project Officer positions as well as the GP Cup and REAdTEMBER.

Submission made to the NSW Standing Committee into Skills Shortages in NSW. Council presented examples of skills shortages that have been created due to mining and the difficulties in training young people when apprentices and trainees are required to travel long distances to attend TAFE. Cr Haddin, Council's Director Technology Corporate Services and Manager Human Resources gave evidence at the enquiry.

The Asia Pacific International Mining Exhibition (AIMEX) was attended by the Deputy Mayor and Manager Business and Economic Development to promote Parkes as a regional mining services Hub.

FUTURE DIRECTION: 4. Grow and Diversify the Economic Base				
STRATEGIC OBJECTIVE: 4.2 Increase visitation and length of stay across the Parkes Shire				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS
				
	MODERATE		MODERATE	ON TRACK



^A Council Staff and Mayor Ken Keith at the NSW Tourism Awards.

Council was awarded the Local Government Tourism award at the most recent NSW Tourism Awards.

The Parkes Shire has also received promotion through exhibiting at the Country and Regional Living Expo, participating in the Wild Rhino Trail with our "Elvis Rhino" featured in Qantas in-flight magazine and the Parkes Golf Course featured in the PGA Magazine.

The Henry Parkes Centre has been utilised as a tourism centre and resource during the period including Travel Oz coverage and car rally events.

The Kings castle exhibit was revamped in late 2013.



Moat Cottage Concept Plan presented to stakeholders. Convergence Design to provide cost and project timeline to Council.



General Manager



Mayor





> Shearer. Sam Terry shearing a sheep on a property in the Parkes Shire.

[illegible]

^ NBN Wireless Tower specifications

Ken Keith

Mayor

FUTURE DIRECTION: 4. Grow and Diversify the Economic Base						
STRATEGIC OBJECTIVE: 4.5 Increase the number of residents and work opportunities across the Parkes Shire					Council Role	Advocate - Facilitator
					Related Council Activity/s:	Economic Development
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Technology Corporate Services
	 HIGH		 HIGH		 REQUIRES MONITORING	Manager Responsible:



Council has lobbied Ministers, Government Departments and selected companies in favour of decentralisation and explained the benefits of relocating to Parkes. Companies and departments lobbied include the Rural Fire Service. No relocations have been secured.

Economic development fact sheets have been created and quotes have been sourced to create a business case for relocating to Parkes.

◀ Parkes Shire Council exhibited at the Country and Regional Living Expo in August 2013.

FUTURE DIRECTION: 4. Grow and Diversify the Economic Base					
STRATEGIC OBJECTIVE: 4.6 Promote and develop industry, retail and government services in the Parkes Shire				Council Role	
				Related Council Activity/s:	
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	 HIGH		 HIGH	 REQUIRES MONITORING	
				Council Role	
				Advocate - Facilitator	
				Related Council Activity/s:	
				Economic Development	
				Director Oversight:	
				Director Technology Corporate Services	
				Manager Responsible:	
				Manager Business and Economic Development	







▲ Parkes Chamber of Commerce Strategic Planning session.

Council has identified a need for additional Industrial Land and is in the process of rezoning the land south of the Parkes Industrial Estate.

Council has been working with the Parkes Chamber of Commerce to develop a strategic plan to support retail and industry in the Parkes Shire.

General Manager

Mayor

FUTURE DIRECTION: 5. Develop Parkes as a National Logistics Hub						
STRATEGIC OBJECTIVE:	5.1 Develop and promote the Parkes National Logistics Hub (PNL & HUB)				Council Role:	Advocate - Facilitator
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL  HIGH	MOVEMENT 	CURRENT  HIGH	STATUS  REQUIRES MONITORING	Related Council Activity/s:	Economic Development
					Director Oversight:	Director Technology Corporate Services
					Manager Responsible:	Manager Business and Economic Development

Over the last 6 months Council has held meetings with key Federal and State Government Ministers to discuss the importance of the PNL Hub including the Hon Warren Truss, MP Deputy Prime Minister and the NSW Minister for Roads the Hon Duncan Gay.

Council has actively been working with investors who have been interested in things such as solar power, transport and logistics and agriculture value add. The Manager Business and Economic Development has also attended industry events and visited potential investors for the Hub.

Council has received funding for a \$3 million redevelopment of the Parkes Regional Airport through a Regional Australia Development Grant of \$1.5 million.



▲ Linfox operations at the Parkes Industrial Estate.

FUTURE DIRECTION: 5. Develop Parkes as a National Logistics Hub						
STRATEGIC OBJECTIVE:	5.2 Develop a ring road to divert heavy vehicle traffic to Parkes National Logistics Hub (PNL & HUB)				Council Role:	Advocate - Provider
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL  MODERATE	MOVEMENT 	CURRENT  MODERATE	STATUS  REQUIRES MONITORING	Related Council Activity/s:	Economic Development
					Director Oversight:	Director Engineering Services
					Manager Responsible:	Manager Design and Traffic

Survey investigation and design of Western and Southern Ring Roads in progress.

Currently liaising with the Lands Department for resumption of road corridor for Western Ring Road.

Southern Ring Road Stage 1, liaison being undertaken with Roads and Maritime Service (RMS), local landholders and hospital redevelopment.



▲ Traffic travelling through Parkes along the Newell Highway.

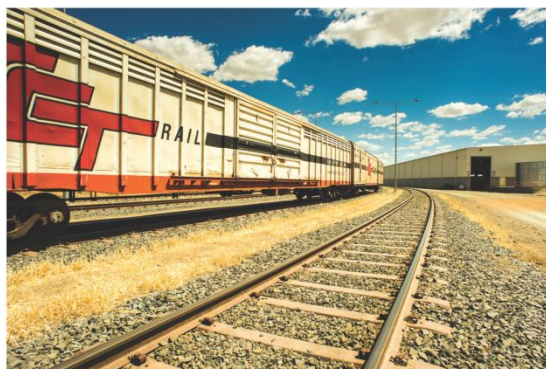


General Manager



Mayor

FUTURE DIRECTION: 5. Develop Parkes as a National Logistics Hub						
STRATEGIC OBJECTIVE:	5.3 Promote development of the inland rail corridor				Council Role:	Advocate - Facilitator
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Related Council Activity/s:	Economic Development
	 MODERATE		 MODERATE	 ON TRACK	Director Oversight:	Director Technology Corporate Services
					Manager Responsible:	Manager Business and Economic Development



^ SCT operations at the Parkes National Logistics Hub.

The General Manager and Manager Business and Economic Development have met regularly with the Great Australian Trunk Rail (GATR) Group. Including joint representations to industry and government about the advantages of the GATR Inland Rail System.

During the last 6 months Council has been working hard to advocate for the Inland Rail including citing one of Council's key election priorities during the last Federal election. Council has attended several events to promote the Inland Rail including a workshop in Moree and the Australian Rail Association (ARA) Conference in Sydney.

Deputy Prime Minister the Hon Warren Truss MP visited Parkes as part of his election campaign to discuss the Inland Rail. Council is also lobbying for a heavy vehicle bypass to link the Newell Highway to the PNL Hub.

FUTURE DIRECTION: 5. Develop Parkes as a National Logistics Hub						
STRATEGIC OBJECTIVE:	5.4 Make Parkes Regional Airport progressive and profitable				Council Role:	Advocate - Facilitator -Provider
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Related Council Activity/s:	Economic Development
	 MODERATE		 MODERATE	 REQUIRES MONITORING	Director Oversight:	Director Technology Corporate Services, Director Engineering Services
					Manager Responsible:	Manager Business and Economic Development, Manager Support Services



^ REX flight leaving from Parkes Regional Airport.

Airport Master Plan developed and adopted by Council.

Consultant secured for the Airport terminal project.

Airport runway lighting and carparking in progress.

Marketing material is made available by Tourism at the airport. The promotion of Parkes and the Region will be a key driver in the development of the new terminal.

Airport grounds are maintained to the satisfaction of Civil Aviation Safety Authority (CASA).

Council has developed an advertisement for the Airport which promotes the services that are offered. The advertisement includes a photo of a REX SAAB. Council contacted Regional Express (REX) to seek approval to use the images and was given permission. The advertisement also promotes REX's presence in Parkes.

CASA audit undertaken and suggested improvements undertaken to ensure compliance.

General Manager

Mayor

FUTURE DIRECTION: 5. Develop Parkes as a National Logistics Hub						
STRATEGIC OBJECTIVE:	5.5 Improve road access to Sydney				Council Role:	Advocate - Facilitator
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Related Council Activity/s:	Transport and Communication
					Director Oversight:	Director Technology Corporate Services Director Engineering Services
	MODERATE		MODERATE	REQUIRES MONITORING	Manager Responsible:	Manager Business and Economic Development

No road deficiencies identified since completion of the bridge over Boree Creek.


No deficiencies requiring submissions to the Roads and Maritime Service (RMS) or Government arose.

The Mayor continues to support the Bells Line Expressway Group (BLEG). The BLEG was identified as one of the priorities for the Council in the lead up to the September Federal Election.

Council continues to support access to Sydney be it road, rail or air. Access to capital cities has been brought up in several submissions including the NSW Ports, Roads and Freight submission as being socially and economically important for Parkes.



Minister for Roads the Hon Duncan Gay launched the NSW Roads and Ports Freight Strategy at the Parkes National Logistics Hub.

FUTURE DIRECTION: 6. Enhance Recreation and Culture						
STRATEGIC OBJECTIVE:	6.1 Improve Aquatic Recreation Facilities				Council Role:	Provider
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Related Council Activity/s:	Recreation and Culture
					Director Oversight:	Director Engineering Services
	HIGH		HIGH	REQUIRES MONITORING	Manager Responsible:	Manager Support Services

Budget planning in progress with Council's Management Accountant to address components of the strategy as funding levels allow.

Application prepared and submitted to the Department of Sport and Recreation grant for a playground.



Pool blankets purchased for all Village pools.



Residents enjoy the Parkes Olympic Pool.



General Manager



Mayor

FUTURE DIRECTION: 6. Enhance Recreation and Culture				
STRATEGIC OBJECTIVE:	6.2 Develop and implement pedestrian access and cycling mobility facilities			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL MODERATE	MOVEMENT	CURRENT MODERATE	STATUS REQUIRES MONITORING
				
				Director Oversight: Director Engineering Services Manager Responsible: Manager Design and Traffic Manager Works



^ Newly completed footpath on Broilgan Road.

Council has provided a list of priority pedestrian/cycling projects to the Roads and Maritime Service (RMS) for funding.

Council attends Access Committee meetings.

Assessments are carried out to review the adequacy of street side access for new developments.

Access Committee has been consulted to review adequacy of streetscape access for Council projects.

FUTURE DIRECTION: 6. Enhance Recreation and Culture				
STRATEGIC OBJECTIVE:	6.3 Maintain and Develop Sporting and Cultural Facilities			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL HIGH	MOVEMENT	CURRENT HIGH	STATUS MANAGERIAL ACTION REQ'D
				
				Director Oversight: Director Engineering Services Manager Responsible: Manager Support Services Manager Works



^ Residents enjoy Lions Park in Parkes.

Council Pools are operating within Department of Health Guidelines, all staff are trained in water quality testing.

Audit undertaken by Royal Life Saving Society who advised Parkes Shire Pools will receive 5 star ratings.

Grant application submitted and successful for Bushman's Hill Precinct.

Successful Cricket NSW grant for Cricket Nets. Construction of Woodward Oval Cricket Nets halted pending further community consultation.

Consultant engaged, draft Community Cultural Plan produced and consultations held.



Cheney Park Masterplan review commenced with user group consultations completed.

Spicer/Northparkes and Pioneer Masterplan brief completed.

General Manager

Mayor

FUTURE DIRECTION: 6. Enhance Recreation and Culture					Council Role	Provider
STRATEGIC OBJECTIVE:	6.4 Ensure the library is an ongoing cultural, recreational, learning centre for the community				Related Council Activity/s:	Recreation and Culture Community Services and Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL  MODERATE	MOVEMENT 	CURRENT  MODERATE	STATUS  ON TRACK	Director Oversight:	Director Technology Corporate Services
					Manager Responsible:	Manager Library, Education and Cultural Services

A range of activities for children and youth are held during the school holidays.

Workshops are successfully held for Adults/Seniors people with a disability/culturally diverse background once a month.

Library web presences maintained, including blog.





Library Management System updates are installed as necessary.

Library Services review adopted in 2012 implemented in period under review relating to employment of Library Officer for Local History and other services.

One travelling exhibition held in the period - 'Trainspotting' Exhibition from the Powerhouse Museum.



> Library Staff dressed up for National Day of Reading 2013.

FUTURE DIRECTION: 7. Care for the Environment in a Changing Climate					Council Role	Provider
STRATEGIC OBJECTIVE:	7.1 Improve the environmental outcomes of Council's operations				Related Council Activity/s:	Water Supplies, Sewerage Supplies
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL  MODERATE	MOVEMENT 	CURRENT  MODERATE	STATUS  ON TRACK	Director Oversight:	Director Engineering Services
					Manager Responsible:	Manager Natural Resources

Grant received via collaboration with the Central West Catchment Management Authority (CMA) Water Quality and Salinity Alliance for implementation of works identified in the Roadside Vegetation Management Plan.

Grant application made for NSW EnviroTrust grant for rehabilitation works in PAC Park.

Planting activities supported for National Tree day as well as through contributions from City of Canada Bay project funds.

Engineering Sustainability Officer represents Council at forums and is currently engaged in the Roadside Vegetation project.



^ Young residents plant trees as part of National Tree Day 2013.

General Manager

Mayor

FUTURE DIRECTION: 7. Care for the Environment in a Changing Climate				
STRATEGIC OBJECTIVE:	7.2 Raise awareness of sustainable practices in the community			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL MODERATE	MOVEMENT =	CURRENT MODERATE	STATUS ON TRACK
				
				Director Oversight: Director Engineering Services Manager Responsible: Manager Natural Resources



^ Solar panels on the Library building in Parkes.

E21 software utilised to monitor the electricity usage across all Council sites, solar installations are monitored regularly to check for any issues as well as ongoing production of energy figures.

Parkes Solar Communities project helped to raise the level of awareness of energy consumption and alternatives, resources from the Central West CMA are utilised on an ongoing basis for the engagement of local businesses.

Progressed the Parkes Council 'Sustainable Living Subdivision' as a demonstration project.

FUTURE DIRECTION: 7. Care for the Environment in a Changing Climate				
STRATEGIC OBJECTIVE:	7.3 Encourage recycling and the reduction of waste			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL LOW	MOVEMENT =	CURRENT LOW	STATUS ON TRACK
				
				Director Oversight: Director Planning Environment Manager Responsible: N/A



^ Parkes Shire Council's waste management contractor J.R. Richards collecting rubbish.

Awaiting finalisation of application for additional funding through Environmental Protection Agency (EPA) for the preparation of a Master Plan and upgrade of Parkes Waste Landfill.

Currently finalising a Waste Management Strategy for the Shire.

Council has been actively involved in regional initiatives including implementing NetWaste Regional and Sub Regional Strategies as established.

Council's Director Planning Environment actively supports the Regional Domestic and Recycling Contract Management Committee.

General Manager

Mayor

FUTURE DIRECTION: 7. Care for the Environment in a Changing Climate					
STRATEGIC OBJECTIVE:	7.4 Implement environmental regulations and controls in Council's sphere of operations				Council Role: Advocate - Facilitator
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL MODERATE	MOVEMENT =	CURRENT MODERATE	STATUS REQUIRES MONITORING	Related Council Activity/s: Health
					Director Oversight: Director Planning Environment Director Engineering Services Manager Responsible: Manager Natural Resources

Regular property weed inspections are conducted and a summary is presented to Council on a quarterly basis.

All known infestations mapped within Council's Weed Mapper program. Educational material distributed to landholders via Parkes and other Townships agricultural shows.

Long term Stormwater Capital Works Plan developed and incorporated into Long Term Financial Plan.

Ongoing monitoring of environmental incidents conducted between planning & environment and engineering staff.

Standard water quality management systems requirements incorporated into the Long Term Financial Plan.



^ Parkes Shire Council's weed team with Orange City Council representatives at the Parkes Show.

FUTURE DIRECTION: 8. Maintain and Improve the Shire's Assets and Infrastructure					
STRATEGIC OBJECTIVE:	8.1 Ensure that Shire water management is in line with Best Practice				Council Role: Provider
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL MODERATE	MOVEMENT =	CURRENT MODERATE	STATUS REQUIRES MONITORING	Related Council Activity/s: Water Supplies; Sewerage Supplies
					Director Oversight: Director Engineering Services Manager Responsible: Manager Natural Resources

Dam safety inspections conducted on a weekly basis.

Lake Endeavour safety upgrade progressed to tender phase.

Catchment control measures identified during Drinking Water Management System Workshop.

Engaged Public Works for review of new water treatment plant options.

Two reservoirs were cleaned during this reporting period.

Best Practice Compliance reviewed and one gap identified in relation to water pricing.

Water and Sewer Strategic Plan updated and adopted by Council.


Water services provided to the new hospital site.



^ Lake Endeavour.

General Manager

Mayor

FUTURE DIRECTION: 8. Maintain and Improve the Shire's Assets and Infrastructure				
STRATEGIC OBJECTIVE:	8.2 Manage Local Road Network to agreed service levels			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL HIGH	MOVEMENT =	CURRENT HIGH	STATUS REQUIRES MONITORING
				
				Director Oversight: Director Engineering Services Manager Responsible: Manager Works, Manager Assets




^ Middle Trundle Road opening.

Inspections carried out on sealed and unsealed roads regularly and asset data updated. Maintenance works orders are issued as required for defects.

Reseal program in progress.





Completed the final 2km upgrade of Bogan Road between Goonumbia and Northparkes Lane in conjunction with Northparkes Mine.

Completion of Roads to Recovery (R2R) projects on Numalla Road, Brolgan Road, Back Peak Hill Road, Warrergal Road, Yarrabandai Road. The last project remaining in the current R2R program is Terowie Bridge.

	Works were completed and an opening was held for the Middle Trundle Road project to facilitate road-train access.
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Completion of the \$5 million in flood damage repairs.

Southern Ring Road Stage 1 scheduled for construction first half 2014.

FUTURE DIRECTION: 8. Maintain and Improve the Shire's Assets and Infrastructure				
STRATEGIC OBJECTIVE:	8.3 Ensure that Sewer management is in line with best practice			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL MODERATE	MOVEMENT =	CURRENT MODERATE	STATUS REQUIRES MONITORING
				
				Director Oversight: Director Engineering Services Manager Responsible: Manager Natural Resources



^ Parkes Sewer Treatment Plant.

Funding from NSW Government offered for new Sewer Treatment Plant upgrade. Concept designed and completed.

Treated effluent meets licence requirements.

Consultants engaged to progress recycle ring main investigations.

Water and Sewer Strategic Plan updated and adopted by Council.

Sewer services provided to the new hospital site.



General Manager




Mayor

FUTURE DIRECTION: 8. Maintain and Improve the Shire's Assets and Infrastructure						
STRATEGIC OBJECTIVE:	8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse				Council Role:	Provider
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Related Council Activity/s:	Water Supplies, Sewerage Supplies
	 MODERATE		 MODERATE	 ON TRACK	Director Oversight:	Director Engineering Services
					Manager Responsible:	Manager Natural Resources

No available grants available during this reporting period for stormwater harvesting opportunities.

Currently still utilising MUSIC software for stormwater quality assessment.



Progress
Delivering your priorities. Progressing the Parkes Shire.

Stormwater Management Plan (Village) - Bogan Gate investigations completed and Tullamore review commenced.

Hartigan Avenue drainage update completed.



^ Hartigan Avenue drainage upgrade

FUTURE DIRECTION: 8. Maintain and Improve the Shire's Assets and Infrastructure						
STRATEGIC OBJECTIVE:	8.5 Maintain and Operate Parkes Regional Airport				Council Role:	Provider
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Related Council Activity/s:	Transport and Communication
	 MODERATE		 MODERATE	 ON TRACK	Director Oversight:	Director Engineering Services
					Manager Responsible:	Manager Support Services


Transport Security Plan updated and submitted in December 2013.

Terminal building maintained to suitable standard.

Airport car park upgrade in progress, Long Term Plan works delayed pending Airport redevelopment.

Council is currently in negotiations with a business looking to expand at the Airport. As part of the redevelopment of the Airport, Council is strategically thinking about the ability to open up more industrial land and hangar space.

Council is currently ensuring that services are in the appropriate positions to future proof the redevelopment of the Airport.



Progress
Delivering your priorities. Progressing the Parkes Shire.

Airport Runway Lighting Upgrade in progress.




^ Parkes Regional Airport Runway (aerial view).

General Manager

Mayor

FUTURE DIRECTION: 8. Maintain and Improve the Shire Assets and Infrastructure						
STRATEGIC OBJECTIVE:	8.6 Manage, maintain and update Council owned property				Council Role:	Provider
					Related Council Activity/s:	Administration Housing and Community Amenities
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Planning Environment Director Technology Corporate Services
	LOW		LOW	ON TRACK	Manager Responsible:	Manager Building Certification, Manager Business and Economic Development



Spicer Park Caravan Park.

Caravan Park Management operating in terms of the lease.

Caravan Park BBQ shelter and other minor improvements completed.

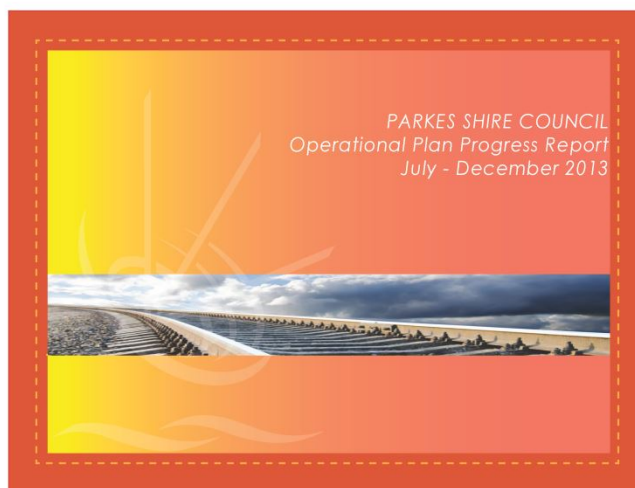
During the last six months Council has sold one industrial block, leased one industrial block and has placed a land/shed package on the market.

Building projects, as identified in the budget, have commenced or are at various planning stages with a view for works to be completed in this financial year.

Progress
Delivering your priorities. Progressing the Parkes Shire.

Quote accepted for Trundle Library maintenance works. Work is programmed to commence in early 2014.

Parkes Shire Council Operational Progress Report



Operational Plan Progress Report July - December 2013.

Please refer to the Parkes Shire Council Operational Plan Progress Report (July - December 2013) for more information regarding the strategic objectives contained in this Executive Summary.

General Manager

Mayor



A handwritten signature in black ink, appearing to read 'L. Gray', positioned above a horizontal line.

General Manager

A handwritten signature in black ink, appearing to read 'Ken Keith', positioned above a horizontal line.

Mayor

11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

Nil.

12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

12.1 (DPE) Plan Making Delegations

Executive Summary

Council has received a letter from the NSW Department of Planning and Infrastructure advising that in October 2012, the Hon Brad Hazzard MP, Minister for Planning and Infrastructure had delegated his functions under section 59 of the Environmental Planning and Assessment Act 1979, for the making of Local Environmental Plans in respect to local matters where council receives an authorisation following the gateway determination.

In order to accept these delegations, Council must write to the Department advising that they are accepting the delegation and to nominate the officers or employees who will be granted the proposed delegation.

It should be noted that the Department of Planning and Infrastructure did not send a letter to Council in 2012 in relation to this matter.

Background Information

The State Government's NSW 2021 Plan, is a 10 year plan to rebuild the economy, return quality services, renovate infrastructure, restore accountability to government, and strengthen our local environment and communities. It also sets the Government's agenda for change in NSW, and to restore confidence and integrity in the NSW planning system.

In order to return some planning powers to local communities, the Government has delegated the making of routine local environmental plans (LEPs) to Council's. The changes aim to increase transparency, provide greater certainty, and increase councils' roles and responsibilities.

Legislative or Policy Implications

Environmental Planning and Assessment Act 1979.

Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *7.4 Implement Environmental Regulations and Controls in Council's Sphere of Operations and 3.4 Utilise an Integrated Planning Framework to Guide the Development of Our Communities*

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



General Manager



Mayor

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



General Manager



Mayor

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Nil.

Recommendation

1. That Council accept the delegations from the Minister under Section 59 of the Environmental Planning and Assessment Act 1979, for the making of Local Environmental Plans.
2. In accordance with Section 381 of the Local Government Act 1993, Council approve to sub-delegate the function to the General Manager of Parkes Shire Council.

Report

By accepting the delegated functions under section 59 of the Environmental Planning and Assessment Act 1979, the following plan making functions will be delegated to Council:

- The decision whether to make or decide not to make a plan under Section 59(2)
- Deferring a matter from a plan under Section 59(3)
- The ability to identify which matters must be considered and which stages of plan making process must be carried out again prior to resubmission (Section 59(4)) if Council determines not to proceed with a proposal or if a matter is deferred from the LEP.

When submitting a planning proposal to the Department of Planning and Infrastructure, Council will be required to identify whether they wish to exercise the Authorisation for each planning proposal.

Once a Gateway determination has been issued which confirms the planning proposal can proceed, the Minister will routinely delegate local plan making functions to Council to prepare and make the following types of draft LEPs:

- Mapping alterations
- Section 73A matters (e.g. amending references to documents/agencies, minor errors, and anomalies)
- Reclassifications of land
- Heritage LEPs related to specific local heritage items supported by an Office of Environment and Heritage endorsed study
- Spot rezoning consistent with an endorsed strategy and/or surrounding zones, and
- Other matters of local significance as determined by the gateway.

Other draft LEPs that the Gateway determines is of local significance will also be delegated to Council.

Attachments

1. Copy of letter from the Department of Planning and Infrastructure.

General Manager

Mayor

2. Planning Circular PS 12-006 Delegations and Independent Reviews of Plan-Making Decisions.



Mr Kent Boyd
General Manager
Parkes Shire Council
PO Box 337
Parkes NSW 2870

Our ref: 14/02549

5 February 2014

Dear Mr Boyd

Subject: Plan Making Delegations

In October 2012, the Hon Brad Hazzard MP, Minister for Planning and Infrastructure, wrote to Councils advising that he had delegated his functions under section 59 of the Environmental Planning and Assessment Act 1979, for the making of Local Environmental Plans (LEPs). The delegations operate in respect of draft LEPs for local matters where council receives an authorisation following the Gateway determination.

To accept these delegations, Council must write to the Department advising that they are accepting the delegation and to nominate the officers or employees who will be granted the proposed delegation.

It appears that Council has not yet advised the Department that they have accepted the delegations outlined in the October 2012 letter. Accepting the delegations will help to streamline the plan making and rezoning process and I encourage your Council to take up the opportunities provided. It would be appreciated if Council could acknowledge receipt of this letter and respond accordingly by 7th March 2014.

I have attached a copy of Planning Circular PS 12-006 which provides further information about the delegation of plan making functions. I am happy to meet with Council if you have any concerns or want to discuss any issues you may have about the delegations. Please contact me on (02) 6841 2180 if you would like more information or to arrange a meeting.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ashley Albury'.

5.2.14

Ashley Albury
General Manager
Western Region
Growth Planning & Delivery

Encl: Planning Circular PC 12-006

Department of Planning & Infrastructure
Western Region Level 1 188 Macquarie St DUBBO NSW 2830 | PO Box 58 DUBBO NSW 2830 | T 02 6841 2180 | F 02 6884 8483 |
www.planning.nsw.gov.au

A handwritten signature in black ink, appearing to read 'Ashley Albury'.

General Manager

A handwritten signature in black ink, appearing to read 'Kent Keith'.

Mayor



Planning &
Infrastructure

PLANNING circular

PLANNING SYSTEM

Plan-making reviews

Circular	PS 12-006
Issued	29 October 2012
Related	

Delegations and independent reviews of plan-making decisions

The purpose of this circular is to advise councils and the public about new delegations and independent reviews related to plan-making under Part 3 of the *Environmental Planning and Assessment Act 1979*.

Introduction

Two changes have been put in place to improve plan-making processes under Part 3 of the *Environmental Planning and Assessment Act 1979* (the Act). These changes come into effect on 2 November 2012 and will increase transparency, provide greater certainty, and increase councils' roles and responsibilities in plan making, by:

- delegating the making of some local environmental plans (LEPs) to councils, and
- allowing for independent reviews of some council and departmental decisions in the plan making process.

LEP delegations

The making of some LEPs will now be delegated back to councils, in keeping with the government's commitment to return local planning powers to local councils and their communities.

The Minister has delegated the following plan-making powers to councils:

- a) to make – and determine not to make – an LEP under section 59(2), and (3) of the EP&A Act
- b) to defer inclusion of certain matters in an LEP under section 59(3) and
- c) to identify which matters must be considered and which stages of the plan-making process must be carried out again prior to resubmission (section 59(4)) if the council defers the proposal or if a matter is deferred from the LEP.

The changes will give local councils responsibility for LEPs of local significance and streamline the processing of their LEPs by removing duplicative steps in the making of these LEPs.

The delegations will operate in respect of a draft LEP on receipt by council of a Written Authorisation to Exercise Delegation (the Authorisation). The Authorisation will be issued to councils as part of the Gateway determination.

When submitting a planning proposal, councils will be required to identify whether they wish to exercise the Authorisation for each planning proposal.

Delegation will be routinely issued for particular types of LEPs (see below). However, any other draft LEP that the Gateway determines is of local significance will also be delegated to councils.

LEPs to be routinely delegated

The following types of draft LEPs will routinely be delegated to councils to prepare and make following a Gateway determination that the planning proposal can proceed:

- mapping alterations
- section 73A matters (e.g. amending references to documents/agencies, minor errors and anomalies)
- reclassifications of land
- heritage LEPs related to specific local heritage items supported by an Office of Environment and Heritage endorsed study
- spot rezoning consistent with an endorsed strategy and/or surrounding zones, and
- other matters of local significance as determined by the Gateway.

Issue of delegations

Section 23 of the Act allows the Minister and the Director-General to delegate functions to a council and/or an officer or employee of a council. The department has written to all councils advising that

General Manager

Mayor

plan making powers are to be delegated under section 23 of the Act. A council is to formally accept the delegation before the department will issue an Authorisation in respect of any individual draft LEP.

If a council chooses to accept the delegation, it may sub-delegate the function to an officer within council (usually the general manager or planning director) who will exercise the delegation. If a council chooses to sub-delegate the function, the council should advise the department at the same time it accepts the delegation. When submitting a planning proposal to the gateway a council should advise the department whether the council or an officer will be exercising the delegated function.

Section 381 of the *Local Government Act 1993* requires that such functions cannot be delegated to:

- a) the general manager, except with the approval of the council, or
- b) an employee of the council, except with the approval of the council and the general manager.

Councils must comply with the conditions of the Authorisation in exercising their delegation. If a condition of the Authorisation cannot be complied with council must not exercise the delegation and must advise the department immediately.

Drafting and notifying delegated LEPs

Under section 59(1) of the Act the department currently requests the Office of the Parliamentary Counsel (PCO) to draft the legal instrument that gives effect to a planning proposal. However, when a planning proposal is delegated, the council will now deliver its instructions directly to PCO electronically. The council will concurrently copy the instructions to the department for monitoring and reporting only. The council will then deal directly with PCO to negotiate and agree the final wording of the instrument, prior to making the LEP.

When a plan is made, the department currently requests PCO to 'notify' the plan on the NSW Legislation webpage. The day the plan is notified on that webpage is the day the LEP becomes effective. This process will continue. When a council has made an LEP it will be forwarded to the department. The department will request notification through PCO and will record the dates of making by the council and notification on the NSW Legislation web page.

Reporting requirements

Councils will be required to report to the department on processing times for delegated LEPs (e.g. exhibition dates, dates of council resolution and/or delegated decisions to proceed with the planning proposal after exhibition, request for drafting, making of plan, and forwarding to department to arrange notification).

A template for the reporting of this information has been prepared and is provided on the department's

website at <http://www.planning.nsw.gov.au/gateway-process>. Councils will be required to submit this completed template with each LEP at the time a request is made to the department to notify the plan. Councils are also required to provide written advice to the relevant regional office of the dates as they occur to ensure that the department's publicly accessible LEP Tracking System remains up to date.

Independent Reviews

To increase transparency and accountability in the Part 3 plan-making process, the government has formalised two existing administrative review processes:

- **Pre-gateway reviews** – which may be requested by a proponent before a planning proposal has been submitted to the department for a Gateway determination. These reviews are informed by advice from joint regional planning panels (regional panels) or the Planning Assessment Commission (PAC), and
- **Gateway reviews** – which may be requested by a council or proponent following a Gateway determination, but before community consultation on the planning proposal has commenced. These reviews are informed by advice from the PAC.

These reviews will allow councils and proponents to have decisions in relation to proposed amendments to LEPs reconsidered, by providing an opportunity for an independent body to give advice on such proposals.

An amendment to the Environmental Planning and Assessment Regulation 2000 (the Regulation) has been made to require councils to notify proponents of certain matters and to charge proponents fees for reviews.

This circular provides a summary of the review mechanisms. Detailed guidance for councils and proponents is provided within *A guide to preparing local environmental plans*.

Pre-Gateway reviews

When a review may be requested

If a proponent (e.g. developer, landowner) has requested that a council prepare a planning proposal for a proposed instrument, the proponent may ask for a pre-Gateway review if:

- a) the council has notified the proponent that the request to prepare a planning proposal is not supported, or
- b) the council has failed to indicate its support 90 days after the proponent submitted a request, accompanied by the required information.

The Regulation requires councils to notify a proponent when the council determines that it will not prepare a planning proposal. The proponent of the proposed instrument then has 40 days to request that the



General Manager



Mayor

relevant regional panel review the proposal. Where a council has not made a determination after 90 days, the proponent may request a review any time after the 90 days has lapsed.

A guide to preparing local environmental plans sets out lodgement requirements, including fees and information a proponent must provide to the department in order for a review to be undertaken. It also sets out strategic and site-specific eligibility criteria that must be met in order for a proposal to be eligible for review by the regional panel.

Review and determination

The relevant regional panel will review all eligible proposals forwarded to it by the department. In the City of Sydney local government area, the PAC will undertake the review.

A guide to preparing local environmental plans sets out what matters the regional panel/PAC will take into consideration when reviewing the proposal.

The regional panel/PAC will provide advice on whether it would recommend to the Minister that the proposed instrument should be submitted for a determination under section 56 of the Act (Gateway determination).

The Minister's final decision will be informed by the regional panel's or PAC's advice, and the views of the department, council and proponent.

For proposals that are to proceed, further work may still be required by the proponent before the proposal complies with section 55 of the Act in relation to submitting a planning proposal for Gateway determination.

Further details on these procedures are outlined in *A guide to preparing local environmental plans*.

Exclusions – Pre-Gateway Reviews

A proponent who has requested council to prepare a planning proposal prior to the date this circular was issued may seek a review if the supporting information accompanying the request is still current (i.e. less than two years old).

A review request accompanied by information that is more than two years old will not normally be considered.

Gateway reviews

When a review may be requested

A council or proponent may request the Minister (or delegate) to alter a Gateway determination, when a Gateway determination is made that:

- the planning proposal should not proceed
- the planning proposal should be resubmitted to the Gateway, or
- imposes requirements (other than consultation requirements) or makes variations to the proposal that the council or proponent thinks should be reconsidered.

If the Gateway determination is either to not proceed or to resubmit the planning proposal, the council or proponent has 40 days from being notified by the department to request a review.

If the Gateway determination is to proceed with the planning proposal but imposes conditions that the council or proponent considers inappropriate, the council or proponent has 14 days from being notified by the department to indicate their intent to request a review. The council or proponent would then have 40 days to formally apply for a Gateway review.

A guide to preparing local environmental plans sets out lodgement requirements, including information the council or proponent must provide for a Gateway review to be undertaken.

Review and determination

The PAC will provide advice on whether the original Gateway determination should be altered, giving consideration to the council or proponent's submission and the reasons given for the original Gateway determination.

The Minister's final decision on whether to alter the Gateway determination will be informed by the PAC's advice, and the views of the council and proponent.

Further details on these procedures are outlined in *A guide to preparing local environmental plans*.

Further information

The Environmental Planning and Assessment Regulation 2000 has been amended to require councils to notify proponents of certain plan-making matters and to charge proponents fees for reviews. The regulation is called the Environmental Planning and Assessment Amendment (Reviews) Regulation 2012.

A guide to preparing local environmental plans provides advice on the various stages in the plan-making process including details of the stages for pre-Gateway reviews, the review of Gateway determinations and the delegation of plan-making functions to councils. The guide has been updated throughout with the main changes relating to:

- delegation procedures
- guidance on the plan making process
- guidance on the procedures for independent review.

A guide to preparing planning proposals, issued under section 55(3) of the Act, provides advice on the preparation and content of planning proposals. The guide has been updated throughout with the main changes relating to:

- guidance on the level of information to be required for planning proposals together with the inclusion of an information checklist for planning proposals
- advice regarding pre-lodgement meetings

General Manager

Mayor

Department of Planning & Infrastructure – Planning Circular PS 12-006

- the introduction of 'part 6 – project timeline' and discussion of requirements and procedures
- guidance on mapping requirements and procedures.

Copies of the Environmental Planning and Assessment Regulation 2000 are available online at <http://www.legislation.nsw.gov.au>.

Copies of *A guide to preparing local environmental plans* and *A guide to preparing planning proposals* are available on the department's website <http://www.planning.nsw.gov.au>.

The department has developed a number of template documents to assist councils preparing delegated LEPs. Councils will be able to access these templates and use them to ensure that the key statutory requirements of the plan-making process have been complied with. These templates are available for download from the department's website at: <http://www.planning.nsw.gov.au/gateway-process>

For further information please contact the Department of Planning & Infrastructure's information centre on 1300 305 695.

Department of Planning & Infrastructure circulars are available from <http://www.planning.nsw.gov.au/circulars>

Authorised by:

Sam Haddad
Director-General

Important note: This circular does not constitute legal advice. Users are advised to seek professional advice and refer to the relevant legislation, as necessary, before taking action in relation to any matters covered by this circular.

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General Manager



Mayor

12.2 (DPE) Draft Development Control Plan

Executive Summary

At the Ordinary Council Meeting on the 15 October 2013, Council were presented a copy of the draft development control plan and their endorsement was sought to publicly exhibit the document. A resolution was made that Council endorse the Parkes Development Control Plan for public exhibition and a workshop be held at the conclusion of the public exhibition period to consider any comments received and suggested amendments included, where merited.

The Draft Parkes Shire Council Development Control Plan was publicly exhibited between Monday, 21 October 2013 and Monday, 18 November 2013. Council received two (2) submissions in relation to the draft development control plan, of which the contents have been considered in this report.

Background Information

As part of the NSW planning reforms, the NSW State Government requires a single development control plan for each local government area. The Draft Parkes Shire Council Development Control Plan has been prepared to meet this requirement.

Legislative or Policy Implications

The draft Parkes Shire Council Development Control Plan will replace Council's existing development control plans, including:

- Parkes Shire Council Rural Development, Development Control Plan 1998
- Parkes Shire Council Parkes Urban Area, Development Control Plan 1998
- Parkes Shire Council Car Parking Code, Development Control Plan 1998
- Parkes Shire Council Outdoor Advertising Code, Development Control Plan 1998
- Parkes Shire Council Residential Code, Development Control Plan 1998
- Parkes Shire Council Rural Small Holdings, Development Control Plan 1998
- Parkes Shire Council Parkes Industrial Estate, Development Control Plan 1998
- Parkes Industrial Hub, Development Control Plan 2006

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: *Very Low*



General Manager



Mayor

Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆



Social

★★★★☆



Civic Leadership

★★★★☆

Budget & Financial Aspects

The preparation of the DCP was allowed for in Council's budget.

Recommendation

1. That Council adopt the Parkes Shire Council Draft Development Control Plan, including those amendments to the plan as outlined in this report.

General Manager

Mayor

Report

The draft Parkes Shire Council Development Control Plan was publicly exhibited between Monday, 21 October 2013 and Monday, 18 November 2013. Council received one (1) submission during the public exhibition period and one (1) late submission. A copy of the submissions are attached to this report.

Clause 21(1) of the Environmental Planning and Assessment Regulation 2000 provides:

(1) After considering any submissions about the draft development control plan that have been duly made, the council:

- (a) may approve the plan in the form in which it was publicly exhibited, or*
- (b) may approve the plan with such alterations as the council thinks fit, or*
- (c) may decide not to proceed with the plan.*

The following table summarises the submissions received, the recommended planning response and where appropriate, the proposed changes to the plan:

1. Submission 1 - from Anna Wyllie, Economic and Business Development Manager via email on Monday 18 November 2013:

Comments or issues Raised	PSC response	Plan change(s)
The new plan being in one document makes it a much easier document to use and find information in as does the inclusion of photo's and drawings.	Noted.	No change.
Section 1 pg 3 "Ensure landscape qualities are retained - Retain established trees and vegetation where possible. Limit the extent of hard paving, car parking and driveways to prevent increased stormwater run-off." This general principal seems to contradict the construction requirements of car parking as outlined on page 42 - 4.3.5.9 Construction "All car parking areas, loading bays, vehicular entrances to public roads and internal driveways servicing car parking and loading areas are to be sealed and line marked. All other driveway surfaces are to be constructed to an all weather standard."	Noted. Section 1.2 outlines the general principles for development. The intent of the principle regarding landscaping is ensure that established trees and vegetation is retained where possible and that hard stand spaces are limited. This does not alter the requirement for on-site car parking spaces to be provided; however, Section 4.3.5.7 does provide that landscaping is to form an integral part of the parking layout.	No change.



General Manager



Mayor

Section 1 pg 3 Just grammatical errors Maximise views, however respect privacy - Maintain views and privacy as well as those of your neighbours. Use screens, planting and walls, to maintain privacy to neighbours and to reduce noise.	Proposed alteration is supported.	To be amended in final DCP
Section 3: pg 10 The map would be clearer if there were more road names on it	Noted.	Council is in discussion with the company who prepared the maps and will have them amended where possible.
Section 3: pg 11 Names of the villages are hard to read this is a problem on other maps as well	Noted.	
Section 3 pg 17 Off Peak Development Does off peak parking also apply to industrial development?	Sites located in the Parkes Industrial Estate are generally larger than standard commercial site and can accommodate on-site car parking. There is no publicly accessible parking within the Parkes Industrial Estate. It is not uncommon for Industrial developments to be carried out outside peak demand periods for commercial development and therefore the car parking requirements for industrial development is generally lower to reflect this. There is no significant parking demand in the industrial estate and therefore off-peak parking provisions can not be justified.	No change.
Section 3 pg 28 <i>"Any shop top housing and/or residential development are to comply with BASIX requirements and/or the National Construction Code as applicable"</i> Suggest define what BASIX is i.e. - Building Sustainability Index	BASIX is defined in Section 5.3 of the Draft DCP.	A note will be added to Section 3 page 28 which refers readers to Section 5.3 for a definition of BASIX.



General Manager



Mayor

<p>Section 4 pg 29 Throughout the document there is reference to the "Parkes Industrial Hub" - which should be "Parkes National Logistics Hub". Could this please be changed to reflect Council's LEP, the Community Strategic Plan which has a future direction of - 5 <i>Develop Parkes as a national logistics hub</i> and current marketing material. I also believe that it may cause confusion between the "Hub" and the Parkes Industrial Estate - located on the Southern side of Parkes adjacent to the Newell Highway.</p>	<p>Noted. Change supported.</p>	<p>Amended in final DCP. Any reference to the "Parkes Industrial Hub" will be changed to the "Parkes National Logistics Hub".</p>
<p>Section 4 pg 30 Due to the fact that on the previous page the DCP is discussing the "Parkes National Logistic Hub" - I would suggest to stop confusion that the map which is of the Parkes Industrial Estate be given a title.</p>	<p>Noted. The map on page 30 is already titled 'Parkes General Industrial Zone'.</p>	<p>No change.</p>
<p>Section 4: pg 34 In regard to building height the following excerpts are provided;</p> <p>4.3.3 Building Heights <i>The Parkes Local Environmental Plan 2012 (LEP 2012) does not specify maximum building heights.</i></p> <p><i>Building heights are considered on a merit basis depending on the nature of the proposed industrial development.</i></p> <p><i>Building heights for industrial development adjacent to residential areas should generally take into account the scale of the adjoining residential development. Privacy and overlooking of adjoining residential developments is to be considered.</i></p> <p><i>Building height must not result in the unreasonable loss of solar access to adjoining and adjacent residential properties between the hours of 9.00 am and 3.00 pm on 22 June.</i></p> <p>4.3.3.1 <i>Additional Provisions Applicable to the 'Parkes Industrial Hub' (zoned SP1 Special Activities)</i></p> <p><i>The height of buildings or structures located on land within 50 metres of the Brolgan Road or Condobolin Road frontage will not exceed 15 metres above natural ground level.</i></p> <p><i>The height of buildings or structures on all other land within the plan area will not exceed 20 metres above natural ground level.</i></p> <p>Based on the above information the LEP does not specify a maximum building height, yet within the "Hub" there is a prescribed height, this seems</p>	<p>The contents of Section 4.3.3.1 in the Draft DCP have been carried over from the Parkes Industrial Hub Development Control Plan, 2006. These controls were originally included in the Parkes Hub Development Control Plan, 2006 as a result of community and industry consultation during the preparation of the plan.</p> <p>Section 1.5 of the Draft DCP addresses variations to the DCP and notes that Council may consider a variation to the DCP. Any development applications will have a merit based assessment. It should also be noted that the DCP development standards cannot be more onerous than the LEP. These standards are preferred future direction and designed for townscape appearance and protecting overshadowing and solar access.</p>	<p>No change.</p>



General Manager



Mayor

contradictory and may result in a loss of business, especially agricultural value add business who may have silo's which are over 15m and would be otherwise perfectly suited to be situated in the "Hub".		
Section 4 pg 39 There just needs to be a space between "to be".	Agreed.	To be amended in the final DCP.
Section 5 pg 51 5.4 SEPP Housing Codes Suggest that SEPP is defined i.e. State Environmental Planning Policy	Agreed.	To be amended in the final DCP.
Section 6 pg 76 450m2 lots - the map needs to have more road names.	Agreed.	Council is in discussion with the company who prepared the maps and will have them amended where possible.
Section 6 pg 81 The names of the villages on the map are hard to read.	Agreed.	Council is in discussion with the company who prepared the maps and will have them amended where possible.

2. Submission 2 from Angus Arndell of Arndell Surveying via email on Thursday 20 February 2014:

Comments or issues Raised	PSC response	Plan change(s)
Raised concerns with Section 6.3.3 regarding the proposed 20 metre frontage for lots greater than 600m ² . Seeking to maintain general residential subdivision frontages of 18 metres.	Council has reviewed this request and is satisfied that an 18 metre frontage can be maintained. This development standard is consistent with the previous DCP and has not resulted in any ongoing issues. The proposed change can be supported.	Section 6.3.3 minimum frontage to be changed from 20 metres to 18 metres.

Council staff have also undertaken a review of the draft DCP since their exhibition. A variety of minor changes have been made to the draft plan that do not alter the intent of the plans provisions as originally exhibited. These include:

Exhibited draft development control plan	Proposed amendments
Section 5.9.5 Water Supply (3rd sentence)	Remove word 'including'
Section 6.3.1, page 71	Remove 's' from 'preserves'
Section 6.4.2.3	Remove tab space in first sentence



General Manager



Mayor

Conclusion

While this report recommends a number of changes to the draft plan, these changes are generally of a minor nature and do not alter the original intent of the draft plan as exhibited. Re-exhibition of the draft plan is therefore not warranted.

If Council accepts the recommendation to adopt the draft development control plan with the amendments noted above, public notice of the decision will be included in the Champion Post within 28 days. The development control plan will come into effect on the date that the public notice of its approval is given in the Champion Post, or on a later date specified in the notice. The development control plan will then be published on Council's website.

Attachments

1. Submission from Anna Wylie, Parkes Shire Council.
2. Submission from Angus Arndell, Arndell Surveying.



General Manager



Mayor

From: Anna Wyllie [Anna.Wyllie@parkes.nsw.gov.au]
Sent: Monday, 18 November 2013 4:54:21 PM
To: Council
CC: Annalise Cummings
Subject: DPC

Dear Annalise

Re: Draft Parkes Shire Council Development Control Plan

Thank you for the opportunity to comment on the draft Parkes Shire Council Development Control Plan.

The new plan being in one document makes it a much easier document to use and find information in as does the inclusion of photo's and drawings.

However, please find following some suggestions in regards to Council's new Development Control Plan:

Section 1 pg 3

"Ensure landscape qualities are retained - Retain established trees and vegetation where possible. Limit the extent of hard paving, car parking and driveways to prevent increased stormwater run-off."

This general principal seems to contradict the construction requirements of car parking as outlined on page 42 - 4.3.5.9 Construction

"All car parking areas, loading bays, vehicular entrances to public roads and internal driveways servicing car parking and loading areas are to be sealed and line marked. All other driveway surfaces are to be constructed to an all weather standard."

Section 1 pg 3

Just grammatical errors

Maximise views, however respect privacy - Maintain views and privacy as well as those of your neighbours. Use screens, planting and walls, to maintain privacy to neighbours and to reduce noise.

Section 3: pg 10

The map would be clearer if there were more road names on it

Section 3: pg 11

Names of the villages are hard to read this is a problem on other maps as well

Section 3 pg 17

Off Peak Development

Does off peak parking also apply to industrial development?

Section 3 pg 28

"Any shop top housing and/or residential development are to comply with BASIX requirements and/or the National Construction Code as applicable"

Suggest define what BASIX is i.e. - Building Sustainability Index

Section 4 pg 29

Throughout the document there is reference to the "Parkes Industrial Hub" - which should be



General Manager



Mayor

"Parkes National Logistics Hub". Could this please be changed to reflect Council's LEP, the Community Strategic Plan which has a future direction of - 5 *Develop Parkes as a national logistics hub* and current marketing material. I also believe that it may cause confusion between the "Hub" and the Parkes Industrial Estate - located on the Southern side of Parkes adjacent to the Newell Highway.

Section 4 pg 30

Due to the fact that on the previous page the DCP is discussing the "Parkes National Logistic Hub" - I would suggest to stop confusion that the map which is of the Parkes Industrial Estate be given a title.

Section 4: pg 34

In regard to building height the following excerpts are provided;

4.3.3 Building Heights

The Parkes Local Environmental Plan 2012 (LEP 2012) does not specify maximum building heights.

Building heights are considered on a merit basis depending on the nature of the proposed industrial development.

Building heights for industrial development adjacent to residential areas should generally take into account the scale of the adjoining residential development. Privacy and overlooking of adjoining residential developments is to be considered.

Building height must not result in the unreasonable loss of solar access to adjoining and adjacent residential properties between the hours of 9.00 am and 3.00 pm on 22 June.

4.3.3.1 Additional Provisions Applicable to the 'Parkes Industrial Hub' (zoned SP1 Special Activities)

The height of buildings or structures located on land within 50 metres of the Brolgan Road or Condobolin Road frontage will not exceed 15 metres above natural ground level.

The height of buildings or structures on all other land within the plan area will not exceed 20 metres above natural ground level.

Based on the above information the LEP does not specify a maximum building height, yet within the "Hub" there is a prescribed height, this seems contradictory and may result in a loss of business, especially agricultural value add business who may have silo's which are over 15m and would be otherwise perfectly suited to be situated in the "Hub".

Section 4 pg 39

There just needs to be a space between "to be".

Section 5 pg 51

5.4 SEPP Housing Codes

Suggest that SEPP is defined i.e. State Environmental Planning Policy

Section 6 pg 76

450m2 lots - the map needs to have more road names.



General Manager



Mayor

Section 6 pg 81

The names of the villages on the map are hard to read.

If you have any questions please do not hesitate to contact me.

Kind Regards

Anna

Anna Wyllie | Economic & Business Development Manager

Parkes Shire Council | 2 Cecile Street Parkes NSW 2870

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[Visit Parkes Shire Council's Web site.](#)

Attention: This e-mail is privileged and confidential. If you are not the intended recipient please delete the message and notify the sender. Any views or opinions presented are solely those of the author.



General Manager



Mayor

From: Angus Arndell [arndellsurvey@bigpond.com]
Sent: Thursday, 20 February 2014 12:23:19 PM
To: Annalise Cummings
Subject: Multi-dwelling housing

Annalise,

The attached site requirements for Multi-dwelling housing has minimum lot width down to 18m.

I believe this standard should also apply to single dwelling residential allotments.

Regards

Angus Arndell
B.Surv (UNSW), Grad. Dip. Nat. Res. Law (UOW)
Director / Registered Land Surveyor (NSW), MIS (NSW)
Arndell Surveying Pty Ltd
48 Reid Street (PO Box 12), PARKES NSW 2870
Phone: (02) 6862 2208
Fax: (02) 6862 1755
Email: arndellsurvey@bigpond.com



General Manager



Mayor

The viability of the agricultural and/or rural industry requires support the employment of a rural worker is demonstrated with written justification with detailed breakdown of the duties that the rural worker is required to carry out and why these duties would require a constant presence onsite is provided. Security alone is not a sufficient reason.

5.11.2 Access

Rural worker dwellings are to be located to utilise existing property access arrangements.

Rural access construction is to comply with Council's adopted Engineering Standard.

5.11.3 On-site Sewerage Management

Where a site is not serviced by a reticulated sewerage system an approved effluent disposal system is to be installed. Effluent disposal systems are to comply with the requirements of the Environment and Health Protection Guidelines On Site Sewage Management for Single Households.

5.11.4 Water Supply

Where no reticulated water supply is connected a water supply with a minimum of 45,000 litres of water is to be provided onsite.

For fire fighting purposes a minimum of 20,000 litres of water is to be provided onsite in a fire proof water tank with a storz fitting.

This tank is to be designed and located to permit direct access by fire fighting personnel and vehicles including:

- to enable draughting of water into a fire fighting unit, and
- man-hole access to be located so that it is accessible by fire fighting units and personnel.

5.12 Multi-Dwelling Housing

5.12.1 Site Area Requirements

The minimum lot size for multi-dwelling housing is 830 m² and minimum width of the lot is 18 metres at front alignment of building line.

5.12.2 Building Height

The development is not to exceed two (2) storeys in height.

5.12.3 Setbacks to Boundaries

Front setback for single storey development is six (6) metres and for two storey development is eight (8) metres. For a corner block, one of the street boundary setbacks may be reduced to 3.0 metres to the building.

The side setbacks are three (3) metres for single storey development and 3.75 metres for two storey developments. The rear setback for all developments is to be 4.5 metres.



General Manager



Mayor

13 DIRECTOR ENGINEERING SERVICES REPORT

13.1 (DES) Resignation of Manager Assets - Mr Clint Fitzsummons

Executive Summary

It is with regret that I advise that Council has received the resignation of Mr Clint Fitzsummons, Council's Manager Assets, following 21 years of service. Clint has contributed significantly to Parkes Shire Council's design services and asset management arrangements during his employment with Council. Clint has most recently established the backbone of asset management systems that will guide Council's future in setting effective maintenance and upgrade programs.

Background Information

See Report.

Legislative or Policy Implications

Nil.

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: *Negative*

The consistency and commitment of staff in key areas of Council's operations cannot be underestimated. Loss of staff in these areas has a negative impact on the Delivery Program until suitable replacement staff can be found.

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

Recruitment processes will mean that the time until a suitable replacement can be employed will impact on the Delivery Program.

Quadruple Bottom Line



Economic ★★☆☆☆



Environmental ★★☆☆☆



Social ★★☆☆☆



Civic Leadership ★★☆☆☆

Whilst there is a neutral impact on the Economic and Environmental aspects of the Quadruple Bottom Line, there are adverse impacts on the Social and Civic Leadership aspects until the position is filled.

General Manager

Mayor

Budget & Financial Aspects

Nil.

Recommendation

1. That the information on the resignation of the Mr Clint Fitzsummons be noted.

Report

It is with regret that I advise that Council has received the resignation of Mr Clint Fitzsummons, Council's Manager Assets, following over 21 years of service. Clint will finish with Parkes Shire Council on Friday 14 March 2014.

Clint commenced with the Parkes Shire Council on 24 August 1992 as a trainee, progressing to the position of Engineering Assistant on 5 February 1996. In February 2002 Clint was appointed to the role of Assets Officer. His role was expanded again in July 2003 when Clint became the Design and Assets Engineer. Clint was appointed to his current position of Manager Assets in March 2006.

Clint has contributed significantly to Parkes Shire Council's design services and asset management arrangements during his employment with Council. Clint has most recently established the backbone of the asset management systems that will guide Council's future in setting effective maintenance and upgrade programs.

Clint's knowledge and skill will be difficult to replace.

Clint and his partner Karen have been invited to join Councillors for afternoon tea.

Attachments

Nil.



General Manager



Mayor

13.2 (DES) Western NSW Roads Plan - Completion

Executive Summary

The Hon Kevin Humphries MP Minister for Western New South Wales has signed off The Western NSW Road Plan that creates a portfolio of roads that should be upgraded to create strategic links, enhance safety, and support productivity including mining, agriculture, freight and tourism. The project was a CENTROC coordinated program.

Projects included from Parkes Shire Council are:

- The Bogan Way Widening (Freight Productivity - Priority 2 - with safety a key point)
- Western Ring Road Parkes (Strategic Connections - Urban arterial)
- Southern Ring Road Parkes (Strategic Connections - Urban arterial)
- Renshaw McGirr Way Widening (Freight Productivity - Priority 2).

The Plan is for councils to use to provide leverage in pursuing additional funding for regionally significant strategic road projects and as an information resource. Minister Humphries will continue to champion the Plan.

Background Information

See Report.

Legislative or Policy Implications

Nil.

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

8.2 Manage Road Assets

8.2.2 Manage Regional Road Network to agreed service levels

8.2.6 Seek additional grant funding for construction and maintenance of road associated facilities

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

Seeking additional funding for the improvement of the road network is a key Delivery Plan action.

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

If the applications are not successful the projects will need to be completed over an extended period of time.

Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆

General Manager

Mayor



Social

★★★★★



Civic Leadership

★★★★★

Success of the submissions/applications has positive impacts across the Quadruple Bottom Line through gaining additional funding to address environmental and social problems in the road system, showing strong Civic Leadership.

Budget & Financial Aspects

Each Council contributed \$2,000 for the engagement of the consultant to prepare the Plan and liaise with relevant Council staff. There is potential for additional funding resulting for the higher rated projects regionally.

Recommendation

1. That the information be noted.

Report

The Hon Kevin Humphries MP Minister for Western New South Wales initiated the preparation of The Western NSW Road Plan to create a portfolio of roads that should be upgraded to create strategic links and support productivity including mining, agriculture, freight and tourism. This was done with the view that presenting a strategic roads plan for the region will be more effective than smaller, individual applications.

The original letter was distributed by the Office of the Hon. Kevin Humphries MP to 55 inland NSW Councils in February 2013. All Councils returned their expression of interest to be involved in the project.

The project was taken on as a CENTROC coordinated program to enable a single distribution point for the project guidelines, invoice, road data request form, and also the collection of returned forms.

Ms Jillian Kilby was engaged to coordinate Stage 2 of the Western NSW Roads, which included CENTROC Councils.

Ms Kilby met with engineers from member Councils at a meeting in Orange on Friday 21 June. Members discussed priority roads, bridges, pinch points and key intersections, and were encouraged to put in three major projects of significance from each Shire.

The draft report was then collated and was reviewed with the RMS Regional Manager, the Minister for Western NSW Kevin Humphries and his staff.

The NSW Western Road Plan Phase 2 is now complete and has been signed off by Minister Humphries.

It is hoped that The Western NSW Road Plan will provide leverage in pursuing additional funding for regionally significant strategic road projects.

General Manager

Mayor

1. Summary - Western NSW Road Plan Phase 2 (attached separately)

ROAD PLAN - PHASE 2

October 2013

Armidale
Dumaresq Council

BATHURST REGIONAL COUNCIL

Bowra Council

CABONNE COUNCIL

DUBBO CITY COUNCIL

FORBES SHIRE COUNCIL

GLEN INNES-BEYVEN COUNCIL

Gloucester Shire Council

Gunnedah Shire of
Land of Opportunity

Harden Shire
gathering places

Inverell Shire Council

Lithgow CITY COUNCIL

Murrumbidgee SHIRE COUNCIL

Muswellbrook shire council

Orange SHIRE COUNCIL
Orange is a Colour City

PARKES SHIRE COUNCIL

Singleton REGIONAL COUNCIL
For Greater Places

Tamworth REGIONAL COUNCIL

Yass valley council
the country the people

Other logos include: GUYRA SHIRE COUNCIL, GUYDIR SHIRE COUNCIL, LIVERPOOL PLAINS SHIRE COUNCIL, MID-WESTERN REGIONAL COUNCIL, NARRABRI CITY COUNCIL, OBERON COUNCIL, PARKES SHIRE COUNCIL, SINGLETON REGIONAL COUNCIL, TAMWORTH REGIONAL COUNCIL, YASS VALLEY COUNCIL, and others.

General Manager

Mayor

WESTERN NSW ROAD PLAN – PHASE 2

August 2013	Draft Version 1.0 issued for review, checks and comment by participating councils, the RMS, the Minister for Western NSW and Roads Minister.
September 2013	Draft Version 2.0 issued for review by the Minister for Western NSW, participating councils and creation of maps.
October 2013	Final version issued.

Project Contacts

The Hon. Kevin Humphries MP
Minister for Western NSW
02 9228 5248
office@humphries.minister.nsw.gov.au

Project Engineer
Jillian Kilby
Jillian@JLKilby.com.au
0411 780505

Council	Project Contact	
1. Armidale Dumaresq Council	Mr David Steller	Director Public Infrastructure
2. Bathurst Regional Council	Mr Doug Patterson	Director of Engineering Services
3. Blayney Shire Council	Mr Grant Baker	Director Infrastructure Services
4. Boorowa Council	Mr Anthony McMahon	Assistant General Manager
5. Cabonne Council	Mr Robert Staples	Director Engineering and Technical Services
6. Lithgow City Council	Mr Chris Schumacher	Works Manager
7. Cowra Shire Council	Mr George Ridley	Director Infrastructure and Operations
8. Dubbo City Council	Mr Stewart McLeod	Director of Engineering
9. Forbes Shire Council	Mr Ray Graham	Director Engineering & Technical Services
10. Glen Innes Severn Council	Ms Vanessa Menzie	Director of Infrastructure
11. Gunnedah Shire Council	Mr Wayne Kerr	Director Infrastructure Services
12. Guyra Shire Council	Mr Ben Harris	Director of Engineering
13. Harden Shire Council	Mr Mark Crisp	Director Technical Services
14. Inverell Shire Council	Mr Peter Morgan	Manager Civil Engineering
15. Lithgow City Council	Mr Chris Schumacher	Works Manager
16. Liverpool Plains Shire Council	Mr Greg Tory	Director Works
17. Mid-Western Regional Council	Mr Brad Cam	Group Manager Operations
18. Muswellbrook Shire Council	Mr Neil Pope	Director Community Infrastructure
19. Oberon Council	Mr Aruna Wickramasinghe	Director of Engineering
20. Orange City Council	Mr Chris Devitt	Director Technical Services
21. Parkes Shire Council	Mr Steve Barry	Director Engineering Services
22. Singleton Council	Mr Mursaleen Shah	Manager Works
23. Tamworth Regional Council	Mr Murray Russell	Operations Manager
24. Tenterfield Shire Council	Mr Dennis Gascoigne	Director of Engineering
25. Upper Hunter Shire Council	Mr Alan Fletcher	Director Technical Services
26. Upper Lachlan Shire Council	Mr Phil Newham	Director of Works and Operations
27. Uralla Shire Council	Mr Robert Bell	Director of Engineering Services
28. Walcha Council	Mr Stephen McCoy	Director of Engineering Services
29. Weddin Shire Council	Mr Bill Twohill	Director Engineering
30. Wellington Council	Mr Michael Ryan	Director of Technical Services
31. Yass Valley Council	Mr Simon Cassidy	Director of Operations
32. Young Shire Council	Mr Dirk Wymer	Director Operations



General Manager



Mayor

THE WESTERN NSW ROAD PLAN IS SUPPORTED BY

Council	Mayor	General Manager
Armidale Dumaresq Council	Clr Jim Maher	Mr Shane Burns
Bathurst Regional Council	Clr Monica Morse	Mr David Sherley
Blayney Shire Council	Clr Scott Ferguson	Mr Glenn Wilcox
Boorowa Council	Clr Wendy Tuckerman	Ms Therese Manns
Cabonne Council	Clr Ian Gosper	Mr Andrew Hopkins
City of Lithgow Council	Clr Maree Statham	Mr Roger Bailey
Cowra Shire Council	Clr William West	Mr Paul Devery
Dubbo City Council	Clr Mathew Dickerson	Mr Mark Riley
Forbes Shire Council	Clr Ron Penny	Mr Brian Steffen
Glen Innes Severn Council	Clr Colin Price	Mr Hein Basson
Gunnedah Shire Council	Clr Owen Hasler	Mr Robert Campbell
Guyra Shire Council	Clr Hans Hietbrink	Mr David Cushway
Harden Shire Council	Clr Chris Manchester	Mr Maxwell Kershaw
Inverell Shire Council	Clr Paul Harmon	Mr Paul Henry
Liverpool Plains Shire Council	Clr Ian Lobsey OAM	Mr Robert Hunt
Mid-Western Regional Council	Clr Des Kennedy	Mr Warwick Bennett
Muswellbrook Shire Council	Clr Martin Rush	Mr Steve McDonald
Oberon Council	Clr John McMahon	Mr Alan Cairney
Orange City Council	Clr John Davis	Mr Garry Styles
Parkes Shire Council	Clr Ken Keith	Mr Kent Boyd
Singleton Council	Clr John Martin OAM	Ms Lindy Hyam
Tamworth Regional Council	Clr Colin Murray	Mr Paul Bennett
Tenterfield Shire Council	Clr Peter Petty	Ms Lotta Jackson
Upper Hunter Shire Council	Clr Michael Johnsen	Mr Daryl Dutton
Upper Lachlan Shire Council	Clr John Shaw	Mr John Bell
Uralla Shire Council	Clr Michael Pearce	Mr Tom O'Connor
Walcha Council	Clr Janelle Archdale	Mr Jack O'Hara
Weddin Shire Council	Clr Mark Liebich	Mr Trevor Lobb
Wellington Council	Clr Rod Buhr	Mr Michael Tolhurst
Yass Valley Council	Clr Rowena Abbey	Mr David Rowe
Young Shire Council	Clr Stuart Freudenstein	Mr Peter Vlatko
Gwydir Shire Council	Clr John Coulton	Mr Max Eastcott

Summary

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General Manager



Mayor

EXECUTIVE SUMMARY

Phase 1 and Phase 2 of the Western NSW Road Plan (the Plan) are the priorities for infrastructure development in Western NSW as identified by Councils and then prioritised according to productivity, strategic links, safety and tourism, with productivity being the most significant. The Plan is owned by the Councils involved and highlights the road infrastructure to be upgraded over the next 10 to 15 years in order to boost productivity and efficiency in the region. It is to be used to identify where Local Government, State and Federal infrastructure funding should be directed in Western NSW.

This document covers Phase 2 of the Western NSW Road Plan, which was completed by a secretariat of Council Engineers defined by their geographical region (Central and Northern NSW). This portfolio of road infrastructure projects should be completed to create strategic links, enhance safety, reduce network constraint points, and support productivity including mining, agriculture, freight and tourism. A total of 106 road projects were submitted by 32 Councils with a final 76 routes presented in this report.

Councils appreciated the strategic "whole-of-region" approach to the creating Western NSW Road Plan. The routes have been prioritised by the executive project team and Council Engineers using a standardised project review hierarchy and assessment developed specifically for this project considering key stakeholders including the State Government and the Road and Maritime Services (RMS). This methodology considered freight activities, efficiencies and connectivity, tourism benefits and safety outcomes. A project defined as Priority 1 would require commencement in one to five years and Priority 2 projects from five to ten years to achieve the project outcomes. Priority 3 and 4 routes were not included in the Western NSW Road Plan Phase 2 as decided by the Councils submitting projects.

The Councils of Central NSW contributing to this project are Armidale Dumaresq, Bathurst, Blayney, Boorowa, Cabonne, Lithgow City, Cowra, Dubbo City, Forbes, Glen Innes, Gunnedah, Guyra, Harden, Inverell, Lithgow City, Liverpool Plains, Mid-Western Regional, Muswellbrook, Oberon, Orange City, Parkes, Singleton, Tamworth Regional, Tenterfield, Upper Hunter, Upper Lachlan, Uralla, Walcha, Weddin, Wellington, Yass and Young. Ensuring the identified project work extended beyond these Councils' boundaries was a primary consideration, as was integrating with Phase 1 of the Western NSW Road Plan.

Although not included in this plan, it should be noted that REROC and RAMROC are conducting their own infrastructure planning process in order to identify their infrastructure priorities.

The Project Engineer is Jillian Kilby of J L Kilby Pty Ltd. All project enquiries should be made to the office of the Hon. Kevin Humphries MP, Minister for Western NSW and Member for Barwon on 02 9228 5248 or to the Project Engineer Jillian Kilby at Jillian@JLKilby.com.au.



General Manager



Mayor

BUDGET SUMMARY						
WESTERN NSW ROAD PLAN – PHASE 2					PROJECT BUDGET	
TYPE	PRIORITY	PROJECTS	BRIDGE / CAUSEWAY / INTERSECTION	PROJECT BUDGET	COUNCIL CONTRIBUTION	SUBTOTAL
Strategic Connections - Urban Arterial Roads		14	33	\$174,200,606	-	\$174,200,606
Strategic Connections	1	3	11	\$45,850,000	\$2,000,000	\$43,850,000
	2	5	20	\$51,180,100	\$700,000	\$50,480,100
						\$94,330,100
Increasing Road Freight Productivity - Mining Roads		6	46	\$90,954,000	\$5,229,000	\$85,725,000
Increasing Road Freight Productivity	1	14	21	\$60,820,900	\$1,880,000	\$58,940,900
	2	9	86	\$74,060,600	\$1,875,000	\$72,185,600
						\$131,126,500
Supporting Tourism	1	6	8	\$39,509,500	\$2,260,000	\$37,249,500
	2	3	3	\$17,258,500	\$500,000	\$16,758,500
						\$54,008,000
Enhancing Safety	1	3	4	\$11,405,000		\$11,405,000
	2	2	2	\$11,500,000	\$700,000	\$10,800,000
						\$22,205,000
Constraint Points in the Regional Road Network	1	4	4	\$4,200,000	\$100,000	\$4,100,000
	2	3	2	\$2,706,000	\$5,000	\$2,701,000
						\$6,801,000
Projects on State Roads		3	1	\$7,048,000	\$300,000	\$6,748,000
TOTAL		75	241	\$590,693,206	\$15,549,000	\$575,244,206
Additional Project Singleton Bypass		1	0	\$800,000,000	-	\$800,000,000
TOTAL		76	241	\$1,390,693,206	\$15,549,000	\$1,375,144,206

Summary

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General Manager



Mayor

PROJECT SUMMARY												
Project	Council	Roads involved	Rd No & Type	Route towns	BD	Route length / Total	Work length / Total	Additional projects / Total	AADT Vehicles	AADT Heavy Vehicles ('000)	Council Contribution ('000)	Total
STRATEGIC CONNECTIONS - URBAN ARTERIAL ROADS												
1	Heavy Vehicle Route - North Forbes	Forbes	ULR	Forbes		8.7	5.9	5 intersections, 1 rail crossing	50 (est)	20 (est)	\$5,030	\$5,030,000
2	Heavy Vehicle Route - Forbes Pavleys Redbend Road	Forbes	ULR	Forbes		9.3	5.3	4 intersections, 1 rail crossing	150 (est)	45 (est)	\$1,846	\$1,846,000
3	Kelso Street - Heavy Vehicle Access Singleton	Singleton	MR128	Singleton		1.5	1.5		5,000 (2012)	1,000 (2012)	\$4,400	\$4,400,000
4	LH Ford Bridge Duplication	Dubbo	HW7	Dubbo		0.6	0.6	1 bridge	20,000 (2013)		\$30,000	\$30,000,000
5	Peisley Street Rail Overbridge Widening	Orange	MR245	Orange		0.5	0.5	1 bridge	10,821 (2011)	753 (2011)	\$1,650	\$1,650,000
6	Singleton Heavy and Light Industrial Area Link	Singleton	MR128, B84, A15, MR181	Singleton		18.0	1.2		5,000 (2012)	1,000 (2012)	\$6,200	\$6,200,000
7	Thomas Mitchell Drive Muswellbrook	Muswellbrook	ULC – RL THOMD	Muswellbrook	BDP	10.6	5.1		4,440 (2013)	710 (2013)	\$8,613	\$8,613,000
8	Western Ring Road - Parkes	Parkes	NEW	Parkes	BTP	8.5	7.5	1 bridge, 4 intersections	10,105 (2011)	1,445 (2011)	\$25,000	\$25,000,000
9	Heavy Vehicle Bypass - Cowra	Cowra	A41, B64, B81	Cowra		8.4	8.4	2 Bridges, 5 intersections	5,184 (2011)	1,767 (2011)	\$20,761	\$20,761,606
10	Heavy Vehicle Route - Tamworth Southern Route	Tamworth	ULR	Tamworth		20.0	20.0				\$20,000	\$20,000,000
11	Jewry Street and Peel Street Intersection Upgrade and Bridge Duplication	Tamworth	MR63, RR7/44	Tamworth		3.4	1.5	1 intersection			\$10,200	\$10,200,000
12	Lachlan and Kendal Street Realignment to Connect Lachlan Valley Way and Mid-Western Hwy	Cowra	URBAN A41, B81	Cowra		0.5	0.5	1 intersection			\$8,500	\$8,500,000
13a	Southern Feeder Road Rail Overbridge	Orange	NEW	Orange		1.2	1.17	1 bridge	4 – 5,000 (est)	350 – 400 (est)	\$5,500	\$5,500,000
13b			NEW	Orange		6.2	6.2				\$17,500	\$17,500,000
14	Southern Ring Road - Parkes	Parkes	NEW	Parkes		3.0	2.0	1 bridge, 3 intersections	1,292 (2011)	269 (2011)	\$9,000	\$9,000,000
						100.4	67.4	33			\$174,200	\$174,200,606
STRATEGIC CONNECTIONS - PRIORITY 1												
15	Appleby Lane - Oxley Highway to Manilla Road Link	Tamworth	ULR	Tamworth	BDP	9.6	5.7	0	450 (2012)	72 (2012)	\$2,850 WTC	\$2,850,000
16	Mount Lindesay Road - Legume to Woodenbong Northern Growth Corridor	Tenterfield	MR622	Legume, Woodenbong		42.0	42.0	2 bridges	307 (2012)	62 (2012)	\$30,000 \$2,000	\$32,000,000
17	Murrumbateman, Sutton Road, Shingle Hill Way - Barton Highway to Federal Highway	Yass Valley	RR7609, MR52, ULR	Murrumbateman, Federal Highway	BDP	37.5	20.3	1 bridge, 8 intersections	1,000 (2010)	130 (2010)	\$13,000	\$13,000,000
						89.1	68.0	11			\$45,850	\$45,850,000

Western NSW Road Plan - Phase 2

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General Manager

Mayor

Project	Council	Roads involved	Rd No & Type	Route towns	BD	Route length / Total	Work length / Total	Additional projects	AADT Vehicles	AADT Heavy Vehicles	Cost ('000)	Council Contribution ('000)	Total
STRATEGIC CONNECTIONS - PRIORITY 2													
18 Bald Nob Road	Glen Innes Severn	Bald Nob Road	ULR 130	Glen Innes, Gwydir Hwy, New England Hwy	BDP	11.8	11.0	2 bridges, 1 intersection	160 (2010)	24 (2010)	\$3,000		\$3,000,000
19 Collector Road - Gunning to Collector	Upper Lachlan	Collector Road	MR92	Gunning, Collector	BDP	23.1	23.1		100 (est)	10 (est)	\$10,062		\$10,062,000
20 Illalong Road - Burley Griffin Way to Hume Highway	Yass Valley	Illalong Road	ULR	Burley Griffin Way, Bookham, Hume Hwy	BDP	11.0	11.0	2 bridges, 2 intersections	120 (2009)	15 (2009)	\$7,700		\$7,700,000
21 Sutton Road	Yass Valley	Sutton Road	MR52	Gunning, Gundaroo, Sutton, Federal Hwy	BDP	12.5	7.8	1 bridge, 7 intersections	2,500 (2004)	175 (2004)	\$8,000		\$8,000,000
22a Thunderbolts Way - Inverell to Gloucester	Gloucester	Thunderbolts Way	RR7719	Inverell, Bundarra, Uralia, Walcha, Nowendoc, Barrington, Gloucester		65.5	27.7		800 (2013)	120 (2013)	\$14,851		\$14,851,000
22c Gloucester	Gloucester	Thunderbolts Way	RR7719			97.0	9.0		380 (2008)	57 (2008)	\$4,854		\$4,854,000
22d Gloucester	Gloucester	Thunderbolts Way	MR73			103.0	0.4	1 bridge			\$1,400	\$700	\$1,400,700
22e Gloucester	Gloucester	Thunderbolts Way	MR73			25.0	0.0				\$0		\$0
						16.0	3.2		3,000 (2013)	150 (2013)	\$1,312		\$1,312,000
						364.9	99.2		20		\$51,180	\$700	\$51,880,000
INCREASING ROAD FREIGHT PRODUCTIVITY - MINING ROADS													
23a Bulunbulun and Werris Creek Road - Breeza	Gunnedah	Bulunbulun Rd, Council Rd	RA43	Breeza		11.7	11.7	1 bridge	100 (2011)	17 (2011)	\$5,350		\$5,350,000
23b Breeza Mines to Tamworth	Liverpool Plains	Bulunbulun Road, Werris Creek Road	S157, MR130	Currahubula, Werris Creek, Tamworth		22.0	15.7	2 intersections, 2 causeways	228 (2013)	44 (2013)	\$5,425		\$5,425,000
23c	Tamworth	Werris Creek Road	MR130			22.1	7.2	4 intersections	3,300 (2011)	528 (2011)	\$4,050	WTC	\$4,050,000
24a Cadia Road Reconstruction	Orange	Cadia Road	ULR 331	Orange, Cadia		7.0	7.0		2,394 (2011)	260 (2011)	\$2,400	\$200	\$2,400,200
24b	Cabonne	Cadia Road	LR247			17.3	8.8	1 intersection			\$4,000		\$4,000,000
24c	Blayney	Cadia Road, Panuara Road, Errowanbang Road	LR113, LR106, LR93			24.0	21.0	1 bridge	2,020 (2010)	262.6 (2010)	\$17,250	\$3,329	\$17,250,329
25a Cadia to Mitchell Highway Strategic Link	Cabonne	Cadia Rd, Woodville Rd	LR247, LR408	Cadia, Millthorpe, Bathurst		13.4	8.8	1 intersection			\$4,000		\$4,000,000
25b	Blayney	Long Swamp Rd, Forest Reefs Rd, Cadia St, Victoria St, Vittoria Rd	LR115, LR130, LR175, LR300, LR001, LR274			18.4	15.9	1 bridge	861 (2010)	137.76 (2010)	\$7,450	\$1,700	\$7,450,1700
25c	Cabonne	Vittoria Road				8.4	0.0				\$0		\$0
26 Cobbora Road	Wellington	Cobbora Road	MR353	Wellington, Cobbora, Dunedoo	HPVP	50.0	4.8	1 bridge	131 @20km, 688 @Saxa (2012)	56 @40km, 136 @Saxa (2012)	\$3,094		\$3,094,000
27a Rangari Road - Boggabri to Manilla	Gunnedah	Rangari Road	MR357	Boggabri, Manilla		17.9	15.7		88 (2013)	5 (2010)	\$6,725		\$6,725,000
27b Upgrade	Tamworth	Rangari Road	MR357			28.2	5.5		157 (2010)	20 (2010)	\$2,210	WTC	\$2,210,000
28 Ulan Wollar Road - Ulan to Bylong	Mid-Western	Ulan Wollar Road, Wollar Bylong Road	LR, RR208	Mudgee, Ulan, Wollar, Bylong, Merriwa		67.0	38.0	1 bridge, 3 intersections, 1 cutting, 1 causeway	230 (est)	58 (est)	\$29,000		\$29,000,000
Summary													\$50,954
													\$85,725,000

General Manager

Mayor

Project	Council	Roads involved	Rd No & Type	Route towns	BD	Route length / Total	Work length / Total	Additional projects / Total	AADT Vehicles	AADT Heavy Vehicles	Council Contribution ('000)	Total
INCREASING ROAD FREIGHT PRODUCTIVITY - PRIORITY 1												
29 Clifton Road Initial Sealing - Breeza cotton Gin Access	Gunnedah	Clifton Road	RR37	Breeza, Carroll		33.0	13.5		364 (2013)	102 (2013)	\$5,559	\$5,559,000
30 Goolhi Road Widening	Gunnedah	Goolhi Road	RR8	Goolhi, Kamilaroi Hwy, Gunnedah		37.1	18.8		207.7 (2013)	59 (2013)	\$4,750 (\$1,130 (2014-2018))	\$3,620,000
31 Greenethorpe - Bumbaldry Road B-Double Upgrade	Weddin	Greenethorpe Bumbaldry Road	ULR R100	Mid-Western Hwy, Greenethorpe	BDP	10.8	10.8	7 causeways, 5 culverts, 1 intersection	140 (est)	56 (est)	\$1,840 (\$100)	\$1,740,000
32a Guyra West Road - Inverell to Guyra to Armidale	Inverell	Guyra Road West, Guyra Road East	MR135	Inverell, Tingha, Guyra, Armidale		30.0	10.5		3,000 (2013)	150 (2013)	\$4,305	
32b	Guyra	Guyra Road West, Guyra Road East	MR135			49.1	2.3		452 (2004)	42 (est)	\$1,250	
32c	Armidale	Guyra Road West, Guyra Road East	MR135			26.5	0.0				\$0	
33 Hobby's Yards Road - Blayney to Trunkley Creek	Blayney	Hobby's Yards Road	MR390	Blayney, Barry, Trunkley Creek		39.0	24.0	1 intersection	700 (2008)	119 (2008)	\$11,300	\$5,555,400
34 Hunter Road Moonan Cutting - Scone to Moonan Flat	Upper Hunter	Hunter Road	RR105	Scone, Gundy, Moonan Flat, Ellerston	BDP	51.2	0.3		350 (2005)	63 (2008)	\$700 (\$50/yr Block Grant)	\$11,300,000
35 Juglong Road Safety Improvements	Harden	Juglong Road	MR381	Harden, Juglong	BDP	47.0	15.0	1 bridge	300 (est)	50 (est)	\$4,500	\$650,000
36a Mary Gilmore Way - Barmedman To Orange	Weddin	Mary Gilmore Way, Goolongong Road	MR398	Barmedman, Bimbi, Grenfell, Goolongong	BDP	87.0	13.6		180 (2013)	36 (2013)	\$1,496 (\$150)	\$4,500,000
36b	Cowra	Mary Gilmore Way	MR237		BDP	11.6	10.5		182 (2013)	36 (2013)	\$1,166	
36c	Cabonne	Mary Gilmore Way	MR398	Canowindra, Orange	BDP	78.0	0.0				\$0	
36d	Orange	Mary Gilmore Way	MR398		BDP	53.0	0.0				\$0	\$2,512,000
37 Merriwa Road - Merriwa to Willow Tree Initial Sealing	Liverpool Plains	Merriwa Road	MR358	Merriwa, Willow Tree		35.8	4.7		174 (2012)	45 (2012)	\$2,820 WTC Repair Program	\$2,820,000
38 Merriwa, Bunnan, Scone Road - Scone to Merriwa	Upper Hunter	Scone Road, Bunnan Road, Merriwa Road	RR62	Merriwa, Bunnan, Scone	BDP	63.5	0.7		450 (2008)	50 (2008)	\$800 (\$250 (2015-16) Block Grant)	\$550,000
39 Milvale Road Shoulder Widening - Temora to Young	Young	Milvale Road	RR241	Temora, Grogan, Milvale, Young		48.9	28.0		400 (2012)	98 (2012)	\$4,197 WTC Repair Program	\$4,197,000
40a Murrungo Road - Young to Boorowa	Boorowa Young	Murrungo Road	MR241W			12.5	6.7		2,012 (2012)	328 (2012)	\$1,670 (\$300)	
40b		Murrungo Road	RR241	Boorowa		32.6	6.3		1,015 (2012)	155 (2012)	\$930 WTC Repair Program	\$2,300,000
41 Rugby Road - Boorowa to Crookwell	Boorowa	Rugby Road, Narrawa Road	MR248	Boorowa, Crookwell, Goulburn		41.1	41.1		135 (2013)	27 (est)	\$10,037	\$10,037,500
42 Williewarina Road Initial Sealing	Liverpool Plains	Williewarina Road	SR55	Caroona, Pine Ridge		11.5	11.5	5 causeways	59 (2005)	15 (2005)	\$3,500	\$3,500,000
						795.2	218.2	21			\$60,820	\$58,940,900

Western NSW Road Plan - Phase 2


General Manager


Mayor

Project	Council	Roads involved	Rd No & Type	Route towns	BD	Route length / Total	Work length / Total	Additional projects / Total	AAADT Vehicles	AAADT Heavy Vehicles	Council Contribution ('000)	Total
INCREASING ROAD FREIGHT PRODUCTIVITY - PRIORITY 2												
43a Belubula Way - Trunkley Creek to Canowindra	Blayney	Mandurama Road, Neville-Trunkley Road	LR56, LR62, LR60	Trunkley Creek, Neville, Mandurama, Canowindra	BDP	27.0	27.0	2 intersections			\$20,400	
43b	Blayney	Belubula Way	RR7511, LR453		BDP	16.0	9.0				\$4,050	
43c	Cowra	Belubula Way	MR7511		BDP	24.0	5.5	4 intersections	210 (2006)	50 (2006)	\$715	
43d	Cabonne	Belubula Way	MR7511		BDP	43.8	2.8	3 floodways, 6 intersections	436 (2011)	52 (2011)	\$500 WTC \$400	\$25,265,000
44 Bogan Way Widening	Parkes	The Bogan Way	MR350N	Tullamore, Trundle, Bogan Gate		58.0	34.3		411 (2007)	50 (2007)	\$3,425	\$3,425,000
45a Bonshaw Road - Emmaville to Inverell	Glen Innes Severn	Moore St, Inverell St, Strathbogie Road, Gordons Road	ULR X, 857, 420, 460	Emmaville, Ashford, Deepwater		13.7	13.1		56 (2013)	13 (2013)	\$3,500	
45b	Inverell	Emmaville Road	ULR			39.9	24.1	2 causeways			\$6,500	\$10,000,000
46 Gumble Road Initial Seal	Cabonne	Gumble Road	LR049	Cummock, Gumble, Manildra		32.5	17.0		55 (2009)	5 (2009)	\$3,400	\$3,400,000
47a Lachlan and Dog Rocks Road	Bathurst	Lachlan Road	ULR 21	Rockley, Black Springs		15.4	6.2	1 bridge	120 (2013)	32 (2008)	\$1,840 \$150 (2014) RTR	
47b	Oberon	Dog Rocks Road	ULR 42			24.8	5.5		100 (est)	30 (est)	\$1,200 \$100	\$2,790,000
48 Laggan Road East - Laggan To Taralga Gravel Sections	Upper Lachlan	Laggan Road	MR248E	Laggan, Taralga		37.0	5.8		150 (2010)	30 (2010)	\$2,793 WTC RM5 Grants	\$2,793,600
49a Renshaw McGirr Way Realignment - 49b Parkes to Wellington	Parkes	Renshaw McGirr Way	MR233	Parkes, Yeoval, Wellington	BDP	15.0	15.0		450 (2011)	72 (2011)	\$1,500	
49c	Cabonne	Renshaw McGirr Way	MR233		BDP	36.5	0.0				50	
50a Wandobah Road and Moredunval Lane Seal to Gunnedah	Liverpool Plains	Moredunval Lane, Wandobah Road	SR10, SR73	Tamarang, Bundella, Gunnedah		93.5	18.0	9 causeways			\$7,500 WTC \$1,225 (2014-17 RTR & SRV)	\$5,100,000
50b	Gunnedah	Moredunval Lane, Wandobah Road	RR9			44.0	7.2	1 causeway	87 (2012)	4.5 (2012)	\$2,600 WTC	\$8,875,000
51a Warialda Road Rehabilitation and 51b Widening	Inverell Gwydir	Warialda Road	MR63	Warialda, Yetman		32.0	25.7		200 (2010)	20 (2010)	\$10,537	\$10,537,000
		Warialda Road	MR63			49.6	0.0				\$0	
						579.8	221.9	86			\$74,060	\$72,185,600

Summary

General Manager

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Project	Council	Roads involved	Rd No & Type	Route towns	BD	Route length / Total	Work length / Total	Additional projects / Total	AAOT Vehicles	AAOT Heavy Vehicles	Council Contribution ('000)	Total
SUPPORTING TOURISM												
52 Blue Hole Road Initial Seal	Armidale Dumaresq	Blue Hole Road	ULR ADC131	Armidale		2.1	2.1		245 (2012)	4 (2012)	\$848 \$100	\$748,000
53 Cockatoo Hill at Sofala	Bathurst	Hill End Road	MR216	Hill End, Sofala		41.6	3.8		175 (2012)	19 (2012)	\$2,875 \$400 + \$400 RMS Repair	\$2,475,000
54 Glen Alice, Glen Davis Road - Widening, Initial Seal and Bridge Upgrade	Lithgow	Glen Davis Road, Glen Alice Road	ULR 510, 666	Capertee, Glen David, Glen Alice, Rylstone	BDP	69.6	20.4	3 bridges	220 (2012)	44 (2012)	\$11,112 \$360 Council & RTR	\$10,752,000
55 Mount Lindesay Road - Tenterfield To Legume	Tenterfield	Mount Lindesay Road	MR622	Legume, Tenterfield		93.0	20.0	3 bridges, 1 Intersection	307 (est)	13 (est)	\$10,000 \$500	\$9,500,000
56 Point Lookout Road Initial Seal	Armidale Dumaresq	Point Lookout Road	ULR ADC93	Armidale		11.5	10.5	1 causeway	350 (2012)	20 (2012)	\$4,612 \$500	\$4,112,500
57 Wombeyan Caves Road	Upper Lachlan	Wombeyan Caves Road	MR258	Wombeyan Caves		22.2	22.2		131 (est)	7 (est)	\$10,062	\$10,062,000
58 Bingara Road - Bingara to Bundarra	Uralla	Bingara Road	SR1	Bingara, Bundarra		240.1	79.1	2 causeways	100 (2008)	17	\$39,509 \$2,590 WTC Council & RTR	\$37,249,500
59 Dangar Falls Road Initial Seal	Armidale Dumaresq	Dangar Falls Road	ULR ADC22	Armidale		20.0	10.0		250 (2012)	7 (2012)	\$4,050 \$500	\$3,550,000
60 Grubine Road - Bigga to Wyangala	Upper Lachlan	Grubine Road	ULR			23.4	23.0	1 culvert	140 (2012)	25 (2012)	\$10,618	\$10,618,500
ENHANCING SAFETY - PRIORITY 1												
61a Abercrombie Road Reseals & Bridge - Oberon	Oberon	Abercrombie Road	MR256	Bathurst, Oberon, Black Springs, Taraiga, Goulburn		71.0	5.7		150 (est)	80 (est)	\$2,205	
61b Oberon Taraiga Goulburn	Upper Lachlan	Abercrombie Road	MR256			52.4	3.0	1 bridge	408	82	\$2,700	
62 Burley Griffin Way - Demondrille Creek Bridge Reconstruction	Harden	Burley Griffin Way	MR84	Harden, Wallendbeen, Stockinbingal, Temora		7123.4	8.7	1 bridge	1,500 (est)	300 (est)	\$1,500	\$4,905,000
63 Gap Road - Werris Creek to the Kamilaroi Highway Safety Upgrade	Liverpool Plains	Gap Road	MR579	Werris Creek, Kamilaroi Hwy		12.4	2.7	1 bridge	652 (2013)	317 (2013)	\$5,000 WTC Black Spot Funding	\$1,500,000
ENHANCING SAFETY - PRIORITY 2												
64a Barraba Road - Barraba to Bundarra	Tamworth Regional	Barraba Road	MR132	Barraba, Bundarra		15.9	11.8		104 (2008)	18 (2008)	\$5,000 WTC Repair + Blackspot	\$5,000,000
64b	Uralla	Barraba Road	MR132			55.2	12.6	1 bridge	104 (2008)	18 (2008)	\$5,000	\$10,000,000
65 Bruner Way - New England Highway to Texas	Tenterfield	Bruner Way	MR462	Texas, Bonshaw, Tenterfield		83.0	5.0		334 (est)	17 (est)	\$1,500 \$700	\$800,000
						154.1	29.4	2			\$11,500 \$700	\$10,800,000

Western NSW Road Plan - Phase 2

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General Manager

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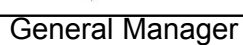
Project	Council	Roads involved	Rd No & Type	Route towns	BD	Route length / Total	Work length / Total	Additional projects /Total	AADT Vehicles	AADT Heavy Vehicles	Cost ('000)	Council Contribution ('000)	Total
CONSTRAINT POINTS IN THE REGIONAL ROAD NETWORK													
66	Banjo Patterson Way - Hanover Bridge Upgrade	Banjo Patterson Way	MR234	Narromine, Tomingley, Yeoval, Cumnock, Molong, Orange	BDP	45.5	0.0	1 bridge			\$1,400		
67	Burrundong Way - Driestone Bridge Replacement	Burrundong Way	MR573	Wellington, Mumbil, Stuart Town, Orange	BDP	58.0	0.0	1 bridge			\$1,000		\$1,400,000
68	Gundong Road - Washpen Bridge Replacement	Gundong Road	LR104	Tomingley, Obley		36.6	0.0	1 bridge			\$1,200		\$1,000,000
69	Henry Lawson Way - Nags Head Bridge Upgrade	Henry Lawson Way	MR236	Grenfell, Forbes		15.1	0.0	1 bridge	480 (2002)	72 (2002)	\$600	\$100	\$1,200,000
70	Bylong Valley Way - Widden Cutting Stabilisation	Bylong Valley Way	MR208	Bylong, Kerallee, Sandy Hollow, Denman		155.2	0.0	4	1 stabilisation		\$4,200	\$100	\$500,000
71	Gunning Road - Devil's Elbow Realignment Crookwell to Gunning to Canberra	Gunning Road	MR52	Crookwell, Gunning, Canberra		55.2	1.1		270 (2008)	54 (2009)	\$528	WTC RMS Grants	\$4,100,000
72	Howell Road - Murrays Crossing Causeway	Howell Road	ULR 4270	Copeton Dam, Tingha, Guyra		18.0	0.2	1 causeway			\$178	\$5	\$2,000,000
						112.7	1.6	2			\$2,706	\$5	\$528,000
PROJECTS ON STATE ROADS													
73a	Goulburn Road - Bathurst to Goulburn via Crookwell	Goulburn Road	MR54	Bathurst, Trunkey Creek, Tuena, Binda, Crookwell, Goulburn	BDP	19.8	1.4		250 (2009)	100 (2009)	\$639	\$150 + RMS Grants	\$173,000
73b		Junction Point Road	MR54	Crookwell, Goulburn	BDP	111.3	10.0		250 (2009)	100 (2009)	\$4,509	\$150 + RMS Grants	\$4,848,000
74	Lachlan Valley Way Overtaking Lanes	Lachlan Valley Way	B81	Cowra, Boorowa		75.0	1.0				\$1,500		\$1,500,000
75	Newell Highway Rest Area - West Wyalong to Forbes	Newell Highway	SH17	West Wyalong, Forbes		20.5	0.0	1 rest area	3,500 (2011)	1400 (2011)	\$400	WTC	\$400,000
						226.6	12.4	1			\$7,048	\$300	\$6,748,000
TOTAL						1008.5km					\$590,693	\$15,249	\$575,444,206
76	Heavy Vehicle Route - Singleton	New England Highway	SH A15	Singleton	BTP	22.5					\$800,000		\$800,000,000
TOTAL						1031km					\$1,390,693		\$15,249 \$1,375,444,206
LEGEND													
WTC - A Council indicated that they were willing to financially contribute to the project. The amount was not specified.		RTR - Roads to Recovery Program		SRV - The amount contributed would be subject to the approval of a special Shire rate variation									
		Repair - Repair grant program		BDP - The upgrade work will allow the Shire to potentially open the road to B-Doubles									
		Block - Block grant program		BTP - The upgrade work will allow the Shire to potentially open the road to B-Triples									
		Blackspot - Blackspot funding program		HPVP - The upgrade work will allow the Shire to potentially open the road to High Performance Vehicles									
		RMS Grants - Unspecified by Councils, most likely											

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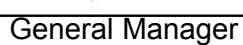
Summary


General Manager


Mayor



Mayor



Mayor

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Summary

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General Manager



Mayor

WESTERN NSW REGIONAL AND LOCAL ROAD UPGRADE PROJECTS

October 2013
Final Version 1.0

Every effort and all reasonable care has been taken to ensure the accuracy of the material contained within this Document.

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Western NSW Road Plan – Phase 2

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General Manager



Mayor

13.3 (DES) Road Safety and Injury Prevention Officer Report - November and December 2013 and January 2014

Executive Summary

The attached reports outline the monthly activities and programs of the Lachlan, Parkes, Forbes Road Safety and Injury Prevention Officer (RSIPO) for the months of November and December 2013, and January 2014.

Background Information

The RSIPO has been engaged collectively by the Shires of Lachlan, Forbes and Parkes together with the Roads and Maritime Services.

Legislative or Policy Implications

Nil.

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*

2.5.1 *Continued support of the role and functions of a Road Safety and Injury Prevention Officer and implementation of the Road Safety Strategic Plan.*

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

Continuing support of Road Safety initiatives meets the Delivery Plan's objectives in relation to improving the health and well being of the community.

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

Continuing the support of Road Safety initiatives has no negative impacts on the Delivery Plan's objectives.

Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆



Social

★★★★☆



Civic Leadership

★★★★☆

Supporting Road Safety has positive impacts in all areas of the Quadruple Bottom Line through working for a reduction in the incidence of road trauma.

General Manager

Mayor

Budget & Financial Aspects

Program expenditure is confined to approved budget.

Recommendation

The information be received and noted.

Attachments

1. Road Safety and Injury Prevention Officer Reports - November and December 2013, and January 2014.



General Manager



Mayor

COUNCIL

Parkes, Forbes and Lachlan Shire Councils

**Monthly Report for
Local Government Road Safety Program**

MONTH	November and December 2013 and January 2014
PROGRAMS	
COMPLETED SINCE LAST REPORT	<ul style="list-style-type: none"> • Implementing the <i>Heavy Vehicle Safety</i> project. This has involved the RSIPO: <ul style="list-style-type: none"> ○ Liaising with council staff to return the courtesy speed monitor trailers to Western Region RMS and Coates Hire. ○ Liaising with council staff to conduct the follow-up speed surveys on the 12 targeted roads (urban and rural locations). • Planning the 2014 <i>Free Cuppa for the Driver</i> scheme. This has involved the RSIPO: <ul style="list-style-type: none"> ○ Organising and chairing regular planning teleconferences. ○ Updating the to-do list as required. ○ Contacting past local participating businesses to encourage registration before expressions of interest closed. ○ Sending welcome letters to the 14 local participating businesses advising that their registration had been received, double checking their contact details and outlining the scheme's timeline. ○ Finalising the local participating businesses list and updating the master spreadsheet accordingly. ○ Writing and distributing to local media outlets (and the other participating councils) a media release announcing the local participating businesses. ○ Updating the local exclusion zones for the eight local towns/villages with participating businesses. The local exclusion zone will now be 100km radius in every participating council area. ○ Updating the text for this year's promotional brochure - including the operating dates, the 52 participating businesses, local exclusion zones, terms and conditions and contact details/person for each participating council. ○ Liaising with Parkes Shire Council's GIS Officer to develop town maps showing the locations of participating businesses in towns/villages with more than one participating business, for inclusion in the promotional brochure. ○ Liaising with a local graphic designer to update the artwork for this year's promotional brochure. ○ Conducting a stock-take of the 'free cuppa' promotional material to gauge current numbers of the various promotional items and work out quantities which would

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General Manager



Mayor

	<p>need to be ordered for this phase of the scheme.</p> <ul style="list-style-type: none"> ○ Seeking quotes and then ordering the 'free cuppa' promotional material - including roadside banners, bali banners, sandwich board stickers, pull up blinds, entry pads, bumper stickers, decal stickers and promotional brochures. Seeking RMS approval for all artwork. ○ Finalising the project budget. ○ Liaising with local participating businesses to collect their opening hours. This information will be promoted through social media. ○ Updating, printing and laminating the localised terms and conditions for all 27 towns/villages. ○ Liaising with the planning departments of Parkes, Forbes and Lachlan Shire Councils to ascertain the approval process for the installation of the bali banners in front of the local participating businesses. ○ Meeting with the local participating businesses to select a safe and suitable location for the bali banners to be placed. Taking photos and measurements of the proposed locations. ○ Developing an owner's consent form that defines the ownership, insurance, location and roles/responsibilities of both the councils and the local participating businesses in relation to the bali banners. ○ Distributing the owner's consent form to the other participating councils for their use. ○ Developing an approvals spreadsheet - to keep track of the approval processes (and associated fees) required at each participating council in relation to the bali banners. ○ Writing and submitting eight Section 68 applications. The remaining seven businesses will be placing their bali banner on their property. <ul style="list-style-type: none"> ▪ Planning, promoting, presenting and evaluating <i>Helping Learner Drivers Become Safer Drivers Workshops</i> at Parkes Christian School and Forbes High School. This has involved the RSIPO: <ul style="list-style-type: none"> ○ Liaising with the schools to select workshop dates. ○ Booking the newspaper advertisements for each workshop. ○ Booking and voicing the radio advertisements for each workshop. ○ Writing and distributing to local media outlets a media release promoting each of the workshops. A photo was sourced to accompany the media release. ○ Providing information to the schools to promote their workshop through their newsletter. ○ Packing the information kits for each workshop. ○ Organising the catering for each workshop. ○ Holding the workshops. ○ Writing and submitting the workshop reports.
CURRENTLY IN PROGRESS	<ul style="list-style-type: none"> ▪ <i>Free Cuppa for the Driver</i>

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General Manager



Mayor

DUE TO START WITHIN NEXT THREE MONTHS	▪ <i>Get a grip on gravel roads</i>
ACTION PLAN STATUS	The 2013/2014 Parkes, Forbes and Lachlan Shire Councils' Road Safety Action Plan is on target. The commencement date for the <i>Get a grip on gravel roads</i> project has been rescheduled to early 2014 due to a larger then expected work load in the second half of 2013.



General Manager



Mayor

OTHER ACTIVITIES	<ul style="list-style-type: none"> ▪ Planning and implementing a 'Design a Bicycle Rack' competition in Parkes. The RSIPO was approached by the Parkes Cycling Group about the lack of bicycle racks in and around the Parkes CBD. A meeting was convened to discuss possible locations and designs. The group agreed to conduct a design competition to not only increase awareness about cycling but also get community input into the bike rack designs and possible locations. This has involved the RSIPO: <ul style="list-style-type: none"> ○ Attending planning meetings with the Project Steering Committee. ○ Liaising with the Parkes schools about the competition and encouraging staff to encourage students to participate. ○ Writing and distributing to local media outlets a media release announcing the commencement of the competition and encouraging local residents to take part. ○ Collecting the entry forms - there were just shy of 100 entries. ○ Convening a judging panel and short-listing entries. Parkes Shire Councillors selected the winning entries during the November council meeting. ○ Writing and distributing to local media outlets a media release announcing the winners of the competition. A photo was sourced to accompany the media release. ○ Writing and submitting a funding application to Western Region RMS. ▪ Co- presenting the award winning <i>Safe Systems; a little less conversation, a little more action ... The Parkes Elvis Festival Street Parade Experience</i> paper at the Local Government Risk Management for Outdoor Events Forum in Parkes and the Dollars and Cents Seminar in Tasmania. The presenters (RSIPO and Phil King (Parkes Shire Council's former Manager Design and Traffic)) have been liaising with Tumut Shire Council to attend a meeting with their Falling Leaf Festival Street Parade Committee to present the paper and host a workshop to develop a parade action plan. ▪ Presenting a road safety session at Community Transport's Annual Meeting for volunteer drivers in Forbes. Some 60 volunteer drivers were in attendance from Parkes, Forbes and Condobolin. ▪ Presenting a road safety session at Centacare's <i>Strive to Drive</i> course in Lake Cargelligo. ▪ Writing and distributing to local media outlets a media release promoting the Australia day double demerit point period. ▪ Writing and distributing to local media outlets a media release promoting back to school safety. A photo was sourced to accompany the media release. ▪ Writing and distributing to Parkes' media outlets a media release promoting the commencement of parking patrols around Parkes' school zones as school returned for 2014. A photo was sourced to accompany the media release. ▪ Meeting with the organisers of the Condo 750 to discuss ways to promote road safety messages and strategies to the support teams (family and friends) that travel to Condobolin with competitors for the annual event. The RSIPO will provide roadside banners to be hung at the showground, display information about the <i>Free Cuppa for the Driver</i> scheme in the meal area at the showground and man a display during the scrutineering event. ▪ Registering to attend the annual Livestock and Bulk Carriers Association (LBCA) Conference Tamworth in March. This also
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General Manager



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	<p>involved the RSIPO booking accommodation.</p> <ul style="list-style-type: none"> Writing and distributing the October minutes of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Steering Committee meeting. Writing and distributing the agenda for the February meeting of the Parkes, Forbes and Lachlan Shire Councils' Road Safety Steering Committee meeting. Working with the finance section of Parkes Shire Council to complete the monthly expenditure invoices for RMS.
MEDIA COVERAGE	See attached newspaper clippings and advertising. The RSIPO also actively participated in road safety updates for 2PK/ROK-FM and Valley FM radio stations.
LEAVE TAKEN	<ul style="list-style-type: none"> 12 November - RDO 22 November - RDO 25 -27 November - Annual Leave 29 November - Annual Leave 9 December - RDO 12 December - 1/2 TIL 13 December - TIL 16 - 17 December - Sick Leave 20 December - RDO 23 - 24 December - Annual Leave 25 - 26 December - Public Holidays 27 December - Annual Leave 30 - 31 December - Annual Leave 1 January - Public Holiday 2 - 10 January - Annual Leave 17 January - RDO 22 January - Annual Leave 27 January - Public Holiday 31 January - RDO
MEETINGS ATTENDED	<ul style="list-style-type: none"> Traffic Offenders Course - Parkes PCYC (monthly) Parkes PCYC Committee Meeting Parkes Shire Council Traffic Committee Meeting WOW (Wear Orange Wednesday) Day - Lachlan Region SES Western Region RMS/RSO Supervisor's Meeting - Dubbo Parkes Shire Council Access Committee Meeting and Access Awareness Walk Parkes Shire Council Liquor Accord Meeting Parkes United Emergency Services Fundraising Committee Meeting
TRAINING & CONFERENCES	<ul style="list-style-type: none"> Australian College of Road Safety Conference - Adelaide Dollars and Cents Forum - Tasmania NHVR Local Government Information Session - Dubbo Engaging and Managing Consultant's Training - Brisbane
ISSUES OR COMMENTS	<ul style="list-style-type: none"> Nil

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General Manager



Mayor

14 CONSIDERATION OF COMMITTEE MINUTES

14.1 Committee Minutes - Memorial Hill and Lookout Rejuvenation Committee Meeting Held 3 March 2014

Executive Summary

A meeting of the Memorial Hill and Lookout Rejuvenation Committee was held on Monday 3 March 2014. Minutes of the meeting will be circulated at the Council meeting for information.

Background Information

The Memorial Hill and Lookout Rejuvenation Committee was formed by resolution of Council at the 7 May 2013 meeting as follows:

1. That a Committee to be known as the Memorial Hill and Lookout Rejuvenation Committee be formed in accordance with Clause 260(1) of the Local Government (General) Regulation 2005 and the Parkes Shire Council Code of meeting Practice.
2. That the functions of the Committee as specified in accordance with Clause 261 of the Local Government (General) Regulation 2005 be as follows:
 - Oversee the rejuvenation of the Parkes Memorial Hill and Lookout Precinct in time for the 100th year anniversary of the ANZAC Gallipoli landings in 2015.
 - To ensure the project is managed in accordance with a Master Planning exercise to guide progress and execution.
 - To allow the various stakeholders and the community to have the opportunity to contribute to the Master Plan.
 - To explore funding options and opportunities aligned with grants available for works particularly in keeping with the memorial status of the area.
 - To utilise community resources where possible to assist in the fulfilment of the project.
3. That the Committee be a Sunset Committee
4. That membership of the Committee be:

Councillors:	The Mayor (by Code of Meeting Practice) Two Councillors, one being Cr Pat Smith, second being Cr Ken McGrath with Cr George Pratt as an alternate
Community:	A representative of each of the following groups Parkes Returned Services League Sub Branch Parkes Rotary Parkes Landcare
Support Staff	Director Engineering Services Steve Barry Shire Presentation Officer David Ramsay
Standing Invitations	Representative Northparkes Mines Grants Officer Ellie O'Donoghue
5. That the voting rights for recommendations emanating from the Committee rest with the elected Councillors and the representatives of the core community groups.
6. That the Quorum be a majority of the members of the voting Committee.
7. That the Committee meet as required.

Legislative or Policy Implications



General Manager



Mayor

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 activities*

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

The Committee will contribute to the enhancement of Memorial Hill ensuring that Council can maximise the delivery of the objective.

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

There are no foreseeable negative impacts.

Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆



Social

★★★★☆



Civic Leadership

★★★★☆

The Committee will engage the community in the execution of the project providing positive Social and Civic Leadership outcomes as well as positive Environmental aspects through the vegetation work. Economic cost should be relatively neutral given the expected community input.

Budget & Financial Aspects

Generally minor impacts on Council's finances given the aim is for community input and grants. Council has allocated funds towards the refurbishment of the Monument.

Recommendation

1. That the Minutes of the Memorial Hill and Lookout Rejuvenation Committee held 3 March 2014 be adopted.

Attachments

1. Minutes of the Memorial Hill and Lookout Rejuvenation Committee held 3 March 2014 will be circulated at the meeting.

General Manager

Mayor

**MINUTES OF THE MEMORIAL HILL AND LOOKOUT REJUVENATION COMMITTEE
MEETING 3 MARCH 2014**

Meeting Opened: 5.07pm

The Chair, Cr Pat Smith, welcomed those present.

Present:

Cr Pat Smith (Chair)
Cr Bob Haddin (also Landcare)
Cr Ken McGrath
Arthur Parker (RSL Sub Branch)
Terry Knowles (RSL Sub Branch)
Col Lamrock (Rotary)
Ellie ODonoghue (Grants Officer)
David Ramsey (P&G Coordinator)
Steve Barry (Director Engineering Services)
Elizabeth Briton (landscape designer)

Apologies:

Cr Ken Keith
Cr George Pratt
Amanda Corcoran (Aboriginal Project Officer)
Margot Jolly (Landcare)
Tim Keith (Action Club, Lodge)
Yvonne Hutton (Historical Society)
Phil Snow (SES)
Brooke Lees Northparkes Mine)
Scott Turnbull (Chair Parkes Aboriginal Working Party)

Minutes of the Last meeting:

Reviewed and endorsed.

Matters Arising from the Minutes:

ANZAC Drive sign replacement instruction issued.

Master Plan Progress:

- Elizabeth Briton has base map and has started on layout around monument.
- Further information will be provided on previous works completed.
- David will then sit with Elizabeth to review previous works identified for inclusion including seating and shade, information signage, additional paths/steps, toilet location, sculpture placement.
- Plant species for theatres of war will be selected for low maintenance characteristics, as well as for ease of planting during working bees.
- Directional signage suggested to sites from surrounding areas, eg caravan park, so visitors can see there is something there to look at.

ANZAC Centenary Local Grant Program application review:

- Grant cycles and prerequisites make an application for the monument project the best option under the ANZAC Centenary Local Grant Program.
- Draft application circulated for comment from members by 10 March.
- Announcements for successful applications may not be until July. Given the time frames the date of the works has been shown as September 2014.
- Previous projects identified (gun placements, information boards, seats and shades) will be deferred until later grant opportunities.



General Manager



Mayor

Monument Refurbishment:

- Noted that works can not be undertaken until September.
- Cr Smith advised that four quotations had been obtained for painting. Two quotations were non-compliant as they didn't address the full scope of works.
- Based on price and services offered, a preferred contractor was selected by the Committee. They will be contacted to determine the effects of delaying the project until September. If suitable arrangements are agreed, a works order will be issued in accordance with Council's Procurement Policy.
- Works on painting the monument will be coordinated with repairs to the walls.
- Northparkes Mine have offered to inspect the existing electrical works and provide a condition assessment. They may be able to provide the labour for any works required.

General Business:

- Surplus flag pole from Council building obtained for erection on Memorial Hill. Location to be near BOFORS 40mm Anti-aircraft gun.
- Cr Smith advised that the RSL Sub Branch will provide \$6,700 towards the project and Central west Credit Union will start a fundraising account with a \$2,000 donation.
- A legal opinion is being sought on the requirements for a community based committee to operate (including ABN) that will enable fundraising and defined closure arrangements on completion of project.
- Ellie advised that another grant opportunity will arise in August through the Public Reserve Management Fund Round 2.
- Cr Smith looking at a further working bee to be arranged over the winter months. To be discussed at the next meeting.

The Chair Cr Smith closed the meeting and thanked those present for their attendance.

Next meeting: 5pm on Monday 12 May 2014.

Meeting closed 6.15pm.



General Manager



Mayor

15 QUESTIONS AND MATTERS OF URGENCY

Nil.

16 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

16.1 (GM) Elvis Festival

Prepared By: Director Technology and Corporate Service

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) 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: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Executive Summary

A proposal has been prepared for a new model to deliver the Parkes Elvis Festival. The proposal will be considered by Elvis Revival Inc at their monthly meeting on 3 March 2014.

Background Information

See Report Below

Legislative or Policy Implications

The establishment of the proposed Committee would be done pursuant to section 355 of the *Local Government Act 1993*.

Budget & Financial Aspects

The financial impact of this decision will be highly contingent on whether or not Elvis Revival Inc provide a financial contribution to assist in running the Festival. If no funds are provided it is estimated, in the absence of any detailed information, that a provisional sum of \$350,000 will need to be hypothecated for the delivery of the 2015 Festival, clearly this is a very substantial commitment.

Recommendation

1. That the information be received and noted.



General Manager



Mayor

Report

Context

On 22 January 2014 Parkes Elvis Revival Inc to their great credit, held a public forum (the forum) in the Parkes Services Club to discuss the future of the Parkes Elvis Festival. Approximately 70 members of the public attended the forum, which was facilitated by an independent facilitator. The summary points from that meeting are provided in Appendix 1.

The Mayor of Parkes Councillor Ken Keith in his concluding comments to the public forum suggested the Festival had grown to the extent that a more robust structure was now required to ensure the longevity of the Festival.

As a consequence of the sentiment expressed at the public forum and their long active participation with Elvis Revival Inc, the Mayor of Parkes Councillor Ken Keith and the Deputy Mayor Councillor Alan Ward have requested an option paper be prepared to address the concerns raised by re-engaging Council in the management of the Festival.

Current Situation

The 2014 Elvis Festival reportedly attracted some 15,000 visitors to Parkes injecting over \$9M into the local economy. Hosted and run by Elvis Revival Inc (ERI) the Festival has grown enormously from humble beginnings over 20 years ago.

Elvis Revival Inc is volunteer based and by any standard have done an extraordinary job delivering Festival after Festival. The focus of the Committee is however operational (ie day to day tasks) rather than strategic. The day to day tasks more than consume the valuable time available to the dedicated group of volunteers. Likely as a consequence of this, the Committee is declining in numbers and friction between members is not uncommon, the Executive tend to change from year to year and lines of responsibility are at times unclear. The increasing duties of a growing Festival therefore fall to a dwindling volunteer base.

The Festival tends to struggle over the line annually and the robustness of ERI as a delivery vehicle is a major threat to the Festival from year to year despite the exceptional work they do.

Council previously provided a full time Event Co-ordinator for the Festival under a joint venture agreement, which had a very positive and influential impact on the Festival, however the Co-ordinator was withdrawn for industrial reasons. The withdrawal of the Co-ordinator has exacerbated volunteer workload. Many of the tasks, particularly the strategic tasks, performed by the Co-ordinator are no longer being completed. As recognised by the community (see appendix 1, 1.5, 2.9, 3.1), a full time manager is clearly required.

The Festival has now infused throughout the community, events are emerging in an organic and uncontrolled way. Many of the peripheral events are now competing with core events and other events such as the "gospel service", are having to survive on there own. Events such as the "art competition" have ceased and for the first year the Elvis train reduced the number of carriages. There is no centralised co-ordination of all events and duplication is common. There is no centralisation of ticketing and accommodation co-ordination competition is becoming a real issue.



General Manager



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The commonly held view is that the Festival has become a "Parkes Community event" and no longer solely a Elvis Revival Inc event. The wider community wish to participate and local businesses have indicated they feel disenfranchised by the current arrangement. Neighbouring towns and regions are leveraging off the Festival's fame without reference to the current organisers.

As a consequence of the emerging issues with the current Festival arrangements Council has been repeatedly asked if it will take a larger role.

The above by no means is intended to cast aspersions against the operation of Elvis Revival Inc, quite the contrary, the Committee has managed to deliver the Festival consistently, on a purely voluntary basis and should be complimented for their mammoth efforts.

The key successes and main issues emerging for the Parkes Elvis Festival are listed below;

THE SUBSTANTIAL SUCCESSES

- 15,000-18,000 visitors annually, effectively doubling our population
- \$9M in economic value for the local economy. Flow on benefits to nearby regions.
- High profile media attention putting Parkes on the national and international stage
- Attraction of well known VIP guests and dignitaries
- Successful partnerships and funding secured - such as NSW TrainLink Elvis Express, Destination NSW funding, Clubs NSW etc
- Tourism industry recognition - winning regional and state tourism awards, becoming a hallmark event for NSW
- Defies usual event lifecycles now in it's 23rd year
- Providing a platform for tourism development and branding as the Elvis Capital of Australia and attraction of new tourism experiences - the King's Castle year round Elvis attraction

KEY EMERGING ISSUES

1. Community see the Festival as the property of the whole community not just ERI
2. No centralised co-ordination of all arrangements – consequently unsanctioned events are starting up everywhere & competing with each other (creates conflict)
3. There is conflicts in home hosting and accommodation
4. Festival has grown enormously - Creates a large administrative demand on voluntary organisers
5. As a consequence of the massive organisational demand the Festival "struggles over the line"
6. The majority of organising is done by a dedicated few - this is a major threat, causing "burnout" & loss of volunteers
7. No significant new sponsors and loosing existing sponsors
8. There is no strategic plan, business plan, Marketing Plan, Annual budget, Sponsorship Plan
9. There is no financial plan - financial sustainability critical



General Manager



Mayor

10. ERI is mainly Operational rather than Strategic as a consequence of organisational burden

If Parkes Council was to be involved, how do we build on the success and address the emerging issues, to protect and strengthen the future of the Parkes Elvis Festival?

First and foremost, Council has NO inherent interest in running the Festival other than to ensure its success and longevity. Notwithstanding that, Council has a number of staff educated and skilled in areas such as Governance, Administration, Marketing, Economic Development, Event Management, Risk Management and Strategic Planning, and as a consequence see clearly the opportunities to develop and run the Festival by making use of the organisations broad resources. These opportunities are beyond the resources of ERI in its current form, who are fully occupied just delivering the Festival from year to year.

The Festival needs a robust structure, which facilitates "strategic input" by key stakeholders. The structure needs stability and credibility, sound governance and long term strategic planning, guided by skilled members.

The Committee now also needs to better reflect the whole community, not just ERI, as the Festival is certainly seen as a whole of community event.

A skilled based Board would be one arrangement, however, this would require establishing an entirely new organisation with governance framework, employment capability, etc, and would take many years to establish and prove itself. A new organisation is unlikely to be an attractive employer for a Festival Officer or a low risk organisation to attract sponsors and would not have the resources of Council at its disposal.

For Council to be re-engaged the arrangement would need to be a Committee. A Committee of this nature would be formed under Section 355 of the *Local Government Act 1993*.

What is a Section 355 Committee?

Section 355 of the *Local Government Act 1993* provides for the establishment of Committees which can carry out functions on behalf of the council. These Committees are commonly used as the management structure for projects and community events as they provide;

- Access to administrative support processes and equipment
- Coverage under councils insurance policies
- Efficient access to Council officer expertise (such as tourism staff, administration staff, governance etc).
- Access to meeting facilities and the councils network of support
- Perceptions of credibility through the linkage to council (therefore attractive to sponsors for example).

It should however be clearly understood that members of a Section 355 Committee are bound by Councils code of conduct policies and governance framework which could be perceived as restrictive in some circumstances.

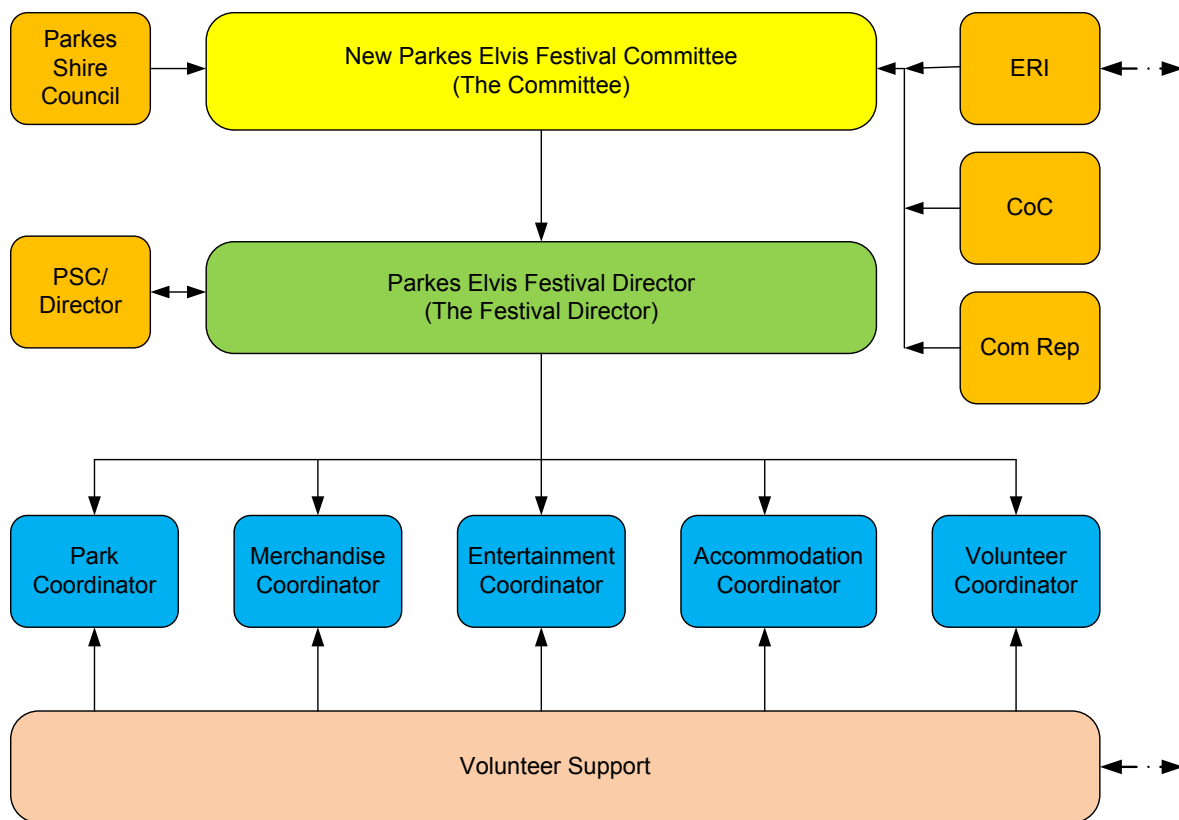


General Manager



Mayor

The preferred structural arrangement is provided below.



Parkes Elvis Festival Committee and generalised subordinate arrangements

The proposed Elvis Festival structure, is discussed below, including the high level roles and responsibilities. It has been developed to address the long term strategic issues threatening the longevity of the Parkes Elvis Festival.

What is the role and how would the Parkes Elvis Festival Committee be structured?

The Committee would be strategic and not operational (ie **not** be involved with day to day activities). It would develop with the aid of the Festival Director, Strategic Plans, Business Plans, Long Term Financial Plans and oversight the execution of these plans.

Its suggested purpose and membership are set out below.

Purpose:

- To be the “Peak” Organising body for the Parkes Elvis Festival
- To add value by providing a clear vision for the future of the Festival, explore areas of growth, quality improvement, development and sustainability.
- To oversight the successful staging of the annual Elvis Festival for the community of Parkes.
- To review and approve long term strategic plan, annual plan, long term budget.

General Manager

Mayor

- Oversight the implementation of the annual plan
- Oversight legal contractual arrangements, sponsorship, insurance etc

The proposed membership for the Committee is outlined below;

Suggested Membership:

Organisation	Number of Delegates	Number of Votes	Purpose
PSC Councillors	2	2	<i>Council representative under which delegation occurs</i>
Chamber of Commerce	2	2	<i>Business sector expertise</i>
Elvis Revival Inc.	2	2	<i>Elvis enthusiasts expertise</i>
Elvis Festival Executive Officer (EO)	1	1	<i>Key Operational & delivery knowledge</i>
Community - Skills based	2	2	<i>Committee to determine skills required & recruit accordingly</i>
Executive Officer's Director	1	1	<i>Administrative Expertise</i>
Tourism Manager	1	1	<i>Tourism & Marketing Expertise</i>

Support Personnel:

PSC - Chief Financial Officer as Treasurer

PSC - General Manager (Observer)

PSC - Other resources as required and if available

What would be the role and employment arrangements of the Parkes Elvis Festival Director (EFD)?

The Parkes EFD would be directly employed by Council, under the directorship of the Director Technology and Corporate Services and most likely on a performance based contract. Council is considered a stable employer with a good working environment, which is more likely to attract a suitable applicant for the EFD. The EFD would also have access to the full resources and staff of the Council.

The role of the EFD will be to ensure the longevity and financial sustainability of the Festival through its proactive development. The EFD would be required to develop, for consideration of the Committee, Strategic Plans, Business Plans and Long Term Financial Plans, from which an annual action plan and budget will be developed for implementation. The EFD will then have full control of all aspects of the Festival, over sighted but not directed at an operational level by the new Committee.



General Manager



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The EFD employment arrangements may seem outwardly similar to previous arrangements however the fundamental differences is the capacity of the EFD to make autonomous decisions. Decisions of course will be managed by Council delegation instruments. The annual budget and action plan for the position and under the stewardship of the Director Technology and Corporate Services, would be the same as with any Council employee.

How would the portfolio holders be managed?

The EFD would be responsible for the recruitment, recognition, training and reward of the volunteers portfolio managers. It is acknowledged that the volunteer base is "critical" to the success of the Festival and without the dedicated volunteers the Festival would be seriously jeopardised. Volunteers need to be appropriately recognised and rewarded for their efforts.

One objective of the structure outlined in this report is to simplify volunteer involvement. By separating the administrative burden of running the Festival from the operational tasks of running the Festival, volunteer enjoyment should be improved. The aim would be to build on the "happy and friendly" atmosphere which is already prevalent and encourage an esprit de corps in the volunteers (and Council staff) similar for example to that of the Sydney 2000 Olympics.

It is highly likely that the portfolio holders will be ERI members at least in the first instance, however, it is not intended under this model that ERI direct the portfolio holders, this would be done by the EFD.

What is the role of Elvis Revival Inc (ERI) in the above structure?

Clearly ERI would need to determine this for themselves to a large extent however it is envisaged that ERI would have two (2) primary roles. Firstly the group would provide expert knowledge on Festival delivery, from an Elvis enthusiasts perspective, to the new Committee via the two (2) elected representatives on that Committee. Elvis Revival Inc. would provide a platform for Elvis enthusiasts to gather and provide ideas, concepts, suggestions for the ERI elected representatives to raise at the Committee. Thus the key role of the ERI members on the new Committee is to provide expert advice from an Elvis enthusiasts perspective.

The second, but equally important role of ERI would be to help the Festival Director recruit, train, and support the volunteers.

What is the likely financial implications for Council?

The cost of running the Festival is not made public by ERI. It is said that ERI run the Festival at a profit, however apparently financial loss has also occurred on some years. Council currently has no budget to take on the running of the Festival and a special allocation would most likely need to be made to ensure adequate resourcing and a suitably qualified EFD was attracted to the position. If Council was to be involved with the above structure a significant budget would be initially required (possible \$350,000) to ensure the Festival could be properly resourced. Obviously an itemised budget for approval of the Committee would be a priority task.



General Manager



Mayor

The use of public funds to run the Festival is of course a major consideration for Council and potentially a major financial risk. It is known that ERI have accumulated moderate cash reserves. If ERI was to provide those funds to the new Committee "specifically" for the new Committee to run the next Festival it would significantly de-risk this issue for Council. Any funds provided could be held in trust specifically for the Festival.

Does the proposed structure address the "key emerging issues" as identified at the beginning of this report?

The proposed structure has been designed to address the key issues as identified in the table below.

Issue		Is the issue addressed by the proposed structure?	
1	The Community see the Festival as the property of the whole community not just ERI	The new Committee is representative of the community as it comprises representatives of, ERI, Council, Chamber of Commerce and Community Reps	✓
2	No centralised co-ordination of all arrangements – consequently unsanctioned events are starting up everywhere and competing with each other (creates conflict)	Key performance criteria of Festival Director will be to centralise events. Festival Director and support tourism staff will provide a year round point of contact for Elvis Festival enquires	✓
3	There is conflicts in home hosting and accommodation	Key performance criteria of Festival Director will be to resolve issue such as this with the support and direction of the new Committee	✓
4	Festival has grown enormously - Creates a large administrative demand on voluntary organisers	New Committee and Festival Director assume all administrative responsibility. Volunteers are "freed-up" to focus on the more enjoyable aspects of the Festival .	✓
5	As a consequence of the massive organisational demand the Festival "struggles over the line" each year	Festival Director will be dedicated full time to the delivery of the Festival. Procedures, timelines, budgets will all be developed to assist annual delivery of the Festival. Organisational resources of Council will be available for support, including for example; Financial Management Systems, Data Management Systems, Contract Management, Governance support/advice, Marketing, Records Management, etc.	✓
6	The majority of organising is done by a dedicated few - this is a major threat, causing "burnout" and loss of volunteers	The organisational resources of Council will be available for support; Procedures, timelines, budgets will all be developed to assist the delivery of the Festival. The new Committee and Festival Director assume all administrative responsibility. Volunteers are "freed-up" to focus on the more enjoyable aspects of the Festival.	✓



General Manager



Mayor

7,8,9	<p>7. No significant new sponsors and losing existing sponsors.</p> <p>8. There is no Strategic Plan, Business Plan, Marketing Plan, Annual budget, Sponsorship Plan</p> <p>9. There is no financial plan - financial sustainability critical</p>	Key performance criteria of Festival Director, in concert with the new Committee, will be to develop and implement plans including; Strategic Plan, Business Plan, Financial Plan, Marketing Plan, Annual Budget, Sponsorship Plan.	✓
10	ERI is mainly Operational (day to day activities) rather than Strategic as a consequence of organising burden	The purpose of the new Committee is entirely strategic and not operational. The new Committee and Festival Director assume all administrative responsibility. Volunteers are "freed-up" to focus on the more enjoyable aspects of the Festival, for example expert advice to the new Committee on; The best tributes to the King, Music, Themes, suggested events, helping during the Festival and generally being Festival Ambassadors .	✓

Does the proposed structure address the issues raised at the public meeting held by ERI on 22 January 2014?

The issues raised and the impact of the new structure on those issues are set out in Appendix 1.

If Council did agree to the above structure would it impact on current staff and resources?

On the basis that a full time Festival Director was employed, it is likely the above arrangements would have a moderate impact on staff, particularly in the first few years where strategic plans, finance systems, marketing plans, procedures etc, are being developed. However, once the framework is established the impact would be considerably less.

What are the next steps if ERI and Council agree to the above proposal?

Clearly the above arrangement is contingent on ERI agreement. In that regard a meeting was held with the ERI voting members on Monday 24 February 2014 to explain the above proposal. From that meeting it was agreed to circulate the structure diagram to the members, which was duly done. Elvis Revival Inc has agreed to consider the proposal at their monthly meeting on 3 March 2014. The outcome of that meeting will be available for the Council meeting.

A representative of the Parkes Chamber of Commerce attended the Monday 24 February 2014 meeting. It would be necessary to formally request the Chamber of Commerce to participate, however given their previous enthusiasm to participate the Festival arrangements it is likely they will be supportive.



General Manager



Mayor

If ERI resolve to support the proposal at their meeting on 3 March, Council would need to resolve along the following lines if they wish to proceed with this proposal;

1. That the proposal as presented be approved in-principle.
2. That financial arrangements be established to fund and resource the Festival delivery.
3. That exchange of agreements between Council and ERI be undertaken.
4. That Council agree in-principle to the employment of a Festival Director and recruitment commence as soon as practicable.
5. That a report be prepared for the next meeting of Council to establish the necessary Committee framework.
6. That the Chamber of Commerce be formally invited to participate as outlined in the proposal.



General Manager



Mayor

APPENDIX 1 - Findings from the public Meeting of 22 January 2014

1.0	What did we do well?	Does the proposed NEW structure address the issue identified	?
1.1	Opening and closing of the street - efficiency	EFD would be in direct internal liaison with CCI staff	✓
1.2	Tent City	EFD would run competitive quote/EOI processes for services	✓
1.3	Favourable weather for 2014	EFD will be required to develop marketing strategy, including pricing for new Committee approval	✓
1.4	The variety of Elvis shows	EFD would seek to capture all events under one umbrella	✓
1.5	Coordinator worked well in previous years - need for future	Proposal includes an EFD	✓
1.6	Increased trade at local businesses	Chamber of Commerce included in new arrangement for this purpose	✓
1.7	Themed well	EFD will be required to develop marketing strategy, including theme for new Committee approval	✓
1.8	Affordable for families	Key performance criteria for EFD (ie financial sustainability)	✓
1.9	Younger demographic emerging	new Committee may choose to target younger demographic as community repo	✓
1.10	Visitors coming earlier which results in increased trade	EFD to develop strategy to ensure this is enhanced further	✓
1.11	Friendly community spirit and generosity of locals to visitors	EFD to develop strategy to ensure this is enhanced further	✓
1.12	Volunteer support and community driven	New structure is more representative of the whole community	✓
1.13	Welcome reception for Elvis Express passengers - unique	EFD to develop strategy to ensure this is enhanced further	✓
1.14	Cynthia Pepper as VIP guest was great with audience interaction	EFD will be required to develop marketing strategy, including VIP's for new Committee approval	✓
1.15	Free night offered by Show Society for Monday evening - well received	EFD would seek to capture all events under one umbrella	✓
1.16	Community support for King Dome	EFD would seek to capture all events under one umbrella	✓
1.17	Increased media attention - international coverage	Key performance criteria for EFD	✓
2.0	What could be done Better?		
2.1	More events/ entertainment at the north end of the street	Chamber of Commerce and Community reps on new Committee	✓
2.2	More food outlets at the North end of the street	Chamber of Commerce and Community reps on new Committee	✓
2.3	The serving of food to be timetabled to events	EFD would seek to capture all events under one umbrella including food arrangements	✓
2.4	The timetabling of events needs to be more controlled by the Committee at the moment it is splintered (consideration needs to be given to events held in the centre of town and on the outskirts)	EFD would seek to capture all events under one umbrella	✓
2.5	People/ venue hosting events need to pay a fee to the Committee	Key performance criteria for EFD (ie financial sustainability)	✓
2.6	Facilities at the show ground need to be improved	EFD would seek to capture all accommodation under one umbrella	✓
2.7	Problem with accommodation providers excess price gauging at Elvis	EFD would seek to capture all accommodation under one umbrella	✓
2.8	Campervans who camp outside designated areas need to be regulated	EFD would seek to capture all accommodation under one umbrella	✓
2.9	The Festival has become bigger than just	Structure has been designed to address this	✓



General Manager



Mayor

	volunteers - who do an amazing job	very issue.	
2.10	Main street closed with street stalls up the main street to encourage people to the North end of the street	Chamber of Commerce and Community reps on new Committee	✓
2.11	Better communication	Key role of EFD	✓
2.12	Parade announcements/ commentary	EFD would be developing program and procedures in consort with volunteers	✓
2.13	Local small business owners especially food providers such as cafes to open longer hours and earlier in the week	EFD would seek to capture all events under one umbrella including food arrangements	✓
2.14	2pm on Sunday the town is a ghost town and people are looking for things to do	EFD would seek to capture all events under one umbrella and schedule for best result	✓
2.15	Committee to provide food at Elvis Central as a fundraiser	Key performance criteria for EFD (ie financial sustainability)	✓
2.16	Cost of stalls in the park was too high - argued that it needs to be competitive to get quality and also to compete with businesses in the main street	Key performance criteria for EFD (ie financial sustainability). Chamber of Commerce and Community reps on new Committee	✓
2.17	Events held away from local established businesses ie at the high school are competing and taking away from local venues such as the golf course	EFD would seek to capture all events under one umbrella and schedule for best result	✓
2.18	All stakeholders should receive income from the Elvis Festival	Key performance criteria for EFD (ie financial sustainability)	✓
2.19	People are coming to town earlier and businesses need to realise this and adjust accordingly	Chamber of Commerce and Community reps on new Committee	✓
2.20	Elvis needs to be recognised all year in town	EFD would be a full time contact with council as a backup	✓
2.21	Everyone needs to be given a free program	EFD will be required to develop marketing strategy, including literature for new Committee approval	✓
2.22	Look to host/ hold more quirky events in the main street (whilst it is closed)	EFD will be required to develop marketing strategy, including program for new Committee approval	✓
2.23	Accommodation needs to be looked at especially disabled	EFD would seek to capture all accommodation under one umbrella	✓
2.24	The theme needs to be thought about	EFD will be required to develop marketing strategy, including theme for new Committee approval	✓
2.25	People scape with Elvis art	EFD will be required to develop marketing strategy, for new Committee approval	✓
2.26	Home stay needs more structure	EFD would seek to capture all accommodation under one umbrella	✓
2.27	When train tickets go on sale needs to be looked at as it effects how and when accommodation is booked	EFD will be required to develop marketing strategy, for new Committee approval	✓
2.28	Explore working with Tracie Robertson and the software that she is developing as a one stop shop for events/ accommodation/ transport and food	EFD would seek to capture all accommodation under one umbrella	✓
2.29	Website needs to improve	EFD will be required to develop marketing strategy, for new Committee approval	✓
2.30	Promotion needs to improve	EFD will be required to develop marketing strategy, for new Committee approval	✓
2.31	Fundraising idea - Art Union Tickets	Key performance criteria for EFD (ie financial sustainability)	✓
2.32	Needs to be a focus on securing large sponsors	Key performance criteria for EFD (ie financial sustainability)	✓
3.0	Ideas for 2015 and beyond to be explored:	EFD will be required to develop marketing strategy, and business plans for new Committee approval	✓
3.1	Festival Coordinator/ Manager		
3.1.1	There needs to be a Festival coordinator	Proposal includes an EFD	✓



General Manager



Mayor

3.1.2	They need to be paid	Proposal includes an EFD	✓
3.1.3	They need to take the Festival to the next level	Objective of this proposal is to address this issue	✓
3.1.4	Needs to be able to work with volunteers/ Committee/ and all levels of government	Key performance criteria for EFD	✓
3.1.5	They look after promotion and coordination of the event	Key performance criteria for EFD	✓
3.1.6	Responsible for a long term business plan	Key performance criteria for EFD (ie financial sustainability)	✓
3.1.7	Responsible for helping secure sponsorship	Key performance criteria for EFD (ie financial sustainability)	✓
3.1.8	Questions around how would this position be funded and how would this person be employed?	Key performance criteria for EFD (ie financial sustainability)	✓
3.2	Sponsorships and Partnerships		
3.2.1	Won't have a Festival without sponsors	Key performance criteria for EFD (ie financial sustainability)	✓
3.2.2	Need corporate/national organisations	Key performance criteria for EFD (ie financial sustainability)	✓
3.2.3	Need a professional to pursue partnership	Key performance criteria for EFD	✓
3.3	Need a business plan	Key performance criteria for EFD	✓
3.4	Long term partners	Key performance criteria for EFD (ie financial sustainability)	✓
3.5	Elvis' 80th Birthday Party in 2015 - WOW FACTOR	EFD will be required to develop marketing strategy, for new Committee approval	✓
3.5.1	Cake building competition with Priscilla jumping out of the cakes	EFD will be required to develop marketing strategy, for new Committee approval	✓
3.5.2	Street birthday Party with tables down the main street	EFD will be required to develop marketing strategy, for new Committee approval	✓
3.5.3	World record attempt - maybe singing happy birthday	EFD will be required to develop marketing strategy, for new Committee approval	✓
3.5.4	A special guest ie Anne Margaret, Priscilla Presley etc	EFD will be required to develop marketing strategy, for new Committee approval	✓
3.5.5	The theme is a birthday theme	EFD will be required to develop marketing strategy, including theme for new Committee approval	✓
3.5.6	Maybe an 80s theme	EFD will be required to develop marketing strategy, including theme for new Committee approval	✓
3.5.7	Sand sculpture of Elvis in the CBD	EFD will be required to develop marketing strategy, including events for new Committee approval	✓
3.6	Year Round Marketing of Parkes as the Elvis Capital of Australia	EFD will be required to develop marketing strategy, for new Committee approval	✓
3.6.1	Online Ticketing and Packaging	EFD will be required to develop marketing strategy, including ticketing for new Committee approval	✓
3.6.2	Ray White is proceeding with an online booking system - www.parkesvisbookings.com.au which will offer train/accommodation packages with 2% of sales going to ERI	EFD would seek to capture all accommodation under one umbrella.	✓
3.7	All acts should register with ERI and tickets sold through a central booking agency which will give ERI an income stream	EFD would seek to capture all events under one umbrella including sale of tickets	✓
3.8	The idea of using food stalls with products cooked and prepared by volunteers	EFD will be required to develop marketing strategy, including events for new Committee approval	✓
3.9	Regulations and food handling issues need to be explored	EFD will be required to develop marketing strategy, including events for new Committee approval	✓
3.10	Quirky events in main street	EFD will be required to develop marketing strategy, including events for new Committee	✓



General Manager



Mayor

		approval	
3.11	WHS issues	Key performance criteria for EFD	✓
3.12	Access issues &	Key performance criteria for EFD	✓
3.13	Insurance issues need to be explored	Councils insurance would be expanded to cover event	✓
3.14	Have main street closed for longer	EFD will be required to develop marketing strategy, including events for new Committee approval	✓
3.15	All implementations need to be explored	EFD will be required to develop marketing strategy, including events for new Committee approval	✓
3.16	Stakeholders consulted	Key performance criteria for EFD	✓
3.17	Tent City	EFD would run competitive quote/EOI processes for services	✓
3.17	Consider using a regional provider from Bathurst	EFD would run competitive quote/EOI processes for services	✓

Attachments

Nil.



General Manager



Mayor

16.2 (DTCS) Sale of Council Property - 35-39 Matthews Street Parkes

Prepared By: Director Technology and Corporate Service

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) 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: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Executive Summary

Council has received an offer for the purchase of land in the industrial estate.

Background Information

Refer to Report

Legislative or Policy Implications

Sale to be in accordance with Council's Disposal policies.

Progressive Delivery Program Implications

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

Function 1: Financial Sustainability

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

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

Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆



Social

★★★★☆



Civic Leadership

★★★★☆

General Manager

Mayor

Budget & Financial Aspects

Sale proceeds will be used to increase established reserves set aside for the further development of the Southern Industrial and holdings.

Recommendation

1. That Council continue negotiations to sell 35-39 Matthews Street (Chaff Mill) for the amount nominated in the report.
2. That the General Manager be authorised to complete the sale on favourable terms and that the necessary documents be completed under Seal of Council.

Report

The Council property has been for sale/lease through Hunters Real Estate for nearly 12 months. Council and the real Estate agent had established a close to market price of \$320,000 (excluding GST) and rent of between \$500-\$600 per wk (excluding GST). There has been interest in the block during the period however no interested parties achieved the asking price.

Recently the Valuer-General valued the property as at the 28 February 2014:

Building: \$164,973.57
Land: \$119,3000
Total \$284,273.57

During this period under review, the following offers were made:

Offer A

Gilesen Pty Ltd

Offered to lease 35-39 Matthews Street for a period of 24 months at the amount of \$500 per week and then purchase it for the full price of \$320,000 (excluding GST). For this offer to go ahead a development application needed to be lodged. The proponent met with the Planning department to discuss the change of use for the property but after several months of discussions no formal application was lodged and a letter was written to the proponent on the 24 October 2013 advising them that if they wished to proceed they would need to pay the appropriate application fees. No further approaches have since been received.



General Manager



Mayor

Offer B

Alan Magill

Offered to lease 35-39 Matthews Street for a period of 24 months at the amount of \$600 per week and then purchase it for a full price of \$280,000 (excluding GST). For this offer to go ahead the proponent put several conditions on Council including:

- 1 - Correct completion of stormwater disposal
- 2 - Fix road base built up against office
- 3 - Have an electrician check all wiring and services

The proponent was also required to submit a Development Application for the proposed use.

A pre lodgement meeting was arranged and a letter from the Planning Department was sent to the proponent on the 19 June 2013 outlining Council's requirements for the development of the site. This offer did not proceed further and the proponent purchased property within the Hub.

Offer C

Garry Hurry

The proponent recently offered to purchase for \$320,000 (including GST), which is \$290,909 (excluding GST). As such there are no conditions on the purchase.

Council's Position

The property has attracted various degrees of interest but proponents have required unacceptable terms. The property is vacant and has not generated any rental income on the property for over 12 months. Council has investigated undertaking improvements to the property to improve saleability including:

- Preparing and lodging a DA using consultants - \$5,345.78
- Preparing and constructing hard stand approximately \$20,000
- Upgrading current building facilities (bathrooms etc) Approximately \$10,000
- Correcting stormwater disposal issues

It is thought that these improvements would not guarantee a sale in the current market

It is thought appropriate that on the balance of probability, it would be advantageous in the current market to sell the property for the price of \$290,909 excluding GST.

It is suggested that Council sells 35-39 Matthew Street (Chaff Mill) for the amount nominated in the report and that the necessary documents be completed under Seal of Council.



General Manager



Mayor

16.3 (DES) Request for Contribution to Works - Cudal Lime Products

Prepared By: Director Engineering Services

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) 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:
 - (i) prejudice the commercial position of the person who supplied it.

Executive Summary

Council received a request from Cudal Lime Products for further assistance in meeting the cost of road upgrades required as part of the development of a quarry on Wyatts Lane. At its meeting held on 18 February 2014 Council resolved that Council defer its decision until the next meeting pending further investigations such as traffic and costings for the materials.

Background Information

See Report.

Legislative or Policy Implications

Development assessment and consent for impacts on public infrastructure.

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*
- 8. *Maintain and improve the Shires Assets and Infrastructure*

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

The retention of current arrangements will not affect the Delivery Program Directions.

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

The retention of current arrangements will not affect the Delivery Program Directions.



General Manager



Mayor

Quadruple Bottom Line



Economic ★★☆☆☆



Environmental ★★☆☆☆



Social ★★★★★



Civic Leadership ★★☆☆☆

Maintaining current arrangements will result in neutral impacts on the Economic and Environmental aspects of the Quadruple Bottom Line whilst demonstrating positive Social and Civic Leadership.

Budget & Financial Aspects

Provision for Council's contribution (estimated \$150,000) for the project has been included in the Rural Construction Program. If this is increased, the program will need to be reviewed and another project deferred.

Recommendation

1. That Cudal Lime Products be advised that Council's cannot accede to the request for a greater contribution.

Report

At Council's meeting held on 18 February 2014 it was resolved that Council defer its decision until the next meeting pending further investigations such as traffic and costings for the materials.

Information included in the 18 February 2014 Report

Following the Development Application being lodged for the quarry, the assessment of the existing intersection was conducted and a condition applied for the upgrade of the intersection of Wyatts Lane and Bogan Road in accordance with the AustRoads Guide to Road Design. Whilst it was acknowledged that an existing issue existed with the current intersection, it was considered that the requirement for upgrade had a direct relationship to the increase traffic movements attributed to the Development proposal.

Initial discussions with the applicant included an indicative cost to upgrade the intersection of about \$200,000. The applicant was also advised that Council was willing to meet 50% of the intersection costs given the existing issues. It was further agreed that Council would meet the cost of widening the seal for the conditioned works on Wyatts Lane serving the quarry development to provide a higher standard.

The applicant engaged their own consultant to undertake the design of the intersection. Additional assistance was provided by Council with the survey of the existing intersection being provided to the consultant. Council then liaised with the consultant through the design process.

General Manager

Mayor

The applicant advised in October 2013 that they were about to organise the upgrade works and Council's offer to meet 50% was reaffirmed.

Following completion of the design by the applicant's consultant, Council was requested to provide a price to undertake the intersection works. This was subsequently provided.

It should be noted that Council has entered into agreements with developers previously for shared infrastructure costs, such as Northparkes Mine and Westtime. Council has also contributed to upgrade works required for subdivisions to allow for future development surrounding, such as sewer upgrades around Danilenko Street.

It is considered that Council staff have assisted the applicant throughout the process to facilitate the development proceeding in accordance with the usual requirements placed on developers. The current assistance offered is consistent with arrangements made with other developers and considered fair and reasonable.

Materials

A materials cost breakdown includes \$102,525 excluding GST for the supply of gravel to meet the specifications of DGB20 and DGS20 requirements. Along with the gravel costs there are also associated costs incurred with the sealing of the intersection which totals \$26,350 excluding GST.

Traffic

Vehicle counts taken recently on Wyatts Lane will be made available prior to the Council Meeting.

The Engineering Assessment related to traffic matters was presented to Council through the initial Development Application at its meeting held on 16 April 2013 and is included below.

Traffic Generation/Road and Access Requirements

The Statement of Environmental Effects prepared and submitted by Geolyse in support of the proposed quarry development has been considered in determining the expected traffic generation from the proposed development. Section 6.9 of the SEE offers a number of considerations for determining the increase in traffic on Wyatt's lane and Bogan Road and also indicates that Wyatt's lane will most likely require upgrading to a Level of Service of C or D to cater for the increase in heavy vehicle movements. The maximum heavy vehicle traffic given in the SEE is 30 heavy vehicle movements per day. The road must be able to cater for safe passing of these trucks in opposing directions which would be the worst case scenario for vehicle's passing on the road. This will also provide increased safety to the residents who drive upon the road. The Austroads *Guide to Road Design-Part 3: Geometric Design* states that the desirable lane width to allow large vehicles to pass or overtake is 3.5 metres. Thus Wyatts Lane will require upgrading to have a total width of 7 metres across the two lanes. Currently the road width measures an average of 8.5 metres for the section under consideration. Cudal Lime would be responsible for the upgrade of this laneway from a single lane to a double lane road of 7m width. The road shall be designed and constructed to a standard to carry the heavy vehicles from the quarry plus the residential traffic without damaging the road. Furthermore, due to dust nuisance likely to occur to the nearby residences, Wyatts Lane will require sealing between the intersection of Bogan Road and



General Manager



Mayor

the quarry access. The Austroads *Guide to Road Design-Part 3: Geometric Design* states that, where traffic volumes are less than 150 vehicles per day and, particularly, where terrain is open, single lane carriageways may be used. The traffic lane width adopted on such roads should be at least 3.7m. This will require the road to be formed and rolled to a high degree of compaction with compaction tests submitted to Council. The designs for the road shall be submitted to Council for approval prior to the release of a Construction Certificate and no work would be undertaken prior to this approval.

The access to the Quarry on Wyatts Lane is to be designed to meet the requirements stated in Figure 7.4 of the Austroads *Guide to Road Design-Part 4: Intersections and Crossings-General* with a setback from Wyatt's lane suitable to store a single standard vehicle typical to the development, i.e. gravel truck. The access shall be constructed of suitable gravel material, shaped and compacted to suit the turning manoeuvres of a vehicle typical to the site and to maintain drainage paths through the roadside table-drains. Upon investigation it has been decided that the access may remain at its current location as it will provide adequate sight distance to meet the standards given in the Austroads Guide. The access shall be sealed at least 15m from the edge of carriageway of Wyatt's Lane.

Wyatt's Lane will also require adequate signage to warn drivers of the entering trucks onto Wyatt's Lane. With reference to *AS1742.2-2009 Manual of Uniform Traffic Control Devices* two Trucks Entering signs (W5-22) will be required, located 80-120 metres from the access gateway in each direction along Wyatt's Lane. The signs must be a minimum of 2 metres and a maximum of 5 metres from the edge of the lane. The signs must be a minimum of 1.5 m high and clearly visible to vehicles travelling along the road.

The Bogan Road intersection onto Wyatts Lane, in its current form, satisfies the low-use nature of the laneway as a Local Access to several rural properties and currently is an approved 25m B-Double route with restrictions. However Cudal Lime, with this development proposal will become the primary user of the intersection and will be required to upgrade and maintain the intersection in addition to Wyatt's Lane to Council's satisfaction.

This section of Bogan Road meets the Austroads Guide to Road Design Part 3 Geometric Design requirements for Stopping Sight Distance (SSD) which indicate that for a truck, the minimum SSD is 213 metres when grade and speed are considered. Both directions barely satisfy this requirement with approximately 220 metres sight distance. The intersection itself however does not meet the minimum requirements of Safe Intersection Sight Distance (SISD) as defined in Austroads Guide to Road Design Part 4A Unsignalised and Signalised Intersections. As also noted in RMS' response 23 January 2013 the minimum SISD for a 100km/h speed zone is 248m. While increasing the sight distance in both directions may be prohibitive due to the natural longitudinal undulation of the terrain it is possible to increase the level of intersection treatment as an off-set to this SISD deficiency.

According to Clause 4.8 of Austroads Guide to Road Design Part 4A it is likely that the current BA treatments would be satisfactory for the proposed volume and type of additional traffic proposed to enter Wyatts Lane. However, Clause 4.8 also mentions that *"If a particular turn from a major road is associated with some geometric minima (for example, limited sight distance, steep grade), consideration should be given to the adoption of a turn treatment of a higher order than that indicated by the warrants. For example, if the warrants indicate that a BAR turn treatment is acceptable for the relevant traffic volumes, but limited visibility to the right-turning vehicle is available, consideration should be given to the adoption of a CHR(S) or CHR turn treatment instead."*



General Manager



Mayor

The cited example is apt to this situation and a design for CHR(S) and CHL for the major road (being Bogan Road) will be required to be submitted to Council for approval prior to construction.

Cudal Lime, as the primary traffic generator, will be responsible for any repair work required to maintain the above mentioned standard of road to the satisfaction of Council. Prior to any repair work, Council must be notified and approval under the Roads Act must be given by the Roads Authority. The quarry trucks shall observe a maximum speed of 80 km/hr along Wyatt's lane to preserve the road and prevent excessive dust rising for the benefit of the neighbouring properties. A driver's code of conduct shall be created to include this speed limit which will be abided by all operators travelling to and from the development site.

The Engineering Assessment related to a modification to the Development Application was presented to the 16 July 2013 Council meeting as follows:

Background

The initial modification to DA12097, being the proposal to operate outside of peak times on Bogan Road, thus avoiding the need to upgrade the intersection of Wyatts Lane, could not be acceded to as the proposal did not adequately address the safety concerns for the intersection. Discussion was held with the applicant, his representatives from Geolyse, and Council staff regarding further possibilities to work around the original Condition 5 which reads:

The intersection of Bogan Road and Wyatts Lane shall be upgraded with CHR(S) and CHL treatments in accordance with Austroad Guide to Road Design Part 4A: Unsignalised and Signalised Intersections. This requirement is due to the existing Safe Intersection Sight Distance deficiency on Bogan Road and additional traffic generated by the development and shall be designed and constructed at no cost to Council. The treatment will include all required pavement widening and markings designed and constructed in accordance with AUS-SPEC#1/Parkes Shire Council. A detailed design for the road will be submitted to council for approval prior to the issue of a Construction Certificate.

The discussion resulted in further information being provided outlining that the intersection will be upgraded in the short term (three months) but prior to that the operation could commence in a substantially reduced fashion being two truck loads per day (four vehicle movements) on weekdays between 8:30am and 3:45pm, and 8:30am the 3:00pm Saturdays. The proposal also suggests the treatment at the intersection be changed to CHR(S) and AUL.

Assessment

Discussions were held between Council staff and the applicant's consultants from Geolyse, regarding Council's preferred treatment of the intersection. Council advised that the initial treatments of CHR(S) and CHL derived from the parameters set out in the Austroads Guide to Road Design Parts 4 and 4A and based on the limited information of the original proposal.



General Manager



Mayor

With more information available on the nature, volume and intensity of the operation, together with the proposed reduction in operating times, Council staff have reassessed the treatments required and have agreed that AUL and CHR(S) are suitable for this intersection.

Information passed to Geolyse is as follows:

In summary, Council concedes that an existing issue exists with the current intersection but feels that the requirement for upgrade has a direct nexus to the increase traffic movements attributed to the Development proposal. While council believes that the higher order treatment of CHL is preferable for use at this intersection given the existing traffic split and geometric minima, it is deemed suitable to apply CHR(S) and AUL treatments to the intersection of Wyatts Lane and Bogan Road to adequately address safety concerns elicited by insufficient SISD in both directions and the increase in traffic volumes. Therefore Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections, Figures 7.6 and 8.4 should be used as the basis of design for the required CHR(S) and AUL treatments respectively.

The request to begin operations without completing the intersection upgrade will be acceded to on the basis that traffic movements will be significantly reduced from the proposed maximum of 30 down to four (two truck loads out per day). Given that Wyatts Lane is an existing approved B-Double Route and proposed number of truck movements in the short term is much lower than initially proposed, it is deemed as having comparable risk to the current traffic situation. The times of operation will still be within those suggested by the applicant after consultation with other road users and the requirement for dust suppression in the short term will still be in place. As an additional precaution the applicant will be required to submit to Council, for approval under the Roads Act (1993), a suitable traffic control plan, which will be implemented for the duration of the 3 months initial operation, including road and intersection construction. The traffic control plan will be designed and implemented by suitably qualified persons.

Attachment

1. Traffic Counts will be distributed separately.



General Manager



Mayor

16.4 Committee Meeting Minutes - Economic Development Committee - Airport Sub Committee Meeting held 18 February 2014

Prepared By: Director Technology and Corporate Service

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

Please find attached the meeting minutes of the Economic Development Committee - Airport Sub Committee for the meeting held on the 18 February 2014.

Background Information

The Airport Sub Committee is Chaired by the Deputy Mayor Cr Alan Ward and meets regularly at to make "gateway" decisions about the redevelopment of the Parkes Regional Airport.

Legislative or Policy Implications

Nil

Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 5. Develop Parkes as a National Logistics Hub - 5.4 Make Parkes Regional Airport progressive and profitable

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

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



General Manager



Mayor

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★☆☆☆



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Nil

Recommendation

1. That the Minutes of the Economic Development Committee - Airport Sub Committee meeting held on 18 February 2014 be received and noted.

Attachments

1. Minutes of the Economic Development Committee - Airport Sub Committee meeting held on 18 February 2014

General Manager

Mayor



RECORD OF MEETING ECONOMIC DEVELOPMENT COMMITTEE
Airport Sub Committee
HELD AT THE PARKES SHIRE COUNCIL ADMINISTRATION CENTRE
AT 10.30am ON TUESDAY, 18 February 2014

PRESENT:

Deputy Mayor Councillor Alan Ward (Chair)
Mayor Cr Ken Keith
CR BJ McCorkell
Cr RC Haddin
Cr MJ Greenwood
Mr Kent Boyd, General Manager
Mr Les Finn, Director Technology & Corporate Services
Mr Steve Barry, Director Engineering Services
Mrs Anna Wyllie, Economic and Business Development Manager
Mrs Sharon Ross, Manager Support Services

Meeting commenced at: 10.30am

1. Apologies:

Mr Steven Campbell
Ms Annalise Cummings

2. Declaration of Interest:

Nil

3. Confirmation of Previous Minutes:

That the Minutes from the Airport Sub Committee Meeting held on 5 November 2014 be confirmed.

Moved Cr MJ Greenwood, Seconded CR BJ McCorkell

Carried

4. Business Arising from Minutes:

Nil

Airport Sub Committee Meeting Minutes
18 February 2014

A handwritten signature in black ink, appearing to be "Ken", written over a horizontal line.

General Manager

A handwritten signature in black ink, appearing to be "Ken Keith", written over a horizontal line.

Mayor

5. Over View of Master Plan an scope for economic opportunities:

- Anna Wyllie presented an overview of the master plan, in which it was highlighted that whilst work is being carried out at the airport in conjunction with the RDAF grant that Council should be looking at value adding to the project if opportunities arise such as facilitating commercial and industrial land.

6. Update on RDAF project

- **Funding**
Anna reported that she had been working with the Department to finalise the funding. It has been a slow process but they were close to an agreement.
- **Lighting**
Sharon Ross reported that the lighting was 66% complete. PAPI Lighting module is installed and so far the contractors are performing well. There have been a couple of variations to the original contract including an additional \$40,000 for under-boring the runway and moving the shed which will store the lighting controls. All up the variations equate to approximately 5% of the original budget (and all projects have a 20% contingency built in) so the lighting project is still within budget.
- **Car park**
Demolition of the Huts
The DA has gone in for the demolition of the huts at the airport. Planning has asked for some more detail.
Sharon has finalised tenders and contractors are ready to go as soon as the DA is approved.
- **Entry**
David Ramsey has put together a concept plan for the entry based on the Wellington/ Orange road entry treatment.
The idea is that it should be water wise and reflect the native flora and fauna of the area.
Lighting needs to be adjusted on the entry sign at the airport as the reflection is effecting the ability to read it.

Recommendation: That further investigation be made into the cost of widening the entry road

Moved Cr RC Haddin, *Seconded* CR K Keith **Carried**

- **Terminal**
Les, Sharon and Anna gave an update regarding the visit they had to Griffith to have a look at their new terminal.
The agreement with Rehbein has been signed to project manage the terminal to the point that the DA is approved.
- **Potable water**
Has been installed

Airport Sub Committee Meeting Minutes
18 February 2014



General Manager



Mayor

7. HARS

Les gave an update regarding HARS and their intention to increase their presence in Parkes.

8. Aero Club

- The Aero Club have approached Council regarding disabled access and restrooms, and have supplied Council with a quote for renovations.
- It has been suggested that Council explore these renovations as part of the development of the terminal as the aero club may be able to be used as a temporary terminal during the redevelopment.

Recommendation: That further investigation into the redevelopment of the aero club be carried out to ascertain whether it could be used as a temporary terminal during the redevelopment of the existing terminal. This would include liaising with Rebhein, REX and the Aero club.

Moved Cr AJ Ward, Seconded CR RC Haddin Carried

9. NSW Legislative Council - Standing Committee on State Development - Inquiry into regional aviation services

Anna Wyllie gave an update on the Inquiry and stated that Council will make a submission and invite the standing committee to Parkes to hold hearings. Anna also discussed that letters had been sent to various organisations in town asking for input into the inquiry. It was suggested that a letter also be written to the RFS in Forbes.

10. REX passenger numbers

An update was provided on passenger figures to 31 December 2013.

Recommendation: That the planned meeting with Warrick Lodge to discuss the redevelopment of the Airport include a discussion on marketing.

Moved Cr RC Haddin, Seconded CR K Keith Carried

Airport Sub Committee Meeting Minutes
18 February 2014



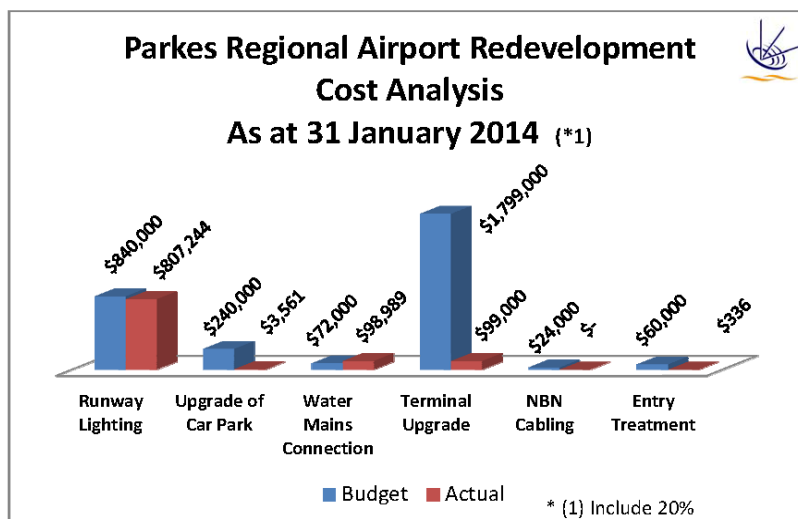
General Manager



Mayor

11. Budget

Owen Jensen reported on the Budget for the Airport Development



**Parkes Regional Airport Redevelopment Actual vs Budget Comparison * (1)
(As at 31 January 2014)**

	Budget \$	Actual \$
Runway Lighting	\$ 840,000	\$ 807,244
Upgrade of Car Park	\$ 240,000	\$ 3,561
Water Mains Connection	\$ 72,000	\$ 98,989
Terminal Upgrade	\$ 1,799,000	\$ 99,000
NBN Cabling	\$ 24,000	-
Entry Treatment	\$ 60,000	\$ 336
Total	\$ 3,035,000	\$ 1,009,130

Airport Sub Committee Meeting Minutes
18 February 2014

General Manager

Mayor

Owen discussed the possibility of applying for LIRS to fund the Airport redevelopment, this would mean that Council would need to apply for \$1 million rather than the \$830,000 that was budgeted for in the CAPEX. The additional money could be used for bringing forward resealing work on runway 11/29.

Recommendation: That a report be written for Council to discuss applying for LIRS and whether Council would take a variable or fixed loan.

Moved Cr RC Haddin, *Seconded* CR M Greenwood ***Carried***

Meeting closed at 12.10pm.

Airport Sub Committee Meeting Minutes
18 February 2014



General Manager



Mayor

16.5 Committee Minutes - Economic Development Committee Meeting held 18 February 2014

Prepared By: Director Technology and Corporate Service

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

Please find attached the meeting minutes of the Economic Development Committee held on the 5 November 2013

Background Information

The Economic Development Committee is an advisory Committee of the Council and does not have executive power or authority to implement actions.

The role of the Economic Development Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to this Constitution.

The purpose of the Economic Development Committee is:

- To lead research and policy direction on critical economic issues and key strategic issues for Parkes Shire
- To provide direction to the various sub-committees established by the Committee to work individual areas
- To consider the reports prepared by sub-committees and refer appropriate policy and strategic direction to staff for their appropriate action, including formal submission to Council

Legislative, Policy & Management Planning Implications

Nil

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*

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



General Manager



Mayor

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

Quadruple Bottom Line



Economic

★★★★☆



Environmental

★★★★☆



Social

★★★★☆



Civic Leadership

★★★★☆

Budget & Financial Aspects

Nil

Recommendation

1. That the Minutes of the Economic Development Committee meeting held on the 18 February 2014 be received and noted.

Attachments

1. The Minutes of the Economic Development Committee meeting held on the 18 February 2014.

General Manager

Mayor



**RECORD OF MEETING ECONOMIC DEVELOPMENT COMMITTEE
HELD AT THE PARKES SHIRE COUNCIL ADMINISTRATION CENTRE
AT 11.30am ON TUESDAY, 18 February 2014**

PRESENT:

Mayor Cr Ken Keith
Deputy Mayor Cr Alan Ward
CR BJ McCorkell
Cr RC Haddin
Cr MJ Greenwood
Mr Kent Boyd, General Manager
Mr Les Finn, Director Technology & Corporate Services
Mr Steve Barry, Director Engineering Services
Mrs Anna Wyllie, Economic and Business Development Manager

Meeting commenced at: 12.15pm

1. Apologies:

Mr Steven Campbell
Ms Annalise Cummings

2. Declaration of Interest:

Cr BJ McCorkell - item 8

3. Confirmation of Previous Minutes:

That the Minutes from the Economic Development Committee on 5 November 2013 be confirmed.

Moved Cr Alan Ward, Seconded CR BJ McCorkell

Carried

4. Business Arising from Minutes:

Nil

Economic Development Committee - Meeting Minutes
18 February 2014

A handwritten signature in black ink, appearing to be 'K. Ward'.

General Manager

A handwritten signature in black ink, appearing to be 'Ken Keith'.

Mayor

5. Business and Economic Development Managers Report :

Recommendation:

That the information in the report be received and noted

Moved CR BJ McCorkell, seconded Cr A Ward

carried

6. Rezoning of Industrial Land

Recommendation:

That Council continue with the rezoning of Industrial Land south of the current industrial estate.

Moved CR BJ McCorkell, Seconded Cr MJ Greenwood

carried

7. GATR report into the Parkes Inland Rail - Land use

The purpose of the report was to

- Confirm the location of the planned western ring road with potential to become the Newell Highway.
- Identify land to be zoned and serviced for use as intermodal terminals as part of a greatly expanded Parkes logistics precinct/s.
- Confirm the route and connections of the GATR Inland Railway to identify its land requirements and ensure that it and the industrial areas are appropriately located in relation to one another.
- Locate the Inland Railway and its connections within Parkes to accommodate all foreseeable traffic flows and to optimise rail operations within and through Parkes whilst ensuring the preservation of its adopted standards and facilitating Parkes' desired land use development.

Recommendation:

That the information in the report be received and noted

Moved CR A Ward, seconded Cr M Greenwood

carried

At this stage of the meeting being 1.30pm, Cr BJ McCorkell declared an interest in the next item and left the meeting

8. Confidential Report - Coulston Group

Recommendation:

That Council perform further due diligence and arrange meetings with the major stakeholders in the proposal.

Moved CR A Ward, seconded Cr M Greenwood

carried

At this stage being 1.39pm Cr BJ McCorkell returned to the meeting.

9. General Business:

An update was given on known retail developments about the region

Meeting closed at 1.45pm.

Economic Development Committee - Meeting Minutes
18 February 2014



General Manager



Mayor

16.6 Loan Borrowings - Parkes Regional Airport Redevelopment

Prepared By: Director of Technology and Corporate Service

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) 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:
 - (i) prejudice the commercial position of the person who supplied it

Executive Summary

The redevelopment of the Parkes Regional Airport includes Runway Lighting System replacement, terminal refurbishment and expansion, infrastructure and technology improvements, car park expansion and new entrance. The project will provide considerable economic, social and community benefits.

As outlined in the capital expenditure review considered by Council on 19 February 2013 and as per the RDAF Round 4 application for the redevelopment of the Parkes Regional Airport, the decision requires a commitment to loan borrowings to part fund the project.

Background Information

Councils can borrow funds under section 621 of the Local Government Act 1993. The intention to borrow must be outlined in the management plan. Councils must also apply to the Department, completing a loan borrowing request issued in May each year.

If during the year Council is required to increase its proposed borrowings, or change the purpose of the initial request, a Council resolution must be passed prior to drawing down of any funds. If there is an increase, Council must also notify the Department by re-submitting the electronic loan borrowing request form including the updated amounts.

Legislative or Policy Implications

Section 621, Local Government Act, 1993
Clause 230, Local Government (General) Regulation, 2005
Parkes Shire Council Operational Budget 2013-2014



General Manager



Mayor

Budget & Financial Aspects

The Delivery Program for a Progressive Parkes Shire provides \$ 310,000 towards the \$3,035,000 project in conjunction with grant / loan funding to enable enhanced facilities at the airport. Parkes Shire Council has completed an airport master plan and has allocated \$1,450,000 in funding and \$60,000 in in-kind contributions towards the project. With a combined loan of \$830,000 (\$200,000 2013-14, and \$630,000 2014-15) in the long term financial plan, the budgeted loan servicing costs were estimated to be \$110,037 p.a. over 10 years. The total debt servicing costs over the life of the loan were originally forecasted to be approximately \$1,098,840. To meet the criteria outlined in the State Governments Local Infrastructure Renewal Scheme, it is proposed to obtain loan funds of \$1,000,000.

Recommendation

1. That Council authorise the Mayor and General Manager to source loan funds of \$1,000,000 for the Parkes Regional Airport Redevelopment and execute the documentation under seal as required.

Report

To meet the criteria outlined in the State Governments Local Infrastructure Renewal Scheme, a minimal loan of \$1 million is required. The project as initially outlined will require borrowings of \$830,000 to cover construction of the Parkes Regional Airport terminal as per the Capital Expenditure Review completed and submitted to the Division of Local Government on 22 February 2013. After reviewing the information provided, it was determined that Council had satisfactorily addressed the Division of Local Governments capital expenditure criteria. The additional \$170,000 requested in this report will enable bringing forward resealing works scheduled for the runways which had been provided for in the long term financial plan to be completed in 2014.15 and 2015.16 and incorporated into this redevelopment project. This was outlined as an alternative in the capital expenditure review (page 26).

Council may be eligible for subsidy of up to 3% under the State Government's Local Infrastructure Renewal Scheme Round 3 guidelines. Success with this application would see the net debt servicing costs reduced by \$ 172,031.27 over the life of the combined loan. The LIRS will allow for this essential infrastructure to be provided in the next financial year. The LIRS would also facilitate funding of the project, causing less pressure on income within the general fund.

By borrowing for these works, Council ensures that future users of the facility pay their share of the cost. This provides for sharing of the financial burden between current and future generations. Quotations have been sought on the basis of 10 year fixed term loan, and also for a variable loan. With a loan of \$1,000,000, the loan servicing costs are estimated to be \$133,890.16 p.a. over 10 years for a fixed term loan. The total debt servicing costs over the life of the loan will be \$ 1,338,901.60. This is based on a fixed interest loan at 5.91% over 10 years. The LIRS criteria requires loans of no more than 10 years duration.



General Manager



Mayor

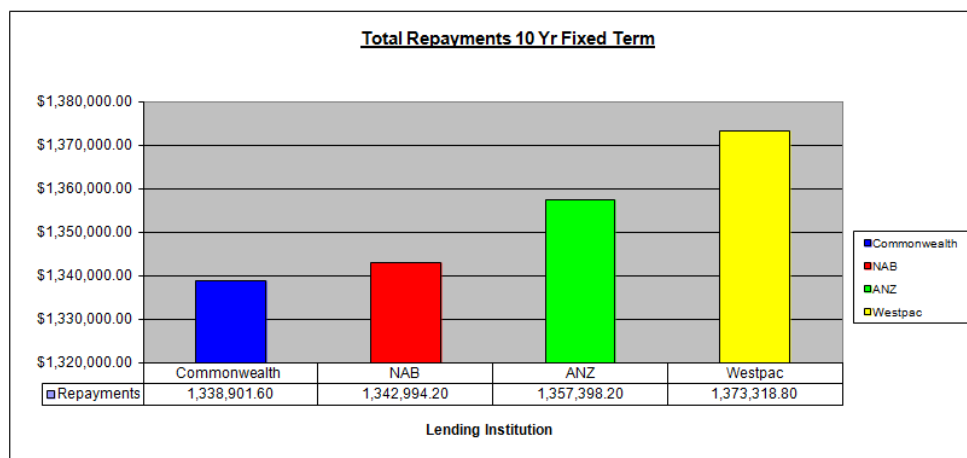
Council has approached the four major banking institutions requesting expressions of Interest for Loan borrowings for the redevelopment of the Parkes Regional Airport. The following tables summarises the expressions of interest received for the \$1,000,000 loan borrowings.

**Parkes Regional Airport Terminal –
Expressions of Interest – \$1m Borrowings LIRS Subsidy**



Loan Type	CBA	NAB	ANZ	Westpac
\$1M Fixed Over 10 Yrs				
Interest Rate	5.91 %	5.98 %	6.21 %	6.464 %
Repayments per Semi- Annually	\$ 66,945.08	\$ 67,149.71	\$ 67,869.91	\$ 68,665.94
Repayments pa	\$ 133,890.16	\$ 134,299.42	\$ 135,739.82	\$ 137,331.88
Total Repayments	\$ 1,338,901.60	\$ 1,342,994.20	\$ 1,357,398.20	\$ 1,373,318.80
\$1M Variable				
Interest Rate	4.457 %	4.527 %	4.540 %	Not Provided

**Parkes Regional Airport Terminal –
Expressions of Interest – \$1m Borrowings LIRS Subsidy**



General Manager

Mayor

As per resolution 13-581 at the ordinary council meeting of 17 December 2013, Council adopted the following recommendations.

Recommendation - (As per Resolution 13-581)

1. That Council obtain loan funds of \$1,000,000, for the Parkes Regional Airport Redevelopment project following an expression of interest process from the major lenders in relation to 10 year periods on terms most suiting Council's future long term financial planning needs.
2. That Council notify the Division of Local Government of the borrowings in terms of the requirements of the Loan Borrowings Request process.
3. That Council make application for Subsidy under the State Government's Local Infrastructure Renewal Scheme.

The best tender option received on a 10 year fixed basis was the Commonwealth Bank at 5.91%, with total repayments of \$ 1,338,901.60 for the 10 year period. The best tender option received for a \$1m variable loan was also the Commonwealth Bank with a variable interest rate currently of 4.457%. slightly below the next best tender option.

For Council's consideration in selecting the loan, the decision is between the fixed term option and variable term option. There is currently a margin of 1.453 % currently between the two tender options offered by the Commonwealth Bank. It is noted that the reserve bank has recently flagged its neutral setting on monetary policy. The Reserve Bank of Australia has indicated that a period of steady interest rates is likely as record-low borrowing costs and a weaker currency aid growth and it monitors prices after a surprising acceleration in inflation last quarter. Markets and economists predict the central bank will likely leave cash rates unchanged this year to avoid a growth gap emerging as mining companies plan fewer projects. Low borrowing costs are driving up home prices, indicating the RBA may be reluctant to add to 2.25% of rate cuts since late 2011 even as unemployment rose to the highest level in more than 10 years.

Factors to consider when selecting between a fixed term loan or a variable term loan are :

Fixed Term Loan :

- Have the assurance of knowing exactly what the repayments will be with setting the interest rate for a set period of time.
- Have confidence in setting future budgets
- Fixed term loans are more restrictive in terms of making extra repayments



General Manager



Mayor

Variable Term Loan :

- The interest rate and repayments can change at the discretion of the banks interest rate setting policy throughout the term of the ten year loan.
- Additional repayments are able to be made.

It is not possible to accurately predict future interest rates, so there is no sure way of determining whether or not interest will be saved at the end of a fixed rate term as compared to a variable rate term. In consideration of a fixed rate, it provides the assurance of knowing exactly what repayments will be over the ten years, and Council can be confident in budgeting accurately in managing finances within the revised Long Term Financial Plan 2014-15 to 2023-24.

Attachments

1. LIRS Application (Round 3) separately distributed at Committee Meeting



General Manager



Mayor