

# **PARKES SHIRE COUNCIL** Our Mission: To Deliver Progress and Value to our Community

Our Communities 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 18 AUGUST 2015

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

GENERAL MANAGER: Kent Boyd

# Ordinary Meeting

Minutes of the Ordinary Meeting held in the Council Chambers, 2 Cecile Street on Tuesday 18 August 2015 at 2:00pm.

# PRESENT

Councillor K J Keith OAM, (in the Chair) Councillor M J Greenwood PSM, OAM 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 Acting Director Planning and Environment - H Orr Director Engineering Services - B Howard Director Infrastructure - A Francis Manager Governance and Corporate Strategy - B Byrnes Chief Financial Officer - O Jensen Culture, Education and Library Services Manager – S Buckle Acting Tourism Manager – K Dwyer Minutes Secretary - E Spedding

# **MEETING COMMENCEMENT**

The Meeting commenced at 2.03pm.

# 1 PRAYER

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

# 2 APOLOGIES

Nil.

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

# 15 - 325 Resolution

That the Minutes of the Ordinary Meeting of Parkes Shire Council held on Tuesday 4 August 2015 copies of which have been forwarded to Councillors, be confirmed.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

General Manager

KenfKeith

Mayor

# 4 DECLARATIONS OF INTEREST

General Manager Kent Boyd declared an interest in Item 11.3 (REASON Executive member of organisation mentioned in report) and Cr Ken Keith declared an interest in Item 11.2 (REASON Executive member of organisation mentioned in 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.

# 15 - 326 Resolution

- 1. That Late Items 16.1 and 16.2 be considered at this Council meeting.
- 2. That Late Confidential Item 17.4 be considered in Open Council as item 13.5 of the Director Engineering Services Report

Moved Councillor Alan Ward, seconded Councillor Barbara Newton.

# CARRIED

# 7 MAYORAL MINUTES

#### 7.1 Mayoral Minute - Functions Attended by 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 of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

# 15 - 327 Resolution

That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Belinda McCorkell.

General Manager

KenfKeith

Mayor

#### 7.2 Mayoral Minute - Coming Known Events for Mayor and Councillors

# **Executive Summary**

A report on 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.

# 15 - 328 Resolution

That the information be received and noted.

Moved Councillor Barbara Newton, seconded Councillor Pat Smith.

CARRIED

# 7.3 Mayoral Minute - Toowoomba Transport and Logistics Symposium

# **Executive Summary**

I had the pleasure of attending the Transport and Logistics Symposium in Toowoomba on 3 and 4 August and delivered a presentation in my capacity as Chair of MBIRA. As part of the presentation, I launched Parkes Shire Council's new video on the Inland Rail and its impact on Parkes.

#### Recommendation

- 1. That the report be received and noted.
- 2. That Parkes Shire Council in association with other MBIRA members develop a strategy for continued promotion of the Inland Rail.

#### 15 - 329 Resolution

That the recommendations be adopted.

Moved Councillor Alan Ward, seconded Councillor Ken McGrath.

General Manager

KenfKeith

Mayor

#### 7.4 Mayoral Minute - Country Mayors Association Meeting 6 August 2015

#### **Executive Summary**

The Country Mayors Association meeting was held in Sydney on Thursday 6 August 2015. The Deputy Mayor and myself attended the meeting.

#### Recommendation

1. That the information be received and noted.

# 15 - 330 Resolution

That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Belinda McCorkell.

#### CARRIED

#### 7.5 Mayoral Minute - Centroc Board Meeting 12 August 2015

#### **Executive Summary**

The Centroc Joint Organisation Board meeting was held on Wednesday 12 August 2015, at Parliament House Canberra. The Mayor and General Manager attended the meeting.

The meeting took place on a Parliamentary sitting day and allowed direct access to a number of Ministers during the course of the day to raise issues of the region.

#### Recommendation

1. That the information be received and noted.

#### 15 - 331 Resolution

That the information be received and noted.

Moved Councillor Barbara Newton, seconded Councillor Bob Haddin.

General Manager

Kenfkeith

Mayor

#### 8 COUNCILLORS' REPORTS Nil.

9 INWARDS CORRESPONDENCE

## 9.1 (ICR) Letters of Appreciation

# **Executive Summary**

During the exercise of its various functions, Council frequently receives letters of appreciation for services rendered or actions taken by Councillors and staff. The most recently received are from Walking Wounded and the Peak Hill Community Consultative Committee.

# Recommendation

1. That the information be received and noted.

# 15 - 332 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Michael Greenwood.

General Manager

Kenfkeith

Mayor

# 10 GENERAL MANAGER'S REPORT

#### 10.1 (GM) Operational Plan Progress Report - Yr 2 Delivery Program 2013-2017

# **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.

Council has carried out a full review of the Operational Plan/Delivery Program and has provided a detailed report on its progress. Additionally, an Executive Summary of the Annual Review Report has been developed to provide a quick summary of the activities for each strategic objective formed to set the goals in the Community Strategic Plan during the twelve month reporting period.

# Recommendation

1. That the information be received and noted.

# 15 - 333 Resolution

That the information be received and noted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

General Manager

Kenfkeith

Mayor

# 11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

#### 11.1 (DTCS) Peak Hill Mens Shed - 2015/16 Rate Rebate Request

# **Executive Summary**

A request has been received from Peak Hill Men's Shed Incorporated for a rebate on the rates and charges for 2015/16.

Councils resolution to implement a formal application process for rate rebates has not yet been formulated, accordingly it is recommended to approve the rebate as per previous years, until the new process is finalised.

# Recommendation

1. That Council make a contribution towards the rates levied on assessment 60860-0, being 66 Derribong Street, Peak Hill owned by the Peak Hill Men's Shed Inc for the amount of \$425.00, being equivalent to a full pension rebate, for the 2015/16 financial year, under Section 356 of the Local Government Act 1993.

# 15 - 334 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

General Manager

KenfKeith

Mayor

At this stage being 2:45pm the Mayor left the room and asked the Deputy Mayor to Chair the meeting.

# 11.2 (DTCS) Parkes Masonic Temple Co - 2015/16 Rate Rebate Request

# **Executive Summary**

A request has been received from the Board of the Parkes Masonic Temple requesting that Council give consideration to waiving 50% of the General Rate for 2015/16 on their property located at 1-7 Short Street, Parkes, as previously allowed.

# Recommendation

1. That Council make a contribution towards the rates levied on assessment 36750-0, being 1-7 Short Street, Parkes owned by the Parkes Masonic Temple Co in the amount of \$1,105.91, being 50% of the Business General Rate for \$2015/16, under Section 356 of the Local Government Act 1993.

# 15 - 335 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

#### CARRIED

At this stage being 2:46pm the Mayor rejoined the meeting as Chair, and the General Manager left the room.

General Manager

KenfKeith

Mayor

# 11.3 (DTCS) Currajong Disability Services Inc - 2015/16 Rate Rebate Request

# **Executive Summary**

A request has been received from Currajong Disability Services Inc for a contribution towards the rates and charges for 2015/16 on three of their properties located at 59 High Street, 100 Currajong Street & 8 Russell Street, Parkes.

# Recommendation

1. That Council make a contribution towards the rates levied on assessments 14780-0, being 100 Currajong Street, Parkes, assessment 22150-0, being 59 High Street, Parkes & assessment 36400-0, being 8 Russell Street, Parkes owned by Currajong Disability Services Inc for the combined total of \$1,275.00, being \$425.00 for each property, under Section 356 of the Local Government Act 1993. This contribution is equivalent to a pensioner rebate on each property for the 2015/16 financial year.

# 15 - 336 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Belinda McCorkell.

CARRIED

At this stage being 2:51pm the General Manager rejoined the meeting.

General Manager

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Kenfkeith

Mayor

# **11.4 (DTCS)** Parkes Brand Development

## **Executive Summary**

Council has engaged Consultants Kent Woodcock & Associates to develop a destination brand for Parkes, separate to Council's Corporate Identity. The development of the brand in conjunction with the community, will be used to provide a consistent platform on which to market and communicate the unique attributes and benefits of the Parkes region, across the key pillars of tourism, lifestyle and economic development.

#### Recommendation

1. That Council endorse the adoption and implementation of the positive and diverse 'It all adds up in Parkes' brand concept with a "plus/positive" mark.

#### 15 - 337 Resolution

That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

#### CARRIED

At this stage being 3:02pm the Mayor adjourned the meeting and as Presiding Officer, assisted by the General Manager Kent Boyd, conducted an Australian Citizenship Ceremony for:

Mrs Mary Jean Ramos Day Mrs Rowena Palispis Miss Jerica Palispis Mr Norman Edward Valdez

The Mayor then invited all present in the public gallery to join Councillors for afternoon tea.

The meeting resumed at 3:48pm.

General Manager

KenfKeith

Mayor

# 11.5 (DTCS) Regional Zone Showgirl Final 2016

# **Executive Summary**

Organisers the Regional Zone Showgirl Final have requested financial sponsorship and inkind support from Council in preparation of the event on the 20 February 2016.

In return for the support, Council would be acknowledged as a major sponsor of the event which will see approximately 25 contestants and their families staying in Parkes over the weekend for the event.

The winner of the regional event will progress to the Sydney Royal Showgirl Competition at the Sydney Royal Easter Show in March 2016.

#### Recommendation

- 1. That Council waive the booking fee for the use of the Coventry Room and provide morning tea catering and service for the judging event on Saturday 20 February 2016.
- 2. That Council sponsor the reasonable cost of a luncheon at Aastro Dish restaurant for approximately 35 guests.
- 3. That Council's Tourism Department provide visitor gift packs for each entrant and official.

#### 15 - 338 Resolution

That the recommendations be adopted.

Moved Councillor Barbara Newton, seconded Councillor Bob Haddin.

CARRIED

#### 11.6 (DTCS) Stocktake Report for 30 June 2015

#### **Executive Summary**

A report to Council on variations in stores and materials following the yearly stocktake. The stores reconciliation has been completed with variations detailed below. Deficiencies are identified as running costs of the store.

#### Recommendation

1. That the deficiencies be written off and surpluses written back.

#### 15 - 339 Resolution

That the recommendation be adopted.

Moved Councillor George Pratt, seconded Councillor Alan Ward.

General Manager

Kenfkeith

Mayor

# 11.7 (DTCS) Financial Information as at 31 July 2015

# **Executive Summary**

A regular report is provided to Council in relation to a number of financial indicators, including investments, total monthly repayments, receipting and collection of rate revenue.

## Recommendation

1. That the report detailing accounts paid, rate revenue collected, receipts received and the bank reconciliation to 31 July 2015 be received and noted.

# 15 - 340 Resolution

That the information be received and noted.

Moved Councillor Belinda McCorkell, seconded Councillor Alan Ward.

#### CARRIED

#### 11.8 (DTCS) Investments as at 31 July 2015

#### **Executive Summary**

The carrying value of Council's investments at 31 July 2015 was \$ 57,964,180.

#### Recommendation

1. That the information in relation to investments held at 31 July 2015 be received and noted.

# 15 - 341 Resolution

That the information be received and noted.

Moved Councillor Bob Haddin, seconded Councillor Barbara Newton.

General Manager

Kenfkeith

Mayor

# 11.9 (DTCS) Tourism and Event Update August 2015

# **Executive Summary**

A brief update of general Shire tourism and event activities.

## Recommendation

1. That the Tourism and Event Update be received and noted.

# 15 - 342 Resolution

That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Pat Smith.

#### CARRIED

# 11.10 (DTCS) Library Service Statistic and Monthly Report

# **Executive Summary**

Library usage statistics for the month of July 2015 and recent activities are provided for the information of Council.

#### Recommendation

1. That the information be noted.

# 15 - 343 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

General Manager

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KenfKeith

Mayor

# 12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

# 12.1 (DPE) Ranger Activities Quarterly Report 2015

# **Executive Summary**

A summary of Ranger activities for the quarter ending June 2015 is provided for Council's information.

# Recommendation

1. That the information be noted.

# 15 - 344 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

**General Manager** 

Kenfkeith

Mayor

# 12.2 (DPE) Modification to DA13084: Proposed Subdivision (27 Lots) at Lot 32 DP 1153147 No Mistake Lane, Parkes

# **Development Application Information**

Application No: DA13084

Applicant: Mr John Corcoran

Property: Lot 32 DP 1153147 No Mistake Lane, Parkes

Proposal: Subdivision (27 Lots)

#### **Executive Summary**

Modification Application No. DA13084 proposes to modify Development Consent No. DA13084 for a 27 lot rural residential subdivision at Lot 32 DP1153147, No Mistake Lane, Parkes.

The application is supported by a Statement of Environmental Effects which provides a summary of the proposed modifications to the previously approved development. The application was lodged on the 12 June 2015 by John Corcoran.

A copy of the proposed plan and Statement of Environmental Effects is attached to this report.

#### Recommendation

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

# 15 - 345 Resolution

That the recommendation be adopted.

Moved Councillor Bob Haddin, seconded Councillor Barbara Newton.

CARRIED

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

Against: Nil.

General Manager

KenfKeith

Mayor

# 13 DIRECTOR ENGINEERING SERVICES REPORT

## 13.1 (DES) Adventure Playground Master Plan

# **Executive Summary**

The draft Master Plan for the Adventure Playground in Bushman Street, Parkes has been received by Council. They detail the proposed future developments and long term planning of the adventure playground precinct, along with ongoing management of the facilities.

# Recommendation

1. That following the Councillor consultation workshop, Council endorse the Master Plans be placed on public exhibition for 28 days inviting public comment with results being tabled at a future Council meeting.

# 15 - 346 Resolution

That the recommendation be adopted.

Moved Councillor Pat Smith, seconded Councillor Bob Haddin.

#### CARRIED

#### **13.2 (DES) IPWEA International Study Tour**

#### **Executive Summary**

Council's Manager Design and Traffic, Mr Nathan Koenig, has recently been a recipient of a Foundation Study Grant and subsequently selected to represent the Institute of Public Works Engineering Australia (IPWEA) on an upcoming International Study Tour.

# Recommendation

1. The information be received and noted

# 15 - 347 Resolution

- 1. That the information be received and noted.
- 2. That a letter of congratulations be forward to Nathan Koenig on this achievement.

Moved Councillor Alan Ward, seconded Councillor Pat Smith.

General Manager

KenfKeith

Mayor

#### 13.3 (DES) Roads to Recovery Program - Additional Funding Project Allocations

## **Executive Summary**

A report was previously presented to Council at its meeting held 7 July advising receipt of correspondence from the Hon Warren Truss, Deputy Prime Minister Leader of the Nationals, Minister for Infrastructure and Regional Development, Member for Wide Bay, advising additional funding has been made available for the current and future Roads To Recovery programs.

The additional funding has now been allocated to several road projects for inclusion into Councils 15/16 Construction Program.

#### Recommendation

1. That Council adopt the proposed roads projects for inclusion in the 15/16 Roads to Recovery Construction Program.

#### 15 - 348 Resolution

That the recommendation be adopted.

Moved Councillor Louise O'Leary, seconded Councillor Barbara Newton.

#### CARRIED

#### 13.4 (DES) Road Safety and Injury Prevention Officer Report - April to June 2015

#### **Executive Summary**

The attached reports outline the quarterly activities and programs of the Lachlan, Parkes, Forbes Road Safety and Injury Prevention Officer (RSIPO) for the months of April to June 2015.

#### Recommendation

1. The information be received and noted.

#### 15 - 349 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

General Manager

KenfKeith

Mayor

# 13.5 (DES) Request for Services Supplied - Tree Clearing

# **Executive Summary**

Council wishes to invite tenders for Services Supplied - Tree Clearing, for the next stage of construction works on Numulla Road as part of the ongoing Roads to Recovery Programme.

The decision to shorten the tender period to seven days is proposed given the need for expediency in an attempt to meet the programmed timeframes whilst also enabling the continuation of works associated with Councils extensive Capital and Maintenance Program for the 2015/2016 Financial Year.

# Recommendation

- 1. That Council concur with the decision to follow the open tendering or selective tendering process in accordance with section 66 of the Local Government (General) Regulation, 2005.
- 2. That Council concur with the decision to shorten the tender period in accordance with section 171 of the Local Government (General) Regulation, 2005.

# 15 - 350 Resolution

That the recommendations be adopted.

Moved Councillor Ken McGrath, seconded Councillor Michael Greenwood.

General Manager

KenfKeith

Mayor

# 14 DIRECTOR INFRASTRUCTURE REPORT

Nil.

# 15 CONSIDERATION OF COMMITTEE MINUTES

# 15.1 Committee Minutes - Parkes Local Traffic Committee Meeting - 12 August 2015

# **Executive Summary**

The Parkes Local Traffic Committee Meeting was held on Wednesday 12 August 2015. The Minutes of the meeting are attached.

#### Recommendation

1. That the Minutes of the Parkes Shire Local Traffic Committee Meeting held on 12 August 2015 be adopted.

# 15 - 351 Resolution

- 1. That the Minutes of the Parkes Shire Local Traffic Committee Meeting held on 12 August 2015 be adopted.
- 2. That Council write to the Roads and Maritime Services requesting that they investigate intersection improvements at the corner of Bogan and Grenfell Streets.

Moved Councillor Ken McGrath, seconded Councillor Bob Haddin.

CARRIED

#### 15.2 Committee Minutes - Elvis Festival Committee meetings 3 June and 5 August 2015

#### **Executive Summary**

Meetings of the Elvis Festival Committee were held at the Parkes Shire Council on 3 June and 5 August 2015. The Minutes are attached for Council's endorsement.

#### Recommendation

1. That the Minutes of the Elvis Festival Committee meetings held on 3 June and 5 August 2015 be noted and the recommendations of the Committee be endorsed by Council.

#### 15 - 352 Resolution

That the recommendation be adopted.

Moved Councillor Belinda McCorkell, seconded Councillor George Pratt.

General Manager

KenfKeith

Mayor

#### 15.3 Committee Minutes - Risk Review Committee 21 April and 4 August 2015

#### **Executive Summary**

Meetings of the Parkes Shire Council Risk Review Committee were held on 21 April 2015 and 4 August 2015. These Minutes are attached for Councils information.

#### Recommendation

1. That the Minutes of the Risk Review Committee meetings held on 21 April and 4 August 2015 be received and noted.

# 15 - 353 Resolution

That the information be received and noted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

General Manager

KenfKeith

Mayor

# 16 QUESTIONS AND MATTERS OF URGENCY

#### 16.1 (Q&M) Possible Dog Park at Kelly Reserve

#### Cr Kenny McGrath

I have been contacted by Val Boyd regarding developing a Dog Park at Kelly Reserve. Mrs Boyd's late husband was very passionate about a Dog Park in Parkes, and she would like to investigate the matter.

Many tourists stop at Kelly Reserve each day to enjoy the facilities on offer as they pass through our town, and majority of these travellers have dogs. The inclusion of a Dog Park would create a safe and fun environment for the dogs to enjoy with their owners. As per the attached images, the Dog Park could include separated small/large dog off leash areas with fenced edges, a picnic area for owners and disposable bags and bin to clean up after the dogs.

I would like to ask that Council consider investigating options to assist development of a Dog Park at Kelly Reserve. Perhaps a Committee could be formed to assist with the investigation and development.

#### Acting Director Planning & Environment Comment

I am pleased to say considerable investigation into this matter has already been completed. After the introduction of the Companion Animals Act 1998 Council resolved in September 1998 to declare the part of the Spicer park reserve on the corner of East and Bushman Streets Parkes as an off leash exercise area for Parkes, and has served that function since then.

This off leash area has been subsequently identified in the Spicer Oval Complex (Spicer oval, Pioneer oval, Northparkes oval) Masterplan. If Council would like Kelly reserve investigate for a dog area, a new masterplan for would be required, which considered such things as conflicts with children's area etc.

The master plan identifies the potential to install a smaller area fenced dog park within the larger off leash area. This area could possibly include pieces of equipment and varied terrain to provide a variety of agility and surface experiences for dogs. The provision of car parking, seating and shading to services this area and loop walking tracks through the Spicer Park precinct has also been identified. The master plan was created with the use of user group workshops and were publically exhibited. It would be intended that the larger unfenced off leash area would remain dedicated as an off leash area to serve for activities such as ball/Frisbee throwing that would not be suited to the smaller fenced area.

No funding has been allocated at this stage for the project, however if council see this project as a priority it could be included for community consideration in the next round of IP&R consultation.

#### Attachments:

1. Photos of a similar dog park

General Manager

Kenfkeits

Mayor







**General Manager** 

Kenfkeith.

Mayor





#### Recommendation

1. For Council's consideration

# 15 - 354 Resolution

1. That Council investigate alternative location options for an off-leash dog area.

Moved Councillor Ken McGrath, seconded Councillor Louise O'Leary.

General Manager

KenfKeith.

Mayor

#### 16.2 (Q&M) Use of Parkes Swimming Pool on Friday nights by Swimming Club

#### Cr Belinda McCorkell

I have been again approached by members of the public questioning the use of the Parkes Swimming Pool by the Swimming Club on Friday nights. The Club's substantial use of the pool on Friday evenings in essence amounts to exclusive use, with very limited opportunity by the general public to use the pool.

The community members are indicating that Friday evenings during summer with extended daylight hours provides an opportunity for family friendly activities, such as attending the pool. The development of the pool areas including the children's water area, playground and BBQ's have all added to the family-friendliness of this wonderful facility.

I have looked at other facilities and swimming training tends to be on other evenings. Friday evening seems to be primetime for families, however one would assume the clubs training activates could be conducted at times less likely to directly compete with what the community advise is a time highly desired for family access.

I ask that Council could consider the following:

1) To gauge community support, or otherwise, for Friday night public access (which means the swimming club would need to train on an alternate night), can we seek public comment on this issue?

2) To assist identify activity at the pool, does Council operate point-of-sale software to help identify peak activity times? ie, in a similar way to the reports provided on Elvis Central.

#### Director Engineering Services Comment With regard to point 1)

The Pool Management Committee Meeting to consider such matters is scheduled for 24 August 2015, chaired by Deputy Mayor Councillor Alan Ward.

Council can investigate the options presented by initiating community consultation with regards to expected pool use for the nominated time currently allocated to the swimming club. The pool is not scheduled to open until 26 September 2015, so there would be time to seek public comment if council desired to do so.

Council would also liaise with the swimming club prior to any engagement processes have commenced to ensure that they are aware of the process and possible outcomes.

#### With regard to point 2)

There is currently no point of sale software, however it is currently being installed as part of the new entry system. A range of statistics will be available on entry volumes frequencies and they types of commodities sold through the kiosk.

Eftpos will also be installed as a convenience to the public.

#### 15 - 355 Resolution

1. That Council consult with the Swimming Club and the wider community on the suggested change to the Club's Friday night pool usage.

Moved Councillor Belinda McCorkell, seconded Councillor Alan Ward. CARRIED

General Manager

KenfKeits

Mayor

# 17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

The meeting of the Ordinary Council meeting was closed to the public at 5:13pm.

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.

# 15 - 356 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 Bob Haddin, seconded Councillor George Pratt.

CARRIED

# 17.1 (GM) Procurement of Commercial Land

#### Prepared By: General Manager

# **Executive Summary**

Council has been advised of an opportunity to purchase a commercial land parcel, which may have strategic interest. The following report considers the merit of the acquisition.

# Recommendation

- 1. That the property be acquired pursuant to the terms in this report.
- 2 That on acquisition the land be deemed operational.
- 3. That the seal of Council be applied as required to effect the transfer.

# 15 - 357 Resolution

That the recommendations be adopted.

Moved Councillor Alan Ward, seconded Councillor Barbara Newton.

General Manager

KenfKeith

Mayor

#### 17.2 (DI) CENTROC Conditional Assessment Contracts

#### Prepared By: Director Infrastructure

#### **Executive Summary**

The previous CENTROC Contracts for conditional assessment of Sewer and Stormwater mains using CCTV and Smoke Testing have concluded. A new tender was released and assessed by the CENTROC Water Utilities Alliance assessment panel. There is one recommended supplier for CCTV work and a panel of two for Smoke Testing work as per the recommendation.

#### Recommendation

- 1. That a contract be signed between Council and Sewer Services Pty Ltd for the Condition Assessment of Sewer and Stormwater Mains using CCTV.
- 2. That contracts be signed between Council and ADS Environmental Services and All About Pipes for Conditional Assessment of Sewer and Stormwater Mains using Smoke Testing.
- 3. That the contract period be set for a period of three years with yearly contractor performance reviews.

#### 15 - 358 Resolution

That the recommendations be adopted.

Moved Councillor Ken McGrath, seconded Councillor Belinda McCorkell.

General Manager

KenfKeith

Mayor

# 17.3 (DI) CENTROC Pipe Relining Contract

#### Prepared By: Director Infrastructure

## **Executive Summary**

The previous CENTROC Contract for pipe relining activities concluded on June 30 2015. The Alliance member councils have expressed an interest in continuing the contract. Deeds of Assignment have been created for each Council to add addition Separable Portions to continue the contract.

#### Recommendation

1. That Deeds of Assignment be signed between Council and Interflow Pty Ltd and Insituform Pty Ltd for the relining of sewer and drainage pipes up to the value of \$500,000.

#### 15 - 359 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

#### CARRIED

There being no further business the Mayor declared the meeting closed at 5:47pm.

General Manager

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Kenfkeith

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

Kenfkeith.

Mayor

# 7 MAYORAL MINUTES

## 7.1 Mayoral Minute - Functions Attended by 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 of upcoming functions for the Mayor, Councillors or Senior Staff be received and noted.

#### Report

| Date                        | Function  |
|-----------------------------|---|
| Tuesday<br>04 August 2015   | Council Meeting - Peak Hill All Councillors and Senior Staff  |
|                             | Meetings prior to Council meeting<br>Risk Review Committee Meeting<br>Deputy Mayor AJ Ward, Councillor RC Haddin, General Manager K Boyd, Manager<br>Governance & Corporate Strategy B Byrnes, Chief Financial Officer O Jensen |
| Wednesday<br>05 August 2015 | Elvis Festival Committee Meeting<br>Deputy Mayor AJ Ward, Festival Sponsorship & Marketing Coordinator B<br>Link, Chief Financial Officer O Jensen  |
| Thursday<br>06 August 2015  | Country Mayor's Association Meeting<br>Mayor KJ Keith, Deputy Mayor AJ Ward   |
| Thursday<br>06 August 2015  | Life Education Australia Board Meeting<br>Mayor K Keith   |
| Thursday<br>06 August 2015  | Jay Bacik Farewell - Life Education CEO<br>Mayor KJ Keith   |

General Manager

Kenfkeith

Mayor

| Date   | Function   |
|--|--|
| Thursday   | LGNSW Awards   |
| 06 August 2015   | Deputy Mayor AJ Ward and Elvis Festival Director E Mann  |
| Tuesday<br>11 August 2015                                    | RV Meeting<br>Deputy Mayor AJ Ward, Director Technology & Corporate Services L Finn,<br>Tourism & Marketing Manager K Dwyer  |
| Tuesday  | Newell Highway Taskforce Meeting   |
| 11 August 2015   | Mayor KJ Keith   |
| Tuesday  | Lachlan Health Council Meeting at Parkes Hospital  |
| 11 August 2015   | Mayor KJ Keith   |
| Tuesday  | Parkes Sports Council AGM  |
| 11 August 2015   | Councillors MJ Greenwood and LA O'Leary  |
| Wednesday  | Centroc Board Meeting -Parliament House, Canberra  |
| 12 August 2015   | Mayor KJ Keith, General Manager K Boyd   |
| Wednesday<br>12 August 2015                                  | Parkes Chamber of Commerce AGM<br>Deputy Mayor AJ Ward (Councillor McCorkell is alternate), Economic and<br>Business Development Manager A Wyllie  |
| Wednesday  | Traffic Committee meeting  |
| 12 August 2015   | Councillor KM McGrath (Councillor RC Haddin is alternate)  |
| Wednesday  | Tullamore & District Community Consultative Committee meeting  |
| 12 August 2015   | Councillor GW Pratt  |
| Thursday<br>13 August 2015                                   | Association of Mining Related Council Inc - Third Ordinary Meeting Councillor MJ Greenwood   |
| Thursday<br>13 August 2015                                   | PSC and Essential Energy Street Light Meeting<br>Mayor KJ Keith, General Manager K Boyd, Director Engineering Services B<br>Howard   |
| Thursday   | 2015 Skillset Awards   |
| 13 August 2015   | Deputy Mayor AJ Ward   |
| Friday<br>14 August 2015                                     | Parkes Elvis Festival Cheque Handover to Currajong Disability Services - Media<br>Opportunity<br>Mayor KJ Keith and Elvis Festival Director E Mann   |
| Friday<br>14 August 2015                                     | Launch of Parkes TAFE Strategic Plan<br>Mayor KJ Keith, General Manager K Boyd, Economic and Business<br>Development Manager A Wyllie, Manager Culture, Education and Library<br>Services S Buckle |
| Friday<br>14 August 2015<br>to<br>Saturday<br>15 August 2015 | Tullamore Show<br>Saturday 15 - Official Opening<br>Councillors GW Pratt and BF Newton   |

General Manager

Kenfkeith.

Mayor

| Date                     | Function   |
|--------------------------|--|
| Saturday                 | 70th Anniversary of VP/VJ Day  |
| 15 August 2015           | Councillor GW Pratt  |
| Monday<br>17 August 2015 | Lake Endeavour Upgrade Project - BBQ Event<br>Mayor KJ Keith, Councillors RC Haddin and GW Pratt, Director Infrastructure<br>A Francis, Director Engineering Services B Howard |
| Monday                   | Parkes Hospital 1904 Time Capsule Removal  |
| 17 August 2015           | Mayor KJ Keith   |

# Attachments

Nil.

General Manager

Kenfkeith.

Mayor

## 7.2 Mayoral Minute - Coming Known Events for Mayor and Councillors

# **Executive Summary**

A report on 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<br>19 August 2015 | Trundle Show Day   |
|                             | Public Holiday from 9.00am - 5.00pm Wednesday 19 August 2015 to be declared<br>for Parish of Trundle along with neighbouring Parish of Bogan Gate and part<br>Parish Bruie Plains.               |
| Wednesday<br>19 August 2015 | Parkes Hospital Open Day Planning<br>Mayor KJ Keith  |
| Wednesday<br>19 August 2015 | Council's Major Projects Networking Session<br>Mayor KJ Keith, Director Infrastructure A Francis, Economic & Business<br>Development Manager A Wyllie  |
| Thursday<br>20 August 2015  | Not a Statistic - Mock Crash Demo<br>All Councillors invited to attend   |
| Thursday<br>20 August 2015  | Northparkes Mines Visit - Secretary of Department of Planning & Environment and Executive Director Community & Stakeholder Engagement<br>Mayor KJ Keith and Manager Planning Services A Cummings |
| Thursday<br>20 August 2015  | Henry Parkes Centre Management Committee Meeting<br>Mayor KJ Keith, Deputy Mayor AJ Ward, Director Technology & Corporate<br>Services L Finn, Tourism and Marketing Manager K Dwyer              |

General Manager

Kenfkeith

Mayor

| Date  | Function   |
|---|--|
| Thursday<br>20 August 2015  | Aboriginal Art Exhibition Opening <b>All Councillors invited</b>   |
| Thursday<br>20 August 2015  | Parkes High School Business Students Showcase<br>Mayor KJ Keith  |
| Saturday<br>22 August 2015  | LRTC Meeting<br>Councillor KM McGrath  |
| Monday<br>24 August 2015  | Parkes Pool User Group Meeting<br>Deputy Mayor AJ Ward, Councillor PJ Smith, Manager Support Services S<br>Ross and Engineering Services Admin Team Leader L Thornhill<br>Peak Hill Community Consultative Committee<br>Councillor LA O'Leary (Councillor Pratt is alternate)  |
| Monday<br>24 August 2015  |  |
| Tuesday<br>25 August 2015   | Meals on Wheels Meeting<br>Councillor PJ Smith   |
| Wednesday<br>26 August 2015   | Peak Hill Show Day<br>Public Holiday from 9.00am - 5.00pm Wednesday 26 August 2015 to be declared<br>for Parish of Peak Hill along with neighbouring part Parish Bruie Plains, part<br>Parish Goonumbla and part Parish Alectown.  |
| Wednesday<br>26 August 2015   | Libero User Group Annual Meeting<br><b>Mayor KJ Keith</b>  |
| Wednesday<br>26 August 2015   | Parkes Early Childhood Meeting<br>Councillor PJ Smith  |
| Thursday<br>27 August 2015  | Trundle Community Consultative Committee Meeting<br>Councillor BF Newton (Councillor GW Pratt is alternate)  |
| Friday<br>28 August 2015  | Skillset August Board Meeting<br>Councillor RC Haddin  |
| Monday  | Parkes Show  |
| 31 August 2015<br>To  | 1/2 Day public holiday 01.09.2015  |
| Wednesday<br>02 September 2015  | Public Holiday from 12 noon - 5.00pm Tuesday 01 September 2015 to be<br>declared for Parkes Parish along with neighbour part Parish Mandagery and part<br>Parish Cookamidgera within the Parkes Local Government Area, Parish<br>Tichborne, Parish Nelungaloo, Parish Gunningbland, Parish Cooks Myall, part<br>Parish Goonumbla and part Parish Alectown. |
| Wednesday<br>02 September 2014  | Parish Goonumbia and part Parish Alectown.<br>Parkes Hospital Open Day Planning<br>Mayor KJ Keith  |
| Wednesday<br>02 September 2015<br>to<br>Thursday<br>03 September 2015 | Australian Airports Association - NSW Division Meeting and AGM<br>Deputy Mayor AJ Ward, Director Engineering Services B Howard, Manager<br>Support Services S Ross   |

General Manager

Kenfkeith.

Mayor

| Date                          | Function  |
|-------------------------------|---|
| Thursday                      | Life Education Australia Board Meeting  |
| 03 September 2015             | Mayor K Keith   |
| Friday                        | Rail Freight Alliance 2015 Conference   |
| 04 September 2015             | Mayor KJ Keith, Economic & Business Development Manager A Wyllie                    |
| Saturday<br>05 September 2015 | Trundle Bush Tucker Day Open invitation for all Councillors                         |
| Monday                        | Elvis Revival Committee meeting   |
| 07 September 2015             | Mayor KJ Keith, Deputy Mayor AJ Ward  |
| Tuesday<br>08 September 2015  | Council Meeting<br>All Councillors and Senior Staff<br>Mayoral Elections to be held |
| Tuesday<br>08 September 2015  | Lachlan Health Council Meeting at Forbes Hospital Mayor KJ Keith                    |
| Tuesday                       | Parkes Sports Council meeting   |
| 08 September 2015             | Councillor MJ Greenwood and LA O'Leary  |

# Attachments

Nil.

General Manager

Kenfkeith.

Mayor

## 7.3 Mayoral Minute - Toowoomba Transport and Logistics Symposium

# **Executive Summary**

I had the pleasure of attending the Transport and Logistics Symposium in Toowoomba on 3 and 4 August and delivered a presentation in my capacity as Chair of MBIRA. As part of the presentation, I launched Parkes Shire Council's new video on the Inland Rail and its impact on Parkes.

#### **Background Information**

Nil.

# Legislative or Policy Implications

Nil.

# **Budget & Financial Aspects**

Minor travel costs.

#### Recommendation

- 1. That the report be received and noted.
- 2. That Parkes Shire Council in association with other MBIRA members develop a strategy for continued promotion of the Inland Rail.

#### Report

I had the pleasure of attending the Transport and Logistics Symposium in Toowoomba and delivered a presentation in my capacity as Chair of MBIRA. As part of the presentation, I launched Parkes Shire Council's new video on the Inland Rail and its impact on Parkes.

It was a very well attended conference with both public and private sector interest represented. Both ARTC and NTR had the opportunity to put forward their proposals.

Former Deputy Prime Minister John Anderson AO delivered the after dinner address where he indicated his support of the new \$10 billion project. He favours a Federally Funded Project as it has a positive BCR and the Government can borrow money at a lower interest rate than private enterprises. The implementation group report was handed to the Government last week which we understand covers several options including a Private Public Partnership.

MBIRA and Parkes received a high profile reception at the symposium and I appreciate the opportunity to attend. With the implementation groups report now under consideration it will be vital that our lobbying efforts are intensified in association with groups such as ALC.

# Attachments

Nil.

General Manager

KenfKeith

Mayor
#### 7.4 Mayoral Minute - Country Mayors Association Meeting 6 August 2015

### **Executive Summary**

The Country Mayors Association meeting was held in Sydney on Thursday 6 August 2015. The Deputy Mayor and myself attended the meeting.

#### Background Information

Nil.

# Legislative or Policy Implications

Nil.

# **Budget & Financial Aspects**

Nil.

#### Recommendation

1. That the information be received and noted.

#### Report

Both Deputy Mayor Alan Ward and myself were able to attend the Country Mayors Association meeting in Sydney last week.

It was addresses by Minister for Local Government the Hon. Paul Toole, Minister for Planning the Hon. Rob Stokes and Minister for Roads the Hon. Duncan Gay. All three ministers have agreed to briefly address future Country Mayors meetings as a standard agenda item when their schedules permit.

Fit For the Future was still the hottest topic in town with Minister Paul Toole being guarded in his response as he awaits the report from IPART. However, he still advocated the need for reform within the Local Government Sector if it is to be sustainable into the future.

The Country Mayors supported a resolution from Parkes to promote the Inland Rail to Government.

The Deputy Mayor, accompanied by Emily Mann, had the honour of representing Parkes Shire Council that evening at the LGNSW RH Dougherty Awards night where Council received two awards. One award is for our involvement in the Elvis Festival and one for communication with our community. Both awards reflect extremely well on our dedicated staff and I thank the whole team for their efforts which has resulted in this double recognition.

# Attachments

Nil.

General Manager

KenfKeith

Mayor

#### 7.5 Mayoral Minute - Centroc Board Meeting 12 August 2015

#### **Executive Summary**

The Centroc Joint Organisation Board meeting was held on Wednesday 12 August 2015, at Parliament House Canberra. The Mayor and General Manager attended the meeting.

The meeting took place on a Parliamentary sitting day and allowed direct access to a number of Ministers during the course of the day to raise issues of the region.

#### **Background Information**

The meeting was the second Centroc meeting held at Parliament House. The first was arranged through the Member of Calare the Hon John Cobb MP and the most resent by the Member for Hume, Angus Taylor.

#### Legislative or Policy Implications

Nil.

# **Budget & Financial Aspects**

Minor accommodation expenses.

#### Recommendation

1. That the information be received and noted.

#### Report

The Centroc Joint Organisation Board was able to conducted normal business intermingled with presentations from senior Ministers and Parliamentary Secretaries. A number of topics relating to the region were discussed.

#### Attachments

1. Schedule of the Centroc Board Meeting 12 August 2015

**General Manager** 

KenfKeith

Mayor

Centroc Board Meeting – 12 August 2015

Page 3

# CENTRAL NSW COUNCILS Schedule - 12 August 2015

| Scheude - 12 August 2013 |            |   |           |  |  |
|--------------------------|------------|---|-----------|--|--|
| TIME                     | ALLOCATION | SESSION   | STATUS    |  |  |
| 8:30 - 9:00am            | 30mins     | Tea and Coffee on arrival   | Confirmed |  |  |
| 9:00 - 9:15am            | 15mins     | WELCOME & OFFICIAL OPENING -<br>Angus Taylor MP   | Confirmed |  |  |
| 9.15 – 9:30am            | 15 mins    | NORMAL BUSINESS - CENTROC   | Confirmed |  |  |
| 9.30 -9.45am             | 15 mins    | The Hon Sussan Ley,<br>Minister for Health & Minister for Sport   | Confirmed |  |  |
| 9.45 – 9.50am            | 5 mins     | Senator Fiona Nash<br>Assistant Minister for Health   |           |  |  |
| 9:50 – 10:30am           | 40 mins    | NORMAL BUSINESS (cont.) – CENTROC   | Confirmed |  |  |
| 10.30 - 11.00am          | 30 mins    | MORNING TEA   |           |  |  |
| 11:00 - 11:45am          | 45mins     | Introduction: Centroc<br>Angus Taylor, Member for Hume and MPs (Mark<br>Coulton Member for Parkes &<br>John Cobb Member for Calare)<br>Talk and Q&A | Confirmed |  |  |
| 11:50 - 12:10am          | 20mins     | The Hon Jamie Briggs,<br>Assistant Minister for Infrastructure and Regional<br>Development  | TBC       |  |  |
|                          |            | Mr Adam Fitzgibbons,<br>Advisor to the Deputy Prime Minister, Warren<br>Truss   | Confirmed |  |  |
| 12:15 - 12:35am          | 20mins     | The Hon Malcolm Turnbull,<br>Minister for Communications  | Confirmed |  |  |
| 12.40 - 1.00pm           | 20mins     | The Hon Ian Macfarlane,<br>Minister for Industry & Science  | Confirmed |  |  |
| 1:05 – 1.25pm            | 20mins     | The Hon Bob Baldwin,<br>Parliamentary Secretary to the Minister for<br>Environment  | Confirmed |  |  |
| 1.30 – 1.50pm            | 20mins     | The Hon Kelly O'Dwyer<br>Parliamentary Secretary to the Treasurer   | Confirmed |  |  |
| 1.50 - 2:50pm            | 60 mins    | LUNCH   |           |  |  |
| 2:50 - 3:10pm            | 20mins     | Question Time   | Confirmed |  |  |
| 3:15 - 3:35pm            | 20mins     | Senator Richard Colbeck, Parliamentary Secretary to the Minister for Agriculture  | Confirmed |  |  |
| 3.40 - 4.00pm            | 30 mins    | Wrap up and close meeting   |           |  |  |

# Agenda

Document Set ID: 804460 Version: 3, Version Date: 20/08/2015

Kenfkeith.

Mayor

# 8 COUNCILLORS' REPORTS

# 9 INWARDS CORRESPONDENCE

# 9.1 (ICR) Letters of Appreciation

#### **Executive Summary**

During the exercise of its various functions, Council frequently receives letters of appreciation for services rendered or actions taken by Councillors and staff. The most recently received are from Walking Wounded and the Peak Hill Community Consultative Committee.

#### **Background Information**

Nil

# Legislative, Policy & Management Planning Implications

Nil

# **Budget & Financial Aspects**

Nil

# Recommendation

That the information be received and noted.

# Attachments

1. Correspondence received from Walking Wounded and the Peak Hill CCC

**General Manager** 

Kenfkeith

Mayor



General Manager

Kenfkeith.

Mayor

#### PEAK HILL COMMUNITY CONSULTATIVE COMMITTEE

|                      | (PHCCC)                |                |
|----------------------|------------------------|----------------|
| President            | Secretary              | Treasurer      |
| Mrs Beverley Elliott | Ms Debbie Clatworthy   | Mrs Ellen Hart |
|                      | PO Box 110             |                |
|                      | Peak Hill 2869         |                |
|                      | cdclatworthy@gmail.com |                |

Mr. Kent Boyd General Manager Parkes Shire Council P.O.Box 337 Parkes N.S.W. 2870. 9<sup>th</sup>.August 2015.

On behalf of the Peak Hill Community Consultative Committee we would like express our thanks and appreciation for the Shire Councils members visit to Peak Hill last Tuesday 4<sup>th</sup> August.

It gave us a chance to visit areas of interest and concern to us and also for allowing us to sit in on a meeting and the opportunity to speak at question time and also afterwards to various members of council. We thank you for that opportunity.

WE trust that the members of Council will give serious consideration to one of our deepest concerns, that is , the state of the rear of the A.I.F. Hall, owned by Warramunga Company. Unless something is done in the very near future the whole rear section will be beyond repair.

Thanking you for your consideration in this regard and for your visit to our town.

Yours Sincerely, KR Basek

R.R. Baxter. OAM. Acting Secretary Peak Hill C.C.C.

General Manager

Kenfkeith.

Mayor

# 10 GENERAL MANAGER'S REPORT

#### 10.1 (GM) Operational Plan Progress Report - Yr 2 Delivery Program 2013-2017

### **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.

Council has carried out a full review of the Operational Plan/Delivery Program and has provided a detailed report on its progress. Additionally, an Executive Summary of the Annual Review Report has been developed to provide a quick summary of the activities for each strategic objective formed to set the goals in the Community Strategic Plan during the twelve month reporting period.

# **Background Information**

On June 21 2011, Council adopted its Delivery Program under the Integrated Planning and Reporting (IPR) provisions. There is a minimum requirement for six monthly progress reports by the Local Government Act 1993. These reports must outline Council's accomplishments towards the aspirations of the Community Strategic Plan, as set in the objectives of the 2013/2014 - 2016/2017 Delivery Program and measured in the annual 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



# **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.

General Manager

Mayor

#### Recommendation

1. That the information be received and noted.

#### Report

#### Parkes Shire Council Mid Term Reporting Process - Shire Show Circuit

The 6 monthly review process is an important feature of Council's strategic approach to the IPR process, enabling regular monitoring of Council's activities to determine whether performance against the objectives for the period are on target or require corrective action. The six month reporting period (*January - June 2015*) has been combined with the previous reporting period (*July - December 2014*) to provide an overall Annual Review.

The Operational Plan Annual Review, accompanied by the Executive Summary, will provide the information for Council's upcoming "State of the Shire" Reporting Circuit as outlined in the recently revised Community Engagement Strategy - a continuum. This circuit will entail a Council display at all Shows within the Shire with Information Banners advertising accomplishments from the Delivery Program and Council staff members on hand to meet with residents and receive any questions or comments they may have. The show stand will also include other programs such as the Waste Strategy, Main Street Vibrancy and Health and Wellbeing Program as well as weeds and natural resources information.

The schedule for the Shire Show Circuit is as follows:

| Town      | Date                  |
|-----------|-----------------------|
| Tullamore | Saturday 15 August    |
| Trundle   | Wednesday 19 August   |
| Peak Hill | Wednesday 26 August   |
| Parkes    | Monday 31 August -    |
|           | Wednesday 2 September |

Following the Shire Shows Council will again embark on a program of Shire wide information sessions aimed at informing all residents on "the State of the Shire" and allowing for feedback on asset service levels and Council services. This program will be held in late September, further information will follow as locations and dates are booked in.

#### Attachments

Distributed separately

- 1. Annual Review of the Operational Plan Year 2 of Delivery Program 2013-2017
- 2. Executive Summary of the Operational Plan

**General Manager** 

Kenfkeith

Mayor



| Task   | Measurements                                       | Actioning Officer | Activity Reported                                     |
|--|--|-------------------|---|
| 1.1.1.1 Facilitate advancement of Parkes     | * Reviewed as part of quarterly meetings with      | Shellie Buckle    | The Parkes University Study Centre has not functioned |
| University Study Centre in consultation with | sponsors   |                   | since September 2013. The project at this stage has   |
| TAFE and CSU                                 | * Evidence of the Strategic Plan being implemented |                   | been discontinued.                                    |

General Manager

Kenfkeith.

Mayor

| Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017              |  |                    |   |  |
|--|--|--------------------|---|--|
| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |  |
| 1.1.2 Provide Support and funding for the Jack<br>Scoble Scholarship to support students<br>undertaking full time university studies | *Manager Culture, Education & Library Services - 3<br>days annually, advertising costs and assessment<br>costs. Estimated at \$600 (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<br>Committee  | Shellie Buckle     | Meeting held 7 October to discuss scholarship criteria<br>and process for advertisement.  |  |
| 1.1.2.2 Advertise, interview and award scholarship   | * Suitable pool of applicants received<br>* Scholarship awarded to most suitable applicant   | Shellie Buckle     | Eighteen applications received. Scholarship awarded<br>February 2015 to Arny Hart, Ille Hewtt, Lauren Davies<br>and Vince Umbers. |  |
| 1.1.2.3 Funds distributed as part of Council presentation  | * Presentation to Council is received and adopted  | Shellie Buckle     | Scholarships awarded at 17 February 2015 Council<br>Meeting   |  |



Year 2 of Delivery Program 2013-2017

| Action  | Resourcing Implications                                   | Director Oversight | Initial Risk Challenge  |
|---|---|--------------------|---|
| 1.2.1 Utilise TAFE as service provider for staff                        | * Carried out annually utilising normal staffing<br>hours | Les Finn           | Low   |
| Task  | Measurements  | Actioning Officer  | Activity Reported   |
| 1.2.1.1 Monitor and assist training of staff<br>involved in the program | * Evidence of staff activities being monitored            |                    | TAFE utilised predominately for Traineeship program<br>including School Based. Workplace assessment<br>performed on a regular basis with monitoring session<br>with supervisors and T&D Advisor |

F

General Manager

Kenfkeith.

Mayor

| PARKES SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20   | ess Report<br>015  |  |
|--|--|--|--|
| ction  | Year 2 of Delivery Program Resourcing Implications   | 201 3-201 7<br>Director Oversight                        | Initial Risk Challenge   |
| 3.1 Council will provide a Family Day Care (FMC)<br>arvice   | * FDC operates with a \$929,680 budget for<br>2014/2015. This is affected by Federal<br>Government funding allocations (Activity 15)   | Les Finn   | Medium   |
| Task   | Measurements   | Actioning Officer  | Activity Reported  |
| 1.3.1.1 Family Day Care complies with<br>'Education and Care Service's National<br>Regulations and Act 2011' and other relevant<br>regulatory bodies   | * Compliance with all audits   | Ann-Marie Winter   | Parkes and Central West Family Day Care achie<br>accreditation in February 2014. This was maintai<br>throughout the 2014/15 year.  |
| 1.3.1.2 Family Day Care complies with the<br>Federal Government National Quality<br>Framework, incorporating the 'Early Years<br>Learning Framework', national standards and<br>elements, audits and spot checks | * Compliance with audits and spot checks on safety,<br>hygiene, wellbeing and education  | Ann-Marie Winter   | Scheduled by a "Monitoring Mag" Family Day Care<br>ensure a visit to each of the Educators every<br>weeks. The aim of these visits is to assess<br>practices of the Educator, record any safety iss<br>provide any necessary assistance and give follow up                               |
| 1.3.1.3 Family Day Care strategic plan is<br>reviewed and updated annually   | * Strategic plan reviewed and report made to Counci  | I Ann-Marie Winter                                       | Family Day Care Strategic Plan has been comple<br>and implemented as of February 2014. This wa<br>requirement within the above mentioned accrediat<br>Family Day Care staff use a Quality Improvement F<br>to maintain compliance with the Strategic Plan and<br>achieved accreditation. |
|  |  |  |  |
|  | Parkes Shire Counc<br>Operational Plan Progress<br>January - June 201  | s Report<br>5  |  |
| PARKES SIMILE COUNCIL  | Operational Plan Progress  | s Report<br>5  |  |
| PARES SHIRE COUNCIL  | Operational Plan Progress<br>January - June 201<br>Year 2 of Delivery Program 20<br>Resourcing Implications D  | s Report<br>5  | Initial Risk Challenge   |
|  | Operational Plan Progress<br>January - June 201<br>Year 2 of Delivery Program 20<br>Resourcing Implications D  | Report<br>5<br>13-2017                                   | Initial Risk Challenge<br>Medium   |
| <b>tion</b><br>3.2 Promote and support the importance of early   | Operational Plan Progress<br>January - June 201<br>Year 2 of Delivery Program 20<br>Resourcing Implications D<br>* The Library operates on a budget of \$967,560 for<br>2014/2015, support of Iteracy is affected by this<br>budget (Activity 29)  | 3 Report<br>5<br>13-2017<br>irector Oversight            |  |
| <b>tion</b><br>3.2 Promote and support the importance of early<br>racy skills  | Operational Plan Progress<br>January - June 2013           Year 2 of Delivery Program 20           Resourcing Implications         D           * The Library operates on a budget of \$867,560 for<br>2014/2015, support of Iteracy is affected by this<br>budget (Activity 29)         L           Measurements         A | ; Report<br>5<br>13-2017<br>irector Oversight<br>es Finn | Medium   |

F

General Manager

Kenfkeith.

Mayor

| PARKES SHIRE COUNCIL  | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017   |                                |   |  |
|---|---|--------------------------------|---|--|
| Action  | Resourcing Implications   | Director Oversight             | Initial Risk Challenge  |  |
| 1.3.3 Provide support to Parkes Early Childhood<br>Centre through a minimum cost accommodation<br>arrangement | * Council supports the Parkes Early Childhood<br>Centre (PECC) through a peppercom lease as well<br>as assisting in some building maintenance, rates<br>and insurance costs. \$23,000 budgeted for<br>2014/2015 (Activity 19) | LesFinn                        | Very Low  |  |
| Task  | Measurements  | Actioning Officer              | Activity Reported   |  |
| 1.3.3.1 Lease arrangements with PECC  | * Lease agreement in place and functioning to<br>satisfaction of all parties  | Owen Jensen                    | CFO had previously met with Director of Parkes Early<br>Childhood Centre (PECC) and Councifs Director of<br>Planning and Environment to discuss maintenance<br>arrangements. Agreement will refer to Ordinary<br>Council Meeting Resolution 16/11/2101 regarding<br>working on a long term plan for the centre.<br>Commercial lease prices have been obtained and<br>consideration of actual lease will reflect the amount of<br>community contribution Council will provide to PECC. |  |
| 1.3.3.2 Maintenance of PECC funding   | * Regular meetings between PECC and Council<br>addressing needs of Stakeholders   | Howard Orr                     | Meetings have been conducted as necessary to<br>facilitate the operation of PECC.   |  |
| PARKES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2<br>Year 2 of Delivery Program   | ess Report<br>015<br>2013-2017 |   |  |
| Action  | Resourcing Implications   | Director Oversight             | Initial Risk Challenge  |  |
| 1.5.1 Provide Lifelong Learning Opportunities for<br>the Community through Parkes Shire Library               | * \$24,530 is budgeted in 2014/2015 for exhibitions,<br>special projects and workshops (Activity 29)  | Les Finn                       | Low   |  |
| Task  | Measurements  | Actioning Officer              | Activity Reported   |  |
| 1.5.1.1 Provide training programs   | * Technology training and information sessions held   | Shellie Buckle                 | Computer basics classes held (18 sessions, 46<br>attendees. Training sessions held on using Facebook,<br>accessing eBooks and digtal magazines, and how to<br>trace your family history (5 sessions, 93 attendees).<br>Information session held for Parkes Mens Shed and<br>sessions held by Dept. of Fair Trading and Council of<br>the Ageing.  |  |
| 1.5.1.2 Provide family and local history resources  | * Family History Workshops are now held every year<br>* Local family history research services provided   |                                | Parkes History Blog launched in April 2015. The blog<br>shares the past through stories, photos, anecddes.<br>Family history workshop held at Peak Hill Library (9<br>participants). 327 research requests carried out.   |  |
| 1.5.1.3 Provide community access to the<br>Internet   | * At least eight computers are available for public<br>Internet access<br>* Wifi access is available at all libraries   | Shellie Buckle                 | 10 computers available for free public access at<br>Parkes, Peak Hill and Tullamore Libraries. Free wiff<br>services available at Parkes, Peak Hill, Trundle and<br>Tullamore Libraries. Over 8,000 people accessed these<br>services.  |  |

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| PARKES SHITE COUNCIL  | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017   |                    |  |  |
|---|---|--------------------|--|--|
| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |  |
| 1.5.2 Support vocational education programs and<br>provide ongoing commitment to<br>Traineeships/Apprenticeships and Cadetships | * HR support and programming - 4 weeks per year,<br>SBATS Mentoring program 100 days over a 2 year<br>period resourced in normal working hours.<br>* \$279,250 budgeted in 2014/15 for wages for<br>Traineeships/Appretiteships and Cadetships and<br>mentoring programs (ActWity 1). | LesFinn            | Medium   |  |
| Task  | Measurements  | Actioning Officer  | Activity Reported  |  |
| 1.5.2.1 Actively support School and University<br>Work Experience and Work Placement<br>Programs                                | * 90% of requests for work placement completed  | Rhonda Milgate     | Ongoing commitment to requests for work experience<br>and work placement programs from schools and<br>student university placements.   |  |
| 1.5.2.2 Support Educational Career days   | * Number of events attended   | Rhonda Milgate     | Try a Trade Day supported at Parkes High School by<br>Parks & Gardens  |  |
| 1.5.2.3 Support Parkes University Study Centre<br>initiatives   | * Number of initiatives supported   | Rhonda Milgate     | Future unclear. Involvement of CSU/TAFE uncertain  |  |
| 1.5.2.4 Develop and deliver School based<br>Traineeships program  | * 100% completion rate  | Rhonda Milgate     | Program rolling out well. Will continue to have 4<br>SBATS at any one time within the organisation.<br>Students to date have been exceptional with Ella Miller<br>and Jordan Sloan receiving Awards.   |  |
| PARTIES SMILE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progr<br>January - June 2<br>Year 2 of Delivery Program  | ess Report<br>015  |  |  |
| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |  |
| 1.5.3 Actively promote lifelong learning in Council<br>Staff Training and Professional Development<br>Policies and Programs     | * Budgeted at \$200,356 for 2014/2015. Outlined as<br>part of Council's Corporate Training Plan (see<br>Workforce Plan) (Activity 1)  | LesFinn            | Low  |  |
| Task  | Measurements  | Actioning Officer  | Activity Reported  |  |
| 1.5.3.1 Improve leadership skills for Managers,<br>Supervisors and Team Leaders   | * Number of staff undergoing courses incorporating<br>leadership skills   | Rhonda Milgate     | Cert IV in Frontline Management - 16, through MCI<br>TWI Leadership Series - 9, facilitator Een Chooping<br>Coaching & Managing Tearms - 6, through MCI<br>Dip of Project Management - 10, through MCI<br>Dip of Managment - 7, through MCI<br>Dip of HR Management - 3, through MCI   |  |
| 1.5.3.2 Ensure Individual and Corporate<br>Training Plans developed   | * Number of plans completed   | Rhonda Milgate     | Individual training plan identified in annual appraisal for<br>individual staff. A Training Needs Analysis (TNA) and<br>gap analysis will then be undertaken taking into account<br>the Appraisal Training Plan, the Position Description<br>Training Requirements and the training alreaday<br>undertaken by individuals in the training Database.<br>Training and Development Advisor and HR Support<br>Officer working on this project.<br>TNA complete |  |
| 1.5.3.3 Review Training and Development<br>Policy and Program   | * Completion, then yearly review  | Rhonda Milgate     | New Training & Development Advisor and Human<br>Resource Managerto review<br>Currently in progress   |  |

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Year 2 of Delivery Program 2013-2017

Rhonda Milgate

\* Number of critical plans in place

1.5.3.4 Commit to succession planning initiatives for critical positions Incorporate in revised Workforce Plan format HR team to meet with each Director/Manager to for their input into content for Workforce Planning across the organisation



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

| 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<br>Hospital Project                | Place on agenda for Parkes GP Workforce Group<br>Articles in local press<br>Evidence of updates from State Local Member<br>* Communication with Project Team | Steven Campbell    | Regular briefings received from Health Infrastructure on<br>hospital development. |
| 2.1.1.2 Participate in Project development for<br>the new Parkes Hospital | * Council represented at local planning meeting<br>* Participate in community consultation relating to<br>Hospital Planning                                  | Steven Campbell    | Hospital development under construction and well<br>advanced                      |

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| PARKES SHIRE COUNCIL   | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017   |                    |  |  |  |  |
|--|---|--------------------|--|--|--|--|
| Action   | Resourcing Implications Director Oversight Initial Risk Challenge   |                    |  |  |  |  |
| 2.1.2 Work with and support the Parkes General<br>Practitioners Working Group  |   | Steven Campbell    | Medium   |  |  |  |
| Task   | Measurements  | Actioning Officer  |  | Activity Reported  |  |  |
| 2.1.2.1 Jointly facilitate meetings of the Parkes<br>GP Working Group  | * Meetings held bimorthly<br>* Council allocated actions followed up<br>* Receptions held for new and visiting GPs<br>* Bush Bursary Scheme supported   | Steven Campbell    | held in reportin   | fed action followed up. No receptions<br>g period. Participated in bush bursary<br>medical student visit during December       |  |  |
| 2.1.2.2 Support provided to GP Cup event   | * Events Officer coordinates the running of the event<br>* Council sponsors event including the provision of<br>teams<br>* Council presence at trophy presentation  | Steven Campbell    | Decision made t  | o hold GP cup b⊦annually.  |  |  |
| 2.1.2.3 Review and Implement a Policy for<br>Recruitment and Retention of Health<br>Professionals  | * Policy adopted by Council<br>* Policy implemented<br>* Applications for incentive payments processed<br>* Payments made   | Steven Campbell    | Policy in place.<br>in reporting peri-                                       | No applications or incentive payments<br>od.   |  |  |
|  | Parkes Shire Cound<br>Operational Plan Progress<br>January - June 201   | s Report           |  |  |  |  |
|  | Year 2 of Delivery Program 20   | 13-2017            |  |  |  |  |
| Action   | Resourcing Implications D   | Director Oversight | Initial Risk Chal  | lenge  |  |  |
| 2.1.3 Plan and undertake maintenance of medical<br>facilities in Peak Hil, Tullamore and<br>accommodation for Medical Registrars at Parkes                     | Annual budget is \$27,810 allocated 2014/2015 st<br>budget. Rent received for Health Centres is fully<br>allocated to maintaining those facilities. Capital<br>improvements are funded by Council as required.<br>(Activity 14) | Steven Campbell    | Very Low   |  |  |  |
| Task   | Measurements A  | Actioning Officer  |  | Activity Reported  |  |  |
| 2.1.3.1 Prepare and Implement Asset<br>Management Plans for Medical Facilities Peak<br>Hill and Tulamore and accommodation for<br>medical registrars at Parkes | * Asset Management Plans for facilities prepared<br>* Implementation of Asset Management Plans  | Steven Campbell    | Building assets ma<br>budget. Kitchen<br>accommodation<br>upgraded at Peak H | intained within Councils operational<br>to unit 1 of Medical Registrar<br>completed. Computer system<br>fill medical facility. |  |  |
| 2.1.3.2 Provide and manage subsidised<br>accommodation for GP registrars   | * Leases issued to tenants<br>* Ingoing and vacating inspections carried out<br>* Requests for maintenance dealt with   | Steven Campbell    | Lease issued, insp<br>completed for Regi<br>for the period.                  | ections carried out and maintenance<br>strar units which were fully occupied   |  |  |

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| Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Veer 2 of Delivery Program 2013-2017   |   |  |  |
|---|---|--|--|
| ,   |   |  |  |
| Resourcing Implications   | Director Oversight  | Initial Risk Challenge   |  |
| * No cost apportioned support provided to State<br>Government initiatives<br>* Council contributes \$3,500 annually to Local<br>Health Service to support delivery of Immunisation<br>Program (Activity 11) | Steven Campbell   | Medium <b>e</b>  |  |
| Measurements  | Actioning Officer   | Activity Reported  |  |
| * Evidence of collaboration with NSW Health<br>* Initiatives supported  | Steven Campbell   | Council maintains connections with NSW Health and<br>the Public Health unit and collaborates on any public<br>health initiatives relevant to Parkes Shire.   |  |
| * Funding paid<br>* Report received on program annually   | Steven Campbell   | Funding not claimed or reports received for<br>Immunisation Program during this reporting period.  |  |
| Information distributed by internal email, staff<br>newsletter, toolbox taks and noticeboards   | Sharon Ross   | Annual Health and Wellness Calendars created and<br>distributed. Walking challenges held during winter 2014,<br>Health and Wellness Screening co-ordinated with 114<br>staff completing the screening programme. Healthy<br>lifestyle information distributed to staff as information<br>arises. 2015 Annual Health and Wellness Calendar<br>created and distributed. 84% of staff participated in<br>initial health and wellness screening, 90 staff<br>participated in flu vaccination programme. Walking<br>challenge commenced June 2015 with 77 participants.<br>Healthy lifestyle information distributed. |  |
|   | Operational Plan Progre<br>January - June 20<br>Vear 2 of Delivery Program     Progree<br>Provided to State<br>overnment inflatives<br>Council contributes \$3,500 annually to Local<br>Health Service to support delivery of immunisation<br>Program (Activity 11)<br>Measurements<br>Evidence of collaboration with NSW Health<br>Inflatives supported<br>* Funding paid<br>* Report received on program annually<br>Information distributed by internal email, staff | Operational Plan Progress Report<br>January - June 2015       Vear 2 of Delivery Program 2013-2017       Nector Oversight       No cod apportioned support provided to State<br>overnment initiatives<br>* Council contributes \$3:500 annually to Local<br>Health Service to support delivery of Immunisation<br>Program (Activity 11)     Steven Campbel       * Evidence of collaboration with NSW Health<br>* Initiatives supported     Steven Campbel       * Funding paid<br>* Report received on program annually     Steven Campbel  |  |



Year 2 of Delivery Program 2013-2017

Steven Campbell

2.2.1.4 Facilitate programs aimed at improving health and wellbeing of staff \* Gym member ship encouraged \* Quit smoking programs offered \* Health and Wellbeing Calendar \* Skin Cancer Checks undertaken

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| PARKES SHIRE COUNCIL   | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017   |                    |  |
|--|---|--------------------|--|
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |
| 2.5.1 Continued support to the role and functions of<br>a Road Safety and Injury Officer and<br>implementation of the Road Safety Strategic Plan | * Road Safety position reviewed annually, funding<br>is external, funding sources are always at delivery<br>risk to this initiative. * Financially, Council commits \$18,990 to this<br>position as well as providing a vehicle and<br>accommodating the officer with admin support<br>(Activity 9) | Ben Howard         | High   |
| Task   | Measurements  | Actioning Officer  | Activity Reported  |
| 2.5.1.1 Participate in Lachian, Forbes, Parkes<br>Combined Road Safety Steering Committee  | <ul> <li>Number of Meetings attended</li> <li>Councillor Nominated to represent Council</li> <li>Meetings hosted and chaired when in Parkes</li> </ul>  | Melanie Suitor     | The Parkes, Forbes and Lachlan Shire Council's Road<br>Safety Steering Committee has met once during this<br>reporting period which was in November. This meeting<br>was held in Parkes with the majority of Committee<br>members attending. The Steering Committee provides<br>guidance and feedback relating to the implementation<br>of the Local Government Road Safety Porgam and<br>supports the Road Safety Officer's activities. The<br>committee comprises of representatives from the 3<br>member Councils Directors of Engineering and their<br>Councillors, Roads and Maritime Services (RMS), NSW<br>Police and the Road Safety and Injury Prevention<br>Officer. |



Year 2 of Delivery Program 2013-2017

2.5.1.2 Assist in the development and delivery \* Annual Plan Developed of the Annual Road Safety Action Plan

Melanie Suitor

The 2014 - 2017 Parkes, Forbes and Lachian Shire Councils' Road Safety Action Plan has been approved and includes 11 projects worth over \$63,000 in RMS grant funding. The following projects have either been completed in the last quarter or are in progress; Heavy Heile Safety, Free Cuppa for the Driver, Road Safety Audits, Observation Surveys, Learner Driver Parent Workshops and the NOT A STATISTICI Youth Driver Education Program. The Free Cuppa for the Driver Scheme was announced as the Winner of the IPWEA NSW's Local Government Excellence in Road Safety Award Winner in October 2014.

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| PARKES SHIRE COUNCIL  | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017  |                    |  |
|---|--|--------------------|--|
| Action  | Resourcing Implications  | Director Oversight | Initial Risk Challenge   |
| 2.5.10 Work with the NSW Rural Fire Service in<br>accordance with the Service Agreement to prevent<br>and control bushfires | * The Service Agreement with NSW RFS delegates<br>the majority of Council's obligations under Rural<br>Fires Act to the RFS<br>* Council must contribute 11.7 % of the funding<br>required \$285,000 (A ctivity 5) | Andrew Francis     | Low  |
| Task  | Measurements   | Actioning Officer  | Activity Reported  |
| 2.5.10.1 Attend Rural Fire Service meetings   | * Attendance at the Mid Lachlan Valley Bush Fire<br>Management Committee meetings<br>* Attendance at the Senior Management Team<br>meetings  | Ben Howard         | Meetings attended through this period include<br>attendance at Senior Management Team Meeting held<br>19 March 2015 and Bushtline Management Committee<br>Meeting held 13 May 2015 |
| 2.5.10.2 Operation and review of the Rural Fire<br>Service Agreement  | * Agreement reviewed twice a year through the<br>Liaison Committee<br>* Funds allocated to support RFS under the<br>agreement  | Ben Howard         | Service Agreement has been scheduled for the 29 July<br>2015. Funds have already been allocated and included<br>in the operational budget support this funding<br>agreement.       |



Year 2 of Delivery Program 2013-2017

| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
|---|---|--------------------|---|
| 2.5.2 Maintain community safety through the<br>management and reduction of public nuisances | * 2014/2015 budget is \$219,030. Costs<br>apportioned to Health Administration and Animal<br>Control (Activity 6) | Steven Campbell    | Medium  |
| Task  | Measurements  | Actioning Officer  | Activity Reported   |
| 2.5.2.1 Monitor and enforce requirements under<br>various Acts and Regulations              | * Complaints investigated and regulations enforced<br>* Incidents recorded in CAIRS and followed up               | Howard Orr         | All customer assistance requests and incident reports<br>were investigated and appropriate action taken.  |
| 2.5.2.2 Develop policies and procedures for<br>enforcement                                  | * Draft Enforcement Policy<br>* Policy adopted and reviewed   | Howard Orr         | Development of enforcement procedures and policies<br>relating enforcement practices are being developed. |

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| Initial Risk Challenge  |  |
|---|--|
| Initial Risk Challenge  |  |
|   |  |
| Very Low  |  |
| Activity Reported   |  |
| Amount included in budget and contribut<br>towards administration of Parkes Interagency   | ition maa<br>y.  |
| Council staff regularly attend and report to I meetings.  | Interagen  |
|   |  |
|   |  |
|   |  |
| Initial Risk Challenge  |  |
| Low   |  |
| Activity Reported   |  |
| S Development Applications that meet the critic<br>referred to the NSW Police Lachlan Area Common<br>an assessment under the Safer by Design an<br>Prevention Through Environmental Design ou   | eria are   |
| Prevention Invogri Environmental Design gu<br>The Police comments and recommendatic<br>considered as part of the development asse<br>process and appropriate conditions of cons<br>included to ensure new development in the 5<br>designed and operated to reduce the likelihood<br>targeted by criminal activities. NSW Police p<br>comment for two development applications du<br>period. | d Crime<br>idelines.<br>ons are<br>essment<br>are<br>of being<br>provided  |
| 15  | an assessment under the Safer by Design ar<br>Prevention Through Environmental Design gu<br>The Police comments and recommendati<br>considered as part of the development ass<br>process and appropriate conditions of con-<br>included to ensure new development in the 2<br>designed and operated to reduce the likelihood<br>targeted by criminal activities. NSW Police<br>comment for two development applications du |

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| PAREES SMIRE COUNCIL   | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017  |                    |   |
|--|--|--------------------|---|
| 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<br>Services is \$161,940 (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<br>guidelines<br>* Facility servicing community<br>* Annual report furnished to the Department of Local<br>Government on time<br>* Impounding records up to date<br>* Ranger Activity Report   | Howard Orr         | Council animal shelter has been operating to meet<br>council abligations under the Companion Animals Act<br>and Impounding Act.<br>Reporting obligations to the OLG have been met.<br>WHS review of activities at Animal Shelter was<br>conducted and SWMS updated.   |
| 2.5.6.2 Develop and maintain off leash area  | * Area sign posted and fenced<br>* Dog owners using facility<br>* Funding opportunities identified to provide amenities  | Howard Orr         | New signage identifying area and advising of rules of<br>use of the area have been provided. The area has been<br>provided with an animal waste bin.  |
| 2.5.6.3 Enforce Companion Animal and<br>Impounding Legislations                      | Number of animals impounded     Infringement notices issued     Information distributed to owners of Companion     Animals   | Howard Orr         | Council Ranger services have been active in providing<br>education and enforcement activities across the shire.<br>Additional patrols have been provided to the village<br>areas of the shire.  |
| PARKET SIMILE COUNCE   | Parkes Shire Coun<br>Operational Plan Progres<br>January - June 201<br>Year 2 of Delivery Program 20   | s Report<br>5      |   |
| Action   | Resourcing Implications E  | irector Oversight  | Initial Risk Challenge  |
| 2.5.6.P - (Augmented Program) Provide Animal<br>Management Services across the Shire | * The net cost to Council for enhanced<br>management of Animal Services is \$207,920<br>(Activity 6)<br>Additional \$20,000 2014/2015, 2015/16, 2016/17<br>funded through SRV Application  | Steven Campbell    | Medium  |
| Task   |  | ctioning Officer   | Activity Reported   |
| 2.5.6.1.P - Operate Animal Shelter Facility  | A nimal Shelter operating in accordance with<br>guidelines<br><sup>4</sup> Community accessing the facility<br><sup>4</sup> Annual Report furrished to the Department of Local<br>Government on time<br><sup>4</sup> Impounding records up to date<br><sup>4</sup> Ranger Activity Report made to Counc II monthly<br><sup>4</sup> Collaborative Animal Relationship program<br><sup>4</sup> Report submitted to IPART regarding utilisation of<br>funding from Special Rate Variation | Howard Orr         | Facility operated within normal Operational budget. No<br>additional funding applied to activities. No grant funding<br>available.  |
| 2.5.6.2.P - Develop and maintain off leash area                                      | * Area sign posted and fenced<br>* Dog owners using facility<br>* Funding opportunities identified to provide amenities<br>* Report submitted to IPART regarding utilisation of<br>funding from Special Rate Variation   | Howard Orr         | New signage has been installed at the off leash area<br>advising of the areas purpose and rules for use. Bin<br>stard has been repaired and the area regularly<br>maintained.<br>Amenities under construction across Bushman street<br>provide adequate toilst service for the area.<br>No funding opportunities have become available during<br>this period for further enhancement of the area. |

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| PARETS SIME COUNCIL  | Parkes Shire Coun<br>Operational Plan Progres<br>January - June 201<br>Year 2 of Delivery Program 20  | s Report<br>15     |   |
|--|---|--------------------|---|
| 2.5.6.3.P - Enforce Companion Animal and<br>Impounding Legislations        | * Number of animals impounded<br>* Increased infringement notices issued<br>* Increased information distributed to owners of<br>Companion Animal<br>* Evidence of support for programs to encourage<br>responsible animal ownership<br>* Data shows Shire-wide approach to Companion<br>Animal Ownership<br>* Report submitted to IPART regarding utilisation of<br>funding from Special Rate Variation | Howard Orr         | Activity conducted within normal Operational budget<br>No additional funding applied to activities. No grant<br>funding available.  |
| 2.5.6.4.P - Develop and Implement Companion<br>Animals Management Plan     | <ul> <li>Additional funding investigated</li> <li>Companion Animals Management Plan adopted by<br/>Council</li> <li>Implementation of plan</li> </ul>   | Howard Orr         | Companion Animals Management Plan is being<br>developed. Review of Office of Local Government<br>guidelines under way.  |
| -  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2   | ess Report         |   |
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program  | 2013-2017          |   |
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 2.5.7 Providing and maintaining Cemeteries for<br>Shire Communities        | * Costs to Council is \$158,160 (Activity 27)   | Steven Campbell    | Low   |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 2.5.7.1 Maintain Cemetery Records in<br>accordance with adopted procedures | <ul> <li>Cemetery records up to date</li> <li>Right of burials and burial permits issued</li> <li>Approvals given for monumental work in General<br/>Cemeteries</li> </ul>  | Howard Orr         | Records recorded in Council database. 124 Burial<br>permits were issued during the reporting period.  |
| 2.5.7.2 Cemetery Management Plan developed                                 | * Draft Cernetery Management Plan adopted<br>* Consultation conducted<br>* Policy adopted   | Howard Orr         | Cemetery continues to operate within operational<br>budget in accordance with state requirements. A<br>cemetery management plan is under development.                         |
| 2.5.7.3 Long Term Financial Plan for<br>Cemeteries implemented             | * All scheduled works completed<br>* Works within budget  | Howard Orr         | Cernetery continues to operate within operational<br>budget in accordance with state requirements. The new<br>carpark, storrnwater drainage and new front entry<br>completed. |

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Year 2 of Delivery Program 2013-2017

2.5.7.4 Maintain Cemeteries within available \* Customer complaints \* Budgetary compliance

Ben Howard

Cemeteries maintained in accordance with relevant budgetary and community expectations. Parks and Gardens Department have received approximately 65 Customer Requests (CAIRS) during this period with 81% of these completed through maintenance plans. The remaining 19% have been programmed or deferred to other programs. Additional works undertaken on cemetery maintenance in Bogan Gate including the access road along with ongoing Peak Hill maintenance



Parkes Shire Council Operational Plan Progress Report January - June 2015

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|   | Laton  | resourcing imprications  | Director Oversight | initial rusk challenge   |
|---|--|--|--------------------|--|
| e | 5.8 Inspect and enforce health standards through<br>nforcement of the Local Government Act and<br>ublic Health Act | * The net annual cost of Health Administration and<br>Inspection Services is \$377,730 (Activity 10)                               | Steven Campbell    | Medium   |
|   | Task   | Measurements   | Actioning Officer  | Activity Reported  |
|   | 2.5.8.1 Investigate complaints and enforce<br>Local Government Act and Public Health Act                           | * Complaints investigated<br>* Orders and directions issued<br>* Register sanitatined of regulated premises<br>* CAIRS followed up | Howard Orr         | Customer assistance and incident reports have bee<br>investigated. Additional Ranger patrols conducted i<br>villages including response to complaints. |
|   | 2.5.8.2 Determine applications under Section<br>68 of the Local Government Act                                     | * Applications determined<br>* Premises and conditions monitored as required   | Michelle Bicket    | Approvals issued for Septic Tank, Plumbing ar<br>Drainage, Section 68 Roads & Community Lan<br>Amusement Devices at the Parkes and village shows.      |

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| PARKS SHEE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2(<br>Year 2 of Delivery Program   | ss Report<br>)15   |   |
|--|--|--------------------|---|
| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
| 25.8.P - (Augmented Program) Inspect and<br>enforce health standards through enforcement of<br>the Local Government Act and Public Health Act        | * The net annual cost of Health Administration<br>Inspection Services and the regulation of<br>overgrown properties is approximately \$415,000<br>per annum (Activity 10)<br>* Additional \$20,000 2015/2015 & 2015/2016<br>funded through SRV   | Steven Campbell    | Low   |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |
| 2.5.8.1.P - Investigate complaints and enforce<br>Local Government Act and Public Health Act<br>with an emphasis on overgrown and untidy<br>property | Increased number of complaints investigated<br>Increased number of orders and directions issued<br>Registers maintained of regulated premises<br>CAIRS followed up<br>Strategy developed and implemented to deal with<br>overgrown/unity properties<br>Report submitted to IPART regarding utilisation of<br>funding from Special Rate Variation   | Howard Orr         | Additional Ranger patrols conducted. Average of eight<br>village patrols per month conducted under expanded<br>patrol regime. 34 complaints received regarding<br>overgrown untidy blocks received and investigated<br>during reporting period. |
| 2.5.8.2.P - Determine applications under<br>Section 68 of the Local Government Act   | * Increased number of applic ations determined<br>* Premises and conditions monitored as required<br>* Report submitted to IPART regarding utilisation of<br>funding from Special Rate Variation   | Michelle Bicket    | Activities carried out within normal operational budget.<br>No additional funding applied to function.  |
| PARTE SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>)15   |   |
| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
| 2.5.9 Provide support for Emergency Management<br>in Parkes Shire in accordance with the S.E.R.M Act   | t Under the Otate Encourage and Descus   |                    |   |
|  | * Under the State Emergency and Rescue<br>Management (S.E.R.M) Act, Council has an<br>obligation to provide a support role which is<br>significant and a specialist has been employed to<br>meet Council's obligations<br>* Council must contribute 11.7% of the operating<br>costs of the State Emergency Service, NSW Rural<br>Fire Service and the NSW Fire Brigade. Limited<br>grants may be accessed for some aspects such as<br>disaster mitigation projects (Activity 5). | Andrew Francis     | Very Low  |
| Task   | Management (S.E.R.M) Act, Council has an obligation to provide a support role which is<br>significant and a specialist has been employed to<br>meet Council's obligations<br>* Council must contribute 11.7% of the operating<br>costs of the State Emergency Service, NSW Rural<br>Fire Service and the NSW Fire Brigade. Limited<br>grants may be accessed for some aspects such as<br>disaster mitigation projects (Activity 5).<br>Measurements                              | Actioning Officer  | Activity Reported   |
| Task<br>2.5.9.1 Provide Executive Support to the Local<br>Emergency Operations Controller and the Local<br>Emergency Management Committee            | Management (S.E.R.M) 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, RSWR fural Fire Service and the NSW Fire Brigade. Limited grants may be accessed for some aspects such as disaster mitigation projects (ActMity 5).   | Actioning Officer  |   |

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| Carlos Carlos  | Operational Plan Progre<br>January - June 2   |                    |   |
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program 2013-2017  |                    |   |
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 3.1.1 Community Strategic Plans to be developed<br>for townships and regularly reviewed  | * DTCS and MGCS collectively 5 days annually<br>* Costs associated with incorporation and planning<br>to be assigned to Town Improvement (TI) Funds<br>* One of minor allocation to TI funds to cover costs | LesFinn            | High  |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 3.1.1.1 Continue to assist with Community<br>Plans including "A Town Like Trundle" plans   | * Evidence of projects being supported  | Brad Byrnes        | Community Strategic Plans have been completed for<br>Tullamore, Bogan Gate, Trundle with Peak Hill strategic<br>plans in draft format availing sign off from the<br>Committee. Council is tracking the progress of the<br>actions of the plans and is instgating reporting and<br>monitoring to support the implementation and<br>achievement of the projects and programs contained<br>within the plans.                                     |
|  |   |                    | Council has recently applied for several grants to<br>complete works in the community strategic plans.<br>Council has actively supported and facilitated the<br>following projects during the reporting period:<br>- Clean up the weir, Peak Hill<br>- New Shelter for Memorial Park, Bogan Gate<br>- Uggrade the Memorial Hail, Trundle<br>- Replace footpath around Hail and install Ramp,<br>Tultamore<br>- Bogan Gate - Free Camping Area |
|  |   |                    |   |
| We have a start of the start of | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2   | ess Report         |   |
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program  | 2013-2017          |   |
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 3.1.2 Financially assist with annual incorporation costs   | * DTCS and MGCS collectively 5 days annually<br>* Costs associated with incorporation and planning<br>to be assigned to TI Funds<br>* One off minor allocation to TI Funds to Cover<br>Costs                | LesFinn            | Medium  |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 3.1.2.1 Budget allocation to include minor<br>consideration to cover ongoing incorporations  | * Budget allocation   | Brad Byrnes        | Council offers assistance by way of financial and<br>administrative support to community groups in their<br>progression to becoming an incorporated organisation.<br>By becoming incorporated they are then eligible for<br>Chartable Organisation status, which opens the door to<br>increase fundraising opportunities.   |
|  |   |                    | In the reporting period, Council have provided guidance<br>and support to the State Emergency Ball Committee,<br>Memorial HII Look Out and Rejuvenation Committee<br>and the establishment of Parkes Skate Park and Youth   |

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| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program   | n 2013-2017                   |  |
| Action   | Resourcing Implications  | Director Oversight            | Initial Risk Challenge   |
| 3.2.1 Liaise with relevant Government Agencies to<br>provide appropriate levels of resources and<br>assistance to Shire Communities  | * DTCS and EDM to advocate through<br>correspondence and letters of support to relevan<br>agencies - 2 days annually |                               | High   |
| Task   | Measurements   | Actioning Officer             | Activity Reported  |
| 3.2.1.1 Identify and assist in securing external funding   | * Funding achieved<br>* Successful Grant Applications  | Anna Wyllie                   | The Economic & Business Development Manager<br>(EBOM) has been involved in applying for and securing<br>several Grants over the last 12 months. These include<br>Restart NSW Water Security Grant where Council was<br>successful in securing \$2 million, Restart NSW Fixing<br>Country Roads Grant and \$6 million Building Stronger<br>Regions Grant for the recycled water ring main. Council<br>submitted a successful EOI to Restart NSW Regional<br>Tourism Infrastructure Fund. Arprofs and has been<br>invited to make a full submission.   |
| 3.2.1.2 Keep abreast of Government Incentives<br>and enquires to further township endeavours<br>and economic developments  | * Information distributed  | Anna Wyllie                   | Over the last few month the E&BDM has been working<br>closely with NSW Trade and Investment to promote<br>State Government support of Businesses. Several<br>Investor have been referred to Trade and Invest to take<br>advantage of programs such as the Central West Jobs<br>Action Plan. Council has also made a number of<br>submissions to State and Federal Government ver the<br>last 12 months including. NSW Government 1<br>Discussion Paper on Rebuilding NSW, the Federal<br>Government Agricultural Competitiveness Green Paper<br>as wells as the Federal Government's White Paper<br>entitled "It's time to think BIG about Australian<br>agriculture", the Federal Governments mobil black spot<br>funding, and a submission to the Inland Rail<br>implementation group regarding the benefit of Inland<br>Rait to regional NSW. Council has also been working<br>towards Smail business Friendly Council initiatives. |
| PARKES SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2t<br>Year 2 of Delivery Program                       | ss Report<br>D15<br>2013-2017 |  |
| Action   | Resourcing Implications  | Director Oversight            | Initial Risk Challenge   |
| 3.2.2 Liaise with Enterprise Centres and local<br>Chambers of Commerce to promote business links<br>and opportunities  | * EDM to liaise with Chambers in the Shire - 3 days<br>annually  | Les Finn                      | Medium   |
| Task   | Measurements   | Actioning Officer             | Activity Reported  |
| 3.2.2.1 Regularly attend meetings and provide<br>information and advice  | * Meetings being attended<br>* Evidence of consultation  | Anna Wyllie                   | The Economic & Business Development Manager has<br>met regularly with the Chamber of Commerce  |



\* Meetings being attended \* Evidence of consultation

The Economic & Business Development Manager has met regularly with the Chamber of Commerce executives over the last 12 months. They have worked together on several projects together including a Christmas "shop local" Campaign and marketing strategy.

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3.2.2.2 Work strategically with the Chamber of \* Strategic Plan and feedback indicating an increase Anna Wyllie Commerce to expand membership

Council has been proactively working with the Chamber of Commerce to to implement their Strategic Phar The Chamber wants to focus on 4 key areas which includes Marketing, Professional Development, Advocacy and Lobbying and Business Attraction. In November Council support the Chamber to run a strategic Marketing workshop to set their marketing strategic yfor the year, this also included a session on social media. Council also supported the Chamber Shop local Christmas Campaign - which saw Parkes "SPARKLE" with shops decorating their window with Christmas "Sparket" Banners for the main street and the development of a Christmas "SPARKLE" catalogue. Post event analysis which was done through sending a survey to all businesses who participated in the Christmas campaign found over 50 local businesses fait that their sales were up from last year despite the down turn in retail within the Australian market, over 75% of participating businesses that participated will again next year. The surve sa the campaign should start earlier in 2015 and it needs some more promotion.

Over the last few months the Economic and Business Development Manager has been working with Parkes Chamber of Commerce and the Central West NSW Business Chamber, to form a strong alliance between the two organisations.

The advantage of the Parkes Chamber of Commerce and the NSW Chamber working together is that the Parkes Chamber of Commerce can take advantage of the services which the NSW Business Chamber can offer including: • lobbying power of the NSW Business Chamber with the state and federal government • industrial relations advice, including assistance with wage rates, penalties, staff issues and calculating



Parkes Shire Council Operational Plan Progress Report January - June 2015

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Council has been proactively working with the Chamber of Commerce to implement their Strategic Plan. The Chamber warts to focus on 4 key areas which include. Marketing, Professional Development, Advocacy and Lobbying and Business Attraction. In November Council support the Chamber to run a strategic Marketing workshop to set their marketing strategy for the year, this also included a session on social media. Council also supported the Chamber Shop local Christmas Campaign- which saw Parkes "SPARKLE" with shops decorating their window with Christmas Sights, a might market, late might trading, new Christmas "Sparket" Banners for the main street and the development of a Christmas "SPARKLE" catalogue. Post event analysis which was done through sending a survey to all

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| PARKES SHIRE COUNCIL |

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| Action   | Resourcing Implications   | Director Oversight   | Initial Risk Challenge  |
|--|---|--|---|
| 3.2.3 Facilitate opportunities for advancement of<br>technology  | * Liaise with communities - DTCS, EBDM and ISM<br>collectively - 5 days per annum<br>* Liaise and lobby Government NBN with regards<br>to roll out - DTSC, EDM and ISM collectively - 5<br>days per annum | LesFinn  | High  |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 3.2.3.1 Regularly interact and provide<br>information about technology advancement<br>within our Communities | ularly interact and provide * Evidence of interaction Anna Wyllie<br>about technology advancement   | Council has been meeting regularly with concerned<br>businesses regarding access to technology. The Mayor<br>and the Director of Technology and Corporate Services<br>travied to Canberra to meet with the secretary of<br>Communications Hon Paul Fletcher MP to discuss the<br>lack of casabity within the Parkes telecommunications<br>network, Council was assured that there should be<br>upgrades to the network in early 2015. Council has also<br>had discussions with various companies about<br>alternative solutions to out telecommunication<br>challenge. |   |
|  |   |  | It has been announced that Parkes and Peak Hill will be<br>part of the more than 200,000 homes and businesses<br>across the country which have been added to the<br>rollout of Australia's broadband network. In the first<br>instance Parkes will receive 1800 connections and<br>there will be 400 connections in Peak Hill. Technology<br>will make regional areas like Parkes and Peak Hill more<br>and more competitive to establish businesses. This<br>announcements complements the work that Council<br>has been to secure the economic development of the<br>Shire including the development of the National<br>Logistics Hub and the advancement if the Melbourne to<br>Brisbane Inland Ra |



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3.2.3.2 Actively lobby Government about the \*Evidence of lobbying importance of technology such as the NBN to regional areas Anna Wyllie

Council has continued to actively lobby Government for technology improvements such as NBN. This has included making submissions regarding the importance of reliable, fast technology to regional communities especially for heath, education and businesses as well as in addition to this Council made a submission for mobile phone black spot funding. Council on numerous occasions has raised the issue with State and Federal members and the Mayor and Director of Technology and Corporate Services have traveled to Canberra to meet with the Parliamentary Secretary for Communications Paul Fletcher MP - to discuss the issue.

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| Operational Plan Progre   | ss Report  |  |
|---|--|--|
| Year 2 of Delivery Program .  | 2013-2017  |  |
| Resourcing Implications   | Director Oversight   | Initial Risk Challenge   |
| * EBDM and Tourism Manager core function costs<br>* Take advantage of opportunities to leverage<br>exposure as they arise - Country Expose, mass<br>media, web page etc. Budgets exist for this<br>purpose  | LesFinn  | Medium   |
| Measurements  | Actioning Officer  | Activity Reported  |
| * Evidence of increase in people/business relocating to the Shire   | Anna Wyllie  | In August last year Council participated in the<br>CourtryNW expo held in Homebush in Synber over<br>two days. This gave Council the opportunity to discuss<br>with interested metropolitan based people the benefits<br>of moving to regional NSW. The Mayor, General<br>Manager and Economic & Business Development<br>Manager also traveled to Melbourne to present to the<br>Austratermodal Conference about the importance of the<br>Parkes National Logistics Hub and the benefits of<br>establishing business in Parkes They also attended the<br>Australian Logistics Council Conference in Melbourne<br>which give Council the opportunity to meet with large<br>logistics companies.   |
| * Material professionally produced, which includes a<br>sufe of marketing material aimed at specific sections<br>of the market<br>* Implement recommendations of the Economic<br>Development Plan   | Anna Wyllie  | The Economic Development Unit has been involved in<br>developing several different marketing packages over<br>the first half of the 2014/2015 Financial year these have<br>included a new presentation about the Parkes<br>Inter-modal Hub and a "shop local" Christmas<br>Campaign catalogue. Marketing material was also<br>produced for the CountryNSW expo including jobs<br>guides and real estate flyers. A new Inland Rai video<br>has been produced and a new flyer for the Hub.   |
| Operational Plan Progre<br>January - June 20  | ss Report<br>015   |  |
|   | Discutor Occasionts  | Initial Risk Challenge   |
| * Councillors attend meetings, travel and<br>administration costs involved. Actioning reports to<br>Council describing Community needs<br>* Directors costs dealing with matters raised<br>* TI Funds provided for in budget for agreed<br>prioritised projects | Les Finn   | Medium   |
| Measurements  | Actioning Officer  | Activity Reported  |
| * Increased editorial and content in local media  |  |  |
| - increased eduonal and content in ocal media<br>oddets   | Anna Wyllie  | Council continues to send out regular Media Release<br>and proactively informs the local Community of<br>upcoming projects and events. This is done not only<br>through media releases but regular Progress<br>Newsletters.  |
|   | Operational Plan Progre<br>January - June 20<br>Vear 2 of Delivery Program | <ul> <li>EBDM and Tourism Manager core function costs<br/>Take advantage of opportunities to leverage<br/>propose</li> <li>Material professionally produced, which includes a<br/>sub of marketing material aimed at specific sections<br/>of the Bhire</li> <li>Material professionally produced, which includes a<br/>sub of marketing material aimed at specific sections<br/>of the market         "Implements</li> <li>Anna Wylle</li> <li>Anna Wylle</li> <li>Material professionally produced, which includes a<br/>sub of marketing material aimed at specific sections<br/>of the market         "Implement ecommendations of the Economic<br/>Development Plan     </li> <li>Parkes Shire Council<br/>Operational Plan Progress Report<br/>January - June 2015<br/>Zear 2 of Delivery Program 2013-2017     </li> <li>Material professionally fractions at the dimensional plan Progress Report<br/>January - June 2015<br/>Les Finn<br/>Star 2 of Delivery Program 2013-2017     </li> <li>Material professional plan Progress Is forn<br/>Councilors attend meetings travel and<br/>councilors attend meetings travel and<br/>council describing Community needs<br/>Councilors attend meetings travel and<br/>council oss involved Actioning reports<br/>Council describing Community needs     </li> <li>Material professional Plan Progress Is finn<br/>Council oss involved for in budget for agreed<br/>profitised projects     </li> </ul> |

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| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program 3   | 2013-2017   |  |
| on  | Resourcing Implications  | Director Oversight  | Initial Risk Challenge   |
| nships  | * Executive Secretary to arrange administration<br>and travel costs as allowed for in Administration<br>budget. Advertising costs and liaison with<br>community groups. Core costs for Administration<br>and meeting expenses  | LesFinn   | Very Low   |
|   | Measurements<br>* Meeting held in a Township twice a year  | Actioning Officer<br>Brad Byrnes  | Activity Reported<br>On the 2 September 2014, the ordinary meeting of  |
| Townships on rotation and include inspections<br>and public forum on the agenda |  |   | Parkes Shire Council was held in the township of<br>Tulamore, Another ordinary meeting was held on 3<br>March 2015 in Trundle.   |
|   |  |   |  |
| PARKES SHIRE COUNCIL  | Parkes Shire C<br>Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra   | ress Report<br>2015   |  |
| PARKES SMIRE COUNCIL  | Operational Plan Prog<br>January - June  | ress Report<br>2015   | Initial Risk Challenge   |
| ion<br>1 Fulfil Council's obligation under the E P&A                            | Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra   | gress Report<br>2015<br>m 2013-2017<br>Director Oversight   | Initial Risk Challenge<br>Medium   |
| ion<br>1 Fulfil Council's obligation under the E P&A<br>1979<br>Task            | Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra<br>Resourcing Implications<br>* The cost of Town Planning Operations<br>\$299,860 (Activity 21)<br>Measurements   | rress Report<br>2015<br><i>m 2013-2017</i><br>Director Oversight<br>is Steven Campbell<br>Actioning Officer | Medium   |
| ion<br>1 Fulfil Council's obligation under the E P&A<br>1979                    | Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra<br>Resourcing Implications<br>* The cost of Town Planning Operations<br>\$299,860 (Activity 21)   | rress Report<br>2015<br><i>m 2013-2017</i><br>Director Oversight<br>is Steven Campbell                      | Medium   |
| ion<br>1 Fulfil Council's obligation under the E P&A<br>1979<br>Task            | Operational Plan Prog<br>January - June<br>Vear 2 of Delivery Progra<br>Resourcing Implications<br>* The cost of Town Planning Operations<br>\$299,860 (Activity 21)<br>Measurements<br>* All applications assessed and determined in<br>accordance with NSW Department of Planning<br>timeframes<br>* Report to Council monthly on DA/CC/CDC<br>processing times<br>* Initial Check Meetings held<br>* Initial Check Meetings held<br>* Hold at least one forum with builders and<br>developers each year | rress Report<br>2015<br><i>m 2013-2017</i><br>Director Oversight<br>is Steven Campbell<br>Actioning Officer | Medium<br>Activity Reported<br>Council's Development Assessment team provic<br>free pre-lodgement service to assist people with<br>preparation and submission of an application,<br>applications are received, they are internally revi<br>at the weekly initial Check Meetings to dete<br>whether any further information is required<br>notification requirements. This process ensures<br>applications are assessed and determined within<br>required timeframes. No forums have been held in |

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| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
|--|--|--------------------|---|
| 3.4.2 Review and implement Council's Planning<br>Instruments | * Funds have been set aside for development of a<br>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<br>with new format                        | Annalise Cummings  | The Parkes Shire Development Control Plan (DCP)<br>2013 came into force on 19 March 2014. The new<br>single DCP replaces Councits eight existing DCPs from<br>1998. |
| 3.4.2.2 Review Policies                                      | * Policies reviewed as necessary   | Annalise Cummings  | Council is currently preparing a Parkes CBD Vibrancy<br>Strategy which will form the basis for future existing<br>policy review.                                    |



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| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |
|---|---|--------------------|--|
| 3.4.3 Encourage the Conservation and<br>Management of Heritage through the Parkes Shire<br>Heritage Study | * Funding is jointly provided by Council and by the<br>NSW Heritage Office<br>* Cost to Council is \$23,870 and forms part of the<br>Henry Parkes Centre Budget (Activity 30) | Steven Campbell    | Medium   |
| Task  | Measurements  | Actioning Officer  | Activity Reported  |
| 3,4,3,1 Facilitate Parkes Shire Heritage<br>Committee   | Parkes Shire Heritage Committee meets at least<br>four times per year and otherwise as required   | Annalise Cummings  | The Parkes Shire Heritage Committee met once during<br>this reporting period. Key matters considered by the<br>Committee include the progression of the Parkes Shire<br>Heritage Review Study and the Parkes Shire Heritage<br>Interpretation Plan and a review of Council's Local<br>Heritage Fund program.   |
| 3.4.3.2 Continue Heritage Advisory Service  | <ul> <li>Heritage Advisory Service provided on request</li> <li>Examples of promotion of the service</li> <li>Coordinate appointments for the Heritage Advisor</li> </ul>     | Annalise Cummings  | The Heritage Advisory Service offers free professional<br>advice from Council's Heritage Advisor, who visits the<br>Parkes Shire each month. Free advice is available to<br>owners who want to renovate or redevelop private<br>homes or commercial buildings. This advice can include<br>the topics of colour scheme, extensions, verandahs,<br>awnings and fences as well as more comprehensive<br>advice on the integration of new development in older<br>areas. |

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|---|---|--------------------------------------|---|--|
| 3.4.3.3 Administer Local Heritage Fund  | * Annual Grants Program for Local Heritage Fund<br>administered<br>* Grants from previous year acquitted                | Annalise Cummings                    | Council's Local Heritage Fund has been in operation<br>since early 2000. Since this time Council has provided<br>financial assistance to hundreds of heritage projects<br>throughout the Shire. Council had a total of \$15,000.00<br>allocated for the 2014/2015 Local Heritage Fund.<br>Council received seventeen applications for the Local<br>Heritage Fund 2014/2015 Fire heritage projects were<br>successful with a total project value of \$38,277.00. All<br>five projects were successfully completed.   |  |
| 3.4.3.4 Record interactive history of Bogan<br>River Wiradjuri, pre and post settlerment  | * Interactive history recorded<br>* Annual progress report to Council   | Annalise Cummings                    | The Parkes Aboriginal Heritage Study titled "Restoring<br>the Past to Build the Future. Indigenous Culture,<br>Heritage and Economy in Rural New South Wales' Is<br>being undertaken by two PhD students and is nearing<br>completion.<br>Part of the project is the development of a course in<br>Astrogrand uniture in the target management specifically<br>description of the project is the development of a course in<br>Astrogrand uniture in the development of a course in<br>Astrogrand uniture in the development of a course in<br>Stellis Quality Authority (ASQA) and is also expected to<br>be delivered in 2015.  |  |
| Sec. 1  | Parkes Shire Co<br>Operational Plan Prog<br>January - June  | ress Report                          |   |  |
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Progra   | m 2013-2017                          |   |  |
| Action  | Resourcing Implications   | Director Oversight                   | Initial Risk Challenge  |  |
| 3.5.1 Advocate and facilitate equitable service<br>provisions for women, older people (over 65 years),<br>aboriginals, people with disabilities, people from<br>culturally and linguistically diverse backgrounds | to Parkes Neighbourhood Centre which house  | es -                                 | High  |  |
| Task<br>3.5.1.1 Work with Social Justice Groups within<br>the Community in collaboration with the Parkes<br>Neighbourhood Centre  | Measurements * Evidence of assistance and support provided to t Neighbourhood Centre on a regular basis                 | Actioning Officer<br>the Brad Byrnes | Addwity Reported<br>Parkes Shire Council has provided assistance and<br>support to the Parkes Neighbourhood Centre<br>financially, strategically and operationally over the<br>reporting period. Council regularly attends the<br>Inter-agency meetings held at the Neighbourhood<br>Centre and contributes to other committees operating<br>out of the Neighbourhood Centre including the Parkes<br>Domestic Violence Committee.<br>Council provides 50% of the Salary for the Aboriginal<br>Project Officer (auspiced by the Neighbourhood Centre)<br>in partnership with Northparkes Mines and provides<br>strategic direction and support for this role. Council also<br>maintains an excellent Working relationship with Centre<br>Management and has collaborated on many projects<br>including grant submissions over the period.<br>Council also provided a chairperson for the Centre's<br>annual general meeting.<br>The Neighbourhood Centre building is owned and<br>maintand by Parkes Shire Council and is leased by<br>the Neighbourhood Centre on a peppercorn lease. |  |
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Year 2 of Delivery Program 2013-2017

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 Brad Byrnes \* Attendance at Working Party meetings The Parkes Shire Aboriginal Project Officer attends meeting on behalf of Parkes Shire Council. The Parkes Aboriginal Community Working Party are currently developing an action plan. During the reporting period Parkes Shire Council has worked with the Parkes Aboriginal Community Working Party to develop and construct the Bushmar's Hill Indigenous Precinct which was opened by Her Excellency Governor Dame Marie Bashir and won the National Award for Local Government in the category of Promoting Indigenous Recognition.

The Parkes and Peak Hill working parties are also members of the Three Rivers Regional Assembly, an advisory group under the NSW State Government OCHRE program.



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| programs from local stakeholders and youth<br>Events held included a "Pop Up  |                                  |  | Director o renoigin | initial riter enanolige   |
|---|----------------------------------|--|---------------------|---|
| 35.2.1 Participate in and support Youth Week * Matching Grant 35.2.1 Participate in and support Youth Week * Providing staff support to Youth Week events * Providing staff support to Youth Week events Events held included a "Prop Up to Youth Week events traveled around the entire Shir | Froups and Support Agencies      | collaborates with other youth groups               | LesFinn             | Medium  |
| programs * Providing staff support to Youth Week events from local stakeholders and youth<br>Events held included a "Pop Up<br>traveled around the entire Shir  | M                                | Measurements                                       | Actioning Officer   | Activity Reported   |
|   |                                  |  | Brad Byrnes         | Youth Week 2015 was organised with collaborati<br>from local stakeholders and youth representative<br>Events held included a "Pop Up Cinera", whi<br>traveled around the entire Shire and a pho<br>competition.   |
| initiatives undertaken by Local Government * Evidence of working with partner stakeholders on support to the formation of the Your<br>youth based initiatives Park (YAPP) Committee that will<br>improvements to the Parkes Skate P2  | undertaken by Local Government * | * Evidence of working with partner stakeholders on | Brad Byrnes         | During the reporting Parkes Shire Council providi<br>support to the formation of the Youth Activity Precir<br>Park (YAPP) Committee that will work to provi-<br>improvements to the Parkes Skate Park and associatur<br>area. The committee is comprised of both adult ar<br>youth members. |
| included opportunities for young pe   |                                  |  |                     | Master planning for sports fields during the period al-<br>included opportunities for young people to comme<br>and make suggestions on the future of the sporti<br>precincts in the Parkes Shire.   |

Youth Based organisations and young people were also consulted with regard to Youth Week 2015.

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| 1 Alexandre  | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015   |                    |   |
|--|---|--------------------|---|
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program 2013-2017  |                    |   |
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 3.5.3.P - (New Program) Provide support for a<br>Parkes Shire A borginal Project Officer to assist the<br>Shires Indigenous Community to achieve<br>enhanced and equitable access to opportunities | * A three year funding partnership is being<br>negotiated with Northparkes Mines for this position.<br>Council's contribution under the Progressive<br>Delivery Program, subject to SRV, is \$40,000<br>(Activity 18)                                   | LesFinn            | Medium  |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 3.5.3.1 P- Provide financial and strategic<br>support with funding partments to the Aborginal<br>Project Officer auspiced through the Parkes<br>Neighbourhood Centre                               | * Funding provided<br>* APO Workplan actions assisted<br>* Steering Committee meetings attended<br>* Report submitted to IPART regarding utilisation of<br>funding from Special Rate Variation  | Brad Bymes         | Funding in partnership with Northparkes Mines has<br>been provided during the reporting period. The<br>Aboriginal Project Officer continues to report Quarterly<br>to the Council in the form of a report and is overseen<br>strategically by Parkes Shire Council and operationally<br>by the Neighbourhood Centre Manager.<br>Steering committee meetings are no longer held in<br>favour of regular operational and strategic meetings<br>between Neighbourhood Centre Manager, Parkes Shire |
|  |   |                    | Council staff and the Aboriginal Project Officer.   |
|  |   |                    | Reporting on the utilisation of Special Rate Variation<br>Funding will be supplied to IPART including Aboriginal<br>Project Officer activities and accomplishments.   |
| PARTY SHITE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ss Report<br>015   |   |
|  | rear 2 or Denvely Program   | 2010-2017          |   |
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 4.1.1 Maintain and enhance working relationships<br>with Northparkes Mines (NPM) and other mining<br>operations  | * Mayor, OM and EBDM regularly commit time to<br>meetings and consultation with Mines officials on a<br>range of issues<br>* Council contributes resources to a number of<br>Community initiatives and programs in partnership<br>with Northparkes Mine | LesFinn            | Medium <b>e</b>   |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 4.1.1.1 Council participates in the Northparkes<br>Mines Community Consultative Committee  | * Number of meetings attended<br>* Communication of meeting outcomes presented to<br>Council  | Anna Wyllie        | Mayor and Cr Greenwood continue to represent<br>Council on this Committee, regular reports are given to<br>Council. Northparkes Mines continues to work with and<br>support the Parkes Shine Community through programs<br>such as their Volunteer Leave Program which last year<br>at the Australian Mining Award won the Community<br>Interaction of the Year award.  |
| 4.1.1.2 Explore opportunities to partner with<br>mining operations for the benefit of the<br>Community   | <ul> <li>Number of projects supported</li> <li>Evidence of ventures being collaborated</li> </ul>   | Anna Wyllie        | Council has worked with Northparkes Mines on several<br>Community Programs including the rejuvenation of<br>Memorial Hill.  |

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| PARKS SHIRE COUNCIL   | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017  |                     |   |  |
|---|--|---------------------|---|--|
| Action  | Resourcing Implications  | Director Oversight  | Initial Risk Challenge  |  |
| 4.1.2 Actively support endeavours to advance the<br>longevity and expansion of mining within the<br>Parkes Shire      | * Mayor, GM and EBDM regularly commit time to<br>meetings and consultation with Mines and devote<br>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<br>Planning Approvals if appropriate  | <ul> <li>Evidence of support supplied by Council in<br/>processes</li> </ul>   | Anna Wylle          | Necen Australia have proposed the development of a<br>large-scale solar project located to the west of Parkes.<br>The proposal would have a capacity of up to 30<br>megavoit amprey (MVA), and would be connected to<br>the nearly adjacent Parkes Transgrid substation.<br>Director General's Requirements for the environmental<br>assessment (to be prepared by the proponent) have<br>been issued for the project. Council have met with the<br>investors on several occasions. |  |
| 4.1.2.2 Actively lobby all levels of Government<br>for support for mining activities if appropriate                   | * Evidence of representations made to levels of<br>Government  | Anna Wyllie         | Council continues to support Northparkes Mines<br>activities.   |  |
| 4.1.2.3 When seeking to address skill shortages<br>mining should be included in representation to<br>Government       | * Partic ipation in regional promotions and events<br>* Support shown for employee groups and training<br>providers such as TAFE in the Parkes Shire<br>* Actively lobby government to help address skills<br>shortages  | Anna Wyllie         | Over the last 12 months due to the down turn in mining this action has not been a priority.   |  |
| PARKET SHERE COUNCEL  | Parkes Shire C<br>Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra   | ress Report<br>2015 |   |  |
|   |  |                     |   |  |
| Action<br>4.1.3 Explore benefits in attracting additional<br>mineral resource ventures benefiting the Parkes<br>Shire |  | ·                   | Initial Risk Challenge  |  |
| Task  | Measurements   | Actioning Officer   | Activity Reported   |  |
| 4.1.3.1 Llaise with mining companies<br>undertaking explorations  | * Evidence of consultation or meetings held<br>* Implement recommendations of the Parkes Shin<br>Economic Development Plan in accordance with<br>available measures  | Anna Wyllie<br>9    | Council has meet with various investors throughout the<br>last 12 months including mining companies. At all<br>meetings Council offers support through Council's<br>expertise.  |  |
| 4.1.3.2 Develop marketing material promoting<br>Parkes as a Mining Hub - which includes a<br>Business Case            | * Marketing material developed, placed on websit   | ə Anna Wyllie       | A new presentation has been developed for the<br>National Logistics Hub and was present by the General<br>manager at the Ausintermodal Conference in<br>Melbourne. Council is currently expanding the<br>presentation to be used for promotional material.  |  |
| 4.1.3.3 Promote Parkes as a Mining Hub for<br>Regional Operations - which includes a<br>Business Case                 | <ul> <li>Evidence of media promotion and Mayoral<br/>advocacy</li> <li>Attend trade shows and conferences including A<br/>Pacific International Mining Exhibition and Mining<br/>NSW Conference (at least three years) implemen<br/>recommendations of the Parkes Shire Economic<br/>Development Plan</li> </ul> |                     | In all presentation to Industry, Council promotes<br>Parkes' close proximity to Mining within NSW. Council<br>is investigating attending the Asia Pacific International<br>Mining Exhibition in September.  |  |

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4.1.3.4 Actively approach industries/Businesses Implement recommendations of the Parkes Shire Anna Wyllie Sector Sector

This action has not been a priority for Economic Development plan over the last 6 months.



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Resourcing Implications Initial Risk Chall 4.2.1 To provide the resources and structure needed to effectively support and grow the Shires Tourism Sector \* Council had budgeted \$825,860 including Les Finn provision for a Tourism Trainee position (Activity 47) Medium Γ Task Measurements Actioning Officer Activity Reported Additional funding to the tourism budget was allocated in 2014-15 for: seasonal marketing (targeted campaigns) \$10,000, Brand Parkes (combined tourism and Economic Development) \$40,000, and a Destination Management Plan \$40,000. Capital expenditure was also allocated to the development of plan for Heritage Interpretation across the Shire totaling \$15,000. 4.2.1.1 To maintain Council's marketing and promotional standards over the period of the Delivery Program \* Review the financial commitment by Council to the Katrina Dwyer marketing and promotional budget

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Year 2 of Delivery Program 2013-2017

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 Katrina Dwyer the business sector \* Evidence of material produced Over the last 6 months the Tourism department has been involved in the development of a new destination webste which will give business the opportunity to promote products and services. A prinding structure is being developed and will be rolled out in the second half of this financial year. Tourism also worked with the Economic Development Department to promote the "shop local" SPARKLES Christmas campaign. An Outdoor Diring and Trading program was rolled out as encreased visition expected in town.

An industry workshop was held on the 25 February 2015 and was open to tourism operators and business in the Shire. Facilitators, Ad Loyalty, provided information on new opportunities and partnerships for tourism development along with an overview of targeted campaigns in development by Council. An industry partnership program was unveiled with benefits to local operators including featured listings on the new destination website and priority inclusion for development of stay, play and eat packages.

Discover the Magic of Parkes' campaign developed targeting the Cariberra market, rolled out in April 2015 to generate awareness and visitation to Parkes during the school holiday period. Campaign consisted of a 15 Television commercial, 3 minute video presentation distributed online and driven by a social media campaign driving engagement and visitation to the new destination website www.visitparkes.com.au



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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 Vistors information \* Evidence of co-operative marketing with the industry/business community \* Evidence of grant funds being attained End of year results for Visitor Information Centre Merchandise sales totaled over \$46,000 which is an 19% increase on the budgeted around for merchandise sales in 2014-15. New lines have been introduced at the Parkes Visitor Information Centre gronoring local producers and contributing to the financial result.

With Council tasked with the operations of the Elvis Festival a range of new merchandise was sourced in preparation for the set up of Elvis Central, including official t-shirts, hats, stubby holders, drink bottles etc. End of year results \$74,000 which is inline with budget benchmarks. An online shopping cart has also been purchased for the Festival Website to enable merchandise sales online year round.

Tourism has also developed a new destination website which will present the opportunity of ealing advertising space to local businesses. Additionally the development and implementation of a tourism partnership program has provided a new revenue steam, where operators pay an annual membership to receive promotional benefits and markeling opportunities with Parkes Shire Tourism to bevrage benefits for their business. Smilarly, the partnership program for the Ekis FestMai bar dott seessift with funds generated channeled back into the markeling and promotion of the event.

Event sponsorships continue to be facilitated through the Tourism Unit for the Parkes Elvis Festival and other major events including Trundle ABBA Festival, Trundle Bush Tucker Day and Tullamore Irish Festival to channel into marketing and promotion of these events.

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| Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015   |  |                                |   |   |  |
|---|--|--------------------------------|---|---|--|
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program   | 2013-2017                      |   |   |  |
| Action  | Resourcing Implications  | Director Oversight             | Initial Risk Ch   | allenge   |  |
| 4.2.2 To diversify the attraction base of the Shire,<br>providing more things for visitors to "see and do" in<br>the area | * This is part of the core function of the Tourism<br>Unit, funds to be allocated to bi-annual workshops<br>* Funds put aside for development of marketing<br>material from existing budget                | LesFinn                        | High  |   |  |
| Task  | Measurements   | Actioning Officer              |   | Activity Reported   |  |
| 4.2.2.1 To attract, foster and support the<br>development of external tourist attractions<br>throughout the Shire         | <ul> <li>Evidence of cooperation, communication and<br/>marketing by Counce if or attractions</li> <li>Evidence of meetings with stakeholders and<br/>potential investors - 6 meetings annually</li> </ul> | Katrina Dwyer, Kelly<br>Hendry | throughout the<br>Radio Telescop<br>services in a bid the<br>Council continues<br>Hill to improve the<br>Could Mine. A the<br>Consultation with<br>improved entrane<br>and reptacement<br>signage, interprive<br>way-finding and<br>The plans are be<br>sought to undert<br>to attract more vis<br>The Henitage Inter<br>Sunder developr<br>Heritage Trails a<br>the Shire.<br>The Tourism Wo<br>open opportunity<br>the Tourism Te | It has worked with various attractions<br>Shire, including the CSIRO Parkes<br>6, to help promote activities and<br>o stimulate and grow visitation levels.<br>Is to work with the community of Peak<br>he visitor experience at the Peak Hill<br>marker plan has been developed in<br>stakeholders, which groposes an<br>e treatment, removal of the caravan,<br>twith a bespoke sheller, improved<br>retation, major improvements to<br>installation of a water refil station.<br>Deing refined and grants are being<br>with the bespoke sheller, improved<br>retation Plan was also hitlated and<br>perfect on spanse to market the works of<br>stors and better meet visitor needs.<br>Arpretation Plan was also hitlated and<br>merk with will be at program for roll of<br>and interpretation signage throughout<br>rkshop held in February provided an<br>for attraction operators to engage with<br>am and join the new partnereship<br>ork cooperatively in marketing and<br>es. |  |



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4.2.2.2 Successfully utilise the resources/tourism opportunities that the Henry Parkes Centre provides \* Evidence of system structures in place to coordinate Kelly Hendry, Katrina and manage the effective operation of the Henry Dwyer Parkes Centre \* Evidence of HPC being promoted as a tourist attraction The Henry Parkes Centre continues to house the Tourism Unit and Ekis Festival team offering hub of activity for tourism promotion and development. The centre was once again a hive of activity and communications hub for the Parkes Ekis Festival, along with a number of other events, meetings and workshops that have been held on site, including the National Town Criers Championships and Sir Henry Parkes 200th birthday celebrations in May along with many visiting car clubs who use the HPC as a marshalling base for their rallies and visits. The centre continues to provide visitors with free wirfl access, amenities and tourism information making it a one stop shop for travelers.

End of year results for the Henry Parkes Centre has seen visitation levels remain steady, with over 8,400 tickets sold to the museums. The results also show a 36 per cert conversion rate from enquires to the visitor information Centre to people actually buying tickets to the museums for the 2013-14 financial year. The introduction of an adult concession ticket has proved popular representing almost half of the tickets sold in 2014-15.

Henry Parkes Centre Management Committee Meetings have been held as required to discuss issues and progress marketing plans and promotional activities in a bid to attract further visitation.

The Henry Parkes Centre has also been promoted through various initiatives including print advertising, online and marketing collateral at key visitor gateways to the region including a new location within the Dubbo Arport. A new bilboard has development consent to be installed on the Newell Highway south of Parkes identifying to visitors the location and distance of the HPC and visitor information centre to travelers.

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4.2.2.3 Package and promote activities available in the Shire to special interest groups

\* Evidence of package developed and distributed to Katrina Dwyer targeted special interest groups - visitation by special interest groups

Discover the Magic campaign targeted the comparitot and wanderer markets to Tind their inner child and experience the tourism offering of Parkes Shire. The campaign cultimitated in the launch of the Destination Website vistparkes.com.au, production of a 15 TVC aired in the Cambera market in Prime 7 for 2 weeks, along with a 3 minute promotional video and social media campaign to drive visitation and engagement with users.

Stay, Play and Eat are also under development to entice visitors to various attractions which are promoted through the destination website visitparkes.com.au.

Targeted promotions and marketing for major events were supported by the Tourism Unit including Trundle ABBA Festival, Tullamore Irish Festival, Local Government Touch and June Long Weekend events

Council's Tourism Unit continues to engage with car clubs and groups to package and promote touring int he region.

Promotional activities for Peak Hill becoming RV friendly including RV Friendly Town signage installed on town entry points were undertaken to encourage more RV travelers to stop and stay in Peak Hill.

rrure rvv traveters to stop and stay in Peak Hill. An extensive marketing and media campaign was developed and implemented to package and promde the Parkes Etvis Festival to special interest groups. Media reporting showed over 60M were reached through marketing and media for the 2015 Festival. This included development of marketing material developed to specifically target Etvis fans as a way of promoting the Parkes Etvis Festival including a DL flyer, pocketguide and official sourceit program. Various print media ads were developed and outdoor advertising was undertaken at several existing billiboads throughout the Shine, as well as a TV with With television, broadcast on WiN, Gern and Gol Networks.



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\* Evidence of funding sought and initiatives being implemented 4.2.2.4 Explore initiatives to further develop the attractions and infrastructure available at the Henry Parkes Centre (HPC) and continue to seek funding to roll out initiatives for the HPC Stage 3 Masterplan Katrina Dwyer

The Henry Parkes Encounter, a new immersive theatre experience has been completed at the HPC and was officially unvelled by His Excellency, Governor General, the Honourable Sir Peter Cosgrove, during his visit to Parkes in May 2015 for the 200th bithday celebrations for Sir Henry Parkes. The Henry Parkes Encounter offers visitors an insight into the life of Sir Henry Parkes through a three-screen theatre production in the Moat Cottage and extends the overall product offering at the Henry Parkes Centre complementing the existing four museums, giving visitors a diverse cultural experience. The Henry Parkes Encounter is free to visitors and adds yet another experiential element to the site and further strengthening the links of the complex to Sir Henry Parkes.

A Master Plan for the HPC is also under development and will focus on improvements to the visitor experience to ensure the Henry Parkes Centre continues to be an attractive and viable fourist attraction for the region. The Master Plan will provide direction for future development with both immediate, short term and long term objectives. The plan will also address ongoing management and operation of the facility.

The concept of the Mining Interpretive Centre remain a priority for Council in a bid to further develop the attractions and infrastructure available at the Herry Parkes Centre and will be considered as part of the development of the Master Plan.

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|--|---|---------------|--|
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program 20   | 013-2017      |  |
| 4.2.2.4 Package and promote activities<br>available in the Shire to special interest groups  | * Evidence of package developed and distributed to<br>targeted special interest groups - visitation by special<br>interest groups | Katrina Dwyer | Promotion of attractions to the many visiting car clubs<br>and special interest groups. Particularly March and April<br>saw six major car rallies converge on Parkes and<br>experience the Henry Parkes Centre and the Dish.<br>Tourism Unit developed day trip itineraries for the<br>groups.   |
|  |   |               | Over 800 event/info packs compiled and distributed to<br>visiting groups to encourage length of stay and spend in<br>the community.  |
|  |   |               | Continued development and marketing of the Peak Hill<br>Gold Mine has also been undertaken.  |
| 4.2.2.5 Hold bi-annual meetings/workshops with<br>Tourism Stakeholders to establish networking<br>opportunities and explore new opportunities  | * Bi-annual meetings held   | Katrina Dwyer | An industry workshop was held on the 25 February<br>2015 and was open to tourism operators and business<br>in the Shire. Facilitators, Ad Loyalty, provided<br>information on new opportunities and patherships for<br>tourism development along with an overview of a<br>tactical marketing campaign that was rolled out in April<br>Discover the Magic of Parkes Shire'. |
|  |   |               | Stakeholder engagement was also undertaken with the<br>development of the Peak Hill Open Cut Experience<br>Master Plan with a number of meetings held with key<br>stakeholders and groups.   |
|  |   |               | With the tourism unit heavily involved in delivering the<br>Exis Festival, a number of workshops and meeting are<br>held to effectively deliver the Festival including<br>community information nights held in October,<br>Volunteer inductions held in November and December<br>and portfolio planning meetings held regularly.   |
|  |   |               |  |
|  |   |               |  |
|  |   |               |  |
|  |   |               |  |



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4.2.2.6 Develop and promote Recreation Vehicle and self contained travelling throughout the Shire \* Promotion as an RV/large touring vehicle friendly Shire

Katrina Dwyer

Council continues to work towards having the entire Parkes Shire recogised as an RV Friendly by the CMCA. Peak Hill most recently achieved status as an RV Friendly Town, joining Tullamore. Parkes has had an application conditionally approved with works to be carried to modifications of the Kelly Reserve Dump Point and leveling of additional unpowered sites at the Spicer Caravan Park. Work is expected to be completed in July 2015. Trundle has also had an application considered, however current overnight parking rates at the Showground are considered to high to be recognised as affordable by the CMCA. members. Tourism Unit continues to negotiate with Showground management and the Trundle Community to work towards meeting the RV Friendly Town requirements.

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|--|--|--------------------|---|
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program   | 2013-2017          |   |
| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
| 4.2.2.P - To diversify the attraction base of the<br>Shire, providing more things for visitors to "see and<br>do" in the area  | * \$100,000 is allocated in the budget for a<br>Progressive Parkes Shire to improve and diversify<br>the Moat Cottage at the Henry Parkes Centre next<br>year. (Activity 30)   | LesFinn            | Medium  |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |
| 4.2.2.1.P Implemented initiatives to further<br>develop the attractions and imfastructure<br>available at the Henry Parkes Centre and<br>continue to seek funding to roll out initiative for<br>the HPC Stage 3 Masterplan   | * Moat Cottage Improvements initiated<br>* Report on works carried out utilising SRV to IPART  | Katrina Dwyer      | The Henry Parkes Encounter, a new immersive theatre<br>experience has been completed at the HPC and was<br>officially unveiled by His Excellency, Governor General,<br>the Honourable Sir Peter Cosgrove, during his visit to<br>Parkes in May 2015 for the 200th birthday<br>celebrations for Sir Henry Parkes.<br>The Henry Parkes Encourter offers visitors an insight<br>into the life of Sir Henry Parkes through a three-esceen<br>theatre production in the Moal Cottage and extends the<br>overall product offering at the Henry Parkes Centre<br>complementing the existing four museums, giving<br>visitors a diverse cultural experience. The Henry Parkes<br>Encourter is free to visitors and adds yet another<br>strengthening the links of the complex to Sir Henry<br>Parkes.<br>A Master Plan for the HPC is also under development<br>and will focus on improvements to the visitor<br>experience to ensure the Henry Parkes Centre<br>continues to be an attractive and visite louris attraction<br>for the region. The master plan will provide direction for<br>future development with both immediate, short term and<br>long term objectives. The plan will also address<br>ongoing management and operation of the facility.<br>The concept of the Mining Interpretive Centre remain a<br>priority for Council in a bid to further develop the<br>development of the Master Plan. |
| PARKES SHIRE COUNCIL   | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20<br>Year 2 of Delivery Program 2   | ss Report<br>15    |   |
| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
| 4.2.3 To improve the Tourist Infrastructure<br>available within the Shire  | * Advocacy and facilitative roles carried out within<br>staff normal hours and existing tourism budget<br>(Activity 47)  | LesFinn            | Medium  |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |
| 4.2.3.1 To foster and support the improvement<br>and development of fourist accommodation<br>throughout the Shire  | Evidence of co-operation, communication and<br>marketing by Council of accommodation throughout<br>the Shrie     Maximisation of accommodation resources for<br>special events throughout the Shire  | Katrina Dwyer      | The Tourism Unit continues to work with<br>accommodation providers in a bit to increase bed<br>nights throughout the Shire. Accommodation for the<br>Parkes Elvis Festival in January 2015 was fully booked<br>by October 2014. Tourism staff continually updating<br>availability during the lead up to the Festival.<br>The Destination Website has also been developed,<br>which provides accommodation providers an<br>opportunity to buy-in and advertise in a bid to increase<br>bed nights. Further opportunities were given with the<br>creation of the 2015 Newell Highway brochure.<br>VIC staff have undertaken families of accommodation<br>properties and continue to foster positive relationships<br>with accommodation providers to ensure a standard of<br>accommodation is met.   |
| 4.2.3.2 To ensure that comprehensive, up to<br>date Visitor Information is available in each<br>town, village and gateways such as the<br>airport/train station within the Shire   | * Parkes and Peak Hill Visitor Information Centres to<br>maintain their accredited status<br>* Development of Satellife Information Points in<br>Bogan Gate, Trundle and Tullamore<br>* Maintain nato supply information leaflets for each<br>town, village, airport and train station | Katrina Dwyer      | The Parkes Visitor Information Centre has maintained<br>its Level 2 Accreditation and the Peak Hill Visitor<br>Information Centre continues to meet the standards of<br>the Level 3 Accreditation by way of maintaining and<br>supplying brochures and other information services to<br>visitors.<br>Tourism staff also visit the Airport once a month to keep<br>brochures and other information on the Parkes Shire<br>stocked and available for visitors.<br>Information Boards are being maintained throughout<br>Parkes, With a Tourist Information Sign on the Forbes<br>Road undergoing the DA process.  |

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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 Katrina Dwyer \* Evidence of funding identified and sought Further to Tourism Unit lobbying, the footpath has been budgeted, designed and is scheduled to commence construction in August 2015.



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| each town and village and village within the Shire Koenig intersection project on Newell Highway appr<br>Parkes including raingarden.<br>The Transport Interchange project vastly, in<br>visual amenity of Railway Station prior to Elvis<br>arrival 1100m Shared path works along<br>Highway improve streetscape.<br>Entrance upgrades to Parkes Regional<br>completed.<br>The Tourism Unit cooperation and communication with<br>Business Groups in each town and village<br>*Evidence of advocacy for Christmas promotions<br>held in Parkes and Peak Hill<br>The Tourism Unit also assisted in the developm<br>rol-loud of the "shop local" SPARKLES Cf<br>campaign that was well received by business<br>gave them an opportunity to promote produ<br>services.   | Citili   | resourcing implications   | Director Oversight | initial trais challenge   |
|--|--|---|--------------------|---|
| <ul> <li>4.2.4.1 Continue to improve the presentation of each town and village</li> <li>4.2.4.1 Continue to improve the presentation of and village within the Shire</li> <li>Ben Howard, Nathan Koenig</li> <li>Landscaping treatments applied to Southern Firin Intersection project on Newell Highway approver the presentation of visual within the Shire</li> <li>4.2.4.2 Market and promote the retail centres as shopping and service destinations</li> <li>* Tourism Unit cooperation and communication with Business Groups in each town and village</li> <li>* Tourism Unit cooperation and communication with Business Groups in each town and village</li> <li>* Evidence of advocacy for Christmas promotions held in Parkes and Peak Hill</li> <li>Katina Dwyer relationship with the Parkes Business Chamba at each town and village</li> <li>* Evidence of advocacy for Christmas promotions held in Parkes and Peak Hill</li> </ul> | nd the villages of Bogan Gate, Trundle and<br>ullamore, with the villages becoming attractions | events and advertising advantages of area to<br>increase visitation to Parkes, Peak Hill, Bogan<br>Gate, Trundle and Tullamore. Budgeted \$35,770 | LesFinn            | High  |
| each town and village and village within the Shire Koenig intersection project on Newell Highway appr<br>Parkes including raingarden.<br>The Transport Interchange project vastly, in<br>visual amenity of Railway Station prior to Elvis<br>arrival 1100m Shared path works along<br>Highway improve streetscape.<br>Entrance upgrades to Parkes Regional<br>completed.<br>The Tourism Unit has established a<br>relationship with the Parkes Business Chamba<br>atempt to increase cooperation and communication with<br>held in Parkes and Peak Hill<br>New York Christmas promotions<br>held in Parkes and Peak Hill   | Task   | Measurements  | Actioning Officer  | Activity Reported   |
| <ul> <li>4.2.4.2 Market and promote the retail centres as shopping and service destinations</li> <li>* Tourism Unit cooperation and communication with Katrina Dwyer Business Groups in each town and village</li> <li>* Evidence of advoccy for Christmas promotions held in Parkes and Peak Hill</li> </ul> The Tourism Unit has established a relationship with the Parkes Business Chamba attempt to increase cooperation and communication with held in Parkes and Peak Hill  |  |   |                    | Landscaping treatments applied to Southern Ring Roac<br>intersection project on Newell Highway approach to<br>Parkes including raingarden.  |
| 4.2.4.2 Market and promote the retail centres as shopping and service destinations<br>* Tourism Unit cooperation and communication with Katrina Dwyer<br>Business Groups in each town and village<br>* Evidence of advoccey for Christmas promotions<br>held in Parkes and Peak Hill<br>The Tourism Unit has established a<br>relationship with the Parkes Business Chambu<br>through the Shire.<br>The Tourism Unit also assisted in the developm<br>rol-out of the "shop local" SPARKLES CI<br>campaign that was well received by business<br>gave them an opportunity to promote produ<br>services.   |  |   |                    | The Transport Interchange project vasity improved<br>visual amenity of Railway Station prior to Elvis express<br>arrival 100m Shared path works along Neweil<br>Highway improve streetscape.                      |
| as shopping and service destinations Business Groups in each town and village * Evidence of advocacy for Christmas promotions held in Parkes and Peak Hill The Tourism Unit also assisted in the developm rol-out of the "shop local" SPARKLES CI campaign that was well received by business gave them an opportunity to promote produ services.  |  |   |                    | Entrance upgrades to Parkes Regional Airpor<br>completed.   |
| The Taurian Unit also continues to under with the  |  | Business Groups in each town and village<br>* Evidence of advocacy for Christmas promotions   | Katrina Dwyer      | The Tourism Unit also assisted in the development and<br>roll-out of the "shop local" SPARKLES Christma:<br>campaign that was well received by businesses and<br>gave them an opportunity to promote products and |
|  |  |   |                    | The Tourism Unit also continues to work with the Pea<br>Hill Business & Tourism Association and other relevar<br>village committees as appropriate.   |

**General Manager** 

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Mayor





Year 2 of Delivery Program 2013-2017

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 communic ation with the Business Community to capitalise on and actively support events Katrina Dwyer events

The Events Development Officer works with a range of stakeholders to maintain the quality of events on offer in the Shire. Assistance is also extended to organisers for promotion of their events through the Council webste, weekly radio Shire update, What's On Email Circulations and social media networks. Businesses are given the opportunity to support events through sponsorship and in turn promote their services or products. Several local businesses have taken up the opportunity.

Existing events that flourished throughout the period include: good consistent numbers attending the Tullamore Irish Festival & Trundle Bush Tucker Day; Astro Fest received good visitation and considerable increased media covergage; visitation to the ABBA Festival doubled and services considerably increased. Visitation to the Parkes Elvis Festival also increased as did Council's contribution to the coordination of the event following the assumption of Festival Management responsibilities.

New events in the last 12 months include;

New events in the last 12 months include; August 2014 2 28-31 Aug - Classic Outback Trial (over 200 people had a 2 day stop-over in Parkes) 30 Aug - Parkes Junior Tennis Open (think it was over 100 people - children & their families). October 2014 3-5 Oct - Peak Hill Wiradjuri Festival 17 - 21 Oct - GeoPecko Mine Reunion (over 200 people stayed the weekend for the Reunion for events & hours). November 2014 2- 12 Nov - NSW Country Men's Orf Championships 2014 (around 120 players involved staying 1 to 2 nights)

February 2015 • 7-8 Feb - Mountains & Plains Swimming Association Area Summer Championships held at



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5 Apr - Renault Car Club Annual Rally visit to Parkes Easter Sunday involving around 60 vehicles (100 people approx) - one day visit only to HPC and Dish. May 2015 26-27 May - National Town Crier Championships (about 20 people to town & extensive media coverage). June 2015 2 June - Criefural Deces & Multi Town

June 2015 2 June - Cultural Dance & Music Festival at Parkes Services Club organised by Amanda Corcoran (over 300 people attended).

4.2.4.4 Promote touring throughout the Shire

\* Tourism loops and drives developed and promoted \* Visitor Information Centres actively promoting day Katrina Dwver tripping and touring

The Parkes Visitor Information Centre has developed and promotes various trails and day-tripping information to visitors, with staff also well versed in giving directions and detailing possible trips for visitors.

The Tourism Unit has also developed a series of day trip and weekend themed itineraries which sit on the new Destination Website.

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| PAGES SIME COUNCE   | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017  |               |   |  |  |
|---|--|---------------|---|--|--|
| 4.2.4.5 Continue to market Parkes Shire<br>through the production and distribution of the<br>Parkes Visitors Guide and Support Parkes<br>Shires presence in the Newell Highway Touring<br>Guide | * Visitors Guide is kept up to date including<br>electronic, web based or app based information<br>* Evidence of Parkes featuring in the Newell Highway<br>Touring Guide | Katrina Dwyer | The 2014/15 Parkes Visitors Guide is consistently<br>re-stocked at various locations across the Shire, with<br>some attractions and businesses also requesting<br>further copies to distribute to visitors. The visitor guide<br>is also available in an e-book format on the Destination<br>Website which is also mobile optimised.<br>Parkes Shire also features prominently in the 2015<br>Newell Highway guide, with the relevant content<br>developed by the Tourism Unit and advertising on-sold<br>to local operators. The Newell Highway lpad app also<br>reinforces the brochure along with the Newell Highway<br>website for online presence. |  |  |
| 4.2.4.8 Work with Central NSW Tourism and<br>CENTROC to further enhance the tourism<br>profile, tourism infrastructure and tourism<br>marketing of the Central NSW Region                       | * Evidence of meetings attended<br>* Parkes as a tourism destination being mentioned<br>within the media   | Katrina Dwyer | Parkes Shire was represented at CNSWT meetings,<br>participated in regional teleconferences, and<br>participated in the VMIIe You're Here' campaign. Also<br>attended the DNSW media workshop. Participated in<br>the 2014 Unearth Central NSW food and whe<br>campaign. Secured a major product development grant<br>for Spicer Caravan Park through DNSW's Regional<br>Visitor Economy Fund program. Parkes Shire<br>participates in the CENTROC Film & Television<br>attraction program. CENTROC and CNSWT<br>participated in Parkes Shire's Destination Brand project.  |  |  |



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4.2.4.7 Ensure that Parkes Shire continues to have a strong online/digital presence \* Evidence of media monitoring that shows a strong online presence Katrina Dwyer

The Tourism Unit remains active on social media, including via Twitter, Facebook and Instagram, regularly posting to remain in touch with followers.

A number of tourism staff are involved in informing people about upcoming events and opportunities around the Shine, Parkes Shine Tourism acquial media likesfollowers have increased dramatically from July 2014 including Twitter with 42% growth, Facebook with 55% and Instagram with 39% growth.

The Parkes Elvis Festival accounts have also experienced exponential growth. Over 1800 subscribers have registered for the enewsletter representing a significant increase or 200%, a 66% increase in Facebook likes and35% increase in Twitter followers.

The Tourism Unit also launched its new Destination website www.visitparkes.com.au which has been well received and is gaining good exposure and visitation. Since its launch in April 2015 total unique visits to the website have increased by 162%

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| 1   | Parkes Shire Council<br>Operational Plan Progress R<br>January - June 2015   | eport                    |  |
|---|--|--------------------------|--|
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program 2013  | 2017                     |  |
| ction   | Resourcing Implications Dire   | ctor Oversight           | Initial Risk Challenge   |
| 2.4.P - (Augmented Program) To increase<br>station to Parkes, Peak Hill and the villages of<br>ogan Gate, Trundle and Tullamore, with the<br>lages becoming attractions for the Shire   | * A1 a cost to Council of \$10,000 per annum Les<br>(Activity 47)<br>* Other village events approx \$5,000 per annum<br>(Activity 47)<br>* Under the Progressive Parkes Shire Delivery<br>Program, Town Improvement Vote will be doubled<br>to \$60,000 (Activity 36)  | Finn                     | Medium   |
| Task  |  | ning Officer             | Activity Reported  |
| 4.2.4.1.P - Continue to improve the presentation of each Town and Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Village<br>Villag | *Evidence that increased funding has increased<br>potential of rollowing measures: Ki<br>- Improvements made to visually enhance each<br>Town and Village within the Shrie<br>- Report submitted to IPART regarding utilisation of<br>funding from Special Rate Variation  | n Howard, Nathan<br>enig | Special Rates Variation Footpath works in Peak Hill to<br>Improve stretscape 590,000 expended. Special Rates<br>Variation Footpath works in Trundle to Improve<br>streetscape. \$96,000 expended. Special Rates<br>Variation Footpath works in Bogan Gate to Improve<br>streetscape. \$21,000 expended. Special Rates<br>Variation drainage project at Hartigan Avenue, 100m<br>open channel, to improve town entry to Parkes by<br>rectifying drainage. Development Application prepared<br>and lodged for town entry signage to Cookamidgera<br>and Alectown to complete Council's program.                                    |
| PARKES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>)15         |  |
| 4.2.4.2.P - Support events with a tourism focus   | * Evidence that increased funding has increased  | Katrina Dwyer            | Tourism's Events Development Officer (EDO) maintair  |
| 4.2.4.2.F - Support events with a touristrificus  | <ul> <li>Problement of the increased unitary may increased potential for following measures:</li> <li>New events attracted to the Shire</li> <li>Maintenance and promotion of existing events throughout the Shire</li> <li>Evidence of increased number of visitors to events and investment into the Community during events</li> <li>Cooperation and communication with the Busines Community to capitalise on and actively support events</li> <li>Report submitted to IPART regarding utilisation of funding from Special Rate Variation</li> </ul> |                          | Iburish's verifies Development Onite'r (EOD) rhaninal<br>strong relationships with event organisers across th<br>Shire, regularly attending meetings to help wi<br>preparations.<br>The EDO attended several events to take photos<br>help with ongoing promotion, including the 2PK Park<br>Country Music Festbal, Trundle Bush Tucker Day an<br>Peak Hill Meet You Up the Street. All events have see<br>a pleasing attendance figures in the first haif of th<br>Delivery Program.<br>The Shire continues to attract an increasing number<br>car club events, with 2 new ones held in the first haif<br>the Delivery Program. |
|   |  |                          | A number of other new events were held, including th<br>Australian Aliforce Balloon visit, two new golf ever<br>and the Parkes Junior Tennis Open. The Peak H<br>Wiradjuri Festival and Peak Hill Car Boot Sale we<br>both two new events in the Shire, with plans underw,<br>to make them annual events. The EDO helps eve<br>organisers source sponsorship by putting them<br>contact with local businesses that may be able<br>assist.  |
|   |  |                          | An interdepartmental business improvement process in<br>underway to streamline the event planning an<br>assessment process within Council.   |

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| PARKES SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>)15   |   |
|--|--|--------------------|---|
| lion   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
| .5 To diversify the market base of the Shire, with<br>ocus on events (including sporting and cultural<br>ents) and to develop the domestic touring market<br>conjunction with Tourism NSW and the Newell<br>Inway Promotions Committee   | <ul> <li>Events Development Officer to diversify the<br/>market base of the Shire with a focus on sporting<br/>and cultural events. Figure estimated at 887,148<br/>indicates proportion allocated to Events Role from<br/>Tourism Budget</li> </ul> | LesFinn            | High  |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |
| 4.2.5.1 Grow events and sporting markets   | <ul> <li>Evidence of an increase in events with a tourism<br/>focus</li> <li>Evidence of cooperation and communication with<br/>event stakeholders</li> <li>An events calendar developed and distributed</li> </ul>                                  | Katrina Dwyer      | The Tourism Unit maintains and keeps the what's or<br>section of the Parkes Shire Council website up1o-da<br>with events that are happening throughout the Shire. A<br>events calendar also forms part of the new Destinatic<br>Website and is currently receiving the majority<br>webpage hits.<br>The Events Development Officer continues to wo<br>closely with new event organisers keen to corne to th<br>Shire and consistently helps committees by attendir<br>meetings and developing marketing material to he<br>with promoting events held in 2014/15 include:<br>• NSW Country Mer's Golf Championships<br>November 2014 (around 120 players involved staying<br>to 2 nights)<br>• Mountains & Plains Swimming Association Are<br>Summer Championships held at Parkes Aquatic Cent<br>in February (over 200 people including their familie<br>stayed the weekend). |
|  |  |                    |   |
| La contraction of the second s | Parkes Shire Coun<br>Operational Plan Progres<br>January - June 201  | s Report           |   |
| PARKES SMIRE COLINCIL  | Operational Plan Progres   | s Report<br>15     |   |
| 4.25.2 Promotion of Parkes as a destination to hold business/industry events, conferences and exhibitions  | Operational Plan Progres<br>January - June 201   | s Report<br>15     | Parkes Shire is continually promoted as a destination<br>for conferences and meetings, with this to form part of a<br>tactical marketing compaign to be rolled out in the<br>second haif of the Delivery Program.<br>New event held in 2014/15:<br>• GeoPecko Mine Reunion in October (over 200<br>people stayed the weekend).  |

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|---|---|------------------|---|
| 4.2.5.4 Foster support and promote the Parkes<br>Elvis Festival   | Year 2 of Delivery Program 2013- * Evidence of support for the delivery of the festival and provision of visitor information services * Evidence of promotion throughout the year * Positive and professional media coverage obtained | atrina Dwyer     | Since Parkes Shire Council took on the management of<br>the Parkes Elvis Festival, the Tourism Urit has been<br>heavily involved in the Festival Selvery.<br>During 2014/15, a Festival Director was appointed, the<br>Tourism Manager was also heavily involved in Festival<br>development and execution, as was the whole of<br>Council.<br>The Tourism Unit had direct involvement in of multiple<br>aspects of the Festival, including the procurement of<br>merchandise, staff rostering, marketing, event<br>organising, volunteer sourcing, sponsor development<br>and application processes.<br>Despte significant rairfal impacting on some aspects<br>of the Festival, the 2015 Festival was the biggest yet<br>with 18,000 visitors attending and significant media<br>coverage generated. |
| 4.2.5.5 Target the Regional Group Tour market<br>and develop the Domestic Touring Market in<br>conjunction with Tourism NSW and Central<br>NSW Tourism  | * Maintain communication with Central NSW Tourism Ka<br>and Tourism NSW<br>* Participation of Parkes Shire in regional cooperative<br>projects and promotions<br>* Participation of Parkes Shire at Consumer Shows                    | atrina Dwyer     | The Tourism Manager attended the Central NSW<br>Tourism Annual General Meeting and has maintained<br>affiliation with the organisation as a way of promoting<br>Parkes Shire in the greater region.<br>Parkes Shire also participated in the Unearth campaign,<br>an initiative of Central NSW Tourism and maintained a<br>stitung relationship with Destination NSW, with<br>attendance at the LOSA Tourism Conference in 2015.  |
| PARCES SHIRE COUNCIL  | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20<br>Year 2 of Delivery Program 2  | ss Report<br>115 |   |
| 4.2.5.6 Capitalise on Newell Highway traffic  | * Maintain a leading role in the Newell Highway<br>Promotions Committee<br>* Significant coverage of Parkes Shire within Newell<br>Highway marketing materials<br>* Participation of Parkes Shire at Consumer Shows                   | Katrina Dwyer    | The Tourism Manager remains Vice Chair (South) o<br>the Newell Highway Promotions Committee, attendiny<br>the Annual General Meeting via leteconference.<br>Parkes Shre has a strong presence in the 2015/1<br>Newell Highway guide that was launched early 2015.<br>The Tourism Unit also continually sends promotiona<br>material to various consumer shows in a bid to increase<br>visitation and maintains a presence where possible.   |
| 4.2.5.7 Work Inter-departmentally with other<br>Council units to ensure that events held across<br>the Shire are well executed and managed, and<br>seek support for non-tourism specific events | * Regular interdepartment communication/meetings<br>held prior/during the event<br>* Evidence of a debrief meeting, post event  | Katrina Dwyer    | The Tourism Unit continues to hold meetings and keep<br>other Council departments informed of variou-<br>developments in events, this especially has been this<br>case with the delivery of the Parkes Erkis Festbal. Al<br>Council departments have been involved and the<br>interdepartmental cooperation has been highly<br>appreciated.   |
|   |   |                  |   |
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General Manager

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| PARKES | SHIRE COUNCIL   |

## Year 2 of Delivery Program 2013-2017

| ACION   | Resourcing implications  | Director Oversignt | initial rusk challenge  |
|---|--|--------------------|---|
| 4.3.1 Remain conversant with agricultural<br>innovations and opportunities                            | * This is carried out as part of the role and<br>functions of the EBDM and Senior Executive Staff -<br>7 days annually | Les Finn           | Medium  |
| Task  | Measurements   | Actioning Officer  | Activity Reported   |
| 4.3.1.1 Encourage/attend and support<br>Agricultural Forums   | * Number of forums encouraged, attended and<br>supported   | Anna Wyllie        | The General Manager attended the National Farmers<br>Logistic Forum in Canberra in August, presenter<br>included Graincorp, ABARES, growers, the<br>Australasian Rail Association, and the Australian<br>Logistics Council. |
|   |  |                    | Council helped facilitate a visit by the Port of<br>Newcastle in May regarding improving freight corridors<br>into the Port of Newcastle. This was a very well<br>attended event with many local produces attending.        |
|   |  |                    |   |
| 4.3.1.2 Monitor Industry information channels<br>for innovative ideas and investment<br>opportunities | * Relevant information passed onto stakeholders  | Anna Wyllie        | Media channels monitored through information system<br>such as Google alerts, and twitter hoot suite and<br>information passed onto relevant stakeholders.  |



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| ACTION   | Resourcing implications  | Director Oversigni | initial Risk Challenge  |  |
|--|--|--------------------|---|--|
| t.3.2 Ensure continued involvement with<br>\gricultural based representative bodies                            | * Council has staff provide representation on a<br>number of regional groups within their roles and<br>functions - 4 days annually | LesFinn            | Low   |  |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |  |
| 4.3.2.1 Support and collaborate with NSW<br>Farmers Federation and other Agricultural<br>Representative bodies | * Evidence of support and advocacy   | ,                  | The General Manager attended the National Farmers<br>Federation Agricultural Infrastructure & Logistics<br>conference. Council has also informally met with the<br>president of the NSW Farmers Federation. |  |

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Mayor

| PARKES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2t<br>Year 2 of Delivery Program  |                    |   |   |  |
|---|---|--------------------|---|---|--|
| Action  | Resourcing Implications   | Director Oversight | irector Oversight Initial Risk Challenge  |   |  |
| 4.3.3 Explore and promote opportunities for<br>agricultural "Value Adding Industries"   | * This is carried out as part of the role and<br>functions of the EBDM and Senior Executive Staff -<br>5 days annually                                    | LesFinn            | High  |   |  |
| Task  | Measurements  | Actioning Officer  |   | Activity Reported   |  |
| 4.3.3.1 Identify potential industries suited to the<br>Parkes Shire   | * Number and types of industries identified<br>* Implement recommendations of the Parkes Shire<br>Economic Development Plan within available<br>resources | Anna Wyllie        | who believe are a<br>Asphalt plant has<br>been approved<br>Council had been<br>over 12 months,<br>agricultural based        | working with a number of investors<br>suitable (it for the Parkes Shire. An<br>located to the industrial Estate has<br>and is set to employ 20 people.<br>In negotations with this business for<br>Council has also met with several<br>business over the past 12 months<br>ds will take over 18 months develop.  |  |
| 4.3.3.2 Develop marketing material aimed at<br>Value Add Industries which also highlights the<br>"Good News" stories in agriculture | * Marketing material developed and kept up to date  | Anna Wyllie        | agricultural com<br>discussion with s   | I has been developed for Value add<br>panies. Council have been in<br>verval companies looking to relocate<br>are interested in adding value to<br>t.   |  |
| 4.3.3.3 Identify potential locations and sites for<br>industries to be established  | * Evidence of this type of functional consideration in<br>planned land uses for the Parkes Shire  | Anna Wyllie        | believes there ma<br>future. Council ha<br>Government to re:<br>Industrial Estate<br>The next step will<br>a Master Plan. C | aking a strategic review of where it<br>wbe a need of industrial land in the<br>is successfully applied to the State<br>cone 100 hectares to the south of the<br>from residential Land to industrial,<br>be to create a DCP for the area and<br>ouncil continues to look for strategic<br>facilitate development. |  |
|   | Parkes Shire Cou<br>Operational Plan Progre   |                    |   |   |  |



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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 Wyllie Council has started to explore several niche opportunities at this stage the negotiations regarding these opportunities remain confidential.

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| PARKES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ess Report<br>015   |   |
|---|---|---|---|
| tion  | Resourcing Implications   | Director Oversight  | Initial Risk Challenge  |
| 1.1 Promote availability of existing and seek<br>cess to newfernerging key communications<br>rastructure/technology                   | * Reliant on external providers support as they<br>possess details of their infrastructure<br>* Requires expertise from IT and Engineering staff<br>and is principally funded from existing Engineering<br>and IT salaries  | LesFinn   | High  |
| Task  | Measurements  | Actioning Officer   | Activity Reported   |
| 4.4.1.1 Identify and promote infrastructure,<br>particularly unique communications<br>(redundancy in optical fibre for example)       | * Documentation of existing infrastructure and<br>identification of unique/beneficial infrastructure  | Anthony McGrath   | Wireless link between Council administration building<br>and the Parkes Airport will be added following the<br>installation of the new UHF Radio Network.   |
| 4.4.1.2 Identify emerging technologies and seek<br>implementation in Shire  | * Investigation of new technologies<br>* Lobbying for implementation of new technologies  | Anthony McGrath   | In November 2014 the Mayor and Director Technology<br>Corporate Services met with Parliamentary Secretary<br>for Telecommunications who informed that the fixed<br>wireless NEH tower schedule for Hogan's Hill will be<br>installed by May 2015. |
| 4.4.1.3 Monitor and respond to reported<br>fluctuations in broadband services by making<br>representation to providers and government | * Representations made  | Anthony McGrath   | A meeting was held with Parliamentary Secretary for<br>Telecommunications to discuss issues.  |
|   |   |   |   |
| RANKES SHIRE COUNCIL  | Parkes Shire<br>Operational Plan Pro<br>January - Jun<br>Year 2 of Delivery Proc  | ogress Report<br>e 2015   |   |
| ARKES SHIRE COUNCIL   | Operational Plan Pre  | ogress Report<br>e 2015   | Initial Risk Challenge  |
|   | Operational Plan Pro<br>January - Jun<br>Year 2 of Delivery Prog<br>Resourcing Implications   | ogress Report<br>e 2015<br>war 2013-2017<br>Director Oversight<br>With Les Finn<br>ative<br>d<br>d<br>sillor                  | Initial Risk Challenge<br>Medium  |
| <b>ction</b><br>4.2 Promote and continue relationships with   | Operational Plan Pro<br>January - Jun<br>Year 2 of Delivery Prog<br>Resourcing Implications<br>* All Directors, the GM and Councillors work<br>the Consultative Committees<br>* Councillors routinely attend Consults<br>Committee meetings and staff asiarises are guine<br>* Funded from existing staff salarises and Coun-<br>disbursements<br>* Projects arising are addressed with exis<br>* maintenance voles where appropriate or T                  | ogress Report<br>e 2015<br>war 2013-2017<br>Director Oversight<br>With Les Finn<br>ative<br>d<br>d<br>sillor                  |   |
| ction<br>4.2. Promote and continue relationships with<br>mmnunities and special interest groups                                       | Operational Plan Pro<br>January - Jun<br>Vear 2 of Delivery Prog<br>Resourcing Implications     * Al Directors, the GM and Councillors work<br>the Consultative Committes<br>* Councillors routinely attend Consult<br>Committee meetings and staff assists as require<br>* Funded from existing data fasaires and Coun-<br>disbursements<br>* Projects arising are addressed with exist<br>maintenance votes where appropriate or T<br>Improvement budgets | ogress Report<br>e 2015<br>war 2013-2017<br>Director Oversight<br>with Les Finn<br>ative<br>d<br>d<br>clillor<br>sting<br>own | Medium  |

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|   | Operational Plan Pro<br>January - June  |  |  |  |  |
|---|---|--|--|--|--|
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program 2013-2017  |  |  |  |  |
| ion   | Resourcing Implications   | Director Oversight   | Initial Risk Challenge   |  |  |
| 3.Lobbying for equitable access to  | * Mayor, GM and Directors actively seek to rema   |  | Very High  |  |  |
| nmunication and technology for our entire Shire   | inequities<br>* Assistance is sought from Local, Federal (a<br>State) Members on Government related issues  | and  |  |  |  |
|   | <ul> <li>Council Staff support lobbying activities<br/>required</li> <li>Funded predominately from existing staff salar</li> </ul>  |  |  |  |  |
|   | and Councillor disbursements  | 163  |  |  |  |
| Task<br>4.4.3.1 Lobbying for acceptable mobile  | Measurements<br>* Liaison with major mobile phone service provid  | Actioning Officer<br>ers. Anthony McGrath  | Activity Reported<br>Council has lodged a submission to the Fed  |  |  |
| telephone coverage in the Shire   | Evidence of représentations to Government for<br>mobile telephone coverage in Tullamore area  |  | Government Black Spot Program outlining area<br>poor service. Tullamore mobile tower was installe<br>2013.   |  |  |
|   |   |  |  |  |  |
| PAGES SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program.   | ss Report<br>115   |  |  |  |
|   | Operational Plan Progre<br>January - June 20  | ss Report<br>115   | Initial Risk Challenge   |  |  |
| on<br>Promote relocation to the Parkes Shire  | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program .  | ss Report<br>115<br>2013-2017  | Initial Risk Challenge<br>High   |  |  |
| on<br>1 Promote relocation to the Parkes Shire<br>Fask  | Operational Plan Progre<br>January - June 20<br><i>Year 2 of Delivery Program</i> .<br>Resourcing Implications<br>* Mayor, GM, EBDM and Senior Staff regularly<br>commt time to meetings and devote time within their<br>dulies to support this action<br>Measurements  | ss Report<br>115<br>2013-2017<br>Director Oversight<br>Les Finn<br>Actioning Officer | High Activity Reported   |  |  |
| on<br>1 Promote relocation to the Parkes Shire<br>Fask<br>1.5.1.1 Circulate appropriate information via<br>web/social media and other chamels promoting   | Operational Plan Progre<br>January - June 20<br><i>Year 2 of Delivery Program</i> .<br>Resourcing Implications<br>* Mayor, GM, EBDM and Senior Staff regularly<br>commit time to meetings and consultation with<br>groups and developers and devote time within their<br>duties to support this action  | ss Report<br>115<br>2013-2017<br><b>Director Oversight</b><br>Les Finn               | Hgh  |  |  |
| on<br>I Promote relocation to the Parkes Shire<br>Task<br>1.5.1.1 Circulate appropriate information via<br>veb/social media and other channels promoting<br>he region's benefits<br>1.5.1.2 Develop marketing material aimed at | Operational Plan Progre<br>January - June 20<br><i>Year 2 of Delivery Program</i> .<br>Resourcing Implications<br>* Mayor, GM, EBDM and Senior Staff regularly<br>commit time to meetings and consultation with<br>groups and developers and devote time within their<br>duties to support this action<br>Measurements<br>* Council website current<br>* Togenent recommendations of Economic | ss Report<br>115<br>2013-2017<br>Director Oversight<br>Les Finn<br>Actioning Officer | High<br>Activity Reported<br>Information regarding Economic development is<br>circulated through various means including the Parkes<br>Website, via the Chamber of Commerce and through<br>social media including Twitter. Tourism also created an<br>new "Tourism" ad which was shown in Comberra and<br>the ACT. Council also worked closely the with the<br>Central West Lifestyle magazine to develop a Parkes |  |  |

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| AND SHIEL COUNCIL  | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017  |  |   |  |
|--|--|--|---|--|
|  | Year 2 of Delivery Program   | 2013-2017                              |   |  |
| Action   | Resourcing Implications  | Director Oversight                     | Initial Risk Challenge  |  |
| 4.5.2 Attract professional and Government<br>Services to the Parkes Shire  | * Mayor, GM, EBDM and Senior Staff regularly<br>commit time to meetings and consultation with<br>groups and developers and devote time within their<br>duties to support this action | LesFinn                                | High  |  |
| Task   | Measurements   | Actioning Officer                      | Activity Reported   |  |
| 4 5.2.1 Have regular meetings with established<br>businesses and Governmeet Agencies to help<br>assist with the retention/development and<br>expansion of businesses | * Evidence of meetings   | Anna Wyllie                            | Over the tast 12 months the E&BDM met regularly with<br>Regional Development Australia, the Business<br>Enterprise Centre and NSW Trade and Investment. The<br>E&BDM has also helped to facilitate a meeting between<br>the Parkes Chamber of Commerce and the NSW<br>Chamber of Commerce. The E&BDM was also involved<br>in organising a marketing and social media workshop<br>for the Chamber of Commerce. |  |
| 4.5.2.2 Market benefits of living in Parkes Shire<br>to professional associations and government<br>agencies   | * Evidence of Marketing being carried out  | Anna Wyllie                            | Marketing material promoting regionalisation of<br>Government departments with a natural fit to Regional<br>NSW such as the RFS and some departments of the<br>RSM have been developed. Council continues to lobby<br>State Government for decentralisation.  |  |
| 4.5.2.3 Use current market information to<br>develop a business case about "Why Relocate<br>to Parkes?"  | * Evidence of research carried out<br>* In line with KPI's set out in the Economic<br>Development Plan   | Anna Wyllie                            | Marketing material has been developed regarding<br>"Relocating to Parkes". Additional research has been<br>carried out over the last 12 months looking at<br>logistically why businesses should establish in Parkes.<br>New material should be available within the next few<br>months.   |  |
| PARES SHIRE COUNCIL  | Parkes Shire (<br>Operational Plan Pro<br>January - June<br>Year 2 of Delivery Progr   | gress Report<br>9 2015<br>19 2013-2017 |   |  |
| 4.5.2.4 Actively lobby Government to continue<br>the trend of decentralisation regionalisation of<br>Government Departments with a natural fit to<br>regional areas  | * Submissions/lobbying to Government<br>Ministers/Local Members  | Anna Wyllie                            | Council has developed a suite of material to entit<br>Government departments to relocate to Parkes. Coun<br>continues to lobby Government on this issue.  |  |

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## Year 2 of Delivery Program 2013-2017

| A  | ction  | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
|----|--|---|--------------------|---|
| re | 6.1 Explore and promote opportunities for the tention of industry, retail and government arvices   | * GM, DTCS, DPE, DES and Senior Planner<br>regularly commit time to meetings and consultation<br>to support this action | LesFinn            | Very High   |
|    | Task   | Measurements  | Actioning Officer  | Activity Reported   |
|    | 4.6.1.1 Facilitate the provision of infrastructure,<br>services and residential land to attract residents<br>and achieve population growth | * Master Plan created   | Anna Wyllie        | Athough no specific Master Plan has been created.<br>Council continued to lobby Government for<br>infrastructures such as telecommunications and road. In<br>late 2014 the NSW Minister for Roads announced \$500<br>million for the Newell Highway and the construction of a<br>Parkes Heavy Vehicle bypass. |
|    |  |   |                    | Council has received several successful application<br>(which have been approved by the State Government)   |

Council has received several successful application (which have been approved by the State Government) for the rezoning of residential land. Council has a residential subdivision to the south of town which when market demands dictates it will open up.

| PARKES SMIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ss Report<br>015   |   |
|--|---|--------------------|---|
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 5.1.1 Continually liaise with key stakeholders to<br>develop and promote the PNL HUB project   | * GM, Mayor and EBDM actively identify and<br>engage with stakeholders<br>* Funded predominately from existing staff salaries<br>and Councillor disbursements | Les Finn           | High  |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 5.1.1.1 Actively engage with key industry to<br>identify potential obstacles and opportunities | * Meetings held and communications made   | Anna Wyllie        | Council has been proactively been meeting with<br>developers to identify any challenges they may have<br>regarding developments. Council has also identified<br>challenges for existing businesses such as the lack of<br>telecommunication capacity and have been lobbying<br>government to overcome these issues. |

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|  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20   | ss Report<br>)15              |  |
|--|--|-------------------------------|--|
|  | Year 2 of Delivery Program   |                               |  |
| Action   | Resourcing Implications  | Director Oversight            | Initial Risk Challenge   |
| 5.1.3 Plan and provide further infrastructure for the operation of the Logistic Hub          | * Engineering, Planning staff and EBDM cooperate<br>to identify, scope and cost necessary infrastructure<br>in advance of it being required. State and Federal<br>Governments have assisted with provision of funds<br>for infrastructure provision, as has Council and the<br>private sector. These are also the likely finding<br>sources for future infrastructure.   | LesFinn                       | Hgh  |
| Task   | Measurements   | Actioning Officer             | Activity Reported  |
| 5.1.3.1 Review adequacies of infrastructure  | * Infrastructure does not limit the development of the<br>PNL HUB, infrastructure gaps identified  | Anna Wyllie                   | Council has continually reviews infrastructure over the<br>last 12 months, especially relating to the Parkes<br>National Logistics Hub. Council was pleased when the<br>NSW Roads Minister the Hon Duncan Gay MLC<br>announced \$500 million for upgrades to the Neweil<br>Highway and money for a Bypass in Parkes, this will<br>allow greater access for freight to the National Logistics<br>Hub. Council continues to lobby for infrastructure<br>upgrades to rail and plan for upgrades at the airport.   |
| 5.1.3.2 Actively seek funding for infrastructure gaps  | * Required infrastructure gaps scoped to facilitate<br>funding requests  | Anna Wyllie                   | Council has continually lobbied Government for gaps in<br>infrastructure. Over the last 6 months we have seen the<br>sod turning of a new \$72.5 million hespital, the<br>announcement of \$50 million a heavy vehicle by pass<br>at Parkes along the Newell. Council has also<br>successfully soft funding through Restart NSW Water<br>Security fund and the Building Stronger Regions fund.<br>Council will continue to lobby Government for additional<br>money to maintain and expand infrastructure such as<br>the Airport and telecommunications. |
|  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>)15              |  |
|  |  |                               |  |
| Action<br>5.2.1 Continue to update the Transport Strategic<br>Plan and associated strategies | Resourcing Implications<br>* Engineering staff are the developers of the<br>Stratege Plan. Funding is a major limiting factor<br>* No significant funding is currently available for<br>necessary road infrastructure<br>* The Delivery Program for a Progressive Parkes<br>Shite provides additional funding that may support<br>significant infrastructure which maybe allocated for<br>future works for the Hub | Director Oversight Ben Howard | Initial Risk Challenge<br>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                 | Southern Ring Road Newell Highway intersection<br>complete in time for hospital construction access and<br>future operation.<br>Conceptual alignments in place for connection through  |
|  |  |                               | Conceptual angineers in prace for connection mough<br>to Eugowar Road.<br>Land Acquisition for second stage of Southern Ring<br>Road and link to HUB are in progress.<br>Funding sought from numerous sources such as Fixing<br>Country Roads and Heavy Vehicle Safety Productivity<br>Program. Economic analysis in development for future<br>grant opportunities.  |
| 5.2.1.2 Investigation of land acquistions  | * Extent of acquisition determined<br>* Acquisition constraints identified   | Nathan Koenig                 | Identification of land parcel between Back Yamma<br>Road and Doccs Road identified, surveyed and lodged<br>with Crown Lands for acquisition.<br>Future acquisition corridor identified in conceptual<br>plans.<br>Land acquisition for curve realignment to HUB<br>connection at Saleyardis Road to be undertaken<br>2015/16 financial year by subdividing Council owned<br>land under an approved Development Application.  |

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Year 2 of Delivery Program 2013-2017

5.2.1.3 Environmental Impact analysis

\* Impacts are assessed before any work decisions Nathan Koenig are made \* Critical impacts identified early and strategy to mitigate or eliminate Environmental assessments undertaken for hospital project site and southern ring road development to Back Yamma Road resulted in assessment from Office Environmental and Herfage that no significant impact is deemed to occur to endangered or threatened species.

Preliminary Environmental Assessments undertaken by Roads and Maritime Services for Parkes Bypass highlighting potential insks. Environmental impact Statement commencing for Southern Ring Road through to Eugowra Road.



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

| scalon  | resourcing impreditoris   | Director oversigne | initial triak challenge   |
|---|---|--------------------|---|
| ; 2.2 Engage with stakeholders on the Ring Road<br>roject                   | * The Ring Road is currently unfunded, but a high<br>priority. Cautioned by the fact that there is no<br>current mechanism to deliver the work,<br>engagement with stakeholders is based on<br>increments of work that require stakeholder input. * Engineering staff activities are funded<br>predominately from existing salaries | Ben Howard         | Medium  |
| Task  | Measurements  | Actioning Officer  | Activity Reported   |
| 5.2.2.1 Advocate and promote the Ring Road<br>Project with key stakeholders | * Evidence of engagement with key stakeholders on<br>the project  | Ben Howard         | Throughout this reporting period Council has met with<br>key stakeholders on numerous occasions to discuss<br>and promote the Parkes Ring Road Projects.<br>Council met with Senior Road and Rail Consultants<br>through May to gain further insight into the future<br>development and planning phases of these ring roads<br>and the development of the site. |
|   |   |                    | Staff have held regular meetings with Roads and<br>Maritime Service (RMS) personnel prior to and post the<br>2 million announced for the investigation into the   |

Maritime Service (RMS) preview panel.

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| PARTES SINCE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   |                    |   |
|---|--|--------------------|---|
| Action  | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
| 5.3.1 Be an active supporter and advocate of the<br>Inland Rail Project connecting Melbourne to<br>Brisbane through Parkes and inland NSW | * Council's GM, EBDM and Senior Staff monitor all<br>developments with the Inland Rail Project<br>* GM is a member of the Creat Australian Trunk<br>Railway Group (GATR) and collectively provide<br>proactive advocacy for the Inland Rail Project<br>* Activities are funded predominately from existing<br>salaries | Kent Boyd          | Medium  |
| Task  | Measurements   | Actioning Officer  | Activity Reported   |
| 5.3.1.1 Communicate with Great Australian<br>Trunk Railway Group (GATR)   | * Actively communicate with the GATR   | Kent Boyd          | Council has been in regular contract with GATR which<br>are now call NTR (National Trunk Rai).<br>Both Council who is also a member of the Melbourne to<br>Brisbane Inland Rail alliance and NTR have been<br>advocating to the Federal Government through various<br>means such as submissions and industry conferences<br>as well as lobbying the importance of building the<br>Inland Rail to a "future standard" to ensure that it is<br>efficient and delivers the best possible out comes to the<br>transport and logistics industries but also to regional<br>NSW. |
| 5.3.1.2 Advocate the synergies of the Inland<br>Rail with the Parkes National Logistics HUB   | * Promotion material developed and distributed   | Anna Wyllie        | Council has held numerous meetings with the Inland<br>Rail Implementation Group. The General Manager also<br>presented at the Ausintermodal conference in<br>Melbourne regarding the synergies between Inland Rail<br>and the Parkes National Logistics Hub. A new video<br>has been produced linking the PNLH and Inland rail.<br>A new fact sheet has also been produced.   |



Year 2 of Delivery Program 2013-2017

5.3.1.3 Coordinate regular \* Meetings held every 6 months, letters of support received, communications/media releases sent out MPs both State and Federal Ministers and Stakeholders along the Inland Rail Kent Boyd Meeting were held though out the last 12 months with various stakeholders including; Hon Ian Macfarlane the Minister for Industry and Science, the Inland Rail Implementation group Chair Hon John Anderson (former Deputy PM), Hon Troy Grant Deputy NSW Premier and Hon John Cobb Federal Member for Calare.

Council has also been in regular contact with Industry regarding the Inland Rail and also Councils who are members of the MBIRA through regular Newsletters and teleconferences. Council has also attended Transport and Logistics Industry Conferences such as the ALC conference in Melbourne.

ARTC has also visited Parkes on several occasions to present to Stake Holders.

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| PARES SHIEL COUNCIL  | Parkes Shire Coun<br>Operational Plan Progres<br>January - June 20   | s Report  |  |
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| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program 2   | 013-2017  |  |
|  |  | Director Oversight  | Initial Risk Challenge   |
| I.1 Develop a Strategic Master Plan for the<br>port  | * Funds have been set aside for external<br>consultants to develop the plan.   | LesFinn   | Low  |
| Task   | Measurements .   | Actioning Officer   | Activity Reported  |
| 5.4.1.1 Use Master Plan to attract potential<br>inwestors  | * As per recommendations of the Economic<br>Development Plan   | Anna Wyllie   | Council has used the Master Plan to has discussions<br>with potential investors. Master Plan is also being used<br>to attract additional investment via grants.  |
| 5.4.1.2 Send out EOI for architects to design<br>expansion/upgrading Airport Terminal  | * Architects engaged and designs complete  | Anna Wyllie   | This has been completed and a DA has been lodged for<br>the expansion of the Airport Terminal.   |
| 5.4.1.3 Project manage the upgrade of Parkes<br>Regional Airport terminal  | * Key dates in project plan met  | LesFinn   | Project is currently on time and budget. Terminal DA<br>has been approved and Construction Certificate issued.<br>The Construction phase of the project will be managed<br>by Engineering.   |
|  |  |   |  |
| PARKES SHIRE COUNCIL   | Parkes Shire Co<br>Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra.   | ress Report<br>2015   |  |
|  | Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra   | ress Report<br>2015<br>m 2013-2017  | Inifial Bisk Challenne   |
| i <b>ion</b><br>.2 Ensure that Parkes Regional Airport remains   | Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra<br>Resourcing Implications  | ress Report<br>2015<br>m 2013-2017<br>Director Oversight                                    | Initial Risk Challenge<br>Medium   |
| tion<br>.2 Ensure that Parkes Regional Airport remains<br>mmercially viable<br>Task  | Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra<br>Resourcing Implications<br>* Requires new market research to be complete<br>In-house delivery most likely means of production<br>Measurements  | ress Report<br>2015<br>m 2013-2017<br>Director Oversight<br>d Les Finn<br>Actioning Officer | Medium Activity Reported   |
| ion<br>.2 Ensure that Parkes Regional Airport remains<br>mmercially viable<br><b>Task</b><br>5.4.2.1 Frequent liaison with REX airlines to<br>assist in marketing and promotion initial/yes to | Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra<br>Resourcing Implications<br>* Requires new market research to be complete<br>In-house delivery most likely means of production  | ress Report<br>2015<br><i>m 2013-2017</i><br>Director Oversight<br>d Les Finn               | Medium<br>Activity Reported<br>Regular meeting have been held between Council a<br>REX throughout the year this has included discussio<br>regarding the expansion of the Terminal. The meeti   |
| tion<br>.2 Ensure that Parkes Regional Airport remains<br>mmercially viable  | Operational Plan Prog<br>January - June<br>Vear 2 of Delivery Progra<br>Resourcing Implications<br>* Requires new market research to be complete<br>In-house delivery most likely means of production<br>Measurements<br>* Evidence of meetings and correspondence | ress Report<br>2015<br>m 2013-2017<br>Director Oversight<br>d Les Finn<br>Actioning Officer | Medium<br>Activity Reported<br>Regular meeting have been held between Council an<br>REX throughout the year this has included discussio<br>regarding the expansion of the Terminal. The meeti<br>went well and all parties seem happy with the curre |

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## Year 2 of Delivery Program 2013-2017

| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |
|--|---|--------------------|--|
| 5.4.3 Increase the number of passengers throughout the Airport                     | * The Airport is currently a cost centre and is not<br>self funding. Any activity to increase income<br>would assist to maintain the facility | LesFinn            | High   |
| Task   | Measurements  | Actioning Officer  | Activity Reported  |
| 5.4.3.1 Frequent liaison with REX airlines to<br>assist in marketing and promotion | <ul> <li>Evidence of meetings and correspondence</li> <li>Increase in passenger numbers</li> </ul>  | Anna Wyllie        | Council continues to focus on destination management<br>and growing our visitor economy. Numerous campaigns<br>were run throughout the year to increase not only<br>passenger numbers for REX but the visitor economy.   |
| 5.4.3.2 Ensure the Airport is to satisfactory<br>standard to promote increased use | * Compliance with CASA regulations and standards<br>for type of craft   | Sharon Ross        | In November 2014 the Civil Aviation Safety Authority<br>(CASA) Inspection was undertaken with no<br>Non-Conformances reported. Compulsory Technical<br>Inspections in September 2014 and Lighting<br>Inspections in October 2014 were also conducted with<br>good results. During this reporting period regular<br>inspections have been carried out in accordance with<br>the Airports Operating Manual and CASA regulations<br>and standards |



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
|--|---|--------------------|---|
| 5.5.1 Continue to carwas the Roads and Maritime<br>Services for improvements of Henry Parkes Way | * Henry Parkes Way is a state road and therefore<br>not funded by Council. Works are completed by<br>Council on a contract basis. Improvements are<br>reliant on external funding | Ben Howard         | Medium  |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 5.5.1.1 Road deficiencies identified   | * Strategic level review of road deficiencies   | Ben Howard         | Council currently works with the Roads and Maritime<br>Service managing their Road Maintenance Council<br>Contract (RMCC). Working within the contract, both<br>Council and Roads and Maritime representatives<br>inspect the road network to identify road deficiencies<br>and plan the future program. This process is known as<br>the Joint Planning Assessment. During this reporting<br>period Council identified and rectified deficiencies along<br>the Henry Parkes Way which included completion of the<br>Heavy Patch Program along with Reseal Program.<br>Upgrades to the Henry Parkes Way have also<br>commenced at Yarrabandai during this reporting period<br>which has included significant revegetation and<br>replenishment program, upgrades to drainage<br>infrastructure along with pavement rehabilitation. Works<br>have also commenced on Stage 1 of the Westlime and<br>Brolgan Road intersection. |

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Year 2 of Delivery Program 2013-2017

Ben Howard

\* Submissions made

5.5.1.2 Submissions to RMS and Government to address deficiencies, including Higher Mass Limit (HML) vehicle access from Parkes to Orange Higher Mass Limit applications for the Henry Parkes Way are now managed and handled by the National Heary Vehicle Regulator and the Roads and Maritime Service. Council may be called upon to provide comments regarding applications however no applications received through this reporting period. No submissions have been made by Council. The Rural Roads Advisory Group (RRAG) has questioned the status of Henry Parkes Way between Orange and Parkes for suitable inclusion as a Road Train route in future.



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
|---|---|--------------------|---|
| 5.5.2 Continue to work the groups advocating<br>improved road access to Sydney and monitor<br>advocacy groups | * Council participates in the Bells Line Expressway<br>Group (BLEG) and CENTROC programs which<br>advocate improved access. Numerous meetings<br>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<br>Group (BLEG)   | * Evidence of support provided to BLEG  | Anna Wyllie        | The Mayor continues to be a proactive member of the<br>BLEG bLEG continues to be a priority for the<br>CENTROC group.   |
| 5.5.2.2 Support CENTROC in endeavours to<br>improve access to Sydney  | * Evidence of support provided  | Anna Wyllie        | Council supports the CENTROC group in their efforts to<br>ensure that people living in Central western NSW have<br>access to Sydney. Also that businesses can move<br>freight as efficiently as possible into and out of the<br>Sydney Basin. |

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| Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015                         |   |                    |   |  |
|---|---|--------------------|---|--|
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program  | 2013-2017          |   |  |
| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |  |
| 8.1.1 Facilitate the implementation of Parkes Shire<br>Council Swimming Pool Strategy                   | * Funding options need to be identified and<br>sourced to enable further implementation of<br>recommendations. Without grants or loan funding<br>major works could not be undertaken. A \$2 million<br>loan over 20 years was obtained for Parkes Pool<br>uggrading (Activity 33)<br>* The Shire Pools are staffed during the swimming<br>season. Currently these positions are filled by<br>both full time and casual staffing | Ben Howard         | Very High   |  |
| Task  | Measurements  | Actioning Officer  | Activity Reported   |  |
| 6.1.1.1 Develop a program of future works to<br>suit varying funding scenarios                          | * Pool Planning Sub Committee meetings are held to<br>review strategy and develop moritiles<br>* Possible avenues for funding are listed and<br>explored  | Ben Howard         | A Pool Planning Sub Committee Meeting was held<br>during this period to continually review Councils Pool<br>Strategy. Council resolved to create the Heated Pool<br>Planning Committee to investigate future options for<br>the development of Councils facility. The existing pool<br>master plan has also been recently reviewed with<br>scope for future growth being identified. Ongoing<br>investigations to identify funding sources. |  |
| 6.1.1.2 Provision is made in budget to address<br>components of the strategy as funding levels<br>allow | * Components included in budget   | Sharon Ross        | Funding provided in budget to address priority<br>components (such as shade, access and improved<br>facilities) of the pool strategy through SPXP Funding and<br>the Capital Budget. Shade structures provided at<br>Tullamore, Peak Hill and Parkes Pools. Playground at<br>Parkes Pool. Disabled access provided for Trundle,<br>Tullamore and Peak Hill Pools.   |  |
| PARKES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ss Report<br>115   |   |  |

Sharon Ross

6.1.1.3 Applications are prepared and submitted for funding under Government programs as they arise

\* Applications are submitted on time \* Success of applications Previous applications to Sport and Recreation for grant funding have been unsuccessful to date. Application to assist with Trundle Pool Amenities redevelopment lodged in May 2015. No advice received to date regarding its success.

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| PARKETS SHIRE COUNCIL  | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017   |                    |  |  |
|--|---|--------------------|--|--|
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |  |
| 6.1.1.P. (Augmented Program) Facilitate the<br>implementation of Parkes Shire Council Swimming<br>Pool Strategy  | * The Shire pools are staffed during the swimming<br>season. Currently these positions are filled by<br>oth full time and casual staff. \$455,000 has been<br>budgeted for the second year. The Delivery<br>Program for a Progressive Parkes Shire will enable<br>works at the smaller town pools to be undertaken<br>within the strategy (Activity 33)   |                    | Low  |  |
| Task   | Measurements  | Actioning Officer  | Activity Reported  |  |
| 6.1.1.1 P Implement program of works in accordance with the Shire Pools Strategy   | <ul> <li>Relevant projects completed af Shire pools</li> <li>Report regarding expenditure of SRV funds<br/>submitted to IPART</li> </ul>  | Ben Howard         | Parkes Pools had numerous projects completed<br>through the previous reporting period with many<br>upgrades to facilities undertaken as part of the<br>augmented Special Rates Variation program. These<br>projects included. Installation of improved disabled<br>access to Trundle, Peak Hill and Peak Hill pools totaling<br>\$30,000 New shade structures installed at Peak Hill<br>and Tullamore totaling \$85,000 Change room<br>improvements completed at Peak Hill Pool totaling<br>\$20,000 Design and Investigation commenced into<br>improvements to relate at a Peak to commence into<br>improvements to relative and change room facilities at<br>Trundle and Tullamore with building works commencing<br>on Trundle in this reporting period. Works will be<br>completed prior to 15/16 Pool Season. |  |
| 1.5  |   |                    |  |  |
| We have a start of the start of | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20  | ss Report          |  |  |
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program 2  | 2013-2017          |  |  |
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |  |
| 6.2.1 Progressively implement the priority actions<br>from the Pedestrian Access and Mobility Plan<br>(PAMP)   | * The 2014/2015 budget only allocates funds to this<br>program under current funding model, no further<br>funding has been identified. The Infrastructure<br>Plan for kerb and guttering, footpaths and roads, a<br>component of which is used for PAMP installation.<br>Funding is maximised where possible with traffic<br>facility grants from the RMS which are usually on a<br>50/50 basis (Activity 39) | Ben Howard         | Very High  |  |
| Task   | Measurements  | Actioning Officer  | Activity Reported  |  |
|  |   |                    |  |  |

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Year 2 of Delivery Program 2013-2017

6.2.1.1 Develop an Annual Implementation Plan
\* PAMP is used to identify remaining priority projects
Nathan Koenig
\* Projects compliant with RMS traffic facility and
pedestinan/cycleway funding guidelines are identified
and considered in preparation of the plan to maximise
funding potential
\* Results of funding arrangements reported Council

Projects undertaken in 2014/15 total \$363,852.00 of which Council is funding 50% or \$181,926.00.

Widening/replacement of existing 740m footpath along Newell Highway from railway crossing to Clarke Street intersection - completed on time and to budget. Construction of a 2.5m wide shared path from the above path 300m to the new Parkes Hospital - complete on time and to budget including rest sheter, bench and bins. Construct a 2.5m wide shared path along Baker Street from the Newell Highway to Station Street - complete on time and under budget including placement of new seating.

on time and under oudget including pracement or new seating. Install 10 custom bicycle racks at various locations around Parkes CBD as part of a "design a bike rack" competition - manufacture complete. Bike Racks installed around CBD and nodes such as Henry Parkes Cente.

Centre. Construct two pedestrian refuges on the north and south side of Hill Street and Bushman Street intersection. Construction includes 2 kerb ramps and associated linemarking and signage - completed under budget.

During this reporting period, Projects have been identified and an application submitted and the funding secured in 2015/16 budget total \$465.600.00 with Council's component equal to \$39,060. These projects include renewal of Council's PAMP and other planning projects which attracts up to 75% Roads and Maritime contribution. Consultant engaged to deliver undated version of PAMP and Bike plan in consultation with stakeholders in 2015/16."



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

\* Degree of implementation

6.2.1.2 Implement the Annual Pedestrian/Cycling Projects Plan

Ben Howard

Projects undertaken in 2014/15 total \$383,852.00 of which Council is funding 50% or \$181,926.00. Widening/replacement of existing 740m footpath along Newell Highway from raikey crossing to Clarke Street intersection - completed on time and to kudget. Construction of a 2.5m wide shared path from the above path 300m to the new Parkes Hospital - complete on time and to kudget. Being Baker Street from the Newell Highway to Station Street - complete on time and under budget including rest sheler, bench and bins Construct a 2.5m wide shared path along Baker Street from the Newell Highway to Station Street - complete on time and under budget including rakers at various locations around Parkes CBD as path of a "design a bike rack" complete. Bike Racks installed around CBD and nodes such as Henry Parkes Centre Construct two pedestrian refuges on the north and south side of Hill Street and Paukman Street intersection. Construction includes 2 keth ramps and associated linemarking and signage - complete under budget.

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| PARKES SIMILE COUNCIL  | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20<br>Year 2 of Delivery Program 3  | ss Report<br>15    |   |
|--|---|--------------------|---|
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 6.2.1.P (Augmented Program) Progressively<br>implement the priority actions from the Pedestrian<br>Access and Mobility Plan (PAMP) | * Funding for this Augmented Program will be<br>sourced from the footpath budget<br>* Funding is maximised where possible with traffic<br>facility grants from the RMS which are usually on a<br>50% basis (Activity 39)<br>* Under the Delivery Program for a progressive<br>Parkes Shire additional work can be undertaken in<br>this year with \$270,000 allocated for footpaths | Ben Howard         | Low   |
| Task   | Measurements  | Actioning Officer  | Activity Reported   |
| 6.2.1.1 P Develop an Annual Implementation<br>Plan of priority Pedestrian/Cycling projects   | * PAMP is used to identify remaining priority projects<br>* Projects compliant with RNS traffic facility and<br>pedestrian/cycleway funding guidelines are identified<br>and considered in preparation of the plan to maximise<br>funding potential<br>* Results of funding arrangements reported to<br>Council   | Nathan Koenig      | Footpath renewal projects implemented in Peak Hill,<br>Trundie and Bogan Gate have been completed with a<br>total allocation of \$200,000.  |
| 6.2.1.2.P Implement the Annual<br>Pedestrian/Cycling Projects Plan   | * Increased degree of implementation  | Ben Howard         | Footpath renewal projects implemented in Peak Hill,<br>Trundle and Bogan Gate have been completed with a<br>total allocation of \$200,000. Preliminary consultation<br>meetings held during this reporting period with<br>Tuliamore CCC to gain community objectives for future<br>funding in 15/16 SRV footpaths program of \$100,000. |
|  |   |                    |   |
| PARKET SHEE COUNCE   | Parkes Shire Cound<br>Operational Plan Progress<br>January - June 201<br>Year 2 of Delivery Program 20  | s Report<br>5      |   |
| Action   | Resourcing Implications D   | irector Oversight  | Initial Risk Challenge  |
| 6.2.2 Liaise with the Parkes Access Committee to<br>identify and address priority access issues                                    | * Council's Manager Design and Traffic participates I<br>on the Parkes Access Committee<br>* Priority street side issues identified are assessed<br>against existing priorities and scheduled where<br>appropriate for implementation   | Əen Howard         | Medium  |

 
 Task
 Measurements
 Actioning Officer
 Activity Reported

 6.2.2.1 Participate in the Parkes Access
 \* Access Committee meetings attendance \* Actions resulted from committee meetings attendance \* Actions resulted from committee meeting are addressed in a timely manner within budget
 Nathan Koenig
 Access Committee attendance is significantly diminished; no quorum was achieved in 2014. Future function of the Access Committee to reviewed with objectives to increase attendance and community engagement. Council officers to liale with other LO's to facilitate improvements to the committee function, Without dedicated budget, finance for identified improvement works in public spaces was drawn from other projects in the operational plan.

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| PARKES SINCE COUNCIL  | Parkes Shire Cour<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program 3  | ss Report<br>15    |  |
|---|--|--------------------|--|
|   |  |                    |  |
| Action  | Resourcing Implications  | Director Oversight | Initial Risk Challenge   |
| 6.2.3 Ensure new facilities have compliant<br>pedestrian access       | * Council's Manager Design and Traffic reviews<br>development applications and Council projects to<br>ensure the street side access is compliant with<br>access standards  | Ben Howard         | Low  |
| Task  | Measurements   | Actioning Officer  | Activity Reported  |
| 6.2.3.1 Review adequacy of street-side access<br>for new developments | * Street-side access issues are assessed as a routine<br>component of DA assessment<br>Development consent inc. Uded conditions for<br>access where nexus to development is established<br>Access inadequacies are not identified after<br>operation of new facilities | Nathan Koenig      | All development applications received were assessed<br>for impacts on urban environment and adequacy of<br>street side access. Council officers attended<br>accessibility workshops to gain skills in identifying slp<br>and fail hazards to improve compliance in public space<br>accessibility.  |
| 6.2.3.2 Review adequacy of streetscape access for Council projects    | * Design plans are checked against standard for<br>access<br>* Access inadequacies are addressed prior to project<br>implementation  | Nathan Koenig      | Works were undertaken at Gap Street and Hill Street<br>intersection, Parkes Railway Station and Bushman<br>Street and Hill Street intersection to provide adequate<br>pedestrian facilities to improve access around public<br>streets. Disable access was provided for new disabled<br>parking spaces adjacent to the Clarinda Street Surgery.<br>Disable access and viewing areas were established<br>and maintained during the 2015 Parkes Etvis Festival.<br>Ongoing delvery of shared path network improvements<br>(1,320m added in 2014/15) will facilitate off-road access<br>for motorised scorters. |



Year 2 of Delivery Program 2013-2017

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 Nathan Koenig and included in future works programs where warranted Access Committee attendance is significantly diminished; no quorum was achieved in 2014. Future function of the Access Committee to be reviewed with objectives to increase attendance and community engagement. Council officers to liaise with other LG's to facilitate improvements to the committee function. Without dedicated budget; finance for identified improvement works in public spaces was drawn from other projects in the operational plan.

Records were taken throughout the 2015 Parkes Elvis Festival for improvements to be made for accessibility in future events.

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| The second secon | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20  | ess Report           |   |
|--|---|----------------------|---|
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program  | 2013-2017            |   |
| Action   | Resourcing Implications   | Director Oversight   | Initial Risk Challenge  |
| 6.3.1 Maintain and operate Council owned pools at<br>Parkes, Peak Hill, Trundle and Tullamore  | * The net cost to Council of operating and<br>maintaining the Council pools is estimated to be<br>\$86,889 in 2014/2015. (Activity 33) This equates to<br>approximately \$90 per rate assessment              | Ben Howard           | High  |
| Task   | Measurements  | Actioning Officer    | Activity Reported   |
| 6.3.1.1 Ensure compliance with pool operation<br>health guidelines   | * Audit reports<br>* Customer complaints  | Sharon Ross          | All Pools are audited against Royal Life Savings<br>Society standards in December 2014 with prest results<br>Safety Scores were: Parkes - 96.99%, Tullamore -<br>88.47%, Trundle - 85.07% and Peak Hill - 79.89%. No<br>complaints received to date over pool water quality and<br>operations.          |
| 6.3.1.2 Work towards meeting the Royal Life<br>Saving Society Guidelines for Safe Pool<br>Operations   | * Audit reports<br>* Devlations from the Guidelines<br>* Customer complaints  | Sharon Ross          | All Pools are audited against Royal Life Savings<br>Society standards in December 2014 with great results.<br>Safety Scores were: Parkes - 96.89%, Tullamore -<br>86.47%, Trundle - 85.97% and Peak Hill - 79.86%.  |
| 6.3.1.3 Comply with the Department of Local<br>Government Practice No.15 - Water Safety  | * Audit reports<br>* Deviations from Practice Note<br>* Customer complaints   | Sharon Ross          | Demonstrated commitment to Practice Note 15 as outlined in Royal Life Savings Society Audit results.  |
| PARKES SHIFT COUNCE<br>6.3.1.4 Maintain facilities to a satisfactory<br>standard   | Parkes Shire C<br>Operational Plan Pro<br>January - June<br><i>Year 2 of Delivery Progra</i><br>* Regular reports from Pool Supervisors for<br>maintenance requirements<br>* Audit reports<br>* Audit reports | gress Report<br>2015 | All pools have been maintained by their respective Pool<br>Superintendents to a high standard. Lots of positive<br>customer feedback on the facilities provided to<br>respective Pool Superintendents. No Customer<br>complaints reported during reporting period for any of<br>Parkes operating pools. |



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|  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Vers 3 of Onference Research   | ss Report<br>015                 |  |
|--|--|----------------------------------|--|
|  | Year 2 of Delivery Program   |                                  |  |
| Action<br>6.3.2 Provide beautification and recreation  | * Expenses for 2014/2015 are estimated at  | Director Oversight<br>Ben Howard | Initial Risk Challenge   |
| 6.3.2 Provide beautification and recreation<br>opportunities through parks, gardens, street trees<br>and amenities | <ul> <li>Experises for 2014/2015 are estimated at<br/>\$1,522,096 and Capital Works at \$45,345 (Activity<br/>35)</li> <li>Increasing demand for parkland and associated<br/>gardens will require additional funding to be<br/>allocated with a corresponding increase in staff and<br/>equipment to provide maintenance required</li> </ul> | Beu Howard                       | rign   |
| Task   | Measurements   | Actioning Officer                | Activity Reported  |
| 6.3.2.1 Maintain parks and gardens within available funding levels   | * Customer compliants<br>Budgetary compliance<br>* Audit reports   | Ben Howard                       | Parks and Gardens department has received 65<br>Customer requests (CAIRS) where 81% of these have<br>been completed. The remaining 19% have either been<br>deferred or reallocated to other funded programs to<br>complete. Maintenance of Council parks is done in line<br>with relevant budget constraints and funding levels.<br>Customer requests now being managed more closely<br>with responses to investigations being retrieved and<br>recorded more expediently. Council has received mamy<br>positive comments during his reporting period for the<br>presentation of Councils parks. During this reporting<br>period, maintenance programs have been developed<br>across a number of major facilities to ensure<br>maintenance activities are in line with customer<br>expectations. |
| 6.3.2.2 Develop a Parks and Gardens<br>Management Plan incorporating achievable<br>service levels                  | * Management plan process  | Ben Howard                       | Councils Parks and Gardens Management plan is<br>currently being revised and reviewed in conjunction with<br>current maintenance procedures. Current procedures<br>will be incorporated into Councils Work Health and<br>Safety practices as identified through due diligence<br>processes. Management Plan is due for completion<br>September 2015.   |
| PARES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2t<br>Year 2 of Delivery Program   | ss Report<br>015                 |  |
| 6.3.2.3 Develop a Street Tree Management<br>Plan incorporating a replacement program                               | * Management plan process<br>* Audit Reports   | Ben Howard                       | Councils Street Tree Management Plan has had 40% of<br>data collected which equates to approximately 7500<br>trees and placed into Councils asset management<br>system and replacement program. To assist with this<br>collection of data, technology purchased to assist with<br>in field inspections to assist with recording and<br>management of this integral data. Further data capture<br>has been scheduled for mid August. Stage 2 of street<br>tree data collection has been undertaken during this<br>reporting period with consultant engaged to complete<br>works. Capturing of this data will bring total asset<br>collection to 80%.  |
| 6.3.2.4 Manage playgrounds to maximise<br>compliance with Australian Standards                                     | * Customer complaints<br>* Audit reports   | Ben Howard                       | Customer complaints relating to playground equipment<br>are actioned immediately to ensure complance is met.<br>Customer requests and complaints processes have<br>been improved considerably in this reporting period with<br>over 80% of requests received completed within<br>expected time frames.<br>Actively undertaking playground inspections on<br>frequent basis Council has sought additional funding to<br>implement a playground management strategy with no<br>success to date.<br>Council has been successful securing \$40,000 grant<br>funding for equipment upgrades and improvements at<br>Trundle along with additional funding alocated to<br>recreation facilities including BMX track for Lindner<br>Oval Peak Hill.  |

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Year 2 of Delivery Program 2013-2017

6.3.2.5 Seek additional funding for identified beautification and recreation projects \* Applications are prepared and submitted for funding Ben Howard under Government programs as they arise \* Success of application Through out this reporting period, Council has continually sought for additional grant funding to improve and enhance recreation facilities. Successful grants received include: \$40,000 for installation of new pelupiment at Trundle, \$30,000 for installation of new bike racks through the shire in conjunction with Councils Pedestrian and Access Mobility Plans \$40,000 allocated to improvements at Kelly Reserve.



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Year 2 of Delivery Program 2013-2017

| Action  | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
|---|--|--------------------|---|
| 8.3.3 In conjunction with the Shire's Sports Council,<br>maintain and develop sporting fields to meet the<br>need of the Shire's strong sporting base | <ul> <li>Sports Council expenses for 2014/2015 are<br/>\$217,330</li> <li>Greater demands are being placed on Council to<br/>provide higher standards of sporting facilities.</li> <li>Development will be dependent on access to grant<br/>funding (Activity 34)</li> </ul> | Steve Barry        | High  |
| Task  | Measurements   | Actioning Officer  | Activity Reported   |
| 6.3.3.1 Support the operation of the Sports<br>Councils through financial and resource<br>allocation  | <ul> <li>Funding is provided in the budget to assist with<br/>operating costs</li> <li>Other resources are provided as available within<br/>budgetary limits</li> </ul>  | Ben Howard         | Council has supported the Sports Council during the<br>reporting period with staff holding positions of<br>Chariperson, Secretary and Treasurer. These positions<br>ensure that the Sports Council operates within financial<br>constraints and allocated resources are sufficient.<br>Through the previous period, the Sports Council atif<br>were aligned to become staff members of Council<br>reporting in the field of Parks and Gardens. This has<br>not only assisted with daily operations of the Sports<br>Council but also provide the staff greater opportunities<br>for training and progression within Councils programs.<br>During this reporting period, the Parks and Gardens<br>structure has been reviewed and adopted to include the<br>Sports Council staff into their structure permanently. |

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Document Set ID: 804460 Version: 3, Version Date: 20/08/2015

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| PARKES SHIRE COUNCIL   | Parkes Shire Cour<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program :   | ss Report<br>15  |  |
|--|---|--|--|
| 6.3.3.2 Seek additional funding for sporting field<br>development projects   | * Applications are prepared and submitted for funding<br>under Government programs as they arise<br>* Success of applications   | Ben Howard   | Council actively seeks additional funding through<br>relevant grant providers for upgrades to existing<br>facilities. Successfu applications include: \$14,000<br>Northparkes Grant for new shefter at Northparkes Oval.<br>\$35,000 for improved lighting at Harrison Oval.<br>Following the completion of master plans for Councils<br>sporting facilities, programs will be devised to assist<br>with funding opportunities that arise. Council staff also<br>assisted with representatives from Parkes Hockey in<br>obtaining their successful grant of \$500,000 to go<br>towards 12. |
| 6.3.3.3 Representations are made through the<br>Local, State and Federal Members of<br>Parliament for assistance to obtain funding   | * Details of representation made are recorded<br>including outcomes   | Ben Howard   | Council has lobbled through Local, State and Federal<br>members for funding assistance through a variety of<br>projects within Parkes shire. Successful applications<br>include \$500,000 which was achieved from an<br>application from Parkes Hockey with strong support<br>from Local and State members supporting the<br>application for its TURF2 project which is for the<br>additional synthetic ptch for Cheney Park.  |
| 1 2  |   |  |  |
| PARES SHERE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program 3  | ss Report<br>15  |  |
|  | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program :  | ss Report<br>15<br>2013-2017   | Initial Rick Challonna   |
| ALLEY SHEE COURCE<br>ALLEY SHEE COURCE<br>ALLEY ALLEY AND ALLEY AND ALLEY AND ALLEY AND ALLEY ALLEY AND ALLEY AN | Operational Plan Progre<br>January - June 20  | ss Report<br>15  | Initial Risk Challenge   |
| Action<br>6.3.3.P (Augmented Program) In conjunction with<br>the Shire's Sports Council, maintain and develop<br>sporting fields to meet the need of the Shire's   | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program :<br>Resourcing Implications<br>* Additional funding is provided in the augmented<br>program for master planning to commence, total  | ss Report<br>115<br>2013-2017<br>Director Oversight                      |  |
| Action<br>6.3.3.P (Augmented Program) in conjunction with<br>the Shire's Sports Council, maintain and develop<br>sporting fields to meet the need of the Shire's<br>strong sporting base   | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program :<br>Resourcing Implications<br>* Additional funding is provided in the augmented<br>program for master planning to commence, total<br>budget \$50,000 for 2014/2015 (Activity 34) | ss Report<br>15<br>2013-2017<br><b>Director Oversight</b><br>Steve Barry | Low  |

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|  | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20   | ss Report                  |  |
|--|--|----------------------------|--|
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program 2   |                            |  |
| Action   | Resourcing Implications  | Director Oversight         | Initial Risk Challenge   |
| 6.3.4 To assist PHS (Parkes Hockey Association)<br>in continuing the development and progress<br>towards the establishment of the "Turf 2" project |  | Steve Barry                | Very High  |
| Task   | Measurements   | Actioning Officer          | Activity Reported  |
| 6.3.4.1 Identifying existing funding, potential funding and funding gaps   | <ul> <li>Funding sources are clearly identified</li> <li>Funding gaps are clearly identified</li> </ul>  | Ben Howard                 | Following the master plan process, Council has<br>identified possible funding sources for the proposed<br>projects. These sources vary from Sport and<br>Recreation grants to Community Building partnership<br>opportunities. Council staff including the Crants Officer<br>constantly provide information on current and future<br>grant programs to assist with the determination of<br>project suitability. Parkes Hockey were successful in<br>obtaining a \$500,000 grant to support this project.<br>Council previously had \$160,000 committed to this<br>project however during this reporting period has<br>allocated an additional \$120,000 to bring the total<br>Council Contribution to \$300,000. |
| 1  | Parkes Shire<br>Operational Plan Pr<br>January - Jun   | ogress Report              |  |
| PARKES SHIRE COUNCIL   | ,<br>Year 2 of Delivery Prog   |                            |  |
| Action   | Resourcing Implications  | Director Oversight         | Initial Risk Challenge   |
| 6.3.6 Support cultural facilities and groups   | * Parkes total budget for 2014/2015 is \$359<br>(Activity 32). No funding for the building of<br>cultural facilities has been allocated. * Parkes Cultural Spaces 2014/2015 ado<br>March 2014 - priorities from this plan will<br>allocated funding as part of Council's budg<br>process. Some projects will be dependent<br>grant funding | new<br>pted<br>be<br>sting | Medium   |
| Task   | Measurements   | Actioning Officer          | Activity Reported  |
| 6.3.6.1 Support music development within the<br>Shire  | * Provide financial support for the Parkes Shire<br>Concert Band/Lachian Orchestra through the M<br>Conservatorium on an as needed basis   | Shellie Buckle<br>itchell  | Cultural Grant (\$3,500) awarded to Mitchell<br>Conservatorium for Lachian Orchestra music program.<br>Regular annual financial support is currently not<br>requested by the Parkes Shire Concert Band or<br>Lachlan Orchestra.  |
| 6.3.6.2 Co-ordinate information sharing and<br>event promotion   | Cultural newsletter distributed to cultural group<br>Social media options for supporting cultural group<br>investigated and implemented  | os Shellie Buckle<br>oups  | Regular emails sent to Cultural Groups regarding<br>exhibitions, events, grant opportunities. Attendance at<br>group meetings as requested (Parkes Painting Group,<br>Parkes Musical & Dramatic Society).  |
| 6.3.6.3 Maintain relationship with Arts OutWes   | t *Annual payment made to Arts OutWest   | Shellie Buckle             | Annual payment. Arts Out/Vest Executive Officer<br>presented at Council meeting 21st April 2015.   |

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| ALARES SMILE COUNCIL   | Parkes Shire Coun<br>Operational Plan Progres<br>January - June 20                           | s Report<br>15     |   |
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|  | Year 2 of Delivery Program 2   | 013-2017           |   |
| 6.3.6.4 Support Parkes Shire Cultural<br>Committee   | * Meetings held as required  | Shellie Buckle     | Meetings held 15 July, 7 October and 16 December<br>2014, 7 January, 21 April and 2 June 2015.<br>Recommendations adopted by Council.   |
| 6.3.6.5 Implement priorities from the Parkes<br>Shire Cultural Spaces Plan as funding allows   | * Priorities are planned for implementation  | Shellie Buckle     | Parkes Shire Cultural Grants reinstated and \$10,000<br>was awarded to four recipients. At gallery and Ibrary<br>expansion planning project and public art project<br>funded in 2015/16 budget.   |
| 6.3.6.6 Investigate the possibility of developing<br>a mining history exhibition at the Henry Parkes<br>Centre   | * Investigation carried out<br>* Recommendations made  | Katrina Dwyer      | A mining history exhibition at the Henry Parkes Centre<br>forms part of the HPC Stage 3 Feasibility Study and<br>remains a project Council is considering and seeking<br>grant opportunities for. Tourism staff consistently offer<br>mining history information to visitors with brochures<br>made available through the Visitor Information Centres<br>at Parkes and Peak Hill. |
| 6.3.6.7 Provide accommodation support for key groups in the Shire  | * Parkes Musical & Dramatic Society accommodated<br>* Parkes Shire Concert Band accommodated | Steven Campbell    | Building maintenance carried out on buildings as<br>necessary and preliminary design investigations for<br>tiered seating at theatre commenced.   |
|  | Darlon Shiro C   | supell             |   |
| We have a start of the start of | Parkes Shire Ca<br>Operational Plan Prog<br>January - June                                   | ress Report        |   |
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Progra  | m 2013-2017        |   |
| 6.3.6.8 Support local Art and Craft Exhibitions  | * Provide support as requested to local Art and Cr<br>Exhibitions                            | aft Shellie Buckle | Parkes Craft Comer relocation to Clarinda Street has<br>been successful - increase in sales and in group<br>membership, Parkes Ubrary hosted Parkes Potters and<br>Parkes Camera Chub exhibitions. The Parkes Shire<br>Cultural Grafts were reinstated for 2016 and groups in<br>Peak Hill, Tullamore and Parkes received funds.  |
| 6.3.6.9 Sponsor and administer Parkes Shire<br>Cultural Grants   | * Grants program offered<br>* Grants allocated to appropriate applicants                     | Shellie Buckle     | Parkes Shire Cultural Grants, \$10,000, was awarded to<br>four recipients - Peak Hill Leisure Arts & Craft Council<br>inc, Michell Conservatorium Inc, Parkes & District<br>Country Music Ass., Tullamore Central School.   |

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| We have a start of the start of | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20  | ss Report<br>)15     |  |
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| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program  | 2013-2017            |  |
| tion   | Resourcing Implications   | Director Oversight   | Initial Risk Challenge   |
| .1 Ensure the Library is the gateway to material,<br>vices and activities for the community's<br>rmation, life enriching and leisure needs   | * \$81,100 is budgeted for the purchase of Library<br>collection resources (Activity 29)  | LesFinn              | 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       | Library usage by the community has increased. Visitors<br>up 6.5% from 2012/2013. Public computer use up 5%.<br>Attendance al library events and programs up 21%.<br>Library circulation (item borrowing) up 3%.   |
| 6.4.1.2 Provide a range of activities and workshops  | * Activities for children and youth are held in the<br>school holidays<br>* A program for adul st35eniors/people with a<br>disability/Cluturaly diverse people is held once per<br>month<br>* A housebound service is provided in conjunction | Shellie Buckle       | 7,270 children, youth and adults attended a range of<br>library events and activities. Weekly sessions include<br>Story Time, Rhyme Time, school visits, people with a<br>disability program and basic computer training, and<br>Author-rised (Parkes Writers Group) is held monthly.                              |
|  | with the Parkes Neighbourhood Centre<br>* Hold events for Seniors Week, Library Week, Book  |                      | Activities during the April, July and September school<br>holidays were held for children and youth.   |
|  | Week and History Week ** Early childhood literacy programs held during<br>school term   |                      | Special children sessions ware held during Library<br>Week and a display installed for History Week. Special<br>adMittles held through the year include picture book<br>dramatic performance, Simutlaneous Storytime,<br>REaDtember, Central West Comics Festival, and<br>Author Maggie Coulhain visit.            |
|  |   |                      | Housebound library service is provided to 43 residents<br>and 4 retirement/nursing homes.  |
|  | Parkes Shire (<br>Operational Plan Pro<br>January - Jun   | gress Report         |  |
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Prog   | ram 2013-2017        |  |
| 6.4.1.3 Collect material suited to the needs of<br>the community   | * Collections are weeded as required<br>* The Collection Development Policy is reviewed<br>every 2 years (due 2015)<br>* New collections added as required  | Shellie Buckle       | 6,420 items discarded from the collections due to<br>circulation figures, wear & tear, and throug<br>stocktake.  |
|  |   |                      | 4,412 items purchased and added to the collections<br>Graphic novel collection significantly increased. D<br>magazine collection introduced. eBook colle<br>purchasing continued.  |
|  |   |                      | Policy review due December 2015.   |
| 6.4.1.4 Provide quality customer service that<br>meets customer needs  | * Library Customer Survey carried out every thro<br>years (due 2016)  | ee Shellie Buckle    | Customer survey carried out during Septer<br>October, November and December 2014. Results t<br>included in July 2015 review of library service.  |
| 6.4.1.5 Inspire and nurture the joy of reading fo<br>people of all ages and backgrounds  | <ul> <li>Participate in literacy related activities and pro<br/>* Provide a "Request for Purchase" service</li> <li>* Provide early childhood literacy sessions</li> <li>* Facilitate author visits to the Shire</li> </ul>                   | grams Shellie Buckle | Storytime, Rhyme Time and PyjamaRama (2<br>sessions held. Dramatic performance held<br>Simultaneous Storytime, Luthor Maggie Coulhain<br>hosted. Alison Lester picture book "Are We T<br>Yet?" exhibition hosted. Central West Comics Fe<br>held and well attended. Monthly Author-rised w<br>group sessions held. |
|  |   |                      | Request for purchase service offered and well use<br>members.  |

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| PARKES SHIRE COUNCIL   | Parkes Shire Coun<br>Operational Plan Progres<br>January - June 20<br>Year 2 of Delivery Program 2  | is Report<br>15                    |   |   |
|--|---|------------------------------------|---|---|
| Action   | Resourcing Implications   | Director Oversight                 | Initial Risk Chal   | enge  |
| 6.4.2 Capitalise on new technologies to provide<br>enhanced services and access to information | * \$10,700 is budgeted to support existing<br>technology replacements and maintenance.<br>Additional funding will be required to enhance<br>technological services (Activity 29)  | LesFinn                            | High  |   |
| Task   | Measurements  | Actioning Officer                  |   | Activity Reported   |
| 6.4.2.1 Actively manage Parkes Shire Library's<br>web presence                                 | * Maintain Library section on www.parkes.nsw.gov.au<br>* Maintan Parkes.Library.co-authored blog<br>www.dog-eared me<br>* New social networking opportunities are assessed<br>and implemented if suitable   | Shellie Buckle                     | www.parkes.nsw.go<br>Parkes Shire Libr<br>September 2014, n<br>Kids Read Fun F  | made to library section on<br>wau<br>ary Twitter account introduced in<br>whas over 300 followers.<br>Parkes Library Facebook account<br>nd has over 290 likes. |
| 6.4.2.2 Actively participate in usage of and<br>development of the Library Management          | * LMS updates are installed within three months<br>release  | Shellie Buckle, Anthony<br>McGrath | Significant upgrad<br>installed May 2015.   | e to library management system  |
| System (LMS)   | * Library staff attend LMS User Group Annual<br>Meeting<br>* Where funding allows implement new LMS features  |                                    | Two Library staff a<br>meeting in August 2  | ttended Libero Annual User Group<br>015.  |
| PARKES SHIRE COUNCIL   | Parkes Shire Co<br>Operational Plan Progr<br>January - June 2<br>Year 2 of Delivery Program   | ess Report<br>2015                 |   |   |
|  |   |                                    |   |   |
| Action<br>6.4.3 Provide opportunities for all to experience<br>cultural experiences            | Resourcing Implications<br>* No funding is budgeted to provide exhibitions,<br>special projects and workshops. The budget<br>relies on funding from Netwaste, Elvis Festval<br>sponsors and the provision of travelling exhibitions<br>from other institutions                    |                                    | Initial Risk C<br>Medium  |   |
| Task   | Measurements  | Actioning Officer                  |   | Activity Reported   |
| 6.4.3.1 Provide a range of traveling and local exhibitions and displays                        | * Co-ordinate and host "Waste to Art" local exhibitio<br>and competition<br>* Co-ordinate and host an exhibition/activity for the<br>Parkes Etvis Festival<br>* Host at least one traveling exhibition per year<br>* Host at least one other local exhibition/display per<br>year |                                    | from State Libra<br>Interdependenc<br>Indigenous and<br>Enigma Parkes<br>History Week lo<br>Parkes Camer<br>exhibition.<br>Alison Lester<br>exhibition. | Behind the Truth travelling exhibitions<br>ny of NSW.<br>e - Tribal Consciousness loca<br>non-indigenous artists exhibition.<br>Potters local exhibition.       |

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| PARKET SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | oss Report<br>015  |                                  |
|---|--|--------------------|----------------------------------|
| Action  | Resourcing Implications  | Director Oversight | Initial Risk Challenge           |
| 6.4.4 Seek to comply with State Library NSW<br>baseline service requirements  | * The Library Service budget is \$867,560. Any<br>modifications or enhancements to ensure<br>compliance will require additional funding (Activity<br>29) | LesFinn            | Medium                           |
| Task  | Measurements   | Actioning Officer  | Activity Reported                |
| 6.4.4.1 Report to Council on options required to<br>meet baselines via Library Committee and<br>implement changes where necessary | * A review comparing Parkes Shire Library against<br>Library Council of NSW standards and guidelines is<br>prepared and adopted                          | Shellie Buckle     | Report to be prepared July 2015. |



| Action  | Resourcing Implications                                     |         | Director Oversight | Initial Risk Challenge   |
|---|---|---------|--------------------|--|
| 7.1.1 Parkes Shire Council develops a planned<br>approach to reduce its operational environmental<br>impact |   | support | Steve Barry        | Medium <b>Nedium</b>   |
| Task  | Measurements  |         | Actioning Officer  | Activity Reported  |
| 7.1.1.1 Implement Environmental Management<br>Plan for Council works  | * Internal consultation ongoing<br>* Works included in PIMP |         | Andrew Francis     | <ul> <li>Internal consultation undertaken between Planning<br/>and Environment, Design staff and Works staff</li> <li>Plan development tracked through PIMP</li> <li>Project specific Management Plans developed for the<br/>Major Projects to be used as a template for smalle<br/>work packages</li> </ul> |

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| PARKES SHIRE COUNCIL  | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20<br>Year 2 of Delivery Program 2   | ss Report<br>115<br>2013-2017 |   |
|---|--|-------------------------------|---|
| 7.1.1.2 Develop standard erosion and sediment<br>control plans and systems                      | <ul> <li>Internal and external contacts advised of standards<br/>(ie. builders)</li> <li>Plans comply with relevant guidelines</li> </ul>                  | Andrew Francis                | * Standard drawings adopted by Design staff for<br>inclusion in project works * Standard drawings and information delivered to<br>Planning and Environment staff for implementation with<br>external contacts * Standard drawings and procedures developed based<br>upon information in the Department of Housing<br>Management of Stormwater Guidelines (The Blue<br>Book) and Department of Environment and Heritage<br>Soil and Water Management for Construction guideline<br>series. |
| 7.1.1 3 Integrate environmentally sustainable<br>development practices into construction plans  | * Policy developed<br>* Breaches of environmental standards<br>* Infringement notices<br>* Education material made available to developers<br>and builders | Andrew Francis                | <ul> <li>Draft policy currently under development by Council's<br/>Engineering Sustainability Officer</li> <li>I breach of environmental controls during PSC<br/>projects, both contained and rehabilitated and worked<br/>with NSW EPA and NSW Fisheries to progress<br/>outcomes</li> <li>No infringement notices received by PSC for<br/>operations</li> <li>Material available at Planning and Environment<br/>counter</li> </ul>   |
| 7.1.1.4 Seek a grant for environmental initiatives  | * Success of application   | Andrew Francis                | * 3 grants applied for by Engineering Sustainability<br>Officer with assistance from Grants Officer<br>* 2 grants successful totally \$75,000 to be matched by<br>PSC by inchid contributions. Both grant funds seek to<br>improve the riparian and remnant vegetation in a<br>number of areas within the Parkes area contributing to<br>the preservation of Endangered Ecological<br>Communities   |
| PARKES SHIRE COUNCIL  | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20   | ss Report                     |   |
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program 2   | 2013-2017                     |   |
| Action  |  | Director Oversight            | Initial Risk Challenge  |
| 7.1.2 Actively participate in environmental<br>improvement programs                             | * Estimated costs of environmental support<br>budgeted at \$13,010 (Activity 26)   | Steve Barry                   | Medium  |
| Task  | Measurements * Continue implementation of NetWaste RE-SAP Plan   | Actioning Officer             | Activity Reported   |
| 7.1.2.1 Integrate NetWaste/CENTROC<br>programs into the PSC environmental<br>education Programs | * Degree and use of programs   | T Andrew Hands                | <ul> <li>Engineering Sustainability Officer Increased<br/>engagement with local schools through the Sustainable<br/>Schools network, utilising NetWaste programs</li> </ul>   |
| 7.1.2.2 Integrated LCMA/PSC Natural<br>Resource Delivery Plan for funding<br>opportunities      | * Measure against Delivery Program outcomes  | Andrew Francis                | * 2 grants won based on projects identified within the<br>Natural Resource Management Delivery Plan, which<br>were identified in the Community Land Ecological<br>Masterplan  |
| 7.1.2.3 Support Parkes and Districts LandCare   | * Council representative to attend LandCare Enviro<br>Hub<br>* Support LandCare through procurement of small<br>items such as tube stock and advertising   | Andrew Francis                | * Engineering Sustainability Officer works with the<br>LandCare committee regularly to collaborate on<br>projects and attend monthly steering committee<br>meetings. * Financial and inkind contributions made to LandCare<br>tree planting and vegetation conservation programs  |

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## Year 2 of Delivery Program 2013-2017

| Action  | Resourcing Implications   | Director Oversight  | Initial Risk Challenge  |
|---|---|---------------------|---|
| 7.2.1 Investigate opportunities for the use of<br>renewable/alternative energy sources  | * Currently budget items for sustainability initiatives<br>or investigations is \$2,000 (Activity 26) | Steve Barry         | Medium  |
| Task  | Measurements  | Actioning Officer   | Activity Reported   |
| 7.2.1.1 Continue to monitor Parkes Shire<br>Council energy usage  | * High energy consumption areas identified<br>* Monitor high energy consumption ates                  | Andrew Francis      | * Engineering Sustainability Officer monitors the PSC<br>solar installations each month with anomales identified<br>and rectified as needed. Energy consumption at<br>non-solar sites is monitored and potential savings are<br>calculated through spreadsheet developed by ISF. No<br>internal funding available but information is captured to<br>be grant ready.<br>* PSC solar installations fully paid off in under four<br>years due to volume of power produced. |
| 7.2.1.2 Continue to determine energy<br>consumption areas that could be converted to<br>renewable energy under the PSC Distributed<br>Energy Plan | * Areas identified<br>* Installations completed   | Andrew Francis      | * No new areas identified to date based on benefit/cost<br>* 2 pending installations at Trundle and Tuliamore<br>Pools utilising the City of Canada Bay Partnership<br>money  |
| 7.2.1.3 Parkes Shire Council will be an<br>advocate for sustainable energy choices and<br>work with CENTROC on community awareness<br>strategles  | * Number of initiatives identified<br>* Evidence of raised community awareness of energy<br>choices   | Andrew Francis<br>/ | * The Engineering Sustainability Officer worked with the<br>new Local Land Services (formally Catchment<br>Management Authority) to develop a local community<br>househoid and small business energy efficiency tookit.<br>This was presented to the community at a series of<br>workshops and to the business community through<br>presentations at the Chamber of Commerce meetings   |



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

Andrew Francis

7.2.1.4 Through the Savewater Aliance, Council will educate the community regarding carbon emission reduction \* Customer Feedback Survey on website \*152 website hits for the Carbon reduction component of the Savewater page \* School kits procured through the Alliance to be used for continued sustainability education \* Savewater Alliance ended March 2015. Annual subscription frunds to be used for locally based water conservation education activities.

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| PARES SINGE COUNCE   | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017                                  |                    |  |
|--|--|--------------------|--|
| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge   |
| 7.2.2 Actively encourage subdivisions to be<br>sustainably built environments        | * Estimated capital cost for site works and<br>subdivisions for sale to progress towards<br>sustainable housing for 2014/2015 \$125,000<br>(Activity 48) | Steve Barry        | Medium   |
| Task   | Measurements   | Actioning Officer  | Activity Reported  |
| 7.2.2.1 Actively encourage subdivisions to<br>develop sustainably built environments | * Progress towards sustainable housing   | Andrew Francis     | * Continued to work with the Design section to develop<br>the concept of a sustainable subdivision including<br>specifications for sustainable or eco-friendly housing |



| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
|---|---|--------------------|---|
| 7.3.1 Manage the operation of Council's Waste<br>Landfill Depots                                      | * Council proposes to spend \$1,292,700in<br>2014/2015 for the upgrade of landfill facilities<br>(Activity 23)                                      | Steven Campbell    | Low   |
| Task  | Measurements  | Actioning Officer  | Activity Reported   |
| 7.3.1.1 Develop a Waste Management Strategy<br>for the Shire  | * Waste Management Strategy adopted   | Steven Campbell    | Long term financial plan in place. Waste, Recycling &<br>Organics Service Tenders determined.<br>Grant funding of \$32000.00 received for the<br>implementation of organics disposal service. Grant<br>funding tuding \$10315 received for environmental<br>improvements to small town landfill sites.<br>Parkes Shire Council Waste Management Strategy<br>2015 adopted. |
| 7.3.1.2 Prepare a Master Plan and upgrade<br>Parkes Waste Landfill to encourage diversion of<br>waste | * Master Plan adopted<br>* Project delivery plan finalised for Parkes Waste<br>Depot<br>* Tenders called and awarded<br>* Contract agreement signed | Steven Campbell    | The Parkes Waste Facility master plan has been<br>revised and documentation for lodgement of<br>Development Application for upgrades to the facility<br>finalised.  |

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| Cast  | Operational Plan Progre<br>January - June 20   |                                 |  |
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program   | 2013-2017                       |  |
| Action  | Resourcing Implications  | Director Oversight              | Initial Risk Challenge   |
| 7.3.2 Continue involvement with NetWaste to<br>improve the delivery and planning of<br>waste/resource management                | * Regional programs to improve delivery and<br>planning of waste/resource management for<br>2014/2015 \$15,290 (Activity 22 & 23)  | Steven Campbell                 | Low  |
| Task  | Measurements   | Actioning Officer               | Activity Reported  |
| 7.3.2.1 Implement NefWaste Regional and Sub-Regional Strategies   | * Evidence of adoption of Regional Strategies<br>Initiatives   | Steven Campbell                 | Council has been active in a number of Netwaste<br>regional initiatives including, used motor oil collection,<br>household hazardous waste collection, scrap steel<br>contract, organic/spreenwaste chipping/mulching<br>program, landfil environmertal monitoring program,<br>tyre collectorrecycling, cover you load grant funding<br>project and illegal dumping data collection project. |
| 17  | Pari/os Shire  | Council                         |  |
| 17XX  | Parkes Shire<br>Operational Plan Pr  |                                 |  |
|   | January - Jur  | ne 2015                         |  |
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Pro   | gram 2013-2017                  |  |
| Action  | Resourcing Implications  | Director Oversight              | Initial Risk Challenge   |
| 7.3.3 Manage contracts for Waste and Recyclin<br>collection services  | g * Council participates in a Regional Dom<br>Waste and Recycling contract with four (<br>Councils   | iestic Steven Campbell<br>other | Low  |
| Task  | Measurements   | Actioning Officer               | Activity Reported  |
| 7.3.3.1 Participate on the Regional Domestic<br>Waste and Recycling Contract Management<br>Committee                            | * Evidence of Regional Strategies initiatives  | Steven Campbell                 | Quarterly contract management review meetings<br>attended Tender accepted for Regional Waste,<br>Recycling and Organics collection contract for<br>2016-2026.  |
| 7.3.3.2 Undertake education programs in<br>Waste/Resource Management  | * Tonnes recovered<br>* Contarnination minimised below 10%<br>* Evidence of dwersion   | Steven Campbell                 | Council participated in regional education programs<br>including waste to art. 915 formes of material recycled<br>during reporting period. Contarnination rates in recycled<br>material maintained below 10% at 6.24%.   |
| 7.3.3.3 Collaborate with partner Councils on<br>new specification for Joint Waste, Recycling<br>and Organics Collection Service | <ul> <li>Cross Council Committee meets quarterly</li> <li>Specification developed and endorsed</li> <li>Consultant engaged</li> <li>Tenders called and contractor engaged</li> </ul> | Steven Campbell                 | The tender for Regional Waste, Recycling and Organics<br>collection contract for 2016-2026 has been accepted by<br>Council .   |
| 7.3.3.4 Collaborate in the implementation of the<br>Sustainability Action Plan  | * Evidence of Action Plan being implemented<br>* Attend meetings of Sustainability Reference (   | Steven Campbell<br>Group        | Actions in plan implemented  |

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|  | Parkes Shire Co<br>Operational Plan Progr<br>January - June 2  | ess Report<br>015    |   |
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| PARKES STIRE CONTUL  | Year 2 of Delivery Program   | 2013-2017            |   |
| Action   | Resourcing Implications  | Director Oversight   | Initial Risk Challenge  |
| 7.4.1 Controls noxious/environmental weeds in<br>accordance with its regulatory obligations                          | * Staffed currently, budget components exist and<br>must match DPI grants. 2014/2015 budget<br>\$233,360   | Steve Barry          | High  |
| Task   | Measurements   | Actioning Officer    | Activity Reported   |
| 7.4.1.1 Conduct regular inspections of private<br>and public land in relation to weeds                               | * Number of inspections conducted<br>* Compliance with access and inspection legislation   | Andrew Francis       | * 110 formal private property inspections undertaken,<br>with 11 followup letters identifying landholder issues.<br>100% of Shire roads inspected alongside control<br>activities<br>* All formal inspections follow due process, ad hoc<br>inspections conducted from roadsides of private<br>property are followed up with formal inspections if<br>required. |
| 7.4.1.2 Seek funding under the National WONS<br>program and other funding opportunities                              | * WONS within the Parkes area identified<br>* Other funding opportunities sought<br>* Funding applications are lodged  | Andrew Francis       | <ul> <li>Areas of outbreaks of WONS are mapped within the<br/>PSC Weed Mapper program</li> <li>Funding applied for through Crown grants as well as<br/>LLS grants, none successful</li> </ul>   |
| 7.4.1.3 Conduct Council's Annual Weed Control<br>Program   | <ul> <li>Infestations are identified</li> <li>Private landholders are made aware of their controlligations</li> <li>Unfestations are controlled</li> <li>Infestations are mapped in Weed Mapper</li> </ul> | Andrew Francis<br>ol | <ul> <li>All noxious outbreaks identified are recorded in PSC's<br/>Weed Mapper program</li> <li>Weeds officers work with private landholders to<br/>outline control methods for infestations</li> <li>100% of Council roadsides subject to control activities<br/>for the first time</li> </ul>  |
| PARTIES SHIRE COUNCIL  | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20<br>Year 2 of Delivery Program 2   | ss Report<br>15      |   |
| Action   | Resourcing Implications  | Director Oversight   | Initial Risk Challenge  |
| 7.4.1.P (AUGMENTED PROGRAM) Controls<br>noxious/environmental weeds in accordance with<br>its regulatory obligations | * Staff currently, budget components exist and<br>must match DPI grants. 2014/2015 Budget is<br>\$233,360  | Steve Barry          | Medium  |
| Task   | Measurements   | Actioning Officer    | Activity Reported   |
| 7.4.1.1 P Conduct additional inspections of<br>private and public land in relation to weeds                          | <ul> <li>Number of inspections conducted</li> <li>Compliance with access and inspection legislation</li> </ul>   | Andrew Francis       | Number of property inspections exceeded previous<br>years, however did not fully achieve target numbers<br>due to loss of two thirds of weed department capacity<br>during period. Team to be rebuilt during first quarter of<br>new financial year to deliver target numbers.  |

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Year 2 of Delivery Program 2013-2017

| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge   |
|---|---|--------------------|--|
| 7.4.2 Controls vermin and pests in accordance with<br>its regulatory obligations          | * Estimated costs to control vermin and pests in<br>accordance with Council's regulatory obligations<br>2014/2015 \$11,090 (Activity 6) | Steve Barry        | Medium   |
| Task  | Measurements  | Actioning Officer  | Activity Reported  |
| 7.4.2.1 Require urban land holders to minimise<br>the opportunity for vermin to habituate | * Clean up notices issued where verm in habitat is<br>identified<br>* Notices are enforced  | Howard Orr         | Ranger activities have been implemented to investigar<br>all CAIRS tasks relating to overgrown and unto<br>blocks. |



Parkes Shire Council Operational Plan Progress Report January - June 2015

| ction  | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
|--|--|--------------------|---|
| 4.3 Undertake works provided to limit the impact<br>ferosion and gross pollutants                | * Estimated capital costs (General and Stormwater<br>Levy) to limit the impact of erosion and gross<br>pollutants 2014/2015 budget \$269,000 (Activity 25)             | Steve Barry        | High  |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |
| 7.4.3.1 Develop standard water quality<br>management systems for Council's works                 | * Principles of site water management are<br>incorporated into works<br>* RMS requirements are met for RMS projects<br>* OEH requirements are met for Council projects | Andrew Francis     | * Standard drawings adopted by Design staff for<br>inclusion in project works<br>* Standard drawings and information delivered to<br>Planning and Environment staff for implementation with<br>external contacts<br>* Standard drawings and procedures developed based<br>upon information in the Department of Housing<br>Management of Stormwater Guidelines (The Blue<br>Book) and Department of Environment and Heritage<br>Soil and Water Management for Construction guideline<br>series. |
| 7.4.3.2 Work with the Soil Conservation Service<br>to determine areas of improvement             | * Liaise on soil conservation issues<br>* Issues identified<br>* Works identified are incorporated into subsequent<br>budgets  | Andrew Francis     | * No current works required from the Soil Conservation<br>Service   |
| 7.4.3.3 Manage Council's role under the<br>Protection of the Environment Operations Act,<br>1997 | * Monitor environmental pollution<br>* Environmental incidents managed<br>* All CAIRS followed up  | Howard Orr         | All CAIRS complaints regarding pollution incidents<br>investigated and appropriate action instigated.   |

**General Manager** 

Kenfkeith.

Mayor

|   | Parkes Shire Cou  | nail  |  |                                     |  |
|---|---|---|--|-------------------------------------|--|
| Carlo | Operational Plan Progre<br>January - June 20  | ss Report   |  |                                     |  |
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program  | 2013-2017   |  |                                     |  |
| tion  | Resourcing Implications   | Director Oversight  | Initial Risk Ch  | allenge                             |  |
| mply with environmental regulations   | * Estimated net cost of town planning operations<br>includes income from fees and costs recovered<br>from regulatory action 2014/2015 \$212,160<br>(Activity 21)  | Steven Campbell   | Low  |                                     |  |
| Task  | Measurements  | Actioning Officer   |  | Activity Reported                   |  |
| Protection of the Environment Operations Act,   | <sup>1</sup> Moritor environmental pollution<br>Environmental incidents managed<br>* All CAIRS followed up  | Howard Orr  | All CAIRS task   | investigated and appropriate action |  |
|   |   |   |  |                                     |  |
| PARKES SHIRE COUNCIL  | Parkes Shir<br>Operational Plan F<br>January - Ji<br>Year 2 of Delivery Pr  | Progress Report<br>une 2015<br>ogram 2013-2017  |  |                                     |  |
| tion  | Operational Plan F<br>January - Ji<br>Year 2 of Delivery Pr<br>Resourcing Implications  | Progress Report<br>une 2015<br>ogram 2013-2017<br>Director Oversig1   | nt Initi   | al Risk Challenge                   |  |
|   | Operational Plan F<br>January - Ji<br>Year 2 of Delivery Pr<br>Resourcing Implications  | Progress Report<br>une 2015<br>ogram 2013-2017<br>Director Oversigi<br>f Lake Steve Barry<br>ansfer Steve Barry<br>s with | nt Initi<br>Low  |                                     |  |
| <b>ction</b><br>1.1 Ensure the security of Parkes Shire wat   | Operational Plan F<br>January - Ju<br>Vear 2 of Delivery Pr<br>Resourcing Implications<br>er * 2014/2015 budget \$7,822,161 Upgrade o<br>Endeavour Dam wall and raw water th<br>infrastructure will require significant fund<br>some grant funding available. Most wo   | Progress Report<br>une 2015<br>ogram 2013-2017<br>Director Oversigi<br>f Lake Steve Barry<br>ansfer Steve Barry<br>s with |  |                                     |  |
| ction<br>1.1 Ensure the security of Parkes Shire wat<br>urces to meet the needs of the community  | Operational Plan F<br>January - Ju<br>Vear 2 of Delivery Pr<br>Resourcing Implications<br>er * 2014/2015 budget \$7,822,161 Upgrade o<br>Endeavour Darn wall and raw water thi<br>infrastructre will require significant fund<br>some grant funding available. Most wo<br>require outsourcing (Activity 50)<br>Measurements | Progress Report<br>une 2015<br>ogram 2013-2017<br>Director Oversigt<br>f Lake Steve Barry<br>sansfer<br>s with<br>rk will | Low<br>* Lai<br>comm<br>the v<br>protec<br>* Exi<br>operal<br>staff a<br>level c<br>the re<br>ter<br>comm<br>staff a |                                     | spection<br>have b<br>it as par<br>nd for<br>been l<br>Operation<br>monitor<br>ts regard<br>ving rain<br>vernmer |

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Year 2 of Delivery Program 2013-2017

Andrew Francis

8.1.1.3 Provide a secure supply of water to the Shire through the Lachlan River intake

\* Pump downtime \* Investigate river pump upgrade \* Mariain river licence and comply with conditions \* Manage water allocation \* Monitor river water quality

\* No periods of river water availability due to pump failure \* To be how on the water availability due to pump failure \* Progressed the detailed design of the new river intake and pump station as a part of the Restart funding awarded to Council to the value of \$2.6M for the upgrade of the river intake and the development of Bore

8 \*No license condition breaches \*Water allocation is budgeted and called as needed, adequate allocation for the remainder of the year \*Water quality testing regime commenced by the new Water Treatment Plant project delivery team to build enough data to determine treatment requirements for the new plant



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

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 grand opportunities \* Investigate recycled water ring main \* Manage Of Club pipeline and pumps \* Manage volume of effluent used for irrigation Andrew Francis

\* Brickpit high pressure pump down for one week of period. Low pressure pump still available during that time. \* Inspections done on an ad hoc basis, new inspection procedures and record form developed to increase vigilance \* 2 samples taken of Brickpit water during period, both of which showed elevated levels of salinity put no other nutrient issues. \* Stormwater harvesting concepts incorporated in new IWCM to demonstrate Council commitment and to be used for grant applications. \* Recycled water ring main concept designs and business case incorporated into IWCM. Cerrat through Federal Stronger Regions Fund successful for \$8.7M, to be matched by PSC to a total project value of \$17M for the recycled ring main a tertary fittation plant at the new Sewage Treatment Plant site. \* Worked with greenskeper at the PSC Golf Course to maintain supply over the period \* Volume monitored through metering at Effluent pont take off point as well as visual inspection of the volume of water in the golf club irrigation dam.

General Manager

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Mayor

| PARES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>)15  |  |
|--|--|---|--|
| ion  | Resourcing Implications  | Director Oversight  | Initial Risk Challenge   |
| .2 Provide an adequate raw water transfer<br>tem   | * \$525,000 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<br>deliver raw water   | * Trunk Main leakage is monitored<br>* Response times for repairs<br>* Trunk mains are able to deliver annual water needs  | Andrew Francis  | * Online monitoring installed to allow base flows to<br>monitored at Water Treatment Plant * Main break repairs all done within 2 hour winc<br>under service level defined in the Asset Managem<br>Plan * Current trunk mains for Parkes adequate for sup<br>pipeline to Peak Hill and B-section still over capa<br>during summer peak days  |
| 8.1.2.2 Manage Pumps, Pump Stations and<br>Balance Tarks to maximise energy efficiency<br>while maintaining supply   | * Energy efficiency is monitored<br>* Preventative maintenance prevents failure<br>* Meet mine demand requirements<br>* Pumps are able meet peak demand  | Andrew Francis  | * Energy consumption of pumps monitored monthly<br>ESO<br>* Forward maintenance scheduled developed by Wa<br>Supervisor<br>* Mine demand minimal for period<br>* Current pump capacity more than adequate to m<br>peak day demands   |
| 8.1.2.3 Maintain the SCADA/Telemetry Network<br>to allow for efficient management of the water<br>system   | * SCADA/Telemetry systems operate efficiently<br>* SCADA/Telemetry systems are updated to ensure<br>efficiency   | Andrew Francis  | * Telemetry maintained during period<br>* Capital budgeted for next FY to upgrade telem<br>network to industry best practice, including<br>communication strategy to tie in the new Water<br>Sewage Treatment Plants as well as the new R<br>Intake and Bore.  |
|  |  |   |  |
| We have a second | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20   | ss Report   |  |
| ARES SHIRE COUNCIL   | Operational Plan Progre  | ss Report<br>015  |  |
|  | Operational Plan Progre<br>January - June 20   | ss Report<br>015  | Initial Risk Challenge   |
| <b>on</b><br>3 Provide treated water to meet Australian  | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>)15<br>2013-2017   | Initial Risk Challenge<br>Medium   |
| ARCE SUBJECT COUNCIL<br>3 Provide treated water to meet Australian<br>King Water Guidelines  | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program<br>Resourcing Implications<br>* No capital budget for the 2014/2015 year. Tasks<br>carried out in normal staffing resources (Activity   | ss Report<br>115<br>2013-2017<br>Director Oversight   |  |
| on<br>3 Provide treated water to meet Australian<br>king Water Guidelines<br>Fask<br>3.1.3.1 Maintain and operate current Filtration   | Operational Plan Progre<br>January - June 20<br><i>Year 2 of Delivery Program</i><br>Resourcing Implications<br>* No capital budget for the 2014/2015 year. Tasks<br>carried out in normal staffing resources (Activity<br>50)   | ss Report<br>115<br>2013-2017<br>Director Oversight<br>Steve Barry  | Medium   |
| on<br>3 Provide treated water to meet Australian<br>king Water Guidelines<br>Fask<br>9.1.3.1 Maintain and operate current Filtration<br>Fant   | Operational Plan Progre<br>January - June 20<br><i>Year 2 of Delivery Program</i><br>Resourcing Implications<br>* No capital budget for the 2014/2015 year. Tasks<br>carried out in normal staffing resources (Activity<br>50)<br>Measurements<br>* Quality of treated water<br>* Review of existing infrastructure undertaken   | ss Report<br>115<br>2013-2017<br>Director Oversight<br>Steve Barry<br>Actioning Officer                   | Medium<br>Activity Reported<br>* Water tested daily and meets ADWG<br>"Review of current plant undertaken by consultan<br>advise on retrofit costs, procedures to operate j<br>updated under DWMS  |
| on<br>3 Provide treated water to meet Australian<br>king Water Guidelines  | Operational Plan Progre<br>January - June 20<br>Vear 2 of Delivery Program<br>Resourcing Implications<br>* No capital budget for the 2014/2015 year. Tasks<br>carried out in normal staffing resources (Activity<br>50)<br>Measurements<br>* Quality of treated water<br>* Review of existing infrastructure undertaken<br>* Preventative maintenance prevents plant failure<br>* Consultation<br>* Degree of progress | ss Report<br>115<br>2013-2017<br>Director Oversight<br>Steve Barry<br>Actioning Officer<br>Andrew Francis | Medium Activity Reported  *Water tested daily and meets ADWG *Water word current plant undertaken by consultan advise on retrofit costs, procedures to operate updated under DWMS *Maintenance schedules followed  *Community and government stakeholder works held and incorporated into project REF's * EOI component completed for delivery wit submissions from industry, evaluations continuin determine best proponents to take through to |

Andrew Francis

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**General Manager** 

8.1.3.4 Implement and review drinking water quality plan in line with legislation \* Consultation undertaken \* Plan review completed

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Mayor

\* Consultation undertaken \* Procedures and other documentation developed

| PARKES SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20   | ss Report<br>)15  |   |
|--|--|---|---|
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program   | 2013-2017   |   |
| tion   | Resourcing Implications  | Director Oversight  | Initial Risk Challenge  |
| .4 Deliver potable water to Shire customers  | * Estimated capital expenditure for new reservoir<br>for 2014/2015 \$1,700,000 (Activity 50)   | Steve Barry   | Low   |
| Task<br>8.1.4.1 Maintain the reticulated pipe network to<br>provide level of service, including renewals and<br>expansion as required  | Measurements<br>* Computer modelling used to determine network<br>expansion required<br>* Network is able to service new development areas<br>* Network leakage is monitored   | Actioning Officer<br>Andrew Francis   | Activity Reported * Model update ongoing, demand analysis conducted for future development altes * Continued to montor bulk meters demonstrating changes in average night flows. CBD online monitoring project continuing with CEEP2 funding. |
| 8.1.4.2 Maintain service reservoirs to meet<br>service demand and provide minimum service<br>pressure  | * Preventative maintenance program for reservoirs<br>developed<br>* Reservoirs are cleaned every 4 years   | Andrew Francis  | * Maintenance program underway<br>* Cleaning schedule revised to 3 yearly based on<br>previous inspections and Circular 18 from NOW   |
| 8.1.4.3 Manage pumps to provide continuity of<br>service and provide adequate pressure during<br>times of high demands   | * Pressure in the reliculated network is above 120kP:<br>* Number of complaints/service level  | a Andrew Francis  | <ul> <li>Currently demand modelling suggests all current<br/>service areas meet the minimum requirements</li> <li>No pressure or flow related complaints to date</li> </ul>   |
| 8.1.4.4 Maintain customer service connections,<br>including meters   | * Leakage is monitored<br>* Services are replaced as required  | Andrew Francis  | * Meters reconciled every quarter against preceding<br>reads<br>Services replaced under CAIRS   |
|  |  |   |   |
|  | Parkes Shire<br>Operational Plan P   | rogress Report  |   |
| PARKES SHITLE COUNCIL  | Operational Plan P<br>January - Ju   | rogress Report<br>ne 2015   |   |
|  | Operational Plan P<br>January - Ju<br>Year 2 of Delivery Pro   | rogress Report<br>ne 2015<br>Igram 2013-2017  |   |
| ARKES SHIRE COURCE.  | Operational Plan P<br>January - Ju<br>Year 2 of Delivery Pro<br>Resourcing Implications<br>tt * Estimated expenditure for demand manage<br>and community education 2014/2015 \$2   | rogress Report<br>ne 2015<br>gram 2013-2017<br>Director Oversight<br>ement Steve Barry                              | Initial Risk Challenge  |
| <b>tion</b><br>I.5 Ensure that the Shire's Water Manageme<br>licies and Procedures achieve Best Practi<br>Juding Demand Management, Strate;  | Operational Plan P<br>January - Ju<br>Year 2 of Delivery Pro<br>Resourcing Implications<br>tt * Estimated expenditure for demand manage<br>and community education 2014/2015 \$2   | rogress Report<br>ne 2015<br>gram 2013-2017<br>Director Oversight<br>ement Steve Barry                              |   |
| tion<br>15 Ensure that the Shire's Water Manageme<br>licles and Procedures achieve Best Practi<br>luding Demand Management, Strate<br>siness Planning and Drought Management   | Operational Plan P<br>January - Ju<br>Year 2 of Delivery Pro<br>Resourcing Implications<br>tt * Estimated explorations<br>and community education 2014/2015 \$2<br>(Activity 50)   | rogress Report<br>ne 2015<br><i>gram 2013-2017</i><br>Director Oversight<br>ement Steve Barry<br>0,600              | Low   |
| tion<br>.5 Ensure that the Shire's Water Manageme<br>licies and Procedures achieve Beest Practi<br>uding Demand Management, Strateg<br>siness Planning and Drought Management<br>Task<br>8.1.5.1 Conduct water loss investigations | Operational Plan P<br>January - Ju<br>Vear 2 of Delivery Pro<br>Resourcing Implications      * Stimated expenditure for demand manage<br>and community education 2014/2015 \$2<br>(Activity 50)      Measurements     * Progress with investigations     * Leakage trials conducted     * Vater saved     * Funding delivered      * Consultation done | rogress Report<br>ne 2015<br><i>gram 2013-2017</i><br>Director Oversight<br>orment Steve Barry<br>Actioning Officer | Low Activity Reported  * Investigations continuing under CEEP2 program * Leaks identified are repaired * Water saved to date is 200ML/an  |

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|--|---|--|--|
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program  | 2013-2017  |  |
| 3.1.5.4 Review Best Practice compliance  | <ul> <li>Review undertaken</li> <li>Compliance gap identified</li> <li>Action Plan developed to address gaps</li> </ul>   | Andrew Francis   | <ul> <li>Auditor engaged to review Best Practice compliance<br/>and Performance Monitoring data</li> <li>Gap analysis as part of review</li> <li>Options report will follow review</li> </ul>  |
| .1.5.5 Water Asset Plan updated  | <sup>■</sup> Consultation <sup>■</sup> Service Level <sup>■</sup> Conditional Assessment <sup>■</sup> Plan reviewed <sup>■</sup> Information updated  | Andrew Francis   | <ul> <li>Community consultation conducting on an ongoing<br/>basis as a part of the SRV and IPR engagement</li> <li>Service levels reviewed regularly and currently met</li> <li>Further conditional assessment conducted on the<br/>sever reticulation network to reduce the total system<br/>risk score, further engagement with industry expertise<br/>required to progress the water main assessment work</li> <li>Plan reviewed annually</li> <li>Asset register updated as work complete and with<br/>new condition rating data</li> </ul> |
|  |   |  |  |
|  |   |  |  |
| Aukets Simile Council  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20  | ess Report<br>015  |  |
|  | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ess Report<br>015<br>2013-2017   |  |
| <b>m</b><br>Manage Local Road Network to agreed  | Operational Plan Progre<br>January - June 20  | ess Report<br>015  | <b>hitial Risk Challenge</b><br>Very High  |
| m<br>Manage Local Road Network to agreed<br>celevels   | Operational Plan Progre<br>January - June 20<br>Vear 2 of Delivery Program<br>Resourcing Implications<br>* Local Road Network to agreed service levels are<br>provided from several funding sources including<br>Financial Assistance Cranths, Roads to Recovery &<br>Internal Rates & Revenue. 2014/2015 budget<br>4,525,410 (Actibly 39) which fails to make impact<br>on Council's backlog of works as per Transport<br>Asset Management Plan Section 5,7 and Appendix<br>"B" Asset Management Strategy Section 3  | iss Report<br>D15<br>2013-2017<br>Director Oversight<br>Steve Barry                      |  |
| m<br>Manage Local Road Network to agreed<br>celevels<br>ask<br>2.1.1 Sealed Roads are provided to meet the   | Operational Plan Progre<br>January - June 20<br>Vear 2 of Delivery Program<br>Resourcing Implications<br>* Local Road Network to agreed service levels are<br>provided from several funding sources including<br>Financial Assistance Grants, Roads to Percovery &<br>Internal Rates & Revenue. 2014/2015 budget<br>4525,410 (Activity 39) which fails to make impact<br>on Council's backlog of works as per Transport<br>Asset Management Plan Section 5,7 and Appendix   | iss Report<br>115<br>2013-2017<br>Director Oversight<br>Steve Barry<br>Actioning Officer | Very High  |
| m<br>Manage Local Road Network to agreed<br>celevels<br>ask<br>2.1.1 Sealed Roads are provided to meet the   | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program     Progression     Provided from several funding sources including<br>Financial Assistance Grants, Roads to Recovery &<br>Internal Rates & Revenue. 2014/2015 budget<br>\$4,525,410 (Activity 39) which failsto make impact<br>internal Rates & Revenue. 2014/2015 budget<br>\$4,525,410 (Activity 39) which failsto make impact<br>n Council's backlog of works as per Transport<br>Asset Management Plan Section 5,7 and Appendix<br>"B" Asset Management Strategy Section 3<br>Measurements     * Asset inspections carried out on a regular basis<br>* Asset inspections carried out on a regular basis<br>* Asset management data updated<br>* Construction program set and completed<br>* Reseal program set and completed<br>* Customer complaints | iss Report<br>115<br>2013-2017<br>Director Oversight<br>Steve Barry<br>Actioning Officer | Very High Activity Reported<br>Asset inspections carried out on sealed network in<br>accordance with the Transport Asset Management<br>Plan. Inspection frequency varies according to the road<br>hierarchy - with higher level roads being inspected<br>weekly and monthly. Council currently maintains 740km   |
| Arrage Local Road Network to agreed<br>elevels<br>Ask<br>2.1.1 Sealed Roads are provided to meet the<br>eeds of road users within financial constraints  | Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program     Progression     Provided from several funding sources including<br>Financial Assistance Grants, Roads to Recovery &<br>Internal Rates & Revenue. 2014/2015 budget<br>\$4,525,410 (Activity 39) which failsto make impact<br>internal Rates & Revenue. 2014/2015 budget<br>\$4,525,410 (Activity 39) which failsto make impact<br>n Council's backlog of works as per Transport<br>Asset Management Plan Section 5,7 and Appendix<br>"B" Asset Management Strategy Section 3<br>Measurements     * Asset inspections carried out on a regular basis<br>* Asset inspections carried out on a regular basis<br>* Asset management data updated<br>* Construction program set and completed<br>* Reseal program set and completed<br>* Customer complaints | iss Report<br>115<br>2013-2017<br>Director Oversight<br>Steve Barry<br>Actioning Officer | Very High<br>Activity Reported<br>Asset inspections carried out on sealed network in<br>accordance with the Transpot Asset Management<br>Plan. Inspection frequency varies according to the road<br>hierarchy - with higher level roads being inspected<br>weekly and monthly. Council currently maintains 740km<br>of sealed road network.<br>Construction and Reseal programmes are undertaken<br>through joint planning with Operations and rely on<br>condition assessments and set intervention levels as                                   |

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Mayor



Year 2 of Delivery Program 2013-2017

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

Resheeting programme is undertaken through joint planning with Operations and rely on condition assessments and set intervention levels as prescribed in the Transport Asset Management Plan. The draft programme is then consulted with the Rural Roads Advisory Group. This \$880,000 programme has been completed in this quarter.

In the last quarter the Engineering Department has received over 320 customer requests and have compiled over 92% of those with the remainder being programmed or under investigation. The Engineering Services Department has work threlessly over this period in replying to customer requests and concerns within a timely manner. Currently the Engineering Services response times are well within acceptable levels and sits at 2 days.

During this period, the roads program for the 15/16 financial year was adopted and is the earliest that this program has been set in a number of years.



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

| Action   | Resourcing implications  | Director Oversight      | initial Risk Challenge   |
|--|--|-------------------------|--|
| 8.2.1.P (Augmented Program) Manage Local Road<br>Network to agreed service levels                      | Local Road Network to agreed service levels are<br>provided from several funding sources including<br>Financial Assistance Grants, Roads to Recovery &<br>Internal Rates & Revenue (Activity 33). Delivery Program for a Progressive Parkes Shire<br>will provide an additional \$500,000 towards<br>Resealing Program, Derement Rehabilitation<br>Program, Unsealed Maintenance Program and<br>Resheeling Program in 2014/2015 to address<br>Council's backlog of works as per Transport Asset<br>Management Plan Section 5,7 and Appendix "Br<br>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<br>the needs of road users within financial<br>constraints | Asset inspections carried out on a regular basis<br>Asset management data updated<br>Augmented Construction program set and<br>completed<br>Augmented Reseal program set and completed<br>Customer complaints<br>Response time frames<br>Report to IPART on expenditure on projects subject<br>to SRV  | Ben Howard, Rob Staples | Special Rates Variation Project identified for<br>Bedgerabong Road from Condobolin Road South for<br>approximately 2km has been completed during this<br>period. These works were completed within nominated<br>time frames and within the allocated \$500,000 budget.<br>This project will provide the community improved<br>access and the works to totaled at approximately<br>\$500,000. |

The upcoming SRV program for 15/16 has been adopted also and includes Coradgery Road and Bulgandramine Road. Planning has commenced on these projects.

**General Manager** 

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Mayor



Year 2 of Delivery Program 2013-2017

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, Rob Staples Council officers currently undertaking Asset inspections in accordance with the Asset Management Plan. The inspection frequency varies in road hierarchy, with higher levels of roads being inspected weekly and monthly.

Council currently maintains 1314kms of unsealed road network. Outside of normal budget allocation, Councils Special Rates Variation for additional resheets comes into effect 2015/2016 financial year. This program has been developed in consultation with Asset steam, Rural Roads Advisory Group and then adopted by Council.



Parkes Shire Council Operational Plan Progress Report January - June 2015

| Resourcing Implications   | Director Oversight   | Initial Risk Challenge   |
|---|--|--|
| * Managing Regional Road Network to agreed<br>service levels are dependent on funding from the<br>NSW Government through the Block Grant<br>(\$1,120,000) and Repair Program (\$400,000).<br>Funding levels are consistent over the budget<br>period depending success of grant applications<br>(Activity 39) | Steve Barry  | Medium   |
| Measurements  | Actioning Officer  | Activity Reported  |
| *Asset inspections carried out on a regular basis<br>*Asset management data updated<br>*Customer complaints<br>*Length of road maintained<br>*Response timeframes   | Ben Howard, Rob Staples  | Asset inspections carried out on sealed network in<br>accordance with the Transport Asset Management<br>Plan. Inspection frequency varies in according to the<br>road hierarchy with higher level roads being inspected<br>weekly and monthly.   |
|   |  | Construction and Reseal programmes are undertaken<br>through joint planning with Operations and rely or<br>condition assessments and set intervention levels as<br>prescribed in the Transport Asset Management Plan.  |
|   |  | Council currently maintains 189km of sealed Regiona<br>Road Network. REPAIR Grant approved from Roads<br>and Martime Services for Regional Roads totaling<br>\$300,000. Works identified in this period that have beer<br>completed include the rehabilitation of MR350N nea<br>Kadungle for approximately 9kms.   |
|   |  | REPAIR application lodged for 2015/2016 programme<br>has been approved as successful and includes<br>widening works on Both MR350 North and South which<br>will compliment the successful funding grants of Fixing<br>Country Roads and Heavy Vehicle Safety Productivity<br>Program.  |
|   |  | In the last period the Engineering Department has<br>received over 320 customer requests and have<br>completed over 92% of those with the remainder being<br>programmed or under investigation.  |
|   | Managing Regional Road Network to agreed<br>service levels are dependent on funding from the<br>NSW Government through the Block Grant<br>(\$1,120,000) and Repair Program (\$400,000),<br>Funding levels are consistent over the budget<br>period depending success of grant applications<br>(Activity 38)     Measurements     *Asset inspections carried out on a regular basis     *Asset inspacement data updated     *Customer complaints     *Length of road maintained | Managing Regional Road Network to agreed Steve Barry service levels are dependent on funding from the NSW Government through the Block Grant (\$1,120,000) and Repair Program (\$400,000, Funding levels are consistent over the budget period depending success of grant applications (Activity 39)      Measurements Actioning Officer      *Asset inspections carried out on a regular basis      *Asset insagement data updated     *Customer complaints |

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Year 2 of Delivery Program 2013-2017

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
 Asset management data updated
 Asset respections carried out on unsealed network in
 Asset management data updated
 Ben Howard, Rob Staples
 Asset inspections carried out on unsealed network in
 accordance with the Transport Asset Management
 Plan. Inspection frequency varies in according to the
 customer complaints
 Length of road maintained (eg. graded, patched,
 table drains) for each classification
 Response times
 Response times
 Ben Howard, Rob Staples
 Asset inspections carried out on unsealed network in
 accordance with the Transport Asset Management
 Plan. Inspection frequency varies in according to the
 read hierarchy - with higher level roads being inspected
 weekly and monthly.
 Response times

Resheeting programme is undertaken through joint planning with Operations and rely on condition assessments and set intervention levels as prescribed in the Transport Asset Management Plan.

Council currently maintains 45km of unsealed Regional Road Network.

Block Grant allocation of \$100,000 for resheeting has been completed. An additional \$100,000 was commited for a program on MF348 which included upgrades to 9 causeways and sealing of these. Scope of works identified in for sealing missing links.

REPAIR application to be lodged for 2016/2017 programme in October. In the last period the Engineering Department has received over 320 customer requests and have completed over 92% of those with the remainder being programmed or under investigation.



Parkes Shire Council Operational Plan Progress Report January - June 2015

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8.2.2.3 Bridges and Major Culverts are provided \* Asset inspections carried out on a regular basis to meet the needs of road users within financial \* Asset management data updated constraints \* Replacement program set and completed \* Customer complaints \* Customer complaints \* Response times

Structures identified as requiring upgrade to meet current demand have been scoped and investigated for special funding. Following community concerns narrow bridge on MR 350N (the Bogan Way) was investigated to consider major risks. On the advice of Roads and Maritime Services and the Parkes Local Traffic Committee a programme of tree removal, signage and line marking has been completed to reduce bridge to one lane traffic. These interim measures were implemented prior to harvest 2014 to ensure road users safety. Following the trial period, the efficacy of the measures will be assessed for long term solutions to implement.

Messures will be assessed to the second second to the second seco

Grant Program such as Bridges for the Bush are now opened and Kadina Bridge will be a suitable application for this stream.

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| AND SHITE COURT  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20  | ss Report<br>)15               |   |
|--|---|--------------------------------|---|
|  | Year 2 of Delivery Program  |                                |   |
| ction<br>2.3 Ensure Ancillary Road facilities are<br>arviceable and in line with current standards                                 | Resourcing Implications<br>* Estimated expenditure at \$601,615 will ensure<br>ancillary road facilities are serviceable and in line<br>with current standards. Includes footpath<br>maintenance and estimated capital costs of<br>\$30,617 for renewal of footpaths funded from<br>specific cash reserves (Activity 41 and 45) | Director Oversight Steve Barry | Initial Risk Challenge  |
| Task   | Measurements  | Actioning Officer              | Activity Reported   |
| 8.2.3.1 Parking areas are provided to meet the<br>needs of the community within financial<br>constraints                           | * Asset Inspections carried out on a regular basis<br>* Asset management data updated<br>* Construction of new parking areas<br>* Customer complaints kept to a minimum<br>* Response times   | Ben Howard, Rob Staples        | Carparking enforcement ongoing. Carparking strateg<br>for Parkes Central Business District under developme<br>for the collection of data and recommendations for for<br>term carparking provision. Temporary carparkin<br>investigated and implemented for special events. Upp<br>Clarinda Street 45 degree rear to kerb parking th<br>concluded December and has since been approved f<br>adoption. Carparking surveys were carried o<br>throughout the trial period in the last period th<br>Engineering Department has received over 32%<br>tosse with the remainder being programmed or und<br>investigation. |
| 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<br>* Asset management data updated<br>* Customer complaints kept to a minimum<br>* Response times  | Ben Howard, Rob Staples        | Parkes Transport Interchange upgrade completed wi<br>100% funded by Transport for New South Wait<br>including new bus shetter, passenger carparkin<br>intersection channelisation and bicycle parking facilite<br>Maintenance works carried out on bus shetters<br>reduce vandalism.  |
| PARES SHIEL COLNCL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ss Report<br>115               |   |
| 8.2.3.3 Traffic facilities are provided to meet the<br>needs of road users and enhance road safety<br>within financial constraints | Asset Inspections carried out on a regular basis     Asset management data updated     Construction program completed     Costorner complaints kept to a minimum     Response times   | Ben Howard, Rob Staples        | A number of traffic facilities have been implemente<br>that have been identified through Pedestrian Acce<br>Mobility Plans which was adopted in 2008. These<br>included Ga and Hill Street intersection pedestric<br>facilities, including channelisation and ker<br>realignments Bushman Street and Hill Stre<br>intersection pedestrian facilities. Parkes Transpor<br>Interchange upgrades completed These projec<br>received subtantial funding from Roads and Maritin<br>Services and Transport for New South Wales based of<br>Council's Strategic Road Asset Planning.                                     |
|  |   |                                | In the last quarter the Engineering Department he<br>received over 320 customer requests and hav<br>completed over 92% of those with the remainder bein<br>programmed or under investigation.   |
|  |   |                                |   |
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Year 2 of Delivery Program 2013-2017

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 Ben Howard, Ro \* Asset management data updated \* Construction program completed \* Customer complaints kept to a minimum \* Response times

2013-2017 Ben Howard, Rob Staples Asset inspections carried out in accordance with the hierarchy of Parkes Shire Councils Transport Asset management Plan. Condition Assessment of high use precincts conducted annually. High precincts are those around schools, hospitals and commercial precincts. Following from the community satisfaction survey, footpaths rank highly as important and they are considered to have a high level of dissatisfaction with their service level. To meet these concents footballs and cycleways have been funded accordingly in the operational budget and special rate variation projects. Pricets completed during this period include Projects undertaken in 2014/15 total \$363,852,00 of which council is funding 50% or \$181,926,00. Widening/replacement of existing 740m footbath along Newell Highway from railway crossing to Clarke Street intersection - completed on time and to budget. Including tasks street path along path 300m to the new Parkes Hospital - complete on time and to budget including rest scheter, bench and bins Construct a 2.5m wide shared path along patewell from the weseling install 10 custom bickle racks at various locations around Parkes CBD as part of "disease three bike Racks installed around CBD and nodes such as Henry Parkes Centre Construction 2.5m wide shared path along placement of new seating install 10 custom bickle racks at various locations around Parkes CBD as part of "disease on the round subtise of Hill Street and Bushman Street intersection. Construction includes 2 kerb ramps and associated linemarking and signage complete dower pudget interse construct to 2.5% of tools will be additioned budget interse and the completed over 320 customer requests and have completed over 320 customer requests and hav

| PARTE SHITE COUNCIL  | Parkes Shire Coun<br>Operational Plan Progres<br>January - June 20'<br>Year 2 of Delivery Program 2  | s Report<br>15          |   |
|--|--|-------------------------|---|
| 8.2.3.5 Kerb and gutler is provided to meet the<br>needs of road users within financial constraints                      | * Asset Inspections carried out on a regular basis<br>* Asset management data updated<br>* Construction program completed<br>* Customer complaints kept to a minimum<br>* Response times | Ben Howard, Rob Staples | Asset inspections carried out in accordance with the<br>hierarchy of Parkes Shire Council's Transport Asset<br>Management Plan. Under the Integrated Planning and<br>Reporting Delivery Plan, there is no programme for<br>capital works in the 2014/15 year the Engineering<br>Department has received over 444 customer requests<br>and have completed over 94% of those with the<br>remainder being programmed or under investigation.   |
| 8.2.3.6 Street lighting is provided to meet the needs of road users within financial constraints                         | * Compliance with Australian standards is maximised<br>as funding permits<br>* Customer complaints kept to a minimum   | Ben Howard, Rob Staples | Southern Ring Road Project street lighting component<br>completed which included upgrades to the Newell<br>Highway intersection and 19 street lights in line with<br>regulations and standards. Council has received one<br>complaint which has been investigated during the<br>previous period and the works have been scoped and<br>completed. Active review of processes have been<br>undertaken whilst also attendance at conferences and<br>seminars to enable planning and investigations to<br>continue to improve infrastructure.   |
| 8.2.3.7 Street cleaning is undertaken to meet<br>the needs of road users and pedestrians within<br>financial constraints | * Street cleaning program is achieved<br>* Customer complaints kept to a minimum   | Ben Howard, Rob Staples | Street cleaning activities are carried out on a daily basis<br>with additional duties undertaken prior to special events<br>for town presentation. Customer complants are dealt<br>with promptly. Council has responded to a multiple<br>number (16) of motor vehicle crashes within Parkes<br>area where clean up and assistance has been required<br>to limit environmental impacts. In the last period the<br>Engineering Department has received over 320<br>customer requests and have completed over 92% of<br>those with the remainder being programmed or under<br>investigation. |

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| PARKES SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>015        |  |
|---|--|-------------------------|--|
| Action  | Resourcing Implications  | Director Oversight      | Initial Risk Challenge   |
| 8.2.3.P (Augmented Program) Ensure Ancillary<br>Road facilities are serviceable and in line with<br>current standards   | * Estimated expenditure will ensure ancillary road   | Steve Barry             | Low  |
| Task  | Measurements   | Actioning Officer       | Activity Reported  |
| 8.2.3.1.P Provide additional footpaths in accordance with Augmented Program   | <ul> <li>Asset Inspections carried out on a regular basis</li> <li>Asset management data updated</li> <li>Augmented Construction program completed</li> <li>Customer complaints kept to a minimum</li> <li>Response times</li> </ul> | Ben Howard, Rob Stapl   | es Asset inspections carried out in accordance with the<br>herarchy of Parkes Shire Council's Transport Asset<br>Management Plan. Condition Assessment of high use<br>precincts conducted annually. High precincts are those<br>around schools, hospitals and commercial precincts.<br>Following from the community satisfaction survey,<br>fotopaths rank highly as important and they are<br>considered to have a high level of dissatisfaction with<br>their service level. To meet these concerns footpath<br>and cycleways have been funded accordingly in the<br>operational budget and special rate variation projects.<br>Projects completed in this period include: Peak Hill<br>works - totaling \$90,000, Trundle - totaling \$90,000<br>and Bogan Gate - totaling \$22,000. In the last period<br>the Engineering Department has received over 320<br>customer neguests and have completed over 92% of<br>those with the remainder being programmed or under<br>investigation. The 15/16 SRV footpath program is<br>currently being reviewed with allocations to be<br>completed mid August. Works identified include aged<br>care and school precincts. |
| 11  | Parkes Shire Counc   |                         |  |
| Carlo and a state of the state | Operational Plan Progress<br>January - June 2015   |                         |  |
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program 20  | 13-2017                 |  |
|   | * Asset Inspections carried out on a regular basis<br>* Asset management data updated<br>* Augmented Construction program completed<br>* Oustomer complaints kept to a minimum<br>* Response times                                   |                         | Asset inspections carried out in accordance with the<br>hierarchy of Parkes Shire. Council's Transport Asset<br>Management Plan.<br>New kerb and gutter provided in association with the<br>augmented footpath programme where required.   |
| 8.2.3.3.P Increased street cleaning is<br>undertaken to meet the needs of road users,<br>pedestrians and CBD businesses   | * Augmented street cleaning program is achieved<br>* Customer complaints kept to a minimum   | Ben Howard, Rob Staples | Additional street cleaning activities have been<br>implemented in accordance with the Special Rate<br>Variation. Communities are included in Councit's street<br>cleaning programme.   |

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| PARES SHILL COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program   | ss Report<br>015   |  |   |
|--|--|--------------------|--|---|
| Action   | Resourcing Implications  | Director Oversight | Initial Risk C   | hallenge  |
| 8.2.4 Source road making materials in ar<br>environmentally responsible manner   | * Funding for works to maintain and operate the<br>facilities is generated by the material removed from<br>the quarry or pit utilised to a cost on the projects<br>undertaken  | Steve Barry        | Medium   |   |
| Task   | Measurements   | Actioning Officer  |  | Activity Reported   |
| 8.2.4.1 Ensure compliance with legislation<br>pertaining to operation of gravel pits   | <ul> <li>Asset inspections carried out on a regular basis</li> <li>Breaches of legislatio</li> <li>Performance reports</li> <li>Environmental protection undertaken</li> <li>Comply with PH Management Plan</li> <li>NSW Trade &amp; Investment quarterly reports</li> </ul> | Ben Howard         | as per legisla<br>incident reports<br>and also, Quart<br>Council manag<br>Councils Mine s<br>reviewed and<br>accordingly. Ra<br>ensure compli  | ed to Department Trade and Investment<br>tive requirements include: Quaterly<br>is which Parkes Shire had nil to report<br>erly stocktake quantilies extracted from<br>de quarries and pils. Under legislation,<br>Safety Management Plan (MSMP) was<br>plans of quarries and pils updated<br>andom site inspections carried out to<br>ance of contractors working within<br>ad quarries and pils undertaken.   |
| 8.2.4.2 Manage contractors engaged in the<br>processing of road making materials to ensure<br>legislative compliance   | * Breaches of legislation<br>* Performance reports<br>* NSW Trade & Investment quarterly reports   | Ben Howard         | mid term where<br>suitably qualifie<br>met whilst unde<br>quarries and<br>contractor inclu<br>pre-start check<br>Council staff an<br>legislation. Cou<br>reviews with the<br>met on all asy                          | d crushing of gravel tender is currently<br>tritis tender enables Council to engage<br>d contractors to ensure compliance is<br>ertaking works within Council managed<br>pits. Management activities of the<br>sector of the sector of the sector<br>sector of the sector of plant by<br>d reporting practices in accordance with<br>ncil staff regularly undertake quarterly<br>contractor to ensure that compliance is<br>sects of the agreement. Nil breaches<br>the reporting period. |
| Ser la construction de la constr | Parkes Shire Council<br>Operational Plan Progress F<br>January - June 2015   |                    |  |   |
| PARKES SHIRE COUNCIL   | Year 2 of Delivery Program 2013  | 3-2017             |  |   |
| 8.2.4.3 Road making material stocks are<br>maintained at a level to ensure timely supply for<br>works  | * Stockpile levels monitored on a regular basis E<br>* Works Program is Inked to road making material<br>supply needs<br>* Stockpile surveys annually  | en Howard          | material availability r<br>takes have been ur<br>quartities can be ac<br>implemented. The o<br>program has been r<br>extensive winning an<br>identified and subsequ<br>15/16 sees the largest<br>PSC, required stock | onitored regularly to ensure that<br>neets current programs. Stack<br>detraken to ensure estimated<br>hieved prior to program being<br>construction and maintenance<br>eviewed along with stock. An<br>d crushing program has been<br>ently passed onto our contractor.<br>I roads program in the history of<br>control is paramount to ensure<br>mmence on time with no delays   |
| 8.2.4.4 Closed Gravel Pits are rehabilitated   | * Pits are rehabilitated in accordance with Council's E<br>Pit Management Plan   | ∂en Howard         | No Council managed<br>therefore didn't req<br>reporting period.  | i gravel pits were closed and<br>uire rehabilitation during the   |
| 8.2.4.5 Additional road making supplies are<br>sought to ensure future needs are met   | * New sources are identified and Development E<br>Applications lodged<br>* Reopening of previously closed council pits   | ∂en Howard         | with major construction<br>near Yarabandai. Cour<br>in reopening a previor<br>Bowditch's Pit. This p<br>Investment guidelines  | g supplies were identified early<br>n activities planned in early 2015<br>ncli officers followed due process<br>usly closed gravel pli known as<br>rocess met all NSW Trade and<br>i. No other additional sources<br>New program material to be<br>its and quarries.  |

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| PARKS SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2t<br>Year 2 of Delivery Program   | oss Report<br>015       |   |
|---|--|-------------------------|---|
| Action  | Resourcing Implications  | Director Oversight      | Initial Risk Challenge  |
| 8.2.5 Implement the Parkes Shire Council<br>Transport Asset Management Plan   | * Funding to cover staff resources for asset<br>inspection and management comes predominantly<br>from existing road allocations and engineers'<br>salaries. Information required to be collected and<br>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<br>collected in a timely manner | * Information recorded in the database reflects<br>extents and condition of asset  | Ben Howard, Rob Staples | Commenced revaluation of road assets including the<br>footpaths and kerbs in the rural communities.   |
|   |  |                         | 80% of the unsealed road network has been inspected<br>utilising Council's newly purchased roughness meter<br>and video device.<br>Contractor has been engaged to carry out condition<br>assessment, data capture for reporting of the sealed<br>rural road network and Parkes streets A full analysis of<br>the condition rating and assessment of these seales will<br>be conducted and preserted to New South Wales Local<br>Government as a requirement to comply with<br>international accounting standards.   |
| 8.2.5.2 Data for the Asset Management Plan is maintained up to date           | <ul> <li>Quality of information allows assessment of<br/>maintenance needs</li> </ul>  | Ben Howard, Rob Staples | Undertaken training through the software providers of<br>the Asset Management system (Asset). The training<br>included all asset managers throughout Council<br>including library services, administration, planning,<br>engineering services, water, sewer and finance. The<br>financial reconciliation is currently under way in MyData<br>database with the Annual Report. Populating MyData<br>inventory, fair value and unit rates for ful<br>implementation of the Asset Management System.<br>Road inventory is 100% complete, fair value and unit<br>rates are 100% complete. |
| 11  |  |                         |   |
|   | Parkes Shire Co  | uncil                   |   |



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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, Rob Staples Management Resheet Programme, Major Renewals Programme, All of these programs are then ground truthed by Works Supervisors and staff to complete final program.

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| PARKES SHIRE COUNCIL   | Parkes Shire Co<br>Operational Plan Prog<br>January - June  | ress Report<br>2015   |   |
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|  | Year 2 of Delivery Progra   |   |   |
| eek additional grant funding for construction<br>Intenance of roads associated facilities  | Resourcing Implications<br>* Council relies on funding from the Australian an<br>NSW Government to accomplish additional work<br>that are not possible under current funding levels |   | Initial Risk Challenge<br>Medium  |
| k  | Measurements  | Actioning Officer   | Activity Reported   |
| 6.1 Applications are prepared and<br>mitted for funding under the NSW<br>erment's REPAIR Program on a yearly<br>s                | * Applications are submitted on time<br>* Success of applications   | Ben Howard, Rob Staples   | Successful application for 2014/15 REPAIR Projects<br>have been completed during this period. These projects<br>included: Widening and reseal of the Bogan Way<br>(MPR350N) for approximately 9kms near Kadungle -<br>totaling 5600,000.  |
|  |   |   | 2015/16 REPAIR Programme applications that were<br>submitted have been approved as successful projects,<br>these include: Widening and reseal of the Bogan Way<br>(MR350b) for approximately 6km, Widening and reseal<br>of the Bogan Way (MR350b) for approximately 2km.<br>These projects will compliment other funding streams<br>such as fixing Country Roads and Heavy Vehicle<br>Safety Productivity Frogram.   |
|  |   |   | REPAIR projects for 16/17 have been identified with<br>applications to close in October 2015  |
| 2.2 Applications are prepared and<br>initial for funding under the NSW<br>armnent program as they arise                          | <ul> <li>Applications are submitted on time</li> <li>Success of applications</li> </ul>   | Ben Howard, Rob Staples   | Applications prepared and submitted for a number of<br>programmes during this yearly reporting period include:<br>Fixing Country Roads Programme Heavy Vehicle<br>Safety and Productivty Program Federal Blackspot<br>Funding Projects lodged include. Mugincoble Sito<br>Access, Midde Trundle Road upgrade and seal, Bogan<br>Way widen and seal, Southern Ring Road Netungahoo<br>Rail Crossing Total funding sought including Council's<br>co-contribution 55.515,000 |
|  |   |   |   |
| 1 Alexandre  | Operational Pla   | Shire Council<br>an Progress Report<br>- June 2015                                    |   |
| PARKES SHREE COUNCIL   | Operational Pla<br>January  | an Progress Report  |   |
| Additional functions are made through the additional funding for inficant projects   | Operational Pla<br>January<br>Year 2 of Deliver<br>* Details of representations made are re-<br>rent including outcomes   | an Progress Report<br>- June 2015<br><i>y Program</i> 2013-2017                       | Representations are made to members of F<br>regularly and include recent applications pre<br>submitted for a number of programme includ<br>Courtry Roads Programme Heavy Vehicle<br>Productivity Program Federal Blackspot Fund<br>Director Engineering Services attends<br>seminars and meetings which are well at<br>members of Parliament to ensure com<br>channels are open and transparent at all times  |
| .6.3 Representations are made through t<br>al State and Federal Members of Parliam<br>assistance to obtain additional funding fo | Operational Pla<br>January<br>Year 2 of Deliver<br>* Details of representations made are re-<br>including outcomes<br>*<br>* A suite of suitable projects are identifie             | an Progress Report<br>- June 2015<br><i>y Program 2013-2017</i><br>corded, Ben Howard | regularly and include recent applications pre<br>submitted for a number of programmes includ<br>Country Roads Programme Heavy Vehicle S<br>Productivity Program Federal Blackspot Fund<br>Director Engineering Services attends<br>seminars and meetings which are well at<br>members of Parliament to ensure com<br>channels are open and transparent at all times<br>Nathan Road projects identified, scoped and estit  |

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| PARTES SIMILE COUNCIL   | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20<br>Year 2 of Delivery Program 2  | ss Report<br>15                |  |
|---|---|--------------------------------|--|
| Action  | Resourcing Implications   | Director Oversight             | Initial Risk Challenge   |
| 8.2.7 Plan for future transport and road<br>Infrastructure to service future needs                          | <ul> <li>Council relies on funding from the Australian and<br/>NSW Government. Planning needs to take place<br/>to ensure Council is in the best position to support<br/>grant applications and/or submissions for available<br/>funding</li> </ul> | Steve Barry                    | Medium   |
| Task  | Measurements  | Actioning Officer              | Activity Reported  |
| 8.2.7.1 Road network and supporting facilities<br>are analysed to identify opportunities for<br>development | * Projects identified for further investigation   | Ben Howard                     | Road network and supporting facilities continue to be<br>analysed in keeping with Council's Transport Asset<br>Management Plan, Pedestrian Access Management<br>Plan, Strategic Transport Plan. Future projects to be<br>developed in keeping with Council's Community<br>Engagement Strategy. Examples include the Rural<br>Roads Activity. Orcup provides consultation and<br>roommendation for maintening Council's road work<br>of the aggregate software in the control to the<br>engagement of the period software the software<br>for the software of the period software the software<br>Revaluation during the period in the with Council's Asset<br>Management Plans and also levels of service. |
| 8.2.7.2 Projects are scoped and designed to a "Job ready" state for when funding opportunties arise         | * A suite of suitable projects have documentation<br>prepared   | Nathan Koenig                  | Master planning, including infrastructure plans,<br>underway for Parkes Industrial estate redevelopment.<br>Parkes CBD Car Parking Strategy commenced.<br>Southern Ring Road options under environmental<br>assessmert. Ongoing discussion with Roads and<br>Maritime and Australian Rail Track Corporation to align<br>local infrastructure to State and National transport<br>projects to maximise local benefits and integration to<br>Parkes HUB.  |
| PARKES SHIRE COUNCIL  | Parkes Shire Cc<br>Operational Plan Prog<br>January - June<br>Year 2 of Delivery Progra   | ress Report<br>2015            |  |
| Action  | Resourcing Implications   | Director Oversight             | Initial Risk Challenge   |
| 8.3.1 Provide an effective and safe Sewage<br>Collection Network for Parkes Shire                           |   | g<br>o<br>e                    | Low  |
| Task  | Measurements  | Actioning Officer              | Activity Reported  |
| 8.3.1.1 Maintain the network of collection mains<br>and manholes  | * Number of overflows<br>* Annual replacement program implemented<br>* Identify and reduce inflow and infiltration  | Andrew Francis                 | * No major overflows recorded<br>* Annual main relining and replacement program<br>completed<br>* Smoke testing program progressing with follow up<br>audts required to ensure compliance.<br>* Manhole rehabilitation program commenced trialling<br>two proprietary methods for repair.  |
| 8.3.1.2 Provide a level of service for<br>connections including attending to chokes and<br>overflows        | * Number of overflows<br>* Service complaints received<br>* Problem sever mains identified and remedial wo<br>undertaken  | Andrew Francis<br>rks          | * 86 chokes recorded for the period<br>* No complaints received<br>* Works done under renewal program.   |
| 8.3.1.3 Monitor and maintain pump stations to<br>provide efficient conveyance of sewage                     | * Degree of station downtime<br>* Number of overflows annually  | Andrew Francis, Rob<br>Staples | * Parkes pump station down for approximately 2 weeks<br>for maintenance, by passing pumping arrangement<br>setup during this period<br>* No overflows  |

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8.3.1.4 Sewer Asset Plan development

\* Continue CCTV investigation \* Continue smoke test of network Andrew Francis, Rob Staples \* CCTV and conditional assessment work continuing \* Smoke testing continuing



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| PARKES SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  |                    |  |
|--|---|--------------------|--|
| 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 | * \$6,800,000 budgeted to construct combined<br>effluent reuse and stormwater harvesting ring to<br>service open space areas. This project is<br>contingent upon a successful application for<br>\$3,400,000 in grant funding. \$4,200,000 is<br>budgeted for 2014/2015 | 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     | * Investigations continuing as a part of Federal grant for<br>new ring main and advanced treatment facility,<br>including business case for the cost of production of<br>recycled water. |
| 8.3.3.2 Provide effluent to the Parkes and Peak<br>Hill Golf Courses   | Develop servicing agreement     Compliance with agreement   | Andrew Francis     | * Engaged with stakeholders through workshop<br>* Agreement drafted as part of control mechanism for<br>exposure   |
| 8.3.3 3 Dispose of excess effluent to receiving<br>waters in an environmentally responsible<br>manner                | * Effluent does not cause environmental harm<br>* Breaches of licence conditions  | Andrew Francis     | * No environmental incidents<br>* No license breaches  |
| PARKS SHIRE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ss Report<br>)15   |  |

Andrew Francis

8.3.3.4 Investigate recommendations from the IWCM Plan \* Seek additional expertise to assist with implementation \* Degree of implementation of the IWCM

\* Strategy developed \* Working with NOW to approve the issues paper

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| 1 Alexandre   | Parkes Shire Cour<br>Operational Plan Progres<br>January - June 20  | ss Report  |  |
|---|---|--|--|
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Program 2  | 2013-2017  |  |
| tion  | Resourcing Implications   | Director Oversight   | Initial Risk Challenge   |
| ormwater Management Plan  | * Stormwater Levy introduced to fund required<br>stormwater works, 2014/2015 budget \$269,000,<br>will require dedicated drainage crew to construct<br>and maintain increasing infrastructure (Activity 25) | Steve Barry  | Medium   |
|   | Measurements  | Actioning Officer  | Activity Reported  |
| 8 4 1.1 Update existing Stormwater<br>Management Plan                   | * Degree of completion  | Andrew Francis   | * Consultants engaged  |
| Management Plan works and procedures                                    | * Degree of implementation of the annual Stormwater<br>Management Program<br>* Source funding for stormwater harvesting<br>opportunities  | Andrew Francis   | * Works planned and delivered<br>* No current grant opportunities available  |
| 8.4.1.3 Investigate options for improvement of<br>stormwater quality    | * Progress  | Andrew Francis   | * Progressing through PSC Design section   |
| PARKES SHIRE COUNCIL  | Parkes Shire<br>Operational Plan P<br>January - Ju<br>Year 2 of Delivery Pro  | rogress Report<br>ne 2015  |  |
| ction   | Resourcing Implications   | Director Oversight   | Initial Risk Challenge   |
| 4.2.P (New Program) Development of Villag<br>formwater Management Plans |   | uired Steve Barry<br>nage<br>asing<br>for<br>00 in<br>the<br>ment<br>and<br>ance | Low  |
| Task  | Measurements  | Actioning Officer  | Activity Reported  |
| 8.4.2.1.P Develop Stormwater Management<br>Plan                         | * Degree of completion  | Andrew Francis   | * Construction program developed and 14/15<br>completed.   |
| 8.4.2.2.P Implement SWMP for Villages                                   | * Degree of implementation of the annual Stor<br>Management Program   | mwater Andrew Francis  | * Bogan Gate works complete<br>* Tullamore plan drafted awaiting cor<br>engagement, some maintenance works complet |
| 8.4.2.3.P Investigate further stormwater<br>mitigation measures         | * Stormwater model used to identify solutions t<br>stormwater problems<br>* Response to customer complaints   | to Andrew Francis, F<br>Staples  | * Stormwater model currently being updated<br>* CAIRs used to track complaints                                     |

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| PARKES SMILE COUNCIL  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 2<br>Year 2 of Delivery Program | ess Report<br>015  |                                    |
|---|---|--------------------|------------------------------------|
| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge             |
| 8.4.3 Manage the collection and removal of<br>stormwater to minimise damage throughout the<br>Shire | * Majority of investigations to be outsourced   | Steve Barry        | Medium                             |
| Task  | Measurements  | Actioning Officer  | Activity Reported                  |
| 8.4.3.1 Source funding for stormwater<br>harvesting opportunities                                   | * Grant submissions lodged  | Andrew Francis     | * No grant opportunities available |

| PARKES SHITE COUNCEL   | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017   |                    |                              |
|--|---|--------------------|------------------------------|
| Action   | Resourcing Implications   | Director Oversight | Initial Risk Challenge       |
| 8.4.3.P (Augmented Program) Provide enhanced<br>drainage maintenance and enhancement works | * Requires dedicated drainage crew as per action<br>8.4.1. The delivery Program for a Progressive<br>Parkes Shire will provide additional funding for<br>drainage maintenance and enhancement. In<br>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<br>maintenance and enhancement program              | * Benchmarks of projects met  | Andrew Francis     | * Program nearing completion |

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|   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20  | ss Report<br>015                 |  |
|---|---|----------------------------------|--|
|   | Year 2 of Delivery Program  |                                  |  |
| kction<br>3.4.4 Apply the principles of Water Sensitive Urban<br>Design to stormwater management                | Resourcing implications<br>* Model for Urban Stormwater Investigation and<br>Conceptualisation (MUSIC) licence value is \$1,200<br>per year. It is designed to simulate Urban<br>Stormwater systems and model water quality<br>changes and design pollutant collection<br>mechanisms, Joining the Central West Water<br>Quality and Sainity Aliance will give access to<br>resources for WSUD implementation at minimal<br>cost (Activity 25) | Director Oversight               | Initial Risk Challenge   |
| Task  | Measurements  | Actioning Officer                | Activity Reported  |
| 8.4.4.1 Develop a WSUD policy in relation to<br>development and Council works                                   | * Consultation<br>* Policy developed in line with guidelines from CW<br>CMA   | Andrew Francis, Nathan<br>Koenig | Communication continues between PSC staff and CW<br>Catchment Management Authority on best practice in<br>urban stormwater management and water quality<br>outcomes. Policy is under development for inclusion<br>into Council's current draft. Stormwater Design<br>Guidelines. Council has purchased the Best Practice<br>Errosion and Sedimentation Control Guidelines from<br>IECA Australasia as the industry standard to be applied<br>to all Council's projects and development within Parkes<br>Shrie. New stormwater management treatments applied<br>to standard - instalation of new raingarden and<br>revegetation at the Southern Ring Road intersection to<br>feature in industry paper in 2015. |
| 8.4.4.2 Investigate the use of stormwater quality modelling   | * Progress with investigations  | Andrew Francis                   | * Currently MUSIC software being utilised by PSC<br>Design staff   |
| 1   | Parkes Shire<br>Operational Plan Pro<br>January - Jun   | gress Report                     |  |
| PARKES SHIRE COUNCIL  | Year 2 of Delivery Prog   | ram 2013-2017                    |  |
| ction   | Resourcing Implications   | Director Oversight               | Initial Risk Challenge   |
| .5.1 Ensure the Airport facilities and operation<br>re in accordance with legislative and safet<br>tandards     |   | tive                             | Medium   |
| Task  | Measurements  | Actioning Officer                | Activity Reported  |
| 8.5.1.1 Ensure Compliance with the Civil<br>Aviation Safety Authority Requirements for a<br>certified aerodrome | * Audit reports<br>* Breaches recorded<br>* Vartaitons from CASR Part 139 Manual of<br>Standards  | Sharon Ross                      | In November 2014 the Civil Aviation Safety Authont<br>(CASA) Inspection was undertaken with m<br>Non-Conformances reported. Compulsory Technics<br>Inspections in September 2014 and Lightin<br>Inspections in October 2014 were also conducted wit<br>good results. The Airport Emergency Exercise held on<br>1 November 2014 was well responded by all agencie<br>(52 personnel in total) with positive outcomes pertainin<br>to inter agency communication and Airport Site<br>familiarisation.   |
| 8.5.1.2 Ensure the security of the Airport is<br>commensurate with current risk levels                          | * Audit reports<br>* Breaches recorded<br>* Variations from the Transport Security Plan   | Sharon Ross                      | Airport boundary fencing replacement project is now<br>complete. Transport Security Plan in place.   |

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| PARKES SHIRE COUNCIL |

## Year 2 of Delivery Program 2013-2017

| Resourcing Implications  | Director Oversight  | Initial Risk Challenge  |
|--|---|---|
| * Funding is consistent from year to year to enable<br>satisfactory maintenance of existing facilities in<br>2014/20154. Budget is \$661,834 (Activity 42) | Steve Barry   | Medium  |
| Measurements   | Actioning Officer   | Activity Reported   |
| * Audit reports<br>* Customer Complaints   | Sharon Ross   | Airport Grounds are well kept and maintained as th<br>Gateway to the Shire and Region. Airport entranc<br>work completed and well received by Airport tenants.  |
| * Customer Complaints  | Sharon Ross   | Terminal Building maintained to acceptable standard<br>Terminal upgrade works to commence late July 2016<br>Aero Club facility upgrades now completed to provide<br>quality temporary terminal during construction work.  |
| * Completion of programmed works<br>* Implementation of AMP  | Sharon Ross   | Programmed works have been completed such a<br>Inemrarking, boundary fencing, resealing the cros<br>rumway and aprons with a two cast seat in consultatio<br>with Council's Engineering Services Staff.   |
|  | * Funding is consistent from year to year to enable<br>satisfactory maintenance of existing facilities in<br>2014/20154. Budget is \$651,834 (Activity 42)<br>Measurements<br>* Audit reports<br>* Customer Complaints<br>* Customer Complaints | F Funding is consistent from year to year to enable<br>satisfactory maintenance of existing facilities in<br>2014/20154. Budget is \$651,834 (Activity 42)     Measurements Actioning Officer     * Audit reports Sharon Ross     * Customer Complaints Sharon Ross     * Customer Complaints Sharon Ross |



Parkes Shire Council Operational Plan Progress Report January - June 2015

Year 2 of Delivery Program 2013-2017

| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
|--|--|--------------------|---|
| 8.5.3.P (New Project) Provide enhanced Airport<br>Facilities | * Council has received funding for RDAF funding,<br>LIRS Application submitted and Council in kind<br>support \$200,00 for 2014/2015 (Activity 42) | Steve Barry        | Low   |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |
| 8.5.3.1.P Design and construct new Airport<br>Terminal       | * Airport Terminal has been designed and<br>constructed  |                    | Terminal Development Application and Construction<br>Certificate approved. The tender for the construction<br>was awarded to Hines Constructions Pty Ltd and will<br>commence in late July 2015. Completion date for the<br>upgraded terminal facility in early 2016. |

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| PARKES SHIRE COUNCIL   | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ss Report<br>015                      |  |
|--|---|---------------------------------------|--|
| Action   | Resourcing Implications   | Director Oversight                    | Initial Risk Challenge   |
| 8.5.4 Seek opportunities to optimise the<br>development of the Airport to support the future<br>needs of the region                | * Insufficient funding is available for development<br>of facilities at the Airport. Grant funding or loan<br>opportunities will be necessary to meet the<br>financial requirements of facilities upgrading.<br>Future development funded loans is contingent<br>upon sufficient revenue being available to service<br>the debt (Activity 42) | Steve Barry                           | High   |
| Task   | Measurements  | Actioning Officer                     | Activity Reported  |
| 8.5.4.1 Representations are made through the<br>Local, State and Federal Members of<br>Parliament for assistance to obtain funding | * Details of representations made are recorded,<br>including outcomes   | Ben Howard                            | Representation to Federal Government for the Regional<br>Development Australia Grant funding was successful<br>for \$1.5 million. Implementation of Regional<br>Development Australia Grant funding with design phase<br>of terminal building completed and construction plans<br>issued. RESTART NSW Regional Tourism - Airport<br>Infrastructure projects are currently being scoped for<br>opportunity to submit grant applications after being<br>successful in the Expressions of Interest (EOI) phase. |
| 8.5.4.2 Business opportunities are explored for<br>enhancement of the Airport facility   | * Opportunities identified and progressed   | Les Finn, Anna Wyllie,<br>Sharon Ross | Council has endeavored to expand business activities<br>at the airport. Currently a freight charter company are<br>operating at the Airport. Through the development of<br>the Master Plan Council has identified future areas for<br>industrial development, Council is working pro activity<br>towards opening up these areas.   |
| -  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20  | ss Report                             |  |
| PARKES SHIRE COUNCIL   |   | 00/0 00/7                             |  |
|  | Year 2 of Delivery Program  | 2013-2017                             |  |
| Action   | Resourcing Implications   | Director Oversight                    | Initial Risk Challenge   |
| 8.6.1 Effective maintenance of Council owned<br>buildings  | * \$144.922 budgeted 2014/2015 for maintenance<br>works. Refer (Building and Asset Management<br>Plan Section 5&7)  | Steven Campbell                       | Medium   |
| Task   | Measurements  | Actioning Officer                     | Activity Reported  |
| 8.6.1.1 Ensure buildings are cleaned in a timely<br>manner to meet expectations  | * Buildings are cleaned and serviced in accordance<br>with agreed frequency<br>* Cleaning contracts are current   | Michelle Bicket                       | Cleaning contract for Council Administration Centre,<br>Library Cultural Centre and Henry Parkes Centre in<br>place and extended to Community Centre. Contract<br>management meetings held and issues addressed.   |
| 8.6.1.2 Asset Management Plans developed for<br>buildings and implemented  | * Works/Improvements completed as identified in<br>Asset Management Plan  | Michelle Bicket                       | Assets improved and maintained in accordance with<br>operational budget. No resources devoted to building<br>asset management plan in this reporting period.   |
| 8.6.1.3 Utilise CAIRS for building maintenance<br>requests   | * Requests listed in CAIRS<br>* Tasks to be reviewed monthly  | Michelle Bicket                       | Maintenance help system developed and implemented.<br>Tasks monitored.   |

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| PAGES SHITE COUNCE  | Parkes Shire Cou<br>Operational Plan Progre<br>January - June 20<br>Year 2 of Delivery Program  | ss Report<br>015   |   |
|---|---|--------------------|---|
| Action  | Resourcing Implications   | Director Oversight | Initial Risk Challenge  |
| 8.6.1.P (Augmented Program) Effective<br>maintenance of Council owned buildings | * In 2014/2015 an additional \$20,000 is to be<br>utilised for maintenance works at public<br>conveniences at Cooke Park, Parkes and the Bush<br>Shelter in Church Street, Parkes | Steven Campbell    | Low   |
| Task  | Measurements  | Actioning Officer  | Activity Reported   |
| 8.6.1.1.P Maintenance works at Cooke Park<br>and the bus shelter conveniences   | * Maintenance carried out   | Steven Campbell    | Refurbishment works to Cook Park and the bus shelter<br>public amenities have been completed. |

| PARTES SHITE COUNCE  | Parkes Shire Council<br>Operational Plan Progress Report<br>January - June 2015<br>Year 2 of Delivery Program 2013-2017  |                    |  |
|--|--|--------------------|--|
| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge                   |
| 8.6.2 Manage the acquisition and sale of Council's<br>buildings and properties | * Council draws upon assistance from contracted<br>solictors/agents for this purpose with fees incurred<br>to Council case by case. The majority of the work<br>is carried out by staff within their salaries functions. | LesFinn            | Very Low                                 |
| Task   | Measurements   | Actioning Officer  | Activity Reported                        |
| 8.6.2.1 Acquisitions and sales occur as<br>opportunities and resourcing permit | * Acquisitions and sales carried out   | LesFinn            | Marketing of Industrial Land is ongoing. |

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| PARKES | SHIRE COUNCIL |

| Action   | Resourcing Implications  | Director Oversight | Initial Risk Challenge  |
|--|--|--------------------|---|
| 8.6.4 Manage and maintain Spicer Caravan Park                        | <ul> <li>The level of funding is contingent on available<br/>revenue streams. Budget for 2014/2015 is<br/>\$267,213 (Activity 46)</li> </ul> | Steven Campbell    | Low   |
| Task   | Measurements   | Actioning Officer  | Activity Reported   |
| 8.6.4.1 Supervise Management Lease of Spicer<br>Caravan Park         | * Manager fulfilling lease responsibilities  | Michelle Bicket    | Caravan park operating in terms of lease. Regular<br>lease management meetings held and matters<br>addressed.   |
| 8.6.4.2 Asset Management Plan for Spicer<br>Caravan Park implemented | * Works/improvements completed as identified in the<br>Asset Management Plan   | Michelle Bicket    | Air conditioners upgraded to park cabins Site clearing<br>and leveling work carried for re-development of<br>permanent sites carried out. New hot water service<br>upgraded in main amenities. New sealed driveway and<br>parking areas installed to existing cabins. Two new<br>cabins, (disabled & duplex) installed in Park and<br>levelling for 5 new RV Friendly unpowered sites carried<br>out. |

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| SUCCESSFUL GRANTS                   |  |
| SHIRE EVENTS                        |  |
| COMPLETED PROJECTS                  |  |

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Parkes Shire Integrated Planning and **Reporting Framework** 



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# 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
- ${\bf R}_{\rm }$   $\,$  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

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#### 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

w Insign

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.

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| FUTURE<br>DIRECTION:                        | 1. Develop                   | 1. Develop Lifelong Learning Opportunities |                       |   |  |  |  |  |  |  |
|---|------------------------------|--|-----------------------|---|--|--|--|--|--|--|
| STRATEGIC                                   | 1.1 Facilit                  | ate Acces                                  | s to Tertiar          | y | Council Role                               | Advocate - Facilitator   |  |  |  |  |
| OBJECTIVE:                                  | OBJECTIVE: Education         |  |                       |   | Related Council Activity/s:                | Community Services & Education   |  |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:   | IN ITIAL<br>TOTO<br>MODERATE |  | CURRENT<br>CONTRACTOR |   | Director Oversight<br>Manager Responsible: | Director Technology Corporate Services<br>Manager Library, Education and Cultural Services |  |  |  |  |
| Parkes Univer<br>by partners, C<br>Western. |                              |  |                       |   |  |  |  |  |  |  |

Eighteen applications received for the Jack Scoble Scholarship. The following Scholarships were presented at Council Meeting 17 February 2015 to:

 Illie Hewitt, (Bachelor of Medical Sciences, Sydney University)
 Amy Hart, (Bachelor of Exercise Physiology and Rehabilitation, University of Canberra)  Lauren Davis, (Bachelor of Laws (Hons)/Bachelor of International Security studies, Australia National University)
 Vince Umbers, (Bachelor of Science/Bachelor of Arts, Sydney University)



<sup>n</sup> Jack Seckle Scholarship 2015 Recipients. Left to right: Cr Barkena Newton, Brett Davis (on kehalf of daughter Lawren Davis, Ellen Hart (on kehalf of daughter Amy Hart, Vince Umkers, Illie Hewitt, Cr Belinda McCorkell and Cr Michael Greenwood.



<sup>a</sup> Jordan Sloane receiving his award of Aboriginal and Tomes StraitIslander Student of the Year for his completion of Cert II in Local Government (Operational Works)

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| FUTURE<br>DIRECTION:                      | 1. Develop Lifelong Learning Opportunities |                         |         |                    |   |  |  |  |  |
|---|--|-------------------------|---------|--------------------|---|--|--|--|--|
| STRATEGIC                                 |  | ote and su<br>and educa |         | childhood          | Council Role                                | Advocate - Facilitator   |  |  |  |
| OBJECTIVE:                                | care                                       | and educa               | ation   |                    | Related Council Activity/s:                 | Community Services & Education   |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | MODERATE                                   |                         | CURRENT | STATUS<br>ON TRACK | Director Oversight:<br>Manager Responsible: | Director Technology Corporate Services<br>Manager Library, Education and Cultural Services |  |  |  |

The "Bess Thomas" Australian Library and Information Association (ALIA) award was received by Parkes Shire Libary for innovative services and programs for children and youth during REaDtember 2014.

Family Day Care maintained accreditation throught the reporting period. To see a full listing of Family Day Care Activites refer to page 30.

Promotion of Early Literacy through 159 Early Childhood Literacy sessions with attendance of 3496 people (includes REaDtember).

Special events held included; Family Our Town storytime School for Supervillains Themed writing group meetings Storytime at Parkes Metro Plaza Games night at Railway Hotel Fun Palace weekend



^ PSC Library's "Fun Palace"

| FUTURE<br>DIRECTION:   | 1. Develop  | Lifelong   | Learning C  | opportunities  | <b>;</b>                                    |  |
|--|---|--|---|--|---|--|
| STRATEGIC  | 1.5 Provid  | e lifelo <u>ng</u>   | ong learning<br>ies   |  | Council Role                                | Advocate - Facilitator   |
| OBJECTIVE:   | орро  | rtunities  |   |  | Related Council Activity/s:                 | Community Services & Education   |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:  | MODERATE  |  | CURRENT   | STATUS<br>ON TRACK   | Director Oversight:<br>Manager Responsible: | Director Technology Corporate Services<br>Manager Library, Education and Cultural Services, Manager<br>Human Resources |
| 18 sessions he<br>Basics - 46 pa<br>5 Information s<br>Facebook, eB<br>93 participants<br>Parkes History<br>April 2015<br>Family History<br>at Peak Hill a-<br>327 Family His<br>requests carrie<br>10 Computers<br>public access a<br>Hill and Tullam<br>used by over 8<br>Try a Trade Da<br>Parkes High S<br>Gardens | rticipants<br>sessions held<br>ooks and eMa<br>Blog launche<br>9 participants<br>story research<br>ad out<br>available for<br>at Parkes, Pe<br>iore Libraries<br>8,000 people<br>ay supported a | on thro<br>igs - Cer<br>Mai<br>Cor<br>Cor<br>Cor<br>Cor<br>Dip<br>PS(<br>Dip<br>PS(<br>Cor<br>PS(<br>A<br>Cor<br>Cor<br>Cor<br>Cor<br>Cor<br>Cor<br>Cor<br>Cor | C Staff<br>Ioma HR Man<br>CI) - 3 PSC St<br>SC Superviso<br>idership Serie<br>SC Staff bega | ving training:<br>Frontline<br>hagement<br>itutel(MCI)) -<br>Management<br>Staff<br>ment (MCI) - 7<br>hagement<br>aff<br>vry Staff TWI<br>s<br>an Coaching &<br>s -through MCI |   | <image/>   |

Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

**General Manager** 

Document Set ID: 804460 Version: 3, Version Date: 20/08/2015

Kenfkeith.

Mayor

| FUTURE<br>DIRE CTION:  | 2. Improve Health a  | nd Wellbeing                        |   |                                |
|--|--|-------------------------------------|---|--------------------------------|
| STRATEGIC  | 2.1 Encourage the  | provision of medical                | Council Role                              | Advocate - Facilitator         |
| OBJECTIVE:   | facilities and se  |                                     | Related Council Activity/s:               | Community Services & Education |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:  | IN ITIAL<br>MOVEMENT<br>MODERATE   | CURRENT STATUS<br>MODERATE ON TRACK | Director Oversight<br>Manager Responsible | Director Planning Environment  |
| advanced - C<br>New South V<br>CVO. Regula<br>Council receiv<br>the progress of<br>Council again<br>Bush Bursary<br>December 20<br>GP Cup Work<br>Building asse<br>Contractor er | Official unveiling with w<br>Wales, Her Excellency<br>or briefings continue with<br>es regular briefings from<br>of the hospital developm<br>participated in the NS<br>Scheme hosting a me<br>14.<br>ing Party decision to ch<br>ts maintained within Co | n Health Infrastructure on          |   |                                |

<sup>o</sup> Medical Registars Kitchen refurbishment

| 2. Improv  | e Health a                     | nd Wellbein   | g  |  |  |  |
|------------|--------------------------------|---|--|--|--|--|
| 2.2 Promot | e and deve                     | lop health ed   | lucation   | Council Role   | Advocate - Facilitator   |  |
|            |                                |   | personal   | Related Council Activity/s:  | Community Services & Education   |  |
| INITIAL    | MOVEM ENT                      | CURRENT   | STAT US  | Director Oversight   | DirectorPlanning Environment   |  |
| MODERATE   | =                              | MODERATE  | ON TRACK   | Manager Responsible  | Manager Support Services   |  |
| R-         |                                |   |  | <ul> <li>Promotion of Q</li> <li>Implementation<br/>Cancer Checks</li> <li>As a result:</li> </ul> | uit smoking programs<br>h of Health and Wellbeing Calendar Skin (<br>leted Health and Wellhess Screening   |  |
|            | 2.2 Promot<br>and er<br>respon | 2.2 Promote and deve<br>and encourage por<br>responsibility for<br>INITIAL MOVEMENT | 2.2 Promote and develop health ed<br>and encourage people to take<br>responsibility for their health<br>INITIAL MOVEMENT CURRENT | INITIAL MOVEMENT CURRENT STATUS  | 2.2 Promote and develop health education and encourage people to take personal responsibility for their health       Courd Role         INITIAL       MOVEMENT       STATUS         MODERATE       ON TRACK       Director Oversight         MODERATE       MODERATE       Council strives to printers incentives         Promotion of C       Implementation       Implementation         As a result:       114 Staff comp |  |

(started June 2015) Council maintains connections with NSW Health and the Public Health unit and collaborates on any public health initiatives relevant to Parkes Shire.

\* Council Staff Member Ben Millet attending his Health and Wellbeing Check

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Color and Color

General Manager

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Kenfkeith.

Mayor

| and a long land  |   |  |   |  | Council Role   | Advocate - Facilitator  |                           |
|--|---|--|---|--|--|---|---------------------------|
| STRATEGIC<br>DBJECTIVE:  | 2.5 Maxim   | ise Public   | Safety  |  | Related Council Activity/s   |   |                           |
| RISK/<br>DELIVERY<br>HALLENGE<br>STATUS:   | INITIAL<br>INITIAL  | MOVEM ENT  | CURRENT<br>WODERATE   | STAT US  | Director Oversight<br>Manager Responsible  | Director Engineering Services, Director Various   | tor Planning Environme    |
| ouncil's Road<br>an detailing<br>excess of \$<br>ant funding w<br>ojects inclu<br>uppa for the<br>nich won the<br>cal Governn<br>Road Safety<br>October 2014<br>or full list of proje<br>ouncil continu<br>blic safety<br>customer<br>mpleting in<br>quired by   | Lachlan SI<br>d Safety Act<br>11 projects =<br>63,000 in R<br>as approved<br>ded the "F<br>Driver" Sche<br>IPWEA NSI<br>v Award Win<br>4.<br>eds refer page<br>ues to heigh<br>by respond<br>r complai<br>nspections<br>NSW Fr      | hire Lachl<br>and and it<br>and Crime<br>MS Envin<br>ree Incen<br>ree Durin<br>N's Coun<br>ree - CC<br>ner - Off<br>signar<br>10<br>Count<br>reque<br>with<br>ing 19%<br>rts, maint<br>as at E<br>ood includ   | g the repo<br>cil have also<br>TV project-P<br>Leash A<br>ge and ameni<br>cil received f<br>st relating to<br>81% being<br>programmed.  | a Command<br>esign and<br>Through<br>sign<br>rting period<br>delivered:<br>'hases 1 & 2<br>nimal Area<br>ties<br>65 Customer<br>o cemeteries,<br>addressed,<br>Additional<br>undertakent<br>cemetery | Councils), Jayne Bleechmor   | er scheme laun d: Andrea Hamilton-Vaughan (<br>re (Dubto City, Cilg andra Shire and Wikington I<br>Dorsett (Bathurst Regional and Blayney Shire<br>n Shire Coundi). | Councils), K en Smith (Wa |
| der the Com<br>d Impoundin<br>oviding contir<br>oighbourhood<br>orkes Interage   | npanion Anim<br>g Act as well<br>nued support<br><i>I Central</i><br>ency meeting   | as Mid L<br>to: Mana<br>Mana   | achlan Valle  |  | your priorities of e   | litional Ranger patrols conduc<br>ight village patrols per month<br>er expanded patrol regime.  |                           |
| der the Com<br>d Impoundin<br>oviding contir<br>eighbourhood   | g Act as well<br>nued support<br><i>I Central</i><br>ency meeting   | as Mid L<br>to: Mana<br>Mana<br>s RFS I  | .achlan Valle<br>gement ar<br>gement Tear<br>Funding alloca   | y Bush Flre<br>nd Senior<br>m Meetings.  | Add<br>verprinting<br>Progeosition<br>Reduce String<br>And String<br>Reduce String<br>Add<br>Of e<br>Und   | ight village patrols per month<br>er expanded patrol regime.  |                           |
| der the Com<br>d Impoundin<br>oviding contir<br>eighbourhoca<br>rrkes Interage<br>FUTURE   | g Act as well<br>nued support<br>( <i>Central</i><br><i>ency meeting</i><br>3 Promote<br>3.1 Develo   | as Mid L<br>to: Mana<br>Mana<br>s RFS I<br>a, Support  | .achlan Valle<br>gement ar<br>gement Tear<br>Funding alloca   | y Bush Flre<br>nd Senior<br>m Meetings.<br>ated.<br>our Commu  | Detwring<br>ywerprintlen<br>Progeneting ho<br>Padies String<br>New Shelene   | ight village patrols per month<br>er expanded patrol regime.<br>Advocate - Facilitator  |                           |
| der the Com<br>d Impoundin<br>oviding contin<br>eighbourhood<br>rkkes Interage<br>FUTURE<br>DIRECTION:<br>STRATEGIC<br>DEJECTIVE:<br>RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:   | g Act as well<br>nued support<br>(Central<br>ency meeting<br>3 Promote<br>3.1 Develo<br>towns<br>INITIAL<br>MODERATE  | as Mid L<br>to: Mana<br>Mana<br>s RFS I<br>e, Support<br>op and imp<br>hip plans   | Lachian Valle<br>gement ar<br>gement Tear<br>Funding alloca<br>and Grow<br>olem ent ind<br>CURRENT  | y Bush Fire<br>nd Senior<br>m Meetings.<br>ated.<br>our Commu<br>dividual<br>STATUS<br>ON TRACK  | Add<br>purperior<br>Progressing he<br>Page of a state<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Analysic<br>Ana | ight village patrols per month<br>er expanded patrol regime.<br>Advocate - Facilitator  |                           |
| der the Com<br>d Impoundin<br>oviding contin<br>eighbourhood<br>rrkes Interage<br>FUTURE<br>DIRECTION:<br>STRATEGIC<br>DEJECTIVE:<br>RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:<br>DOMINITY ST<br>TUIIamore<br>Bogan Gat<br>Trundle<br>bak Hill strat<br>proval.<br>Duncil has a<br>ojects during<br>Clean up t<br>New Shelt<br>Upgrade t | g Act as well<br>nued support<br>(Central<br>ency meeting<br>3 Promoto<br>3.1 Develor<br>towns<br>INITIAL<br>MODERATE<br>rate gic Plan<br>e<br>tegic plan cu<br>actively sup<br>g the reportin<br>the weir, Peat<br>ter for Memoria | as Mid L<br>to: Mana<br>Mana<br>S RFS f<br>A Support<br>P and imp<br>hip plans<br>MOVEMENT<br>S have been<br>arrently in c<br>ported and<br>g period:<br>k Hill<br>rial Park - E<br>Hall, Trunc<br>nd Hall and | Lachlan Valle<br>gement ar<br>gement Tear<br>Funding alloca<br>and Grow<br>olement ind<br>CURRENT<br>CURRENT<br>CURRENT<br>CURRENT<br>CURRENT<br>CURRENT<br>CODERATE<br>In completed<br>Iraft format a<br>facilitated t<br>facilitated t<br>Gogan Gate<br>dle | y Bush Fire<br>nd Senior<br>m Meetings.<br>ated.<br>our Commu<br>dividual<br>STATUS<br>ON TRACK  | Add<br>purprise<br>Proprietion.<br>Proprietion.<br>Proprietion.<br>Provide Prints.<br>Add<br>Of e<br>und<br>Und<br>Und<br>Und<br>Und<br>Und<br>Und<br>Und<br>U   | ight village patrols per month<br>er expanded patrol regime.<br>Advocate - Facilitator<br>s: Community Services & Education<br>Director Planning Environment        |                           |

**General Manager** 

Kenfkeith.

Mayor

| STRATEGIC   | 3.2 Develop stra   | egies to work with  | Council Role  | Facilitator - Provider   |  |
|---|--|---|---|--|--|
| OBJECTIVE:  |  |   |   | Community Services & Education   |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:   | IN ITIAL MOVEM   | ۵ ،   | TUS Director Oversight<br>Manager Responsible   | Director/Technology CorporateServices<br>Manager Business and Economic Development |  |
| cquiring the fo<br>inding to enhain<br>2 Million - Ress<br>ecurity Grant<br>1.420 Million<br>ixing Country<br>ad upgrade pr<br>B Million - Bu<br>egions Grant (<br>ing M ain Proje<br>for a full isting of<br>r 2014/2016 refer<br>ouncil met with<br>f Communica<br>aul Fletcher<br>is Shire's telen<br>sues. Coun<br>elcomed the n<br>pillout with Pa | Illowing external the<br>nce the Shire: Con-<br>tart NSW Water the<br>Restart NSW the<br>Roads Grant (4 the<br>ojects) Stronger the<br>Recycled Water the<br><i>PSC Grant funding</i> the<br><i>page 30</i> the<br>the Secretary<br>tions the Hon the<br>PSC or art funding the<br>the Secretary the secretary sec | trategic plan<br>Facilitiation of a ma<br>orkshop to set a Ma<br>trategy<br>The roll out the 2014<br>ocal" Christmas Campa<br>Developing a relat<br>ith Central West<br>usiness Chamber<br>any opportunities<br>ptimized to promote<br>icluding;<br>CountryNSW Expo E | ber of<br>of their<br>urketing<br>urketing<br>ingn<br>ionship<br>NSW<br>were<br>Parkes<br>Exhibit<br>erence<br>tics | are President Geoff Fice opers the Bushess Marketing Woo                           |  |

| FUTURE<br>DIRECTION:   | 3 Promote, Support and Grow our Communities |   |                             |                                |  |  |  |  |
|--|---|---|-----------------------------|--------------------------------|--|--|--|--|
| STRATEGIC  | 3 3 Strend                                  | then Cou                                  | ncil's relatio              | onshin                         | Council Role                               | Facilitator - Provider   |  |  |
| STRATEGIC 3.3 Strengthen Council's relationship<br>OBJECTIVE: with the smaller townships |   |   | Related Council Activity/s: | Community Services & Education |  |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:  | IN ITIAL                                    | See 10 ≤ 10 ≤ 10 ≤ 10 ≤ 10 ≤ 10 ≤ 10 ≤ 10 |                             | STAT US                        | Director Oversight<br>Manager Responsible: | DirectorTechnology Corporate Services<br>Manager Governance and Corporate Strategy, Manager<br>Business and Economic Development |  |  |



 $^{\circ}$  Councillors tour the main street of Trundle with resident Andrew Rawst...before the township Council Meeting in March 2015.

wareness of Council activity has been increased by regular Media Releases, Progress Newsletters and Community Engagement.

Council Mid Term Reporting and Community Priority Workshopswere held in September throughout all townships and at the Parkes Show. 68 residents throughout the Shire attended the workshops with 150 people visiting the show exhibit.

Community Engagement continued with Community Information Sessions held throughout the Shire in May 2015 providing information around the 2015/2016 Operational Plan and Budget.

Atownship Council Meeting held in Tullamore in September 2014 and another held in Trundle March 2015.

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Peak Hill.

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| FUTURE<br>DIRECTION:   | 3 Promote,  | Suppor   | t and Grow   | our Commu   | inities                     |                                  |
|--|---|--|--|---|-----------------------------|----------------------------------|
| STRATEGIC  |   |  | ated planni  |   | Council Role                | Facilitator - Provider           |
| OBJECTIVE:   |   | ork to g<br>commun   | uide the de<br>ities   | velopment   | Related Council Activity/s: | Community Services & Education   |
| RISKI  | INITIAL   | MOVEMENT   | CURRENT  | STATUS  | Director Oversight:         | Director Planning Environment    |
| DELIVERY<br>CHALLENGE<br>STATUS:   | MODERATE  |  | MODERATE   | ON TRACK  | Manager Responsible:        | Manager Planning and Development |
| The Herita<br>Committee m<br>the progressi<br>Shire Heritage<br>and to review<br>Heritage Fund<br>Free Heritage A<br>continues on a<br>17 application<br>Heritage Fund<br>received so fast<br>from May to M<br>Free Pre-lodge<br>service offered<br>applications. N<br>Check Meeting<br>lodgement app<br>are held by de<br>assessment st<br>strongly driving | et to discu<br>on of Parka<br>Review Stuc<br>Council's Loc<br>Program.<br>Advisory servio<br>monthly basis<br>s for the Loc<br>du 2014/20<br>c. (program run<br>ay)<br>ement<br>I for planning<br>Neekly Initial<br>gs for pre<br>blications<br>velopment<br>aff which is | ss and<br>as addr<br>dy requ<br>al<br>Park<br>is ur<br>s. The<br>al Heri<br>5 the<br>5 the<br>and<br>New<br>unde | essed with<br>irements.<br>der CBDVibra<br>der developr<br>Parkes<br>tage Study<br>Past to Build<br>genous Cult<br>Economy | ancyStrategy<br>ment.<br>Aboriginal<br>"Restoring<br>I the Future:<br>lure,Heritage<br>in Rural<br>es" is being |                             | CHEMIST                          |

3 Promote, Support and Grow our Communities Council Role Advocate - Facilitator - Provider 3.5 Provide equitable access to STRATEGIC OBJECTIVE: community services Related Council Activity/s: Community Services & Education RISKI INITIAL MOVEMENT CURRENT STATUS Director Oversight: Director Technology Corporate Services DELIVERY V CHALLENGE Manager Responsible Manager Governance and Corporate Strategy STATUS: MODERATE MODERATE ON TRACK Council Continues to provide Council provided support to the formation of the Youth Activity Precinct Park (YAPP) assitance to Neighbourhood Central through committees such as Parkes Interagency Committee that will work to



<sup>A</sup> PSC Staff Member & Aboriginal Artist Genn Sloane, Aboriginal Project Officer, Amanda Corcoran, PSC Community Engagement Officer, Jodi Howard, The Hon. John Cobb MP and PSC Parks and Gardens Coordinator (Shire Presentation), David Ramsay with their National Award.

Parkes Domestic and Violence Committees.

Council has worked with the Parkes Aboriginal Community Working Party to develop and construct the Bushman's Hill Indigenous Precinct which was opened by Her Excellency Governor Dame Marie Bashir and won the National Award for Local Government in the category of Promoting Indigenous Recognition.



Youth Week 2015 was organised with collaboration from local stakeholders and youth representatives. Events held included a traveling "Pop Up Cinema" and a photo competition.



The Aboriginal Project Officer continues to report Quarterly to Parkes Shire Council. Strategic direction given by Council with operational guidance by Neighbourhood Central Manager.

Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

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General Manager

compliance.

Kenfkeith.

Mayor

| FUTURE<br>DIRE CTION:  | 4. Grow an  | d Diversif  | y the Econ   | omic Base                                   |  |   |
|--|---|---|--|---|--|---|
| STRATEGIC  | 4.1 Suppor  | t minina a  | operations   | and   | Council Role                               | Advocate - Facilitator  |
| OBJECTIVE:   | develo  |   | 1.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4                |   | Related Council Activity/s:                | Economic Development  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>S TATU S:  | IN ITIAL<br>MODERATE  | MOVEM ENT   | CURRENT  | STAT US                                     | Director Oversight<br>Manager Responsible: | Director/Technology Corporate Services<br>Manager Business and Economic Development |
| Community Co<br>Council has n<br>including minin<br>promotes Park<br>Council contin<br>has worked to | neet with vari<br>ng companies<br>ce's proximity<br>ues to suppo<br>gether on sev | ous investi<br>. and in all p<br>to Mining i<br>rt Northpar<br>eral commi | oresentation<br>n NSW.<br>kes Mines a<br>unity program | stoIndustry<br>ctivities and<br>msincluding |  |   |
| the Memorial<br>project.<br>A presentation<br>and delivered<br>Conference in                         | i was develop<br>by the Gene  | oed for the   | National Lo  | ogistics Hub                                |  |   |

<sup>a</sup> Northparkes Mines Volunteer Leave Program participants give assistance to Cr K MoGrath at Memorial Hill

| FUTURE<br>DIRECTION:   | 4. Grow and [  | Diversify the E  | conomic Base   |  |   |  |  |
|--|--|--|--|--|---|--|--|
| STRATEGIC  | STRATEGIC 4.2 Increase visitation and length of stay<br>OBJECTIVE: across the Parkes Shire   |  |  |  | Advocate - Facilitator  |  |  |
| A CONTRACTOR OF A CONTRACTOR O |  |  |  |  | s: Economic Development   |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:  | INITIAI MC<br>MODERATE   | MEMENT CLIRRE  | 1  | Director Oversight<br>Manager Responsible: | DirectorTechnologyCorporateServices<br>ManagerTourism   |  |  |
| Website was in<br>increasing uniq<br>by 162%.<br>"Discover the M<br>marketing cam<br>out in April 201<br>television comr<br>minute online v<br>Parkes Shire p<br>widen through:<br>& Visitors Gu<br>& Newell Hig<br>& 2015 Newell<br>& Social Mec<br>Facebook 55%<br>Instagram 39%   | ue website hits<br>Aagic of Parkes"<br>paign rolled<br>5 - included 15<br>mercials and a 3<br>rideo.<br>romotion has<br>nide ebook<br>hway App<br>I Hghwy Brochure<br>Jia growth -<br>, Twitter - 42%, | by Council (se<br>listing).<br>A Master Plan<br>for Peak Hill O<br>Heritage Inten<br>under develop<br>RV Friendly To<br>achieved for P<br>Tullamore with<br>given condition<br>(Campervan a<br>Club of Austra<br>HPC visitation<br>Over 8,400 tic<br>museums. HF | oretation Plan<br>ment.<br>vak Hill and<br>Parkes<br>nal approval.<br>nd Motorhome<br>lia)<br>levels steady -<br>kets sold to the<br>PC maintained | <sup>a</sup> Hs Excellence, Gouerno        | r General, the Hon. Sir Peter Cosgroue offically opering The Henry Parkee<br>by school students from Parkee Shire.                    |  |  |
| Festival throug<br>Website and Sopresence which  | h the Festival<br>ocial Media  | maintained Le<br>Council provid  |  | Progress the                               | e Henry Parkes Encounter, a new immersive<br>atre experience unveiled along with the<br>urbishment of Moat Cottage by His Excellency, |  |  |

presence which is increasing dramatically - Facebook 66%, Twitter 35%, eNewsletter -280%

Council provided education and promotion opportunities for local businesses throughout the year.

Governor General, the Hon. Sir Peter Cosgrove in May 2015 in celebration of Sir Henry Parkes' 200th birthday.

Parkes Shire Council Operational Plan Progress Report (January - June 2015) - Executive Summary

**General Manager** 

Kenfkeith.

Mayor

| FUTURE<br>DIRE CTION:   | 4. Grow and Diver                                     | sify the Econ  | iomic Base           | è  |   |
|---|---|--|----------------------|--|---|
| STRATEGIC   | 4.3 Maintain a stro                                   | na innovativ   | /e                   | Council Role                               | Advocate - Facilitator  |
| OBJECTIVE:  | agricultural se                                       |  |                      | Related Council Activity/s:                | Economic Development  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:                             | IN ITIAL MOVEMENT                                     | CURRENT  | STAT US              | Director Oversight<br>Manager Responsible: | Director/Technology Corporate Services<br>Manager Business and Economic Development |
| who are consic<br>An Asphalt pla<br>to employ 20 p<br>Council assiste | ed with a visit by the Po<br>g the improvement of fru | e Parkes Shire<br>Justrial Estate a<br>rt of Newcastle | and is set<br>in May |  | SIGER STR   |

The General Manager attended the National Farmers Federation Agricultural Infrastructure & Logistics conference in August 2014.

Agricultural Industry Media channels monitored through information system's such as Google Alert, and Hoot Šuite.

Marketing material has been developed for Value Add agricultural companies.

DCP and Master Plan for the zone is in concept phase.

Council is reviewing a strategic plan of potential industrial land with a successful application received from State Government to rezone 100 hectares south of current industrial estate.



<sup>n</sup> Sod Turning at newty established asphat plant "Cbill Independence" Mayor Ken Keth and Berrie Peri (Manager Civil Independence) joined by Civil Independence Team.

| STRATEGIC   | 4.4 Improv   | e the ava  | ilability and   | Council Role                                       | Advocate - Facilitator                     |  |
|---|--|--|---|--|--|--|
| OBJECTIVE:  |  |  |   |  | Related Council Activity/s:                | Economic Development   |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:   | IN ITIAL   | MOVEM ENT  | CURRENT   | STAT US  | Director Oversight<br>Manager Responsible: | Director Technology Corporate Services<br>Manager Information Services |
| JHF Radio.<br>The Mayor and<br>with Parliamen<br>nformed that ti<br>Hill will be insta<br>Council submis<br>Spot Program.<br>Costs have be<br>Centre (Visitor<br>An announcen<br>eceiving 400 t | tary Secretary<br>he fix ed wirele<br>alled by May 2<br>asion was mad<br>en obtained to<br>Centre).<br>nent was madu | r for Teleco<br>ess NBN tov<br>2015.<br>de to the Fe<br>n install free<br>e advising t | mmunications<br>wer schedule<br>deral Govern<br>wifi at Peak H<br>hat Peak Hill v | and was<br>for Hogan's<br>ment Black<br>Hill Craft |  |  |

<sup>o</sup> Mt Coonambro radio repeater site

Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

General Manager

Kenfkeith.

Mayor

| FUTURE<br>DIRECTION:  | 4. Grow and Diversify the Economic Base   |  |  |   |  |   |  |  |  |
|---|---|--|--|---|--|---|--|--|--|
| STRATEGIC   |   |  | nber of resi   |   | Council Role                               | Advocate - Facilitator  |  |  |  |
| OBJECTIVE:  | work<br>Shire   | opportunii   | ies across   | the Parkes  | Related Council Activity/s:                | E conomic Development   |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:   | IN ITIAL<br>MODERATE  | MOVEM ENT  | CURRENT STATUS   |   | Director Oversight<br>Manager Responsible: | DirectorTechnology CorporateServices<br>ManagerBushess and Economic Development |  |  |  |
| Council contin<br>information thi<br>Website, via th<br>ie.Twitter, Cou<br>as well as the<br>Magazine.<br>Research into<br>themselves in<br>reinforce the "<br>generate new | rough various<br>ne Chamber<br>ncil's "Discor<br>100 page fea<br>the logistica<br>Parkes has<br>Relocate to F | s means ind<br>of Commer<br>ver the Mag<br>ature in Cer<br>l benefits fo<br>been carrie<br>Parkes" car | cluding the P<br>ce, social ma<br>jic" Video Ca<br>htral West Lif<br>r businesses<br>d out, and us<br>npaign with ti | arkes<br>edia<br>impaign<br>estyle<br>s to base<br>sed to | LI   | FESTYLE<br>PAGE Parkes  |  |  |  |

Regular meetings held throughout reporting period with the Parkes Chamber of Commerce, Regional Development Australia, Parkes Business Enterprise Centre (BEC) and NSW Trade and Investment.

Council have supported the Chamber of Commerce through organising a marketing and social media workshop as well as assisting in the facilitation of a meeting between the Parkes Chamber of Commerce and the NSW Chamber of Commerce.

Council continues to lobby State Government for decentralisation.

FUTURE





Related Council Activity/s: Economic Development Director Oversight DirectorTechnology Corporate Services Manager Responsible: Manager Business and Economic Development Council continues to lobby Government for infrastructure

Advocate - Facilitator

such as telecommunications and road.

Positive results for Parkes in the reporting period for the area of industry, retail and government services include:

- The NSW Minister for Roads announcement of \$500 million for the Newell Highway which includes \$50 million towards the construction of a Parkes Heavy Vehicle bypass.
- ۵ Successful State Government application for the rezoning of residential land.
- \$ Restart NSW Water Security fund application successful in securing \$8 million.
- ¢. The sod turning of a new \$72.5 million hospital.

" The announcement of Newell Highway funding. The Hon Duncan Gay MLC, Local Memberfor Calare Andrew Gee MP, Deputy Premier The Hon Troy Grant MP and Parkes Mayor Cr Ken Keth O AM.

Parkes Shire Council Operational Plan Progress Report (January - June 2015) - Executive Summary

General Manager

Kenfkeith.

Mayor

| FUTURE<br>DIRECTION:                         | 5. Develop | Parkes a  | is a Nationa        | I Logistics | Hub  |   |
|--|------------|-----------|---------------------|-------------|--|---|
| STRATEGIC 5.1 Develop and promote the Parkes |            |           |                     |             | Council Role                               | Advocate - Facilitator  |
| OBJECTIVE:                                   |            |           |                     |             | Related Council Activity/s:                | E conomic Development   |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS:    | MODERATE   | MOVEM ENT | CURRENT<br>MODERATE | STAT US     | Director Oversight<br>Manager Responsible: | Director Technology Corporate Services<br>Manager Business and Economic Development |

Council have continued to meet with developers regarding the Inland Rail HUB, aiming to identify any challenges that may arise and ways forward.

The Shire's infrastructure has been reviewed over the reporting period, attempting for foresee any obstacles for businesses relating to the Parkes National Logistics Hub. Council has continually lobbied Government for gaps in infrastructure such as telecommunications, rail and airport upgrades.

Council has made representation to the Government to highlight the importance of the Parkes National Logistics Hub, as well as meeting with the Inland Rail Implementation Group on several occasions.

Representatives from Council attending the ALC Logistics Industry Parliamentary gathering at Parliament House, Canberra where Inland Rail was high on the agenda.

Council considers the State Government funding of \$50 million towards the Newell Highway a major milestone in the development of the Parkes Logistics HUB.



Jim Armistrong - Logistics Manager ARTC, KK, Peter Winder ARTC Executive General Manager – Inland Rail

| FUTURE<br>DIRECTION:                      | 5. Develop | 5. Develop Parkes as a National Logistics Hub |                           |                    |   |   |  |  |  |  |  |
|---|------------|---|---------------------------|--------------------|---|---|--|--|--|--|--|
| STRATE GIC                                |            |   | oad to dive               |                    | Council Role                              | Advocate - Provider   |  |  |  |  |  |
| OB JE CTIVE:                              |            |   | o Parkes Na<br>(PNL & HUB |                    | Related Council Activity/s:               | Economic Development  |  |  |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | MODERATE   |   | CURRENT                   | STATUS<br>ON TRACK | Director Oversight<br>Manager Responsible | Director Engineering Services<br>Manager Design and Traffic |  |  |  |  |  |

Southern Ring Road:

- Newell Highway intersection completed in time for hospital construction access.
- Conceptual alignments in place for connection through to Eugowra Road.
- Second stage Land Aquisitions in progress (includes Link to HUB).
- Environmental Impact Statement (through to Eugowra Road) commencing.
- Environmental assessments undertaken for development (includes hospital project site) returned a positive assessment.
- Plan of Management for biodiversity offsetting prepared for lodgement with Office of Environment and Heritage.

Preliminary Environmental Assessments undertaken by Roads and Maritime Services for Parkes Bypass.

Council met with Senior Road and Rail Consultants regarding future development and planning phases of the ring roads and site development.



<sup>a</sup> The progress achieved at the Southern Ring Road Intersection. - Lighting, medians, rock formation and drainage display

Regular meetings with Roads and Maritime Service (RMS) continue.

Funding sought from numerous sources such as Fixing Country Roads and Heavy Vehicle Safety Productivity Program. Economic analysis in development for future grant oportunities.

Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

General Manager

Kenfkeith.

Mayor

| FUTURE<br>DIRECTION:                      | 5. Develop Parkes a                     | as a Nationa | I Logistics | Hub   |   |
|---|---|--------------|-------------|---|---|
| STRATEGIC                                 | 5.3 Promote develo                      | oment of th  | e inland    | Council Role  | Advocate - Facilitator  |
| OBJECTIVE:                                | rail corridor                           |              |             | Related Council Activity/s:   | Economic Development  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | INITIAL MOVEMENT                        | CURRENT      | STAT US     | Director Ouersight<br>Manager Responsible:  | Director Technology Corporate Servics<br>Manager Business and Economic Development      |
| th  | PARK<br>and<br>e Inland Rail S          |              | Ì           | Trunk Rail (GATR)<br>as well as member<br>Rail Alliance (MBIR<br>NTR and MBIRA a<br>the importance of i<br>conference attend<br>Meetings held with<br>Minister for Indust<br>Inland Rail Implerr<br>(former Deputy PI | re advocating to the Federal Government<br>Inland Rail through submissions and<br>ences |
| "Parkes and the Inlan                     | d Rail Solution‴Video currently circula | ted the web  |             | Council made repr<br>Conference in Sep  | esentation at the AusIntermodel<br>otember 2014.  |

A new video has been produced linking the Parkes National Logistics Hub and and Inland Rail

| FUTURE<br>DIRE CTION:                        | 5. Develop Parkes | as a Nationa           | l Logistics | Hub   |  |
|--|-------------------|------------------------|-------------|---|--|
| STRATE GIC                                   | 5.4 Make Parkes R | adional Aim            | ort         | Council Role  | Advocate - Facilitator Provider  |
| OBJECTIVE:<br>RISK/<br>DELIVERY<br>CHALLENGE | progressive a     |                        |             | Related Council Activity/s:   | Economic Development 🛛 💙   |
|  | INITIAL MOVEMENT  |                        | STATUS      | Director Oversight<br>Manager Responsible:  | Director Technology Corporate Services, Director Engineering<br>Services<br>Manager Business and Economic Development, Manager   |
| STATUS:                                      | MODERATE          | MODERATE               | ONTRACK     |   | Support Services   |
|  |                   | M                      |             | used as a basis to<br>and apply for gran<br>The Parkes Airpo<br>Architects design<br>lodged and appro | Master Plan has been developed and<br>o initiate meetings with potential investor<br>nts.<br>rt Terminal Upgrade Project has had<br>completed, the Development Applicatio<br>ved, and the project is underway,<br>on time and on budget. |
|  |                   | PARKES<br>REGIONAL AIR | PORT        | as the "Gateway"  | e new Airport aims to present the Airport<br>to the Region. The recent entrance<br>Il reinforce this theme.  |
|  |                   |                        |             | from:<br>Civil Aviation :<br>Compulsory T   | eceived successful inspections reports<br>Safety Authority (CASA) - November<br>Technical Inspection - September 2014<br>ection - October 2014   |
| A REAL PROPERTY.                             |                   | Sector State           |             | Inspections prom  | pted maintenance work such as runway   |

<sup>o</sup> Parkes Airport Term porary Terminal

Inspections prompted maintenance work such as runway sealing and line marking.

Council continues to strive to increase flight passenger numbers by focusing on destination management campaigns.

Parkes Shire Council Operational Plan Progress Report (January - June 2015) - Executive Summary

General Manager

Kenfkeith.

Mayor

| FUTURE<br>DIRECTION:                      | 5. Develop Parkes as a National Logistics Hub |   |  |  |  |  |  |  |  |
|---|---|---|--|--|--|--|--|--|--|
| STRATE GIC                                | 5.5 Improve road access to Sydney             | Council Role  | Aduosate - Facilitator   |  |  |  |  |  |  |
| OBJECTIVE:                                |   | Related Council Activity/s:   | Transport and Communication  |  |  |  |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | INITIAL MOVEMENT CURRENT STATUS               | Director Oversight<br>Manager Responsible:                                  | Director Technology Corporate Services Director Engineering<br>Services<br>Manager Business and Economic Development |  |  |  |  |  |  |
| . Witch                                   |   | Council continues<br>Expressway Grou  | its membership in Bells Line<br>ρ (BLEG).  |  |  |  |  |  |  |
|   |   | Council participati   | on in CENTROC intiatives continue.   |  |  |  |  |  |  |
|   |   |   | ith RMS within the Joint Planning<br>entify and rectify deficiencies along the<br>v.                                 |  |  |  |  |  |  |
|   |   | <ul> <li>Major heavy p</li> <li>Revegetation</li> <li>Yarrabandi</li> </ul> | and replenishment program at<br>istructure upgrades<br>abilitation<br>eal program                                    |  |  |  |  |  |  |
|   | and the second second                         | status of Henry Pa  | Advisory Group has also questioned the<br>arkes Way between Orange and Parkes<br>ion as a future Road Train Route.   |  |  |  |  |  |  |

<sup>o</sup> New Guardrails installed along the Henry Parkes War

#### FUTURE 6. Enhance Recreation and Culture DIRECTION: Council Role Provider STRATEGIC 6.1 Improve Aquatic Recreation Facilities **OBJECTIVE:** Related Council Activity/s: Recreation and Outure RISK/ INITIAL MOVEM ENT CURRENT STAT US Director Oversight DirectorEngineering Services DELIVERY V MODERATE MODERATE Manager Support Services Manager Responsible: **CHALLENGE** STATUS: ON TRACK All Shire Pools audited against Royal Life Savings Society standards (Dec 2014) with great safety scores and no customer complaints received during the reporting period. .... Pool Planning Sub Committee Meeting was held during August 2014 for a review of Council's Pool Strategy as the need for an adjustment of scope to allow for future growth was identified. Mid Term Reporting Workshops and Community Engagement illustrated a community desire for an indoor heated pool facility - In response to this Council resolved on 2 September 2014 to allocate \$80,000 and establish a Heated Pool Planning arkes Committee to investigate future options for the development of Council's facility. 1

A grant application to assist with Trundle Pool amenities upgrade is awaiting a determination.

Works have commenced on Stage 1 of the Westlime and

Brolgan Road intersection.



Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

\* Parkes Swimming Pool/Indoor Heated Pool plan as perPSC Swimming Pool Stategy

General Manager

Kenfkeith.

Mayor

| DIRECTION:   | 6. Enhance  |  |   |  |   |
|--|---|--|---|--|---|
|  |   |  |   | Council Role   | Provider  |
| STRATEGIC<br>OBJECTIVE:  | 6.2 Develo<br>acces   | p and implemer<br>s and cycling m  | it pedestrian<br>lobility facilitie   | s Related Council Activity/s:  | Recreation and Culture<br>Health, Housing & Community Amenities   |
| RISK/  | INITIAL   | MOVEMENT CURR  | ENT STATUS  | Director Oversight:  | Director Engineering Services   |
| DELIVERY<br>CHALLENGE<br>STATUS:   | MODERATE  | MODE   | ATE ON TRACK  | Manager Responsible:   | Manager Support Services  |
| Highway fr<br>2.5m wide<br>Parkes Ho<br>2.5m wide<br>Highway to<br>2 pedestria<br>side of Hill<br>10 custom<br>resulting fr<br>buncil works<br>proved acce<br>Gap and H<br>Parkes Ra<br>Disabled p<br>Centre<br>All DA app   | om Railway C<br>shared path -<br>spital includes<br>shared path a<br>b Station Stree<br>an refuges con<br>Street and Bu<br>bicycle racks<br>om "Design a<br>aimed at prov<br>(ss include;<br>ill Street inters<br>ilway Station<br>arking allocate  | structed on the nor<br>shman streets inte<br>installed througout<br>Bike Rack" compet<br>iding adequate pec  | t<br>and bins.<br>rom Newell<br>th and south<br>section<br>Parkes -<br>ition<br>estrian facilities/<br>pt Medical   |  | PARKES 2870<br>Vertex 2000<br>Parkes Australia Post, Welcome Street Parkes.<br>Eted Footpath Projects in Peak Hill, Trundle ar  |
|  |   | ing areas provided<br>nade throughout th   |   | Delivering Bogan<br>your priorities.<br>Progressing the Consult  | Gate total \$200,000.<br>tation underway with Tullamore CCC to  |
| Disable Ac<br>Elvis Festiv<br>accessibilit<br>FUTURE<br>DIRECTION:   | val. Records r<br>ty improvemen<br><b>6. Enhanc</b> o   | nade throughout th<br>its for future events<br>e Recreation and  | e Festival as to<br>d <b>Culture</b>  | Delivering Bogan<br>your priorities.<br>Progressing the Consult  | Gate total \$200,000.<br>tation underway with Tullamore CCC to  |
| Disable Ac<br>Elvis Festiv<br>accessibilit<br>FUTURE<br>DIRECTION:<br>STRATEGIC  | val. Records r<br>ty improvemen<br>6. Enhanco<br>6.3 Mainta   | nade throughout th<br>its for future events  | e Festival as to<br>d <b>Culture</b>  | Delivering<br>yous provide.<br>Progressing the<br>Packets Stars<br>Progressing | Gate total \$200,000.<br>tation underway with Tullamore CCC to<br>ine objectives for 15/16 SRV Footpath funding   |
| Disable Ac<br>Elvis Festiv<br>accessibilit   | val. Records r<br>ty improvemen<br>6. Enhanco<br>6.3 Mainta   | nade throughout th<br>its for future events<br>e Recreation and<br>in and Develop  | e Festival as to  | Delivering<br>yvus prozening the<br>Progressing the<br>Progressing the<br>Progressing the<br>Progressing the<br>Progressing the<br>Progressing the<br>Progressing the<br>Progressing the<br>Council Role<br>Related Council Activity/s:<br>Director Oversight:<br>Manager Responsible:   | Gate total \$ 200,000.<br>tation underway with Tullarmore CCC to<br>ine objectives for 15/16 SRV Footpath funding<br>Provider<br>Peoreation and Outure  |
| Disable Ac<br>Elvis Festi<br>accessibilit<br>FUTURE<br>DIRECTION:<br>STRATEGIC<br>DEJECTIVE:<br>RISK/<br>DELIVERY<br>HALLENGE<br>STATUS:<br>arkes Shire C<br>varded to 4 r<br>varded to 4 s<br>varded to 4 r<br>varded | val. Records r<br>ty improvement<br>6. Enhance<br>6.3 Mainta<br>Cultur<br>Cultur<br>Cultural Grants<br>ecipients - Pea<br>onservatorium<br>tion and Tullan<br>purchased an<br>e with frequent<br>of Parkes Cra<br>uccess - sales<br>ant Application<br><i>Jl listing</i><br>perived for equip<br>BMX track for Pa | nade throughout th<br>ts for future events<br>Recreation and<br>in and Develop<br>ral Facilities<br>MOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEMENT<br>WOVEME | e Festival as to<br>d Culture<br>Sporting and<br>Sporting and<br>STATUS<br>Calts Council<br>rict Country<br>aliable for<br>astreet has<br>rship increased.<br>sultural included:<br>aprovements at<br>URF2 project. | Delwaring worksheet       Bogan Consult         Pagessing the  | Gate total \$ 200,000.<br>tation underway with Tullamore CCC to<br>ine objectives for 15/16 SRV Footpath funding<br>Provider<br>Pecreation and Outure<br>Health, Housing & Community Amenities<br>Director Engineering Services<br>Manager Support Services |

F

**General Manager** 

| FUTURE<br>DIRECTION:                      | e. Enhance Recreation and Culture |             |   |                    |   |  |  |  |  |  |
|---|-----------------------------------|-------------|---|--------------------|---|--|--|--|--|--|
| STRATEGIC<br>OBJECTIVE:                   | cultu                             | ral, recrea | ry is an ong<br>tional, lean<br>community |                    | Council Role<br>Related Council Activity/s: | Provider<br>Recreation and Culture<br>Community Services and Education                     |  |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | IN ITIAL<br>MODERATE              | MOVEM ENT   | CURRENT<br>MODERATE                       | STATUS<br>ON TRACK | Director Oversight<br>Manager Responsible:  | Director Technology Corporate Services<br>Manager Library, Education and Cultural Services |  |  |  |  |

#### 2014/15 at Parkes Library saw:

Special activities including Simultaneous Storytime, REaDtember, Central West Comics Festival and a visit from Author Maggie Coulhain. (For full listing refer to page 30)

R Exhibitions including the "Flashback", "Behind the Truth" and Alison Lester "Are We There Yet"

Social Media presence through weekly updates to the Library section of www.parkes.nsw.gov.au., Dog-eared Blog, Parkes Shire Library Twitter account (300 followers) and Kids Read Fun Parkes Library Facebook account (290 likes).

■ Library Usage by the community increase in Visitors by 6.5%, Computer usage by 5% and attendance at library events and programs by 3%.

7,270 Children, Youth and adults attend a range of Library events and activities.

🛱 4,412 new items added to the library collection.

🛱 The introduction of a digital magazine collection.

🛱 An increase in the Graphic novel collection.



\* SUPERVILLIANS! aka.Library visitors and staff

🖬 43 residents and 4 retirement/nursing homes visited by the Housebound Library Service.

Customer Service survey held - results to be included in July Review of Library Service.

| DIRECTION:                                | 7. Care for the Environment in a Changing Climate |            |            |                    |  |  |  |  |  |
|---|---|------------|------------|--------------------|--|--|--|--|--|
| STRATEGIC                                 | 7.1 Improv  | ve the env | ironmental | outcomes           | Council Role                               | P rovider  |  |  |  |
| OBJECTIVE:                                |   | uncil's op |            |                    | Related Council Activity/s:                | WaterSupplies, Sewerage Supplies                     |  |  |  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | MODERATE  | MOVEM ENT  | MODERATE   | STATUS<br>ON TRACK | Director Oversight<br>Manager Responsible: | Director Infrastructure<br>Manager Natural Resources |  |  |  |

Planning and Environment, Design and Works staff partnership to implement Environmental Management Plan.

Erosion and Sediment Control standard drawings and information created based on:Department of Housing Management of Stormwater Guidelines (The Blue Book) and Department of Environment and Heritage Soil and Water Management for Construction guideline series.

Drawings delivered to Planning and Environment staff for implementation with external contacts.

Council encountered 1 breach of environmental controls during the reporting period which was quickly contained and rehabilitated with collaboration from NSW EPA and NSW Fisheries.

3 grants applied for with 2 successful totalling \$75,000 to be matched by PSC by inkind contributions. Both grant funds seek to improve the riparian and remnant vegetation in a number of areas within the Shire contributing to the preservation of Endangered Ecological Communities.



<sup>n</sup> Parks and Gardens Shire Presentation Co-ordinator and Axting Director Engineering (Infrastructure) at PACC Park Wetlands.

Sustainable Schools network, utilising NetWaste programs has increased engagement between Council and schools. Engineering Sustainability Officer continues with the LandCare committee projects and monthly steering committee meetings.

Financial and inkind contributions made to LandCare tree planting and vegetation conservation programs.

Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

General Manager

Kenfkeith.

Mayor

| FUTURE<br>DIRE CTION:                     | 7. Care fo                            | r the Envi        | ronm ent in :              | a Changing | j Climate                                  |  |
|---|---------------------------------------|-------------------|----------------------------|------------|--|--|
|   | · · · · · · · · · · · · · · · · · · · |                   |                            |            | Council Role                               | Provider   |
| STRATEGIC<br>OBJECTIVE:                   |                                       |                   | s of sustain<br>e communit |            | Related Council Activity/s:                | Community Services and Education<br>WaterSupplies - SewerSupplies                                |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | INITIAL<br>MODERATE                   | MOVEM ENT         | CURRENT                    | STAT US    | Director Oversight<br>Manager Responsible: | Director Infrastructure<br>Manager Natural Resources   |
|   |                                       | 1                 | 1                          | 17         |  | tion at non-solar sites is monitored and<br>are calculated through spreadsheet<br>5.             |
|   |                                       | $\langle \rangle$ | $\overline{}$              |            |  | rgy installations pending at Trundle<br>ools utilising the City of Canada Bay<br>ey.             |
|   | K                                     | >                 | $\square$                  |            |  | / Household and Small Business Energy<br>created by Engineering Sustainability<br>Land Services. |
|   |                                       | $\mathbf{K}$      |                            |            | 152 website hits:                          | for the Carbon reduction module of the   |

PSC solar installations are monitored monthly - anomalies identified and rectified as needed. The solar installations are now fully paid off in (under 4 years) due to volume of power produced.

2 website hits for the Carbon reduction module of the Savewater page.

School kits procured through Save Water Alliance for continued sustainability education.

| FUTURE<br>DIRECTION:                      | 7. Care fo  | r the Envir | ronm ent in           | a Changing                    | y Cl                  | imate   |   |
|---|---|-------------|-----------------------|-------------------------------|-----------------------|---|---|
|   | 0-000   |             |                       |                               | Council Role          |   | Advocator-Facilitator-Provider                                      |
| STRATEGIC<br>OBJECTIVE:                   | 7.3 Encourage recycling and the<br>reduction of waste |             |                       |                               |                       | lated Council Activity/s:   | Health<br>Community Services and Education                          |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | MODERATE  |             | CURRENT<br>MODERATE   | STATUS<br>ON TRACK            |                       | ector Oversight<br>nager Responsible:   | Director Planning Environment                                       |
|   | Waste   |             | PARKES SHIR<br>sement | e COUNCIL<br>Strategy<br>2015 | A<br>G<br>b<br>D<br>b | pplication of Parki<br>rant funding recei<br>\$362,000.00 rece<br>isposal Service.                            |   |
|   |   |             |                       |                               | 000000000             | Household haz:<br>Scrap steel coll<br>Organics/Greer<br>Chipping/mulch<br>Landfill environ<br>Cover your load | nwaste  |
| Front Cover of the Pa                     | arkes Shire Council ()                                |             | t Strategy 2015.      |                               | Du<br>6<br>6          |   | ere material recycled<br>ates in recycled material maintained below |

٥

Parkes Shire Council Waste Management Strategy 2015 was adopted by Council on 22 June 2015.

- ۵
  - 10% at 6.24% Waste, Recycling &Organics Service collection contract 2016-2026 was awarded
- b The PSC Sustainability Action Plan was implemented

Parkes Shire Council Operational Plan Progress Report (January - June 2015) - Executive Summary

General Manager

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Mayor

| FUTURE<br>DIRECTION:                      | 7. Care for the Environment in a Changing Climate                              |                       |                     |                    |   |   |
|---|--|-----------------------|---------------------|--------------------|---|---|
| STRATEGIC                                 | 7.4 Implement environmental regulations<br>and controls in Council's sphere of |                       |                     |                    | Council Role                                | Advocate - Facilitator  |
| OBJECTIVE:                                |  | controls in<br>ations | i Council's s       | sphere of          | Related Council Activity/s:                 | Health  |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: | INITIAL<br>MODERATE  |                       | CURRENT<br>MODERATE | STATUS<br>ON TRACK | Director Oversight:<br>Manager Responsible: | Director Planning Environment<br>Director Infrastructure<br>Manager Natural Resources |

110 formal private property weeds inspections undertaken -11 followup letters identifying landholder issues.

100% of shire roads inspected for weeds for the first time.

As per Council's Annual Weed Control Program, all noxious outbreaks and outbreaks of WONS are mapped within the PSC Weed Mapper program.

34 complaints regarding overgrown/untidy properties investigated during reporting period.

Ranger activities have been implemented to investigate all complaints regarding pollution and overgrown/untidy Blocks and follow up accordingly.

Standard water quality management systems drawings adopted by Design staff for inclusion in project works as well as implementation with external contracts.



An example of pest control signage Council install throughout the shire

| FUTURE<br>DIRECTION:                      | 8. Maintain and Improve the Shire's Assets and Infrastructure        |       |  |        |   |   |
|---|--|-------|--|--------|---|---|
| STRATEGIC                                 | 8.1 Ensure that Shire water management is in line with Best Practice |       |  |        | Council Role                                | Provider  |
| OBJECTIVE:                                |  |       |  |        | Related Council Activity/s:                 | Water Supplies, Sewerage Supplies   |
| RISK/<br>DELIVERY<br>CHALLENGE<br>STATUS: |  |       |  | STATUS | Director Oversight:<br>Manager Responsible: | Director Infrastructure<br>Manager Natural Resources  |
|   | -  | N. Ja |  | R      | case have been in                           | g main concept designs and business<br>corporated into IWCM. A grant application<br>d to Federal Community Grant Scheme |



\* Lachlan River Pump Station

Since commencement of construction of Lake Endeavour Dam Upgrade, regular inspections of the wall and surrounding structures have been undertaken by the Project contractor.

Council's Restart NSW Water Security Grant application was successful receiving - \$2.16M for the upgrade of the Lachlan River intake and refurbishment of Bore 8. This upgrade coincides with the new Water Treatment Plant Project.

Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

en submitted to Federal Community Grant Scheme awaiting results.

- During 2014/2015: PSC Golf Course water supply was maintained
- ۵ Online monitoring installed at the Water Treatment Plant to allow base flows to be monitored.
- Main break repairs rectified within 2 hour window in line with service level defined in the Asset Management Plan.
- A CBD online monitoring project continuing with CEEP2 funding.
- Service Reservoirs Maintenance Program underway ۵ Water loss investigation resulted in water saved to date 200ML/an.
- A No periods of bore unavailability during the period.
- ۵ No license condition breaches.
- ۵ Brick Pit High Pressure Pump inactive for only 1 week of the year. Low pressure pump remained in operation during this time.
- Water quality testing regime commenced by the new ۵ Water Treatment Plant project delivery team.

General Manager

Kenfkeith.

Mayor

| FUTURE<br>DIRECTION: 8. Maintain and Improve the Shire   | e's Assets           | and Infrastructur  | e  |
|--|----------------------|--|--|
|  |                      | Council Role   | Provider   |
| STRATEGIC 8.2 Manage Local Road Network to<br>OBJECTIVE: agreed service levels   |                      | Related Council Activity/s:  | Mining Manufacturing and Construction,<br>Transport and Communication  |
| RISKI<br>DELIVERY<br>CHALLENGE<br>STATUS:  | 0                    | Director Oversight:<br>Manager Responsible:  | Director Engineering Services<br>Manager Works, Manager Assets   |
| •Wyeths Lane Inersection upgrade   |                      | Roughness meter a<br>data collection.<br>Many major works of<br>including:<br>Wyatts Lane into<br>Watts Lane into<br>Southern Ring F<br>(forful listing refer to p.<br>All 2015/2016 REP/<br>Council was succe<br>Transport for NSW<br>and "Heavy Vehicle<br>initiative between st<br>Federal Black Spot | ealed road network inspected utilising new<br>nd video device to allow more efficient<br>completed for the reporting period<br>ersection upgrade<br>ad and Back Peak Hill Road widening.<br>Road Stage 1 intersection<br>age 30<br>AIR grant applications were successful.<br>sessful in securing grant funding through<br>V "Fixing Country Roads" \$1.420 million<br>Safety and Productivity Program" a joint<br>ate and Federal government \$1.33 million.<br>Funding was received for works to Middle<br>kelungaloo Rail Crossing. |
| Council effectively maintains 740km of sealed road netw<br>1314km of unsealed road network. Throughout 2014<br>customer requests were received relating to road conditio<br>were responded to, 8% programed for or are under inves | 1/15 320<br>Ins. 92% | Progress<br>Delivering<br>your prioritie-<br>Programs for 15/16 adopted include Coradgery &<br>Bulgandramine Rds. Projects in Planning Phase.<br>Additional Street Cleaning delivered as per SRV<br>committment.   |  |
| FUTURE 8. Maintain and Improve the Shire   |                      |  |  |
| STRATEGIC 8.3 Ensure that Sewer manageme   | ent is in            | Council Role   | Provider   |
| OBJECTIVE: line with best practice   |                      | Related Council Activity/s:  | Water Supplies, Sewerage Supplies  |
| RISK/ INITIAL MOVEMENT CURRENT<br>DELIVERY<br>CHALLENGE  | ()                   | Director Oversight:<br>Manager Responsible:  | Director Infrastructure<br>Manager Natural Resources   |
|  | ON TRACK             |  |  |
|  |                      | Smoke Testing Pro  | gram nearing completion.   |

52 sewer chokes recorded.

Treated effluent test results all within license limits.

No Treatment Plan plant failures.

Sewer Treatment Plant Community and Government Stakeholder Workshops held and incorporated into project REF's.

Sewer Treatment Plant Planning progressing to Expressions of Interest for Design and construction tenders.

No environmental incidents.

No license breaches in the reporting period.

^ Major Projects Planning Workshop

Parkes Shire Council Operational Plan Progress Report (January - June 2015) - Executive Summary

**General Manager** 

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Mayor



Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

General Manager

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| FUTURE<br>DIRECTION: 8. Maintain and Improve the Shire's Assets   | 8. Maintain and Improve the Shire's Assets and Infrastructure  |   |  |  |  |  |
|---|--|---|--|--|--|--|
|   | Council Role   | Provider  |  |  |  |  |
| STRATEGIC 8.6 Manage, maintain and update Council<br>OBJECTIVE: owned property  | Related Council Activity/s:  | Administration<br>Housing and Community Amenities   |  |  |  |  |
| RISKI<br>DELIVERY<br>CHALLENGE<br>STATUS: MODERATE  | Director Oversight:<br>Manager Responsible:  | Director Planning Environment<br>Director Technology Corporate Services<br>Manager Building Cettification, Manager Business and<br>Economic Development |  |  |  |  |
| Assets improved and maintained in accordance with<br>operational budget.  |  |   |  |  |  |  |
| Building Maintenance Help System developed and<br>implemented.  | and the state  |   |  |  |  |  |
| Marketing of Industrial Land is ongoing.  | Concession in the local division of the loca |   |  |  |  |  |
| Caravan park operating in terms of lease. Upgrades to<br>cabins include air conditioners and hot water systems to<br>amenities. |  | and the second second   |  |  |  |  |
| Site clearing and levelling work for re-development of<br>permanent sites carried out.  | State State  | The seal  |  |  |  |  |
| Two new cabins, (disabled & duplex) installed in Park and levelling for 5 new RV Friendly unpowered sites carried out.          | Blingal  | Contractory   |  |  |  |  |
| Progress<br>Delivering<br>war priorities<br>Progressing the<br>Parker Shire.  |  | A The new levelled sites at Spicer Caravan Park   |  |  |  |  |

# Parkes Shire Council Operational Progress Report



^ Operational Plan Progress Report January - June 2015.

Please refer to the Parkes Shire Council Operational Plan Progress Report (January - June 2015) for more detailed information regarding the strategic objectives contained in this Executive Summary.

Parkes Shire Council Operational Plan Progress Report (January - June 2015) - Executive Summary

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**General Manager** 

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Mayor

The Year 2014/2015 for Parkes Shire

#### Successful Grants for 2014/2015

- NSW Trade & Investment for Weed control at Endeavour Dam - \$6,965.00
- NSW Trade & Investment for forCumbungi weed control
   \$1,764.00
- Australian Government for Restoration of war memorial
   \$5,800.00
- Sport & Recreation for Lighting upgrade at Harrison Park
   \$25,000.00
- Destination NSW for Spicer Caravan Park new cabins and site levelling. - \$79,570.00
- NSW Government for Upgrade to the Lachlan River intake, refurbish bore No. 8. - \$2,160,000.00
- NSW Government for Memorial Hill grounds rejuvenation project - \$30,000.00
- Australian Libraries and Information Assoc Ltd for Funding for REaDtember - \$500.00
- Charles Sturt University for Fun Palace \$1,000.00
- Dept Infrastructure & Regional Development for Heavy Vehicle Safety and Productivity Programme -\$1,330,000.00
- Australia Council for Festivals Australia Regional Festivals Project - COMICS FEST
- Australian Government for Roads to Recovery Program
   \$886,188.00
- NSW Trade & Investment for PRMFP PAC Park \$50,000.00
- NSW Trade & Investment for PRMFP Kelly Reserve upgrade - \$17,950.00
- NSW Trade & Investment for PRMFP Berryman Oval upgrades - \$42,240.00
- NSW Trade & Investment for PRMFP Armstrong Park -\$20,000.00
- Regional Arts NSW for CASP ComicsFest 2015 -\$2,700.00
- NSW Government for Community War Memorial Fund upgrade Memorial Hill - \$4,000.00
- Australian Government for 20 Million Trees Program -Akuna Road project - \$25,685.00
- Sport & Recreation *for* Sport Facility Program upgrade playing surface at Berryman Oval \$17,113.00
- Sport & Recreation *for* Sport Facility Program Lindner Oval upgrades - \$14,471.00

- Dept Infrastructure & Regional Development for National Stronger Regions Fund - \$8,725,000.00
- Transport for NSW for Fixing Country Roads MR350
   Gunningbland \$300,000.00
- Transport for NSW for Fixing Country Roads MR350
   Trundle & Tullamore- \$600,000.00
- Transport for NSW for Fixing Country Roads Middle Trundle Road - \$350,000.00
- Transport for NSW for Fixing Country Roads access to Mugincoble Silos - \$170,000.00
- Australian Government for Blackspot for Middle Trundle Road - \$440,000.00
- Australian Government for Blackspot for Nelungloo Road
   \$160,000.00
- RMS for Signs and benches for Keast Park learn to ride track - \$10,000.00
- Australian School of Applied Management for Scholarship for local government employees \$16,000.00
- Dept of Environment for Heritage Advisory Services -\$3,500.00
- Dept of Environment for Local Heritage Places \$7,500.00

Parkes Shire Council Operational Plan Progress Report (December - June 2015) - Executive Summary

General Manager

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#### Shire Events

- Elvis Festival
- Trundle ABBA Festival
- Trundle Bush Tucker Day
- Tullamore Irish Festival
- National Town Criers Championships
- Sir Henry's 200th Birthday
- 6 Car Club rallies
- Local Government Touch Football Competition
- June Long Weekend Events
- Classick Outback Trail
- Parkes Junior Tennis Open
- Peak Hill Wiradjuri Fesitival
- Cultural Dance & Music Festival
- Geopecko Mine Reunion
- Astro Fest
- NSW Country Mens' Golf Championships
- Mountains & Plains Swimming Association Area Summer Championships
- Renault Car Club Annual Rally
- Cultural Dance & Music Festival
- Australian Airforce Balloon visit
- Peak Hill Car Boot Sale

#### Parkes Library Activities and Exhibitions

- Story Time
- Rhyme Time
- PyjamaRama
- School visits
- Library Week Special Children's Sessions
- Picture book dramatic performance
- Simultaneous Storytime
   REaDtember
- Author-rised (Parkes Writers Group) monthly.
- School Holiday Activities
- Central West Comics Festival
- People with a disability program
- Basic computer training
- Author Maggie Coulhain visit
- · Alison Lester picture book "Are We There Yet?" exhibition
- Local History Week display
- Flashback Traveling Exhibition (State Library of NSW)
- Behind the Truth travelling exhibitions (State Library of NSW)
- Interdependence Tribal Consciousness local Exhibition







Parkes Shire Council Operational Plan Progress Report (January - June 2015) - Executive Summary

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**General Manager** 

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Mayor

#### Family Day Care Activities

- Parkes Shire Library- Simultaneous storytime
- Crocodile Encounters event
- Children & Family Graduation evening
- Parkes Shire show
- Christmas & Easter childrens playgroups
- Retirement Home visits
- Playgroups at Parkes, Forbes and Condobolin
- Training for Certificate 3 & Diploma in Early Childhood students
- Regional Meetings with Area FDC services
- Educator Long Service award dinner
- Service Assessment & Ratings visit

#### **Completed Projects - Roads**

- Wyatts Lane intersection upgrade
- Roads to Recovery Program Back Peak Hill Road
- Roads to Recovery Yarrabandai Road upgrade
- Southern Ring Road Stage 1 intersection
- Bogan Road Rehabilitation at Goonumbla-co-contribution , with Northparkes Mine
- Council's \$880,000 Resheeting Programme
- Parkes Transport Interchange including new bus shelter, passenger carparking, intersection channelisation and bicycle parking
- REPAIR (Grant Sealed rds) the rehabilitation of MR350N near Kadungle for approximately 9kms.
- REPAIR (Grant Unsealed rds) sealing of missing links in road network.
- Special Rates Variation Project Bedgerabong Road from Condobolin Road South for approximately 2km reseal

#### Completed Projects - Pedestrian Access and Cycling facilities

- Widening/replacement of existing 740m footpath along Newell Highway from railway crossing to Clarke Street intersection
- Construction of 2.5m wide shared path from the above path 300m to new Parkes Hospital
- Construct 2.5m wide shared path along Baker Street, Newell Highway to Station Street
- Installation of 10 custom bicycle racks "design a bike rack"
   Construction of two nodectrion refugee. Hill Street and
- Construction of two pedestrian refuges Hill Street and Bushman Street intersection.
- Footpath renewal projectsPeak Hill, Trundle and Bogan Gate
- Gap Street and Hill Street intersection
- Pedestrian facility upgrades to Parkes Railway Station and Bushman Street and Hill Street intersection
- Disabled parking spaces adjacent to the Clarinda Street Surgery
- Disable access and viewing areas for 2015 Parkes Elvis Festival.
- Shared path network improvements (1,320m added in 2014/15)

#### Forbes and Lachlan Shire Council's Road Safety Action Plan Projects

- Heavy Vehicle Safety
- Free Cuppa for the Driver
- Road Safety Audits & Observation Surveys
- Learner Driver Parent Workshops
- NOT A STATISTIC! Youth Driver Education Program





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Mayor

General Manager

# **Progressive Projects**

The below table lists the progressive projects and their status as at 30 June 2015.

The programs and initiatives that are now possible under the Progressive Delivery Program are the programs and initiatives the community identified as priorities when Council undertook community consultation in 2012.

1-4

1-3

3

3

1 - 4

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More than 700 people provided input into the Progressive Delivery Program by telling Council the "things would make the biggest difference to the Parkes Shire in the next four years."

| ALECTOWN                                     | YEAR           | Improvements to Caravan Park                 | 4 |
|--|----------------|--|---|
| Town improvement*                            | 1-4            | Town Improvement                             |   |
| BOGAN GATE                                   |                | Master planning for parks and                |   |
| New transfer station at Bogan                | 4              | recreation areas*<br>Keast Park              | 1 |
| Gate tip                                     |                | Pioneer Oval precinct                        | ~ |
| Stormwater management                        | WORK           | Woodward Oval                                | 6 |
| planning*<br>Town improvement*               | 1-4            | Harrison Park                                |   |
|  | 1-4            | Footpaths*                                   |   |
| COOKAMIDGERA                                 |                | Main street                                  |   |
| Town improvement                             | 1-4<br>2-3     | School precincts                             | 4 |
| Stormwater Management<br>Planning*           | 2-3            | Aged care precincts                          | 4 |
| GUNNINGBLAND                                 |                | New works program                            |   |
|  | 1-4            | Improvements to Parkes<br>Cemetery*          |   |
| Town improvement<br>PARKES                   | 1-4            | Parking                                      |   |
| Town Entry points and main street            | 1-4            | Buried Ashes Garden                          |   |
| beautification                               |                | Beautification                               |   |
| Henry Parkes Centre                          | -              | Maintenance of town                          | 1 |
| Car park lighting                            | $\odot$        | drainage*                                    | - |
| Moat cottage<br>refurbishment*               | WORK           | PEAK HILL                                    |   |
| Parks and Recreation                         |                | Signage for Peak Hill Open Cut               |   |
| improvements                                 |                | Experience                                   |   |
| Disabled access for Rotaract                 | 0              | Town improvement*                            |   |
| Park   | -              | New transfer station at Peak Hill<br>tip     |   |
| Refurbishment of toilets at<br>Bushman's Dam | $\bigcirc$     | Doctors Surgery                              |   |
| Woodward Oval cricket nets                   | 0              | Replace awning and ramp                      |   |
| Maintenance of toilet block                  | 0              | Renovation*                                  |   |
| for Lions Park                               | $\bigcirc$     | Stormwater management                        |   |
| New toilets for Cheney Park                  | 3-4            | planning*                                    |   |
| Refurbishment of Cooke                       |                | Master planning for sport<br>facilities      |   |
| Park bus shelter                             | $\odot$        | Improvements to Peak Hill pool*              |   |
| New toilets for the                          | WORK           | Pool blanket                                 |   |
| arboretum*                                   | C. C. Parallel | New change room                              | 4 |
| New Car Parking works                        | 3              | Shade  |   |
| Refurbishments to buildings                  |                | Disabled access                              |   |
| Little Theatre                               | $\bigcirc$     | Concourse                                    |   |
| Neighbourhood Centre                         | 1-4            | Refurbish main pool                          |   |
| Currajong Disability*                        | 4              | Refurbishment of Memorial Park               |   |
| Improvements to Parkes                       |                | building*<br>Refurbishment of public toilet* |   |
| Regional Airport<br>Maintenance              | 1-4            | Improvements to footpaths in the             |   |
|  |                | main street*                                 |   |
| Building and Lighting*                       | WORK           | TRUNDLE                                      |   |
| Improvements to Parkes pool                  | 0              | New transfer station at Trundle tip          |   |
| Fencing                                      | 0              | Town improvement                             |   |
| Pool blanket                                 | $\odot$        | Building work for Trundle Library*           |   |
| Improvements to Parkes tip                   | -              | Improvements to Trundle pool*                |   |
| Tip shop                                     |                | Pool blanket                                 |   |
| Weighbridge and site works                   | <u> </u>       | Disabled access                              |   |
|  |                |  |   |



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General Manager

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Mayor

# 11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

### 11.1 (DTCS) Peak Hill Mens Shed - 2015/16 Rate Rebate Request

# **Executive Summary**

A request has been received from Peak Hill Men's Shed Incorporated for a rebate on the rates and charges for 2015/16.

Councils resolution to implement a formal application process for rate rebates has not yet been formulated, accordingly it is recommended to approve the rebate as per previous years, until the new process is finalised.

# **Background Information**

The Men's Shed movement around Australia has been a success story in recent years, capturing public imagination for its important role in terms of the retention of the health and moral of its expanding membership. The Men's Shed movement around Australia continues to gather momentum, given its considerable social, health and community values. Peak Hill Men's Shed Incorporated purchased the "Ex-Scout Hall" at 66 Derribong Street, Peak Hill on 1 December 2010.

# Legislative or Policy Implications

Section 356 of the 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 and encourage programs that promote health and wellbeing.* 

Predicted positive effect / opportunity for the Delivery Program: Good

By supporting community group/service which encourages residents to take personal responsibility for their own health and wellbeing.

Predicted negative / challenge to the Delivery Program: Moderate

### **Quadruple Bottom Line**



General Manager

KenfKeith

Mayor

# **Budget & Financial Aspects**

Council has provided contributions in the past equivalent to a full pension rebate of \$425.00. The rates levied on assessment 60860-0, being 66 Derribong Street, Peak Hill for 2015/16 are \$1,260.81. A contribution of \$425.00 would reduce the rates & charges payable to \$835.81 for the 2015/16 financial year.

Funds would be taken from the Section 356 (Appeals and Donations) Vote to meet the requested rate contribution.

# Recommendation

1. That Council make a contribution towards the rates levied on assessment 60860-0, being 66 Derribong Street, Peak Hill owned by the Peak Hill Men's Shed Inc for the amount of \$425.00, being equivalent to a full pension rebate, for the 2015/16 financial year, under Section 356 of the Local Government Act 1993.

# Attachments

1. Correspondence received from the Peak Hill Mens Shed Inc.

General Manager

Kenfkeith

Mayor



President Richard Baxter JP OAM 30 Caswell Street Peak Hill NSW 2869 Phone 68691260

Endorsed DGR

Vice-President Barney Cook 73 Euchie Street Peak Hill NSW 2869 Phone 68691764

ABN 23 282 523 867

Secretary/Treasurer Brian Napthali 128 Euchie Street Peak Hill NSW 2869 Phone 68691738

A M S A 100273

Thursday, 2 July 2015

General Manager Parkes Shire Council PO Box 337 Parkes NSW 2870

Dear General Manager

I'm writing on behalf of the Peak Hill Men's Shed Inc., 66 Derribong Street Peak Hill, to ask if we could receive a discount on our rates.

We are a not for profit organisation and all our time is spent in helping the community of Peak Hill.

We do not have garbage pickup.

The Shed now belongs to the community of Peak Hill.

We now are able to do more for the community in volunteering and the social wellbeing of the men and residents in our town.

We thank you and appreciate the assistance you have given us in the past and hope you can help us to reach our goals we hope to plan for the future.

Yours Sincerely,

Secretary/Treasurer

Brian Napthali 128 Euchie Street Peak Hill NSW 2869 Phone: 68691738 Email:

**General Manager** 

Kenfkeith.

Mayor

# 11.2 (DTCS) Parkes Masonic Temple Co - 2015/16 Rate Rebate Request

# **Executive Summary**

A request has been received from the Board of the Parkes Masonic Temple requesting that Council give consideration to waiving 50% of the General Rate for 2015/16 on their property located at 1-7 Short Street, Parkes, as previously allowed.

# **Background Information**

The Board of the Parkes Masonic Temple Co has made representations for Council to consider waiving 50% of the General Rate for the 2014/15 financial year. The Board's representation is based on the following considerations which they claim are still relevant for the current financial period. The Masonic property is not used for business purposes and is in the main used for various Lodge meetings and provides facilities for other community organisations. Members of the various lodges pay dues and these dues are based on covering all overheads associated with the owning of the property. Any small surpluses which are a result in some years are accumulated to cover major upkeep and capital item replacements. The Lodge is still an incorporated entity, but is now registered with the Taxation Office as a "Not for Profit Organisation".

The facilities in the building are provided to two outside bodies, namely the Parkes College for Seniors and Charles Sturt University Off Campus (examinations) Parkes.

## Legislative or Policy Implications

Section 356 of the Local Government Act, 1993.

# **Delivery Plan (Strategic Objective) Implications**

The resolution in this report will primarily effect the Delivery Plan Future Direction relating to: *1.2.2 Develop Lifelong Learning Opportunities* 

Predicted positive effect / opportunity for the Delivery Plan: Good

Predicted negative / challenge to the Delivery Plan: Low

### Quadruple Bottom Line



# **Budget & Financial Aspects**

The Business General Rate for the Parkes Masonic Temple Co at 1-7 Short Street, Parkes is \$2,211.82 for 2015/16. The granting of the request made by the Parkes Masonic Temple Co would involve a contribution of \$1,105.91.

Funds would be taken from the Section 356 (Appeals and Donations) Vote to meet the requested rate contribution.

General Manager

KenfKeith

Mayor

# Recommendation

That Council make a contribution towards the rates levied on assessment 36750-0, being 1-7 Short Street, Parkes owned by the Parkes Masonic Temple Co in the amount of \$1,105.91, being 50% of the Business General Rate for \$2015/16, under Section 356 of the Local Government Act 1993.

# Attachments

1. Correspondence received from Parkes Masonic Temple Co.

General Manager

Kenfkeith.

Mayor



# **Parkes Masonic Temple Co**

c/- John Szczucki 37 Cherry Gardens Lane, Parkes NSW 2870 Telephone 02 68635656 email (heabbey22@gmail.com

2 August 2015

The General Manager Parkes Shire Council PO Box 337 Parkes 2870

Dear Sir,

#### RE – RATE ASSESSMENT NO: 36750-00000000-000 2014/2015 1-7 SHORT STREET PARKES

In past years the Board has applied for and received a reduction in the Business General rate in recognition of the facilities and benefits that were and are still provided by the usage of our premises to the Parkes community.

Council was extremely generous in giving a 50% reduction in the Business General Rate that was levied. This reduction was certainly appreciated. Again, we certainly did not presume that this reduction was an ongoing commitment.

Our representation was based on the following considerations which are still as relevant today.

This Masonic property is not used for business purposes and is in the main used for various Lodge meetings and providing facilities for other local community organisations.

Members of our various lodges pay dues and these dues are based on covering all overheads associated with owning this property.

The Lodge is still an incorporated entity, but is now registered with The Taxation Office as a *not for profit organisation* and as such is no longer required to lodge a taxation return. The small surpluses that result in some years are accumulated to cover major upkeep and capital item replacements.

The facilities of our building are provided to two outside bodies, namely the Parkes College for Seniors and Charles Sturt University Off Campus – Parkes.

Parkes College for Seniors provides the venue for various activities organised for our senior citizens covering arts and craft activities as well as physical activities to maintain fitness. The seniors are charged a nominal \$13 per hour to cover costs such as lighting, heating and cleaning. The fee is purely a cost recovery based charge and the Temple Co looks to making no profit from activities held.

General Manager

Kenfkeith

Mayor
Charles Sturt University utilises our premises for off campus exams and have done so for several years. The isolation of the examination site provides a quiet and uninterrupted facility for their examinations. Again we charge a nominal \$50 per day to cover similar expenses as detailed above.

We again stress that Masonry is only a benevolent society and is not structured to run as a business based on securing profits as a result of its undertakings.

Taking into consideration the uses that Parkes Masonic Temple Co property is put to, and also realising that our property enjoys facilities that are available to all properties within the town boundaries (water and sewerage services etc...) we again respectfully request Council to consider waiving half of the Business General Rate as previously allowed.

The current Business General rate levied for 2015-16 is \$2211.82

Trusting this request meets with your favourable consideration.

Yours faithfully

John Szczucki Secretary/Treasurer

**General Manager** 

Kenfkeith.

Mayor

# 11.3 (DTCS) Currajong Disability Services Inc - 2015/16 Rate Rebate Request

# **Executive Summary**

A request has been received from Currajong Disability Services Inc for a contribution towards the rates and charges for 2015/16 on three of their properties located at 59 High Street, 100 Currajong Street & 8 Russell Street, Parkes.

# **Background Information.**

Currajong Disability Services Inc is a non-profit, community organisation that provides a number of disability programs and services for people with a disability. The above listed properties are owned by the organisation and are utilised to provide and deliver:-

- Supported Accommodation / Group Home for residents with an intellectual disability
- Respite Services
- Disability Programs and Support Services including; Living Skills Programs, Day Activities and Transition to Work Programs

# Legislative, Policy & Management Planning Implications

Section 356, of the Local Government Act 1993.

# **Delivery Plan (Strategic Objective) Implications**

The resolution in this report will primarily effect the Delivery Plan Future Direction relating to: *2.2 Improve Health and Well Being* 

Predicted positive effect / opportunity for the Delivery Plan: Good

By supporting community group/service which encourages residents to take personal responsibility for their own health and wellbeing.

Predicted negative / challenge to the Delivery Plan: Moderate

#### **Quadruple Bottom Line**



Economic ★★★☆☆

Social



Environmental ★★★☆☆

Civic Leadership \*\*\*

General Manager

KenfKeith

Mayor

# **Budget & Financial Aspects**

Council has provided contributions in the past equivalent to a full pension rebate of \$425.00 on each assessment. The rates levied on the three assessment for 2015/16 are as follows:-

| • | Assessment 14780-0, being 100 Currajong Street - | \$2,000.76      |
|---|--|-----------------|
| ٠ | Assessment 22150-0, being 59 High Street -       | \$2,242.18      |
|   |  | * * * * * * * * |

Assessment 36400-0, being 8 Russell Street - \$1,902.18

Funds would be taken from the Section 356 (Appeals and Donations) Vote to meet the requested rate contribution.

# Recommendation

1. That Council make a contribution towards the rates levied on assessments 14780-0, being 100 Currajong Street, Parkes, assessment 22150-0, being 59 High Street, Parkes & assessment 36400-0, being 8 Russell Street, Parkes owned by Currajong Disability Services Inc for the combined total of \$1,275.00, being \$425.00 for each property, under Section 356 of the Local Government Act 1993. This contribution is equivalent to a pensioner rebate on each property for the 2015/16 financial year.

# Attachments

1. Correspondence received from Currajong Disability Services Inc.

General Manager

Document Set ID: 804460 Version: 3, Version Date: 20/08/2015

KenfKeith

Mayor



Tuesday, 14<sup>th</sup> July, 2015

Mr Kent Boyd **General Manager** Parkes Shire Council P O Box 337 PARKES NSW 2870

Dear Mr Boyd,

#### **REQUEST FOR 2015/2016 RATES & REBATE**

On behalf of Currajong Disability Services Inc. I wish to apply for a reduction of rates payable for the 2015/2016 year for the following residential properties:

| • | Assessment Number: | 22150.0 | 59 High Street, |
|---|--------------------|---------|-----------------|
|   |                    |         |                 |

- Assessment Number: 14780.0 .
- t, Parkes 100 Currajong Street, Parkes
- . Assessment Number: 36400.0
- 8 Russell Street, Parkes

Currajong Disability Services Inc. is a non-profit, community organisation that provides a number of disability programs and services for people with a disability. The above listed properties are owned by our Organisation and are utilized to provide and deliver;

- Supported Accommodation / Group Home for residents with an intellectual disability •
- **Respite Services**
- Disability Programs and Support Services including; Living Skills Programs, Day Activities and **Transition to Work Programs**

Council's support is requested through the reduction of rates payable on the three (3) properties listed above.

Yours faithfully,



#### www.currajong.org.au

PO Box 750, 30 Welcome St, Parkes, NSW, 2870 T (02) 6863 4713 F (02) 6863 4793 mail@currajong.org.au ABN 12 311 801 338

General Manager

Kenfkeith.

Mayor

# **11.4 (DTCS)** Parkes Brand Development

# **Executive Summary**

Council has engaged Consultants Kent Woodcock & Associates to develop a destination brand for Parkes, separate to Council's Corporate Identity. The development of the brand in conjunction with the community, will be used to provide a consistent platform on which to market and communicate the unique attributes and benefits of the Parkes region, across the key pillars of tourism, lifestyle and economic development.

# **Background Information**

The corporate Council brand serves the organisation well in a corporate sphere. However, in Council's external marketing efforts, there has not been consistent or consolidated approach to marketing and communication efforts, resulting in mixed messaging and therefore a non-optimal level of success in marketing and communication initiatives.

# Legislative, Policy & Management Planning Implications

Nil.

# **Budget & Financial Aspects**

This project was funded in 2014/15. The implementation of the brand will occur slowly, as relevant projects and their designated budgets become available.

#### Recommendation

1. That Council endorse the adoption and implementation of the positive and diverse 'It all adds up in Parkes' brand concept with a "plus" mark.

#### Report

Following a tightly contested quotation process with over 20 submissions received, Council engaged Brand Development Specialists Kent Woodcock and Kaye Brennan to develop a Destination Brand for Parkes, separate to Council's corporate identity.

The project has involved the identification, definition, articulation and development of the Parkes brand which will be used to provide consistency for destination marketing, communication, tourism, lifestyle, events, business & economic development, industry and urban planning.

The new brand is not intended to replace the corporate Council brand, rather it will be used to provide a consistent message for offerings, such as the key pillars of tourism, lifestyle and economic development applications. The brand may be used solo or co-branded with Council, or other entities such as the Elvis Festival, or Chamber of Commerce (if they choose). There will also be opportunities for external entities to co-brand and apply for usage of this brand to market Parkes products and services.

General Manager

Kenfkeith

Mayor

One of the key tasks completed in the development of the brand involved a series of Discovery Workshops to establish the essence of Parkes and relevant brand territories. Close to 70 people including Councillors, staff and a broad cross-section of business and community members participated in the workshops which was very pleasing, whilst also demonstrating the broader community interest in this project, and generating an excellent basis on which to build the brand. The following key points were established from the workshops, which funnel down to provide the essence of the Parkes brand. This language palette will also be very useful to set the tone for which Parkes communicates when selling the Parkes experience:

*The Parkes Personality has been defined as:* Friendly, funny, clever, egalitarian, progressive, well-rounded/multi-faceted/chameleon, self-starter, genuine, confident, capable, unselfish, caring, happy, have a go, playful (don't take ourselves too seriously), professional, traditional, tenacious, sporty, creative, innovative, ambitious, resilient, helpful, positive, real, surprising, determined, gracious, genuine, honest, stubborn, and down to earth.

*How Parkes makes people feel:* Excited, proud, optimistic, happy, confident, enthusiastic, goal/going forward, collaborator, comfortable, safe, relaxed, I belong, included, open/not closed in, I want to stay, be myself, accepted, helped, appreciated, and entertained.

*Parkes core attributes:* Progressive, grow, people, challenger, friendly, aspirational/focused/motivated, positivity, opportunistic, charismatic, confident, energy, capacity, achievers, strong core, safe, grounded, bold, leadership, prepared/ strategic/considered, comfortable, optimistic, lots of plusses, unpretentious, real, supportive.

*There is one common theme:* its all positive. Parkes has a Positive outlook, Positive relationships, Positive experience, and Positive outcomes. Therefore the brand essence of Parkes has been defined as... Positive.

Following the workshops, Council's Business & Economic Development Manager and Tourism & Economic Development Projects Officer have worked closely with the Consultants to refine the machinations behind the brand and to establish a series of visual concepts exploring the brand territories.

When these brand territories were refined, 3 visual concepts were presented back to the original Council, Business and Community stakeholder groups for review and adoption of one of the concepts.

There was almost unanimous support from the stakeholders on the adoption of the 'It all Adds Up in Parkes' plus concept for implementation.

One community member in attendance at the presentation summed it up when they said "I travel all over the state, and I really just want a consistent message when I come in to town. It will be really nice just to have that one thing that says 'Parkes' out there in the marketplace. This concept is going to look much better and much more professional."

Following the adoption by Council of the brand concept, a Brand Manual and Adoption Strategy will be developed to enable the effective rollout of the brand to ensure it gains maximum acceptance and support by stakeholders and is positively received by the Parkes Shire community. Tools will also be developed to ensure ongoing review and measurement of the brand and its objectives.

General Manager

Kenfkeith

Mayo

# Attachments

1. It all adds up in Parkes brand concepts.



Mayor

# 11.5 (DTCS) Regional Zone Showgirl Final 2016

# **Executive Summary**

Organisers the Regional Zone Showgirl Final have requested financial sponsorship and inkind support from Council in preparation of the event on the 20 February 2016.

In return for the support, Council would be acknowledged as a major sponsor of the event which will see approximately 25 contestants and their families staying in Parkes over the weekend for the event.

The winner of the regional event will progress to the Sydney Royal Showgirl Competition at the Sydney Royal Easter Show in March 2016.

# **Background Information**

The annual Showgirl Competition aims to find a young female Ambassador for rural NSW and the agricultural show movement. The winning Showgirl of each local Show Society is selected by a panel of three judges and remains Showgirl until the next year's Show. Her role involves many official and informal duties locally, nationally and overseas, such as opening a Show, public speaking throughout the year and presenting prizes for winners in agricultural events.

The Competition encourages the participation and awareness of issues faced by women in rural NSW. Today, contestants continue to be young rural women with purpose and ambition and the Competition plays a significant role in the overall development of rural youth, attracting strong support from entrants, sponsors and organisers.

#### Legislative or Policy Implications

Nil.

# **Progressive Delivery Program Implications**

The resolution in this report will primarily effect the Delivery Plan Future Direction relating to: 4.2 Grow and Diversify the Economic Base: Increase visitation and length of stay across the Parkes Shire.

Predicted positive effect / opportunity for the Delivery Plan: Excellent

Predicted negative / challenge to the Delivery Plan: Low

#### **Quadruple Bottom Line**



General Manager

Mayor

# **Budget & Financial Aspects**

Costs for the event to be funded from Civic Functions vote

# Recommendation

- 1. That Council waive the booking fee for the use of the Coventry Room and provide morning tea catering and service for the judging event on Saturday 20 February 2016.
- 2. That Council sponsor the reasonable cost of a luncheon at Aastro Dish restaurant for approximately 35 guests.
- 3. That Council's Tourism Department provide visitor gift packs for each entrant and official.

# Report

Organisers of the Regional Zone Showgirl Final have requested financial sponsorship and in-kind support from Council in preparation of the event for 2016.

The annual Showgirl Competition aims to find a young female Ambassador for rural NSW and the agricultural show movement. The winner of the regional event will progress to the Sydney Royal Showgirl Competition at the Sydney Royal Easter Show in March 2016.

The Regional Zone Showgirl Final will take place in Parkes on Saturday 20 February from 8.30am to 3.30pm in the Coventry Room at Parkes Shire Council.

The event will also culminate in a luncheon at the Aastro Dish from 12.30pm - 1.30pm which organisers have requested Council support in covering catering costs in return for acknowledgment as a major event sponsor. A dinner will also take place that evening at the Parkes Leagues Club which will be sponsored by Northparkes Mines.

Three judges are appointed by the National Committee to judge the event and over 25 entrants are expected to attend along with their families, offering tourism benefits for Parkes with overnight stays in tourist accommodation. Council's tourism team would also take the opportunity to provide the entrants with visitor information packs to encourage visitation to attractions and hospitality outlets during their stay to ensure economic benefits are maximised from the event.

# Attachments

Nil.

General Manager

KenfKeith

Mayor

# 11.6 (DTCS) Stocktake Report for 30 June 2015

# **Executive Summary**

A report to Council on variations in stores and materials following the yearly stocktake. The stores reconciliation has been completed with variations detailed below. Deficiencies are identified as running costs of the store.

# **Background Information**

Stocktake of Council's stores are performed once a year. The stocktake was performed on 26 June 2015.

# Legislative or Policy Implications

Local Government (Financial Management) Regulation, 1999.

| Fund     | Value     | Surplus  | Deficit | Adjustment |
|----------|-----------|----------|---------|------------|
| General  | 160121.81 | -3186.52 | 1454.09 | -1732.43   |
| Water    | 56854.87  | -797.73  | 287.17  | -510.56    |
| Sewerage | 11064.49  | -1401.55 | 1311.36 | -90.19     |
|          |           |          |         |            |

#### Budget & Financial Aspects

# Recommendation

1. That the deficiencies be written off and surpluses written back.

# Attachments

Nil.

General Manager

KenfKeith.

Mayor

# 11.7 (DTCS) Financial Information as at 31 July 2015

# **Executive Summary**

A regular report is provided to Council in relation to a number of financial indicators, including investments, total monthly repayments, receipting and collection of rate revenue.

# **Background Information**

The supply of financial information on a regular basis fulfils statutory requirements and ensures prudent financial management.

# Legislative or Policy Implications

Local Government Act, 1993 Local Government (Financial Management) Regulation, 1999

# **Budget & Financial Aspects**

Nil.

# Recommendation

1. That the report detailing accounts paid, rate revenue collected, receipts received and the bank reconciliation to 31 July 2015 be received and noted.

#### Report

#### 1. Accounts

The accounts cover the period 01/07/2015 to 30/07/2015:

| Payment                                 | From       | То         | Sub Total           |
|---|------------|------------|---------------------|
| Combined A/C<br>Cheques and<br>Deskbank | 128227     | E045772    | \$9,573,352.57<br>- |
| Salaries & Wages                        | 01/07/2015 | 30/07/2015 | \$1,130,876.28      |
| TOTAL                                   |            |            | \$10,704,228.85     |

#### 2. Revenue Statement due to 31 July 2015

A copy of the Revenue Statement due to 31 July 2015 is attached.

#### 3. Statement of Receipts - 01 July 2015 to 31 July 2015

A Statement of Receipts for the period 01 July 2015 to 31 July 2015 is attached.

General Manager

KenfKeits

Mayor

#### 4. Bank Reconciliation as at 31 July 2015

The bank reconciliation for the month of July 2015 has been finalised and is submitted for the information of Council.

The reconciliation of the Cash Books of the Council and the Bank Accounts has been carried out. The accounts have been reconciled with a balance of \$1,488,027.29 as at 31 July 2015.

# Attachments

- 1. Rates Revenue Statement
- 2. Statement of Receipts

**General Manager** 

Kenfkeith.

Mayor

#### PARKES SHIRE COUNCIL

#### **REVENUE STATEMENT RATES AND CHARGES DUE TO 31 JULY 2015**

|  | AMOUNT<br>PAYABLE<br>1/7/2015 | COLLECTIONS                      | AMOUNT<br>DUE<br>31/7/2015 | %COLLECTED<br>THIS YEAR | 3 Year<br>Average % |
|--|-------------------------------|----------------------------------|----------------------------|-------------------------|---------------------|
| COMBINED RATES                           | 16,353,195                    | 962,326                          | 15,390,869                 | 5.88%                   | 6.53%               |
| GARBAGE & OTHER<br>SERVICE CHARGES       | 2,319,938                     | 160,500                          | 2,159,438                  | 6.92%                   | 8.46%               |
| SUB TOTAL                                | 18,673,133                    | 1,122,826                        | 17,550,307                 | 6.01%                   | 6.77%               |
| w  | •                             | & TRADE WASTE<br>RS & ACCOUNTS 2 |                            | DN                      |                     |
| WATER                                    | 1,193,328                     | 659,844                          | 533,483                    | 55.29%                  | 54.54%              |
| SEWER USAGE                              | 96,837                        | 67,555                           | 29,282                     | 69.76%                  | 68.52%              |
| TRADE WASTE                              | 23,505                        | 10,568                           | 12,937                     | 44.96%                  | 54.37%              |
| SUB TOTAL                                | 1,313,670                     | 737,968                          | 575,702                    | 56.18%                  | 55.84%              |
|  | INTEREST, EX                  | TRA CHARGES & L                  | EGAL COST                  | 6                       |                     |
| INTEREST, EXTRA<br>CHARGES & LEGAL COSTS | 188,212                       | 140,387                          | 47,825                     | 74.59%                  | 75.57%              |
| SUB TOTAL                                | 188,212                       | 140,387                          | 47,825                     | 74.59%                  | 75.57%              |
| TOTAL                                    | 20,175,015                    | 2,001,181                        | 18,173,834                 | 9.92%                   | 10.20%              |

**General Manager** 

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Kenfkeith.

Mayor



# **Receipt Summary**

For the period from 1-Jul-2015 to 31-Jul-2015

| GL Account     | Description                          | Total Transactions | Amount       |
|----------------|--------------------------------------|--------------------|--------------|
| 0110-1201-0000 | Section 603 Certificate              | 36                 | 2,588.00     |
| 0110-1358-0000 | GIPA Act - Application Fees          | 1                  | 30.00        |
| 0110-1402-0001 | Sundry Income - GST Free             | 4                  | 267.50       |
| 0110-1402-0003 | Sundry Income - GST Inclusive        | 5                  | 7.60         |
| 0110-3100-0000 | Investments                          | 9                  | 9,200,000.00 |
| 0110-3200-0001 | Rates Receivable - Consolidated      | 8,322              | 1,059,692.00 |
| 0110-3232-0001 | Miscellaneous Debtors - Consolidated | 159                | 1,231,655.96 |
| 0110-3238-0000 | Sundry Debtor - Avdata               | 1                  | 363.80       |
| 0110-5005-0000 | Building Construction LS Levy        | 2                  | 350.00       |
| 0110-5007-0000 | DA (Strategic Fee)                   | 2                  | 358.00       |
| 0110-5124-0000 | S/Cr RMS - Cycleway Eugowra rd       | 2                  | 55,300.00    |
| 0110-5126-0000 | S/Cr RMS - Pedestrian Facilities     | 1                  | 2,926.00     |
| 0110-5127-0000 | S/Cr RMS - Regional Rd Block Grant   | 1                  | 260,000.00   |
| 0110-5128-0000 | S/Cr RMS - Supplementary Block Grant | 1                  | 36,000.00    |
| 0110-5135-0000 | S/CR RMS - Traffic Facilities Grant  | 1                  | 20,000.00    |
| 0120-1402-0003 | Sundry Income                        | 1                  | 26.00        |
| 0130-1524-0000 | Existing Worker Traineeship          | 3                  | 9,000.00     |
| 0140-1351-0000 | Interest on Investments              | 9                  | 193,410.73   |
| 0140-1501-0000 | Financial Assistance Grant - Gen Pur | 2                  | 1,809,762.00 |
| 0230-1207-0001 | Dog Impounding - Deposits/Release    | 10                 | 240.00       |
| 0230-1208-0000 | Straying Stock -Fines/Fees           | 3                  | 1,434.88     |
| 0230-5008-0000 | Dog Rego - Companion Animals Suspen  | 12                 | 620.00       |
| 0230-5009-0000 | Microchipping Suspense               | 4                  | 264.00       |
| 0270-1532-0001 | Salary/Oncosts - GST Free            | 1                  | 3,701.25     |
| 0270-1532-0002 | Program costs - GST recoverable      | 1                  | 715.01       |
| 0310-1402-0003 | Sundry Income - Inc Copying/Scanning | 1                  | 50.00        |
| 0410-1402-0001 | Sundry Income - GST Free             | 2                  | 210.00       |
| 0410-1402-0003 | Sundry Income - GST                  | 1                  | 25.00        |
| 0410-1507-0000 | Operational Grant                    | 8                  | 14,798.99    |
| 0410-1508-0000 | Childcare Benefit Grant              | 6                  | 84,010.23    |
| 0410-1510-0000 | Educator Admin Levies                | 7                  | 1,292.00     |
| 0410-1537-0000 | FDC - Family Registration            | 1                  | 25.00        |
| 0410-1538-0000 | FDC - Educator Registration          | 1                  | 25.00        |
| 0410-1543-0000 | D Sups Payments (ISS)                | 5                  | 46.08        |
| 0410-1718-0001 | Contri - FDC In Home - Admin Levy    | 1                  | 47.03        |
| 0410-1718-0003 | Contribution - FDC In Home Care      | 1                  | 54.19        |
| 0410-1744-0000 | FDC - Playgroup Fees                 | 4                  | 189.00       |
| 0520-1211-0011 | Development Fees                     | 19                 | 5,239.60     |
| 0520-1211-0012 | DA Advertising Fee                   | 1                  | 57.00        |
| 0520-1212-0000 | Subdivision Certificates             | 2                  | 300.00       |
| 0520-1213-0000 | Section 149 Certificates             | 72                 | 4,256.00     |
| 0540-1100-0000 | Trade Waste Revenue                  | 1                  | 92.00        |
| 0570-1214-0000 | Septic Tank Fees (Applications)      | 4                  | 542.00       |
| 0580-1215-0015 | Parkes Cemetery                      | 2                  | 854.00       |
| 0580-1215-0016 | Parkes Lawn Cemetery                 | 7                  | 14,605.00    |
| 0580-1215-0017 | Villages Cemetery                    | 1                  | 427.00       |
| 0610-1125-0000 | Water Standpipe Sales                | 4                  | 680.40       |

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General Manager

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Kenfkeith.

Mayor

#### **Receipt Summary**

For the period from 1-Jul-2015 to 31-Jul-2015

| GL Account     | Description                          | Total Transactions | Amount        |
|----------------|--------------------------------------|--------------------|---------------|
| 0610-1231-0000 | Water Meter Reading Fee              | 26                 | 1,224.00      |
| 0610-1402-0003 | Sundry Income                        | 2                  | 247.05        |
| 0610-1807-0000 | Developer Charges - Sec 64           | 1                  | 9,312.00      |
| 0610-5327-0000 | Deposit - Standpipe Access Cards     | 1                  | 20.00         |
| 0710-1251-0000 | Sewer Plan Fees                      | 23                 | 847.00        |
| 0710-1252-0000 | Sewer Inspection Fee                 | 11                 | 911.00        |
| 0710-1402-0003 | Sundry Income - GST Inclusive        | 1                  | 21.00         |
| 0710-1807-0000 | Developer Charges - Sec 64           | 1                  | 4,306.25      |
| 0810-1220-0021 | Facsimile Sales                      | 4                  | 195.30        |
| 0810-1220-0022 | Lost Books                           | 2                  | 16.10         |
| 0810-1220-0023 | Photocopying/Printing - Parkes       | 13                 | 1,084.20      |
| 0810-1220-0026 | Inter Library Loans                  | 3                  | 56.50         |
| 0810-1220-0027 | Lost Library Cards                   | 5                  | 24.20         |
| 0810-1220-0029 | Sale of Discarded Books              | 1                  | 12.00         |
| 0810-1220-0030 | Sale of Library Bags                 | 2                  | 5.20          |
| 0810-1220-0031 | Library Workshops                    | 3                  | 92.00         |
| 0810-1402-0003 | Sundry Income - GST Inclusive        | 1                  | 36.80         |
| 0820-1446-0004 | HPC - Admissions                     | 53                 | 5,732.00      |
| 0830-1731-0000 | Contribution Community Centre        | 5                  | 182.50        |
| 0870-1402-0003 | Hire Fees - GST Inclusive            | 1                  | 20.00         |
| 1010-1217-0000 | Sec 68 Approval                      | 1                  | 92.00         |
| 1010-1235-0000 | Construction Certificate             | 9                  | 1,401.60      |
| 1010-1236-0000 | Complying Development Certificate    | 11                 | 792.00        |
| 1010-1237-0000 | Inspection Fee                       | 20                 | 9,940.00      |
| 1010-1238-0000 | Occupation Certificate               | 1                  | 36.00         |
| 1010-1239-0000 | Building Certificates                | 2                  | 500.00        |
| 1010-1240-0000 | Sec 735A & 12ZP Notices              | 14                 | 1,734.00      |
| 1010-1266-0000 | Drafting Fee                         | 10                 | 1,280.00      |
| 1130-1520-0000 | Financial Assistance Grant - Roads   | 2                  | 934,193.00    |
| 1150-1402-0003 | Sundry Income - GST Inclusive        | 1                  | 40.39         |
| 1190-1355-0000 | Rural Addressing Marker Fees         | 2                  | 134.00        |
| 1220-1243-0042 | Caravan Sites - 5.5% Adjust          | 7                  | 2,129.11      |
| 1220-1243-0043 | Caravan Sites - Fees                 | 27                 | 12,796.43     |
| 1220-1243-0045 | Caravan Sites - Electricity          | 26                 | 2,030.81      |
| 1220-1244-0044 | Cabin Fees - Fees                    | 19                 | 7,305.70      |
| 1220-1244-0046 | Cabin Fees - Electricity             | 19                 | 477.05        |
| 1220-1247-0000 | Multi Coin Washing Machine           | 1                  | 58.00         |
| 1230-1356-0002 | Open Cut Experience - Admission Fees | 1                  | 71.40         |
| 1230-1445-0001 | Visitor Info Ctr - Merchandise Sales | 13                 | 272.45        |
| 1230-1445-0003 | Visitor Info Ctr - Merchandise Sales | 42                 | 1,732.35      |
| 1230-5400-0003 | Merchandise on Consignment - T/Ctr   | 10                 | 219.00        |
| 1295-1595-0000 | Op. Contrib Elvis Merchandise        | 3                  | 381.30        |
| 1295-1598-0000 | Op. Contrib Elvis Accom Programs     | 2                  | 550.00        |
|                |                                      | 9,146              | 15,019,049.94 |

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General Manager

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Kenfkeith.

Mayor

# 11.8 (DTCS) Investments as at 31 July 2015

# **Executive Summary**

The carrying value of Council's investments at 31 July 2015 was \$ 57,964,180.

# **Background Information**

In accordance with Clause 212 of the Local Government (General) Regulation 2005, the following details are provided of Council's investments under Section 625 of the Local Government Act, 1993.

The carrying values of the investments outlined in this report have been those advised to Council by the arrangers, brokers or custodian of those securities.

# Legislative or Policy Implications

- Parkes Shire Council Investment Policy, Clause 212 of the Local Government (General) Regulation 2005 and Section 625 of the Local Government Act, 1993.
- DLG Circular 10-11 Investment Policy Guidelines
- DLG Circular 11-01 Ministerial Investment Order

# **Progressive Delivery Program Implications**

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

Predicted positive effect / opportunity for the Delivery Program: Excellent

Predicted negative / challenge to the Delivery Program: Negligible

#### Quadruple Bottom Line



# **Budget & Financial Aspects**

All returns on investments are included in Council's Operating Budget. Any amendment to budgeted interest income is effected through the Quarterly Budget Review process. Both the average level of funds invested and the rate of return determine returns.

In accordance with the Australian equivalent of International Accounting Standards, securities that are classified as held for trading are required to be valued at market value at each balance date. The balance of investments held includes market values that existed at the 31 July 2015. The custodians of the securities provide these valuations to Council. The custodian of Council's structured investment is the Westpac Bank.

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Investments in the form of cash or cash equivalents and held to maturity investments are valued at cost. Floating Rate Notes acquired on the secondary market are valued at cost. Where the purchase consideration is different to face value the resulting premium or discount are amortised on a straight line basis over the life of the Note.

# Recommendation

1. That the information in relation to investments held at 31 July 2015 be received and noted.

# Report

The following securities held are currently rated less than the minimum required under the Ministerial Investment Order. Council is permitted to hold the securities under the grandfathering clause in the Ministerial Investment order dated 12 January 2011.

Hickory Note CDO currently rated CCC-

#### Investment Rates as at 31 July 2015

| Rate Range % | \$         |
|--------------|------------|
| 1.70 to 4.00 | 53,264,180 |
| 4.01 to 6.00 | 4,700,000  |
| Total        | 57,964,180 |

2.

The weighted average interest rate of the investment portfolio as at 31 July 2015 is 3.20%

(3.34 % - 30 June 2015).

**90-Day (Benchmark) Bank Bill Swap Rate as at 31 July 2015 – 2.1400 %** (2.1500 % - 30 June 2015)

# 1. Credit Quality Targets and Limits

The maximum holding limit in each rating category and the target credit quality weighting for Council's Term Deposit portfolio as at 31 July 2015 is as follows:

| Long Term<br>Rating Range       | Short Term<br>Credit Range | Maximum<br>Holding | % Holding as at<br>31July 2015<br>(at % of Face<br>Value) | \$ Holding as at<br>31 July 2015 |
|---------------------------------|----------------------------|--------------------|---|----------------------------------|
| AAA Category                    | A-1+                       | 100%               | -   | \$-                              |
| AA Category                     | A-2                        | 80%                | 71.73 %   | \$ 41,576,000                    |
| A Category                      | A-2                        | 60%                | 16.91 %   | \$ 9,800,000                     |
| BBB Category &<br>Unrated ADI's | A-3                        | 40%                | 5.95 %  | \$ 3,450,000                     |

The maximum exposure to each counterparty / financial institution will be restricted by their rating so single entity exposure is limited. These limits with respect to Council's current Term Deposit portfolio are listed as follows:

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| Financial Institution        | Long-Term<br>Rating Range | Short-Term<br>Credit Range | Limit | % Holding as at<br>31 July 2015<br>(at % of Face<br>Value) |
|------------------------------|---------------------------|----------------------------|-------|--|
| National                     | AA-                       | A1+                        | 40%   | 38.39 %  |
| Australia Bank               |                           |                            |       |  |
| Westpac                      | AA-                       | A1+                        | 40%   | 21.70 %  |
| Commonwealth Bank            | AA-                       | A1+                        | 40%   | 1.73 %   |
| Rabobank Australia           | Aa2 Moody's               | P-1 Moody's                | 40%   | 1.73 %   |
| AMP Bank                     | A+                        | A1                         | 30%   | 8.28 %   |
| Rabobank Direct              | Aa2 Moody's               | P-1 Moody's                | 40%   | 8.19 %   |
| Central West Credit<br>Union | Unrated                   | Unrated                    | 20%   | 1.73 %   |
| Bank of Queensland           | A-                        | A2                         | 30%   | 3.45 %   |
| Bendigo &Adelaide<br>Bank    | A-                        | A2                         | 30%   | 1.73 %   |
| Suncorp Bank                 | A1 Moody's                | P-1 Moody's                | 40%   | 3.45 %   |
| ME Bank                      | BBB                       | A2                         | 20%   | 4.21 %   |

The holdings of Floating Rate Notes and Bonds, and trading securities, are listed as follows:

| Description         | Face Value   | Carrying Value | % Holding as at<br>31 July 2015<br>(at % of Face Value) |
|---------------------|--------------|----------------|---|
| Floating Rate Notes | \$ 1,520,000 | \$ 1,520,000   | 2.62 %  |
| Trading Securities  | \$ 2,000,000 | \$ 1,618,180   | 2.79 %  |

#### <u>Summary</u>

The Board of the Reserve Bank of Australia (RBA) at their last meeting of 4 August 2015 decided to leave the cash rate unchanged at 2.0 per cent.

The 90 day Bank Bill Swap Rate (BBSW) closed the month at 2.14%. The Australian dollar increased slightly against the USD in June, buying 0.7297 USD at month end, a decrease of 3.86 cents. The Australia Dollar has declined noticeably against a rising US dollar over the past year, though less so against a basket of currencies. Further depreciation seems both likely and necessary, particularly given the significant declines in key commodity prices.

The global economy is expanding at a moderate pace, but commodity prices are much lower than a year ago.

This trend appears largely to reflect increased supply, including from Australia. Australia's terms of trade are falling nonetheless. The Federal Reserve is expected to start increasing its policy rate later this year, but some other major central banks are continuing to ease policy. Hence, global conditions remain very accommodative.

Financial conditions remain very accommodative globally, with long-term borrowing rates for sovereigns and creditworthy private borrowers remarkably low.

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In Australia, the available information suggests that the economy has continued to grow over the past year, but at a rate somewhat below its longer-term average. Overall, the economy is likely to be operating with a degree of spare capacity for some time yet. With very slow growth in labour costs, inflation is forecast to remain consistent with the target over the next one to two years, even with a lower exchange rate.

In the Board's judgement, leaving the cash rate unchanged was appropriate. The Board will continue to monitor the economic and financial conditions during the period ahead to assess whether the current stance of policy will most effectively foster sustainable growth and inflation consistent with the target.

The following graphic displays key Financial and Economic Indicators and data released by New South Wales Treasury Corporation.







# Market Movements and Economic Data

| Financial Data        | 31 Jul | Monthly change   |
|-----------------------|--------|------------------|
| Cash Rate             | 2.00%  | 0.00             |
| Corporate Bond Yield* | 3.67%  | -0.07 🔻          |
| Term Deposit**        | 2.20%  | 0.00 —           |
| ASX200                | 5699   | 4.4%             |
| S&P500                | 2104   | 2.0%             |
| AUD/USD               | 0.731  | -0.040 🔻         |
| Economic Data***      | 31 Jul | Quarterly change |
| Headline CPI          | 1.5%   | 0.2%             |
| Trimmed Mean CPI      | 2.2%   | -0.1%            |
| GDP Growth            | 2.3%   | -0.1%            |
| House Prices          | 7.5%   | 0.0%             |
| Unemployment Rate     | 6.0%   | -0.1%            |

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The following graphic displays the percentages of the portfolio by investment type with an aged breakdown of the Cash, Bank Bills & Term Deposits.



The movement in Investments for the month of July 2015 were as follows:

| Opening Balance as at 30 June 2015                 | \$ 58,261,600        |
|--|----------------------|
| <u>Plus</u> New Investments – July 2015            | \$ 8,870,000         |
| <u>Less</u> Investments redeemed - July 2015       | (\$ 9,200,000)       |
| <u>Plus</u> Increase in CDO Valuations - July 2015 | \$32,580             |
| Closing Balance as at 31 July 2015                 | <u>\$ 57,964,180</u> |

The latest valuations of the market value for the CDO's with Westpac have resulted in an increase in the Fair Value of the CDO's by \$ 32,580 as at 31 July 2015. Councillors would be aware that valuations fluctuate significantly each month due to the volatility of the market surrounding CDO's. This is represented by the following investment adjustments:

#### **Certification - Responsible Accounting Officer**

The Chief Financial Officer hereby certifies that the investments listed in the Investment Summary have been made in accordance with Section 625 of the Local Government Act, 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

#### Attachments

1. List of Investments held at 31 July 2015.

**General Manager** 

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|                                   | Investments Summary 31/07/2015 |                   |                      |  |                      |                    |
|-----------------------------------|--------------------------------|-------------------|----------------------|--|----------------------|--------------------|
| Name                              | Face Value<br>\$               | Current<br>Rate % | Expected<br>Maturity | Maturity Profile<br>from<br>Summary Date | Carrying<br>Value \$ | Investment<br>Type |
| Westpac Maxi-Direct General       | 3,826,000                      | 1.70              | At Call              | At Call                                  | 3,826,000            | At Call Deposit    |
| NAB                               | 1,000,000                      | 4.32              | 22/08/2015           | < 90 Days<1yr                            | 1,000,000            | Term Deposit       |
| NAB                               | 1,000,000                      | 3.15              | 2/09/2015            | < 90 Days<1yr                            | 1,000,000            | Term Deposit       |
| Westpac Bank                      | 2,000,000                      | 4.20              | 7/09/2015            | < 90 Days<1yr                            | 2,000,000            | Term Deposit       |
| Westpac                           | 1,000,000                      | 3.74              | 17/09/2015           | < 90 Days<1yr                            | 1,000,000            | Term Deposit       |
| Westpac                           | 2,000,000                      | 3.74              | 18/09/2015           | < 90 Days<1yr                            |                      | Term Deposit       |
| Westpac                           | 2,000,000                      | 3.75              | 26/09/2015           | < 90 Days<1yr                            | 2,000,000            | Term Deposit       |
| BOQ                               | 500,000                        | 2.95              | 28/09/2015           | < 90 Days<1yr                            | 500,000              | Term Deposit       |
| Westpac                           | 1,000,000                      | 3.70              | 15/10/2015           | < 90 Days<1yr                            | 1,000,000            | Term Deposit       |
| NAB                               | 1,000,000                      | 3.63              | 21/10/2015           | < 90 Days<1yr                            | 1,000,000            | Term Deposit       |
| NAB                               | 1,000,000                      | 3.18              | 26/10/2015           | < 90 Days<1yr                            | 1,000,000            | Term Deposit       |
| NAB                               | 2,000,000                      | 3.35              | 30/10/2015           | >90 Days<1yr                             |                      | Term Deposit       |
| Westpac                           | 750,000                        | 3.50              | 31/10/2015           | >90 Days<1yr                             | 750,000              | Term Deposit       |
| NAB                               | 1,000,000                      | 2.96              | 5/11/2015            | > 90 Days<1yr                            |                      | Term Deposit       |
| NAB                               | 1,000,000                      | 3.60              | 7/11/2015            | > 90 Days<1yr                            |                      | Term Deposit       |
| ME Bank                           | 750,000                        | 2.95              | 13/11/2015           | >90 Days<1yr                             |                      | Term Deposit       |
| NAB                               | 1,000,000                      | 3.60              | 20/11/2015           | > 90 Days<1yr                            | 1,000,000            | Term Deposit       |
| NAB                               | 1,000,000                      | 3.18              | 20/11/2015           | >90 Days<1yr                             | 1,000,000            | Term Deposit       |
| NAB                               | 1,000,000                      | 3.20              | 25/11/2015           | > 90 Days<1yr                            |                      | Term Deposit       |
| NAB                               | 1,500,000                      | 3.65              | 26/11/2015           | > 90 Days<1yr                            |                      | Term Deposit       |
| NAB                               | 1,000,000                      | 2.96              | 9/12/2015            | > 90 Days<1yr                            |                      | Term Deposit       |
| BOQ                               | 1,000,000                      | 2.90              | 4/01/2016            | > 90 Days<1yr                            |                      | Term Deposit       |
| BOQ                               | 500,000                        | 2.95              | 6/01/2016            | > 90 Days<1yr                            |                      | Term Deposit       |
| NAB                               | 2,000,000                      | 3.75              | 18/01/2016           | >90 Days<1yr                             |                      | Term Deposit       |
| Rabobank Direct                   | 750,000                        | 3.95              | 18/01/2016           | > 90 Days<1yr                            |                      | Term Deposit       |
| NAB                               | 1,000,000                      | 2.95              | 27/01/2016           | > 90 Days<1yr                            |                      | Term Deposit       |
| Suncorp                           | 2,000,000                      | 2.90              | 28/01/2016           | > 90 Days<1yr                            |                      | Term Deposit       |
| СВА                               | 1,000,000                      | 3.05              | 2/02/2016            | >90 Days<1yr                             |                      | Term Deposit       |
| AMP Bank                          | 1,800,000                      | 3.30              | 5/02/2016            | >90 Days<1yr                             |                      | Term Deposit       |
| AMP Bank                          | 2,000,000                      | 3.30              | 9/02/2016            | >90 Days<1yr                             | 2,000,000            | Term Deposit       |
| NAB                               | 1,000,000                      | 3.18              | 16/02/2016           | > 90 Days<1yr                            |                      | Term Deposit       |
| NAB                               | 1,000,000                      | 3.18              | 16/02/2016           | >90 Days<1yr                             | 1,000,000            | Term Deposit       |
| NAB                               | 1,000,000                      | 4.20              | 22/02/2016           | >90 Days<1yr                             | 1,000,000            | Term Deposit       |
| Rabobank Direct                   | 1,000,000                      | 2.90              | 7/03/2016            | >90 Days<1yr                             | 1,000,000            | Term Deposit       |
| Rabobank Direct                   | 1,000,000                      | 3.00              | 12/03/2016           | >90 Days<1yr                             | 1,000,000            | Term Deposit       |
| Rabobank Direct                   | 1,000,000                      | 3.00              | 15/03/2016           | >90 Days<1yr                             | 1,000,000            | Term Deposit       |
| ME Bank                           | 1,000,000                      | 2.90              | 16/03/2016           | >90 Days<1yr                             | 1,000,000            | Term Deposit       |
| NAB                               | 1,500,000                      | 3.03              | 28/03/2016           | >90 Days<1yr                             | 1,500,000            | Term Deposit       |
| CWCU                              | 1,000,000                      | 3.00              | 11/04/2016           | >90 Days<1yr                             |                      | Term Deposit       |
| ME Bank                           | 700,000                        | 4.01              | 1/05/2016            | >90 Days<1yr                             |                      | Term Deposit       |
| NAB                               | 1,250,000                      | 2.96              | 2/06/2016            | >90 Days<1yr                             |                      | Term Deposit       |
| Bendigo & Adelaide Bank           | 1,000,000                      | 2.90              | 27/07/2016           | >90 Days<1yr                             |                      | Term Deposit       |
| AMP Bank                          | 1,000,000                      | 2.90              | 14/11/2016           | >1yr<5yrs                                |                      | Term Deposit       |
| Rabobank Direct                   | 1,000,000                      | 3.15              | 13/02/2017           | >1yr<5yrs                                |                      | Term Deposit       |
| Rabobank Australia                | 1,000,000                      | 2.95              | 31/07/2017           | >1yr<5yrs                                | 1,000,000            | Term Deposit       |
| Cash & Term Deposits              | 54,826,000                     |                   |                      |  | 54,826,000           |                    |
| Commonwealth Senior - FRN         | 1,020,000                      | 3.6000            | 24/12/2015           | >90 Days<1yr                             | 1,020,000            | Held to Maturity   |
| Bendigo and Adelaide Bank Limited | 500,000                        | 3.3500            | 17/05/2017           | >1yr<5yrs                                | 500,000              | Held to Maturity   |
| Floating Rate Notes and Bonds     | 1,520,000                      |                   |                      |  | 1,520,000            |                    |
| Westpac - Hickory Trust Notes     | 2,000,000                      | 1.8000            | 21/06/2016           | >90 Days<1yr                             |                      | Tradeable Security |
| Trading Securities                | 2,000,000                      |                   |                      |  | 1,618,180            |                    |
| Total Investments                 | 58,346,000                     |                   |                      |  | 57,964,180           |                    |

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General Manager

Mayor

# 11.9 (DTCS) Tourism and Event Update August 2015

# **Executive Summary**

A brief update of general Shire tourism and event activities.

# **Background Information**

Nil.

# **Legislative or Policy Implications**

Nil.

# **Progressive Delivery Program Implications**

The resolution in this report will primarily effect the Delivery Plan Future Direction relating to: 4.2 Grow and Diversify the Economic Base: Increase visitation and length of stay across the Parkes Shire.

Predicted positive effect / opportunity for the Delivery Plan: Excellent

Predicted negative / challenge to the Delivery Plan: Low

#### **Quadruple Bottom Line**



# **Budget & Financial Aspects**

Nil.

#### Recommendation

That the Tourism and Event Update be received and noted.

**General Manager** 

KenfKeith

Mayor

# Report

# 1. Elvis Festival wins major awards

The Parkes Elvis Festival has been the recipient of two major industry awards in the past month.

The 2015 Festival won Gold in the Festivals & Events category at the 2015 Inland Tourism Awards in Broken Hill on Saturday 25 July 2015. The 2015 Festival is now automatically a finalist at the 2015 NSW Tourism Awards in the Festivals and Events category. The awards will be held in Sydney in November.

The 2015 Festival also won the brand-new category 'Innovation in Special Events' (Division A - population less than 30,000) at the LG NSW RH Dougherty Awards held in Sydney on 6 August, recognising a special event produced and owned by a council that delivers excellence in fulfilling its intention as well as demonstrating growth, change, innovation and legacy. The Award Ceremony was held during Local Government Week/



Cr Alan Ward and Emily Mann accepting the RH Doherty Award in Sydney



Beth Link, Emily Mann and Katrina Dwyer accepting the Inland Tourism Award in Broken Hill

General Manager

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Mayor

# 2. Parkes achieves RV Friendly Town Status

The Campervan and Motorhome Club of Australia (CMCA) has officially declared Parkes as an RV Friendly Town<sup>™</sup>. By promoting the partnership between mobile travellers and small towns, CMCA hopes to encourage the expansion of tourism related infrastructure and services, and also boost the economy of those towns providing RV tourist specific amenities.

Parkes now joins Tullamore and Peak Hill as being recognised as RV Friendly, and will provide many tourism benefits to the Shire, including direct promotion as an RV Friendly destination to over 70,000 CMCA members.

RV Friendly Town signage will be installed at major town entrances in Parkes and a media release will be distributed announcing Parkes' success.

# 3. Destination NSW Flagship Event Funding Now Open

The 2016 Regional Flagship Events Program Expression of Interest (EOI) is now officially open for regional events to apply for funding.

Administered by the NSW State Government agency Destination NSW, the Regional Flagship Events Program provides funding of \$10,000 one-off grants or triennial funding of \$20,000 per year for three years. The funding is available to event organisers to support marketing and advertising activities that will attract overnight visitors to regional events.

Council's Events Development Officer has communicated the announcement with Shire event committees and will assist applicants in compiling their submissions.

Expressions of Interest close at midnight on Sunday 6 September 2015.

#### 4. Parkes Shire Heritage Interpretation Plan

An interpretation plan is being developed for Parkes Shire to assist in ensuring future consistency in design and installation of interpretive signage.

The Interpretive Design company has been engaged to develop the plan which will detail template signage designs, style guides, construction specifications and maintenance plans for the roll out of interpretive signage throughout Parkes Shire. It will also provide direction for interpretation of significant heritage and cultural sites, way-finding and mapping to form a heritage trail product which will be a new tourism experience for visitors and the community.

The interpretive plan is the first stage of what is anticipated to be a five year plan for the Parkes Shire Heritage Trail. Production and installation of signage throughout the Shire is subject to further funding.

A project team within Council has been formed to steer the project and initial consultation has taken place with Council's Heritage Advisory Committee and key community stakeholders regarding the development of the plan and identification of priority sites for Parkes.

General Manager

KenfKeits

Mayor

The design templates will be guided by the new destination brand for Parkes Shire, so any further development in this aspect is on hold until the brand is revealed. The draft interpretive plan is anticipated to be available by September at which time will presented to Council and key stakeholders for comment.

Communication is being planned with Trundle, Tullamore, Peak Hill and Bogan Gate to inform them of the project, establish key advisory groups and identification of sites so that informed budgeting and planning can commence for stage two of the project.

# 5. Parkes and Peak Hill Visitor Information Centres Renew Accreditation

Council has renewed annual accreditation for both Parkes and Peak Hill Visitor Information Centres with the NSW Accredited Visitor Information Centre Network (AVIC), for the 2015-16 financial year.

Parkes Visitor Information Centre maintains a Level 2 Accreditation and Peak Hill a Level 3 Accreditation.

#### 6. Elvis Festival Planning Update

The following is a summary of activities undertaken by the Festival Director and the Festival Sponsorship & Marketing Coordinator with details regarding marketing, publicity, sponsorship, programming and delivery operations of the 2016 Parkes Elvis Festival.

#### 2016 Sponsorships and Funding

The Festival has started rolling out sponsor benefits for organisations and businesses secured for the 2016 Festival. The Sponsorships & Marketing Coordinator is still in discussion with potential sponsors and continues to submit proposals.

In the past two months the Festival has re-signed the NRMA, Taronga Western Plains Zoo, Food Service Central and new sponsor Costume Collection. Contracts have been sent to John Davis Motors and McDonald's.

#### 2016 Marketing and Publicity

Two x 15-second commercials have been produced and approved with the television campaign to commence on 14 September to coincide with the Festival program launch.

The 2016 Partnership Program and advertising sales continue to receive registrations from local businesses and venues. The deadline for Partnership Program inclusion is August 31.

#### 2016 Suppliers and Services

The Festival Director was invited by the Mayor of Forbes Shire Council to present to Forbes businesses and accommodation providers on Parkes Elvis Festival, the opportunities it provides businesses in the region and the support the Festival gives to the Parkes business community. The information night was held on Tuesday 28 July with representation by the Festival Director, the Sponsorship and Marketing Coordinator and the Mayor.

A further information session is being held in Peak Hill on Thursday 13 August to update Peak Hill residents and businesses on the 2016 Festival. This comes following the announcement of a Festival shuttle bus service to the Dish and Peak Hill in 2016.

General Manager

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# 7. Events Update

# **Upcoming Events - August**

August is the Shire's annual show season which has already kicked off with the Tullamore Show on 14 & 15 August, which is closely followed by Trundle, Peak Hill and Parkes Agricultural Shows. Council's Events Development Officer working with Show Committees to help further promote the events to the region.

Tennis Australia's Annual Junior (10 - 16 years) Tour Tennis Tournament Open is once again being held in Parkes from the 29 to 31 August. This is a significant national sporting event that brings over 400 players, coaches and family members to Parkes for the three day event, providing an excellent economic boost for accommodation and hospitality providers. Council's Events Development Officer is liaising with Parkes Tennis Club about supplying visitor information packages to the Coaches and Group Leaders attending this event to encourage visitation to local attractions and patronage at local business and hospitality providers and to also encourage future stays in Parkes Shire.

# **Event Planning**

#### Trundle Bush Tucker Day - 5 September 2015

Council's Events Development Officer attended a Trundle Bush Tucker Day (TBTD) Committee Meeting on Wednesday 22 July and confirmed Council's ongoing support for the event. Council's Events Development Officer maintains a close working relationship with TBTD organisers assisting with sponsorship, marketing, survey and research, and engagement with the business community.

#### 2PK Parkes Country Music Festival - October Long Weekend 2015

Council's Events Development Officer has once again been working closely with Parkes & District Country Music Association to elevate their marketing and publicity program. A range of print advertisements, press releases, flyers and social media communications have been developed and will be implemented for the 2015 event.

#### Sir Henry Parkes Business Awards - 16 October 2015

Parkes Shire Council's Events Development Officer is supporting the planning and development of the 2015 Sir Henry Business Awards. An 'Awards Information Night' will be hosted by the Parkes Chamber of Commerce at the Parkes Services Club on Thursday 27 August which will coincide with the opening of 2015 Business Awards nominations. Council's Events Development Officer is assisting with administration, promotion and marketing of this major biennial event for the Shire's business community.

#### 8. Peak Hill Visitor Information Centre Numbers

The volunteer managed Peak Hill Visitor Information Centre operated from Peak Hill Country Crafts provides visitor statistics. Statistics from 2011 to 2015 are provided for the information of Council. 572 visitors were recorded during the month of June 2015, representing a 4 per cent increase on the June average.

End of financial year results for 2014-15 show a total of 5,770 visitor enquires representing a 6 per cent increase on the previous year steady growth for visitation to the Peak Hill Visitor Information Centre.

General Manager

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Mayor



# 9. Parkes Visitor Information Centre Numbers

Enquiries to the Council managed Parkes Visitor Information Centre for the month of July 2015 totalled 2,087 visitors which represents a significant 17% increase on the same period in 2014 and a 15% increase on the July average.



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General Manager

Mayor

# 10. Henry Parkes Centre Visitor Numbers

Results from admissions to the Council managed Henry Parkes Centre for 2011-2015 are provided for the information of Council. Ticketed admissions for the month of July 2015 totalled 601 people. The paid admissions represent a 10% increase on the same period last year and a 4% increase on the July average.



# Attachments

- 1. Inland NSW Tourism Award Certificate for Festival's and Events
- 2. RH Doherty Award Certificate for Innovation in Special Events

General Manager

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# **Parkes Elvis Festival**

in the category of

# **Festivals and Events**

Jane Barnes Chair Inland Tourism Awards Inc



Robert Gallagher General Manager - Travel & New Business Bauer Trader Media



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OURISM

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# RH DOUGHERTY AWARDS

# Innovation in Special Events

Division A – population less than 30,000

Parkes Shire Council

FOR

2015 Parkes Elvis Festival

6 August 2015

fligades

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# 11.10 (DTCS) Library Service Statistic and Monthly Report

# **Executive Summary**

Library usage statistics for the month of July 2015 and recent activities are provided for the information of Council.

# **Background Information**

The statistics are provided to monitor service utilisation levels and to assist with the overall analysis of trends evolving over time. The information covers the areas of volume of items issued, Local History Resource Centre utilisation, visitation numbers and Internet resource usage.

# Legislative or Policy Implications

Nil.

# **Progressive Delivery Program Implications**

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

1.5.1 Develop Lifelong Learning Opportunities - Provide Lifelong learning opportunities for the community through Parkes Shire Library, and

6.4 Ensure the Library is an ongoing cultural, recreational, learning centre for the community.

Predicted positive effect / opportunity for the Delivery Program: Excellent

Parkes Shire Library administration, events and activities are continuing to meet the actions outlined in the Delivery Plan.

Predicted negative / challenge to the Delivery Program: Negligible

# Quadruple Bottom Line



Economic \*\*\*\*

Social



Environmental ★★★☆☆

Civic Leadership \*\*\*\*

# **Budget & Financial Aspects**

Nil.

# Recommendation

1. That the information be noted.

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# Report

# Issue - Parkes













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#### Issues - Tullamore



|           | Parkes Visitor<br>Count * |       | Parkes Internet<br>Sessions |       | Local History<br>Count |       |
|-----------|---------------------------|-------|-----------------------------|-------|------------------------|-------|
|           | 14/15                     | 15/16 | 14/15                       | 15/16 | 14/15                  | 15/16 |
| July      | 5621                      | 5384  | 709                         | 738   | 25                     | 32    |
| August    | 4442                      |       | 583                         |       | 21                     |       |
| September | 5459                      |       | 769                         |       | 30                     |       |
| October   | 5403                      |       | 722                         |       | 22                     |       |
| November  | 4746                      |       | 685                         |       | 30                     |       |
| December  | 3792                      |       | 656                         |       | 28                     |       |
| January   | 6471                      |       | 668                         |       | 13                     |       |
| February  | 4935                      |       | 656                         |       | 39                     |       |
| March     | 5892                      |       | 741                         |       | 43                     |       |
| April     | 4776                      |       | 633                         |       | 23                     |       |
| Мау       | 4482                      |       | 709                         |       | 34                     |       |
| June      | 5004                      |       | 689                         |       | 19                     |       |
| TOTAL     | 61023                     | 5384  | 8220                        | 738   | 327                    | 32    |

\*Includes staff coming and going.

**New Members** 

|           | Parkes |       | Peak Hill |       | Trundle |       | Tullamore |       |
|-----------|--------|-------|-----------|-------|---------|-------|-----------|-------|
|           | 14/15  | 15/16 | 14/15     | 15/65 | 14/15   | 15/16 | 14/15     | 15/16 |
| July      | 98     | 57    | 8         | 2     | 0       | 3     | 3         | 0     |
| August    | 175    |       | 7         |       | 0       |       | 4         |       |
| September | 65     |       | 2         |       | 0       |       | 0         |       |
| October   | 47     |       | 2         |       | 1       |       | 1         |       |
| November  | 49     |       | 3         |       | 1       |       | 0         |       |
| December  | 41     |       | 0         |       | 1       |       | 0         |       |
| January   | 66     |       | 9         |       | 2       |       | 0         |       |
| February  | 79     |       | 5         |       | 1       |       | 0         |       |
| March     | 74     |       | 0         |       | 5       |       | 0         |       |
| April     | 52     |       | 1         |       | 1       |       | 2         |       |
| Мау       | 64     |       | 3         |       | 3       |       | 2         |       |
| June      | 58     |       | 1         |       | 2       |       | 0         |       |
| TOTAL     | 770    | 57    | 41        | 2     | 17      | 3     | 12        | 0     |

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#### Activities and Events -

| July                         | Attendees | No. of sessions           |
|------------------------------|-----------|---------------------------|
| Computer classes             | 3         | 1                         |
| School class visits          | 27        | 1 Trundle                 |
| Storytime                    | 129       | 6 Parkes, 4 Peak Hill     |
| Rhyme Time *                 | 130       | 8 sessions                |
| Currajong Disability Service | 0         | 0                         |
| Author-rised, Writing Group  | 11        | 1                         |
| School holiday activities    | 65        | 4                         |
| Annual Book Sale             | Many      | Two weeks. \$1,265 raised |

\* (Adults and children are counted for Rhyme Time and PyjamaRama sessions as the session is equally about early literacy skills and giving parents the confidence to continue this effort at home.)

**Exhibition, Portraits of War** - During July Parkes Library hosted a travelling display from the State Library of NSW.

Produced as part of the State Library's WWI centenary regional program, *Portraits of War:* The Crown Studios Project travelling display reveals the fascinating story behind the creation of the portraits and delivers a moving experience that bears witness to the individual faces of Australian soldiers, both young and old, who served their country.

In 1918 soldiers all across NSW were invited to have their portraits taken in Sydney by the leading photographic studio of the time, Crown Street Studios, before embarking overseas for what was to be a most deadly conflict far from home.

During this ambitious project, initiated by Sydney's Crown Studios' proprietor Mark Blow, a collection of over 1,600 portraits were either taken of soldiers or copied from existing images provided by family members, and this collection was subsequently donated to the Mitchell Library (now part of the State Library).



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**Book Week Dramatic Performance** - Early Book Week celebrations were held at Parkes Library on 17 July, with a dramatic performance of *The Stone Lion*.

Established in 1919, Children's Book Week is the longest-running national literacy initiative in the country. Every year, events are held nationwide at schools, libraries, bookstores, homes -- wherever young readers and books connect!

The celebrations include the Children's Book of the Year Awards, with the short listed nominated books being released mid year. *The Stone Lion* by authors Ritva Voutila and Margaret Wild was the picture book produced as a dramatic performance by the Tony Bones Theatre Company.



Further celebrations will be held at Parkes and Trundle during Book Week, 24 to 28 August 2015.

**Curiosity and Wonder** - Planning for Parkes Shire Library's annual literacy celebration is well underway. The theme for 2015 is Curiosity and Wonder.

A range of events and activities are planned, with the celebrations commencing September 3 with a one woman, one act play, "Gloria's Handbag", a modern magical mystery.

Throughout September special storytime events will be held, along with the regular Storytime and Rhyme Time sessions. A display will be held for History Week (7th - 12th), and an pasta making and cooking book author will give a hands on presentation.

Two comic illustrators will be library "artists in residences" and provide workshops around the Shire, and a photographer will also be presenting workshops with a difference.

The celebration will end with the Parkes Fun Palace, October 3 and 4. This weekend will be filled with art, comedy and science.

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**Winter Arts Networking Nights** - Arts OutWest brought their popular Winter Arts Networking Night to Parkes for the first time on August 5. The Parkes event is one of twelve nights happening throughout the Central West this winter.

Local artists, cultural practitioners and arts enthusiasts shared an eclectic mix of stories and ideas at the networking night, including Manager Cultural, Education & Library Services who gave a presentation on the Parkes Fun Palace.

# Attachments

Nil.

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# 12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

#### 12.1 (DPE) Ranger Activities Quarterly Report 2015

#### **Executive Summary**

A summary of Ranger activities for the quarter ending June 2015 is provided for Council's information.

#### **Background Information**

Nil

## Legislative or Policy Implications

Activities are carried out within legislative and Council policy.

# **Progressive Delivery Program Implications**

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: Future Direction 2 - Improve Health & Wellbeing

Future Direction 7 - Care for the Environment in a Changing Climate

Predicted positive effect / opportunity for the Delivery Program: Good

Predicted negative / challenge to the Delivery Program: Moderate

## Quadruple Bottom Line



# **Budget & Financial Aspects**

Activities are carried out within annual operation budget.

## Recommendation

1. That the information be noted.

# Report

Council responsibilities carried out by Ranger staff have been discharged effectively during the quarter.

An overview of the activities carried out by the Rangers is provided for Council's information.

General Manager

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#### **Companion Animals Act**

The table provides a breakdown of the companion animal impounding activities over the quarter.

| Area<br>Impounded | Dogs | Released | Destroyed | Stolen | Cats | Released | Destroyed |
|-------------------|------|----------|-----------|--------|------|----------|-----------|
|                   |      |          |           |        |      |          |           |
| Parkes            | 78   | 27       | 49        | 2      | 17   | 0        | 17        |
| Peak Hill         | 20   | 5        | 15        | 0      | 4    | 0        | 4         |
| Tullamore         | 0    |          |           |        | 0    |          |           |
| Trundle           | 0    |          |           |        | 0    |          |           |
| Bogan Gate        | 0    |          |           |        | 0    |          |           |
| Alectown          | 0    |          |           |        | 0    |          |           |
| Cookamidgera      | 0    |          |           |        | 0    |          |           |

The table provides a breakdown of the large animal impounding activities over the quarter.

#### Impounding Act

| Area Impounded | Cattle | Sheep | Horses | Outcome                  |
|----------------|--------|-------|--------|--------------------------|
|                |        |       |        |                          |
| Parkes         |        |       | 7      | 6 released to owner; 1   |
|                |        |       |        | horse currently in pound |
| Peak Hill      | 0      | 0     | 0      |                          |
| Tullamore      | 0      | 0     | 0      |                          |
| Trundle        | 0      | 0     | 0      |                          |
| Bogan Gate     | 0      | 0     | 0      |                          |
| Alectown       | 0      | 0     | 0      |                          |
| Cookamidgera   | 0      | 0     | 0      |                          |

#### Shire Patrols Program

Scheduled patrols throughout the shire and towns continued in the period. Small towns are regularly patrolled including both scheduled patrols and response to complaint actions.

The table provides a breakdown of small town patrols during the quarter.

| Small Towns Patrolled | Number of Patrols | Approximate Km<br>travelled |  |
|-----------------------|-------------------|-----------------------------|--|
|                       |                   |                             |  |
| Peak Hill             | 14                | 2440                        |  |
| Tullamore             | 4                 | 1060                        |  |
| Trundle               | 7                 | 970                         |  |
| Bogan Gate            | 7                 | 860                         |  |
| Alectown              | 2                 | 160                         |  |
| Cookamidgera          | 1                 | 140                         |  |
| Gunningbland          | 2                 | 170                         |  |

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#### Parking

The parking enforcement program is continuing. Available parking spaces in the Central Business District are randomly monitored. This monitoring confirms that the program is ensuring that parking turnover is occurring.

The table provides an overview of the patrols and Penalty Infringement Notices issued during the quarter.

| Number of<br>Patrols CBD | Number of Patrols<br>School Zones | Number of Penalty<br>Infringement Notices<br>issued | Number of Court Appeals |
|--------------------------|-----------------------------------|---|-------------------------|
| 9                        | 10                                | 20  | 0                       |

#### **Overgrown Untidy Block Program**

The table provides an overview of the complaints received during the quarter.

| Number of Complaints<br>Received during quarter | Number of Patrols and<br>Monitoring of Blocks (including<br>previous complaints) | Number of Blocks Mown<br>During quarter |
|---|--|---|
| 4   | 155  | 12                                      |

Council response to overgrown and untidy blocks with a lower number of complaints received due to the season. Rangers have continued to monitor blocks and follow up problem areas.

## Attachments

Nil

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# 12.2 (DPE) Modification to DA13084: Proposed Subdivision (27 Lots) at Lot 32 DP 1153147 No Mistake Lane, Parkes

#### **Development Application Information**

Application No: DA13084

Applicant: Mr John Corcoran

Property: Lot 32 DP 1153147 No Mistake Lane, Parkes

Proposal: Subdivision (27 Lots)

#### **Executive Summary**

Modification Application No. DA13084 proposes to modify Development Consent No. DA13084 for a 27 lot rural residential subdivision at Lot 32 DP1153147, No Mistake Lane, Parkes.

The application is supported by a Statement of Environmental Effects which provides a summary of the proposed modifications to the previously approved development. The application was lodged on the 12 June 2015 by John Corcoran.

A copy of the proposed plan and Statement of Environmental Effects is attached to this report.

## **Background Information**

Council approved Development Application No. DA13084 at the Ordinary Council Meeting on 5 November 2013.

On 5 August 2014, a letter was presented to Council from the proponent seeking assistance from Council to meet the conditions of consent in relation to sealing of the roads.

Council adopted the following recommendation:

1. It is recommended that Council do no accede to the request for financial assistance as the nature of the works derive purely from a private, commercial interest.

## Legislative, Policy & Management Planning Implications

Nil.

## **Budget & Financial Aspects**

Nil.

#### Recommendation

1. That the application be approved subject to the conditions contained in the report.

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# Report

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

The documentation submitted in support of the modification application details the proposed amendments. In summary, the amendments relate to the following matters:

- Include Lot 26 in Stage 1 of the development by including a battle-axe handle to Lot 26 from Road No. 1.
- Widen the turning head of Road No. 2 by 5 metres as required by Condition 18 of the consent.
- Amend Condition 14 to require the sealing of No Mistake Lane to 20 metres north of the intersection of Road No. 2, instead of to the entrance to Lot 13.
- Modify Condition 14 regarding the construction and sealing widths of No Mistake Lane from 8.5 metre formation, 7 metre seal to 8 metre formation to 6 metre seal.



# Location Map

#### Engineering Assessment

The Engineering Assessment is included under the relevant sections of the Development Control Plan below.

#### Environmental Assessment

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application in accordance with Section 79C(1) of the Environmental Planning and Assessment Act 1979. The following section provides an evaluation of the relevant Section 96 and Section 79C matters for consideration for DA13084:

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#### S96(1A) Modifications Involving Minimal Environmental Impact

The proposed modifications are considered to be of minimal environmental impact and are substantially the same development as the development for which consent was originally granted.

The application was notified to adjoining land owners for 10 days. No submissions were received regarding the proposal.

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

Parkes Local Environmental Plan 2012

Zoning and permissibility: The subject land is zoned R5 Large Lot Residential under the Parkes Local Environmental Plan (LEP) 2012. The proposed subdivision represents a permissible use in this zone. The objectives of the R5 Large Lot Residential zone are:

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones

The proposed modified development is consistent with the objectives of the zone. The proposed subdivision will not have any adverse impacts on environmentally sensitive locations or scenic quality. The proposal will not unreasonably increase the demand for public services or public facilities.

The following clauses in the Parkes Local Environmental Plan 2012 are also relevant to the proposal:

4.1 Minimum Subdivision Lot Size

The objectives of Clause 4.1 are as follows:

- (1) The objectives of this clause are as follows:
  - (a) to maintain farm sizes that will protect the productive capacity of agricultural land,
  - (b) to ensure that rural residential development does not prejudice future urban development or agricultural production,
  - (c) to ensure that subdivision has a minimal impact on the natural and environmental values of the area,
  - (d) to prevent the fragmentation of natural areas,
  - (e) to ensure that lots to be created, and any subsequent developments on such lots, do not have the effect of creating a demand for the uneconomic provision of services by the Council,
  - (f) to ensure that new subdivisions reflect characteristic lot sizes and patterns in the surrounding locality,
  - (g) to ensure that lot sizes and dimensions are able to accommodate development that is consistent with relevant development controls.

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The modified proposal continues to be consistent with the objectives of Clause 4.1. The proposed subdivision will have minimal impact on the natural and environmental values of the area and will not create a demand for the uneconomic provision of services by the Council. The proposed subdivision reflects the lot sizes and patterns of the R5 Large Lot Residential zoned land in the surrounding locality.

Clause 4.1(3) states that the size of any lot resulting from a subdivision of land is not to be less than the minimum size shown on the Lot Size Map in relation to that land. The Lot Size Map for the subject land notes that the minimum subdivision lot size is 4 hectares. The proposed lots range from 4 hectares to 6.39 hectares and therefore meets this requirement.

#### State Environmental Planning Policies

The proposed modifications do not require any further assessment under any State Environmental Planning Policies.

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

There are no draft Environmental Planning Instruments that apply to the development.

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

The Parkes Shire Council Rural Small Holdings Development Control Plan 1998 was in force at the time the original development application was lodged. Since this time the Parkes Shire Council Development Control Plan 2013 has come into force and therefore consideration under this instrument is also necessary.

The following sections of both DCPs are relevant considerations for the proposal:

#### Site Area Requirements

The proposed modification includes minor variations to the site area of the allotments. The DCP stipulates that the allotments must be not less than the Minimum Lot Size map in the Parkes Local Environmental Plan 2012, which in this case is four (4) hectares.

The proposed allotments range in size from 4 hectares to 6.39 hectares and therefore satisfy the requirements of the DCP.

#### Lot Design

The proposed modification includes minor variations to the size of the allotments. The DCP requires that all lots shall have a minimum road frontage of forty (40) metres. Corner allotments shall have a minimum primary frontage of forty (40) metres and thirty-five (35) metres on the secondary frontage. Allotments with a primary frontage to a cul-de-sac shall have a minimum width of ten (10) metres widening to thirty-five (35) metres at the building line.

The design is consistent with the DCP, with all allotments having primary frontages greater than forty (40) metres, secondary frontages of thirty-five (35) metres and those allotments fronting a cul-de-sac head are in excess of ten (10) metres.

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#### Battle-axe Blocks

The DCP states that battle-axe blocks generally will not be supported, but where necessary, the minimum width of the access shall be 9 metres with a constructed access driveway of 6 metres. The proposed modification includes an additional battle-axe to service Lot 26 which meet the minimum access handle requirement of nine (9) metres.

#### Battle-axe to Service Lot 26

The proposed battle-axe to service Lot 26 will enable access to Road No. 1 and therefore be released as part of Stage 1 of the development. The proposed modification is supported in this instance as there is a limited number of battle-axe allotments within the subdivision, the battle-axe handle meets the specified widths and it will allow the timely release of lots within the subdivision. It is recommended that this modification is supported in this instance.

#### Section 4.2 Road Standards

The Rural Small Holdings DCP 1998 states that all roads servicing a subdivision shall be constructed in accordance with AUS-SPEC#1/Parkes Shire Council and 4 ha lots in general shall be constructed to the following standards: 20 metre road reservation width, 8 metre road formation width and may be required to be sealed (no specified width) where the existing and likely future levels of usage warrant it.

Condition 14 of the consent required the upgrade and seal of No Mistake Lane to be constructed to AUS-SPEC#1/Parkes Shire Council and comprise of a 8.5 metre formation, 7 metre seal.

The proposed modification is for a 8 metre formation and 6 metre seal. In support of the proposal, the applicant has provided a justification which is attached to this report in the supporting documentation.

The applicant attests that the 1998 DCP was active at the time of lodging the DA and that the DCP in question does not specify the need for specific seal width. In such a case, the applicant argues that precedent of similar developments should be considered and suggests that the examples of Heraghty Road, Deep Lead Road, Cons Lane and existing seal in No Mistake Lane be followed so that the requirements become 8m formation and 6m seal widths.

The original assessment considered DCP 1998 - Rural Small Holdings, in particular referencing Table "Road Standards". The modification submission acknowledges that the omission of a prescribed seal width in the DCP affords Council the discretion to require roads to be sealed in 4ha subdivisions. In this instance, with 27 lots, it was deemed that traffic impacts will require seal to be applied to mitigate environmental impacts and address the concerns of submissions made during the notice period.

The seal width was specified in Condition 14:

14. The applicant shall upgrade and seal No Mistake Lane from the current extent of seal to the proposed entrance of Lot 13. The road is to be constructed in accordance with AUS-SPEC#1/Parkes Shire Council and comprise of a 8.5 formation, 7 metre seal with 3.25 metre lanes and 1 metre shoulders (0.25m seal and 0.75m gravel). All construction work shall be conducted at no cost to Council. Plans for the upgrade of No Mistake Lane shall be submitted for approval by the Director Engineering Services as part of Subdivision Construction Certificate.

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Previously the applicant requested Council assistance in completing his road construction, also stating that no upgrades ought to be required of him in undertaking his development. Citing existing examples of similar roads in similar developments, the applicant points to Heraghty Road and Deep Lead Road servicing 4ha subdivisions. As described in the 5th August Council report regarding these developments:

"Council's records show that these consents, issued in 1992 and 1995 respectively, did not require a sealed road. However, from the commencement of these developments mounting concerns and complaints were received from residents, some forwarded through State and Federal Minister's offices, resulting in Council adopting both roads for upgrade and seal in the Delivery Programs of 2007 and 2008. As the traffic impacts were not adequately addressed by the developers of those subdivisions, Council's Engineering team have assessed the impacts of Mr Corcoran's subdivision to warrant an upgrade and seal as a Condition of Consent."

Council's Engineering Section maintains that upgrade and sealing of No Mistake Lane is necessary to address the additional impacts that are anticipated as a result of the development. Acknowledging that the resultant cross-section for Heraghty Road and Deep Lead Road is 8m formation, 6m seal, the applicant has identified a precedent and requests a similar cross-section applied for his development.

While Council staff have assessed the Conditioned cross-section to be commiserate with the predicted traffic impacts and the application of road-widths in Council's Transport Asset Management Plan, it is deemed reasonable that the condition be revised in keeping with other roads of a similar function in the shire.

It is recommended that Condition 14 be modified to require an 8 metre formation and 6 metre seal and be sealed to 20 metres north of the intersection with Road No. 2.

The applicant also requests a reduction in works required of Stage 1, modifying condition 16 to refer to extent of seal "40m South of the northern boundary of the proposed Lot 2".

While the frontage of Lot 2 to No Mistake Lane should be considered in the release of Subdivision Certificate for Stage 1, it is not deemed necessary that the entirety of the frontage need be sealed at this time. Until such time as Stage 2 commences, airborne dust should not be a significant environmental impact. In addition, sealing the road prematurely, with little traffic loading may require reseal upon Stage 2, increasing the burden on the applicant.

It is recommended that Condition 16 be modified as per the applicant's request.

#### S79(C)(1)(a)(iiia) Any Planning Agreement

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

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

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

Clause 92 – The Government Coastal Policy does not apply to the Parkes Shire and therefore Clause 92(1)(a) and (b) are not applicable to this development proposal. The proposal does not involve demolition of a building and therefore the requirements of AS 2601 do not need to be considered in accordance with Clause 92(2).

Clause 93 – The proposal does not involve the change of a building use for an existing building, or the use of an existing building as a place of public entertainment and therefore the requirement to consider fire safety and structural adequacy of buildings in accordance with Clause 93 is unnecessary.

Clause 94 – The proposal does not involve the rebuilding, alteration, enlargement or extension of an existing building or place of public entertainment and therefore the requirement to consider the upgrading of buildings into total or partial conformity with the Building Code of Australia is not appropriate on this occasion.

Clause 94A – The proposal does not involve the erection of a temporary structure and therefore the requirements to consider fire safety and structural adequacy is unnecessary.

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

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

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

#### Context and Setting

The subject land is surrounded by developed R5 Large Lot residential zoned land to the north, east and south and rural primary production land to the west. The proposed development is consistent with the existing subdivision pattern surrounding the site. The subject land is currently used for cropping and grazing purposes and contains no farm buildings or other permanent farm infrastructure, other than farm dams.

The western area of the site is predominantly cleared agricultural land. The eastern area of the site contains a rocky ridge which is sparsely vegetated. The land also contains a major overhead electricity line and underground telecommunications optical fibre line located within an easement along the eastern boundary of the land.

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#### Access, transport and traffic

The proposed modification includes an increase in the cul-de-sac head of Road No.2, an additional battle-axe access handle and amendment to condition of consent 14 to remove the requirement to seal No Mistake Lane to the entrance of Lot 13 and instead, only seal No Mistake Lane to 20m north of the proposed Road No.2.

The proposed modifications are unlikely to have any adverse impacts on the access and traffic arrangements for the subdivision. The enlargement of the turning head of Road No. 2 will provide easier access and turning for service vehicles such garbage trucks and school buses.

#### Air and Microclimate

The proposal to reduce the length of the seal on No Mistake Lane from the proposed entrance to Lot 13 to 20 metres north of Road No. 2 is unlikely to have any adverse impacts on the surrounding areas in regards to dust. Past Road No. 2, the remaining section of No Mistake Lane will only service two residences and therefore the traffic generated along the unsealed part of the road will not be significant. Furthermore, the applicant is required to plant a 10 metre wide vegetation buffer along approximately 275m of the western boundary of Lot 12, which will further mitigate any potential dust impacts on the future dwelling on Lot 12.

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

It is assessed that the site is suitable for the development, with no identified site constraints that would justify the refusal or request for amendment of the proposal. The proposal is consistent with the surrounding land uses.

#### S79(C)(1)(d) Any Submissions Received

The development application was notified to all adjoining land, as well as land adjoining No Mistake Lane, north of Back Trundle Road from 17 July 2014 to 27 July 2015. Council received no submissions in relation to the modified proposal.

#### S79(C)(1)(e) The Public Interest

Public interest has been considered throughout the assessment of this report.

#### Conclusion

The modification application proposes a number of amendments to the approved 27 lot rural residential subdivision at Lot 32 DP1153147, No Mistake Lane, Parkes. The development application has been lodged by John W Corcoran. The property is owned by John W Corcoran.

The application was supported by a Statement of Environmental Effects and development plans which provide sufficient information to allow assessment of the proposal.

The proposed development has been assessed to be consistent with the requirements of the Parkes Local Environmental Plan 2012 relating to development in the zone and is consistent with existing land-use activities of the locality.

Having considered the documentation supplied by the applicant, the findings of site inspections and the comments made from consultation, it is assessed that the impacts of the proposal and the likely environmental interactions between the proposed development and the environment are such that Council should not refuse the development application. Accordingly, a recommendation of conditional approval is listed in the recommendation.

General Manager

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#### Conditions

#### Approved Plans and Documentation

1. Development shall take place in accordance with the Parkes Shire Council stamped plan(s) and supporting documentation lodged in respect of Modification Application No. DA13084 except where varied by the following conditions.

#### **Limitations on Consent**

- 2. No nuisance or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any polluted discharge whatsoever.
- 3. All works shall be undertaken at the expense of the proponent. No cost shall be incurred by Parkes Shire Council.
- 4. All references to standards, codes or guidelines are to the version current when detailed designs pertaining to this Development Consent are submitted to Parkes Shire Council.
- 5. The final survey plan shall show the dedication of any new roads servicing the subdivision as public roads.
- 6. A 10 metre wide vegetation buffer shall be provided along the western boundary of proposed lots 1, 2 and 11 and part of lot 12 as per the vegetation buffer plan submitted with the application.

#### **Prior to Commencement**

- 7. Prior to construction of the approved development it is necessary for the Applicant to obtain a Subdivision Construction Certificate. A Subdivision Construction Certificate may be issued either by Parkes Shire Council or an Accredited Certifying Authority.
  - Note: If you have been issued with a Construction Certificate by a Certifying Authority that is separate from Parkes Shire Council it will be necessary to lodge a copy of the Construction Certificate and any other approved documents with Council at least two days prior to the commencement of work on the site.

#### **During Construction**

- 8. Throughout the course of construction operations on the land, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out. Toilet facilities are to be provided at a rate of one toilet for every 20 persons or part of 20 persons employed at the site.
- 9. Any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction.
  - Note: The full cost of restoration/repairs of property or services damaged during the works shall be met by the Applicant.

General Manager

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#### **Compliance /Inspections**

- 10. The Applicant is required to obtain written acceptance from Parkes Shire Council or an Accredited Certifying Authority, certifying that all road-works, including vehicular access, has been constructed and completed in accordance with AUS-SPEC#1/Parkes Shire Council. For the purposes of obtaining the acceptance, the road works must be inspected by Council or an Accredited Certifying Authority at the times specified below:
  - (a) **Earthworks:** Prior to any road works and when all sediment controls have been placed in position.
  - (b) **Road Drainage:** When all drainage work and structures are installed and prior to backfilling.
  - (c) **Road Pavement:** When the road-base is properly formed and compacted and prior to sealing.
  - (d) **Completion:** When all roadworks are completed, including sealing, directional signage and street furniture.

Note: The above acceptance is required irrespective of whether the work has been inspected by an engineer, a lending authority or any other person.

#### **Electrical and Telecommunications Services**

- 11. Advise the relevant telecommunications authority of the development and prior to the issue of a Subdivision Certificate provide Parkes Shire Council with written evidence that suitable arrangements have been made for the provision of plant to the development.
- 12. Provide electricity supply to all new allotments in accordance with Essential Energy's new connection guidelines. Written confirmation that electricity supply has been provided to the satisfaction of Essential Energy is to be submitted with the Subdivision Certificate.

#### **Road and Access**

- 13. The Applicant shall construct accesses to all proposed lots from the proposed road generally in accordance with Figure 7.2 Rural Property Access of the Austroads Guide to Road Design, Part 4: Intersections and Crossings General. All accesses shall be formed by compacted gravel according to AUS-SPEC#1/Parkes Shire Council. Accesses adjoining a sealed road shall be sealed for a minimum length of 15 metres from the edge of the through carriageway.
  - Note 1: The applicant shall submit details of longitudinal and cross sections required at each access demonstrating no restriction of the table drain with the application for a construction certificate.
  - Note 2: Traffic Control plans are to be in accordance with the Roads and Maritime Services Manual "Traffic Control at Work Sites". All required road name signs, road signs, guide-posts and other road-side furniture (of a standard pattern) shall be provided and erected by the developer at no cost to Parkes Shire Council prior to the issue of the Subdivision Certificate.
  - Note 3: All work outside the subject allotments, on Council land, will require authorization pursuant to Section 138 of the Roads Act 1993. Accordingly Section 138 approval shall be obtained prior to any work on Council land.

General Manager

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- 14. The applicant shall upgrade and seal No Mistake Lane from the current extent of seal to the proposed entrance of Lot 13. The road is to be constructed in accordance with AUS-SPEC#1/Parkes Shire Council and comprise of a 8.5 formation, 7 metre seal with 3.25 metre lanes and 1 metre shoulders (0.25m seal and 0.75m gravel). All construction work shall be conducted at no cost to Council. Plans for the upgrade of No Mistake Lane shall be submitted for approval by the Director Engineering Services as part of Subdivision Construction Certificate.
- 14. The applicant shall upgrade and seal No Mistake Lane from the current extent of seal to 20 metres north of the intersection of Road No. 2. The road is to be constructed in accordance with AUS-SPEC#1/Parkes Shire Council and comprise of a 8 metre formation, 6 metre seal.. All construction work shall be conducted at no cost to Council. Plans for the upgrade of No Mistake Lane shall be submitted for approval by the Director Engineering Services as part of Subdivision Construction Certificate.
- 15. The applicant is required to dedicate a 20 metre wide road reserve as public road to service all proposed lots that do not have direct access to No Mistake Lane.
- 16. Prior to the issue of a Subdivision Certificate for any lot included in Stage 1, the vegetation buffer for proposed lot 1 and 2 shall be established and No Mistake lane shall be sealed and upgraded (as per the requirements of Condition 14) to the northern boundary of proposed lot 2.
- 16. Prior to the issue of a Subdivision Certificate for any lot included in Stage 1, the vegetation buffer for proposed lot 1 and 2 shall be established and No Mistake lane shall be sealed and upgraded (as per the requirements of Condition 14) to 40 metres south of the northern boundary of proposed lot 2.
- 17. Prior to the issue of a Subdivision Certificate for any lot included in Stage 2, the vegetation buffer for proposed lot 11 and 12 shall be established and No Mistake lane shall be sealed and upgraded (as per the requirements of Condition 14) to the proposed entrance of proposed lot 13.
- 18. The applicant shall construct a turning head at the end of the proposed roads. The turning heads shall have a minimum diameter of twenty four (24) metres and be constructed to a sealed standard in accordance with AUS-SPEC#1/Parkes Shire Council. Details shall be provided with the application for a Subdivision Construction Certificate.
  - Note: The construction of the turning heads will require the road reserve to be widened at the turning head, as indicated in the submitted documentation.
- 19. Full engineering details of the road works shall be submitted for approval by Parkes Shire Council's Director Engineering Services prior to the commencement of any clearing or earthworks being commenced on the land in relation to this subdivision. The developer is required to submit to Parkes Shire Council detailed design plans for the road and drainage layout, sedimentation control and traffic control plans detailing the proposed centreline, long sections, cross sections, turning head, property accesses, regulatory signage, pavement design and seal design
  - Note: The geometric design for roads and drainage and sedimentation control plans are to be in accordance with AUS-SPEC#1/Parkes Shire Council.

**General Manager** 

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#### Road Naming

- 20. Approval of road names for the subdivision must be sought through a separate application to Parkes Shire Council in accordance with Guidelines for the Naming of Roads from the Geographical Names Board of NSW.
  - Note: The required application for road naming must be lodged and determined by Parkes Shire Council prior to the issue of the Subdivision Certificate or Council will name the street having regard to its List of Suggested Street Names.
  - Note: All fees and charges associated with the lodgement of the application to name a road and provision of road name signage shall be borne by the developer.

#### **Rural Addressing**

21. Rural Address Markers, of a type approved by Council are to be clearly displayed in accordance with Council specifications and to the satisfaction of Council's Director Engineering Services.

#### **Noxious Weeds**

22. The owner of the land is to control all noxious weeds in compliance with the Noxious Weeds Act 1993 and the any directions given by Council's noxious weeds officer.

#### **Subdivision Certificate**

23. The Applicant is to obtain from Parkes Shire Council a Subdivision Certificate prior to its lodgement with Land and Property Information Services NSW. The final survey plan and six (6) paper copies are to be submitted to Parkes Shire Council along with the application for the Subdivision Certificate.

# Prescribed conditions under the Environmental Planning and Assessment Regulation 2000

- 24. The works the subject of this development must be carried out in accordance with the requirements of the Building Code of Australia.
- 25. Residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, The contract of insurance must be entered into and be in force before any building work authorised to be carried out by the Construction Certificate commences.

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#### **Erection of signs**

- 26. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
  - (a) showing the name, address and telephone number of the principal certifying authority for the work, and
  - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - (c) stating that unauthorised entry to the site is prohibited.

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

- Note: This condition does not apply in relation to building work, subdivision work or demolition work that is carried out inside an existing building, that does not affect the external walls of the building.
- Note: This condition does not apply in relation to Crown building work that is certified, in accordance with section 109R of the Act, to comply with the technical provisions of the State's building laws.
- Note: Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).

#### Notification of Home Building Act 1989 requirements

- 27. Residential building work within the meaning of the Home Building Act 1989 must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information:
  - (a) in the case of work for which a principal contractor is required to be appointed:
    - (i) the name and licence number of the principal contractor, and
    - (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
  - (b) in the case of work to be done by an owner-builder:
    - (i) the name of the owner-builder, and
    - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the owner-builder permit.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under the above condition becomes out of date, further work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

#### Fulfilment of BASIX commitments

28. The commitments listed in each relevant BASIX certificate for the development must be fulfilled, for any BASIX affected development, or any BASIX optional development in relation to which a person has made an application for a development application that has been accompanied by a BASIX certificate or BASIX certificates.

General Manager

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#### Condition relating to shoring and adequacy of adjoining property

- 29. Where development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:
  - (a) protect and support the adjoining premises from possible damage from the excavation, and
  - (b) where necessary, underpin the adjoining premises to prevent any such damage.
  - Note: This condition does not apply if the person having the benefit of the development consent owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

#### Attachments

- 1. Subdivision Plan
- 2. Statement addressing the proposed modification.

General Manager

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Mayor



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**General Manager** 

Kenfkeith.

Mayor



13 Moulden Street PARKES, NSW 2870 Ph: (02) 6863 5990 Fax: (02) 6862 1439 E: csad@aapt.net.au

09 June 2015

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

RE: MODIFICATION TO CONSENT FOR DA 13084 - SUBDIVISION OF LOT 32 DP 1153147, NO MISTAKE LANE, PARKES.

Dear Sir,

This letter accompanies and is support of an application for modification to development consent number 13084 – granted on  $5^{th}$  November 2013.

Modification of the development consent is requested for the following;

#### 1) Under Section 96(1A);

- Amendment to the lot layout, in the addition of a 10m wide access from the eastern end of Road No.1 to the proposed Lot 26 and to alter slightly (5m wider) to accommodate the turning head proposed at the end of Road No.2 as suggested in Condition of consent No.18.
- 2. The addition of this amended Lot 26 into Stage 1 of the development.
- 3. Modification of Condition of Consent No. 14, to remove the requirement for the applicant to seal No Mistake Lane to the entrance of Lot 13, and be replaced with a condition requiring the sealing of No Mistake Lane to 20m North of the intersection with Road No.2.

In support of these modifications, we offer;

- a. The proposed modifications are of minimal environmental impact, as they are only minor modifications to the lots layout.
- b. The development is substantially the same as that approved
- c. All Lots maintain a 10ha minimum area as required. Those Lots which have access handles all maintain that minimum area excluding the access.

General Manager

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- d. There would be no increase in the traffic generation North from Road No.2 as a result of the development. Something which Council has acknowledged by not requiring in the current consent the sealing of No Mistake lane beyond the entrance to the proposed Lot 13.
- e. Council has set a precedent when they sealed No Mistake Lane from Back Trundle Road only to Shallow Lead Road, leaving the remainder of No Mistake Lane unsealed when Council was fully aware that it was to be used as access for 4 residences (Lots 1 and 2 DP 1078086, and 2 existing farmhouses further along that Road. If the seal to be constructed on No Mistake Lane was to end 20m past Road No. 2, the unsealed section would be to service only 1 Farmhouse at the end of no Mistake Lane and Lot 13. (ie: 2 residences only).
- f. The matter of sealing past Road No. 2 has been considered in part by Council at it's meeting of 5<sup>th</sup> August 2014 following a letter from the proponent. While the discussion at the meeting on the matter is not available, it is clear that there is some support for the matter in that Council resolved to "look at the permissibility of staging the release of Lots 12 and 13". It is noted that there has been no reply to the proponent regarding the outcome of the "look at".

Further, it is requested also that;

4. Condition 16 regarding the northern extent of road sealing required on No Mistake Lane for Stage 1 be altered from "the northern Boundary of the Proposed Lot 2" to "40m south of the northern Boundary of the proposed Lot 2".

So that works required to properly construct the required causeway and property entrance, which would project well past the northern boundary of Lot 2 can be completed as part of Stage 2 roadworks along No Mistake Lane.

#### 2) <u>Under Section 96(1);</u>

 Modification to Condition of Consent No. 14 regarding the construction and sealing widths for works on No Mistake lane so that the dimensions required are 8m formation and 6m seal to align with the requirements for Roads in Rural Residential areas as set down in the Parkes Shire Council Development Control Plan – Rural Small Holdings, 1998.

In support, we offer;

- a. That the Development Application was lodged and assessed at a time when the 1998 DCP (not the current DCP) was in force, and Council have erred in altering the standard required.
- b. While the 1998 DCP lists no seal with for 10 ha lots in table, it omits that seal width as the plan clearly anticipates that not all rural-residential roads

**General Manager** 

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would be sealed, as the "\*" refers to the statement that Council MAY require roads to be sealed.

- c. With the absence of any standard seal width in the 1998 DCP even if sealing was required, the only applicable standard that a proponent can be guided by should be the standard used by Council in their own sealing of Rural Residential Roads while that DCP was in place.
- d. Council have over the past years completed sealing of roads servicing similarly sized rural residential areas, such as Heraghty Road, Deep Lead Road, Cons Lane and No Mistake Lane (to Shallow Lead Road) using an 8m formation and 6m seal.
- e. It is inequitable in the extreme that a proponent would be forced to apply a standard above that adopted by the Council itself.
- f. Following a letter forwarded to Council by the proponent regarding similar issues, which was considered at the Council Meeting of 5<sup>th</sup> August 2014, it is clear that Council Staff, in their report to Council on the matter, have incorrectly referred to the current DCP as superceding the 1998 DCP and incorrectly apply the standard applicable to the new DCP.

While the statement regarding the new DCP replacing the old DCP in itself is correct at that time, it should have been clarified to Council that the Development must be assessed under the 1998 document.

g. At it's meeting of 5<sup>th</sup> August, Council resolved to "investigate the feasibility of having a 6 metre road width for the internal roads and No Mistake lane access proposed in the subject development" No reply has been forthcoming to the proponent in regards to the result of any investigation.

Copies of a plan showing an amended lot layout as detailed above are included with this letter.

If there are any questions regarding these requests, please do not hesitate to contact either myself or the proponent.

There are no requests to modify conditions other than those herein mentioned.

Thanks and Regards

THOMAS CASEY, DIRECTOR SURVEYOR REGISTERED UNDER THE SURVEYING and SPATIAL INFORMATION ACT, 2002

**General Manager** 

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# 13 DIRECTOR ENGINEERING SERVICES REPORT

#### 13.1 (DES) Adventure Playground Master Plan

#### **Executive Summary**

The draft Master Plan for the Adventure Playground in Bushman Street, Parkes has been received by Council. They detail the proposed future developments and long term planning of the adventure playground precinct, along with ongoing management of the facilities.

# **Background Information**

Parkes Shire Council previously approved funding of \$90,000 in the current Operational Budget for the creation and implementation of the Master Plan which will assist with long term planning and increase ability to source non-standard revenue.

In the brief provided to consultants they were asked to present plans that provided direction for future development and long term planning of the precinct.

## Legislative or Policy Implications

Nil.

## **Progressive Delivery Program Implications**

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 6. Enhance Recreation and Culture 6.3 Maintain and develop Sporting, Recreational and Cultural facilities

Predicted positive effect / opportunity for the Delivery Program: Excellent

The development of the Adventure Playground will provide an enhanced recreational facility for the whole community.

Predicted negative / challenge to the Delivery Program: Minor

This project will have no negative impact to the Delivery Plan.

#### Quadruple Bottom Line



Funding continues to be an inhibiting factor in projects. However, the other aspects of the Quadruple Bottom Line provide strong outcomes

General Manager

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# **Budget & Financial Aspects**

\$90,000 is available in the Operational Budget for the creation and implementation of the Master Plan which will assist with long term planning and increase ability to source non-standard revenue.

#### Recommendation

1. That following the Councillor consultation workshop, Council endorse the Master Plans be placed on public exhibition for 28 days inviting public comment with results being tabled at a future Council meeting.

## Report

The draft Master Plan for the Adventure Playground in Bushman Street, Parkes has been received by Council. They detail the proposed future developments and long term planning of the adventure playground precinct, along with ongoing management of the facilities.

Parkes Shire Council previously approved funding of \$90,000 in the current operational budget for the creation and implementation of the Master Plan which will assist with long term planning and increase ability to source non-standard revenue.

In the brief provided to consultants they were asked to present plans that provided direction for future development and long term planning of the precinct.

This program follows on from the Special Rates Variation (SRV) program where master planning processes for a range of sporting fields and ovals within the Parkes Shire Community have previously been undertaken.

With a population approximately 14,000 and a participation rate of over 7000, Parkes is a town passionate about its recreation and its facility standards. Consequently the development of facilities has a high priority in Councils Capital Improvement Program.

A concept plan for the Rotary Arboretum has previously been developed and designed which included:

- Fenced natural adventure style play facilities suitable for use by children with challenging behaviours
- Water-wise plantings in the garden beds fronting Bushman and East Streets
- Installation of bollards/poles and granite paths between the garden beds to stop vehicle access to the Arboretum
- Granite areas on the footpath areas to minimise the need for watering lawn
- Defined carparking area
- A simple gazebo/rotunda overlooking the central showpiece Arboretum area
- Future toilet facilities.

General Manager

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Stage 1 of the adventure playground was completed in 2012 which included:

- Fenced natural adventure style play facilities suitable for use by children with challenging behaviours
- Installation of bollards/poles and granite paths between the garden beds to stop vehicle access to the Arboretum
- Granite areas on the footpath areas to minimise the need for watering lawn
- Defined carparking area

During the 14/15 financial year, construction of a toilet facility also commenced which will also certainly increase visitation and functionality of the precinct.

#### Attachments

1. Draft Master Plan for the Adventure Playground in Bushman Street, Parkes.

General Manager

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Mayor



Tencing 2. Integrated entry into new Adventure play zone-01 "The Hub" 3. "Gold Miners Tunnel" entry point into central play area 4. Picnic area with tables, chairs, shetters and BBQ's over looking central adventure play area 4. Constant of the state of the sta

"The Hub" including: climbing, jumping, balancing swinging and sliding obsticalses.

sanag octobalases aurogram ganogram g Sanogram ganogram gano ganogram gano 9. Entry/ Exit point into Adventure play zone - 03 "Pure Adrenali - Proposed high ropes course, zip lines or tree top canopy walk

10. Adventure play zone - 04 "Mounds of fun" - Landscape mounding with turf and planting

Proposed minor entry node for local community with upgraded to street frontage with potential opportunity for local Artisan or Art work

Proposed pedestrian network external to fenced adventure play area and arboretum

13. Entry node with directional signage into par 14. Internal pathway to base of "Pure Adrenaline" course

15. Formalised nose in parking area and pathway to entry plaz 16. Proposed nose in parking tand pathway to East St entry point

17. Proposed future connection to Bushman St Dog Park

AL ARBORETUM, PARKES - ADVENTURE PLAYG

# Parkes Adventure Playground, "The Hub" - Rotary Arboretum



# Parkes Adventure Playground, "The Hub" - Rotary Arboretum

PARKES ADVENTURE PLAYGROUND KEY

1. Upgrage of existing park including: play equipment, furniture & fencing

Entropy and the second part requirement, turning 6 2. Integrated entry tion one Adventure play zone-01 "The Hub 3. "Gold Minness Turner" entry polet into extratal play area 4. Piconic area with tables, chars, shefters and BBO's over looking chiral adventure play area 5. "The Hub' including, climbing, jumping, balancing swinging and 8. Entrop section to the termine section.

6. Entry point into The Hub's "History Lane" - Featuring Parkes history into the transport hub of NSW.

T. High point giant stope silds
S. Upgrade of existing entry point into an inviting entry plaza and shaded sealing node, including velocome to "Parkes Adventure playground" entry statement

9. Entry/ Exit point into Adventure play zone - 03 "Pure Adrenaline" - Proposed high ropes course, zip lines or tree top canopy walk

10. Adventure play zone - 04 "Mounds of fun" - Landscape mounding with turf and planting

11. Proposed minor entry node for local community with upgraded to street frontage with potential opportunity for local Artisan or Art

12. Proposed pedestrian network external to fenced adventure play area and arboretum

13. Entry node with directional signage into parkland

14. Internal pathway to base of "Pure Adrenaline" course

Formalised nose in parking area and pathway to entry plaza
 Proposed nose in parking tand pathway to East St entry point

17. Proposed future connection to Bushman St Dog Park



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AEMORIAL ARBORETUM, PARKES - ADVENTURE PLAYGROUND - SKETCH PLAN
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General Manager

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# 13.2 (DES) IPWEA International Study Tour

#### **Executive Summary**

Council's Manager Design and Traffic, Mr Nathan Koenig, has recently been a recipient of a Foundation Study Grant and subsequently selected to represent the Institute of Public Works Engineering Australia (IPWEA) on an upcoming International Study Tour.

#### **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: *1. Develop Lifelong Learning Opportunities* 

Predicted positive effect / opportunity for the Delivery Program: Excellent

Predicted negative / challenge to the Delivery Program: Negligible

#### Quadruple Bottom Line



#### **Budget & Financial Aspects**

Costs associated with Study Leave required for the tour will be the only cost for Council.

#### Recommendation

1. The information be received and noted

**General Manager** 

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Mayor

# Report

Council's Manager Design and Traffic, Mr Nathan Koenig, has recently been a recipient of a Foundation Study Grant and subsequently selected to represent the Institute of Public Works Engineering Australia (IPWEA) on an upcoming International Study Tour.

Nathan was successful with his submission which attracted 14 applications from New South Wales. Other recipients joining the touring group include delegates from South Australia, Western Australia and Queensland. Chief Executive Officer of IPWEA, Mr Chris Champion will bring the tour group to 5.

The 20 day tour, which departs on the 22nd August will see Nathan travel to the United States of America, France and Denmark. The touring party will attend the American Public Works Congress and Exhibition in Phoenix whilst also visiting Dallas, Phoenix, Paris and Copenhagen.

The general Study Tour theme will be "Best Practice & Innovation in Public Works".

Nathan has been working tirelessly not only on his work commitments and improving the project management space within Council, he has also been undertaking his final year of studies including his thesis which is due the week he returns.

## Attachments

1. IPWEA Study Tour Information pack outlining tour Itinerary.

General Manager

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Mayor

#### Institute of Public Works Engineering Australasia Australasia Office



#### **INTERNATIONAL OVERSEAS STUDY TOUR 2015**

#### **Best Practice & Innovation in Public Works**

#### USA, FRANCE, DENMARK 22<sup>nd</sup> Aug - 11<sup>th</sup> Sept 2015

#### STUDY TOUR INFORMATION

The Institute is proposing an International Study Tour to the United States, France and Denmark timed to include the American Public Works Congress and Exhibition to be held in Phoenix from 30<sup>th</sup> August to 2<sup>nd</sup> September 2015.

It is proposed to visit several cities in the United States, France and Denmark after the APWA Congress departing 22<sup>nd</sup> August and returning 11<sup>th</sup> September 2015. There is an opportunity to stay on and further explore the UK and Europe privately.

The number and places of visits will depend on further planning, available funds, and more detailed costing.

Applications to participate in the Tour will be invited by participating State Foundations who will offer grants towards the cost of the Tour. **Privately funded participants may also apply to join the Tour.** The tour will be lead by Chris Champion, current CEO of the IPWEA. The Australasia Office will be responsible for most travel, transport and accommodation arrangements.

The detail of the visits to cities will be jointly arranged in conjunction with the successful tour participants following the fixing of places to visit and the itinerary generally.

The general Study Tour theme will be "Best Practice & Innovation in Public Works". It is proposed to explore how individual study tour topics can also be investigated though this will need to be part of a group decision.

#### FOUNDATION STUDY GRANTS

Arrangements are presently being put in place for a number of the State Foundations to offer Fellowship Grants to cover the cost of participating in the 2015 Study Tour. It is expected that NSW, WA, SA and QLD are sponsoring participants in 2015; however these will not available in VIC or TAS this year. It is also open for members to join the study tour without the benefit of a Foundation Fellowship if they can arrange full payment themselves, or for example have their participation sponsored by their employer.

The Study Tour is a real opportunity to broaden your perspective of the world and how you approach your daily work and personal life. It is an opportunity not to be missed.

Level 12, 447 Kent Street, Sydney NSW 2000, Australia • ABN 42 087 934 898 Telephone +612 9267 3003 • Facsimile +612 9267 3073 • E-mail: admin@ipwea.org • Website: www.ipwea.org

**General Manager** 

Kenfkeith

Mayor

#### **General Conditions**

Each participant will be required to:

- Be a member of IPWEA
- A person who will further the science and knowledge of Public Works Engineering and Management
- Remain employed in the Public Works Engineering industry for 12 months
- Stay together with the Study group (no side trips during the study tour)
- Travel on the same airline, coaches, etc
- Share accommodation (single supplement also available)
- Prepare a brief summary of their current position & special interests to enable preparation of a study tour group profile; indicate their particular interest in the Study topic area
- Participate in arranging the detail of the visit to each city/organisation
- Make adequate arrangements for travel, health and accident insurance
- · Satisfy the respective Foundation fellowship conditions, where applicable
- Contribute to making the Tour a successful experience.

#### ITINERARY

A draft itinerary is proposed via Dallas, Phoenix, Paris and Copenhagen (subject to change). There is also the opportunity to return via Hong Kong (or other) privately. Participants can also stay on and further explore Europe under own arrangements. The Study Tour will include attendance at the American Public Works Congress and Exhibition to be held in Phoenix from 30<sup>th</sup> August to 2<sup>nd</sup> September 2015.

Airfares based on a round world ticket are generally cheaper and more flexible. This allows those on the tour to return via the UK, Europe and Singapore/Bangkok/Hong Kong with stopovers if desired.

The Study Tour is to commence in Australia on Saturday 22<sup>nd</sup> August 2015 (where departing Sydney) or to meet in Dallas the same day.

| August 2015 | Date | Note: Subject to Change!  | Overnight<br>Accommdn |
|-------------|------|---|-----------------------|
| Saturday    | 22   | Sydney (or other) to Dallas   | Dallas                |
| Sunday      | 23   | Dallas. Free.   | Dallas                |
| Monday      | 24   | Dallas. Visit Local Council (I)                                     | Dallas                |
| Tuesday     | 25   | Dallas. Visit Local Council (2)                                     | Dallas                |
| Wednesday   | 26   | Dallas to Phoenix.  | Phoenix               |
| Thursday    | 27   | Phoenix. Visit Local Council (3)                                    | Phoenix               |
| Friday      | 28   | Phoenix. Visit Local Council (4)                                    | Phoenix               |
| Saturday    | 29   | Phoenix. Free. Chicago Chapter Dinner                               | Phoenix               |
| Sunday      | 30   | APWA Congress & Exhibition, Phoenix First timers reception in am    | Phoenix               |
| Monday      | 31   | APWA Congress & Exhibition, Phoenix International Reception evening | Phoenix               |
| Tuesday     | 1    | APWA Congress & Exhibition, Phoenix Chapter Dinner evening          | Phoenix               |
| Wednesday   | 2    | APWA Congress & Exhibition, Phoenix Overnight to Paris              | -                     |
| Thursday    | 3    | Paris. Arrive from Phoenix  | Paris                 |
| Friday      | 4    | Paris. Visit to Local Council (5)                                   | Paris                 |
| Saturday    | 5    | Paris. Free   | Paris                 |
| Sunday      | 6    | Paris to Copenhagen.  | Copenhagen            |
| Monday      | 7    | Copenhagen. Visit Local Council (6)                                 | Copenhagen            |
| Tuesday     | 8    | Copenhagen. Visit Local Council (7)                                 | Copenhagen            |
| Wednesday   | 9    | Copenhagen to Sydney (or other) or stay on.                         | -                     |
| Thursday    | 10   |   | -                     |
| Friday      | 11   | Arrive Sydney (or other).   | -                     |

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General Manager

Kenfkeith.

Mayor

#### 13.3 (DES) Roads to Recovery Program - Additional Funding Project Allocations

#### **Executive Summary**

A report was previously presented to Council at its meeting held 7 July advising receipt of correspondence from the Hon Warren Truss, Deputy Prime Minister Leader of the Nationals, Minister for Infrastructure and Regional Development, Member for Wide Bay, advising additional funding has been made available for the current and future Roads To Recovery programs.

The additional funding has now been allocated to several road projects for inclusion into Councils 15/16 Construction Program.

#### **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* 

Predicted positive effect / opportunity for the Delivery Program: Excellent

The opportunity provided by the Roads to Recovery Program for the improvement of the road network is a key Delivery Plan action.

Predicted negative / challenge to the Delivery Program: Negligible

The additional funding under the Roads to Recovery Program has no negative impacts.

#### Quadruple Bottom Line



Utilisation of Roads to Recovery Program funding on projects that would otherwise not occur has positive impacts across the Quadruple Bottom Line through gaining additional funding to address environmental and social problems in the road system, whilst also showing strong Civic Leadership.

General Manager

KenfKeith

Mayor

# **Budget & Financial Aspects**

Councils Roads to Recovery Program for the 15/16 Financial years was doubled from previous years and had \$1,772,000 allocated under the 15/16 financial year. This allocation has now increased to \$2,531,688, equating to an increase of \$759,312.

The additional funding has now increased the allocation for the 16/17 financial year from \$886,188 to \$2,923,679, equating to an increase of \$2,037,491.

This results in an additional \$2,796,803 for Parkes Shire Council over the 15/16 and 16/17 financial years.

| PSC Original R2R   | New PSC R2R        | Additional PSC |
|--------------------|--------------------|----------------|
| Program Funding    | Program            | R2R Funding    |
| Allocation 2014/15 | Allocation 2014/15 | Announced      |
| to 2018/19         | to 2018/19         | 25/6/2015      |

| annalar | A  | 005 100   | <i>.</i> | 005 100   | <u>^</u> |           |
|---------|----|-----------|----------|-----------|----------|-----------|
| 2014/15 | Ş  | 886,188   | Ş        | 886,188   | Ş        | -         |
| 2015/16 | \$ | 1,772,376 | \$       | 2,531,688 | \$       | 759,312   |
| 2016/17 | \$ | 886,188   | \$       | 2,923,679 | \$       | 2,037,491 |
| 2017/18 | \$ | 886,188   | \$       | 886,188   | \$       | -         |
| 2018/19 | \$ | 886,188   | \$       | 886,188   | \$       | -         |
|         | \$ | 5,317,128 | \$       | 8,113,931 | \$       | 2,796,803 |
|         |    |           |          |           |          |           |

#### Recommendation

1. That Council adopt the proposed roads projects for inclusion in the 15/16 Roads to Recovery Construction Program.

#### Report

A report was previously presented to Council at its meeting held 7 July advising receipt of correspondence from the Hon Warren Truss, Deputy Prime Minister Leader of the Nationals, Minister for Infrastructure and Regional Development, Member for Wide Bay, advising additional funding has been made available for the current and future Roads To Recovery programs.

The additional funding has now been allocated to several road projects for inclusion into Councils 15/16 Construction Program.

Council has generally used R2R funds to carry out works that would not be possible under normal circumstances from Council's funds. Projects have included new/replacement causeways, rehabilitation of failed sealed roads, and widening of narrow sealed roads. To date replacement of the bridges on Bogan Road (SR76) at Coradgery, Back Yamma Road (SR2) over Billabong Creek, on Old School Road (SR18) and Terowie Road (SR 127) have also been included in the programs (R2R and Supplementary).

General Manager

Mayor

Projects previously adopted by the Rural Roads Advisory Group for inclusion in the roads program as part of an ongoing shoulder restoration, seal widening and reseal program utilising R2R allocations include:

- Numulla Road (SR125 Approximately 3kms to complete)
- Back Peak Hill Road (SR126 4kms to complete)
- Boor Hill Road (SR122 0.0 2.0kms)
- Adavale Lane (SR104 1.0km 3.0km)

The current roads program which has recently been adopted by Council will be reviewed to include this additional funding. A report was to be presented to the Rural Roads Advisory Group meeting scheduled for the 5 August however the meeting was postponed due to a lack of attendees. Projects that initially missed out on funding allocations were to be presented to gain endorsement from the Group.

Projects that were identified for inclusion in the roads program as part of the increased funding allocation include:

- Boor Hill Road (SR122 2.0 3.5kms)
- Coradgery Road (SR136 2.0km 4.0km)
- Muzyczuk Drive, Parkes (0.0 to 1.0km from intersection of MR61E)
- Renshaw McGirr Way (MR233 17.0km)
- Maguire Road (From intersection Bleechmore Road)
- Terowie Road (SR127 9.50km 12.50km)
- Warregal Road (SR42 4.0km 5.0km)

#### Attachments

Nil.

**General Manager** 

Document Set ID: 804460 Version: 3, Version Date: 20/08/2015

Kenfkeith

Mayor

#### 13.4 (DES) Road Safety and Injury Prevention Officer Report - April to June 2015

#### **Executive Summary**

The attached reports outline the quarterly activities and programs of the Lachlan, Parkes, Forbes Road Safety and Injury Prevention Officer (RSIPO) for the months of April to June 2015.

#### **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



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.

# **Budget & Financial Aspects**

Program expenditure is confined to approved budget.

General Manager

KenfKeith

Mayor

# Recommendation

1. The information be received and noted.

# Attachments

1. Road Safety and Injury Prevention Officer Report - April to June 2015.

General Manager

Kenfkeith.

Mayor

COUNCIL/S

Parkes, Forbes and Lachlan Shire Councils

#### Quarterly Report for Local Government Road Safety Program

| QUARTER                                    | Four: April - June 2015  |  |  |
|--|--|--|--|
| PROGRAMS                                   |  |  |  |
| PROGRAMS<br>COMPLETED<br>SINCE LAST REPORT | <ul> <li>Implementing and evaluating phase five of the Free Cuppa for the Driver scheme, which was operational from 1 March to 31 May 2015. This has involved the RSIPO;</li> <li>Collecting the promotional gear, driver prize-entry forms and business feedback forms from the 17 local participating businesses.</li> <li>Attending the prize-draw/debrief meeting in Coonabarabran. This was the first time that a formal debrief has been conducted and the Team agreed that combining it with the prize-draw was a good idea. The RSIPO facilitated the debrief. The Team were asked to work through (in order) 'the goods', 'the not so goods' and 'improvements'. All items were added to a whiteboard and now give the Team a great basis for fixing the 'not so goods' for the next phase by taking on board the suggested improvements.</li> <li>Purchasing the prizes for the prize-draw i.e. fuel vouchers, a GPS and a Target gift card.</li> <li>Presenting the 2014 IPWEA Excellence in Road Safety Award trophies to each of the Councils' at their May meetings.</li> </ul>  |  |  |
|  | <ul> <li>trophies to each of the Councils' at their May meetings.</li> <li>Writing a 'final weeks' media release and distributing it to the Team along with local media outlets.</li> <li>Liaising with Council staff to take down the roadside banners on the entry points to participating towns and villages at the conclusion of the scheme.</li> <li>Writing a media release announcing the prize-winners and distributing it to the Team and local media outlets.</li> <li>Developing a one page flyer announcing the prize-winners, which was displayed on all of the participating Council's noticeboards for two weeks. Distributing the flyer to the Team.</li> <li>Organising, chairing and minuting the July teleconference.</li> <li>Working with the Dubbo, Gilgandra and Wellington RSO to develop the content and layout of the A0 poster presentation about the scheme for the Australasian Road Safety Conference which will be held on the Gold Coast in October. The RSIPO liaised with a graphic designer to finalise the poster and submit it to the Conference Organising Committee by the deadline.</li> </ul> |  |  |
|  | <ul> <li>Planning the NOT A STATISTIC! Youth Driver Education Program for 2015.<br/>During this quarter all filming has been completed (party scene, driving scene<br/>and four victim impact statements - including the improvements suggested at<br/>the debrief). The RSIPO has also been;</li> </ul>   |  |  |
|  | <ul> <li>Liaising with the nine local high schools (Peak Hill Central School,<br/>Parkes High School, Parkes Christian School, Trundle Central School,<br/>Forbes High School, Red Bend Catholic College, Condobolin High<br/>School, Tullibigeal Central School and Lake Cargelligo Central School)<br/>to schedule the date/times for the pre lessons. The pre lessons are<br/>co-delivered with NSW Police Lachlan Area Command's Crime<br/>Prevention Officer. The pre lesson covers basic road safety stats and<br/>facts, the graduated licensing system and novice driver enforcement</li> </ul>  |  |  |

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General Manager

Kenfkeith.

Mayor
| <ul> <li>issues and concludes with an interactive session utilising the beer goggles to highlight how drugs and alcohol affect people's reaction times, balance, depth perception, judgement etc.</li> <li>Advising the local emergency services and Parkes PCYC of the rehearsal dates so rosters and venue bookings can be made.</li> <li>Updating the script.</li> <li>Holding a number of table reads with the new youth actors.</li> <li>Organising a Road Crash Rescue training exercise with Parkes SES to ensure the new youth actors could cope with being cut from a vehicle.</li> <li>Liaising with Parkes Auto Wreckers to secure cars to use during rehearsals and on demonstration day.</li> </ul>  |
|---|
| <ul> <li>In keeping with the Centre for Road Safety's current child restraint message<br/>and artwork, the RSIPO approached RMS to seek approval to change the<br/>name of the Choose Right. Buckle Right project to I'm counting on you. During<br/>this quarter the RSIPO has undertaken the following activities;</li> </ul>   |
| <ul> <li>Researching and purchasing four new display child restraints, as the previous display child restraints are now 10 years old. The new display child restraints are a convertor 0 - 8 years, a convertor rearward facing and forward facing, a convertor forward facing and booster seat as well as a travel booster seat. The new display child restraints will be used at New Mum's Groups and Child Restraint Checking Days. The RSIPO notes that it is great to have current child restraints to use which incorporate the improvements made as a result of the 2010 changes to the Australian Standards, i.e. colour coded seatbelt paths and shoulder markers.</li> <li>Meeting with the three local Authorised Child Restraint Fitting Stations to research usage figures, promotion, costs, chid restraint awareness etc. The common findings are that the Fitting Stations do not advertise that they are a Fitting Station, they don't make a profit doing the fitting - it's more of a community service and they are interested in being involved in Child Restraint Checking Days and having access to information about the National Child Restraint Laws.</li> <li>Liaising with Lachlan Shire Council about the lack of an Authorised Child Restraint Fitting Station in Condobolin. Council have agreed to promote the next available training to relevant local businesses across the Shire and if no-one registers they will send staff to become the local Authorised Child Restraint Fitting Station. The RSIPO notes that if this happens, staff from not only Condobolin but also Lake Cargelligo and Tottenham will be trained. The service would be run similar to the other Fitting Station, i.e. bookings are required and</li> </ul> |
| <ul> <li>there would be a small fee.</li> <li>Attending the Child Restraint Day at Yoorana Gunya in Forbes, who are one of 12 AMS' across the State who are part of a child restraint pilot project. The event saw local Aboriginal families given the chance to win a new child restraint and have it installed by an Authorised Fitter. There were market stalls with relevant information for the</li> </ul>   |
| <ul> <li>adults and colouring-in and face painting for the children.</li> <li>Co-guest speaking at NSW Health's Child and Family Health Nurses<br/>Cluster Meeting in Condobolin with RMS. The presentation was a<br/>discussion about the laws, resources that are available and more<br/>specifically about this project and ways to work together.</li> <li>Presenting about the types of child restraints available, the laws,<br/>correct fitting and when to move from one restraint to the next at</li> </ul>  |
| <ul> <li>New Mum's Groups in Forbes and Condobolin. The RSIPO has made contact with Parkes and is currently waiting for confirmation of the dates for the Parkes groups.</li> <li>Ordering promotional banners. This includes three height chart pull up banners with 'country' artwork and one pull up banner containing</li> </ul>  |

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General Manager

Kenfkeith.

Mayor

| <ul> <li>the 1-2-3 artwork. The RSIPO also sourced artwork from the Dubbo, Wellington and Gilgandra RSO for a roadside banner that says 'Free Child Restraint Checks here today'.</li> <li>Writing and distributing to local media outlets a 'launch' media release about the project. A photo was taken with one of the display child restraints to accompany the media release.</li> <li>Organising Child Restraint Checking Days in Parkes, Forbes and Condobolin. This has involved; liaising with the Authorised Fitters and Councils' to select a suitable date/time (one of the Parkes Authorised Fitters is assisting with the Condobolin event), liaising with each of the Councils for assistance with the BBQs and transporting equipment, booking and approving the radio and newspaper advertisements, updating the local Child and Family Health Nurses and other local stakeholders. The availability of the Authorised Fitters and Council staff has impacted on the proposed dates - 24 June in Parkes, 29 June in Forbes and 2 July in Condobolin. The events are now being held on Tuesday 7 July in Parkes, Wednesday 8 July in Forbes and Thursday 16 July in Condobolin.</li> <li>Updating the 2008 Child Restraint Awareness Survey questions, with assistance from RMS. The survey is being distributed in mid July (when schools return for Term Three) and the results will guide the development of the public education phase of the project in the 2015/2016 financial year.</li> </ul> |
|--|
| <ul> <li>Finalising the 2014/2015 Heavy Vehicle Safety program. This has involved the<br/>RSIPO;</li> </ul>  |
| <ul> <li>Distributing the draft Parkes, Forbes and Lachlan Shire Councils'<br/>Heavy Vehicle Action Plan for comment and feedback to key council<br/>staff, RMS and NSW Police.</li> <li>Collating the feedback and meeting with the Consultant for the plan<br/>to be updated accordingly.</li> <li>Seeking further information from key Council staff to include in the<br/>plan. The RSIPO plans to officially launch the Heavy Vehicle Action<br/>Plan at this year's Central West NSW Heavy Vehicle Breakfast Forum<br/>in Forbes in October.</li> </ul>  |
| Implementing the Observation Surveys program. This has involved the RSIPO;   |
| <ul> <li>Liaising with the Director's at each of the Councils to organise staff to undertake the June observation surveys. The surveys are conducted every six months at an urban and highway location in Condobolin, Forbes and Parkes, in both the morning and afternoon. One survey focuses on seatbelt wearing and the other on illegal mobile phone use.</li> <li>Collating the results of the observation surveys.</li> </ul>  |
| <ul> <li>With regards to seatbelts, the results show that the combined seatbelt wearing rate was 97.6%, which is below the state average (98%) but is an increase on the previous survey results (96.1%). The Parkes urban location (afternoon) was the most compliant site with a wearing rate of 100%. The Condobolin urban location (day one) was the least compliant site with a wearing rate of 91.6%. A total of 152 people were observed unrestrained, most were male. There were five children observed not using a child restraint. This is a decrease of over 100 people from the previous survey.</li> <li>With regards to mobile phones. Ninety drivers were observed illegally using a mobile phone whilst driving. The Parkes highway locations (33 and 35 drivers respectively). The Parkes urban (morning) and Forbes highway (afternoon) location were the most</li> </ul>  |

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General Manager

Kenfkeith.

Mayor

|   | <ul> <li>compliant site (0 drivers). The drivers who were observed using their mobiles were mostly male (46), there were 23 females, 11 female green P platers and 8 male truck drivers.</li> <li>Working with Parkes Shire Council's Business Improvement Officer and Safety Consultant to write a draft Safe Driving Policy for Parkes Shire Council. The draft policy is based on examples from Dubbo City Council, Shellharbour Council, Greater Hume Shire Council, RMS and Victoria's Transport Accident Commission. A rational has also been written which provides advice on a few of the perceived contentious issues. The draft policy will be presented to Senior Staff in the coming weeks. Once the policy is adopted by Parkes, the RSIPO will provide it to Forbes and Lachlan and work with them to modify it for their operating environment.</li> </ul> |
|---|---|
| CURRENTLY<br>IN PROGRESS  | <ul> <li>NOT A STATISTIC! Youth Driver Education Program</li> <li>I'm counting on you - research phase</li> </ul>   |
| <b>DUE TO START</b><br>WITHIN NEXT THREE<br>MONTHS  | <ul> <li>Get a Grip on Gravel Roads</li> <li>Free Cuppa for the Driver - phase six planning</li> <li>Heavy Vehicle Safety 2015/2016</li> </ul>  |
| ACTION PLAN<br>STATUS The first year of the 2014 - 2017 Parkes, Forbes and Lachlan Shire<br>Road Safety Action Plan is almost completed. There are a couple<br>reports that will be finalised in the coming weeks. The second year of the<br>Plan is on schedule. |   |

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**General Manager** 

Kenfkeith.

Mayor

|                  | • Taking part in an interview with the Sydney Morning Herald on a feature  |
|------------------|--|
| OTHER ACTIVITIES | <ul> <li>Taking part in an interview with the sydney Morning Herald on a feature article being prepared for the careers section about the work of Road Safety Officers in NSW. A photo was sourced to accompany the article.</li> <li>Meeting with the Temora, Cootamundra and Bland RSO to plan the training for Barrick Cowal's Roadsafe September campaign. The session with involve an activity that simulates the driving task and why distractions are dangerous. The activity was initially developed by Youthsafe NSW.</li> </ul>  |
|                  | <ul> <li>Undertaking school zone observations in Parkes in conjunction with<br/>Council's Manager of Design and Traffic and RMS' Safety Around Schools<br/>Project Officer. Onsite observations at both Middleton Public School and<br/>Parkes East Public School were undertaken after safety complaints were<br/>received by Council. The results of the observations are currently being<br/>compiled.</li> </ul>   |
|                  | <ul> <li>Attending a meeting at Forbes North Primary School to discuss the results<br/>and proposals from last quarter's observations. The signage changes have<br/>been approved by both the local Traffic Committee and Council. The<br/>footpath improvements will be incorporated into this year's PAMP update.<br/>When the signage is scheduled to be changed, the RSIPO will work with the<br/>school and the Department of Education and Training's Road Safety<br/>Education Consultant to educate the school community about what the<br/>various signs mean.</li> </ul> |
|                  | <ul> <li>Working with the Forbes/Parkes CDAT (Community Drug Action Team) -<br/>this involved; writing the 2015/2016 grant applications which were successful<br/>with almost \$40,000 worth of funding awarded, attending youth week events<br/>in Forbes and Parkes and promoting the Forbes/Parkes CDAT Facebook<br/>page through a media release issued just in time for National Drug Action<br/>Week.</li> </ul>   |
|                  | <ul> <li>Assisting the Lachlan CDAT with planning and filming their Don't be that guy<br/>drug/alcohol educational video at Condobolin. There are four scenarios and<br/>one focuses on the myths around sobering up before driving. There will be<br/>an official launch/screening in late July.</li> </ul>   |
|                  | <ul> <li>Presenting the 'Driving Facts' session at the Traffic Offenders Program at<br/>Parkes PCYC each month.</li> </ul>   |
|                  | <ul> <li>Presenting the 'Community Safety' session at various Stepping On falls<br/>prevention courses held by NSW Health across the three Council areas.<br/>This includes; Parkes, Forbes, Condobolin and Lake Cargelligo. The<br/>presentation includes a number of local footpath or business photos taken by<br/>the RSIPO in the local town.</li> </ul>  |
|                  | <ul> <li>The RSIPO is a member of NSW Health's Community Engagement Action<br/>Program Advisory Board. This quarter the RSIPO attended a meeting which<br/>was held in Sydney in April.</li> </ul>   |
|                  | <ul> <li>The RSIPO is a member of the newly formed IPWEA NSW Road Safety<br/>Panel. This quarter the RSIPO attended a meeting which was held in Sydney<br/>in May.</li> </ul>  |
|                  | <ul> <li>Attending a number of planning meetings to discuss safety improvements for<br/>the 2016 Parkes Elvis Festival Street Parade.</li> </ul>   |
|                  | <ul> <li>Working with the finance section of Parkes Shire Council to complete the<br/>monthly expenditure invoices for RMS.</li> </ul>   |
| MEDIA COVERAGE   | See attached newspaper clippings and advertising. The RSIPO also actively participated in road safety updates for 2PK/ROK-FM, Valley FM and ABC Central West radio stations.   |
| LEAVE TAKEN      | 3 April - Public Holiday   |
|                  | 6 April - Public Holiday   |
|                  | <ul> <li>24 April - RDO</li> </ul>   |

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General Manager

Kenfkeith.

Mayor

| I           |  |
|-------------|--|
|             | <ul> <li>27 April - RDO</li> </ul>   |
|             | <ul> <li>22 May - RDO</li> </ul>   |
|             | • 5 June - RDO   |
|             | <ul> <li>8 June - Public Holiday</li> </ul>  |
|             | • 19 June - RDO  |
| MEETINGS    | Parkes Shire Liquor Accord Meetings  |
| ATTENDED    | CDAT Regional Meeting - Parkes   |
|             | Parkes Shire Council ACE Meeting   |
|             | <ul> <li>Parkes, Forbes and Lachlan Shire Councils' Road Safety Steering Committee<br/>Meeting - Condobolin</li> </ul> |
|             | Parkes Shire Council Traffic Committee Meeting   |
|             | Lachlan Shire Council Traffic Committee Meeting  |
|             | Forbes Shire Council Traffic Committee Meeting   |
| TRAINING &  | Diploma of Project Management Training - Workshops 2 & 3 - Parkes  |
| CONFERENCES |  |
| ISSUES OR   | • Nil  |
| COMMENTS    |  |

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**General Manager** 

Kenfkeith.

Mayor

# 14 DIRECTOR INFRASTRUCTURE REPORT

Nil.

# 15 CONSIDERATION OF COMMITTEE MINUTES

15.1 Committee Minutes - Parkes Local Traffic Committee Meeting - 12 August 2015

# **Executive Summary**

The Parkes Local Traffic Committee Meeting was held on Wednesday 12 August 2015. The Minutes of the meeting are attached.

# **Background Information**

The Parkes Local Traffic Committee meetings are held quarterly and membership consists of a Council Representative, Roads and Maritime Services Representative, NSW Police Representative and a Representative of the Local Member of State Parliament. The Committee is an advisory body only, having no decision making powers. It is, primarily, a technical review committee that is required to advise the Council on traffic related matters referred to it by Council.

# Legislative or Policy Implications

Under the Road Transport (Safety & Traffic Management) Act 1999, the Roads and Maritime Services (RMS) is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. In order to deal with the large number and range of traffic related matters effectively, the RMS has delegated certain aspects of the control of traffic on local roads to Councils.

The RMS delegation imposes certain conditions on Councils. One of these conditions requires Councils to obtain the advice of the RMS and the Police prior to proceeding with any proposal. This is achieved by Councils establishing a Local Traffic Committee

## **Progressive Delivery Program Implications**

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 2. *Improve Health and Well Being* 2.5. *Maximise Public Safety* 8. *Maintain and Improve the Shire's Assets and Infrastructure.* 8.2 Manage Road Assets.

Predicted positive effect / opportunity for the Delivery Program: Good

The Parkes Local Traffic Committee provides a forum for discussion of traffic management and safety issues supporting the Future Directions as per the Delivery Plan.

Predicted negative / challenge to the Delivery Program: Negligible

General Manager

KenfKeith

Mayor

# **Quadruple Bottom Line**



The consultations undertaken as part of the Traffic Committee process enhances the Quadruple Bottom Line aspects of Social and Civic Leadership as they relate to public safety and traffic matters.

# **Budget & Financial Aspects**

Signage and road related expenditure.

# Recommendation

1. That the Minutes of the Parkes Shire Local Traffic Committee Meeting held on 12 August 2015 be adopted.

# Attachments

Parkes Shire Local Traffic Committee Meeting Minutes - 12 August 2015.

General Manager

Kenfkeith

Mayor



# PARKES TRAFFIC COMMITTEE

# MINUTES

WEDNESDAY 12 AUGUST 2015

Notice is hereby given that the Traffic Committee of Parkes Shire Council will be held at the Council Administration Centre, 2 Cecile Street, Parkes commencing at 9.00am for the purpose of considering the items included on the Agenda.

GENERAL MANAGER:

Kent Boyd

General Manager

Kenfkeith

Mayor

Voting Members of the Committee are invited to attend, namely: Cr Ken McGrath (Chairperson - Council Representative) Mr David Vant (Roads and Maritime Services Representative) Sergeant Dearne Jeffree - NSW Police - Lachlan Area Command (Police Representative) Mr Peter McQuie (Nominee of State Member)

And non voting representatives Cr Robert Haddin (substitute Council Representative)

Council staff:

Ben Howard, Director Engineering Services Melanie Suitor, Road Safety and Injury Prevention Officer Nathan Koenig, Manager Design and Traffic Liz Thornhill, Engineering Services Admin Team Leader

NOTE:

Each formal member has one vote, the quorum being one (1) Council representative, one (1) NSW Police Force representative and one (1) Roads and Traffic Authority representative.

All enquiries relating to the items appearing on this Minutes are to be directed to Mr Ben Howard, Director Engineering Services on 02 6861 2343.

**General Manager** 

Kenfkeith.

Mayor

# **Traffic Meeting Minutes**

Order Of Business: Wednesday 12 August 2015

| ITEM  | SUBJECT  | PAGE |
|-------|--|------|
| PRESE | NT   | 1    |
| MEETI | NG COMMENCEMENT  | 1    |
| 1     | APOLOGIES  | 1    |
| Comm  | ittee Recommendation:  | 1    |
| 2     | DECLARATION OF PECUNIARY INTERESTS   | 1    |
| 3     | CONFIRMATION OF MINUTES OF PREVIOUS MEETING                                      | 1    |
| Comm  | ittee Recommendation:  | 1    |
| 4     | OUTSTANDING BUSINESS   | 2    |
| 4.1   | August 2015 - Traffic Committee Outstanding Matters                              | 2    |
| 5     | COMMITTEE BUSINESS   | 3    |
| 5.1   | Road Safety and Injury Prevention Officer Reports - April to June 2015           | 3    |
| 5.2   | RAV and Over-Size Over-Mass Pre-Approvals - Parkes Shire                         | 3    |
| 5.3   | Road Closure - Charity Motoring Event, Trundle                                   | 4    |
| 5.4   | Meet You Up the Street Billy Cart Derby, Peak Hill                               | 5    |
| 5.5   | Parkes Elvis Festival 2016 - Street Parade Closure and Short Street Road Closure | 6    |
| 5.6   | Road Closure - Boomerang March - Parkes  | 9    |
| 6     | GENERAL BUSINESS   | 9    |
| 7     | NEXT MEETING   | 9    |
| 8     | CLOSE OF MEETING   | 9    |

General Manager

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Kenfkeith.

Mayor

Minutes

### PRESENT

Cr Ken McGrath (Chairperson - Council Representative) Mr David Vant (Roads and Maritime Services Representative) Deanne Freeman (Roads and Maritime Services Representative) Sergeant Dearne Jeffree) - NSW Police - Lachlan Area Command (Police Representative) Mr Peter McQuie (Nominee of State Member) Cr Robert Haddin (substitute Council Representative) Melanie Suitor, Road Safety and Injury Prevention Officer Nathan Koenig, Manager Design and Traffic Mohammed Islam, Design Engineer Liz Thornhill, Engineering Services Admin Team Leader Natalie Munday, Engineering Services Admin Officer.

### **MEETING COMMENCEMENT**

The Meeting commenced at 9.00am.

### 1 APOLOGIES

Committee Recommendation:

That the apologies for non-attendance be accepted and that Ben Howard, Director Engineering Services be granted leave of absence from the meeting.

Support Resolution: Unanimous

### 2 DECLARATION OF PECUNIARY INTERESTS Nil.

### 3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

**Committee Recommendation:** 

That the Minutes of the Parkes Traffic Committee held on 21 May 2015, copies of which have been forwarded to Committee Members, be confirmed.

Support Resolution: Unanimous

**General Manager** 

Document Set ID: 804460 Version: 3, Version Date: 20/08/2015

Kenfkeith.

Mayor

Minutes

### 4 OUTSTANDING BUSINESS

### 4.1 August 2015 - Traffic Committee Outstanding Matters

### **Executive Summary**

The following matters are outstanding from previous meetings of the Parkes Traffic Committee.

| Date                | ltem<br>No | Description  | Comment  |
|---------------------|------------|--|--|
| 13 February 2013    | 5.7        | Intersection - Grenfell / Bogan<br>Street            | Letter to RMS requesting an inter-<br>agency review to address growing<br>community concerns.  |
| 12 November<br>2014 | 5.7        | Sight Distance - Bogan Street                        | Council to trim foliage and install<br>No Stopping signage on Bogan<br>Street  |
| 12 November<br>2014 | 5.8        | Forster Street Precinct                              | Council investigate issues<br>surrounding precinct, including<br>funding opportunities   |
| 12 November<br>2014 | 5.9        | Nash Street - safety @ Harrison<br>Oval              | Temporary signage, identify formal<br>crossing points and facilities   |
| 11 February 2015    | 5.10       | Intersection - Want/East Streets                     | Reinstate Linemarking and kerb<br>blisters to align the intersection.<br>Investigate pedestrian refuge and<br>median. Plans to be submitted to<br>RMS for funding opportunity. |
| 11 February 2015    | 5.11       | Intersection - East/Bushman<br>Streets - linemarking | Traffic counts to be done.<br>Linemarking reinstated - continuity<br>lines and extended median lines.  |
| 21 May 2015         | 6.3        | Eugowra Road intersection with<br>Kelly Road         | Traffic speed and volume to be<br>monitored in Kelly Road, review<br>intersection.   |

### **Staff Recommendation**

That the information be received and noted.

Committee's Recommendation

The Committee recommend that the information be received and noted, with the following notation:

Item 5.7 - Intersection - Grenfell / Bogan Street, Parkes - Council write to the Local Member and Minister to highlight the intersection concern.

Support Resolution: Unanimous

General Manager

Kenfkeith.

Mayor

Minutes

### 5 COMMITTEE BUSINESS

5.1 Road Safety and Injury Prevention Officer Reports - April to June 2015

### **Executive Summary**

The Road Safety & Injury Prevention Officer (RSIPO) has been working on various projects since the May 2015 Parkes Shire Traffic Committee Meeting. Projects and activities undertaken are in the report for the Committee's information.

### **Staff Recommendation**

That the information be received and noted.

### **Committee's Recommendation**

That the Committee recommend that the information be received and noted.

Support Resolution: Unanimous

### 5.2 RAV and Over-Size Over-Mass Pre-Approvals - Parkes Shire

### **Executive Summary**

Increasingly Parkes Council is being asked for blanket access permits across all roads in the Shire. Council currently has no register of roads that can be pre-approved for access for Over-Size Over-Mass permits. It is suggested that, following examples of neighbouring Councils, a pre-approval by exemption map could be submitted to the National Heavy Vehicle Regulator whereby all roads except those with identified deficiencies may be issued access pre-approval with NHVR and gazettal for RAV access.

### **Staff Recommendation**

The Committee recommend Council appoint budgetary resources for future pro-active route assessment to be undertaken across local roads in the Parkes Shire. Grant or State-sponsored funding should be sought where possible.

It is recommended further, that Council officers work with Roads and Maritime Services to determine the suitable access arrangements at intersections between local and classified roads to build a pre-approval register for submission with NHVR.

### **Committee's Recommendation**

The Committee recommend Council appoint budgetary resources for future pro-active route assessment to be undertaken across local roads in the Parkes Shire, prioritising higher order roads. Grant or State-sponsored funding should be sought where possible.

**General Manager** 

Kenfkeith.

Mayor

Minutes

It is recommended further, that Council officers work with Roads and Maritime Services to determine the suitable access arrangements at intersections between local and classified roads to build a pre-approval register for submission with NHVR.

Support Resolution: Unanimous

### 5.3 Road Closure - Charity Motoring Event, Trundle

### **Executive Summary**

A charity event is proposed to be held on Forbes Street, Trundle between 8:00am and 10:00am on 10 September 2015. For safety reasons, the road is proposed to be closed and a detour put in place.

#### Staff Recommendation

That the committee recommend the road closure of Forbes Street, Trundle, between Hutton Street and Parkes Street between 7:30am and 10:00am Thursday 10 September 2015 subject the to following conditions:

- Provide Council with evidence of Current Public Liability Insurance. (Minimum \$20Mil to be provided prior to the event taking place)
- Traffic Management Plan detours be confined to Road-Train routes.
- Notify Emergency services of the proposed road closure.
- Allow for emergency vehicle access.
- Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
- The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- Comply with Council Officer's reasonable directives.
- The organiser is to maintain the area in a clean and tidy condition.
- Council reserves the right to cancel the approval at any time.
- Once approved, no changes will be considered unless submitted to Council no later than six (6) weeks prior to the event taking place.

This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

#### **Committee's Recommendation**

That the Committee recommend approval of the road closure of Forbes Street, Trundle, between Hutton Street and Parkes Street between 7:30am and 10:00am Thursday 10 September 2015 to hold the charity event hosted by Cystic Fibrosis Australia, subject the to following conditions:

- Provide Council with evidence of Current Public Liability Insurance. (Minimum \$20Mil to be provided prior to the event taking place)
- Traffic Management Plan detours be confined to Road-Train routes.

General Manager

Kenfkeith.

Mayor

Minutes

- Notify Emergency services of the proposed road closure.
- Allow for emergency vehicle access.
- Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
- The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- Comply with Council Officer's reasonable directives.
- The organiser is to maintain the area in a clean and tidy condition.
- Council reserves the right to cancel the approval at any time.
- Once approved, no changes will be considered unless submitted to Council no later than six
   (6) weeks prior to the event taking place.

This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

Support Resolution: Unanimous

#### 5.4 Meet You Up the Street Billy Cart Derby, Peak Hill

### **Executive Summary**

The Peak Hill Business and Tourism Association Inc. have applied to hold a Billy Cart Derby on Friday 4 December 2015 from 4pm until 8pm. This event will be part of the Peak Hill "Meet You Up the Street" Christmas Celebrations.

### Staff Recommendation

That the Committee recommend that approval be given in principle, to conduct a Billy Cart Derby on Mingelo Street, Peak Hill, from 4pm until 8pm on Friday 4 December 2015, subject to the applicant complying with the following conditions:

### Road Closure

- An on-site meeting with organisers, Police, RMS and Council delegates to discuss previous events and issues at site
- Provide Council with evidence of Current Public Liability Insurance. (To be provided prior to the event taking place)
- Notify Emergency services of the proposed road closure.
- Allow for emergency vehicle access.
- Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
- The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- · Comply with Council Officer's reasonable directives.
- The organiser is to maintain the area in a clean and tidy condition.
- Council reserves the right to cancel the approval at any time.

**General Manager** 

Kenfkeith.

Mayor

Minutes

### **Driver specifications**

- All drivers must wear a suitable helmet
  - All drivers must wear full length clothing covering legs and arms
- All drivers must wear gloves
- All drivers must wear covered in footwear (no open toe)

### **Billy Cart Specifications**

- All billy carts must have reliable functional brakes. (These will be tested)
- All billy carts must have reliable steering. (This will be tested)
- All billy carts must be of sound construction.
- All drivers will follow the directions of the marshals controlling the derby.
- Billy carts may only proceed to the starting line once they have been cleared by the Scrutineer.
- Billy carts will be stationary at the starting line. No outside assistance is allowed, no pushing, pedalling, paddling or propulsion of any kind is allowed.
- Only one Billy cart is to be completing the course at any one time.

This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

### Committee's Recommendation

That the Committee recommend that approval be given, in principle, to conduct a Billy Cart Derby on Mingelo Street, Peak Hill, from 4pm until 8pm on Friday 4 December 2015.

Further, an on-site meeting with organisers, Police, RMS and Council delegates be held to discuss previous events and issues at site.

This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

Support Resolution: Unanimous

5.5 Parkes Elvis Festival 2016 - Street Parade Closure and Short Street Road Closure

### **Executive Summary**

Correspondence has been received from the Parkes Elvis Festival organising committee requesting road closures to conduct the annual Elvis Festival and Street Parade.

On Thursday 7 January 2016 Short Street will be closed and a detour implemented via May Street. From Friday 8 January 2016 the Festival Boulevard will be established closing Clarinda Street from Church Street to Short Street, with the closure to remain in place until the afternoon of Saturday 9 January 2016. The Street Parade on Saturday 9 January 2016 will be marshalled in Clarinda Street, between Bushman and Victoria Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark, involving a full road closure of the route. With the Festival Boulevard in place, the Street Parade closure will involve an extension of the pre-existing closed road and erection of parade barrier to operate.

**General Manager** 

Kenfkeith.

Mayo

| Parkes Shire Council                             |         |
|--|---------|
| Local Traffic Committee Meeting - 12 August 2015 | Minutes |

The closures will be in place for the following times:

| Short Street:       | 7am Thursday 7 January to 4pm Sunday 10 January |
|---------------------|---|
| Festival Boulevard: | 7am Friday 8 January to 4pm Saturday 9 January  |
| Parade Route:       | 6.30am to 12pm Saturday 9 January               |

### **Staff Recommendation**

That approval be given to conduct the annual Parkes Elvis Festival Street Parade on Saturday 9 January 2016, with the Clarinda Street road closures in place from 6:30am to 12 noon, and Short Street from 7am Thursday 7 January to 4pm on Sunday 10 January 2016. It is proposed that marshalling will be conducted in Clarinda Street, between Bushman and Victoria Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark.

The request is subject to the applicant complying with the following conditions:

- Provide Council with evidence of Current Public Liability Insurance. (Minimum \$20Mil to be provided prior to the event taking place)
- That the organisers lodge with Council at least six (6) weeks prior to the event, a Schedule 1 form "Notice of Intention to Hold a Public Assembly" and submit to Council a duly completed form A1 "Special Event Transport Management Plan" and associated Traffic Management Plan for approval.
- That the organisers seek approval from the Roads and Maritime Services for the closing of Short Street, Parkes.
- Traffic Management Plan detours be confined to B-Double routes.
- Notify Emergency services of the proposed road closure.
- Allow for emergency vehicle access.
- Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
- The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- · Comply with Council Officer's reasonable directives.
- The organiser is to maintain the area in a clean and tidy condition.
- Council reserves the right to cancel the approval at any time.
- Obtain approval for the use of Cooke Park from Council.
- No confectionary or promotional items to be handed out by parade participants.
- Clear zone maintained between parade participants and pedestrians.
- Details of marshalling be given to Council, including consideration of:
  - Pre-registration of all parade participants
  - No articulated vehicles to be in the parade (including semi-trailers, loaders, tractors)
  - Maximum length for any vehicle (in combination or not) is 12.5 m
  - Street closure to be implemented at least 2 hours prior to commencement of the parade to allow all vehicles to exit the street parking.
  - No participants are to be under the influence of alcohol or drugs.
  - Maximum speed of participants is not to exceed 10 km/h.
- Once approved, no changes will be considered unless submitted to Council no later than six (6) weeks prior to the event taking place.

Further, that Council approved containment barriers be installed prior to the parade commencement in Clarinda Street from Bushman Street to Short Street.

This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

**General Manager** 

Kenfkeith.

Mayo

Minutes

### Committee's Recommendation

That approval be given, in principal, to conduct the annual Parkes Elvis Festival. Road Closures are:

- Short Street from 7am Thursday 7 January to 4pm on Sunday 10 January 2016.
- Clarinda Street from 7am Friday 8 January to 4pm Saturday 9 January from south of the Church Street roundabout, to Short Street (Festival Boulevard)
- Clarinda Street on Saturday 9 January 2016 from 6:30am to 12 noon, from Victoria Street to Short Street - marshalling in Clarinda Street, between Bushman and Victoria Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark (Street Parade).

The request is subject to the applicant complying with the following conditions:

- Provide Council with evidence of Current Public Liability Insurance. (Minimum \$20Mil to be provided prior to the event taking place)
- That the organisers lodge with Council at least six (6) weeks prior to the event, a Schedule 1 form "Notice of Intention to Hold a Public Assembly" and submit to Council a duly completed form A1 "Special Event Transport Management Plan" and associated Traffic Management Plan for approval.
- That the organisers seek approval from the Roads and Maritime Services for the closing of Short Street, Parkes.
- Traffic Management Plan detours be confined to B-Double routes.
- Notify Emergency services of the proposed road closure.
- · Allow for emergency vehicle access.
- Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
- The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- · Comply with Council Officer's reasonable directives.
- The organiser is to maintain the area in a clean and tidy condition.
- Council reserves the right to cancel the approval at any time.
- Obtain approval for the use of Cooke Park from Council.
- No confectionary or promotional items to be handed out by parade participants.
- Clear zone maintained between parade participants and pedestrians.
- Details of marshalling be given to Council, including consideration of:
  - Pre-registration of all parade participants
  - No articulated vehicles to be in the parade (including semi-trailers, loaders, tractors)
  - Maximum length for any vehicle (in combination or not) is 12.5 m
  - Street closure to be implemented at least 2 hours prior to commencement of the parade to allow all vehicles to exit the street parking.
  - No participants are to be under the influence of alcohol or drugs.
  - Maximum speed of participants is not to exceed 10 km/h.
- Once approved, no changes will be considered unless submitted to Council no later than six (6) weeks prior to the event taking place.

Further, that Council approved containment barriers be installed prior to the commencement of the parade in Clarinda Street from Bushman Street to Short Street, on Saturday 9 January 2016.

This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

Support Resolution: Unanimous

**General Manager** 

Kenfkeith.

Mayo

### 5.6 Road Closure - Boomerang March - Parkes

### **Executive Summary**

A request has been received from the Cooee March 2015 Association, on behalf of the Parkes Sub Branch of the Returned and Services League of Australia, requesting support to conduct an Boomerang Commemorative Service/March on Saturday 31 October 2015.

The March is proposed to take the same route as the ANZAC March, marshalling in Short Street (Short Street to be closed from 9.30 to 10.30am), travelling along Welcome Street to the Square and then east along Clarinda Street (Welcome and Clarinda Streets to be closed from 9.45 to 10.30am) returning to Short Street for the Commemorative Service.

#### Staff Recommendation

For Committee discussion.

Committee's Recommendation

That the Committee recommend the development of a suitable TCP for implementation of the temporary road closure associated with the event.

Support Resolution: Unanimous

# 6 GENERAL BUSINESS

### 7 NEXT MEETING

If there are no objections, the date for the next meeting of the Parkes Local Traffic Committee will be scheduled for Wednesday 11 November 2015.

Proposed dates for next years meetings are:

10 February 2016 11 May 2016 10 August 2016 9 November 2016.

### 8 CLOSE OF MEETING

There being no further business, the meeting closed at 10.55am.

**General Manager** 

Kenfkeith.

Mayor

# 15.2 Committee Minutes - Elvis Festival Committee meetings 3 June and 5 August 2015

# **Executive Summary**

Meetings of the Elvis Festival Committee were held at the Parkes Shire Council on 3 June and 5 August 2015. The Minutes are attached for Council's endorsement. Confidential information has been expunged and will be made publically available in due course.

# **Background Information**

The Elvis Festival Committee was established as a Section 355 Committee of Parkes Shire Council in pursuance of Council Resolution Number passed on 18 March 2014.

The purpose of the Committee is :

- 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
- Oversight the implementation of the annual plan
- Oversight legal contractual arrangements, sponsorship, insurance etc.

The inaugural meeting of this Committee was held on 08 May 2014.

# Legislative or Policy Implications

Section 355 of the *Local Government Act 1993*. Delegations pursuant to section 377 are included in the Committee Charter.

# **Progressive Delivery Program Implications**

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *6. Enhance Recreation and Culture* 

Predicted positive effect / opportunity for the Delivery Program: Good

Predicted negative / challenge to the Delivery Program: Moderate

# Quadruple Bottom Line

Social



Environmental

\*\*\*\*\*

Civic Leadership 🛛 🖈

# **Budget & Financial Aspects**

Nil.

General Manager

KenfKeith

Mayor

# Recommendation

1. That the Minutes of the Elvis Festival Committee meetings held on 3 June and 5 August 2015 be noted and the recommendations of the Committee be endorsed by Council.

# Attachments

- 1. Minutes of the Elvis Festival Committee meeting held 3 June 2015
- 2. Minutes of the Elvis Festival Committee meeting held 5 August 2015

General Manager

Kenfkeith.

Mayor



# PARKES SHIRE COUNCIL

Our Mission: To Deliver Progress and Value to our Community

# ELVIS FESTIVAL COMMITTEE MEETING

Our Communities 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

03 JUNE 2015

Minutes of Parkes Shire Council's Elvis Festival Committee Meeting held at the Council Administration Centre, 2 Cecile Street, Parkes, commencing at 4.00pm for the purpose of considering the items included on the Agenda.

GENERAL MANAGER: Kent Boyd

General Manager

Kenfkeith.

Mayor

Parkes Shire Council Elvis Festival Committee Meeting - 03 June 2015

Minutes

### **Elvis Festival Committee Meeting**

Minutes of the Elvis Festival Committee Meeting held in the Council Chambers, 2 Cecile Street on Wednesday 3 June 2015 at 4.00pm.

### PRESENT

Mayor Ken Keith (Chair) Deputy Mayor Alan Ward

Les Finn - Director Technology & Corporate Services Emily Mann - Elvis Festival Director Beth Link - Acting Tourism Manager Owen Jensen - Chief Financial Officer

Kenny McGrath - Elvis Revival Inc. Anne Steel - Elvis Revival Inc.

Geoff Rice - Parkes Chamber of Commerce John Kennedy - Parkes Chamber of Commerce

### **MEETING COMMENCEMENT**

The Meeting commenced at 4:11pm.

# 1 APOLOGIES

Nil.

### 2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the Minutes of the Parkes Shire Council's Elvis Festival Committee Meeting held on Wednesday 06 May 2015 copies of which have been forwarded to Committee members, be confirmed.

Moved Ken McGrath, seconded Anne Steel.

CARRIED

### 3 DECLARATIONS OF INTEREST Nil.

**General Manager** 

Kenfkeith.

Mayor

| Parkes Shire<br>Elvis Festiva | e Council<br>al Committee Meeting - 03 June 2015 | Minutes |
|-------------------------------|--|---------|
| 4                             | MINUTES ITEMS                                    |         |

### 4.1 Event Planning Update - June 2015

### **Executive Summary**

The Event Planning Update will be a regular report on the agenda to outline the key activities the Festival Director has undertaken to effectively plan and deliver the Festival.

### Recommendations

1. That the information be received and noted.

Moved Ken McGrath, seconded Alan Ward.

2. That the Committee endorse the inclusion of an Ultimate Elvis Artist Contest.

Moved John Kennedy, seconded Ken McGrath.

3. That the 2016 Fun in Acapulco seasonal campaign design be endorsed.

Moved Geoff Rice, seconded Ken McGrath.

4. That Ray White Real Estate Representative be invited to discuss their Home Hosting product with Council staff and Executive of the Section 355 Committee.

Moved Alan Ward, seconded Anne Steel.

CARRIED

CARRIED

CARRIED

CARRIED

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General Manager

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Kenfkeith.

Mayor

Parkes Shire Council Elvis Festival Committee Meeting - 03 June 2015

Minutes

### 5 GENERAL BUSINESS

Ken McGrath, Elvis Revival Inc, asked that a short discussion be held on the merits of leaving the block from Church Street to Bushman Street closed. A discussion ensued which ultimately decided to leave he closure as previously planned.

At this time, being 5:24pm the Chair declared the meeting closed to the public.

### 6 CONFIDENTIAL BUSINESS

6.1 Elvis Festival Financials as at 22 May 2015

Prepared By: Chief Financial Officer (Treasurer)

### **Executive Summary**

The 2016 Festival results to date and the comparison to the 2016 Elvis Festival budget have been prepared.

### Recommendation

1. That the financial information as at 22 May 2015 be received and noted.

### Resolution

That the information be received and noted.

Moved Ken McGrath, seconded Geoff Rice.

CARRIED

### 7 NEXT MEETING DATE

The next Elvis Festival Committee Meeting is scheduled for 4:00pm, Wednesday 08 July 2015 at the Parkes Shire Council Offices.

There being no further business the Chair declared the meeting closed at 5:29pm.

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**General Manager** 

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Kenfkeith.

Mayor



# PARKES SHIRE COUNCIL

Our Mission: To Deliver Progress and Value to our Community

# ELVIS FESTIVAL COMMITTEE MEETING

Our Communities 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

WEDNESDAY 5 AUGUST 2015

Minutes of Parkes Shire Council's Elvis Festival Committee held at the Council Administration Centre, 2 Cecile Street, Parkes, commencing at 4:00pm for the purpose of considering the items included on the Agenda.

GENERAL MANAGER: Kent Boyd

General Manager

Kenfkeith.

Mayor

Parkes Shire Council Elvis Festival Committee Meeting - 5 August 2015

Minutes

### **Elvis Festival Committee Meeting**

Minutes of the Elvis Festival Committee Meeting held in the Council Chambers, 2 Cecile Street on 5 August 2015 at 4:00pm.

### PRESENT

Deputy Mayor Alan Ward (Chair)

Owen Jensen - Acting Director Technology and Corporate Services Anna Wyllie - Economic and Business Development Officer Beth Link - Festival Sponsorship and Marketing Coordinator

Kenny McGrath - Elvis Revival Inc. Anne Steel - Elvis Revival Inc.

Geoff Rice - Parkes Chamber of Commerce Belinda McCorkell - Parkes Chamber of Commerce

Ali Creith - Community Representative

Elise Spedding - Minutes Secretary

### **MEETING COMMENCEMENT**

The Meeting commenced at 4:03pm.

### 1 APOLOGIES

That the apologies of Mayor Ken Keith, Les Finn - Director Technology and Corporate Services, Emily Mann - Elvis Festival Director ,Jacinta Rawson - Community Representative and John Kennedy - Parkes Chamber of Commerce be noted.

Moved Anne Steel, seconded Kenny McGrath.

CARRIED

### CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the Minutes of the Parkes Shire Council's Elvis Festival Committee Meeting held on Wednesday 3 June 2015 copies of which have been forwarded to Committee members, be confirmed.

Moved Kenny McGrath, seconded Anne Steel.

CARRIED

Page 1

**General Manager** 

2

Kenfkeith.

Mayor

Parkes Shire Council Elvis Festival Committee Meeting - 5 August 2015

### 3 DECLARATIONS OF INTEREST

Nil.

### 4 MINUTES ITEMS

4.1 Event Planning Update - August 2015

### Executive Summary

The Event Planning Update will be a regular report on the agenda to outline the key activities the Festival Director has undertaken to effectively plan and deliver the Festival.

### Recommendation

1. That the information be received and noted.

### Resolution

That the information be received and noted.

Moved Belinda McCorkell, seconded Kenny McGrath.

CARRIED

### 5 GENERAL BUSINESS

Kenny McGrath provided Beth Link with details on an Elvis Entertainer to possibly be placed on the eastern side of Cooke Park. Beth, in conjunction with Festival Director Emily Mann, will contact the entertainer to discuss the opportunity.

A discussion was held on the Committee quorum requirements and possible reserve representatives for the Elvis Revival Inc. and Chamber of Commerce.

### **Recommendation:**

1. That Elvis Revival Inc. and the Chamber of Commerce be authorised to nominate two reserve representatives in the case that their usual representatives cannot attend a meeting.

Moved Kenny McGrath, seconded Geoff Rice.

CARRIED

Page 2

General Manager

Kenfkeith.

Mayor

Minutes

Parkes Shire Council Elvis Festival Committee Meeting - 5 August 2015

Minutes

### 6 CONFIDENTIAL BUSINESS

The meeting of the Elvis Festival Committee was closed to the public at 4:37pm.

The Chair asked the Meeting whether it agreed that the items listed as Confidential appeared to be items which should be discussed in closed session for the reasons given.

### **RECOMMENDATION OF THE COMMITTEE**

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 Committee 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 Belinda McCorkell, seconded Kenny McGrath.

CARRIED

6.1 Elvis Festival Financials as at 31 July 2015

Prepared By: Chief Financial Officer (Treasurer)

### **Executive Summary**

The financial statements for the 2016 Elvis Festival activity within council as at 31 July 2015 have been prepared including a comparison to the 2016 Elvis Festival Budget. For comparison, the results for the 2015 Elvis Festival reflect the recent stocktake completed on 24 June 2015.

### Recommendation

1. That the financial information as at 31 July 2015 be received and noted.

### Resolution

That the information be received and noted.

Moved Geoff Rice, seconded Ali Creith.

CARRIED

### 7 NEXT MEETING DATE

The next Elvis Festival Committee Meeting is scheduled for 4:00pm, Wednesday September 9 2015 at the Parkes Shire Council Offices.

Page 3

There being no further business the Chair declared the meeting closed at 4:43pm.

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**General Manager** 

Kenfkeith.

Mayor

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# 15.3 Committee Minutes - Risk Review Committee 21 April and 4 August 2015

# **Executive Summary**

Meetings of the Parkes Shire Council Risk Review Committee were held on 21 April 2015 and 4 August 2015. These Minutes are attached for Councils information.

# **Background Information**

At Council's meeting of 05 April 2011 Council resolved to establish a Risk Review Committee. This Committee is a fundamental element with regard to Councils Governance Framework and in particular its Enterprise Risk Management and Internal Audit programs. This Committee structure has been established in line with the Division of Local Government Guidelines.

Meetings are held quarterly.

# **Legislative or Policy Implications**

Council's Risk Review Committee Policy, Enterprise Risk Management and Internal Audit Policy rely on the activities of this Committee of Council.

# **Progressive Delivery Program Implications**

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

Predicted positive effect / opportunity for the Delivery Program: Good

Predicted negative / challenge to the Delivery Program: Moderate

## Quadruple Bottom Line



Continued development of Council's Governance Framework.

# **Budget & Financial Aspects**

There is a set fee for attendance of Independent Committee Chairman at the scheduled Risk Review Committee meetings.

## Recommendation

1. That the Minutes of the Risk Review Committee meetings held on 21 April and 4 August 2015 be received and noted.

# Attachments

- 1. Minutes of the Risk Review Committee meeting held on 21 April 2015.
- 2. Minutes of the Risk Review Committee meeting held on 4 August 2015.

General Manager

KenfKeith

Mayor



# PARKES SHIRE COUNCIL MEETING MINUTES

# **RISK REVIEW COMMITTEE**

Following are the Minutes from the above meeting held on **Tuesday 21 April 2015** Parkes Shire Council Committee Room, commencing at **10.00am**.

Please note these Minutes will be tabled as an open report at a future ordinary meeting of Parkes Shire Council. Due to the sensitivity of some of the information in these Minutes any information highlighted in yellow will not be published and is for the information of the Risk Review Committee only.

Present : Committee Chairman, Mr Grahame Marchant Independent Committee Member, Tony Perry Committee Member Deputy Mayor, Councillor Alan Ward Councillor Robert Haddin (Alternate Councillor Representative),

Together with General Manager, K Boyd Director Technology and Corporate Services, Les Finn Manager Governance and Corporate Planning, Brad Bymes Chief Financial Officer, Owen Jensen Management Accountant, Luke Nash Acting Director Infrastructure, Andrew Francis Acting Director Operations, Ben Howard

| 1. | Welcome by the Chairman  |  |
|----|--|--|
| 2. | Apologies  |  |
|    | Nil.   |  |
| 3. | Confirmation of Previous Minutes   |  |
|    | <b>Recommendation</b> : That the Minutes of the Risk Review Committee meeting<br>held on Tuesday 16 December 2014, copies of which have been provided to<br>Committee be confirmed. <i>All in Favour</i> |  |

General Manager

Mayor

|    |   | <ul> <li>Lake Endeavour, WTP and STP Upgrade<br/>Project Presentation<br/>Andrew Francis, Director Infrastructure</li> <li>Procurement Delivery Team introduction</li> <li>EOI documents have been developed, along<br/>with EOI Evaluation Plan</li> <li>Next phase of procurements is updating the<br/>documents and furthering work on the RFT</li> <li>Design is currently at 85%, and will be going<br/>on public display on 18 May 2015</li> <li>Discussion on probity and legal risks, and how<br/>these are being managed</li> <li>Outline of the WTP and STP upgrade process</li> </ul> |   |      |
|----|---|--|---|------|
| 4. | 1 | <ul> <li>Risk Management Area</li> <li>Discussion regarding the Heat Risk Map provided<br/>to members</li> <li>Identifying the highest and lowest risks</li> <li>Proposed to enquire with Councillors what they<br/>see as risks</li> </ul>  | <ol> <li>Include a brief<br/>statements (dot<br/>point) on what<br/>control<br/>measures are in<br/>place for the<br/>higher risks</li> </ol>   | MGCS |
|    | 2 | Control Framework<br>Discussion regarding the COSO Framework,<br>executive summary provided to members<br>• MGCS attending SOPAC Conference, where<br>COSO Framework was introduced<br>• Assist with Corporate Strategy and Internal<br>Control  | <ol> <li>Endorse the<br/>approach to<br/>Council's<br/>internal control<br/>and reporting<br/>framework as<br/>articulated in the<br/>summary<br/>provided</li> <li>Develop and<br/>action plan and<br/>summary report<br/>on the status of<br/>endorsement of<br/>program for<br/>future meetings</li> </ol> | MGCS |
|    | 4 | <ul> <li>External Accountability Discussion regarding operational budget, operational plan and the development of the Fit for the Future submission for the NSW Fit for the Future Reform</li> <li>Both the operational plan and budget are being taken to the upcoming Community Engagement Sessions for discussion with the community</li> </ul>   |   |      |

**General Manager** 

Kenfkeith.

Mayor

|    | 3 | Legislative Compliance<br>No apparent non-compliance matters.   |  |            |
|----|---|---|--|------------|
|    | 5 | <ul> <li>Internal Audit</li> <li>Records audit and website audit to be completed before the end of the financial year 2014/15</li> <li>Update of Council's Assets Management provided by Director Engineering Services, Ben Howard</li> </ul> | 1. An update on<br>both Long Term<br>Financial Plan<br>and Asset Plan<br>Status for next<br>meeting (July) | DES<br>CFO |
|    | 6 | <ul> <li>External Audit</li> <li>CFO reported to the meeting regarding the recent Intentus audit, with no major issues raised</li> <li>CFO gave a report on the Strategic Review of Council's Finance Function Action Plan</li> </ul>         |  |            |
| 5. |   | General Business<br>N/A   |  |            |
| 6. |   | Next Meeting<br>The date for next meeting of the Risk Review<br>Committee was set for 21 July 2015  |  |            |

Meeting Closed 12:34pm

General Manager

Kenfkeith.

Mayor



# PARKES SHIRE COUNCIL MEETING MINUTES

# **RISK REVIEW COMMITTEE**

Following are the Minutes from the above meeting held on **Tuesday 4 August 2015**, Parkes Shire Council Committee Room, commencing at **9:00am**.

Please note these Minutes will be tabled as an open report at a future ordinary meeting of Parkes Shire Council. Due to the sensitivity of some of the information in these Minutes any information highlighted in yellow will not be published and is for the information of the Risk Review Committee only.

Present

Committee Chairman, Mr Grahame Marchant Independent Committee Member, Tony Perry Committee Member Deputy Mayor, Councillor Alan Ward

Together with

General Manager, Kent Boyd Manager Governance and Corporate Planning, Brad Byrnes Chief Financial Officer, Owen Jensen Director Infrastructure, Andrew Francis Director Engineering Services, Ben Howard

Meeting opened - 9:02am.

| NO. | ITEM   | ACTION | RESPO<br>NSIBLE |
|-----|--|--------|-----------------|
| 1.  | Welcome by the Chairman  |        |                 |
| 2.  | <b>Apologies</b><br>Councillors Robert Haddin<br>Director Technology & Corporate Services, Les Finn  |        |                 |
| 3.  | Confirmation of Previous Minutes<br>The Minutes of the Risk Review Committee meeting held<br>on Tuesday 21 April 2015, copies of which have been<br>provided to Committee be confirmed. <i>All in Favour</i> |        |                 |

**General Manager** 

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Mayor

|    |   | <ul> <li>Presentation from Director Infrastructure, Andrew<br/>Francis on S.T.I. process of Water and Sewage<br/>Treatment Plants</li> <li>Brief update of the EOI Procurement Phase</li> <li>Currently at the preferred tenderer phase</li> <li>Team are quite happy with the process so far and have<br/>been able to select their top 3 tenderers</li> <li>Presentation from Director Engineering Services, Ben<br/>Howard on progress of Project Management<br/>Improvement Program <ul> <li>Manager Design and Traffic, Nathan Koenig<br/>provided update on the Project Management<br/>Improvement (PMI) Program including the metrix,<br/>implementation of works, procurement, resource<br/>management and how Council is performing in these<br/>areas</li> <li>Ben Howard gave a brief discussion on the critical<br/>successful works under the PMI Program, and how<br/>all projects were completed ahead of time and under<br/>budget</li> <li>Highlighting the success of the Program and<br/>induction of the policy</li> </ul> </li> </ul> | 1. An annual report back<br>to the committee on the<br>progress of the PMI<br>Program   | DES/MD<br>&T |
|----|---|--|---|--------------|
|    |   | <ul> <li>Presentation from Chief Financial Officer, Owen Jensen on current forecast for financial year results 2014/15</li> <li>Update on recommended carry-overs 2014/15 with a comparison to the 2013/14 carry-overs (improvement)</li> <li>Brief presentation of 2014/15 Financial Statements Progress</li> <li>Discussion on the Fit For the Future Financial Sustainability Report</li> <li>Discussion on the possibility that once the final audit has been completed, the committee view the draft report and draft financial statements</li> </ul>   | 2. Committee to review<br>Draft Financial<br>Statements via email<br>circulation with a<br>teleconference<br>discussion to follow if<br>necessary | CFO          |
| 4. | 1 | <ul> <li>Risk Management Area</li> <li>Discussion on the Risk Heat Map and current<br/>high/very-high risks and the controls in place to<br/>address these risks</li> <li>The 2014/15 State-Wide Risk Management Action<br/>Plan has been submitted</li> </ul>   |   |              |
|    | 2 | <ul> <li>Control Framework</li> <li>Senior staff have been working on KPIs to ensure<br/>that key controls are in place and being monitored</li> </ul>   | <ol> <li>A presentation of the<br/>new Corporate<br/>Reporting Process be<br/>tabled at the December<br/>meeting of the<br/>committee</li> </ol>  | MGCS         |

General Manager

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|    | 3 | <ul> <li>External Accountability         <ul> <li>Fit for the Future proposal has been submitted and council awaits the outcome from IPART in October</li> <li>2014/15 Progress Report and Quarterly Budget Review to be tabled to Council Meeting scheduled for Tuesday 18 August 2015</li> </ul> </li> <li>Legislative Compliance</li> </ul>  |  |      |
|----|---|---|--|------|
|    | 5 | <ul> <li>No apparent non-compliance matters.</li> <li>Internal Audit <ul> <li>BDO Records Audit results have been received and highlight that staff training is the biggest issue</li> <li>Staff need to be inducted into the Dataworks system to gain confidence on what needs to be kept and what doesn't</li> <li>Satff suggest waiting for the new program to be implanted before a mass training is necessary</li> <li>Council has developed a 5 year internal audit program - draft distributed to members</li> </ul> </li> </ul> | <ol> <li>Regular report to be<br/>tabled to the<br/>committee on the<br/>progress of<br/>implementing the<br/>BDO Records Audit<br/>Outcomes</li> <li>The committee<br/>endorse the 5 year<br/>audit program and the<br/>proposed 2015/16<br/>internal audits</li> </ol> | MGCS |
| -  | 6 | <ul> <li>External Audit</li> <li>CFO provided information on the Intentus second interim audit from their visit in June 2015</li> <li>A third and final visit is scheduled for September 2015</li> <li>Council received correspondence from Intentus to consider minimizing the risk of fraud</li> <li>The Committee considered the risk of access capabilities to Council's Payroll system and determined that for operational purposes, Council in required to have multiple staff members with access to the system</li> </ul>       | <ol> <li>Regular reporting to<br/>the committee on the<br/>progress of the<br/>Intentus Audit</li> </ol>   | CFO  |
| 5. |   | General Business<br>N/A   |  |      |
| 6. |   | Next Meeting<br>The date for next meeting of the Risk Review Committee<br>was set for Tuesday 15 December 2015.   |  |      |

Meeting closed - 10:50am.

General Manager

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Mayor
# 16 QUESTIONS AND MATTERS OF URGENCY

# 17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

## 17.1 (GM) Procurement of Commercial Land

Prepared By: General Manager

# **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 has been advised of an opportunity to purchase a commercial land parcel, which may have strategic interest. The following report considers the merit of the acquisition.

## **Background Information**

The subject land is in Dalton Street, between the former Parkes Picture Palace and the Coachman Hotel. It currently contains a derelict building.

As an aside, Council may recall the Extraordinary meeting held on 23 April 2014 to consider the merit of acquiring the former Parkes Picture Palace property at 25 Dalton Street. Council resolved to bid to a maximum amount of \$350,000. Council was represented at the auction on 24 April 2014 by an independent, who bid on Councils behalf. Council was the highest bidder at \$300,000, however the property did not meet the reserve of \$550,000. The Generocity Church was the second highest bidder. Council has subsequently been advised by the property owner that the Church has offered \$380,000.

# Legislative or Policy Implications

Acquisition of land would require the resolution of Council.

# **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: Average

Predicted negative / challenge to the Delivery Program: Moderate

General Manager

Kenfkeith

Mayor

# Quadruple Bottom Line



# **Budget & Financial Aspects**

The property owner has agreed to a price of \$220,000. Conveyance costs would be additional. Any maintenance, repair or demolition would also be additional.

# Recommendation

- 1. That the property be acquired pursuant to the terms in this report.
- 2 That on acquisition the land be deemed operational.
- 3. That the seal of Council be applied as required to effect the transfer.

# Report

Ray White Real Estate, in discussion with Deputy Mayor Councillor Alan Ward, indicated that the property at 19 Dalton Street, being lot 13 & 19 in DP 758827, (between the former Parkes Picture Palace and the Coachman Hotel), was for sale at a price of \$250,000.

It was indicated that Council would only be interested in the land (ie not the buildings), and that that matter would not be presented for Councils consideration, above \$220,000, which the owner subsequently agreed with.

It should be noted that a narrow parcel of crown land exists at the rear of the property which prevents contiguous access to the rear laneway.

# The Building

Councils Health and Building staff conducted a cursory inspection of the building and quickly concluded that restoration is likely to be uneconomical.

Demolition does not appear to be overly difficult, however there may be a common wall with the old picture theatre. It is also probable that there is a minor occurrence of asbestos.

The sales history of the subject land is as follows, 1982 - \$62150; 2003 - \$160,000 and 2007 - \$341,000.

**General Manager** 

Mayor

# **Benefits of purchasing**

- The land is in the civic precinct and once procured can form part of councils land bank and allow future planning to occur with some certainty, particularly in the long term.
- Future capital increases are avoided if procured now.

# Attachments

1. Plan of subject building and precinct

General Manager

Kenfkeith.

Mayor



General Manager

Kenfkeith.

Mayor

# 17.2 (DI) CENTROC Conditional Assessment Contracts

## Prepared By: Director Infrastructure

# **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

Tender details, should they be revealed, may result in commercial disadvantage to parties involved in the tender process. Tenderers have provided sensitive information about their operations in the confidence that their details will not be made public by council. The practice of publication of sensitive information provided by tenderers could result in the withholding of such information by tenderers and reduction in the provision of information relevant to council's decision.

# **Executive Summary**

The previous CENTROC Contracts for conditional assessment of Sewer and Stormwater mains using CCTV and Smoke Testing have concluded. A new tender was released and assessed by the CENTROC Water Utilities Alliance assessment panel. There is one recommended supplier for CCTV work and a panel of two for Smoke Testing work as per the recommendation.

# **Background Information**

The previous regional Contract for the Condition Assessment of Sewer and Stormwater Mains using CCTV concluded on 30 April 2015 after a period of 3 years. CENTROC member councils, through the CENTROC Water Utilities Alliance, expressed interest in having another regional contract for Condition Assessment of Sewer and Stormwater Mains using CCTV.

# Legislative or Policy Implications

Local Government Code of Tendering.

General Manager

KenfKeith

Mayor

# **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 8.3 Ensure that Shire Sewage Management is in line with Best Practicee* 

Predicted positive effect / opportunity for the Delivery Program: Good

The activities will improve the level of service of Council's sewer and drainage systems.

Predicted negative / challenge to the Delivery Program: Minor

There will be no foreseeable negative impacts.

# Quadruple Bottom Line



# **Budget & Financial Aspects**

The sewer budget has an allocation of \$500,000 for system renewal and upgrade and \$100,000 for conditional assessment work for the current financial year.

# Recommendation

- 1. That a contract be signed between Council and Sewer Services Pty Ltd for the Condition Assessment of Sewer and Stormwater Mains using CCTV.
- That contracts be signed between Council and ADS Environmental Services and All About Pipes for Conditional Assessment of Sewer and Stormwater Mains using Smoke Testing.
- 3. That the contract period be set for a period of three years with yearly contractor performance reviews.

General Manager

KenfKeith

Mayor

# Report

An open tender process was undertaken through the Centroc Tenderlink Portal with associated advertising as directed under the Local Government Act. The combined Request for Tender for Condition Assessment of Sewer and Stormwater Mains using CCTV and Smoke Testing opened on 18 March 2015 and closed on 10 April 2015.

The following companies submitted tender responses for Separable Portion A – CCTV (in alphabetical order):

- All About Pipes
- Aqua-Assets
- Insituform
- Interflow
- Sewer Services
- Total Drain Cleaning

The following companies submitted tender responses for Separable Portion B – Smoke Testing (in alphabetical order):

- ADS Environmental Services
- All About Pipes
- Aqua-Assets
- Interflow
- Total Drain Cleaning

The Tender Evaluation Panel (TEP) undertook an assessment of the tenders in Cowra on Thursday 16 April 2015, using the Apet tender assessment tool. The TEP consisted of the following members, and was assisted by CENTROC's Energy and Training Program Manager, Kate Barker:

- Adam Stewart Boorowa Council
- Josh Barnes Orange City Council
- Andrew Francis Parkes Shire Council
- Meredith Macpherson CENTROC

The TEP resolved to recommend Sewer Services as the preferred provider for the Condition Assessment of Sewer and Stormwater Mains using CCTV inspection techniques and recommend a panel of preferred providers for the Condition Assessment of Sewer Service Lines using Smoke Testing, consisting of ADS Environmental Services and All About Pipes.

# Attachments

1. Tender evaluation reports.

General Manager

KenfKeith

Mayor

# Evaluation Report for the Request for Quotation/Tender for the Condition Assessment of Sewer and Stormwater Mains using CCTV

# No: CWUA2A\_2015

Procurement Manager: Kate Barker



**General Manager** 

Kenfkeith.

Mayor

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General Manager

Kenfkeith.

Mayor

#### **1** Executive Summary

This report covers the evaluation process conducted by the Tender Evaluation Group (TEG) upon tenders received in response to Centroc's Request for Quotation/Tender (RFx) to CWUA2A\_2015.

An independent procurement consultant from Centroc facilitated the preparation of the RFQ and provided other assistance during the project.

#### 1.1 Receipt and Upload

Six tenders were received by the tender close time. The RFx sought tenders in electronic format. On receipt, all tenders were uploaded into evaluation software (Apet).

#### 1.2 Evaluation

TEG members actively participated as a team in the evaluation of Respondents' capabilities against the evaluation criteria

The TEG is confident the recommended Respondent, should they be contracted, will provide a satisfactory solution. The TEG expects the recommended Respondent to have both the capability and capacity to deliver the outcomes sought by the RFx.

#### 1.3 Objective

Through this RFx, Centroc member Councils sought to identify companies capable of delivering condition assessment of sewer and stormwater mains using CCTV inspection to some or all 16 of its members. The TEG assessed value for money by reviewing:

- a) Respondent capability against the evaluation criteria
- b) estimated costs

#### 1.4 Recommendation

The TEG recommends Sewer Services to enter into contract negotiations.

#### 2 RFT process

#### 2.1 Preparing the RFT

Centroc assisted in preparing the RFx. The RFx was released on 18 March 2015 and tenders were received from the electronic tender box on Tenderlink on 10 April 2015.

#### 2.2 Tender Evaluation Group (TEG)

The Tender Evaluation Group (TEG) for this RFx consisted of the following people:

| Name                | Council              |
|---------------------|----------------------|
| Adam Stewart        | Boorowa Council      |
| Andrew Francis      | Parkes Shire Council |
| Josh Barnes         | Orange City Council  |
| Meredith Macpherson | Centroc              |

General Manager

Kenfkeith.

Mayor

The TEG was assisted by Kate Barker, Centroc's Energy and Training Program Manager.

#### 2.3 Tender Evaluation Plan (TEP)

The TEG met before tenders were received. The TEG Chair delivered a presentation of the draft TEP to TEG members to:

- a) provide overarching context for the purpose of the RFx;
- b) seek comments upon the draft TEP; and
- c) seek consensus upon the efficient approach to conducting the evaluation.

The TEG also met to determine the relative importance of RFx elements against which Respondents were requested to respond.

#### 2.4 Quotations received

When the tender period closed, quotations were available on Tenderlink and accessed by the TEG Chair. Quotations from the following companies were received:

| Company Name         |
|----------------------|
| All About Pipes      |
| Aqua Assets          |
| Insituform Pacific   |
| Interflow            |
| Sewer Services       |
| Total Drain Cleaning |

#### 2.5 Conditions of participation

The Chair conducted a confirmation evaluation stage to ensure Respondents had complied with the conditions of participation outlined in the RFx.

Respondents which had complied with conditions of participation were uploaded into the tender evaluation software (Apet).

#### 3 Evaluation activity

The TEG met at Cowra Council on 16 April 2015 to begin the evaluation. Each quotation was displayed by a data projector using the Apet software. This allowed the TEG to efficiently conduct the evaluation in a 'paperless' environment.

The TEG entered quantitative details into Apet in accordance with the TEP 'scoring table'. These 'scores' reflected the TEG's evaluation of, for example, respondents' experience, and capacity to meet technical requirements.

The TEG also entered qualitative details into Apet. Qualitative details support, for example, scores assigned wherever a respondent was assessed as not meeting technical requirement to the TEG's satisfaction.

General Manager

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Mayor

#### 3.1 Evaluation rankings

#### 3.1.1 Evaluation rankings were as follows:

- 1. Sewer Services 75%
- 2. Total Drain Cleaning 73%
- 3. Aqua Assets 70%
- 4. Interflow 63%
- 5. Insituform Pacific 62%
- 6. All About Pipes 55%

#### 3.2 Copies of assessment sheets

Copies of the assessment sheets are available from Centroc. They are stored on Centroc's electronic filing system in the Tenders folder.

#### 3.3 Summary of any clarifications sought

The Centroc representative sought the following clarifications from Sewer Services:

- 1. Provide more details on the methodology for undertaking access chamber inspections
- 2. Confirm that the plant and equipment listed in the RFx response is a portion of the total plant and equipment owned by Sewer Services
- 3. Provide details on how CPI increases are to be calculated

#### 3.4 Details of any referee reports

Referee reports are available on request from Centroc. They are stored on Centroc's electronic filing system in the Tenders folder.

#### 3.5 Offer risk

The TEG is of the opinion that the recommended Respondent is capable of delivering services of the nature that Centroc members have requested.

#### 4 Costs

See the attached spreadsheets outlining the costs.

#### 4.1 Cost risk

Cost risk is the risk that eventual costs will vary either above or below the quoted costs. The TEG considered the likely financial impact of cost risk to be negligible over the term of the contract when determining the Respondent reflecting best value for money.

#### 5 Recommendation

#### 5.1 Enter into negotiations

The TEP recommend that Centroc members enter into contract negotiations with: Sewer Services

General Manager

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Mayor

Council's are asked to notify Centroc of their decision to accept Sewer Services as the provider for Condition Asseessment of Sewer and Stormwater Mains using CCTV and to forward a copy of the completed signature page of the contract.

#### **Confidential Attachment:**

1. Pricing details for all tenderers.

Fe

**General Manager** 

Kenfkeith.

Mayor

CWUA2\_2015 Condition Assessment (CCTV and Smoke Testing)

CONFIDENTIAL PRICING

|   | QCTV  | All Abo   | et Pipes   | Aqua  | Assets   | insitu  | form   | Inter  | flow  | Interflow (alto  | rnative offer)   | Sewer 5  | ervices   | Total Drai  | n Cleaning  |
|---|---|---|--|---|--|---|--|--|---|--|--|--|---|---|---|
| em 1  | Gund  | <u>Priority</u> mobilisation<br>and establishment fee                           | <u>Non-Unsent</u><br>mobilisation and<br>establishment fee | <u>Priority</u> mobilisation<br>and establishment fee                         | <u>Nan-Urzent</u><br>nobilisation and<br>establishment fee | <u>Priority</u> mobilisation<br>and establishment fee                                     | <u>Nan-Ursent</u><br>mobilisation and<br>establishment fee | <u>Priority</u> mobilisation<br>and establishment free     | <u>Non-Urgent</u><br>mobilisation and<br>establishment fee  | <u>Priority</u> mobilisation<br>and establishment fee      | <u>Non-Urgent</u><br>mobilisation and<br>establishment fee | <u>Priority</u> mobilisation<br>and establishment fee                                      | <u>Non-Utzent</u><br>mobilisation and<br>establishment free   | <u>Priority</u> mobilisation<br>and establishment fee   | <u>Nan-Uraen</u><br>noVilisation :<br>establichment |
| 1.1 Bat   | and the second se | \$1,000.00  | \$800.00   | \$589.95  | \$513.00   | \$1,649.58  | \$1,374.65   | \$1,599.54   | \$1,279.63  | \$1,901.28   | \$1,521.02   | \$594.83 each way  | \$535.60 each way   |   | \$1,400.0   |
| 1.2 Bia   |   | \$1,000.00  | \$800.00   | \$672.06  | \$584.40   | \$1,979.50  | \$1,549.58   | \$1,919.45   | \$1,599.54  | \$2,281.53   | \$1,901.28   |  | \$511.82 each way   |   | \$1,400.0   |
| 1.3 Boo<br>1.4 Cat                                  |   | \$1,000.00<br>\$1,000.00  | \$800.00<br>\$800.00                                       | \$667.00<br>\$723.93  | \$580.00<br>\$629.50                                       | \$2,309.42<br>\$2,639.33  | \$1,924.51<br>\$2,199.44                                   | \$2,239.35<br>\$2,239.35                                   | \$1,919.45<br>\$1,919.45  | \$2,661.79<br>\$2,661.79                                   | \$2,281.53<br>\$2,281.53                                   | \$764.25 each way<br>\$764.25 each way   | \$588.04 each way<br>\$588.04 each way  |   | \$1,400.0   |
| 1.5 Cos   |   | \$1,000.00  | \$800.00   | \$793.50  | \$690.00   | \$2,639.33  | \$2,199.44   | \$2,559.26   | \$2,239.35  | \$3,042.04   | \$2,661.79   | \$772.50 each way  | \$695.25 each way   |   | \$1,400.0   |
| 1.6 For   |   | \$1,000.00  | \$800.00   | \$844.10  | \$734.00   | \$2,959.25  | \$2,474.38   | \$2,879.17   | \$2,559.26  | \$3,422.30   | \$3,042.04   | \$849.75 each way  | \$767.35 each way   |   | \$1,400   |
| 1.7 Lac   | hlan  | \$1,000.00  | \$800.00   | \$540.50  | \$470.00   | \$3,959.00  | \$3,299.17   | \$3,838.89   | \$3,518.98  | \$4,563.07   | \$4,182.81   | \$1,109.70 each way  | \$917.73 each way   | \$1,400.00  | \$1,400   |
| 1.8 Lith  |   | \$600.00  | \$500.00   | \$540.50  | \$470.00   | \$1,319.57  | \$1,099.72   | \$1,279.63   | \$959.72  | \$1,521.02   | \$1,140.77   | \$509.85 each way  | \$458.35 each way   |   | \$1,400.  |
|   | d-Western   | \$1,000.00  | \$800.00   | \$794.54  | \$690.90   | \$2,639.33  | \$2,199.44   | \$1,919.45   | \$1,599.54  | \$2,281.53   | \$1,901.28   | \$849.75 each way  | \$767.35 each way   |   | \$1,400.  |
| 1.10 Ob   |   | \$1,000.00<br>\$1,000.00  | \$800.00<br>\$800.00                                       | \$692.30<br>\$483.58  | \$602.00<br>\$420.50                                       | \$1,649.58<br>\$1,979.50  | \$1,374.65<br>\$1,549.58                                   | \$1,599.54<br>\$1,919.45                                   | \$1,279.63<br>\$1,599.54  | \$1,901.28<br>\$2,281.53                                   | \$1,521.02<br>\$1,901.28                                   | \$592.25 each way<br>\$679.80 each way   | \$535.60 each way<br>\$611.82 each way  |   | \$1,400.  |
| 1.12 Par  |   | \$1,000.00  | \$800.00   | \$831.45  | \$723.00   | \$2,959.25  | 52,474.38  | 52,879.17  | \$2,559.26  | \$3,422.30   | \$3,042.04   | \$849.75 each way  | 5767.35 each way  |   | \$1,400   |
|   | per Lachlan   | \$1,000.00  | \$800.00   | \$565.80  | \$492.00   | \$1,979.50  | \$1,649.58   | \$1,599.54   | \$1,279.63  | \$1,901.28   | \$1,521.02   |  | \$757.35 each way   |   | \$1,400   |
| 1.14 We   |   | \$1,000.00  | \$800.00   | \$704.95  | \$613.00   | \$3,299.17  | \$2,749.31   | \$2,879.17   | \$2,559.26  | \$3,422.30   | \$3,042.04   | \$849.75 each way  |   |   | \$1,400   |
| 1.15 You  | ing   | \$1,000.00  | \$800.00   | \$692.30  | \$602.00   | \$2,639.33  | \$2,199.44   | \$2,559.26   | \$2,239.35  | \$3,042.04   | \$2,661.79   | \$849.75 each way  | \$767.35 each way   | \$1,400.00  | \$1,400<br>In in establishme                        |
| m2 mut  | Itional mobilization and establishment for payable where services are requested for<br>tiple when centres while as (GA (per additional when centre) (ser. GST)<br>V CONCILION ASSESSM(HT, inclusive of clearing where required, sideo inspection,   | \$300.00  |  | \$200.00  |  | \$549.86  |  | \$639.82   |   | \$760.51   |  | 5276.10 per night accorer<br>fremhorte allowar   |   | when working for<br>\$155.00  | multiple Council                                    |
|   | erding and reporting in accordance with W5405-2008v2.2 (exc. 051)<br>Imm(Ø and 150mm(Ø Tines (per Tineal metre)   | \$5.40/m  |  | \$1.80  | 6  | \$7.20  |  | \$7.60   |   | \$9.01   |  | \$5.15   |   | \$3.80  | E   |
|   | immø lines (per lineal metre)   | \$5.50/m  | 1  | \$2.10  |  | \$7.68  |  | 58.13  |   | \$9.64   |  | \$5.15   |   | \$3.80  |   |
| 3.3 300   | 0mmØ lines (per lineal metre)   | \$6.00/m  |  | \$2.10  |  | \$8.86  |  | \$9.75   |   | \$11.57  |  | \$6.18   | Prices are for 2  | \$3.80  | 1   |
|   | immØ lines (per lineal metre)<br>ImmØ lines (per lineal metre)  | \$6.80/m<br>\$7.50/m  |  | \$2.10<br>\$2.30  |  | \$10.47<br>\$12.79  |  | \$13.01<br>\$17.88   |   | \$15.42<br>\$21.20   |  | \$6.18<br>\$7.73   | pass flush only -<br>anything after   | \$3.80  |   |
|   | I-600mmØ lines (per lineal metre)   | \$10.00/m   |  | \$2.30  |  | \$14.56   |  | \$29.26  |   | \$34.70  |  | \$8.76   | would require   | \$3.80  |   |
| 3.7 601   | 1-750mmØ lines (per lineal metre)   | \$12.00/m   |  | \$2.30  |  | \$15.29   |  | \$56.90  |   | \$67.46  |  | \$9.79   | heavy clean   | \$3.75  |   |
|   | I-1000mm@lines (per lineal metre)<br>11-2000mm@lines (per lineal metre)   | \$12.00/m<br>\$12.00/m  |  | \$2.40<br>\$2.40  |  | \$16.53<br>\$24.46  |  | \$81.29<br>\$130.06  |   | \$95.38<br>\$154.20  |  | \$12.36<br>\$12.36   |   | \$3.75<br>\$3.75  |   |
|   |   |   | `  |   | Î  |   |  |  |   |  |  |  |   |   |   |
| 4.1 100<br>4.2 225<br>4.3 300<br>4.4 375<br>4.5 450 | entions or enhanced requested by Gaussi (jac. 601)<br>Immo d less gas frican metre)<br>Immo d less gas frican metre)<br>Marco d less gas frican metre)<br>Marco d less gas frican metre)<br>Marco d less gas frican metre)  | \$3.00/m<br>\$3.50/m<br>\$4.00/m<br>\$5.00/m<br>\$7.50/m<br>NII                 |  | \$2.45<br>\$2.45<br>\$2.45<br>\$2.45<br>\$2.45<br>\$2.45<br>\$2.45<br>\$75.00 |  | \$0.71<br>\$0.76<br>\$0.88<br>\$1.04<br>\$1.27<br>N/A                                     |  | Included in item 3<br>above<br>Included in item 3<br>above |   | included in Item 3<br>above<br>Included in Item 3<br>above |  | \$3.09<br>\$3.09<br>\$4.12<br>\$5.67<br>\$6.18<br>included above                           |   | \$5.55<br>\$5.55<br>\$5.55<br>\$5.55<br>\$5.55<br>\$5.55  |   |
|   |   | 2   |  |   |  |   |  |  |   |  |  |  |   |   | in Cleaning   |
| _   |   | All Alton   | et Maer  | Aqua  | Assets   | Insitu  | form   | inter  | flow  | Interflow (alto  | rnative offer)   | <u>Server 5</u>  | ervices   | <u>Total Drai</u>   |   |
| ACC   | es Clamber Impedians  |   | et Piper   |   | Assets   |   | dorm   |  | flow  |  | rnative offer)   |  | antices   |   |   |
| ACC   | es Clamber Impettions<br>t por access chamber inspection  | \$25/each   | ut Piper   | <u>Aqua</u><br>\$50.00  | Assets   | \$158.26  | <u>dom</u>   | \$243.86   | flow  | \$243.85   | rnative offer)   | \$36.05  | ianticas  | <u>Total Drai</u><br>\$22.00  |   |
| 6.1 Cos<br>6.2 wit                                  | t of movement fee for inspections outside of the network being tested, but<br>bin the Council area.   |   | 1.794  |   | Assets   |   | dorm   |  | flow  |  | rnative offer)   |  | innes   |   |   |
| 6.1 Cos<br>6.2 wit                                  | t of movement fee for inspections outside of the network being tested, but  | \$25/each   | of Paper   | \$50.00   | Assets   | \$158.26<br>\$413.22<br>Heavy cleaning (38.7  | form<br>\$280.00 per hoar                                  | \$243.86   | flow  | \$243.85   | rnative offer)   | \$36.05  |   | \$22.00<br>\$179.00<br>Drain Cleaning Unit.   | -   |
| 6.1 Cos<br>6.2 wit                                  | t of movement fee for inspections outside of the network being tested, but<br>hin the Council area.<br>when terms, please specify   | \$25/each   |  | \$50.00   | Assets   | \$158.26<br>\$413.22<br>Heavy cleaning (38.7<br>detim levels > 20%)<br>\$pecialist marred |  | \$243.86   | flow  | \$243.85   | <u>matike (559)</u>  | \$36.05<br>\$206/hour  | \$226.60 per hour   | S22.00<br>S179.00<br>Drain Cleaning Unit.<br>etab Urbmet<br>Drain Cleaning Unit.  | \$1,500   |
| 6.1 Cos<br>6.2 wit                                  | t of movement fee for inspections outside of the network being tested, but<br>hin the Council area.<br>when terms, please specify   | \$25/each   |  | \$50.00   | Assets   | 5158.26<br>5413.22<br>Heavy cleaning (38,7<br>detro: levels > 20%)                        | \$280.00 per hoar  | \$243.86   | for the second se | \$243.85   | mathe offer)   | \$36.05<br>\$206/hour<br>Heavy clearing<br>Extra labour if required                        | \$226.60 per hour<br>\$82.40 per hour<br>per man  | S22.00<br>S179.00<br>Drain Cleaning Unit<br>establishment<br>Drain Cleaning Unit<br>disstabilishment  | \$1,540<br>\$1,440                                  |
| 6.1 Cos<br>6.2 wit<br>7 At c                        | t of movement fee for inspections outside of the network being tested, but<br>hin the Council area.<br>when terms, please specify   | \$25/each<br>Nil  |  | \$50.00<br>2 hours<br>minimum 2km per   | Assets   | \$158.26<br>\$413.22<br>Heavy cleaning (38.7<br>detim levels > 20%)<br>\$pecialist marred | \$280.00 per hoar  | \$243.86<br>\$665.26                                       | <u>flow</u>   | \$243.85<br>\$665.26                                       | mative offer)  | \$36.05<br>\$206/hour<br>Heavy skerting  | \$226.60 per hour<br>\$82.40 per hour<br>per man  | 522.00<br>5179.00<br>Drain Cleaning Unit<br>edublishment<br>Drain Cleaning Unit<br>disetablishment  | \$1,580<br>\$1,480<br>\$1,250                       |
| 7.1   | t of movement fee for inspections outside of the network being tested, but<br>hin the Council area.<br>when terms, please specify   | \$25/each<br>Nil<br>Plana see stached<br>our Schedule a Reas<br>For othe survau |  | \$50.00<br>2 hours<br>minimum 2km per   | Assets   | \$158.26<br>\$413.22<br>Heavy cleaning (38.7<br>detim levels > 20%)<br>\$pecialist marred | \$280.00 per hoar  | \$243.86<br>\$665.26                                       |   | \$243.85<br>\$665.26                                       | native offer)  | \$36.05<br>\$206/hour<br>Heavy clearing<br>Extra labour if required                        | 5226.60 per hour<br>582.40 per hour<br>per man<br>520.50 per copy<br>STBA dependence<br>on access and | 522.00<br>5179.00<br>Drein Clannig Unit<br>exabilitiment<br>Drein Clannig Unit<br>distabilitiment<br>distabilitiment  | \$1,580<br>\$1,680                                  |
| 6.2 wit<br>m7 All o<br>7.1<br>7.2                   | t of movement fee for inspections outside of the network being tested, but<br>hin the Council area.<br>when terms, please specify   | \$25/wach<br>Nil<br>Phone see attached<br>our Scholer Ritess                    |  | \$50.00<br>2 hours<br>minimum 2km per   | Assets   | \$158.26<br>\$413.22<br>Heavy cleaning (38.7<br>detim levels > 20%)<br>\$pecialist marred | \$280.00 per hoar  | \$243.86<br>\$665.26                                       | for a   | \$243.85<br>\$665.26                                       | native offer)  | 536.05<br>5206/hour<br>Henry clearte<br>Extra labour / required<br>Extra labour / required | 5226.60 per hour<br>582.40 per hour<br>per man<br>520.50 per copy<br>5TBA dependier                   | 522.00<br>5179.00<br>Drein Cluming Unit<br>exabilitiment<br>Druin Cluming Unit<br>distabilitiment<br>distabilitiment<br>timbie Teoting Chew   | \$1,580<br>\$1,480<br>\$1,250                       |
| 6.1 Cos<br>6.2 with<br>7.1<br>7.2<br>7.3<br>7.4     | t of movement fee for inspections outside of the network being tested, but<br>hin the Council area.<br>when terms, please specify   | \$25/each<br>Nil<br>Plana see stached<br>our Schedule a Reas<br>For othe survau |  | \$50.00<br>2 hours<br>minimum 2km per   | Assets   | \$158.26<br>\$413.22<br>Heavy cleaning (38.7<br>detim levels > 20%)<br>\$pecialist marred | \$280.00 per hoar  | \$243.86<br>\$665.26                                       | <u>for</u>  | \$243.85<br>\$665.26                                       | native offer)  | 536.05<br>5206/hour<br>Henry clearte<br>Extra labour / required<br>Extra labour / required | 5226.60 per hour<br>582.40 per hour<br>per man<br>520.50 per copy<br>STBA dependence<br>on access and | S22.00<br>S179.00<br>Duin Claining Unit<br>extentional Control of the<br>distribution of the<br>distr | \$1,500<br>\$1,500<br>\$1,200<br>\$1,200            |

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General Manager

Kenfkeith.

Mayor

# Evaluation Report for the Request for Quotation/Tender for the Condition Assessment of Sewer Service Lines using Smoke Testing

# No: CWUA2B\_2015

Procurement Manager: Kate Barker



General Manager

Kenfkeith.

Mayor

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| 3 | 3.1<br>3.2<br>3.3<br>3.4<br>3.5                      | Evaluation rankings<br>1 Evaluation rankings were as follows:<br>Copies of assessment sheets<br>Summary of any clarifications sought<br>Details of any referee reports               | 5<br>5<br>5<br>5<br>5<br>5                                    |
| _ | 3.1<br>3.2<br>3.3<br>3.4<br>3.5                      | Evaluation rankings<br>1 Evaluation rankings were as follows:<br>Copies of assessment sheets<br>Summary of any clarifications sought<br>Details of any referee reports<br>Offer risk | 5<br>5<br>5<br>5<br>5<br>5<br>5<br>5                          |
| _ | 3.1<br>3.2<br>3.3<br>3.4<br>3.5<br><b>Cos</b><br>4.1 | Evaluation rankings<br>1 Evaluation rankings were as follows:<br>Copies of assessment sheets<br>Summary of any clarifications sought<br>Details of any referee reports<br>Offer risk | 5<br>5<br>5<br>5<br>5<br>5<br>5<br>5<br>5<br>5<br>5<br>5<br>5 |

General Manager

Mayor

#### **1** Executive Summary

This report covers the evaluation process conducted by the Tender Evaluation Group (TEG) upon tenders received in response to Centroc's Request for Quotation/Tender (RFx) to CWUA2B\_2015.

An independent procurement consultant from Centroc facilitated the preparation of the RFQ and provided other assistance during the project.

#### 1.1 Receipt and Upload

Five tenders were received by the tender close time. The RFx sought tenders in electronic format. On receipt, all tenders were uploaded into evaluation software (Apet).

#### 1.2 Evaluation

TEG members actively participated as a team in the evaluation of Respondents' capabilities against the evaluation criteria

The TEG is confident the recommended Respondent, should they be contracted, will provide a satisfactory solution. The TEG expects the recommended Respondent to have both the capability and capacity to deliver the outcomes sought by the RFx.

#### 1.3 Objective

Through this RFx, Centroc member Councils sought to identify companies capable of delivering condition assessment of sewer service lines using smoke testing to some or all 16 of its members. The TEG assessed value for money by reviewing:

- a) Respondent capability against the evaluation criteria
- b) estimated costs

#### 1.4 Recommendation

The TEG recommends ADS Environmental Services and All About Pipes to enter into contract negotiations.

#### 2 RFT process

#### 2.1 Preparing the RFT

Centroc assisted in preparing the RFx. The RFx was released on 18 March 2015 and tenders were received from the electronic tender box on Tenderlink on 10 April 2015.

#### 2.2 Tender Evaluation Group (TEG)

The Tender Evaluation Group (TEG) for this RFx consisted of the following people:

| Name                | Council              |
|---------------------|----------------------|
| Adam Stewart        | Boorowa Council      |
| Andrew Francis      | Parkes Shire Council |
| Josh Barnes         | Orange City Council  |
| Meredith Macpherson | Centroc              |

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The TEG was assisted by Kate Barker, Centroc's Energy and Training Program Manager.

#### 2.3 Tender Evaluation Plan (TEP)

The TEG met before tenders were received. The TEG Chair delivered a presentation of the draft TEP to TEG members to:

- a) provide overarching context for the purpose of the RFx;
- b) seek comments upon the draft TEP; and
- c) seek consensus upon the efficient approach to conducting the evaluation.

The TEG also met to determine the relative importance of RFx elements against which Respondents were requested to respond.

#### 2.4 Quotations received

When the tender period closed, quotations were available on Tenderlink and accessed by the TEG Chair. Quotations from the following companies were received:

| Company Name                 |  |  |  |  |  |
|------------------------------|--|--|--|--|--|
| ADS Environmental Services   |  |  |  |  |  |
| All About Pipes              |  |  |  |  |  |
| Aqua Assets                  |  |  |  |  |  |
| Interflow                    |  |  |  |  |  |
| Total Drain Cleaning Service |  |  |  |  |  |

#### 2.5 Conditions of participation

The Chair conducted a confirmation evaluation stage to ensure Respondents had complied with the conditions of participation outlined in the RFx.

Respondents which had complied with conditions of participation were uploaded into the tender evaluation software (Apet).

#### 3 Evaluation activity

The TEG met at Cowra Council on 16 April 2015 to begin the evaluation. Each quotation was displayed by a data projector using the Apet software. This allowed the TEG to efficiently conduct the evaluation in a 'paperless' environment.

The TEG entered quantitative details into Apet in accordance with the TEP 'scoring table'. These 'scores' reflected the TEG's evaluation of, for example, respondents' experience, and capacity to meet technical requirements.

The TEG also entered qualitative details into Apet. Qualitative details support, for example, scores assigned wherever a respondent was assessed as not meeting technical requirement to the TEG's satisfaction.

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#### 3.1 Evaluation rankings

#### 3.1.1 Evaluation rankings were as follows:

- 1. ADS Environmental Services 64%
- 2. Aqua Assets 53%
- 3. All About Pipes 48%
- 4. Interflow 40%
- 5. Total Drain Cleaning Service 35%

#### 3.2 Copies of assessment sheets

Copies of the assessment sheets are available from Centroc. They are stored on Centroc's electronic filing system in the Tenders folder.

#### 3.3 Summary of any clarifications sought

The Centroc representative sought the following clarifications from ADS Environmental Services:

- 1. Provide more details on the work undertaken in recent years
- 2. Provide details of the training undertaken by operators

No clarifications were sought from All About Pipes.

#### 3.4 Details of any referee reports

Referee reports are available on request from Centroc. They are stored on Centroc's electronic filing system in the Tenders folder.

#### 3.5 Offer risk

The TEG is of the opinion that the recommended Respondent is capable of delivering services of the nature that Centroc members have requested.

#### 4 Costs

See the attached spreadsheets outlining the costs.

#### 4.1 Cost risk

Cost risk is the risk that eventual costs will vary either above or below the quoted costs. The TEG considered the likely financial impact of cost risk to be negligible over the term of the contract when determining the Respondent reflecting best value for money.

#### 5 Recommendation

#### 5.1 Enter into negotiations

The TEP recommends that Centroc members enter into contract negotiations with: ADS Environmental Services and All About Pipes

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Council's are asked to notify Centroc of their decision to accept ADS Environmental Services and All About Pipes as the providers for Condition Assessment of Sewer Service Lines using Smoke Testing and to forward a copy of the completed signature page of the contract.

Confidential Attachment: 1. Pricing details for all tenderers.

Fe

General Manager

Kenfkeith.

Mayor

CWUA2\_2015 Condition Assessment (CCTV and Smoke Testing)

#### CONFIDENTIAL PRICING

| em 1       | Council  | Mobilisation and establishment fee - per request to visit each LGA. Services requiring completion within 12 days of request. Includes QA plans, WHS plans, Traff |                 |                                  |                    |                     |  |  |  |
|------------|--|--|-----------------|----------------------------------|--------------------|---------------------|--|--|--|
| em 1       | Counci   |  | Managem         | ent Plans, Flow Management Plans | (exc.GST)          |                     |  |  |  |
|            |  | ADS Environmental Services   | All About Pipes | Aqua Assets                      | Interflow          | Total Drain Cleanin |  |  |  |
| 1.1        | Bathurst   | \$678.00   | \$800.00        | \$646.00                         | \$1,279.63         | \$1,280.00          |  |  |  |
|            | Blayney  | \$678.00   | \$800.00        | \$761.50                         | \$1,599.54         | \$1,280.00          |  |  |  |
|            | Boorowa  | \$826.00   | \$800.00        | \$745.00                         | \$1,919.45         | \$1,280.00          |  |  |  |
|            | Cabonne  | \$826.00   | \$800.00        | \$819.26                         | \$1,919.45         | \$1,280.00          |  |  |  |
| 1.5        | Cowra  | \$826.00   | \$800.00        | \$910.00                         | \$2,239.35         | \$1,280.00          |  |  |  |
|            | Forbes   | \$962.00   | \$800.00        | \$976.00                         | \$2,559.26         | \$1,280.00          |  |  |  |
|            | Lachlan  | \$1,268.00   | \$800.00        | \$580.00                         | \$3,518.98         | \$1,280.00          |  |  |  |
|            | Lithgow  | \$683.00   | \$800.00        | \$596.00                         | \$959.72           | \$1,280.00          |  |  |  |
|            | Mid-Western  | \$962.00   | \$800.00        | \$910.00                         | \$1,599.54         | \$1,280.00          |  |  |  |
| _          | Oberon   | \$683.00   | \$800.00        | \$778.00                         | \$1,279.63         | \$1,280.00          |  |  |  |
|            | Orange   | \$826.00   | \$800.00        | \$794.50                         | \$1,599.54         | \$1,280.00          |  |  |  |
|            | Parkes   | \$962.00   | \$800.00        | \$959.50                         | \$2,559.26         | \$1,280.00          |  |  |  |
|            | Upper Lachlan  | \$683.00   | \$800.00        | \$613.00                         | \$1,279.63         | \$1,280.00          |  |  |  |
|            | Weddin   | \$952.00   | \$800.00        | \$794.50                         | \$2,559.26         | \$1,280.00          |  |  |  |
| 1.15       | Young  | \$826.00   | \$800.00        | \$779.00                         | \$2,239.35         | \$1,280.00          |  |  |  |
| m 2        | Additional mobilisation and establishment fee<br>payable where services are requested for multiple<br>urban centres wihin an LGA (per additional urban<br>centre) (exc. GST) | \$326.00   | Nil.            | \$350.00                         | \$639.82           | N/A                 |  |  |  |
| m 3        | Smoke Testing of Property Service Lines (exc. GST)   |  |                 |                                  |                    |                     |  |  |  |
|            | Charge per property, inclusive of advance advisory   |  |                 |                                  |                    |                     |  |  |  |
| 3.1        | letter and results reporting to Council.   | \$58.00  | \$25.00         | \$39.00                          | \$65.03            | \$44.00             |  |  |  |
|            | Additional service: inspection of property boundary<br>riser/trap, venting and overflow relief gully conducted<br>in conjunction with item 3.1                               | \$16.00  | \$30.00         | \$35.00                          | \$54.19            | \$10.00             |  |  |  |
| 3.3        | Additional service: non-compliance notice to property<br>owners on behalf of Council (per letter issued)   | \$11.00  | \$15.00         | \$27.00                          | \$54.19            | \$10.00             |  |  |  |
| 3.4        | Additional service: follow-up inspections of non-<br>compliant properties (charge per non-compliance<br>property)  | \$74.00  | \$20.00         | \$42.00                          | \$108.38           | \$65.00             |  |  |  |
| m 4        | Surface reinstatement and site clean up (if not<br>included in item 3) (exc. GST)  | included in item 3   | Nil.            | \$50.00                          | included in item 3 | No charge           |  |  |  |
| _          |  |  |                 |                                  |                    |                     |  |  |  |
| n 5<br>5 1 | Access Chamber Inspections<br>Cost per access chamber inspection   | \$58.00  | \$25.00         | \$25.00                          | \$251.18           | \$22.00             |  |  |  |
| 5.1        | Cost of movement fee for inspections outside of the  |  |                 |                                  |                    |                     |  |  |  |
| 5.2        | network being tested, but within the Council area.   | \$342.00   | Nil.            | 2 hours                          | \$665.26           | \$135.00            |  |  |  |
|            | all at 26 at 26  |  |                 | Million 2001                     |                    |                     |  |  |  |
| m 6        | All other items, please specify<br>Item Cost (exc. GST)  | Nil.   |                 | Minimum 200 houses per           |                    | Die Test - \$27     |  |  |  |
|            |  | NII.   |                 | request                          |                    | Die Test - \$27     |  |  |  |
| 1000       | Rebate based on the number of properties invoiced  |  |                 |                                  |                    |                     |  |  |  |
| m 7        | under item 3.1 in the Contract year.   |  |                 |                                  |                    |                     |  |  |  |
|            | % rebate - Minimum number of properties  |  | 22.201          |                                  |                    |                     |  |  |  |
|            | 2% rebate  | 200  | N/A             | 600                              | 100                | 500                 |  |  |  |
| -          |  |  |                 |                                  |                    | 700                 |  |  |  |
|            | 5% rebate<br>10% rebate  | 500  | N/A<br>N/A      | 1200<br>2000                     | 500<br>N/A         | 700<br>5000         |  |  |  |

General Manager

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Mayor

CWUA2\_2015 Condition Assessment (CCTV and Smoke Testing)

# CONFIDENTIAL PRICING

| ltem 1 | Access Chamber Inspections  | All About Pipes | Aqua Assets | Interflow  | Total Drain<br>Cleaning | ADS Environmental Services |
|--------|---|-----------------|-------------|------------|-------------------------|----------------------------|
| 1.1    | Cost per access chamber inspection  | \$25.00         | \$120.00    | \$243.86   | \$22.00                 | \$58.00                    |
| 1.2    | Mobilisation fee for inspections not undertaken concurrently with <b>Smoke Testing</b> in Council area. | Nil.            | \$690.90    | \$1,370.44 | \$135.00                | see below                  |

| Establishment Access    |            |  |  |  |  |  |  |  |
|-------------------------|------------|--|--|--|--|--|--|--|
| Chamber Inspection Crew |            |  |  |  |  |  |  |  |
| Bathurst                | \$678.00   |  |  |  |  |  |  |  |
| Blayney                 | \$678.00   |  |  |  |  |  |  |  |
| Boorowa                 | \$826.00   |  |  |  |  |  |  |  |
| Cabonne                 | \$826.00   |  |  |  |  |  |  |  |
| Cowra                   | \$826.00   |  |  |  |  |  |  |  |
| Forbes                  | \$962.00   |  |  |  |  |  |  |  |
| Lachlan                 | \$1,268.00 |  |  |  |  |  |  |  |
| Lithgow                 | \$683.00   |  |  |  |  |  |  |  |
| Mid Western             | \$962.00   |  |  |  |  |  |  |  |
| Oberon                  | \$683.00   |  |  |  |  |  |  |  |
| Orange                  | \$826.00   |  |  |  |  |  |  |  |
| Parkes                  | \$962.00   |  |  |  |  |  |  |  |
| Upper Lachlan           | \$683.00   |  |  |  |  |  |  |  |
| Weddin                  | \$962.00   |  |  |  |  |  |  |  |
| Young \$826.00          |            |  |  |  |  |  |  |  |

**General Manager** 

Kenfkeith.

Mayor

# 17.3 (DI) CENTROC Pipe Relining Contract

## Prepared By: Director Infrastructure

# **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

Tender details, should they be revealed, may result in commercial disadvantage to parties involved in the tender process. Tenderers have provided sensitive information about their operations in the confidence that their details will not be made public by council. The practice of publication of sensitive information provided by tenderers could result in the withholding of such information by tenderers and reduction in the provision of information relevant to council's decision.

# **Executive Summary**

The previous CENTROC Contract for pipe relining activities concluded on June 30 2015. The Alliance member councils have expressed an interest in continuing the contract. Deeds of Assignment have been created for each Council to add addition Separable Portions to continue the contract.

# **Background Information**

The CENTROC Water Utilities Alliance ran a successful bulk procurement contract on behalf of the member Council's for the relining of sewer and drainage pipes ending on June 30 2015. The previous Contract concluded on completion of the separable portions that formed the appendix to the contracts. The majority of work for this contract was for the CEEP2 grant funded project and the contract was with CENTROC (a section 355 Committee of Forbes Shire Council).

# Legislative or Policy Implications

Local Government Code of Tendering.

General Manager

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# **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 8.3 Ensure that Shire Sewage Management is in line with Best Practicee* 

Predicted positive effect / opportunity for the Delivery Program: Good

The activities will improve the level of service of Council's sewer and drainage systems.

Predicted negative / challenge to the Delivery Program: Minor

There will be no foreseeable negative impacts.

# Quadruple Bottom Line



# **Budget & Financial Aspects**

The sewer budget has an allocation of \$500,000 for system renewal and upgrade for the current financial year.

# Recommendation

1. That Deeds of Assignment be signed between Council and Interflow Pty Ltd and Insituform Pty Ltd for the relining of sewer and drainage pipes up to the value of \$500,000.

# Attachments

- 1. Correspondence from Marsden's solicitors.
- 2. Deed of Assignment.

General Manager

Kenfkeith

Mayor

# M marsdens

ABN 59 874 202 316

All correspondence to PO Box 291 Campbelltown NSW 2560

DX 5107 Campbelltown

| Our Ref:       | JRT:KW3:378140            |
|----------------|---------------------------|
| Contact:       | Justin Thornton           |
| Contact Tel:   | 4640 3633                 |
| Contact Email: | jthornton@marsdens.net.au |
|                |                           |

Your Ref:

Andrew Francis

EMAIL: council@parkes.nsw.gov.au and Meredith.Macpherson@centroc.com.au

29 July 2015

The General Manager Parkes Shire Council C/- Meredith Macpherson (Program Manager of Centroc) PO Box 337 PARKES NSW 2870

Dear Meredith,

#### Re: Part Assignment of Pipe Relining Contract

#### 1 Deed of Assignment

**Enclosed** is the Deed of Assignment (**Deed**) in respect of the Pipe Relining Contract for the above matter.

#### 2 Comments

- 2.1 The Deed provides for the assignment of the rights and obligations of Centroc in respect of the separable portion of the works under the Contract with the relevant Contractor to Council.
- 2.2 Accordingly, under the Deed, Council will 'step-in' to Centroc's role as Principal and assume liability for the additional works it intends to undertake within its Local Government Area (but only in respect of those works). Council will need to consider which separable portions are to be assigned to it and include those in a document to be attached as Annexure 1 to the Deed.
- 2.3 The Deed provides for the immediate release and indemnification of Centroc from liability under the Contract, but only to the extent of the separable portion(s) subject to the assignment to Council.
- 2.4 Details of the Contract and the Contractor will need to be included within the Deed (being either Insituform Pacific Pty Ltd or Interflow Pty Ltd once decided by Council). Please advise on the Contract that is selected and I will update the Deed accordingly.

#### 3 Concluding Comments

Should Council wish to discuss the above or the enclosed further, please feel free to contact me.  $$\overset{2}{\scriptstyle N}$$ 

Yours faithfully MARSDENS LAW GROUP

J.R. THORNTON Partner Accredited Specialist Business Law 4863846 1

AGENTS IN VICTORIA, QUEENSLAND AND AUSTRALIAN CAPITAL TERRITORY

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**General Manager** 

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# Deed of Assignment Sewer Rectification (Pipe Relining) Contract – Separable Portion

Centroc, being a s355 Committee of Forbes Shire Council (ABN 86 023 614 567) (Principal)

[insert name of contractor] (ABN [Insert]) (Contractor)

Parkes Shire Council (ABN 96 299 629 630) (Assignee)

#### MARSDENS LAW GROUP

Level 1 49 Dumaresq Street CAMPBELLTOWN NSW 2560 Tel: 02 4626 5077

Fax: 02 4626 4826 DX: 5107 Campbelltown

Ref: 65 37 8140



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**General Manager** 

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**General Manager** 

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# Deed of Assignment Sewer Rectification (Pipe Relining Contract)

## Parties

| Principal  | Name    | Centroc, being a s355 Committee of Forbes Shire Council |
|------------|---------|---|
|            | Address | 2 Court Street<br>Forbes NSW 2871                       |
|            | ABN     | 86 023 614 567  |
| Contractor | Name    | [Insert]  |
|            | Address | [Insert]  |
|            | ABN     | [Insert]  |
| Assignee   | Name    | Parkes Shire Council                                    |
|            | Address | 2 Cecile Street<br>Parkes NSW 2870                      |
|            | ABN     | 96 299 629 630  |

## Background

- A The Contractor and the Principal are parties to the Contract.
- **B** The Principal has agreed to assign its rights and obligations under the Contract in respect of the Separable Portion (**Rights and Obligations**) to the Assignee.
- **C** The Principal, the Contractor and the Assignee set out in this deed the terms upon which the Rights and Obligations assigned from the Principal to the Assignee.

# **Operative Provisions**

#### 1 Definitions & interpretation

#### 1.1 Defined Terms

In this deed, words beginning with a capital letter that are defined in Part 1 of **Schedule 1** have the meaning ascribed to them in that schedule.

#### 1.2 Interpretation

The interpretational rules contained in Part 2 of **Schedule 1** apply in the interpretation of this deed.

## 2 Assignment of Separable Portion

On the date of this deed:

(1) the Principal assigns the Rights and Obligations under the Contract in respect of the Separable Portion to the Assignee;

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- (2) the Assignee accepts the Principal's assignment of those Rights and Obligations; and
- (3) the Contractor consents to that assignment.

#### 3 Effect of assignment

As a consequence of the assignment under clause 2 the parties agree that:

- the Principal is, from the date of this deed, released from its obligation to perform the terms of the Contract, but only in respect of the Separable Portion;
- (2) the Assignee is obliged to perform the Principal's obligations under the Contract in respect of the Separable Portion as if a reference in the Contract to the Principal were a reference to the Assignee; and
- (3) the Contractor must conduct itself in accordance with the Contract in respect of the Separable Portion as if a reference in the Contract to the Principal were a reference to the Assignee.

#### 4 Mutual releases

The Contractor and the Principal release and indemnify each other against all Claims which they had or might, but for this clause, have had against each other under the terms of the Contract, but only in respect of the Separable Portion.

#### 5 Covenant by the Assignee

The Assignee warrants to both the Contractor and the Principal that it will perform, observe and carry out all other obligations and covenants contained in the Contract in respect of the Separable Portion as if a reference in the Contract to the Principal were a reference to the Assignee.

#### 6 Consideration for entry into this deed

Each party warrants to the other that:

- (1) it receives valuable consideration for the execution of this deed;
- (2) it is in its interest and for its benefit to execute this deed; and
- (3) this deed has, where necessary, been approved by all necessary corporate action.

#### 7 Costs of this deed

Each party must bear their own costs incurred in relation to the negotiation, preparation and execution of this deed.

#### 8 Cooperation

Each party agrees that it will do all such acts and things as are reasonably necessary to:

- (1) perfect the assignment under this deed; and
- (2) otherwise give effect to the transactions recorded in this deed.

#### 9 Administrative provisions

#### 9.1 Governing Law

The law in force in the State of New South Wales governs this deed. The parties:

 submit to the exclusive jurisdiction of the courts of New South Wales and any courts that may hear appeals from those courts in respect of any proceedings in connection with this deed; and

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(2) may not seek to have any proceedings removed from the jurisdiction of New South Wales on the grounds of *forum non conveniens*.

#### 9.2 Entire agreement

This is the entire agreement of the parties. All prior or contemporaneous representations, communications and prior agreements in relation to the subject matter are merged in and superseded by this deed.

#### 9.3 Counterparts

This deed may be executed in any number of counterparts and all of those counterparts taken together constitute one and the same instrument.

#### 9.4 Amendment

This deed may only be amended by the agreement of both parties recorded in writing.

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# Schedule 1: **Defined terms And interpretation**

| other instruments under it and consolidations, amendment<br>enactments or replacements of any of them.singular includes pluralthe singular includes the plural and vice versa.personthe word "person" includes an individual, a firm, a body corp<br>a partnership, joint venture, an unincorporated body or assoc<br>or any government agency.executors, administrators,<br>successorsa particular person includes a reference to the person's exec<br>administrators, successors, substitutes (including persons<br>by novation) and assigns.dollarsAustralian dollars, dollars, \$ or A\$ is a reference to the<br>currency of Australia.calculation of timeif a period of time dates from a given day or the day of an<br>event, it is to be calculated exclusive of that day.reference to a daya day is to be interpreted as the period of time commend   |  |  |
|--|--|--|
| Separable Portion Relining)" between the Principal and the Contractor.   Separable Portion means the separable portion under the Contract as specifically identified in the document attached as Annexure 1.   Part 2 - Interpretational Rules a clause, annexure or schedule is a reference to a clause annexure or schedule to this deed.   variations or replacements a document (including this deed) includes any variati replacement of it.   reference to statutes a statute, ordinance, code or other law includes regulation other instruments under it and consolidations, amendmen enactments or replacements of any of them.   singular includes plural the singular includes the plural and vice versa.   person the word "person" includes an individual, a firm, a body corp a partnership, joint venture, an unincorporated body or associor or any government agency.   dollars Australian dollars, dollars, \$ or A\$ is a reference to the currency of Australia.   if a period of time dates from a given day or the day of an event, it is to be calculated exclusive of that day.   reference to a day a day is to be interpreted as the period of time comment  |  |  |
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| a partnership, joint venture, an unincorporated body or associon<br>or any government agency.executors, administrators,<br>successorsa particular person includes a reference to the person's exect<br>administrators, successors, substitutes (including persons<br>by novation) and assigns.dollarsAustralian dollars, dollars, \$ or A\$ is a reference to the<br>currency of Australia.calculation of timeif a period of time dates from a given day or the day of an<br>event, it is to be calculated exclusive of that day.reference to a daya day is to be interpreted as the period of time commend  |  |  |
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| reference to a day a day is to be interpreted as the period of time commend  | if a period of time dates from a given day or the day of an act or<br>event, it is to be calculated exclusive of that day.   |  |
| midnight and ending 24 hours later.  | ing a  |  |
| accounting terms an accounting term is a reference to that term as it is us accounting standards under the <i>Corporations Act 2001</i> (Cth not inconsistent with those standards, in accounting principle practices generally accepted in Australia.   | n) or, i   |  |

General Manager

Kenfkeith.

Mayor

| reference to a group of<br>persons | a group of persons or things is a reference to any two or more of them jointly and to each of them individually.  |
|------------------------------------|---|
| meaning not limited                | the words "include", "including", "for example" or "such as" are not<br>used as, nor are they to be interpreted as, words of limitation, and,<br>when introducing an example, do not limit the meaning of the<br>words to which the example relates to that example or examples<br>of a similar kind. |
| next day                           | if an act under this deed to be done by a party on or by a given<br>day is done after 4.30pm on that day, it is taken to be done on the<br>next day.  |
| next Business Day                  | if an event must occur on a stipulated day which is not a Business<br>Day then the stipulated day will be taken to be the next Business<br>Day.   |
| time of day                        | time is a reference to Sydney time.   |
| headings                           | headings (including those in brackets at the beginning of paragraphs) are for convenience only and do not affect the interpretation of this deed.   |
| agreement                          | a reference to any agreement, deed or instrument includes the<br>same as varied, supplemented, novated or replaced from time to<br>time.  |
| gender                             | a reference to one gender extends and applies to the other and neuter gender.   |

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Annexure 1 Separable Portion

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#### **Execution page**

#### Executed as a deed.

Dated:

**Executed** by **Centroc (being a s355 Committee of Forbes Shire Council)** by its General Manager by the affixing of the Common Seal of Council in accordance with resolution dated

| General Manager (Signature)  | Mayor (Signature)                                 |
|--|---|
| Name of General Manager (Print Name)   | Name of Mayor (Print Name)                        |
| <b>Executed</b> by <b>[Insert Contractor]</b> in accordance w authority of its directors.                        | vith section 127(1) of the Corporations Act by    |
| Director/Secretary (Signature)   | Director (Signature)                              |
| Name of Director/ Secretary (Print Name)   | Name of Director (Print Name)                     |
| <b>Executed</b> by <b>Parkes Shire Council</b> by its Genera Seal of Council in accordance with resolution dated | I Manager and Mayor by the affixing of the Common |
| General Manager (Signature)  | Mayor (Signature)                                 |
| Name of General Manager (Print Name)   | Name of Mayor (Print Name)                        |
|  |   |
|  |   |
|  |   |
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# 17.4 (DES) Request for Services Supplied - Tree Clearing

# 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

Tender details, should they be revealed, may result in commercial disadvantage to parties involved in the tender process. Tenderers have provided sensitive information about their operations in the confidence that their details will not be made public by council. The practice of publication of sensitive information provided by tenderers could result in the withholding of such information by tenderers and reduction in the provision of information relevant to council's decision.

# **Executive Summary**

Council wishes to invite tenders for Services Supplied - Tree Clearing, for the next stage of construction works on Numulla Road as part of the ongoing Roads to Recovery Programme.

The decision to shorten the tender period to seven days is proposed given the need for expediency in an attempt to meet the programmed timeframes whilst also enabling the continuation of works associated with Councils extensive Capital and Maintenance Program for the 2015/2016 Financial Year.

# **Background Information**

See Report

# **Legislative or Policy Implications**

Local Government (General) Regulation, 2005.

General Manager

Kenfkeith

Mayor

# **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* 

Predicted positive effect / opportunity for the Delivery Program: Good

Savings through competitive processes in gravel procurement support the delivery plan objectives under the functional areas for Maintain and Improve the Shires Assets and Infrastructure.

Predicted negative / challenge to the Delivery Program: Minor

There are no negative implications resulting from the tender.

# Quadruple Bottom Line



The competitive tendering process provides positive Economic, Civic Leadership and Social outcomes for the Quadruple Bottom Line whilst having minor impacts on Environment.

# **Budget & Financial Aspects**

The works are funded for the total cost from the Roads to Recovery Programme.

# Recommendation

- 1. That Council concur with the decision to follow the open tendering or selective tendering process in accordance with section 66 of the Local Government (General) Regulation, 2005.
- 2. That Council concur with the decision to shorten the tender period in accordance with section 171 of the Local Government (General) Regulation, 2005.

**General Manager** 

KenfKeith

Mayor

# Report

Council has invited quotations for Services Supplied - Tree Clearing, for the clearing of trees for the next stage of the construction of Numulla. The next stage of the project is located 20.0 to 23.0 kilometres from the Bogan Way (MR350N).

The works involved widening and construction of Numulla Road for length of 3.0kms. This narrow section of seal is required to be widened to 7m in order to meet Councils Asset Management Plan and relevant route standards. Restricting this widening is heavy growth of shrubs, trees and grasses which at present have grown into the table drain and along the existing sealed edge. A full Review of Environmental Factors (REF) has been carried out by Council staff prior to the request for quotations.

It was realised that the estimated value of the supply of works would most probably be above \$150,000 so tenders are required. Given that the works were programmed to commence shortly, it was considered that tenders should be called by selective tendering with recognised suppliers invited to submit prices. There are several suppliers, Steve McGrath Tree Services (Parkes), A1 Tree Services (Dubbo), Tree Craft (Orange), Davis Earth Moving (Terrey Hills) and FB Plant (Newcastle) who have been requested to submit prices.

The relevant sections of the Local Government (General) Regulation, 2005 are as follows:

# 66 Council to decide whether tenders are to be by open tendering or selective tendering

Whenever a council is required by <u>section 55</u> of <u>the Act</u> to invite tenders before entering into a contract, the council must decide which of the following tendering methods is to be used:

(a) the open tendering method by which tenders for the proposed contract are invited by public advertisement,

(b) the selective tendering method by which invitations to tender for a particular proposed contract are made following a public advertisement asking for expressions of interest,

(c) the selective tendering method by which recognised contractors selected from a list prepared or adopted by the council are invited to tender for proposed contracts of a particular kind.

# 169 Selective tendering method by which recognised contractors listed by council are invited to tender for particular kinds of proposed contracts

(6) In inviting tenders for a proposed contract from recognised contractors listed by the council under this clause, the council must:

(a) invite them to submit tenders to the council by the deadline specified in the invitations, and

(b) give details of where and when tender documents relating to the proposed contract can be obtained and the purchase price of those documents.

The deadline must be a specified time on a date that is at least 21 days after the date of the invitation.

General Manager

KenfKeith

Mayor

# 171 Shortened tender period

(1) A council that believes there are exceptional circumstances rendering inappropriate a deadline that would, but for this clause, be required to be specified in an advertisement under clause 167, 168 or 169 or an invitation under clause 168 (4) or 169 (6) may decide on an earlier deadline. However, the earlier deadline must be a specified time on a date that is at least 7 days after:

- (a) the date of the publication or first publication of the advertisement, or
- (b) the date of the invitation.
- (2) A council must keep a record of:

(a) the circumstances requiring an earlier deadline to be specified in such an advertisement or invitation, and

(b) the name of the staff member who made the decision to change the deadline (if not made by the council).

The Director Engineering Services, Ben Howard, made the decision to shorten the tender period to seven days given the need for expediency to meet the programmed timeframes.

Submissions will close on Wednesday the 26 August 2015 and the details and recommendations will be tabled at the next meeting of Council scheduled for 8 September 2015.

# Attachments

Nil

General Manager

KenfKeith

Mayor